

**CITY OF OWOSSO**  
**REGULAR MEETING OF THE CITY COUNCIL**  
**TUESDAY, FEBRUARY 18, 2014**  
**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 FEBRUARY 3, 2014:**

**APPROVAL OF THE MINUTES OF SPECIAL MEETING OF FEBRUARY 10, 2014:**

**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.

**STUDENT REPRESENTATIVE REPORT**

**PROCLAMATIONS / SPECIAL PRESENTATIONS**

1. Consumers Energy Thank You. A formal statement of the Mayor's Office thanking Consumers Energy for their tireless efforts to restore power to the community after last year's ice storm.

**PUBLIC HEARINGS**

1. Special Assessment District No. 2014-01 – Hazards & Nuisances. Conduct a public hearing to receive citizen comment regarding Resolution No. 2 for Special Assessment District No. 2014-01, Hazards and Nuisances, as it relates to unpaid costs incurred in the altering, repairing, tearing down, abating and removing of hazards and nuisances at 1711 Frederick Street.

**CITIZEN COMMENTS AND QUESTIONS**

**CITY MANAGER REPORT**

## **CONSENT AGENDA**

1. 2014 Street Program - Special Assessment District No. 2014-01. Authorize Resolution No. 1 for Special Assessment District No. 2014-01 for Elm Street from Main Street to River Street for street reconstruction.
2. 2014 Street Program - Special Assessment District No. 2014-02. Authorize Resolution No. 1 for Special Assessment District No. 2014-02 for Howard Street from Washington Street to Park Street for street reconstruction.
3. 2014 Street Program - Special Assessment District No. 2014-03. Authorize Resolution No. 1 for Special Assessment District No. 2014-03 for Washington Street from Corunna Avenue to Stewart Street for street reconstruction.
4. Bid Award – South Park Street Improvement Project - Phase 1. Authorize bid award to Perrin Construction Co. for the 2014 South Park Street Improvement Project - Phase 1 in the amount of \$46,486.00, with reimbursement by the DDA of \$12,017.00 of the cost, and approve payment up to the bid amount upon satisfactory completion of the work or portions thereof.
5. Bid Award – Sale of Used Equipment. Authorize bid award to Hugo Clement for the sale of one Sweepster 710 Leaf Loader, Unit #174, in the amount of \$880.00.
6. Bid Award – Sale of Used Equipment. Authorize bid award to Hugo Clement for the sale of one Ford 710 Leaf Loader, Unit #171, in the amount of \$655.00.
7. Bid Award – Sale of Used Equipment. Authorize bid award to Demian Boon for the sale of one 1994 GMC 2500 ¾ Ton Truck, VIN#1GTFCZ4H94Z556829, in the amount of \$2,000.00.
8. Bid Award – Sale of Used Equipment. Authorize bid award to Demian Boon for the sale of one 1988 Chevy 1 Ton Truck, VIN #1TCGC34K9J388220, in the amount of \$756.00.
9. Bid Award – Sale of Used Equipment. Authorize bid award to Demian Boon for the sale of one 1988 Chevy 1 Ton Truck, VIN #1GCGC34K1J188230, in the amount of \$575.00.
10. Bid Award – Sale of Used Equipment. Authorize bid award to Demian Boon for the sale of one 1994 GMC 2500 ¾ Ton Truck VIN #1GTFC24H2RZ557160, in the amount of \$1,300.00.
11. Bid Award – Sale of Used Equipment. Authorize bid award to Daniel Jensenius for the sale of one Brush Bandit Chipper, in the amount of \$3,501.00.
12. Bid Award – Sale of Used Equipment. Authorize bid award to Barry Bass for the sale of one 1995 Ford L8000 Tandem Dump Truck, VIN#1FDYU82E1SVA81784 in the amount of \$5,500.00.
13. Bid Award – Sale of Used Equipment. Authorize bid award to Barry Bass for the sale of one 1995 International Tandem Dump Truck, VIN #1HTGCAAR3SH651896 in the amount of \$6,048.00.
14. Bid Award – Sale of Used Equipment. Authorize bid award to Dennis Fetty for the sale of one 2004 Chevrolet Impala VIN #2G12F55K949378497 in the amount of \$2,126.00.
15. Warrant No. 478. Authorize Warrant No. 478 as follows:

Vendor	Description	Fund	Amount
Logicalis, Inc	Network engineering support – January 2014	General	\$ 8,092.00
Brown & Stewart PC	Professional services January 14, 2014 – February 7, 2014	General	\$ 9,744.55

16. Check Register–January 2014. Affirm check disbursements totaling \$1,886,271.70 for the month of January 2014.

### **ITEMS OF BUSINESS**

1. Bid Award – Carpet for Public Safety Headquarters. (Postponed at the meeting of February 3, 2014.) Authorize bid award to Commercial Marketing Associates, Inc. for Milliken carpet for the Public Safety Headquarters in the amount of \$9,765.55, per the terms of GSA contract #GS-27F-0502H, and approve payment up to the bid amount upon satisfactory receipt of the materials.
2. Prospective Council Member Interviews. Declared prospective Council candidates will be provided with opportunity to deliver a 5-minute statement followed by a question period directed by Council.
3. Filling Council Vacancy. Selection of a new Council member from the declared prospective candidates to fill the vacancy left by the passing of Councilman Jon V. Greenway, for a term extending to at least November 9, 2015.

### **COMMUNICATIONS**

1. Larry D. Cook, City Assessor. March Board of Review – Assessment Changes.
2. Charles P. Rau, Building Official. January 2014 Building Department Report.
3. Charles P. Rau, Building Official. January 2014 Code Violations Report.
4. Kevin D. Lenkart, Public Safety Director. January 2014 Police Report.
5. Kevin D. Lenkart, Public Safety Director. January 2014 Fire Report.
6. Downtown Development Authority/Main Street. Minutes of January 15, 2014.
7. Downtown Historic District Commission. Minutes of January 15, 2014.
8. Parks & Recreation Commission. Minutes of January 27, 2014.
9. Planning Commission. Minutes of January 27, 2014.

### **CITIZEN COMMENTS AND QUESTIONS**

### **NEXT MEETING**

Monday, March 03, 2014

### **BOARDS AND COMMISSIONS OPENINGS**

None.

### **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**

**FEBRUARY 3, 2014**

**7:30 P.M.**

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

**OPENING PRAYER:** MAYOR BENJAMIN R. FREDERICK

**PLEDGE OF ALLEGIANCE:** WOLF DEN OF CUB SCOUT PACK 89

**PRESENT:** Mayor Benjamin R. Frederick, Mayor Pro-Tem Christopher T. Eveleth, Councilpersons Loreen F. Bailey, David B. Bandkau, Burton D. Fox, and Robert J. Teich, Jr.

**ABSENT:** None.

**APPROVE AGENDA**

Motion by Mayor Pro-Tem Eveleth to approve the agenda with the following change:

Move Consent Item 7. Purchase Authorization – Carpet for Public Safety Building to Item of Business 3.

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

**APPROVAL OF THE MINUTES OF REGULAR MEETING OF JANUARY 13, 2014**

Motion by Councilperson Fox to approve the Minutes of the Regular Meeting of January 13, 2014 as presented.

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

**APPROVAL OF THE MINUTES OF REGULAR MEETING OF JANUARY 21, 2014**

Motion by Councilperson Bandkau to approve the Minutes of the Regular Meeting of January 21, 2014 as presented.

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

**STUDENT REPRESENTATIVE REPORT**

None.

**PROCLAMATIONS / SPECIAL PRESENTATIONS**

**SALVATION ARMY THANK YOU**

After a minor delay due to the unpredictable nature of the ministry Lieutenants Sean and Cassie Grey arrived to receive an official thank you from the City for their efforts during last year's ice storm and ensuing power outage.

Mayor Frederick read aloud the following formal statement of the Mayor's Office thanking the Salvation Army – Owosso Citadel for their efforts to keep the community warm and safe during last year's ice storm:

**A PROCLAMATION  
OF THE MAYOR'S OFFICE OF THE CITY OF OWOSSO, MICHIGAN**

## **RECOGNIZING**

### **THE SALVATION ARMY – OWOSSO CITADEL**

**WHEREAS**, Owosso suffered a devastating ice storm during late December 2013 which resulted in approximately three quarters of city residents being left without power and heat for five days or more; and

**WHEREAS**, the Owosso Citadel of the Salvation Army, under the able leadership of Lieutenants Sean and Cassandra Grey, immediately sought to address the crisis through the use of their facility as a county-coordinated emergency shelter; and

**WHEREAS**, throughout the storm, Sean and Cassandra and their caring team of employees and volunteers worked diligently to house and feed area residents in need; and

**WHEREAS**, this responsibility meant long hours for all involved and occurred at the same time as the Corps' annual Kettle Drive and the Christmas holiday, further straining volunteers. Throughout, the Corps was able to meet the needs of our city while also ensuring that the people in their charge were comfortable and well fed; and

**WHEREAS**, special attention was paid to the children who had been displaced as the Salvation Army organized activities and made sure that each child received a wonderful Christmas dinner and even Christmas presents; and

**WHEREAS**, it is fitting that this outstanding effort, which was devoted to the interests of the citizens of Owosso and the greater Owosso community, be officially recognized.

**NOW, THEREFORE**, I, Mayor Benjamin R. Frederick do hereby acknowledge the personnel of the Salvation Army – Owosso Citadel for their critical assistance to this community and the county as a whole. We celebrate the continued presence of the Salvation Army in Owosso as the Corps seeks to serve as the hands and feet of Jesus in ministering to the needs of others.

Proclaimed February 3, 2014.

### **PROCLAMATION – MICHAEL BUSH**

Mayor Frederick delivered the following Mayoral Proclamation recognizing Water Crew Supervisor Michael Bush for his years of service to the City on the occasion of his retirement:

#### **A PROCLAMATION OF THE MAYOR'S OFFICE OF THE CITY OF OWOSSO, MICHIGAN RECOGNIZING THE DISTINGUISHED PUBLIC SERVICE OF**

#### **MICHAEL L. BUSH**

**WHEREAS**, Michael L. Bush began his service to the City of Owosso as a laborer for the Department of Public Works in November of 1971, and after a very brief stint as a truck driver in 1976, came back to the employ of the City to stay; and

**WHEREAS**, Mike was a confident, knowledgeable, and prepared crewman; performing any type of work needed, from running heavy equipment to repairing water services to servicing DPW equipment; his initial progress report noting that he was "performing this job above average"; and

**WHEREAS**, Mike was promoted to Water Serviceman in 1977 and began a steady progression of education and promotion, culminating in his passing the exam and receiving certification as a Class S-1 Public Water Distribution System Operator in 1989, the highest water distribution certification possible, and his promotion to Water Distribution Foreman in 1994; and

**WHEREAS**, Mike has displayed great loyalty and dedication to the City over the years, never failing to respond to an emergency call and putting his encyclopedic knowledge of the City's water system to work to ensure everyone served by City water service gets the best service possible; and

**WHEREAS**, the nature of Mike's position with the City offered little in public accolades as much of his work was done in the dark of night or the cold of a snow storm but his presence will be sorely missed; and

**WHEREAS**, it is fitting that such service be honored and it is the intent of this Office that Mike's Dedicated and Distinguished Public Service be recognized.

**NOW, THEREFORE, BE IT PROCLAIMED** that I, Benjamin R. Frederick, Mayor of the City of Owosso, on behalf of the citizens of Owosso, hereby recognize and thank Mike for over 42 years of dedicated service to the Owosso community and further express our sincere wishes to Mike and his family for a long, healthy and happy retirement.

Proclaimed this 3<sup>rd</sup> day of February, 2014.

#### **PROCLAMATION – BRADLEY GROLL**

Mayor Frederick delivered the following Mayoral Proclamation recognizing Department of Public Works employee Bradley Groll for his years of service to the City on the occasion of his retirement:

#### **A PROCLAMATION OF THE MAYOR'S OFFICE OF THE CITY OF OWOSSO, MICHIGAN RECOGNIZING THE DISTINGUISHED PUBLIC SERVICE OF**

#### **BRADLEY E. GROLL**

**WHEREAS**, Bradley E. Groll began his service to the City of Owosso as a Laborer in Underground Utilities on October 10, 1979; and

**WHEREAS**, after a brief stint at the Waste Water Treatment Plant, Brad came back to the Department of Public Works and steadily moved up the ranks to Skilled Operator as well as receiving his S-1 Class certification, the highest class of Public Water Distribution System Operators in the State of Michigan; and

**WHEREAS**, Brad has exemplified the qualities of a great employee, diligently educating himself, leading work crews, taking initiative in the workplace, speaking with concerned citizens, and serving as a peacemaker when tempers flared; and

**WHEREAS**, Brad's dedication was always evident, often coming in to work before he was even called; and

**WHEREAS**, Brad performed any type of work needed over the years from operating heavy equipment, to repairing water mains, to plowing streets, to working elections, to remodeling parts of City Hall, always greeting everyone with a smile; and

**WHEREAS**, Brad always served quietly, never asking for attention or recognition; and

**WHEREAS**, Brad's constant, reassuring presence will be sorely missed; and

**WHEREAS**, it is fitting that such service be honored and it is the intent of this Office that Brad's Dedicated and Distinguished Public Service be recognized.

**NOW, THEREFORE, BE IT PROCLAIMED** that I, Benjamin R. Frederick, Mayor of the City of Owosso, on behalf of the citizens of Owosso, hereby recognize and thank Brad for over 34 years of service to the Owosso community and further express our sincere wishes to Brad and his family for a long, healthy and happy retirement.

Proclaimed this 3<sup>rd</sup> day of February, 2014

## **PUBLIC HEARINGS**

### **ORDINANCE AMENDMENT – CHAPTER 19, OFFENSES**

The proposed amendment would allow the City of Owosso to recoup the fines and costs assessed for violations of the new State law regulating the transportation and/or possession of usable marijuana in a motor vehicle.

A public hearing was conducted to receive citizen comment regarding the proposed amendment to Chapter 19, Offenses, Section 19-112, *Transportation or possession of usable marijuana*.

There were no citizen comments.

Whereas, the Council, after due and legal notice, has met and there being no one to be heard, motion by Councilperson Fox that the following ordinance be adopted:

### **ORDINANCE NO. 749**

#### **AMENDING CHAPTER 19 OFFENSES OF THE CODE OF ORDINANCES TO RECOUP THE FINES AND COSTS ASSOCIATED WITH VIOLATIONS OF THE NEW STATE LAW REGULATING THE TRANSPORTATION AND/OR POSSESSION OF USABLE MARIJUANA**

WHEREAS, the Michigan legislature recently amended the Michigan Penal Code to make it illegal to have marijuana accessible to the occupants of a motor vehicle; and

WHEREAS, any fines resulting from the enforcement of said amendment within the City limits will not be directed to the City without the addition of a local ordinance; and

WHEREAS, it is recommended the City adopt a new ordinance section identical to the State law to allow for the collection of fines and costs assessed for violations of the new law.

NOW THEREFORE, THE CITY OF OWOSSO ORDAINS that Section 19-112, Transportation or possession of usable marijuana, of Chapter 19, Offenses, Article VI, *Offenses against public morals*, of the Code of the City of Owosso be added as follows:

SECTION 1. ADDITION. That new Section 19-112, Transportation or possession of usable marijuana, shall read as follows:

#### **Sec 19-112. Transportation or possession of usable marijuana.**

Pursuant to Act 1909 PA 279; Section 474 of the Michigan Penal Code, 2012 PA 460, MCL 750.474, is hereby adopted as follows:

- (a) A person shall not transport or possess usable marihuana as defined in section 26423 of the public health code, 1978 PA 368, MCL 333.26423, in or upon a motor vehicle or any self-propelled vehicle designed for land travel unless the usable marijuana is 1 or more of the following:
  - (1) Enclosed in a case that is carried in the trunk of the vehicle.
  - (2) Enclosed in a case that is not readily accessible from the interior of the vehicle, if the vehicle in which the person is traveling does not have a trunk.
- (b) Violation of this ordinance is punishable by one (1) or more of the following:

- (1) community service for not more than 360 hours;
- (2) imprisonment for not more than 93 days;
- (3) a fine of not more than \$500.00

SECTION 2. PUBLICATION. The City Clerk shall publish this Section 19-112 in the manner required by law and shall publish, at the same time, a notice stating the purpose of this addition to the Code.

SECTION 3. EFFECTIVE DATE. This amendment shall become effective February 23, 2014.

SECTION 4. AVAILABILITY. 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.

Motion supported by Councilperson Bailey.

Roll Call Vote.

AYES: Councilpersons Teich, Fox, Bailey, Mayor Pro-Tem Eveleth, Councilperson Bandkau, and Mayor Frederick.

NAYS: None.

#### **CITIZEN COMMENTS AND QUESTIONS**

Jerry Ash, Sr., 220 South Oak Street, asked for clarification on the contents of the ordinance amendment.

Eddie Urban, 601 Glenwood Avenue, told of an incident in which he was solicited for drugs.

Mike Tillotson, 1299 South Shiawassee Street, said he used to work for the Department of Corrections and he saw the effects of drug abuse every day. He said that anything the Council could do to keep drugs off the streets is a good thing.

Charles Palmer, 203 South Lansing Street, reminded Council it is legal to possess marijuana in Michigan. He said he feels that sometimes there is too much regulation.

Deborah Palmer, 203 South Lansing Street, said there was no comparison between marijuana and a drug like heroin as you cannot become addicted to marijuana and you cannot overdose on marijuana. She said she feels that alcohol is more dangerous than marijuana.

Mayor Frederick indicated that the intent of the new ordinance was not to curtail the legal rights of medical marijuana card holders.

City Attorney Brown noted the City's new ordinance was identical to State law and its intent is to make it illegal to have marijuana accessible to the occupants of a vehicle. He likened the restrictions to that for guns, saying the product would have to be transported in the trunk or kept in a locked box. He said the new ordinance in no way affects the use or consumption of marijuana as regulated by State law nor did it change the laws for search and seizure. The new ordinance was suggested by a detective in the Owosso Police Department and would simply allow the City to keep the fines assessed for violations of the law.

Mayor Frederick shared the framed certificate that was presented to the City by the 144<sup>th</sup> MP's as a thank-you for the warm welcome the troops received when they came home in late January. He said he was extremely proud to be a part of the tribute to the troops and gave a special thank you to the Public Safety Department for their efforts to make the "parade route" special. He went on to say that he felt a little guilty because the troops were so surprised at the extraordinary welcome, he said it was sad that similar events don't happen in other communities.



Councilperson Fox said that as a retired military member he wanted to see the wives and families of deployed soldiers recognized for their efforts while their loved ones are deployed. He went on to recognize Brad Groll and Mike Bush for their work for the City, commended the new DPW workers on handling their first snow storms, and thanked the Salvation Army for always being there when someone is in need.

Mayor Pro-Tem Eveleth said he had been unable to attend the last meeting and wanted to take a moment to say that he appreciated Jon Greenway and was sad that he would not have the opportunity to work with him. He went on to thank the DPW for all of their work over the last few weeks, recognizing the extraordinary effort they had put in.

### **CITY MANAGER REPORT**

City Manager Crawford indicated he had nothing to report at this time.

