

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MONDAY, JUNE 01, 2020
7:30 P.M.**

Virtual Meeting

AGENDA

OPENING PRAYER:

PLEDGE OF ALLEGIANCE:

ROLL CALL:

APPROVAL OF THE AGENDA:

APPROVAL OF THE MINUTES OF REGULAR MEETING OF MAY 18, 2020:

ADDRESSING THE CITY COUNCIL

1. Your comments shall be made during times set aside for that purpose.
2. Stand or raise a hand to indicate that you wish to speak.
3. When recognized, give your name and address and direct your comments and/or questions to any City official in attendance.
4. Each person wishing to address the City Council and/or attending officials shall be afforded one opportunity of up to 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

1. Project Status Report.

CONSENT AGENDA

1. Set Public Hearing - Obsolete Property Rehabilitation Exemption Certificate - 300 W. Main Street.
Set a public hearing for Monday, June 15, 2020 to receive citizen comment regarding the application from Owosso REI Group, LLC for an Obsolete Property Rehabilitation Exemption Certificate for their property at 300 W. Main Street.

2. Proposed Special Assessment Project – Gould Street. Authorize Resolution No. 2 setting a public hearing for Monday, June 15, 2020 for proposed Special Assessment District No. 2021-01 for Gould Street from Oliver Street to Moore Street for street reconstruction.
3. Bid Rejection – Portable Toilets. Reject the only bid received for the 2020 Portable Toilets Bid based on having no competitive comparison for said services.
4. Bid Award - Portable Toilets. Authorize contract with R & D Septic Tank Cleaning, L.L.C. for the supply and service of portable toilets for City parks in the amount of \$10,800.00 annually for the period of July 1, 2020-June 30, 2021, with two 1-year renewal options, and further authorize payment up to the contract amount upon satisfactory completion of said services.
5. Bid Award -2020 Street Patches Program. Authorize bid award to TJ Smith Sand & Gravel, Inc. as the low bidder for the 2020 Street Patches Program in the amount of \$59,198.75, further authorize a contingency amount of \$9,000.00 to be utilized upon written permission, and approve payment up to the bid amount, plus the contingency if utilized, upon satisfactory completion of the work or a portion thereof.

ITEMS OF BUSINESS

1. 2020-21 City Budget Adoption. Adopt General Appropriations Resolution approving the 2020-2021 City Budget.
2. Downtown Development Authority General Appropriations Resolution. Adopt the General Appropriations Resolution to authorize the levy of the Downtown Development Authority millage for the 2020-2021 fiscal year.
3. City Budget Amendment. Adopt Amendment No. 2 to the 2019-2020 Budget.
4. Reopening Plan. Consider adoption of a COVID-19 Reopening Plan for City Hall and the Public Safety Building.
5. Fee Schedule Update. Consider adoption of the 2020 Fee Schedule, establishing an escrow fee for the professional review of community development plans and fees for low voltage telecom installations.

COMMUNICATIONS

1. Cheryl A. Grice, Finance Director. Revenue & Expenditure Report April 2020.
2. Kevin D. Lenkart, Public Safety Director. April 2020 Police Report.
3. Downtown Development Authority/Main Street. Minutes of May 6, 2020.
4. Planning Commission. Minutes of May 26, 2020.

CITIZEN COMMENTS AND QUESTIONS

NEXT MEETING

Monday, June 15, 2020

BOARDS AND COMMISSIONS OPENINGS

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

Building Board of Appeals – Alternate - term expires June 30, 2021
Brownfield Redevelopment Authority – term expires June 30, 2022
Historical Commission – 2 terms expire December 31, 2020
Planning Commission – term expires June 30, 2020

ADJOURNMENT

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

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MINUTES OF MAY 18, 2020
7:30 P.M.
VIRTUAL MEETING**

Mayor Christopher T. Eveleth called the meeting to order and announced the meeting would be held as a Virtual Meeting due to the COVID-19 pandemic, under the authority of Executive Order No. 2020-15 of the Office of the Governor of the State of Michigan. He also noted the process for making comments during the Public Hearing and Citizen Comments and Questions periods and indicated those wishing to comment must sign up by 7:35 p.m.

PRESIDING OFFICER: MAYOR CHRISTOPHER T. EVELETH

OPENING PRAYER: COUNCILMEMBER JEROME C. HABER

PLEDGE OF ALLEGIANCE: MAYOR CHRISTOPHER T. EVELETH

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

ABSENT: None.

APPROVE AGENDA

Motion by Mayor Pro-Tem Osika to approve the agenda as presented.

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

APPROVAL OF THE MINUTES OF REGULAR MEETING OF MAY 4, 2020

Motion by Councilmember Pidek to approve the Minutes of the Regular Meeting of May 4, 2020 as presented.

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

APPROVAL OF THE MINUTES OF SPECIAL MEETING OF MAY 12, 2020

Motion by Mayor Pro-Tem Osika to approve the Minutes of the Special Meeting of May 12, 2020 as presented.

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

PROCLAMATIONS / SPECIAL PRESENTATIONS

None.

Mayor Eveleth announced the public hearing for the proposed budget and once again noted the process citizens should use to indicate they would like to speak.

PUBLIC HEARINGS

2020-21 Budget Hearing

City Manager Nathan R. Henne noted that a budget workshop had been held May 12th and there were no changes to the budget proposed at this time. He also updated the Council on the funding status in light of the information given out at the recent revenue expectation conference, saying that the budget decreases that are being proposed are within the range they had predicted. That being said he indicated that he felt that keeping the budget balanced would be a moving target until the lock-down ends.

A Public Hearing was conducted pursuant to Chapter 8, Section 4 of the City Charter to receive citizen comments regarding proposed 2020-21 Budget.

There were no citizen comments received prior to, or during the meeting.

The Council will consider adoption of the proposed budget at the June 1, 2020 meeting.

Mayor Eveleth repeated the instructions for making citizen comments.

CITIZEN COMMENTS AND QUESTIONS

Michael Erfourth, 801 W. Oliver Street, said he has been frustrated with the Consumers Energy project that has been taking place in his front yard for the last three weeks. He said he received no communication from them regarding the project and it was very possible they damaged the tree in his front yard as well as the stone fence. He said the City authorized the work and should be at least partially responsible for helping him ensure his property is returned to its original state or he is compensated.

Eddie Urban, 601 Glenwood Avenue, spoke about the recent flooding along the river and the fact that his new sidewalk still holds water. He asked that everyone keep up the good work and be careful to stay healthy.

Councilmember Bailey expressed her frustration with the protesters at Karl Manke's barber shop that sometimes impede traffic saying they were causing a liability in doing so.

Councilmember Pidek said he understands Mr. Erfourth's concerns as he has had his own frustrations with Consumers Energy. He said that Consumers certainly bears more responsibility for communicating with their customers in a better fashion.

CONSENT AGENDA

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

Change Order – Manhole Inspection & Analysis Contract.* Approve Change Order No. 1 to Addendum No. 6, Manhole Inspection & Analysis Contract, adding additional services in the amount of \$8,400.00, and authorize payment to the engineer upon satisfactory completion of the work or portion thereof, as follows:

RESOLUTION NO. 81-2020

**AUTHORIZING CHANGE ORDER NO. 1 TO ADDENDUM NO. 6 BETWEEN
CITY OF OWOSSO AND ORCHARD, HILTZ & MCCLIMENT, INC. D/B/A OHM ADVISORS,
FOR MACP CODING/MANHOLE CONDITION ASSESSMENTS**

WHEREAS, the city of Owosso, Shiawassee County, Michigan, entered into an agreement with Orchard, Hiltz & McClement, Inc. d/b/a OHM Advisors for manhole condition assessments and MACP coding by the adoption of Resolution No. 143-2018 on September 17, 2018; and

WHEREAS, the Director of Public Services & Utilities desires to increase funding to provide additional services for completing the sanitary sewer manhole MACP coding and structural condition assessments, for compliance with Asset Management Plan regulatory requirements.

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 authorize Amendment No. 1 to Addendum No. 6 to increase funding to cover additional services necessary to complete manhole MACP coding and structural condition assessments for remaining manhole structures.
- SECOND: The accounts payable department is authorized to submit payment to OHM Advisors in an amount not to exceed \$67,900.00 plus \$8,400.00 for a total of \$76,300.00.
- THIRD: The above expenses shall be paid for from the wastewater fund account 590-549-818.000.

Emergency Repair Authorization – Fire Department Tower 1. Authorize payment to Front Line Services, Inc. for emergency repair and replacement of parts on Fire Department Tower 1 in the amount of \$11,574.69 as follows:

RESOLUTION NO. 82-2020

AUTHORIZING PAYMENT TO FRONT LINE SERVICES, INC. FOR EMERGENCY REPAIR OF OWOSSO FIRE DEPARTMENT, TOWER 1

WHEREAS, the city of Owosso, Shiawassee County, Michigan, has a fire department vehicle, Tower 1, that required an emergency repair of the vehicle, and

WHEREAS, the City directed Front Line Services, Inc., to proceed and make the emergency repair, which subsequently totaled \$11,574.69, and

WHEREAS, the Public Safety Director has reviewed the detailed billing from Front Line Services, Inc. for the cost of the repair and recommends payment in the amount of \$11,574.69 for the work that was satisfactorily completed.

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 was necessary and in the public interest to contract with Front Line Services, Inc. for the emergency repairs to Owosso Fire Department vehicle Tower 1.
- SECOND: The accounts payable department is authorized to submit payment to Front Line Services, Inc. in the amount up to \$11,574.69 as authorized by Council this 18th day of May, 2020.
- THIRD: The above expenses shall be paid from the Fire Department vehicle repair fund.

Check Register – April 2020.* Affirm check disbursements totaling \$395,015.83 for April 2020.

Motion supported by Councilmember Law.

Roll Call Vote.

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

NAYS: None.

ITEMS OF BUSINESS

Amendments to Personnel Policy Manual*

City Manager Henne introduced the item saying that there are numerous items proposed for amendment, but it is important to consider adoption this evening because some of the changes involve the transfer of the remaining employees to the MERS retirement system. He went on to say that further changes can be expected down the road.

There was discussion among Council regarding the provision requiring the City to contribute 4% to an employees' retirement account regardless of if the employee contributes, why raises aren't tied to performance reviews, and updating the harassment policy to include gender identity and sexual orientation. Council asked that the performance review item be revisited in the future and that a review process of some sort be instituted.

Motion by Mayor Pro-Tem Osika to approve the proposed amendments to the Personnel Policy Manual as noted, with the addition of an amendment to the harassment policy to include sexual orientation and gender identity as protected classes:

RESOLUTION NO. 83-2020

APPROVING THE UPDATED PERSONNEL POLICY MANUAL FOR THE CITY OF OWOSSO

WHEREAS, the City Council, previously adopted the City of Owosso Personnel Policy Manual on September 22, 2009; and

WHEREAS, the Director of Human Resources has presented the City Council the revised Personnel Policy Manual; and

WHEREAS, the City Council has reviewed the revised Manual and finds it in the best interest of the City and its employees to adopt the revisions; and

WHEREAS, the City Council finds that the proposed revisions will serve to further inform employees of City personnel policies and that current and sound personnel policies are an essential part of recruiting and retaining excellent employees and extending high quality services to the public; and

WHEREAS, the City Council wishes to see sexual orientation and gender identity as classes protected from harassment.

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

FIRST: The City of Owosso Personnel Policy Manual updated May 18, 2020 is hereby approved and adopted by the City Council, with the addition of sexual orientation and gender identity as classes protected from harassment.

SECOND: This Resolution and the Manual shall take effect immediately, on May 18, 2020. All employees of the City shall be provided a copy of such Employee Handbook and shall sign an acknowledgement and receipt.

THIRD: The Mayor and Councilmembers approve this resolution.

Motion supported by Councilmember Law.

Roll Call Vote.

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

NAYS: None.

Retirement System Funds Transfer - AFSCME

Motion by Councilmember Pidek to direct the transfer of the American Federation of State, County, and Municipal Employees (AFSCME), Local No. 1059 and its corresponding retirees to the MERS System in an amount to be determined as follows:

RESOLUTION NO. 84-2020

ADOPTING THE MUNICIPAL EMPLOYEES RETIREMENT SYSTEM PLAN FOR THE AMERICAN FEDERATION OF STATE, COUNTY, AND MUNICIPAL EMPLOYEES, LOCAL NO. 1059 OF MICHIGAN COUNCIL #25

WHEREAS, the City of Owosso, a Michigan municipal corporation, currently administers its own independent retirement system known as the City of Owosso Employees' Retirement System (COERS); and

WHEREAS, the City of Owosso is also a member of the Municipal Employees Retirement System (MERS); and

WHEREAS, recently enacted changes in the labor contract for the American Federation of State, County, and Municipal Employees (AFSCME), Local No. 1059 modified certain pension benefits; and

WHEREAS, it is necessary to provide formal notice to the COERS Board of Trustees of the intention to transfer the current AFSCME members and retirees to the MERS plan; and

WHEREAS, the City Council must adopt a resolution authorizing the transfer of funds associated with the AFSCME members and retirees from COERS to MERS.

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 it is advisable, necessary and in the public interest to move the AFSCME unit and its retirees to the MERS system.

SECOND: The Mayor and City Clerk are instructed and authorized to sign any documents as

required between the City of Owosso and MERS to make this transfer happen.

THIRD: That this resolution serves as formal notification to all involved parties to execute said transfer.

Motion supported by Mayor Pro-Tem Osika.

Roll Call Vote.

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

NAYS: None.

Retirement System Funds Transfer – Fire Union

Motion by Councilmember Pidek to direct the transfer of the International Association of Fire Fighters (IAFF), Local 504 and its corresponding retirees to the MERS System in an amount to be determined as follows:

RESOLUTION NO. 85-2020

ADOPTING THE MUNICIPAL EMPLOYEES RETIREMENT SYSTEM PLAN FOR THE INTERNATIONAL ASSOCIATION OF FIRE FIGHTERS, LOCAL 504

WHEREAS, the City of Owosso, a Michigan municipal corporation, currently administers its own independent retirement system known as the City of Owosso Employees' Retirement System (COERS); and

WHEREAS, the City of Owosso is also a member of the Municipal Employees Retirement System (MERS); and

WHEREAS, recently enacted changes in the labor contract for the International Association of Fire Fighters (IAFF), Local 504 modified certain pension benefits; and

WHEREAS, it is necessary to provide formal notice to the COERS Board of Trustees of the intention to transfer the current IAFF members and retirees to the MERS plan; and

WHEREAS, the City Council must adopt a resolution authorizing the transfer of funds associated with the IAFF members and retirees from COERS to MERS.

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 it is advisable, necessary and in the public interest to move the IAFF unit and its retirees to the MERS plan.

SECOND: The Mayor and City Clerk are instructed and authorized to sign any documents as required between the City of Owosso and MERS to make this transfer happen.

THIRD: That this resolution serves as formal notification to all involved parties to execute said transfer.

Motion supported by Councilmember Haber.

Roll Call Vote.

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

NAYS: None.

Retirement System Funds Transfer – General City Non-Union

Motion by Councilmember Bailey to direct the transfer of the current General City non-union members and its corresponding retirees to the MERS System in an amount to be determined as follows:

RESOLUTION NO. 86-2020

**ADOPTING THE MUNICIPAL EMPLOYEES RETIREMENT SYSTEM PLAN
FOR OWOSSO GENERAL CITY NON-UNION EMPLOYEES**

WHEREAS, the City of Owosso, a Michigan municipal corporation, currently administers its own independent retirement system known as the City of Owosso Employees' Retirement System (COERS); and

WHEREAS, the City of Owosso is also a member of the Municipal Employees Retirement System (MERS); and

WHEREAS, it has been determined to be beneficial to the financial health of the City to move the General City non-union employees and retirees to the MERS system (similarly to the union employees); and

WHEREAS, it is necessary to provide formal notice to the COERS Board of Trustees of the intention to transfer the current General City non-union members and retirees to the MERS plan; and

WHEREAS, the City Council must adopt a resolution authorizing this transfer of funds associated with the General City Non-Union members and retirees from COERS to MERS.

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 it is advisable, necessary and in the public interest to move the General City non-union employees and corresponding retirees to the MERS system.

SECOND: The Mayor and City Clerk are instructed and authorized to sign any documents as required between the City of Owosso and MERS to make this transfer happen.

THIRD: That this resolution serves as formal notification to all involved parties to execute said transfer.

Motion supported by Councilmember Pidek.

Roll Call Vote.

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

NAYS: None.

COMMUNICATIONS

Glenn M. Chinavare, Utilities Director. 2019 Annual Water Consumer Confidence Report (formerly: Annual Water Quality Report)

N. Bradley Hissong, Building Official. April 2020 Building Report.

Kevin D. Lenkart, Public Safety Director. April 2020 Fire & Ambulance Report.

Downtown Development Authority/Main Street. Minutes of April 14, 2020.

Downtown Development Authority/Main Street. Minutes of April 28, 2020.

NEXT MEETING

Monday, June 01, 2020

BOARDS AND COMMISSIONS OPENINGS

Brownfield Redevelopment Authority – County Representative – term expires 06-30-2020

Building Board of Appeals – Alternate - term expires June 30, 2022

Building Board of Appeals – Alternate - term expires June 30, 2021

Brownfield Redevelopment Authority – term expires June 30, 2022

Historical Commission – 2 terms expire December 31, 2020

Planning Commission – term expires June 30, 2020

ADJOURNMENT

Motion by Councilmember Bailey for adjournment at 8:19 p.m.

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

Christopher T. Eveleth, Mayor

Amy K. Kirkland, City Clerk

*Due to their length, text of marked items is not included in the minutes. Full text of these documents is on file in the Clerk's Office.



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

MEMORANDUM

DATE: May 26, 2020

TO: Mayor Chris Eveleth, City Council, and City Manager Nathan Henne

FROM: Treena Chick, Assessor

RE: Obsolete Property Rehabilitation – 300 W Main St

The city clerk received an application from Nemer Hadad, owner of Owosso REI Group, LLC, for an Obsolete Property Rehabilitation Exemption. An Obsolete Property Rehabilitation District for that area was established April 18, 2016.

The project proposes to completely renovate the four story building to create a multi-use building containing commercial, retail and office space and 17 residential apartments on the upper floors.

It is recommended by staff that the city council set a public hearing for June 15, 2020, 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 NO.

**SETTING PUBLIC HEARING TO CONSIDER APPLICATION FOR AN OBSOLETE PROPERTY
REHABILITATION EXEMPTION CERTIFICATE FOR THE PROPERTY COMMONLY KNOWN
AS 300 WEST MAIN STREET**

WHEREAS, the City of Owosso received application for an Obsolete Property Rehabilitation Exemption Certificate on March 5, 2020, from Owosso REI Group, LLC, and

WHEREAS, the City of Owosso approved a request to establish an Obsolete Property Rehabilitation District, on April 18, 2016, 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, and

WHEREAS, it must be determined that approval of the Obsolete Property Rehabilitation Certificate would be beneficial to the city of Owosso, as well as the 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 June 15, 2020 on or about 7:30 p.m. in the council chambers for the purpose of hearing comments for those within the 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
- THIRD: the city staff is directed to investigate and determine if the qualifications of the act are satisfied and report findings at the hearing.



MEMORANDUM

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

DATE: May 22, 2020

TO: Owosso City Council

FROM: Glenn Chinavare, Director of Public Services & Utilities

SUBJECT: Gould Street Reconstruction – Special Assessment Resolution No. 2

Each year the city considers a street program to improve selected city streets. Streets are selected for inclusion in the program either by citizen initiated petition or by selection by the city. **Gould Street, from Oliver Street to Moore Street**, is proposed by the city for street rehabilitation.

Reconstruction and/or resurfacing of these streets is funded in part via special assessment. Special Assessment is the process by which a portion of the cost for making a local improvement is assessed against a property owner based upon the value that the property receives from the improvement. The city assumes the remaining portion of the cost (public benefit portion). In recent years, the city has spread this amount as 60% public benefit and 40% property benefit. The city usually finances special assessments for property owners over a 10, 15, or 20 year period (determined by method of construction) at 6% interest. The property owner can pay an assessment in one lump sum or in installments over the 10, 15, or 20 year period.

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

Step One/Resolution No. 1 identifies the special assessment district(s), directs the city manager to estimate project costs and the amounts to be specially assessed, and determines the life of the proposed improvements. Resolution No. 1 for the proposed improvement was approved by City Council at its **November 4, 2019** meeting.

Step Two/Resolution No. 2 sets the date for the hearing of necessity on the projects. It directs notices to be sent to each affected property owner detailing the proposed project, notifying them of the public hearing date, and the estimated amount of their assessment. City Council is asked to act upon Resolution No. 2 on **June 1, 2020** for the proposed improvement, setting a public hearing for Monday, **June 15, 2020**.

Step Three/Resolution No. 3 documents the hearing of necessity. This hearing provides affected residents with the opportunity to comment on whether they feel the project is necessary and of the proper scale. After hearing citizen comment on the project the city council has three options: 1) If council agrees that the project should proceed as proposed, the district is established and staff is directed to go on with the next steps of the proposed project, including obtaining bids; 2) If council agrees the project should go forward, but with some adjustments they may direct staff to make those adjustments and proceed; 3) If council determines the project is not warranted and should not proceed at all they would simply fail to act on Resolution No. 3, effectively stopping the process.

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

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

Tonight the council will be considering Resolution No. 2 for the proposed district as a part of the Consent Agenda.

Staff recommends authorization of Resolution No. 2 for the following district, setting the hearing of necessity for Monday, **June 15, 2020**:

Gould Street, a Public Street, from Oliver Street to Moore Street

Attachments: Resolution No. 2 - Gould Street
Special Assessment Roll - Gould Street
Engineer's Estimate - Gould Street

Special Assessment Resolution No. 2 for Gould Street

Special Assessment District No. 2021-01

**Gould Street, a Public Street, from Oliver Street to
Moore Street**

RESOLUTION NO.

