

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MONDAY, OCTOBER 05, 2020
7:30 P.M.**

Virtual Meeting

AGENDA

OPENING PRAYER:

PLEDGE OF ALLEGIANCE:

ROLL CALL:

APPROVAL OF THE AGENDA:

APPROVAL OF THE MINUTES OF REGULAR MEETING OF SEPTEMBER 21, 2020:

ADDRESSING THE CITY COUNCIL

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

PROCLAMATIONS / SPECIAL PRESENTATIONS

None.

PUBLIC HEARINGS

None.

CITIZEN COMMENTS AND QUESTIONS

CITY MANAGER REPORT

1. Project Status Report

CONSENT AGENDA

1. Proposed Special Assessment District No. 2020-01 - Hazards and Nuisances. Authorize Resolution No. 1 setting a public hearing for Monday, October 19, 2020 to receive citizen comment regarding proposed Special Assessment District No. 2020-01, Hazards and Nuisances, as it relates to unpaid costs incurred in the altering, repairing, tearing down, abating or removing of hazards and nuisances.

2. Boards and Commissions Appointments. Approve the following Mayoral Boards and Commissions appointments:

Name	Board/Commission	Term Expires
Elaine Greenway*	Parks & Recreation Commission	06-30-2022
Jeff Selbig*	Parks & Recreation Commission	06-30-2022
Paula Alexander	Parks & Recreation Commission	06-30-2022

ITEMS OF BUSINESS

None.

COMMUNICATIONS

1. Cheryl A. Grice, Finance Director. Revenue & Expenditure Report – August 2020.
2. Downtown Development Authority/Main Street. Minutes of September 2, 2020.
3. WWTP Review Board. Minutes of September 22, 2020.
4. Parks & Recreation Commission. Minutes of September 23, 2020.

NEXT MEETING

Monday, October 19, 2020

BOARDS AND COMMISSIONS OPENINGS

Brownfield Redevelopment Authority – County Representative – term expires 06-30-2020
 Building Board of Appeals – Alternate - term expires June 30, 2022
 Building Board of Appeals – Alternate - term expires June 30, 2021
 Brownfield Redevelopment Authority – term expires June 30, 2022

ADJOURNMENT

The City of Owosso will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio recordings of printed materials being considered at the meeting, to individuals with disabilities at the meeting/hearing upon seventy-two (72) hours notice to the City of Owosso. Individuals with disabilities requiring auxiliary aids or services should contact the City of Owosso by writing, calling, or emailing the following: Owosso City Clerk’s Office, 301 West Main Street, Owosso, MI 48867; Phone: (989) 725-0500; Email: city.clerk@ci.owosso.mi.us. The City of Owosso Website address is www.ci.owosso.mi.us.

PLEASE TAKE NOTICE THAT THE FOLLOWING MEETING WILL BE A VIRTUAL MEETING

The Owosso City Council will conduct a virtual meeting October 5, 2020 that is consistent with Gov. Gretchen Whitmer's executive directive regarding public meetings during the COVID-19 pandemic.

**OWOSSO CITY COUNCIL
Monday, October 5, 2020
at 7:30 p.m.**

The public may attend and participate in public comment.

- **Join Zoom Meeting:**
<https://us02web.zoom.us/j/85449599363?pwd=eTVFZzFJVFlxcEt5T3JjRE9rOEE3UT09>
- **Meeting ID: 854 4959 9363**
- **Password: 031549**
- **One tap mobile**
 - +13126266799,,85449599363#,,,,,0#,,031549# US (Chicago)
 - +16465588656,,85449599363#,,,,,0#,,031549# US (New York)
- **Dial by your location**
 - +1 312 626 6799 US (Chicago)
 - +1 646 558 8656 US (New York)
 - +1 301 715 8592 US (Germantown)
 - +1 346 248 7799 US (Houston)
 - +1 669 900 9128 US (San Jose)
 - +1 253 215 8782 US (Tacoma)
- **For video instructions visit:**
 - o Signing up and Downloading Zoom <https://youtu.be/qsy2Ph6kSf8>
 - o Joining a Zoom Meeting <https://youtu.be/hlkCmbvAHQQ>
 - o Joining and Configuring Audio and Video <https://youtu.be/-s76QHshQnY>
- **Helpful notes for participants:** [Helpful Hints](#)
- **Meeting packets are published on the City of Owosso website** <http://www.ci.owosso.mi.us>

Any person who wishes to contact members of the City Council to provide input or ask questions on any business coming before the Council on October 5, 2020 may do so by calling or e-mailing the City Clerk's Office prior to the meeting at (989)725-0500 or city.clerk@ci.owosso.mi.us. Contact information for individual Council members can be found on the City website at: <http://www.ci.owosso.mi.us/Government/City-Council>

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WARNING: According to the State Attorney General, interrupting a public meeting in Michigan with hate speech or profanity could result in criminal charges under several State statutes relating to Fraudulent Access to a Computer or Network (MCL 752.797) and/or Malicious Use of Electronics Communication (MCL 750.540). Per the US Attorney for Eastern Michigan, Federal charges may include disrupting a public meeting, computer intrusion, using a computer to commit a crime, hate crimes, fraud, or transmitting threatening communications.

City of Owosso related meetings are being monitored and violations of statutes will be prosecuted.

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MINUTES OF SEPTEMBER 21, 2020
7:30 P.M.
VIRTUAL MEETING**

PRESIDING OFFICER: MAYOR CHRISTOPHER T. EVELETH

OPENING PRAYER: COUNCILMEMBER JEROME C. HABER

PLEDGE OF ALLEGIANCE: MAYOR PRO-TEM SUSAN J. OSIKA

PRESENT: Mayor Christopher T. Eveleth, Mayor Pro-Tem Susan J. Osika, Councilmembers Loreen F. Bailey (7:38 p.m.), Janae L. Fear, Jerome C. Haber, Daniel A. Law, and Nicholas L. Pidek.

ABSENT: None.

APPROVE AGENDA

Motion by Councilmember Pidek to approve the agenda with the following addition to Items of Business:

2. Trunkline Manhole Rehabilitation.

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

APPROVAL OF THE MINUTES OF REGULAR MEETING OF SEPTEMBER 8, 2020

Motion by Mayor Pro-Tem Osika to approve the Minutes of the Regular Meeting of September 8, 2020 as presented.

Motion supported by Councilmember Haber and concurred in by unanimous vote.

PROCLAMATIONS / SPECIAL PRESENTATIONS

None.

PUBLIC HEARINGS

Ordinance Amendment – Chapter 2, Administration

The proposed amendment would allow Parks & Recreation Commission members to live outside the City limits.

City Manager Nathan R. Henne explained that the request came from the Parks & Recreation Commission after they had a series of meetings pre-COVID where they failed to reach a quorum. He said the requirement that members live in within the City limits causes problems and the Commission would like their membership to mirror that of the Historical Commission. Good ideas are coming out of the Commission, but they need a quorum to make those things happen.

Mayor Eveleth echoed City Manager Henne's comments saying this board has struggled with quorum issues for quite some time and he supported the idea of allowing people that care about the subject to participate, even if they don't live in the City.

A public hearing was conducted to receive citizen comment regarding the proposed amendment to Chapter 2, Administration, Section 2-242, *Members; appointment, terms, voting, officers*, of the Code of Ordinances of the City of Owosso.

The following person commented regarding the proposed amendment:

Mike Cline, 204 Stratford Drive, said he was strongly against this idea as City residents pay taxes for parks & recreation programming and this amendment would open the commission up to people that do not pay taxes here.

Mayor Eveleth indicated that the reason he is comfortable with the proposed amendment is because the Commission only makes recommendations to City Council. They cannot spend money without City Council approval. He further indicated that the Historical Commission also collects a millage and it allows its board members to come from outside the City limits.

Councilmember Pidek seconded Mayor Eveleth's comments, pointing out that Carol Vaughn has been a big part of the Historical Commission despite the fact that she lives out of town.

Mayor Eveleth further pointed out that voters have to decide to raise taxes and the Council has to decide to put a millage question on the ballot.

Councilmember Fear noted that this commission has had difficulty for years getting a quorum and she supports the idea of allowing community members to serve.

Whereas, the Council, after due and legal notice, has met and having heard all interested persons, motion by Councilmember Pidek that the following ordinance be adopted:

ORDINANCE NO. 812

**TO AMEND CHAPTER 2, ADMINISTRATION,
ARTICLE IV, BOARDS AND COMMISSIONS,
DIVISION 3, PARKS AND RECREATION COMMISSION**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has a Parks and Recreation Commission to provide quality park and recreation opportunities based upon cost, efficiency and community need; and

WHEREAS, the Parks and Recreation Commission is currently made up of 7 members and all members of the Commission must be city residents; and

WHEREAS, it is the desire of the Parks and Recreation Commission to allow members to live outside the city limits; and

WHEREAS, a public hearing was held and all interested parties were heard.

NOW THEREFORE BE IT RESOLVED THAT THE CITY OF OWOSSO ORDAINS:

SECTION 1. AMENDMENT. That Chapter 2, Administration, Article IV, *Boards and Commissions*, Division 3, *Parks and Recreation Commission*, Section 2-242. *Members; appointment, terms, voting, officers* shall be amended as follows:

Sec. 2-242. - Members; appointment, terms, voting, officers.

- (a) The members of the parks and recreation commission shall consist of seven (7) members appointed by the mayor and approved by the council. The mayor or the designee of the mayor, with council approval, shall be an ex-officio member of the commission.
- (b) The seven (7) members shall have terms of two (2) years. The first appointment of the seven (7) members shall be staggered so that three (3) members are appointed for a one-year term and four (4) members shall be appointed to two-year terms. Thereafter each appointment of a member shall be for a two-year term unless it is an appointment to fill a vacancy in office that occurs prior to completion of a term. The ex-officio member of the commission shall serve for an indefinite term at the pleasure of the mayor.
- (c) Each member shall be entitled to one (1) vote. The ex-officio member shall not have a vote. Any action shall require a majority vote of the members present at a meeting constituting a quorum. A quorum shall consist of at least four (4) members.

