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: CF'DFC: 9GGCB5 @9B; B99F-B; 'G9FJ7'9G'K +K  
GD=99B; FCI Dž-B7 "  
: G<697?žHK CADGCBž75FF/ ' <I 69Fž-B7 "  
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# MEMORANDUM

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

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City Council  
 Susan Montenegro, Asst. City Manager/Community Development Director

The Planning Commission voted at its regular meeting on May 27, 2014 to rezone the following addresses along East Main to reduce spot zoning along this corridor.

## F97CAA9B85HCB.

The Planning Commission recommends zoning changes to the ordinance that would rezone the following addresses to reduce spot zoning and encourage economic growth and development along East Main Street. The addresses and recommended changes are:

Parcel or Area	Current Zoning	Potential Zoning
515 East Main	R2	OS1
615 East Main	RM1	B1
617 East Main	OS1	B1
827 East Main	OS1	B4
831 East Main	OS1	B4
835 East Main	RM1	B4
508 East Main	RM1	OS1
512 East Main	RM1	OS1
830 East Main	RM1	B4
832 East Main	RM1	B4
834 East Main	RM1	B4
910 East Main	B1	B4

## Classifications

R2 – Two-family residential RM1 – Multiple-family residential  
 OS1 – Office service district B1 – Local business district  
 B4 – General business district

657?; FCI B8.

Changes in zoning have been taking place over the years along East Main from Washington Street to Gould Street and have been moving from residential to business. The Planning Commission noticed spot zoning along specific areas of East Main and believes changing the current zoning of the above listed properties will increase economic development along this corridor as outlined in the Master Plan.

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No fiscal impacts.

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Susan Montenegro

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# City of Owosso

## East Main Proposed Rezoning

### Legend

#### Zoning

 <all other values>

#### Z\_PRIMARY

 <Null>

 B1

 B2

 B3

 B4

 C-OS

 I1

 I2

 OS1

 P1

 PUD

 R1

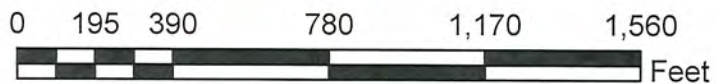
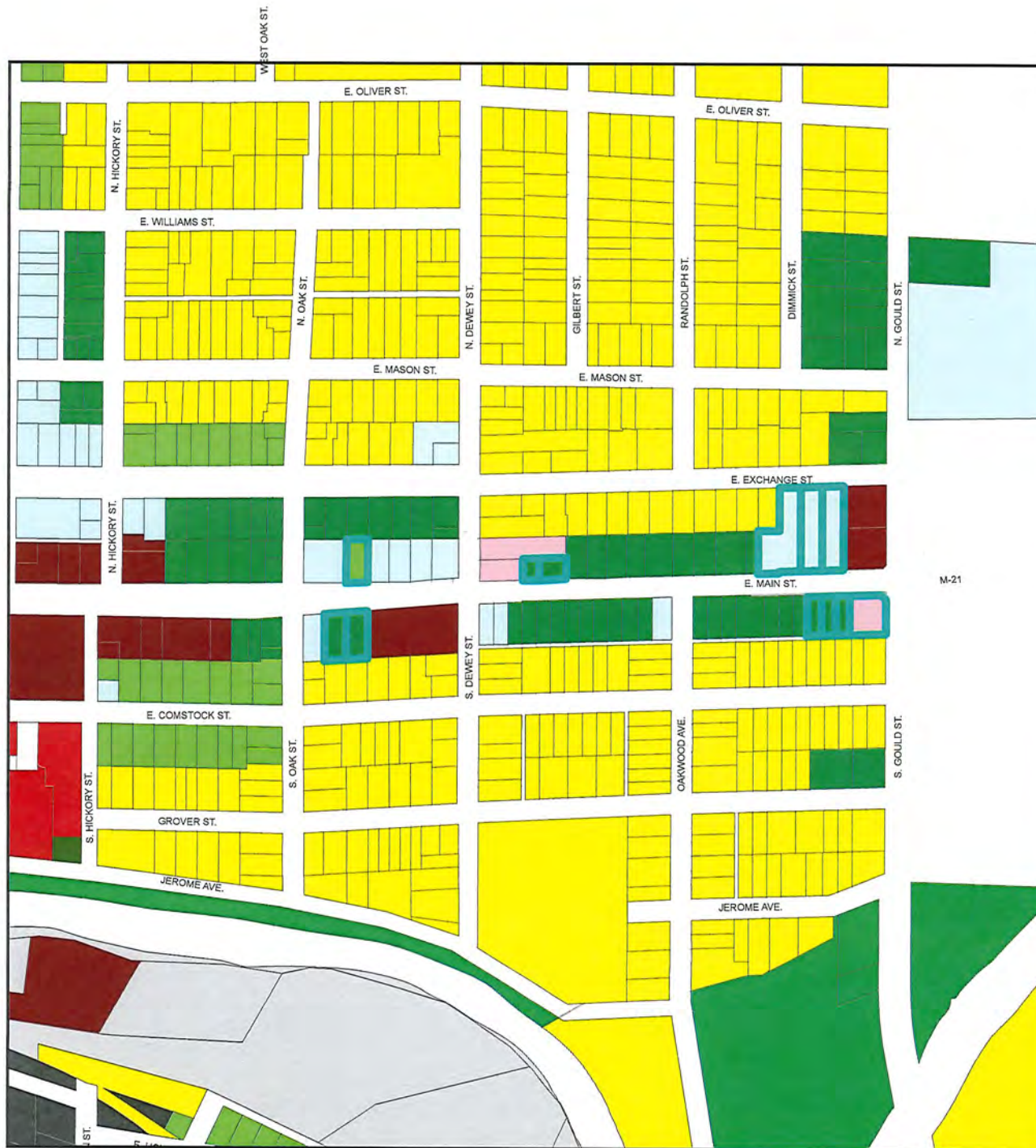
 R2

 RM1

 RM2

 City Parcels 2013 Edition

 Plat Lines







# MEMORANDUM

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

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and  
no time

Property owner

City Hall

301 St. Main St.  
Towson Mich.

Mon. 6-23-14

✓  
Con: rezoning  
(Sec. 38-27)

✓  
To Amy K. Kirkland, City Clerk

✓ I am in question as to the re-zoning of the properties located on E. Main St. as to if these are all Commercial businesses? If this is the reason, why would this effect my property at 628 E. Main St.?

I do not understand these zoning numbers as I have no knowledge as to what these stand for, and no explanation shown on the statement sent? I think if you send these letters out to property owners in the area, you should have at least explained what ~~RZ~~ <sup>RM</sup> OSI, RM1, BT stand for?

✓ You should ~~also~~ have informed us on this paper, as to what this is being done for? I realize that this zoning in the area my house is located in, has been changed from C to R since 1982. I do know



that there are business on both  
ends of this block. (Oakwood &  
S. Duway.) Are you re going the  
Dodge Apt's located E. of my  
property? These Apt's were blt.  
in the early 50's, against a  
petition the property owners  
signed in the area? (I do  
have this petition), as the home  
I bought through my late  
mother's Estate in 1983.

You should have also told  
the ones you sent this state-  
ment to, as to what these  
properties mentioned are, since  
I do not live at this address.

The upper addresses are on  
the other side of the street, 615  
617 on E. Main St?

I have called Larry Cook several  
times and have received no  
answer, as to whether the restaurant  
on the corner of 7 Duway St. & Main,  
across from Hartley's Rest., opposite  
is still there, and the two homes  
corner on same side? would like answer?  
Beverly J. (Lark) Coon  
& Stephen

Response  
Please



Amy K. Kirkland

Answer: Please  
changes (2) Question: for what  
reason? (2)  
✓ 515 E. Main St. (2) (Zoning)  
✓ 615 " " " (2)  
✓ 617 " " " (2)

827 " " " (2)  
831 " " " (2)  
835 " " " (2)

830 " " " (2)  
832 " " " (2)  
834 " " " (2)

910 " " " (2)

com:

✓ Changes in zoning on above  
properties & what has been  
done in areas mentioned?

✓ Beverly J. (Herlitz) Coon  
& Stephen K. Coon, son.  
Property owners of 3628 E.  
Main St., Grosse Pointe, Mi. 48867.

send to:

3423 Rolfe Rd.  
Lansing, Mich. 48911

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# City Council

Susan Montenegro, Asst. City Manager/Community Development Director

Deletion of Section 38-33 "Main Street office overlay district" from the chapter 38 of the zoning code.Á

After its regular meeting in April, 2014, the planning commission hereby recommends to city council the deletion of Section 38-33 "Main Street office overlay district" from the zoning code. Planning commission makes this recommendation based that this specific section was written in 1999 with corridor improvements specific to that time frame in mind. Planning commission finds this section of the zoning code to be restrictive in nature and not in harmony with the city's Master Plan that was adopted in 2012.Â

Deleting the Main Street office overlay district from the zoning code will allow for future development that is contiguous with the city's 2012 Master Plan. Current zoning is too restrictive and imposes regulations on businesses within this district that are prohibitive to economic growth.Á

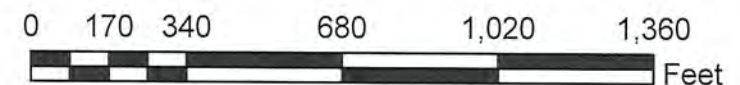
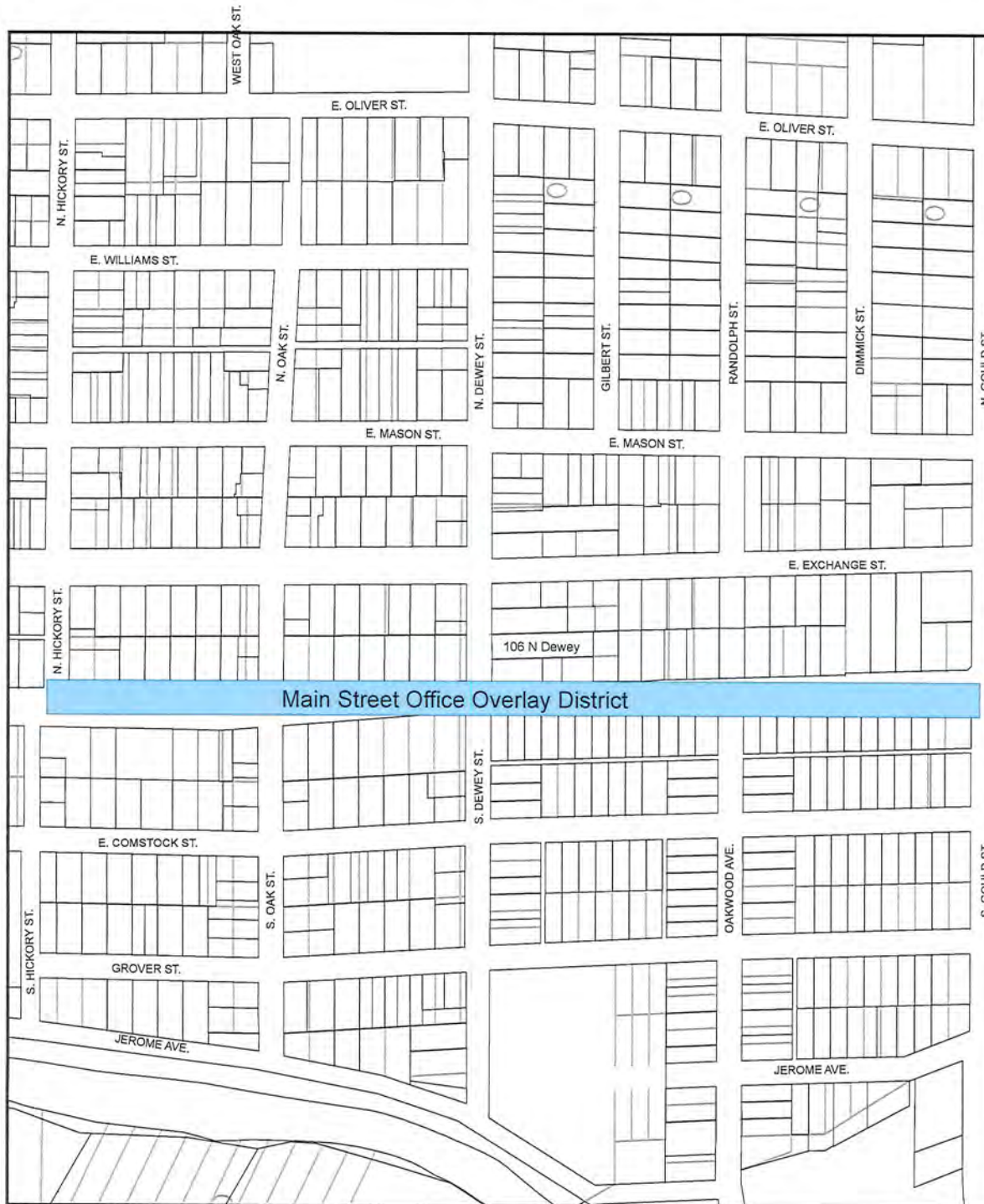
Susan MontenegroÁ

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# City of Owosso

## Main Street Office Overlay District

June 12, 2104









## MEMORANDUM

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

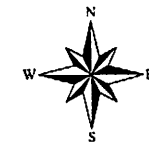
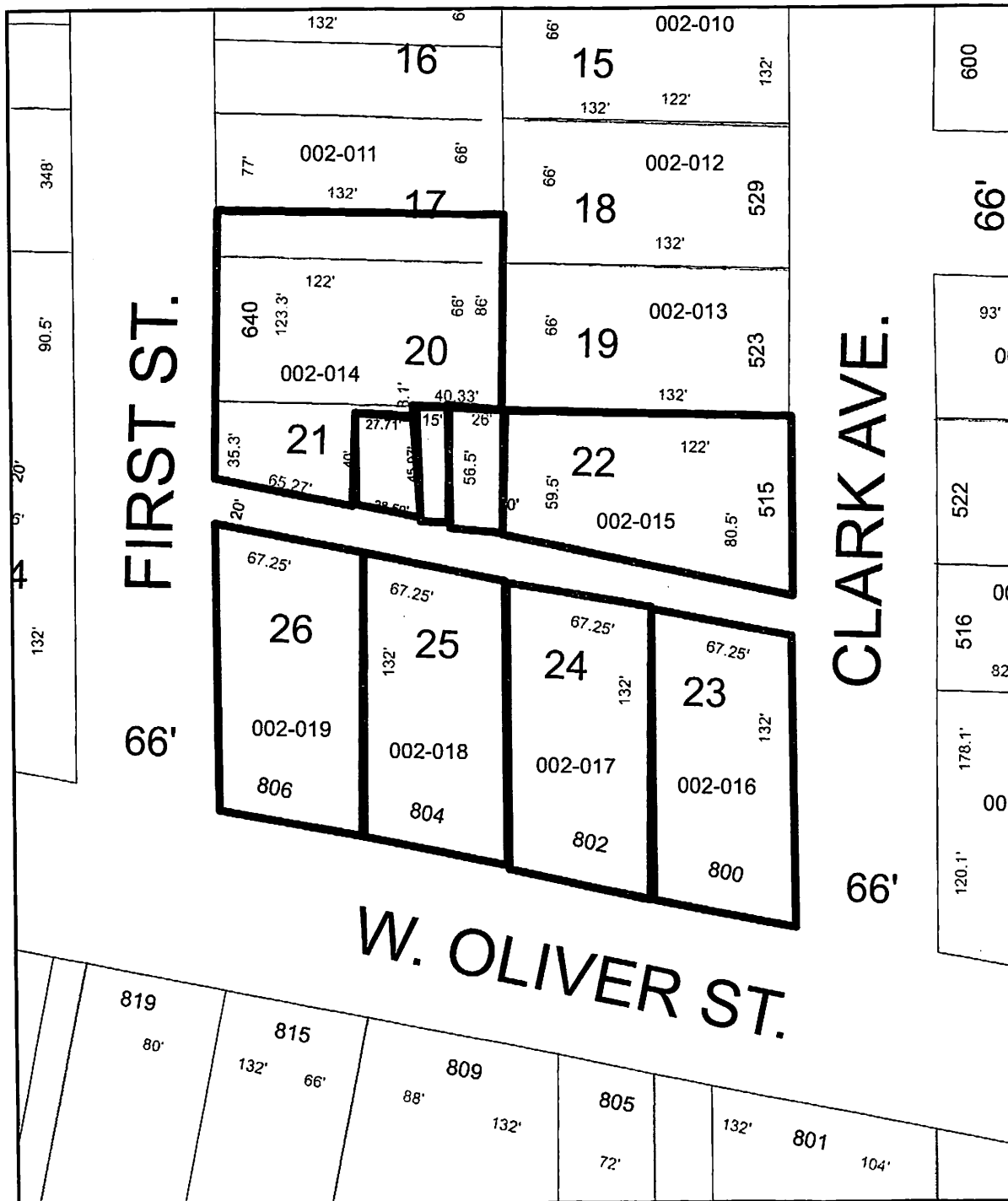
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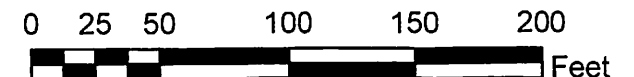
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# City of Owosso

