

**CITY OF OWOSSO  
REGULAR MEETING OF THE CITY COUNCIL  
MONDAY, JUNE 15, 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 JUNE 1, 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**

1. Obsolete Property Rehabilitation Exemption Certificate - 300 W. Main Street. Conduct a public hearing 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. Conduct a public hearing to receive citizen comment regarding Resolution No. 3 for proposed Special Assessment District No. 2021-01 for Gould Street from Oliver Street to Moore Street for street rehabilitation.

**CITIZEN COMMENTS AND QUESTIONS**

**CONSENT AGENDA**

1. First Reading and Set Public Hearing - Rezoning Trebor. Conduct first reading and set a public hearing for Monday, July 20, 2020 to receive citizen comment regarding the request to rezone the property 425 & 429 Hamblin Street from R-2, Two Family Residential District, to I-1, Light Industrial District.

2. First Reading and Set Public Hearing - Rezoning N. Washington Street. Conduct first reading and set a public hearing for Monday, July 20, 2020 to receive citizen comment regarding the request to rezone the property on North Washington Street from RM-1, Multiple Family Residential District – Low Rise, to RM-1, Multiple Family Residential District – Low Rise with Planned Unit Development (PUD) overlay.
3. Warrant No. 585. Authorize Warrant No. 585 as follows:

<b>Vendor</b>	<b>Description</b>	<b>Fund</b>	<b>Amount</b>
Michigan Municipal Risk Management Authority	Building and property insurance-1 <sup>st</sup> of 3 installments for FY 20/21	Various	\$128,135.50
Michigan Municipal League Workers' Compensation Fund	Workers' Compensation contributions-1 <sup>st</sup> of 4 installments for FY 20/21	Various	\$23,110.00
Standard & Poor's Financial Services LLC	Analytical services rendered in connection with the Sewage Disposal System Revenue Bonds	Sewer & WWTP	\$13,500.00

4. Check Register – May 2020. Affirm check disbursements totaling \$1,498,072.45 for May 2020.

### **ITEMS OF BUSINESS**

1. City Budget Amendment. Adopt Amendment No. 3-Final to the 2019-2020 Budget.
2. Grants Management Policy. Consider adoption of a grants management policy as recommended by Federal Uniform Grant Guidance.
3. Fifth Monday Meeting. Set a 5<sup>th</sup> Monday meeting for Monday, June 29, 2020 to discuss sewer infiltration & inflow issues, to be conducted via Zoom.

### **COMMUNICATIONS**

1. N. Bradley Hissong, Building Official. May 2020 Building Department Report.
2. Kevin D. Lenkart, Public Safety Director. May 2020 Police Report.
3. Kevin D. Lenkart, Public Safety Director. May 2020 Fire Report.

### **NEXT MEETING**

Monday, June 29, 2020 5<sup>th</sup> Monday meeting  
Monday, July 6, 2020 Regular meeting

### **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](mailto:city.clerk@ci.owosso.mi.us). The City of Owosso Website address is [www.ci.owosso.mi.us](http://www.ci.owosso.mi.us).

**CITY OF OWOSSO  
REGULAR MEETING OF THE CITY COUNCIL  
MINUTES OF JUNE 1, 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 Citizen Comments and Questions period and indicated those wishing to comment must sign up by 7:35 p.m.

Mayor Eveleth led a moment of silence for George Floyd, a black Minneapolis man that was killed in police custody resulting in rioting across the country.

**PRESIDING OFFICER:** MAYOR CHRISTOPHER T. EVELETH

**OPENING PRAYER:** JOSHUA D. ADAMS  
MAIN STREET/DDA DIRECTOR

**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 Councilmember Bailey to approve the agenda with the following changes:

Add Item of Business:

6. Non-Union Employee Furloughs

Move Consent Items 3 & 4 to Items of Business:

7. Bid Rejection & Bid Award – Portable Toilets

Add Item of Business:

8. Outdoor Seating for Restaurants

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

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

Motion by Mayor Pro-Tem Osika to approve the Minutes of the Regular Meeting of May 18, 2020 as presented.

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

**PROCLAMATIONS / SPECIAL PRESENTATIONS**

None.

### **PUBLIC HEARINGS**

None.

### **CITIZEN COMMENTS AND QUESTIONS**

Tom Manke, 291 W. M-21, said he was pleased to hear that the Governor had lifted the stay at home ban and some businesses would be able to open on Monday. He said he would like to see restaurants utilize patio space to accommodate social distancing requirements. He also asked that the City have a couple of porta-johns delivered to the downtown area in lieu of the public bathrooms being open.

County Commissioner Marlene Webster filled the Council in on what was happening at the County level saying the new coordinator was doing a great job, County buildings are currently open by appointment, and she is looking forward to meeting in person once again.

Mayor Eveleth noted an error on the agenda. There will be no second session of Citizen Comments and Questions.

Mayor Eveleth said one of his takeaways from the pandemic was his desire to see Council meetings broadcast in the future.

He went on to address the George Floyd matter saying that he hoped it would be the catalyst for some tough conversations. And he wanted the public to know that the City was taking steps to make sure a similar incident does not happen here. He called on Public Safety Director Kevin Lenkart to briefly detail the City's practices.

Director Lenkart indicated that the Owosso Police Department conducted themselves in a professional manner long before he arrived, but he continues to foster that professional manner. Other steps include the purchase of in-car cameras for all police vehicles in 2014 and fair and impartial police training classes for all officers. Mayor Eveleth indicated he would be interested in seeing a presentation on the fair and impartial police training that is provided.

Councilmember Fear inquired about the possible use of body cams to further improve transparency. Director Lenkart indicated that he agreed that body cams would increase transparency, but unfortunately a body cam system would be very costly to implement.

### **CITY MANAGER REPORT**

City Manager Nathan R. Henne detailed the latest Project Status Report for the Council.

Councilmember Bailey inquired whether the City had a process for monitoring recent construction projects to make sure there aren't any claims to be made under warranty. City Manager Henne indicated that the Engineering Department does spot checks on recent projects.

### **CONSENT AGENDA**

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

#### **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 as follows:

**RESOLUTION NO. 87-2020**

**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.

**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 as follows:

**RESOLUTION NO. 88-2020**

**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.

**Bid Rejection – Portable Toilets.** (This item was moved to Items of Business.)

**Bid Award - Portable Toilets.** (This item was moved to Items of Business.)

**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 as follows:

**RESOLUTION NO. 89-2020**

**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.

Motion supported by Councilmember Law.

Roll Call Vote.

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

NAYS: None.

**ITEMS OF BUSINESS**

**2020-21 City Budget Adoption**



City Manager Henne reported there were no changes being proposed for the 2020-21 budget at this time.

Motion by Mayor Pro-Tem Osika to adopt the following General Appropriations Resolution approving the 2020-2021 City Budget:

**RESOLUTION NO. 90-2020**  
**GENERAL APPROPRIATIONS ACT (BUDGET)**  
**FY 2020-2021**

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 FURTHER 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:

<b>General</b>	<b>Fund</b>
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	\$ 7,845,497

**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	<u>697,525</u>
Total General Fund	\$ 7,621,809

**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	53,000
Total Sewer Fund	\$ 3,352,244

**Water Fund**

Charges for Services	\$ 3,585,649
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**

Motion supported by Councilmember Pidek.

Roll Call Vote.

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

NAYS: None.

**Downtown Development Authority General Appropriations Resolution**

Motion by Councilmember Pidek to adopt the General Appropriations Resolution to authorize the levy of the Downtown Development Authority millage for the 2020-2021 fiscal year as follows:

**RESOLUTION NO. 91-2020**

**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 FURTHER 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	24,580
Total General Fund	\$ 226,580

Motion supported by Councilmember Bailey.

Roll Call Vote.

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

NAYS: None.

### City Budget Amendment

City Manager Henne noted the five areas of the budget being proposed for amendment: community development, assistant to the City Manager, movement of street bond funds, recording of façade program activity, and changes is revolving loan fund activity.

Motion by Councilmember Bailey to adopt Amendment No. 2 to the 2019-2020 Budget as follows:

### CITY OF OWOSSO BUDGET AMENDMENT NO. 2 FOR THE PERIOD ENDING MAY 31, 2020

	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	CURRENT BUDGET	REQUESTED INCREASE (DECREASE)	AMENDED BUDGET
		<b>General Fund</b>			
<b>1</b>	101-728-818.000	Community Development	55,680	19,428	5,108
	101-000-450.452	Building Permits	90,741	19,428	110,169
		<b>Record Community Development Planning contractual actual costs</b>			
<b>2</b>	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

		<b>Record Assistant and Manager actual costs</b>			
		<b>Other Funds</b>			
<b>3</b>	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
		<b>Record Actual Movement of Street Bond Funds for Projects</b>			
<b>4</b>	248-000-501.506	Grant-Federal	174,085	10,700	184,785
	248-200-818.000	Contractual Services	6,250	10,700	16,950
		<b>Record Façade Activity - Balance of administration contract</b>			
<b>5</b>	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
		<b>Record OMS/DDA loans and grants activity thru May 2020</b>			

Motion supported by Councilmember Fear.

Roll Call Vote.

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

NAYS: None.

### **Reopening Plan\***

City Manager Henne noted that the Governor's recent unexpected revision of her stay-at-home order has changed the City's target date for reopening. The document presented to Council anticipated a June 15<sup>th</sup> opening but the recent changes to the order will allow for a June 8, 2020 reopening. Despite the revision of the stay-at-home order the rest of the reopening plan will remain intact. He went on to say that the plan is data driven and could serve again in the future if there is a second wave of the COVID virus. Lastly he noted that employees will be required to wear masks in common areas, but they will be allowed to go mask-free in their own office space.

There was discussion among Council as to whether other employers are requiring the use of masks, security protocols for those working from home, approaching the City's digital payment provider to see about lowering the fees to entice more people to pay on-line, and some minor details of the reopening plan.

Motion by Mayor Pro-Tem Osika to authorize adoption of a COVID-19 Reopening Plan for City Hall and the Public Safety Building as follows:

### **RESOLUTION NO. 92-2020**

#### **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.

Motion supported by Councilmember Fear.

Roll Call Vote.

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

NAYS: None.

#### **Fee Schedule Update\***

City Manager Henne briefly detailed the changes being proposed for the annual update to the fee schedule. There was a short discussion regarding the proposed low voltage fees and how they have been handled up to the present.

Motion by Councilmember Bailey to approve 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 as follows:

#### **RESOLUTION NO. 93-2020**

#### **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.

Motion supported by Councilmember Fear.

Roll Call Vote.

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

NAYS: Councilmember Law.

**Non-Union Employee Furloughs** (This item was added to the agenda.)

City Manager Henne introduced the topic saying that he had met with the HR and Finance Directors to discuss possible ways to save money on employee costs to help fill the gap caused by the COVID19 pandemic. The CARES Act provides an option that allows the City to furlough employees without the employee experiencing a reduction in pay. Employees would be furloughed one day per week. Salaries that would be paid while an employee is furloughed would be picked up by CARES Act funding, saving the City approximately \$40,000.00 over the course of the next 6 weeks.

There was discussion regarding whether employees would see a reduction in pay or benefits, whether an employee's final average compensation could be affected, if the program could potentially be voluntary, concern with the item coming up for decision after such short notice, trying to maintain morale during the pandemic, and supporting non-union employees.

Motion by Councilmember Haber to authorize a 20% workshare program for non-union employees through the CARES Act.

Motion supported by Councilmember Law.

Roll Call Vote.

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

NAYS: Councilmembers Bailey and Pidek.

**Bid Rejection & Bid Award – Portable Toilets** (These items were moved from the Consent Agenda.)

Councilmember Fear sought further information on why the original bid was rejected saying she was concerned with why the original bid was recommended for rejection. It was noted that staff felt the original bid was far too high and that a savings could be realized by going out for bid again.

Motion by Councilmember Fear to reject the only bid received for the 2020 Portable Toilets Bid based on having no competitive comparison for said services, using bids from a second bid letting, authorize a 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 as detailed in the following two resolutions:

**RESOLUTION NO. 94-2020**

**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.

**RESOLUTION NO. 95-2020**

**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, L.L.C. 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, L.L.C. 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, L.L.C. as prepared by the city clerk.

THIRD: The accounts payable department is authorized to pay R & D Septic Tank Cleaning, L.L.C. in the amount of \$10,800.00 for a one year period of service beginning May

2020 thru October 2020 and May 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.

Motion supported by Councilmember Law.

Roll Call Vote.

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

NAYS: None.

### **Outdoor Seating for Restaurants**

Mayor Eveleth indicated that since the Governor is encouraging restaurants to utilize outdoor seating where possible now that they are able to reopen he wanted to make sure the process for permitting outdoor seating wasn't too cumbersome. He asked that some sort of temporary process be put in place for the summer to allow local restaurants to quickly utilize any outdoor seating opportunities they may have. It was noted that the process currently in place is quite simple, filling out one form and submitting a sketch. Main Street/DDA Director Adams indicated that he is looking at multiple ways to allow businesses to utilize outdoor seating in areas where they otherwise would not be able to. Restaurants wishing to establish outdoor seating can contact the City or the DDA for assistance.

### **COMMUNICATIONS**

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

### **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**

Motion by Councilmember Bailey for adjournment at 9:05 p.m.

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

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Christopher T. Eveleth, Mayor

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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: June 9, 2020

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

FROM: Treena Chick, Assessor

RE: Tax Abatement Application – Owosso REI Group, LLC-300 W Main St.

As mentioned in last month's memo, the city clerk received an application for tax abatement as required under the city's abatement policy on March 5, 2020. Also received was an application for an Obsolete Property Rehabilitation Exemption Certificate.

The council will be taking action on the tax abatement application for the Obsolete Property Rehabilitation Exemption Certificate. The project is valued at approximately \$8,000,000 and will employ 20 new full time employees and 45 new part time employees.