SECTION 2. AVAILABILITY. This ordinance may be purchased or inspected in the city clerk's office, Monday through Friday between the hours of 9:00 a.m. and 5:00 p.m.

SECTION 3. EFFECTIVE DATE. This amendment shall become effective October 12, 2020.

Motion supported by Councilmember Law.

Roll Call Vote.

AYES: Councilmember Pidek, Mayor Pro-Tem Osika, Councilmembers Law, Bailey, Haber, Fear, and Mayor Eveleth.

NAYS: None.

CITIZEN COMMENTS AND QUESTIONS

Eddie Urban, 601 Glenwood Avenue, said he was helping to give away free face shields from the Shiawassee County United Way. There are 5,000 shields to give away.

Mike Cline, 204 Stratford Drive, said he had inquired in the Building Department about the lack of a permit for the construction of a fence at a home near his. He said he had been told the Building Office was aware of the construction but didn't have the opportunity to follow up on it. Mr. Cline asked why the homeowner was allowed to put up a fence without a permit.

Tom Manke, 2910 W. M-21, attempted to make comments but the phone connection was very poor and his comments were unintelligible.

Mayor Eveleth said that he knows the Building Department is extremely overwhelmed with the back log due to the COVID shutdown. He asked that someone look into the matter about the fence.

City Manager Henne noted that the Building Department has had some trouble with permits expiring while the quarantine was going on.

CONSENT AGENDA

Motion by Councilmember Bailey to approve the Consent Agenda as follows:

Boards and Commissions Appointments. Approve the following Mayoral Boards and Commissions appointments:

Name	Board/Commission	Term Expires
Josh Ardelean	DDA/OMS Board filling unexpired term of J. Woodworth	06-30-2022
Name	Board/Commission	Term Expires
Dianne Acton*	Downtown Historic District Commission	06-30-2022
Lance Omer*	Downtown Historic District Commission	06-30-2022
Patrick Bradley*	Firemen's Memorial Steering Committee	09-01-2021
Burton Fox*	Firemen's Memorial Steering Committee	09-01-2021
Daniel Law*	Firemen's Memorial Steering Committee	09-01-2021
Mary Reid Long*	Firemen's Memorial Steering Committee	09-01-2021
Teresa Schneider*	Firemen's Memorial Steering Committee	09-01-2021
Ross Stanley*	Firemen's Memorial Steering Committee	09-01-2021
Sarah Moorodian*	Firemen's Memorial Steering Committee	09-01-2021

OMS/DDA RLF Loan Funding Approval – 116 W. Main Street. Approve the application from Woodworth Commercial, LLC requesting a loan from the OMS/DDA Revolving Loan Fund in the amount of \$32,582.16 for office equipment and furniture associated with the 2nd floor redevelopment of their property located at 116 W. Main Street as follows:

RESOLUTION NO. 122-2020

**RESOLUTION AUTHORIZING
THE APPROVAL OF THE RELEASE OF OMS/DDA REVOLVING
LOAN FUND LOAN TO WOODWORTH COMMERCIAL, LLC.
FOR WORK AT 116 W. MAIN STREET**

WHEREAS, in 1994 the city of Owosso established the Downtown Owosso Revolving (formerly UDAG/CDBG) Loan Program for projects within the Owosso Downtown Development Authority district; and

WHEREAS, on June 17, 2019 City Council approved the new OMS/DDA Revolving Loan & Grant Program, giving stewardship of the loan and grant process to the Owosso Main Street/DDA Board.

WHEREAS, on August 17, 2020 a loan application was submitted to the OMS/DDA for a loan request from Woodworth Commercial, LLC. for \$32,582.16 for the purchase of equipment and furniture associated with the second-story redevelopment located at 116 W. Main Street. The redevelopment of this vacant, second-story office space will bring in a minimum of 9 new, full time jobs into the downtown district.

WHEREAS, on August 31, 2020 the OMS/DDA Revolving Loan Committee reviewed and recommended the application, giving it an overall score of 45. This score reaches the 30 points required for consideration. The Committee determined the loan award for \$32,582.16.

WHEREAS, on September 2, 2020 the OMS/DDA Board of Directors approved the Revolving Loan Committee recommendations.

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

FIRST: The City of Owosso approves the loan of \$32,582.16 to Woodworth Commercial, LLC. for the purchase of equipment and furniture associated with the second-story redevelopment located at 116 W. Main Street; according to the terms & specifications determined by the OMS/DDA Loan & Grant Manual.

Contract Authorization - N. Gould Street Sanitary Sewer Repairs. Authorize contract with Monchilow Sewer Services, LLC for the repair of sanitary sewer along North Gould Street in the amount of \$10,900.00, and further authorize payment to the contractor upon satisfactory completion of the work as follows:

RESOLUTION NO. 123-2020

**AUTHORIZING SERVICES AGREEMENT BETWEEN THE CITY OF OWOSSO
AND MONCHILOV SEWER SERVICES LLC OF FAIRVIEW, MICHIGAN
FOR THE REPAIR OF SANITARY SEWER ON NORTH GOULD STREET**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, is required to provide wastewater collection services to city customers in compliance with city ordinances and the NPDES discharge permit issued by the state of Michigan, and

WHEREAS, Monchilow Sewer Services, LLC has televised the N Gould Street sanitary sewer and found areas in need of repair due to cracking and defective caps.

WHEREAS, the City Director of Public Services and Utilities has reviewed the necessity for the repairs and recommends authorizing Monchilow Sewer Services, LLC to provide the required repair services in an amount not to exceed \$10,900.00.

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

- FIRST: The city of Owosso has heretofore determined that it is advisable, necessary and in the public interest to contract with Monchilow Sewer Services, LLC for the repair of the N Gould Street sanitary sewer.
- SECOND: The accounts payable department is authorized to submit payment to Monchilow Sewer Services, LLC in an amount not to exceed \$10,900.00 for repair services upon satisfactory completion of repairs.
- THIRD: The above expense shall be paid from account no. 590-549-818.000-NGOULDST21.

Purchase Authorization – Election Equipment. Waive competitive bidding requirements and authorize sole source purchase of one M160ii high speed scanning unit from Dominion Voting in the amount of \$12,980.00 and further authorize payment to the vendor upon satisfactory receipt of said equipment as follows:

RESOLUTION NO. 124-2020

**RESOLUTION AUTHORIZING THE PURCHASE OF A HIGH SPEED SCANNING UNIT
FROM DOMINION VOTING
FOR USE IN THE AV COUNTING BOARD**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, conducts elections requiring special equipment to count absentee ballots; and

WHEREAS, the City has seen an extreme increase in the use of absentee ballots, necessitating the creation of another counting board to count said ballots; and

WHEREAS, the City of Owosso may waive competitive bidding requirements when equipment can only be purchased from a single source; and

WHEREAS, the City of Owosso desires to purchase one new M160ii high speed scanning unit from Dominion Voting to match its existing high speed scanning unit.

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

FIRST: The City of Owosso has theretofore determined that it is advisable, necessary and in the public interest to purchase one M160ii high speed scanning unit from Dominion Voting in the amount of \$12,980.00.

SECOND: Payment to Dominion Voting in the amount of \$12,980.00 is authorized upon satisfactory delivery of said equipment.

FOURTH: The above expenses shall be paid from account no. 101-215-706000.

Warrant No. 590. Authorize Warrant No. 590 as follows:

Vendor	Description	Fund	Amount
Gould Law, PC	Professional services-8/11/20-9/14/20	General	\$13,458.20

Motion supported by Mayor Pro-Tem Osika.

Roll Call Vote.

AYES: Councilmembers Fear, Law, Pidek, Bailey, Haber, Mayor Pro-Tem Osika, and Mayor Eveleth.

NAYS: None.

ITEMS OF BUSINESS

Retirement Board Minutes

Mayor Eveleth thanked all those that had served on the Board over the years and he thanked staff for all the work they did to make the move to MERS.

City Manager Henne said he had especially appreciated the efforts of the Board's final Chairman, Bill Farrell. He thanked the Clerk and Treasurer for all of their work with the Board over the years.

Motion by Councilmember Fear to approve the minutes for the last meeting of the City of Owosso Employees' Retirement System Board of Trustees as presented.

Motion supported by Councilmember Haber.

Roll Call Vote.

AYES: Councilmembers Law, Pidek, Fear, Haber, Bailey, Mayor Pro-Tem Osika, and Mayor Eveleth.

NAYS: None.

Trunkline Manhole Rehabilitation (This item was added to the agenda.)

City Manager Henne indicated this item crept up on staff, hence its late introduction to the agenda. Each year MDOT allocates a certain amount of money for maintenance on state highways. If we do not spend this money by September 30th we will lose it and we cannot afford to do so. He went on to say that staff was asking Council to waive bidding requirements and enter into a joint contract with the holder of the state contract for manhole rehabilitation.

Motion by Mayor Pro-Tem Osika to waive bidding requirements and enter into a joint contract with Mid Michigan Contracting, Inc. for rehabilitation of 15 manholes on state trunklines within the City limits in the amount of \$19,995.00 and authorize payment to the contractor upon satisfactory completion of the work or portion thereof as follows:

RESOLUTION NO. 125-2020

RESOLUTION AUTHORIZING PURCHASE ORDER FOR TRUNKLINE MANHOLE REHABILITATION CONSTRUCTION

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has determined to rehabilitate fifteen(15) manhole structures on M-21 and M-52; and

WHEREAS, the Michigan Department of Transportation has allocated funds to reimburse the City for maintenance on said state highways within city limits up to \$39,378.00 for state Fiscal Year 2020; and

WHEREAS, the Michigan Department of Transportation bids for this service annually; and

WHEREAS, Mid-Michigan Contracting, Inc was awarded the bid for this service by MDOT

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

FIRST: The City of Owosso has theretofore determined that it is advisable, necessary and in the public interest to waive competitive bidding requirements and have Mid Michigan Contracting, Inc rehabilitate fifteen (15) sewer manhole structures on M-21 and M-52.

