

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MONDAY, AUGUST 01, 2016
7:30 P.M.**

**Meeting to be held at City Hall
301 West Main Street**

AGENDA

OPENING PRAYER:

PLEDGE OF ALLEGIANCE:

ROLL CALL:

APPROVAL OF THE AGENDA:

APPROVAL OF THE MINUTES OF REGULAR MEETING OF JULY 18, 2016:

ADDRESSING THE CITY COUNCIL

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

PROCLAMATIONS / SPECIAL PRESENTATIONS

None.

PUBLIC HEARINGS

None.

CITIZEN COMMENTS AND QUESTIONS

CITY MANAGER REPORT

Project status report

CONSENT AGENDA

1. Resolution setting public hearing to establish and Industrial development district -- 300 W Main Street
Owosso REI Group, LLC is applying for an Industrial Facilities Tax Exemption Certificate for the part

of the complex being proposed for a brewery. The resolution provides for notifying the taxing districts and sets a public hearing for August 15, 2016.

2. Traffic control order #1355 for bend and yoga event The traffic control order provides for the closing of parking lot 26 at the southeast corner of Ball and Comstock Streets on July 16 and August 20 from 7:00 a.m. to 9:00 a.m.
3. Traffic control order# 1356 for neighborhood block party The traffic control order provides for the closing of Gilbert Street between Oliver and Queen Streets on August 14 from 1:00 p.m. and 9:00 p.m.
4. Traffic control order #1357 for bicycle show and swap meet The traffic control order provides for the use of the alley and parking lot in the 800 block of Westown, north side of Main Street on August 14 from 9:00 a.m. to 3:30 p.m.
5. Traffic control order #1358 for Lebowsky Center The traffic control order provides for the reserving of two parking spaces on various dates in front of the Main Street entrance to the Lebowsky Center when events are taking place for safety purposes. For afternoon events, parking would be prohibited from 2:00 p.m. to 6:00 p.m. and evening events from 7:00 p.m. to 11:00 p.m.
6. Resolution authorizing the execution of an emergency purchase of plastic pipe from Advanced Drainage Systems It was necessary to purchase for the repair of a collapsed storm sewer 300 feet of 24-inch plastic pipe for \$5,457.63.
7. Check Register – Junel 2016. Affirm check disbursements totaling \$1,749,435.07 for June 2016..

ITEMS OF BUSINESS

1. Resolution authorizing the execution of a contract with PM Environmental, Inc. for environmental oversight, project management, and reporting activities for the former Eastside Cleaners/proposed Qdoba and retail property The city, acting as fiduciary for a Michigan Departmental of Environmental Quality grant must enter into agreements concerning the site cleanup. This agreement is for oversight, management and reporting for an amount not to exceed \$76,355.
2. Resolution authorizing the application for Transportation Local Safety Program funds for washing street improvements Funding is being sought in the amount of 654,142,00 for improvement of South Washington Street between Corunna Avenue and Gute Street. The city share would be estimated at \$300,000, including \$72,682.50 for construction and all engineering costs.
3. Street program funding discussion. Continuation of the discussion as to whether to place a street funding proposal on the November 2016 general election ballot. A decision must be made by August 15. The proposal being discussed is a \$10-million bond with a twenty-five year term.

COMMUNICATIONS

1. Downtown Development Authority/Main Street. Minutes of July 6, 2016.
2. Historical Commission. Minutes of July 11, 2016.

CITIZEN COMMENTS AND QUESTIONS

NEXT MEETING

Monday, August 15, 2016

BOARDS AND COMMISSIONS OPENINGS

Board of Review – term expires December 31, 2020
Building Board of Appeals – term expires June 30, 2019
Building Board of Appeals – Alternate - term expires June 30, 2018

ADJOURNMENT

The City of Owosso will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting/hearing upon seventy-two (72) hours notice to the City of Owosso. Individuals with disabilities requiring auxiliary aids or services should contact the City of Owosso by writing, 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.

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MINUTES OF JULY 18, 2016
7:30 P.M.**

PRESIDING OFFICER: MAYOR BENJAMIN R. FREDERICK

OPENING PRAYER: MAYOR BENJAMIN R. FREDERICK

PLEDGE OF ALLEGIANCE: COUNCILMAN ROBERT J. TEICH, JR.

PRESENT: Mayor Benjamin R. Frederick, Mayor Pro-Tem Christopher T. Eveleth, Councilpersons Loreen F. Bailey (7:34pm), Burton D. Fox, Elaine M. Greenway, Michael J. O'Leary, and Robert J. Teich, Jr.

ABSENT: None.

APPROVE AGENDA

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

Move Consent 3. Change Order No. 2 – Gould Street Resurfacing Contract to Item of Business 2.

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

APPROVAL OF THE MINUTES OF REGULAR MEETING OF JULY 5, 2016

Motion by Councilperson Fox to approve the Minutes of the Regular Meeting of July 5, 2016 as presented.

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

PROCLAMATIONS / SPECIAL PRESENTATIONS

None.

PUBLIC HEARINGS

None.

CITIZEN COMMENTS AND QUESTIONS

Mary Nordbeck, 3611 N M-52, introduced herself as a candidate for County Commissioner District 1.

J.W. Smith, Muskegon resident and property owner on South Park Street, expressed his displeasure with the Council's recent decision to rezone the property at 970 South Park Street from residential to commercial. He asked that the Council reconsider the issue. He said he felt blind-sided as he thought the issue was decided by the Planning Commission. Lastly, he wanted to know how the restriction would be enforced if the rezoning stands.

Robert Moberg, 938 S. Saginaw Street, said he shares the same concerns as Mr. Smith and was concerned with the way the City went about things. He said residents were not notified properly and the City had a conflict of interest because they had done business with the applicant.

Troy Crowe, owner of the recently rezoned property at 970 S. Park Street, said he wants to be a good neighbor. He said he is not planning on doing anything different than they are now. The building they are proposing will be used to store many of the items now stored outside on the property. He said he would be happy to talk with the neighbors about his plans for the site and to listen to their concerns.

Tom Manke, 2910 W. M-21, noted that Mike Cline had volunteered to serve on the Planning Commission but the Mayor had appointed someone else to the seat. He then accused the Mayor and the Council of various transgressions and was gavelled down as out of order.

Justin Horvath, president of the SEDP, said that he felt the issue regarding the rezoning on Park Street was the result of a communication challenge. He noted that of the two meetings held to address the issue neither meeting had all the relevant parties present. He said he hoped that some good dialogue between Mr. Crowe and the residents of the neighborhood would help.

Heath Smith, 942 S. Saginaw Street, accused staff of contacting Mr. Crowe regarding the meeting to address his application and intentionally keeping the residents in the dark. The City Clerk indicated that she had posted the notices for the hearing as required by law and had not contacted Mr. Crowe to personally notify him of the hearing, or subsequent discussions, on the matter.

Mayor Frederick said he did not appreciate the citizen comments regarding his appointments to City boards and commissions.

Councilperson Fox inquired about the qualifications to serve on the Planning Commission, asking if the Mayor felt Mr. Cline was unqualified to serve on the Planning Commission. Mayor Frederick indicated he never said Mr. Cline was not qualified to serve on the Planning Commission.

CITY MANAGER REPORT

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

CONSENT AGENDA

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

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

Name	Board/Commission	Term Expires
Donald Crawford*	Building Authority	06-30-2019
Kent Telesz*	Building Board of Appeals	06-30-2019
Jeff Selbig*	Parks & Recreation Commission	06-30-2018
Tom Cook	Planning Commission	06-30-2019
Jonathan Tomayo*	SATA Board of Directors	10-01-2019

* Indicates reappointment

Cantu 5K Walk/Run Permission. Approve application of the American Legion Women's Auxiliary for the partial closure of various streets on Sunday, August 28, 2016 from 8:30am – 11:00am for the Cantu 5K Walk & Run, waive the insurance requirement, and authorize Traffic Control Order No. 1353 formalizing permission.

Change Order No. 2 – Gould Street Resurfacing Contract. (This item was moved to Items of Business.)

Bid Award & Change Order - 2016 Sidewalk Replacement Program. Waive bidding irregularities, approve the bid of Seifert Construction, LLC for the 2016 Sidewalk Replacement Program in the amount of \$47,569.00, approve Change Order No. 1 adding that amount to the 2015 Sidewalk Replacement Program Contract, and authorize payment up to the contract amount, including Change Order No. 1, upon satisfactory completion of the work or a portion thereof as detailed below:

RESOLUTION NO. 79-2016

**AUTHORIZING THE EXECUTION OF CHANGE ORDER NO. 1
TO THE 2015 SIDEWALK REPLACEMENT PROGRAM CONTRACT
WITH SEIFERT CONSTRUCTION, LLC
ADDING THE 2016 SIDEWALK PROGRAM**

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

WHEREAS, the city of Owosso sought bids for the replacement of these sections of sidewalk as part of the 2016 Sidewalk Replacement Program; the low bid was received from Wolverine Sealcoating in the amount of \$47,569.00; and

WHEREAS, staff was unable to verify the firm had any previous experience with a similar project in another municipality; and

WHEREAS, the next lowest bid was received from Seifert Construction, LLC; and is hereby determined that Seifert Construction, LLC is qualified to provide such services and that they have agreed to meet the low bid amount; and

WHEREAS, the City currently holds a contract with Seifert Construction for the 2015 Sidewalk Replacement Program, Part II, to which the additional work can be added.

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

- FIRST: The City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to employ Seifert Construction, LLC for replacement of sections of damaged or misaligned sidewalk as part of the 2016 Sidewalk Replacement Program.
- SECOND: The mayor and city clerk are instructed and authorized to sign the document substantially in the form attached as Exhibit B, Change Order No. 1 to the 2015 Sidewalk Replacement Program Contract in the amount of \$47,569.00.
- THIRD: The accounts payable department is authorized to pay Seifert Construction, LLC for work satisfactorily completed on the project up to the contact amount, including Change Order No. 1.
- FOURTH: The above expenses shall be paid from the Major and Local Street Maintenance Funds, accounts 203-463-728-000 and 202-463-728-000.

Purchase Authorization – Bulk Lime. Authorize a purchase agreement with Graymont Western Lime Inc. for the purchase of bulk lime for the Filtration Plant, utilizing the Lansing Board of Water & Light's joint purchasing consortium Mid-Michigan Drinking Water Consortium Bulk Chemical Contract in the amount of \$131.50 per ton, with an estimated annual contract of \$102,500.00 and authorize payment based on unit prices for actual quantities required for the fiscal year ending June 30, 2017 as follows:

RESOLUTION NO. 80-2016

**RESOLUTION AUTHORIZING THE EXECUTION OF A PURCHASE ORDER FOR
BULK LIME (CaCO₃)
FOR THE PERIOD FY2016-2017
FROM GRAYMONT WESTERN LIME INC.
OF WEST BEND, WISCONSIN**

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

WHEREAS, the City of Owosso has piggy-backed onto a competitive bid process with the Lansing Board of Water & Light for Bulk Lime; and it is hereby determined that Graymont Western Lime Inc. is qualified to provide such product and that it has submitted the lowest responsible and responsive bid;

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

FIRST: The City of Owosso has theretofore determined that it is advisable, necessary and in the public interest to purchase Lime from Graymont Western Lime Inc., utilizing the Lansing Board of Water & Light's Mid-Michigan Drinking Water Consortium Bulk Chemical Contract, in the amount of \$131.50 per ton for the city fiscal year 2016-2017, with an estimated quantity of 800 tons for FY2016-2017, in the amount of \$102,500.00.

SECOND: The purchase agreement between the city and Graymont Western Lime Inc. shall be in the form of a city purchase order.

THIRD: The above expenses shall be paid from the water fund following delivery, and chargeable to account 591-553-743.000 in the amount of \$105,200.00.

Warrant No. 525. Authorize Warrant No. 525 as follows:

Vendor	Description	Fund	Amount
Logicalis, Inc.	Network engineering- June 2016	Various	\$ 7,840.00
Safebuilt, Inc.	Building department services- June 2016	General	\$ 12,160.00
Shiawassee Economic Development Partnership	FY 2016/2017 annual investment	General	\$ 31,426.00
William C. Brown, PC	Professional services- June 6, 2016 – July 11, 2016	General	\$ 12,506.52
Caledonia Charter Township	Caledonia utility fund payment- April 2016 – June 2016	Water	\$ 20,831.74
Owosso Charter Township	Owosso Charter Township 2011 water agreement payment- April 2016 – June 2016	Water	\$ 9,204.19

Motion supported by Councilperson Bailey.

Roll Call Vote.

AYES: Mayor Pro-Tem Eveleth, Councilpersons O'Leary, Bailey, Teich, Greenway, Fox, and Mayor Frederick.

NAYS: None.

ITEMS OF BUSINESS

Street Program Presentation /Bond Proposal Discussion

Council dispensed with the planned presentation by City Engineer Randy Chesney regarding the condition of City streets and street projects planned for 2017, and moved directly to the discussion regarding putting a bond proposal on the November 2016 ballot. City Manager Crawford framed the discussion by asking whether the Council wished to proceed with a bond question in November. The Council discussed the need to take some action to secure street funding, the fact that costs for road projects will only continue to rise, and the need for a specific plan of action and methods for advertising that plan.

Motion by Councilperson Fox to authorize a resolution approving the placement of a \$10 million bond request on the November 2016 ballot.

Motion supported by Councilperson Bailey.

There was further discussion on the item starting with Councilperson Teich. He indicated he would prefer a much smaller bond and a shorter finance period to the \$10 million, 25 year bond that is proposed. He expressed his frustration with the last minute consideration of the item. Other Council members expressed their preference for a smaller bond amount and a shorter finance period compared to what is proposed.

Councilperson Fox withdrew his motion.

Motion by Councilperson Fox to schedule a discussion regarding a pay-as-you-go street maintenance plan on the August 1st agenda.

Motion supported by Mayor Pro-Tem Eveleth.

Roll Call Vote.

AYES: Councilperson Bailey, Mayor Pro-Tem Eveleth, Councilpersons Teich, Greenway, Fox, O'Leary, and Mayor Frederick.

NAYS: None.

Councilperson Teich asked for a copy of the precious millage request for the upcoming discussion.

Change Order No. 2 – Gould Street Resurfacing Contract

Councilperson Fox indicated he wanted this item pulled so he could inquire about the nature of the additional work as well as any affect the Change Order might have on the special assessments tied to the project. City Manager Crawford said that dealing with catch basins and silt screening made up a large portion of the added cost and that he anticipates the total project amount may end up under the contract amount in spite of the Change Order. If the project concludes significantly under budget the special assessments may actually be adjusted down.

Motion by Councilperson Fox to authorize Change Order No. 2 to the Gould Street Resurfacing Contract with Pyramid Paving Company, increasing the contract amount by \$6,835.00 for additional work due to

conditions found in the field, and further authorize payment up to the amount of the change order upon satisfactory completion of the work as follows:

RESOLUTION NO. 81-2016
AUTHORIZING CHANGE ORDER NO. 2
TO THE CONTRACT WITH
PYRAMID PAVING COMPANY
FOR RESURFACING OF GOULD STREET

WHEREAS, the city of Owosso, Shiawassee County, Michigan, approved a contract to Pyramid Paving Company on March 7, 2016 for resurfacing of Gould Street; and

WHEREAS, the City has requested additional work from Pyramid Paving Company due to conditions found in the field.

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

- FIRST: The City of Owosso amends the contract with Pyramid Paving Company for additional work to their contract.
- SECOND: The mayor and city clerk are instructed and authorized to sign the document substantially in form attached as Exhibit B, Contract Change Order No. 2 to the Contract for Services between the City of Owosso and Pyramid Paving Company, increasing the total amount by \$6,835.00.
- THIRD: The accounts payable department is authorized to pay Pyramid Paving Company for work satisfactorily completed up to the amount of the contract including Change Order No. 2.
- FOURTH: The above expenses shall be paid from a combination of MDOT Transportation Economic Development Fund-Category F funds, 2010 Unlimited Obligation Bond Proceeds Account No. 202-463-818000 and other funds as appropriated.

Motion supported by Mayor Pro-Tem Eveleth.

Roll Call Vote.

AYES: Councilpersons Bailey, Greenway, Mayor Pro-Tem Eveleth, Councilpersons Fox, Teich, O'Leary, and Mayor Frederick.

NAYS: None.

COMMUNICATIONS

Amy K. Kirkland, City Clerk. Request to reconsider rezoning of 970 S. Park St.
N. Bradley Hissong, Building Official. June 2016 Building Department Report.
N. Bradley Hissong Building Official. June 2016 Code Violations Report.
Kevin D. Lenkart, Public Safety Director. June 2016 Police Report.
Kevin D. Lenkart, Public Safety Director. June 2016 Fire Report.
Downtown Development Authority/Main Street. Minutes of June 1, 2016.
Historical Commission. Minutes of June 13, 2016.
Zoning Board of Appeals. Minutes of June 21, 2016.
Brownfield Authority. Minutes of June 30, 2016.

CITIZEN COMMENTS AND QUESTIONS

There were no citizen comments.

Mayor Frederick applauded the downtown businesses for their spontaneous organization of events last weekend taking advantage of the popularity of the Pokémon Go game.

Councilperson Fox noted that the city is becoming known for places that have earned the honor of “Best of”; he said he hoped the city could make the same claim for the streets someday.

Councilperson Greenway said she really appreciated the fact that the discussion between Mr. Crowe and his South Park Street neighbors continued outside the Council Chambers, saying it made her hopeful they could reach a resolution.

NEXT MEETING

Monday, August 01, 2016

BOARDS AND COMMISSIONS OPENINGS

Board of Review – term expires December 31, 2020

Building Board of Appeals – term expires June 30, 2019

Building Board of Appeals – Alternate - term expires June 30, 2018

ADJOURNMENT

Motion by Mayor Pro-Tem Eveleth for adjournment at 8:20 p.m.

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

Benjamin R. Frederick, Mayor

Amy K. Kirkland, City Clerk



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

MEMORANDUM

DATE: July 22, 2016

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

FROM: Larry Cook, Assessor

RE: Industrial Facilities Tax Exemption – 300 W. Main Street

In March of this year, the city clerk received a request from Randy Woodworth of Owosso REI, LLC, owners of 300 W. Main Street, an application for tax abatement under the city's policy an application for Obsolete Property Rehabilitation Exemption. The council approved an Obsolete Property Rehabilitation (OPRA) District at their meeting of April 18, 2016 and the OPRA exemption was approved May 16th and forwarded to the State Tax Commission (STC).