The application for an Obsolete Property Rehabilitation Exemption Certificate, Act 146 of 2000, is a tax abatement which freezes the existing taxable value on a designated facility prior to rehabilitation for up to 12 years. The rehabilitated facility value will not be fully taxable until the abatement is no longer in place. 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. This will convert 30,000 square feet of unutilized space and will increase downtown private residence availability. The estimated cost for this redevelopment is \$8,000,000. This exemption meets the requirements of the city's tax abatement policy and, if approved, should be granted for **12 years**.

The table below shows the estimated effect on General Fund services as a result of granting this abatement. This is using an estimated rehabilitated taxable value of \$3,000,000 calculated over a 12 year period with a 1% increase in property taxes annually.

Service	% of Gen Fund	\$/year	12 year total with 1% increase
Police	27%	\$11,272.77	\$151,506.03
Fire	25%	\$10,437.75	\$140,283.36
Gen Govt	23%	\$9,602.73	\$129,060.69
Pub Works	10%	\$4,175.10	\$56,113.34
Community Dev	5%	\$2,087.55	\$28,056.67
Parks & Rec	3%	\$1,252.53	\$16,834.00
Trans out	7%	\$2,922.57	\$39,279.34
<b>Total</b>	<b>100%</b>	<b>\$41,751.00</b>	<b>\$561,133.44</b>

The city clerk has notified the taxing jurisdictions of this application as required under the abatement policy and statute.

As always, if you have any further questions, please feel free to contact me at (989) 725-0530.

**RESOLUTION NO.**

**APPROVE THE APPLICATION FOR AN  
OBSOLETE PROPERTY REHABILITATION EXEMPTION CERTIFICATE  
FROM OWOSSO REI GROUP, LLC  
FOR PROPERTY LOCATED AT  
300 W. MAIN STREET**

WHEREAS, the City of Owosso is a Qualified Local Government Unit within the State of Michigan and is empowered to provide tax exemptions for increased value of rehabilitated facilities within the City; and

WHEREAS, after public notice and a public hearing on April 18, 2016, the City Council of the City of Owosso approved an Obsolete Property Rehabilitation District at 300 W. Main Street in Owosso, Michigan. As provided by section 4(2) of Public Act 146 of 2000, said property more particularly described as:

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

WHEREAS, the City Clerk received an application on March 5, 2020 from Nemer Hadad, authorized agent for Owosso REI Group, LLC owners of the property, for an Obsolete Property Rehabilitation Exemption Certificate; and

WHEREAS, notice of a public hearing concerning the application for an exemption certificate was provided to the Assessor of the City and the legislative body of each taxing unit that levies ad valorem property taxes in the City; and

WHEREAS, the City finds that the property meets the definition of an obsolete property as defined in section 2(h) of Public Act 146 of 2000 and the application for the exemption certificate is complete; and

WHEREAS, the City finds that the property relates to a rehabilitation program that when completed constitutes a "rehabilitated facility" within the meaning of P.A. 146 of 2000, and said property is located within an Obsolete Property Rehabilitation District established in a Qualified Local Governmental Unit eligible under Public Act 146 of 2000 to establish such a district; and

WHEREAS, the rehabilitation includes improvements aggregating 10% or more of the true cash value of the property at commencement of the rehabilitation as provided by section 2(l) of PA 146 of 2000; and

WHEREAS, it has been found that the rehabilitation of the obsolete property is calculated to, and will at the time of the issuance of the certificate, have the reasonable likelihood to increase commercial activity, retain and create employment, and revitalize the downtown; and

WHEREAS, the taxable value of the property proposed to be exempt plus the aggregate taxable value of the property already exempt under PA 146 of 2000 and under PA 198 of 1974 does not exceed 5% of the total taxable value of the unit; and

WHEREAS, the applicant is not delinquent in any taxes related to the facility; and

WHEREAS, the rehabilitation work described in the application had not commenced prior to the establishment of the District.

NOW, THEREFORE, BE IT RESOLVED that, based on the findings above made at public hearing, the City Council of the City of Owosso authorizes the application for an Obsolete Property Rehabilitation Exemption Certificate at 300 W. Main Street for a period of 12 years; and

ALSO, BE IT RESOLVED that the rehabilitation shall be completed within eighteen (18) months from the date of approval of said application, and

FURTHERMORE, BE IT RESOLVED that the application and resolution are authorized for submittal to the State Tax Commission for final review and authorization.

Roll Call Vote.

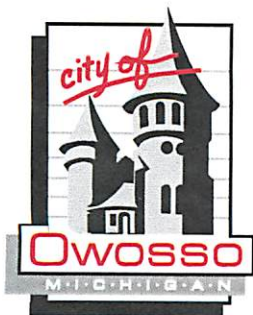
AYES:

NAYS:

*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 15, 2020.*

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Amy K. Kirkland, City Clerk



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

## APPLICATION FOR TAX ABATEMENT

Applicant (Official Company Name) Owosso REI Group, LLC

Business Name (If Different) \_\_\_\_\_

Address of Proposed Project 300 - 308, 310 & 312 Main Street, Owosso, MI 48867

Mailing Address (If Different) 108 S. Main St. Suite A, Royal Oak, MI 48067

Do you own the property? Yes If no, what is your relationship? \_\_\_\_\_

Type of Abatement Requested (if known) Obsolete Property Rehabilitation Act (PA 146)

Total square footage of all current buildings on site +/- 31,000 sq/ft

Description of proposed project including type of current business activity and product to be manufactured (if applicable), size of proposed structure and proposed activity and/or product.

The existing property contains (3) adjacent buildings. All are vacant and under major disrepair. The proposed plans have the

West building fully rehabilitated into a riverside restaurant, Vibe Pizza. Fosters will occupy the north east corner of the ground

floor and Leo's will be located on the corner of W. Main and N. Water St. The upper floors will contain 17 market rate

apartments, four 2 bedroom and 13 one bedroom, ranging in size 650 square feet to 960 square feet. The East building

is 4 stories in the northern portion and 2 stories in the southern portion. The Annex Building is the center 2-story building

and the Waterfront building is the 2 story building that fronts East Main Street and the river.

Give estimated cost of the following components applicable for the proposed project:

Land improvements (excluding land): 10,000 sq/ft (Entry Drive, Patio, Ingress/Egress)

Building improvements: Size 31,000 sq/ft sf \$ 8,000,000

Machinery & Equipment: N/A

Furniture & Fixtures: \$51,000 (unit appliances)

Time schedule for start and completion of construction and equipment installation (if applicable):

Building:

Start Date July 2020

Completion Date September 2021

Equipment installation (if applicable):

Start Date N/A

Completion Date N/A



## Page 2

Will machinery be owned or leased by applicant? N/A

Part Time	45
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Un-Skilled	13	Wage level \$	TBD
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Phone Number 248-939-0525

Signature Tom Chalk Date 10-8-20

### ABATEMENT SCHEDULE

This schedule applies to industrial, commercial, and/or residential property as defined by the Michigan General Property Tax Act

<b>Capital Investment</b> \$0 to \$120,000 \$120,001 to \$300,000 \$300,001 to \$600,000 \$600,001 to \$1,350,000 \$1,350,001 to \$3,000,000 \$3,000,001 to \$6,000,000 \$6,000,001 +	<b>Years of Tax Abatement</b> 1 2 3 4 5 6 7	<b>Rehabilitate or Restore a building within Historic District?</b> <i>yes</i>  Additional 2 years in any capital investment
<b>New Job Creation (as FTE – 40 hrs/week)</b> 1-10 11-25 26-50 51 +	<b>Years of Tax Abatement</b> 2 3 4 5	
<b>New Job Wages (calculation based on MI min wage)</b> Average Wage > 1.5x min wage Average Wage > 2.5x min wage Average Wage > 3x min wage	<b>Years of Tax Abatement</b> 1 2 3	TBD
<b>Number of years located in City of Owosso</b> 2-10 11-25 26 +	<b>Years of Tax Abatement</b> 1 2 3	
<b>New employees with City of Owosso residency</b> 1-10 11-25 26 +	<b>Years of Tax Abatement</b> 1 2 3	
<b>New housing units created in City of Owosso</b> 1-5 6-10 11-25 25+	<b>Years of Tax Abatement</b> 1 2 3 4	

*15 total*

*12 year maximum allowed per State.*



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301 WEST MAIN STREET • OWOSSO, MICHIGAN 48867-2958

---

June 9, 2020

Owosso City Council  
301 W. Main Street  
Owosso, MI 48867

Re: Obsolescence - 300 W. Main Street - 78-050-470-024-001-00

Mayor Eveleth & City Council:

Functional obsolescence is *loss in value due to inability of the structure to perform adequately the function for which it is used*. This may be a result from changes in demand, design and even technology. It may also take form of deficiency do to the need for modernization. In any case, it is the perception of a loss in utility.

As required for an Obsolete Property Rehabilitation Exemption Certificate, for the property at 300 W. Main Street, owned by Owosso REI Group, LLC, the following statement describes the functionally obsolescence of this property.

1. Roof in need of repair/replacement in many areas, currently leaking and damaging interior rooms;
2. Electrical system and wiring removed in some areas and insufficient for today's demand requirements. Repair/replacement/upgrade in lighting a must to meet highest and best use of a mixed use facility;
3. Wiring for technology in need of complete replacement. Current system is obsolete and not able to meet today's requirements;
4. Exterior metal wall panels damaged and need of repair/replacement;
5. Brick walls on back of west section cracked, crumbling and need repaired;
6. Interior separation walls damaged in many areas needing removed/replaced;
7. Heating and cooling system needs complete replacement;
8. Only a few entrances meet barrier free requirements;
9. Majority of windows are old and some are only aluminum storm;

It is my opinion the functional obsolescence of this parcel has caused a reduction in value that exceeds 50% in its current use.

If you have any further questions, please feel free to contact me at (989) 725-0530.

Respectfully,

Treena Chick  
Assessor, MAAO (3)



## Application for Obsolete Property Rehabilitation Exemption Certificate

This form is issued as provided by Public Act 146 of 2000, as amended. This application should be filed after the district is established. This project will not receive tax benefits until approved by the State Tax Commission. Applications received after October 31 may not be acted upon in the current year. This application is subject to audit by the State Tax Commission.

**INSTRUCTIONS:** File the original and two copies of this form and the required attachments with the clerk of the local government unit. (The State Tax Commission requires two copies of the Application and attachments. The original is retained by the clerk.) Please see State Tax Commission Bulletin 9 of 2000 for more information about the Obsolete Property Rehabilitation Exemption. The following must be provided to the local government unit as attachments to this application: (a) General description of the obsolete facility (year built, original use, most recent use, number of stories, square footage); (b) General description of the proposed use of the rehabilitated facility, (c) Description of the general nature and extent of the rehabilitation to be undertaken, (d) A descriptive list of the fixed building equipment that will be a part of the rehabilitated facility, (e) A time schedule for undertaking and completing the rehabilitation of the facility, (f) A statement of the economic advantages expected from the exemption. A statement from the assessor of the local unit of government, describing the required obsolescence has been met for this building, is required with each application. Rehabilitation may commence after establishment of district.

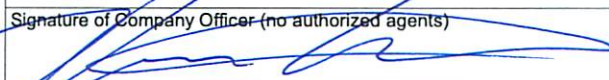
Applicant (Company) Name (applicant must be the OWNER of the facility) <b>Owosso REI Group, LLC</b>		
Company Mailing address (No. and street, P.O. Box, City, State, ZIP Code) <b>300 W. Main St. Owosso, MI 48867</b>		
Location of obsolete facility (No. and street, City, State, ZIP Code) <b>300 - 308, 310 &amp; 312 Main Street, Owosso, MI 48867</b>		
City, Township, Village (indicate which) <b>City of Owosso</b>		County <b>Shiawassee</b>
Date of Commencement of Rehabilitation (mm/dd/yyyy) <b>07/01/2020</b>	Planned date of Completion of Rehabilitation (mm/dd/yyyy) <b>09/01/2020</b>	School District where facility is located (include school code) <b>Owosso 78110</b>
Estimated Cost of Rehabilitation <b>\$8,000,000</b>	Number of years exemption requested <b>12</b>	Attach Legal description of Obsolete Property on separate sheet
Expected project likelihood (check all that apply): <div><input checked="" type="checkbox"/> Increase Commercial activity <input type="checkbox"/> Retain employment <input checked="" type="checkbox"/> Revitalize urban areas <input checked="" type="checkbox"/> Create employment <input type="checkbox"/> Prevent a loss of employment <input checked="" type="checkbox"/> Increase number of residents in the community in which the facility is situated</div> Indicate the number of jobs to be retained or created as a result of rehabilitating the facility, including expected construction employment _____		
Each year, the State Treasurer may approve 25 additional reductions of half the school operating and state education taxes for a period not to exceed six years. Check the following box if you wish to be considered for this exclusion. <div><input checked="" type="checkbox"/></div>		

### APPLICANT'S CERTIFICATION

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all of the information is truly descriptive of the property for which this application is being submitted. Further, the undersigned is aware that, if any statement or information provided is untrue, the exemption provided by Public Act 146 of 2000 may be in jeopardy.

The applicant certifies that this application relates to a rehabilitation program that, when completed, constitutes a rehabilitated facility, as defined by Public Act 146 of 2000, as amended, and that the rehabilitation of the facility would not be undertaken without the applicant's receipt of the exemption certificate.

It is further certified that the undersigned is familiar with the provisions of Public Act 146 of 2000, as amended, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local unit of government and the issuance of an Obsolete Property Rehabilitation Exemption Certificate by the State Tax Commission.