## First to Clark SPECIAL ASSESSMENT

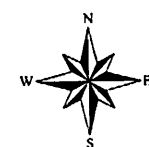
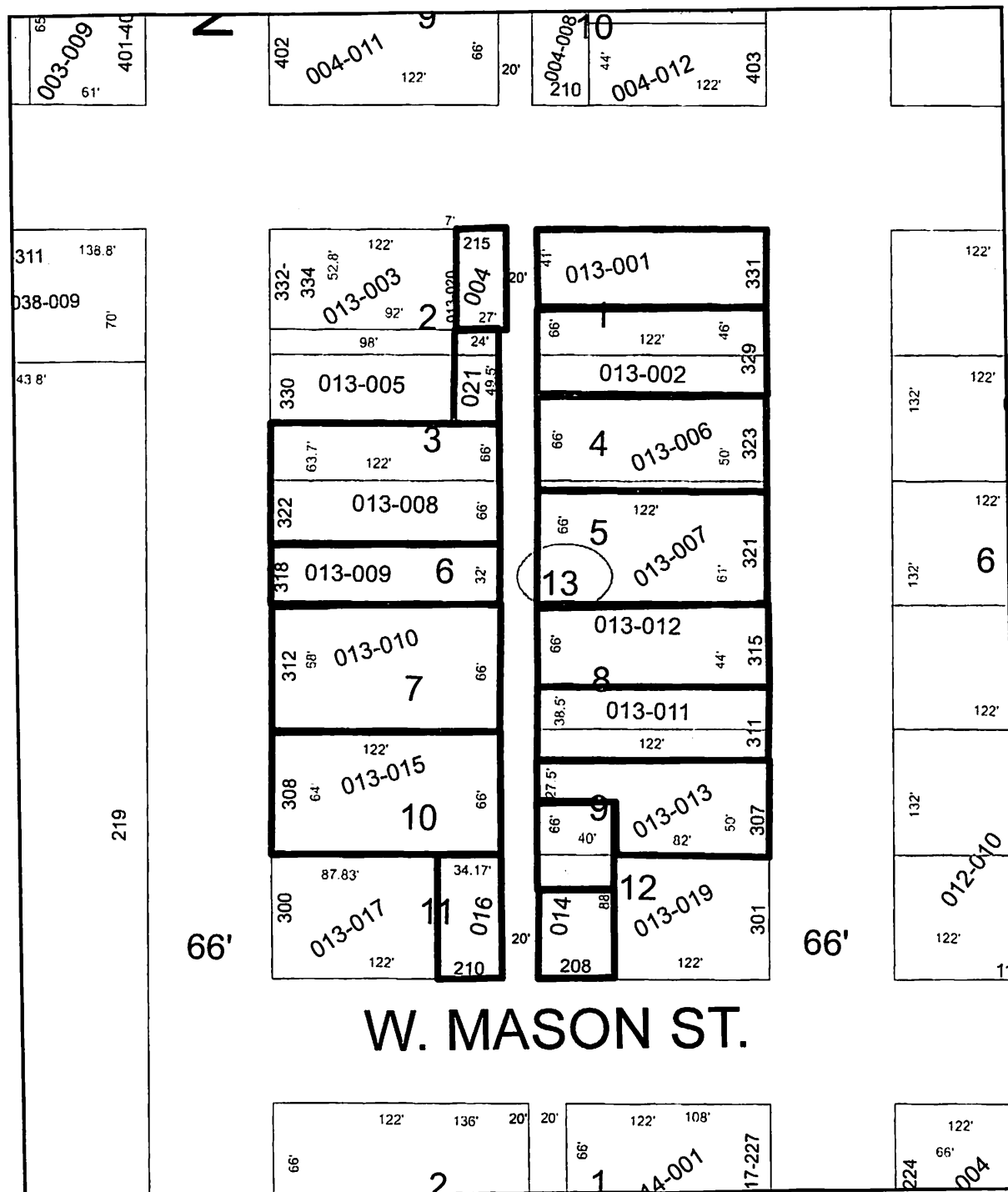


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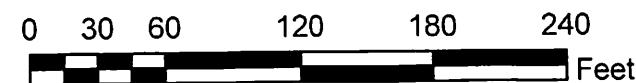


# City of Owosso

## Mason to Williams SPECIAL ASSESSMENT



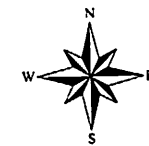
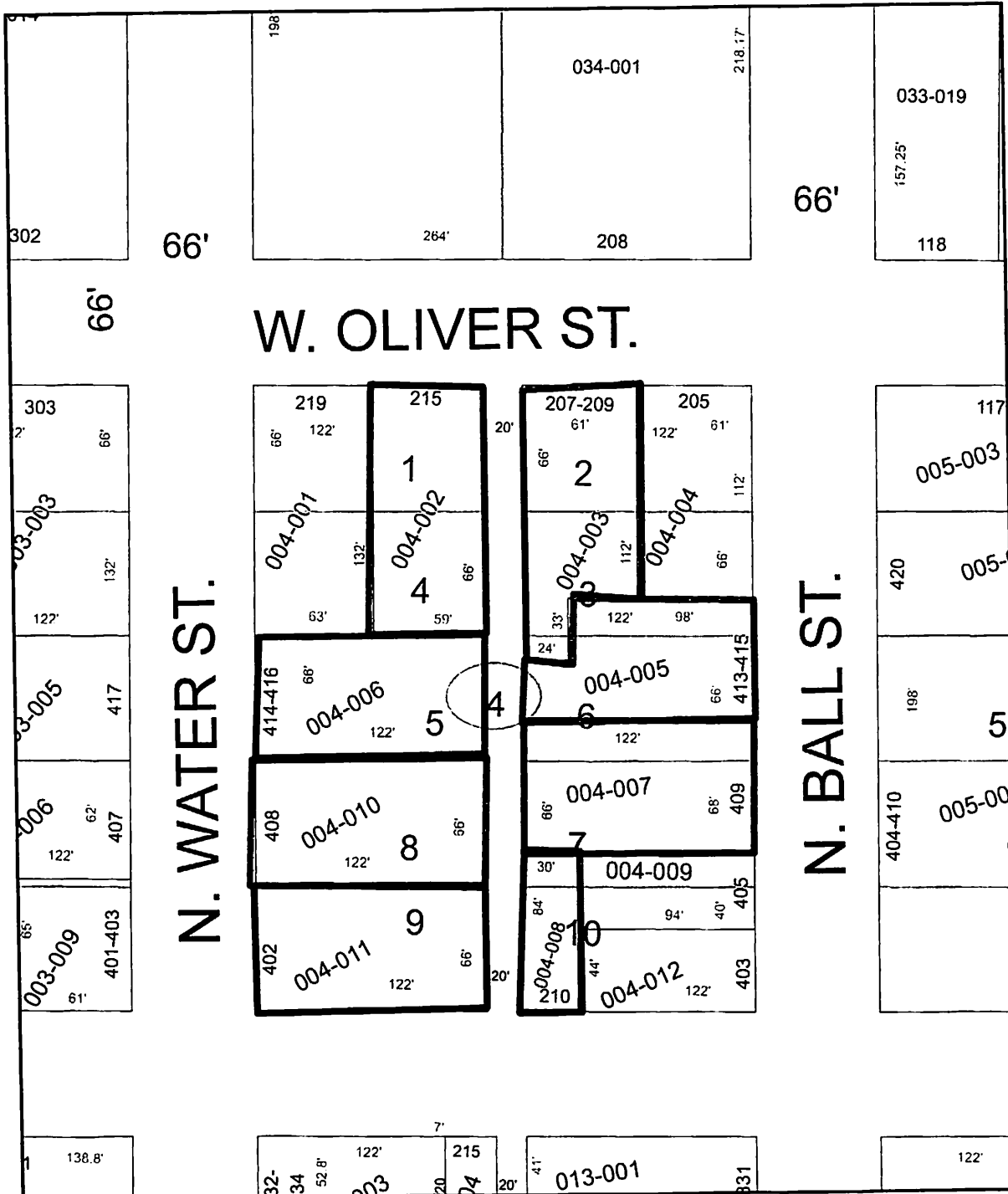
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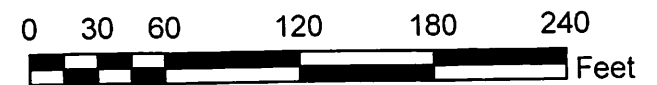
# City of Owosso

## Williams to Oliver

### SPECIAL ASSESSMENT



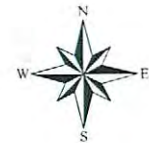
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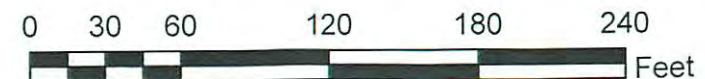
# City of Owosso

Williams to Oliver

## SPECIAL ASSESSMENT



June 16, 2014



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# BROWN S PLUMBING & HEATING

**JAMES A. BROWN, MASTER PLUMBER**  
817 Michigan Ave. • Owosso, MI 48867  
Phone 989-723-2948 • Fax 989-725-7848

**State of Michigan  
License Numbers**  
Mechanical #71-01308  
Plumbing #81-06990  
Building #2101067299

John - 989-666-1391

City of Owosso  
Amos Gould House  
Bid for replacement of furnaces

**Bid 1:**

2 New Armstrong A89UH1D070A12 furnaces for upstairs apartments and 1 Armstrong A80UH1D090B12 furnace for downstairs. Includes all connections from old furnaces to new. New vent pipes, gas pipes, and sheet metal included. Permit included as well.

Installed price \$6,600.00

**Bid 2:**

2 New Armstrong A95UH1D070B16S furnaces for upstairs apartments and 1 Armstrong A95UH1D090C16S furnace for downstairs. Drains, vents, gas pipe, and metal connections included in bid. Permit is also included.

↑ 88K B+4

Installed price \$7,500.00

6,500.00

+ 2300 for  
A/C

**Warranty**

**Bid 1**      1 year service  
              10 year parts  
              20 year heat exchanger

**Bid 2**      1 year service  
              10 year parts  
              Lifetime Heat Exchanger

New furnaces will match the 2 air conditioners that we installed in 2006

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817 Michigan Ave. • Owosso, MI 48867  
Phone 989-723-2948 • Fax 989-725-7848

**State of Michigan  
License Numbers**  
Mechanical #71-01308  
Plumbing #81-06990  
Building #2101067299

City of Owosso  
Amos Gould House  
Bid for replacement of furnaces

Remove old first floor furnace and replace with Goodman furnace. Run 3 inch vents for new furnace to terminate out back of house. Price includes all duct hook ups as well as gas and drain connections.

Install price      \$2200.00

Change old furnace to upstairs apartment to 80% eff single stage 70,000 btu Ducane furnace. Price includes all duct and vent connections

Install price      \$2100.00

High efficiency furnace for upstairs. Ducane 45,000 btu 95% eff single stage

Install price      \$2800.00

Install new Ducane central air conditioner for first floor. Wired by other

Install price      \$2300.00



203 S. Water St. Owosso, MI. 48867  
Ph (989) 723-4220 Fax (989) 723-3879  
www.maurerheating.com  
comfort@maurerheating.com

## PROPOSAL

We hereby submit specifications and estimate for:

City of Owosso

Wk @ Amos Gould House

### Budget Estimate:

- Installation of a York TG8S060B12, a York TG8S080, and a York TG8S130 mid-efficient furnaces (80% AFUE) to replace the existing units in the basement. Includes all necessary sheet metal transition fittings, external mounted filter rack assemblies, reconnect the electrical & gas piping, new vent pipe, removal of the old units, (3) new thermostats, and a detailed start-up.

Budget Price...\$6,800.00

Upgraded Option: Installation as outlined above but we will upgrade the furnaces to a York TM9X060, a York TM9X080, TM9X120 high efficient furnaces (95% AFUE). Also includes condensation drain lines, and (3) two-pipe sidewall vent termination kits.

Budget Price...\$7,900.00

TM9X060 - Single stage - 57,000 BTU  
TM9X080 - Single Stage - 76,000 BTU  
TM9X120 - Single Stage - 114,000 BTU

Prices subject to change after 30 days

Terms: 30% DEPOSIT, BALANCE DUE UPON COMPLETION

BUYERS RIGHT TO CANCEL: You, the buyer, may cancel this transaction without penalty or obligation anytime prior to midnight of the third day after the date of this transaction by proper notification.

The above specifications are satisfactory and I  
Hereby authorize the performance of this work.

We Guarantee all material used in this contract to be  
As specified above and the entire job to be done in a  
Neat, workman like manner.

X \_\_\_\_\_

X Kevin Maurer

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

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

Minutes of the **June 9, 2014**, regular meeting  
of the **Owosso Historical Commission** held  
at the Curwood Castle, 7:00 p.m.

Members: Chairperson Joni Forster, Kerry Baker, Sue Ludington, James Gutting, Lorraine Weckwert, Justin Parker and Director Mitchell Speers

Members Absent: (1 vacancy)

Guests Present: Don Crawford

The meeting was called to order at 7:00 p.m. by Chairperson Forster, but there was no quorum.

7:03 Ludington and Gutting arrived, establishing a quorum.

7:05 Weckwert arrived.

Chairman Forster turned to the agenda, with several members making additions. Forster asked for approval of the agenda with additions, Weckwert moved to approve, seconded by Gutting and accepted.

Chairman Forster proceeded to the approval of the minutes with corrections. Director Speers noted the errors and Parker moved to approve the minutes, seconded by Ludington and accepted.

City Manager, Don Crawford, discussed the DIG project and showed members proposed plans for the Curwood Park area. Crawford informed member that the June 1<sup>st</sup> ground breaking date had been extended and several members asked questions. Question topics included: storm runoff, a rain garden, lighting and the river bank wall.

The communications were brought to member's attention and Chairperson Forster noted the castle wages and the need to increase income. Weckwert discussed how events could help in this area and a Curwood 5k run was suggested.

Director Speers updated members on several events and activities that had taken place in the past month. Items included: donations of a Curwood dish set and the offer of a Curwood desk, the upcoming TOT event featuring the film "Spellbound", addition of a new phone and printer at the castle, the hanging of the castle banners and problem with the banners, the announcement to begin the refinishing castle floors, and that the updated furnace installation estimate for the Gould House had been received.

After reviewing the furnace bid, member Parker noted his concern with the cost of installation of the lower level "library" furnace, moved to decline the offer and to proceed with the original estimate from Brown's Plumbing & Heating for 3 new furnaces and an air condition unit for the lower level, with a total cost of \$9,800.00. Motion was seconded by Baker and passed.

The banners were also discussed and members noted their desire to have a boarder added to the banners, which were too short to hang properly from the park light poles. Director Speers agreed to contact Agnew Graphics regarding the correction.

Chairperson Forster directed members to updates of old business. With Greenway absent, Forster directed the discussion of the Home Tour to member Ludington. Ludington informed members that the focus of the tour had been changed to the "down town" area and listed several businesses that will be featured during the tour.

Forster noted that there had still been no update to the bylaws.

Gutting discussed the website, with Speers and Gutting agreeing to look into the cost of maintaining a website.

Director Speers agreed to put out a press release, noting the closing of Curwood Castle from July 21, 2014 to August 2, in order to have the floors refinished.

Members Gutting and Parker discussed the former city hall bell and designs for making a wooden A-frame to support the bell.

Weckwert discussed the bench outside of the castle and noted the possibility of coordinating with the Splash Park construction, in order to have a cement pad poured under the castle bench. Director Speers agreed to see if this could be arranged.

Purchase of the moose head was discussed and member Parker noted that, as it was now certain that the moose head in question would fit into the castle, that members should proceed with the purchase of a moose head. Parker moved to have Director Speers purchase the moose head from eBay, using two donations given specifically for this purchase (a \$1,000 gift and a \$2,100 gift). The purchase price of this moose head is \$2,500, plus a shipping fee of \$600, for a total of \$3,100.00. Motion was seconded by Ludington and passed.

Chairperson Forster brought up the budget and noted that the fiscal year would close at the end of the month. Director Speers agreed to get members the latest numbers in order to know what is left in the current budget.

Progress with Woodard Station was discussed, with member Weckwert noting that the OHC intern could be more involved and asked Director Speers to increase his supervision and involvement.

Chairperson Forster turned the floor over to member Parker, who with regret, proceeded to read his resignation letter to the Commission members.

Display of the Hoskins painting was discussed and Director Speers agreed to look into having DPW assist with this.

The need for updates to the Home Tour website was brought to member's attention

Director Speers discussed the Footbridge Plaque project and the problem with getting in touch with Jerry Voight. Ludington recommended reaching out to the Director of the OCP for contact information. Speers also discussed the completion of new steps for the Woodard Paymaster building and the need to still have steps replaced at the Comstock Cabin. This was followed by an update of the honey bee problem at the Gould House. Members were informed that Dave Anthony had been contacted.

Ludington discussed her review of the Fall apartment at the Gould House, noting that she found limited maintenance issues. She also noted that the Crawford apartment would be reviewed soon.

Chairperson Forster directed members to new business, with a new sign for the castle topping the agenda. Weckwert shared details regarding a sign display which will attach to our existing light pole. A question was raised in regards to possible insurance monies available from the damaged sign and director Speers agreed to look into it. Baker motioned to purchase the sign arm as described by Weckwert for up to \$500, seconded by Ludington and passed.

Removal of unnecessary items from Curwood Castle was discussed and Weckwert moved to proceed with the removal of these items, seconded by Baker and passed. Speers agreed to look into the removal or permanent donation of the Farner table in the basement.

The Gould House gardens were discussed next, with member Weckwert sharing an estimate of \$510.00 from Crooked Tree Nursery for the removal of several ivy and grass. Baker moved to have Crooked Tree remove these items and Gutting seconded. Motion carried.

Members discussed the possible use of the Gould House barn as a wedding setting and asked for this to be marketed as such through a press release.

The announcement of member Weckwert to the acquisitions committee was made and as Chair of the 2015 Historic Home Tour.

Weckwert discussed the desire to purchase material for the Curwood Castle valances and tie backs. Ludington moved to have no more than \$850.00 from restricted funds used to make this acquisition, seconded by Baker and passed.

Commissioners were informed that they would receive notification to complete the Director's 6 month evaluation.

Motion by Weckwert to adjourn the meeting at 9:24 p.m. and seconded by Gutting.

Respectfully submitted,  
Mitchell Speers  
Secretary/Treasurer





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June 24, 2014

Mr. Randy Chesney, P.E.  
City of Owosso  
City Hall, 301 West Main Street  
Owosso, MI 48867

RE: 2014 Downtown Infrastructure Project, Part 1 and Part 3  
**Change Order No. 2 Request (Revision No. 2)**

Dear Randy,

We are hereby submitting a change order request for your review and approval of the additional professional services requested by the City of Owosso related to Part 1 and Part 3 of the 2014 DIG Grant project. The additional items of work described below do not impact the project completion set forth in the original agreement with bid documents being delivered on or before June 30, 2014.