### **CONSENT AGENDA**

Motion by Mayor Pro-Tem Eveleth to approve the Consent Agenda as follows:

Special Assessment District No. 2014-01 – Hazards and Nuisances. Authorize Resolution No. 1 setting a public hearing for Tuesday, February 18, 2014 to receive citizen comment regarding Special Assessment District No. 2014-01, Hazards and Nuisances, as it relates to unpaid costs incurred in the altering, repairing, tearing down, abating and removing of hazards and nuisances at 1711 Frederick Street as follows:

#### **RESOLUTION NO. 08-2014**

#### **SPECIAL ASSESSMENT DISTRICT NO. 2014-01 HAZARDS AND NUISANCES 1711 FREDERICK STREET**

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 Tuesday, February 18, 2014 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 hearings 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>
050-602-020-002-00	1711 Frederick Street	\$9,118.38

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 Tuesday, February 18, 2014 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.

Boards and Commissions Appointment. Approve the Mayoral appointment of Randy Woodworth to the Planning Commission for a term expiring June 30, 2016.

Authorization of Application for Transportation Economic Development Funds. Approve resolution supporting the application to seek Transportation Economic Development Fund-Category F funds for the reconstruction of Gould Street from Main Street to Corunna Avenue and authorize the obligation of City funds for the project per the terms of the TEDF-F Program match requirement as follows:

**RESOLUTION NO. 09-2014**

**RESOLUTION AUTHORIZING APPLICATION FOR  
TRANSPORTATION ECONOMIC  
DEVELOPMENT FUNDS, CATEGORY F  
FOR GOULD STREET IMPROVEMENTS**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, Public Service Department recommends the resurfacing of Gould Street from Corunna Avenue (M-71) to Main Street (M-21); and

WHEREAS, the Michigan Department of Transportation offers special funding known as Transportation Economic Development Fund-Category F (TEDF-F) for roadway improvements that provide continuity with the secondary all-season commercial truck route system; and

WHEREAS, the roadway proposed for improvement meets all of the requirements of the TEDF Program; and

WHEREAS, the City of Owosso proposes to procure TEDF-F funds for the purpose of providing an 80 percent (80%) federal match to the City's Unlimited Tax General Obligation Bond Proceeds as outlined in its application.

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 proceed with the proposed roadway improvements.

SECOND: That the City of Owosso is actively seeking TEDF-F funds to partially fund the resurfacing of Gould Street from Corunna Avenue (M-71) to Main Street (M-21) and is willing to participate in this program.

THIRD: That the proper city officials are authorized to sign the application documents.

FOURTH: Staff is hereby authorized to obligate City funds as its match of the project cost.

Purchase Authorization – John Deere Loaders. Waive competitive bidding requirements in accordance with City Code Section 2-345(3), *Exceptions to competitive bidding*, authorize contract with AIS Construction Equipment Corporation for two John Deere 524K wheel loaders in the amount of \$218,558.00, per the terms of the State of Michigan contract #071B1300116, and approve payment up to the bid amount upon satisfactory receipt of the equipment as follows:

#### **RESOLUTION NO. 10-2014**

#### **RESOLUTION AUTHORIZING THE EXECUTION OF A CONTRACT FOR PURCHASE TWO (2) 2014 JOHN DEERE 524K WHEEL LOADERS FROM AIS CONSTRUCTION EQUIPMENT CORPORATION**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has a Department of Public Services requiring the use of wheel loaders; and

WHEREAS, the State of Michigan has contracted with AIS Construction Equipment Corporation for the purchase of two (2) 2014 John Deere 524K Wheel Loaders; and City Ordinance allows for exceptions to competitive bidding requirements when the public interest is best served by joint purchase with, or purchase from, another unit of government; and

WHEREAS, it is hereby determined that the public interest is best served by executing a joint purchase through the State of Michigan contract with AIS Construction Equipment Corporation.

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 purchase two (2) 2014 John Deere 524K Wheel Loaders in the amount of \$109,279.00 each for a total of \$218,558.00.

SECOND: The mayor and city clerk are instructed and authorized to sign the document substantially in the form attached, Contract for Services between the City of Owosso, Michigan and AIS Construction Equipment Corporation.

THIRD: The Accounts Payable Department is hereby authorized to issue payment to AIS Construction Equipment Corporation in an amount not to exceed \$218,558.00 upon satisfactory receipt of the named equipment.

FOURTH: The above expenses shall be paid from the Revolving Equipment Fund.

Purchase Authorization – Public Safety In-Car Camera System. Waive competitive bidding procedures in accordance with City Code Section 2-345(3), *Exceptions to competitive bidding*, approve the purchase of a Fusion In-Car Camera System with 3 cameras from Coban Technologies, Inc. in the amount of \$14,634.00, and authorize payment up to the contract amount upon satisfactory receipt of the equipment as follows:

#### **RESOLUTION NO. 11-2014**

#### **RESOLUTION AUTHORIZING THE EXECUTION OF A CONTRACT FOR PURCHASE OF IN-CAR CAMERA SYSTEM FROM COBAN TECHNOLOGIES, INC.**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has police department requiring the use of in-car video cameras for the police vehicles; and

WHEREAS, the City of Owosso received a bid from Coban Technologies, Inc. through the Houston Galveston Area Council; and Owosso City Code Section 2-345(3), *Exceptions to competitive bidding*, states: "Subject to the approval of the council, competitive bidding shall not be required... [where] the council shall determine that the public interest will best be served by joint purchase with, or purchase from, another unit of government."

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 waive competitive bidding requirements and purchase three Coban Fusion in-car cameras, one workstation and software from Coban Technologies, Inc. for a cost to the City of Owosso of \$14,634.00.

SECOND: The mayor and city clerk are instructed and authorized to sign the document substantially in the form attached, Contract for Services between the City of Owosso, Michigan and Coban Technologies, Inc.

THIRD: The Accounts Payable Department is hereby authorized to issue payment to Coban Technologies, Inc. in the amount of \$14,634.00 upon satisfactory delivery of the cameras, workstation and software.

FOURTH: The above expenses shall be paid from the Police Division Capital Outlay fund 101-300-978.000.

Purchase Authorization – Public Safety Vehicle Equipment Changeover. Waive competitive bidding requirements, authorize bid award to Mid Michigan Emergency Equipment Sales and Service LLC for the removal, supply, and installation of public safety equipment in two new police vehicles in the amount of \$7,507.70, and further authorize payment upon delivery of the equipment and satisfactory completion of the work as follows:

**RESOLUTION NO. 12-2014**

**RESOLUTION AUTHORIZING THE EXECUTION OF A CONTRACT FOR  
REMOVAL, SUPPLY, AND INSTALLATION OF PUBLIC SAFETY EQUIPMENT  
IN TWO NEW POLICE CARS  
WITH MID MICHIGAN EMERGENCY EQUIPMENT SALES AND SERVICE LLC**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has purchased two police vehicles that need to have equipment and DVR cameras installed in them; and

WHEREAS, the City will retire two current police vehicles which necessitates the removal of the public safety equipment installed on the vehicles; and

WHEREAS, said equipment is proposed for re-use in the new vehicles pending installation; and

WHEREAS, the new vehicles will require additional new public safety equipment to be properly outfitted for service; and

WHEREAS, the City of Owosso received a quote from Mid-Michigan Emergency Equipment Sales and Service LLC for the removal of the old equipment, supply of select pieces of new equipment, and the installation of all said equipment; and it is hereby determined that this company is qualified to perform the work requested; and

WHEREAS, a waiver of the bidding requirements is requested as professional services are exempt from competitive bidding and the estimated cost for the products to be purchased falls under the \$5,000 Council threshold.

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 contract with Mid-Michigan Emergency Equipment Sales and Service LLC for the removal, purchase, and installation of public safety equipment in City Police vehicles in the amount of \$7,507.70.
- SECOND: The mayor and city clerk are instructed and authorized to sign the document substantially in the form attached, Contract for Services between the City of Owosso, Michigan and Mid-Michigan Emergency Equipment Sales and Service LLC.
- THIRD: The Accounts Payable Department is hereby authorized to issue payment to Mid-Michigan Emergency Equipment Sales and Service LLC in the amount of \$7,507.70 upon delivery of the equipment and satisfactory completion of the work.
- FOURTH: The above expenses shall be paid from the Police equipment fund 101-300-978.000.

Purchase Authorization – Carpet for Public Safety Building. This item was moved to Items of Business.

Purchase Authorization – Lower Bearing Assembly for Influent Screw Pump. Waive competitive bidding requirements in accordance with City Code Section 2-345(1), *Exceptions to competitive bidding*, authorize the purchase of a lower bearing assembly for influent screw pump #3 at the Waste Water Treatment Plant from sole source Lakeside Equipment Corporation in the amount of \$7,147.00 plus freight, and further authorize payment upon satisfactory receipt of the assembly as follows:

**RESOLUTION NO. 13-2014**

**AUTHORIZING PURCHASE AND PAYMENT TO  
LAKESIDE EQUIPMENT CORPORATION  
FOR A LOWER BEARING ASSEMBLY FOR AN INFLUENT SCREW PUMP  
AT THE WASTEWATER TREATMENT PLANT**

WHEREAS, the City has determined it necessary and prudent to replace the lower bearing assembly for an influent screw pump at the city of Owosso Wastewater Treatment Plant, Shiawassee County, Michigan, and

WHEREAS, the Plant Replacement Fund can readily finance this necessary replacement cost, and

WHEREAS, the lower bearing assembly is only available from the pump manufacturer, Lakeside Equipment Corporation.

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 waive competitive bid procedures and purchase the lower bearing assembly on a sole source basis from Lakeside Equipment Corporation in the amount of \$7,147 plus freight.

SECOND: The purchase contract shall be in the form of a city purchase order and the accounts payable department is authorized to submit payment to Lakeside Equipment Corporation in the amount of \$7,147 plus freight upon satisfactory City receipt of the assembly.

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

Change Order & Payment Authorization – Library Boiler Replacement. Authorize Change Order #1-Final to the contract with Wm. Floyd Heating Company increasing the amount by \$3,370 to \$27,825.00 for additional labor and materials, and further authorize payment of \$27,825.00 to said company for work performed as follows:

**RESOLUTION NO. 14-2014**

**RESOLUTION AUTHORIZING CHANGE ORDER #1-FINAL  
TO THE CONTRACT WITH  
WM. FLOYD HEATING COMPANY  
FOR THE 2013 SHIAWASSEE DISTRICT LIBRARY STEAM BOILER REPLACEMENT**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, approved a contract with Wm. Floyd Heating Company on November 4, 2013 for the 2013 Shiawassee District Library Steam Boiler Replacement bid in the amount of \$24,455.00; and

WHEREAS, additional materials and labor were required to complete the project pursuant to Change Order #1-Final in the amount of \$3,370.00 (i.e. replace steam traps on steam radiators on the first floor and one on the lower level, clean and inspect 3 float traps and replace the covers) increasing the contract to \$27,825.00; and

WHEREAS, the work is complete and is now eligible for payment.

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 amend the contract with Wm. Floyd Heating Company by \$3,370.00, increasing the original contract from \$24,455.00 to \$27,825.00 for additional labor and materials necessary to complete the job.

SECOND: The mayor and city clerk are instructed and authorized to approve Change Order #1-Final between the City of Owosso, Michigan and Wm. Floyd Heating Company in the amount of \$3,370.00.

THIRD: The City of Owosso has hereto determined that it is advisable, necessary and in the public interest to pay Wm. Floyd Heating Company for work completed on the 2013 Shiawassee District Library Steam Boiler Replacement bid, as amended by Change Order #1-Final.

FOURTH: The accounts payable department is authorized to submit payment to Wm. Floyd Heating Company in the amount of \$27,825.00.

FIFTH: The above expenses shall be paid from the Building and Grounds Fund, account 101-265-978000.

Warrant No. 477. Authorize Warrant No. 477 as follows:

Vendor	Description	Fund	Amount
Logicalis, Inc	Network engineering support – December 2013	General	\$ 6,188.00
Brown & Stewart PC	Professional services December 10, 2013 – January 13, 2014	General	\$ 9,041.76
Owosso Charter Township	Owosso Charter Township water sales payment October 1, 2013 – December 31, 2013	Water	\$12,563.87
Michigan Municipal League Worker's Compensation Fund	Workers' compensation insurance 4 <sup>th</sup> installment for FY 13/14	Various	\$26,697.00
Huron & Eastern Railway Company Inc	Annual maintenance of active traffic control devices	Streets	\$ 8,254.00

\*Check Register–December 2013. Affirm check disbursements totaling \$1,191,527.13 for the month of December 2013.

Motion supported by Councilperson Fox.

Roll Call Vote.

AYES: Councilpersons Fox, Bailey, Teich, Bandkau, Mayor Pro-Tem Eveleth, and Mayor Frederick.

NAYS: None.

\*Due to its length, full text of the Check Register is not included in the minutes. Copies of this document are available in the Clerk's Office.

## **ITEMS OF BUSINESS**

### **COUNCIL VACANCY DISCUSSION**

City Clerk Amy K. Kirkland detailed the process that Council had historically used to fill vacancies saying it had involved the collection of letters of interest, opportunity for candidates to make a formal statement during an open meeting, and selection of a new member.

There was brief discussion regarding the desire for a question and answer period between the Council and individual candidates and the need to provide some detail and structure for the process.

Motion by Councilperson Fox to establish the process for filling the current Council vacancy as follows:

1. Council will accept letters of interest from qualified individuals until Thursday, February 13, 2014 at noon
2. Candidates will have the opportunity to deliver a 5-minute statement during the meeting of February 18, 2014, if they so desire
3. Sitting Council members may ask one question and one follow-up question of each candidate

Motion supported by Councilperson Teich.

Roll Call Vote.

AYES: Mayor Pro-Tem Eveleth, Councilpersons Bandkau, Bailey, Teich, Fox, and Mayor Frederick.

NAYS: None.

#### **CONSUMERS POWER STREET LIGHTING AGREEMENT**

This agreement replaces the agreement dated April 1, 1977, as amended. Consumers Energy conducted an inventory of all street lights in the City's residential areas starting in early 2013. The new contract embodies the information gathered during the inventory.

Motion by Mayor Pro-Tem Eveleth to approved the following resolution authorizing a new street lighting contract with Consumers Energy based on a recent inventory of all street lighting:

#### **RESOLUTION NO. 15-2014**

#### **RESOLUTION AUTHORIZING EXECUTION OF A CONTRACT WITH CONSUMERS ENERGY FOR STANDARD STREET LIGHTING**

WHEREAS, the city of Owosso contracts with Consumers Energy Company for street lighting which includes luminaries and fixtures, and electricity; and

WHEREAS, the Consumers Energy Company and the city of Owosso has completed an inventory of all Consumers Energy Company luminaries and fixtures in the city, making sure that billings agree with facilities in place; and

WHEREAS, a new Standard Lighting Contract dated October 1, 2013 has been prepared, which is attached to this resolution, which supersedes all existing contracts with relation to Consumers Energy Company owned street lighting; and

WHEREAS, attached to the new Standard Lighting Contract dated October 1, 2013 is Exhibit A, listing of luminaries and fixtures.

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



FIRST: Attached Standard Lighting Contract with Consumers Energy Company dated October 1, 2013 which supersedes all existing contracts with relation to Consumers Energy Company owned street lighting be approved.

SECOND: The Mayor and city clerk are authorized to execute the Standard Lighting Contract\* with Consumers Energy Company dated October 1, 2013.

Motion supported by Councilperson Teich.

Roll Call Vote.

AYES: Councilperson Bandkau, Mayor Pro-Tem Eveleth, Councilpersons Bailey, Teich, Fox, and Mayor Frederick.

NAYS: None.

\*All attachments noted in the resolution are available in the Clerk's Office.

### **PURCHASE AUTHORIZATION – CARPET FOR PUBLIC SAFETY BUILDING**

Waive competitive bidding requirements in accordance with City Code Section 2-345(3), *Exceptions to competitive bidding*, authorize contract with Commercial Marketing Associates, Inc. for Milliken carpet for the Public Safety Building in the amount of \$9,765.55, per the terms of GSA contract #GS-27F-0502H, and approve payment up to the bid amount upon satisfactory receipt of the materials as follows:

This item was pulled from the Consent Agenda at the request of Councilperson Fox.

Councilperson Fox indicated he felt it was unfair to award such a bid to a company outside the state when there were local suppliers that could be solicited.

There was discussion regarding whether or not local suppliers could obtain the product in question and the probability of a local bidder being able to match the prices listed in the federal contract the City was attempting to take advantage of. Councilperson Bandkau inquired how long the quote before Council this evening would be honored. It was felt it should be good for another few months.

Motion by Councilperson Fox to postpone the purchase authorization for carpet for the Public Safety Building until such time as local bids are solicited.

Motion supported by Councilperson Bailey.

Roll Call Vote.

AYES: Councilpersons Bailey, Bandkau, Mayor Pro-Tem Eveleth, Councilpersons Teich, Fox, and Mayor Frederick.

None. None.

Mayor Frederick clarified that he felt no formal bid process was necessary, simply calling the local vendors would suffice.

### **COMMUNICATIONS**

Richard C. Williams, Finance Director. Revenue and Expenditure Report – December 2013.

Richard C. Williams, Finance Director. 4<sup>th</sup> Quarter 2013 Cash Position Report.

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

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

Kevin D. Lenkart, Public Safety Director. December 2013 Police Report.  
Kevin D. Lenkart, Public Safety Director. December 2013 Fire Report.  
Downtown Development Authority/Main Street Board. Minutes of January 15, 2014.

### **CITIZEN COMMENTS AND QUESTIONS**

Jim Morel, 996 Marguerite Drive, said he had reviewed the Revenue & Expenditure Report listed on the agenda and was curious as to where the \$990,000 in new revenues shown in fund 441 (streets) came from, whether the adopted budget would be amended to reflect this new revenue, and if the revenue would be spent entirely this year. City Manager Crawford noted the funds were from the last issuance of the 2010 street bonds that were sold in December. He said the money would be used toward various street projects and there was not an exact time-table as to when the money would be spent. Councilperson Bailey noted the community had had a difficult time over the holidays and she had heard of several people had sought assistance at the Serene Bean. She thanked Tom Manke for his work in filling the gap.

Councilperson Fox said he would like to see an item of business at the next meeting regarding the State legislation allowing cities to move their elections from odd years to even years. He said doing so could avoid significant costs. Mayor Frederick noted the Clerk was examining the issue and would bring it to Council once the vetting process had been completed.

Councilperson Fox also requested a hard copy of the rental ordinance for the next meeting.

### **NEXT MEETING**

Special - Monday, February 10, 2014 at 7:00 p.m.  
Regular - Tuesday, February 18, 2014 at 7:30 p.m.

### **BOARDS AND COMMISSIONS OPENINGS**

None.

### **ADJOURNMENT**

Motion by Mayor Pro-Tem Eveleth for adjournment at 8:27 p.m.

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

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Benjamin R. Frederick, Mayor

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Amy K. Kirkland, City Clerk

## **OWOSSO CITY COUNCIL**

**FEBRUARY 10, 2014**

**6:00 P.M.**

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

**OPENING PRAYER:** DANIEL HARROW

**PLEDGE OF ALLEGIANCE:** EDDIE URBAN

**PRESENT:** Mayor Benjamin R. Frederick, Mayor Pro-Tem Christopher T. Eveleth, Councilpersons Loreen F. Bailey, David B. Bandkau, Burton D. Fox, and Robert J. Teich, Jr.