Name of Company Officer (no authorized agents) <b>Nemer Hadad</b>	Telephone Number <b>248-939-0525</b>	Fax Number
Mailing Address <b>108 S. Main St. Suite A, Royal Oak, MI 48067</b>		Email Address <b>nemer@mgmt10.com</b>
Signature of Company Officer (no authorized agents) 		Title <b>Pres</b>

### LOCAL GOVERNMENT UNIT CLERK CERTIFICATION

The Clerk must also complete Parts 1, 2 and 4 on Page 2. Part 3 is to be completed by the Assessor.

Signature	Date application received
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### FOR STATE TAX COMMISSION USE

Application Number	Date Received	LUCI Code
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## LOCAL GOVERNMENT ACTION

This section is to be completed by the clerk of the local governing unit before submitting the application to the State Tax Commission. Include a copy of the resolution which approves the application and Instruction items (a) through (f) on page 1, and a separate statement of obsolescence from the assessor of record with the State Assessor's Board. All sections must be completed in order to process.

### PART 1: ACTION TAKEN

Action Date: _____		
<input type="checkbox"/> Exemption Approved for _____ Years, ending December 30, _____ (not to exceed 12 years)		
<input type="checkbox"/> Denied		
Date District Established	LUCI Code	School Code

### PART 2: RESOLUTIONS (the following statements must be included in resolutions approving)

<p>A statement that the local unit is a Qualified Local Governmental Unit.</p> <p>A statement that the Obsolete Property Rehabilitation District was legally established including the date established and the date of hearing as provided by section 3 of Public Act 146 of 2000.</p> <p>A statement indicating whether the taxable value of the property proposed to be exempt plus the aggregate taxable value of property already exempt under Public Act 146 of 2000 and under Public Act 198 of 1974 (IFT's) exceeds 5% of the total taxable value of the unit.</p> <p>A statement of the factors, criteria and objectives, if any, necessary for extending the exemption, when the certificate is for less than 12 years.</p> <p>A statement that a public hearing was held on the application as provided by section 4(2) of Public Act 146 of 2000 including the date of the hearing.</p> <p>A statement that the applicant is not delinquent in any taxes related to the facility.</p> <p>If it exceeds 5% (see above), a statement that exceeding 5% will not have the effect of substantially impeding the operation of the Qualified Local Governmental Unit or of impairing the financial soundness of an affected taxing unit.</p> <p>A statement that all of the items described under "Instructions" (a) through (f) of the Application for Obsolete Property Rehabilitation Exemption Certificate have been provided to the Qualified Local Governmental Unit by the applicant.</p>	<p>A statement that the application is for obsolete property as defined in section 2(h) of Public Act 146 of 2000.</p> <p>A statement that the commencement of the rehabilitation of the facility did not occur before the establishment of the Obsolete Property Rehabilitation District.</p> <p>A statement that the application relates to a rehabilitation program that when completed constitutes a rehabilitated facility within the meaning of Public Act 146 of 2000 and that is situated within an Obsolete Property Rehabilitation District established in a Qualified Local Governmental Unit eligible under Public Act 146 of 2000 to establish such a district.</p> <p>A statement that completion of the rehabilitated facility is calculated to, and will at the time of issuance of the certificate, have the reasonable likelihood to, increase commercial activity, create employment, retain employment, prevent a loss of employment, revitalize urban areas, or increase the number of residents in the community in which the facility is situated. The statement should indicate which of these the rehabilitation is likely to result in.</p> <p>A statement that the rehabilitation includes improvements aggregating 10% or more of the true cash value of the property at commencement of the rehabilitation as provided by section 2(l) of Public Act 146 of 2000.</p> <p>A statement of the period of time authorized by the Qualified Local Governmental Unit for completion of the rehabilitation.</p>
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### PART 3: ASSESSOR RECOMMENDATIONS

Provide the Taxable Value and State Equalized Value of the Obsolete Property, as provided in Public Act 146 of 2000, as amended, for the tax year immediately preceding the effective date of the certificate (December 31st of the year approved by the STC).

Taxable Value		State Equalized Value (SEV)	
Building(s)	68,883	69,895	
Name of Governmental Unit	Date of Action on application	Date of Statement of Obsolescence	
City of Owosso		6-9-20	

### PART 4: CLERK CERTIFICATION

The undersigned clerk certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way. Further, the undersigned is aware that if any information provided is untrue, the exemption provided by Public Act 146 of 2000 may be in jeopardy.

Name of Clerk	Clerk Signature	Date	
Clerk's Mailing Address	City	State	ZIP Code
	Telephone Number	Fax Number	Email Address

Mail completed application and attachments to: Michigan Department of Treasury  
State Tax Commission  
P.O. Box 30471  
Lansing, Michigan 48909-7971

If you have any questions, call 517-335-7491.

For guaranteed receipt by the State Tax Commission, it is recommended that applications and attachments are sent by certified mail.

## *DESCRIPTION:*

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Description from Midstate Title Agency File No. 78-14360376-OWO, effective date March 25, 2104:

Parcel 1 – The South  $\frac{1}{2}$  of Block 24 of the Map of Owosso, as recorded in Liber 8 of Deeds, Page 411, and being more particularly described as beginning at the Southeast corner of said Block 24; thence West on the South line of said Block 24 a distance of 143.76 feet to a traverse line along the Easterly bank of the Shiawassee River; thence on said traverse line N20°57'06"W 141.35 feet to the terminus of said traverse line and to the North line of the South  $\frac{1}{2}$  of said Block 24; thence East on said North line 194.30 feet to the East line of said Block 24; thence South 132 feet to the point of beginning. Including all that land lying between the above described traverse line and the Shiawassee River and the Northerly and Southerly lines extended West.

Parcel 2 – Description of that part of the alley that is in the North  $\frac{1}{2}$  of Block 24: Part of the North  $\frac{1}{2}$  of Block 24 of the "Original Plat of the Village (now City) of Owosso" as recorded in Liber B, Page 411, described as beginning at a point which is South on the East line of said Block 24 a distance of 122.00 feet from the Northeast corner of said Block 24; thence continuing South 10.00 feet to the South line of the North  $\frac{1}{2}$  of said Block 24; thence West on said South line 191.00 feet to a concrete retaining wall; thence N18°18'47"E along said wall 10.53 feet; thence East 187.69 feet to the point of beginning.

## *ADDRESS:*

---

MATTHEWS BUILDING  
300 W. MAIN ST.  
OWOSSO, MI 48867

## *BASIS OF BEARINGS:*

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Bearings were taken from the plat of the Original Map of Owosso

## *ZONING AND SETBACKS*

---

Zoned B-3 Central Business District

Minium Yard Setbacks = none

## *FEMA FLOOD INFORMATION*

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Base Flood Elevation = 728.0 NAVD 88 datum up stream of dam

## *BENCHMARK*

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Top of rerod and cap #24622 at NE corner of subject Parcel 2  
Elevation 732.28 NAVD '88

## *EASEMENTS*

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Easements as listed on Scheduale B of Midstate Title Agency, LLC File No. 78-14360376-OWO

No. 9 L. 773, P. 935 and L. 772, P. 837

Easement for Public Utilities

Plotted on drawing





**Management 10 LLC**  
108 S. MAIN ST. SUITE A  
ROYAL OAK, MI 48067  
PHONE# (248) 307-7037 EXT. 101

**February 20, 2020**

Owosso City Council  
301 W. Main Street  
Owosso, MI 48867

**RE: Request for the Establishment of an Obsolete Property Rehabilitation  
District at 300 – 308, 310 & 312 Main Street, Owosso, MI 48867**

Honorable City Council:

Please accept this letter as a request to establish an Obsolete Property Rehabilitation Development District for the property located at **300 – 308, 310 & 312 Main Street, Owosso, MI 48867.**

**a. General description of facility**



The property is comprised of one parcel of land located in the heart of downtown Owosso directly across the street from Owosso City Hall at 300 East Main Street. The existing property contains (3) adjacent buildings totaling approximately 30,000 square feet on 0.50 acres. All three structures are vacant and under major disrepair. The East Building is 4- stories in the northern portion and 2-stories in the southern portion. The Annex

Building is the center 2-story building and the Waterfront building is the 2-story building that fronts East Main Street and the river. The property was originally developed by the Seiler Brothers between 1884 and 1890 as the Owosso Steam Flouring Mill and then used as a gist mill between 1890 and 1893. In 1894, the property was purchased by the Mueller Brothers to be used for the Owosso Brewing Company. A fire destroyed the original properties on the site in 1898. The East and Annex buildings were constructed in 1899. In 1908, the waterfront building was constructed and operated as a bottling house for the brewery. Historical use of the existing buildings included a mix of manufacturing, retail and predominately professional offices in the most recent past between 1960 and 1999. By 2000, nearly half of the office spaces were vacant. The buildings were purchased by Owosso REI Group LLC in 2014. The building has been vacant since 2015.

**b. General description of the proposed use of the rehabilitated facility**



Owosso REI Group LLC will redevelop the property into a complete renovated, mixed-use building. The East Building first floor will be available commercial space and the second thru fourth floors will be seventeen (17) new, market-rate, rental apartments in the upper stories. The Waterfront and Annex building will be solely used for commercial space. The residential unit mix will consist of 13 one-bedroom units and 4 two-bedroom units. All commercial space will be redeveloped as white-boxed space. The total project is anticipated to cost \$8 million dollars. The planned tenants for the white boxed commercial space are Vibe Pizza, Fosters, and Leo's.



#### **c. Nature and Extent of the Rehabilitation**

Because the project will be receiving historic tax credits, the building will be brought back to its historic luster within the guidelines of the Secretary of Interior's Standards for Rehabilitation of a certified historic property. The exterior of the building will have masonry and tuckpointing work completed and the sidewalk, curbs in front of the building, and gutters will all be replaced. The roof will be re-sealed, and the adjacent parking lot will be re-surface. The water mains and sanitary sewer mains from the building to the street will be replaced as well.

The interior will under significant demolition, addressing all required lead, asbestos and mold abatement. New elevator shafts and carriages will be installed, and concrete will be repaired. The building will be fitted with new fire protection & pump, electrical, plumbing, HVAC and mechanical systems. New doors will be installed throughout, with sliding doors for closets and guest room bathrooms. Guest room floors and hallways will be carpeted, and bathrooms and lobby areas will be tiled.

#### **d. Descriptive list of fixed building equipment**

- Interior demolition including abatement
- New mechanical, HVAC, plumbing & electrical
- Elevator shaft & pit repair
- New elevators
- Fire protection systems
- Finishes; drywall, insulation, flooring & painting
- Masonry
- Specialties; fire extinguishers, toilet accessories, appliances
- Roofing
- Communications

#### **e. Time Schedule**

The current time schedule anticipates the permits being pulled in July, 2020 and construction to begin shortly after. Construction will take 12 to 16 months to complete and the building will come online between July and November of 2021.

#### **f. Statement of Economic Advantages**

The proposed development will bring an underutilized building to its full economic capacity. The newly renovated structure will create 17 downtown, market rate residential units and over 14,000 square feet of new downtown retail space.

The granting of a tax abatement will not result in any fewer taxes to the City of Owosso. According to tax records, the current annual tax payment to the City of Owosso is roughly \$4,895. Preliminary estimation of post completion ad valorem taxes are \$85,000 annually, with an abatement resulting in an approximate \$55,000 reduction.

With the current \$5,000 tax liability to City of Owosso, the completed development, with a PA 146 in place, will result in an increase in revenue to the City of Owosso of \$25,000.

On a short-term basis, we estimate 25 to 45 temporary construction jobs will be created during renovation activities. The development is committed to prioritizing the hiring of local sub-contractors and vendors. Once completed, the additional retail space has the potential to create upwards of 70 jobs, with approximately 40% of those being full-time.

Additionally, the development of this property will remove a blighted structure from the street scape and the additional density will help to drive further development in the area.

INCOME RESIDENTIAL TENANTS									
Unit Type	# Units	Baths	Sq. Ft.	Mo. Rent	Gross Ann. Income	Vacancy Loss	Net Ann. Income	Total Sq. Ft.	Rent/Sq. Ft.
1-bdr	1	1.0	639	\$ 703.00	\$8,436	(\$675)	\$7,761	639	\$1.10
1-bdr	1	1.0	730	\$ 805.00	\$9,660	(\$773)	\$8,887	730	\$1.10
1-bdr	1	1.0	781	\$ 860.00	\$10,320	(\$826)	\$9,494	781	\$1.10
1-bdr	1	1.0	650	\$ 715.00	\$8,580	(\$686)	\$7,894	650	\$1.10
1-bdr	1	1.0	675	\$ 743.00	\$8,916	(\$713)	\$8,203	675	\$1.10
1-bdr	1	1.0	595	\$ 655.00	\$7,860	(\$629)	\$7,231	595	\$1.10
2-bdr	1	2.0	948	\$ 1,043.00	\$12,516	(\$1,001)	\$11,515	948	\$1.10
1-bdr	1	1.0	640	\$ 703.00	\$8,436	(\$675)	\$7,761	640	\$1.10
1-bdr	1	1.0	601	\$ 662.00	\$7,944	(\$636)	\$7,308	601	\$1.10
1-bdr	1	1.0	639	\$ 703.00	\$8,436	(\$675)	\$7,761	639	\$1.10
1-bdr	1	1.0	727	\$ 800.00	\$9,600	(\$768)	\$8,832	727	\$1.10
1-bdr	1	1.0	755	\$ 831.00	\$9,972	(\$798)	\$9,174	755	\$1.10
2-bdr	1	2.0	961	\$ 1,058.00	\$12,696	(\$1,016)	\$11,680	961	\$1.10
2-bdr	1	2.0	795	\$ 875.00	\$10,500	(\$840)	\$9,660	795	\$1.10
1-bdr	1	1.0	727	\$ 800.00	\$9,600	(\$768)	\$8,832	727	\$1.10
1-bdr	1	1.0	755	\$ 831.00	\$9,972	(\$798)	\$9,174	755	\$1.10
2-bdr	1	2.0	961	\$ 1,058.00	\$12,696	(\$1,016)	\$11,680	961	\$1.10
					\$0	\$0	\$0	0	\$0.00
Common Area			3,989					3,989	
Income Source				Mo. Income	Gross Ann. Income	Vacancy Loss	Net Ann. Income		
					\$0	\$0	\$0		
					\$0	\$0	\$0		
					\$0	\$0	\$0		
					\$0	\$0	\$0		
					\$0	\$0	\$0		
TOTALS:	17				\$166,140	(\$13,291)	\$152,849	16,568	\$0.84