SECOND: The purchase contract is in the form of city purchase order in the amount of \$19,995 with Mid Michigan Contracting, Inc and the attached terms included with estimate #2123 dated 9/17/2020.

THIRD: The above expenses shall be paid from the Major Streets fund, 202-486-818-000.

Motion supported by Councilmember Bailey.

Roll Call Vote.

AYES: Mayor Pro-Tem Osika, Councilmembers Haber, Fear, Bailey, Pidek, Law, and Mayor Eveleth.

NAYS: None.

Closed Session

Motion by Mayor Pro-Tem Osika to authorize holding closed session at the conclusion of Communications to conduct the City Manager's annual evaluation at the request of the employee.

Motion supported by Councilmember Bailey.

Roll Call Vote.

AYES: Mayor Pro-Tem Osika, Councilmembers Haber, Fear, Bailey, Pidek, Law, and Mayor Eveleth.

NAYS: None.

COMMUNICATIONS

Amy K. Fuller, Assistant to the City Manager. Board & Commission Recruitment Packet.
N. Bradley Hissong, Building Official. August 2020 Building Department Report.
N. Bradley Hissong Building Official. August 2020 Code Violations Report.
N. Bradley Hissong Building Official. August 2020 Certificates Issued Report.
N. Bradley Hissong Building Official. August 2020 Inspection Report.
Kevin D. Lenkart, Public Safety Director. August 2020 Police Report.
Kevin D. Lenkart, Public Safety Director. August 2020 Fire Report.
Owosso Historical Commission. Minutes of August 10, 2020.

THE COUNCIL ADJOURNED TO CLOSED SESSION AT 8:08 P.M.

THE COUNCIL RETURNED FROM CLOSED SESSION AT 8:50 P.M.

APPROVAL OF THE MINUTES OF CLOSED SESSION OF AUGUST 17, 2020

Motion by Councilmember Pidek to approve the Minutes of the Closed Session of August 17, 2020 as presented.

Motion supported by Councilmember Law and concurred in by unanimous vote.

NEXT MEETING

Monday, October 05, 2020

BOARDS AND COMMISSIONS OPENINGS

Brownfield Redevelopment Authority – County Representative – term expires 06-30-2020
Building Board of Appeals – Alternate - term expires June 30, 2022
Building Board of Appeals – Alternate - term expires June 30, 2021
Brownfield Redevelopment Authority – term expires June 30, 2022

ADJOURNMENT

Motion by Councilmember Bailey for adjournment at 8:53 p.m.

Motion supported by Councilmember Fear and concurred in by unanimous vote.

Christopher T. Eveleth, Mayor

Amy K. Kirkland, City Clerk



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

MEMORANDUM

DATE: October 5, 2020
TO: Owosso City Council
FROM: Katherine Fagan, City Treasurer
RE: Hazards and Nuisances Special Assessment Roll

Over the course of the year, the City takes action to alleviate nuisances and hazards to the public that exist on private property. The charges for these actions are invoiced to the owner of record for the property. Once a year, per section 28-10.5 of the Code, any charges left unpaid shall be established as liens to the affected property. Once the lien is established I would be authorized to add the amount of the invoices to the tax roll.

The associated document to this memo details the outstanding nuisance and hazard invoices since this process last took place in December of 2019. It lists the invoice numbers, the due date of the invoice, the parcel number and address, the type of nuisance or hazard and the amount of the invoice.

Also, attached you will find a list of parcels which were invoiced during the year and were sold at the August or September State tax sale. The State's tax sale process removes any outstanding balances owed on a property and as such the amounts invoiced to each parcel will be written off. No action is required on this secondary list, it is simply provided as a point of information.

The process for establishing a lien is handled via special assessment. Initially, the list of outstanding invoices is presented to Council with a request to set a public hearing. Upon this action, letters are sent to the affected property owners informing them of the City's intent to lien their property if the invoice(s) remains unpaid. They then have the opportunity to protest the proposed action at the public hearing. At the conclusion of the public hearing the Council can accept the roll as presented, make amendments to the roll, or hold off on action all together (though this is not recommended).

Tonight, I recommend that you take action to start this process in motion by setting a public hearing for October 19, 2020, to receive citizen comment regarding this roll. An updated list of unpaid invoices will be provided to you at that meeting.

RESOLUTION NO.

**SPECIAL ASSESSMENT DISTRICT NO. 2020-01
HAZARDS AND NUISANCES**

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

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Said special assessment roll is hereby accepted and shall be filed in the office of the City Clerk for public examination.
2. The Council shall meet virtually at 7:30 o'clock p.m., on Monday, October 19, 2020 for the purpose of hearing all persons interested in said special assessment roll and reviewing the same.
3. The City Clerk is directed to publish the notice of said hearings once in *The Argus Press*, the official newspaper of the City of Owosso, not less than ten (10) days prior to said hearing and shall further cause notice of said hearing to be sent by first class mail to each owner of the property subject to assessment, as indicated by the records in the City Assessor's office as shown on the general tax rolls of the City, at least ten (10) days before the time of said hearing, said notice to be mailed to the addresses shown on said general tax rolls of the City.

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

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

TO THE OWNERS OF THE OF THE FOLLOWING DESCRIBED PROPERTY:

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

Inv Date	Invoice #	Srv	Customer #	Owner Name	Total
Due Date	Code			Address	Due
09/27/18	4710	CLEAN	050-621-002-006-00	BAILEY, DOROTHY J/MATTSON, SHARON	\$765.00
10/27/2018				321 STATE ST	
09/27/18	4712	WEEDS	050-390-004-012-00	HEASLIP, MARILEE	\$150.00
10/27/2018				1260 ADAMS ST	
10/31/18	4731	CLEAN	050-010-024-003-00	SMITH, DANIEL	\$170.67
11/30/2018				1210 CORUNNA AVE	
10/31/18	4732	CLEAN	050-010-024-003-00	SMITH, DANIEL	\$256.74
11/30/2018				1210 CORUNNA AVE	
01/17/19	4769	CLEAN	050-602-006-009-00	NIEMI, BARBARA	\$495.33
2/16/2019				823 TRACY ST	

03/08/19	4794	MISC	050-470-017-005-00	HUTCHINSON, THOMAS / LUPU, TAVI	\$297.72
4/7/2019				220 N PARK ST	
05/22/19	4832	CLEAN	050-310-002-003-00	SILVERNAIL, MILDRED	\$2,106.24
6/21/2019				900 ADA ST	
06/13/19	4840	WEEDS	050-010-017-030-00	LARRIVEY ROBERTO	\$150.00
7/13/2019				614 ALGER AVE	
06/13/19	4841	WEEDS	050-240-003-020-00	SVARC, NANCI ANN	\$170.00
7/13/2019				652 N PARK ST	
06/13/19	4842	WEEDS	050-390-004-012-00	HEASLIP, MARILEE	\$150.00
7/13/2019				1260 ADAMS ST	
06/13/19	4843	WEEDS	050-010-018-007-00	COCHRAN, KAREN	\$150.00
7/13/2019				740 WOODLAWN AVE	
06/13/19	4845	WEEDS	050-660-011-011-00	MANSSUR, TINA LYNN	\$150.00
7/13/2019				216 N LANSING ST	
07/15/19	4861	POOL	050-010-022-003-00	UNDERWOOD, THEODORE, JR. & LAURA	\$50.00
8/14/2019				980 CORUNNA AVE	
08/05/19	4874	WEEDS	050-240-003-020-00	SVARC, NANCI ANN	\$170.00
9/4/2019				652 N PARK ST	
08/05/19	4877	WEEDS	050-390-004-012-00	HEASLIP, MARILEE	\$150.00
9/4/2019				1260 ADAMS ST	
08/05/19	4878	WEEDS	050-390-004-012-00	HEASLIP, MARILEE	\$150.00
9/4/2019				1260 ADAMS ST	
08/05/19	4884	WEEDS	050-710-001-012-00	SPENCER, DANIEL J. ET AL	\$210.00
9/4/2019				915 CORUNNA AVE	
08/05/19	4885	WEEDS	050-390-004-012-00	HEASLIP, MARILEE	\$150.00
9/4/2019				1260 ADAMS ST	
08/06/19	4887	CLEAN	050-651-006-007-00	VANDIVER, ALAN	\$293.22
9/5/2019				320 CASS ST	
08/22/19	4897	CLEAN	050-420-011-011-00	JOLLEY, JOHN JR. / JOLLEY, STACIE	\$502.96
9/21/2019				719 BROADWAY AVE	
09/24/19	4914	MISC	050-470-027-003-00	200 MAIN, LLC	\$263.45
10/24/2019				200 E MAIN ST	
09/25/19	4915	WEEDS	050-651-006-007-00	VANDIVER, ALAN	\$150.00
10/25/2019				320 CASS ST	
09/25/19	4916	WEEDS	050-090-002-003-00	CHRIS COULTER	\$150.00
10/25/2019				210 CARMODY ST	
10/01/19	4925	MISC	050-602-003-011-00	WISELEY, CHARLES S. II	\$611.06
10/31/2019				830 WILKINSON ST	
10/04/19	4931	WEEDS	050-710-001-012-00	SPENCER, DANIEL J. ET AL	\$320.00
11/3/2019				915 CORUNNA AVE	