**ABSENT:** None.

### **PRESENTATIONS**

#### **HOUSING PROGRAM PRESENTATION**

Housing Coordinator Sarah Warren-Riley gave a presentation on the City's rental registration and inspection program detailing the frequency of registration and inspection, the cost for registration, the goals of the program, the number of rental units in the City, and the number of rental units inspected to date. She went on to detail concerns expressed by landlords and tenants alike as well as the concerns of the City in regard to the program.

#### **SHIAWASSEE COUNTY LANDLORD ASSOCIATION PRESENTATION**

Shiawassee County Landlord Association President Ron Guenther presented the Association's concerns with the program as well as some suggestions for improvement including the creation of a pamphlet detailing landlord and tenant rights, developing a written complaint procedure in which the City would function as the final enforcer, and the establishment of a committee of Council members and Association members to create the previously noted items.

#### **CITIZEN COMMENTS AND QUESTIONS**

Tom Manke, local business owner and landlord, thanked the Council for taking another look at the program. He took issue with the Blue Ribbon Committee and the Council's desire to raise property values and increase the quality of the housing stock in the City. He said Council has taken too much control over people's homes and is putting property first and people second.

Tom Moorehead, Treasurer of the Landlord Association, said he felt that rental inspections on a complaint basis was better than random inspections as the chances of finding something egregious during a random inspection was small. He went on to say that he felt that a pamphlet detailing the rights of tenants and landlords would help give tenants the authority they need to remedy serious issues as there are already laws and procedures in place to protect both landlords and tenants. He encouraged the City and the Association to sit down and work things out.

Mike Cline, 621 Wright Avenue, said he was a member of the City Council that implemented the rental registration program. He said he thought it was a great idea at the time but felt that changes to the program since then had put the onus on landlords. He also pointed out the rental registration ordinance was put in place before the Blue Ribbon Committee made any recommendations to Council. He went on to ask how mobile home parks are different from other rental units in the City and whether suspected crimes in a rental home would trigger an inspection. Finally he noted that at the time of the original

adoption of the rental registration ordinance the Council had expressed a desire to see educational efforts for landlords and tenants but he has yet to hear of any taking place.

Richard Bowen, Vice President of the Landlord Association, thanked the Council for agreeing to review the program. He said he felt the City's rental issues weren't that bad compared to some other local communities and he felt that switching back to a complaint based inspection program would be better. He said he felt the random inspections treated tenants like second class citizens. He said he too was concerned with providing safe housing for tenants but felt the landlords already do enough and that tenants needed to take some responsibility. Finally he said that his properties are already inspected by the insurance company and he does not like to re-register his properties every two years when there are no changes.

June Coon, Secretary of the Landlord Association, said evictions have increased exponentially over the past 5 years, tenants destroy properties to the tune of thousands of dollars, court and legal fees have become commonplace, and tenants have bad attitudes. She said she felt her property didn't need another inspection but the tenants needed to be educated. She said she was tired of landlords being blamed for tenant behavior.

Carl Manke, local landlord and business owner, said he felt the quality of the tenants in town had gone down and it was making renting difficult. He said the City needs to balance the rights of tenants and landlords and he feels that tenants should have a say in whether or not their residence is inspected.

Eddie Urban, 601 Glenwood Avenue, said he would never be a landlord as it was too much trouble. He asked that the notes from Ms. Warren-Riley's presentation be posted to the City's webpage and he thanked everyone for coming saying the discussion would benefit the community.

Daniel Harrow, 432 Mason Street, said that as a tenant he didn't feel he had a choice whether or not his home was inspected. He said he has a great relationship with his landlord and he doesn't believe that random inspections are the answer to the City's rental issues. He said he hoped Council would eventually allow tenants to opt out of inspections if they desired.

## **DISCUSSION**

Mayor Frederick noted that problem tenants was indeed an issue and asked if there was an established list of poor tenants that could be accessed by landlords. Mr. Moorehead indicated there was nothing available to the general public but there were lists a landlord could subscribe to and word-of-mouth was effective as well. Mayor Frederick went on to express his concern with the aid agencies practice of directing tenants to allow landlords to evict them so they could help them move to another place rather than paying back-rent. He said he would initiate some type of communication at the State level to look into that situation.

Councilperson Teich said is and has been a landlord for some time and recognized that it was a tough business. He said he was in favor of increasing the time period between registration, he was not in favor of random inspections, he liked the pamphlet idea and educating the tenant. He said he said he was unsure why the City took on the burden of inspecting houses to begin with and he was concerned that burdensome city regulations would drive business to the townships.

There was discussion regarding the MSHDA requirements for rental homes and potentially exempting those units that are subject to MSHDA's annual inspection. There was further discussion regarding which agencies conduct inspections and what type of inspections they conduct, extending the time period between registration, implementing the pamphlet/agreement idea, providing education, creating a list of good landlords, the merits of complaint based inspections vs. random inspections, making sure the tenant's perspective is represented in the review process, the role of human psychology in the landlord/tenant relationship, focusing on basic safety issues, making sure house numbers are on every house not just rentals, and incentivizing the inspection process.

Mayor Frederick summarized the discussion saying it was clear there was a desire for a longer registration period, not inspecting HUD inspected units, and providing an on-line registration option. He said there would need to be further discussion on continuing with random inspections or reverting back to complaint based inspections. He asked that staff provide an update at the February 18<sup>th</sup> meeting and be prepared to present a formal proposal at the meeting of March 3<sup>rd</sup>.

#### **NEXT MEETING**

Tuesday, February 18, 2014

#### **BOARDS AND COMMISSIONS OPENINGS**

None.

#### **ADJOURNMENT**

Motion by Mayor Pro-Tem Eveleth for adjournment at 9:01 p.m.

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

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Benjamin R. Frederick, Mayor

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Amy K. Kirkland, City Clerk



## **MEMORANDUM**

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

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**DATE:** February 12, 2014

**TO:** Mayor Frederick and the Owosso City Council

**FROM:** Amy K. Kirkland, City Clerk

**SUBJECT:** Special Assessment District No. 2014-01 – Hazards & Nuisances  
Public Hearing for 1711 Frederick Street

### **RECOMMENDATION:**

After receiving and considering any public comment regarding the proposed special assessment I recommend Council approve the assessment as amended.

### **BACKGROUND:**

The home located at 1711 Frederick Street has been slated for demolition due to neglect. Significant work has been performed by the City to this point and the expenses accrued are eligible to be specially assessed to the property so the City can be reimbursed for the work it has been forced to perform to abate this public nuisance. Attached you will find an amended list of charges. Please note the cost has risen slightly because the City is in receipt of further charges for the property.

Tonight you will conduct a public hearing providing interested parties the opportunity to be heard regarding the proposed special assessment slated for this property. As with any public hearing, I will present you with any communications received prior to the hearing, whether they be written, emailed, or via voicemail, on the night of the hearing. To date no comments have been received for this hearing.

If after receiving all pertinent comment you feel the proposed assessment is fair and just you should authorize the attached resolution. Alternatively, you may adjust the proposed assessment or not act at all as you see fit.

Keep in mind this particular special assessment represents a change in our usual practice in that the proposed assessment may be paid over a 15-year period. Not only does this make the burden on the property owner a bit easier but it also increases the City's chances of being paid back for the expenses it has incurred in dealing with this property.

### **FISCAL IMPACTS:**

Should the Council approve the special assessment as proposed this evening the maximum the City could collect would be \$14,242.65 if the owner decides to make payments over the entire 15-year period. Unfortunately, this is the most optimistic outcome and the chances of this happening are low as this property will be foreclosed upon for unpaid taxes in March of this year if they remain unpaid, and any portion of an assessment due in this calendar year will be voided by the State. Our sincere hope is that the City is able to recoup at least the principle amount expended to clean up the property, but even this would be accomplished over a period of years.

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

**HAZARDS & NUISANCES ROLL FOR  
1711 FREDERICK 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>
050-602-020-002-00	1711 Frederick Street	\$9,221.88

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 \$9,221.88 is hereby confirmed and shall be known as Special Assessment Roll-Hazards and Nuisances No. 2014-01.
2. Pursuant to MCL 211.78k(c) said special assessment roll shall be divided into fifteen (15) equal annual installments, the first of which shall be due and payable on September 1, 2014, and the subsequent installments shall be due on September 1st of each and every year thereafter. Payment of the amount of the special assessment may be made in full without interest or penalty by December 1, 2014.
3. The installments of the special assessment rolls shall bear interest at the rate of 6% per annum; provided, however, if the bonds are issued in anticipation of said special assessments, then such unpaid special assessment shall bear interest at a rate of interest equal to 1% above the average rate of interest borne by said bonds. Such interest shall commence on September 1, 2014 and shall be paid annually on each installment due date.
4. Said Special Assessment Roll-Hazards and Nuisances No. 2014-01 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.

Demo Costs Vendor	1711 Frederick detail	amount	Special Assessment Roll amount paid from		
Brown & Stewart	1/28/2013	\$ 172.50	101-210-801000		
Brown & Stewart	1/31/2013	\$ 57.50	101-210-801000	invoice	
Brown & Stewart	2/12/2013	\$ 150.00	101-210-801000	Demo Cost	\$ 4,433.00
Brown & Stewart	4/8/2013	\$ 138.00	101-210-801000	Admin	\$ 1,200.00
Brown & Stewart	4/24/2013	\$ 207.00	101-210-801000	Legal fees	\$ 3,588.88
Brown & Stewart	4/25/2013	\$ 207.00	101-210-801000	<b>Total Cost</b>	<b>\$ 9,221.88</b>
Brown & Stewart	5/1/2013	\$ 92.00	101-210-801000		
Brown & Stewart	5/14/2013	\$ 181.88	101-210-801000		
Brown & Stewart	5/17/2013	\$ 149.50	101-210-801000		
Brown & Stewart	5/20/2013	\$ 57.50	101-210-801000		
Brown & Stewart	5/21/2013	\$ 161.00	101-210-801000		
Brown & Stewart	6/4/2013	\$ 92.00	101-210-801000		
Brown & Stewart	6/5/2013	\$ 11.50	101-210-801000		
Brown & Stewart	6/6/2013	\$ 172.50	101-210-801000		
Brown & Stewart	6/7/2013	\$ 230.00	101-210-801000		
Brown & Stewart	6/10/2013	\$ 230.00	101-210-801000		
Brown & Stewart	6/11/2013	\$ 14.00	101-210-801000		
Brown & Stewart	6/21/2013	\$ 34.50	101-210-801000		
Brown & Stewart	6/26/2013	\$ 46.00	101-210-801000		
Brown & Stewart	6/27/2013	\$ 115.00	101-210-801000		
Brown & Stewart	6/28/2013	\$ 172.50	101-210-801000		
Brown & Stewart	7/8/2013	\$ 57.50	101-210-801000		
Brown & Stewart	7/11/2013	\$ 138.00	101-210-801000		
Brown & Stewart	7/19/2013	\$ 23.00	101-210-801000		
Brown & Stewart	7/29/2013	\$ 46.00	101-210-801000		
Brown & Stewart	8/1/2013	\$ 69.00	101-210-801000		
Brown & Stewart	8/7/2013	\$ 34.50	101-210-801000		
Brown & Stewart	8/22/2013	\$ 115.00	101-210-801000		
Brown & Stewart	8/23/2013	\$ 23.00	101-210-801000		
Brown & Stewart	8/27/2013	\$ 92.00	101-210-801000		
Brown & Stewart	9/9/2013	\$ 80.50	101-210-801000		
Brown & Stewart	10/1/2013	\$ 46.00	101-210-801000		
Brown & Stewart	10/11/2013	\$ 57.50	101-210-801000		
Brown & Stewart	10/22/2013	\$ 11.50	101-210-801000		
Admin		\$ 1,200.00	101-000-600626		
Fisher	to be done	\$ 4,433.00	101-299-971000		
	<b>Total</b>	<b>\$ 9,118.38</b>			
Brown & Stewart	2/4/2003	\$ 46.00	*		
Brown & Stewart	2/5/2014	\$ 57.50	*		
	<b>new total</b>	<b>\$ 9,221.88</b>			

\*additional legal fees from Feb 11, 2014 Brown & Stewart Statement





## MEMORANDUM

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

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DATE: February 12, 2014

TO: Owosso City Council

FROM: Mark Sedlak, Director of Public Services

SUBJECT: 2014 Street Program – Special Assessment Resolution No. 1

Each year the city conducts a street program to reconstruct a number of city streets. Streets are selected for inclusion in the program either by citizen initiated petition or by selection by the city. A special assessment is the process by which a portion of the cost for making a local improvement is assessed against a property owner based upon the value that the property receives from the improvement. The city assumes the remaining portion of the cost (public benefit portion). In recent years, the city has spread this amount as 60% public benefit and 40% property benefit. The city usually finances special assessments over 10 years at 6 percent interest. The property owner can pay an assessment in one lump sum or in installments over the 10 year period.

The special assessment process has five steps, each having its own purpose and accompanying resolution.

Step One/Resolution No. 1 identifies the special assessment districts, directs the city manager to estimate project costs and the amounts to be specially assessed, and determines the life of the proposed improvements.

Step Two/Resolution No. 2 sets the date for the hearing of necessity on the projects. It directs notices to be sent to each affected property owner detailing the proposed project, notifying them of the public hearing date, and the estimated amount of their assessment.

Step Three/Resolution No. 3 documents the hearing of necessity. This hearing provides affected residents with the opportunity to comment on whether they feel the project is necessary and of the proper scale. After hearing citizen comment on the project the city council has three options: if they agree that the project should proceed as proposed, the district is established and staff is directed to go on with the next steps of the proposed project, including obtaining bids; if they feel the project should go forward, but with some adjustments they may direct staff to make those adjustments and proceed; if they feel the project is not warranted and should not proceed at all they would simply fail to act on Resolution No. 3, effectively stopping the process.

Step Four/Resolution No. 4 takes place after the bids are received. Estimated assessment amounts are adjusted if necessary to reflect the actual cost as dictated by the bids received. A second public hearing is set to allow property owners to comment on their particular assessment. Each property owner is sent a second notice containing the date and time of the public hearing and the amount of the proposed assessment for their property.

Step Five/Resolution No. 5 documents the second public hearing, finalizes the special assessment roll and sets the terms of payment. This public hearing is designed to allow affected citizens the opportunity to argue whether or not the amount of their assessment is fair and equitable in relation to the benefit they receive from the project. If, after hearing citizen comment, the council decides adjustments need to be made to the assessment roll they may do so. Alternately, if they feel all the assessments are fair and equitable they may pass the resolution as written.

Tonight the council will be considering Resolution No. 1 for each proposed district as a part of the Consent Agenda. Because this item simply introduces the proposed districts and directs staff to develop estimates it is typically handled without discussion of each individual item.

Staff recommends authorization of Resolution No. 1 for the following three proposed projects:

- Elm Street from Main Street to River Street
- Howard Street from Washington Street to Park Street
- Washington Street from Corunna Avenue to Stewart Street

Resolution No. 2 will be introduced at a later time when the plans and estimates for each project have been completed.

**Special Assessment Resolution No. 1 for Elm Street**

Special Assessment District No. 2014-01      Elm Street from Main Street to River Street

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

WHEREAS, the City Council of the City of Owosso deems it necessary to acquire and construct the following described improvement:

**Elm Street from Main Street to River Street  
Street Reconstruction**

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The matter of making said public improvement is hereby referred to the City Manager, who shall prepare a report thereon, which shall include plans and detailed estimates of the cost thereof and a description of the special assessment district and such other pertinent information as will permit the City Council to decide the cost, extent and necessity of the public improvement and what proportion of the cost should be paid by the City at large.

The City Manager shall present said report to the City Council when same has been prepared.

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**Special Assessment Resolution No. 1 for Howard Street**

Special Assessment District No. 2014-02      Howard Street from Washington Street to Park Street

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

WHEREAS, the City Council of the City of Owosso deems it necessary to acquire and construct the following described improvement:

**Howard Street from Washington Street to Park Street  
Street Reconstruction**

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The matter of making said public improvement is hereby referred to the City Manager, who shall prepare a report thereon, which shall include plans and detailed estimates of the cost thereof and a description of the special assessment district and such other pertinent information as will permit the City Council to decide the cost, extent and necessity of the public improvement and what proportion of the cost should be paid by the City at large.

The City Manager shall present said report to the City Council when same has been prepared.

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**Special Assessment Resolution No. 1 for Washington Street**

Special Assessment District No. 2014-03      Washington Street from Corunna Avenue to Stewart Street

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

WHEREAS, the City Council of the City of Owosso deems it necessary to acquire and construct the following described improvement:

**Washington Street from Corunna Avenue to Stewart Street  
Street Reconstruction**

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The matter of making said public improvement is hereby referred to the City Manager, who shall prepare a report thereon, which shall include plans and detailed estimates of the cost thereof and a description of the special assessment district and such other pertinent information as will permit the City Council to decide the cost, extent and necessity of the public improvement and what proportion of the cost should be paid by the City at large.

The City Manager shall present said report to the City Council when same has been prepared.



## MEMORANDUM

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

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DATE: February 18, 2014  
TO: Owosso City Council  
FROM: Marlene M. Jungnitsch, Bid Coordinator  
SUBJECT: Sale of Used Equipment

**RECOMMENDATION:** Council approve the sale of used equipment to each of the highest bidders as follows:

Hugo Clement	Sweepster 710 Leaf Loader, Unit #174	\$880.00
	Ford 710 Leaf Loader, Unit 171	\$655.00
Demian Boon	1994 GMC 2500 ¾ Ton Truck, VIN#1GTFCZ4H94Z556829	\$2,000.00
	1988 Chevy 1 Ton Truck, VIN #1TCGC34K9J388220	\$756.00
	1988 Chevy 1 Ton Truck, VIN #1GCGC34K1J188230	\$575.00
	1994 GMC 2500 ¾ Ton Truck VIN #1GTFC24H2RZ557160	\$1,300.00
Daniel Jensenius	Brush Bandit Chipper	\$3,501.00
Barry Bass	1995 Ford L8000 Tandem Dump Truck, VIN#1FDYU82E1SVA81784	\$5,500.00
	1995 International Tandem Dump Truck, VIN #1HTGCAAR3SH651896	\$6,048.00
Dennis Fetty	2004 Chevrolet Impala VIN #2G12F55K949378497	\$2,126.00

No bids were received for the 2006 Elgin Street Sweeper.

**BACKGROUND:** On an ongoing basis the City disposes of City property that meets or exceeds the criteria for replacement or is no longer useful to the City. This equipment includes police patrol cars, DPW equipment, etc. and is disposed of via an online auction process. The sale is handled on the MITN Surplus Auction System.