**Part 1 – Curwood Castle Parking**

**Item No. 1A Additional Topographic Mapping of Curwood Castle Drive:**

At the direction of City administration at the conceptual review meeting held on May 14, 2014 at City Hall, F&V instructed our survey subconsultant to complete the topographic mapping for the remainder of Curwood Castle Drive from M-21 to Shiawassee Street. The City has since decided to not award the additional design and construction engineering services at this time. This change order request is only for the topographic mapping that was completed in an effort to expedite the May 14, 2014 request. We will make this topographic survey information available to the City in AutoCAD format for future use in completing the additional street improvements.

The above stated additional professional services shall be completed for a lump sum fee of \$1,806.00, as outlined in our proposal for *Part 1 Curwood and Bradley Street Parking Lot (Additional Work)*.

Topographic Surveying: \$1,806.00

**Item No. 1B Staking of South Line of Lot 3, Block 9, Lucy L Comstocks Addition:**

Field and office work for the staking of the southerly property line of the City's property located along Curwood Castle Drive. Staking completed by Landmark Surveying.

The above stated additional professional services shall be completed for a lump sum fee of \$440.00

Sub Consultant Fee:	\$350.00
F&V Subcontract Administration Fee (10%):	<u>\$35.00</u>
Total:	\$385.00

9475 Holly Road, Suite 201  
Grand Blanc, MI 48439  
P: 810.743.9120  
F: 810.743.1797  
www.fveng.com

### **Part 3 – Armory Parking**

#### **Item No. 3A Foundation Layout and Design for Future Pavilion Structure:**

Item of work includes the layout and design of the foundations to accept the future pavilion structure. Based on the direction received from the City Engineer on June 5, 2014, our design and layout will plan on the roof and beams being supported on column posts spaced at the same distance as the existing Chamber building. The supporting structure connecting to these foundations will be designed by others at a future date.

The above stated additional professional services shall be completed for a not-to-exceed fee of \$3,500.00

Foundation layout and design: \$3,500.00

#### **Item No. 3B Geotechnical Investigation for Foundation Design for Future Pavilion Structure:**

Item of work includes coordination, administration, and completion of a geotechnical investigation for the design on the foundations to support the future pavilion structure. Scope of work includes three (3) borings within the existing parking lot area along with a written report. F&V will utilize Construction Testing Services as a subconsultant for the completion of the borings, cores, and report.

The above stated additional professional services shall be completed for a lump sum fee of \$1,754.00.

Sub Consultant Fee:	\$1,500.00
F&V Subcontract Administration Fee (10%):	\$150.00
Coordination and Project Management:	<u>\$104.00</u>
Total:	\$1,754.00

#### **Summary:**

CHANGE IN CONTRACT PRICE:
Original Contract Price: <u>\$57,693.00</u>
Net Increase (Decrease) from previous Change Orders No. <u>1</u> to _____: <u>\$4,650.00</u>
Contract Price prior to this Change Order: <u>\$62,343.00</u>
Net increase (decrease) of this Change Order: <u>\$7,445.00</u>
Contract Price incorporating this Change Order: <u>\$69,788.00</u>

Please contact me if you have any questions or need additional information at this time.

Sincerely,

FLEIS & VANDENBRINK ENGINEERING, INC.



Geric L. Rose, P.E., P.S.  
Project Manager



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July 1, 2014  
Project No. G140284CD

Mr. Randy Chesney, P.E.  
Project Engineer  
City of Owosso  
City Hall  
301 West Main Street  
Owosso, MI 48867

Re: City of Owosso 2014 Downtown Infrastructure Project, Part 2  
Professional Engineering Services Agreement - Addendum 2014-2 dated March 17, 2014  
Change Order No. 2

Dear Mr. Chesney:

FTCH respectfully requests that a change order be issued to the existing contract referenced above, between the City of Owosso (City) and Fishbeck, Thompson, Carr & Huber, Inc. (FTCH) to add Twenty Nine Thousand Dollars (\$29,000) for the additional design which was requested by the City for the above referenced project. The scope of the work was detailed in our letter dated May 29, 2014, copy attached. It is our understanding that the City is only going to proceed with the construction of the base DIG project, which includes the retaining wall, kayak launch, and adjoining sidewalk at this time. A separate scope of work and budget for construction administration services will be developed for the remaining work when the City finalizes the bidding and construction schedule for that work.

FTCH appreciates the opportunity to provide our services to the City. If you have any questions or require additional information, please contact me at 517.887.4016 or [jjbrown@ftch.com](mailto:jjbrown@ftch.com).

Sincerely,

FISHBECK, THOMPSON, CARR & HUBER, INC.

A handwritten signature in black ink that reads "Jeffrey J. Brown". The signature is written in a cursive, flowing style.

Jeffrey J. Brown, P.E.

pmb  
By email  
Attachment

cc: Mr. Tony D. Heriford, P.E. – FTCH



May 29, 2014  
Project No. G140284

Mr. Randy Chesney, P.E.  
Project Engineer  
City of Owosso  
City Hall  
301 West Main Street  
Owosso, MI 48867

Re: Downtown Infrastructure Improvements Part 2 - Additional Scope Items

Dear Mr. Chesney:

As discussed at the kickoff meeting, we have prepared costs for the following items. These items were requested by the City at the kickoff meeting to be included in the construction and were not included in the project's original scope of work.

1. The original proposed design for the reconstruction of the stairway to the north entrance of City Hall was based on the assumption that the stairs were slab on grade construction. Upon review of the drawings provided by the City and field investigations, the stairs were found to be integral to the building's foundation, which requires additional structural design effort than identified in the original project scope.
2. The City would like to add the design of lighting mounted under the M-21 Bridge to provide illumination to the river trail, which would also incorporate vandalism proof lighting systems.
3. The City would like to include the reconstruction of the river trail under the M-21 Bridge to the project. The City would also like to evaluate and, if necessary, rehabilitate the 20-inch storm sewer outlet to the river under the M-21 Bridge.
4. The City would like cost estimates to design and construct heated sidewalk for the south entrance to City Hall.
5. The City would like to include a kayak launch area west of the Armory building along the river.

For each of the items listed above, we have prepared a statement of understanding, scope of services, estimated level of effort, and a proposed budget of services. Please refer to the following pages for the corresponding details of each item.

## 1. City Hall North Entrance Steps

### Statement of Understanding

In our initial scope and understanding, we assumed that the stairway for the north entrance to City Hall was slab on grade construction and that it was not integral to the building's foundation. After further investigation, the stairway is indeed integral to the building's foundation and therefore, will need additional design effort from a structural engineer.

### Scope of Services

- Conduct structural field investigations and soundings of existing stairway and substructure.



- Perform field measurements to verify record drawings.
- Prepare structural details and specifications to reconstruct stairway and include them in the contract documents.

### Estimated Level of Effort

**Table 1 – Item 1 Level of Effort**

Staff	Role	Location	Hours
Mr. Jeffrey J. Brown, PE	Project Manager	Lansing	1
Mr. Tony D. Heriford, PE	Project Engineer	Lansing	4
Ms. Elizabeth A. Stek, PE	Structural Engineer	Grand Rapids	20

### Budget of Services

**Table 2 – Item 1 Budget of Services**

Phase	Budget
Design	\$3,000
Construction	\$0
<b>Total</b>	<b>\$3,000</b>

## 2. River Trail Lighting under Bridge

### Statement of Understanding

The City has requested that we incorporate the design for the replacement of the three existing lights under the M-21 Bridge in our project. The existing lights are supposed to illuminate the river trail under the M-21 Bridge; however, the lights do not currently work for two reasons. They have been disconnected from their power source and the existing lighting fixtures have been damaged by vandalism. The new lights will need to be connected to the existing river trail lighting system from either the north or south. The lights will also need to be equipped with vandalism proof coverings.

### Scope of Services

- Prepare drawings and specifications for the replacement of the lights and include them in the contract documents

### Estimated Level of Effort

**Table 3 – Item 2 Level of Effort**

Staff	Role	Location	Hours
Mr. Jeffrey J. Brown, PE	Project Manager	Lansing	1
Mr. Tony D. Heriford, PE	Project Engineer	Lansing	4
Mr. Dave A. Grassi	Electrical Engineer	Grand Rapids	16

## Budget of Services

**Table 4 – Item 2 Budget of Services**

Phase	Budget
Design	\$2,500
Construction	\$0
<b>Total</b>	<b>\$2,500</b>

## 3. Reconstruct River Trail under Bridge

### Statement of Understanding

The City has requested the costs to add the design for the reconstruction of the river trail under the M-21 Bridge. According to the MDOT 1968 record drawings, the existing river trail under the bridge is 4-inch wire reinforced concrete over rubble fill. The concrete is supported on the river side by the existing sheet piling left in place from the bridge work completed in 1968 and it is tied to the bridge abutment on the other side with A53 rebar spaced 18 inches apart. According to the record drawings, the steel sheet piling extends approximately 7 feet deep from elevation 713.00 feet to 719.94. The existing trail has approximately 80-inches of vertical clearance beneath the bridge beams. The Michigan Department of Transportation (MDOT) has requested that the trail no longer remain rigidly connected to the bridge abutment but rather be simply supported by the abutment. MDOT has also requested that the existing steel sheet piling be protected with riprap. The City has requested that the trail's safety railing under the bridge be designed to be able to be quickly removed during flooding events. The City also requested costs for the evaluation and rehabilitation design of the 20-inch storm sewer outlet that discharges to the river under the M-21 Bridge. The sewer is approximately 50 feet long and 15 feet deep. According to the MDOT record drawings, the sewer was extended out beyond the steel sheet piling by 6-inches when the river trail was built. Due to the river water, the sewer is generally completely submerged. A cured in place pipe (CIPP) sewer repair is the preferred method for rehabilitating the sewer. In order to adequately design and evaluate the existing conditions of the sewer, we recommend televising this reach of sewer. We are going to plan on using a CIPP sewer repair and televise the sewer when water level elevation of the river allows.

### Scope of Services

- Conduct structural field investigations of existing trail and sheet piling.
- Perform field measurements to verify record drawings and investigate the reason for the current failure of existing concrete trail.
- Prepare drawings and specifications for the trail reconstruction and sewer improvements.
- Modify the MDEQ joint permit to include this work.

It is our intent to provide a concrete walkway that will act as a tension tie to stabilize the existing sheet piling from further rotation and to grout the existing rubble fill to prevent further movement. If, after further investigation, it is found that the sheet piling has degraded to the point that it is unable to restrain, additional design fees will be required.

## Estimated Level of Effort

**Table 5 – Item 3 Design Services Level of Effort**

Staff	Role	Location	Hours
Mr. Jeffrey J. Brown, PE	Project Manager	Lansing	2
Mr. Tony D. Heriford, PE	Project Engineer	Lansing	25
Ms. Elizabeth A. Stek, PE	Structural Engineer	Grand Rapids	25

## Budget of Services

**Table 6 – Item 3 Budget of Services**

Phase	Budget
Design	\$8,000
Construction	TBD
<b>Total</b>	<b>\$8,000</b>

Construction administration costs will be determined and furnished whenever the City wishes to proceed with the work.

## 4. City Hall South Entrance Heated Sidewalk

### Statement of Understanding

The City requested a cost estimate for the design of heated a sidewalk to City Hall's southern entrance and an approximate cost for a heated walk system. Below is the approximate cost for a skid mounted heated walk way system.

- \$32,000 for boiler, pumps, controls, air separator/tank and the tubing/manifolds. Skid system will require approximately 7-9 weeks of lead time.
- \$10,000 for water, gas, and electrical hook ups inside the building.
- \$5,000 additional for concrete walk with tubing underneath.

The design costs are detailed in the estimated level of effort section and budget of service section.

### Scope of Services

- Conduct mechanical and electrical field investigations and measurements of existing City Hall building.
- Prepare drawings and specifications for the heated walk system.

## Estimated Level of effort

**Table 7 – Item 4 Level of Effort**

Staff	Role	Location	Hours
Mr. Jeffrey J. Brown, PE	Project Manager	Lansing	1
Mr. Tony D. Heriford, PE	Project Engineer	Lansing	4
Mr. Dave A. Grassi	Electrical Engineer	Grand Rapids	34
Ms. Todd C. Gayan	Mechanical Engineer	Grand Rapids	34

## Budget of Services

Table 8 – Item 4 Budget of Services

Phase	Budget
Design	\$8,500
Construction	\$0
<b>Total</b>	<b>\$8,500</b>

## 5. Kayak Launch

### Statement of Understanding

The City has requested that we provide design costs for the design of a kayak boat launch along the east bank of the Shiawassee River, west of the Armory or adjacent public parking lot. Upon further review by our geomorphologist, the location indicated would not be recommended based on river geometry, flow characteristics, and flow velocity. This location was originally chosen because of its proximity relative to downtown and available public parking. The location recommended by our geomorphologist is south of the dam and west of the police department. Refer to figures below for location. The existing river bank in this location has a percent grade of approximately 50%; therefore, steps would need to be built from the sidewalk down to the launch.







## Scope of Services

- Provide design of kayak launch that includes steps down the river bank from the river trail and a flat, water level landing to launch kayaks.
- Include the specifications for the launch.
- Modify the MDEQ joint permit to include this work.
- Additional topographic survey is not necessary at our recommended location because it was acquired in our original laser scan survey of the site.

## Estimated Level of Effort

**Table 9 – Item 5 Level of Effort**

Staff	Role	Location	Hours
Mr. Jeffrey J. Brown, PE	Project Manager	Lansing	2
Mr. Tony D. Heriford, PE	Project Engineer	Lansing	55
Mr. Thomas R. Bennett	Geomorphologist	Lansing	10

## Budget of Services

**Table 10 – Item 5 Budget of Services**

Phase	Budget
Design	\$7,000
Construction	\$0
<b>Total</b>	<b>\$7,000</b>



Below is the proposed overall budget of services and breakdown by project part and phase.

**Table 11 – Overall Budget Summary**

Phase	Part 1	Part 2	Part 3	Part 4	Part 5
Design	\$3,000	\$2,500	\$8,000	\$8,500	\$7,000
Construction	\$0	\$0	TBD	\$0	\$0
<b>Total</b>	<b>\$3,000</b>	<b>\$2,500</b>	<b>\$8,000</b>	<b>\$8,500</b>	<b>\$7,000</b>

## Schedule

It is our understanding that the City would like the final plans and specifications completed by the end of June. If we receive approval for the additional work at the June 5, 2014 progress meeting, for all of the work above except the heated sidewalk system, these improvements would take an additional 3 to 4 weeks to design. The other time-critical item to be considered is the joint permit from the MDEQ. The additional scope includes more work adjacent to the river which could delay receipt of the permit. This could adversely affect the start date of the construction.

If you have any questions, require additional information, or would like to discuss any of the items further, please contact me at 517.887.4016 or [jjbrown@ftch.com](mailto:jjbrown@ftch.com).

Sincerely,

FISHBECK, THOMPSON, CARR & HUBER, INC.

A handwritten signature in black ink that reads "Jeffrey J. Brown". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

Jeffrey J. Brown, PE

pmb

By email

cc: Mr. Tony D. Heriford, PE - FTCH





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**CITY OF OWOSSO  
CONTRACT CHANGE ORDER NO. 1**

Page 1 of 1

TO: Michigan Paving & Materials Company

Date: 6/20/2014

CONTRACT: 2014 SOUTH PARK STREET RESURFACING

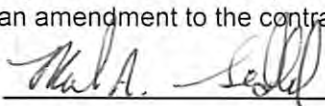
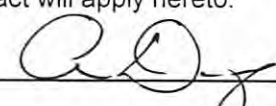
PROJECT NO.: \_\_\_\_\_

You are hereby requested to comply with the following changes from the contract plans and specifications:

1 Item No.	2 Description - Quantities, Units, Unit Prices, Completion Schedule, Etc.	3 Decrease Contract Price	4 Increase Contract Price
1	(-2 EACH of Catch Basin Filter @ \$100.00/EACH)	(\$200.00)	
2	No change in Temporary Lowering of Drainage Casting		
3	No change in Furnish and Adjust East Jordan 1120A cover, with gasket Seal Cover		
4	(-1 EACH of Water Valve Adjustment @ \$700.00/EACH)	(\$700.00)	
5	(+64.45 SYD of Cold Milling Bituminous Surface, 4 inch @ \$4.70/ SYD)		\$302.92
6	(+2.20 TON of HMA, 4E3, Wedging Course @ \$127.00/TON)		\$279.40
7	(-18.35 TON of HMA, 4E3, Superpave @ \$94.00/TON)	(\$1,724.90)	
8	(+15.56 TON of HMA, 5E3, Superpave @ \$94/TON)		\$1,462.64
9	No Change in Traffic Control		
	<b>Additional Work</b>		
	(+90 LFT of Concrete Joint Milling @ \$7.00/LFT)		\$630.00
	Change in contract price due to this Change Order		
	Total Decrease	(\$2,624.90)	XXXXXXXXXXXX
	Total Increase	XXXXXXXXXXXX	\$2,674.96
	Difference between Co. 3 & 4		\$50.06
	Net <b>INCREASED</b> contract price		\$50.06

Original Contract Price:	\$ 44,724.00
Total Net Addition or Deduction by previous C.O. No.	\$ -
Total Amount of Contract Prior to this Change Order:	\$ 44,724.00
Net Addition or Deduction this Change Order No.: 1	\$50.06
Net Amount of Contract to date:	\$ 44,774.06

This time provided for completion in contract is (unchanged) (increased) (decreased) by 0 calendar days. This document shall become an amendment to the contract and all provisions of the contract will apply hereto.