INCOME COMMERCIAL/RETAIL/OFFICE TENANTS							
Description	Lease Type	Sq. Ft.	Rent/Sq. Ft.	CAM/Sq. Ft.	Gross Ann. Income	Vacancy Loss	Net Ann. Income
Jolly Pumkin	NNN	5,000	\$ 18.00	\$ 4.00	\$110,000	(\$11,000)	\$99,000
Vibe Pizza	NNN	4,000	\$ 18.00	\$ 4.00	\$88,000	(\$8,800)	\$79,200
Foster's	NNN	5,000	\$ 18.00	\$ 4.00	\$110,000	(\$11,000)	\$99,000
					\$0	\$0	\$0
					\$0	\$0	\$0
					\$0	\$0	\$0
					\$0	\$0	\$0
					\$0	\$0	\$0
					\$0	\$0	\$0
					\$0	\$0	\$0
					\$0	\$0	\$0
					\$0	\$0	\$0
					\$0	\$0	\$0
					\$0	\$0	\$0
Common Area					\$0	\$0	\$0
Income Source			Monthly Income		Gross Ann. Income	Vacancy Loss	Net Ann. Income
					\$0	\$0	\$0
					\$0	\$0	\$0
					\$0	\$0	\$0
					\$0	\$0	\$0
					\$0	\$0	\$0
TOTALS:		14,000			\$308,000	(\$30,800)	\$277,200

INCOME HOSPITALITY						
Description	# Rooms	Sq. Ft.	Avg. Daily Rate/Rm.	Gross Ann. Income	Vacancy Loss	Net Ann. Income
Hotel Rooms				\$0	\$0	\$0
Other Rev/Rm - Food & Beverage				\$0	\$0	\$0
Other Rev/Rm - Tel & Data				\$0	\$0	\$0
Other Rev/Rm - Miscellaneous				\$0	\$0	\$0
Income Source		Sq. Ft.	Monthly Income	Annual Income		
Banquet				\$0		\$0
Conference				\$0		\$0
Restaurant				\$0		\$0
Miscellaneous				\$0		\$0
<b>TOTALS:</b>	<b>0</b>	<b>0</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

HOSPITALITY ROOM ASSUMPTIONS	Year 2 Inflation Factor	Year 3 Inflation Factor	Year 4 Inflation Factor	Future Inflation Factor
Income Increase	2.0%	2.0%	2.0%	2.0%
	Year 1	Year 2	Year 3	Stabilized
Vacancy Rate	35.00%	35.00%	35.00%	35.00%
HOSPITALITY OTHER ASSUMPTIONS	Year 2 Inflation Factor	Year 3 Inflation Factor	Year 4 Inflation Factor	Future Inflation Factor
Banquet	2.0%	2.0%	2.0%	2.0%
Conference	2.0%	2.0%	2.0%	2.0%
Restaurant	2.0%	2.0%	2.0%	2.0%
Miscellaneous	2.0%	2.0%	2.0%	2.0%

PARKING ASSUMPTIONS	Year 2 Inflation Factor	Year 3 Inflation Factor	Year 4 Inflation Factor	Future Inflation Factor
Public Spaces	2.0%	2.0%	2.0%	2.0%
Ded Spaces 1	2.0%	2.0%	2.0%	2.0%
Ded Spaces 2	2.0%	2.0%	2.0%	2.0%
Ded Spaces 3	2.0%	2.0%	2.0%	2.0%

Version 3 March 21, 2014

Development Name: Mueller Redevelopment Project  
City/Township/Village: Owosso  
County: Shiawassee  
Construction Type: Historic Rehabilitation

This worksheet is utilized to proforma out the stabilized operations of the project utilizing the projected initial rental rates, the stabilized vacancy rates, and the anticipated full operating expenses of the project.

## DEVELOPMENT INCOME

		% Gross	% Eff
Annual TIF Reimbursements	\$35,000	6.8%	7.4%
Other Recurring Revenue	\$5,500	1.1%	1.2%
Annual Gross Residential Rental Income	\$166,140	32.1%	35.0%
Annual Gross Commercial Rental Income	\$308,000	59.4%	65.0%
Annual Gross Hospitality Room & Related Income	\$0	0.0%	0.0%
Annual Gross Hospitality Other Income	\$0	0.0%	0.0%
Annual Gross Parking Income	\$0	0.0%	0.0%
Annual Other Income	\$3,600	0.7%	0.8%
<b>Gross Income</b>	<b>\$518,240</b>	<b>100.0%</b>	<b>109.3%</b>
Vacancy Loss (Residential, Commercial, Hospitality)	(\$44,091)	-8.5%	-9.3%
<b>Net Income Potential</b>	<b>\$474,149</b>	<b>91.5%</b>	<b>100.0%</b>

## DEVELOPMENT OPERATING EXPENSES

		% Gross	% Eff	Inflation Factor
Administrative Expenses	\$28,907	5.6%	6.1%	3.0%
Management Fees	\$23,707	4.6%	5.0%	
Office Payroll	\$0	0.0%	0.0%	
Payroll Taxes	\$0	0.0%	0.0%	
Benefits/Worker's Comp.	\$0	0.0%	0.0%	
Advertising/Marketing	\$2,200	0.4%	0.5%	
Legal/Accounting	\$3,000	0.6%	0.6%	
General Office	\$0	0.0%	0.0%	
Other:	\$0	0.0%	0.0%	
Other:	\$0	0.0%	0.0%	
Utilities	\$5,750	1.1%	1.2%	3.0%
Electricity	\$3,600	0.7%	0.8%	
Fuel	\$2,150	0.4%	0.5%	
Water & Sewer	\$0	0.0%	0.0%	
Maintenance/Non-Capitalized Repairs	\$20,229	3.9%	4.3%	3.0%
Maintenance/Janitorial Payroll	\$0	0.0%	0.0%	
Janitorial Supplies	\$550	0.1%	0.1%	
Extermination	\$600	0.1%	0.1%	
Rubbish Removal	\$1,766	0.3%	0.4%	
Snow Removal	\$2,200	0.4%	0.5%	
Lawn/Tree Maintenance	\$900	0.2%	0.2%	
Parking Lot Repairs	\$1,340	0.3%	0.3%	
Painting/Decorations/Cleaning	\$1,980	0.4%	0.4%	
Heating & Air Repairs	\$2,133	0.4%	0.4%	
Plumbing/Electrical Repairs	\$2,260	0.4%	0.5%	
Elevator Maintenance	\$4,000	0.8%	0.8%	
Vehicle/Equipment Maintenance	\$0	0.0%	0.0%	
Security	\$2,500	0.5%	0.5%	
Other:	\$0	0.0%	0.0%	
Other:	\$0	0.0%	0.0%	
Real Estate Taxes	\$82,362	15.9%	17.4%	3.0%
Tax Abatement (-)	\$57,347	11.1%	12.1%	
Property & Liability Insurance	\$10,500	2.0%	2.2%	3.0%
Reserve Requirements	\$8,600	1.7%	1.8%	3.0%
Other:		0.0%	0.0%	3.0%
Other:		0.0%	0.0%	3.0%
Other:		0.0%	0.0%	3.0%
Other:		0.0%	0.0%	3.0%
<b>Total Expenses</b>	<b>\$99,001</b>	<b>19.1%</b>	<b>20.9%</b>	
<b>Cash Flow Available for Debt Service / NOI</b>	<b>\$375,147</b>	<b>72.4%</b>	<b>79.1%</b>	

## Amortizing Loans

Loan 1 DS: xxx	\$0	0.0%	0.0%
Loan 2 DS: xxx	\$0	0.0%	0.0%
Loan 3 DS: xxx	\$0	0.0%	0.0%
Loan 4 DS: xxx	\$0	0.0%	0.0%
Int. Loan 5 DS: xxx	\$0	0.0%	0.0%
Other Oblig. 1 xxx		0.0%	0.0%
Other Oblig. 2 xxx		0.0%	0.0%

Required  
DSCR

LOAN TERMS	Loan Amount	Term Mos.	Amort. Mos.	Interest Rate	Refi. Rate
xxx		60	240	6.00%	6.05%
xxx		60	240	4.00%	8.00%
xxx		60	240	4.00%	8.00%
xxx		60	240	4.00%	8.00%
xxx		60		4.00%	8.00%
xxx				4.00%	8.00%
xxx				4.00%	8.00%
	Override				
	\$1,260,000	(If requesting a grant input \$0)			



TOTAL DEVELOPMENT COSTS		Amount	% of TDC
<b>Acquisition</b>			
Land		\$200,000	2.57%
Building(s)		\$150,000	1.92%
Other:		\$0	0.00%
<b>Subtotal Acquisition</b>		<b>\$350,000</b>	<b>4.49%</b>

<b>Hard Costs</b>					Ineligible Amt.
Public Infrastructure (roads, sidewalks, utilities, sewage, etc.)		\$0	0.00%		\$0
Site Improvements (walks, drives, landscaping, fencing, site lighting, and drainage)		\$27,500	0.35%		\$27,500
Demolition (Include Lead & Asbestos Abatement)		\$500,288	6.42%		\$500,288
Other Environmental Mitigation		\$0	0.00%		\$0
Earth Work		\$136,900	1.76%		\$136,900
Site Utilities		\$0	0.00%		\$0
Other:		\$0	0.00%		\$0
	New Construction	Rehabilitation/renovation			
Structures	\$0	\$4,416,664	\$4,416,664	56.67%	\$0
Parking Structures			\$0	0.00%	\$0
Building Concrete/Masonry		\$981,130	\$981,130	12.59%	\$0
Carpentry		\$386,294	\$386,294	4.96%	\$0
Roofing/Metal/Siding/Insulation/Caulking		\$420,400	\$420,400	5.39%	\$0
Doors/Windows/Glass		\$445,565	\$445,565	5.72%	\$0
Drywall/Acoustical		\$438,105	\$438,105	5.62%	\$0
Flooring		\$127,335	\$127,335	1.63%	\$0
Cabinets/Countertops/Appliances		\$111,488	\$111,488	1.43%	\$0
Painting/Decorating		\$184,580	\$184,580	2.37%	\$0
Plumbing/Electrical/Fire Protection		\$545,030	\$545,030	6.99%	\$0
HVAC		\$451,750	\$451,750	5.80%	\$0
Accessory Buildings/Garages		\$0	\$0	0.00%	\$0
Elevators/Special Equipment		\$114,987	\$114,987	1.48%	\$0
Tenant Upgrades		\$210,000	\$210,000	2.69%	\$0
Other:			\$0	0.00%	\$0
Builder Overhead/Profit/General Requirements	\$0	\$756,359	\$756,359	9.71%	\$0
Permits/Tap Fees/Bond/Cost Certification	\$0	\$118,000	\$118,000	1.51%	\$0
Construction Contingency	\$0	\$477,340	\$477,340	6.13%	\$320,000
Other:	\$0	\$0	\$0	0.00%	\$0
<b>Subtotal Hard Costs</b>			<b>\$6,433,051</b>	<b>82.55%</b>	
<b>Other Eligible Costs</b>					
Machinery & Equipment			\$0	0.00%	\$0
Furniture & Fixtures			\$0	0.00%	\$0
Architectural & Engineering			\$85,000	1.09%	\$0
Environmental Studies/Soil Testing			\$39,000	0.50%	\$39,000
Survey			\$2,500	0.03%	\$0
Other:				0.00%	\$0
<b>Subtotal Eligible Soft Costs</b>			<b>\$126,500</b>	<b>1.62%</b>	

<b>Ineligible Soft Costs</b>					
Other Professional Fees			\$95,000		
Loan Fees			\$35,000	0.45%	Override
Construction Interest	12 mos.		\$0	0.00%	
Construction Taxes			\$10,000	0.13%	
Construction Insurance			\$8,500	0.11%	
MEDC Fees			\$20,000	0.26%	
Title Work			\$7,500	0.10%	Override
Rent-Up Reserve	3 mos.		\$3,150	0.04%	
Replacement Reserve			\$7,350	0.09%	
Operating Reserve			\$36,908	0.47%	
Other: Historic Tax Credit Insurance			\$7,500	0.10%	
Other: Marketing			\$15,000	0.19%	
Other: HTC Put Reserve			\$31,819	0.41%	
<b>Other Ineligible Soft Costs - Related Party and Consulting Fees</b>					
Developer Fee			\$400,000	5.13%	
Project Management Fees			\$36,000	0.46%	
Construction Management Fees (Related Party)			\$0	0.00%	
Consulting Fees			\$170,000	2.18%	
Other Related Party Fees			\$0	0.00%	
Other:			\$0	0.00%	
<b>Subtotal Ineligible Soft Costs</b>			<b>\$883,727</b>	<b>11%</b>	
<b>TOTAL DEVELOPMENT COSTS</b>			<b>\$7,793,278</b>	<b>100.00%</b>	

Total Eligible Basis	Max. MEDC Investment	% Eligible
\$5,535,863	\$2,767,932	50%

TOTAL DEVELOPMENT SOURCES		Amount	% of TDC
<b>Senior Debt</b>			
xxx		\$0	0.00%
xxx		\$0	0.00%
xxx		\$0	0.00%
xxx		\$0	0.00%
xxx		\$0	0.00%
xxx		\$0	0.00%
xxx		\$0	0.00%
MSF/MCRP Conventional Loan		\$1,260,000	16.17%
<b>Subordinate Debt/Grants</b>			
MEDC Grant			0.00%
Other:	CRP Grant	\$1,500,000	19.25%
Other:			0.00%
Other:			0.00%
<b>Deferred Fees/Cash Equity</b>			
Deferred Developer Fees		\$400,000	5.13%
Other Deferred Related Party Fees			0.00%
Deferred Consulting Fees			0.00%
Cash Equity Owner		\$3,171,941	40.70%
Land/Building Contribution Owner		\$350,000	4.49%
MSF/MCRP Equity Investment			0.00%
Other:	Historic Tax Credit Equity	\$1,061,343	13.62%
Other:	Elevator Grant	\$50,000	0.64%
Other:			0.00%
<b>TOTAL DEVELOPMENT SOURCES</b>		<b>\$7,793,284</b>	<b>100.00%</b>

Construction Financing			
Construction Loan:	xxx	\$0	0.00%
Interest Rate:	5.85%		

Sources & Uses	
Total Development Costs	\$7,793,300
Total Development Sources	\$7,793,284
Surplus/(Gap)	(\$16)



Fill in all blue shaded inputs cells

Development Name: Murder Redevelopment Project

City/Township/Village: Orono

County: Shawano

Construction Type: Historic Rehabilitation

**County:** Shikawasssee  
**Construction Type:** Historic Rehabilitation

# DEVELOPER INVESTMENT RETURNS

Fill in all blue shaded input cells

Development Name: Mueller Redevelopment Project  
City/Township/Village: Owosso  
County: Shiawassee  
Construction Type: Historic Rehabilitation

This worksheet utilized to calculate a rough estimate of anticipated developer return. In addition, a proposed sales date and other owner cash investments in the project following construction completion can be entered on this worksheet.