**GOULD STREET
FROM OLIVER STREET TO MOORE STREET
SPECIAL ASSESSMENT RESOLUTION NO. 2**

WHEREAS, the City Council has ordered the City Manager to prepare a report for public improvement, more particularly hereinafter described; and

**GOULD STREET, A PUBLIC STREET, FROM OLIVER STREET TO MOORE STREET;
STREET REHABILITATION**

WHEREAS, the City Manager prepared said report and the same has been filed with the City Council as required by the Special Assessment Ordinance of the City of Owosso and the Council has reviewed said report.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The plans and estimate of cost and the report of the City Manager for said public improvement shall be filed in the office of the City Clerk and shall be available for public examination.
2. The City Council hereby determines that the Public Improvement hereinafter set forth may be necessary.
3. The City Council hereby approves the estimate of cost of said public improvement to be \$1,428,244.50 and determines that \$186,302.53 thereof shall be paid by special assessment imposed on the lots and parcels of land more particularly hereinafter set forth, which lots and parcels of land are hereby designated to be all of the lots and parcels of land to be benefited by said improvements and determines that \$1,241,941.97 of the cost thereof shall be paid by the City at large because of benefit to the City at large.
4. The City Council hereby determines that the portion of the cost of said public improvement to be specially assessed shall be assessed in accordance with the benefits to be received.
5. The City Council shall meet at the Owosso City Hall Council Chambers on Monday, June 15, 2012 for the purpose of hearing all persons to be affected by the proposed public improvement.
6. The City Clerk is hereby directed to cause notice of the time and place of the hearing to be published once in The Argus Press, the official newspaper of the City of Owosso, not less than seven (7) days prior to the date of said hearing and shall further cause notice of said hearing to be sent by first class mail to each owner of property subject to assessment, as indicated by the records in the City Assessor's Office as shown on the general tax roll of the City, at least (10) full days before the time of said hearing, said notice to be mailed to the addresses shown on said general tax rolls of the City.
7. The notice of said hearing to be published and mailed shall be in substantially the following form:

**NOTICE OF SPECIAL ASSESSMENT HEARING
CITY OF OWOSSO, MICHIGAN**

TO THE OWNERS OF THE FOLLOWING DESCRIBED PROPERTY:

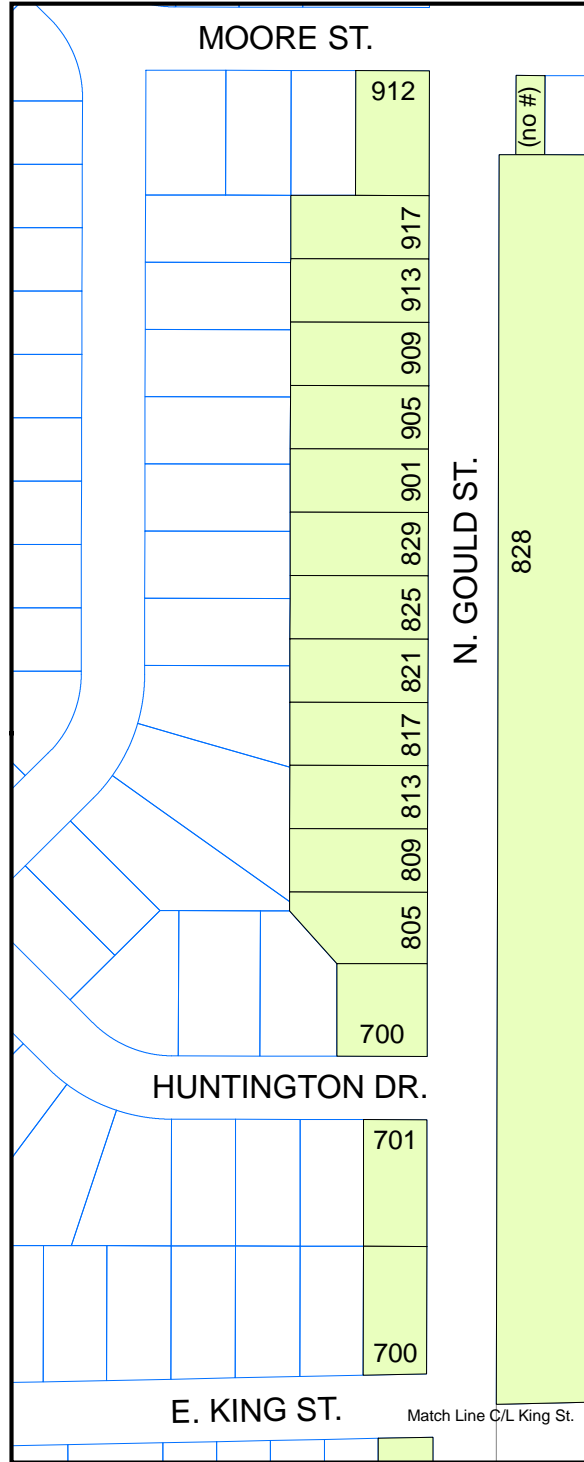
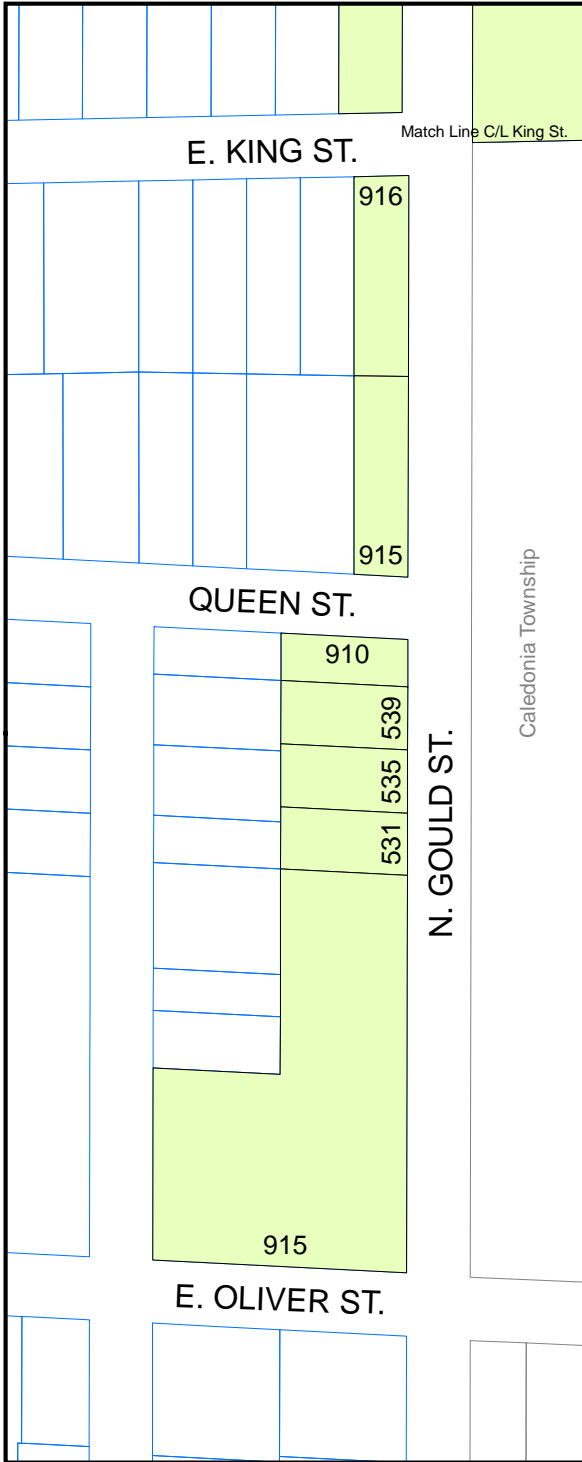
TAKE NOTICE that the City Council intends to acquire and construct the following described public improvement:

**Gould Street, a Public Street, from Oliver Street to Moore Street
Street Rehabilitation**

The City Council intends to defray apart or all of the cost of the above-described public improvement by special assessment against the above described property.

TAKE FURTHER NOTICE that City Council has caused plans and an estimate of the cost and report for the above described public improvement to be prepared and made by the City Manager and the same is on file with the City Clerk and available for public examination.

TAKE FURTHER NOTICE that the City Council will meet at the Owosso City Hall Council Chambers, Owosso, Michigan at 7:30 o'clock p.m. on Monday, June 15, 2020 for the purpose of hearing any person to be affected by the proposed public improvement.



City of Owosso

Proposed Special Assessment

N. Gould Street
from Oliver St. to Moore St.



- Special Assessment Parcels
- City of Owosso Parcels
- Caledonia Township Parcels
- 501 Street Address Number



**ENGINEER'S ESTIMATE - PRE BID
GOULD STREET**

19-May-20

RESO 2

N GOULD STREET FROM OLIVER ST TO MOORE ST ENGINEER'S ESTIMATE

DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT	ELIGIBLE AMOUNT	CITY COST 60 PERCENT	ASSESSMENT	ASSESSMENT
							AT 40% RESIDENTIAL	AT 40% COMMERCIAL
Mobilization, Max \$117,100	1	LSUM	\$ 117,100.00	\$ 117,100.00	\$ 117,100.00	\$ 70,260.00	\$ 46,840.00	\$ 46,840.00
Dr Structure, Rem	24	Ea	\$ 400.00	\$ 9,600.00		\$ -	\$ -	\$ -
Sewer, Rem, Less than 24 inch	2013	Ft	\$ 5.00	\$ 10,065.00		\$ -	\$ -	\$ -
Sewer, Rem, 24 inch to 48 inch	43	Ft	\$ 25.00	\$ 1,075.00		\$ -	\$ -	\$ -
Curb and Gutter, Rem	2698	Ft	\$ 7.00	\$ 18,886.00	\$ 18,886.00	\$ 11,331.60	\$ 7,554.40	\$ 7,554.40
Pavt, Rem	382	Syd	\$ 8.00	\$ 3,056.00		\$ -	\$ -	\$ -
Sidewalk, Rem	402	Syd	\$ 8.00	\$ 3,216.00		\$ -	\$ -	\$ -
Embankment, CIP	86	Cyd	\$ 12.00	\$ 1,032.00		\$ -	\$ -	\$ -
Excavation, Earth	2289	Cyd	\$ 15.00	\$ 34,335.00		\$ -	\$ -	\$ -
Non Haz Contaminated Material Handling and Disposal, LM	40	Cyd	\$ 35.00	\$ 1,400.00		\$ -	\$ -	\$ -
Subgrade Undercutting, Type II	250	Cyd	\$ 25.00	\$ 6,250.00		\$ -	\$ -	\$ -
Erosion Control, Inlet Protection, Fabric Drop	21	Ea	\$ 100.00	\$ 2,100.00	\$ 2,100.00	\$ 1,260.00	\$ 840.00	\$ 840.00
Subbase, CIP	101	Cyd	\$ 25.00	\$ 2,525.00		\$ -	\$ -	\$ -
Aggregate Base, 8 inch, Modified	10918	Syd	\$ 14.00	\$ 152,852.00		\$ -	\$ -	\$ -
Maintenance Gravel	300	Ton	\$ 30.00	\$ 9,000.00	\$ 9,000.00	\$ 5,400.00	\$ 3,600.00	\$ 3,600.00
Approach, CI II, LM	20	Cyd	\$ 50.00	\$ 1,000.00		\$ -	\$ -	\$ -
Geotextile, Separator, Modified	9952	Syd	\$ 2.00	\$ 19,904.00		\$ -	\$ -	\$ -
Sewer, SDR-26, 4 inch, Tr Det B, Modified	16	Ft	\$ 45.00	\$ 720.00		\$ -	\$ -	\$ -
Sewer, SDR-26, 6 inch, Tr Det B, Modified	26	Ft	\$ 50.00	\$ 1,300.00		\$ -	\$ -	\$ -
Sewer, SDR-26, 10 inch, Tr Det B, Modified	415	Ft	\$ 60.00	\$ 24,900.00		\$ -	\$ -	\$ -
Sewer, SDR-26, 12 inch, Tr Det B, Modified	357	Ft	\$ 65.00	\$ 23,205.00		\$ -	\$ -	\$ -
Sewer, SDR-26, 15 inch, Tr Det B, Modified	627	Ft	\$ 80.00	\$ 50,160.00		\$ -	\$ -	\$ -
Sewer, SDR-26, 18 inch, Tr Det B, Modified	513	Ft	\$ 90.00	\$ 46,170.00		\$ -	\$ -	\$ -
Sewer, SDR-26, 24 inch, Tr Det B, Modified	42	Ft	\$ 130.00	\$ 5,460.00		\$ -	\$ -	\$ -
Sanitary Serv Conflict	5	Ea	\$ 1,350.00	\$ 6,750.00		\$ -	\$ -	\$ -
Abandoned Gas Main Conflict	10	Ea	\$ 500.00	\$ 5,000.00		\$ -	\$ -	\$ -
Dr Structure Cover, Adj, Case 1	7	Ea	\$ 500.00	\$ 3,500.00	\$ 3,500.00	\$ 2,100.00	\$ 1,400.00	\$ 1,400.00
Dr Structure Cover, EJ 1040 w/ Vented Cover	7	Ea	\$ 700.00	\$ 4,900.00	\$ 4,900.00	\$ 2,940.00	\$ 1,960.00	\$ 1,960.00
Dr Structure Cover, EJ 1040 w/ Solid Gasket Sealed Cover	7	Ea	\$ 700.00	\$ 4,900.00	\$ 4,900.00	\$ 2,940.00	\$ 1,960.00	\$ 1,960.00
Dr Structure Cover, EJ 7000	17	Ea	\$ 750.00	\$ 12,750.00	\$ 12,750.00	\$ 7,650.00	\$ 5,100.00	\$ 5,100.00
Dr Structure, 36 inch dia, Modified	15	Ea	\$ 1,500.00	\$ 22,500.00		\$ -	\$ -	\$ -
Dr Structure, 48 inch dia, Modified	8	Ea	\$ 2,000.00	\$ 16,000.00		\$ -	\$ -	\$ -
Dr Structure, 72 inch dia, Modified	1	Ea	\$ 5,000.00	\$ 5,000.00		\$ -	\$ -	\$ -
Dr Structure, Tap, 4 inch	9	Ea	\$ 500.00	\$ 4,500.00		\$ -	\$ -	\$ -
Dr Structure, Temp Lowering	7	Ea	\$ 225.00	\$ 1,575.00	\$ 1,575.00	\$ 945.00	\$ 630.00	\$ 630.00
Dr Structure Collar, Modified	14	Ea	\$ 500.00	\$ 7,000.00	\$ 7,000.00	\$ 4,200.00	\$ 2,800.00	\$ 2,800.00
HMA Surface, Rem	9960	Syd	\$ 3.00	\$ 29,880.00	\$ 29,880.00	\$ 17,928.00	\$ 11,952.00	\$ 11,952.00
Hand Patching	14	Ton	\$ 130.00	\$ 1,820.00		\$ -	\$ -	\$ -
HMA, 3E3 @ 3"	1699	Ton	\$ 75.00	\$ 127,425.00	\$ 127,425.00	\$ 76,455.00	\$ 48,495.00	\$ 42,475.00
HMA, 4E3 @ 2"	1132	Ton	\$ 90.00	\$ 101,880.00	\$ 101,880.00	\$ 61,128.00	\$ 40,752.00	\$ 40,752.00

**ENGINEER'S ESTIMATE - PRE BID
GOULD STREET**

DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT	ELLIGIBLE AMOUNT	CITY COST 60 PERCENT	ASSESSMENT AT 40% RESIDENTIAL	ASSESSMENT AT 40% COMMERCIAL
HMA, 5E3 @ 1.5"	849	Ton	\$ 100.00	\$ 84,900.00	\$ 84,900.00	\$ 50,940.00	\$ 33,960.00	\$ 33,960.00
HMA Approach	224	Ton	\$ 120.00	\$ 26,880.00		\$ -	\$ -	\$ -
Cement	2	Ton	\$ 200.00	\$ 400.00		\$ -	\$ -	\$ -
Driveway, Nonreinf Conc, 6 inch	362	Syd	\$ 45.00	\$ 16,290.00		\$ -	\$ -	\$ -
Driveway, Nonreinf Conc, 7 inch	26	Syd	\$ 55.00	\$ 1,430.00		\$ -	\$ -	\$ -
Curb and Gutter, Conc, Det F4, Modified	2702	Ft	\$ 20.00	\$ 54,040.00	\$ 54,040.00	\$ 32,424.00	\$ 21,616.00	\$ 21,616.00
Detectable Warning Surface, Modified	50	Ft	\$ 75.00	\$ 3,750.00		\$ -	\$ -	\$ -
Curb Ramp Opening, Conc	70	Ft	\$ 25.00	\$ 1,750.00		\$ -	\$ -	\$ -
Sidewalk Ramp, Conc, 4 inch	899	Sft	\$ 4.50	\$ 4,045.50		\$ -	\$ -	\$ -
Sidewalk Ramp, Conc, 7 inch	425	Sft	\$ 5.50	\$ 2,337.50		\$ -	\$ -	\$ -
Sidewalk, Conc, 4 inch	1194	Sft	\$ 4.00	\$ 4,776.00		\$ -	\$ -	\$ -
Sidewalk, Conc, 6 inch	1664	Sft	\$ 5.00	\$ 8,320.00		\$ -	\$ -	\$ -
Sidewalk, Conc, 7 inch	210	Sft	\$ 5.50	\$ 1,155.00		\$ -	\$ -	\$ -
Barricade, Type III, High Intensity, Double Sided, Furn & Oper	12	Ea	\$ 100.00	\$ 1,200.00		\$ -	\$ -	\$ -
Minor Traf Devices	1	LSUM	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 18,000.00	\$ 12,000.00	\$ 12,000.00
Plastic Drum, High Intensity, Furn & Oper	50	Ea	\$ 20.00	\$ 1,000.00		\$ -	\$ -	\$ -
Sign, Type B, Temp, Prismatic, Furn & Oper	353	Sft	\$ 5.00	\$ 1,765.00		\$ -	\$ -	\$ -
Pedestrian Type II Barricade, Temp	20	Ea	\$ 125.00	\$ 2,500.00		\$ -	\$ -	\$ -
Turf Establishment, Performance	512	Syd	\$ 6.00	\$ 3,072.00		\$ -	\$ -	\$ -
Gate Box, Adj, Temp, Case 1	9	Ea	\$ 400.00	\$ 3,600.00		\$ -	\$ -	\$ -
Monument Box	1	Ea	\$ 500.00	\$ 500.00		\$ -	\$ -	\$ -
Monument Preservatoin	1	Ea	\$ 500.00	\$ 500.00		\$ -	\$ -	\$ -
Post, Steel, 3 lb	238	Ft	\$ 8.00	\$ 1,904.00		\$ -	\$ -	\$ -
Sign, Type III. Erect, Salv	8	Ea	\$ 60.00	\$ 480.00		\$ -	\$ -	\$ -
Sign, Type III, Rem	21	Ea	\$ 45.00	\$ 945.00		\$ -	\$ -	\$ -
Sign, Type IIIA	26	Sft	\$ 20.00	\$ 520.00		\$ -	\$ -	\$ -
Sign, Type IIIB	30	Sft	\$ 20.00	\$ 600.00		\$ -	\$ -	\$ -
Pavt Mrkg, Ovly Cold Plastic, 6 inch, Crosswalk	271	Ft	\$ 3.00	\$ 813.00		\$ -	\$ -	\$ -
Pavt Mrkg, Ovly Cold Plastic, 24 inch, Stop Bar	83	Ft	\$ 12.00	\$ 996.00		\$ -	\$ -	\$ -
Pavt Mrkg, Polyurea, 4 inch, Yellow	4725	Ft	\$ 0.75	\$ 3,543.75		\$ -	\$ -	\$ -
Post, Mailbox	5	Ea	\$ 100.00	\$ 500.00		\$ -	\$ -	\$ -
Audio Visual Filming	1	LSUM	\$ 5,000.00	\$ 5,000.00		\$ -	\$ -	\$ -
Miscellaneous Items	1	LSUM	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 12,000.00	\$ 8,000.00	\$ 8,000.00
SUB TOTALS				\$1,190,203.75	\$ 629,836.00	\$ 377,901.60	\$ 209,459.40	\$ 243,439.40
ENGINEERING AT 15% ASSESSABLE COST				\$ 178,530.56	\$ 94,475.40	\$ 56,685.24	\$ 31,418.91	\$ 36,515.91
ADMINISTRATIVE AT 5% ASSESSABLE COST				\$ 59,510.19	\$ 31,491.80	\$ 18,895.08	\$ 10,472.97	\$ 12,171.97
GRAND TOTALS				\$1,428,244.50	\$ 755,803.20	\$ 453,481.92	\$ 251,351.28	\$ 292,127.28

**ESTIMATED AMOUNT TO BE SPECIALLY ASSESSED
GOULD STREET**

N GOULD ST FROM OLIVER ST TO MOORE ST

SPECIAL ASSESSMENT ROLL

RESO 2

ENGINEER'S ESTIMATE ASSESSABLE AMOUNT	\$755,803.20
TOTAL ASSESSABLE FRONT FEET	4551.09

CALCULATING ASSESSABLE FRONT FOOT RATE AND AMOUNTS:

	RESIDENTIAL PROPERTY	COMMERCIAL PROPERTY	TOWNSHIP PROPERTY	TOTAL
PROPERTY TYPE				
TOTAL ASSEMENT PER TYPE	\$755,803.20	\$755,803.20	\$755,803.20	
CITY SHARE $\geq 60\%$	\$504,451.92	\$463,675.92	\$504,451.92	
PROPERTY SHARE @ $\leq 40\%$	\$251,351.28	\$292,127.28	\$251,351.28	
ASSESSABLE FRONT FOOT RATE: PROP SHARE/4551.09	\$55.23	\$64.19	\$55.23	
TOTAL FRONT FEET PER TYPE	3373.21	0.00	1177.88	4,551.09
TOTAL AMOUNT OF ASSESSMENT PER TYPE:	\$186,298.41	\$0.00	*\$65,054.31	\$186,298.41

SUMMARY: SPECIAL ASSESSMENT AMOUNTS PER SIDE OF STREET:

WEST SIDE	\$110,931.53
EAST SIDE	\$ 75,371.00
TOTAL SPECIAL ASSESSMENT	\$186,302.53

*For information only. Not part of Special Assessment Roll

**ESTIMATED INDIVIDUAL ASSESSMENT -
GOULD STREET**

N GOULD ST FROM OLIVER ST TO MOORE ST

RESO 2

WEST SIDE

ADDRESS NO.	STREET	PROPERTY OWNER NAME	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT	ZONING TYPE
915	E OLIVER	ST JOSEPH CHURCH	050-111-005-017-00	414	0.75	310.50	\$55.23	\$17,148.92	R-1
531	N GOULD	VORIS, BRIAN M	050-111-005-008-00	64.8	1	64.80	\$55.23	\$3,578.90	R-1
535	N GOULD	EBE, IAN	050-111-005-004-00	66	1	66.00	\$55.23	\$3,645.18	R-1
539	N GOULD	BUNDY, JAMES & SUSAN	050-111-005-003-00	66	1	66.00	\$55.23	\$3,645.18	R-1
910	QUEEN	KIMBLE, DAVID W & SHARON R	050-111-005-002-00	49.2	0.75	36.90	\$55.23	\$2,037.99	R-1
915	QUEEN	ERVIN, JOHN R & BRENDA	050-020-000-004-00	209.44	0.75	157.08	\$55.23	\$8,675.53	R-1
916	E KING	NEWMAN, CHRISTOPHER	050-020-000-005-00	209.44	0.75	157.08	\$55.23	\$8,675.53	R-1
915	E KING	MARTIN, MICHAEL S & CYNTHIA J	050-191-000-010-00	132.29	0.75	99.22	\$55.23	\$5,479.78	R-1
701	HUNTINGTON	MOORE, THOMAS H	050-191-000-011-00	132	0.75	99.00	\$55.23	\$5,467.77	R-1
700	HUNTINGTON	JANKOVIC, GENE & BETTY J	050-191-000-035-00	96.51	0.75	72.38	\$55.23	\$3,997.69	R-1
805	N GOULD	SCHERER, RAYMOND A	050-196-000-001-00	74.77	0.75	56.08	\$55.23	\$3,097.16	R-1
809	N GOULD	BLACK, CODY T & SARA M	050-196-000-002-00	66	1	66.00	\$55.23	\$3,645.18	R-1
813	N GOULD	NORMAN, LORI J	050-196-000-003-00	66	1	66.00	\$55.23	\$3,645.18	R-1
817	N GOULD	PENDERGRAFF, MARK T & PAIGE	050-196-000-004-00	66	1	66.00	\$55.23	\$3,645.18	R-1
821	N GOULD	HRCKA, DENNIS L JR & JOAN	050-196-000-005-00	66	1	66.00	\$55.23	\$3,645.18	R-1
825	N GOULD	WALKER, GERALD B	050-196-000-006-00	66	1	66.00	\$55.23	\$3,645.18	R-1
829	N GOULD	DEISLER, PATRICIA A TRUSTEE	050-196-000-007-00	66	1	66.00	\$55.23	\$3,645.18	R-1
901	N GOULD	OLIVER, JACK E & JANET S	050-196-000-008-00	66	1	66.00	\$55.23	\$3,645.18	R-1
905	N GOULD	WEBER, SHAWN M	050-196-000-009-00	66	1	66.00	\$55.23	\$3,645.18	R-1
909	N GOULD	JANES, MARY A FAMILY TRUST	050-196-000-010-00	66	1	66.00	\$55.23	\$3,645.18	R-1
913	N GOULD	ROBLEDO, HERMAN & SUSAN REV LIV TR	050-196-000-011-00	66	1	66.00	\$55.23	\$3,645.18	R-1
917	N GOULD	STEWART, JAMES A & JUANITA L	050-196-000-012-00	66	1	66.00	\$55.23	\$3,645.18	R-1
912	MOORE	LANGDON, BRUCE A & GLENDA J	050-194-000-020-00	130	0.75	97.50	\$55.23	\$5,384.93	R-1
				2370.45		2008.54		\$110,931.53	

EAST SIDE

ADDRESS NO.	STREET	PROPERTY OWNER NAME	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT	ZONING TYPE
CALEDONIA TOWNSHIP				1177.88	1	1177.88	\$55.23	*\$65,054.31	R-1B
828	N GOULD	CITY OF OWOSSO	050-540-000-001-00	1302.8	1	1302.80	\$55.23	\$71,953.64	R-1
		OSBURN LAKES RES SITE CONDOMINIUM	050-540-000-003-00	82.5	0.75	61.88	\$55.23	\$3,417.36	R-1
				2563.18		2542.56		\$75,371.00	

(Does not include township poi

*For information only. Not part of Special Assessment Roll



MEMORANDUM

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

DATE: May 27, 2020
TO: City Council
FROM: Glenn M. Chinavare, Director of Public Services & Utilities
SUBJECT: Rejections of Portable Sanitation Bid

RECOMMENDATION:

Rejection of all bids received for providing portable sanitation facilities.