**RESOLUTION NO.**

**RESOLUTION AUTHORIZING THE EXECUTION OF CONTRACTS  
FOR THE SALE OF USED EQUIPMENT TO  
EACH OF THE HIGHEST BIDDERS LISTED**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has established a purchasing cycle to maintain a health work vehicle fleet; and

WHEREAS, as part of this purchasing cycle older vehicles are retired and sold to the highest bidder; and

WHEREAS, a bid solicitation for used equipment was advertised and responsive bids were received from:

Hugo Clement	Sweepster 710 Leaf Loader, Unit #174	\$880.00
	Ford 710 Leaf Loader, Unit 171	\$655.00
Demian Boon	1994 GMC 2500 ¾ Ton Truck, VIN#1GTFCZ4H94Z556829	\$2,000.00
	1988 Chevy 1 Ton Truck, VIN #1TCGC34K9J388220	\$756.00
	1988 Chevy 1 Ton Truck, VIN #1GCGC34K1J188230	\$575.00
	1994 GMC 2500 ¾ Ton Truck VIN #1GTFC24H2RZ557160	\$1,300.00
Daniel Jensenius	Brush Bandit Chipper	\$3,501.00
Barry Bass	1995 Ford L8000 Tandem Dump Truck, VIN#1FDYU82E1SVA81784	\$5,500.00
	1995 International Tandem Dump Truck, VIN #1HTGCAAR3SH651896	\$6,048.00
Dennis Fetty	2004 Chevrolet Impala VIN #2G12F55K949378497	\$2,126.00

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

FIRST: The City of Owosso has theretofore determined that it is advisable, necessary and in the public interest to sell these vehicles to the high bidders as detailed above.

SECOND: City Staff is instructed and authorized to execute appropriate documents to complete the sale of these items for the amounts listed.

## SALE OF USED EQUIPMENT

Title	Starting Price	Reserve Price	Final Bid	Total Bids	Date Added
<a href="#">Sweepster 710 Leaf Loader</a> <a href="#">Item # 13675</a>	\$650.00	\$650.00	\$880.00	18 <a href="#">history</a>	1/14/2014
<a href="#">2004 Chevrolet Impala</a> <a href="#">Item # 13677</a>	\$200.00	\$200.00	\$2,126.00	25 <a href="#">history</a>	1/14/2014
<a href="#">2006 Elgin Street Sweeper</a> <a href="#">Item # 13676</a>	\$21,000.00	\$21,000.00	\$0.00	0 <a href="#">delete?</a>	1/14/2014
<a href="#">1994 GMC 2500 3/4 Ton Pickup Truck</a> <a href="#">Item # 13672</a>	\$383.00	\$383.00	\$2,000.00	38 <a href="#">history</a>	1/14/2014
<a href="#">Brush Bandit Chipper</a> <a href="#">Item # 13673</a>	\$1,700.00	\$1,700.00	\$3,501.00	30 <a href="#">history</a>	1/14/2014
<a href="#">Ford 710 Leaf Loader</a> <a href="#">Item # 13674</a>	\$470.00	\$470.00	\$655.00	7 <a href="#">history</a>	1/14/2014
<a href="#">1988 Chevrolet 1 Ton Pickup</a> <a href="#">Item # 13671</a>	\$398.00	\$398.00	\$756.00	5 <a href="#">history</a>	1/14/2014
<a href="#">1988 Chevrolet 1 Ton</a> <a href="#">Item # 13670</a>	\$398.00	\$398.00	\$576.00	7 <a href="#">history</a>	1/14/2014
<a href="#">1994 GMC 2500 3/4 Ton Pickup</a> <a href="#">Item # 13669</a>	\$383.00	\$383.00	\$1,300.00	28 <a href="#">history</a>	1/14/2014
<a href="#">1995 Ford L8000 Tandem Dump Truck</a> <a href="#">Item # 13668</a>	\$5,500.00	\$5,500.00	\$5,500.00	1 <a href="#">history</a>	1/14/2014
<a href="#">1995 International Tandem Dump Truck</a> <a href="#">Item # 13667</a>	\$6,048.00	\$6,048.00	\$6,048.00	1 <a href="#">history</a>	1/14/2014

\_\_\_\_\_  
City Manager

\_\_\_\_\_  
Director of Public Services

\_\_\_\_\_  
Public Safety Director

\_\_\_\_\_  
Date



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

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# *MEMORANDUM*

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DATE: February 18, 2014

TO: City Council

FROM: Mark Sedlak, Director of Public Services

RE: Contract Award for 2014 South Park Street Improvement – Phase 1

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On November 4, 2013, City Council resolved that S. Park Street between Main and Comstock Streets should be reconstructed in a timely manner to coincide with the reopening of the Lebowsky Center. On January 21, 2014, the City received nine (9) bids for the 2014 South Park Street Improvement Project – Phase 1. This work includes streetscape work items that will provide pedestrian access to and from the Lebowsky Center. The street resurfacing work phase will follow at a later date. The bids were analyzed in accordance with the city's Local Preference Policy and Perrin Construction Co., Inc. (Durand, MI.) is determined to be the lowest bidder. The Owosso Downtown Development Authority supports the project and is willing to reimburse the city \$12,017.00 of the project cost.

We recommend that City Council accept the bid from Perrin Construction Co., Inc., award to them the 2014 South Park Street Improvement Project – Phase 1 contract in the amount of \$46,486.00, and approve payment up to the contract amount.

Mark A. Sedlak



**RESOLUTION NO.**

**AUTHORIZING THE EXECUTION OF A CONTRACT FOR  
2014 SOUTH PARK STREET IMPROVEMENT PROJECT  
WITH PERRIN CONSTRUCTION CO., INC.**

WHEREAS, the city of Owosso, Shiawassee County, Michigan, has determined that street and streetscape improvements on South Park Street between Main and Comstock Streets are advisable, necessary and in the public interest; and

WHEREAS, the City of Owosso sought bids for the streetscape portion of the above mentioned improvements; a bid was received from Perrin Construction Co., Inc. and it is hereby determined that Perrin Construction Co., Inc. is qualified to provide such services and that it has submitted the lowest responsible and responsive bid; and

WHEREAS, this is a budgeted item from the 2010 General Obligation Unlimited Tax Bond program; and

WHEREAS, the project is supported by the Owosso Downtown Development Authority and it has demonstrated willingness to reimburse the city \$12,017.00 of the project cost.

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 Perrin Construction Co., Inc. for streetscape improvements as part of the 2014 South Park Street Improvement Project – Phase 1 with a cost of \$46,486.00.
- 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 Perrin Construction Co., Inc. for said 2014 South Park Street Improvement Project – Phase 1.
- THIRD: The above expenses shall be paid from the proceeds of the 2010 General Obligation Unlimited Tax Bonds, with \$12,017.00 being reimbursed by the DDA.

## CITY OF OWOSSO BID TABULATION SHEET

DATE 1/21/2014DEPT. DPW

Page 1 pf 3

SUBJECT: 2014 South Park St. Improvements

				Black Jack Asphalt Saginaw		Perrin Construction Durand		Sumbera Excavating Owosso	
ITEM #	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	Sawcutting	350	LFT	\$ 0.50	\$ 175.00	\$ 2.00	\$ 700.00	\$ 3.00	\$ 1,050.00
2	Deep Sawing	565	LFT	\$ 1.00	\$ 565.00	\$ 3.20	\$ 1,808.00	\$ 5.00	\$ 2,825.00
3	Pavement, Remove, Modified	360	SYD	\$ 9.00	\$ 3,240.00	\$ 7.50	\$ 2,700.00	\$ 22.00	\$ 7,920.00
4	Sidewalk, Remove	580	SYD	\$ 9.00	\$ 5,220.00	\$ 4.00	\$ 2,320.00	\$ 10.35	\$ 6,003.00
5	Catch Basin Filter	2	EA	\$ 25.00	\$ 50.00	\$ 125.00	\$ 250.00	\$ 100.00	\$ 200.00
6	Curb & Gutter, Concrete, Detail F-3	555	LFT	\$ 24.00	\$ 13,320.00	\$ 15.00	\$ 8,325.00	\$ 14.00	\$ 7,770.00
7	Concrete Base Course, Non-reinforced, 6 inch	62	SYD	\$ 24.00	\$ 1,488.00	\$ 31.50	\$ 1,953.00	\$ 32.00	\$ 1,984.00
8	Sidewalk, Concrete, 4 inch	5,400	SFT	\$ 2.50	\$ 13,500.00	\$ 2.95	\$ 15,930.00	\$ 2.75	\$ 14,850.00
9	Sidewalk, Concrete, 6 inch	660	SFT	\$ 2.60	\$ 1,716.00	\$ 3.50	\$ 2,310.00	\$ 3.50	\$ 2,310.00
10	Cement	2	TON	\$ 150.00	\$ 300.00	\$ 150.00	\$ 300.00	\$ 633.75	\$ 1,267.50
11	Sidewalk Ramp, ADA, Modified	370	SFT	\$ 3.00	\$ 1,110.00	\$ 5.00	\$ 1,850.00	\$ 3.25	\$ 1,202.50
12	ADA Detectable Warning Surface	25	LFT	\$ 30.00	\$ 750.00	\$ 35.00	\$ 875.00	\$ 60.00	\$ 1,500.00
13	Granular Material, Class II	120	TON	\$ 8.00	\$ 960.00	\$ 11.00	\$ 1,320.00	\$ 4.55	\$ 546.00
14	Aggregate Base, LM, Modified	9	TON	\$ 12.00	\$ 108.00	\$ 50.00	\$ 450.00	\$ 30.00	\$ 270.00
15	Water Valve Adjustment	3	EA	\$ 50.00	\$ 150.00	\$ 95.00	\$ 285.00	\$ 100.00	\$ 300.00
16	Stop Box Adjustment	2	EA	\$ 50.00	\$ 100.00	\$ 80.00	\$ 160.00	\$ 100.00	\$ 200.00
17	Hand Patching	20	TON	\$ 100.00	\$ 2,000.00	\$ 175.00	\$ 3,500.00	\$ 120.00	\$ 2,400.00
18	Traffic Control	1	LSUM	\$ 500.00	\$ 500.00	\$ 1,450.00	\$ 1,450.00	\$ 750.00	\$ 750.00
				Items #7 & #9 totals on bid submitted do not correspond with calculated totals on bid tab. Also submitted bid Total Bid incorrectly calculated by vendor.					
TOTAL BID				\$ 45,252.00		\$ 46,486.00		\$ 53,348.00	

3ID PRICING ADJUSTED FOR LOCAL PURCHASING PREFERENCE: \$ 47,752.00

DEPT.

HEAD:

PURCH.

AGENT:

STAFF

REC.:

GENERAL LIABILITY INSURANCE

EXPIRATION DATE:

WORKERS COMPENSATION INSURANCE

EXPIRATION DATE:

SOLE PROPRIETORSHIP

EXPIRATION DATE:

AWARDED:

COUNCIL

APPROVED:

PO NUMBER:

## CITY OF OWOSSO BID TABULATION SHEET

DATE 1/21/2014

DEPT. DPW

SUBJECT: 2014 South Park St. Improvements

Page 2 of 3

				Leavitt & Starck Excavating Ovid		JB Contractors, Inc. Detroit		Goretski Construction Co., Inc Milford	
ITEM #	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	Sawcutting	350	LFT	\$ 2.00	\$ 700.00	\$ 1.85	\$ 647.50	\$ 3.00	\$ 1,050.00
2	Deep Sawing	565	LFT	\$ 4.25	\$ 2,401.25	\$ 5.30	\$ 2,994.50	\$ 3.00	\$ 1,695.00
3	Pavement, Remove, Modified	360	SYD	\$ 18.00	\$ 6,480.00	\$ 9.40	\$ 3,384.00	\$ 19.00	\$ 6,840.00
4	Sidewalk, Remove	580	SYD	\$ 10.00	\$ 5,800.00	\$ 9.00	\$ 5,220.00	\$ 18.00	\$ 10,440.00
5	Catch Basin Filter	2	EA	\$ 250.00	\$ 500.00	\$ 100.00	\$ 200.00	\$ 25.00	\$ 50.00
6	Curb & Gutter, Concrete, Detail F-3	555	LFT	\$ 15.90	\$ 8,824.50	\$ 22.30	\$ 12,376.50	\$ 16.50	\$ 9,157.50
7	Concrete Base Course, Non-reinforced, 6 inch	62	SYD	\$ 26.55	\$ 1,646.10	\$ 36.00	\$ 2,232.00	\$ 30.00	\$ 1,860.00
8	Sidewalk, Concrete, 4 inch	5,400	SFT	\$ 2.79	\$ 15,066.00	\$ 3.35	\$ 18,090.00	\$ 3.25	\$ 17,550.00
9	Sidewalk, Concrete, 6 inch	660	SFT	\$ 3.05	\$ 2,013.00	\$ 4.20	\$ 2,772.00	\$ 4.00	\$ 2,640.00
10	Cement	2	TON	\$ 157.50	\$ 315.00	\$ 130.00	\$ 260.00	\$ 150.00	\$ 300.00
11	Sidewalk Ramp, ADA, Modified	370	SFT	\$ 5.15	\$ 1,905.50	\$ 4.00	\$ 1,480.00	\$ 9.00	\$ 3,330.00
12	ADA Detectable Warning Surface	25	LFT	\$ 35.70	\$ 892.50	\$ 34.00	\$ 850.00	\$ 30.00	\$ 750.00
13	Granular Material, Class II	120	TON	\$ 21.00	\$ 2,520.00	\$ 8.00	\$ 960.00	\$ 30.00	\$ 3,600.00
14	Aggregate Base, LM, Modified	9	TON	\$ 122.75	\$ 1,104.75	\$ 50.00	\$ 450.00	\$ 30.00	\$ 270.00
15	Water Valve Adjustment	3	EA	\$ 350.00	\$ 1,050.00	\$ 100.00	\$ 300.00	\$ 250.00	\$ 750.00
16	Stop Box Adjustment	2	EA	\$ 350.00	\$ 700.00	\$ 100.00	\$ 200.00	\$ 250.00	\$ 500.00
17	Hand Patching	20	TON	\$ 210.00	\$ 4,200.00	\$ 221.00	\$ 4,420.00	\$ 300.00	\$ 6,000.00
18	Traffic Control	1	LSUM	\$ 1,399.40	\$ 1,399.40	\$ 2,500.00	\$ 2,500.00	\$ 2,577.50	\$ 2,577.50
TOTAL BID					\$ 57,518.00		\$ 59,336.50		\$ 69,360.00
31D PRICING ADJUSTED FOR LOCAL PURCHASING PREFERENCE:					\$ 60,018.00		\$ 61,836.50		\$ 71,860.00

Bidder's calculated bid total  
of \$69,000 incorrect on submitted  
bid.

## CITY OF OWOSSO BID TABULATION SHEET

DATE 1/21/2014

DEPT. DPW

SUBJECT: 2014 South Park St. Improvements

Page 3 of 3

				Joe Raica Excavating, Inc. Fowlerville		Concrete Construction, Inc. Howell		Carlo Construction, Inc. Rochester Hills	
ITEM #	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	Sawcutting	350	LFT	\$ 3.00	\$ 1,050.00	\$ 2.50	\$ 875.00	\$ 1.75	\$ 612.50
2	Deep Sawing	565	LFT	\$ 4.00	\$ 2,260.00	\$ 4.20	\$ 2,373.00	\$ 2.75	\$ 1,553.75
3	Pavement, Remove, Modified	360	SYD	\$ 40.00	\$ 14,400.00	\$ 30.00	\$ 10,800.00	\$ 29.30	\$ 10,548.00
4	Sidewalk, Remove	580	SYD	\$ 6.00	\$ 3,480.00	\$ 20.00	\$ 11,600.00	\$ 19.00	\$ 11,020.00
5	Catch Basin Filter	2	EA	\$ 100.00	\$ 200.00	\$ 200.00	\$ 400.00	\$ 95.00	\$ 190.00
6	Curb & Gutter, Concrete, Detail F-3	555	LFT	\$ 20.00	\$ 11,100.00	\$ 25.00	\$ 13,875.00	\$ 39.50	\$ 21,922.50
7	Concrete Base Course, Non-reinforced, 6 inch	62	SYD	\$ 40.00	\$ 2,480.00	\$ 40.00	\$ 2,480.00	\$ 50.00	\$ 3,100.00
8	Sidewalk, Concrete, 4 inch	5,400	SFT	\$ 4.50	\$ 24,300.00	\$ 4.10	\$ 22,140.00	\$ 7.50	\$ 40,500.00
9	Sidewalk, Concrete, 6 inch	660	SFT	\$ 5.50	\$ 3,630.00	\$ 4.60	\$ 3,036.00	\$ 8.00	\$ 5,280.00
10	Cement	2	TON	\$ 200.00	\$ 400.00	\$ 150.00	\$ 300.00	\$ 160.00	\$ 320.00
11	Sidewalk Ramp, ADA, Modified	370	SFT	\$ 7.00	\$ 2,590.00	\$ 6.50	\$ 2,405.00	\$ 7.80	\$ 2,886.00
12	ADA Detectable Warning Surface	25	LFT	\$ 50.00	\$ 1,250.00	\$ 50.00	\$ 1,250.00	\$ 44.00	\$ 1,100.00
13	Granular Material, Class II	120	TON	\$ 40.00	\$ 4,800.00	\$ 18.00	\$ 2,160.00	\$ 19.00	\$ 2,280.00
14	Aggregate Base, LM, Modified	9	TON	\$ 100.00	\$ 900.00	\$ 55.00	\$ 495.00	\$ 55.00	\$ 495.00
15	Water Valve Adjustment	3	EA	\$ 200.00	\$ 600.00	\$ 125.00	\$ 375.00	\$ 300.00	\$ 900.00
16	Stop Box Adjustment	2	EA	\$ 200.00	\$ 400.00	\$ 125.00	\$ 250.00	\$ 250.00	\$ 500.00
17	Hand Patching	20	TON	\$ 150.00	\$ 3,000.00	\$ 220.00	\$ 4,400.00	\$ 250.00	\$ 5,000.00
18	Traffic Control	1	LSUM	\$ 1,700.00	\$ 1,700.00	\$ 3,800.00	\$ 3,800.00	\$ 5,000.00	\$ 5,000.00
<b>TOTAL BID</b>					\$ 78,540.00		\$ 83,014.00		\$ 113,207.75
<b>BID PRICING ADJUSTED FOR LOCAL PURCHASING PREFERENCE:</b>					\$ 81,040.00		\$ 85,514.00		\$ 115,707.75



**WARRANT 478**  
**February 11, 2014**

<b>Vendor</b>	<b>Description</b>	<b>Fund</b>	<b>Amount</b>
Logicalis, Inc	Network engineering support – January 2014	General	\$ 8,092.00
Brown & Stewart PC	Professional services January 14, 2014 – February 7, 2014	General	\$ 9,744.55
		Total	\$17,836.55