10/22/19	4941	CLEAN	050-651-025-005-00	HARTWICK CHERIE	\$523.01
10/22/2019				616 S WASHINGTON ST	
10/30/19	4943	CLEAN	050-660-014-012-00	HARRAND, CHRISTOPHER R.	\$217.11
11/29/2019				104 N LANSING ST	
12/19/19	4974	CLEAN	050-391-000-026-00	ARMSTRONG, JOSHUA/COLBORN, KRISTI	\$282.84
1/18/2020				322 N HICKORY ST	
01/09/20	4989	CLEAN	050-651-003-010-00	BAC HOME LOAN SERVICING, LP	\$1,971.70
2/8/2020				419 CLINTON ST	
01/27/20	4991	CLEAN	050-660-012-004-00	VINCENT, ANGELIA M	\$244.69
2/26/2020				211 N HOWELL ST	
06/02/20	5043	MISC	050-390-004-012-00	HEASLIP, MARILEE	\$577.04
7/2/2020				1260 ADAMS ST	
07/14/20	5104	MISC	050-651-003-010-00	BAC HOME LOANS SERVICING, LP	\$230.04
8/13/2020				419 CLINTON ST	
07/14/20	5105	MISC	050-114-002-004-00	HAMILTON, LESTER & LESLIE	\$230.04
8/13/2020				821 STATE ST	
07/15/20	5106	MISC	050-710-001-012-00	SPENCER, DANIEL J. ET AL	\$310.14
8/14/2020				915 CORUNNA AVE	
07/15/20	5107	MISC	050-420-005-015-00	ANDERSON CAMERON	\$168.93
8/14/2020				716 GRAND AVE	
07/15/20	5108	MISC	050-270-000-128-00	KRHOVSKY, SALLIE S	\$306.76
8/14/2020				1002 WALNUT ST	
07/15/20	5109	MISC	050-010-033-006-00	1115 CORUNNA LLC	\$282.00
8/14/2020				1115 CORUNNA AVE	
07/15/20	5110	MISC	050-010-003-024-00	WEST, CHRISTOPHER M.	\$221.95
8/14/2020				904 GLENWOOD AVE	
07/16/20	5111	MISC	050-011-021-001-00	FRE OWOSSO MI REALTY, LLC	\$282.00
8/15/2020				918 CORUNNA AVE	
07/16/20	5112	CLEAN	050-010-017-035-00	FATTEH SAIF	\$624.05
8/15/2020				626 ALGER AVE	
07/20/20	5116	MISC	050-010-033-008-00	BUGH, DOUGLAS	\$236.01
8/19/2020				720 FRAZER	
07/20/20	5117	MISC	050-651-006-011-00	SCHLISKA, THERESA E.	\$236.01
8/19/2020				305 GENESEE ST	
07/20/20	5118	MISC	050-621-002-006-00	BAILEY, DOROTHY J/MATTSON, SHARON	\$236.01
8/19/2020				321 STATE ST	
TOTALS	43 Invoices				\$15,362.72

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

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

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

TAKE FURTHER NOTICE that the City Council will meet virtually at 7:30 p.m. on Monday, October 19, 2020 for the purpose of reviewing said Special Assessment Roll-Hazards and Nuisances and for the purpose of considering all objections to said roll submitted in writing. If you have questions regarding this notice, please contact the City Treasurer's Office at 725-0599.

To: Owosso City Council
From: Katherine Fagan, City Treasurer
Date: October 5, 2020



The following invoices consist of unpaid nuisances and hazards that are unable to be leined and must be written off due to State of Michigan tax sale processes in August or September 2020.

Invoice #	Due Date	Parcel #	Address	Type of Nuisance	Balance
4912		050-270-000-160-00	1130 S Shiawassee Street	Cleanup	\$780.49
					<u>780.49</u>

PERIOD ENDING 08/31/2020

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GL NUMBER	DESCRIPTION	2020-21		YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BGDGT USED
		AMENDED	BUDGET	08/31/2020 NORMAL (ABNORMAL)	MONTH 08/31/2020 INCREASE (DECREASE)	NORMAL	(ABNORMAL)	
Fund 101 - GENERAL FUND								
000 - REVENUE		7,845,497.00		1,805,802.58	915,493.38	6,039,694.42		23.02
TOTAL REVENUES		<u>7,845,497.00</u>		<u>1,805,802.58</u>	<u>915,493.38</u>	<u>6,039,694.42</u>		<u>23.02</u>
101 - CITY COUNCIL		5,300.00		0.00	0.00	5,300.00		0.00
171 - CITY MANAGER		226,078.00		35,791.17	16,202.18	190,286.83		15.83
201 - FINANCE		274,929.00		45,808.66	22,652.09	229,120.34		16.66
209 - ASSESSING		154,669.00		25,484.46	13,162.20	129,184.54		16.48
210 - CITY ATTORNEY		117,917.00		25,065.89	11,345.69	92,851.11		21.26
215 - CLERK		281,689.00		55,130.48	34,115.06	226,558.52		19.57
226 - HUMAN RESOURCES		226,051.00		35,448.95	15,988.53	190,602.05		15.68
253 - TREASURY		155,169.00		24,048.63	11,814.13	131,120.37		15.50
258 - INFORMATION & TECHNOLOGY		107,359.00		10,744.10	7,340.80	96,614.90		10.01
265 - BUILDING & GROUNDS		137,714.00		20,850.28	9,569.84	116,863.72		15.14
299 - GENERAL ADMIN		312,700.00		111,439.57	4,530.21	201,260.43		35.64
300 - POLICE		2,197,591.00		403,385.69	157,230.68	1,794,205.31		18.36
335 - FIRE		2,058,464.00		335,457.14	148,292.61	1,723,006.86		16.30
370 - BUILDING AND SAFETY		253,052.00		29,932.48	19,440.32	223,119.52		11.83
441 - PUBLIC WORKS		683,000.00		107,540.84	50,804.36	575,459.16		15.75
528 - LEAF AND BRUSH COLLECTION		226,363.00		23,289.36	18,235.74	203,073.64		10.29
585 - PARKING		42,448.00		1,430.98	1,191.84	41,017.02		3.37
728 - COMMUNITY DEVELOPMENT		67,372.00		2,721.54	1,899.69	64,650.46		4.04
756 - PARKS		201,350.00		35,030.83	19,731.57	166,319.17		17.40
966 - TRANSFERS OUT		116,282.00		74,809.66	3,333.33	41,472.34		64.33
TOTAL EXPENDITURES		<u>7,845,497.00</u>		<u>1,403,410.71</u>	<u>566,880.87</u>	<u>6,442,086.29</u>		<u>17.89</u>

PERIOD ENDING 08/31/2020

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 08/31/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 08/31/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 101 - GENERAL FUND						
Fund 101 - GENERAL FUND:						
	TOTAL REVENUES	7,845,497.00	1,805,802.58	915,493.38	6,039,694.42	23.02
	TOTAL EXPENDITURES	7,845,497.00	1,403,410.71	566,880.87	6,442,086.29	17.89
	NET OF REVENUES & EXPENDITURES	0.00	402,391.87	348,612.51	(402,391.87)	100.00
Fund 202 - MAJOR STREET FUND						
	000 - REVENUE	2,531,360.00	437.20	14.86	2,530,922.80	0.02
	TOTAL REVENUES	2,531,360.00	437.20	14.86	2,530,922.80	0.02
	451 - CONSTRUCTION	1,462,386.00	357,134.54	357,134.54	1,105,251.46	24.42
	463 - STREET MAINTENANCE	371,000.00	21,832.82	15,020.64	349,167.18	5.88
	473 - BRIDGE MAINTENANCE	12,400.00	0.00	0.00	12,400.00	0.00
	474 - TRAFFIC SERVICES-MAINTENANCE	25,000.00	512.49	60.20	24,487.51	2.05
	478 - SNOW & ICE CONTROL	87,000.00	0.00	0.00	87,000.00	0.00
	480 - TREE TRIMMING	67,000.00	2,424.76	369.15	64,575.24	3.62
	482 - ADMINISTRATION & ENGINEERING	175,892.00	8,711.58	4,021.40	167,180.42	4.95
	485 - LOCAL STREET TRANSFER	288,882.00	0.00	0.00	288,882.00	0.00
	486 - TRUNKLINE SURFACE MAINTENANCE	4,000.00	1,878.74	1,680.00	2,121.26	46.97
	488 - TRUNKLINE SWEEPING & FLUSHING	3,300.00	2,008.25	2,008.25	1,291.75	60.86
	490 - TRUNKLINE TREE TRIIM & REMOVAL	400.00	0.00	0.00	400.00	0.00
	491 - TRUNKLINE STORM DRAIN, CURBS	5,500.00	275.63	0.00	5,224.37	5.01
	492 - TRUNKLINE ROADSIDE CLEANUP	600.00	0.00	0.00	600.00	0.00
	494 - TRUNKLINE TRAFFIC SIGNS	800.00	52.00	52.00	748.00	6.50
	496 - TRUNKLINE TRAFFIC SIGNALS	200.00	0.00	0.00	200.00	0.00
	497 - TRUNKLINE SNOW & ICE CONTROL	27,000.00	0.00	0.00	27,000.00	0.00
	TOTAL EXPENDITURES	2,531,360.00	394,830.81	380,346.18	2,136,529.19	15.60
Fund 202 - MAJOR STREET FUND:						
	TOTAL REVENUES	2,531,360.00	437.20	14.86	2,530,922.80	0.02

PERIOD ENDING 08/31/2020

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GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 08/31/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 08/31/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BGD USED
Fund 202 - MAJOR STREET FUND						
	TOTAL EXPENDITURES	2,531,360.00	394,830.81	380,346.18	2,136,529.19	15.60
	NET OF REVENUES & EXPENDITURES	0.00	(394,393.61)	(380,331.32)	394,393.61	100.00
Fund 203 - LOCAL STREET FUND						
	000 - REVENUE	1,512,157.00	96.58	20.76	1,512,060.42	0.01
	TOTAL REVENUES	1,512,157.00	96.58	20.76	1,512,060.42	0.01
	451 - CONSTRUCTION	787,367.00	201,099.29	201,099.29	586,267.71	25.54
	463 - STREET MAINTENANCE	445,000.00	52,044.91	37,173.20	392,955.09	11.70
	474 - TRAFFIC SERVICES-MAINTENANCE	5,400.00	456.13	406.69	4,943.87	8.45
	478 - SNOW & ICE CONTROL	85,000.00	0.00	0.00	85,000.00	0.00
	480 - TREE TRIMMING	90,000.00	12,469.60	783.49	77,530.40	13.86
	482 - ADMINISTRATION & ENGINEERING	99,390.00	8,635.15	4,021.25	90,754.85	8.69
	TOTAL EXPENDITURES	1,512,157.00	274,705.08	243,483.92	1,237,451.92	18.17
Fund 203 - LOCAL STREET FUND:						
	TOTAL REVENUES	1,512,157.00	96.58	20.76	1,512,060.42	0.01
	TOTAL EXPENDITURES	1,512,157.00	274,705.08	243,483.92	1,237,451.92	18.17
	NET OF REVENUES & EXPENDITURES	0.00	(274,608.50)	(243,463.16)	274,608.50	100.00
Fund 208 - PARK/RECREATION SITES FUND						
	000 - REVENUE	139,992.00	31,441.04	17,757.67	108,550.96	22.46
	TOTAL REVENUES	139,992.00	31,441.04	17,757.67	108,550.96	22.46
	756 - PARKS	106,815.00	30,683.03	30,683.03	76,131.97	28.73
	TOTAL EXPENDITURES	106,815.00	30,683.03	30,683.03	76,131.97	28.73
Fund 208 - PARK/RECREATION SITES FUND:						
	TOTAL REVENUES	139,992.00	31,441.04	17,757.67	108,550.96	22.46
	TOTAL EXPENDITURES	106,815.00	30,683.03	30,683.03	76,131.97	28.73
	NET OF REVENUES & EXPENDITURES	33,177.00	758.01	(12,925.36)	32,418.99	2.28
Fund 248 - DOWNTOWN FACADE PROGRAM						
	000 - REVENUE	0.00	1.17	0.28	(1.17)	100.00