BACKGROUND:

Bids were advertised for providing portable sanitation/toilets for designated city owned public access properties. Only one (1) bid was received on the initial advertisement for bids due on May 12, 2020. The bid as provided by Jays Septic of Lapeer, Michigan is rejected based on having no competitive comparison for such services.

Staff re-advertised for these services, with bids due on May 26, 2020.

FISCAL IMPACTS:

None

Document originated by: Glenn Chinavare, Director of Public Services & Utilities

Attachments: (1) Bid Proposal of Jays Septic of Lapeer, Michigan
(2) Resolution

RESOLUTION NO.

**AUTHORIZATION TO REJECT ALL BIDS RECEIVED FOR
PORTABLE SANITATION UNITS & SERVICES**

WHEREAS, the city of Owosso, Shiawassee County, Michigan, advertised for portable sanitation units to be placed at designated city of Owosso public accessible properties and periodically serviced; and

WHEREAS, only one (1) bid proposal was received for said units & services; and

WHEREAS, it is the recommendation of the Director of Public Services & Utilities to reject all bids for lack of competitive comparison for said units & services.

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

FIRST: It is advisable, necessary and in the public interest to reject the sole bid proposal as provided from Jays Septic as received at the May 12, 2020 bid opening.

**REQUEST FOR PROPOSAL
YEAR PORTABLE TOILETS PROPOSAL
(Two 1- year renewable options)**

TO: THE CITY OF OWOSSO (HEREINAFTER CALLED THE "CITY")

Persons providing bid must provide pricing for each item listed. If additional pricing elements are being offered, list under "other services/items offered." This is an "all or nothing" bid which will be awarded in its entirety to the successful proposal.

The undersigned, having examined the proposal forms and specifications, does hereby offer a

1 YEAR PORTABLE TOILETS PROPOSAL, with two 1-year renewable options as follow:

**Total of 8 Months per Contracted Year: May thru October 2020 and May, June 2021
Monthly Rate= 4 weeks schedule**

Item	Description	Qty.	Monthly Rate	2020/2021 8 months	2021/2022 8 months (Optional)	2022/2023 8 Months (Optional)
1	Handicap portable toilet at Bennett Field-empty once a week	1	136. ⁰⁰	\$1040.-	\$1040.-	\$1040.-
2	Regular portable toilet at Collamer Park-empty once a week	1	\$100.-	\$800.-	\$800.-	\$800.-
3	Handicap portable toilet at Collamer Park-empty once a week	1	\$130.-	\$1040.-	\$1040.-	\$1040.-
4	Handicap portable toilet at Amphitheater-empty once a week	1	\$130.-	\$1040.-	\$1040	\$1040.-
5	Handicap portable toilet at Bentley Park-empty twice a week on Friday and Monday	1	\$330.-	\$2640.-	\$2640.-	\$2640.-
6	Regular portable toilet at Harmon Patridge Park-empty twice a week on Friday and Monday	1	\$300.-	\$2400.-	\$2400.-	\$2400.-
7	Handicap portable toilet at Harmon Patridge Park-empty twice a week on Friday and Monday	1	\$330.-	\$2640.-	\$2640.-	\$2640.-
8			TOTAL	\$11,600.-	\$11,600.-	\$11,600.-

Proposer Initial mm

VARIANCE FROM SPECIFICATIONS: If the proposer is unable to comply with the specifications as outlined, the proposer shall clearly note these variations from the specifications. The proposer may also make additions to these specifications for the city to consider, but the costs associated with these additions shall be stated separately.

On behalf of Jay's Septic, I hereby submit this proposal for your consideration. The undersigned acknowledges that this proposal is subject to the General Conditions and the General Specifications included in the contract documents. In submitting this proposal, it is understood that the right is reserved by the CITY to reject any and all proposals, and waive any irregularities in the bidding process. The CITY may award this contract based on any combination of the total bid and/or alternates.

Dated and signed at Jay's Septic State of Michigan

This 11th day of May, 2020.

Greenwood Enterprises, Incorporated
Proposer DBA Jay's Septic

Witness:

Michelle Daugherty

By/s/

2787 Greenwood Rd, Lapeer
Business Address

[Signature]
Signature

V.P.
Title

810-664-8080
Telephone Number



MEMORANDUM

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

DATE: May 27, 2020
TO: Owosso City Council
FROM: Glenn M. Chinavare, Director of Public Services & Utilities
SUBJECT: Portable Sanitation Service

RECOMMENDATION:

Approval of award to R & D Septic Tank Cleaning of New Lothrop, Michigan with two 1-year renewal options in the amount of \$10,800.00 per year.

BACKGROUND:

Portable sanitation facilities are provided eight months of the year for city parks & recreation properties. Only two bid proposals were received on May 26, 2020 as follows:

- Sloan's Septic Tank Cleaning..... \$11,400.00
- R & D Septic Tank Cleaning..... \$10,800.00

R & D Septic Tank Cleaning has provided sanitation services to the Owosso area for more than 14 years.

FISCAL IMPACTS:

The proposed sanitation services in the amount of \$10,800.00 shall be paid from the General Fund Account.

Document originated by: Glenn M. Chinavare, Director of Public Services & Utilities

Attachments: 1) Resolution
2) R&D Septic Tank Cleaning Proposal

RESOLUTION NO.

**AUTHORIZATION TO ENTER INTO A SERVICES AGREEMENT
BETWEEN THE CITY OF OWOSSO AND R & D SEPTIC TANK CLEANING
OF NEW LOTHROP, MICHIGAN TO PROVIDE PORTABLE SANITATION SERVICES AT
DESIGNATED CITY OWNED FACILITIES**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has determined that the providing of public portable sanitation services at designated city facilities is advisable, necessary and in the public interest; and

WHEREAS, the City of Owosso sought competitive bids for providing public portable sanitation services at designated city facilities, and R & D Septic Tank Cleaning provided the low responsible bid proposal; and

WHEREAS, R & D Septic Tank Cleaning has provided sanitation services to the Owosso area for more than 14 years, and is qualified to provide these services.

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

FIRST: The City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to contract with R & D Septic Tank Cleaning of New Lothrop, Michigan to provide public portable sanitation services at designated city owned facilities in the amount of \$10,800.00 annually, with two 1-year renewal options at the bid proposal price.

SECOND: The mayor and city clerk are instructed and authorized to sign the services agreement between the City of Owosso and R & D Septic Tank Cleaning, as prepared by the city clerk.

THIRD: The accounts payable department is authorized to pay R & D Septic Tank Cleaning in the amount of \$10,800.00 for a one year period of service beginning May 2020 thru October 2020 and May 2021 thru June of 2021. The city may, in its sole discretion, exercise two additional 1-year renewal options as follows:

FY2021-2022.....	\$10,800.00
FY2022-2023.....	\$10,800.00

FOURTH: The above expenses shall be paid from the General Fund Account.



MEMORANDUM

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

DATE: May 22, 2020
TO: City Council
FROM: Glenn M. Chinavare, Director of Public Services & Utilities
SUBJECT: Contract Award for 2020 Street Patches Program

RECOMMENDATION:

Award of contract to Smith Sand & Gravel of Owosso, Michigan, for the 2020 Street Patch Repair Program, in the amount not to exceed \$59,198.75.

BACKGROUND:

This annual program involves making street repairs required from broken water mains, repaired sewer mains, as well as repair of deteriorated pavement areas caused by weak sub-base.

Other bids received are:

- TomCo Asphalt of Lansing, Michigan.....\$60,775.00
- CB Asphalt Maintenance of New Boston, Michigan.....\$62,758.75
- A & N Asphalt of Clarkston, Michigan.....\$68,944.75
- Capital Asphalt of Lansing, Michigan.....\$80,600.00
- KMI Road Maintenance of North Branch, Michigan.....\$80,700.00
- Rigda Sealcoating and Asphalt of Saginaw, Michigan.....\$80,800.00
- Green Tech Systems, LLC of Kawkawlin, Michigan.....\$87,275.00
- Gibraltar Construction Co. of Trenton, Michigan.....\$120,655.00

- City Engineering Estimate for this work was.....\$76,000.00

FISCAL IMPACTS:

Contract services in the amount of \$59,198.75, plus a recommended contingency amount of \$9,000.00 for a total of \$68,198.75 will be paid from the FY2020-2021 Local and Majors Street Budget. Work will not commence until after July 1, 2020.

Document originated by: Glenn M. Chinavare, Director

Attachments: (1) Bid Tabulation
(2) Resolution

RESOLUTION NO.

**AUTHORIZING THE EXECUTION OF A CONTRACT FOR
THE 2020 STREET PATCHES PROGRAM
WITH TJ SMITH SAND & GRAVEL, INC. OF OWOSSO, MICHIGAN**

WHEREAS, the city of Owosso, Shiawassee County, Michigan, has determined that the temporary street patches in many of the streets in the city need to be permanently repaired with a hot mixed asphalt to prevent water from getting into the sub base of the street, accelerating the deterioration of the street pavement, and that this pavement maintenance is advisable, necessary and in the public interest; and

WHEREAS, the city of Owosso sought bids to permanently patch said areas; and

WHEREAS, TJ Smith Sand & Gravel, Inc. submitted the low and responsible bid, and it is hereby determined that TJ Smith Sand & Gravel, Inc. is qualified to provide such services.

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 TJ Smith Sand & Gravel, Inc. for pavement patching as required for the 2020 Street Patches Program.
- SECOND: The mayor and city clerk are instructed and authorized to sign the contract service agreement between the city of Owosso and TJ Smith Sand & Gravel, Inc., in an amount not to exceed \$59,198.75.
- THIRD: The accounts payable department is authorized to pay TJ Smith Sand & Gravel, Inc. for work satisfactorily completed in the amount of \$59,198.75, plus a contingency amount of \$9,000.00, with prior authorization, for a total of \$68,198.75.
- FOURTH: The above expenses shall be paid from FY2020-2021 Major and Local Street Fund Accounts 202/203-463-818.000.

CITY OF OWOSSO BID TABULATION SHEET

DATE 5/19/2020DEPT. EngineeringSUBJECT: 2020 Street Patches

				Engineer's Estimate		Smith Sand & Gravel 4085 Tyrell Rd Owosso, MI 48867		Tomco Asphalt Inc 3694 W Columbia Rd Mason, MI 48854	
ITEM #	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	Mobilization, Max \$2,500, First Round	1	LSUM	\$ 2,500.00	\$ 2,500.00	1,100.00	\$ 1,100.00	\$ 2,500.00	\$ 2,500.00
2	Mobilization, Max \$2,500, Second Round	1	LSUM	\$ 2,500.00	\$ 2,500.00	1,100.00	\$ 1,100.00	\$ 2,500.00	\$ 2,500.00
3	Pavt, Rem, Modified	700	SYD	\$ 35.00	\$ 24,500.00	25.00	\$ 17,500.00	\$ 9.00	\$ 6,300.00
4	HMA, 13A	225	TON	\$ 180.00	\$ 40,500.00	151.55	\$ 34,098.75	\$ 195.00	\$ 43,875.00
5	Sawcutting (IF NEEDED)	200	FT	\$ 5.00	\$ 1,000.00	2.00	\$ 400.00	\$ 3.00	\$ 600.00
6	Traffic Control, Max \$2,500, First Round	1	LSUM	\$ 2,500.00	\$ 2,500.00	2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
7	Traffic Control, Max \$2,500, Second Round	1	LSUM	\$ 2,500.00	\$ 2,500.00	2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
TOTAL BID				\$ 76,000.00		\$ 59,198.75		\$ 60,775.00	
LOCAL PREFERENCE ADJUSTMENT				\$ -		\$ -		\$ 2,500.00	
BID TOTAL ADJUSTED FOR LOCAL PREFERENCE				\$ 76,000.00		\$ 59,198.75		\$ 63,275.00	

DEPT.
HEAD:PURCH.
AGENT:STAFF
REC.:GENERAL LIABILITY INSURANCE
EXPIRATION DATE:WORKERS COMPENSATION INSURANCE
EXPIRATION DATE:SOLE PROPRIETORSHIP
EXPIRATION DATE:

AWARDED:

COUNCIL
APPROVED:

PO NUMBER:

- 5-22-2020

8/28/2020

8/1/2020

Don M. ChumaceCheryl GrierSMITH SAND & GRAVEL

CITY OF OWOSSO BID TABULATION SHEET

DATE 5/19/2020

DEPT. Engineering

SUBJECT: 2020 Street Patches

Bid Contained Math Error

				CB Asphalt Maintenance LLC 36506 Sibley Rd New Boston, MI 48164		A & N Asphalt Inc. 9800 Hadley Rd Clarkston, MI 48348		Capital Asphalt LLC 3888 S Capital Lansing, MI 48917	
ITEM #	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	Mobilization, Max \$2,500, First Round	1	LSUM	\$ 2,500.00	\$ 2,500.00	\$ 2,000.00	\$ 2,000.00	2,500.00	\$ 2,500.00
2	Mobilization, Max \$2,500, Second Round	1	LSUM	\$ 2,500.00	\$ 2,500.00	\$ 2,000.00	\$ 2,000.00	2,500.00	\$ 2,500.00
3	Pavt, Rem, Modified	700	SYD	\$ 15.55	\$ 10,885.00	\$ 13.50	\$ 9,450.00	36.00	\$ 25,200.00
4	HMA, 13A	225	TON	\$ 190.55	\$ 42,873.75	\$ 221.31	\$ 49,794.75	200.00	\$ 45,000.00
5	Sawcutting (IF NEEDED)	200	FT	\$ 10.00	\$ 2,000.00	\$ 3.50	\$ 700.00	2.00	\$ 400.00
6	Traffic Control, Max \$2,500, First Round	1	LSUM	\$ 1,000.00	\$ 1,000.00	\$ 2,500.00	\$ 2,500.00	2,500.00	\$ 2,500.00
7	Traffic Control, Max \$2,500, Second Round	1	LSUM	\$ 1,000.00	\$ 1,000.00	\$ 2,500.00	\$ 2,500.00	2,500.00	\$ 2,500.00
TOTAL BID					\$ 62,758.75		\$ 68,944.75		\$ 80,600.00
LOCAL PREFERENCE ADJUSTMENT					\$ 2,500.00		\$ 2,500.00		\$ 2,500.00
BID TOTAL ADJUSTED FOR LOCAL PREFERENCE					\$ 65,258.75		\$ 71,444.75		\$ 83,100.00

				KMI Road Maintenance 6561 Bernie Kohler Dr North Branch, MI 48461		Rigda Sealcoating and Asphalt 2102 S Outer Dr Saginaw, MI 48601		Green Tech Systems, LLC 1203 Brissette Beach Road Kawkawlin, MI 48631	
ITEM #	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	Mobilization, Max \$2,500, First Round	1	LSUM	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	2,500.00	\$ 2,500.00
2	Mobilization, Max \$2,500, Second Round	1	LSUM	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	2,500.00	\$ 2,500.00
3	Pavt, Rem, Modified	700	SYD	\$ 4.00	\$ 2,800.00	\$ 30.00	\$ 21,000.00	20.00	\$ 14,000.00
4	HMA, 13A	225	TON	\$ 300.00	\$ 67,500.00	\$ 216.00	\$ 48,600.00	275.00	\$ 61,875.00
5	Sawcutting (IF NEEDED)	200	FT	\$ 2.00	\$ 400.00	\$ 6.00	\$ 1,200.00	7.00	\$ 1,400.00
6	Traffic Control, Max \$2,500, First Round	1	LSUM	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	2,500.00	\$ 2,500.00
7	Traffic Control, Max \$2,500, Second Round	1	LSUM	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	2,500.00	\$ 2,500.00
TOTAL BID					\$ 80,700.00		\$ 80,800.00		\$ 87,275.00
LOCAL PREFERENCE ADJUSTMENT					\$ 2,500.00		\$ 2,500.00		\$ 2,500.00
BID TOTAL ADJUSTED FOR LOCAL PREFERENCE					\$ 83,200.00		\$ 83,300.00		\$ 89,775.00

CITY OF OWOSSO BID TABULATION SHEET

DATE 5/19/2020DEPT. EngineeringSUBJECT: 2020 Street Patches

Gibraltar Construction Co.
2650 Van Horn Rd
Trenton, MI 48183

ITEM #	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	Mobilization, Max \$2,500, First Round	1	LSUM	\$ 2,500.00	\$ 2,500.00		\$ -		\$ -
2	Mobilization, Max \$2,500, Second Round	1	LSUM	\$ 2,500.00	\$ 2,500.00		\$ -		\$ -
3	Pavt, Rem, Modified	700	SYD	\$ 36.40	\$ 25,480.00		\$ -		\$ -
4	HMA, 13A	225	TON	\$ 375.00	\$ 84,375.00		\$ -		\$ -
5	Sawcutting (IF NEEDED)	200	FT	\$ 4.00	\$ 800.00		\$ -		\$ -
6	Traffic Control, Max \$2,500, First Round	1	LSUM	\$ 2,500.00	\$ 2,500.00		\$ -		\$ -
7	Traffic Control, Max \$2,500, Second Round	1	LSUM	\$ 2,500.00	\$ 2,500.00		\$ -		\$ -
TOTAL BID					\$ 120,655.00		\$ -		\$ -
LOCAL PREFERENCE ADJUSTMENT					\$ 2,500.00		\$ -		\$ -
BID TOTAL ADJUSTED FOR LOCAL PREFERENCE					\$ 123,155.00		\$ -		\$ -

On behalf of Smith Sand & Gravel, hereby submit this proposal for 2020 STREET PATCHES for your consideration. The undersigned acknowledges that this proposal is subject to the General Conditions and the General Specifications included in the contract documents. In submitting this proposal, it is understood that the right is reserved by the CITY to reject any and all proposals, and waive any irregularities in the bidding process. The CITY may award this contract based on any combination of the total bid and/or alternates.

Dated and signed at 4085 Tyrell Rd @ 8 PM State of Michigan
This 18th day of May, 2020.

Smith Sand & Gravel

Bidder

Witness:

By/s/

4085 Tyrell Rd

Business Address

Shirley Smith

Signature

Shirley Smith

Printed Name

President

Title

517-625-3228

Telephone Number

travisshirley@tds.net

E-Mail Address

BID Proposal

2020 STREET PATCHES

TO: THE CITY OF OWOSSO (HEREINAFTER CALLED THE "CITY")

Bidder must provide pricing for each item listed. If additional pricing elements are being offered by the bidder, they are to be listed under "other services/items offered."

The undersigned, having examined the bid proposal forms and specifications, does hereby offer to 2020 STREET PATCHES listed below at the following prices to wit:

Item	Description	Approx. Quantity	Unit	Unit Price	Total Price
1	Mobilization, Max \$2,500, First Round	1	LSUM	\$1,100.-	\$1,100.-
2	Mobilization, Max \$2,500, Second Round	1	LSUM	\$1,100.-	\$1,100.-
3	Pavt, Rem, Modified	700	SYD	\$25 / sq yd	\$17,500.-
4	HMA, 13A	225	TON	\$151.55	\$34,100.75
5	Sawcutting (IF NEEDED)	200	FT	\$2.00	\$400.-
6	Traffic Control, Max \$2,500, First Round	1	LSUM	\$2,500.-	\$2,500.-
7	Traffic Control, Max \$2,500, Second Round	1	LSUM	\$2,500.-	\$2,500.-
				TOTAL:	\$59,198.75

Bidder's Initial

SS



301 W. MAIN • OWOSSO, MICHIGAN 48867-2958 • (989) 725-0570 • FAX (989) 723-8854

MEMORANDUM

DATE: June 1, 2020

TO: Owosso City Council

FROM: Nathan Henne, City Manager
Cheryl Grice, CPA, Finance Director

SUBJECT: Adoption of the 2020-2021 Budget

Please find the General Appropriations Act Resolution for the 2019-2020 budget for your approval.

General Fund

- Budgeted revenue totaled \$7,621,809
- Budgeted expenditures totaled \$7,845,497

Property Tax Millage

Operating Mills	12.9172
Solid Waste Recycling Mills	1.0000
Historic/Park Sites Mills	.9931
Transportation (December Levy)	<u>.3310</u>
Total General Operating Mills	15.2413
 Debt Voted Mills	 3.2605

Recommended Action

Approve the attached budget resolution to officially adopt the 2020-2021 budget.

Thank you

RESOLUTION NO.
GENERAL APPROPRIATIONS ACT (BUDGET)

A resolution to establish a general appropriations act for the City of Owosso; to define the powers and duties of the city officers in relation to the administration of the budget; and to provide remedies for refusal or neglect to comply with the requirements of this resolution.

WHEREAS, pursuant to Chapter 8, Section 5 of the Owosso City Charter, the City Council has received the proposed budget for the fiscal year beginning July 1, 2020 and held a public hearing on May 18, 2020, and;

WHEREAS, the City Council has held other sessions to discuss the proposed budget;

NOW, THEREFORE, BE IT FUTHER RESOLVED THAT the City Council of the City of Owosso hereby adopts the FY2021 budget and sets the tax rates as shown below.

Section 1: Title

This resolution shall be known as the Owosso General Appropriations Act.

Section 2: Chief Administrative Officer

The City Manager shall be the Chief Administrative Officer and shall perform the duties of the Chief Administrative Officer enumerated in this act.

Section 3: Fiscal Officer

The Finance Director shall be the Fiscal Officer and shall perform the duties of the Fiscal Officer enumerated in this act.

Section 4: Estimated Expenditures

The following amounts are hereby appropriated for the operations of the City Government and its activities for the fiscal year beginning July 1, 2020 and ending June 30, 2021:

General Fund

City Council	\$ 5,300
City Manager	226,078
City Attorney	117,917
Finance	274,929
Assessing	154,669
City Clerk	281,689
Human Resources	226,051
Treasury	155,169
Information Technology	107,359
Building & Grounds	137,714
General Administration	312,700
Police	2,197,591
Fire	2,058,464
Building & Planning	253,052
Public Works	683,000
Leaf & Brush	226,363
Parking	42,448
Community Development	67,372
Parks	201,350
Transfers Out	116,282
Total General Fund	<u>\$ 7,845,497</u>

Major Streets Fund

Public Works	\$ 2,531,360
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Local Streets Fund

Public Works	\$ 1,512,157
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Parks and Recreation Sites Fund

Culture and Recreation	\$ 106,815
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CDBG Revolving Loan Fund

Economic Development	\$ 1,500
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Historical Sites Fund

Culture and Recreation	\$ 82,554
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Historical Commission

Culture and Recreation	\$ 125,000
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General Obligation Debt Fund

Debt Service	\$ 972,851
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Capital Improvement Fund

Capital Improvements	\$ 68,143
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Capital Improvement Streets Fund

Street Improvements	\$ 1,000,000
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Transportation Fund

Transportation	\$ 76,000
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Sewer Fund

Public Works	\$ 3,643,521
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Water Fund

Public Works	\$ 6,703,732
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Waste Water Treatment Fund

Public Works	\$ 4,555,427
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Fleet Fund

Public Works	\$ 824,919
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DDA Construction Fund

Economic Development	\$ 10,000
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Brownfield Authority

Economic Development	\$ 437,096
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Section 5: Estimated Revenues

The following are estimated to be available for the fiscal year beginning July 1, 2020 and ending June 30, 2021, to meet the foregoing appropriations.