Property Sales Assumptions	
Capitalization Rate	8.00%
Year of Sale	21
Sale Expenses (% of sale price)	5.0%

## Developer Return Analysis

Year	Cash Investment	Cash flow	Sale Proceeds	Net Cash Investment	Land/Building Investment	Net Developer Investment	Cash on Cash Return	Return on Owner Equity
0	\$3,171,941	\$0	\$0	(\$3,171,941)	\$350,000	(\$3,521,941)	0.0%	0.0%
1		\$319,989	\$0	\$319,989	\$0	\$319,989	10.1%	9.1%
2		\$320,508	\$0	\$320,508	\$0	\$320,508	10.1%	9.1%
3		\$326,549	\$0	\$326,549	\$0	\$326,549	10.3%	9.3%
4		\$327,020	\$0	\$327,020	\$0	\$327,020	10.3%	9.3%
5		\$333,121	\$0	\$333,121	\$0	\$333,121	10.5%	9.5%
6		\$339,308	\$0	\$339,308	\$0	\$339,308	10.7%	9.6%
7		\$345,581	\$0	\$345,581	\$0	\$345,581	10.9%	9.8%
8		\$351,942	\$0	\$351,942	\$0	\$351,942	11.1%	10.0%
9		\$358,390	\$0	\$358,390	\$0	\$358,390	11.3%	10.2%
10		\$365,321	\$0	\$365,321	\$0	\$365,321	11.5%	10.4%
11		\$371,160	\$0	\$371,160	\$0	\$371,160	11.7%	10.5%
12		\$378,269	\$0	\$378,269	\$0	\$378,269	11.9%	10.7%
13		\$355,895	\$0	\$355,895	\$0	\$355,895	11.2%	10.1%
14		\$360,893	\$0	\$360,893	\$0	\$360,893	11.4%	10.2%
15		\$365,915	\$0	\$365,915	\$0	\$365,915	11.5%	10.4%
16		\$370,946	\$0	\$370,946	\$0	\$370,946	11.7%	10.5%
17		\$378,027	\$0	\$378,027	\$0	\$378,027	11.9%	10.7%
18		\$383,129	\$0	\$383,129	\$0	\$383,129	12.1%	10.9%
19		\$289,179	\$0	\$289,179	\$0	\$289,179	9.1%	8.2%
20		\$293,273	\$0	\$293,273	\$0	\$293,273	9.2%	8.3%
	\$3,171,941	\$6,934,415	\$0	\$6,934,415	\$350,000	\$6,934,415	10.93%	9.84%
				IRR =	8.79%	IRR =	7.41%	





## MEMORANDUM

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

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DATE: June 10, 2020

TO: Owosso City Council

FROM: Glenn Chinavare, Director of Public Services & Utilities

SUBJECT: Gould Street Rehabilitation – Special Assessment Resolution No 3

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. Resolution No. 2 for the proposed improvement was approved by City Council at its **June 1, 2020** meeting.

**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 council may direct staff to make those adjustments and proceed; 3) If council determines the project is not warranted and should not proceed at all, council would simply fail to act on Resolution No. 3, effectively stopping the process. The hearing of necessity will be held during the regularly scheduled city Council meeting of **June 15, 2020**.

**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 holding a public hearing to receive citizen comments regarding the necessity of the proposed project. At the conclusion of the hearing council will consider approval of Resolution No. 3 authorizing the project to proceed. Residents that would be affected by the project have been sent a notification for the public hearing, a description of the work being proposed, and an estimate of the special assessment for their property.

Staff recommends authorization of Resolution No. 3 for the following district:

**Special Assessment District No. 2021-01**  
**Gould Street, a Public Street, from Oliver Street to Moore Street**

**RESOLUTION NO.**

**AUTHORIZING SPECIAL ASSESSMENT RESOLUTION NO. 3  
ESTABLISHING SPECIAL ASSESSMENT DISTRICT NO. 2021-01  
GOULD STREET, FROM OLIVER STREET TO MOORE STREET  
FOR STREET REHABILITATION**

WHEREAS, the City Council, after due and legal notice, has met and (there being no one to be heard regarding / having heard all persons to be affected by) the proposed public improvement more particularly hereinafter described; and

WHEREAS, the City Council deems it advisable and necessary to proceed with said public improvement as more particularly hereinafter described.

NOW, THEREFORE, BE IT RESOLVED THAT:

FIRST: The City Council hereby determines to make and proceed with the following described public improvement and to defray a part or the whole cost, as more particularly hereinafter provided, by special assessment upon the property specially benefited:

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

SECOND: The City Council hereby approves the plans for the aforesaid public improvement as prepared and presented by the City Manager and determines the estimated cost of said public improvement to be \$1,428,244.50 and approves said estimated cost and determines that the estimated life of said public improvement is twenty (20) years.

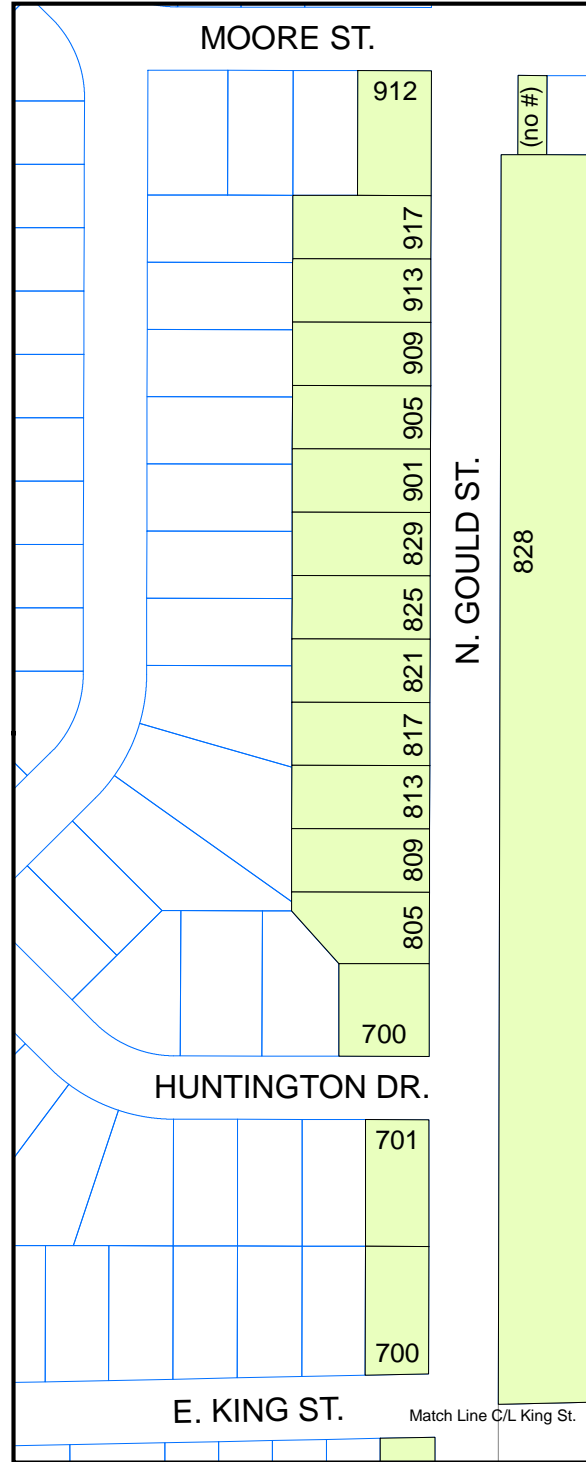
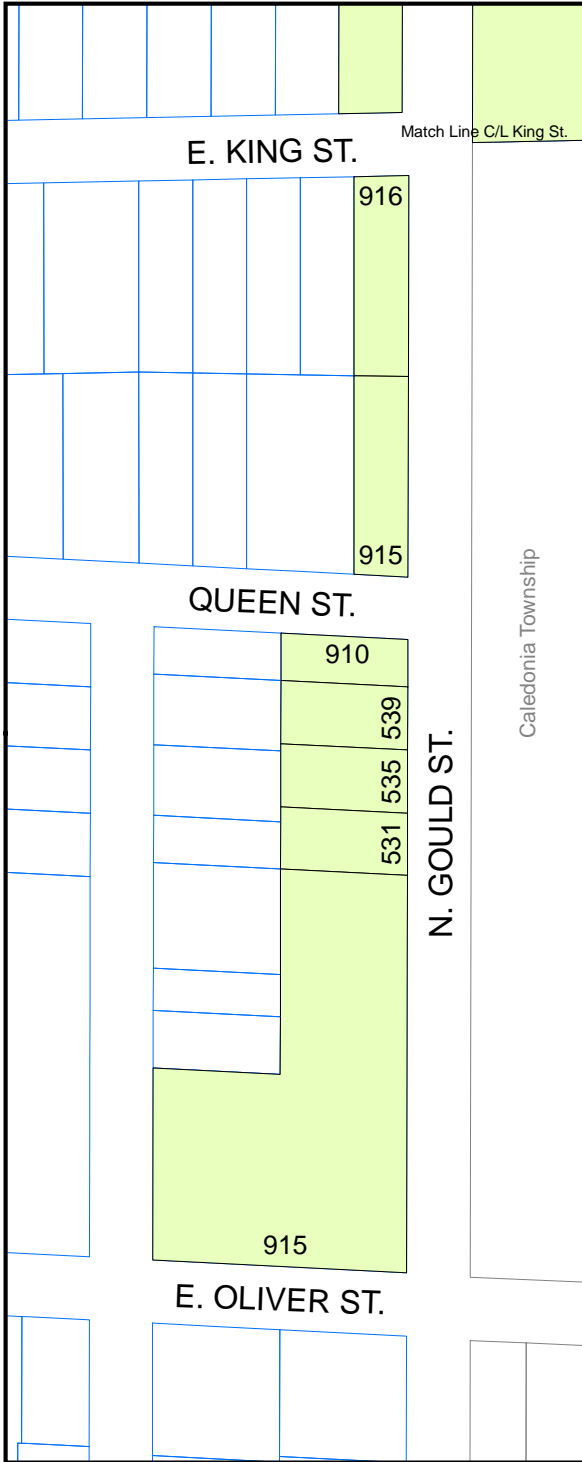
THIRD: The City Council determines that of said total estimated cost, the sum of \$186,302.53 be paid by special assessment upon the property specially benefited, as more particularly hereinafter described, and that the sum of \$1,241,941.97 of said total estimated cost shall be the obligation of the City at large because of benefit to the City at large.

FOURTH: The City Council hereby designates the following described property as the special assessment district upon which the special assessment shall be levied:

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

FIFTH: The City Assessor shall prepare a special assessment roll including all lots and parcels of land within the special assessment district herein designated, and the Assessor shall assess to each such lot or parcel of land such relative portion of the whole sum to be levied against all lands in the special assessment district as the benefit to such lot or parcel of land bears to the total benefits to all lands in such district.

SIXTH: When the Assessor shall have completed the assessment roll, he shall file the special assessment roll with the City Clerk for presentation to the City Council.






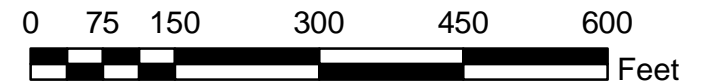
# City of Owosso

## 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 AT 40% RESIDENTIAL	ASSESSMENT 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:

PROPERTY TYPE	RESIDENTIAL PROPERTY	COMMERCIAL PROPERTY	TOWNSHIP PROPERTY	TOTAL
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	<u>\$186,302.53</u>

\*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:** June 11, 2020

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

**FROM:** Nathan Henne, City Manager

**SUBJECT:** Rezoning Request for 425 and 429 Hamblin; Parcel 050-430-000-002-00 and 050-430-000-003-00

### RECOMMENDATION:

Staff recommends the rezoning request. The Planning Commission recommends denial of the rezoning request.

### BACKGROUND:

Planning commission held a public hearing at its regularly scheduled meeting on February 24, 2020 to hear a petition to rezone parcel 050-430-000-002-00, also known as 425 Hamblin and parcel 050-430-000-003-00, also known as 429 Hamblin from R-2, Two Family Residential to I-1, Light Industrial. These vacant lots are adjacent to 434 E. Howard Street, known as Trebor Industries and the 3 lots are owned by Trebor/Carrie Cobb. The purpose of rezoning this property was to allow the owner to have the existing shed remain on the lot of which the condemned dwelling would be removed (425 Hamblin) and the 3 lots would then be combined. It was the owner's intent to leave this area vacant and maintained and not for additional business storage.