PERIOD ENDING 08/31/2020

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GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 08/31/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 08/31/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BGD USED
Fund 248 - DOWNTOWN FACADE PROGRAM						
TOTAL REVENUES		0.00	1.17	0.28	(1.17)	100.00
Fund 248 - DOWNTOWN FACADE PROGRAM:						
TOTAL REVENUES		0.00	1.17	0.28	(1.17)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	1.17	0.28	(1.17)	100.00
Fund 273 - OMS/DDA REVLG LOAN FUND						
000 - REVENUE		32,000.00	26,755.78	9,036.40	5,244.22	83.61
TOTAL REVENUES		32,000.00	26,755.78	9,036.40	5,244.22	83.61
200 - GEN SERVICES		1,500.00	25,000.00	25,000.00	(23,500.00)	1,666.67
TOTAL EXPENDITURES		1,500.00	25,000.00	25,000.00	(23,500.00)	1,666.67
Fund 273 - OMS/DDA REVLG LOAN FUND :						
TOTAL REVENUES		32,000.00	26,755.78	9,036.40	5,244.22	83.61
TOTAL EXPENDITURES		1,500.00	25,000.00	25,000.00	(23,500.00)	1,666.67
NET OF REVENUES & EXPENDITURES		30,500.00	1,755.78	(15,963.60)	28,744.22	5.76
Fund 275 - HOUSING & REDEVELOPMENT						
000 - REVENUE		0.00	0.12	0.03	(0.12)	100.00
TOTAL REVENUES		0.00	0.12	0.03	(0.12)	100.00
Fund 275 - HOUSING & REDEVELOPMENT:						
TOTAL REVENUES		0.00	0.12	0.03	(0.12)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.12	0.03	(0.12)	100.00
Fund 276 - OBRA FUND DISTRICT #16 - QDOBA						
000 - REVENUE		21,803.00	1.24	0.30	21,801.76	0.01
TOTAL REVENUES		21,803.00	1.24	0.30	21,801.76	0.01
730 - PROFESSIONAL SERVICES		515.00	0.00	0.00	515.00	0.00
905 - DEBT SERVICE		28,171.00	0.00	0.00	28,171.00	0.00
TOTAL EXPENDITURES		28,686.00	0.00	0.00	28,686.00	0.00

PERIOD ENDING 08/31/2020

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GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 08/31/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 08/31/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BGD USED
Fund 276 - OBRA FUND DISTRICT #16 - QDOBA						
Fund 276 - OBRA FUND DISTRICT #16 - QDOBA:						
TOTAL REVENUES		21,803.00	1.24	0.30	21,801.76	0.01
TOTAL EXPENDITURES		28,686.00	0.00	0.00	28,686.00	0.00
NET OF REVENUES & EXPENDITURES		(6,883.00)	1.24	0.30	(6,884.24)	0.02
Fund 283 - OBRA FUND-DISTRICT#3-TIAL						
000 - REVENUE		23,600.00	0.00	0.00	23,600.00	0.00
TOTAL REVENUES		23,600.00	0.00	0.00	23,600.00	0.00
730 - PROFESSIONAL SERVICES		750.00	0.00	0.00	750.00	0.00
905 - DEBT SERVICE		21,703.00	0.00	0.00	21,703.00	0.00
964 - TAX REIMBURSEMENTS		1,147.00	0.00	0.00	1,147.00	0.00
TOTAL EXPENDITURES		23,600.00	0.00	0.00	23,600.00	0.00
Fund 283 - OBRA FUND-DISTRICT#3-TIAL:						
TOTAL REVENUES		23,600.00	0.00	0.00	23,600.00	0.00
TOTAL EXPENDITURES		23,600.00	0.00	0.00	23,600.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00
Fund 288 - OBRA FUND-DISTRICT #17 CARGILL (PREV #8)						
000 - REVENUE		190,000.00	0.00	0.00	190,000.00	0.00
TOTAL REVENUES		190,000.00	0.00	0.00	190,000.00	0.00
730 - PROFESSIONAL SERVICES		9,902.00	0.00	0.00	9,902.00	0.00
905 - DEBT SERVICE		180,098.00	0.00	0.00	180,098.00	0.00
TOTAL EXPENDITURES		190,000.00	0.00	0.00	190,000.00	0.00
Fund 288 - OBRA FUND-DISTRICT #17 CARGILL (PREV #8):						
TOTAL REVENUES		190,000.00	0.00	0.00	190,000.00	0.00
TOTAL EXPENDITURES		190,000.00	0.00	0.00	190,000.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00
Fund 289 - OBRA:DISTRICT#9(ROBBIN'S LOFT)						
000 - REVENUE		3,343.00	0.00	0.00	3,343.00	0.00
TOTAL REVENUES		3,343.00	0.00	0.00	3,343.00	0.00

PERIOD ENDING 08/31/2020

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GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 08/31/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 08/31/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 289 - OBRA:DISTRICT#9(ROBBIN'S LOFT)						
730 - PROFESSIONAL SERVICES		1,200.00	0.00	0.00	1,200.00	0.00
TOTAL EXPENDITURES		<u>1,200.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,200.00</u>	<u>0.00</u>
Fund 289 - OBRA:DISTRICT#9(ROBBIN'S LOFT):						
TOTAL REVENUES		3,343.00	0.00	0.00	3,343.00	0.00
TOTAL EXPENDITURES		<u>1,200.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,200.00</u>	<u>0.00</u>
NET OF REVENUES & EXPENDITURES		2,143.00	0.00	0.00	2,143.00	0.00
Fund 291 - OBRA FUND-DIST#11(CAPITOL BOWL)						
000 - REVENUE		6,450.00	0.00	0.00	6,450.00	0.00
TOTAL REVENUES		<u>6,450.00</u>	<u>0.00</u>	<u>0.00</u>	<u>6,450.00</u>	<u>0.00</u>
730 - PROFESSIONAL SERVICES		864.00	0.00	0.00	864.00	0.00
964 - TAX REIMBURSEMENTS		5,586.00	0.00	0.00	5,586.00	0.00
TOTAL EXPENDITURES		<u>6,450.00</u>	<u>0.00</u>	<u>0.00</u>	<u>6,450.00</u>	<u>0.00</u>
Fund 291 - OBRA FUND-DIST#11(CAPITOL BOWL):						
TOTAL REVENUES		6,450.00	0.00	0.00	6,450.00	0.00
TOTAL EXPENDITURES		<u>6,450.00</u>	<u>0.00</u>	<u>0.00</u>	<u>6,450.00</u>	<u>0.00</u>
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00
Fund 292 - OBRA FUND-DIST#12(WOODARD LOFT)						
000 - REVENUE		112,160.00	0.00	0.00	112,160.00	0.00
TOTAL REVENUES		<u>112,160.00</u>	<u>0.00</u>	<u>0.00</u>	<u>112,160.00</u>	<u>0.00</u>
730 - PROFESSIONAL SERVICES		1,000.00	0.00	0.00	1,000.00	0.00
964 - TAX REIMBURSEMENTS		111,160.00	0.00	0.00	111,160.00	0.00
TOTAL EXPENDITURES		<u>112,160.00</u>	<u>0.00</u>	<u>0.00</u>	<u>112,160.00</u>	<u>0.00</u>
Fund 292 - OBRA FUND-DIST#12(WOODARD LOFT):						
TOTAL REVENUES		112,160.00	0.00	0.00	112,160.00	0.00
TOTAL EXPENDITURES		<u>112,160.00</u>	<u>0.00</u>	<u>0.00</u>	<u>112,160.00</u>	<u>0.00</u>
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00
Fund 295 - OBRA-DIST#15 -ARMORY BUILDING						
000 - REVENUE		75,000.00	0.00	0.00	75,000.00	0.00