During review by the STC, they determined the brewery part of the project is industrial manufacturing in nature and would not quality for an OPRA. They have recommended the use of an Industrial Facilities Tax Exemption (IFT).

An Industrial Facilities Tax Exemption Certificate, Act 198 of 1974, is a tax abatement which reduces the tax burden by 50%. The applicant is applying for IFT exemptions on real and personal property for the brewery section. These exemptions can be granted for up to 12 years.

The first step is to establish an Industrial Development District and that district is described as:

PART OF ORIGINAL PLAT DESCRIBED AS; SOUTH 1/2 BLOCK 24 & SOUTH 10' OF NORTH 1/2 BLOCK 24, ALSO ADJACENT RESERVE 1, LYING BETWEEN EAST BANK OF SHIAWASSEE RIVER AND SAID DESCRIPTION

It is recommended by staff that the city council set a public hearing for August 15, 2016, for input from the public both within and out of the district. The city clerk will send notice to all taxing jurisdictions as required by the statute and the city's tax abatement policy.

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

RESOLUTION SETTING PUBLIC HEARING TO ESTABLISH
AN INDUSTRIAL DEVELOPMENT DISTRICT
300 W. MAIN STREET

WHEREAS, request was received July 21, 2016 for an Industrial Facilities Tax Exemption Certificate from Owosso REI Group, LLC; and

WHEREAS, an Industrial Development District is required for an Industrial Facilities Tax Exemption Certificate; and

WHEREAS, the Industrial Development District for this application is described as:

PART OF ORIGINAL PLAT DESCRIBED AS; SOUTH 1/2 BLOCK 24 & SOUTH 10' OF NORTH 1/2 BLOCK 24, ALSO ADJACENT RESERVE 1, LYING BETWEEN EAST BANK OF SHIAWASSEE RIVER AND SAID DESCRIPTION

WHEREAS, it must be determined that this district would be beneficial to the city of Owosso, as well as local and regional economy;

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

FIRST: the Owosso City Council sets public hearing for August 15, 2016 on or about 7:30 p.m. in the council chambers for the purpose of hearing comments from those within the proposed district, and any other resident or taxpayer, of the city of Owosso; and

SECOND: the city clerk gives the notifications as required by law; and

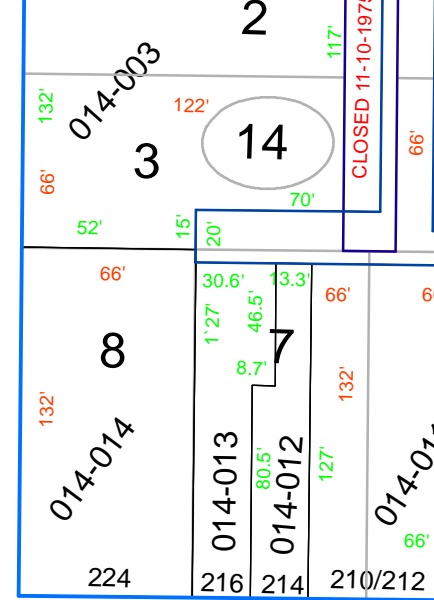
PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF OWOSSO, SHIAWASSEE COUNTY, MICHIGAN THIS 1ST DAY OF AUGUST 2016.

AYES: __ NAYS: __ ABSTAIN: __ ABSENT: __

ATTESTED:

Owosso REI Group, LLC hearing 8-1-16

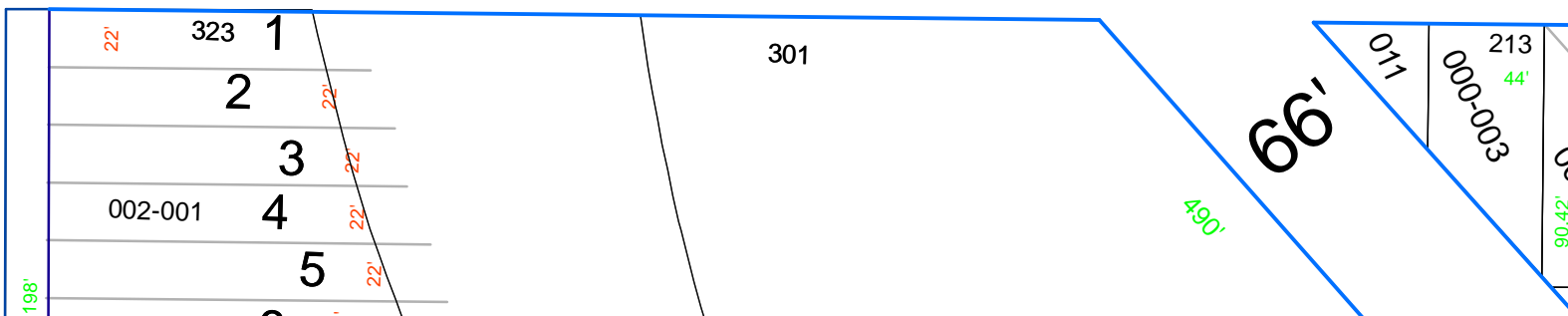
N. WATER ST.



W. EXCHA



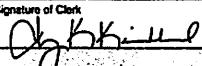
W. MAIN ST. (M-21)



Application for Industrial Facilities Tax Exemption Certificate

Issued under authority of Public Act 198 of 1974, as amended. Filing is mandatory.

INSTRUCTIONS: File the original and two copies of this form and the required attachments (three complete sets) with the clerk of the local government unit. The State Tax Commission (STC) requires two complete sets (one original and one copy). One copy is retained by the clerk. If you have any questions regarding the completion of this form, call (517) 373-3302.

To be completed by Clerk of Local Government Unit	
Signature of Clerk 	Date Received by Local Unit 07/21/14
STC Use Only	
Application Number	Date Received by STC

APPLICANT INFORMATION

All boxes must be completed.

1a. Company Name (Applicant must be the occupant/operator of the facility) Owosso REI Group, LLC		1b. Standard Industrial Classification (SIC) Code - Sec. 2(10) (4 or 8 Digit Code) Brewery	
1c. Facility Address (City, State, ZIP Code) (real and/or personal property location) 300 West Main Street, Owosso, MI 48867		1d. City/Township/Village (Indicate which) City of Owosso	1e. County Shiawassee
2. Type of Approval Requested <input type="checkbox"/> New (Sec. 2(5)) <input type="checkbox"/> Speculative Building (Sec. 3(8)) <input type="checkbox"/> Research and Development (Sec. 2(10))		3a. School District where facility is located Owosso	3b. School Code 78110
<input type="checkbox"/> Transfer <input checked="" type="checkbox"/> Rehabilitation (Sec. 3(8)) <input type="checkbox"/> Increase/Amendment		4. Amount of years requested for exemption (1-12 Years) 12	
5. For section 5, the application shall contain or be accompanied by a general description of the facility and a general description of the proposed use of the facility, the general nature and extent of the restoration, replacement, or construction to be undertaken, a descriptive list of the equipment that will be part of the facility. Attach additional page(s) if more room is needed. See Attachment			
6a. Cost of land and building improvements (excluding cost of land) * Attach list of improvements and associated costs. * Also attach a copy of building permit if project has already begun.		▶ \$274,032 Real Property Costs	
6b. Cost of machinery, equipment, furniture and fixtures * Attach itemized listing with month, day and year of beginning of installation, plus total		▶ \$289,750 Personal Property Costs	
6c. Total Project Costs * Round Costs to Nearest Dollar		▶ 563,782 Total of Real & Personal Costs	

7. Indicate the time schedule for start and finish of construction and equipment installation. Projects must be completed within a two year period of the effective date of the certificate unless otherwise approved by the STC.

Real Property Improvements	Begin Date (MM/YY)	End Date (MM/YY)	Owned	Leased
▶	December 2016	February 2018	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Personal Property Improvements	Begin Date (MM/YY)	End Date (MM/YY)	Owned	Leased
▶	August 2017	February 2018	<input checked="" type="checkbox"/>	<input type="checkbox"/>

8. Are State Education Taxes reduced or abated by the Michigan Economic Development Corporation (MEDC)? If yes, applicant must attach a signed MEDC Letter of Commitment to receive this exemption. ☐ Yes ☒ No

9. No. of existing jobs at this facility that will be retained as a result of this project. **0**
10. No. of new jobs at this facility expected to create within 2 years of completion. **25**

11. Rehabilitation applications only: Complete a, b and c of this section. You must attach the assessor's statement of SEV for the entire plant rehabilitation district and obsolescence statement for property. The Taxable Value (TV) data below must be as of December 31 of the year prior to the rehabilitation.

a. TV of Real Property (excluding land)	3,688
b. TV of Personal Property (excluding inventory)	0
c. Total TV	3,688

12a. Check the type of District the facility is located in:

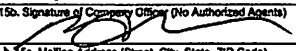
☒ Industrial Development District ☐ Plant Rehabilitation District

12b. Date district was established by local government unit (contact local unit) ☐ Yes ☒ No

APPLICANT CERTIFICATION - complete all boxes.

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all are truly descriptive of the industrial property for which this application is being submitted.

It is further certified that the undersigned is familiar with the provisions of P.A. 198 of 1974, as amended, being Sections 207.551 to 207.572, inclusive, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has compiled or will be able to comply with all of the requirements thereof which are prerequisites to the approval of the application by the local unit of government and the issuance of an Industrial Facilities Exemption Certificate by the State Tax Commission.


13a. Preparer Name Randy Woodworth	13b. Telephone Number 989-723-3711	13c. Fax Number 989-836-5920	13d. E-mail Address randywoodworth@gmail.co
14a. Name of Contact Person Randy Woodworth	14b. Telephone Number 989-723-3711	14c. Fax Number 989-836-5920	14d. E-mail Address randywoodworth@gmail.co
15a. Name of Company Officer (No Authorized Agents) Randy Woodworth			
15b. Signature of Company Officer (No Authorized Agents) 		15c. Fax Number 989-836-5920	15d. Date 7/20/2015
15e. Mailing Address (Street, City, State, ZIP Code) 120 W. Exchange St. Suite 203 Owosso, MI 48867		15f. Telephone Number 989-723-3711	15g. E-mail Address randywoodworth@gmail.co

LOCAL GOVERNMENT ACTION & CERTIFICATION - complete all boxes.

This section must be completed by the clerk of the local governing unit before submitting application to the State Tax Commission. Check items on file at the Local Unit and those included with the submittal.

16a. Action taken by local government unit <input type="checkbox"/> Abatement Approved for ____ Yrs Real (1-12), ____ Yrs Pers (1-12) After Completion <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Denied (Include Resolution Denying)		16b. The State Tax Commission Requires the following documents be filed for an administratively complete application: Check or Indicate N/A if Not Applicable 1. Original Application plus attachments, and one complete copy 2. Resolution establishing district 3. Resolution approving/denying application. 4. Letter of Agreement (Signed by local unit and applicant) 5. Affidavit of Fees (Signed by local unit and applicant) 6. Building Permit for real improvements if project has already begun 7. Equipment List with dates of beginning of installation 8. Form 3222 (if applicable) 9. Speculative building resolution and affidavits (if applicable)
16c. Documents Required to be on file with the Local Unit Check or Indicate N/A if Not Applicable <input type="checkbox"/> 1. Notice to the public prior to hearing establishing a district. <input type="checkbox"/> 2. Notice to taxing authorities of opportunity for a hearing. <input type="checkbox"/> 3. List of taxing authorities notified for district and application action. <input type="checkbox"/> 4. Lease Agreement showing applicants tax liability.		
16d. LUCI Code		16e. School Code
17. Name of Local Government Body		18. Date of Resolution Approving/Denying this Application

Attached hereto is an original application and all documents listed in 16b. I also certify that all documents listed in 16a are on file at the local unit for inspection at any time, and that any leases show sufficient tax liability.

18a. Signature of Clerk 	18b. Name of Clerk Randy Woodworth	18c. E-mail Address randywoodworth@gmail.co
18d. Clerk's Mailing Address (Street, City, State, ZIP Code)		
18e. Telephone Number		18f. Fax Number

State Tax Commission Rule Number 57: Complete applications approved by the local unit and received by the State Tax Commission by October 31 each year will be acted upon by December 31. Applications received after October 31 may be acted upon in the following year.

Local Unit: Mail one original and one copy of the completed application and all required attachments to:

Michigan Department of Treasury
State Tax Commission
PO Box 30471
Lansing, MI 48909

(For guaranteed receipt by the STC, it is recommended that applications are sent by certified mail.)

STC USE ONLY			
▶ LUCI Code	▶ Begin Date Real	▶ Begin Date Personal	▶ End Date Real
			▶ End Date Personal

IFT Project Summary, Budget and Installation Timeline Attachment

Owosso REI Group, LLC

300 West Main Street

Owosso, Michigan

#5

The facility makes up approximately 1,628 square of a larger (37,262) redevelopment in downtown Owosso. The rest of the project is commercial in nature and is pursuing and OPRA. The Brewery will be contained in the "Center" building, which is a two story building constructed in 1899. These buildings were originally constructed and operated as a brewery for the Mueller Brothers Brewing Company. Historical use of the existing buildings included a mix of manufacturing, retail and predominately professional offices in the most recent past between 1960 and 1999. By 2000, nearly half of the office spaces were vacant. The buildings have been vacant since 2015. The future use will be the brewing facility of Owosso Brewing Company. Rehabilitation activities will include: Lead and asbestos abatement, Extensive interior demolition, All new building equipment, including heating, ventilation, lighting, mechanical, and fixtures, Improved roof structure, structural wall and floor replacement, etc. Physical upgrades to the building exterior, and Site improvements including utility relocation, new and improved entrance, installation of all required equipment for brewery operation. The costs provided only reflect the costs associated with the brewery. The brewery is part of a larger 7 million dollar renovation that will improve the rest of the property for commercial operation. A visual of where the brewery is in relation to the larger project is provided.

Personal Property Improvements

Item	Number	Total Cost	Date to begin Installation	
Brew System	1	\$220,000	August 1, 2016	
Grain Storage	1	\$2,000	August 1, 2016	
Grist Mill	1	\$6,500	August 1, 2016	
Hop/Yeast Storage	1	\$4,500	August 1, 2016	
Oak Barrels	10	\$2,850	August 1, 2016	
Washer/Racker	1	\$16,500	August 1, 2016	
Water Filtration	1	\$8,000	August 1, 2016	
1/2 Barrels	60	\$9,900	August 1, 2016	
Shipping	1	\$7,500	August 1, 2016	
Brew MEP	1	\$12,000	August 1, 2016	
Total PP				\$289,750

Real Property Improvements

Line Item	Total
Public Infrastructure	7,976
Site Improvements	661
Demolition	9,632
Earth Work and Excavation	3,916
Building Concrete/Masonry	33,173
Carpentry	13,802
Roofing/Metal/Siding/Insulation/Caulking	19,744
Doors/Windows/Glass	26,227
Drywall/Acoustical	13,736
Flooring	4,877
Cabinets/Countertops/Appliances	9,541
Painting/Decorating	11,500
Plumbing/Electrical/Fire Protection	38,581
HVAC	27,792
Builder Overhead/Profit/General Requirements	41,761
Contingency	11,113
Total Project Cost	\$274,032

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300 West Main Street

Owosso, Michigan

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Contingency	11,113
Total Project Cost	\$274,032



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

MEMORANDUM

DATE: July 14, 2016
TO: City Council
FROM: Kevin Lenkart
Director of Public Safety
RE: Traffic Control Order # 1355

Chrisy, owner of Stretch/Foster Coffee has requested the following lot closure for a Bend and Bean yoga event.

EVENT: Bend and Bean Yoga Event
DATE: July 16, 2016 and August 20, 2016
TIME: 7:00 am – 9:00 am
LOT CLOSURE:
Parking lot behind Gilberts Hardware and Nail Boutique

The Public Safety Department has issued Traffic Control Order No# 1355 in accordance with the Rules for the Issuance of Certain Traffic Control Orders. Staff recommends approval and further authorization of a traffic control order formalizing the action.

CITY OF OWOSSO

TRAFFIC CONTROL ORDER

(SECTION 2.53 UNIFORM TRAFFIC CODE)

ORDER NO.

DATE

TIME

1355

7/14/16

8:30 am

REQUESTED BY

Kevin Lenkart – Director of Public Safety

TYPE OF CONTROL

Lot Closure

LOCATION OF CONTROL

Parking lot behind Gilberts and Nail Boutique

EVENT:

Bend and Bean (Yoga)

July 16, 2016 and August 20, 2016

7:00 am – 9:00 am

APPROVED BY COUNCIL

_____, 20 ____

REMARKS



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

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

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

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

Name of individual or group: Stretch / Foster Coffee Date: 7.6.14

Primary Contact Person

Name:

CHRISY

Title:

Owner

Address:

120 N. Washington

989 720 6333

Phone:

989 413 2335

Requested Date(s): 7/14 + 8/20

Requested Hours: 7:00am - 9:00am

Area Requested (Parking Lot - Parade Route):

Plaza for Yoga

By Gilberts & Nail Botique

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

Bend + Bean

event 7/14/14 + 8/20/14

☐ Attach copies of any rules or policies applicable to persons participating in the event.

☐ Evidence to the City of insurance coverage applicable to the event or activity naming the City as an additional insured in an amount of not less than \$500,000 combined single limit.

or

☐ The City Council may waive such insurance requirement if it determines that insurance coverage is unavailable or cannot be obtained at a reasonable cost and the event or activity is in the public interest or fulfills a legitimate and recognized public purpose.

Do Not Write Below This Line - For Officials Use Only

Approved ☐ Not Approved ☐

Date: _____

Traffic Control Order Number _____

Cc: DDA - Director
WCIA - Chairperson



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

MEMORANDUM

DATE: July 14, 2016
TO: City Council
FROM: Kevin Lenkart
Director of Public Safety
RE: Traffic Control Order # 1356

Jaimi Redmond, Block Party Coordinator, has requested the following street closure for the 6th Annual Neighborhood Block Party.