Recommended by:  Approved by: 

Accepted by: \_\_\_\_\_



MEMORANDUM

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

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**PERIODIC COST ESTIMATE  
CITY OF OWOSSO  
301 W. MAIN  
OWOSSO, MI 48867**

Page 1 of 2 Pages

1. Estimate No.:

**1 FINAL**

4. Date Prepared

5. Period Ending

2. Sponsor's Name

**CITY OF OWOSSO**

3. Sponsor's Address

**301 W. MAIN**

**OWOSSO, MI 48867**

6. Project No.

7. Name of Project

**2014 SOUTH PARK STREET RESURFACING**

8. Location of Project:

**100 Block of South Park Street**

9. State:

**Michigan**

10. Name of Contractor

**Michigan Paving & Materials Company**

11. Address of Contractor

**16777 Wood St.**

**Lansing, MI 48906**

12. Work Performed Under:

Lump Sum Contract: ☐

Unit Price Contract: ☒

Force Account: ☐

13. Description of Work

**Milling & Paving**

14. Sponsor's Contract No.

15. Original Estimated Cost this Contract or Force Account

**\$44,724.00**

16. Completion Time:

17. Percent Physical Completion

18. Dates

a. Notice to Proceed

b. Work to Commence

c. Completion Date

d. Est. or Actual Completion

**100%**

a. Ahead

b. In Arrears

20  
Item  
No.

21. Description of Item

22. LATEST REVISED DETAILED ESTIMATE

a.  
Quantity

b.  
Unit

c.  
Unit  
Price

d.  
Amount

23. WORK PERFORMED TO DATE

a.  
Quantity

b.  
Amount

c.  
%

1	Catch Basin Filter	2	EACH	\$ 100.00	\$ 200.00	0	\$ -	0%
2	Temporary Lowering of Drainage Casting	1	EACH	\$ 700.00	\$ 700.00	1	\$ 700.00	100%
3	Furnish and Adjust East Jordan 1120A Cover, with Gasket Seal Cover	1	EACH	\$ 700.00	\$ 700.00	1	\$ 700.00	100%
4	Water Valve Adjustment	1	EACH	\$ 700.00	\$ 700.00	0	\$ -	0%
5	Cold Milling Bituminous Surface, 4 inch	1270	SYD	\$ 4.70	\$ 5,969.00	1334.45	\$ 6,271.92	105%
6	HMA, 4E3, Wedding Course	90	TON	\$ 127.00	\$ 11,430.00	92.2	\$ 11,709.40	102%
7	HMA, 4E3, Superpave	110	TON	\$ 94.00	\$ 10,340.00	91.65	\$ 8,615.10	83%
8	HMA, 5E3, Superpave	110	TON	\$ 94.00	\$ 10,340.00	125.56	\$ 11,802.64	114%
9	Traffic Control	1	LS	\$ 4,345.00	\$ 4,345.00	1	\$ 4,345.00	100%

**24. CERTIFICATION OF CONTRACTOR**

I hereby certify that the work performed and materials supplied to date, as shown on this periodic cost estimate, represent the actual value of accomplishment under the terms of this contract in conformity with approved plans and specification; that the quantities shown were properly determined and are correct; and that there has been full compliance with all labor provisions included in the contract identified above.

6/20/14

Date

MICHIGAN PAVING & MATERIALS Co.

Name of Contractor

BY:



Signature

AREA MANAGER

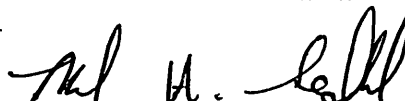
Title

**25. ACKNOWLEDGMENT AND CONCURRENCE OF PROJECT ENGINEER**

I have examined this periodic cost estimate and concur in the certificate of the contractor.

6-20-14

Date



Signature, Director of Public Services

# PERIODIC COST ESTIMATE

Page 2 of 2 Pages

CITY OF OWOSSO

301 W. MAIN

OWOSSO, MI 48867

1. Estimate No.:

1

Items and Column are numbered to correspond to those on Page 1 of this form.

6. Project No.

7. Name of Project

2014 SOUTH PARK STREET RESURFACING

8. Location of Project: N. Chipman, S. Chipman, Grace,

100 Block of South Park Street

14. Sponsor's Contract No.

20

Item

No.

21. Description of Item

22. LATEST REVISED DETAILED ESTIMATE

a.

Quantity

b.

Unit

c.

Unit  
Price

d.

Amount

23. WORK PERFORMED TO DATE

a.

Quantity

b.

A mount

c.

%

ADDITIONAL WORK

Concrete Joint Milling

LFT

\$ 7.00

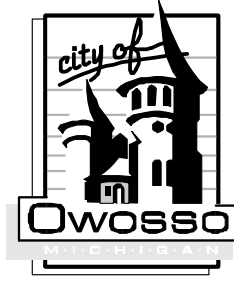
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\$ 630.00

TOTAL DUE

\$ 44,774.06





## WARRANT 484

July 1, 2014

Vendor	Description	Fund	Amount
Waste Management	Landfill charges-6/1/14-6/15/14	WWTP/Streets	\$5,368.27
Total			\$5,368.27

CHECK REGISTER FOR CITY OF OWOSSO  
CHECK DATE FROM 05/01/2014 - 05/31/2014

Check Date	Bank	Check	Vendor Name	Description	Amount
Bank 1 GENERAL FUND (POOLED CASH)					
05/02/2014	1	122978	KNEESEL CORBIN	UB refund for account: 3624070008	\$ 29.83
05/02/2014	1	122979	BOWEN JASON	UB refund for account: 1903000006	\$ 19.77
05/02/2014	1	122980	LAMAS JAVIER	UB refund for account: 2586390007	\$ 67.06
05/02/2014	1	122981	JOHNSTON STEVEN	UB refund for account: 5837570002	\$ 59.66
05/02/2014	1	122982	OZBURN BRIAN	UB refund for account: 2103990003	\$ 35.77
05/02/2014	1	122983	SEELEY LISA	UB refund for account: 2399290003	\$ 49.43
05/02/2014	1	122984	CUTTER DAWN M	UB refund for account: 3035070003	\$ 37.14
05/02/2014	1	122985	HODACK TAMMY	UB refund for account: 2303790012	\$ 21.37
05/02/2014	1	122986	WESTPHAL CARRIE	UB refund for account: 2921190006	\$ 21.00
05/02/2014	1	122987	O'BRIEN CHESTER	UB refund for account: 5903070012	\$ 57.00
05/02/2014	1	122988	REMAX REAL ESTATE PROFESSIONALS	UB refund for account: 1491500005	\$ 49.70
05/02/2014	1	122989	LOCK KYLE	UB refund for account: 1413000013	\$ 14.77
05/02/2014	1	122990	ABBAY STONEWORKS INC	SOUTH PARK STREET	\$ 1,508.00
05/02/2014	1	122991	AFLAC	PAYROLL DEDUCTION-AFLAC PREMIUM	\$ 586.96
05/02/2014	1	122992	H K ALLEN PAPER CO	SUPPLIES	\$ 50.40
05/02/2014	1	122993	APS WATER SERVICES CORPORATION	WWTP-PARTS/SUPPLIES	\$ 640.15
05/02/2014	1	122994	MICHAEL LEVERE ASH	OPD-SCHOOL LIAISON OFFICER-66.5 HRS	\$ 1,216.95
05/02/2014	1	122995	BODMAN LLP	EMPLOYEE RELATIONS	\$ 551.25
05/02/2014	1	122996	BROWN & STEWART P C	PROFESSIONAL SERVICES	\$ 9,997.52
05/02/2014	1	122997	C D W GOVERNMENT, INC.	SUPPLIES	\$ 334.98
05/02/2014	1	122998	C M P DISTRIBUTORS INC	OPD-SUPPLIES	\$ 61.00
05/02/2014	1	122999	CALEDONIA CHARTER TOWNSHIP	PAYMENT PER WATER DISTRICT AGREEMENT	\$ 17,132.03
05/02/2014	1	123000	JON D CECIL	TASER INSTRUCTOR SCHOOL-ROOM	\$ 93.41
05/02/2014	1	123001	CHEMCO SYSTEMS LP	WTP-MOUNTING PADS FOR LIME SLAKER	\$ 118.07
05/02/2014	1	123002	CITY OF CORUNNA	OPD-FEB 2014- ADMINISTRATIVE SERVICES	\$ 1,966.86
05/02/2014	1	123003	CITY OF OWOSSO	ADMIN EXPENSES	\$ 1,000.00
05/02/2014	1	123004	CONSUMERS ENERGY	GAS/ELECTRIC USAGE	\$ 30,461.76
05/02/2014	1	123005	LARRY D COOK	LEADERSHIP FOR ASSESSORS-LARRY COOK	\$ 30.00
05/02/2014	1	123006	D & G EQUIPMENT INC	PARTS	\$ 68.61
05/02/2014	1	123007	DAYSTARR COMMUNICATIONS	MAY 2014-BROADBAND INTERNET & FEES	\$ 497.40
05/02/2014	1	123008	DELTA DENTAL PLAN OF MICHIGAN	DENTAL INSURANCE PREMIUM	\$ 4,298.27
05/02/2014	1	123009	FEDEX	WWTP-SHIPPIING FEES	\$ 27.20
05/02/2014	1	123010	FIRST CONTRACTING INC	FACADE WORK	\$ 28,125.90
05/02/2014	1	123011	FITZGERALD GRAVEL	BD Bond Refund	\$ 50.00
05/02/2014	1	123012	AARON FREEMAN	OPD-MEALS DURING TRAINING 4/8/14 & 4/9/14	\$ 20.00
05/02/2014	1	123013	FRONT LINE SERVICES, INC.	OFD-REPAIRS	\$ 3,454.56
05/02/2014	1	123014	FRONTIER	TRAFFIC SIGNALS	\$ 1,301.44
05/02/2014	1	123015	GRAYMONT CAPITAL INC	WTP-QUICKLIME-45.970/TONS	\$ 6,435.80
05/02/2014	1	123016	HACH COMPANY	WTP-LAB SUPPLIES	\$ 774.27
05/02/2014	1	123017	HAMMOND FARMS	SOUTH PARK ST-STONE	\$ 2,001.40
05/02/2014	1	123018	HANNA INSTRUMENTS USA	WTP-PARTS	\$ 366.33
05/02/2014	1	123019	HP	BUSINESS CLASS OPTIPLEX 7010 MINI TOWER	\$ 1,627.58

05/02/2014	1	123020	INDEPENDENT NEWSPAPERS	AD-WTP ATTENDANT AND FOREMAN	\$ 80.00
05/02/2014	1	123021	INDEPENDENT STATIONERS	SUPPLIES	\$ 37.80
05/02/2014	1	123022	IPMA-HR	TEST SUPPLIES	\$ 758.00
05/02/2014	1	123023	LANSING UNIFORM CO.	UNIFORMS	\$ 883.00
05/02/2014	1	123024	KEVIN LENKART	2014 EMS CONFERENCE/PARKING	\$ 160.00
05/02/2014	1	123025	TYLER JOHN LEPPANEN	INTERN EXPENSE REIMBURSEMENT	\$ 193.75
05/02/2014	1	123026	LUDINGTON ELECTRIC, INC.	ELECTRICAL WORK	\$ 2,939.06
05/02/2014	1	123027	BRIAN MATTHIES	EMS LICENSE	\$ 25.00
05/02/2014	1	123028	MICHIGAN ASSOCIATION OF HOUSING OFF	CHARLES RAU-MAHO SUMMER SEMINAR	\$ 225.00
05/02/2014	1	123029	MICHIGAN CO INC	FLEET-RAGS	\$ 242.30
05/02/2014	1	123030	MISDU	PAYROLL DEDUCTIONS	\$ 1,382.29
05/02/2014	1	123031	NORTH AMERICAN OVERHEAD DOOR INC	OFD-DOOR REPAIR	\$ 130.00
05/02/2014	1	123032	OFFICE DEPOT	SUPPLIES	\$ 314.27
05/02/2014	1	123033	ORCHARD HILTZ & MCCLIMENT INC	ENGINEERING SERVICES	\$ 2,745.00
05/02/2014	1	123034	OWOSSO BOLT & BRASS CO	PARTS	\$ 427.99
05/02/2014	1	123035	OWOSSO CHARTER TOWNSHIP	PAYMENT PER 2011 WATER AGREEMENT	\$ 3,724.47
05/02/2014	1	123036	GARY L PALMER	ELECTRICAL INSPECTION SERVICES	\$ 500.00
05/02/2014	1	123037	PHYSICIANS HEALTH PLAN OF MID-MICH	HEALTH INSURANCE PREMIUM	\$ 68,712.35
05/02/2014	1	123038	PLUMMERS ENVIRONMENTAL SERVICES INC	SEWER TV INSPECTION SERVICE-4-11-14	\$ 1,736.25
05/02/2014	1	123039	POLICE OFFICERS LABOR COUNCIL	PAYROLL DEDUCTION-UNION DUES	\$ 859.50
05/02/2014	1	123040	RICOH USA	COPIER MAINTENANCE/SUPPLIES	\$ 390.64
05/02/2014	1	123041	SHIAWASSEE COUNTY EMERGENCY MANAGEMENT	SPECIAL RESPONSE TEAM YEARLY SUPPORT FEE	\$ 400.00
05/02/2014	1	123042	SHIAWASSEE COUNTY FIREFIGHTERS ASSO	OWOSSO FIRE DEPARTMENT	\$ 75.00
05/02/2014	1	123043	SHIAWASSEE COUNTY ROAD COMMISSION	EMULSION-250 GAL	\$ 569.63
05/02/2014	1	123044	SHIAWASSEE COUNTY TREASURER	DOG LICENSES	\$ 350.00
05/02/2014	1	123045	SNAP ON TOOLS	FLEET-MASTER EXTENSION SET	\$ 304.95
05/02/2014	1	123046	STANDARD INSURANCE COMPANY	GROUP LIFE INSURANCE PREMIUM	\$ 2,917.53
05/02/2014	1	123047	STATE OF MICHIGAN	TRAFFIC SIGNAL MAINTENANCE	\$ 9,683.42
05/02/2014	1	123048	STATE OF MICHIGAN-UNCLAIMED PROPERT	UNCLAIMED PROPERTIES	\$ 223.14
05/02/2014	1	123049	STECHSCHULTE GAS & OIL, INC.	FUEL/LUBES	\$ 1,277.57
05/02/2014	1	123050	STECHSCHULTE GAS & OIL, INC.	FUEL-4/16/14-4/30/14	\$ 6,958.77
05/02/2014	1	123051	TRAM TECH INC	WWTP-PARTS	\$ 150.00
05/02/2014	1	123052	WASTE MANAGEMENT OF MICHIGAN INC	WWTP DISPOSAL CHARGES-4/1/14-4/15/14	\$ 2,595.83
05/02/2014	1	123053	WEB ASCENDER	APRIL/MAY/JUNE 2014-WEBSITE HOSTING	\$ 150.00
05/02/2014	1	123054	WOODARD STATION LOFTS LLC	2013 ELIGIBLE EXPENSES-BROWNFIELD	\$ 30,497.40
05/02/2014	1	174(A)	B & D ELEVATOR SERVICES INC	QUARTERLY MAINT ON CH ELEVATOR-4/29/14	\$ 115.00
05/02/2014	1	175(A)	C & B AIR COMPRESSORS	WWTP-THERMOSTAT & INSTALL FOR N AIR COMP	\$ 2,014.03
05/02/2014	1	176(A)	EATON CORPORATION	WTP-BATTERY BACKUP/SURGE SUPPRESSION	\$ 330.91
05/02/2014	1	177(A)	HALLIGAN ELECTRIC INC	WWTP-TROUBLESHOOTING	\$ 316.00
05/02/2014	1	178(A)	LOGICALIS INC	MARCH 2014-NETWORK ENGINEERING SUPPORT & REPAIRS	\$ 10,428.50
05/02/2014	1	179(A)	NCL OF WISCONSIN INC	WWTP-LAB SUPPLIES	\$ 88.75
05/02/2014	1	180(A)	NORTHERN LAKE SERVICE INC	WWTP-MERCURY ANALYSES-4/4/14	\$ 258.00
05/02/2014	1	181(A)	OFFICEMAX INC	SUPPLIES	\$ 123.25
05/02/2014	1	182(A)	Q2A ASSOCIATES LLC	FINANCIAL SERVICES-3/30/14-4/12/14	\$ 4,168.50
05/02/2014	1	183(A)	THE SPENCER TURBINE CO	WWTP-REPAIRS	\$ 343.20
05/02/2014	1	184(A)	WELCH FLUOROCARBON INC	WWTP-LAB SUPPLIES	\$ 86.32
05/02/2014	1	185(A)	MERLE E WEST II	PLUMBING/MECHANICAL INSPECTION SERVICES	\$ 600.00
05/02/2014	1	186(A)	MICHAEL GENE WHEELER	OPD-SCHOOL LIAISON OFFICER-66.5 HRS	\$ 1,216.95