CHECK REGISTER FOR CITY OF OWOSSO  
CHECK DATE FROM 01/01/2014 - 01/31/2014

Check Date	Bank	Check	Vendor Name	Description	Amount
GENERAL FUND (POOLED CASH)					
01/09/2014	1	122386	MICHAEL L BUSH	PAYROLL DEDUCTION REFUND	\$ 177.24
01/09/2014	1	122387	MISDU	PAYROLL DEDUCTION	\$ 828.96
01/09/2014	1	122388	MORTON SALT INC	ROAD SALT	\$ 18,308.04
01/09/2014	1	122389	POSTMASTER	PERSONAL PROPERTY STATEMENTS-BULK MAILED	\$ 93.27
01/09/2014	1	122390	SHIAWASSEE CENTER	123 E COMSTOCK ST-EASEMENT	\$ 1.00
01/09/2014	1	122391	SWIM LLC	UTILITIES DIRECTOR SERVICES	\$ 2,394.00
01/09/2014	1	122392	UNITED PARCEL SERVICE	TROXLER RETURN SHIPPING	\$ 428.99
01/09/2014	1	122393	WASTE MANAGEMENT OF MICHIGAN INC	DISPOSAL CHARGES-12/16/13-12/31/13	\$ 2,333.48
01/10/2014	1	122394	HOLDER, BRITTNEY	WATER/SEWER REFUND	\$ 44.84
01/10/2014	1	122395	ACROPRINT TIME RECORDER CO	WWTP/WTP-SUPPLIES FOR TIME CLOCKS	\$ 102.96
01/10/2014	1	122396	ALS LABORATORY GROUP	WASTEWATER ANALYSES-12/9/13	\$ 19.00
01/10/2014	1	122397	THE ARGUS PRESS	PRINTING OF LEGAL NOTICES ETC	\$ 353.50
01/10/2014	1	122398	LOREEN F BAILEY	COUNCIL PAY	\$ 140.00
01/10/2014	1	122399	DAVID B BANDKAU	COUNCIL PAY	\$ 30.00
01/10/2014	1	122400	BIO-SYSTEMS OF OH, LLC	WWTP-BIO BUG	\$ 569.02
01/10/2014	1	122401	HEATHER D BROOKS	STREET NAME DECALS (13)	\$ 26.00
01/10/2014	1	122402	CARQUEST AUTO PARTS STORE	FLEET-HYDRAULIC FITTINGS	\$ 279.00
01/10/2014	1	122403	CENTRAL MICHIGAN DIESEL, INC.	OFD-REPAIRS TO ENGINE 1	\$ 444.93
01/10/2014	1	122404	CODE OFFICIALS CONFERENCE OF MICHIGAN	CHARLES RAU	\$ 75.00
01/10/2014	1	122405	CONSUMERS ENERGY	GAS/ELECTRIC SERVICE	\$ 43,145.09
01/10/2014	1	122406	THOMAS B COOK	COUNCIL PAY	\$ 80.00
01/10/2014	1	122407	JUDY ELAINE CRAIG	COURIER SERVICE	\$ 171.00
01/10/2014	1	122408	D & D TRUCK & TRAILER PARTS	FLEET-PARTS	\$ 1,289.30
01/10/2014	1	122409	D & G EQUIPMENT INC	PARTS/EQUIPMENT	\$ 877.11
01/10/2014	1	122410	DOWNTOWN DEVELOPMENT AUTHORITY	CASH FLOW LOAN-C/A 1/13/14	\$ 25,000.00
01/10/2014	1	122411	DYSINGER, DELORES J. TRUST	BD Bond Refund	\$ 2,851.57
01/10/2014	1	122412	EMPLOYEE BENEFIT CONCEPTS INC	2014 RENEWAL SERVICES	\$ 300.00
01/10/2014	1	122413	MICHAEL J ERFOURTH	COUNCIL PAY	\$ 90.00
01/10/2014	1	122414	ETNA SUPPLY COMPANY	WATER-INVENTORY ITEMS	\$ 4,890.31
01/10/2014	1	122415	CHRISTOPHER EVELETH	COUNCIL PAY	\$ 140.00
01/10/2014	1	122416	FASTENAL COMPANY	PARTS	\$ 44.92
01/10/2014	1	122417	FEDEX	WWTP-LAB SHIPPING FEES	\$ 35.92
01/10/2014	1	122418	BURTON FOX	COUNCIL PAY	\$ 130.00
01/10/2014	1	122419	BENJAMIN R FREDERICK	COUNCIL PAY	\$ 250.00
01/10/2014	1	122420	FRONTIER	PHONE SERVICE	\$ 2,029.21
01/10/2014	1	122421	GENESEE COUNTY BUILDING OFFICIALS A	CHARLES RAU	\$ 75.00
01/10/2014	1	122422	GILBERT'S DO IT BEST HARDWARE & APP	SUPPLIES	\$ 648.36
01/10/2014	1	122423	GOYETTE MECHANICAL	WWTP-PUMP REPAIR	\$ 312.50
01/10/2014	1	122424	JOHN V GREENWAY	COUNCIL PAY	\$ 40.00
01/10/2014	1	122425	BRADLEY E GROLL	PAYROLL DEDUCTION REFUND	\$ 177.24
01/10/2014	1	122426	H2O COMPLIANCE SERVICES INC	CROSS CONNECTION PROGRAM SERVICE	\$ 1,299.38
01/10/2014	1	122427	HACH COMPANY	SUPPLIES	\$ 779.10
01/10/2014	1	122428	HOME DEPOT CREDIT SERVICES	SUPPLIES	\$ 172.69
01/10/2014	1	122429	HP	BUSINESS CLASS OPTIPLEX 7010 DESKTOP	\$ 808.60
01/10/2014	1	122430	INDEPENDENT STATIONERS	TONER/1099-M'S/ENVELOPES	\$ 171.47
01/10/2014	1	122431	INDUSTRIAL SUPPLY OF OWOSSO INC	PARTS/SUPPLIES	\$ 167.20
01/10/2014	1	122432	INTERNATIONAL CITY/COUNTY MANAGEMEN	SUSAN MONTENEGRO-MEMBERSHIP	\$ 496.00
01/10/2014	1	122433	KERR PUMP & SUPPLY	WWTP-MECHANICAL SEALS (2)	\$ 836.40

01/10/2014	1	122434	LUDINGTON ELECTRIC, INC.	ELECTRICAL WORK	\$	934.60
01/10/2014	1	122435	MICHIGAN ASSOCIATION OF HOUSING OFF	CHARLES RAU-MEMBERSHIP	\$	70.00
01/10/2014	1	122436	MICHIGAN ASSOCIATION OF PLANNING	SUSAN MONTENEGRO-MEMBERSHIP	\$	115.00
01/10/2014	1	122437	MICHIGAN ECONOMIC DEVELOPERS ASSOCI	SUSAN MONTENEGRO-MEMBERSHIP	\$	270.00
01/10/2014	1	122438	MICHIGAN STATE INDUSTRIES	FLAGS (10)	\$	296.55
01/10/2014	1	122439	MORTON SALT INC	ROAD SALT	\$	8,863.61
01/10/2014	1	122440	NEXTEL COMMUNICATIONS	DECEMBER 2013-CELL PHONE SERVICE/EQUIPMENT	\$	1,082.84
01/10/2014	1	122441	NORTH AMERICAN OVERHEAD DOOR INC	OFD-DOOR REPAIR	\$	121.99
01/10/2014	1	122442	NORTHERN LAKE SERVICE INC	WWTP-ANALYSIS	\$	291.00
01/10/2014	1	122443	OFFICE DEPOT	SUPPLIES	\$	233.89
01/10/2014	1	122444	OFFICE SOURCE	SUPPLIES	\$	139.12
01/10/2014	1	122445	OFFICEMAX INC	SUPPLIES	\$	133.03
01/10/2014	1	122446	OWOSSO BOLT & BRASS CO	PARTS	\$	338.51
01/10/2014	1	122447	OWOSSO CHARTER TOWNSHIP TREASURER	PALMER ST & DOWLING DR	\$	48.73
01/10/2014	1	122448	OWOSSO-WATER FUND	WATER/SEWER BILLS	\$	2,852.30
01/10/2014	1	122449	POLICE OFFICERS LABOR COUNCIL	PAYROLL DED-UNION DUES	\$	859.50
01/10/2014	1	122450	CINDY S POPOVITCH	COUNCIL PAY	\$	90.00
01/10/2014	1	122451	PRINTING SYSTEMS, INC.	VOTER ID CARDS (2000)	\$	321.49
01/10/2014	1	122452	PUMMILL PRINT SERVICE LLC	2014 PERSONAL PROPERTY TAX KIT	\$	339.75
01/10/2014	1	122453	QBE FIRST	REFUND	\$	324.04
01/10/2014	1	122454	SAGINAW VALLEY CHAPTER INT'L CODE C	CHARLES RAU-MEMBERSHIP	\$	60.00
01/10/2014	1	122455	SHIAWASSEE DISTRICT LIBRARY	SATA PAYROLL SERVICES	\$	439.14
01/10/2014	1	122456	SMITH JANITORIAL SUPPLY	CLEANING SUPPLIES	\$	875.27
01/10/2014	1	122457	SPARTAN STORES LLC	EMPLOYEE FUNDED CAKES/PIZZA	\$	121.42
01/10/2014	1	122458	ST JOHNS ANSWERING SERVICE INC	FEBRUARY 2014-ANSWERING SERVICE	\$	66.65
01/10/2014	1	122459	STATE OF MICHIGAN	LIBRARY-BOILER INSPECTION/CERTIFICATE	\$	130.00
01/10/2014	1	122460	STATE OF MICHIGAN-MDNRE	WATER TESTING	\$	350.00
01/10/2014	1	122461	STECHSCHULTE GAS & OIL, INC.	FUEL-12/16/13-12/13/31	\$	8,628.75
01/10/2014	1	122462	ROBERT J TEICH JR	COUNCIL PAY	\$	40.00
01/10/2014	1	122463	TRACTOR SUPPLY COMPANY	SUPPLIES/PARTS	\$	458.86
01/10/2014	1	122464	TRI-COUNTY ASSESSOR'S ASSOCIATION	LARRY COOK-MEMBERSHIP	\$	10.00
01/10/2014	1	122465	TRI-MER CORPORATION	WTP-CUSTOM PARTS	\$	166.00
01/10/2014	1	122466	URBAN, EDDIE	REFUND	\$	517.61
01/10/2014	1	122467	VALLEY LUMBER	MATERIALS/SUPPLIES	\$	65.46
01/10/2014	1	122468	WASTE MANAGEMENT OF MICHIGAN INC	JANUARY 2014-REFUSE SERVICE	\$	353.58
01/10/2014	1	122469	WILLOUGHBY PRESS	ASSESSING-ENVELOPES-(595)	\$	45.00
01/10/2014	1	122470	WIN'S ELECTRICAL SUPPLY OF OWOSSO	SUPPLIES	\$	1,468.94
01/10/2014	1	122471	YORK REPAIR INC	WWTP-THRUST BEARING	\$	912.63
01/10/2014	1	84(A)	JCI JONES CHEMICALS, INC.	SODIUM HYPOCHLORITE	\$	3,602.18
01/10/2014	1	85(A)	KEMIRA WATER SOLUTIONS INC	WWTP-FERRIC CHLORIDE	\$	3,228.07
01/10/2014	1	86(A)	MICHIGAN METER TECHNOLOGY GROUP INC	WATER METERS-(30)	\$	4,980.00
01/10/2014	1	87(A)	NAPA	PARTS	\$	784.20
01/10/2014	1	88(A)	Q2A ASSOCIATES LLC	FINANCE DIRECTOR SERVICES	\$	3,171.00
01/10/2014	1	89(A)	REEVES WHEEL ALIGNMENT, INC.	REPAIRS	\$	256.25
01/17/2014	1	90(E)	MUNICIPAL EMPLOYEES RETIREMENT SYST	DECEMBER 2013-POLICE COMMAND EMPLOYEES	\$	8,995.23
01/24/2014	1	122472	KNOX, DAVID	DUPLICATE PAYMENT	\$	825.00
01/24/2014	1	122473	ACCUMED BILLING INC	AMBULANCE BILLING SERVICES	\$	2,908.71
01/24/2014	1	122474	AFLAC	PAYROLL DEDUCTION-AFLAC PREMIUMS	\$	884.88
01/24/2014	1	122475	ARBORICULTURE SOCIETY OF MICHIGAN	REGISTRATION-BILL BROOKS	\$	110.00
01/24/2014	1	122476	MICHAEL LEVERE ASH	CONTRACT SCHOOL LIAISON OFFICER	\$	896.70
01/24/2014	1	122477	B & D ELEVATOR SERVICES INC	QUARTERLY MAINT-1/13/14	\$	110.00
01/24/2014	1	122478	THE BANK OF NEW YORK MELLON	FEES FOR 2013 TAX BONDS-12/27/13-10/31/1	\$	250.00
01/24/2014	1	122479	BODMAN LLP	HR-DEC 2013-LABOR ISSUES	\$	1,472.40
01/24/2014	1	122480	CENTRON DATA SERVICES, INC.	WATER/SEWER BILL PRINTING/MAILING SERVICES	\$	3,005.76

01/24/2014	1	122481	CLARK FIRE & SAFETY, INC.	REFILL CO2 TANK	\$	25.00
01/24/2014	1	122482	COLE TAYLOR MORTGAGE	REFUND	\$	21.31
01/24/2014	1	122483	CONSUMERS ENERGY	GAS/ELECTRIC SERVICE	\$	19,735.85
01/24/2014	1	122484	VOID		\$	-
			Void Reason: Created From Check Run Process			
01/24/2014	1	122485	CONTRACTORS REPAIR LLC	OFD-CHAIN SAW PART	\$	9.10
01/24/2014	1	122486	D & G EQUIPMENT INC	PARTS	\$	1,576.19
01/24/2014	1	122487	DALTON ELEVATOR	DEC 2013-CYLINDER RENTAL	\$	450.33
01/24/2014	1	122488	DAYSTARR COMMUNICATIONS	FEBRUARY 2014-BROADBAND INTERNET & FEES	\$	495.00
01/24/2014	1	122489	DELTA DENTAL PLAN OF MICHIGAN	DENTAL INSURANCE PREMIUM	\$	3,938.08
01/24/2014	1	122490	DIESEL TRUCK SALES, INC.	PARTS	\$	80.75
01/24/2014	1	122491	EMPLOYEE BENEFIT CONCEPTS INC	JANUARY 2014-FSA ADMIN FEE	\$	115.00
01/24/2014	1	122492	FASTENAL COMPANY	PARTS	\$	12.48
01/24/2014	1	122493	FRONTIER	TRAFFIC SIGNAL	\$	104.85
01/24/2014	1	122494	GALL'S INC.	OPD-BARRIER TAPE	\$	113.49
01/24/2014	1	122495	GRAYMONT CAPITAL INC	WTP-QUICKLIME-44.12/TON	\$	6,176.80
01/24/2014	1	122496	BRADLEY E GROLL	UNPAID OT OWED TO RETIRED EMPLOYEE	\$	66.11
01/24/2014	1	122497	TIMOTHY J GUYSKY	REIMBURSEMENT	\$	65.70
01/24/2014	1	122498	HI QUALITY GLASS, INC	WINDSHIELD FOR #312	\$	195.00
01/24/2014	1	122499	INTERNATIONAL CODE COUNCIL INC	CITY OF OWOSSO-MEMBERSHIP	\$	300.00
01/24/2014	1	122500	J P MORGAN CHASE BANK	REFUND	\$	11.70
01/24/2014	1	122501	LAW ENFORCEMENT OFFICERS REGIONAL	OPD-FOIA FUNDAMENTALS-MICHELLE SPENCER	\$	20.00
01/24/2014	1	122502	LUDINGTON ELECTRIC, INC.	ELECTRICAL REPAIRS	\$	781.64
01/24/2014	1	122503	MCKAY, JOHN	OFD-PARAMEDIC LICENSE	\$	25.00
01/24/2014	1	122504	MEMORIAL HEALTHCARE CENTER	OPD-LAB	\$	34.00
01/24/2014	1	122505	MICHIGAN MUNICIPAL LEAGUE	UNEMPLOYMENT CONTRIBUTIONS	\$	1,113.09
01/24/2014	1	122506	MICHIGAN WATER ENVIRONMENT ASSOCIAT	OPERATORS DAY 2014-GUYSKY/FELKER/ZIMMERMAN	\$	425.00
01/24/2014	1	122507	MISDU	PAYROLL DEDUCTION	\$	828.96
01/24/2014	1	122508	MARK A MITCHELL	REIMBURSEMENT	\$	21.19
01/24/2014	1	122509	MORTON SALT INC	ROAD SALT	\$	4,681.18
01/24/2014	1	122510	MOTION INDUSTRIES, INC.	WWTP-PARTS	\$	1,203.89
01/24/2014	1	122511	MUNICIPAL AWARDS COMPANY	CLERK-PRESENTATION FOLDERS (50)	\$	183.25
01/24/2014	1	122512	MUTUAL EYE CLAIM AUDITS	VISION COVERAGE PREMIUM	\$	594.05
01/24/2014	1	122513	OFFICE DEPOT	SUPPLIES	\$	360.68
01/24/2014	1	122514	OWOSSO HITCH & PLOW CENTER INC.	OFD-PLOW MARKER KIT	\$	51.91
01/24/2014	1	122515	GARY L PALMER	ELECTRICAL INSPECTION SERVICES	\$	500.00
01/24/2014	1	122516	PEERLESS-MIDWEST, INC.	ANNUAL WELL PUMP TESTS (3)	\$	585.00
01/24/2014	1	122517	KEVIN M. PETTIGREW	MEALS REIMBURSEMENT	\$	38.65
01/24/2014	1	122518	PHYSICIANS HEALTH PLAN OF MID-MICH	HEALTH INSURANCE PREMIUM	\$	69,782.11
01/24/2014	1	122519	RATHCO SAFETY SUPPLY, INC.	STREET SIGNS (5)	\$	109.20
01/24/2014	1	122520	ANDREW REED	MEALS REIMBURSEMENT	\$	42.38
01/24/2014	1	122521	ED REHMANN & SONS, INC.	FINAL BILLING-AUDIT OF YE 6/30/13	\$	-
			Void Reason: WRONG VENDOR			
01/24/2014	1	122522	ROARING PENGUIN SOFTWARE INC	E-MAIL FILTERING THROUGH 1/14/2017	\$	1,500.00
01/24/2014	1	122523	ROSENBAUER AERIALS LLC	OFD-POP OPEN E CHAIN (2)	\$	57.75
01/24/2014	1	122524	ROWE PROFESSIONAL SERVICES CO	ENGINEERING SERVICES FOR BENTLEY PARK	\$	300.00
01/24/2014	1	122525	RUTHY'S LAUNDRY CENTER	DEC 2013-PUBLIC SAFETY DRY CLEANING	\$	433.61
01/24/2014	1	122526	SCOTT MERRIMAN INCORPORATED	OPD-TRAFFIC TICKETS (1000)	\$	769.45
01/24/2014	1	122527	SECURITY ALARM CO INC	OPD-READER ON EVIDENCE ROOM DOOR	\$	875.95
01/24/2014	1	122528	SHIAWASSEE COUNTY MEDICAL GROUP	NEW HIRE PHYSICAL	\$	100.00
01/24/2014	1	122529	SHIAWASSEE FAMILY YMCA	PAYROLL DEDUCTION-MEMBERSHIPS	\$	190.77
01/24/2014	1	122530	SHIAWASSEE REGIONAL CHAMBER OF COMM	2014 DINNER TICKETS	\$	270.00
01/24/2014	1	122531	SOUTHSIDE CAR WASH	DEC 2013-POLICE DEPARTMENT CAR WASHES	\$	60.00
01/24/2014	1	122532	SPICER GROUP, INC.	SOUTH PARK STREET IMPROVEMENTS PROPOSAL	\$	471.00