General Fund

Property Taxes	\$ 3,629,100
License and Permits	264,580
Intergovernmental Revenue	1,521,104
Charges for Services	1,252,000
Interest Income	85,000
Other Revenue	172,500
Transfers In	697,525
Total General Fund	<u>\$ 7,621,809</u>

Major Streets Fund

Intergovernmental Revenue	\$ 1,231,529
Special Assessments	100,000
Transfers In	500,000
Interest Income	2,500
Other Financing Sources- Fund Balance	<u>697,331</u>
Total Major Streets Fund	\$ 2,531,360

Local Streets Fund

Intergovernmental Revenue	\$ 437,600
Special Assessments	61,000
Transfers In	788,882
Interest Income	1,500
Other Financing Resources-Fund Balance	<u>223,175</u>
Total Local Streets Fund	\$ 1,512,157

Parks and Recreation Sites Fund

Other Revenue - Property Taxes	\$ 139,292
Interest Income	<u>700</u>
	\$ 139,992

OMS/DDA Fund

Interest/Other Revenue	\$ 32,000
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Historical Sites Fund

Property Taxes	\$ 139,292
Interest Income	<u>700</u>
	\$ 139,992

Historical Commission Fund

Interest/Rental Income	\$ 14,550
Other Revenue	19,500
Transfers In	40,000
Other Financing Sources- Fund Balance	<u>8,504</u>
Total Historical Comm. Fund	\$ 82,554

Debt Service Fund

Property Taxes	\$ 893,966
DDA Contribution	<u>78,885</u>
Total Debt Service	\$ 972,851

Capital Improvement Fund

Transfers In	\$ 68,143
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Capital Improvement Streets Fund

Interest Income	\$ 10,000
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Transportation Fund

Transportation	\$ 76,000
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Sewer Fund

Charges for Services	\$ 1,958,744
Other Financing Sources-Loan	1,340,000
License and Permits	500
Interest and Penalties	<u>53,000</u>
Total Sewer Fund	\$ 3,352,244

Water Fund

Charges for Services	\$ 3,585,649
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Other Financing Sources-Loan	3,220,000
License and Permits	20,000
Interest and Penalties	47,600
Other Revenue	34,000
Total Water Fund	\$ 6,907,249

Waste Water Treatment Fund

Charges for Services	\$ 2,325,000
Other Financing Sources-Loan	2,145,000
Interest Income	16,000
Other Revenue	5,000
Total Waste Water Treatment Fund	\$ 4,491,000

Fleet Fund

Interest/Rental Income	\$ 720,000
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DDA Construction Fund

Other Financing Sources-Fund Balance	\$ 10,000
Interest Income	250
	\$ 10,250

Brownfield Authority

Property Taxes	\$ 415,253
Other Income	17,103
Total Water and Sewer Fund	\$ 432,356

Section 6: Millage Levy

The City Council shall cause to be levied and collected the general property tax on all real and personal property within the city upon the current tax roll an amount equal to 18.5018 mills per \$1,000 of taxable value consisting of 12.9172 mills for operating, 1.0000 mill to operate a solid waste recycling program, .9931 mills for Historic/Park Sites, .3310 for Transportation and 3.2605 mills for debt.

Section 7: Adoption of Budget by Reference

The general fund budget of the City of Owosso is hereby adopted by reference, with revenues and activity expenditures as indicated in Sections 4 and 5 of this act.

Section 8: Appropriation not a Mandate to Spend

Appropriations will be deemed maximum authorizations to incur expenditures. The fiscal officer shall exercise supervision and control to ensure that expenditures are within appropriations, and shall not issue any city order for expenditures that exceed appropriations.

Section 9: Periodic Fiscal Reports

The fiscal officer shall provide the City Council monthly reports of fiscal year to date revenues and expenditures compared to the budgeted amounts.

Section 10: Limit on Obligations and Payments

No obligation shall be incurred against, and no payment shall be made from any appropriation unless there is a sufficient unencumbered balance in the appropriation and sufficient funds are or will be available to meet the obligation.

Section 11: Budget Monitoring

Whenever it appears to the fiscal officer or the City Council that the actual and probable revenues in any fund will be less than the estimated revenues upon which appropriations from such fund were based, and when it appears that expenditures shall exceed an appropriation, the fiscal officer shall present to the City Council recommendations to prevent expenditures from exceeding available revenues or appropriations for the current fiscal year. Such recommendations shall include proposals for reducing appropriations, increasing revenues, or both.

Section 12: City Council Adoption



301 W. MAIN • OWOSSO, MICHIGAN 48867-2958 • (989) 725-0570 • FAX (989) 723-8854

MEMORANDUM

DATE: June 1, 2020

TO: Owosso City Council

FROM: Nathan Henne, City Manager
Cheryl Grice, CPA, Finance Director

SUBJECT: Adoption of the 2020-2021 DDA Budget

Please find the General Appropriations Act Resolution for the 2020-2021 Owosso Downtown Development Authority budget for your approval. The budget was approved by the DDA board before it was brought before the city council for final adoption.

Property Tax Millage

DDA Mills	1.9001
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Recommended Action

Approve the attached budget resolution to officially adopt the Owosso Downtown Development Authority 2020-2021 budget.

Thank you.

RESOLUTION NO.

**GENERAL APPROPRIATIONS RESOLUTION FOR
THE DOWNTOWN DEVELOPMENT AUTHORITY FOR FY 2020-21**

WHEREAS, the Authority board met to consider a proposed budget for fiscal year 2020-21, and after deliberations and public input approved a budget; and

WHEREAS, the Owosso City Council held a public hearing on the proposed budget on May 18, 2020; and,

NOW, THEREFORE, BE IT FUTHER RESOLVED THAT the City Council of the City of Owosso hereby sets the tax rates and adopts the FY2020-21 budget as shown below.

WHEREAS, it is the intent of the Downtown Development Authority to levy a tax for general operating purposes pursuant to Public Act 197 of 1975; and

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

WHEREAS, the millage reduction commonly known as the "Headlee" rollback results in a maximum operating millage rate of 1.9001 for which the Authority is authorized to levy,

NOW THEREFORE, BE IT RESOLVED, that the tax levy for the fiscal year commencing July 1, 2020 shall be the rate of 1.9001 per \$1,000 of taxable value of the 2020 assessment roll for the district as approved by the Board of Review,

Section 1: Estimated Expenditures

The following amounts are hereby appropriated for the operations of the Owosso Downtown Development Authority and its activities for the fiscal year beginning July 1, 2020 and ending June 30, 2021:

Downtown Development	\$ 219,050
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Section 2: Estimated Revenues

The following are estimated to be available for the fiscal year beginning July 1, 2020 and ending June 30, 2021, to meet the foregoing appropriations.

Property Taxes	\$ 202,000
Other Revenue	<u>24,580</u>
Total General Fund	\$ 226,580



301 W. MAIN • OWOSSO, MICHIGAN 48867-2958 • (989) 725-0570 • FAX (989) 723-8854

MEMORANDUM

DATE: June 1, 2020

TO: Owosso City Council

FROM: Cheryl Grice, CPA, Finance Director

SUBJECT: FY20 Budget Amendments

Please find attached six FY2019-2020 budget amendments. These amendments are necessary to be compliant with the state's budget act. These are the second budget amendments of the fiscal year. They are being done to reflect actual spending. It is important to amend the budget when revenues and expenditures vary from the projections initially made.

Explanations accompany the budget amendments. These budget amendments include revenue and expense adjustments. In most cases, revenues have been adjusted to cover any additional expenses. The exception is for the OMS/DDA Fund emergency loans and grants issued.

Five funds are being amended at this time.

RECOMMENDATION:

Recommend approval of the June 1, 2020 budget amendments for period ending 5/31/20.

CITY OF OWOSSO BUDGET AMENDMENTS
Period Ending 5/31/20 To be Approved 6/1/20

<u>ACCOUNT NUMBER</u>	<u>ACCOUNT DESCRIPTION</u>	<u>CURRENT BUDGET</u>	<u>REQUESTED INCREASE (DECREASE)</u>	<u>AMENDED BUDGET</u>
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General Fund

To reflect spending, collections and labor changes

		General Fund			
1	101-728-818.000	Community Development	55,680	19,428	75,108
	101-000-450.452	Building Permits	90,741	19,428	110,169
	Record Community Development Planning contractual actual costs				-
2	101-171-702.100	City Manager Salaries	122,993	6,500	129,493
	101-171-716.100	City Manager Health Insurance	6,692	5,000	11,692
	101-000-401.403	General Property Tax	3,417,333	11,500	3,428,833
	Record Assistant and Manager actual costs				-
		Other Funds			-
3	202-000-695.411	Transfer from Street Program	750,000	397,710	1,147,710
	203-000-695.411	Transfer from Street Program	1,524,807	275,193	1,800,000
	411-966-999.202	Transfer to Major Street	750,000	397,710	1,147,710
	411-966-999.203	Transfer to Local Street	1,524,807	275,193	1,800,000
	Record Actual Movement of Street Bond Funds for Projects				-
					-
					-
4	248-000-501.506	Grant-Federal	174,085	10,700	184,785
	248-200-818.000	Contractual Services	6,250	10,700	16,950
	Record Façade Activity - Balance of administration contract				
5	273-200-818.000	Contractual Services	246,989	254,186	501,175
	273-000-695.699	Appropriation of Fund Balance	228,970	254,186	483,156
	Record OMS/DDA loans and grants activity thru May 2020				-
					-



MEMORANDUM

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

DATE: June 1, 2020
TO: City Council
FROM: City Manager
SUBJECT: COVID-19 EMERGENCY MEASURE – City Hall/Public Safety Building Re-Opening Plan

RECOMMENDATION:

Approve a re-opening plan for city hall and the public safety building.

BACKGROUND:

Governor Gretchen Whitmer's executive order(s) pertaining to the Michigan stay-at-home/stay-safe measures have been extended to June 12. This means that June 15th is now our target date to reopen city hall and the public safety building to the public as well as have staff return from working the last few weeks remotely from their homes. While working remotely has kept city business moving and proven effective, we need a plan in place for when everyone returns to work in person.

Building renovations have been complete. These include installation of a glass partition at the front desk, reconfiguration of the building office, rearrangement of council chambers to abide by social distancing rules, and reconfiguration of the engineering office.

The draft re-opening plan for your consideration requires employees to wear non-medical masks when they are not in their own offices. Also, it requires each employee to undergo a temperature check and answer a short questionnaire upon entry every morning regarding their perceived wellbeing. These forms are confidential and subject to HIPPA. Temperature checks are conducted with a non-contact thermometer. We have one of these thermometers for each public facility including the utility plants and DPW.

This draft re-opening plan is the product of advice from the United States Center for Disease Control. I would like to utilize data from Michigan's region 5 COVID-19 stats to gauge what is appropriate for reopening. Currently, I have reason to believe we will be able to open our doors to the public on June 15 given the average decline in new cases over the last week or two for region 5. Extensive daily cleaning of city hall and the public safety building will continue; as will weekly deep cleanings of public safety vehicles.

FISCAL IMPACTS:

None

RESOLUTION NO.

**RESOLUTION AUTHORIZING A COVID-19 REOPENING PLAN FOR CITY HALL AND
THE PUBLIC SAFETY BUILDING**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, is currently under a local state of emergency for the COVID-19 pandemic; and

WHEREAS, the Governor of the state of Michigan issued Executive Order 2020-100 extending the COVID-19 stay-home/stay-safe order until June 12, 2020; and

WHEREAS, in order to protect the health and safety of city staff and the public, a post COVID-19 reopening plan is advisable.

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 approve a COVID-19 reopening plan for City Hall and the Owosso Public Safety Building.

SECOND: The mayor and city clerk are instructed and authorized to sign the document substantially in the form attached, COVID-19 City Employee Reopening Plan.



COVID-19 City Employee Reopening Plan

To Begin: Tuesday, May 26, 2020

Drafted By:

Jessica Unangst – HR/IT Director

May 22, 2020

Council Approved:

Returning to Work - After COVID-19 Restrictions Lifted

First, we need to have a downward trend for 14 days (of both COVID cases and positive test results – as averaged over the last 14 days) – in Region 5 (per Michigan.gov). And local hospitals must have the capacity to treat patients without crisis care. These are considered to be the “gating” criteria. Once these are met, then:

Phase 1: Encourage employees to telework and return to work in phases, if possible. Shut down all common areas (cafeterias, breakrooms, conference rooms, etc.) and enforce strict social distancing measures (all employees will be required to wear a mask when in common areas and when entering/exiting the building), if you work in your own separate office, a mask is not required when in your office space. Limit non-essential business travel. Consider “special accommodations” for vulnerable employees. The City of Owosso will accept customers by appointment only. Payments will continue to be received through the drop box in the parking lot, online or over the phone.

If there is NO evidence of a rebound (in positive tests or cases), then move forward with Phase 2.

Phase 2: Non-essential business travel may resume. Allow employees to telework when possible and practice social distancing (continue to wear masks in common areas and when entering/exiting the building). The only door that will be open to City Hall will be the basement door, the first floor doors will remain locked with a notice on them to enter through the basement level.

If there is NO evidence of a rebound (in positive tests or cases), then move forward with Phase 3.

Phase 3: Resume unrestricted staffing of worksite. Vulnerable employees still practice social distancing. All City Hall doors will be open.

These reopening phases are taken directly from CDC guidelines. Each phase that we are in will be announced through email to all employees.

COVID SYMPTOMS/ILLNESS

Employees experiencing any COVID-19 symptoms (fever, shortness of breath, tiredness, dry cough, chills/shaking, muscle pain, headache, sore throat, new loss of taste/smell) should go to Memorial Healthcare to be tested. It will take 24-36 hours to get results. Sick employees, no matter what symptoms they are having, are encouraged to stay home until they are well. Also, please remain home if you have been in close contact with someone who is sick. Please communicate with your Department Manager if you are ill, diagnosed with COVID-19, a family member is diagnosed with COVID-19, or if you are unable to work.

If any employee is concerned that they have COVID-19 or that a member in their household has the virus, please stay home. There will be no disciplinary action or retribution for choosing to stay home.

IN-PERSON WORK

Any employee upon entering City Hall will need to take their temperature (thermometer located on the 2nd floor on the shelf outside the HR/City Manager area in the 2nd floor lobby) and record their temperature and answer the questions on the symptom form or via email. Sanitizer and disinfecting wipes will be there too, please sanitize your hands before taking your temperature and then wipe off the thermometer when you are done. If your temperature is 100.4 degrees or above, you will need to go home and continue to monitor for other COVID-19 symptoms. Completed forms should be

slid under Jessica's door, put on her conference room table in the brown folder (if her door is open) or emailed to her. These records will be maintained as a private medical record.

For employees and others that come in from time-to-time, we need to limit the number of employees that are in one department/area at a time. Work together with co-workers and stagger shifts to ensure less contact with each other and be sure to keep 6 feet of distance from each other (both employees and patrons coming in to city facilities). Office areas have tape on the floor (at 6 feet from normal seating at each desk) as a visual reminder to social distance from each other. For this interim period, please use phone/email when possible, instead of in-person visits to other offices. At this time the City of Owosso is discouraging in-person gatherings and meetings.

The small conference room will be closed until further notice, there is not enough space for everyone to keep 6 feet distance. The small conference room may only be used by one person at a time, as needed, please schedule per normal routine through Outlook.

Limit the number of people in the Council Chambers to 17, per the current set-up. If we need a podium, it will reduce the number.

The Part-time Engineer will use the door at the top of the stairs to enter/exit his office, until further notice.

The Public Safety department office staff will open when the Governor lifts the Stay Home, Stay Safe Order.

Further protection measures:

- Offer masks for all employees to wear (located on the desk outside Laurie's office on the 2nd floor) and allow employees to bring their own mask to wear. Facemasks must be worn if the employee is in contact with the public or within 6 feet of another co-worker or upon entering/exiting the building or visiting common areas (breakroom, restroom, etc.).
- Have hand sanitizing stations at all entries, as well as tissues and trash receptacles.
- Continue to push hand washing, put signs up around all buildings.
- Enhance cleaning and disinfecting in all locations. Clean and disinfect all frequently touched surfaces, such as workstations, countertops, handrails and doorknobs. Please limit tool and equipment sharing. Disinfectant wipes will be provided to each department.
- Install plexiglass and other physical barriers where necessary, which has been completed.
- Restrict non-essential visitors.
- Stagger shift starts, breaks and lunches.
- Take employee temperatures upon entry, once per day.
- Encourage customers to use touch less payment options when possible. Minimize handling cash and credit cards, when possible. When exchanging paper and/or coin money, do not touch the face, nose or eyes, ask the customer to place cash on the counter and place money on the counter when returning change back to the customer. Wipe down the counter between customers at checkout.
- Define customer/visitor contact protocols:
 - Directing customer traffic through the workplace.
 - Limiting the number of customers in any area at one time.
 - No handshake greetings, remain 6 feet apart.
 - Using video/telephone conferencing instead of in-person meetings.

TELEWORK

These positions will be permitted to continue to telework:

- City Manager

- Assistant to the City Manager
- HR Director (will need to come into the office on occasion)
- Payroll Clerk (at times)
- Disbursements Analyst (will need to come into the office on occasion)
- Accountant
- Executive Secretary – Public Safety
- Public Safety Administrative Assistant
- Water Treatment Plant Superintendent (at times)
- City Clerk (at times)
- Assessor
- Assessing Asst/Clerk (at times)
- City Treasurer
- Part-time Engineer
- Project Engineer
- Executive Secretary – Engineering
- WWTP Superintendent

For the employees listed above, we will allow them to continue to work from home for the time being. When public spaces are re-opened we will continue to phase back-to-work. Public Safety administrative staff will return to working in the office, as will Treasurer's Office (possibly on a staggered schedule).

These positions are not able to telework:

- Finance Director (at times)
- Director of Public Safety
- Police Department
- Fire Department
- Water Treatment Plant Employees
- Deputy City Clerk
- IT Consultant
- Deputy Treasurer
- Utility Billing Clerk
- Utility Mapping Analyst
- Public Works Superintendent
- Asset Management Specialist

We will continue to allow teleworking for those individuals with children at home, while day care centers are not open to care for the child(ren).

PROTOCOLS

An acknowledgement form will be created for all employees to sign and acknowledge the city's policies on preventing the spread of COVID-19 (that they agree to abide by the required safety measures, will not report to work if they are feeling ill, practice good respiratory etiquette (cover coughs & sneezes), prohibit the use of another employee's computer, phone, etc.) and agree to wear a mask when in common areas. Failure to abide by these rules will result in disciplinary action.

COVID-19 pay ends when the Stay Home, Stay Safe order is lifted.

Implement a business continuity plan, including infectious disease control. Establish a pandemic task force to continuously monitor external and internal data and implement appropriate protocols.

To comply with the Governor's executive orders, all employers that are permitted to require their employees to leave their homes for work must, at a minimum:

- Develop a COVID-19 preparedness and response plan (this document).
- Make the plan readily available to employees, unions and customers.
- Designate one or more supervisors (or another on-site employee) to implement, monitor and report on the COVID-19 strategies developed in the plan. The supervisor must remain on-site at all times when employees are present.
- Provide training to employees that covers: workplace infection-control practices, proper use of PPE, steps employees must take to notify the City of any symptoms of COVID-19 or a suspected or confirmed diagnosis of COVID-19 and how to report unsafe working conditions.
- Conduct daily self-screening protocol for all employees or contractors who enter the workplace, including a questionnaire that covers symptoms and suspected or confirmed exposure to people with possible COVID-19.
- Keep everyone at least six feet from one another in the worksite (to the maximum extent possible).
- Provide non-medical grade face coverings to all employees (for City Hall – there is a box on the desk outside the City Manager/HR Director's office, please take what you need).
- Employees are required to wear face coverings any time they cannot consistently maintain six feet of separation from other individuals and when in common areas.
- Increase facility cleaning and disinfection and adopt cleaning protocols to clean and disinfect the workplace in the event of a positive COVID-19 case.
- Cleaning supplies are available to all employees. Employees will also be provided time to wash hands frequently and/or use hand sanitizer.
- If a positive case is confirmed with a city employee, we will within 24 hours notify the Shiawassee County Health Department and any co-workers, contractors or suppliers who may have come in contact with the employee.
- Restrict business-related travel to that which is essential only.
- Promote remote work to the fullest extent possible.



MEMORANDUM

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

DATE: June 1, 2020
TO: City Council
FROM: City Manager
SUBJECT: Annual Fee Schedule Update – Community Development Escrow Fee and Low Voltage Telecom Fees

RECOMMENDATION:

Approve low voltage telecom install/inspection fees and community development review escrow fee.

BACKGROUND:

CIB Planning has been contracted with the city to provide professional plan reviews for the city since 2019. The review process is much more thorough and efficient. However, some reviews are more in depth and the flat review fees for various applications are not enough to cover services provided by CIB. Therefore, I am recommending that for some projects, the city be authorized to create an escrow account for these reviews to cover the cost of these professional review services. Otherwise, the general fund (regular taxpayers) are paying for private development reviews rather than the applicant. This is common request of developers in other cities. We would like to set the escrow at \$1500. Any escrow dollars not used in the review will be returned to the developer. The city already has a process set up to make this work.

Additionally, I would like to request fees for low voltage telecom installations as they are not currently covered under the city's fee schedule. This comes at the request of our electrical inspector:

Low Voltage/Data/Telecom Outlets	
1-19 devices, each	\$5.00
20-300 devices	\$100.00
Over 300 devices	\$300.00

FISCAL IMPACTS:

The escrow fee will insure that the city's general fund is not subsidizing private development plan reviews. The impact of low voltage telecom fees will be minimal as we only receive a handful of such requests every year.

RESOLUTION NO.

**RESOLUTION AUTHORIZING AN AMENDMENT TO THE FEE SCHEDULE TO
INCLUDE A COMMUNITY DEVELOPMENT ESCROW FEE AND LOW-VOLTAGE
TELECOMMUNICATION INSPECTION FEES**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, Building Department is requesting that the annual City fee schedule update include new fees for community development and low voltage telecommunication inspections; and

WHEREAS, the City of Owosso seeks to review the fee schedule on an annual basis in May or June of every year; and

WHEREAS, professional planning services provide plan reviews for the City's Community Development operations; and

WHEREAS, these professional plan reviews vary in their intensity and required time to complete; and

WHEREAS, the City's Building Department is designed to be self-sufficient with revenue from permit applications, site plan review fees, and other land-use or permit applications.

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 establish a \$1500 plan review escrow fee and low-voltage telecom installation fees.
- SECOND: The mayor and city clerk are instructed and authorized to sign the document substantially in the form attached, City of Owosso Fee Schedule – 2020.