05/15/2014	1	187(A)	CENTRON DATA SERVICES, INC.	WATER/SEWER BILLING SERVICES	\$ 4,567.18
05/15/2014	1	188(A)	CLARK FIRE & SAFETY EQUIPMENT, INC.	WATER-FILL CO2 TANK	\$ 50.00
05/15/2014	1	189(A)	ETNA SUPPLY COMPANY	WATER INVENTORY ITEMS	\$ 1,461.20
05/15/2014	1	190(A)	GOYETTE MECHANICAL	PUB/SAFETY-MONTHLY INSPECTION OF BOILER-REPAIRS	\$ 1,154.00
05/15/2014	1	191(A)	JCI JONES CHEMICALS, INC.	SODIUM HYPOCHLORITE	\$ 3,626.27
05/15/2014	1	192(A)	KONECRANES INC	WWTP-ANNUAL CRANE INSPECTION	\$ 540.00
05/15/2014	1	193(A)	MICHIGAN METER TECHNOLOGY GROUP INC	WATER-INVENTORY ITEMS	\$ 1,762.50
05/15/2014	1	194(A)	MUNICIPAL SUPPLY CO.	WATER INVENTORY ITEMS-CURB BOXES (30)	\$ 1,090.20
05/15/2014	1	195(A)	1ST CHOICE AUTO PARTS INC	PARTS	\$ 446.68
05/15/2014	1	196(A)	OFFICEMAX INC	SUPPLIES	\$ 91.08
05/15/2014	1	197(A)	Q2A ASSOCIATES LLC	FINANCE DIRECTOR SERVICES-4/14/14-4/25/14	\$ 3,108.00
05/15/2014	1	198(A)	SWIM LLC	UTILITIES DIRECTOR SERVICES-4/13/14-5/10/14	\$ 1,176.00
05/15/2014	1	199(A)	MICHAEL GENE WHEELER	OPD-CONTRACT SCHOOL LIAISON OFFICER-70 H	\$ 1,281.00
05/16/2014	1	123055	WERT, THOMAS J	REIMBURSEMENT	\$ 58.33
05/16/2014	1	123056	123.NET	VOID-WRONG VENDOR	\$ -
05/16/2014	1	123057	ACCUMED BILLING INC	APRIL 2014-AMBULANCE BILLING SERVICES	\$ 4,586.83
05/16/2014	1	123058	ACCUMEDWEB.COM, LLC	OFD-ANNUAL SUPPORT FEE	\$ 4,342.50
05/16/2014	1	123059	THE ARGUS PRESS	PRINTING OF LEGAL NOTICES ETC	\$ 469.80
05/16/2014	1	123060	MICHAEL LEVERE ASH	OPD-CONTRACT SCHOOL LIAISON OFFICER-70 H	\$ 1,281.00
05/16/2014	1	123061	ATI GROUP	LIGHTING UPGRADES	\$ 19,077.11
05/16/2014	1	123062	B S & A SOFTWARE	ANNUAL SERVICE/SUPPORT FEES-5/1/14-5/1/14	\$ 7,950.00
05/16/2014	1	123063	BILL ROBINSON TREE SERVICE	BD Bond Refund	\$ 50.00
05/16/2014	1	123064	PAUL S CAMERON	REIMBURSEMENT	\$ 27.00
05/16/2014	1	123065	CITY OF CORUNNA	OPD-MARCH 2014-ADMIN SERVICES	\$ 1,966.86
05/16/2014	1	123066	COBAN TECHNOLOGIES INC	OPD-FUSION IN-CAR CAMERA SYSTEM	\$ 14,634.00
05/16/2014	1	123067	COLLARD MASONRY	BD Bond Refund	\$ 50.00
05/16/2014	1	123068	CONSUMERS ENERGY	GAS/ELECTRIC USAGE	\$ 31,904.12
05/16/2014	1	123069	VOID-CREATED FROM CHECK RUN PROCESS		\$ -
05/16/2014	1	123070	CORDIER EXCAVATING	BD Bond Refund	\$ 100.00
05/16/2014	1	123071	JUDY ELAINE CRAIG	COURIER SERVICE	\$ 189.00
05/16/2014	1	123072	D & D TRUCK & TRAILER PARTS	PARTS	\$ 692.46
05/16/2014	1	123073	DALTON ELEVATOR	APRIL 2014-CYLINDER RENT/SUPPLIES	\$ 471.56
05/16/2014	1	123074	DAYSTARR COMMUNICATIONS	JUNE 2014-BROADBAND INTERNET AND FEES	\$ 497.14
05/16/2014	1	123075	DELTA DENTAL PLAN OF MICHIGAN	DENTAL INSURANCE PREMIUM	\$ 4,176.01
05/16/2014	1	123076	DUPERON CORPORATION	WWTP-SCREENING EQUIPMENT	\$ 2,605.00
05/16/2014	1	123077	EMPLOYEE BENEFIT CONCEPTS INC	MAY 2014-FSA ADMIN FEE	\$ 120.00
05/16/2014	1	123078	FIRST DUE FIRE SUPPLY	OFD-FACE SHIELDS (3)	\$ 127.80
05/16/2014	1	123079	FISHER CHIPPEWA REDI-MIX, INC.	CEMENT	\$ 311.50
05/16/2014	1	123080	FRONTIER	PHONE SERVICE-4/28/14-5/27/14	\$ 838.19
05/16/2014	1	123081	FUOSS GRAVEL COMPANY	CLASS II SAND-48/TONS	\$ 198.72
05/16/2014	1	123082	GILBERT'S DO IT BEST HARDWARE & APPLIANCE	SUPPLIES	\$ 374.30
05/16/2014	1	123083	GRAYMONT CAPITAL INC	WTP-QUICKLIME-45.95/TONS	\$ 6,433.00
05/16/2014	1	123084	GREEN, RONALD & JANIS	BD Bond Refund	\$ 50.00
05/16/2014	1	123085	H2O COMPLIANCE SERVICES INC	CROSS CONNECTION PROGRAM	\$ 1,299.80
05/16/2014	1	123086	HAMILTON ELECTRIC CO., INC.	30 HP BALDOR MOTOR	\$ 1,562.00
05/16/2014	1	123087	HOME DEPOT CREDIT SERVICES	SUPPLIES/MATERIALS	\$ 375.89
05/16/2014	1	123088	INTELLICEPT	SKATE STOPPERS FOR DOWNTOWN	\$ 683.00
05/16/2014	1	123089	KLUMPP, ROBERT	REIMBURSEMENT	\$ 125.00

05/16/2014	1	123090	LAMPHERE'S	SEWER-CAMERA SANITARY SEWER	\$ 311.83
05/16/2014	1	123091	TYLER JOHN LEPPANEN	INTERN EXPENSE REIMBURSEMENT	\$ 192.50
05/16/2014	1	123092	LLOYD MILLER & SONS, INC	PARTS	\$ 631.17
05/16/2014	1	123093	LUDINGTON ELECTRIC, INC.	ELECTRICAL WORK	\$ 1,857.33
05/16/2014	1	123094	MEMORIAL HEALTHCARE CENTER	PHYSICAL/LAB	\$ 475.75
05/16/2014	1	123095	MEMORIAL MEDICAL ASSOCIATES	PRE-EMPLOYMENT PHYSICALS	\$ 307.00
05/16/2014	1	123096	MICHAEL'S PLUMBING	BD Bond Refund	\$ 50.00
05/16/2014	1	123097	MICHIGAN BUSINESS & PROFESSIONAL AS	MAY 2014-COBRA ADMINISTRATION FEE	\$ 50.00
05/16/2014	1	123098	MICHIGAN FIRE INSPECTORS SOCIETY	MEMBERSHIP-CHARLES RAU	\$ 30.00
05/16/2014	1	123099	MICHIGAN PUBLIC EMPLOYER LABOR RELATIONS	MEETING FOR JESSICA UNANGST	\$ 45.00
05/16/2014	1	123100	MISDU	PAYROLL DEDUCTIONS	\$ 1,382.29
05/16/2014	1	123101	MUNICIPAL CODE CORPORATION	ANNUAL CODE ON INTERNET FEE-MAY 2014-APR 2015	\$ 700.00
05/16/2014	1	123102	MUTUAL EYE CLAIM AUDITS	VISION COVERAGE PREMIUM	\$ 186.73
05/16/2014	1	123103	NATIONAL FIRE PROTECTION ASSOCIATION	OFD-THREE YEAR MEMBERSHIP FOR RICK BREWBAKER	\$ 430.00
05/16/2014	1	123104	NEXTEL COMMUNICATIONS	APRIL 2014-COMMUNICATION CHARGES	\$ 994.76
05/16/2014	1	123105	NORTH AMERICAN OVERHEAD DOOR INC	OFD-REPAIR TO DOOR	\$ 165.98
05/16/2014	1	123106	OFFICE DEPOT	SUPPLIES	\$ 397.39
05/16/2014	1	123107	OFFICE SOURCE	SUPPLIES	\$ 174.40
05/16/2014	1	123108	OWOSSO BOLT & BRASS CO	PARTS	\$ 94.47
05/16/2014	1	123109	RATHCO SAFETY SUPPLY, INC.	SIGNS	\$ 275.79
05/16/2014	1	123110	RUTHY'S LAUNDRY CENTER	APRIL 2014-PUBLIC SAFETY-DRY CLEANING	\$ 450.53
05/16/2014	1	123111	SMITH JANITORIAL SUPPLY	SUPPLIES	\$ 525.59
05/16/2014	1	123112	ST JOHNS ANSWERING SERVICE INC	JUNE 2014-ANSWERING SERVICE	\$ 75.00
05/16/2014	1	123113	STATE OF MICHIGAN	DRINKING WATER LAB CERTIFICATION FEE	\$ 2,581.07
05/16/2014	1	123114	STATE OF MICHIGAN	BOILER INSPECTION/CERTIFICATES-LIBRARY	\$ 50.00
05/16/2014	1	123115	STRAWSER CONSTRUCTION INC	EMULSION FOR DURA PATCHER	\$ 1,694.00
05/16/2014	1	123116	JESSICA UNANGST	SCANTRONS FOR EXECUTIVE SECRETARY TESTING	\$ 23.47
05/16/2014	1	123117	VALLEY LUMBER	SUPPLIES/MATERIALS	\$ 595.25
05/16/2014	1	123118	VIC BOND SALES, INC. - OWOSSO	WATER-PARTS	\$ 106.94
05/16/2014	1	123119	WASTE MANAGEMENT OF MICHIGAN INC	WWTP-DISPOSAL CHARGES-4/16/14-4/30/14	\$ 3,727.43
05/16/2014	1	123120	WEST SHORE FIRE, INC.	OFD-UPGRADE OF OUTDOOR WEATHER WARNING S	\$ 7,850.00
05/16/2014	1	123121	WIN'S ELECTRICAL SUPPLY OF OWOSSO	SUPPLIES	\$ 243.86
05/20/2014	1	200(E)	MUNICIPAL EMPLOYEES RETIREMENT SYSTEM	CONTRIBUTIONS FOR POLICE COMMAND EMPLOYEES	\$ 9,003.70
05/23/2014	1	123122	BROWN & STEWART P C	PROFESSIONAL SERVICES	\$ 8,775.00
05/23/2014	1	123123	C D W GOVERNMENT, INC.	SUPPLIES	\$ 532.00
05/23/2014	1	123124	CITY OF CORUNNA	APRIL 2014-ADMIN SERVICES FOR OPD	\$ 2,194.32
05/23/2014	1	123125	CONSUMERS ENERGY	GAS/ELECTRIC USAGE	\$ 14.74
05/23/2014	1	123126	DELAU FIRE SERVICES INC	SEMI-ANNUAL INSPECTION OF HALON FIRE SYSTEM	\$ 225.00
05/23/2014	1	123127	FISHBECK, THOMPSON, CARR & HUBER, INC	ENGINEERING SERVICES	\$ 12,442.00
05/23/2014	1	123128	FRONTIER	TRAFFIC SIGNALS	\$ 104.70
05/23/2014	1	123129	MARLENE M JUNGNI TSCH	CONTRACTOR SERVICES	\$ 487.50
05/23/2014	1	123130	OFFICE DEPOT	SUPPLIES	\$ 104.31
05/23/2014	1	123131	OWOSSO CARPET CENTER, INC.	CARPET INSTALLATION- PUBLIC SAFETY BUILD	\$ 2,677.40
05/23/2014	1	123132	OWOSSO POOLS LLC	PARTS FOR SPLASH PAD-PAID BY DONATIONS	\$ 3,355.40
05/23/2014	1	123133	RESERVE ACCOUNT	POSTAGE	\$ 3,000.00
05/23/2014	1	123134	STATE OF MICHIGAN	CONSTRUCTION OF ADDITIONAL PARKING	\$ 1,344.31
05/23/2014	1	123135	STECHSCHULTE GAS & OIL, INC.	FUEL PE 5/15/14	\$ 5,872.28
05/23/2014	1	123136	RONALD J TOBEY	REIMBURSEMENT	\$ 42.04

05/23/2014	1	201(A)	CENTRON DATA SERVICES, INC.	TAX BILLS FOR SUMMER 2014-ADVANCE	\$ 2,675.00
05/23/2014	1	202(A)	COMMERCIAL MARKETING ASSOCIATES INC	CARPET AND ADHESIVE FOR PUBLIC SAFETY BUILDING	\$ 9,765.55
05/23/2014	1	203(A)	LOGICALIS INC	REPAID AND NETWORK ENGINEERING SERVICES	\$ 6,819.00
05/29/2014	1	123137	LESLIE DEBBIE	UB refund for account: 3879070004	\$ 90.97
05/29/2014	1	123138	KELLY KIM	UB refund for account: 4136000001	\$ 41.80
05/29/2014	1	123139	HARRIS SHARON	UB refund for account: 5059070001	\$ 23.77
05/29/2014	1	123140	MCGUIRK REALTY	UB refund for account: 5022570004	\$ 53.67
05/29/2014	1	123141	ANDERSON JEFF/BREEANN	UB refund for account: 2572890002	\$ 35.03
05/29/2014	1	123142	SHATTUCK BYRON	UB refund for account: 1897000002	\$ 149.80
05/29/2014	1	123143	ADAMS DAWN D	UB refund for account: 5851070003	\$ 128.67
05/29/2014	1	123144	VANOPPELEN TRAVIS	UB refund for account: 4662140002	\$ 26.33
05/29/2014	1	123145	BALCOM RICHARD	Void Reason: WRONG AMOUNT	\$ -
05/29/2014	1	123146	BALCOM RICHARD	UB refund for account: 2335815003	\$ 25.40
05/29/2014	1	123147	MULLANEY JOSEPH	UB refund for account: 1936000006	\$ 63.10
05/29/2014	1	123148	SKARYD TERESA	UB refund for account: 1797500002	\$ 84.50
05/29/2014	1	123149	SMITH BRANDON	UB refund for account: 3419570008	\$ 10.48
05/29/2014	1	123150	MICHAEL LEVERE ASH	CONTRACT SCHOOL LIAISON-70/HRS	\$ 1,281.00
05/29/2014	1	123151	FEDEX	WWTP-LAB SHIPPING CHARGES	\$ 24.67
05/29/2014	1	123152	FISHER SCIENTIFIC CO.	WTP-LAB SUPPLIES	\$ 764.28
05/29/2014	1	123153	FRONTIER	MAY 2014-PHONE SERVICE	\$ 1,170.31
05/29/2014	1	123154	HYDROTEX INC	WWTP-GREASE	\$ 660.00
05/29/2014	1	123155	INDUSTRIAL SUPPLY OF OWOSSO INC	PARTS	\$ 792.30
05/29/2014	1	123156	JAY'S SEPTIC TANK SERVICE	RENTAL UNITS	\$ 490.00
05/29/2014	1	123157	TYLER JOHN LEPPANEN	INTERN EXPENSE REIMBURSEMENT-33 HRS	\$ 165.00
05/29/2014	1	123158	MICHAEL'S PLUMBING	LIBRARY-REPAIR PIPES	\$ 840.35
05/29/2014	1	123159	MICHIGAN MUNICIPAL LEAGUE WORKERS' COMPENSATION	FY 14-15 CONTRIBUTIONS-1ST INSTALLMENT	\$ 25,749.00
05/29/2014	1	123160	MICHIGAN STATE UNIVERSITY	WTP-ANALYSIS	\$ 39.00
05/29/2014	1	123161	MISDU	PAYROLL DEDUCTION	\$ 1,382.29
05/29/2014	1	123162	ORCHARD HILTZ & MCCLIMENT INC	ENGINEERING SERVICES	\$ 291.00
05/29/2014	1	123163	OWOSSO BOLT & BRASS CO	PARTS	\$ 10.15
05/29/2014	1	123164	PHYSICIANS HEALTH PLAN OF MID-MICH	HEALTH INSURANCE PREMIUM	\$ 68,992.94
05/29/2014	1	123165	PVS NOLWOOD CHEMICALS INC	SODIUM METABISULFITE	\$ 1,500.63
05/29/2014	1	123166	SCADATA SCIENTIFIC LLC	SOFTWARE UPGRADE/REMOTE SITE EQUIPMENT	\$ 3,365.00
05/29/2014	1	123167	SHIAWASSEE FAMILY YMCA	PAYROLL DED-MEMBERSHIPS	\$ 219.76
05/29/2014	1	123168	STANDARD INSURANCE COMPANY	GROUP LIFE INS PREMIUM	\$ 2,929.68
05/29/2014	1	123169	STATE OF MI-DEPT OF AGRICULTURE	RESIDUAL LIME SLUDGE PERMIT	\$ 20.00
05/29/2014	1	123170	STATE OF MICHIGAN	STATE OF MI WITHHOLDING TAX	\$ 17,415.72
05/29/2014	1	123171	WASTE MANAGEMENT OF MICHIGAN INC	WWTP-DISPOSAL CHARGES-5/1/14-5/15/14	\$ 3,314.51
05/29/2014	1	204(A)	FISHBECK, THOMPSON, CARR & HUBER, INC	ENGINEERING SERVICES	\$ 7,189.70
05/29/2014	1	205(A)	NCL OF WISCONSIN INC	WTP-TESTING SUPPLIES	\$ 279.68
05/29/2014	1	206(A)	POLYDYNE INC	AF 4500 POLYMER	\$ 2,187.50
05/29/2014	1	207(A)	Q2A ASSOCIATES LLC	FINANCE DIRECTOR SERVICES-5/1/14-5/24/14	\$ 4,042.50
05/29/2014	1	208(A)	SWIM LLC	UTILITIES DIRECTOR SERVICES-5/11/14-5/24/14	\$ 1,848.00
05/29/2014	1	209(A)	MICHAEL GENE WHEELER	CONTRACT SCHOOL LIAISON-70 HRS	\$ 1,281.00

1 TOTALS:

(3 Checks Voided)

Total of 227 Disbursements: \$ 651,041.22

Bank 10 OWOSSO HISTORICAL FUND

05/05/2014	10	4547	CHARTER COMMUNICATIONS	515 N WASHINGTON ST #3	\$ 108.45
05/05/2014	10	4548	FRONTIER	515 N WASHINGTON ST #3	\$ 41.88
05/05/2014	10	4549	ROSEMARY MAGLEY	CLEANING-CASTLE/GOULD HOUSE	\$ 230.00
05/05/2014	10	4550	MITCHELL SPEERS	REIMBURSEMENT-BEARS AND WOLVES	\$ 501.20
05/19/2014	10	4551	JAMES A BROWN	20 GAL WATER HEATER	\$ 625.00
05/19/2014	10	4552	CONSUMERS ENERGY	APRIL 2014-515 N WASHINGTON ST	\$ 445.52
05/19/2014	10	4553	JONI FORSTER	REIMBURSEMENT	\$ 4.54
05/19/2014	10	4554	GILBERT'S DO IT BEST HARDWARE & APP	SUPPLIES	\$ 38.58
05/19/2014	10	4555	SECURITY ALARM CO INC	CURWOOD CASTLE ALARM-6/1/14-8/31/14	\$ 60.00
05/19/2014	10	4556	SPECIALTY SALVAGE LLC	GOULD HOUSE TRASH SERVICE	\$ 35.97
05/29/2014	10	4557	CHARTER COMMUNICATIONS	515 N WASHINGTON ST #2	\$ 108.45
05/29/2014	10	4558	JONI FORSTER	REIMBURSEMENT	\$ 31.56
05/29/2014	10	4559	ROSEMARY MAGLEY	CLEANING SUPPLIES	\$ 117.85
05/29/2014	10	4560	OFFICE DEPOT	SUPPLIES	\$ 33.88
05/29/2014	10	4561	OFFICEMAX INC	SUPPLIES	\$ 49.45
05/29/2014	10	4562	STAPLES CREDIT PLAN	PRINTER FOR HISTORICAL COMM	\$ 134.39
05/29/2014	10	4563	LORRAINE WECKWERT	REIMBURSEMENT	\$ 51.91