01/24/2014	1	122533	STANDARD INSURANCE COMPANY	GROUP LIFE INSURANCE PREMIUM	\$	2,722.83
01/24/2014	1	122534	STAPLES CREDIT PLAN	SUPPLIES	\$	36.26
01/24/2014	1	122535	STATE OF MICHIGAN	SPRAY PAD LICENSE-INITIAL-78-4200-01	\$	655.00
01/24/2014	1	122536	STATE OF MICHIGAN	MICHIGAN WITHHOLDING TAX	\$	13,027.68
01/24/2014	1	122537	STECHSCHULTE GAS & OIL, INC.	FUEL-PE 1/15/14	\$	10,444.02
01/24/2014	1	122538	SWIM LLC	UTILITIES DIRECTOR SERVICES	\$	1,470.00
01/24/2014	1	122539	WASTE MANAGEMENT OF MICHIGAN INC	DISPOSAL CHARGES-1/1/14-1/15/14	\$	3,154.86
01/24/2014	1	122540	MERLE E WEST II	PAYMENT FOR OVER CONTRACT AMOUNT (57)	\$	2,595.00
01/24/2014	1	91(A)	ETNA SUPPLY COMPANY	DRILLING MACHINE/CUTTERS	\$	1,917.90
01/24/2014	1	92(A)	MICHIGAN METER TECHNOLOGY GROUP INC	WATER-REPAIR CLAMPS	\$	1,045.71
01/24/2014	1	93(A)	Q2A ASSOCIATES LLC	FINANCIAL SERVICES	\$	2,604.00
01/24/2014	1	94(A)	MICHAEL GENE WHEELER	CONTRACT SCHOOL LIAISON OFFICER	\$	768.60
01/24/2014	1	95(A)	YORK REPAIR INC	WWTP-THRUST BEARING	\$	912.63

1 TOTALS:

(2 Checks Voided)

Total of 165 Disbursements: \$ 343,130.18

Bank 10 OWOSSO HISTORICAL FUND

01/14/2014	10	4516	CONSUMERS ENERGY	DECEMBER 0213-515 N WASHINGTON ST	\$	615.98
01/14/2014	10	4517	FRONTIER	515 N WASHINGTON APT	\$	41.25
01/14/2014	10	4518	INDEPENDENT NEWSPAPERS	WINTER BROCHURES	\$	100.00
01/14/2014	10	4519	OWOSSO-WATER FUND	515 N WASHINGTON ST	\$	103.00

10 TOTALS:

Total of 4 Disbursements: \$ 860.23

Bank 2 TRUST & AGENCY

01/14/2014	2	6312	DOWNTOWN DEVELOPMENT AUTHORITY	REAL/PP COLLECTIONS	\$	425.84
01/14/2014	2	6313	OWOSSO PUBLIC SCHOOLS	REAL/PP COLLECTIONS	\$	516,479.37
01/14/2014	2	6314	SHIAWASSEE AREA TRANSPORTATION AGENCY	REAL/PP COLLECTIONS	\$	188.84
01/14/2014	2	6315	SHIAWASSEE COUNTY TREASURER	TRAILER FEES-144 LOTS	\$	360.00
01/14/2014	2	6316	SHIAWASSEE COUNTY TREASURER	REAL/PP COLLECTIONS	\$	470,509.17
01/14/2014	2	6317	SHIAWASSEE DISTRICT LIBRARY	REAL/PP COLLECTIONS	\$	85,834.67
01/27/2014	2	6318	OWOSSO PUBLIC SCHOOLS	COLLECTIONS	\$	244,115.18
01/27/2014	2	6319	SHIAWASSEE AREA TRANSPORTATION AGENCY	REAL/PP COLLECTIONS	\$	154.80
01/27/2014	2	6320	SHIAWASSEE COUNTY TREASURER	COLLECTIONS	\$	185,371.30
01/27/2014	2	6321	SHIAWASSEE DISTRICT LIBRARY	COLLECTIONS	\$	34,824.20
01/27/2014	2	6322	STATE OF MICHIGAN	CFT COLLECTIONS	\$	4,017.92

2 TOTALS:

Total of 11 Disbursements: \$ 1,542,281.29

REPORT TOTALS:

(2 Checks Voided)

Total of 180 Disbursements: \$ 1,886,271.70



## **OWOSSO PUBLIC SAFETY**

Director of Public Safety

**Kevin Lenkart**

202 S. Water St. Owosso, MI 48867 Phone (989) 725-0580 Fax (989) 725-0528

### **MEMORANDUM**

TO: City Council

FROM: Kevin Lenkart  
Director of Public Safety

SUBJECT: Carpet for Public Safety Building

DATE: January 27, 2014

Request council approve the purchase carpet for the Public Safety Building.

Per Council request I contacted three local carpet vendors, two responded bids for a similar product but prices were significantly higher than the GSA contract, the product quoted in the third bid was not comparable to what we are requesting.

As a result staff continues to recommend council award the bid to Commercial Marketing Associates, Inc., holder of Contract # GS-27F-0502H with the General Services Administration, for Milliken carpet, cushion and adhesive for the Public Safety Headquarters, at a cost of \$9,765.55.

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

**RESOLUTION AUTHORIZING THE EXECUTION OF A CONTRACT FOR  
PURCHASE OF CARPET FOR THE PUBLIC SAFETY BUILDING  
FROM COMMERCIAL MARKETING ASSOCIATES, INC.**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has a Public Safety Headquarters that has carpet that is old and worn; and

WHEREAS, the City sought bids from local vendors and reviewed other municipal contracts; and

WHEREAS, Commercial Marketing Associates, Inc. holds a contract with the General Services Administration of the federal government for the supply of carpet and related materials and it is hereby determined that Commercial Marketing Associates, Inc. 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 theretofore determined that it is advisable, necessary and in the public interest to purchase carpet, padding and adhesive from Commercial Marketing Associates, Inc. per the terms of GSA contract #GS-27F-0502H for use in the Public Safety Headquarters.
- SECOND: The mayor and city clerk are instructed and authorized to sign the document substantially in the form attached, Contract for Services between the City of Owosso, Michigan and Commercial Marketing Associates, Inc., for the provision of carpet and related materials in the amount of \$9,765.55.
- THIRD: The Accounts Payable Department is authorized to issue payment to Commercial Marketing Associates, Inc. in the amount of \$9,765.55 upon satisfactory delivery of the carpet, pad and adhesive.
- FOURTH: The above expenses shall be paid from the Police and Fire Building Maintenance funds 101-300-831.000 and 101-335-831.000.



## MEMORANDUM

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

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**DATE:** February 13, 2014

**TO:** Mayor Frederick and the Owosso City Council

**FROM:** Amy K. Kirkland, City Clerk

**SUBJECT:** Letters of Interest for open City Council seat

### RECOMMENDATION:

None.

### BACKGROUND:

Following is a list of those that submitted letters of interest:

Michael Cline  
Paul Dinkins  
Janine Elbing  
Elaine Greenway  
Daniel Jozwiak  
Michael O'Leary

Six letters were received from the above city residents interested in serving on the Council to fill the vacancy left by Councilperson Jon Greenway's passing. Of those six, five possessed the qualifications necessary to serve on the Council and their letters are presented to you now. We had the unusual instance of having an applicant that was interested in the position but did not possess all of the qualifications for service (Michael O'Leary). Section 4.2(a) of the City Charter requires anyone occupying an elective city office be a registered voter in the city for at least one year prior to their election/appointment to the seat. In this case the candidate had only been registered in the City since December 2013. He has been notified of the deficiency and informed that, unfortunately he will not be able to be considered for the seat.

The five qualified candidates will be contacted to ensure they are aware of the process Council has established to conduct the appointment.

### FISCAL IMPACTS:


Impossible to calculate.

Document originated by: Amy K. Kirkland, City Clerk  
(989)725-0500  
amy.kirkland@ci.owosso.mi.us

Reg: 07/10/1996

I MICHAEL N. CLINE AM SUBMITTING THIS  
LETTER OF INTEREST TO BE CONSIDERED TO  
FILL THE VACANCY ON THE OWOSSO CITY COUNCIL.

MICHAEL N. CLINE  
621 WRIGAT AVE.  
OWOSSO, MI. 48867

RECEIVED  
FEB 12 2014  
BY: 

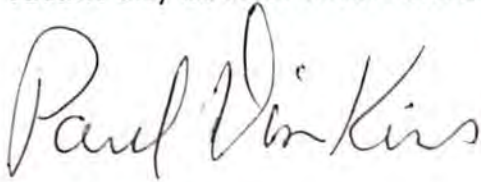
Reg: 1/102/1995

January 23, 2014

Amy Kirkland, City Clerk  
301 West Main Street  
Owosso, Michigan, 48867

Ms. Kirkland,

Please submit to the proper City Authorities, my name in consideration for the vacant City Council seat. I am a 19 year resident of Owosso and a registered voter.



Paul Dinkins  
217 East King Street  
Owosso, Michigan 48867  
989-725-3856





Reg: 11/14/1996

Janine Elbing  
1227 North Ball Street  
Owosso, Michigan 48867  
989.798.1596  
elbingjan@gmail.com

February 12, 2014

Dear Owosso City Council;

Please accept my condolences on the passing of Councilman Jon Greenway. His absence creates a great void in our city government. I am interested in filling his position on Owosso City Council.

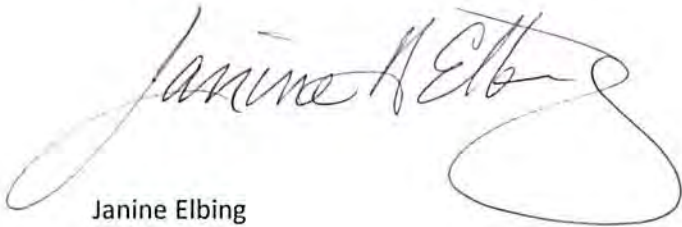
My husband and I have been residents of Owosso since August, 1994 when we were married and moved here. We have raised one daughter. She graduated from Owosso High School in 2013. The city of Owosso has been a great place to raise her. People are friendly, and the community is safe. I want to be a part of keeping Owosso a great community to raise a family.

I am completing my 19<sup>th</sup> year of teaching special education with the Shiawassee Regional Education Service District. I work very close to my community. Most of my students and their families reside in Owosso.

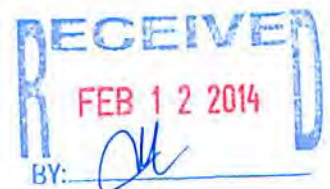
I have taken on various leadership roles in my community that I feel make me a qualified candidate for this vacancy. I have served at St. Paul's Catholic Church on the Education Commission, Altar Society President, Eucharistic Minister, and Usher. In the community, I have been on the Board for ARC Shiawassee, and served a year on the Curwood Board where I served as Chairman for Special Day for Special People. I continue to volunteer time with the Children's Parade where I assist with the line-up. Currently, I am on the board for the Owosso Columbus Credit Union, and I am serving as President for the SRESA Education Association.

I look forward to meeting all of you, and the possibility of serving the community that I love.

Sincerely,



Janine Elbing



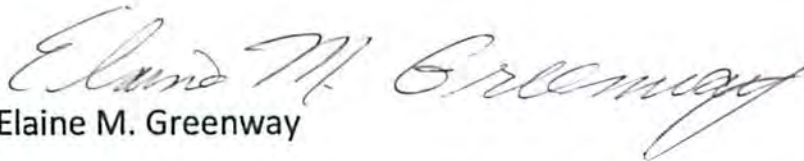
Reg: 03/17/1992

February 13, 2014

City of Owosso,

I would like to be considered, for the vacant seat on the Owosso City Council. The betterment of Owosso and it's citizens, are one of my concerns. Having lived across from the Shiawassee river and the downtown area, for twenty five years, I have seen the ups and downs in our community, and would like to be a part of the future of the City of Owosso.

Sincerely,



Elaine M. Greenway

989-277-3663      elaine\_greenway@us.aflac.com





Reg: 03/31/1994

January 26, 2014

To Mayor Ben Frederick and Owosso City Council

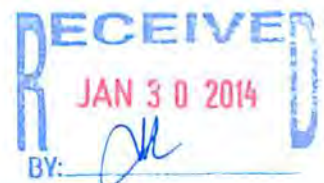
My name is Daniel J. Jozwiak; I live at 1504 Shady Lane Drive, in Owosso Mi. I have been a City of Owosso resident for over 22 years. I am writing to request that I be considered for the open Council position

I have been involved in with City of Owosso government since 1992, when I joined the Zone Board of Appeals. I am on the board as Secretary. I am currently Congregational President of Redeemer Lutheran Church.

My interest in being on City Council is to continue the work on keeping this City strong. With my business and retail experience I feel confident that I can contribute the leadership on this Council that the residents of this city are looking for. I am a people person that enjoys working with the public, administration groups and business professionals. Through my career I held numerous leadership positions. I am currently the Store Manager for AutoZone in Owosso. My past employment includes Operation Manager for Michigan National Bank, where I was in-charge of Problem and Change control, along with Risk Management and Automation. I also have a background in Property Management. My career path has given me the expertise to listen and observe both sides of a position and to make an objective decision.

Attached is my job resume, please let me know what the next step is to move forward on this opportunity.

Thank You,  
Daniel J. Jozwiak, City of Owosso Resident.



**Daniel J. Jozwiak**  
1504 Shady Lane, Owosso, MI 48867  
Email: danj93@frontier.com  
Phone: 989-725-9362 Cell 989-277-9783

## **SUMMARY**

Over 15 years of leadership experience in Information Technology and Retail Sales Management, along with over 10 years working in education and customer service. As a professional in leadership/education my goal is to utilize and broaden my expertise along with training others to grow along with the company.

I am authorized to work unconditionally in the United States.

### **Hardware:**

\*IBM mainframes 360's through OS390-CMOS, Dec/Alpha, Rolm phone systems, RS6000, IBM 3420 - 3590 tape drives, IBM VTS & ATL tape vault, IBM 4245 - 3900 printers, Assorted desk top printers, Sun Servers, Assorted desktop & lap top computers, Tandem systems, General office equipment, Registers, Scan tools.

### **Software Expertise:**

Microsoft Products and Windows Operating systems, Computer Associates Prevail Automation Point & Unicenter, JOBTRAC, RUNTRAC, CA11, CA1, CA7, CCC Harvest, OPS/MVS, Serena Change Man, Remedy Help Desk, IBM 390/CMOS Mainframe Software(JES2, JCL, VTAM, TCPIP), Online Catalogs, Microsoft (Excel, Word, Access)

Coding Languages:

\* REXX, COBOL, PL/I & JCL

### **Education:**

Baker College of Owosso, Michigan

\* Bachelors of Business Leadership

\* Associates of Business Degree, Business Administration Accounting/C.I.S.

### **Training:**

\* CBT Project Management PMP

\* AIB Assertive Communication

\* Walter C. Averill Career Opportunities Center, Data Processing / Accounting

### **Certification:**

\*ASE Automotive Parts Two Certification

\* E-Business, Gartner Institute

\* Profit and Cash; Measuring Our Success, the Schuster Kane Alliance, Inc.

\* Project Development Methodology

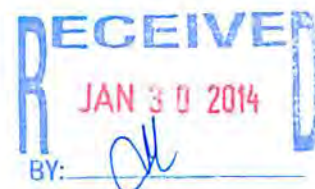
\* Managing and Motivating DP People (MMP), by Gary Slaughter Corporation

\* Intro/Advanced Cisco Router Configuration, by Protocol Interface, Inc. Cisco System

\* Novell Education -508 & 526 NetWare Administrations

### **Areas of Expertise:**

Management, Change/Release Management, Forecasting, Problem Management, Service Levels Agreements, Leadership, Automation, Documentation, Supervisory, Project Leader, Project Management, Audits, Budgets, Risk Management, Global Enterprise, Disaster Recovery / Contingency Planning, Customer Service, Retail Management, Property Management, Retail Sales, Commercial Sales, People skills, Education, Stocking.



## **WORK EXPERIENCE**

### **AutoZone Inc. MI Store Manager**

**03/2003-Current**

- Oversee day to day operations including but not limited to: banking, scheduling, register reconciling, inventory management including shrink management, store maintenance, performance appraisals, customer service and satisfaction.
- Developed policies and procedures for cost reduction, improved efficiencies and generated high-dollar profits by continuously meeting Service Level Agreements and exceeding customer's expectations.
- Focus on developing people: training and development, on boarding programs, virtual training, performance management and retention.
- Ensure sales targets/projections/last year sales are achieved or exceeded
- Organized and managed priorities for an efficient operation, and fulfillment of Service Level Agreements (SLA's)
- Ensure P&L for store is monitored and reviewed with management team.
- Daily reporting of sales targets/projections, hours control, promotional product sales

### **5/3 Bank \ K Force Professional Staffing, Grand Rapids, MI Network Control Operator**

**07/2002-01/2003**

- Fast paced environment, monitored Banks ATM network, assisted in ensuring that ATM's are functional. Trouble shooter for network problems and applied appropriate resolutions. Review data communication devices & dispatch repair teams when needed.
- Coordinated with team members to ensure quality service was provided to Banks ATM customers.

### **Facilities Manager, Owosso, MI (Non-Profit Group)**

**05/1988-12/2001**

- Over 14 years of experience of maintaining buildings and ground valued at over \$700,000. Project Manager responsible the execution of a \$250,000 renovation project. Responsible for building maintenance, custodian duties, sound systems and grounds maintenance, including coordinated business contacts and contracts for services and supplies.

### **Michigan National Bank Corporation, Lansing, MI Operation Services Manager, Change and Problem Management**

**03/1987-11/2001**

- Administered changes, new releases, problems, automation processes for IT groups.
- Served as interim Manager of Services Operations of 44 team members.
- Implemented Global Change/Release and Problem Management process and procedures.
- Implemented Global Risk evaluation process for all IT Changes/Releases
- Developed Customers Service guides for User Groups and IT Groups.
- Coordinated all hardware and software installations, testing, quality assurance and implementation.
- Developed, implemented and maintained IT Procedures and Reference Manual.
- Developed and implemented automation of data center
- Project lead for Operations Disaster Recovery/Contingency Planning process including Risk Management.



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301 W. MAIN OWOSSO, MICHIGAN 48867-2958 • (989) 725-0530 • FAX (989) 723-8854

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To: Mayor Benjamin Frederick, City Council and City Manager Don Crawford  
From: Larry Cook, Assessor  
Date: February 10, 2014  
Subject: March Board of Review – Assessment Changes

This memo is an informational item for the upcoming assessment changes. It will help prepare you for any questions you may have yourself or might receive from residents of the city as to their change of assessments. The annual assessment notices for 2014 are scheduled to be mailed the end of next week, February 21<sup>st</sup>.

The **average** assessment adjustments for 2014, as determined by the Shiawassee County Equalization Department through sales and appraisal studies, are listed below. Units of government are required to assess at 50% to value, per class. Within each class, (except the industrial class), there are multiple neighborhoods. Based on internal studies of those neighborhoods, (especially the residential class), there will be minus adjustments in some neighborhoods and plus adjustments higher than average in others. This is the first time in over 5 years there are positive adjustments in a couple classes.

<u>Class</u>	<u>Adj. Ratio</u>	<u>Adj. %</u>
Commercial	49.22	1.56%
Industrial	50.39	(-.75%)
Residential	49.38	1.24%

However, just because the assessment adjustment may be as high as 4% or 5% in some neighborhoods, the taxable value is limited to the Consumers Price Index, (unless there is new and additions). The 2014 Consumer Price Index (CPI) is 1.6%. The formula for determining the taxable value based on this years CPI is as follows:

2013 Taxable Value – Losses X 1.016 + Additions = 2014 Cap Value  
Taxable value is the lesser of either the Cap Value or the Assessed Value.