EVENT: 6th Annual Neighborhood Block Party
DATE: August 27, 2016 (Saturday)
TIME: 1:00 pm – 9:00 pm
STREET CLOSURE:
Corner of East Oliver and Gilbert Street to corner of
North Gilbert and Queen Street.

The Public Safety Department has issued Traffic Control Order No# 1356 in accordance with the Rules for the Issuance of Certain Traffic Control Orders. Staff recommends approval and further authorization of a traffic control order formalizing the action.

CITY OF OWOSSO

TRAFFIC CONTROL ORDER

(SECTION 2.53 UNIFORM TRAFFIC CODE)

ORDER NO.

DATE

TIME

1356

7/14/16

8:30 am

REQUESTED BY

Kevin Lenkart – Director of Public Safety

TYPE OF CONTROL

Street Closure

LOCATION OF CONTROL

Corner of East Oliver Street and Gilbert Street to corner of North Gilbert Street and Queen Street.

EVENT:

6th Annual Neighborhood Block Party
August 27, 2016 (Saturday)
1:00 pm – 9:00 pm

APPROVED BY COUNCIL

_____, 20 ____

REMARKS



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

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

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

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

Name of individual or group: 6th Annual Neighborhood Block Party Date: July 12, 2016

Primary Contact Person

Name:

Jaimi Redmond

Title:

Coordinator

Address:

701 E. Oliver St

Owosso, MI 48867

Phone:

989-666-6397

Requested Date(s): August 27, 2016

Requested Hours: 1pm - 9pm

Area Requested (Parking Lot - Parade Route): Corner of East Oliver + Gilbert St to corner of North Gilbert + Queen St.

Detailed description of the use for which the request is made: Neighborhood party. Requesting fire truck + police car for kids. (Officer Olsey or Jenkins).

☐

Attach copies of any rules or policies applicable to persons participating in the event.

☐

Evidence to the City of insurance coverage applicable to the event or activity naming the City as an additional insured in an amount of not less than \$500,000 combined single limit.

or

☐

The City Council may waive such insurance requirement if it determines that insurance coverage is unavailable or cannot be obtained at a reasonable cost and the event or activity is in the public interest or fulfills a legitimate and recognized public purpose.

Do Not Write Below This Line - For Officials Use Only

Approved ☐ Not Approved ☐

Date: _____

Traffic Control Order Number _____

Cc: DDA - Director
WCIA - Chairperson

6TH ANNUAL NEIGHBORHOOD BLOCK PARTY



Date: August 27, 2016

Time: 2:30 pm

Lunch served at 3:00 pm

Location: North Gilbert Street

Please bring a passing dish, lawn chairs, & BYOB.

Hot dogs will be provided. If you should want something besides hotdogs, please bring it already prepared.

Any questions, please call Jaimi @ 989-666-6397.

Come and get to know the people you live next to!





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

MEMORANDUM

DATE: July 14, 2016

TO: City Council

FROM: Kevin Lenkart
Director of Public Safety

RE: Traffic Control Order #1357

Rick Morris, Westtown Corridor Independent Authority, proposes the use of the alley and parking lot in the 800 Block of West Main Street. This request is for the purpose of a bicycle show and swap meet. Requested date and time:

August 14, 2016
9 am – 3 pm

The Public Safety Department has issued Traffic Control Order No# 1357 in accordance with the Rules for the Issuance of Certain Traffic Control Orders. Staff recommends approval and further authorization of a traffic control order formalizing the action.

CITY OF OWOSSO

TRAFFIC CONTROL ORDER

(SECTION 2.53 UNIFORM TRAFFIC CODE)

ORDER NO.

DATE

TIME

1357

8/14/16

10:30 a.m.

REQUESTED BY

Kevin Lenkart – Director of Public Safety

TYPE OF CONTROL

Block alley and parking lot

LOCATION OF CONTROL

800 Block of West Main Street

EVENT

House of Wheels – Bicycle Show and Swap Meet – August 14, 2016

APPROVED BY COUNCIL

_____, 20 ____

REMARKS



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

MEMORANDUM

DATE: July 19, 2016
TO: City Council
FROM: Kevin Lenkart
Director of Public Safety
RE: Traffic Control Order #1358

Carol C. Ludington, OCP Representative, proposes the use of the two parking spaces directly in front of OCP. Spaces will be used one hour prior to each show until one hour after the show ends. Requested dates and times:

3:00 pm shows – parking spaces will be needed from 2:00-6:00 pm
September 11, 2016, September 18, 2016, November 6, 2016, November 13, 2016, January 15, 2017, January 11, 2017, February 25, 2017, February 26, 2017, March 4, 2017, March 5, 2017, April 23, 2017, April 30, 2017, June 18, 2017, June 25, 2017

8:00 pm shows – parking spaces will be needed from 7:00-11:00 pm
August 5, 2016, September 9, 2016, September 10, 2016, September 16, 2016, September 17, 2016, November 4, 2016, November 5, 2016, November 11, 2016, November 12, 2016, January 13, 2017, January 14, 2017, January 20, 2017, January 21, 2017, February 24, 2017, February 25, 2017, March 3, 2017, March 4, 2017, April 21, 2017, April 22, 2017, April 28, 2017, April 29, 2017, June 16, 2017, June 17, 2017, June 23, 2017, June 24, 2017

The Public Safety Department has issued Traffic Control Order No# 1358 in accordance with the Rules for the Issuance of Certain Traffic Control Orders. Staff recommends approval and further authorization of a traffic control order formalizing the action.

CITY OF OWOSSO

TRAFFIC CONTROL ORDER

(SECTION 2.53 UNIFORM TRAFFIC CODE)

ORDER NO.

DATE

TIME

1358

7/19/16

10:30 a.m.

REQUESTED BY

Kevin Lenkart – Director of Public Safety

TYPE OF CONTROL

Parking Spaces

LOCATION OF CONTROL

Two parking spaces directly in front of OCP.

EVENT

3:00 pm shows – parking spaces will be needed from 2:00-6:00 pm

September 11, 2016, September 18, 2016, November 6, 2016, November 13, 2016, January 15, 2017, January 11, 2017, February 25, 2017, February 26, 2017, March 4, 2017, March 5, 2017, April 23, 2017, April 30, 2017, June 18, 2017, June 25, 2017

8:00 pm shows – parking spaces will be needed from 7:00-11:00 pm

August 5, 2016, September 9, 2016, September 10, 2016, September 16, 2016, September 17, 2016, November 4, 2016, November 5, 2016, November 11, 2016, November 12, 2016, January 13, 2017, January 14, 2017, January 20, 2017, January 21, 2017, February 24, 2017, February 25, 2017, March 3, 2017, March 4, 2017, April 21, 2017, April 22, 2017, April 28, 2017, April 29, 2017, June 16, 2017, June 17, 2017, June 23, 2017, June 24, 2017

APPROVED BY COUNCIL

_____, 20 ____

REMARKS

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

301 W.

OWOSSO

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

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

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

Name of individual or group: Owosso Community Players Date: 6-29-16

Primary Contact Person

Name:

Carl C. Ludington

Title:

O.C.P. Representative

Address:

152 E. Howard St.

Owosso Mich. 48867

Phone:

1-517-204-5213

NOTE:

Plays are usually Fri. at 8pm
Sat at 8pm
Sun at 3

approx 6-8 times year

Requested Date(s): Every Day of which we have a show that has sold many tickets Requested Hours: 1 hr prior to show, during show and 1 hr after show

Area Requested (Parking Lot - Parade Route): _____

2 parking spaces directly in front of O.C.P.'s glass doors

Detailed description of the use for which the request is made: Drop off and picking up of show patrons only

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

Do Not Write Below This Line - For Officials Use Only

Approved ☐ Not Approved ☐

Date: _____

Traffic Control Order Number _____

Cc: DDA - Director
WCIA - Chairperson

**Welcome to the
Owosso Community Players
2016-2017 Season!**

Aug 5th

Leo Days 8pm

**Rock
of
Ages**

MUSICAL

September 2016

9 • 10 • 16 • 17 8 PM
11 • 18 3 PM

Adults \$20.00
Seniors/Students \$18.00
Children (12 & under) \$10.00

**Inherit
The
Wind**

November 2016

4 • 5 • 11 • 12 8 PM
6 • 13 3 PM

Adults \$15.00
Seniors/Students \$13.50
Children (12 & under) \$7.50

INFORMATION • TICKETS • RESERVATIONS
OCP Box Office • 114 E. Main St. (989) 723-4003

owossoplayers.com

**The Last
Night of
Ballyhoo**

January 2017

13 • 14 • 20 • 21 8 PM
15 • 22 3 PM

Adults \$15.00
Seniors/Students \$13.50
Children (12 & under) \$7.50

**Joseph
and the
Amazing
Technicolor
Dreamcoat**

MUSICAL

Feb March 2017

24 • 25 3 • 4 8 PM
25 • 26 4 • 5 3 PM

Adults \$20.00
Seniors/Students \$18.00
Children (12 & under) \$10.00

**Peter
and the
Star
Catcher**

April 2017

21 • 22 • 28 • 29 8 PM
23 • 30 3 PM

Adults \$15.00
Seniors/Students \$13.50
Children (12 & under) \$7.50

**Sister
Act**

MUSICAL

June 2017

16 • 17 • 23 • 24 8 PM
18 • 25 3 PM

Adults \$20.00
Seniors/Students \$18.00
Children (12 & under) \$10.00



MEMORANDUM

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

DATE: August 1, 2016

TO: Owosso City Council

FROM: Mark A. Sedlak, Director of Public Services

SUBJECT: Purchase of pipe

RECOMMENDATION: I recommend that council approve the emergency purchase of (300') of 24" diameter plastic pipe for \$5,457.63 from Advanced Drainage Systems.

BACKGROUND: It was discovered that the existing galvanized storm sewer pipe in the parking lot of 1007 S. Washington St. had rusted and partially collapsed. The DPW had to make an emergency purchase of pipe for the repair.

FISCAL IMPACTS: The pipe will be paid out of the local street fund 203-463-728000.

RESOLUTION NO.

**AUTHORIZING THE EXECUTION OF AN EMERGENCY PURCHASE
OF PLASTIC PIPE FROM ADVANCED DRAINAGE SYSTEMS**

WHEREAS, the city of Owosso, Shiawassee County, Michigan, Public Works Department has determined it necessary to purchase 300' of 24" plastic pipe to repair a collapsed storm sewer at 1007 S. Washington St.

WHEREAS, Advanced Drainage Systems has submitted a quote for \$5,457.63 for the required pipe.

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

FIRST: The City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to purchase 300' of 24" plastic pipe for the price of \$5,457.63.

SECOND: The contract between the City and Advanced Drainage Systems be in the form of a City Purchase Order for the amount of \$5,457.63.

THIRD: The accounts payable department is authorized to pay Advance Drainage Systems up to the purchase order amount upon satisfactory delivery.

FOURTH: The above expenses shall be paid from the local street fund 203-463-728000.

CHECK REGISTER FOR CITY OF OWOSSO
CHECK DATE FROM 06/01/2016 - 06/30/2016

Check Date	Bank	Check	Vendor Name	Description	Amount
GENERAL FUND (POOLED CASH)					
06/10/2016	1	1329(A)	ALS LABORATORY GROUP	WASTEWATER ANALYSES	\$ 2,061.50
06/10/2016	1	1330(A)	MICHAEL LEVERE ASH	SCHOOL LIAISON OFFICER-68/HRS	\$ 1,244.40
06/10/2016	1	1331(A)	B & D ELEVATOR SERVICES INC	CITY HALL-MAINT 5/20/16	\$ 120.00
06/10/2016	1	1332(A)	HEATHER DAWN BROOKS	BUSINESS OPEN SIGNS	\$ 30.00
06/10/2016	1	1333(A)	ETNA SUPPLY COMPANY	INVENTORY	\$ 2,292.16
06/10/2016	1	1334(A)	FASTENAL COMPANY	PARTS	\$ 92.63
06/10/2016	1	1335(A)	GILBERT'S DO IT BEST HARDWARE & APP	SUPPLIES	\$ 299.38
06/10/2016	1	1336(A)	GRAYMONT CAPITAL INC	SMALL PEBBLE QUICKLIME-46.8/TONS	\$ 6,739.20
06/10/2016	1	1337(A)	HYDROTEX INC	FLEET-LUBE	\$ 675.04
06/10/2016	1	1338(A)	1ST CHOICE AUTO PARTS INC	PARTS	\$ 772.09
06/10/2016	1	1339(A)	O'REILLY AUTO PARTS	PARTS	\$ 47.86
06/10/2016	1	1340(A)	ORCHARD HILTZ & MCCLIMENT INC	SEWER COLLECTION SYSTEM ASSET MGT PROG.	\$ 153,709.46
06/10/2016	1	1341(A)	POLYDYNE INC	AF 4500 POLYMER	\$ 1,930.00
06/10/2016	1	1342(A)	STECHSCHULTE GAS & OIL, INC.	FUEL-PE 5/31/16	\$ 4,305.61
06/10/2016	1	1343(A)	USA BLUE BOOK	WTP-LAB SUPPLIES	\$ 283.49
06/10/2016	1	1344(A)	MICHAEL GENE WHEELER	SCHOOL LIAISON OFFICER-66.5/HRS	\$ 1,216.95
06/13/2016	1	126745	HELGESON STEPHEN	UB refund for account: 3279570003	\$ 197.62
06/13/2016	1	126746	THE ACCUMED GROUP	APRIL 2016-AMBULANCE BILLING SERVICES	\$ 6,225.43
06/13/2016	1	126747	ALL ABOUT ANIMALS	SPAY/NEUTER EVENT-PAID BY DONATIONS	\$ 855.00
06/13/2016	1	126748	ALTA CONSTRUCTION EQUIPMENT LLC	HOSE	\$ 945.54
06/13/2016	1	126749	AMERICAN SPEEDY PRINTING CENTERS	OFD-PATIENT INFO PADS (4000)	\$ 97.00
06/13/2016	1	126750	THE ARGUS PRESS	PRINTING OF LEGAL NOTICES ETC	\$ 479.36
06/13/2016	1	126751	BARTZ EXCAVATING	BD Bond Refund	\$ 200.00
06/13/2016	1	126752	BODMAN LLP	EMPLOYEE RELATIONS-POLICE	\$ 245.00
06/13/2016	1	126753	RICHARD BREWBAKER	MEALS-5/21/16-5/22/16	\$ 19.11
06/13/2016	1	126754	BURNETT, BRENDA J.	BD Bond Refund	\$ 50.00
06/13/2016	1	126755	CITY OF OWOSSO EMPLOYEES RETIREMENT	HEALTH INSURANCE REIMBURSEMENT	\$ 2,400.00
06/13/2016	1	126756	CONSUMERS ENERGY	GAS/ELECTRIC USAGE	\$ 40,902.27
06/13/2016	1	126757	CORDIER EXCAVATING	BD Bond Refund	\$ 150.00
06/13/2016	1	126758	JUDY ELAINE CRAIG	COURIER SERVICES	\$ 189.00
06/13/2016	1	126759	DONALD D CRAWFORD	EXPENSE REIMBURSEMENT	\$ 1,008.56
06/13/2016	1	126760	AMBER M CURRY	MEALS-5/24/16-5/25/16	\$ 13.11
06/13/2016	1	126761	D & D TRUCK & TRAILER PARTS	PARTS	\$ 423.51
06/13/2016	1	126762	FEDEX	WWTP-LAB SHIPPING FEES	\$ 22.74
06/13/2016	1	126763	FLEIS & VANDENBRINK ENGINEERING INC	ENGINEERING FOR GOULD STREET RESURFACING	\$ 878.00
06/13/2016	1	126764	FUOSS GRAVEL COMPANY	CLASS II SAND-897.31/TONS	\$ 4,028.92
06/13/2016	1	126765	H2O COMPLIANCE SERVICES INC	INSPECTION SERVICES FOR CROSS CONNECTION	\$ 698.75
06/13/2016	1	126766	HANKERD SPORTSWEAR	OPD-T-SHIRTS (22)	\$ 253.00
06/13/2016	1	126767	HD SUPPLY FACILITIES MAINTENANCE	PARKING PERMIT HANGERS (200)	\$ 380.00
06/13/2016	1	126768	HOME DEPOT CREDIT SERVICES	SUPPLIES	\$ 295.38
06/13/2016	1	126769	JOSEPH RAUL IBARRA JR	CURWOOD SECURITY-21/HRS	\$ 315.00
06/13/2016	1	126770	INDEPENDENT NEWSPAPERS	HR-AD FOR LABORER-5/15/16-5/18/16	\$ 30.10
06/13/2016	1	126771	JAY'S SEPTIC TANK SERVICE	PORTABLE UNITS RENTAL	\$ 490.00
06/13/2016	1	126772	RYAN JENKINS	MEALS REIMBURSEMENT	\$ 28.88
06/13/2016	1	126773	KAR LABORATORIES INC	WASTEWATER ANALYSES	\$ 260.00
06/13/2016	1	126774	LAMPHERE'S	CITY HALL-AIR CONDITIONING REPAIR	\$ 450.00