**CITY OF OWOSSO
2020 FEE SCHEDULE**

Effective June 1, 2020

ASSESSING

Application fee for IFEC extension	\$500.00
Application fee for IFT tax abatement – Not to exceed limits of Statute MCL 207.555(3) in which the lesser of the actual cost of processing the application or 2% of total property taxes abated during the term that the exemption certificate is in effect can be charged	
Establishing	\$1,500.00
Exemption certificate	\$1,500.00
Application fee for industrial development district	\$1,500.00
Application fee for industrial facilities	
Exemption certificate	\$1,500.00
Exemption certificate transfer	\$500.00
Application fee for project cost revision	\$500.00
Application fee for project extension	\$500.00

BUILDING DEPARTMENT

Income limit fee waiver – Building permits and inspections will be required. However, permit fees will be waived for owner occupied residential buildings for households that have annual incomes less than 30% of the Michigan State Housing Development Authority (MSHDA) area Minimum Income (AMI). The waiver will cover permits for bringing a structure into code compliance and for replacement of roofs, windows, and siding. To qualify, the applicant must submit Michigan or Federal 1040 tax returns for the last three years along with any other financial and ownership information required for determination.

Accessory structure - zoning compliance - 200 sq. feet and under	\$50.00
Accessory structure – zoning compliance – over 200 sq. feet	\$50.00 + building permit fee
Base fee	\$30.00
Building board of appeals application fee	\$200.00
Building permit fee (add \$30.00 base fee and \$75.00 per inspection)	
Up to \$1000 – includes base fee and 1 inspection	\$105.00
\$1,001 to \$2,000 – includes base fee and 1 inspection	\$145.00
\$2,001 to \$50,000	\$60.00 + \$10.00 per \$1,000 over \$2,000
\$50,001 to \$500,00	\$540.00 + \$10.00 per \$1,000 over \$50,000
\$500,001 and above	\$5,000 + \$6.00 per \$1,000 over \$500,000
Demolition (add \$30.00 base fee and \$75.00 per inspection)	
Commercial - based on size of building	\$180.00 + \$1.00 per sq. ft. over 2,000 sq. feet
Garage – includes base fee + 1 inspection	\$110.00
House – includes base fee and 1 inspection	\$180.00
Fence zoning – residential	\$80.00
Fence – commercial	same as building permit fees
Home occupation – type B home permit	\$50.00
Inspections/re-inspection fee – commercial and residential - each	\$75.00
License/registration fee	\$0.00
Marihuana Fees	
Medical Marihuana Facilities (at time of application and annual renewal)	As per City of Owosso Ordinance Chapter 16.5 \$5,000
Adult Use Recreational Establishments (at time of application and annual renewal)	\$5,000
Misc. reviews (concrete, antennas)	\$50.00
Mobile/Modular Home	\$250.00
Moving building	\$200.00
Penalty for work prior to obtaining permit	cost of permit + \$175.00
Plan review	55% of permit fee
Plan review special	\$100.00 + cost
Plan review-plans are returned to applicant for modifications	\$50.00 + 60.00/hour
Roofing permit – residential up to \$5,000	\$80.00

Roofing permit – residential \$5,001 to 10,000	\$130.00
Roofing permit – residential over \$10,000	same as building permit fees
Roofing permit – commercial	same as building permit fees
Siding	\$80.00
Sign	\$0.40/sq. foot
Temporary sign (90 days)	\$50.00
Swimming pool permit – above ground (zoning compliance)	\$50.00
Swimming pool permit – in ground	same as building permit fees
Tank removal	\$100.00
Temporary structures (tents, contractor's mobile offices, etc.)	\$60.00
Wheel chair ramp & door modification (residential – permit required)	no fee
Windows – residential (3 or fewer by owner)	\$50.00
Windows – residential (4 or more / all commercial properties)	same as building permit fees

Electrical

Base fee	\$30.00
Baseboard heater	\$15.00
Branch circuits	\$15.00
Feeders – bus duct (per 50 ft. or fraction thereof)	\$15.00
Fire alarm system	\$150.00
Fire alarm system – each additional pull station	\$15.00
Furnace – unit heater	\$15.00
Garage	\$50.00
Generator – residential	\$25.00
Generator – commercial	\$50.00
Inspections/re-inspection fee - commercial and residential - each	\$50.00
Special/safety inspections	\$75.00
License/registration fee	\$0.00
Low Voltage/Data/Telecom Outlets	
1-19 devices, each	\$5.00
20-300 devices	\$100.00
Over 300 devices	\$300.00
Mobile/modular home	\$100.00
Motors	
Up to 20 KVA or HP, 1-25 units (each)	\$15.00
Up to 20 KVA or HP, (each additional unit after 25)	\$5.00
Over 20 KVA or HP, 1-25 units (each)	\$15.00
Over 20 KVA or HP, (each additional unit after 25)	\$7.00
Penalty for work prior to obtaining permit	cost of permit + \$175.00
Plan review	\$100.00/hr. (minimum 1 hour)
Outlets/receptacles/fixtures/other (per 25 or fraction thereof)	\$10.00
Power outlets (a/c/range/dryer/dishwasher/garbage disposal) each	\$15.00
Service	
0-200 amps	\$25.00
201-600 amps	\$30.00
601-800 amps	\$35.00
801-1200 amps	\$40.00
Over 1200 amps	\$45.00
Sub-panels	
0-200 amps	\$25.00
201-600 amps	\$30.00
601-800 amps	\$35.00
801-1200 amps	\$40.00
Over 1200 amps	\$45.00
Signs	\$75.00
Whole house permit	\$150.00

Mechanical – commercial/industrial

Base fee	\$30.00
Air conditioning and refrigeration	
Absorption units/chiller	\$90.00
Centrifugal units/chiller	\$90.00
Compressor – 15-50 hp	\$45.00
Compressor – over 50 hp	\$70.00
Heat pumps – 1.5-15 hp	\$35.00
Air handlers (self-contained units ventilation & exhaust fans)	
Under 1,500 cfm (piping fee included)	\$35.00
1,500- 10,000 cfm	\$45.00
Over 10,000 cfm	\$100.00
Air handlers (thru-the-wall fan coil vents)	\$15.00
Breeching & combustion to appliance – when required	\$60.00
Chimney – factory built	\$60.00
Cooling towers w/ reservoirs	
Capacity under 500 gal	\$50.00
Capacity over 500 gal	\$85.00
Crematories	\$50.00
Ducts, insulation and fire suppression systems – duct system based on bid price	
Under \$3,000	\$40.00
\$3,000 to \$6,999	\$50.00
\$7,000 to \$14,999	\$85.00
Over \$15,000	\$10.00 fee per each \$3,000 + \$85.00
Electronic air cleaner with washer	\$50.00
Evaporator coils	
180,000 BTU and under	\$40.00
180,000 BTU and over	\$45.00
Fire suppression systems – based on bid price	
Under \$2,000	\$75.00
\$2,000 to \$7,999	\$90.00
Over \$8,000	\$15.00 fee + \$90.00
Gas burning equipment – new and/or conversion	
400,000 BTU and under (piping fee included)	\$50.00
Over 400,000 BTU (piping fee included)	\$60.00
Humidifiers	\$25.00
Incinerators – each	\$40.00
Inspections – each (including re-inspection)	\$75.00
Special/safety inspection	\$75.00
Insulation – duct, piping, and/ tanks – based on bid price	
Under \$2,000	\$40.00
\$2,000 to \$7,999	\$50.00
Over \$8,000	\$15.00 fee per each \$3,000 + \$50.00
License/registration fee	\$0.00
LPG & fuel oil tanks (underground add \$5.00 additional) (piping fee included)	
276 to 550 gal	\$60.00
551 to 2,000 gal	\$100.00
Each additional tank	add 50% of associated fee based on largest tank size
Oil burner	
New and/or conversion, under 5gal/hour (piping fee included)	\$60.00
New and/or conversion, over 5 gal/hour (piping fee included)	\$90.00
Penalty for work prior to obtaining permit	cost of permit + \$175.00
Plan review	\$100.00/hour – minimum 1 hour
Refrigeration systems	
Under 5 hp (split system)	\$35.00
5 hp to 50 hp (split system)	\$45.00
Over 50 hp (split system)	\$75.00

Self-contained units	\$50.00
Solar equipment/each panel (piping fee included)	\$30.00
Unit heaters – hot water, gas, or steam	
200,000 BTU and under (piping fee included)	\$30.00
Over 200,000 BTU (piping fee included)	\$40.00
Mechanical-residential	
Base fee – no inspection included	\$30.00
Boiler: 200,000 BTU's and under (piping fee included)	\$40.00
Boiler: Over 200,000 BTU's (piping fee included)	\$55.00
Central air	\$35.00
Dampers (all kinds)	\$15.00
Duct system	
Under \$3,000	\$30.00
\$3,000 to \$6,999	\$35.00
\$7,000 to \$15,000	\$40.00
Over \$15,000	\$7.00 per each \$1,000 + \$40.00
Exhaust fan	\$15.00
Gas burning equipment - new and/or conversion	
400,000 BTU's and under (piping fee included)	\$40.00
Over 400,000 BTU's (piping fee included)	\$55.00
Gas piping/each outlet	\$15.00
Hotel or motel/per unit	\$50.00
Inspections	\$75.00
Safety or evaluation inspections - single family dwellings	\$75.00
Other buildings/per hour or parts thereof	\$50.00
Investigation fee (for work performed without a permit)/per hour or parts thereof	\$75.00
License/registration fee	\$0.00
LPG & fuel oil tanks (underground add additional \$10) (piping fee included)	\$30.00
Modular home	\$150.00
Oil burner - new and/or conversion (piping fee included)	\$45.00
Penalty for work prior to obtaining permit	cost of permit + \$175.00
Plan review	\$100.00/hour – 1 hour minimum
Solar equipment/each panel (piping fee included)	\$100.00
Solid fuel equipment (complete) - wood stove, prefab fireplaces, stoves, add-on	
Furnaces	\$45.00
Two-family dwelling	\$150.00
Water heater	\$15.00
Whole house permit	\$125.00

Plumbing

Base fee – no inspection included	\$30.00
Connection building drain-building sewer	\$15.00
Fixtures, floor drains, water connected appliances	\$15.00
Hotel, motel/per unit	\$45.00
Inspections	\$75.00
Special/safety inspection (includes certification fee)	\$75.00
License/registration fee	\$0.00
Manholes – catch basins/each	\$15.00
Modular home	\$150.00
Penalty for work prior to obtaining permit	cost of permit + \$175.00
Plan review	\$100.00/hour – minimum 1 hour
Reduced pressure zone back-flow preventer	\$15.00
Sewage ejectors, sumps	\$15.00
Sewers (sanitary, storm, or combined): 6" and over	\$15.00
Sewers (sanitary, storm, or combined): less than 6"	\$15.00

Sewers (connection building drain-building sewer)	\$15.00
Stacks (soil, waste, vent and conductor)	\$10.00
Sub-soil drains	\$15.00
Two-family	\$180.00
Water distributing pipe: 3/4"	\$15.00
Water distributing pipe: 1"	\$15.00
Water distributing pipe: 1 1/4"	\$20.00
Water distributing pipe: 1 1/2"	\$30.00
Water distributing pipe-over 2"	\$45.00
Water service-less than 2"	\$15.00
Water service-2" to 6"	\$25.00
Water service-over 6"	\$30.00
Whole house permit	\$120.00

CITY CLERK

Cable television franchise fee	3%
Marriage fee/presided by Mayor	\$10.00

CITY TREASURER

Adult entertainment license fee:	
Note: If application denied, 1/2 fee returned	\$1,500.00
Adult entertainment license renewal fee	\$1,500.00
Note: a late penalty of \$100 if renewal filed less than 60 days before license exp. If application denied, 1/2 of total fees collected returned	\$1,500.00
License renewal	
Late fee first 15 days	License fee + 25%
Late fee beyond 15 days	License fee + 50% adult entertainment penalties
Adult entertainment penalties	\$500.00
Collection fee tax – administrative fee	
1% on all advalorem taxes (on the amounts collected for other units – not City) Potential to collect Admin. Fee on our own (City) taxes	
Property tax late collection fee	
Summer	2% additional September
Summer	3% additional October
Summer	4% additional November
Winter & any summer balance	3% additional Feb 15 th – 28 th
Return check – as allowed by MCL 600.2952	
First incident	\$25.00
Second incident, etc. in 12 months' time	\$35.00

COMMUNITY DEVELOPMENT

Credit reports (if not partnered w/ bank or finance group)	cost + 25%
Consultant Escrow fee	\$1,500.00
Historic district permit application fee	\$0.00
Lot splits	
Single	\$225.00
Multiple	\$225.00 each + \$35.00/resulting lot
Off-street parking facility/lot application permit (see ordinance/code)	\$150.00
Permits ("new use of land" and "new use of building(s))" mentioned specifically in code	\$30.00
Rental property registration/per unit	\$25.00
Non-compliance fee, 1 st occurrence	\$200.00
Non-compliance fee, each additional occurrence	\$400.00
Residential entranceway permit (see ordinance/code)	\$150.00
Rezoning request	\$550.00 + \$5.00/acre
Site Plans	
Apartment/townhouse	\$550.00 + \$4.50/unit

Commercial/Industrial	\$500.00 + \$50.00/acre
Institutional (Schools, Public Services, Hospitals)	\$475.00 + \$40.00/acre
Mobile home park	\$575.00 + \$5.00/unit
Planned Unit Development/Mixed use development	\$550.00 + \$50.00/acre
Preliminary site plan review	75% of site plan review fee
Single family site condo (prelim or final)	\$700.00 + \$5.00/lot
Site plan revision/review	75% of site plan review fee + any needed consulting fees determined by administration
Site plan requiring review by city engineer	all costs by owner/applicant via escrow
Special meetings with planner/engineer	all costs by owner/applicant via escrow
Special exceptions application/permit, conditional use or temporary use permit by ZBA (see ordinance/code)	\$200.00
Special land use	\$400.00 + \$6.00/acre
Subdivision	
Preliminary – tentative	\$700.00 + \$5.00/lot
Preliminary - final	\$350.00 + \$2.50/lot
Final plat	\$500.00 + \$4.00/lot
Temporary land use (ZBA review)	\$500.00
Temporary uses for administrative approve – forthcoming ordinance	\$75.00
Use variance	\$700.00
Zoning variance	
Commercial	\$400.00
Residential	\$175.00

GENERAL

Notary	
Non-resident	\$10.00
Resident	\$5.00
Rental conference room between 8:00 am to 5:00 pm	
½ day up to four hours	\$30.00
Full day	\$60.00
Organization of which the city is a member	\$0.00
Rental council chambers between 8:00 am to 5:00 pm	
Up to four hours	\$30.00
Full day	\$60.00
Organization of which the city is a member	\$0.00

HISTORICAL COMMISSION - Funds go to back to Historical Commission

Admission Curwood Castle	
Adult	Donation Request \$5.00
Child	Donation Request \$2.00
Rental Curwood Castle	
First hour	(\$50.00 refundable) \$250.00
Each additional hour	\$55.00
Rental Gould House	
First hour	(\$50.00 refundable) \$250.00
Each additional hour	\$55.00
Rental Gould House apartment #2	
Per month	\$750.00
Note: reduction in rate if long term	\$650.00
Rental Gould House apartment #3	
Per month	\$750.00
Note: reduction in rate if long term	\$650.00

PUBLIC SAFETY

Ambulance fees – adjusted to the screen rates approved by commercial insurance companies
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In-facility transport	\$250.80
Dog license	see ordinance**none currently**
False alarm fee – fee may be waived by authority of Public Safety Director	
First call in 12 months	\$0.00
Second false alarm in 12 months	\$10.00
Each additional false alarm in calendar year	\$25.00
Late fee(s) (in excess of 10 days)	10% of fee + 6% interest
Fire house demonstrations	donation only
Fire run	\$500.00
Gun registration	\$10.00
Liquor license application fee	\$10.00
Liquor license changes	\$50.00
Liquor license ownership transfer	\$150.00
Portable breath test (PBT)	
1/2 month	\$15.00
Full month	\$30.00
Sex offender initial registration	\$35.00

Parking fines – defined in Section 33 of the Owosso Municipal Code

Abandoned car	
Paid within 7 days	\$15.00
Paid within 14 days	\$30.00
Paid within 30 days	\$45.00
Across parking line	
Paid within 7 days	\$15.00
Paid within 14 days	\$30.00
Paid within 30 days	\$45.00
Blocking alley	
Paid within 7 days	\$15.00
Paid within 14 days	\$30.00
Paid within 30 days	\$45.00
Blocking driveway	
Paid within 7 days	\$15.00
Paid within 14 days	\$30.00
Paid within 30 days	\$45.00
Blocking traffic	
Paid within 7 days	\$15.00
Paid within 14 days	\$30.00
Paid within 30 days	\$45.00
Double parking	
Paid within 7 days	\$15.00
Paid within 14 days	\$30.00
Paid within 30 days	\$45.00
Fifth violation of any above violation within a 30-day period	
Paid within 7 days	\$100.00
Paid within 14 days	\$100.00
Paid within 30 days	\$100.00
Moving to evade time limitations	
Paid within 7 days	\$15.00
Paid within 14 days	\$30.00
Paid within 30 days	\$45.00
Other parking violation	
Paid within 7 days	\$15.00
Paid within 14 days	\$30.00
Paid within 30 days	\$45.00
Overtime parking in 3:00 am to 6:00 am zone	
Paid within 7 days	\$15.00
Paid within 14 days	\$30.00

Paid within 30 days	\$45.00
Parked facing wrong way	
Paid within 7 days	\$15.00
Paid within 14 days	\$30.00
Paid within 30 days	\$45.00
Parking in prohibited zone	
Paid within 7 days	\$15.00
Paid within 14 days	\$30.00
Paid within 30 days	\$45.00
Parking in loading zone	
Paid within 7 days	\$15.00
Paid within 14 days	\$30.00
Paid within 30 days	\$45.00
Parking on sidewalk or crosswalk	
Paid within 7 days	\$15.00
Paid within 14 days	\$30.00
Paid within 30 days	\$45.00
Parking at yellow curb	
Paid within 7 days	\$15.00
Paid within 14 days	\$30.00
Paid within 30 days	\$45.00
Parking in handicap zone	
Paid within 7 days	\$50.00
Paid within 14 days	\$100.00
Paid within 30 days	\$100.00
Parking within 15 feet of fire hydrant	
Paid within 7 days	\$15.00
Paid within 14 days	\$30.00
Paid within 30 days	\$45.00
Parking over 12 inches from curb	
Paid within 7 days	\$15.00
Paid within 14 days	\$30.00
Paid within 30 days	\$45.00
Parking over legal limit in areas other than business districts defined in sec 33-37	
Paid within 7 days	\$15.00
Paid within 14 days	\$30.00
Paid within 30 days	\$45.00
Parking over legal limit in business districts defined in sec 33-37 – 3 rd and subsequent violations in each calendar year	
Paid within 7 days	\$15.00
Paid within 14 days	\$30.00
Paid within 30 days	\$45.00
Parking of a truck or commercial vehicle with a gross weight in excess of 5 tons or in excess of 22 feet in length in violation of the provisions of section 5.61 of the Uniform Traffic Code	
Paid within 7 days	\$25.00
Paid within 14 days	\$50.00
Paid within 30 days	\$75.00

VIOLATIONS/FINES

Bonfire permit	\$0.00
Misdemeanor **see ordinance/code under (b)**	\$500.00 + other stipulations
Municipal civil infraction	
First offense	\$75.00
Second offense	\$250.00
Third or subsequent repeat offenses	\$500.00
Municipal civil infraction - loose dogs	
Code states: If the dog was impounded by any police officer or other authorized employee of the city, the owner shall pay the	\$25.00 + Pound Fees

additional sum to the city to reimburse for said expense as prescribed by resolution of the council.	
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PUBLIC SERVICES

Construction noise(s) permit	\$25.00
Copies of building plans/blueprints	per page \$10.00
Flood plain development permit application	\$100.00
Mowing	cost + \$100.00
Replacement line and grade stakes (see ordinance/code)	cost + \$100.00
Right of way permit	
Inspection fee	\$20.00
Security deposit	\$50.00
Snow removal	cost + \$100.00
METRO Act Permit Application Fee	per statute

I hereby certify that the foregoing document is a true and complete copy of action taken by the Owosso City Council at the regular meeting of June 1, 2020.

Amy K. Kirkland, City Clerk

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

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	04/30/2020 (NORMAL (ABNORMAL))	MONTH 04/30/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
000 - REVENUE		7,971,495.00	6,765,606.50	389,569.29	1,205,888.50	84.87
TOTAL REVENUES		7,971,495.00	6,765,606.50	389,569.29	1,205,888.50	84.87
101 - CITY COUNCIL		5,300.00	3,096.23	116.63	2,203.77	58.42
171 - CITY MANAGER		164,388.00	141,220.45	21,833.56	23,167.55	85.91
201 - FINANCE		273,420.00	217,384.04	19,592.04	56,035.96	79.51
209 - ASSESSING		140,445.00	115,246.25	11,143.69	25,198.75	82.06
210 - CITY ATTORNEY		115,000.00	89,779.39	0.00	25,220.61	78.07
215 - CLERK		281,729.00	220,866.17	19,890.76	60,862.83	78.40
226 - HUMAN RESOURCES		216,500.00	177,567.07	16,350.62	38,932.93	82.02
253 - TREASURY		153,215.00	121,664.48	10,613.78	31,550.52	79.41
258 - INFORMATION & TECHNOLOGY		101,695.00	67,389.72	9,408.00	34,305.28	66.27
265 - BUILDING & GROUNDS		135,288.00	112,060.37	8,727.23	23,227.63	82.83
299 - GENERAL ADMIN		339,240.00	325,614.38	28,607.70	13,625.62	95.98
300 - POLICE		2,065,565.00	1,753,751.33	152,122.72	311,813.67	84.90
335 - FIRE		2,086,067.00	1,687,084.04	130,105.07	398,982.96	80.87
370 - BUILDING AND SAFETY		223,836.00	175,862.53	9,565.71	47,973.47	78.57
441 - PUBLIC WORKS		613,857.00	521,666.56	73,211.50	92,190.44	84.98
528 - LEAF AND BRUSH COLLECTION		221,363.00	177,346.37	1,394.28	44,016.63	80.12
585 - PARKING		33,030.00	23,704.46	213.91	9,325.54	71.77
728 - COMMUNITY DEVELOPMENT		67,486.00	67,943.55	7,480.22	(457.55)	100.68
756 - PARKS		230,600.00	139,491.05	10,964.95	91,108.95	60.49
966 - TRANSFERS OUT		503,471.00	329,188.30	4,927.33	174,282.70	65.38
TOTAL EXPENDITURES		7,971,495.00	6,467,926.74	536,269.70	1,503,568.26	81.14