Example: Your 2013 assessed and taxable values are both \$35,000. The adjustment in your neighborhood for this year is 4%, making your 2014 assessed value \$36,400. Your taxable value, using the above mentioned formula would be:

\$35,000 – (Losses) \$0 X 1.016 + (Additions) \$0 = (Cap Value) \$35,560  
Your 2014 Values = \$36,400 assessed & \$35,560 taxable

Losses are a **physical** loss do to fire, demo, etc. Additions are **physical** as well such as new house, addition, garage, porch, deck, heating & cooling upgrade, etc.

**However**, the formula for determining taxable value is not applicable if there is a qualified transfer. The law states that the taxable value and the assessed value shall be one in the same for the year following a transfer. If there was a qualified transfer in 2013, the 2014 assessed and taxable values will be the same.



### **March Board of Review Schedule:**

**Organizational Meeting:** Tuesday March 4, 2014 at 3:00 p.m.

**Appeals Meeting:** Monday, March 10, 2014, 9:00 a.m.-12:00noon & 1:00p.m.-4:00p.m.

**Appeals Meeting:** Tuesday, March 11, 2014, 1:00p.m.-4:00p.m. & 6:00p.m.-9:00p.m.

### **Very Important:**

An appeal must be made to the local board of review in person or by letter to reserve the right for further appeal to the Michigan Tax Tribunal, (except commercial and industrial properties).

A couple recent changes to the General Property Tax Act are important for you to be aware of:

The Veteran's Exemption was previously available to a soldier or sailor who received pecuniary assistance due to their disability for specially adapted housing. This exemption could be continued by the surviving unremarried spouse.

The new Veteran's Exemption, which began the last two months of 2013, is now available to honorably discharged disabled veterans who meet one of the following criteria:

- (a) Has been determined by the United States Department of Veteran's Affairs to be permanently and totally disabled as a result of military service and entitled to veteran's benefits at the 100% rate.
- (b) Has a certificate from the United States Veteran's Administration, or its successors, certifying that he or she is receiving or has received pecuniary assistance due to disability for specially adapted housing.
- (c) Has been rated by the United States Department of Veterans Affairs as individually unemployable.

The unremarried surviving spouse of the disabled veteran is eligible for the exemption based upon the eligibility of their spouse; therefore the spouse must also be a Michigan resident. The exemption will continue only as long as the surviving spouse remains unremarried.

It has also been determined that for this year only, the 2013 assessment year can be addressed by the 2014 July Board of Review for those who may have qualified for 2013.

The Eligible Personal Property Exemption, new for 2014 eliminates personal property tax for businesses with personal property valued less than \$80,000. Some of the basic requirements to qualify for this exemption are:

- (a) Exemption must be properly claimed by filing **annually**, not later than February 10<sup>th</sup> of each year, except 2014 that allows appeal to the March Board of Review. The State Tax Commission has determined that annually filing by February 10<sup>th</sup>, means postmarked by February 10<sup>th</sup>.
- (b) The property must be classified as industrial personal property or commercial personal property.
- (c) The combined **True Cash Value** of all the personal property owned by, leased by, or in the possession of the owner or a related entity is **less than \$80,000** in the local tax collecting unit.

The exemption only applies to ad valorem taxes for 2014. The exemption begins 12/31/2015 for the 2016 tax year, for most special act parcels.

The Eligible Personal Property Exemption will continue if approved by voters in August 2014. (Voter approval changes the distribution percentage of the sales tax.)

Additional information can be found by going to [www.michigan.gov/statetaxcommission.com](http://www.michigan.gov/statetaxcommission.com)

To: Owosso City Council

From: Charles Rau, Building Official

Date: 02/03/2014

Subject: Building Department Report for January, 2014

Category	Estimated Cost	Permit Fee	Number of Permits
Electrical	\$0	\$1,710	9
Fence - Residential	\$4,250	\$210	2
Mechanical	\$0	\$1,095	9
Non-Res. Add/Alter/Repair	\$35,000	\$651	1
Plumbing	\$0	\$560	3
Res. Add/Alter/Repair	\$191,900	\$2,370	7
Sign	\$16,489	\$240	1
<b>Totals</b>	<b>\$247,639</b>	<b>\$6,836</b>	<b>32</b>

**2013 COMPARISON TOTALS**

		BUILDING PERMITS ONLY	-	19
January, 2013 TOTALS *	\$2,482,247	\$24,165		47

\* Lebowsky Permit a year ago

# **Enforcements By Category**

02/04/14

1 / 3

JANUARY, 2014

## **ANIMALS**

Enforcement Number	Address	Previous Status	Status	Filed	Closed	Rental
ENF 14-0032	1480 JACKSON DR	LETTER SENT	Letter Sent	01/23/14		N
<b>Total Entries:</b>				<b>1</b>		

## **AUTO REP/JUNK VEH**

Enforcement Number	Address	Previous Status	Status	Filed	Closed	Rental
ENF 14-0033	900 STATE ST	LETTER SENT	Letter Sent	01/24/14		N
<b>Total Entries:</b>				<b>1</b>		

## **BUILDING VIOL**

Enforcement Number	Address	Previous Status	Status	Filed	Closed	Rental
ENF 14-0002	533 ADA ST	REF TO RAU	REF TO RAU	01/03/14		Y
ENF 14-0004	802 BROADWAY AV	VN SENT	INSPECTION PENDIN	01/07/14		N
ENF 14-0006	800 W MAIN ST	REF TO RAU	Resolved	01/13/14	01/17/14	COMM
ENF 14-0008	104 N LANSING ST	REF TO RAU	REF TO RAU	01/13/14		Y
ENF 14-0009	1200 NAFUS ST	LETTER SENT	Letter Sent	01/13/14		N
ENF 14-0010	1319 OLMSTEAD ST	NEEDS PERMIT	Resolved	01/14/14	01/14/14	Y
ENF 14-0011	829 ALGER AV	REF TO RAU	Resolved	01/15/14	01/15/14	N
ENF 14-0025	1115 MEADOW DR	LETTER SENT	Resolved	01/17/14	01/24/14	N
ENF 14-0030	624 PINE ST	REF TO RAU	REF TO RAU	01/20/14		Y
ENF 14-0035	828 S WASHINGTON ST	PICTURES ATTACHED	Resolved	01/28/14	01/28/14	VAC
<b>Total Entries:</b>				<b>10</b>		

## **FRONT YARD PARKING**

Enforcement Number	Address	Previous Status	Status	Filed	Closed	Rental
ENF 14-0037	219 LAFAYETTE BL	REF TO POLICE	No Violation	01/29/14	01/30/14	N
ENF 14-0038	1624 W MAIN ST	REF TO RAU	REF TO RAU	01/29/14		Y

# **Enforcements By Category**

02/04/14

2 / 3

JANUARY, 2014

**Total Entries:** 2

## **GARBAGE & DEBRIS**

Enforcement Number	Address	Previous Status	Status	Filed	Closed	Rental
ENF 14-0007	400 CORUNNA AV	REF TO POLICE	No Violation	01/13/14	01/14/14	COMM
ENF 14-0012	921 N BALL ST	EXTEN GRANTED	Extension Granted	01/17/14		Y
ENF 14-0031	1115 DINGWALL DR	REF TO POLICE	No Violation	01/20/14	01/30/14	N
ENF 14-0034	824 S PARK ST	LETTER SENT	Letter Sent	01/27/14		Y
ENF 14-0036	218 N PARK ST	LETTER SENT	Letter Sent	01/29/14		COMM

**Total Entries:** 5

## **MISC VEHICLE VIOL**

Enforcement Number	Address	Previous Status	Status	Filed	Closed	Rental
ENF 14-0003	754 WOODLAWN AV	REF TO POLICE	Resolved	01/07/14	01/24/14	N

**Total Entries:** 1

## **MISC.**

Enforcement Number	Address	Previous Status	Status	Filed	Closed	Rental
ENF 14-0005	303 S CHIPMAN ST	REF TO POLICE	Resolved	01/10/14	01/24/14	N

**Total Entries:** 1

## **SIDEWALK/SNOW & ICE**

Enforcement Number	Address	Previous Status	Status	Filed	Closed	Rental
ENF 14-0013	201 E STEWART ST	WORK ORDER ISSUED	Resolved	01/17/14	01/27/14	Y
ENF 14-0014	1300 S CHIPMAN ST	WORK ORDER SUBMITTED	Resolved	01/17/14	01/27/14	N
ENF 14-0015	921 N BALL ST	WORK ORDER SUBMITTED	Resolved	01/17/14	02/03/14	Y
ENF 14-0016	914 N WATER ST	WORK ORDER SUBMITTED	Resolved	01/17/14	01/27/14	VAC
ENF 14-0017	220 W KING ST	WORK ORDER SUBMITTED	Resolved	01/17/14	01/27/14	Y
ENF 14-0018	210 W KING ST	WORK ORDER SUBMITTED	Resolved	01/17/14	01/27/14	N



## **Enforcements By Category**

02/04/14

3 / 3

JANUARY, 2014

ENF 14-0019	544 N SHIAWASSEE ST	WORK ORDER SUBMITTED	Resolved	01/17/14	02/03/14	Y
ENF 14-0020	305 N SHIAWASSEE ST	WORK ORDER SUBMITTED	Resolved	01/17/14	01/27/14	Y
ENF 14-0021	102 CORUNNA AV	WORK ORDER SUBMITTEE	Resolved	01/17/14	01/27/14	COMM
ENF 14-0022	902 CORUNNA AV	WORK ORDER SUBMITTED	Resolved	01/17/14	01/27/14	N
ENF 14-0023	980 CORUNNA AV	WORK ORDER SUBMITTED	Resolved	01/17/14	01/27/14	COMM
ENF 14-0024	990 CORUNNA AV	WORK ORDER SUBMITTED	Resolved	01/17/14	01/27/14	Y
ENF 14-0026	1200 CORUNNA AV	WORK ORDER ISSUED	Resolved	01/17/14	01/27/14	N
ENF 14-0027	652 N WASHINGTON ST	WO SUBMITTED	Resolved	01/17/14	01/27/14	N
ENF 14-0028	1546 W MAIN ST	WO SUBMITTED	Resolved	01/17/14	02/03/14	N
ENF 14-0029	915 QUEEN ST	WO SUBMITTED	Resolved	01/17/14	02/03/14	N

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**Total Entries:** 16

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**Total Records: 37**

Total Pages: 3

### RENTAL COLUMN DEFINITIONS

Y - Yes, it's a rental

N - No, it's not a rental - owner occupied

APTS - Apartment Building

COMM - Commercial

REPO - Repossession

TRAIL - Trailer Park

VAC - Vacant House

VL - Vacant Lot

IND - Industrial

HOME OCC - Home Occupation



## OWOSSO PUBLIC SAFETY

Director of Public Safety  
Kevin Lenkart

202 S WATER ST · OWOSSO, MICHIGAN 48867-2958 · (989)725-0580 · FAX (989)725-0528

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# *MEMORANDUM*

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DATE: February 5, 2014  
TO: Owosso City Council  
FROM: Kevin Lenkart  
RE: January 2014 Report

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Attached are the statistics for the police department for January 2014. This report includes activity for the month of January and year-to-date statistics. Also attached is a list of Field Contacts, which are incidents that the police are dispatched to that require no further follow up than the officers initial response.

There were no reported burning violations for January.



## Case Assignment/Clearance Report For January, 2014

January 2014

Offenses	Current Month		Year-To-Date		Percent
	Assigned	Cleared	Assigned	Cleared	Cleared
<i>PART I OFFENSES</i>					
ROBBERY	0	0	0	0	0 %
AGGRAVATED ASSAULT	0	0	0	0	0 %
BURGLARY	0	0	0	0	0 %
LARCENY	0	0	0	0	0 %
MOTOR VEHICLE THEFT	0	0	0	0	0 %
SIMPLE ASSAULT	0	0	0	0	0 %
ARSON	0	0	0	0	0 %
FORGERY & UTTERING	0	0	0	0	0 %
COUNTERFEITING	0	0	0	0	0 %
FRAUD	0	0	0	0	0 %
EMBEZZLEMENT	0	0	0	0	0 %
WEAPON CRIMES- CARRY, POSS,	0	0	0	0	0 %
PROSTITUTION	0	0	0	0	0 %
SEX OFFENSES 1/ UNDER AGE -	0	0	0	0	0 %
NARCOTICS VOLIATIONS	0	0	0	0	0 %
GAMBLING VIOLATIONS	0	0	0	0	0 %
VANDALISM-DAMAGE-DESTRUCTIO	0	0	0	0	0 %
HOMICIDE 1	0	0	0	0	0 %
HOMICIDE	0	0	0	0	0 %
RAPE / NON - FAMILY	0	0	0	0	0 %
SEX OFFENSES 2	0	0	0	0	0 %
PARENTAL KIDDNAP	0	0	0	0	0 %
KIDNAPPING	0	0	0	0	0 %
BURGLARY RESIDENTIAL	0	0	0	0	0 %
BURGLARY COMMERCIAL	0	0	0	0	0 %
RESISTING/OBSTRUCTING	0	0	0	0	0 %
<i>PART I OFFENSES</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0</i>	<i>0 %</i>
<i>PART II OFFENSES</i>					
PAROLE/PROBATION VIOLATION	0	0	0	0	0 %
NATURAL DEATH	0	0	0	0	0 %
RETAIL FRAUD	0	0	0	0	0 %
RUNAWAY	0	0	0	0	0 %
VIOLATION PPO/ COURT ORDER	0	0	0	0	0 %

Offenses	Current Month		Year-To-Date		Percent Cleared
	Assigned	Cleared	Assigned	Cleared	
FAMILY NONSUPPORT	0	0	0	0	0 %
SUSPICIOUS DEATH	0	0	0	0	0 %
TRAFFIC OFFENSES OTHER	0	0	0	0	0 %
CRIMINAL CASE OTHER	0	0	0	0	0 %
WARRANT ARREST	0	0	0	0	0 %
SUSPICIOUS CIRCUMSTANCES	0	0	0	0	0 %
WARRANT ADVISED	0	0	0	0	0 %
MENTAL ORDER-ECO / TDO	0	0	0	0	0 %
DOMESTIC ASSAULT/SITUATION	0	0	0	0	0 %
ILLEGAL DUMPING	0	0	0	0	0 %
FOUND PROPERTY	0	0	0	0	0 %
RECOVERED PROPERTY	0	0	0	0	0 %
ANNOYING PHONE CALLS	0	0	0	0	0 %
TRESPASSING	0	0	0	0	0 %
DOA	0	0	0	0	0 %
ANIMAL COMPLAINTS	0	0	0	0	0 %
MISSING PERSON	0	0	0	0	0 %
WARRANT OBTAINED	0	0	0	0	0 %
PROPERTY-LOST	0	0	0	0	0 %
SAFEKEEPING OF WEAPON	0	0	0	0	0 %
SUICIDE AND ATTEMPTED SUICIDES	0	0	0	0	0 %
TRAFFIC - HIT & RUN	0	0	0	0	0 %
FIRES - NOT ARSON	0	0	0	0	0 %
LOST PROPERTY	0	0	0	0	0 %
NON-CRIMINAL CASE	0	0	0	0	0 %
CRIMES AGAINST FAMILY &	0	0	0	0	0 %
DRIVING WHILE IMPAIRED	0	0	0	0	0 %
LIQUOR LAW VIOLATIONS	0	0	0	0	0 %
DISORDERLY CONDUCT	0	0	0	0	0 %
OTHER CRIMES	0	0	0	0	0 %
IMPOUND / TOW FOLLOW-UP	0	0	0	0	0 %
FALSE ALARM	0	0	0	0	0 %
MOTOR VEHICLE CRASH	0	0	0	0	0 %
THREATS	0	0	0	0	0 %
PROPERTY CRIMES, POSS, SALE,	0	0	0	0	0 %
DAMAGE TO PROPERTY	0	0	0	0	0 %
<i>PART II OFFENSES</i>		<i>0</i>	<i>0</i>	<i>0</i>	<i>0 %</i>
<b>Grand Totals:</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0 %</b>

**Field Contact By Reason Summary Report**

January 2014

<b>Reason for Contact</b>	<b>Count</b>
911 Hang Up	21
Abandoned Vehicle	4
False Alarm Commercial	22
False Alarm Residential	1
All Other Service Reports	10
Animal Complaints Other	21
Assist Ambulance	8
Assist To Other Dept	17
Assist Fire Dept	3
Assist Officer	2
Attempt To Locate	9
Barking Dog	3
Civil Dispute	17
Disturbance	11
Fight / No Assault	6
Found Property	2
Gun Permit/register	26
Harrassment	7
Homeless Voucher	1
Investigate Vehicle	3
Loud Music	12
Loud Party	1
Damage To Property	1
Motorist Assist	9
Open Door	3
Ordinance Violation	1
Parking Problem	38
Pawn Ticket	213
Peace Officer	15
Private Property Pda / Non Reportable	2
Road Hazard	16
Suspicious Person	3
Suspicious Situation	28

<b>Reason for Contact</b>	<b>Count</b>
Suspicious Vehicle	8
Trouble With Kids	19
Trouble With Neighbor	10
Trouble With Subject	49
Trash Complaint	1
Phone Harassment	2
Unwanted Subject	7
Vehicle Inspection	1
Welfare Check	22
Wire Down	6
Work Traffic	153



## OWOSSO PUBLIC SAFETY

Director of Public Safety  
Kevin Lenkart

202 S WATER ST · OWOSSO, MICHIGAN 48867-2958 · (989)725-0580 · FAX (989)725-0528

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# MEMORANDUM

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DATE: February 5, 2014  
TO: City Council  
FROM: Kevin Lenkart  
Director of Public Safety  
RE: January Fire Report

---

During the month of January 2014:

Fire Department responded to 204 Ambulance calls.

- 134 - were city residents
- 22 - were non-residents
- 48 - required no transport
- 0 - additional transport from combined run
- 53 - transfers
- 48 - were residents
- 5 - were non-residents
- 10 - in town transfers
- 1 - in-facility transports
- 1 - rendezvous

The Fire Department also completed the following:

- 27 Rental Inspections
- 7 Re-inspections

Fire Department responded to 20 Fire calls.

- 1 - Unfounded report upon arrival
- 4 - False alarms
- 1 - Carbon Monoxide alarm
- 1 - Building fire
- 2 - Smoke detector
- 1 - Public Service Assist
- 1 - Cancelled en route
- 1 - Mutual Aid structure fire
- 2 - Gas leak
- 2 - Sprinkler Activation
- 1 - Accident extrication
- 1 - Water or steam leak
- 1 - Vehicle fire
- 1 - Electrical / arcing

REGULAR MEETING MINUTES  
OWOSSO DDA / MAIN STREET  
Council Chambers, City Hall  
January 15, 2014 – 7:30 am.

MEETING CALLED TO ORDER at 7:40 a.m. by Dave Acton.

ROLL CALL was taken by Secretary Alaina Kraus.

MEMBERS PRESENT: Chairman Dave Acton, Authority Members Benjamin Frederick, Bill Gilbert, Lance Omer, Secretary Alaina Kraus, Treasurer James Demis

MEMBERS ABSENT: Authority Members Dawn Gonyou, Ken Cushman, and Meredith Landino,

OTHERS PRESENT: Josh Adams, DDA /Owosso Main Street Manager; Susan Montenegro, City of Owosso; Don Crawford, City of Owosso; Helen Granger, Press; Mark Sedlak, City of Owosso; Randy Chesney, City of Owosso

AGENDA:

MOTION BY AUTHORITY MEMBER DEMIS, SUPPORTED BY AUTHORITY MEMBER KRAUS TO APPROVE THE AGENDA FOR JANUARY 15, 2014.  
YEAS ALL. MOTION CARRIED.