06/13/2016	1	126775	LAW ENFORCEMENT OFFICERS REGIONAL	SPRING 2016 MEMBERSHIP/TRAINING ASSESSMENT	\$	1,811.34
06/13/2016	1	126776	LLOYD MILLER & SONS, INC	FLEET-PARTS FOR #521	\$	270.81
06/13/2016	1	126777	MEMORIAL MEDICAL ASSOCIATES	WWTP-HEP B VAC-JASON HALL	\$	55.00
06/13/2016	1	126778	MICHIGAN ASSOCIATION OF CHIEFS OF POLICE	SUMMER MACP CONFERENCE AND BANQUET-KEVIN LENKA	\$	125.00
06/13/2016	1	126779	MIDSTATE TITLE AGENCY LLC	CLOSING FEES FOR SALE OF LOTS	\$	150.88
06/13/2016	1	126780	MIDSTATE TITLE AGENCY LLC	CLOSING FEES FOR SALE OF LOTS	\$	226.66
06/13/2016	1	126781	MIDSTATE TITLE AGENCY LLC	CLOSING FEES FOR SALE OF LOTS	\$	147.40
06/13/2016	1	126782	MISDU	PAYROLL DEDUCTIONS	\$	1,557.69
06/13/2016	1	126783	JAMES RAYMOND MOREL	CURWOOD SECURITY-19/HOURS	\$	285.00
06/13/2016	1	126784	NELSON TANK & ENGINEERING	CLEANING/INSPECTION SERVICES OF STANDPIPE	\$	3,850.00
06/13/2016	1	126785	NEOFUNDS BY NEOPOST	POSTAGE	\$	2,000.00
06/13/2016	1	126786	NEXTEL COMMUNICATIONS	COMMUNICATION/EQUIPMENT CHARGES	\$	1,005.95
06/13/2016	1	126787	NORTHSIDE ANIMAL HOSPITAL	CAT CARE-PAID BY DONATIONS	\$	374.79
06/13/2016	1	126788	OCEASEK INC	DIAMOND DUST FOR BALL FIELDS	\$	1,522.58
06/13/2016	1	126789	OFFICE DEPOT	SUPPLIES	\$	500.22
06/13/2016	1	126790	OUTDOORS PLUS INC.	BD Bond Refund	\$	50.00
06/13/2016	1	126791	OWOSSO BOLT & BRASS CO	PARTS	\$	391.14
06/13/2016	1	126792	GARY L PALMER	ELECTRICAL PLAN REVIEW/INSPECTIONS	\$	900.00
06/13/2016	1	126793	POLICE OFFICERS LABOR COUNCIL	PAYROLL DEDUCTION-UNION DUES	\$	854.25
06/13/2016	1	126794	PORTFOLIO RECOVERY ASSOCIATES LLC	EMPLOYEE PAYROLL WAGE GARNISHMENT	\$	385.16
06/13/2016	1	126795	POSTMASTER	AV APPLICATIONS	\$	110.37
06/13/2016	1	126796	PRINTING SYSTEMS, INC.	ABSENT VOTER POSTCARDS (3000) AUG 2, 2016	\$	491.57
06/13/2016	1	126797	RWI MANUFACTURING	WTP-DOOR HINGE	\$	30.00
06/13/2016	1	126798	S & K FARM & YARD	WTP-PARTS FOR MOWER	\$	56.68
06/13/2016	1	126799	SEIFERT CONCRETE	COMPLETION OF 2015 SIDEWALK PROGRAM	\$	20,654.90
06/13/2016	1	126800	SHIAWASSEE COUNTY HEALTH DEPARTMENT	SOIL EROSION & SEDIMENTATION CONTROL	\$	152.00
06/13/2016	1	126801	SHIAWASSEE COUNTY TREASURER	SETTLEMENT OVERPAYMENT	\$	13.73
06/13/2016	1	126802	SMITH JANITORIAL SUPPLY	SUPPLIES	\$	848.32
06/13/2016	1	126803	STATE OF MICHIGAN	INSPECTION FEE	\$	300.00
06/13/2016	1	126804	BRANDEN STOCKFORD	REIMBURSEMENT-MEALS	\$	27.30
06/13/2016	1	126805	SUMBERA EXCAVATING, INC.	CONCRETE PARKING LOT ON S LANSING STREET	\$	500.00
06/13/2016	1	126806	TASER INTERNATIONAL	OPD-X2 TASER WITH BATTERY PACKS	\$	2,603.60
06/13/2016	1	126807	ADAM TERRY	REIMBURSEMENT-MEALS	\$	23.57
06/13/2016	1	126808	TRACTOR SUPPLY COMPANY	PHONE CASES (2)	\$	9.98
06/13/2016	1	126809	UNITED PARCEL SERVICE	SHIPPING OF WATER SAMPLES FOR TESTING	\$	3.53
06/13/2016	1	126810	VALLEY LUMBER	SUPPLIES/MATERIALS	\$	438.68
06/13/2016	1	126811	VIC BOND SALES, INC. - OWOSSO	PARTS	\$	28.94
06/13/2016	1	126812	WAL-MART STORE #1733	EMPLOYEE FUNDED RETIREMENT GIFT-RON TOBEY	\$	-
			Void Reason: WALMART COULD NOT CASH-REISSUED 126830			
06/13/2016	1	126813	WASTE MANAGEMENT OF MICHIGAN INC	REFUSE COLLECTION	\$	515.86
06/13/2016	1	126814	WASTE MANAGEMENT OF MICHIGAN INC	LANDFILL DISPOSAL CHARGES-5/16/16-5/31/16	\$	4,471.44
06/13/2016	1	126815	WIN'S ELECTRICAL SUPPLY OF OWOSSO	SUPPLIES/PARTS	\$	768.05
06/13/2016	1	1345(A)	MICHAEL LEVERE ASH	SCHOOL LIAISON OFFICER-34/HOURS	\$	622.20
06/13/2016	1	1346(A)	BELL EQUIPMENT COMPANY	FLEET-SWEEPER HOSE	\$	31.50
06/13/2016	1	1347(A)	BOUND TREE MEDICAL LLC	PHILIPS HEARTSTART MRX MONITOR DEFIB	\$	23,956.75
06/13/2016	1	1348(A)	C D W GOVERNMENT, INC.	CLERK-MS OFFICE STANDARD 2016	\$	265.00
06/13/2016	1	1349(A)	CAPITAL CONSULTANTS	DEVELOPMENT OF AN ASSET MGT PROGRAM	\$	7,819.00
06/13/2016	1	1350(A)	DALTON ELEVATOR LLC	CYLINDER RENTAL/SUPPLIES	\$	462.20
06/13/2016	1	1351(A)	DUPERON LEASING & SALES INC	SCREENING EQUIPMENT LEASE	\$	1,815.00
06/13/2016	1	1352(A)	EMPLOYEE BENEFIT CONCEPTS INC	JUNE 2016-ADMIN FEE FOR FSA	\$	115.50
06/13/2016	1	1353(A)	FASTENAL COMPANY	SUPPLIES	\$	240.31
06/13/2016	1	1354(A)	FRONT LINE SERVICES, INC.	OFD-REPAIRS TO TOWER 1	\$	962.41

06/13/2016	1	1355(A)	LUDINGTON ELECTRIC, INC.	INSTALL TIMER ON EXCHANGE ST	\$	70.00
06/13/2016	1	1356(A)	MEMORIAL HEALTHCARE CENTER	DRUG SCREENING	\$	102.50
06/13/2016	1	1357(A)	Q2A ASSOCIATES LLC	PROFESSIONAL SERVICES-5/13/16-3/26/16	\$	4,788.00
06/13/2016	1	1358(A)	REEVES WHEEL ALIGNMENT, INC	VEHCILE REPAIRS/MAINTANCE	\$	796.77
06/13/2016	1	1359(A)	SIGNATURE AUTO GROUP-OWOSSO MOTORS	FLEET-PARTS FOR #324	\$	531.20
06/13/2016	1	1360(A)	MICHAEL GENE WHEELER	SCHOOL LIAISON OFFICER-/34 HOURS	\$	622.20
06/16/2016	1	126816	BELL EQUIPMENT COMPANY	DAN HUMPHREYS-CLASS	\$	100.00
06/16/2016	1	126817	CITY OF OWOSSO EMPLOYEES RETIREMENT	CITY CONTRIBUTION TO RETIREMENT SYSTEM	\$	629,143.00
06/16/2016	1	126818	CONSUMERS ENERGY	GAS/ELECTRIC USAGE	\$	10,198.58
06/16/2016	1	126819	VOID		\$	-
Void Reason: Created From Check Run Process						
06/16/2016	1	126820	DURAND AUTO PARTS	FLEET-STOCK FITTINGS	\$	149.02
06/16/2016	1	126821	JAKE A DYE	REIMBURSEMENT-MEALS	\$	10.00
06/16/2016	1	126822	FISHER CHIPPEWA REDI-MIX, INC.	CHLORIDE	\$	170.00
06/16/2016	1	126823	FLEIS & VANDENBRINK ENGINEERING INC	ENGINEERING FOR GOULD STREET RESURFACING	\$	1,317.00
06/16/2016	1	126824	HANKERD SPORTSWEAR	OFD-T-SHIRTS (50)	\$	394.00
06/16/2016	1	126825	INDUSTRIAL SUPPLY OF OWOSSO INC	WWTP-RETHREADED ROD	\$	8.95
06/16/2016	1	126826	LANSING UNIFORM CO.	PUBLIC SAFETY-NAME TAGS/PANTS	\$	128.95
06/16/2016	1	126827	MEMORIAL HEALTHCARE EDUCATION DEPT	CARDS	\$	28.00
06/16/2016	1	126828	SHIAWASSEE COUNTY TREASURER	TAXES-W KING ST	\$	6.78
06/16/2016	1	126829	SHIAWASSEE COUNTY TREASURER	TAXES-424 GROVER ST	\$	849.90
06/16/2016	1	126830	JESSICA UNANGST	EMPLOYEE FUNDED RETIREMENT GIFT-RON TOBEY	\$	100.00
06/16/2016	1	1363(A)	D & G EQUIPMENT INC	PARTS	\$	1,153.28
06/16/2016	1	1364(A)	HOSPITAL NETWORK HEALTHCARE SERVICE	MEDICAL WASTE DISPOSAL	\$	114.00
06/16/2016	1	1365(A)	J & B MEDICAL SUPPLY INC	AMBULANCE MEDICAL SUPPLIES	\$	1,789.30
06/16/2016	1	1366(A)	MEMORIAL HEALTHCARE CENTER	BLOOD DRAW	\$	18.75
06/16/2016	1	1367(A)	MICHIGAN PIPE & VALVE, INC.	WATER INVENTORY	\$	567.01
06/16/2016	1	1368(A)	PVS TECHNOLOGIES, INC.	WWTP-FERRIC CHLORIDE	\$	3,236.69
06/16/2016	1	1369(A)	SPARTAN FENCE INC	REPAIR 40' SECTION OF CHAIN LINK FENCING	\$	750.00
06/16/2016	1	1370(A)	STECHSCHULTE GAS & OIL, INC.	FUEL-PE 6/15/16	\$	5,084.78
06/16/2016	1	1371(A)	VICTORY HEATING & COOLING	PUBLIC SAFETY-ADDITIONAL BOILER REPAIR	\$	1,047.52
06/17/2016	1	1362(E)	MUNICIPAL EMPLOYEES RETIREMENT SYST	MAY 2016-CONTRIBUTIONS	\$	10,598.82
06/27/2016	1	126831	HALL TOM	UB refund for account: 2065290005	\$	30.66
06/27/2016	1	126832	ROLAND DANIEL	UB refund for account: 1879500002	\$	70.00
06/27/2016	1	126833	739 W STEWART LLC	UB refund for account: 1883500008	\$	22.31
06/27/2016	1	126834	PHILLIPS JEROME	UB refund for account: 1396000001	\$	12.22
06/27/2016	1	126835	HOUSE REBECCA	UB refund for account: 2828040018	\$	57.78
06/27/2016	1	126836	HAN DOUGLAS	UB refund for account: 5021070009	\$	30.91
06/27/2016	1	126837	FELTON BRIAN	UB refund for account: 5496770001	\$	32.22
06/27/2016	1	126838	UNDERWOOD THEODORE	UB refund for account: 5532270001	\$	18.60
06/27/2016	1	126839	COREY AARON	UB refund for account: 3483070016	\$	10.00
06/27/2016	1	126840	CONWAY KAYLEIGH	UB refund for account: 2580520023	\$	17.34
06/27/2016	1	126841	ROBINSON JOHN	UB refund for account: 3699070011	\$	74.22
06/27/2016	1	126842	CORDS KIMBERLY	UB refund for account: 5549570003	\$	47.18
06/27/2016	1	126843	LUNSFORD NICOLE	UB refund for account: 3105070007	\$	18.00
06/27/2016	1	126844	BUNTING MRS HILDRED I	UB refund for account: 1020000001	\$	64.56
06/27/2016	1	126845	THE ACCUMED GROUP	MAY 2016-AMBULANCE BILLING SERVICES	\$	8,664.86
06/27/2016	1	126846	ADVANCED DRAINAGE SYSTEMS INC	PIPE FOR STREET WORK	\$	1,231.06
06/27/2016	1	126847	AFLAC	PAYROLL DEDUCTION-AFLAC PREMIUM	\$	437.78
06/27/2016	1	126848	LOREEN F BAILEY	COUNCIL PAY	\$	130.00
06/27/2016	1	126849	CITY OF OWOSSO EMPLOYEES RETIREMENT	EXPENSE REIMBURSEMENT FY 15/16 RETIREMENT	\$	92,955.94
06/27/2016	1	126850	COBAN TECHNOLOGIES INC	FISION CAMERA SYSTEM	\$	4,045.00

06/27/2016	1	126851	CONSUMERS ENERGY	GAS/ELECTRIC USAGE	\$	163.14
06/27/2016	1	126852	CHRISTOPHER EVELETH	COUNCIL PAY	\$	140.00
06/27/2016	1	126853	FEDEX	WWTP-SHIPPING CHARGES	\$	55.57
06/27/2016	1	126854	BENJAMIN R FREDERICK	COUNCIL PAY	\$	280.00
06/27/2016	1	126855	FRONTIER	JUNE 16-TRAFFIC SIGNAL	\$	105.73
06/27/2016	1	126856	GEMSEAL/SURFACE COATINGS	RIGHT POINT ALL VIRGIN 3405 CRACK SEALER	\$	4,390.56
06/27/2016	1	126857	ELAINE GREENWAY	COUNCIL PAY	\$	160.00
06/27/2016	1	126858	HARBOR FREIGHT TOOLS	WATER TREATMENT PLANT SUPPLIES	\$	171.67
06/27/2016	1	126859	HIGHWAY MAINTENANCE & CONSTRUCTION	2015 DOUBLE CHIP SEAL PROGRAM	\$	148,404.16
06/27/2016	1	126860	JEFF KISH	BALANCE OF GODADDY RENEWAL	\$	193.50
06/27/2016	1	126861	KEVIN LENKART	SUMMER MACP CONFERENCE-HOTEL	\$	631.36
06/27/2016	1	126862	MISDU	PAYROLL DEDUCTIONS	\$	1,557.69
06/27/2016	1	126863	MICHAEL O'LEARY	COUNCIL PAY	\$	140.00
06/27/2016	1	126864	OWOSSO POOLS LLC	PARKS-POOL SUPPLIES FOR SPLASH PADS	\$	34.60
06/27/2016	1	126865	GARY L PALMER	ELECTRICAL PLAN REVIEW-323 W MAIN ST	\$	100.00
06/27/2016	1	126866	PORTFOLIO RECOVERY ASSOCIATES LLC	PAYROLL DEDUCTION-EMPLOYEE GARNISHMENT	\$	192.58
06/27/2016	1	126867	ROSS VALVE MANUFACTURING CO	WTP-KIT FOR VALVE	\$	597.31
06/27/2016	1	126868	RUTHY'S LAUNDRY CENTER	DRY CLEANING FOR PUBLIC SAFETY DEPT	\$	424.00
06/27/2016	1	126869	SHIAWASSEE FAMILY YMCA	PAYROLL DEDUCTIONS-EMPLOYEE MEMBERSHIPS	\$	347.65
06/27/2016	1	126870	SHIAWASSEE REGIONAL CHAMBER OF COMM	TICKETS	\$	180.00
06/27/2016	1	126871	SHIAWASSEE UNITED WAY	EMPLOYEE CONTRIBUTIONS	\$	120.00
06/27/2016	1	126872	STATE OF MICHIGAN	WTP-WATER TESTING	\$	104.00
06/27/2016	1	126873	STATE OF MICHIGAN	WITHHOLDING TAX	\$	15,926.11
06/27/2016	1	126874	STATE OF MICHIGAN	SEX OFFENDER REGISTRATION FEES	\$	90.00
06/27/2016	1	126875	TASER INTERNATIONAL	SHIPPING	\$	27.23
06/27/2016	1	126876	ROBERT J TEICH JR	COUNCIL PAY	\$	140.00
06/27/2016	1	126877	JESSICA UNANGST	RECERTIFICATION FEE-HRCI FOR PHR	\$	150.00
06/27/2016	1	126878	VERIZON WIRELESS	PUBLIC SAFETY-MODEM FEES	\$	252.74
06/27/2016	1	126879	WASTE MANAGEMENT OF MICHIGAN INC	LANDFILL DISPOSAL CHARGES-6/1/16-6/15/16	\$	4,644.05
06/27/2016	1	126880	WEB ASCENDER	WEBSITE UPDATING	\$	120.00
06/27/2016	1	126881	PETERS, ALISA	STALE CHECK REISSUED	\$	172.00
06/27/2016	1	126882	SHIAWASSEE FAMILY YMCA	SPLASH PAD MAINTENANCE	\$	650.00
06/28/2016	1	1372(A)	WILLIAM C BROWN, P C	PROFESSIONAL SERVICES	\$	13,505.12
06/28/2016	1	1373(A)	C D W GOVERNMENT, INC.	EQUIPMENT	\$	1,104.00
06/28/2016	1	1374(A)	C E & A PROFESSIONAL SERVICES INC	RANDOM DOT DRUG TESTING	\$	365.88
06/28/2016	1	1375(A)	DORNBOS SIGN INC	SIGNS FOR WATER MAIN REPAIRS/REPLACEMENT	\$	1,233.90
06/28/2016	1	1376(A)	BURTON D FOX	COUNCIL PAY	\$	160.00
06/28/2016	1	1377(A)	GRAYMONT CAPITAL INC	SMALL PEBBLE QUICKLIME-46.120/TON	\$	6,641.28
06/28/2016	1	1378(A)	LOGICALIS INC	NETWORK ENGINEERING-MAY 2016	\$	5,488.00
06/28/2016	1	1379(A)	LUDINGTON ELECTRIC, INC.	ELECTRICAL REPAIRS	\$	593.31
06/28/2016	1	1380(A)	MAURER HEATING & COOLING, INC.	OFD-A/C UNIT CLOGGED DRAIN LINE	\$	157.00
06/28/2016	1	1381(A)	MCMASTER-CARR SUPPLY CO	WWTP-PARTS	\$	182.91
06/28/2016	1	1382(A)	MICHIGAN METER TECHNOLOGY GROUP INC	INSIDE SET METERS WITH R900 MIU WALL MOUNT	\$	4,996.92
06/28/2016	1	1383(A)	MOTION INDUSTRIES, INC.	DODGE GEAR BOX FOR RESTORATION	\$	9,254.33
06/28/2016	1	1384(A)	ORCHARD HILTZ & MCCLIMENT INC	ENGINEERING SERVICES FOR OWOSSO BROWNFIELD	\$	31,807.75
06/28/2016	1	1385(A)	PVS NOLWOOD CHEMICALS INC	WWTP-SODIUM METABISULFITE	\$	1,572.68
06/28/2016	1	1386(A)	SPICER GROUP, INC.	ENGINEERING SERVICES FOR THE OLIVER ST	\$	18,861.63
06/28/2016	1	1387(A)	USA BLUE BOOK	WWTP-LAB SUPPLIES	\$	148.95