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

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	04/30/2020 NORMAL (ABNORMAL)	MONTH 04/30/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		7,971,495.00	6,765,606.50	389,569.29	1,205,888.50	84.87
TOTAL EXPENDITURES		7,971,495.00	6,467,926.74	536,269.70	1,503,568.26	81.14
NET OF REVENUES & EXPENDITURES		0.00	297,679.76	(146,700.41)	(297,679.76)	100.00
Fund 202 - MAJOR STREET FUND						
000 - REVENUE		2,594,052.00	2,033,622.80	127,828.58	560,429.20	78.40
TOTAL REVENUES		2,594,052.00	2,033,622.80	127,828.58	560,429.20	78.40
451 - CONSTRUCTION		1,550,000.00	957,943.42	0.00	592,056.58	61.80
463 - STREET MAINTENANCE		236,000.00	201,465.55	3,525.08	34,534.45	85.37
473 - BRIDGE MAINTENANCE		11,470.00	0.00	0.00	11,470.00	0.00
474 - TRAFFIC SERVICES-MAINTENANCE		24,800.00	24,273.23	208.64	526.77	97.88
478 - SNOW & ICE CONTROL		117,000.00	104,537.20	0.00	12,462.80	89.35
480 - TREE TRIMMING		54,000.00	91,567.60	347.09	(37,567.60)	169.57
482 - ADMINISTRATION & ENGINEERING		213,676.00	131,119.14	16,588.38	82,556.86	61.36
484 - TRUNKLINE SUPERVISOR		1,000.00	0.00	0.00	1,000.00	0.00
485 - LOCAL STREET TRANSFER		339,166.00	269,384.60	39,583.48	69,781.40	79.43
486 - TRUNKLINE SURFACE MAINTENANCE		5,000.00	1,013.49	134.61	3,986.51	20.27
488 - TRUNKLINE SWEEPING & FLUSHING		2,550.00	2,436.47	1,725.24	113.53	95.55
490 - TRUNKLINE TREE TRIIM & REMOVAL		600.00	0.00	0.00	600.00	0.00
491 - TRUNKLINE STORM DRAIN, CURBS		8,500.00	92.96	0.00	8,407.04	1.09
492 - TRUNKLINE ROADSIDE CLEANUP		690.00	64.90	0.00	625.10	9.41
494 - TRUNKLINE TRAFFIC SIGNS		800.00	431.74	0.00	368.26	53.97
496 - TRUNKLINE TRAFFIC SIGNALS		800.00	5.30	0.00	794.70	0.66
497 - TRUNKLINE SNOW & ICE CONTROL		23,000.00	26,548.48	864.17	(3,548.48)	115.43
502 - TRUNKLINE LEAVE & INS BENEFITS		5,000.00	0.00	0.00	5,000.00	0.00
TOTAL EXPENDITURES		2,594,052.00	1,810,884.08	62,976.69	783,167.92	69.81

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

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	04/30/2020 NORMAL (ABNORMAL)	MONTH 04/30/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 202 - MAJOR STREET FUND						
Fund 202 - MAJOR STREET FUND:						
TOTAL REVENUES		2,594,052.00	2,033,622.80	127,828.58	560,429.20	78.40
TOTAL EXPENDITURES		2,594,052.00	1,810,884.08	62,976.69	783,167.92	69.81
NET OF REVENUES & EXPENDITURES		0.00	222,738.72	64,851.89	(222,738.72)	100.00
Fund 203 - LOCAL STREET FUND						
000 - REVENUE		2,345,681.00	2,426,609.27	120,347.71	(80,928.27)	103.45
TOTAL REVENUES		2,345,681.00	2,426,609.27	120,347.71	(80,928.27)	103.45
451 - CONSTRUCTION		1,636,682.00	1,271,560.74	152.10	365,121.26	77.69
463 - STREET MAINTENANCE		399,000.00	313,534.08	6,134.04	85,465.92	78.58
474 - TRAFFIC SERVICES-MAINTENANCE		9,300.00	2,159.47	0.00	7,140.53	23.22
478 - SNOW & ICE CONTROL		100,000.00	48,576.34	0.00	51,423.66	48.58
480 - TREE TRIMMING		76,000.00	82,942.55	0.00	(6,942.55)	109.13
482 - ADMINISTRATION & ENGINEERING		124,699.00	76,225.95	8,495.30	48,473.05	61.13
TOTAL EXPENDITURES		2,345,681.00	1,794,999.13	14,781.44	550,681.87	76.52
Fund 203 - LOCAL STREET FUND:						
TOTAL REVENUES		2,345,681.00	2,426,609.27	120,347.71	(80,928.27)	103.45
TOTAL EXPENDITURES		2,345,681.00	1,794,999.13	14,781.44	550,681.87	76.52
NET OF REVENUES & EXPENDITURES		0.00	631,610.14	105,566.27	(631,610.14)	100.00
Fund 208 - PARK/RECREATION SITES FUND						
000 - REVENUE		125,000.00	119,132.14	13.29	5,867.86	95.31
TOTAL REVENUES		125,000.00	119,132.14	13.29	5,867.86	95.31
Fund 208 - PARK/RECREATION SITES FUND:						
TOTAL REVENUES		125,000.00	119,132.14	13.29	5,867.86	95.31
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		125,000.00	119,132.14	13.29	5,867.86	95.31
Fund 248 - DOWNTOWN FACADE PROGRAM						
000 - REVENUE		349,026.00	177,953.31	1.69	171,072.69	50.99
TOTAL REVENUES		349,026.00	177,953.31	1.69	171,072.69	50.99

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

GL NUMBER	DESCRIPTION	2019-20		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDG USE
		AMENDED	BUDGET	04/30/2020	MONTH 04/30/2020	INCREASE	(DECREASE)	NORMAL	
Fund 248 - DOWNTOWN FACADE PROGRAM									
200 - GEN SERVICES		6,250.00		5,300.00		0.00		950.00	84.80
901 - CAPITAL OUTLAY		342,776.00		342,775.25		0.00		0.75	100.00
TOTAL EXPENDITURES		349,026.00		348,075.25		0.00		950.75	99.73
Fund 248 - DOWNTOWN FACADE PROGRAM:									
TOTAL REVENUES		349,026.00		177,953.31		1.69		171,072.69	50.99
TOTAL EXPENDITURES		349,026.00		348,075.25		0.00		950.75	99.73
NET OF REVENUES & EXPENDITURES		0.00		(170,121.94)		1.69		170,121.94	100.00
Fund 273 - OMS/DDA REVLG LOAN FUND									
000 - REVENUE		258,151.00		29,987.48		231.76		228,163.52	11.62
TOTAL REVENUES		258,151.00		29,987.48		231.76		228,163.52	11.62
200 - GEN SERVICES		248,489.00		482,351.00		224,200.00		(233,862.00)	194.11
965 - OTHER FINANCING SOURCES (USES)		9,662.00		0.00		0.00		9,662.00	0.00
TOTAL EXPENDITURES		258,151.00		482,351.00		224,200.00		(224,200.00)	186.85
Fund 273 - OMS/DDA REVLG LOAN FUND :									
TOTAL REVENUES		258,151.00		29,987.48		231.76		228,163.52	11.62
TOTAL EXPENDITURES		258,151.00		482,351.00		224,200.00		(224,200.00)	186.85
NET OF REVENUES & EXPENDITURES		0.00		(452,363.52)		(223,968.24)		452,363.52	100.00
Fund 275 - HOUSING & REDEVELOPMENT									
000 - REVENUE		0.00		13.25		0.18		(13.25)	100.00
TOTAL REVENUES		0.00		13.25		0.18		(13.25)	100.00
Fund 275 - HOUSING & REDEVELOPMENT:									
TOTAL REVENUES		0.00		13.25		0.18		(13.25)	100.00
TOTAL EXPENDITURES		0.00		0.00		0.00		0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00		13.25		0.18		(13.25)	100.00
Fund 276 - OBRA FUND DISTRICT #16 - QDOBA									
000 - REVENUE		0.00		59.22		0.77		(59.22)	100.00
TOTAL REVENUES		0.00		59.22		0.77		(59.22)	100.00
730 - PROFESSIONAL SERVICES		0.00		490.00		0.00		(490.00)	100.00

User: CAGrice

DB: Owosso

PERIOD ENDING 04/30/2020

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

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT	
		AMENDED BUDGET	04/30/2020	MONTH 04/30/2020	BALANCE	USE	
		NORMAL	(ABNORMAL)	INCREASE	(DECREASE)	NORMAL	(ABNORMAL)
Fund 276 - OBRA FUND DISTRICT #16 - QDOBA							
TOTAL EXPENDITURES		0.00	490.00	0.00	(490.00)	100.00	
Fund 276 - OBRA FUND DISTRICT #16 - QDOBA:							
TOTAL REVENUES		0.00	59.22	0.77	(59.22)	100.00	
TOTAL EXPENDITURES		0.00	490.00	0.00	(490.00)	100.00	
NET OF REVENUES & EXPENDITURES		0.00	(430.78)	0.77	430.78	100.00	
Fund 283 - OBRA FUND-DISTRICT#3-CONAGRA							
000 - REVENUE		14,787.00	625.79	0.00	14,161.21	4.23	
TOTAL REVENUES		14,787.00	625.79	0.00	14,161.21	4.23	
730 - PROFESSIONAL SERVICES		750.00	0.00	0.00	750.00	0.00	
905 - DEBT SERVICE		14,037.00	0.00	0.00	14,037.00	0.00	
TOTAL EXPENDITURES		14,787.00	0.00	0.00	14,787.00	0.00	
Fund 283 - OBRA FUND-DISTRICT#3-CONAGRA:							
TOTAL REVENUES		14,787.00	625.79	0.00	14,161.21	4.23	
TOTAL EXPENDITURES		14,787.00	0.00	0.00	14,787.00	0.00	
NET OF REVENUES & EXPENDITURES		0.00	625.79	0.00	(625.79)	100.00	
Fund 288 - OBRA FUND-DISTRICT #17 CARGILL (PREV #8)							
000 - REVENUE		111,495.00	0.00	0.00	111,495.00	0.00	
TOTAL REVENUES		111,495.00	0.00	0.00	111,495.00	0.00	
730 - PROFESSIONAL SERVICES		107.00	6,384.00	0.00	(6,277.00)	5,966.36	
905 - DEBT SERVICE		111,388.00	0.00	0.00	111,388.00	0.00	
TOTAL EXPENDITURES		111,495.00	6,384.00	0.00	105,111.00	5.73	
Fund 288 - OBRA FUND-DISTRICT #17 CARGILL (PREV #8):							
TOTAL REVENUES		111,495.00	0.00	0.00	111,495.00	0.00	
TOTAL EXPENDITURES		111,495.00	6,384.00	0.00	105,111.00	5.73	
NET OF REVENUES & EXPENDITURES		0.00	(6,384.00)	0.00	6,384.00	100.00	
Fund 289 - OBRA:DISTRICT#9(ROBBIN'S LOFT)							
000 - REVENUE		2,988.00	173.25	0.00	2,814.75	5.80	

User: CAGrice

DB: Owosso

PERIOD ENDING 04/30/2020

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

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED	
		AMENDED BUDGET	04/30/2020	MONTH 04/30/2020	BALANCE		
		NORMAL	(ABNORMAL)	INCREASE	(DECREASE)	NORMAL	(ABNORMAL)
Fund 289 - OBRA:DISTRICT#9(ROBBIN'S LOFT)							
TOTAL REVENUES		2,988.00	173.25		0.00	2,814.75	5.80
730 - PROFESSIONAL SERVICES		1,100.00	0.00		0.00	1,100.00	0.00
964 - TAX REIMBURSEMENTS		1,888.00	0.00		0.00	1,888.00	0.00
TOTAL EXPENDITURES		2,988.00	0.00		0.00	2,988.00	0.00
Fund 289 - OBRA:DISTRICT#9(ROBBIN'S LOFT):							
TOTAL REVENUES		2,988.00	173.25		0.00	2,814.75	5.80
TOTAL EXPENDITURES		2,988.00	0.00		0.00	2,988.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	173.25		0.00	(173.25)	100.00
Fund 291 - OBRA FUND-DIST#11(CAPITOL BOWL)							
000 - REVENUE		11,097.00	155.15		0.00	10,941.85	1.40
TOTAL REVENUES		11,097.00	155.15		0.00	10,941.85	1.40
730 - PROFESSIONAL SERVICES		875.00	0.00		0.00	875.00	0.00
TOTAL EXPENDITURES		875.00	0.00		0.00	875.00	0.00
Fund 291 - OBRA FUND-DIST#11(CAPITOL BOWL):							
TOTAL REVENUES		11,097.00	155.15		0.00	10,941.85	1.40
TOTAL EXPENDITURES		875.00	0.00		0.00	875.00	0.00
NET OF REVENUES & EXPENDITURES		10,222.00	155.15		0.00	10,066.85	1.52
Fund 292 - OBRA FUND-DIST#12(WOODARD LOFT)							
000 - REVENUE		91,560.00	2,542.34		0.00	89,017.66	2.78
TOTAL REVENUES		91,560.00	2,542.34		0.00	89,017.66	2.78
730 - PROFESSIONAL SERVICES		1,000.00	0.00		0.00	1,000.00	0.00
964 - TAX REIMBURSEMENTS		90,560.00	0.00		0.00	90,560.00	0.00
TOTAL EXPENDITURES		91,560.00	0.00		0.00	91,560.00	0.00
Fund 292 - OBRA FUND-DIST#12(WOODARD LOFT):							
TOTAL REVENUES		91,560.00	2,542.34		0.00	89,017.66	2.78
TOTAL EXPENDITURES		91,560.00	0.00		0.00	91,560.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	2,542.34		0.00	(2,542.34)	100.00

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

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
			04/30/2020 (ABNORMAL)	MONTH 04/30/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 295 - OBRA-DIST#15 -ARMORY BUILDING						
000 - REVENUE		68,736.00	68,736.18	68,736.18	(0.18)	100.00
TOTAL REVENUES		68,736.00	68,736.18	68,736.18	(0.18)	100.00
730 - PROFESSIONAL SERVICES		6,082.00	721.50	0.00	5,360.50	11.86
964 - TAX REIMBURSEMENTS		62,654.00	62,654.28	62,654.28	(0.28)	100.00
TOTAL EXPENDITURES		68,736.00	63,375.78	62,654.28	5,360.22	92.20
Fund 295 - OBRA-DIST#15 -ARMORY BUILDING:						
TOTAL REVENUES		68,736.00	68,736.18	68,736.18	(0.18)	100.00
TOTAL EXPENDITURES		68,736.00	63,375.78	62,654.28	5,360.22	92.20
NET OF REVENUES & EXPENDITURES		0.00	5,360.40	6,081.90	(5,360.40)	100.00
Fund 297 - HISTORICAL FUND						
000 - REVENUE		86,204.00	66,049.65	4,023.55	20,154.35	76.62
TOTAL REVENUES		86,204.00	66,049.65	4,023.55	20,154.35	76.62
797 - HISTORICAL COMMISSION		61,054.00	34,620.57	1,273.32	26,433.43	56.70
798 - CASTLE		11,650.00	10,384.25	176.89	1,265.75	89.14
799 - GOULD HOUSE		12,500.00	14,249.98	439.07	(1,749.98)	114.00
800 - COMSTOCK/WOODARD		1,000.00	634.99	0.00	365.01	63.50
TOTAL EXPENDITURES		86,204.00	59,889.79	1,889.28	26,314.21	69.47
Fund 297 - HISTORICAL FUND:						
TOTAL REVENUES		86,204.00	66,049.65	4,023.55	20,154.35	76.62
TOTAL EXPENDITURES		86,204.00	59,889.79	1,889.28	26,314.21	69.47
NET OF REVENUES & EXPENDITURES		0.00	6,159.86	2,134.27	(6,159.86)	100.00
Fund 298 - HISTORICAL SITES FUND						
000 - REVENUE		125,000.00	119,096.18	12.05	5,903.82	95.28
TOTAL REVENUES		125,000.00	119,096.18	12.05	5,903.82	95.28
798 - CASTLE		113,000.00	200.00	0.00	112,800.00	0.18
799 - GOULD HOUSE		12,000.00	8,685.00	225.00	3,315.00	72.38
800 - COMSTOCK/WOODARD		0.00	2,141.00	0.00	(2,141.00)	100.00

PERIOD ENDING 04/30/2020

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

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 04/30/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 04/30/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 298 - HISTORICAL SITES FUND						
TOTAL EXPENDITURES		125,000.00	11,026.00	225.00	113,974.00	8.82
Fund 298 - HISTORICAL SITES FUND:						
TOTAL REVENUES		125,000.00	119,096.18	12.05	5,903.82	95.28
TOTAL EXPENDITURES		125,000.00	11,026.00	225.00	113,974.00	8.82
NET OF REVENUES & EXPENDITURES		0.00	108,070.18	(212.95)	(108,070.18)	100.00
Fund 325 - DEBT SERVICE-2010 GO BONDS						
000 - REVENUE		91,453.00	91,438.85	15,172.60	14.15	99.98
TOTAL REVENUES		91,453.00	91,438.85	15,172.60	14.15	99.98
905 - DEBT SERVICE		91,453.00	91,452.50	0.00	0.50	100.00
TOTAL EXPENDITURES		91,453.00	91,452.50	0.00	0.50	100.00
Fund 325 - DEBT SERVICE-2010 GO BONDS:						
TOTAL REVENUES		91,453.00	91,438.85	15,172.60	14.15	99.98
TOTAL EXPENDITURES		91,453.00	91,452.50	0.00	0.50	100.00
NET OF REVENUES & EXPENDITURES		0.00	(13.65)	15,172.60	13.65	100.00
Fund 327 - DEBT SERVICE						
000 - REVENUE		811,106.00	777,936.25	(15,172.60)	33,169.75	95.91
TOTAL REVENUES		811,106.00	777,936.25	(15,172.60)	33,169.75	95.91
905 - DEBT SERVICE		811,106.00	811,106.26	540,366.25	(0.26)	100.00
TOTAL EXPENDITURES		811,106.00	811,106.26	540,366.25	(0.26)	100.00
Fund 327 - DEBT SERVICE:						
TOTAL REVENUES		811,106.00	777,936.25	(15,172.60)	33,169.75	95.91
TOTAL EXPENDITURES		811,106.00	811,106.26	540,366.25	(0.26)	100.00
NET OF REVENUES & EXPENDITURES		0.00	(33,170.01)	(555,538.85)	33,170.01	100.00
Fund 368 - 2009 SPECIAL ASSESSMENT						
000 - REVENUE		0.00	837.00	0.00	(837.00)	100.00
TOTAL REVENUES		0.00	837.00	0.00	(837.00)	100.00

User: CAGrice

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PERIOD ENDING 04/30/2020

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

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	04/30/2020 NORMAL (ABNORMAL)	MONTH 04/30/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 368 - 2009 SPECIAL ASSESSMENT						
<hr/>						
Fund 368 - 2009 SPECIAL ASSESSMENT:						
TOTAL REVENUES		0.00	837.00	0.00	(837.00)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	837.00	0.00	(837.00)	100.00
<hr/>						
Fund 370 - 2010 SPECIAL ASSESSMENT						
000 - REVENUE		0.00	164.50	0.00	(164.50)	100.00
<hr/>						
TOTAL REVENUES		0.00	164.50	0.00	(164.50)	100.00
<hr/>						
Fund 370 - 2010 SPECIAL ASSESSMENT:						
TOTAL REVENUES		0.00	164.50	0.00	(164.50)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	164.50	0.00	(164.50)	100.00
<hr/>						
Fund 372 - 2011 SPECIAL ASSESSMENT						
000 - REVENUE		0.00	6,695.54	0.00	(6,695.54)	100.00
<hr/>						
TOTAL REVENUES		0.00	6,695.54	0.00	(6,695.54)	100.00
<hr/>						
Fund 372 - 2011 SPECIAL ASSESSMENT:						
TOTAL REVENUES		0.00	6,695.54	0.00	(6,695.54)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	6,695.54	0.00	(6,695.54)	100.00
<hr/>						
Fund 374 - 2012 SPECIAL ASSESSMENT						
000 - REVENUE		0.00	14,068.08	0.00	(14,068.08)	100.00
<hr/>						
TOTAL REVENUES		0.00	14,068.08	0.00	(14,068.08)	100.00
<hr/>						
Fund 374 - 2012 SPECIAL ASSESSMENT:						
TOTAL REVENUES		0.00	14,068.08	0.00	(14,068.08)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	14,068.08	0.00	(14,068.08)	100.00
<hr/>						
Fund 376 - 2013 SPECIAL ASSESSMENT						
000 - REVENUE		0.00	2,405.47	0.00	(2,405.47)	100.00
<hr/>						
TOTAL REVENUES		0.00	2,405.47	0.00	(2,405.47)	100.00

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REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

Page: 10/15

User: CAGrice

PERIOD ENDING 04/30/2020

DB: Owosso

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

G/L NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE 04/30/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 04/30/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 376 - 2013 SPECIAL ASSESSMENT						
Fund 376 - 2013 SPECIAL ASSESSMENT:						
TOTAL REVENUES		0.00	2,405.47	0.00	(2,405.47)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	2,405.47	0.00	(2,405.47)	100.00
Fund 382 - 2016 SPECIAL ASSESSMENT						
000 - REVENUE		0.00	4,406.19	0.00	(4,406.19)	100.00
TOTAL REVENUES		0.00	4,406.19	0.00	(4,406.19)	100.00
Fund 382 - 2016 SPECIAL ASSESSMENT:						
TOTAL REVENUES		0.00	4,406.19	0.00	(4,406.19)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	4,406.19	0.00	(4,406.19)	100.00
Fund 383 - 2017 SPECIAL ASSESSMENTS						
000 - REVENUE		0.00	68,028.62	100.00	(68,028.62)	100.00
TOTAL REVENUES		0.00	68,028.62	100.00	(68,028.62)	100.00
Fund 383 - 2017 SPECIAL ASSESSMENTS:						
TOTAL REVENUES		0.00	68,028.62	100.00	(68,028.62)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	68,028.62	100.00	(68,028.62)	100.00
Fund 384 - 2018 SPECIAL ASSESSMENTS						
000 - REVENUE		0.00	188,590.48	0.00	(188,590.48)	100.00
TOTAL REVENUES		0.00	188,590.48	0.00	(188,590.48)	100.00
Fund 384 - 2018 SPECIAL ASSESSMENTS:						
TOTAL REVENUES		0.00	188,590.48	0.00	(188,590.48)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	188,590.48	0.00	(188,590.48)	100.00
Fund 385 - 2019 SPECIAL ASSESSMENTS						
000 - REVENUE		0.00	194,551.80	3,280.12	(194,551.80)	100.00

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

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	04/30/2020 (NORMAL (ABNORMAL))	MONTH 04/30/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 385 - 2019 SPECIAL ASSESSMENTS						
TOTAL REVENUES		0.00	194,551.80	3,280.12	(194,551.80)	100.00
Fund 385 - 2019 SPECIAL ASSESSMENTS:						
TOTAL REVENUES		0.00	194,551.80	3,280.12	(194,551.80)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	194,551.80	3,280.12	(194,551.80)	100.00
Fund 397 - 2009 LTGO DEBT						
000 - REVENUE		76,023.00	76,022.50	0.00	0.50	100.00
TOTAL REVENUES		76,023.00	76,022.50	0.00	0.50	100.00
905 - DEBT SERVICE		76,023.00	76,022.50	60,886.25	0.50	100.00
TOTAL EXPENDITURES		76,023.00	76,022.50	60,886.25	0.50	100.00
Fund 397 - 2009 LTGO DEBT:						
TOTAL REVENUES		76,023.00	76,022.50	0.00	0.50	100.00
TOTAL EXPENDITURES		76,023.00	76,022.50	60,886.25	0.50	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	(60,886.25)	0.00	0.00
Fund 401 - CAPITAL PROJECT FUND						
000 - REVENUE		376,089.00	376,044.89	1,594.00	44.11	99.99
TOTAL REVENUES		376,089.00	376,044.89	1,594.00	44.11	99.99
000 - REVENUE		410,439.00	182,539.56	35,679.00	227,899.44	44.47
TOTAL EXPENDITURES		410,439.00	182,539.56	35,679.00	227,899.44	44.47
Fund 401 - CAPITAL PROJECT FUND:						
TOTAL REVENUES		376,089.00	376,044.89	1,594.00	44.11	99.99
TOTAL EXPENDITURES		410,439.00	182,539.56	35,679.00	227,899.44	44.47
NET OF REVENUES & EXPENDITURES		(34,350.00)	193,505.33	(34,085.00)	(227,855.33)	563.33
Fund 411 - CAPITAL PROJECTS-STREET PROGRAM						
000 - REVENUE		2,274,807.00	33,400.59	1,514.00	2,241,406.41	1.47
TOTAL REVENUES		2,274,807.00	33,400.59	1,514.00	2,241,406.41	1.47
270 - ADMINISTRATIVE		0.00	1,051.00	0.00	(1,051.00)	100.00
966 - TRANSFERS OUT		2,274,807.00	2,947,710.00	0.00	(672,903.00)	129.58