10 TOTALS:

Total of 17 Disbursements: \$ 2,618.63

Bank 2 TRUST & AGENCY

05/05/2014	2	6342	OWOSSO PUBLIC SCHOOLS	DEL PP COLLECTIONS	\$ 1,086.03
05/05/2014	2	6343	SHIAWASSEE AREA TRANSPORTATION AGEN	DEL PP COLLECTIONS	\$ 14.18
05/05/2014	2	6344	SHIAWASSEE COUNTY TREASURER	DEL PP COLLECTIONS	\$ 771.58
05/05/2014	2	6345	SHIAWASSEE DISTRICT LIBRARY	DEL PP COLLECTIONS	\$ 161.17
05/05/2014	2	6346	SHIAWASSEE REGIONAL EDUCATION SERVI	DEL PP COLLECTIONS	\$ 503.60
05/19/2014	2	6347	SHIAWASSEE COUNTY TREASURER	Void Reason:PRINTING PROBLEM	\$ -
05/20/2014	2	6348	SHIAWASSEE COUNTY TREASURER	TRAILER FEES-142 LOTS	\$ 355.00

2 TOTALS:

(1 Check Voided)

Total of 6 Disbursements: \$ 2,891.56

REPORT TOTALS:

(4 Checks Voided)

Total of 250 Disbursements: \$ 656,551.41



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

# MEMORANDUM

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To: Owosso City Council  
 From: Charles Rau, Building Official  
 Date: 06/12/2014  
 Subject: Building Department Report for May, 2014

Category	Estimated Cost	Permit Fee	Number of Permits
Demolition	<i>\$0</i>	<i>\$190</i>	<i>2</i>
Electrical	<i>\$0</i>	<i>\$1,730</i>	<i>8</i>
Fence - Residential	<i>\$7,303</i>	<i>\$320</i>	<i>4</i>
Garage, detached	<i>\$16,000</i>	<i>\$230</i>	<i>1</i>
Mechanical	<i>\$0</i>	<i>\$1,055</i>	<i>7</i>
Non-Res. Add/Alter/Repair	<i>\$140,000</i>	<i>\$3,498</i>	<i>5</i>
Plumbing	<i>\$2,560</i>	<i>\$720</i>	<i>4</i>
Res. Add/Alter/Repair	<i>\$123,752</i>	<i>\$2,369</i>	<i>19</i>
<b>Totals</b>	<b><i>\$289,615</i></b>	<b><i>\$10,112</i></b>	<b><i>50</i></b>

**2013 COMPARISON TOTALS**

		BUILDING PERMITS ONLY	-	47
May, 2013 TOTALS	\$257,370	\$8,230		78

# **Enforcements By Category**

06/12/14

1 / 6

May, 2014

## **ANIMALS**

Enforcement Number	Address	Previous Status	Status	Filed	Closed	Rental
ENF 14-0243	1307 MACK ST	LETTER SENT	Resolved	05/28/14	05/28/14	Y
<b>Total Entries:</b>				<b>1</b>		

## **AUTO REP/JUNK VEH**

Enforcement Number	Address	Previous Status	Status	Filed	Closed	Rental
ENF 14-0217	910 W STEWART ST	REF TO POLICE	Complaint Logged	05/20/14		Y
<b>Total Entries:</b>				<b>1</b>		

## **BUILDING VIOL**

Enforcement Number	Address	Previous Status	Status	Filed	Closed	Rental
ENF 14-0177	826 E MAIN ST	REC'D FIRE INS CHECK	REF TO RAU	05/02/14		VAC
ENF 14-0185	220 W KING ST	REF TO RAU	Resolved	05/02/14	05/21/14	Y
ENF 14-0189	901 W MAIN ST	VN SENT	COMPLIED	05/08/14	06/09/14	COMM
ENF 14-0194	121 W EXCHANGE ST	VN SENT	Letter Sent	05/12/14		COMM
ENF 14-0195	1410 YOUNG ST	EXTEN GRANTED	Extension Granted	05/13/14		N
ENF 14-0199	914 N BALL ST	LETTER SENT	Letter Sent	05/13/14		N
ENF 14-0201	1407 YOUNG ST	REF TO RAU	Resolved	05/14/14	06/02/14	VAC
ENF 14-0203	820 S CHIPMAN ST	VN SENT	Letter Sent	05/14/14		VAC
ENF 14-0205	308 S OAK ST	RED TAGGED	Resolved	05/16/14	05/16/14	Y
ENF 14-0208	510 RIVER ST	REF TO RAU	REF TO RAU	05/19/14		N
ENF 14-0219	522 MILWAUKEE ST	VERBAL NOTICE	Verbal Notice	05/20/14		CITY
ENF 14-0220	553 HARRISON AV	LETTER SENT	Letter Sent	05/20/14		Y
ENF 14-0221	208 N ELM ST	LETTER SENT	Letter Sent	05/20/14		Y
ENF 14-0222	1231 W MAIN ST	REF TO RAU	No Violation	05/21/14	05/28/14	COMM
ENF 14-0224	317 S ELM ST	REF TO RAU	REF TO RAU	05/05/14		COMM
ENF 14-0226	1100 N DEWEY ST	REF TO RAU	No Violation	05/21/14	05/27/14	VAC

# **Enforcements By Category**

06/12/14

2 / 6

May, 2014

ENF 14-0234	200 N WASHINGTON ST	VERBAL NOTICE	Resolved	05/22/14	05/23/14	COMM
ENF 14-0239	1007 N SHIAWASSEE ST	VERBAL NOTICE	Verbal Notice	05/27/14		N
ENF 14-0245	111 W KING ST	LETTER SENT	Letter Sent	05/28/14		Y
ENF 14-0248	326 S DEWEY ST	REF TO RAU	REF TO RAU	05/28/14		VAC
<b>Total Entries:</b>				<b>20</b>		

## **FRONT YARD PARKING**

Enforcement Number	Address	Previous Status	Status	Filed	Closed	Rental
ENF 14-0181	622 N WASHINGTON ST	REF TO POLICE	Resolved	05/02/14	06/02/14	Y
ENF 14-0193	936 N PARK ST	LETTER SENT	Resolved	05/12/14	05/12/14	N
<b>Total Entries:</b>				<b>2</b>		

## **GARAGE SALE**

Enforcement Number	Address	Previous Status	Status	Filed	Closed	Rental
ENF 14-0241	1231 JACKSON DR	LETTER SENT	Letter Sent	05/28/14		N
<b>Total Entries:</b>				<b>1</b>		

## **GARBAGE & DEBRIS**

Enforcement Number	Address	Previous Status	Status	Filed	Closed	Rental
ENF 14-0175	221 N SHIAWASSEE ST	REF TO POLICE	Resolved	05/01/14	05/19/14	Y
ENF 14-0176	739 W STEWART ST	LETTER SENT	Resolved	05/01/14	05/13/14	Y
ENF 14-0178	301 STRATFORD DR	REF TO POLICE	Resolved	05/02/14	05/03/14	N
ENF 14-0179	321 STRATFORD DR	REF TO POLICE	Resolved	05/02/14	05/03/14	N
ENF 14-0180	116 STRATFORD DR	REF TO POLICE	Resolved	05/02/14	05/03/14	Y
ENF 14-0182	714 N WASHINGTON ST	REF TO POLICE	Resolved	05/02/14	05/03/14	Y
ENF 14-0184	803 N WASHINGTON ST	LETTER SENT	Resolved	05/02/14	05/14/14	N
ENF 14-0186	1307 HENRY ST	LETTER SENT	Resolved	05/05/14	05/09/14	N
ENF 14-0187	316 E WILLIAMS ST	REF TO POLICE	Resolved	05/05/14	05/17/14	N
ENF 14-0188	514 PINE ST	LETTER SENT	Resolved	05/07/14	05/27/14	Y

# **Enforcements By Category**

06/12/14

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May, 2014

ENF 14-0190	1001 MEADOW DR	REF TO POLICE	No Violation	05/09/14	05/12/14	N
ENF 14-0191	421 HURON ST	REF TO POLICE	Resolved	05/12/14	06/04/14	N
ENF 14-0196	719 N WASHINGTON ST	REF TO POLICE	Complaint Logged	05/13/14		Y
ENF 14-0198	914 N BALL ST	REF TO POLICE	Complaint Logged	05/13/14		N
ENF 14-0210	708 ABREY AV	LETTER SENT	Letter Sent	05/19/14		N

**Total Entries:** 15

## **LAWN MAINTENANCE**

Enforcement Number	Address	Previous Status	Status	Filed	Closed	Rental
ENF 14-0200	915 GRAND AV	CHECKED IF MOWED	Resolved	05/14/14	06/12/14	VAC
ENF 14-0202	820 S CHIPMAN ST	LETTER SENT	WO Submitted	05/14/14		VAC
ENF 14-0204	219 N CEDAR ST	GIVEN TO CONTRACTOR TO	WO Submitted	05/15/14		VAC
ENF 14-0206	1226 N WASHINGTON ST	SENT TO CONTRACTOR TO M	WO Submitted	05/19/14		VAC
ENF 14-0207	804 CENTER ST	GAVE TO CONTRACTOR	WO Submitted	05/19/14		N
ENF 14-0209	1612 W MAIN ST	CHECKED IF MOWED	Resolved	05/19/14	06/12/14	N
ENF 14-0211	1740 W STEWART ST	SENT TO CONTRACTOR TO M	WO Submitted	05/19/14		N
ENF 14-0212	1428 YOUNG ST	ADDED TO CONTRACTOR M	WO Submitted	05/19/14		N
ENF 14-0213	1415 YOUNG ST	PUT ON CONTRACTORS MO'	WO Submitted	05/19/14		N
ENF 14-0214	1407 YOUNG ST	CHECK IF MOWED	Resolved	05/19/14	06/12/14	Y
ENF 14-0215	506 MARTIN ST	LETTER SENT	Letter Sent	05/20/14		Y
ENF 14-0216	536 CORUNNA AV	REF TO DPW	Resolved	05/20/14	06/02/14	N
ENF 14-0223	221 W STEWART ST	GAVE TO CONTRACTOR	WO Submitted	05/21/14		VAC
ENF 14-0225	816 ALGER AV	GAVE TO CONTRACTOR	WO Submitted	05/21/14		N
ENF 14-0228	910 W STEWART ST	OWNER MOWED	Resolved	05/21/14	06/03/14	N
ENF 14-0229	952 W STEWART ST	OWNER MOWED	Resolved	05/21/14	06/03/14	N
ENF 14-0230	1600 W MAIN ST	LETTER SENT	Letter Sent	05/21/14		Y
ENF 14-0231	1205 N DEWEY ST	OWNER MOWED	Resolved	05/21/14	06/03/14	VAC
ENF 14-0232	1100 N DEWEY ST	OWNER MOWED	Resolved	05/21/14	06/03/14	N

# **Enforcements By Category**

06/12/14

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May, 2014

ENF 14-0235	308 OAKWOOD AV	CLOSED	Resolved	05/22/14	06/09/14	N
ENF 14-0236	222 CASS ST	CONTRACTOR TO MOW	WO Submitted	05/23/14		VAC
ENF 14-0237	752 N PARK ST	CLOSED	Resolved	05/23/14	05/30/14	VAC
ENF 14-0238	1230 N SHIAWASSEE ST	PUT ON CONTRACTORS MO'	WO Submitted	05/27/14		VAC
ENF 14-0240	618 N WASHINGTON ST	PUT ON CONTRACTORS MO'	CONTRACTOR TO MOW	05/28/14		VAC
ENF 14-0247	811 WEST ST	CLOSED	Resolved	05/28/14	06/09/14	VAC
ENF 14-0249	1511 YOUNG ST	CLOSED	Resolved	05/28/14	06/06/14	VAC
ENF 14-0250	930 JEROME AV	ADDED TO CONTRACTOR M	WO Submitted	05/28/14		N
ENF 14-0251	530 AMENT ST	LETTER SENT	Letter Sent	05/29/14		VAC
ENF 14-0253	937 KENWOOD DR	CLOSED	Resolved	05/29/14	06/06/14	Y
ENF 14-0254	1001 MEADOW DR	SENT TO CONTRACTOR TO M	WO Submitted	05/29/14		N
ENF 14-0255	702 GLENWOOD AV	PUT ON CONTRACTORS MO'	WO Submitted	05/29/14		Y
ENF 14-0256	410 S CHIPMAN ST	CLOSED	Resolved	05/29/14	06/06/14	N
ENF 14-0257	515 S CHIPMAN ST	CLOSED	Resolved	05/29/14	06/09/14	N
ENF 14-0258	706 JEROME AV	CLOSED	Resolved	05/29/14	06/06/14	N
ENF 14-0259	553 HARRISON AV	PUT ON CONTRACTORS MO'	WO Submitted	05/29/14		N
ENF 14-0260	804 WILTSHIRE DR	CLOSED	Resolved	05/29/14	05/30/14	Y
ENF 14-0261	208 N ELM ST	CLOSED	Resolved	05/29/14	06/06/14	Y
ENF 14-0262	915 CORUNNA AV	PUT ON CONTRACTORS MO'	WO Submitted	05/29/14		VAC
ENF 14-0263	222 N DEWEY ST	CHECK IF MOWED	Letter Sent	05/30/14		Y
ENF 14-0264	814 E KING ST	LETTER SENT	Letter Sent	05/30/14		N
ENF 14-0265	1711 FREDERICK ST	GAVE TO CONTRACTOR	WO Submitted	05/30/14		N
ENF 14-0266	921 NAFUS ST	CLOSED	Resolved	05/30/14	06/09/14	Y
ENF 14-0267	912 W MAIN ST	CLOSED	Resolved	05/30/14	06/09/14	VAC
ENF 14-0268	1445 W KING ST	SENT LETTER	Letter Sent	05/30/14		N
ENF 14-0269	903 GLENWOOD AV	LETTER SENT	Letter Sent	05/30/14		VAC
ENF 14-0270	902 GLENWOOD AV	LETTER SENT	Letter Sent	05/30/14		VAC

# **Enforcements By Category**

06/12/14

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May, 2014

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**Total Entries:** 46

## **MISC VEHICLE VIOL**

Enforcement Number	Address	Previous Status	Status	Filed	Closed	Rental
ENF 14-0183	721 N WATER ST	REF TO POLICE	Resolved	05/02/14	06/04/14	N

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**Total Entries:** 1

## **MISC.**

Enforcement Number	Address	Previous Status	Status	Filed	Closed	Rental
ENF 14-0197	526 HARRISON AV	REF TO RAU	Resolved	05/13/14	05/20/14	N
ENF 14-0218	517 FLETCHER ST	LETTER SENT	Resolved	05/20/14	06/02/14	N
ENF 14-0244	203 N CEDAR ST	REF TO POLICE	No Violation	05/22/14	05/29/14	Y

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**Total Entries:** 3

## **MULTIPLE VIOLATIONS**

Enforcement Number	Address	Previous Status	Status	Filed	Closed	Rental
ENF 14-0227	1205 N DEWEY ST	REF TO RAU	No Violation	05/21/14	05/27/14	VAC
ENF 14-0242	1307 MACK ST	REF TO FIRE DEPT	Resolved	05/28/14	05/28/14	Y
ENF 14-0252	1414 HERMAN ST	VERBAL NOTICE	Verbal Notice	05/29/14		N

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**Total Entries:** 3

## **ZONING**

Enforcement Number	Address	Previous Status	Status	Filed	Closed	Rental
ENF 14-0233	138 S CHIPMAN ST		No Violation	05/22/14	05/22/14	Y

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**Total Entries:** 1

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**Total Records: 94**

Total Pages: 5

# **Enforcements By Category**

06/12/14

6 / 6

May, 2014

## 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



Minutes of the **May 12, 2014**, regular meeting  
of the **Owosso Historical Commission** held  
at the Gould House, 7:00 p.m.

Members: Chairperson Joni Forster, members Kerry Baker, Sue Ludington, James Gutting, Lorraine Weckwert, Justin Parker, Elaine Greenway and Director Mitchell Speers

Members Absent: (1 vacancy)

Guests Present:

The meeting was called to order at 7:00 p.m. by Chairperson Forster, but there was no quorum.

7:04 Parker arrived, establishing a quorum.

Chairman Forster asked for approval of the agenda, Greenway moved to approve and seconded by Parker and accepted.

7:08 Weckwert arrived.

Chairman Forster proceeded to the approval of the minutes. Weckwert noted that she had been listed as present in error and asked for a correction. Director Speers noted the error and Parker moved to approve the minutes, seconded by Greenway and accepted.

The communications were brought to member's attention, with Parker questioning an entry from March of 2012. Director Speers agreed to look into it.

Director Speers updated members on several events and activities having taken place in the past month. Items included: the addition of internet service at the castle, inventory grant received, a second donor has come forward to purchase a moose head, installation of a water heater at the castle, and a visit from the Livingston Courier Questers were among the items noted.

Chairperson Forster directed members to updates of old business. Greenway discussed the Home Tour and updated members on progress. Greenway noted the success of ad sales and discussed the upcoming special committee meeting to discuss the budget.

Chairperson Forster noted that had been no update on the OHC Bylaws.

Ludington discussed her desire to have member Gutting move forward with a website and noted the importance of an online presence for the historical commission. Gutting demonstrated possible options for the site and Greenway moved to have Gutting and Speers develop a website. Ludington seconded and the motion passed.