1 TOTALS:

(2 Checks Voided)

al of 194 Disbursements:					\$	1,381,738.26
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OWOSSO HISTORICAL FUND

06/15/2016	10	4836	AMERICAN SPEEDY PRINTING CENTERS	PURCHASE ORDER BOOKS	\$	69.00
06/15/2016	10	4837	CHARTER COMMUNICATIONS	515 N WASHINGTON ST #3	\$	39.33
06/15/2016	10	4838	CONSUMERS ENERGY	515 N WASHINGTON ST	\$	156.22
06/15/2016	10	4839	HODGE GLASS SERVICE INC	CURWOOD CASTLE-REKEY	\$	65.00
06/15/2016	10	4840	LIS ART CONSERVATION & RESTORATION	ON SITE ASSESSMENT OF 14 PAINTINGS	\$	611.25
06/15/2016	10	4841	LUDINGTON ELECTRIC, INC.	LIGHTING FOR COMSTOCK CABIN	\$	2,090.00

10 TOTALS:

tal of 6 Disbursements:					\$	3,030.80
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' OF OWOSSO-STREET PROGRAM

06/30/2016	15	1005	CITY OF OWOSSO	DUE GENERAL FUND FOR CONSTRUCTION PROJECTS	\$	169,000.00
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15 TOTALS:

tal of 1 Disbursements:					\$	169,000.00
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nk 2 TRUST & AGENCY

06/14/2016	2	6534	SHIAWASSEE COUNTY TREASURER	TRAILER FEES 133 LOTS	\$	332.50
06/30/2016	2	6535	CITY OF OWOSSO	DUE GENERAL FUND FOR FY 15/16	\$	54,239.22
06/30/2016	2	6536	OWOSSO PUBLIC SCHOOLS	PILOT SCHOOL VOTED	\$	1,079.49
06/30/2016	2	6537	SHIAWASSEE AREA TRANSPORTATION AGEN	PILOT	\$	118.20
06/30/2016	2	6538	SHIAWASSEE COUNTY TREASURER	PILOT	\$	2,784.94
06/30/2016	2	6539	SHIAWASSEE DISTRICT LIBRARY	PILOT	\$	449.79
06/30/2016	2	6540	SHIAWASSEE REGIONAL EDUCATION SERVI	PILOT	\$	1,404.77
06/30/2016	2	6541	STATE OF MICHIGAN	FEE ANNUAL RETURN KONA VILLA	\$	11,662.02

2 TOTALS:

tal of 8 Disbursements:					\$	72,070.93
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c 3 SPECIAL ASSESSMENT

06/30/2016	3	1130	CITY OF OWOSSO	AMOUNTS DUE GENERAL FUND FOR CONSTRUCTION	\$	123,595.08
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3 TOTALS:

tal of 1 Disbursements:					\$	123,595.08
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REPORT TOTALS:

(2 Checks Voided)

al of 210 Disbursements:					\$	1,749,435.07
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MEMORANDUM

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

DATE: July 28, 2016

TO: City Council

FROM: Susan Montenegro, Asst. City Manager/Dir. of Community Development

SUBJECT: Enter into a contract with PM Environmental, Inc., for environmental oversight, project management, and reporting activities for the former Eastside Cleaners/Proposed Qdoba and Retail property.

RECOMMENDATION:

Staff recommends city council approval of the contract with PM Environmental, Inc., to oversee remediation activities and reporting that is required for this project.

BACKGROUND:

Due to the nature of the remediation work to be completed prior to the actual construction of the retail building at the Qdoba site it is necessary to enter into a contract with an environmental firm to provide adequate testing and compliance measures outside of the scope of city services. PM will conduct environmental oversight, project management, and reporting activities for the above mentioned project in accordance with the Michigan Department of Environmental Quality (MDEQ) grant and loan work plan prepared for the subject property and approve by MDEQ on May 4, 2016.

The city of Owosso entered into an agreement on October 19, 2015 with the MDEQ to administer the grant and loan funds received for this project, making the city the fiduciary.

FISCAL IMPACTS:

The cost for oversight, not to exceed \$76,355, will be paid for from the MDEQ grant, loan, and brownfield redevelopment loan funds approved for this project.

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Document originated by: Susan Montenegro

RESOLUTION NO.

**AUTHORIZING THE EXECUTION OF A CONTRACT WITH
PM ENVIRONMENTAL, INC., FOR
ENVIRONMENTAL OVERSIGHT, PROJECT MANAGEMENT, AND REPORTING ACTIVITIES
FOR THE FORMER EASTSIDE CLEANERS/PROPOSED QDOBA AND RETAIL PROPERTY**

WHEREAS, the Qdoba project has significant remediation work to be done; and

WHEREAS, the type of oversight, project management, and reporting activities required are outside of the scope of work the city of Owosso can provide; and

WHEREAS, the city of Owosso is acting as the fiduciary to administer the grant and loan funds received for this project from the Michigan Department of Environmental Quality; and

WHEREAS, entering into a contract with PM Environmental, Inc., will provide the oversight, project management, and reporting that is required to complete this portion of the project.

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

- FIRST: The city of Owosso has determined that it is advisable and in the public interest to enter into an agreement with PM Environmental, Inc., for the oversight, project management, and reporting activities for the remediation portion of the Qdoba project.
- SECOND: The Mayor and city clerk are authorized to execute the contract for the city and payment not to exceed \$76,355 to PM Environmental, Inc.



Detroit
607 Shelby,
Suite 650
Detroit, MI 48226
f: 877.884.6775
t: 248.414.1416

Berkley
4080 W. 11 Mile Road
Berkley, MI 48072
f: 877.884.6775
t: 248.336.9988

Lansing
3340 Ranger Road
Lansing, MI 48906
f: 877.884.6775
t: 517.321.3331

Grand Rapids
560 5th Street NW,
Suite 301
Grand Rapids, MI 49504
f: 877.884.6775
t: 616.285.8857

VIA ELECTRONIC MAIL TO: SUSAN.MONTENERGRO@CI.OWOSSO.MI.US

June 2016

Ms. Susan Montenegro
City of Owosso
301 West Main Street
Owosso, Michigan 48867

RE: Proposal for Environmental Oversight, Project Management, and Reporting Activities for the Former Eastside Cleaners/Proposed Qdoba and Retail Property Located at 830, 832, 834, and 910 East Main Street in Owosso, Michigan PM Environmental, Inc. Proposal No. 01006895 (Rv1)

Dear Ms. Montenegro:

PM Environmental, Inc. (PM) is pleased to present this proposal to complete environmental oversight, project management, and Reporting activities at the above-referenced subject property.

SCOPE OF WORK

PM will conduct Environmental Oversight, Project Management, and Reporting activities at the subject property in accordance with the April 27, 2016, Michigan Department of Environmental Quality (MDEQ) Grant and Loan Work Plan prepared for the subject property by PM, which was subsequently approved by the MDEQ on May 4, 2016.

MDEQ Brownfield Redevelopment Loan-Related Activities

PM will conduct environmental oversight, project management, and reporting activities in conjunction with the following activities, which were outlined in the April 2016 MDEQ Grant and Loan Work Plan and will be funded using MDEQ Brownfield Redevelopment Loan funds:

1. Development-related environmental activities conducted by an environmental contractor, including: disposal and transport of chlorinated solvent contaminated soils to a licensed disposal facility and groundwater management and disposal to a licensed facility associated with development activities such as building improvements for the construction of building foundations, parking and driveway features, and associated utility infrastructure.

Associated activities to be conducted by PM include:

- Field oversight of the above-referenced development-related environmental activities (estimated up to ten 8-hour days);
- Soil and groundwater characterization sampling and laboratory analysis to determine appropriate soil and groundwater management and disposal methods for excavated soils and groundwater generated during construction [estimated 30 soil/groundwater samples for volatile organic compounds (VOCs) and up to 4 samples for Toxicity Characteristic Leaching Procedure (TCLP) VOCs];



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- Project management, data evaluation/analysis, and preparation of a post-development Documentation of Due Care Compliance Report.

Below is a cost summary for the brownfield loan development-related activities:

Brownfield Loan Development-Related Activities	
Brownfield Loan-Related Activities - Professional Services	
Data evaluation, project management, and post-development Documentation of Due Care Compliance preparation	\$5,000
Subtotal for Professional Services	\$5,000
Brownfield Loan-Related Activities- Field Activities	
Field oversight of development-related environmental activities (ten 8-hour days)	\$10,500
Subtotal for Field Activities	\$10,500
Brownfield Loan-Related Activities - Laboratory Analysis	
Lab analysis of up to 30 samples for VOCs	\$2,100
Lab analysis of 2 samples for TCLP VOCs	\$400
Laboratory Subtotal	\$2,500
SUBTOTAL COSTS	\$18,000

2. Design, Bid Specification Preparation, and Oversight of Passive Spray-Applied Vapor Barrier System Installation.

Associated activities to be conducted by PM include:

- Design and preparation of bid specifications for a passive spray-applied vapor barrier system at the planned subject property building;
 - Includes review of bids received and preparation of a recommendations letter for contractor selection;
- Oversight of vapor barrier installation and initial smoke testing by the winning vapor barrier installation contractor (assumes up to three 8-hour days).
- Up to three post-installation smoke testing events (assumes four hours each) following 1) concrete floor slab installation, 2) following vent riser installation, and 3) 1 week prior to building occupancy;
- Project management and preparation of a vapor barrier system Operation and Maintenance Plan.

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Below is a cost summary for the brownfield loan vapor barrier activities:

Brownfield Loan Vapor Barrier Activities	
Brownfield Loan Vapor Barrier Activities - Professional Services	
Design, bid specification preparation, bid review, and bid recommendations letter preparation	\$2,250
Vapor barrier operation and maintenance plan preparation	\$2,000
Subtotal for Professional Services	\$4,250
Brownfield Loan-Related Activities- Field Activities	
Field oversight of vapor barrier installation activities (up to three 8-hour days)	\$3,150
Completion of up to three post-installation smoke testing events (up to three 4-hour events)	\$2,100
Subtotal for Field Activities	\$5,250
SUBTOTAL COSTS	\$9,500

Below is a summary of total brownfield loan-related costs, including both development-related and vapor barrier activities:

Summary of Brownfield Loan-Related Costs	
Development-Related Costs	\$18,000
Vapor Barrier-Related Costs	\$9,500
TOTAL BROWNFIELD LOAN-RELATED COSTS	\$27,500

MDEQ Brownfield Redevelopment Grant-Related Activities

PM will conduct environmental oversight, project management, and reporting activities in conjunction with the following activities, which were outlined in the April 2016 MDEQ Grant and Loan Work Plan and will be funded using MDEQ Brownfield Redevelopment Grant funds:

1. Installation of excavation shoring along the northern and eastern boundaries of the remedial excavation by the shoring installation contractor selected by the city of Owosso, including shoring system design, utility relocation, shoring system installation, shoring system removal and decontamination, and associated site restoration.

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Associated activities to be conducted by PM include:

- Review of shoring design, utility relocation, and pre-mobilization work plan and health and safety plan documentation, and preparation of recommendations/approval documentation to the shoring installation contractor and city of Owosso;
- Field oversight of the above-referenced utility relocation and shoring installation and removal activities (estimated up to 21 10-hour days);
- Laboratory analysis of up to 21 ambient air samples using vacuum canisters for analysis of VOCs;
- Project management, regulatory correspondence and notices, data evaluation/analysis, and preparation of a summary report documenting the shoring installation/removal activities, utility relocation, and associated waste characterization and transport/disposal activities;

Brownfield Grant-Related Activities	
Brownfield Grant-Related Activities - Professional Services	
Shoring design, utility location, and pre-mobilization workplan review and recommendations/approval documentation preparation	\$4,550
Project management, regulatory correspondence/notices, data evaluation/analysis, and summary report preparation	\$8,500
Subtotal for Professional Services	\$13,050
Brownfield Grant-Related Activities- Field Activities	
Field oversight of utility relocation and shoring installation/removal activities (up to 21 10-hour days)	\$30,975
Subtotal for Field Activities	\$30,975
Brownfield Grant-Related Activities - Laboratory Analysis	
Lab analysis of up to 21 ambient air samples for VOCs	\$4,830
Laboratory Subtotal	\$4,830
TOTAL BROWNFIELD GRANT-RELATED COSTS	\$48,855

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SUMMARY OF COSTS

A summary of total costs related to both brownfield loan-related and brownfield grant-related activities is included below:

SUMMARY OF BROWNFIELD LOAN AND GRANT-RELATED COSTS	
Summary of Brownfield Loan-Related Costs	
Development-Related Costs	\$18,000
Vapor Barrier-Related Costs	\$9,500
TOTAL BROWNFIELD LOAN-RELATED COSTS	\$27,500
Summary of Brownfield Grant-Related Costs	
Proposed Excavation Shoring System-Related Costs	\$48,855
TOTAL BROWNFIELD GRANT-RELATED COSTS	\$48,855
TOTAL BROWNFIELD LOAN AND GRANT-RELATED COSTS	\$76,355

ASSUMPTIONS AND CITY OF OWOSSO RESPONSIBILITY

- All activities will be completed and billed on a time and materials basis using PM's standard billing rates, as outlined on the attached unit rate tables.
- If additional activities are required beyond those outlined in this proposal (i.e. for additional onsite time, number of samples, etc.), the city of Owosso will be notified and a change order issued for city of Owosso approval.

SCHEDULE

Upon notification from the city of Owosso to proceed, PM will complete services in general accordance with the following schedule:

Schedule and Complete field/oversight work	June through September 2016*
Normal 5-business day turn around of chemical analysis	5-business days
Data evaluation and report preparation	Within 45-days after completion of contractor field activities**

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- * Field activities are anticipated to be conducted starting in June 2016 and are anticipated to run through September 2016. PM will conduct activities on an as-needed basis based on the in-progress phase of work at the subject property.
- ** Report preparation will be conducted within 45 days following the completion of each phase of work (i.e. shoring installation/removal, vapor barrier system installation, completion of development activities), as applicable.

TERMS AND CONDITIONS: These Terms and Conditions, including any Additional Provisions which are or may become applicable to the services described in the **Proposal dated June 2016**, shall also be incorporated by reference into any agreement under which services are to be performed by PM Environmental, Inc. (PM) for the City of Owosso.

1. PARTIES AND SCOPES OF SERVICES: (a) "PM" means the company or its division, subsidiary, subcontractor or affiliate performing the work. This "Agreement" consists of PM's Proposal, PM's Standard Billing Rates and these Terms and Conditions. "City of Owosso" means the person or entity ordering the work to be done by PM. The services that PM will provide are specifically described in the **Proposal dated June 2016**.

2. PERFORMANCE: PM will conduct services under this Agreement in a manner consistent with that level of care and skill ordinarily exercised by members of PM's profession currently practicing in the same locality under similar conditions where such services are performed. **PM MAKES NO OTHER WARRANTY, GUARANTEE, OR CERTIFICATION, EXPRESSED OR IMPLIED, WITH RESPECT TO ANY SERVICES PERFORMED. PM SHALL NOT BE LIABLE FOR ANY CLAIM, DAMAGE, COST OR EXPENSE, INCLUDING ATTORNEY FEES, OR OTHER LIABILITY OR LOSS NOT CAUSED BY THE NEGLIGENCE OR WILLFUL MISCONDUCT OF PM.**

3. TERMINATION: This Agreement may be terminated by either party, with or without cause, by providing ten (10) days prior written notice to the non-terminating party. In the event of termination, PM shall be paid all costs and fees for all work authorized and performed as of the effective date of termination, plus any additional charges agreeable to City of Owosso, to cover any final work necessary to bring ongoing work to a logical conclusion. Any rights provided by this Section are in addition to all other rights and remedies that belong to either party.

4. PAYMENT: The lump sum is due upon completion of services/production of written documentation. PM shall bill for services rendered and reimbursable costs incurred on a monthly basis. Each invoice shall be due upon receipt. Invoices over thirty (30) days past due will be charged a service charge at the rate of One and One-half percent (1½%) per month on the unpaid balance. PM may, after ten (10) days written notice to City of Owosso, suspend performance of services until all past due amounts are paid.

5. INDEMNITY: City of Owosso shall indemnify, protect and hold PM and its officers, directors, shareholders, and agents harmless from and against all liability, claims, demands, losses, damages, expenses and costs (including reasonable attorney fees), related in any way to PM's performance of services under this Agreement; provided, however, that City of Owosso shall not be obligated to indemnify PM and its officers, directors, shareholders, and agents for any injury or damage caused by the negligence or willful misconduct of PM. PM shall indemnify, protect and hold City of Owosso harmless from and against all liability, claims, demands, losses, damages, expenses, and costs which are the result of the negligence or willful misconduct of PM, subject to all limitations, exceptions and exclusions in this Agreement.

7. ACCESS TO SITE: City of Owosso will provide access to each site upon which PM will perform its work. If work is required on a site not owned by City of Owosso, City of Owosso represents and warrants that City of Owosso has obtained all necessary permission, in writing, for PM to enter the site and conduct its work. City of Owosso shall, upon request, provide PM with evidence of such permission as well as acceptance of the other terms and conditions set forth by City of Owosso and tenant(s), if applicable, of such site(s) in a form acceptable to PM. Any work performed by PM with respect to obtaining permission to enter upon and do work on the lands of Southwind Restaurants, LLC, as well as any work performed by PM pursuant to this Agreement, shall be deemed as being done on behalf of City of Owosso and City of Owosso agrees to assume all such risks.