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

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	04/30/2020 NORMAL (ABNORMAL)	MONTH 04/30/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 411 - CAPITAL PROJECTS-STREET PROGRAM						
TOTAL EXPENDITURES		2,274,807.00	2,948,761.00	0.00	(673,954.00)	129.63
Fund 411 - CAPITAL PROJECTS-STREET PROGRAM:						
TOTAL REVENUES		2,274,807.00	33,400.59	1,514.00	2,241,406.41	1.47
TOTAL EXPENDITURES		2,274,807.00	2,948,761.00	0.00	(673,954.00)	129.63
NET OF REVENUES & EXPENDITURES		0.00	(2,915,360.41)	1,514.00	2,915,360.41	100.00
Fund 466 - CAPITAL PROJECTS-BUILDING AUTH						
000 - REVENUE		0.00	301.26	4.08	(301.26)	100.00
TOTAL REVENUES		0.00	301.26	4.08	(301.26)	100.00
Fund 466 - CAPITAL PROJECTS-BUILDING AUTH:						
TOTAL REVENUES		0.00	301.26	4.08	(301.26)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	301.26	4.08	(301.26)	100.00
Fund 494 - CAPITAL PROJECTS FUND						
000 - REVENUE		10,000.00	298.62	4.05	9,701.38	2.99
TOTAL REVENUES		10,000.00	298.62	4.05	9,701.38	2.99
270 - ADMINISTRATIVE		10,000.00	0.00	0.00	10,000.00	0.00
TOTAL EXPENDITURES		10,000.00	0.00	0.00	10,000.00	0.00
Fund 494 - CAPITAL PROJECTS FUND:						
TOTAL REVENUES		10,000.00	298.62	4.05	9,701.38	2.99
TOTAL EXPENDITURES		10,000.00	0.00	0.00	10,000.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	298.62	4.05	(298.62)	100.00
Fund 497 - CAPITAL PROJECTS-SUBDIVISION						
000 - REVENUE		0.00	10,674.50	0.00	(10,674.50)	100.00
TOTAL REVENUES		0.00	10,674.50	0.00	(10,674.50)	100.00
Fund 497 - CAPITAL PROJECTS-SUBDIVISION:						
TOTAL REVENUES		0.00	10,674.50	0.00	(10,674.50)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00

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

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BDGT USED
			04/30/2020 (ABNORMAL)	MONTH 04/30/2020 (DECREASE)	NORMAL	(ABNORMAL)	
Fund 497 - CAPITAL PROJECTS-SUBDIVISION							
NET OF REVENUES & EXPENDITURES		0.00	10,674.50	0.00	(10,674.50)	100.00	
Fund 588 - TRANSPORTATION FUND							
000 - REVENUE		75,279.00	76,390.12	8.04	(1,111.12)	101.48	
TOTAL REVENUES		75,279.00	76,390.12	8.04	(1,111.12)	101.48	
200 - GEN SERVICES		75,279.00	62,938.74	0.00	12,340.26	83.61	
TOTAL EXPENDITURES		75,279.00	62,938.74	0.00	12,340.26	83.61	
Fund 588 - TRANSPORTATION FUND:							
TOTAL REVENUES		75,279.00	76,390.12	8.04	(1,111.12)	101.48	
TOTAL EXPENDITURES		75,279.00	62,938.74	0.00	12,340.26	83.61	
NET OF REVENUES & EXPENDITURES		0.00	13,451.38	8.04	(13,451.38)	100.00	
Fund 590 - SEWER FUND							
000 - REVENUE		2,801,735.00	1,466,878.06	5,659.17	1,334,856.94	52.36	
TOTAL REVENUES		2,801,735.00	1,466,878.06	5,659.17	1,334,856.94	52.36	
200 - GEN SERVICES		1,648,648.00	1,338,216.88	112,883.15	310,431.12	81.17	
549 - SEWER OPERATIONS		562,292.00	164,884.92	24,027.97	397,407.08	29.32	
901 - CAPITAL OUTLAY		540,000.00	91,970.00	0.00	448,030.00	17.03	
905 - DEBT SERVICE		50,795.00	50,794.66	0.00	0.34	100.00	
TOTAL EXPENDITURES		2,801,735.00	1,645,866.46	136,911.12	1,155,868.54	58.74	
Fund 590 - SEWER FUND:							
TOTAL REVENUES		2,801,735.00	1,466,878.06	5,659.17	1,334,856.94	52.36	
TOTAL EXPENDITURES		2,801,735.00	1,645,866.46	136,911.12	1,155,868.54	58.74	
NET OF REVENUES & EXPENDITURES		0.00	(178,988.40)	(131,251.95)	178,988.40	100.00	
Fund 591 - WATER FUND							
000 - REVENUE		3,614,094.00	2,796,581.41	(23,193.04)	817,512.59	77.38	
TOTAL REVENUES		3,614,094.00	2,796,581.41	(23,193.04)	817,512.59	77.38	
200 - GEN SERVICES		465,284.00	428,031.15	68,871.01	37,252.85	91.99	
552 - WATER UNDERGROUND		612,939.00	435,227.35	31,621.51	177,711.65	71.01	

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

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	04/30/2020 (NORMAL (ABNORMAL))	MONTH 04/30/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 591 - WATER FUND						
553 - WATER FILTRATION		1,035,427.00	821,275.94	67,405.66	214,151.06	79.32
901 - CAPITAL OUTLAY		455,000.00	410,688.36	11,080.40	44,311.64	90.26
905 - DEBT SERVICE		611,082.00	460,162.50	22,006.25	150,919.50	75.30
TOTAL EXPENDITURES		3,179,732.00	2,555,385.30	200,984.83	624,346.70	80.36
Fund 591 - WATER FUND:						
TOTAL REVENUES		3,614,094.00	2,796,581.41	(23,193.04)	817,512.59	77.38
TOTAL EXPENDITURES		3,179,732.00	2,555,385.30	200,984.83	624,346.70	80.36
NET OF REVENUES & EXPENDITURES		434,362.00	241,196.11	(224,177.87)	193,165.89	55.53
Fund 599 - WASTEWATER FUND						
000 - REVENUE		2,052,374.00	1,678,670.96	136,139.78	373,703.04	81.79
TOTAL REVENUES		2,052,374.00	1,678,670.96	136,139.78	373,703.04	81.79
548 - WASTEWATER OPERATIONS		1,627,374.00	1,382,777.11	135,020.26	244,596.89	84.97
901 - CAPITAL OUTLAY		525,000.00	202,633.56	28,134.33	322,366.44	38.60
TOTAL EXPENDITURES		2,152,374.00	1,585,410.67	163,154.59	566,963.33	73.66
Fund 599 - WASTEWATER FUND:						
TOTAL REVENUES		2,052,374.00	1,678,670.96	136,139.78	373,703.04	81.79
TOTAL EXPENDITURES		2,152,374.00	1,585,410.67	163,154.59	566,963.33	73.66
NET OF REVENUES & EXPENDITURES		(100,000.00)	93,260.29	(27,014.81)	(193,260.29)	93.26
Fund 661 - FLEET MAINTENANCE FUND						
000 - REVENUE		1,215,746.00	541,896.11	13,118.23	673,849.89	44.57
TOTAL REVENUES		1,215,746.00	541,896.11	13,118.23	673,849.89	44.57
891 - FLEET MAINTENANCE		277,241.00	257,234.29	12,139.14	20,006.71	92.78
901 - CAPITAL OUTLAY		938,505.00	413,308.56	174,956.00	525,196.44	44.04
TOTAL EXPENDITURES		1,215,746.00	670,542.85	187,095.14	545,203.15	55.15
Fund 661 - FLEET MAINTENANCE FUND:						
TOTAL REVENUES		1,215,746.00	541,896.11	13,118.23	673,849.89	44.57
TOTAL EXPENDITURES		1,215,746.00	670,542.85	187,095.14	545,203.15	55.15

PERIOD ENDING 04/30/2020

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

GL NUMBER	DESCRIPTION	2019-20		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT
		AMENDED	BUDGET	04/30/2020	MONTH	04/30/2020	NORMAL	(ABNORMAL)	
				NORMAL (ABNORMAL)	INCREASE	(DECREASE)			USED
Fund 661 - FLEET MAINTENANCE FUND									
NET OF REVENUES & EXPENDITURES		0.00		(128,646.74)		(173,976.91)	128,646.74		100.00
TOTAL REVENUES - ALL FUNDS		27,553,978.00		20,216,644.31		848,993.48	7,337,333.69		73.37
TOTAL EXPENDITURES - ALL FUNDS		27,118,744.00		21,675,427.61		2,228,073.57	5,443,316.39		79.93
NET OF REVENUES & EXPENDITURES		435,234.00		(1,458,783.30)		(1,379,080.09)	1,894,017.30		335.17



OWOSSO PUBLIC SAFETY

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

MEMORANDUM

DATE: May 01, 2020
TO: Owosso City Council
FROM: Eric E. Cherry
Police Department Lieutenant
RE: April 2020 Police Reports

Attached are the statistics for the Police Department for April 2020. One report is an offense summary for the month of April, by offense type. The other report, neighborhood crime report, lists the occurred on date, case number, location, and the complaint type for reports in April. The officers completed two hundred sixty-nine (269) field interviews this month, which are calls where a full criminal report is not needed. Your Owosso Police Officers arrested twenty-seven (27) persons this month for thirty-five (35) total offenses.

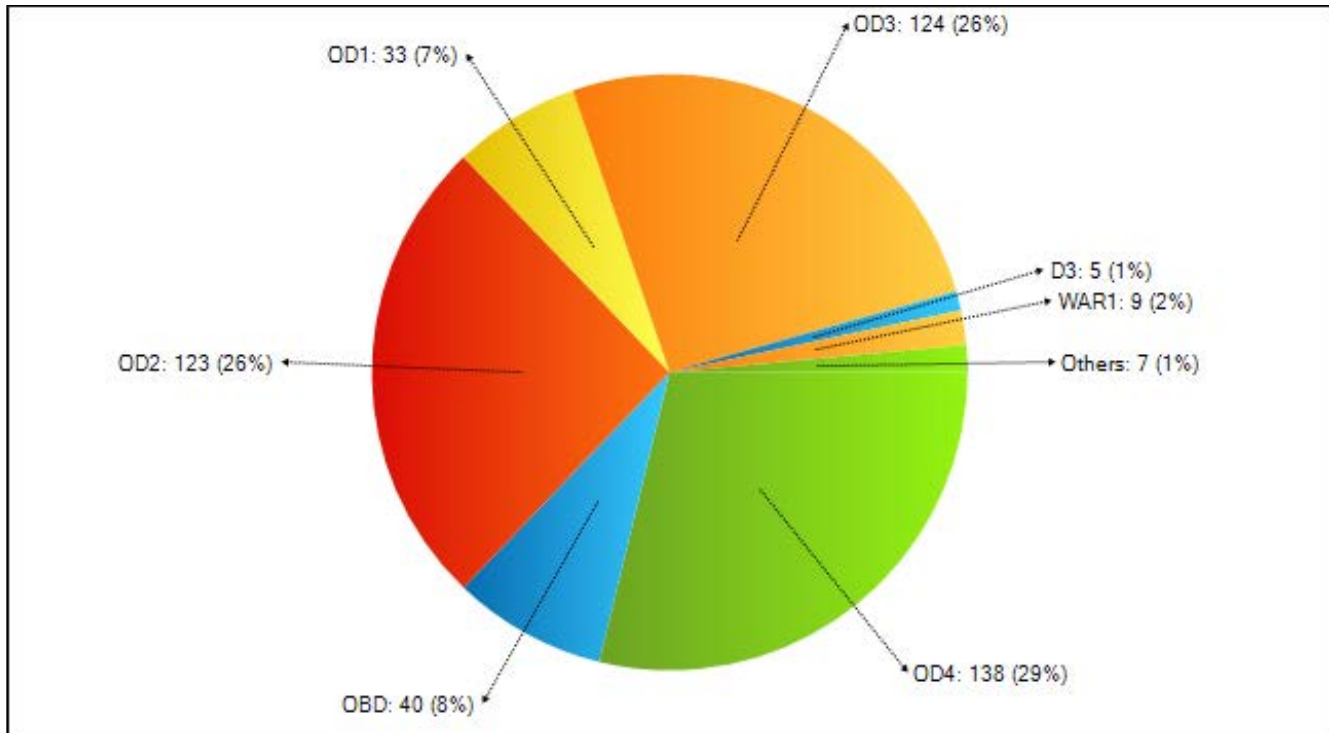
For April 2020 the police handled four hundred seventy-nine (479) police events, four (4) were traffic stops, about one (1) percent of their work activity.

On the following page are two (2) pie charts one showing calls handled by Owosso City Police District, there are five (5) districts within the City of Owosso. The second pie chart is calls throughout the county handled by agency.

Respectfully,

Lt. Eric E. Cherry

BELOW IS A BREAKDOWN OF POLICE EVENTS HANDLED BY OWOSSO POLICE, BY DISTRICT



OD1: Owosso City District 1 (northwest, north of M-21 and west of M-52)

OD2: Owosso City District 2 (northeast, north of M-21 and east of M-52)

OD3: Owosso City District 3 (southwest, south of M-21 and west of M-52)

OD4: Owosso City District 4 (southeast, south of M-21 and east of M-52, excluding business district and police office)

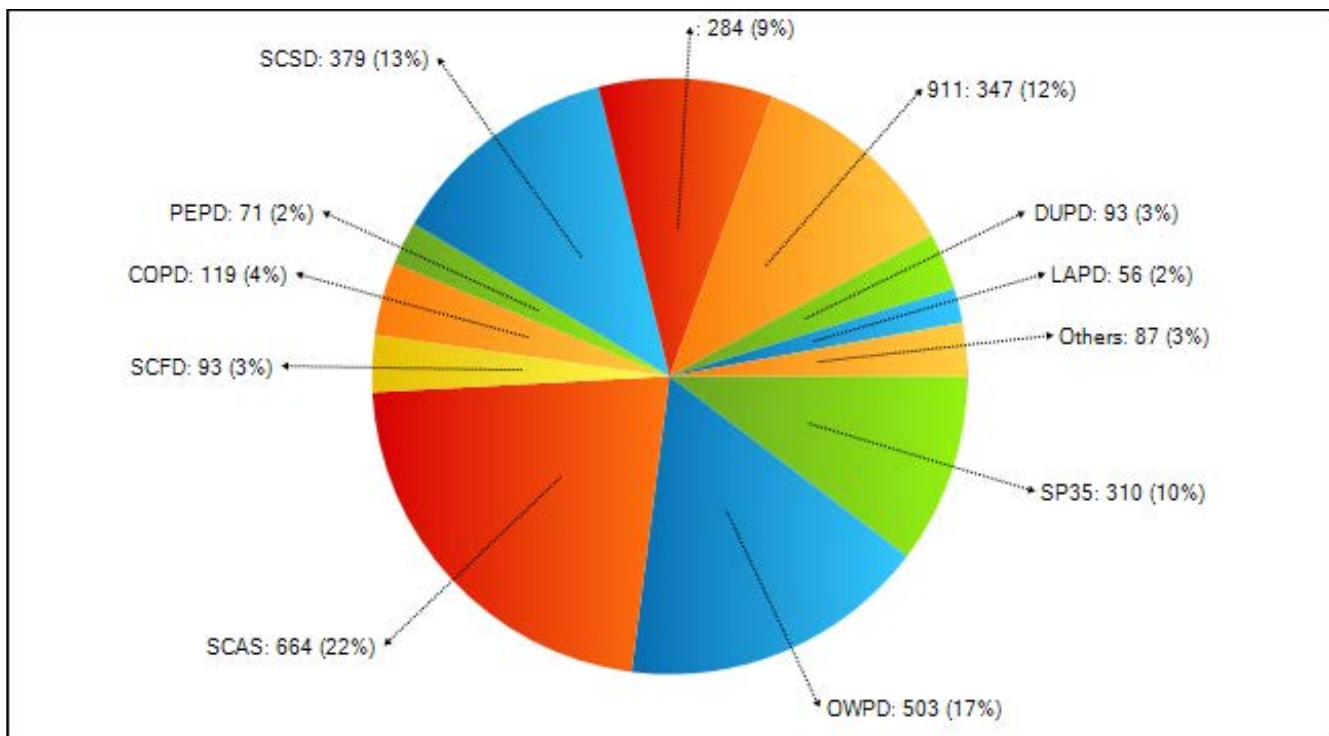
OBD: Owosso City Downtown Business District

D1: Shiawassee County northwest district (west of M-52 and north of Hibbard Road)

D3: Shiawassee County northeast district (east of M-52 and north of Hibbard Road)

Others: Included City of Corunna's 3 districts and any other area officer's responded.

BELOW IS A BREAKDOWN OF EVENTS HANDLED BY AGENCY



SCSD: Shiawassee County Sheriff's Office

PEPD: Perry City Police

Others: All Other Departments

SCAS: Shiawassee County Ambulance Services

DUPD: Durand City Police

LAPD: Laingsburg City Police

SP35: Michigan State Police Post #35

COPD: Corunna City Police

SCFD: Shiawassee County Fire Departments

SCAC: Shiawassee County Animal Control

OWPD: Owosso City Police

911: Shiawassee County 911 Center

MOPD: Morrice City Police

APRIL NEIGHBORHOOD CRIME REPORT

Occurred Date	Case No	Location	Offense
4/7/2020	2064500450	300 block W Cass St	AGGRAVATED/FELONIOUS ASSAULT
4/8/2020	2064500454	600 block N Park St	AGGRAVATED/FELONIOUS ASSAULT
4/13/2020	2064500467	1200 block N Shiawassee St	AGGRAVATED/FELONIOUS ASSAULT
4/14/2020	2064500469	600 block N Washington St	AGGRAVATED/FELONIOUS ASSAULT
4/15/2020	2064500472	600 block N Washington St	AGGRAVATED/FELONIOUS ASSAULT
4/16/2020	2064500475	1100 block N Chipman St	AGGRAVATED/FELONIOUS ASSAULT
4/9/2020	2064500459	1000 block W Main St	ARSON
4/6/2020	2064500446	1200 block W Main St	BURGLARY - UNLAWFUL ENTRY (NO INTENT)
4/20/2020	2064500486	1000 block W Main St	BURGLARY - UNLAWFUL ENTRY (NO INTENT)
4/30/2020	2064500536	900 block N Adams St	BURGLARY - UNLAWFUL ENTRY (NO INTENT)
4/7/2020	2064500451	300 block S Michigan Ave	BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit)
4/1/2020	2064500477	1000 block W Main St	BURGLARY -FORCED ENTRY
4/7/2020	2064500453	500 block Garfield Ave	BURGLARY -FORCED ENTRY
4/9/2020	2064500459	1000 block W Main St	BURGLARY -FORCED ENTRY
4/14/2020	2064500469	600 block N Washington St	BURGLARY -FORCED ENTRY
4/15/2020	2064500474	1000 block W Main St	BURGLARY -FORCED ENTRY
4/16/2020	2064500476	1000 block W Main St	BURGLARY -FORCED ENTRY
4/20/2020	2064500491	1400 block W Lynn St	BURGLARY -FORCED ENTRY
4/2/2020	2064500434	500 block E Main St	CIVIL CUSTODIES - INCAPACITATION
4/4/2020	2064500441	700 block S Nafus St	CIVIL CUSTODIES - INCAPACITATION
4/7/2020	2064500456	1400 block W Main St	CIVIL CUSTODIES - INCAPACITATION
4/12/2020	2064500466	600 block S Grand Ave	CIVIL CUSTODIES - INCAPACITATION
4/18/2020	2064500480	700 block S Grand Ave	CIVIL CUSTODIES - INCAPACITATION
4/22/2020	2064500492	1200 block N Shiawassee St	CIVIL CUSTODIES - INCAPACITATION
4/27/2020	2064500508	200 block S Michigan Ave	CIVIL CUSTODIES - INCAPACITATION
4/28/2020	2064500518	100 block S Michigan Ave	CIVIL CUSTODIES - INCAPACITATION
4/3/2020	2064500437	600 block Glenwood Ave	CIVIL CUSTODIES - INSANITY (MENTAL)
4/9/2020	2064500460	300 block E Corunna Ave	CIVIL CUSTODIES - INSANITY (MENTAL)
4/5/2020	2064500443	200 block E Corunna Ave	CIVIL CUSTODIES - WALK AWAY - MENTAL INSTITUTE/HOSPITAL
4/5/2020	2064500444	1000 block S Pearce St	CIVIL CUSTODIES - WALK AWAY - MENTAL INSTITUTE/HOSPITAL
4/6/2020	2064500448	900 block E Corunna Ave	DAMAGE TO PROPERTY
4/22/2020	2064500495	1400 block S Chipman St	DAMAGE TO PROPERTY
4/23/2020	2064500512	600 block S Glenwood Ave	DAMAGE TO PROPERTY
4/24/2020	2064500504	1000 block N Saginaw St	DAMAGE TO PROPERTY
4/24/2020	2064500502	S Chipman St/W Stewarts St	DAMAGE TO PROPERTY
4/26/2020	2064500515	900 block N Washington St	DAMAGE TO PROPERTY
4/27/2020	2064500513	300 block N Saginaw St	DAMAGE TO PROPERTY

4/29/2020	2064500524	200 block E Oliver St	DAMAGE TO PROPERTY
4/30/2020	2064500526	800 block N Pine St	DAMAGE TO PROPERTY
4/30/2020	2064500527	1300 block N Hickory St	DAMAGE TO PROPERTY
4/30/2020	2064500533	500 block E Grover St	DAMAGE TO PROPERTY
4/7/2020	2064500450	300 block W Cass St	DISORDERLY CONDUCT
4/7/2020	2064500451	300 block S Michigan Ave	DISORDERLY CONDUCT
4/18/2020	2064500481	800 block N Water St	DISORDERLY CONDUCT
4/24/2020	2064500503	1200 block S Shiawassee St	FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE
4/6/2020	2064500457	1200 block N Willow St	FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME
4/20/2020	2064500485	100 block S State St	HEALTH AND SAFETY
4/5/2020	2064500445	600 block N Washington St	INSPECTIONS/INVESTIGATIONS - DRUG OVERDOSE
4/3/2020	2064500530	300 block W King St	INSPECTIONS/INVESTIGATIONS - LOST AND FOUND PROP
4/19/2020	2064500483	Water St/Oliver St	INSPECTIONS/INVESTIGATIONS - LOST AND FOUND PROP
4/26/2020	2064500506	500 block Dimock St	INSPECTIONS/INVESTIGATIONS - LOST AND FOUND PROP
4/28/2020	2064500517	200 block S Water St	INSPECTIONS/INVESTIGATIONS - LOST AND FOUND PROP
4/30/2020	2064500525	800 block N Washington St	INSPECTIONS/INVESTIGATIONS - LOST AND FOUND PROP
4/19/2020	2064500484	800 block S Wilkinson St	INSPECTIONS/INVESTIGATIONS - SUSPICIOUS SITUATIONS
4/3/2020	2064500438	1000 block S Chipman St	INTIMIDATION/STALKING
4/19/2020	2064500482	1300 block W Stewart St	INTIMIDATION/STALKING
4/17/2020	2064500478	700 block E Grover St	LARCENY -OTHER
4/21/2020	2064500497	200 block Corunna Ave	LARCENY -OTHER
4/26/2020	2064500510	100 block S Chipman St	LARCENY -OTHER
4/29/2020	2064500521	200 block S Shiawassee St	LARCENY -OTHER
4/30/2020	2064500534	600 block E Oliver St	LARCENY -OTHER
4/1/2020	2064500433	600 block N Washington St	LARCENY -THEFT FROM BUILDING
4/19/2020	2064500488	300 block S Elm St	LARCENY -THEFT FROM MOTOR VEHICLE
4/26/2020	2064500511	Isham St/Henry St	LARCENY -THEFT FROM MOTOR VEHICLE
4/26/2020	2064500515	900 block N Washington St	LARCENY -THEFT FROM MOTOR VEHICLE
4/30/2020	2064500531	1200 block N Adams St	LARCENY -THEFT FROM MOTOR VEHICLE
4/30/2020	2064500523	700 block N Pine St	LARCENY -THEFT FROM MOTOR VEHICLE
4/30/2020	2064500532	500 block W Elizabeth St	LARCENY -THEFT FROM MOTOR VEHICLE
4/30/2020	2064500525	800 block N Washington St	LARCENY -THEFT FROM MOTOR VEHICLE
4/6/2020	2064500447	1200 block N Gould St	MISCELLANEOUS - ASSIST TO EMS
4/9/2020	2064500461	500 block E Grover St	MISCELLANEOUS - ASSIST TO EMS
4/6/2020	2064500449	1200 block S Shiawassee St	MISCELLANEOUS - ASSIST TO FIRE DEPARTMENT