PERIOD ENDING 08/31/2020

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 08/31/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 08/31/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 295 - OBRA-DIST#15 -ARMORY BUILDING						
TOTAL REVENUES		75,000.00	0.00	0.00	75,000.00	0.00
730 - PROFESSIONAL SERVICES		3,861.00	0.00	0.00	3,861.00	0.00
964 - TAX REIMBURSEMENTS		71,139.00	0.00	0.00	71,139.00	0.00
TOTAL EXPENDITURES		75,000.00	0.00	0.00	75,000.00	0.00
Fund 295 - OBRA-DIST#15 -ARMORY BUILDING:						
TOTAL REVENUES		75,000.00	0.00	0.00	75,000.00	0.00
TOTAL EXPENDITURES		75,000.00	0.00	0.00	75,000.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00
Fund 297 - HISTORICAL FUND						
000 - REVENUE		82,554.00	8,916.83	4,433.40	73,637.17	10.80
TOTAL REVENUES		82,554.00	8,916.83	4,433.40	73,637.17	10.80
797 - HISTORICAL COMMISSION		63,354.00	9,020.73	3,120.11	54,333.27	14.24
798 - CASTLE		8,700.00	1,265.53	731.64	7,434.47	14.55
799 - GOULD HOUSE		9,500.00	1,379.63	581.85	8,120.37	14.52
800 - COMSTOCK/WOODARD		1,000.00	87.00	87.00	913.00	8.70
TOTAL EXPENDITURES		82,554.00	11,752.89	4,520.60	70,801.11	14.24
Fund 297 - HISTORICAL FUND:						
TOTAL REVENUES		82,554.00	8,916.83	4,433.40	73,637.17	10.80
TOTAL EXPENDITURES		82,554.00	11,752.89	4,520.60	70,801.11	14.24
NET OF REVENUES & EXPENDITURES		0.00	(2,836.06)	(87.20)	2,836.06	100.00
Fund 298 - HISTORICAL SITES FUND						
000 - REVENUE		139,992.00	31,440.76	17,758.04	108,551.24	22.46
TOTAL REVENUES		139,992.00	31,440.76	17,758.04	108,551.24	22.46
798 - CASTLE		113,000.00	0.00	0.00	113,000.00	0.00
799 - GOULD HOUSE		12,000.00	0.00	0.00	12,000.00	0.00
TOTAL EXPENDITURES		125,000.00	0.00	0.00	125,000.00	0.00

PERIOD ENDING 08/31/2020

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	08/31/2020 NORMAL (ABNORMAL)	MONTH 08/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 298 - HISTORICAL SITES FUND						
Fund 298 - HISTORICAL SITES FUND:						
	TOTAL REVENUES	139,992.00	31,440.76	17,758.04	108,551.24	22.46
	TOTAL EXPENDITURES	125,000.00	0.00	0.00	125,000.00	0.00
	NET OF REVENUES & EXPENDITURES	14,992.00	31,440.76	17,758.04	(16,448.76)	209.72
Fund 325 - DEBT SERVICE-2010 GO BONDS						
	000 - REVENUE	89,233.00	0.00	0.00	89,233.00	0.00
	TOTAL REVENUES	89,233.00	0.00	0.00	89,233.00	0.00
	905 - DEBT SERVICE	89,233.00	0.00	0.00	89,233.00	0.00
	TOTAL EXPENDITURES	89,233.00	0.00	0.00	89,233.00	0.00
Fund 325 - DEBT SERVICE-2010 GO BONDS:						
	TOTAL REVENUES	89,233.00	0.00	0.00	89,233.00	0.00
	TOTAL EXPENDITURES	89,233.00	0.00	0.00	89,233.00	0.00
	NET OF REVENUES & EXPENDITURES	0.00	0.00	0.00	0.00	0.00
Fund 327 - DEBT SERVICE						
	000 - REVENUE	804,733.00	248,391.45	160,144.51	556,341.55	30.87
	TOTAL REVENUES	804,733.00	248,391.45	160,144.51	556,341.55	30.87
	905 - DEBT SERVICE	804,733.00	500.00	500.00	804,233.00	0.06
	TOTAL EXPENDITURES	804,733.00	500.00	500.00	804,233.00	0.06
Fund 327 - DEBT SERVICE:						
	TOTAL REVENUES	804,733.00	248,391.45	160,144.51	556,341.55	30.87
	TOTAL EXPENDITURES	804,733.00	500.00	500.00	804,233.00	0.06
	NET OF REVENUES & EXPENDITURES	0.00	247,891.45	159,644.51	(247,891.45)	100.00
Fund 368 - 2009 SPECIAL ASSESSMENT						
	000 - REVENUE	0.00	121.50	121.50	(121.50)	100.00
	TOTAL REVENUES	0.00	121.50	121.50	(121.50)	100.00
Fund 368 - 2009 SPECIAL ASSESSMENT:						
	TOTAL REVENUES	0.00	121.50	121.50	(121.50)	100.00
	TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00

PERIOD ENDING 08/31/2020

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2020-21		YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BDGT USED
		AMENDED	BUDGET	08/31/2020 (NORMAL (ABNORMAL))	MONTH 08/31/2020 INCREASE (DECREASE)	NORMAL	(ABNORMAL)	
Fund 368 - 2009 SPECIAL ASSESSMENT								
NET OF REVENUES & EXPENDITURES		0.00		121.50	121.50	(121.50)		100.00
Fund 374 - 2012 SPECIAL ASSESSMENT								
000 - REVENUE		0.00		657.15	339.73	(657.15)		100.00
TOTAL REVENUES		0.00		657.15	339.73	(657.15)		100.00
Fund 374 - 2012 SPECIAL ASSESSMENT:								
TOTAL REVENUES		0.00		657.15	339.73	(657.15)		100.00
TOTAL EXPENDITURES		0.00		0.00	0.00	0.00		0.00
NET OF REVENUES & EXPENDITURES		0.00		657.15	339.73	(657.15)		100.00
Fund 384 - 2018 SPECIAL ASSESSMENTS								
000 - REVENUE		0.00		150.00	0.00	(150.00)		100.00
TOTAL REVENUES		0.00		150.00	0.00	(150.00)		100.00
Fund 384 - 2018 SPECIAL ASSESSMENTS:								
TOTAL REVENUES		0.00		150.00	0.00	(150.00)		100.00
TOTAL EXPENDITURES		0.00		0.00	0.00	0.00		0.00
NET OF REVENUES & EXPENDITURES		0.00		150.00	0.00	(150.00)		100.00
Fund 385 - 2019 SPECIAL ASSESSMENTS								
000 - REVENUE		0.00		2,630.01	2,630.01	(2,630.01)		100.00
TOTAL REVENUES		0.00		2,630.01	2,630.01	(2,630.01)		100.00
Fund 385 - 2019 SPECIAL ASSESSMENTS:								
TOTAL REVENUES		0.00		2,630.01	2,630.01	(2,630.01)		100.00
TOTAL EXPENDITURES		0.00		0.00	0.00	0.00		0.00
NET OF REVENUES & EXPENDITURES		0.00		2,630.01	2,630.01	(2,630.01)		100.00
Fund 397 - 2009 LTGO DEBT								
000 - REVENUE		78,885.00		0.00	0.00	78,885.00		0.00
TOTAL REVENUES		78,885.00		0.00	0.00	78,885.00		0.00
905 - DEBT SERVICE		78,885.00		0.00	0.00	78,885.00		0.00
TOTAL EXPENDITURES		78,885.00		0.00	0.00	78,885.00		0.00

PERIOD ENDING 08/31/2020

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 08/31/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 08/31/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 397 - 2009 LTGO DEBT						
Fund 397 - 2009 LTGO DEBT:						
	TOTAL REVENUES	78,885.00	0.00	0.00	78,885.00	0.00
	TOTAL EXPENDITURES	78,885.00	0.00	0.00	78,885.00	0.00
	NET OF REVENUES & EXPENDITURES	0.00	0.00	0.00	0.00	0.00
Fund 401 - CAPITAL PROJECT FUND						
000 - REVENUE						
	TOTAL REVENUES	68,143.00	68,143.00	0.00	0.00	100.00
	TOTAL EXPENDITURES	68,143.00	68,143.00	0.00	0.00	100.00
	NET OF REVENUES & EXPENDITURES	0.00	0.00	0.00	0.00	0.00
000 - REVENUE						
	TOTAL REVENUES	68,143.00	1,577.82	378.82	66,565.18	2.32
	TOTAL EXPENDITURES	68,143.00	1,577.82	378.82	66,565.18	2.32
Fund 401 - CAPITAL PROJECT FUND:						
	TOTAL REVENUES	68,143.00	68,143.00	0.00	0.00	100.00
	TOTAL EXPENDITURES	68,143.00	1,577.82	378.82	66,565.18	2.32
	NET OF REVENUES & EXPENDITURES	0.00	66,565.18	(378.82)	(66,565.18)	100.00
Fund 411 - CAPITAL PROJECTS-STREET PROGRAM						
000 - REVENUE						
	TOTAL REVENUES	1,000,000.00	686.81	263.23	999,313.19	0.07
	TOTAL EXPENDITURES	1,000,000.00	686.81	263.23	999,313.19	0.07
	NET OF REVENUES & EXPENDITURES	0.00	0.00	0.00	0.00	0.00
966 - TRANSFERS OUT						
	TOTAL REVENUES	1,000,000.00	0.00	0.00	1,000,000.00	0.00
	TOTAL EXPENDITURES	1,000,000.00	0.00	0.00	1,000,000.00	0.00
Fund 411 - CAPITAL PROJECTS-STREET PROGRAM:						
	TOTAL REVENUES	1,000,000.00	686.81	263.23	999,313.19	0.07
	TOTAL EXPENDITURES	1,000,000.00	0.00	0.00	1,000,000.00	0.00
	NET OF REVENUES & EXPENDITURES	0.00	686.81	263.23	(686.81)	100.00
Fund 466 - CAPITAL PROJECTS-BUILDING AUTH						
000 - REVENUE						
	TOTAL REVENUES	0.00	2.83	0.68	(2.83)	100.00
	TOTAL EXPENDITURES	0.00	2.83	0.68	(2.83)	100.00
Fund 466 - CAPITAL PROJECTS-BUILDING AUTH:						
	TOTAL REVENUES	0.00	2.83	0.68	(2.83)	100.00
	TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00