8. CITY OF OWOSSO'S DUTY TO NOTIFY: City of Owosso shall provide PM with all information in City of Owosso's possession required for PM to perform its work and represents and warrants that it has advised PM in writing of any known or suspected Hazardous Materials and subsurface tanks, utilities, objects, structures, lines, or other improvements located at, on or under any site at which PM is to do work. PM shall be responsible for contacting the public utility marking system that services the area. PM may request that the City of Owosso, prior to PM initiating field activities, have marked by appropriate utility or other companies the location of all private underground utilities, USTs, piping, and other improvements and to provide a knowledgeable person on-site at the time of PM's activities to identify said utilities and improvements. PM shall not be liable for any consequences of inaccurate or incomplete information supplied or withheld by City of Owosso, governmental agencies or third parties.

9. LIMITATIONS/ASSUMPTION OF RISK: Information obtained from inspections, analysis and testing of sample materials is considered evidence with respect to the detection, quantification and identification of pollutants, but any inference or conclusion based thereon is an opinion based upon engineering judgment and shall not be construed as a representation of fact. Groundwater levels and composition may vary due to seasonal and climatological changes



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and extrinsic conditions and pollutants may or may not be found to exist at a specific time of inspection. City of Owosso understands that, due to intervening causes such as natural groundwater flows or human intervention, such sampling and analysis may indicate the presence of contamination. There is a risk that sampling techniques may themselves result in contamination of certain subsurface areas such as when a probe or boring device moves through a contaminated area linking it to an aquifer or other medium not previously contaminated and capable of transporting pollutants. **BECAUSE SUCH RISKS ARE UNAVOIDABLE AND BECAUSE THE SAMPLING TECHNIQUES TO BE EMPLOYED ARE A NECESSARY ASPECT OF PM'S WORK ON CITY OF OWOSSO'S BEHALF, CITY OF OWOSSO AGREES TO ASSUME THESE RISKS, except those caused by PM's negligence or willful misconduct.** The discovery of certain pollutants may make it necessary for PM to take immediate measures to protect human health and safety. PM shall notify City of Owosso as soon as reasonably possible should such pollutants be suspected or discovered. City of Owosso agrees to reimburse PM for the reasonable cost of implementing such measures under the circumstances.

10. SAMPLE DISPOSAL AND INVESTIGATION DERIVED WASTES: Samples removed from the site by PM may, upon completion of testing, be disposed by PM or its subcontracted laboratory in an approved manner. PM may discard samples immediately after collection. Upon request, samples can be shipped (shipping charges collected) or stored at the rate indicated in PM's then-current standard fee schedule. Unless otherwise agreed in writing, investigation derived waste known at the time to be contaminated will be placed in containers, labeled and left on the site for disposition by City of Owosso. If City of Owosso asks PM to arrange for transport and disposal, City of Owosso will reimburse PM for the cost thereof.

11. LIMITATION OF LIABILITY: In recognition of the relative risks, rewards and benefits of the project to both the City of Owosso and PM, the risks have been allocated such that the City of Owosso agrees, to the fullest extent permitted by law, **TO LIMIT PM'S LIABILITY FOR ANY AND ALL CLAIMS, LOSSES, COSTS, DAMAGES, OR EXPENSES FROM ANY CAUSE OR CAUSES ARISING OUT OF THIS AGREEMENT SO THAT THE TOTAL AGGREGATE LIABILITY OF PM SHALL NOT EXCEED \$1,000,000 OR PM'S TOTAL FEE FOR SERVICES RENDERED ON THIS PROJECT, WHICHEVER IS GREATER.** Such causes, include, but are not limited to, negligence, professional errors or omissions, strict liability, and breach of contract or warranty.

12. WITNESS FEES: PM's employees shall not be retained as expert witnesses except by separate, written agreement. City of Owosso shall pay PM pursuant to PM's then current fee schedule for any PM employee subpoenaed by any party as an occurrence or material witness as a result of PM's work.

13. ENTIRE AGREEMENT: This Agreement contains the entire understanding between the parties. City of Owosso acknowledges that no representations, warranties, undertakings or promises have been made other than those contained in this Agreement. This Agreement may be amended, modified or terminated only by a written instrument signed by City of Owosso and PM.

14. SEVERABILITY: In the event that any provision of this Agreement shall be deemed invalid or unenforceable, the other provisions shall remain in full force and effect and binding upon the parties.

15. SURVIVAL: All obligations arising prior to the termination of this Agreement and all provisions of this Agreement allocating responsibility or liability between the City of Owosso and PM shall survive the completion of services and the termination of this Agreement.

16. FORCE MAJEURE: If PM is delayed or prevented from completing its work by reason or acts of God, strikes, lockouts, labor troubles, inability to procure labor or materials, fire, accident, riot, civil commotion, laws or regulations of general applicability, acts of City of Owosso, or other cause without its fault and beyond its control (financial inability excepted), completion will be excused for the period of the delay and the period for completion will be extended for a period equal to the period of such delay. If PM is required to delay any part of its work to accommodate the requests or requirements of City of Owosso, regulatory agencies, or third parties or due to any causes beyond the direct reasonable control of PM, additional charges shall be assessed with City of Owosso's written approval.

17. GOVERNING LAW: This Agreement shall be governed by and construed in accordance with the laws of the State of Michigan. Any disputes shall be resolved in the court residing in Shiawassee County, Michigan.

18. WRITTEN NOTICE: Written notice shall be deemed to have been duly served if delivered in person to the individual or a member of the entity or to an officer of the corporation for which it was intended, or if delivered at or sent by registered or certified mail to the last business address known to the party giving notice.

19. PRECEDENCE OF CONDITIONS: Should any conflict exist between these Terms and Conditions and any other document, including the Proposal, Additional Provisions, work authorization, purchase order, confirmation, or invoice, these Terms and Conditions shall prevail, unless the parties expressly agree otherwise in writing.

20. CONFIDENTIALITY: PM shall consider all work performed for the City of Owosso, and all results of that work, including, but not limited to, any reports or test results, as well as any and all information provided to PM in connection with this Agreement ("confidential information") as confidential to the City of Owosso, to be shared only with the City of Owosso, and the City of Owosso's legal counsel. Notwithstanding the above, PM may comply with all judicial orders or governmental directives and federal, state, and local laws, rules, regulations and ordinances which mandates reports to appropriate public agencies of PM's knowledge or findings; provided, however, that if PM determines that it is required to disclose confidential information, it shall notify the City of Owosso prior to disclosure.



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21. RELIANCE BY THIRD PARTIES: Any written documents, including but not limited to data, reports, findings, summaries or recommendations, prepared by PM for the City of Owosso in the course of performing the services under this Agreement may not be relied upon by any person or entity other than the City of Owosso without PM's prior written consent.

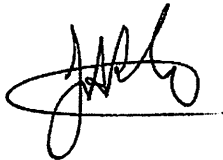
ACCEPTANCE OF PROPOSAL

PM has presented this proposal for your acceptance. If this proposal and terms and conditions of service meet your approval, please initial each page in the boxes provided, complete the "acknowledged as reviewed and agreed" section below, and return it to our attention. PM requires written authorization to proceed prior to commencing a project.

Your acceptance of this proposal indicates that the terms, conditions, and provisions of this proposal are understood, including payment to PM upon receipt of the invoice, unless specifically arranged otherwise in writing. Of course, should you wish to discuss the terms and conditions of this proposal, we would be pleased to do so at your earliest convenience.

PM looks forward to assisting you with this project. Please contact us at 800-313-2966 or email at patton@pmenv.com with any questions related to the project or this proposal.

Sincerely,
PM ENVIRONMENTAL, INC.



J. Adam Patton, CHMM
Manager - Site Investigation Services

Total Estimated Project Cost based on the above scope of work: \$76,355
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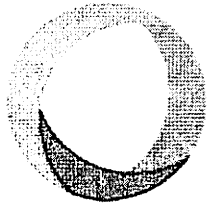
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**SIGNER BELOW INDICATES THAT THEY ARE AUTHORIZED REPRESENTATIVE OF
COMPANY AND BY SIGNING INDICATES THEY ARE ENGAGING SERVICES FOR
COMPANY, ACKNOWLEDGED AS REVIEWED AND AGREED:**

Company Name			
Authorized Person Name (print)			
Title		Phone Number	
Signature		Date	
Mailing Address			
Billing Contact (If different than above; Name, Phone, Email and Address)			

Once PM is engaged by the city of Owosso to complete the scope of work described above, a \$750 cancellation fee will be assessed or deducted from the returned retainer if the project is subsequently cancelled. Additional charges incurred above the \$750 cancellation fee (i.e., mobilization and/or equipment charges) will be billed on a time and materials basis. The cancellation fee is required to compensate PM for project management activities conducted prior to the completion of the field portion of the scope of work. If the above scope of work is completed by PM, the cancellation fee will not be assessed.

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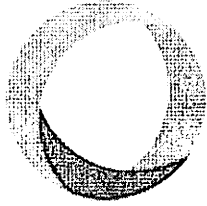
Environmental
& Engineering
Services

PM ENVIRONMENTAL, INC. PROFESSIONAL SERVICES 2016 FEE SCHEDULE

Professional Services	Unit Price (per hr)
Principal	\$160
Associate	\$140
Project Manager/Director	\$120
Sr. Engineer/Geologist/Scientist	\$110
Project Engineer/Geologist/Scientist	\$95
Staff Engineer/Geologist/Scientist	\$80
Sr. Project Consultant	\$90
Project Consultant	\$80
Staff Consultant	\$70
Research Consultant	\$60
Project Management Assistant (PMA)/Sr. Admin	\$50
Sr. Field Scientist	\$75
Field Scientist/Sr. Tech	\$70
Tech II	\$60
Tech I	\$55
CAD	\$55
Admin II	\$45
Admin I	\$40

Expenses	Unit Price
Lodging, Subsistence, Out of Town Travel	Cost +15%
Per Diem	\$100.00/day
Extra Report Copies	\$75.00/copy
Transportation Charge/PM or Private Vehicle	\$0.65/per mile

Note: Premium for expert witness testimony determined per project. Expenses include, but not limited to: transportation, lodging, subsistence for out of town travel, meals, reproduction.



Environmental
& Engineering
Services

PM ENVIRONMENTAL, INC.
2016 EQUIPMENT, SUPPLY, AND LABORATORY
ANALYTICAL FEE SCHEDULE

Consultant Equipment		
<u>Description</u>	<u>Units</u>	<u>Unit Cost</u>
PID	Day	\$75.00
Low-Flow Sampling Meter with Flow Cell	Day	\$150.00
Sub-Slab soil gas sampling equipment	Day	\$200.00
Oil/Water Interface Probe	Day	\$65.00
Magnetometer	Day	\$20.00
Survey Scope and Rod	Day	\$30.00
Total Station	Day	\$125.00
Per person health and safety supplies	Day	\$10.00
Coring Machine with 4" barrel	Day	\$125.00
Peristaltic Pump	Day	\$30.00
Static Water Tape	Day	\$25.00
Smoke Testing Equipment	Day	\$125.00
Hand Auger	Day	\$20.00
Pressure Washer	Day	\$125.00
5kW Generator	Day	\$125.00
Consultant Supplies		
<u>Description</u>	<u>Units</u>	<u>Unit Cost</u>
Groundwater Metals filters	Each	\$15.00
1" PVC well riser (5' section)	Each	\$15.00
1" 10-slot PVC well screen (5' section)	Each	\$20.00
1"20-slot PVC well screen (5' section)	Each	\$20.00
1" well caps (j-plugs)	Each	\$8.00
1" well points	Each	\$12.00
2" PVC well riser (5' section)	Each	\$15.00
2" 10-slot PVC well screen (5' section)	Each	\$20.00
2" 20-slot PVC well screen (5' section)	Each	\$20.00
2" well caps (j-plugs)	Each	\$12.00
2" PVC well points	Each	\$10.00
5" manholes (flush-mounts)	Each	\$25.00
7" manholes (flush-mounts)	Each	\$40.00
10" manholes (flush-mounts)	Each	\$40.00
Poly tubing (0.375" dia)	Foot	\$0.25

**PM Environmental, Inc. Professional Services
2016 Equipment, Supply, and Laboratory Analytical Fee Schedule**

Consultant Supplies		
<u>Description</u>	<u>Units</u>	<u>Unit Cost</u>
Masterflex (0.375" dia)	Foot	\$2.00
1" poly bailers (weighted)	Each	\$3.25
2" poly bailers (non weighted)	Each	\$3.25
55-gallon steel drums	Each	\$50.00
Filter sand/gravel (50# bag)	Each	\$10.00
Bentonite Pro Plug Chips (50# bag)	Each	\$15.00
Bentonite Pro Seal (granular) (50# bag)	Each	\$18.00
Bentonite Pro Gel (powder) (50# bag)	Each	\$20.00
Portland cement (50# bag)	Each	\$15.00
Bagged concrete (94# bag)	Each	\$8.00
Asphalt cold patch (50# bag)	Each	\$15.00
Smoke Testing Fluid (gallon)	Each	\$20.00
Soil Gas Sampling Points	Each	\$50.00
Laboratory Analysis (Standard 5-business day turn around from laboratory receipt of samples)		
<u>Description</u>	<u>Units</u>	<u>Unit Cost</u>
VOCs (soil/groundwater)	Each	\$70.00
VOCs (Air/Soil Gas; TO-15 via SUMMA Canister)	Each	\$230.00
PNAs (soil/groundwater)	Each	\$80.00
SVOCs (soil/groundwater)	Each	\$150.00
PCBs (soil/groundwater)	Each	\$60.00
Individual Metals, excepting mercury (soil/groundwater)	Each	\$15.00
Mercury only (soil/groundwater)	Each	\$25.00
RCRA-8 Metals (soil/groundwater)	Each	\$120.00
MI-10 Metals (soil/groundwater)	Each	\$140.00
SPLP or TCLP Extraction (only)	Each	\$60.00
Sample Hold Fee (per sample held)	Each	\$18.00

Equipment, supply, and laboratory analysis not included on this list will be quoted on an individual basis.



MEMORANDUM

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

DATE: August 1, 2016

TO: Owosso City Council

FROM: Mark Sedlak, Director of Public Service Department

SUBJECT: Application for Transportation Federal Local Safety Program Funds

RECOMMENDATION: I recommend that the City actively seek federal Local Safety Program funds and participate in the proposed road improvements along Washington Street, from Gute Street to Corunna Avenue (M-71). The Michigan Department of Transportation (MDOT) requires, as part of the application process, that a resolution be adopted by City Council indicating that the application has been reviewed and that the City is actively seeking these funds for improvements on Washington Street. This resolution appears under the regular order of business.

BACKGROUND: The Michigan Department of Transportation has announced its call for applications for federal Local Safety Program funds for roadway safety improvements. The City proposes to perform a variety of safety improvements along Washington Street. The proposed improvements are:

1. Realign the pavement markings to a standard three-lane with continuous center turn lane. This work will require removing the few remaining parking spaces along the street.
2. Add 5'-wide bicycle lanes along both sides of the street. This work will require some road widening.
3. Install an all-way STOP control at the intersection of Washington @ Stewart Streets. This intersection is experiencing an unusual amount of right-angle accidents and best practice is to change the intersection control forcing all traffic to stop before proceeding through the intersection.
4. Other safety related improvements related to the road widening and realignment.

Washington Street is classified as a major street and is eligible for this source of federal funds. This work, if approved, is scheduled for the 2018 construction season because MDOT requires advance submittal of applications for federal Local Safety Program funded projects. This work will restore road quality and service to all modes of traffic.

FISCAL IMPACTS: The total estimated cost for this project is \$726,825.00; of which federal Safety Funds, if approved by MDOT, will pay \$654,142.50 and the City's share will be \$72,682.50. The City's share of costs will be funded by its Public Act 51 Major Street and other funds as appropriated. The City of Owosso is responsible for providing full design engineering and construction administration services for the project. If MDOT does not approve the project, then it will be delayed until sufficient funds are made available.

RESOLUTION NO.

**RESOLUTION AUTHORIZING APPLICATION FOR TRANSPORTATION LOCAL
SAFETY PROGRAM FUNDS FOR WASHINGTON STREET IMPROVEMENTS**

WHEREAS, The City of Owosso, Shiawassee County, Michigan, Public Service Department recommends the realignment and reconstruction of a portion of Washington Street; and

WHEREAS, the Michigan Department of Transportation offers special funding known as Transportation Local Safety Program funds for this type of work; and

WHEREAS, safety improvement projects must be within an eligible federal-aid urbanized area, such as Owosso; and

WHEREAS, the City of Owosso proposes to procure federal Local Safety Program funds for the purpose of providing a 90 percent (90%) federal match to the City's Public Act 51 Major Street and other funds as outlined in its application.

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

- FIRST: The City of Owosso has theretofore determined that it is advisable, necessary and in the public's interest to proceed with the proposed roadway improvements.
- SECOND: The City of Owosso is actively seeking federal Local Safety Program funds to partially fund the realignment and reconstruction of Washington Street, from Gute Street to Corunna Avenue (M-71) and is willing to participate in this program.
- THIRD: The appropriate city officials are hereby authorized to sign the application documents and are further authorized to obligate City funds as a match of the project cost up to the amount noted in the application.

Date: July 14, 2016
To: City council
From: City manager
Re: Street ballot question

In March and April the city council discussed the future of the city's street programs and made funding decisions concerning Gould Street, the North Street Culvert and Oliver Street along with the current year's maintenance program.

So to speak, we are "at the end of the road" without the injection of money that would come from a bond issue that would restore the tax rate to the previous level.

We can, and should, have a \$10 million dollar street bond issue. We decided to not place the question on the August ballot. The decision must be made by August 15 as to whether the question should be placed on the November ballot and submitted to the county clerk by 4:00 p.m., August 16, 2016.

The enclosed draft resolution has been prepared with a number of blanks to be filled in. The draft ballot question would include the following:

Amount	\$10,000,000
Type	general obligation
Maturity	25 years
Purpose	street improvements (paving, repaving, reconstructing and improving sidewalks, parking areas, and all necessary appurtenances and attachments thereto).

To proceed, at some point, the city council would need to adopt the resolution.