4/10/2020	2064500462	1200 block N Krust Dr	MISCELLANEOUS - GENERAL ASSISTANCE
4/21/2020	2064500493	1200 block Penbrook Dr	MISCELLANEOUS - GENERAL ASSISTANCE
4/26/2020	2064500507	900 block S Chipman St	MISCELLANEOUS - GENERAL ASSISTANCE
4/1/2020	2064500430	400 block W Williams St	MISCELLANEOUS - NATURAL DEATH
4/1/2020	2064500431	900 block N Pine St	MISCELLANEOUS - NATURAL DEATH
4/4/2020	2064500440	400 block W Curwood Castle Dr	MISCELLANEOUS - NATURAL DEATH
4/17/2020	2064500479	400 block N Saginaw St	MISCELLANEOUS - NATURAL DEATH
4/29/2020	2064500519	300 block W Oliver St	MISCELLANEOUS - NATURAL DEATH
4/14/2020	2064500468	200 block E Main St	MOTOR VEHICLE THEFT
4/14/2020	2064500473	1600 block S Chipman St	MOTOR VEHICLE THEFT
4/22/2020	2064500494	800 block S Washington St	MOTOR VEHICLE THEFT
4/3/2020	2064500436	1300 block S Chipman St	MOTOR VEHICLE VIOLATION
4/9/2020	2064500459	1000 block W Main St	MOTOR VEHICLE, AS STOLEN PROPERTY
4/2/2020	2064500432	600 block S Glenwood Ave	NONAGGRAVATED ASSAULT
4/3/2020	2064500437	600 block Glenwood Ave	NONAGGRAVATED ASSAULT
4/4/2020	2064500439	1400 block Roslyn Dr	NONAGGRAVATED ASSAULT
4/4/2020	2064500442	200 block N Carmody St	NONAGGRAVATED ASSAULT
4/6/2020	2064500452	1600 block W Stewart St	NONAGGRAVATED ASSAULT
4/8/2020	2064500458	900 block N Washington St	NONAGGRAVATED ASSAULT
4/10/2020	2064500463	1400 block S Pearce St	NONAGGRAVATED ASSAULT
4/10/2020	2064500464	100 block W King St	NONAGGRAVATED ASSAULT
4/11/2020	2064500465	400 block W Genesee St	NONAGGRAVATED ASSAULT
4/18/2020	2064500481	800 block N Water St	NONAGGRAVATED ASSAULT
4/20/2020	2064500490	600 block W Main St	NONAGGRAVATED ASSAULT
4/23/2020	2064500496	300 block E Main St	NONAGGRAVATED ASSAULT
4/23/2020	2064500500	1300 block Henry St	NONAGGRAVATED ASSAULT
4/25/2020	2064500505	1100 block S Shiawassee St	NONAGGRAVATED ASSAULT
4/27/2020	2064500509	200 block S Lansing St	NONAGGRAVATED ASSAULT
4/28/2020	2064500516	400 block E Exchange St	NONAGGRAVATED ASSAULT
4/29/2020	2064500522	1200 block S Shiawassee St	NONAGGRAVATED ASSAULT
4/30/2020	2064500537	500 block N Ball St	OBSCENITY
4/18/2020	2064500481	800 block N Water St	OBSTRUCTING JUSTICE
4/30/2020	2064500535	400 block E Exchange St	OBSTRUCTING JUSTICE
4/7/2020	2064500450	300 block W Cass St	OBSTRUCTING POLICE
4/7/2020	2064500451	300 block S Michigan Ave	OBSTRUCTING POLICE
4/15/2020	2064500472	600 block N Washington St	OBSTRUCTING POLICE
4/18/2020	2064500481	800 block N Water St	OBSTRUCTING POLICE
4/27/2020	2064500509	200 block S Lansing St	OBSTRUCTING POLICE
4/30/2020	2064500533	500 block E Grover St	OBSTRUCTING POLICE
4/1/2020	2064500429	W King St	OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS
4/14/2020	2064500471	W Main St/S Cedar St	OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS

4/23/2020	2064500498	200 block S Oak St	OTHER NON-CRIMINAL ACCIDENTS - ALL OTHER
4/24/2020	2064500501	1100 block W Main St	RETAIL FRAUD -THEFT
4/28/2020	2064500520	500 block Keyte St	SEXUAL PENETRATION ORAL/ANAL -CSC 1ST DEGREE
4/14/2020	2064500471	W Main St/S Cedar St	TRAFFIC - DRIVING ON SUSP/REVOKED/REFUSED LICENSE
4/14/2020	2064500468	200 block E Main St	TRAFFIC - NO OPERATORS LICENSE
4/1/2020	2064500429	W King St	TRAFFIC, NON-CRIMINAL - ACCIDENT
4/3/2020	2064500435	Exchange St/Dewey St	TRAFFIC, NON-CRIMINAL - ACCIDENT
4/20/2020	2064500489	N Washington St/ E Goodhue St	TRAFFIC, NON-CRIMINAL - ACCIDENT
4/23/2020	2064500499	E Main St/N Park St	TRAFFIC, NON-CRIMINAL - ACCIDENT
4/27/2020	2064500514	Main St/Hickory St	TRAFFIC, NON-CRIMINAL - ACCIDENT
4/30/2020	2064500528	N Chipman Rd/W North St	TRAFFIC, NON-CRIMINAL - ACCIDENT
4/24/2020	2064500501	1100 block W Main St	TRESPASS
4/19/2020	2064500482	1300 block W Stewart St	VIOLATION OF CONTROLLED SUBSTANCE ACT
4/20/2020	2064500487	600 block W Main St	VIOLATION OF CONTROLLED SUBSTANCE ACT
Total	127		

APRIL OFFENSE SUMMARY REPORT

Offense	Total Offenses
1173 - 11003 - CSC First (1st) Degree -Penetration Oral/Anal	1
1302 - 13002 - Aggravated/Felonious Assault - Family - Other Weapon	1
1306 - 13002 - Aggravated/Felonious Assault - Non-Family - Strong Arm	1
1312 - 13002 - Aggravated/Felonious Assault - Police Officer - Strong Arm	2
1313 - 13001 - Assault and Battery/Simple Assault	17
1316 - 13003 - Intimidation	1
1381 - 13003 - Aggravated Stalking (Felony)	1
1397 - 13002 - Assault w/Intent to Murder	1
1399 - 13002 - Assault (Other)	1
2005 - 20000 - Arson -Business	1
2202 - 22001 - Burglary - Forced Entry - Residence (Including Home Invasion)	2
2203 - 22001 - Burglary - Forced Entry - Non-Residence	3
2204 - 22002 - Burglary - No Forced Entry - Residence (Including Home Invasion)	1
2275 - 22001 - Burglary - Unoccupied Building or Other Structure	2
2298 - 22003 - Burglary - Entering Without Permission	3
2305 - 23005 - Larceny - Personal Property from Vehicle	6
2308 - 23003 - Larceny - From Building (Includes library, office used by public, etc)	1
2309 - 23007 - Larceny - From Yards (Grounds surrounding a building)	2
2399 - 23007 - Larceny (Other)	3
2403 - 24001 - Motor Vehicle - Theft and Use in Other Crime	1
2411 - 24001 - Motor Vehicle - Unauthorized Use	2
2498 - 24002 - Motor Vehicle as Stolen Property (Other)	1
2605 - 26002 - Illegal Use of Credit Card	1
2699 - 26001 - Fraud (Other)	1
2902 - 29000 - Damage to Property - Private Property	10
2998 - 29000 - Damage to Property - Destroy, Injure Property of Police or Fire Departments	1
3078 - 30002 - Retail Fraud Theft 3rd Degree	1
3512 - 35001 - Heroin - Possess	1
3547 - 35001 - Methamphetamine - Possess	1
3701 - 37000 - Obscene Material - Manufacture/Publish	1
4801 - 48000 - Resisting Officer	6
5012 - 50000 - Probation Violation	1
5070 - 50000 - Violation of Preliminary Injunctive Order (Peace Bond)	1

5311 - 53001 - Disorderly Conduct	3
5599 - 55000 - Health and Safety Violations (Other)	1
5707 - 57001 - Trespass (Other)	1
8041 - 54002 - Operating Under the Influence of Intoxicating Liquor	2
8271 - 54003 - Traffic - No Operators License	1
8273 - 54003 - Traffic - Driving on Susp/Revoked/Refused License	1
8328 - 54003 - Motor Vehicle Violation	1
9220 - 92003 - Civil Custodies - Walk Away - Mental Institute/Hospital	2
9906 - 92002 - Civil Custodies - Incapacitation	8
9908 - 92004 - Civil Custodies - Insanity (Mental)	2
9910 - 93001 - Traffic, Non-Criminal - Accident	6
9937 - 97006 - Other Non-Criminal Accidents - All Other	1
9943 - 98007 - Inspections/Investigations - Suspicious Situations	1
9944 - 98008 - Inspections/Investigations - Lost and Found Prop	5
9945 - 98009 - Inspections/Investigations - Drug Overdose	1
9947 - 99002 - Miscellaneous - Natural Death	5
9953 - 99008 - Miscellaneous - General Assistance	3
9954 - 99008 - Miscellaneous - Assist to Fire Department	1
9955 - 99008 - Miscellaneous - Assist to EMS	2
Total	126

APRIL OFFICER DAILY ACTIVITY SUMMARY REPORT

Activity	Total
Alarms	6
Appearance Citations	1
Assist Another Unit	302
Business Property Inspections	27
Community Service	18
Directed Patrols	164
Original Arrests	8
OWI Arrests	1
Park Patrols	91
Residential Property Inspections	5
School Patrols	37
Supplemental Complaints	41
Traffic Accidents	4
Traffic Warnings	4
Training	3
Warrant Arrests	1
Written Complaints	396
Total Activities	1109

MINUTES
REGULAR MEETING OF THE
DOWNTOWN DEVELOPMENT AUTHORITY/MAIN STREET
CITY OF OWOSSO
MAY 6, 2020 AT 9:00 A.M.

VIRTUAL MEETING

MEETING CANCELLED
DUE TO LACK OF QUORUM

**MINUTES
REGULAR MEETING OF THE OWOSSO PLANNING COMMISSION
COUNCIL CHAMBERS, CITY HALL
Tuesday, May 26, 2020 – 6:30 P.M.**

City Manager Nathan Henne called the meeting to order and announced the meeting would be held as a Virtual Meeting due to the COVID-19 pandemic, under the authority of Executive Order No. 2020-15 of the Office of the Governor of the State of Michigan.

CALL TO ORDER: Chairman Wascher called the meeting to order at 6:30 p.m.

PLEDGE OF ALLEGIANCE: Recited

ROLL CALL: City Manager Nathan Henne/Recording Secretary Tanya Buckelew was present but muted

MEMBERS PRESENT: Chairman Wascher, Vice-Chair Livingston, Secretary Fear, Commissioners Law and Taylor

MEMBERS ABSENT: Commissioners Jenkins, Robertson and Yerian

OTHERS PRESENT: Justin Sprague, CIB Planning, Tom Cook and Anna Owens of Bailey Park Homes L3C and Christy Summers of Beckett & Raeder

APPROVAL OF AGENDA:
MOTION BY VICE-CHAIR LIVINGSTON, SUPPORTED BY SECRETARY FEAR TO APPROVE THE AGENDA FOR May 26, 2020.

YEAS ALL. MOTION CARRIED.

APPROVAL OF MINUTES:
MOTION BY VICE-CHAIR LIVINGSTON, SUPPORTED BY SECRETARY FEAR TO APPROVE THE MINUTES FOR THE February 24, 2020 MEETING.

YEAS ALL. MOTION CARRIED.

PUBLIC HEARINGS:

N Washington Street – Rezoning Request 2.373 acres on the SW corner of N Washington and Wesley Streets, RM-1 Multiple-Family Residential District-Low Rise to RM-1 Multiple Family Residential District-Low Rise with Planned Unit Development (PUD) overlay

Justin Sprague CIB Planners had the following findings:

The applicant is proposing to develop a 14-unit, single-family residential Planned Unit Development that would be permitted under the existing zoning but requires the flexibility that the PUD will be provided to meet certain approval requirements such as setbacks and property coverage requirements. The development will meet the density requirements of the RM-1 district, and the new housing to be constructed will help to relieve the current significant need for new, middle-income housing within the City of Owosso.

Our comments are based on a review of the information submitted by the applicant, a site visit, meetings with the applicant, discussions with the Planning Commission, and conformance to the City's Master Plan and Zoning Ordinance. In reaching a decision on the application, the Planning Commission should consider our comments along with those from other staff and consultants, relevant input from the public at the public hearing, additional information provided by the applicant, and your own findings based on ordinance standards as part of your deliberation and recommendation to City Council.

LOCATION AND DESCRIPTION

The subject parcel is located at the south-west intersection of Wesley and Washington. This area is a well-established residential area of the city and is near the Owosso High School and Middle School.

EXISTING LAND USE, ZONING AND FUTURE LAND USE

	Existing Land Use	Zoning	Master Plan
Subject Site	Vacant	RM-2, Multiple Family Residential	Multiple Family Residential
North	Single Family	R-1, One-family residential	Single Family
South	Office	OS-1, Office	Office
East	Single and two-family residential	R-3, Residential (Owosso Twp)	Residential
West	Residential	R-2, Two-Family Residential	Residential

DISCUSSION

In considering any petition for an amendment to the official zoning map, the planning commission and city council shall consider the following criteria in making its findings, recommendations and decision:

1. Consistency with the goals, policies, and future land use map of the City of Owosso Master Plan. If conditions upon which the master plan was developed (such as market factors, demographics, infrastructure, traffic and environmental issues) have changed significantly since the master plan was adopted, as determined by the city, the planning commission and council shall consider the consistency with recent development trends in the area.

Finding – It is our opinion that this rezoning would not significantly impact the neighborhood, conflict with the overall goals of the Master Plan, or impact the intent of the Zoning Ordinance.

2. Compatibility of the site's physical, geological, hydrological, and other environmental features with the host of uses permitted in the proposed zoning district.

Finding – This site would be compatible with the host of uses permitted under the RM-1 Zoning Classification.

3. Evidence the applicant cannot receive a reasonable return on investment through developing the property with at least one (1) use permitted under the current zoning.

Finding – To our knowledge, no evidence exists showing that the applicant could not receive a reasonable return on investment through developing the property as multiple family. In this case, the applicant would prefer to utilize the flexibility afforded by a PUD to build single-family detached units as opposed to multiple family attached units. Either scenario is consistent with the density limits of the RM-1 district.

4. The compatibility of all the potential uses allowed in the proposed zoning district with surrounding uses and zoning in terms of land suitability, impacts on the environment, density, nature of use, traffic impacts, aesthetics, infrastructure and potential influence on property values.

Finding – Since the underlying zoning district is not changing, only the flexibility of the district afforded by the PUD, we do not feel that there will be significant impact to the area based on existing uses. Traffic will increase slightly, and the applicant will be required to develop housing that is aesthetically-pleasing to the neighborhood.

5. The capacity of the city's infrastructure and services sufficient to accommodate the uses permitted in the requested district without compromising the "health, safety, and welfare."

Finding – Currently, water and sewer have not been extended to this site. The city is in process of developing a plan to extend the needed infrastructure to the site, which will be completed prior to any construction occurring on the property.

6. The apparent demand for the types of uses permitted in the requested zoning district in relation to the amount of land currently zoned and available to accommodate the demand.

Finding – Middle-income housing is currently in high demand throughout the city. It has been found that this type of housing is currently the number-one needed type of housing across the state and has been a significant challenge for both communities and employers to address. This project could ease some of that demand for the City of Owosso.

7. The request has not previously been submitted within the past one (1) year, unless conditions have changed, or new information has been provided.

Finding – This application has not been previously before the City.

Standards for PUD zoning district review. The commission shall recommend approval, approval with conditions, or denial, and city council shall approve, approve with conditions, or deny the proposed PUD zoning district based on the following standards:

- A. The use or uses, physical characteristics, design features, or amenities proposed shall have a beneficial effect for the city, in terms of public health, safety, welfare, aesthetics, or convenience, or any combination thereof, on present and potential surrounding land uses. The beneficial effects for the city, which warrant the zoning, include, but are not limited to, features such as:
1. Innovation in land use and variety in design, layout and type of structures that furthers the stated design goals and physical character of adopted land use plans and policies;
 2. Economy and efficiency of land use, natural resources, energy, and provision of public services and utilities;
 3. Provision of usable open space;
 4. Preservation and protection of natural features that exceeds ordinance requirements, especially for those features prioritized in the land development regulations as being of highest concern, or that preserves existing conditions instead of merely providing mitigation;
 5. Employment and shopping opportunities particularly suited to the needs of the residents of the city;
 6. Expansion of the supply of affordable housing; and
 7. The use and reuse of existing sites and buildings that contributes to the desired character and form of an established neighborhood.
 8. The reduction, to a significant extent, the nonconformity of a nonconforming use or structure so that the site is rendered nonconforming or less offensive to the character of the neighborhood and the health, safety and general welfare of the vicinity.
- B. This beneficial effect for the city shall be one which could not be achieved under any other zoning classification and shall be one which is not required to be provided under any existing standard, regulation or ordinance of any local, state or federal agency.

Finding – This development would be permitted under the current zoning district, however the density proposed would not work without the approval of several variances for front and side yard setbacks, as well as overall lot coverages. The proposed development under existing zoning would require the developer to build far less units in order to meet the requirements noted above.

- C. The use or uses proposed shall not have a detrimental effect on public utilities or surrounding properties.

Finding – The proposed development will not have a detrimental effect on public utilities; however, utilities must still be extended to the site.

- D. The use or uses proposed shall be consistent with the master plan and policies adopted by the city or the applicant shall provide adequate justification for departures from the approved plans and policies.

Finding – We find that the proposed use is consistent with the master plan and PUD zoning classification. Due to the costs related to extending utilities to the site, as well as new sidewalk and other amenities, the applicant will need to maximize density on this site to offset development costs.

- E. If the proposed district allows residential uses, the residential density proposed shall be consistent with the plans and policies adopted by the city.

Finding – Under the current RM-1 zoning, the maximum density permitted would be roughly 21 units per acre. While a formal site plan still needs to be reviewed, the density of the proposed housing development would be 14 total units, 7 units less than what is permitted.

- F. The supplemental regulations shall include analysis and justification sufficient to determine what the purported benefit is, how the special benefit will be provided, and performance standards by which the special benefit will be evaluated.

Finding – The special benefit of utilizing the PUD at this site will be to allow higher density development which is needed to assist with offsetting costs related to development of the site, such as adding infrastructure and bringing water to this area of the city. In order to do this, the project requires the flexibility of the PUD to allow for reduced setbacks as a result of increased density.

- G. Safe, convenient, uncongested, and well-defined vehicular and pedestrian circulation within and to the district shall be provided and, where feasible, the proposal shall encourage and support the use of alternative methods of transportation.

Finding – The proposed development is designed in a way to promote community building and walkability. The applicant is working with the city as well as Owosso Community Schools to receive grant funding from the Safe Routes to School program to extend sidewalk to the development site that will provide a much-needed walking route to the area schools from this site. The site is also within biking distance to many community amenities.

- H. Disturbance of existing natural features, historical features and historically significant architectural features of the district shall be limited to the minimum necessary to allow a reasonable use of the land and the benefit to the community shall be substantially greater than any negative impacts.

Finding – The existing site is predominantly clear of natural features and trees at this time. It is not anticipated that there will be any major disturbances of natural features or artifacts or materials of historic significance.

PUBLIC COMMENTS:

1. Tom Cook and Anna Owens – Bailey Park Homes, L3C – excited to be involved with this project and creating a new neighborhood in Owosso.
2. Christy Summers – Beckett and Raeder – this area has residential and both sides with a church to the north and the Shiawassee RESD to the south. 12' sidewalks, playground. City sidewalks and utilities need to extended to this area. Also, have been working with Consumers Energy on the utility plan.
3. Justin Sprague - CIB Planning – this is a concept plan for tonight's meeting. If approved by Planning Commission and City Council, they would be required to come back with a full site plan review.

4. City Manager Nathan Henne – working with engineers on a possible plan to extend the utilities. This is a council decision on whether to extend or not and the costs involved. Also looking at other funding sources.
5. Mr. Atkinson of 1414 N Water – concerned regarding the infrastructure in the area, storm sewer/drainage as water does accumulate in area, are the streets adequate for construction traffic.
6. City Manager Nathan Henne – 15" storm sewer line connected with Washington Street. Engineers looking at depth of line to see if adequate. Goal would be improvements to street/curb/gutter but would need to be done after installation of water and sewer.
7. Justin Horvath – SEDP – support of project and is working on additional housing development for the area
8. Mr. Michaels – 110 Wesley – water stays in his yard when there is excessive rain. The pipe/catch basin overflows. Would want to see significant improvements so as not to make the problem worse.
9. Secretary Fear – what is the square foot range of homes? Between 1,100-1,300, 3 bed/2 bath. Additional parking? 1 spot under carport and 1 next to. Timeline? Now would be into next year due to pandemic. Condo bylaws/HOA's would need to be approved by city.

RECOMMENDATION: Based upon the above comments, we recommend approval of the rezoning request for Bailey Park Homes L3C based on the following items;

1. That the request is not in conflict with the Master Plan or the Zoning Ordinance;
2. The site is compatible with uses in the proposed RM-1 Zoning District;
3. The applicant is not rezoning just to increase the return on investment of the property;
4. That infrastructure to the site is needed and must be added prior to any construction of the proposed use;
5. The request has not been previously submitted to the City for consideration;
6. That the application meets the intent and standards of approval for a PUD district within the City of Owosso; and
7. That site plan approval will be a condition of final PUD approval and is the next step of the PUD development process.

MOTION BY VICE-CHAIR LIVINGSTON SUPPORTED BY COMMISSIONER TAYLOR TO APPROVE THE REZONING REQUEST BASED ON THE ABOVE FACTS AND FINDINGS.

RCV ALL YEAS MOTION CARRIED

OLD BUSINESS: NONE

NEW BUSINESS: NONE

PUBLIC COMMENTS AND COMMUNICATIONS:

1. Justin Horvath – SEDP – thanks for approving the rezoning and Josh's Frogs will be requesting a rezoning at the June meeting.
2. Secretary Fear asked about the master plan. Justin Sprague stated an updated version is coming out this week then they go out for feedback, but would Zoom meetings be appropriate for public comment or wait for COVID19 changes to allow a public meeting be held at city hall.

ADJOURNMENT

MOTION BY COMMISSIONER TAYLOR, SUPPORTED BY SECRETARY FEAR TO ADJOURN AT 7:30 P.M. UNTIL THE NEXT MEETING ON June 22, 2020, which will be a Virtual meeting. YEAS ALL, MOTION CARRIED.

Janae L. Fear, Secretary