MINUTES:

MOTION BY AUTHORITY MEMBER FREDERICK, SUPPORTED BY AUTHORITY MEMBER GILBERT TO APPROVE THE MINUTES WITH MODIFICATION FOR THE MEETING OF DECEMBER 4, 2013.  
YEAS ALL. MOTION CARRIED.

PUBLIC / BOARD / STAFF COMMENTS:  
None

COMMITTEE UPDATES

1. Design – Authority Member Bill Gilbert

Design will be doing a fundraiser with drinking glass featuring 4 historic buildings – Curwood Castle, Hoddy House, Gould House and Comstock Cabin - at \$8 a glass or all four for \$25. On one side there will be the image and the other side a description. They approached the Historic Commission, who gave their blessing on the venture.

2. Economic Restructuring – Authority Member Omer

Instead of a regular meeting a review was held of the Market Study. There was nothing surprising, but it gives hard documented information. Omer is expecting the full report to be available this month, but will double check this.



This will be discussed further at the Board Retreat later in the day, which will begin at 3 pm at Abiding In The Vine.

### 3. Organization – Manager Adams

The biggest push right now is working on implementing the IB plan. Adams estimates that 23 students got community service hours as a part of the decorating workplan.

Adams shared about the IB collaboration at the quarterly training, which most of the directions had never heard of. Gilbert asked about kids that had been hired in previous years. Some of these were juveniles who came in to do service while others were Baker students in on grants. There will be investigation done on whether this is possible to repeat.

### 4. Promotion – Manager Adams

Glow is at over \$1,500 in the green from their fundraisers – ornaments, 5k, sponsorships, etc. – which they will reinvest into lighting. The run needed 60 runners and had 172.

This month the business owners sub-committee and image builders meetings will begin. The business/retail meeting is intended to be a monthly chance to touch base with owners downtown. Part of this is to create opportunities to collaborate on things like sales and cross-promotions. Image Builders is a group of citizens and individuals from organizations focused on telling our story. The meetings will be at 8 am. Business/retail will be the third Thursday of the month (Jan 23<sup>rd</sup>) and Image Builders will be on the fourth Thursday at the tea room (Jan 30<sup>th</sup>).

## ITEMS OF BUSINESS:

### 1. CHECK REGISTER APPROVAL.

#### SEE BOARD ATTACHED CHECK REGISTER

Bronner's and Wintergreen were the best prices for bulbs for Christmas lights. Spartan Irrigation was the big tree in the square. They will also tear down the tree and store the lights. This included the first year purchase of the lights. The Main Street dues were also paid for the year. Refreshments for Owosso Books was from when Michigan Main Street came in

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

### 2. BUDGET REPORT.

The city received their audit from the Rehmann Group. Demis got our audit from them. Currently we have a draft that we are to read through. Demis has already

found some errors that he is contacting them about. We will discuss the audit at the board retreat and review the final version at next month's board meeting. The check for cash flow was received after the documentation for this meeting was printed.

### 3. PARK STREET IMPROVEMENTS

These are improvements Park Street along the Lebowsky that are part streetscape with the DDA and improvements to the street itself from the city. The eventual plan would be to extend this further out. There would be the loss of 1-2 spots with the bump out to allow load in and out of acts visiting the Lebowsky. The goals of this are to make it walkable, compatible with the American Disabilities Act, and provide for fire safety. It started as just along the Lebowsky, but mushroomed out to this section of street. The completion is planned for April 17<sup>th</sup> for sidewalks and curbs then resurfacing the street after Memorial Day. Construction would be largely in the latter part of March and the road would be closed during that time. The Lebowsky and Sunnyside would be able to maintain reasonable access during that time. Reports are currently that utilities are good.

This portion of the project is approximately \$66,000 and the resurfacing is estimated to be \$35,000. Final bids are still coming in. Curbing is a part of the street, so the streetscaping be less than the \$66,000.

Adams is going to research the issue of how much more we can borrow and how much is left after the Armory.

If the DDA doesn't participate then the current street and streetscape will most likely be left as they are. This will be resolved at the February 5<sup>th</sup> meeting with more information on pricing.

#### PUBLIC / BOARD / STAFF COMMENTS:

Frederick shared that there is a vacancy on the planning committee right now, which he would like a downtown business owner to fill if possible. The Commission is in implementation of the Master Plan

MOTION MADE BY AUTHORITY MEMBER KRAUS, SUPPORTED BY AUTHORITY MEMBER GILBERT TO ADJOURN AT 8:34 AM.  
YEAS ALL. MOTION CARRIED.

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Alaina Kraus, Secretary

**December Check Register**  
By Check Number



11:43 AM

01/10/14

# Owosso Main Street Check Register - By Check Number December 2013

Num	Date	Name	Memo	Account	Paid Amount
1920	12/05/2013	Joshua Adams	Manager Wa...	Owosso Main Street Checking	
	12/03/2013		Manager Wa...	296-200-999.101 MANAGER WAGES	-2,115.38
TOTAL					-2,115.38
1921	12/05/2013	B&C DJ's and Sound	Laser Light ...	Owosso Main Street Checking	
	12/05/2013		Laser Light s...	296-696-818.000-GLOW	-100.00
TOTAL					-100.00
1922	12/05/2013	DayStarr Communication	Phone forwa...	Owosso Main Street Checking	
	11/21/2013		Phone Forwa...	296-200-728.000 OPER SUPPLIES	-16.43
TOTAL					-16.43
1923	12/05/2013	Wintergreen Corporation	LED Lights f...	Owosso Main Street Checking	
	11/21/2013		LED Lights fo...	296-696-818.000-GLOW	-1,412.83
TOTAL					-1,412.83
1924	12/05/2013	Crooked Tree Nursery	Remaining b...	Owosso Main Street Checking	
	11/07/2013		Remaining b...	296-697-818.000-CHRISTMAS	-2,358.00
TOTAL					-2,358.00
1925	12/05/2013	First Bank Card	Volunteer Gi...	Owosso Main Street Checking	
stmt ...	11/21/2013		Volunteer Gif...	Josh Adams - Owosso Main Street	-452.03
TOTAL					-452.03
1926	12/05/2013	Wintergreen Corporation	LED Lights f...	Owosso Main Street Checking	
	11/21/2013		LED Lights fo...	296-696-818.000-GLOW	-618.39
TOTAL					-618.39
1927	12/05/2013	Argus Press	Print ads for...	Owosso Main Street Checking	
	12/05/2013		Print ads for ...	296-696-818.000-GLOW	-75.60
TOTAL					-75.60
1928	12/05/2013	Bronner's Commercial ...	Replacemen...	Owosso Main Street Checking	
	11/21/2013		Replacement...	296-200-831.000 MAINTENANCE	-249.60
TOTAL					-249.60
1929	12/05/2013	Independent Newspape...	Print ads for...	Owosso Main Street Checking	
	12/05/2013		Print ads for ...	296-696-818.000-GLOW	-62.80
TOTAL					-62.80
1930	12/05/2013	Freed Video Production	Commercial ...	Owosso Main Street Checking	
	11/21/2013		Commercial ...	296-696-818.000-GLOW	-200.00
TOTAL					-200.00

11:43 AM

01/10/14

# Owosso Main Street Check Register - By Check Number December 2013

Num	Date	Name	Memo	Account	Paid Amount
1931	12/05/2013	Spartan Irrigation	Christmas T...	Owosso Main Street Checking	
	10/30/2013		Christmas Tr...	296-696-818.000-GLOW	-920.82
TOTAL					-920.82
1932	12/05/2013	WJSZ-FM "The Castle"	Radio ads fo...	Owosso Main Street Checking	
	12/05/2013		Radio ads for...	296-696-818.000-GLOW	-225.00
TOTAL					-225.00
1933	12/05/2013	Kelly's Refuse	Trash Servic...	Owosso Main Street Checking	
	12/05/2013		Trash Servic...	296-200-831.000 MAINTENANCE	-500.00
TOTAL					-500.00
1934	12/05/2013	Locker Room & Trophy...	Metals and ...	Owosso Main Street Checking	
	12/05/2013		Metals and A...	296-696-818.000-GLOW	-256.38
TOTAL					-256.38
1935	12/19/2013	Joshua Adams	Manager Wa...	Owosso Main Street Checking	
	12/06/2013		Manager Wa...	296-200-999.101 MANAGER WAGES	-2,115.38
TOTAL					-2,115.38
1936	12/19/2013	Hankerd Sportswear		Owosso Main Street Checking	
	12/06/2013		T-shirts for th...	296-696-818.000-GLOW	-1,910.00
	12/06/2013		Main Sponso...	296-696-818.000-GLOW	-72.00
	12/06/2013		Large Billboa...	296-696-818.000-GLOW	-200.00
TOTAL					-2,182.00
1937	12/19/2013	Brooks Innovative Gra...	Logo Develo...	Owosso Main Street Checking	
	12/06/2013		Logo Develo...	296-696-818.000-GLOW	-60.00
TOTAL					-60.00
1938	12/19/2013	Gary Fortin	Horse-draw...	Owosso Main Street Checking	
	12/06/2013		Horse-drawn ...	296-696-818.000-GLOW	-775.00
TOTAL					-775.00
1939	12/19/2013	Hankerd Sportswear	Sponsorshi...	Owosso Main Street Checking	
	12/06/2013		Sponsorship ...	296-696-818.000-GLOW	-40.00
TOTAL					-40.00
1940	12/19/2013	DayStarr Communication	Phone forwa...	Owosso Main Street Checking	
	12/17/2013		Phone forwar...	296-200-728.000 OPER SUPPLIES	-15.16
TOTAL					-15.16

11:43 AM

01/10/14

**Owosso Main Street**  
**Check Register - By Check Number**  
**December 2013**

<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Memo</u>	<u>Account</u>	<u>Paid Amount</u>
<b>1941</b>	<b>12/19/2013</b>	<b>View Newspapers</b>	<b>Glow Owoss...</b>	<b>Owosso Main Street Checking</b>	
	12/11/2013		Glow Owoss...	296-696-818.000-GLOW	-150.00
TOTAL					-150.00
<b>1942</b>	<b>12/20/2013</b>	<b>National Main Street Ce...</b>	<b>2014 Nation...</b>	<b>Owosso Main Street Checking</b>	
	12/20/2013		2014 Nationa...	296-200-728.000 OPER SUPPLIES	-250.00
TOTAL					-250.00
<b>1943</b>	<b>12/30/2013</b>	<b>Owosso Books LLC</b>	<b>Refreshmen...</b>	<b>Owosso Main Street Checking</b>	
	12/30/2013		Refreshment...	296-200-728.000 OPER SUPPLIES	-53.00
TOTAL					-53.00

MINUTES FOR THE REGULAR MEETING  
**DOWNTOWN HISTORIC DISTRICT COMMISSION**  
JANUARY 15, 2014 at 6:00 p.m.  
COUNCIL CHAMBERS / CITY HALL

**MEETING WAS CALLED TO ORDER** at 6:10 p.m. by Chairperson Newman.

**ROLL CALL** was taken by Recording Secretary Marty Stinson.

**MEMBERS PRESENT:** Chairperson Scott Newman; Commissioners James Eaton, Matthew Van Epps, and Gary Wilson.

**MEMBERS ABSENT:** Vice-Chairperson Vincent Gonyou; Secretary Philip Hathaway; and Commissioner Lance Omer.

**OTHERS PRESENT:** Ms. Sarah Warren-Riley, Housing Program Manager; Ms. Susan Montenegro, Assistant City Manager and Director of Community Development; Mr. Don Crawford, City Manager; Mr. Charles Rau, Building Official; Mr. Mark Hanna for 220 W Main Street.

**AGENDA APPROVAL:** Motion by Commissioner Wilson, supported by Commissioner Van Epps to approve the agenda for January 15, 2014.

**Yeas:** All. Motion was passed.

**MINUTES APPROVAL:** Motion by Commissioner Wilson, supported by Commissioner Van Epps to approve the minutes for the meeting of September 18, 2013.

**Yeas:** All. Motion was passed.

**COMMUNICATIONS:**

- 1) Staff Memorandum
- 2) Meeting minutes of September 18, 2013

**PUBLIC COMMENTS:** None.

**PUBLIC HEARINGS:** None.

**ITEMS OF BUSINESS:**

1) 220 W. Main Street – Sign Installation Application

Mark Hanna, owner of the building at 220 W. Main Street, explained his application for the steel frame with three panels of alumicore sign on the west side of his building facing the east bound traffic on W. Main Street. It would be 12 x 8 feet; open at one end so the four by eight corrugated aluminum panels can slide in with vinyl signage and be changed from time to time. It would be more traditional with no lights. They might possibly read Owosso Farmers Market; law firm, Mark Hanna; or advertise his antique store. It would not be back lit; it would be dark at night. It would be layered with plastic corrugation between two metal panels with the art and lettering on vinyl.

Chairman Newman asked how thick is the frame and how much damage would it do to the brick. Mr. Hanna responded that it is about 1-1/2 to 2 inches thick – just enough for the steel channel. The frame would be held up by masonry screws every 24 inches.

Chairman Newman noted that the Commission is guided by the Secretary of Interior Guidelines. Commissioner Van Epps checked the guidelines and said the signs should match the character of the building, but there was nothing particular mentioned. We're not here to comment on the content of the sign. The Commission doesn't want to see the sign as rented out for another business down the street.

Discussion continued regarding: the size of 8 x 12 feet being consistent with the Secretary of Interior Standards; the sign material is not historically accurate; the banner at Gilberts doesn't have historically

*Draft*

accurate materials; glass coverage of the proposed sign; the standard of painting on the wall; and Guideline # 19 from the Secretary of Interiors Guidelines.

**MOTION BY COMMISSIONER VAN EPPS, SUPPORTED BY COMMISSIONER EATON THAT THE OWOSSO DOWNTOWN HISTORIC DISTRICT COMMISSION, FINDING THAT THE PROPOSED SIGN AT 220 W. MAIN STREET DOES NOT MEET THE SECRETARY OF THE INTERIOR STANDARDS, AND IS INAPPROPRIATE FOR THE DISTRICT, BUT RECOGNIZING THAT THE FOLLOWING CONDITION(S) PREVAIL:**

**TO REQUIRE A HISTORICALLY CONSISTENT SIGN WOULD BE COST PROHIBITIVE (SIGN PANELS BEING REPAINTED FOR CHANGEABLE COPY WOULD COST TOO MUCH).**

**HEREBY DIRECTS STAFF TO ISSUE A NOTICE TO PROCEED FOR THE WORK AND BUILDING PERMIT APPLICATION AS APPLIED FOR AND ILLUSTRATED.**

**YEAS: ALL. MOTION WAS PASSED.**

**ADJOURNMENT:**

**MOTION BY COMMISSIONER EATON; SUPPORTED BY COMMISSIONER VAN EPPS TO ADJOURN THE MEETING AT 6:59 P.M.**

**YEAS ALL. MOTION CARRIED.**

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Phil Hathaway, Secretary

mms

*Draft*



**Minutes  
Regular Meeting of the Parks & Recreation Commission  
Council Chambers, City Hall  
January 27, 2014 – 6 p.m.**

The meeting was called to order at 6:04 p.m. by Chairman Espich.

**Pledge of Allegiance:** The Pledge of Allegiance was recited by all in attendance.

**Roll Call** was taken by Recording Secretary Marty Stinson.

**Members Present:** Chairman Michael Espich; Commissioners Tim Alderman; and Nikki Hathaway.

**Members Absent:** Vice-Chairman Jeff Selbig; and Kristen Woodbury.

**Others Present:** Susan Montenegro, Assistant City Manager and Director of Community Development.

**Approve Agenda for January 27, 2014 meeting.**

A motion to approve the agenda for January 27, 2014 meeting was made by Commissioner Alderman and supported by Commissioner Hathaway with the addition of Business Item # 4, the Polar Plunge.

Ayes: all. Motion carried.

**Approve Minutes from November 25, 2013 meeting:**

A motion to approve the minutes from the November 25, 2013 meeting was made by Commissioner Alderman and supported by Commissioner Hathaway.

Ayes: all. Motion carried.

**Public Comments:** None.

**Board Comments:**

Discussion about starting a non-profit Friends of Owosso Parks and Recreation foundation and getting more people involved with the board. Need to get more creative in reaching other people to work on fund raising; a possible ice rink; and maybe additional splash pads.

**Communications:**

1. Staff memorandum
2. November 25, 2013 minutes

**Business:**

**1. Bentley Park Review**

Susan Montenegro, Assistant City Manager and Director of Community Development, reviewed some items about the Bentley Park: inspections are getting done; grants are being closed out by the end of March; and tables and benches will be placed by the splash pad. There was a discussion about security cameras and signs regarding the surveillance. It was mentioned the police department, insurance companies, and 911 should be consulted for further security information. Chairman Espich will be speaking with Chief Lenkart tomorrow.

## **2. Disc Golf Status**

Chairman Espich commented that Pete Carsten, Baker College President, serves on the cemetery board where the disc gold course will be. He wants more information on how it will be maintained. Ian Granger and John Beebe are really busy right now with snow removal but are very excited to get going on the project.

## **3. DIG – Curwood Castle Park**

Ms. Montenegro described the Downtown Infrastructure Grant of \$695,000 that will be awarded on February 28 in the Council Chambers at 11:30 am. She invited the Parks and Recreation Commission to attend the ceremony as it will also involve areas around the Curwood Castle Park. They will be redoing the parking area by the Curwood Castle, join the CIS trail, and tie into the Armory project. They will also deconstruct the Chamber of Commerce building and move the roof to make a pavilion for the Farmer's Market. They will be working on the retaining walls and make stairs down to the bridge.

Ms. Montenegro suggested the commission check out a couple sites such as grants.gov and grant watch.

## **4. Polar Plunge**

Chairman Espich explained the last two years' history of the Polar Plunge to Ms. Montenegro. Commissioner Hathaway enthusiastically asked to take charge of this project. Discussion involved Jerry Hebekeuser and Ben Frederick helping out; a warming tent; needing about 15 people to jump; pledges made ahead of time; possibility of raising money by having people pay **not** to jump in; snacks; shirts; and a couple businesses were mentioned for refreshments / hot beverages. An organizational meeting will be scheduled the week of February 10 and the plunge may be scheduled March 15 or 22.

**Public / Board Comments: None**

## **Adjournment:**

**A motion to adjourn the meeting was made by Commissioner Hathaway and was supported by Commissioner Alderman. The meeting adjourned at 6:48 p.m.**

**Ayes: all. Motion carried.**

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Susan Montenegro, Secretary

mms

**MINUTES  
REGULAR MEETING OF THE OWOSSO PLANNING COMMISSION  
Council Chambers, City Hall  
January 27, 2014 – 7:00 pm**

**CALL TO ORDER:** Meeting was not called to order because by 7:08 pm, there was no quorum. Four members were present: Chairman Wascher, Commissioners Bandkau, Livingston and Weaver. Commissioners Smith and Taylor had excused absences. Also absent were: Commissioners Kurtz and Schlaack. There is one vacancy.

mms