RESOLUTION SUBMITTING BOND PROPOSAL FOR STREET IMPROVEMENTS
TO THE VOTERS OF THE CITY OF OWOSSO

WHEREAS, the City Council of the City of Owosso, County of Shiawassee, State of Michigan (the "City") has determined that it is in the best interest of the residents and property owners of the City that the City acquire and construct local and major street improvements in the City consisting of paving, repaving, reconstructing and improving streets, sidewalks, parking areas, and trails for non-motorized transportation, including necessary rights-of-way, proper drainage facilities and all necessary appurtenances and attachments thereto (the "Project"); and

WHEREAS, the maximum estimated cost of the Project is \$10,000,000; and

WHEREAS, the City Council has determined that the City should borrow money in an amount not-to-exceed Ten Million Dollars (\$10,000,000) and issue general obligation bonds of the City in one or more series for the purpose of paying the cost of the Project; and

WHEREAS, the City Council wishes to place a proposal to issue bonds for the Project before the qualified electors of the City at the General election to be held in the City on Tuesday, November 8, 2016 (the "Election Date"); and

WHEREAS, in order for the bond proposal to be submitted to the City's electors on the Election Date, it is necessary for the City Council to certify the ballot wording of the proposal to the City Clerk and the County Clerk of the County of Shiawassee, Michigan, as required by Act 116, Public Acts of Michigan, 1954, as amended (the "Michigan Election Law").

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The bond proposal attached hereto as Exhibit A is hereby certified to the City Clerk and the County Clerk for submission to the City's electors on the Election Date. The City Clerk is hereby authorized and directed to file this Resolution and/or complete any such forms, certificates or documents as may be required by the County Clerk to evidence the foregoing certification and/or submission by no later than August 16, 2016.

2. The City Clerk and the County Clerk are hereby directed to (a) post and publish notice of last day of registration and notice of election for the Election Date in the manner required by the Michigan Election Law; and (b) have prepared and printed, as provided by the Michigan Election Law, ballots for submitting the bond proposal on the Election Date, which ballots shall include the bond proposal shown in Exhibit A, or the bond proposal shall be stated as a proposal on the voting machines, which ballots may include other matters presented to the electorate on the same date.

3. The estimated first year millage and simple average annual millage rate set forth in the Bond Proposal are hereby found to be reasonable estimates of such millage

rates.

4. The City makes the following declarations for the purpose of complying with the reimbursement rules of Treas. Reg. § 1.150-2 for tax-exempt bonds pursuant to the Internal Revenue Code of 1986, as amended:

(a) The City reasonably expects to reimburse itself with proceeds of the bonds for certain costs of the Project described in the bond proposal which will be paid from the general funds of the City.

(b) The maximum principal amount of debt expected to be issued for the Project, including issuance costs, is \$10,000,000.

(c) A reimbursement allocation of the capital expenditures on the Project with the proceeds of the bonds will occur not later than 18 months after the later of (i) the date on which the expenditure is paid, or (ii) the date the Project is placed in service or abandoned, but in no event more than three (3) years after the original expenditure is paid. A reimbursement allocation is an allocation in writing that evidences the City's use of the proceeds of the bonds to reimburse the City for a capital expenditure made pursuant to this resolution.

5. If the qualified electors of the City approve the bond proposal, then the City hereby appoints Miller, Canfield, Paddock and Stone, P.L.C. as bond counsel for the Bonds.

6. All resolutions and parts of resolutions, insofar as they conflict with the provisions of this resolution, are hereby repealed.

I hereby certify that the foregoing is a true and complete copy of a resolution duly adopted by the City Council of the City of Owosso, County of Shiawassee, State of Michigan, at a Regular meeting held on _____ at 7:30 p.m., Eastern Time, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act 267.

I further certify that the following Members were present at said meeting:

_____ and that the following Members were absent: _____.

I further certify that Member _____ moved for adoption of said resolution and that Member _____ supported said motion.

I further certify that the following Members voted for adoption of said resolution:

_____ and that the following Members voted against adoption of said resolution: _____.

City Clerk

EXHIBIT A

**CITY OF OWOSSO
BOND PROPOSAL FOR STREET IMPROVEMENTS**

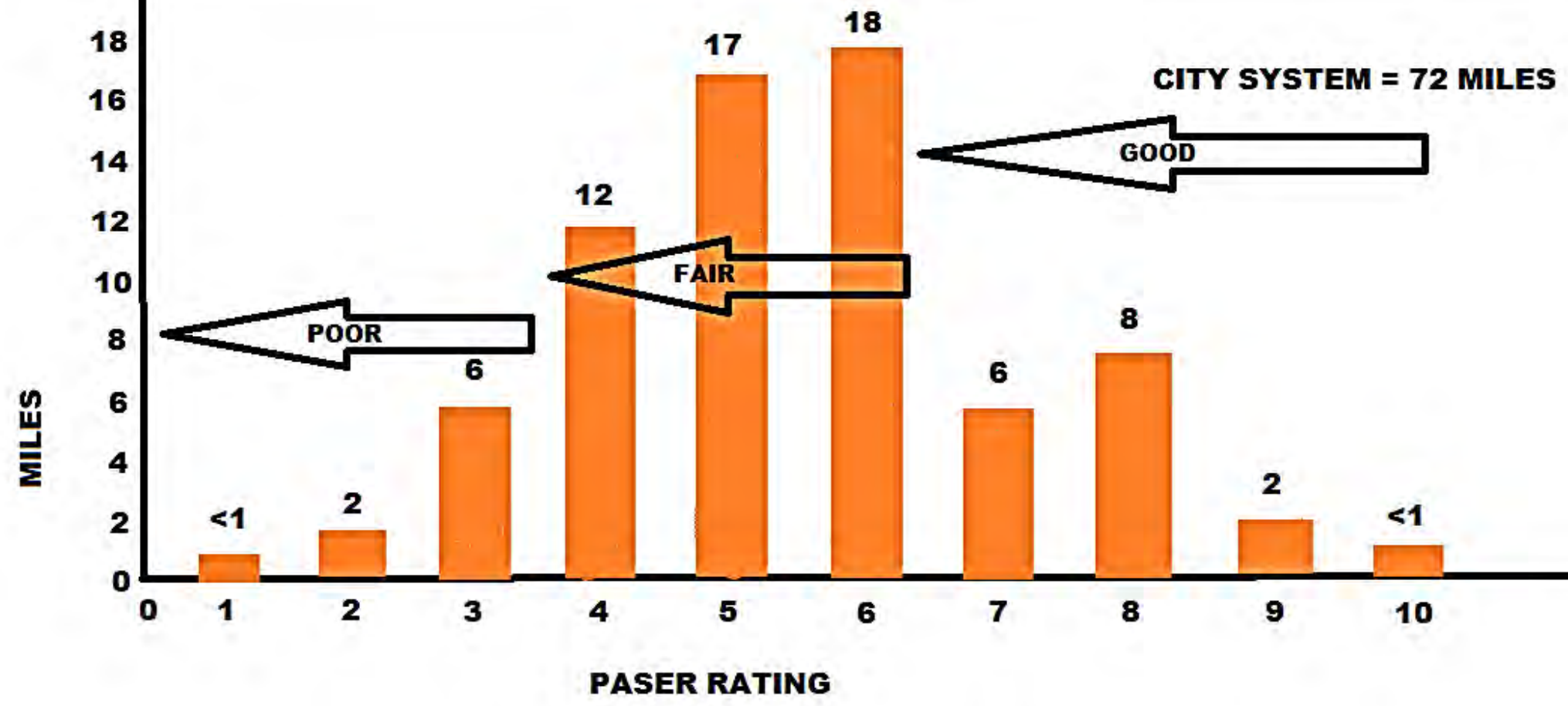
Shall the City of Owosso, Shiawassee County, Michigan, borrow the principal sum of not to exceed Ten Million Dollars (\$10,000,000) and issue its general obligation unlimited tax bonds therefor in one or more series, payable in not to exceed twenty-five (25) years from the date of issue of each series, for the purpose of paying the costs to the City of acquiring and constructing local and major street improvements in the City consisting of paving, repaving, reconstructing and improving streets, sidewalks, parking areas, and all necessary appurtenances and attachments thereto for the use of the City? The estimated millage to be levied in 2017 is 2.1959 mills (per \$1,000 of taxable value) and the estimated simple average annual millage rate required to retire the bonds is 2.4451 mills (per \$1,000 of taxable value).

YES ☐

NO ☐

REPAIR COST (\$ MILLION)

Treatment



Rated - Good

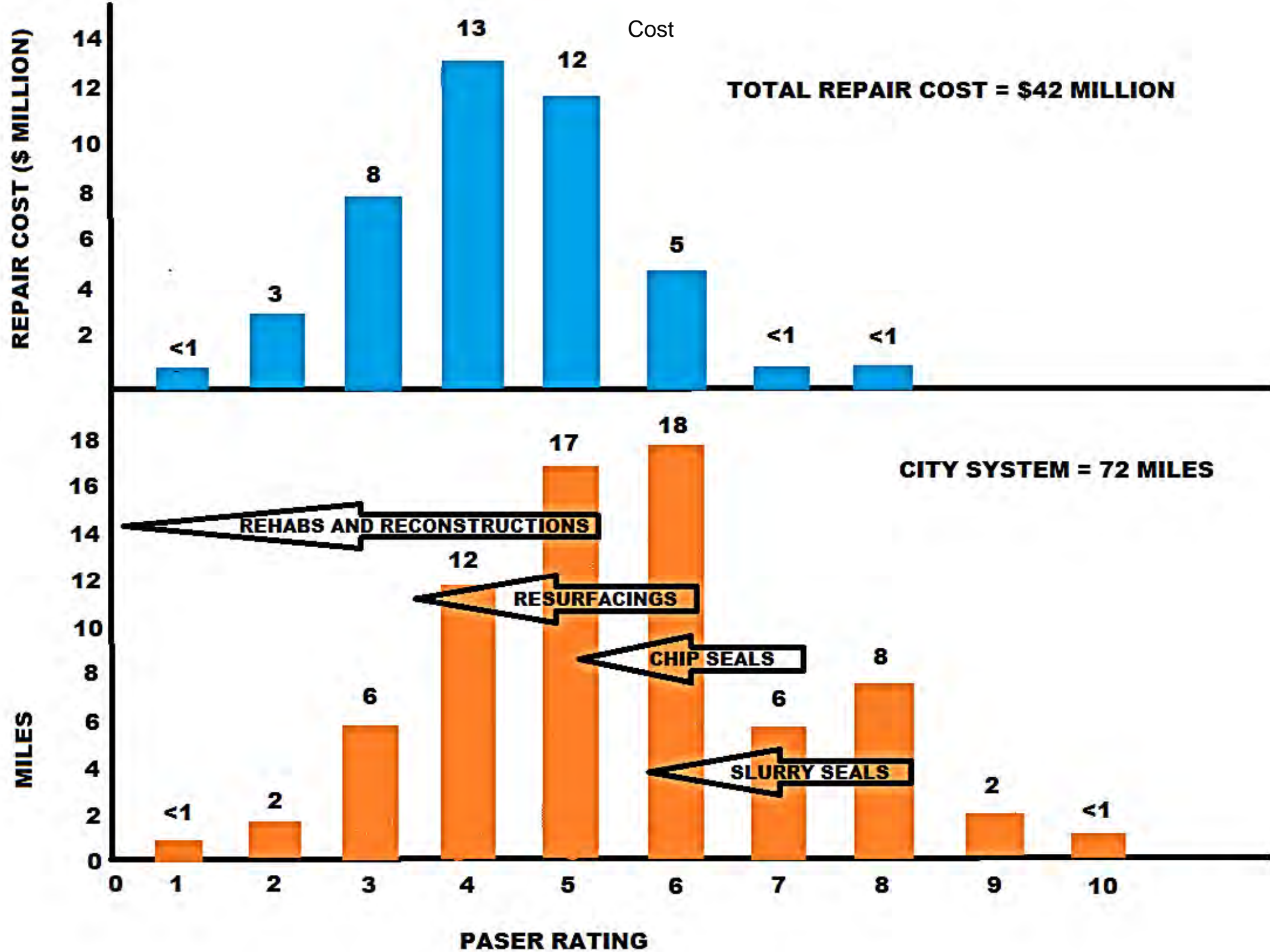


Rated - Fair



Rated - Poor





ROAD DETERIORATION

CONDITION

Good

16 MILES ROAD RATED GOOD
\$1 MILLION NEEDED TO MAINTAIN

Maintenance

Fair

47 MILES ROAD RATED FAIR
\$30 MILLION NEEDED TO REHABILITATE OR RESURFACE

Resurfacing

Poor

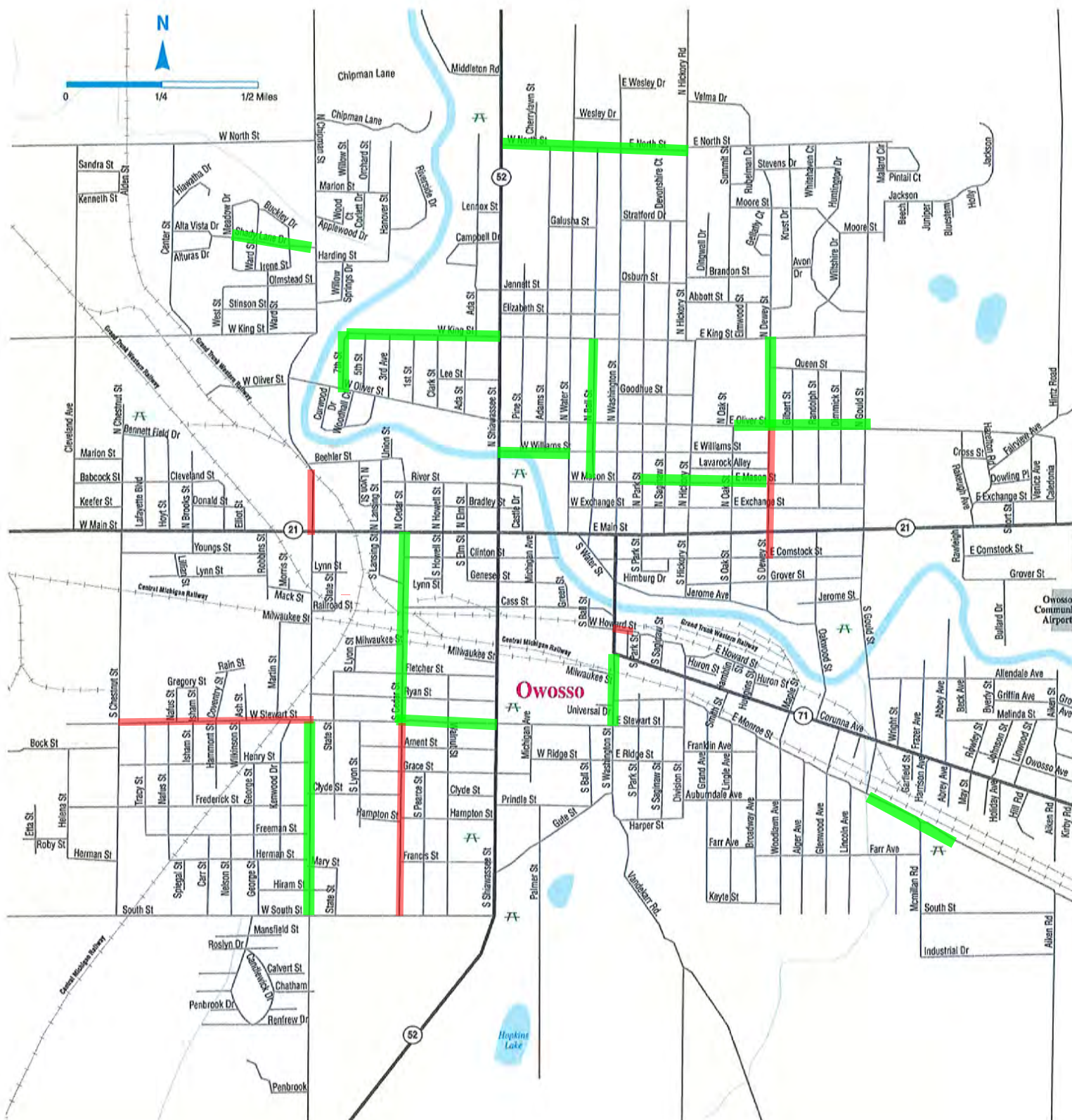
9 MILES ROAD RATED POOR
\$11 MILLION NEEDED TO RECONSTRUCT

Reconstruction

Time



TIER 2 STREETS



2016 Bond Cost Summary

18-Jul-16

2016 BOND PROJECT

PROPOSED STREETS

TIER 1 STREET LIST

STREET PROJECT		LIMITS	ESTIMATED COST	GRANT SHARE	ASSESSMENT SHARE	CITY SHARE	TOTAL BOND AMOUNT	LAST YEAR WORK DONE	TRAFFIC VOLUME
BALL STREET	MASON ST TO KING ST		\$ 500,900.00	\$ -	\$ 200,300.00	\$ 300,600.00	\$ 500,900.00	1977	1400
CEDAR STREET	STEWART ST. TO MAIN ST.		\$ 495,900.00	\$ -	\$ 198,360.00	\$ 297,540.00	\$ 495,900.00	1989	1250
CHIPMAN STREET	SOUTH ST. TO STEWART ST		\$ 1,080,100.00	\$ -	\$ 432,040.00	\$ 648,060.00	\$ 1,080,100.00	1970	3700
DEWEY STREET	OLIVER ST. TO KING ST.		\$ 581,700.00	\$ -	\$ 232,680.00	\$ 349,020.00	\$ 581,700.00	1940	1800
*KING STREET	SEVENTH ST TO SHIAWASSEE ST.		\$ 786,100.00	\$ 628,900.00	\$ 62,880.00	\$ 94,320.00	\$ 157,200.00	1981	3500
MASON STREET	PARK ST TO DEWEY ST		\$ 514,900.00	\$ -	\$ 205,960.00	\$ 308,940.00	\$ 514,900.00	1993	900
*MONROE STREET	GOULD ST TO E. CITY LIMITS		\$ 596,600.00	\$ 477,200.00	\$ 7,000.00	\$ 112,400.00	\$ 119,400.00	1974	2700
NORTH STREET	SHIAWASSEE ST TO WASHINGTON ST		\$ 444,000.00	\$ -	\$ 176,000.00	\$ 268,000.00	\$ 444,000.00	1984	2700
*OLIVER STREET	OAK ST TO GOULD ST		\$ 665,700.00	\$ 375,000.00	\$ 116,280.00	\$ 174,420.00	\$ 290,700.00	1979	4000
SEVENTH STREET	OLIVER ST. TO KING ST.		\$ 192,200.00	\$ -	\$ 76,880.00	\$ 115,320.00	\$ 192,200.00	1964	1400
SHADY LANE DR	MEADOW ST TO CHIPMAN ST		\$ 151,500.00	\$ -	\$ 60,600.00	\$ 90,900.00	\$ 151,500.00	1982	700
STEWART STREET	CEDAR ST. TO SHIAWASSEE ST.		\$ 397,800.00	\$ -	\$ 155,120.00	\$ 242,680.00	\$ 397,800.00	1973	3500
*WASHINGTON STREET	STEWART ST. TO CORUNNA (M-71)		\$ 596,000.00	\$ 375,000.00	\$ 88,400.00	\$ 132,600.00	\$ 221,000.00	1980	9200
WILLIAMS STREET	SHIAWASSEE ST TO WATER ST		\$ 327,200.00	\$ -	\$ 130,880.00	\$ 196,320.00	\$ 327,200.00	1984	700
TOTALS			\$ 7,330,600.00	\$ 1,856,100.00	\$ 2,143,380.00	\$ 3,331,120.00	\$ 5,474,500.00		