- The Planning Commission, after mailing notices and holding a public hearing, voted to deny the rezoning request at its regular meeting on February 24, 2020.
- The Planning Commission heard objections from residential neighbors on Hamblin Street with the following conditions.
- The Planning Commission made the following motion: **TO NOT APPROVE THE REZONING REQUEST DUE TO CONCERNS OF EXTENDING LIGHT INDUSTRIAL INTO A RESIDENTIAL AREA – SPOT ZONING.**
- **AS AN ALTERNATIVE THE PLANNING COMMISSION IS RECOMMENDING THE FOLLOWING TO THE CITY COUNCIL:**
  1. **RECOMMENDS THE COMBINING OF THE LOTS WITH THE SPLIT ZONING.**
  2. **ONLY THE SHED WOULD BE ALLOWED TO REMAIN ON THE VACANT LOT.**
  3. **NO INDUSTRIAL STORAGE WOULD BE ALLOWED ON THE VACANT LOTS AS THEY WILL REMAIN ZONED AS RESIDENTIAL.**

**City Code Section 38-555 lists the criteria when considering the rezoning of a property as follows:**  
**Sec. 38-555. Criteria for amendment of the official zoning map.**

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.

- (2) Compatibility of the site's physical, geological, hydrological, and other environmental features with the host of uses permitted in the proposed zoning district.
- (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.
- (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.
- (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."
- (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.
- (7) The request has not previously been submitted within the past one (1) year, unless conditions have changed or new information has been provided.
- (8) Other factors deemed appropriate by the planning commission and city council.

**RESOLUTION NO.**

**TO SET A PUBLIC HEARING TO CONSIDER AMENDING CHAPTER 38 ZONING  
OF THE CODE OF ORDINANCES TO REZONE THE PARCELS  
AT 425 & 429 HAMBLIN STREET  
AND AMEND THE ZONING MAP**

WHEREAS, the city council of the city of Owosso received a petition from Carrie Cobb and Trebor to rezone the parcels located at 425 & 429 Hamblin Street, parcel nos. 050-430-000-002-00 and 050-430-000-003-00, from R-2 Two-Family Residential District to I-1 Light Industrial District; and

WHEREAS, the planning commission subsequently published the request and mailed notices of the request to surrounding property owners, held a public hearing on the request, and deliberated on the request; and

WHEREAS, city staff has recommended approval of the request as proposed and the planning commission has recommended the combination of the lots while maintaining the current zoning designations; and

WHEREAS, the item must now be considered by the city council and a public hearing by the council is required before any such ordinance amendment can be acted upon.

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

SECTION 1. OFFICIAL ZONING MAP AMENDMENT. That the following requested amendments to Chapter 38, Zoning, Sec. 38-27, *Zoning Districts and Map*, be denied based on spot zoning.

Parcel Address	Current Zoning	Amended Zoning
425 Hamblin St	R-2 Two-Family Residential District	I-1 Light Industrial District
Parcel number: 050-430-000-002-00		
N 45' OF S 136' LOT 13 (EX E 59 ½') LOUISA MERELLS ADD		
429 Hamblin St	R-2 Two-Family Residential District	I-1 Light Industrial District
Parcel number: 050-430-000-003-00		
LOT 13 (EX E S 136' & E 59 ½') LOUISA MERELLS ADD		

SECTION 2. PUBLIC HEARING. A public hearing is set for Monday, July 20, 2020 at 7:30 p.m. for the purpose of hearing citizen comment regarding the proposed ordinance amendment.

SECTION 3. NOTICE. Council hereby directs staff to supply a public notice concerning the rezoning to a newspaper of general circulation within the city.

SECTION 4. AVAILABILITY. This ordinance may be purchased or inspected in the city clerk's office, Monday through Friday between the hours of 9:00 a.m. and 5:00 p.m.

SECTION 5. EFFECTIVE DATE. This amendment shall become effective twenty days after passage.

PREZ 2020-01  
**APPLICATION FOR REZONING**  
**CITY OF OWOSSO**

301 W. Main Street, Owosso, Michigan 48867, MI 989-725-0540

1. The applicant must completely fill in the application.
2. Application fee is \$550.00 + \$5.00 per acre.
3. The applicant or his/her representative must be present at the Planning Commission and City Council public hearings for action to be taken on this request.
4. Application must be received by the end of the previous month before Planning Commission meeting. City Council will address the rezoning at the following Council Meeting after Planning Commission makes its recommendations for the rezoning.

**TO THE OWOSSO CITY COUNCIL:**

I, (we), the undersigned, do hereby respectfully make application and petition the City Council to amend the Zoning Ordinance and change the zoning map as hereinafter requested,

1. PROPERTY TO BE REZONED:

Address: 425 & 429 Hamblin with 434 E. Howard

Description: (lot, block or metes and bounds)

Frontage in feet:

Depth in feet:

} see attached

2. PROPERTY OWNERSHIP:

Name: Carrie Cobb

Address: PO Box 142 Owosso mi 48867

Phone Number: 989-666-3541

E-mail: Carrie@treborind.com

3. ZONING REQUEST:

Current Zoning: Residential R-2

Requested Zoning: Industrial I-1

4. PROPOSED USE OF THE PROPERTY:

Storage shed

Indicate why, in your opinion, the requested change is consistent with the ordinance in prompting and protecting the public health, safety, peace, morals, comfort, convenience and general welfare of the inhabitants of the city of Owosso:

Trebor Industries would like to combine the lots in order to keep the current storage shed located on the lot.

The above information has been submitted in support of the rezoning and is accurate and truthful to the best of our knowledge.

Signature of Applicant:

Carrie Cobb

Date:

1/30/2020

☐ LEGAL REPRESENTATIVE

☒ OWNER

☐ OPTION TO PURCHASE

**FOR OFFICIAL USE ONLY**

Case #	PZ-20-004	Planning Commission Hearing Date	2/24/2020
Receipt #		Action Taken	
Date Filed	1-30-2020	City Council Hearing Date	3/03/2020
Description Checked		Action Taken	

To whom it may Concern,

I am writing in regard to 425 Hamblin St property. My name is Carrie Cobb and I currently own this location and the 434 E. Howard St. property. I have been working towards having the home structure removed at 425 Hamblin St. which was purchased a few years back from a city auction. The residence was condemned at the time of purchase. In order to clean up the property the home structure needs to be torn down as it is in a deplorable condition. However, the shed structure is in fair condition and I would like to keep it. The shed will be used to store tools and a lawn mower for continued maintenance of the property as well as the adjacent property located at 434 E. Howard St.

I look forward to working with you on the rehab project.

Best Regards,

Carrie Cobb

989-666-3541 C

989723-8145 O

carrie@treborind.com

*1/28/2020 emailed Rezoning app to Carrie.*

**CITY OF OWOSSO**  
**LAND COMBINATION APPLICATION**

301. W. MAIN ST.  
OWOSSO, MI 48867  
989 725-0530

Date 1-27-2020

Owners Name Carrie Cobb

Phone Number 989-6666-3541

Owners Mailing Address PO Box 142  
OWOSSO, MI 48867

TREBOR Industries

Property Address(es) 425/429 Hamblin joined with 434 E. Howard St.

Parcel Number(s) 050-430-000-003-00 / 050-430-000-002-00 / 050-430-000-001-00

Current Zoning(s) R2 & I1

Will the proposed combination require zoning changes? (yes) ☒ (no)

Are the names the same on all parcels to be combined? (yes) ☒ (no)

(Note: Names of ownership must be the same on all parcels being combined.)

Any current Special Assessments applied to any or all of these parcels? (yes) ☒ (no)

If yes, please explain: (Note: Special Assessments must be paid in full prior to combining parcels)

Any current Mortgage Liens or Land Contracts on any or all of these parcels? (yes) ☒ (no)

If yes, please explain: (Note: Mortgage or contract liens need approval from lien holder for approval)

Intended use (Res., Com., Ind.) Ind

Intended purpose Storage Shed

Survey recommended, especially when descriptions are meets & bounds and not within a plat.  
Legal Description of Current Parcels to be combined. (Attach additional if needed.)

Legal Description of combined parcel(s). (Attach additional if needed)

Lot 13 (Ex S S 136' & E 59 1/2' Louisa Merells Add  
N 45' of S 136' Lot 13 Ex E 59 1/2' Louisa Merells Add  
N 45' of S 136' Lot 13 Ex E 59 1/2' Louisa Merells Add

I understand and agree the statements made above are true and if found not to be true, this application and any approval will be void.

Property Owners Signature: Carrie Cobb

Date: 1-27-2020

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

City of Owosso Approval:

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

Title: \_\_\_\_\_



## **OFFICIAL NOTICE OF PROPOSED REZONING**

A Public Hearing will be held on a proposal to rezone the properties described below at the Owosso City Planning Commission regular meeting on Monday, February 24, 2020. The proposed rezoning would allow these lots to be combined with 434 E Howard Street and would be used for light industrial.

**APPLICANT:** #2020-01 Carrie Cobb  
Owner, Trebor Industries  
434 E Howard Street  
Owosso MI, 48867

**PROPERTY ADDRESSES:** 425 Hamblin  
429 Hamblin

**PROPOSED REZONING:** FROM: R-2 Two Family Residential District  
TO: I-1 Light Industrial District

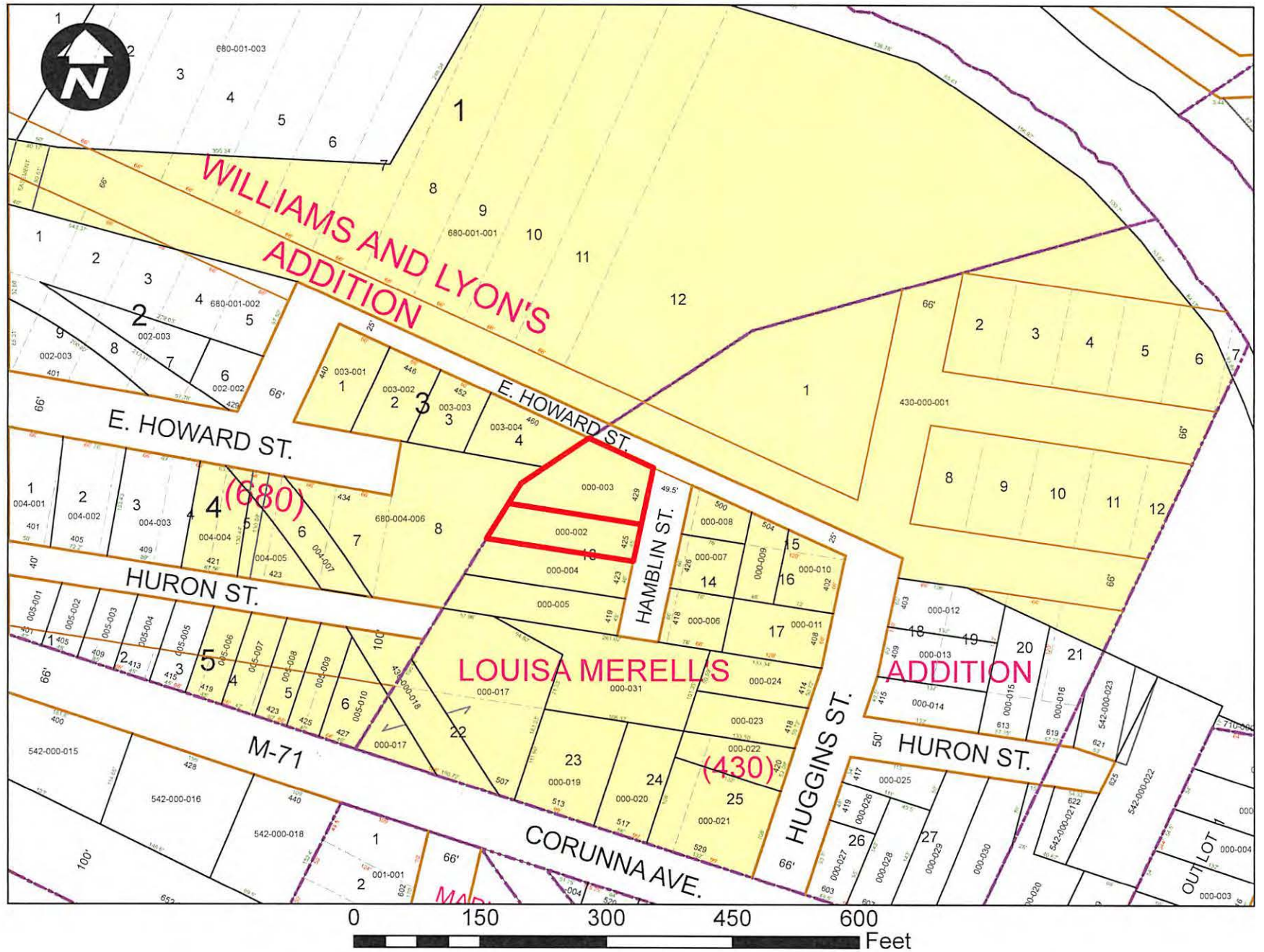
**PROPERTY DESCRIPTIONS:** Parcel number: 050-430-000-002-00 425 Hamblin  
N 45' OF S 136' LOT 13 (EX E 59 ½') LOUISA MERELLS ADD  
Parcel number: 050-430-000-003-00 429 Hamblin  
LOT 13 (EX E S 136' & E 59 ½') LOUISA MERELLS ADD

**LOT SIZES:** 0.180 acre 425 Hamblin  
0.239 acre 429 Hamblin

**MEETING INFORMATION:** Owosso City Planning Commission regular meeting on Monday, February 24, 2020. The meeting will be held in the lower level of the Owosso City Hall at 6:30 p.m.