PERIOD ENDING 08/31/2020

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 08/31/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 08/31/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 466 - CAPITAL PROJECTS-BUILDING AUTH						
NET OF REVENUES & EXPENDITURES		0.00	2.83	0.68	(2.83)	100.00
Fund 494 - CAPITAL PROJECTS FUND						
000 - REVENUE		10,250.00	2.81	0.68	10,247.19	0.03
TOTAL REVENUES		10,250.00	2.81	0.68	10,247.19	0.03
270 - ADMINISTRATIVE		10,000.00	0.00	0.00	10,000.00	0.00
TOTAL EXPENDITURES		10,000.00	0.00	0.00	10,000.00	0.00
Fund 494 - CAPITAL PROJECTS FUND:						
TOTAL REVENUES		10,250.00	2.81	0.68	10,247.19	0.03
TOTAL EXPENDITURES		10,000.00	0.00	0.00	10,000.00	0.00
NET OF REVENUES & EXPENDITURES		250.00	2.81	0.68	247.19	1.12
Fund 588 - TRANSPORTATION FUND						
000 - REVENUE		76,000.00	19,040.87	9,920.53	56,959.13	25.05
TOTAL REVENUES		76,000.00	19,040.87	9,920.53	56,959.13	25.05
200 - GEN SERVICES		76,000.00	64,047.97	64,047.97	11,952.03	84.27
TOTAL EXPENDITURES		76,000.00	64,047.97	64,047.97	11,952.03	84.27
Fund 588 - TRANSPORTATION FUND:						
TOTAL REVENUES		76,000.00	19,040.87	9,920.53	56,959.13	25.05
TOTAL EXPENDITURES		76,000.00	64,047.97	64,047.97	11,952.03	84.27
NET OF REVENUES & EXPENDITURES		0.00	(45,007.10)	(54,127.44)	45,007.10	100.00
Fund 590 - SEWER FUND						
000 - REVENUE		3,352,244.00	2,291.83	2,052.94	3,349,952.17	0.07
TOTAL REVENUES		3,352,244.00	2,291.83	2,052.94	3,349,952.17	0.07
200 - GEN SERVICES		1,784,986.00	254,902.74	123,558.27	1,530,083.26	14.28
549 - SEWER OPERATIONS		347,241.00	21,019.92	12,392.96	326,221.08	6.05
901 - CAPITAL OUTLAY		1,440,000.00	0.00	0.00	1,440,000.00	0.00
905 - DEBT SERVICE		71,294.00	0.00	0.00	71,294.00	0.00
TOTAL EXPENDITURES		3,643,521.00	275,922.66	135,951.23	3,367,598.34	7.57

PERIOD ENDING 08/31/2020

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GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 08/31/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 08/31/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BGD USED
Fund 590 - SEWER FUND						
Fund 590 - SEWER FUND:						
	TOTAL REVENUES	3,352,244.00	2,291.83	2,052.94	3,349,952.17	0.07
	TOTAL EXPENDITURES	3,643,521.00	275,922.66	135,951.23	3,367,598.34	7.57
	NET OF REVENUES & EXPENDITURES	(291,277.00)	(273,630.83)	(133,898.29)	(17,646.17)	93.94
Fund 591 - WATER FUND						
000 - REVENUE						
	TOTAL REVENUES	6,907,249.00	40,703.99	35,304.31	6,866,545.01	0.59
	TOTAL EXPENDITURES	6,907,249.00	40,703.99	35,304.31	6,866,545.01	0.59
	200 - GEN SERVICES	516,441.00	91,931.46	34,378.61	424,509.54	17.80
	552 - WATER UNDERGROUND	970,176.00	126,131.06	51,697.60	844,044.94	13.00
	553 - WATER FILTRATION	1,147,443.00	139,691.15	81,931.20	1,007,751.85	12.17
	901 - CAPITAL OUTLAY	3,522,219.00	429,785.78	276,453.64	3,092,433.22	12.20
	905 - DEBT SERVICE	547,453.00	0.00	0.00	547,453.00	0.00
	TOTAL EXPENDITURES	6,703,732.00	787,539.45	444,461.05	5,916,192.55	11.75
Fund 591 - WATER FUND:						
	TOTAL REVENUES	6,907,249.00	40,703.99	35,304.31	6,866,545.01	0.59
	TOTAL EXPENDITURES	6,703,732.00	787,539.45	444,461.05	5,916,192.55	11.75
	NET OF REVENUES & EXPENDITURES	203,517.00	(746,835.46)	(409,156.74)	950,352.46	366.96
Fund 599 - WASTEWATER FUND						
000 - REVENUE						
	TOTAL REVENUES	4,491,000.00	300,208.95	149,327.04	4,190,791.05	6.68
	TOTAL EXPENDITURES	4,491,000.00	300,208.95	149,327.04	4,190,791.05	6.68
	548 - WASTEWATER OPERATIONS	1,789,427.00	257,212.65	125,786.17	1,532,214.35	14.37
	901 - CAPITAL OUTLAY	2,731,000.00	20,653.55	20,653.55	2,710,346.45	0.76
	905 - DEBT SERVICE	35,000.00	0.00	0.00	35,000.00	0.00
	TOTAL EXPENDITURES	4,555,427.00	277,866.20	146,439.72	4,277,560.80	6.10
Fund 599 - WASTEWATER FUND:						
	TOTAL REVENUES	4,491,000.00	300,208.95	149,327.04	4,190,791.05	6.68
	TOTAL EXPENDITURES	4,555,427.00	277,866.20	146,439.72	4,277,560.80	6.10

PERIOD ENDING 08/31/2020

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2020-21		YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BDGT USED	
		AMENDED	BUDGET	08/31/2020	MONTH 08/31/2020	NORMAL	(ABNORMAL)		
Fund 599 - WASTEWATER FUND									
	NET OF REVENUES & EXPENDITURES	(64,427.00)		22,342.75		2,887.32		(86,769.75)	34.68
Fund 661 - FLEET MAINTENANCE FUND									
000	- REVENUE	720,000.00		106,037.17		60,543.49		613,962.83	14.73
TOTAL REVENUES		720,000.00		106,037.17		60,543.49		613,962.83	14.73
891	- FLEET MAINTENANCE	371,919.00		47,403.87		15,916.11		324,515.13	12.75
901	- CAPITAL OUTLAY	453,000.00		0.00		0.00		453,000.00	0.00
TOTAL EXPENDITURES		824,919.00		47,403.87		15,916.11		777,515.13	5.75
Fund 661 - FLEET MAINTENANCE FUND:									
TOTAL REVENUES		720,000.00		106,037.17		60,543.49		613,962.83	14.73
TOTAL EXPENDITURES		824,919.00		47,403.87		15,916.11		777,515.13	5.75
NET OF REVENUES & EXPENDITURES		(104,919.00)		58,633.30		44,627.38		(163,552.30)	55.88
TOTAL REVENUES - ALL FUNDS		30,313,645.00		2,693,961.67		1,385,163.77		27,619,683.33	8.89
TOTAL EXPENDITURES - ALL FUNDS		30,496,572.00		3,595,240.49		2,058,609.50		26,901,331.51	11.79
NET OF REVENUES & EXPENDITURES		(182,927.00)		(901,278.82)		(673,445.73)		718,351.82	492.70

MINUTES

REGULAR MEETING OF THE DOWNTOWN DEVELOPMENT AUTHORITY/MAIN STREET CITY OF OWOSSO

September 2, 2020 AT 7:30 A.M.

VIRTUAL MEETING VIA ZOOM VIDEO CONFERENCING

CALL TO ORDER: The meeting was called to order by Chairman Dave Acton at 7:32 A.M.

ROLL CALL: Was taken by Recording Secretary, Debbie Hebert

MEMBERS PRESENT: Chairman Dave Acton, Vice-Chairman Bill Gilbert, Commissioner Ken Cushman, Commissioner Jon Moore, Commissioner Lance Omer, Commissioner Susan Osika, Commissioner Theresa Trecha.

MEMBERS ABSENT: None

OTHERS PRESENT: Josh Ardelean and Josh Adams, DDA Director

AGENDA: IT WAS MOVED BY AUTHORITY MEMBER OSIKA AND SUPPORTED BY AUTHORITY MEMBER GILBERT TO APPROVE THE AGENDA AS AMENDED WITH AN ADDITIONAL ITEM OF BUSINESS FOR DISCUSSION AS ITEM NUMBER 6 - NEW MEMBER OPENINGS.

AYES: ALL. MOTION CARRIED.

MINUTES: IT WAS MOVED BY AUTHORITY MEMBER MOORE AND SUPPORTED BY AUTHORITY MEMBER CUSHMAN TO APPROVE THE MINUTES FOR MEETINGS HELD AUGUST 5, 2020.

AYES: ALL. MOTION CARRIED

Director Acton noted there will be a refinement of the minutes taken to include names of commissioners commenting under the Board Comments Section.

PUBLIC COMMENTS: Josh Ardelean expressed his excitement about the DDA Board and shared his interest in joining their efforts by becoming a member.

ITEMS OF BUSINESS:

1) **CHECK REGISTER** – Director Adams noted the expense of \$1,059.37 to Adam Perry for purchase of Notion App software and development – Work Planning Application.

IT WAS MOVED BY AUTHORITY MOORE, SUPPORTED BY AUTHORITY MEMBER OMER TO APPROVE THE CHECK REGISTER FOR AUGUST, 2020 AS PRESENTED.

AYES: ALL. MOTION CARRIED.

2) 2020/2021 Budget Review- Short discussion with Adams stating the receipt of TIFF funds in multiple portions. Small portion usually received late fall. The larger amount is received in February or March. Budget populates as the months move forward thru the fiscal year.

3) RLF Application Approval- The RLF Committee recommended that the Board approve the application of \$35,000 from Woodworth Commercial for further development of the 2nd floor of 116 W. Main to purchase office furniture. The committee recommended the applicant to pay the balance owed on the \$5,000 Emergency Response Loan received earlier in the year, prior to executing this loan.

Vice Chairman Gilbert commented that the application from Woodworth Commercial fits the purpose of the Revolving Loan Fund to create 6-8 jobs and add revenue into the Downtown Business Economy. Commission Moore asked for the current balance available in the Revolving Loan Fund. Adams responded with the amount of approximately \$520,000. The balance will grow as payments are received from earlier approved loans.

IT WAS MOVED BY AUTHORITY GILBERT, SUPPORTED BY AUTHORITY MEMBER MOORE TO APPROVE THE REVOLVING LOAN APPLICATION FROM WOODWORTH COMMERCIAL IN THE AMOUNT OF \$35,000.

AYES: ALL. MOTION CARRIED.