*MUST RECEIVE GRANTS TO PROCEED

TIER 2 STREET LIST

BELOW LISTED STREETS CONTINGENT UPON AVAILABLE FUNDS:

STREET PROJECT		LIMITS	ESTIMATED COST	GRANT SHARE	ASSESSMENT SHARE	CITY SHARE	TOTAL BOND AMOUNT	LAST YEAR WORK DONE	TRAFFIC VOLUME
STEWART STREET	CHESTNUT ST. TO CHIPMAN ST.		\$ 988,100.00	\$ -	\$ 395,240.00	\$ 592,860.00	\$ 988,100.00	1979	1700
DEWEY STREET	COMSTOCK ST. TO OLIVER ST.		\$ 669,000.00	\$ -	\$ 267,600.00	\$ 401,400.00	\$ 669,000.00	1974	1800
HOWARD STREET	WASHINGTON ST. TO 150' E. OF PARK ST		\$ 315,400.00	\$ -	\$ 126,160.00	\$ 189,240.00	\$ 315,400.00	1940	750
CEDAR STREET	SOUTH ST. TO STEWART ST.		\$ 819,000.00	\$ -	\$ 327,600.00	\$ 491,400.00	\$ 819,000.00	1979	1000
CHIPMAN STREET	MAIN ST. TO GLC RAILROAD		\$ 284,000.00	\$ -	\$ 113,600.00	\$ 170,400.00	\$ 284,000.00	1970	4900

MINUTES
REGULAR MEETING OF THE
DOWNTOWN DEVELOPMENT AUTHORITY/MAIN STREET
CITY OF OWOSSO
JULY 6, 2016 AT 7:30 AM
CITY COUNCIL CHAMBERS

CALL TO ORDER: The meeting was called to order by Vice-Chairman Bill Gilbert at 7:41 a.m.

ROLL CALL: Was taken by Recording Secretary, Bridget Cannon.

MEMBERS PRESENT: Chairman David Acton, Vice-Chairman Bill Gilbert, Authority Members Kevin Wiles, Theresa Trecha, and Lance Omer

MEMBERS ABSENT: Authority Members Ken Cushman, Shar Haskins, Jon Moore, and Mayor Ben Frederick

OTHERS PRESENT: Josh Adams, Main Street Manager; Jessica Hickey, Independent Newspaper Group

AGENDA:

IT WAS MOVED BY VICE-CHAIRMAN GILBERT AND SUPPORTED BY AUTHORITY MEMBER OMER TO APPROVE THE AGENDA FOR JULY 6, 2016 AS PRESENTED.

AYES: ALL. MOTION CARRIED.

MINUTES:

IT WAS MOVED BY AUTHORITY MEMBER WILES AND SUPPORTED BY VICE-CHAIRMAN GILBERT TO APPROVE THE MINUTES OF JUNE 1, 2016 AS PRESENTED.

AYES: ALL. MOTION CARRIED.

PUBLIC COMMENTS: There were no public comments.

ITEMS OF BUSINESS:

1) CHECK REGISTER

Waiting on itemized list of work completed from Sunburst Gardens at the Wesener Building.

(SEE BOARD PACKET FOR CHECK REGISTER)

IT WAS MOVED BY AUTHORITY MEMBER TRECHA AND SUPPORTED BY AUTHORITY MEMBER WILES TO APPROVE THE CHECK REGISTER FOR JUNE, 2016 AS PRESENTED.

AYES: ALL. MOTION CARRIED.

COMMITTEE UPDATES:

1) DESIGN

BIKE RACKS:

Hoping to get sponsorship/funding for total of twenty bike racks. There are six bike racks currently funded. Cost needing sponsorship is \$300 for each bike rack. Individual sponsorships for bike racks will have placard or signage. The bike racks placement should be out of the way for snow removal, and should not be an issue.

WAY-FINDING SIGNS:

The committee went over the exact items and verbiage that will be listed on the signs. Placement has been approved by MDOT for eight of the locations. Board is excited to see this plan come to fruition, as it has been in the planning and execution stage for a long time.

FLOWER PROGRAM:

There was \$2,500 in sponsorship for the flower program this year. Unfortunately, vandalism of the flower beds has been very bad. Estimation of close to \$1,000 worth of flowers has been stolen thus far.

2) ECONOMIC RESTRUCTURING

Committee is in the process of constructing a Business Development guide. The guide will be comprehensive and custom-fitted, and eventually be distributed by the "AskOwosso" team that is being organized.

The committee is also collaborating with the Building Department and MainStreet to develop a guide for rehabilitation of a commercial building, and the steps that should be taken in the permit process.

3) ORGANIZATION

No physical meeting this month, but Josh Adams has been talking with Susan Montenegro and Chrisy Schemenauer. A sponsorship guide is being developed, that will serve as a comprehensive plan for promotions moving forward. DDA does not want to be viewed as a donator; they would like to increase sponsorships by educating property owners about local events that will serve as an opportunity for sponsorships, and will generate revenue.

A database of volunteers is being generated. The committee is being transformed back in to what it should be: 1) assembling volunteers and 2) getting the cash flow to fund events.

Website design is another project the organization committee would like to address this year. They would like to hire a website designer to update the site and post links to the community calendars, volunteer opportunities, and link to the Downtown Owosso app.

4) PROMOTION

The downtown map is in its final stages. There will be a directory of all downtown businesses. This will be kept in the refurbished phone booth in Main Street Plaza. There will also be a map available on the Main Street website, through the app, and possibly be posted throughout the downtown on various buildings.

Upcoming Events:

July 14-16: Downtown Owosso Sidewalk Sales

August 26-27: Owosso Vintage Motorcycle Days

There was a board discussion of business spotlight opportunity from Jordan Sovis. Sovis is accepting payment plans, and will develop a 45-second highlight of businesses, that can be posted on YouTube, or used for marketing.

ITEMS OF BUSINESS:

(Continued)

2) BUDGET REPORT/BUDGET UPDATES

(SEE BOARD PACKET FOR BUDGET)

Budget Breakdown – Fiscal Year 2015/2016 – Money from Reserve (last year's Wayfinding WG) - \$9,000 – not added in to total figure, as the big expenses for the wayfinding signs, i.e. inserts, placards, install, etc. were not purchased before July 1. This figure was supposed to be deleted.

Unpaid bills section – only bills we have been invoiced for, and received thus far.

The revenue minus the expenses for year result in roughly \$4,000 in reserve this year.

Finalized budget for 2016/2017 will be presented to the board at the August meeting.

4) FAÇADE GRANT UPDATES

The city originally had 19 façade grant applicants, which was cut to 14. Due to attrition, several dropped out. Currently, there are 8-9 applicants, which we are hoping to push through all of them this first round with MEDC. A cost estimate breakdown is required of each project. The façade projects will then go before the Historic District Commission, and finally the Building Department for review and approval.

PUBLIC COMMENTS: There were no public comments.

BOARD COMMENTS: Board to discuss Main Street Manager, Josh Adams.

IT WAS MOVED BY AUTHORITY MEMBER OMER AND SUPPORTED BY AUTHORITY MEMBER GILBERT TO ADJOURN AT 8:20 A.M.

AYES: ALL. MOTION CARRIED.

David Acton, Chairman

OWOSSO HISTORICAL COMMISSION

Regular meeting

July 11, 2016

Curwood Castle

CALL TO ORDER:

CHAIR ELAINE GREENWAY CALLED THE MEETING TO ORDER AT 7:08 P.M.

PRESENT:

CHAIR ELAINE GREENWAY, COMMISSIONER NICK PIDEK, COMMISSIONER ROBERT BROCKWAY, COMMISSIONER JENELLE STEELE-ELKINS, COMMISSIONER CAROLYN EBERT, VICE-CHAIR JENNIFER MAHONEY, COMMISSIONER DENNIS MAHONEY, COMMISSIONER CHRIS EVELETH, COMMISSIONER TRACEY PETIER, HISTORICAL FACILITIES DIRECTOR ROBERT DORAN.

ABSENT:

COMMISSIONER NICK PIDEK

Chairperson Elaine Greenway announced her resignation and handed the Chairmanship to Vice-Chair Jennifer Mahoney. Elaine was thanked and applauded for her long service to the Owosso Historical Commission.

COMMISSIONER DENNIS MAHONEY MOVED TO THANK ELAINE GREENWAY FOR HER SERVICE. COMMISSIONER CHRIS EVELETH SUPPORTED, UNANIMOUS APPROVAL.

CHAIRPERSON JENNIFER MAHONEY ASKED FOR NOMINATIONS FOR VICE-CHAIR. COMMISSIONER DENNIS MAHONEY NOMINATED COMMISSIONER JENELLE STEELE-ELKINS. COMMISSIONER STEELE-ELKINS ACCEPTED. COMMISSIONER ROBERT BROCKWAY SECONDED. AYES ALL, MOTION PASSED.

APPROVAL OF AGENDA:

Chairperson Jennifer Mahoney asked that the following be added to the agenda, DIRECTOR SALARY AND TITLE. COMMISSIONER DENNIS MAHONEY MOTIONED TO ACCEPT THE AGENDA, SECONDED BY COMMISSIONER TRACEY PELTIER. AYES ALL, MOTION CARRIED.

TREASURERS REPORT:

COMMISSIONER DENNIS MAHONEY MOTIONED TO ACCEPT THE TREASURERS REPORT, SECONDED BY COMMISSIONER TRACEY PELTIER. AYES ALL, MOTION CARRIED.

APPROVAL OF

MAY & JUNE 2016 MINUTES:

COMMISSIONER CHRIS EVELETH MADE THE MOTION TO ACCEPT THE TREASURES REPORT, SECONDED BY COMMISSIONER TRACEY PELTIER. AYES ALL, MOTION CARRIED.

CITIZENS COMMENTS:

NONE

COMMUNICATIONS:

NONE

DIRECTORS REPORT:

DIRECTOR ROBERT DORAN DEFERRED DIRECTOR'S REPORT TO OLD AND NEW BUSINESS.

OLD BUSINESS:

MADE ON OWOSSO EXHIBITION:

Director Robert Doran provided an update and advised that Made in Owosso has proved very successful, and that record numbers have visited all four museums. He reminded the Commission of the following Made in Owosso Partner events and service clubs

meetings, and that we were still looking for weekend volunteers for the Paymaster Building and the Comstock Pioneer Cabin:

July 16 – DeVries Nature Conservancy – “Carriage & Sleigh Museum Open House & Family Fun Day”

“Written in Owosso”

July 17 – “Written in Owosso”

July 21 – MIO Special Reception – 6:00 – 8:00 pm

July 23 – Owosso Community Players – “James and the Giant Peach Experience”

“Written in Owosso”

July 24 – “Written in Owosso”

July 19 – Evening Kiwanis – 6:00 to 7:30 pm - SAC

July 28 – Judge Lostracco Event – 5:00 – 7:00 pm

July 29 –VIP Celebration of the 150th Anniversary of Woodard – SAC – 6:00 – 8:30 pm

July 30 – Friends of the Shiawassee River – “Friends of the River Clean Up & Friends 20th Birthday Celebration”

– Shiawassee Arts Center “River Critters”

– “Written in Owosso”

July 30 – Woodard 150th Anniversary Picnic – Woodard Factory

July 31 – “Written in Owosso”

August 1 –Owosso Main Street – September 10 – “ArtBike 2016” – Historic Downtown Owosso and Westown

August 2 – Downton Business Owners Meeting – SAC

August 3 – Rotary Lunch – 12:00 to 1:30 pm – SAC and all Museums

August 4 – Chamber 5:01 – 5:01 to 7:00 pm – SAC and all Museums

August 6 – Curwood Castle Park – “Castle Bike Tour” – “High Wheelers” – “Rick Morris Historic Bikes” 7:00 am to 4:00 pm

August 10 – CVB Strategic Planning 9:00 to 11:00 am – SAC

August 13 – Steam Railroading Institute – “Family Fun Day & Amos Gould – The Legacy of Railroading in Owosso”

August 16 – Friends of the Shiawassee River – Board Meeting 7:00 to 8:30 p.m. – SAC

August 17 – Morning Kiwanis – SAC and all Museums

August 21 – Shiawassee County Historical Society – “Shiawassee History Scavenger Hunt and Family History Day”

August 28 – Gary Slaughter 2:00 to 4:00 Book Launch – SAC and all Museums

September 5 through September 16 – School Tours of Made in Owosso – all four museums

September 10 – Owosso Main Street – “Art Walk 2016”

Downtown Owosso Farmers Market – “Farmers Market Chalk Art Contest”

September 11 –Shiawassee Arts Center – “Fall Festival Harvest Dinner on the Banks of the Shiawassee River”

September 17 – Owosso Historical Commission – “Owosso Historic Home Tour – Celebrating the 150th Anniversary of Woodard”

September 18 – Made in Owosso Closes

CURWOOD CABIN: UPDATE:

Director Doran distributed the documents provided by Diane Conger regarding the provenance of the cabin. The Commission agreed to review the documents and engage in further discussion at the next regularly scheduled OHC meeting.

2016 HISTORIC HOME TOUR: Celebration of the 150th Anniversary of Woodard

Director Doran handed out the 2015 Home Tour booklet. He provided an up to date listing of Homes on the 2016 Home Tour. The OHC discussed advertising options for the event. A 2016 Home Tour Committee was established. Commission agreed to schedule three 2016 Home Tour Committee meetings on or before September 14.

NON PROFIT CAPITIV BUILDING:

Director Doran expressed the need to hold a meeting with City Hall with regard to a possible 501c3 designation.

NEW BUSINESS:

CAMERA FOR CURWOOD STATUE:

The new statue of Curwood in front of the Castle has been recently vandalized. A request was made by several community groups for a security camera to be installed and integrated with the Castle's recently upgraded security system. Mayor Ben Frederick and the Curwood Festival indicated they would donate to the final cost of the installation. **COMMISSIONER PELTIER MOVED APPROVAL OF \$569.00 FOR THE PURCHASE AND INSTALLATION AND A NEW SECURITY CAMERA FROM SECURITY ALARM CO. INC. THE CAMERA WILL BE FACING THE CURWOOD STATUE AND WILL INTEGRATE WITH THE CASTLE'S UPDATED SECURITY SYSTEM. COMMISSIONER JENELLE STEELE-ELKINS SECONDED. AYES ALL, MOTION PASSED.**

COMMITTEE REPORTS:

MERCHANDISING – COMMISSIONER TRACEY PELTIER: No report at this time.

EDUCATION – COMMISSIONER STEELE-ELKINS: Commissioner Steele-Elkins provided an update that Owosso High School and Owosso Middle School teachers and students will be touring the Made in Owosso exhibition.

VOLUNTEERS - COMMISSIONER ELAINE GREENWAY: No report at this time.

FUNDRAISING – COMMISSIONER CHRIS EVELETH: No report at this time.

FACILITIES – COMMISSIONER DENNIS MAHONEY: No report at this time.

EXHIBITIONS & SPECIAL EVENTS – COMMISSIONERS ROBERT BROCKWAY, CAROLYN MAHONEY: No report at this time.

MARKETING, SOCIAL MEDIA & PR – COMMISSIONER PIDEK: No report at this time.

ACQUISITIONS – DIRECTOR ROBERT DORAN: No report at this time.

EXECUTIVE DIRECTOR SALARY:

Chairperson Jennifer Mahoney provided a list of comparable Executive Director Salaries and positions and provided comps to our Director's salary. Because of his dedication to the Owosso Historical Commission, the Commission unanimously agreed that a salary increase was not only justified, but given his current salary of 28,500, absolutely necessary. The Commission agreed that under the leadership of the Robert Doran, the organization has become community leader in the new wave of entrepreneurship and relationship building that is putting Owosso on the map. They unanimously agreed that under his guidance, his management, , governance and leadership skills have made it possible to design, curate and implement initiatives like the 12-week Made in Owosso exhibition, one that includes 14 community organizations and nonprofits, four museums, a 16 week marketing campaign, borrowing over 350 artifacts from the community and facilities upgrades. **COMMISSIONER DENNIS MAHONEY MOTIONED FOR A \$10,000 INCREASE IN ROBERT DORAN'S ANNUAL SALARY, TO TAKE EFFECT IMMEDIATELY, AND REQUESTED THAT AN ADDITIONAL \$5,000 ANNUALLY BE ADDED BY THE CITY OF OWOSSO.**

COMMISSIONER CAROLYN EBERT SECONDED. AYES ALL, MOTION CARRIED.

COMMISSIONER ROBERT BROCKWAY ABSTAINED.

COMMISSIONER ELAINE GREENWAY MOTIONED TO CHANGE ROBERT DORAN'S TITLE FROM HISTORIC FACILITIES PROJECT DIRECTOR TO EXECUTIVE DIRECTOR. COMMISSIONER JENELLE STEELE-ELKINS SECONDED. AYES ALL, MOTION CARRIED.

COMMISSIONER PELTIER EXITED THE MEETING AT 7:59PM.

CITIZEN COMMENTS:

NONE

ADJOURN:

CHAIRPERSON JENNIFER MAHONEY MADE THE MOTION TO ADJOURN AT 8:00 PM SUPPORTED BY COMMISSIONER ROBERT BROCKWAY. AYES ALL, MOTION CARRIED.