~~Chairperson Forster~~ Greenway moved to have the Curwood Castle floors repaired and refinished by Dick Martin of Accent Hardwood Floors, Weckwert seconded and the motion passed.

Gutting updated members with regards to the former City Hall bell, noting that an A-frame support for the bell, on N. Chipman Road, was not available at this time. Parker and Gutting discussed the construction of a support for the bell and Parker motioned to have the bell displayed at the Woodard Station location, seconded by Greenway and carried.

Gutting made a motion to have the City Attorney look into the return of a carriage believed to have been removed from the OHC collection. Baker seconded the motion and the motion passed.

Motion by ~~Forster~~ Parker to adjourn the meeting at 8:37 p.m., seconded by Gutting.  
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Respectfully submitted,  
Mitchell Speers  
Secretary/Treasurer

**MINUTES  
REGULAR MEETING OF THE OWOSSO ZONING BOARD OF APPEALS  
CITY OF OWOSSO  
MAY 20, 2014 at 9:30 AM  
CITY COUNCIL CHAMBERS**

The meeting was called to order by Vice-Chairman Chris Eveleth at 9:31 a.m.

Roll call was taken by Recording Secretary Marty Stinson.

**MEMBERS PRESENT:** Vice-Chairman Christopher Eveleth, Secretary Daniel Jozwiak, Board Member William Wascher and Alternate John Horvath.

**MEMBERS ABSENT:** Chairperson Randy Horton, Board Member Kent Telesz and Alternate Matt Grubb.

**OTHERS PRESENT:** Ms. Susan Montenegro, Assistant City Manager and Director of Community Development; Mr. Charles P. Rau, Building Official; Mr. Kurt Mills, contractor for petitioner.

**AGENDA: IT WAS MOVED BY BOARD MEMBER WASCHER AND SUPPORTED BY BOARD MEMBER JOZWIAK TO APPROVE THE AGENDA OF THE MEETING OF MAY 20, 2014.  
YEAS: ALL. MOTION CARRIED.**

**MINUTES: IT WAS MOVED BY BOARD MEMBER JOZWIAK AND SUPPORTED BY BOARD MEMBER WASCHER TO APPROVE THE MINUTES OF THE MEETING OF DECEMBER 17, 2013 AS PRESENTED.  
YEAS: ALL. MOTION CARRIED.**

**COMMUNICATIONS:**

1. Staff memorandum
2. ZBA minutes from December 17, 2013
3. Variance request materials – 615 Third Street
4. Site map
5. Affidavit of notice

**COMMISSIONER/PUBLIC COMMENTS:** None.

**PUBLIC HEARINGS: VARIANCE REQUEST – 615 Third Street, # 2014-01**

The public hearing was opened at 9:33 am. There were no comments and the hearing was closed at 9:34 am.

The contractor for the applicants, Mr. Kurt Mills, was in attendance. Vice-chairman Chris Eveleth explained that the first item of business for a variance was to exam if a hardship for the property existed for this particular parcel of land.

Mr. Mills commented that there was not room for two vehicles in the current garage on the property. Board Member Wascher commented that this was recently purchased property and that the owners had truck(s) when they purchased the property. The garage request created reduced setbacks and would also create more than 25% lot coverage. He doesn't see a hardship.

**MOTION BY BOARD MEMBER JOZWIAK, SUPPORTED BY BOARD MEMBER HORVATH THAT THERE IS NO TRUE HARDSHIP AND THERE WOULD BE TOO MUCH LOT COVERAGE AND THAT THERE IS A MOTION TO FIND NO HARDSHIP**

**AYES: JOZWIAK, WASCHER, HORVATH, EVELETH**

**NAYS: NONE**

**MOTION CARRIED.**

Vice Chairman Eveleth advised Mr. Mills to contact the Building Official for some possible creative solutions to building a smaller garage.

**COMMISSIONER/PUBLIC COMMENTS:** None

**ADJOURNMENT:**

**MOTION BY BOARD MEMBER WASCHER, SUPPORTED BY BOARD MEMBER HORVATH TO  
ADJOURN AT 9:45 A.M.**

**YEAS: ALL. MOTION CARRIED.**

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Dan Jozwiak, Secretary

m.m.s

MINUTES FOR THE REGULAR MEETING  
**DOWNTOWN HISTORIC DISTRICT COMMISSION**  
MAY 21, 2014 at 6:00 p.m.  
COUNCIL CHAMBERS / CITY HALL

**MEETING WAS CALLED TO ORDER** at 6:00 p.m. by Chairperson Newman.

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

**MEMBERS PRESENT:** Chairperson Scott Newman; Vice-Chairperson Vincent Gonyou; Secretary Philip Hathaway; Commissioners James Eaton, and Gary Wilson.

**MEMBERS ABSENT:** Commissioners Lance Omer and Matthew Van Epps.

**OTHERS PRESENT:** Ms. Sarah Warren-Riley, Housing Program Manager; Ms. Susan Montenegro, Assistant City Manager and Director of Community Development; Mike Erfourth, building owner of 113-115 E. Main Street; Jeff Peltier, Architect for Mr. Erfourth.

**AGENDA APPROVAL:** Motion by Commissioner Eaton, supported by Commissioner Hathaway to approve the agenda for the meeting of May 21, 2014.

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

**MINUTES APPROVAL:** Motion by Commissioner Wilson supported by Commissioner Eaton to approve the minutes for April 16, 2014.

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

**COMMUNICATIONS:**

- 1) Staff Memorandum
- 2) Meeting minutes of April 16, 2014

**PUBLIC / BOARD COMMENTS:**

Chairman Newman commented that it was exciting to see all the work downtown with the facades and the upper stories as Owosso moves forward.

**PUBLIC HEARINGS:** None.

**ITEMS OF BUSINESS:**

1) 113 – 115 W. Main St. – Façade Renovation Application

Chairman Newman introduced Mike Erfourth and Jeff Peltier. Mr. Erfourth bought both buildings last year. There are four apartments on the second floor and two on the third floor. He is doing a complete demolition on the interior of the first floor. Corky Adams will be moving into 115 E. Main Street. He is removing the white façade and using the design that he submitted and giving the apartments their own façade. He is doing the doors and the windows.

The lamp studio at 113 will have the lamp studio sign removed and will come back to the commission when Mr. Erfourth is ready to work with the new sign. He is not doing the windows yet. He will be looking for façade grant dollars to do more later. Chairman Newman discussed the business door location with Erfourth. They are unable to locate clear historical photos so far. 115 cannot have a recessed door, but 113 will be recessed. The entrance to the 113 apartment is in the lamp studio. There will be no awnings right now.

**MOTION BY COMMISSIONER WILSON, SUPPORTED BY COMMISSIONER EATON THAT THE OWOSSO DOWNTOWN HISTORIC DISTRICT COMMISSION, FINDING THAT THE PROPOSED EXTERIOR IMPROVEMENTS AT 113 – 115 E. MAIN STREET MEET THE SECRETARY OF THE INTERIOR'S STANDARDS, AS WELL AS LOCAL STANDARDS, HEREBY DIRECTS STAFF TO ISSUE A CERTIFICATE OF APPROPRIATENESS FOR THE WORK AND BUILDING PERMIT APPLICATION**

*Approved June 18, 2014*

**AS APPLIED FOR AND ILLUSTRATED CONDITIONED UPON THE MAIN STREET RENDERING, AND MOVING THE DOOR TO THE CENTER.**

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

Further discussion involved the connection of the two buildings; the need to sprinkle both buildings; a rear entrance to 113; and parking at the rear of the building or leasing from a nearby city parking lot.

**BOARD / PUBLIC COMMENTS:** Commissioner Hathaway discussed sprinkler systems and various fires from Corunna, Byron and Owosso and how they spread to other buildings.

Mr. Erfourth commented on cameras and WiFi systems for fire protection.

Mr. Peltier stated that some of the attendees at the meeting were from his class.

**ADJOURNMENT:**

**MOTION BY COMMISSIONER HATHAWAY; SUPPORTED BY COMMISSIONER GONYOU TO ADJOURN THE MEETING AT 6:41 P.M.**

**YEAS ALL. MOTION CARRIED.**

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Phil Hathaway, Secretary

mms

REGULAR MEETING MINUTES  
OWOSSO DDA / MAIN STREET  
Council Chambers, City Hall  
June 4, 2014 – 7:30 am.

MEETING CALLED TO ORDER at 7:39 a.m. by Dave Acton.

ROLL CALL was taken by Secretary Alaina Kraus.

MEMBERS PRESENT: Chairman Dave Acton, Authority Members Dawn Gonyou, Bill Gilbert, Ken Cushman, Lance Omer, Secretary Alaina Kraus (7:41 am), and Treasurer James Demis

MEMBERS ABSENT: Authority Members Benjamin Frederick, Meredith Landino

OTHERS PRESENT: Josh Adams, DDA /Owosso Main Street Manager; Susan Montenegro, City of Owosso; Helen Granger, Press; Tom Manke; Mike Lenkert, Public Safety Chief

AGENDA:

MOTION BY AUTHORITY MEMBER DEMIS, SUPPORTED BY AUTHORITY MEMBER GONYOU TO APPROVE THE AGENDA FOR JUNE 4, 2014.

YEAS ALL. MOTION CARRIED.

MINUTES:

MOTION BY AUTHORITY MEMBER DEMIS, SUPPORTED BY AUTHORITY MEMBER GILBERT TO APPROVE THE MINUTES WITH MODIFICATION FOR THE MEETING OF MAY 7, 2014.

YEAS ALL. MOTION CARRIED.

PUBLIC / BOARD / STAFF COMMENTS:

Tom Manke shared a concern about recent parking events where he and others have been told downtown that the two hour parking is cumulative downtown, no matter whether they have moved their vehicle or not. His other concern is that he has been told that his customers can't park in front of his building from 3-6am. He has been told that they can park in the police parking lot, which is contrary to what he was told by the city council several years ago.

COMMITTEE UPDATES

1. Design – Authority Member Bill Gilbert

Fundraising is going on including mailers and most of the volunteers have begun. Baskets will be placed in prominent places like corners and moving brackets as needed. Wayfinding is in a holding pattern until there is additional funding since the capital fund is being applied to the DIG grant. Each sign is approximately \$1,000. Adams brought up sponsors with plaques in the signs themselves for the life of the insert. Montenegro already has one lined up for the first sign.

There are a few more work plans in process around mapping and photographing the downtown and its historic significance.

2. Economic Restructuring – Authority Member Omer

This month's meeting met about four work plans including welcome packets and the market study. Acton shared about working with the Rev Center and other groups to encourage and attract business.

3. Organization – Manager Adams

The IB work plans were submitted to the schools about a month and a half ago. Lance Little is going to be sharing those with all of the students to tell them that they can get their IB service hours in before the school year starts.

Frederick and Cushman had an additional meeting with Superintendant Tuttle about expanding the entrepreneurial program into junior and high school. She would like to have an initial plan for this ready by July 2.

4. Promotion – Manager Adams

The Tour Our Town event August 23<sup>rd</sup> has gone out to the press along with a more robust sidewalk sale including encouraging busking.

ITEMS OF BUSINESS:

4. OMS/DDA ANNUAL AUDIT APPROVAL (JIM DEMIS)

This is an agreement for the annual audit at the cost of \$2700.

MOTION BY AUTHORITY MEMBER GILBERT, SUPPORTED BY AUTHORITY MEMBER OMER FOR JIM DEMIS TO SIGN THE LETTER FOR THE ANNUAL AUDIT FOR \$2700. YEAS ALL. MOTION CARRIED.

3. LOOMIS LEGAL SERVICE APPROVAL

The tax credits for the Wesner Building will technically go to the DDA and then be turned over to the project for the Wesner Building project. As a part of this process there are legal documents that need to be signed by the DDA with fees to be paid by the Wesner project. Demis asked that the engagement letter have addition in the letter that all legal fees will be covered by the developer with his pre-agreement. This agreement is for Loomis to make sure that this is not in any conflict with the IRS.

MOTION BY AUTHORITY MEMBER DEMIS, SUPPORTED BY AUTHORITY MEMBER CUSHMAN TO AUTHORIZE DEMIS TO SIGN THE LETTER TO LOOMIS ON BEHALF OF THE DDA.

YEAS ALL. MOTION CARRIED.

1. CHECK REGISTER APPROVAL.

The LTGO bond payment for beautification of the streets was a large payment in this month's check register.



Acton verified that the bench support replacement is to fix a bench.

SEE BOARD PACKET FOR CHECK REGISTER

MOTION BY AUTHORITY MEMBER GILBERT, SUPPORTED BY AUTHORITY MEMBER KRAUS TO APPROVE THE CHECK REGISTER FOR MAY 2014 AS PRESENTED.  
YEAS ALL. MOTION CARRIED.

## 2. BUDGET REPORT.

Adams asked for a resolution to round up budget numbers to keep from being budget technically though the funds are there. Demis brought up that the budget can be reconciled by department, which means we are not over budget as the concern from Adams was at a line item level.

MOTION BY AUTHORITY MEMBER DEMIS, SUPPORTED BY AUTHORITY MEMBER GILBERT TO RECONCILE THE BUDGET BY DEPARTMENT.  
YEAS ALL. MOTION CARRIED.

## PUBLIC / BOARD / STAFF COMMENTS:

Demis shared that in the Independent on June 1<sup>st</sup> the Armory project is still working on the funding and the future TIF money to fund the DIG grant matching funds. Montenegro said that the city is aware of this and is working on a Plan B if the Armory project should fall through.

Kraus left (8:24 am)

Tom Manke further shared his previous concerns being told that his customers can't park in front of his building from 3-6am. He has been told that they can park in the police parking lot, which is contrary to what he was told by the city council several years ago. Acton told Mr. Manke that a Downtown Parking Sub-Committee is being formed to address many of the downtown parking issues. Mr. Manke stated that forming a sub-committee might address the long-term issues of parking, however, it will not address his immediate concerns of his customers being able to park in front of his building from 3-6am.

MOTION MADE BY AUTHORITY MEMBER DEMIS, SUPPORTED BY AUTHORITY MEMBER CUSHMAN TO ADJOURN AT 8:54 AM.  
YEAS ALL. MOTION CARRIED.

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Alaina Kraus, Secretary

Minutes of the **June 9, 2014**, regular meeting  
of the **Owosso Historical Commission** held  
at the Curwood Castle, 7:00 p.m.

Members: Chairperson Joni Forster, Kerry Baker, Sue Ludington, James Gutting, Lorraine Weckwert, Justin Parker and Director Mitchell Speers

Members Absent: (1 vacancy)

Guests Present: Don Crawford

The meeting was called to order at 7:00 p.m. by Chairperson Forster, but there was no quorum.

7:03 Ludington and Gutting arrived, establishing a quorum.

7:05 Weckwert arrived.

Chairman Forster turned to the agenda, with several members making additions. Forster asked for approval of the agenda with additions, Weckwert moved to approve, seconded by Gutting and accepted.

Chairman Forster proceeded to the approval of the minutes with corrections. Director Speers noted the errors and Parker moved to approve the minutes, seconded by Ludington and accepted.

City Manager, Don Crawford, discussed the DIG project and showed members proposed plans for the Curwood Park area. Crawford informed member that the June 1<sup>st</sup> ground breaking date had been extended and several members asked questions. Question topics included: storm runoff, a rain garden, lighting and the river bank wall.

The communications were brought to member's attention and Chairperson Forster noted the castle wages and the need to increase income. Weckwert discussed how events could help in this area and a Curwood 5k run was suggested.

Director Speers updated members on several events and activities that had taken place in the past month. Items included: donations of a Curwood dish set and the offer of a Curwood desk, the upcoming TOT event featuring the film "Spellbound", addition of a new phone and printer at the castle, the hanging of the castle banners and problem with the banners, the announcement to begin the refinishing castle floors, and that the updated furnace installation estimate for the Gould House had been received.

After reviewing the furnace bid, member Parker noted his concern with the cost of installation of the lower level "library" furnace, moved to decline the offer and to proceed with the original estimate from Brown's Plumbing & Heating for 3 new furnaces and an air condition unit for the lower level, with a total cost of \$9,800.00. Motion was seconded by Baker and passed.

The banners were also discussed and members noted their desire to have a boarder added to the banners, which were too short to hang properly from the park light poles. Director Speers agreed to contact Agnew Graphics regarding the correction.

Chairperson Forster directed members to updates of old business. With Greenway absent, Forster directed the discussion of the Home Tour to member Ludington. Ludington informed members that the focus of the tour had been changed to the "down town" area and listed several businesses that will be featured during the tour.

Forster noted that there had still been no update to the bylaws.

Gutting discussed the website, with Speers and Gutting agreeing to look into the cost of maintaining a website.

Director Speers agreed to put out a press release, noting the closing of Curwood Castle from July 21, 2014 to August 2, in order to have the floors refinished.

Members Gutting and Parker discussed the former city hall bell and designs for making a wooden A-frame to support the bell.

Weckwert discussed the bench outside of the castle and noted the possibility of coordinating with the Splash Park construction, in order to have a cement pad poured under the castle bench. Director Speers agreed to see if this could be arranged.

Purchase of the moose head was discussed and member Parker noted that, as it was now certain that the moose head in question would fit into the castle, that members should proceed with the purchase of a moose head. Parker moved to have Director Speers purchase the moose head from eBay, using two donations given specifically for this purchase (a \$1,000 gift and a \$2,100 gift). The purchase price of this moose head is \$2,500, plus a shipping fee of \$600, for a total of \$3,100.00. Motion was seconded by Ludington and passed.

Chairperson Forster brought up the budget and noted that the fiscal year would close at the end of the month. Director Speers agreed to get members the latest numbers in order to know what is left in the current budget.

Progress with Woodard Station was discussed, with member Weckwert noting that the OHC intern could be more involved and asked Director Speers to increase his supervision and involvement.

Chairperson Forster turned the floor over to member Parker, who with regret, proceeded to read his resignation letter to the Commission members.

Display of the Hoskins painting was discussed and Director Speers agreed to look into having DPW assist with this.