**WRITTEN COMMENTS:** Written comments may be submitted to the building department office at city hall or by email to [building@ci.owosso.mi.us](mailto:building@ci.owosso.mi.us) any time prior to the meeting. Further information on this case is on file in the Building Department for your review.

The City of Owosso will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting/hearing upon seventy-two (72) hours notice to the City of Owosso. Individuals with disabilities requiring auxiliary aids or services should contact the City of Owosso by writing or calling the following: Amy Kirkland, City Clerk, 301 W. Main St, Owosso, MI 48867 (989) 725-0500. Website address is [www.ci.owosso.mi.us](http://www.ci.owosso.mi.us).





# OWOSSO





February 20, 2020

Planning Commission  
City of Owosso  
301 W. Main Street  
Owosso, Michigan 48867

**Subject:** REZONING  
**Location:** 425, 429 Hamblin and 434 E. Howard Street  
**Size of Site:** .7 acres  
**Request:** To rezone roughly .7 acres at 425 and 429 Hamblin from R-2, Two-Family Residential to I-1, Light Industrial.  
**Applicant:** Ms. Carrie Cobb, Trebor Industries

Dear Planning Commissioners:

At your request, we have reviewed the above application from Trebor Industries to rezone .7 acres of the subject property from R-2, Two-Family Residential to I-1, Light Industrial. The two properties to be rezoned will be combined into one single parcel with a parcel located at 434 E. Howard Street where the principal light industrial business is located. The parcel identification numbers are as follows;

1. 050-430-000-003-00
2. 050-430-000-002-00
3. 050-680-004-006-00

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, 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 parcels are located at the norther extent of Hamblin, adjacent to the rail yard. The applicant owns a light industrial business located at 434. E Howard street. The applicant also owns the Hamblin parcels and would like to combine them into one single parcel associated with the business.

## EXISTING LAND USE, ZONING AND FUTURE LAND USE

	Existing Land Use	Zoning	Master Plan
<b>Subject Site</b>	Vacant	R-3, One-Family Residential	Single-Family Residential*
North	Industrial	I-1, Light Industrial	I-1, Light Industrial
South	Single and two-family residential	R-2, Two-Family Residential	Residential
East	Single and two-family residential	R-2, Two-Family Residential	Residential
West	Residential and Industrial	R-2, Two-Family Residential	Residential

**\*The map below is the existing zoning map for the City of Owosso**



## PERMITTED AND SPECIAL LAND USES

While the area is a mish-mash of zoning districts including R-2, Commercial and Industrial, it is important to consider what land uses could be utilized on these properties should the Planning Commission approve the rezoning of the two parcels to light industrial. A full list of uses has been provided on a separate document from this report.

## 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** – While the predominant land use to the east and south of the subject parcels remain residential, there are commercial uses nearby as well as industrial uses immediately adjacent to

the north of these parcels. The applicant has indicated that they will not be expanding the industrial operations on this site and would be utilizing the site for additional storage purposes, specifically a storage shed already on site. It is our belief that this rezoning would not significantly impact the neighborhood, nor be in conflict with the overall goals of the Master Plan, nor 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 I-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 residential. In this case, the applicant would prefer to utilize the properties as a means to provide additional storage in association with the existing business already in the I-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** – Based on information from the applicant, we do not believe that there would be significant impact on surrounding property values if the properties are utilized in the way the applicant has stated. That is not to say that there couldn't be a significant impact in the future if these properties were ever developed for a higher intensity use beyond storage for the existing business. The Planning Commission will have to discuss the possibility of future development that would not be consistent with the surrounding land uses.

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** – There should be no issues with existing infrastructure being able to accommodate and service this site.

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** – We do not see an overwhelming demand for this use in relation to the amount of land already zoned I-1. This is not a situation of a new business looking to rezone property as an ideal site for their business. This is a case where a property owner currently owns all the parcels and would like to combine them to serve the business without a split-zone situation on their property.

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.**

**RECOMMENDATION**

Based upon the above comments, **we recommend approval of the rezoning request for 425 and 429 Hamblin based on the following items;**

1. That the request is not in overwhelming conflict with the Master Plan or the Zoning Ordinance;
2. The site is compatible with uses in the proposed I-1 Zoning District;
3. The applicant is not rezoning to increase the return on investment of the property;
4. That the Planning Commission understands that the proposed use may not be incompatible with surrounding land uses, but other uses in the I-1 district may be;
5. Infrastructure to the site is appropriate for the proposed use;
6. That the existing property owner owns all applicable parcels and would like to combine them into one contiguously zoned lot; and
7. The request has not been previously submitted to the City for consideration.

We look forward to discussing this with you at your February Planning Commission meeting. If you have any further questions, please contact us at 810-734-0000.

Sincerely,

**CIB Planning**



Justin Sprague  
Vice President



## **MEMORANDUM**

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301 W. MAIN ▪ OWOSSO, MICHIGAN 48867-2958 ▪ [WWW.CI.OWOSSO.MI.US](http://WWW.CI.OWOSSO.MI.US)

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**DATE:** June 10, 2020  
**TO:** City Council  
**FROM:** Nathan Henne, City Manager  
**SUBJECT:** Rezoning of N Washington Street

### **RECOMMENDATION:**

The Planning Commission recommends city council conduct first reading and set a public hearing for July 20, 2020 to receive citizen comment regarding request to rezone the parcel commonly known as N. Washington from RM-1 Multiple-Family Residential District-Low Rise to RM-1 Multiple-Family Residential District-Low Rise with Planned Unit Development (PUD) Overlay.

### **BACKGROUND:**

The Planning Commission, after mailing notices and holding a public hearing, voted at its regular meeting on May 26, 2020 to recommend rezoning the aforementioned parcel. Further, staff recommends approval of this petition to rezone property as submitted subject to the ordinance reading and public hearing process.

### **FISCAL IMPACTS:**

Rezoning should not pose any fiscal impacts.

**Document originated by:** Tanya Buckelew

**RESOLUTION NO.**

**TO SET A PUBLIC HEARING TO CONSIDER AMENDING CHAPTER 38 ZONING  
OF THE CODE OF ORDINANCES TO REZONE THE PARCEL ON THE  
SW CORNER OF N. WASHINGTON & WESLEY STREETS  
AND AMEND THE ZONING MAP**

WHEREAS, the city council of the city of Owosso received a petition from Bailey Park Homes, L3C, developer of the real property identified as N. Washington Street, parcel number 050-535-000-001-00 to rezone the parcel from RM-1 Multiple-Family Residential District-Low Rise to RM-1 Multiple-Family Residential District-Low Rise with Planned Unit Development (PUD) Overlay; and

WHEREAS, the planning commission subsequently published the request and mailed notices of the request to surrounding property owners, held a public hearing on the request, and deliberated on the request; and

WHEREAS, the city staff and planning commission recommend, without reservations or conditions, the rezoning of N. Washington Street as petitioned; and

WHEREAS, the item must now be considered by the city council and a public hearing by the council is required before any such ordinance amendment can be acted upon.

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

SECTION 1. OFFICIAL ZONING MAP AMENDMENT. That Chapter 38, Zoning, Sec. 38-27, *Zoning Districts and Map*, reflect the following change, to be noted on the official map and filed with the city clerk:

<b>Parcel Address</b>	<b>Current Zoning</b>	<b>Amended Zoning</b>
N. Washington Street, described as follows:	RM-1 Multiple-Family Residential District-Low Rise	RM-1 Multiple-Family Residential District-Low Rise with Planned Unit Development (PUD) Overlay
Parcel number: 050-535-000-001-00		
COM 358' N & 33' W OF INTER S LN SEC 12 & C/L N WASH ST TH W 231' N 6' W 133.7' N 279' E 364.21' S 284' TO POB PART OF SE 1/4 SE 1/4 SEC 12 T7N R2E		

SECTION 2. PUBLIC HEARING. A public hearing is set for Monday, July 20, 2020 at 7:30 p.m. for the purpose of hearing citizen comment regarding the proposed ordinance amendment.

SECTION 3. NOTICE. Council hereby directs staff to supply a public notice concerning the rezoning to a newspaper of general circulation within the city.

SECTION 4. AVAILABILITY. This ordinance may be purchased or inspected in the city clerk's office, Monday through Friday between the hours of 9:00 a.m. and 5:00 p.m.

SECTION 5. EFFECTIVE DATE. This amendment shall become effective twenty days after passage.



# APPLICATION FOR REZONING

## CITY OF OWOSSO

301 W. Main Street, Owosso, Michigan 48867, TX 989-725-0540, FX 989-723-8854

### Note to Applicants:

1. In order that this application may be processed, the applicant must completely fill in the application and make a non-refundable payment of Three Hundred Dollars (\$300) to the Treasurer's Office, to cover costs associated with the processing.
2. The applicant or his/her representative must be present at the Planning Commission and City Council public hearings for action to be taken on this request.

### TO THE OWOSSO CITY COUNCIL:

I, (we), the undersigned, do hereby respectfully make application and petition the City Council to amend the Zoning Ordinance and change the Zoning Map as hereinafter requested,

1. PROPERTY TO BE REZONED: Street Address SW corner of Washington and Wesley  
Description: (lot, block or metes and bounds) see attached  
[REDACTED]  
Frontage in Feet 364.21 Depth in Feet 284.90
2. PROPERTY OWNERSHIP: (Name, Address, and Phone Number)  
Jerry S Voight, Trustee; 25 Outerbridge Cir, Hilton Head, SC 29926; 843-681-2286
3. ZONING REQUEST Current Zoning RM-1 Requested Zoning RM-1 with PUD overlay  
Proposed Use of the Property residential neighborhood

Indicate why, in your opinion, the requested change is consistent with the Ordinance in prompting and protecting the public health, safety, peace, morals, comfort, convenience and general welfare of the inhabitants of the City of Owosso:

The rezoning will allow for the creation of a new neighborhood with traditional Owosso characteristics: pedestrian access, housing for a range of families, green spaces, and a playground.

The above information has been submitted in support of the rezoning and is accurate and truthful to the best of our knowledge.

[Signature]  
(Signature of Applicant)

[Signature]  
(Signature of Co-Applicant)

815 Lakeside, Owosso, MI 48867

(Address)

989-277-3953

(Phone)

- ☒ Legal Representative  
☐ Owner  
☐ Option to Purchase

### FOR OFFICIAL USE ONLY

Case # PUD 2020-001  
Receipt # 508268  
Date Filed 4-15-2020  
Description Checked \_\_\_\_\_

Planning Commission Hearing Date 5/26/2020  
Action Taken \_\_\_\_\_  
City Council Hearing Date \_\_\_\_\_  
Action Taken \_\_\_\_\_



Jerry Voight  
Carolyn Voight  
25 Outerbridge Circle  
Hilton Head SC 29926

March 12, 2020

To Whom It May Concern:

We have been working with Thomas Cook and Anna Owens and their company Bailey Park Homes L3C, to develop our vacant property on North Washington Street in the City of Owosso (Parcel 050-535-000-001-00), listed owner Jerry S. Voight, Trustee.

We grant permission for them to proceed with rezoning the property and seeking appropriate approvals from the City of Owosso. We support their development proposal. We also anticipate donating the property to a local land bank to facilitate the development of the property.

Thank you.



Jerry Voight

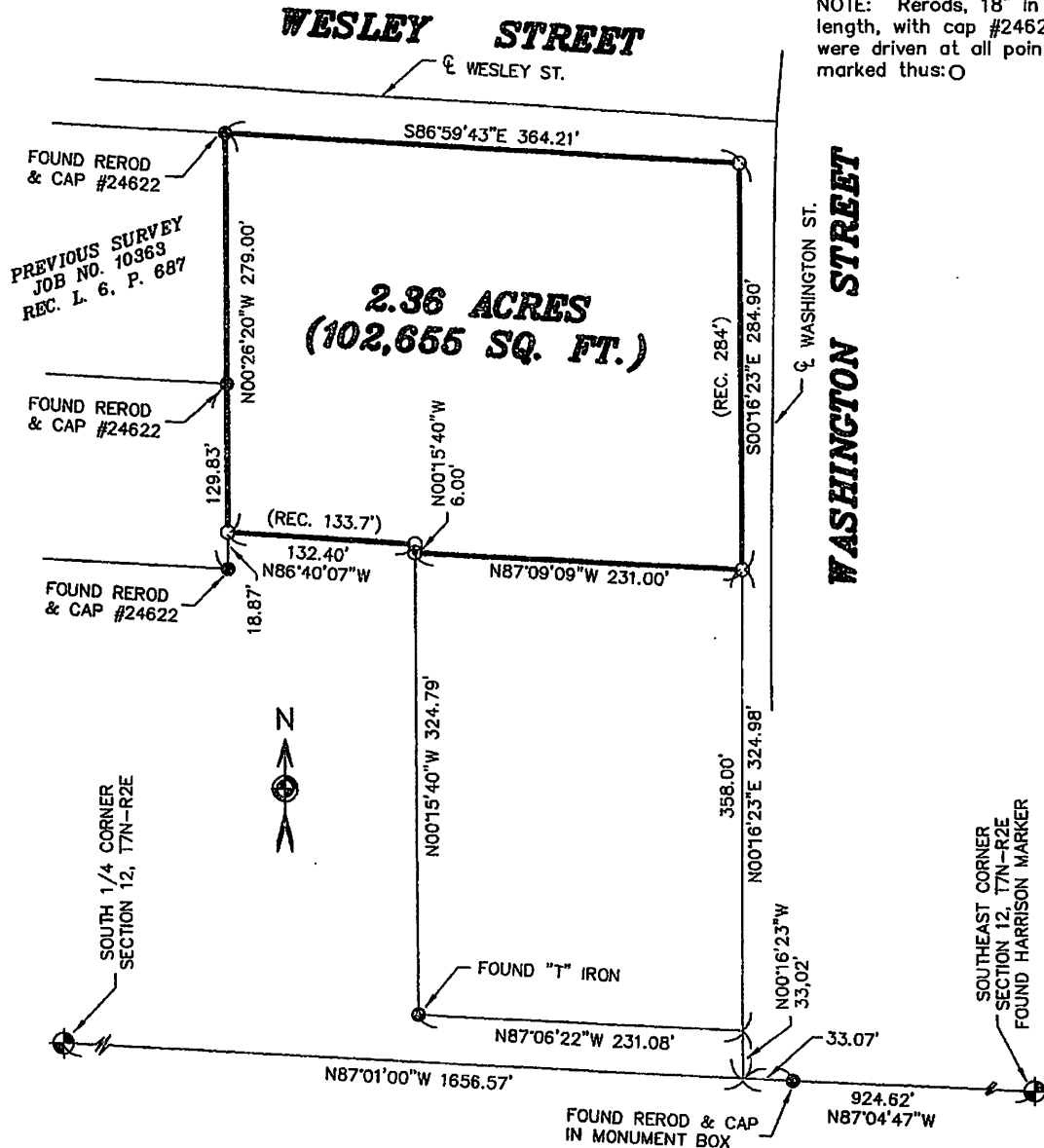


Carol Voight

# CERTIFICATE OF LAND SURVEY

DESCRIPTION (AS PROVIDED): Commencing 358 feet North and 33 feet West of the intersection of the South line of Section 12 and the centerline of North Washington Street; thence West 231 feet; thence North 6 feet; thence West 133.7 feet; thence North 279 feet; thence East 364.21 feet; thence South 284 feet to the point of beginning, part of the Southeast  $\frac{1}{4}$  of the Southeast  $\frac{1}{4}$  of Section 12, T7N-R2E.