4) HIGH CAPACITY EV FAST CHARGING STATIONS – Adams informed the board that the Main Street Plaza was approved at the original amount of \$34,257 approved by City Council. There will be \$2,000 to \$2,800 in additional costs to the DDA for six Bollards around 2 stations. Gilbert's Hardware property line will be restored after construction by Future Energy. When date is determined for installation, Gilbert's dumpster will need to be moved temporarily into the city parking lot.

A subcommittee was formed to keep the project moving along. Chairman Acton with commissioners Moore and Omer make up the current subcommittee with Director Adams continuing to act as purchasing agent overseeing the contract.

5) Notion App Work Planning Training – Director Adams described the training to take place with Adam Perry, Developer to implement board initiatives with the Notion App. Work planning has been done in various platforms. This app is easily accessible on the user's phone to provide simple management software for work planning and volunteer database. Users will have access to their specific work plans. A legacy trail is now possible from year to year. Work plans can be duplicated to move into the next fiscal year.

6) New Membership – Director Adams will obtain list of board vacancies from Owosso City Clerk. A subcommittee may be formed if it appears to be necessary. Chairman Acton suggests members are chosen with 3 categories in mind: passion, time and skill set. The board should have an idea of what the new members will do when they join. It is desirable to match the individual's interests with assigned tasks. All recommendations of individuals to serve are welcome.

COMMITTEE UPDATES:

Design and Business Vitality –

- 1) The Streetscape and Beautification subcommittees meet to address future and current issues to plan coordination of future efforts with team leaders for follow thru.
- 2) Recruitment Technical Services is under way with Michigan Mainstreet to develop a business recruitment strategy and team with tools and resources.
- 3) DDA will host Owosso Pitch Competition along with SEDP and SBDC, targeting small scale batch manufacturers for brick and mortar businesses. A prize will be offered to help facilitate the winner's startup. This committee has found itself to be busier in the last 3 to 4 weeks than in the past two years.

- 1) **Promotion & Outreach** – Most activities were postponed or cancelled due to Covid. Retail shopping events committee is seeking team leadership to pick up plans again. The goal is keep winter activities alive and moving during Covid restrictions with new creative ways.
- 2) **Business Owners Committee** – Attempts have been made to meet with Business Owners, the response has been minimal. Owners are beginning to show signs of desiring to move forward.

BOARD CONTINUING EDUCATION INFORMATION:

The Director Report was provided in the Commissioner's Meeting Packet. Adams interjected throughout the meeting the items in his report.

PUBLIC COMMENTS: None

BOARD COMMENTS: Commissioner Osika was present in the zoom meeting with Justin Horvath, SEDP. Information was provided that the last round of grants from MEDC will be awarded this week to grant applicants. A total of \$800,000 will be awarded throughout Shiawassee County. Many of the downtown businesses have applied for this grant.

Adams informed the board at Osika's request that \$2,091.00 each in grants is awarded to 22 businesses. These will be awarded soon within a week or two. A lag to award the grants occurred due to changing the grant to award an additional \$91 to each business.

ADJOURNMENT: IT WAS MOVED BY AUTHORITY MEMBER OSIKA AND SUPPORTED BY AUTHORITY MEMBER OMER TO ADJOURN AT 8:49 A.M.

AYES: ALL. MOTION CARRIED.

**OWOSSO MID-SHIAWASSEE COUNTY WWTP REVIEW BOARD
MEETING MINUTES**

September 22, 2020

4:30 P.M.

Virtual (via Zoom application)

1. Roll (4:34 P.M.)
Members Present: G. Chinavare, R. Holzheuer
Alternates Present: D. Chrenka, T. Crawford, B. Horton
Others Present: T. Guysky, WWTP Superintendent/Board Secretary
2. Minutes of the June 23, 2020 meeting: Motion by Chrenka to approve the June 23, 2020 meeting minutes with support by Holzheuer. No Discussion. Motion carries 4-0.
3. Secretary's Report:
 - a) Plant Performance Summaries (June 2020 – August 2020): Guysky noted full permit compliance for June through August. August included an extreme rain event which was unusually localized within parts of Owosso and Owosso Township, and included a minor Sanitary Sewer Overflow (SSO) event in Owosso.
 - b) Plant Operations (general and May SSO condition): Guysky noted efficient plant operation during the June through August time period, with chemical and energy usage normal.
 - c) WWTP Project Updates: Guysky noted the backup generator install was complete and Chinavare confirmed final payments have been made. Guysky described the progress thus far on the headworks project, construction which started September 10. Bypass pumping setup is almost complete, after which demo and construction begins.
4. Old Business: None
5. New Business:
 - a) Sludge Processing Replacement Project: Guysky summarized the project, which is currently in design phase with C2AE as consulting engineers. He noted the possibility of adding a sludge dryer to the process, which could potentially cut landfill costs by two-thirds, while generating a Class A biosolids which could be land applied. Chinavare discussed project funding, which will not include applying for a State Revolving Fund loan. He also discussed the potential for grant funding to cover at least part of the project cost.
 - b) Flow estimates for duration of Headworks Project: Guysky informed the board that due to the bypass pumping configuration, which includes some of the plant return flows being mixed with the plant influent, accurate flow metering for City of Owosso and Owosso Township will be impossible for the duration of the headworks project. The method of estimation for monthly flow billing will include using previous five-year average percentages of total flow for October-March period for Owosso and Owosso Township.
 - c) Owosso Utilities Director retirement/replacement: Chinavare announce his upcoming retirement, effective January 8, 2021. He noted that prior to his retirement, he will give the board recommendations on revisions to the 1977 Wastewater Plant Agreement. He will also complete a preliminary budget for Fiscal Year 2021-22, including rate revisions. He will also prepare a private sector Inflow/Infiltration Program for implementation by his successor.

6. Citizens'/Members' Comments: Chrenka congratulated Chinavare on his upcoming retirement and thanked him for his service to the Board. Citizen Gary Burk also congratulated and thanked Chinavare.
7. Adjourn: Motion to adjourn by Holzheuer, with support by Chrenka. No discussion. Motion carries 4-0. Meeting adjourned at 5:02 p.m.

Respectfully submitted, Timothy J. Guysky, Secretary
Approval by Review Board – Pending

PARKS AND RECREATION COMMISSION
REGULAR MEETING
WEDNESDAY, SEPTEMBER 23, 2020
7:00PM
Virtual Meeting – via Zoom

- CALL TO ORDER:** Chairman Workman called the meeting to order at 7:29 p.m.
- PLEDGE OF ALLEGIANCE:** Was recited
- ROLL CALL:** Was taken by Amy Fuller
- MEMBERS PRESENT:*** Chairman Andrew Workman, Vice-Chair Jeff Selbig, Commissioner Kevin Maginity, and Commissioner CarolAnne Smith.
- MEMBERS ABSENT:*** Commissioner Nick Seabasty, Commissioner Elaine Greenway, and Commissioner Christopher Owens
- OTHERS PRESENT:*** Amy Fuller, Assistant to the City Manager
- APPROVAL OF AGENDA:** **COMMISSIONER SMITH MADE A MOTION TO APPROVE THE AGENDA FOR SEPTEMBER 23, 2020 AS PRESENTED. MOTION SUPPORTED BY VICE-CHAIR SELBIG. AYES ALL, MOTION CARRIED.**
- APPROVAL OF MINUTES:** **COMMISSIONER MAGINITY MADE A MOTION TO APPROVE THE MINUTES FOR JULY 22, 2020 WITH NO CHANGES. MOTION SUPPORTED BY VICE-CHAIR SELBIG. AYES ALL, MOTION CARRIED.**
- PUBLIC COMMENTS:** None
- COMMUNICATIONS:** Amy Fuller shared emails from Mr. John Orin and Mr. Greg Kanan in favor of adding outdoor pickleball courts. Both of these correspondences were also emailed to the Commission by Ms. Fuller.
- OLD BUSINESS:**
- DNR Grant: Commissioners discussed the preliminary scoring for the Holman Pool Grant.
COMMISSIONER SMITH MADE A MOTION TO AMEND THE GRANT APPLICATION TO INCLUDE MENTION OF THE SHIAWASASSEE AREA TRANSPORTATION AGENCY (SATA).MOTION SUPPORTED BY VICE-CHAIR MAGINITY. AYES ALL, MOTION CARRIED.
- Bennett Field: (Items 4 and 6 from Capital Improvement Plan) Amy Fuller shared new gravel parking lot is finished and work on the drainage issue is currently in progress.
- Millage Discussion: The Commission reviewed a list of potential projects including a new dock at Hopkins Lake, Canoe/kayak launches on the river, improving the tennis courts and adding pickleball, and purchasing new picnic tables and grills. It was decided they would focus on a new dock at Hopkins Lake first and revisit the other topics at the next meeting.
COMMISSIONER MAGINITY MADE A MOTION TO ASK THE CITY TO RECEIVE BIDS FOR A NEW FLOATING DOCK AT HOPKINS LAKE WITH A 48X6 GANGWAY AND A 36X12 PLATFORM. MOTION SECONDED BY COMMISSIONER SMITH. AYES ALL, MOTION CARRIED.
- NEW BUSINESS:**

Check Register Review: May-July 2020: No questions or follow up requested.

Ordinance Amendment: It was discussed that the request to amend the Parks and Recreation Commission ordinance to allow Commissioners to live outside the city limits passed at the previous City Council Meeting.

Old Skate Park: Plans for refurbishing the old skate park were discussed. Vice-Chair Selbig requested this be added to the next meeting agenda.

Free WiFi: Amy Fuller shared an idea from Josh Adams for adding WiFi in a couple city parks and that DayStarr is willing to donate the internet service. She will continue to work with Mr. Adams to learn about the feasibility and any potential costs. It was noted that this could be a good community resource if students need to do virtual learning during COVID-19.

Disc Golf Course: Amy Fuller will look into what needs to be completed at the disc golf course.

Next Meeting: October 28nd @ 7:00 PM

ADJOURNMENT:

VICE-CHAIR SELBIG MADE A MOTION TO ADJOURN AT 9:02 P.M. MOTION SUPPORTED BY COMMISSIONER MAGINITY.

DRAFT