The need for updates to the Home Tour website was brought to member's attention

Director Speers discussed the Footbridge Plaque project and the problem with getting in touch with Jerry Voight. Ludington recommended reaching out to the Director of the OCP for contact information. Speers also discussed the completion of new steps for the Woodard Paymaster building and the need to still have steps replaced at the Comstock Cabin. This was followed by an update of the honey bee problem at the Gould House. Members were informed that Dave Anthony had been contacted.

Ludington discussed her review of the Fall apartment at the Gould House, noting that she found limited maintenance issues. She also noted that the Crawford apartment would be reviewed soon.

Chairperson Forster directed members to new business, with a new sign for the castle topping the agenda. Weckwert shared details regarding a sign display which will attach to our existing light pole. A question was raised in regards to possible insurance monies available from the damaged sign and director Speers agreed to look into it. Baker motioned to purchase the sign arm as described by Weckwert for up to \$500, seconded by Ludington and passed.

Removal of unnecessary items from Curwood Castle was discussed and Weckwert moved to proceed with the removal of these items, seconded by Baker and passed. Speers agreed to look into the removal or permanent donation of the Farner table in the basement.

The Gould House gardens were discussed next, with member Weckwert sharing an estimate of \$510.00 from Crooked Tree Nursery for the removal of several ivy and grass. Baker moved to have Crooked Tree remove these items and Gutting seconded. Motion carried.

Members discussed the possible use of the Gould House barn as a wedding setting and asked for this to be marketed as such through a press release.

The announcement of member Weckwert to the acquisitions committee was made and as Chair of the 2015 Historic Home Tour.

Weckwert discussed the desire to purchase material for the Curwood Castle valances and tie backs. Ludington moved to have no more than \$850.00 from restricted funds used to make this acquisition, seconded by Baker and passed.

Commissioners were informed that they would receive notification to complete the Director's 6 month evaluation.

Motion by Weckwert to adjourn the meeting at 9:24 p.m. and seconded by Gutting.

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Respectfully submitted,  
Mitchell Speers  
Secretary/Treasurer

**MINUTES**  
**REGULAR MEETING OF THE OWOSSO ZONING BOARD OF APPEALS**  
**CITY OF OWOSSO**  
**JUNE 17, 2014 at 9:30 AM**  
**CITY COUNCIL CHAMBERS**

The meeting was called to order by Chairman Randy Horton at 9:30 a.m.

Roll call was taken by Recording Secretary Marty Stinson.

**MEMBERS PRESENT:** Chairman Randy Horton, Vice-Chairman Christopher Eveleth, Secretary Daniel Jozwiak, Board Member William Wascher and Alternate Matt Grubb.

**MEMBERS ABSENT:** Board Member Kent Telesz; Alternate John Horvath arrived, but was not needed to make quorum and left the meeting.

**OTHERS PRESENT:** Ms. Susan Montenegro, Assistant City Manager and Director of Community Development; Mr. Charles P. Rau, Building Official; Mr. Dave Wakeland, petitioner and owner of 109 Corunna Avenue.

**AGENDA: IT WAS MOVED BY BOARD MEMBER EVELETH AND SUPPORTED BY BOARD MEMBER WASCHER TO APPROVE THE AGENDA OF THE MEETING OF JUNE 17, 2014.**  
**YEAS: ALL. MOTION CARRIED.**

**MINUTES: IT WAS MOVED BY BOARD MEMBER EVELETH AND SUPPORTED BY BOARD MEMBER JOZWIAK TO APPROVE THE MINUTES OF THE MEETING OF MAY 20, 2014 AS PRESENTED.**  
**YEAS: ALL. MOTION CARRIED.**

**COMMUNICATIONS:**

1. Staff memorandum
2. ZBA minutes from May 20, 2014
3. Variance request application & materials – 109 Corunna Avenue
4. Correspondence
5. Affidavit of notice

**COMMISSIONER/PUBLIC COMMENTS:** None.

**PUBLIC HEARINGS: VARIANCE REQUEST – 109 Corunna Avenue, # 2014-02**

There was no public in attendance for the public hearing. One phone call was received and noted that she had no objections to the sign variances.

Mr. Dave Wakeland, petitioner for the variance noted that the sign touches the sidewalk on both Washington and Corunna Avenue and was formerly a rotating sign. At one time he could no longer find parts so then the sign was welded in place at a 45 degree angle so it was visible from both Washington and Corunna Avenue. It now needs a new pole for structural and safety reasons.

**MOTION BY BOARD MEMBER EVELETH, SUPPORTED BY BOARD MEMBER JOZWIAK THAT AFTER REVIEWING THE CASE FOR 109 CORUNNA AVENUE, PARCEL NUMBER 050-651-020-014-00 APPROVES THE TWO INCH VARIANCE FOR THE POLE TO REMAIN IN THE EXISTING BASE.**  
**AYES: JOZWIAK, WASCHER, GRUBB, EVELETH AND HORTON**  
**NAYS: NONE**  
**MOTION CARRIED.**

**MOTION BY BOARD MEMBER EVELETH, SUPPORTED BY BOARD MEMBER WASCHER THAT AFTER REVIEWING THE CASE FOR 109 CORUNNA AVENUE, PARCEL NUMBER 050-651-020-014-00 APPROVES THE TEN FOOT SETBACK VARIANCE.**  
**AYES: JOZWIAK, WASCHER, GRUBB, EVELETH AND HORTON**

**NAYS: NONE**  
**MOTION CARRIED.**

**COMMISSIONER/PUBLIC COMMENTS:**

Chairman Horton appreciates what Mr. Wakeland has done on this corner.

**ADJOURNMENT:**

**MOTION BY BOARD MEMBER EVELETH, SUPPORTED BY BOARD MEMBER WASCHER TO  
ADJOURN AT 9:53 A.M.**

**YEAS: ALL. MOTION CARRIED.**

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Dan Jozwiak, Secretary

m.m.s

MINUTES FOR THE REGULAR MEETING  
**DOWNTOWN HISTORIC DISTRICT COMMISSION**  
JUNE 18, 2014 at 6:00 p.m.  
COUNCIL CHAMBERS / CITY HALL

**MEETING WAS CALLED TO ORDER** at 6:02 p.m. by Chairperson Newman.

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

**MEMBERS PRESENT:** Chairperson Scott Newman; Vice-Chairperson Vincent Gonyou; Secretary Philip Hathaway (arrived 6:03 p.m.); Commissioners Matthew Van Epps and Gary Wilson.

**MEMBERS ABSENT:** Commissioners Lance Omer and James Eaton.

**OTHERS PRESENT:** Mr. Josh Adams, Owosso Main Street Manager; Ms. Susan Montenegro, Assistant City Manager and Director of Community Development; Mr. Dale Hill, President of the First Congregational Church Council; Mr. Dave Chrenka, Board Member of the Congregational Church Maintenance Committee.

**AGENDA APPROVAL:** Motion by Commissioner Gonyou, supported by Commissioner Van Epps to approve the agenda for the meeting of June 18, 2014.

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

**MINUTES APPROVAL:** Motion by Commissioner Wilson, supported by Commissioner Gonyou to approve the minutes for May 21, 2014.

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

6:03 p.m., Commissioner Hathaway arrived.

**COMMUNICATIONS:**

- 1) Staff Memorandum
- 2) Meeting minutes of May 21, 2014

**PUBLIC / BOARD COMMENTS:** None

**PUBLIC HEARINGS:** None.

**ITEMS OF BUSINESS:**

1) 327 N Washington – Window Cladding Application

Chairman Newman introduced the application for the window at the church to be clad in aluminum. Mr. Dale Hill, President of the First Congregational Church Council, and Dave Chrenka, member of the church maintenance committee were present. They explained this was only one window frame of several on that side that was not already aluminum clad. The wood frame is deteriorated and they don't want to disturb the leaded glass window. The remaining wood on the interior will remain the same.

**MOTION BY COMMISSIONER HATHAWAY, SUPPORTED BY COMMISSIONER VAN EPPS THAT THE OWOSSO DOWNTOWN HISTORIC DISTRICT COMMISSION, FINDING THAT THE PROPOSED EXTERIOR IMPROVEMENTS AT 327 N. WASHINGTON STREET DOES NOT MEET THE SECRETARY OF THE INTERIOR'S STANDARDS, AND IS INAPPROPRIATE FOR THE DISTRICT HEREBY DIRECTS STAFF TO ISSUE A NOTICE TO PROCEED FOR THE WORK,**  
**YEAS: ALL. MOTION WAS PASSED.**

**BOARD / PUBLIC COMMENTS:** Josh Adams, Owosso Main Street Manager, was introduced to the board.

**ADJOURNMENT:**

**MOTION BY COMMISSIONER VAN EPPS; SUPPORTED BY COMMISSIONER WILSON TO ADJOURN  
THE MEETING AT 6:12 P.M.  
YEAS ALL. MOTION CARRIED.**

mms

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Phil Hathaway, Secretary



**Minutes  
Regular Meeting of the Parks & Recreation Commission  
Council Chambers, City Hall  
June 23, 2014 – 6 p.m.**

**Call to order:** The meeting was called to order at 6:03 p.m. by Chairman Espich.

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

**Roll Call:** Taken by Recording Secretary Marty Stinson.

**Members Present:** Chairman Michael Espich; Vice-Chairman Jeff Selbig; Commissioners Tim Alderman and Nikki Hathaway.

**Members Absent:** Commissioner Kristen Woodbury.

**Others Present:** Ms. Susan Montenegro, Assistant City Manager and Director of Community Development; Ms. Mary Shi, a graduate from Yale University and a Cook Foundation Owosso Fellow.

**Approve Agenda for June 23, 2014 meeting:**

A motion to approve the agenda for June 23, 2014 meeting was made by Commissioner Hathaway and supported by Commissioner Alderman with the addition of a business item requested by Rick Morris regarding the Skateboard Park.

Ayes: all. Motion carried.

**Approve Minutes from May 23, 2014 meeting:**

A motion to approve the minutes from the May 23, 2014 meeting was made by Commissioner Alderman and supported by Commissioner Hathaway with one correction that Liam Hathaway thought the parks were “pretty good”.

Ayes: all. Motion carried.

**Public Comments:** None

**Board Comments:**

Ms. Susan Montenegro, Assistant City Manager and Director of Community Development, introduced Ms. Mary Shi, a graduate from Yale University and a Cook Foundation Owosso Fellow.

Chairman Espich asked about the status of the Bark Park clean-up. Commissioner Selbig stated that it is cleaned up and mostly just needs trimming along the fence. The Chairman has a weed whip if someone will hold up the fence as it is worked on, he could do it. It was also suggested that a pet friendly grass killer be applied at the fence line.

Ms. Montenegro has not heard from anyone about the disc golf. Chairman Espich suggested that no decisions be made at this time. Mayor Frederick is talking with some people about the cemetery property.

Discussion about the possible \$5,000 expenditure line item for the Parks and Recreation Commission netted that it would still have to be approved by council to be disbursed. The commission understands

that, but still would like some discretionary funds. An example would be to direct some money towards the disc golf installation at Rosevear Park.

Ms. Montenegro noted that the check has been issued to Mr. Daniel Vargas for the bike rack, but it has not been installed yet at Bentley Park. Chairman Espich will follow-up on that.

**Communications:**

1. Staff memorandum
2. May 27, 2014 minutes

**Business:**

**1. Promoting Active Communities (PAC) Assessment Update**

Chairman Espich noted that he, Commissioner Woodbury, and Ms. Montenegro met and worked on this assessment. Ms. Mary Shi also worked on it as well. It should be done before July 15. Ms. Montenegro noted that the last self-assessment was in 2009 when the city got an award.

Ms. Shi continued that Shiawassee County is becoming a “Shining Star” and can be a check mark on future grant applications.

**2. Skate Park Pad**

Commissioner Alderman stated that he received an e-mail from Rick Morris. The city installed a skate Park with ramps and jumps. Per Mr. Morris, the ramps have sunk into the asphalt and are dangerous. The Iron Wheels Club is willing to donate funds towards fixing this if the city will tear out the asphalt and install concrete instead. A construction company was mentioned that will donate the labor and a company was mentioned that will donate the concrete at cost. The Iron Wheels wants the Parks and Recreation Commission to recommend to the city to tear out the asphalt and install the concrete. Commissioner Alderman has no opinion; he is just conveying the message. The Iron Wheels have about \$5,000 to donate and they are tired of the situation.

Chairman Espich recalled that about two years ago, Rick Morris stated the same to Mr. Zettel at a 50% co-pay situation. Ms. Montenegro said she could look into the situation to see if they can get further funding. She would also check into the liability. She also mentioned looking into other locations to help keep the skateboarders away from the downtown area.

Chairman Espich noted that the Iron Wheels and Mr. Morris should be aware that the Parks and Recreation Commission is only an advisory group.

**Motion by Commissioner Alderman, supported by Commissioner Selbig to recommend the city develop a plan to make the skate park safe with a contribution of labor and material as soon as possible using funds from the Iron Wheels with matching funds from the city and the skate park is to be inspected immediately by the city for safety.**

**Ayes all. Motion carried.**

**3. Safe Routes 2 Schools Discussion**

Ms. Mary Shi discussed this federal program to encourage bike, walk and roll to school. This program offers funds for infrastructure such as sidewalks and non-infrastructure such as education about road rules for six schools in the community. This is a year long application project with construction taking up to three to four years.

Commissioner Alderman thinks this is a terrific program. Right now you see so many people on bikes not riding them correctly in traffic. The education piece is important.

Ms. Shi said it will be educating the community also. Ms. Montenegro said this is about \$1.25 million in infrastructure which can also assist others than just students in the community. Ms. Shi has spoken with the RESD; school principals; Mike Ash; Ms. Montenegro and others to establish a committee. The process from grant submission to acceptance will take about three months. Ms. Montenegro noted this is not a competitive bid. The regional coordinator will work with the city to help make it the best “rolling” grant.

**Public / Board Comments:**

Ms. Montenegro noted that there were some problems with the new splash pad with kids trying to pack mud and sticks into the spray nozzles. The city is now trying to create an agreement with the YMCA to have them oversee and check the splash pad daily.

**Adjournment:**

**A motion to adjourn the meeting was made by Commissioner Alderman and was supported by Commissioner Selbig. The meeting adjourned at 6:53 p.m.**

**Ayes: all. Motion carried.**

mms

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Susan Montenegro, Secretary

**MINUTES  
REGULAR MEETING OF THE OWOSSO PLANNING COMMISSION  
Council Chambers, City Hall  
June 23, 2014 – 7:00 pm**

**CALL TO ORDER:** Meeting was called to order at 7:00 p.m. by Chairman William Wascher.

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

**ROLL CALL:** Roll Call was taken by Recording Secretary Marty Stinson.

**MEMBERS PRESENT:** Chairman William Wascher, Vice-Chairman Frank Livingston, Secretary Tom Kurtz, Commissioners Mike O'Leary, Thomas Taylor, and Craig Weaver .

**MEMBERS ABSENT:** Commissioners David Bandkau, Brent Smith, and Randy Woodworth.

**OTHERS PRESENT:** Susan Montenegro, Assistant City Manager and Director of Community Development; Mary Shi, Cook Foundation Owosso Fellow and Yale University graduate.

**AGENDA APPROVAL:**

**MOTION BY COMMISSIONER LIVINGSTON, SUPPORTED BY COMMISSIONER WEAVER TO APPROVE THE AGENDA FOR JUNE 23, 2014.  
YEAS ALL. MOTION CARRIED.**

**MINUTES APPROVAL:**

**MOTION BY COMMISSIONER KURTZ, SUPPORTED BY COMMISSIONER LIVINGSTON TO APPROVE THE MINUTES OF THE MEETING OF MAY 27.  
YEAS ALL. MOTION CARRIED.**

**COMMUNICATIONS:**

1. Staff memorandum
2. PC minutes from May 27, 2014
3. Safe Routes 2 School (SR2S Mini Packet)

**COMMISSIONER / PUBLIC COMMENTS: NONE**

**PUBLIC HEARING: NONE**

**SITE PLAN REVIEW: NONE**

**BUSINESS ITEMS: NONE**

**ITEMS OF DISCUSSION: SAFE ROUTES 2 SCHOOL**

Ms. Susan Montenegro, Assistant City Manager and Director of Community Development, introduced Ms. Mary Shi, a Cook Foundation Owosso Fellow and a graduate from Yale University. She explained the concepts of the Safe Routes 2 School program which is a federal program administered by MDOT and has the potential to bring in up to \$200,000 for infrastructure projects for each of five schools and \$8,000 for non-infrastructure projects for each school. The application process takes about one year and then the rest of the project can take about three to four years. There is no deadline – just until the federal money runs out.

Ms. Montenegro would like the Planning Commission to be involved with looking into the sidewalk planning, etc.

Commissioner O'Leary noted that it is a state law that there is to be no sidewalk bike riding in residential or downtown areas. The city just doesn't enforce it in residential areas.

Ms. Montenegro commented that will have to address / promote this as a safe town to get parental buy-in by:

1. Sending out flyers.
2. Making a safe environment.
3. Parents walking with groups of children.
4. Doing surveys to pinpoint parents' concerns.
5. Creating remote drop off sites to alleviate congestion at school entrances.

She continued by saying that the schools are very interested in the project. Commissioner O'Leary questioned the results when the money ends. It was noted that this is a one-time deal. This is not to have reoccurring expenses.

The Commission responded positively to the presentation and is willing to assist with the program. Commissioner Kurtz also suggested that alleys be marked on the sidewalks in some manner as he and his wife were almost hit one time on the sidewalk by someone speeding from an alley.

**COMMISSIONER / PUBLIC COMMENTS:**

Chairman Wascher asked when the East Main Street rezoning was going to the Council. Ms. Montenegro replied in July. Commissioner Taylor commented that he just got his notice in today's mail.

Ms. Montenegro said that the Wireless Tower ordinance has gone to the city attorney for review, and then she will e-mail it to the board members. Then it goes to the Council in July.

Commissioner Kurtz mentioned that the Commission should start working on the M-71 rezoning next.

**ADJOURNMENT:**

**MOTION BY COMMISSIONER KURTZ, SUPPORTED BY COMMISSIONER TAYLOR, TO ADJOURN AT 7:43 P.M.**

**YEAS ALL. MOTION CARRIED.**

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Tom Kurtz, Secretary

mms