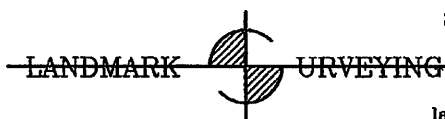
NOTE: Rerods, 18" in length, with cap #24622, were driven at all points marked thus: O



CLIENT: Bailey Park Homes, L3C  
 DATE: March 18, 2020  
 SCALE: 1" = 100' JOB NO. 27516

Section 12, T7N-R2E,  
 Owosso Township,  
 Shiawassee County,  
 Michigan

I hereby certify that I have surveyed and mapped the land above platted and/or described on 03/11/2020 and that the relative positional precision of the corners identified for this survey and shown on the map are within the limits accepted by the practice of professional surveying, and that the requirements of MCL 207.132, MCL 54.213 have been met.



204 N. SHIAWASSEE ST.  
 OWOSSO, MI 48867  
 (989) 725-8725  
 (810) 859-1053  
 FAX (989) 725-2452  
 landmark@michonline.net

Mark L. VanRaemdonck  
 PROFESSIONAL SURVEYOR  
 No. 24622  
 Mark L. VanRaemdonck, Michigan PS 24622

## Washington Park Smart Homes Development Development Program

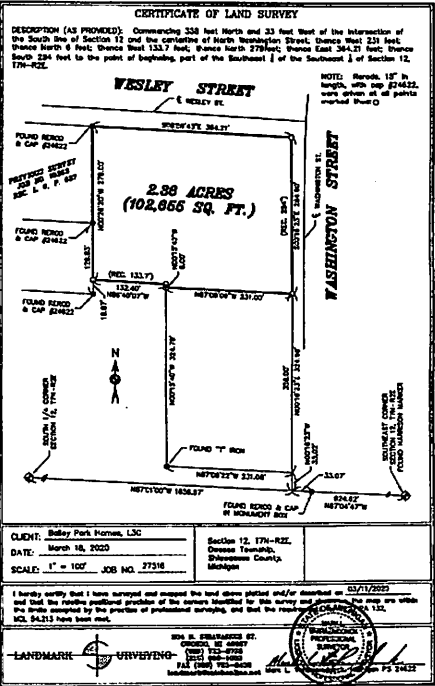
The proposed development is the creation of a new neighborhood with traditional Owosso characteristics: housing for a range of families, pedestrian accessibility, green spaces, and recreation opportunities for children. Using innovative design and construction techniques, the project would provide attainable market rate homeownership opportunities at a lower price than other new construction homes in the area, while preserving Owosso's neighborhood qualities.

Located on the north side of one of the community's established residential areas, Washington Park would provide ready access for residents to downtown Owosso. The sense of neighborhood would be enhanced by front porches and an orientation of the homes to a common walkway and courtyard. Sidewalks and a pedestrian-aware design would help strengthen relationships in the new neighborhood and connect it to existing ones.

Initial consultation has been held with the Owosso Public Schools and the City of Owosso to facilitate Safe Routes to Schools programs and infrastructure to complement the project. The proximity of two preschool programs, along with an onsite community playground, will also make Washington Park a supportive residential development for families with young children.

Washington Park has been designed with sustainability as a guiding principle. The purposeful, compact placement of the residential units on the site provides a more efficient use of the land compared to traditional single-family developments, while maintaining the character of the surrounding neighborhoods. Being planned as a cohesive residential development allows for responsible onsite stormwater management. The offsite construction of the residential units in a controlled environment helps to eliminate waste from the building process and reduce costs, which in turn allows for the incorporation of energy efficient features and durable building materials. The integrated pedestrian elements support non-motorized transportation, reducing the number of vehicular trips necessary, a benefit to both health and the environment. Moreover, the overall site design fosters a strong sense of community, building upon what makes Owosso such a great place to call home.





Know what's below.  
Call before you dig.

C2.01

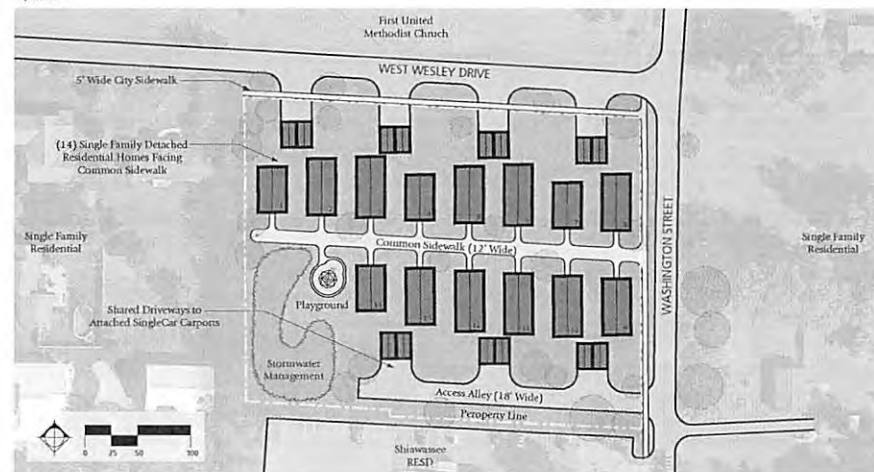






Washington  
Bailey Park Homes  
Owosso, Michigan

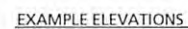
April 2020



## Proposed Color Rendering

[illegible]

Beckett & Hardie, Inc.  
525 West William, Suite 701  
Ann Arbor, MI 48106  
734 663 2622 ext.  
734 663 6759 fx



### Proposed Character Images

[illegible]



May 7, 2020

Planning Commission  
City of Owosso  
301 W. Main Street  
Owosso, Michigan 48867

**Subject:** PUD REZONING  
**Location:** South-west intersection of N. Washington and W. Wesley Dr.  
**Size of Site:** 2.36 acres  
**Request:** To rezone roughly 2.36 acres from M-1, Multiple-Family Residential to M-1, Multiple-Family Residential with PUD Overlay.  
**Applicant:** Bailey Park Homes L3C, designed by Beckett & Raeder

Dear Planning Commissioners:

At your request, we have reviewed the above application from Bailey Park Homes to rezone 2.36 acres of the subject property from M-1, Multiple-Family Residential to M-1, Multiple-Family Residential with PUD Overlay. 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 provided to meet certain approval requirements such as setbacks and property coverage requirements. The development will meet the density requirements of the M-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 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.

## Washington Park Smart Homes Development

Bailey Park Homes  
 Owosso, Michigan

Beckett&Raeder

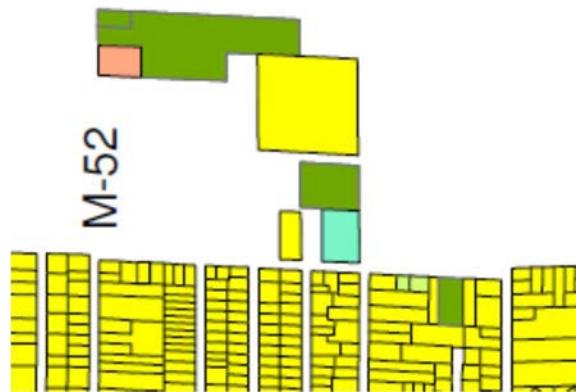
April 2020



\*proposed site development concept

## EXISTING LAND USE, ZONING AND FUTURE LAND USE

	Existing Land Use	Zoning	Master Plan
<b>Subject Site</b>	Vacant	M-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



**\*The map below is the existing zoning map for the City of Owosso**

## 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 M-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 M-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 M-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.

## **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 M-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.

We look forward to discussing this with you at your May Planning Commission meeting. If you have any further questions, please contact us at 810-734-0000.

Sincerely,

**CIB Planning**

Justin Sprague  
Vice President



## Shiawassee GIS

powered by  
**FetchGIS**

40m  
200ft



**Map Publication:**  
06/10/2020 11:56 AM

**Disclaimer:** This map does not represent a survey or legal document and is provided on an "as is" basis. X County expresses no warranty for the information displayed on this map document.



Warrant 585  
June 9, 2020

Vendor	Description	Fund	Amount
Michigan Municipal Risk Management Authority	Building and property insurance-1 <sup>st</sup> of 3 installments for FY 20/21	Various	\$128,135.50
Michigan Municipal League Workers' Compensation Fund	Workers' Compensation contributions-1 <sup>st</sup> of 4 installments for FY 20/21	Various	\$ 23,110.00
Standard & Poor's Financial Services LLC	Analytical services rendered in connection with the Sewage Disposal System Revenue Bonds	Sewer & WWTP	\$13,500.00
Total			\$164,745.50

CHECK REGISTER FOR CITY OF OWOSSO  
CHECK DATE FROM 05/01/2020 - 05/31/2020

Check Date	Bank	Check	Vendor Name	Description	Amount
Bank 1 GENERAL FUND (POOLED CASH)					
05/01/2020	1	132525	AFLAC	PAYROLL DEDUCTIONS-AFLAC PREMIUM	\$ 812.94
05/01/2020	1	132526	AGNEW GRAPHICS	GRAPHICS FOR NEW VEHICLE OPD #04	\$ 495.00
05/01/2020	1	132527	AMERICAN SPEEDY PRINTING	WORK ORDERS (1000)	\$ 110.26
05/01/2020	1	132528	ARBOR PROFESSIONAL SOLUTIONS INC	LEGAL FEES FOR COLLECTIONS	\$ 83.32
05/01/2020	1	132529	CVE HOMES	UB refund for account: 2336836001	\$ 12.54
05/01/2020	1	132530	LANGE AMANDA	UB refund for account: 1998800018	\$ 159.29
05/01/2020	1	132531	GARRISON JOHNNIE D	UB refund for account: 2567490003	\$ 74.87
05/01/2020	1	132532	LOOMIS KERRY	UB refund for account: 3793570018	\$ 102.93
05/01/2020	1	132533	OCHODNICKY ERIC	UB refund for account: 1279000007	\$ 57.55
05/01/2020	1	132534	DUSENBURY JAMIE	UB refund for account: 1688500003	\$ 13.12
05/01/2020	1	132535	KLEITSCH ROBERT P	UB refund for account: 2488740003	\$ 147.89
05/01/2020	1	132536	BHG REALTY LLC	UB refund for account: 1331000003	\$ 5.17
05/01/2020	1	132537	PFEIFFER MONA & EDELTRAUT	UB refund for account: 2265090020	\$ 658.31
05/01/2020	1	132538	MCNEW RAY	UB refund for account: 1991000002	\$ 12.52
05/01/2020	1	132539	BARNARD DENISE	UB refund for account: 1377000010	\$ 53.81
05/01/2020	1	132540	ELWELL SHERRY	UB refund for account: 2027941001	\$ 84.84
05/01/2020	1	132541	MALINAK JAMES	UB refund for account: 1757500017	\$ 201.29
05/01/2020	1	132542	CENTRAL MICHIGAN DIESEL, INC.	REPAIRS TO TOWER 1	\$ 1,845.12
05/01/2020	1	132543	CHAMPAGNE & MARX EXCAVATING INC	EMERGENCY REPAIR OF SANITARY SEWER	\$ 20,608.74
05/01/2020	1	132544	CONSUMERS ENERGY	STANDBY GENERATOR SYSTEM	\$ 200,508.00
05/01/2020	1	132545	JULIE DURAND COOPER	INITIAL CONSULTATION/SOURCING PROJECT FOR WWTP	\$ 2,800.00
05/01/2020	1	132546	DELTA DENTAL PLAN OF MICHIGAN	MAY 2020-DENTAL INSURANCE PREMIUM	\$ 3,916.56
05/01/2020	1	132547	FIRST CLASS TIRE SHREDDERS	SCRAP TIRE REMOVAL	\$ 455.00
05/01/2020	1	132548	FIRST DUE FIRE SUPPLY	TURN OUT GEAR	\$ 4,947.86
05/01/2020	1	132549	DAVID HAUT	REIMBURSEMENT FOR SHIPPING FEES	\$ 10.95
05/01/2020	1	132550	MORGAN HESLIP	ELECTION WORK	\$ 10.00
05/01/2020	1	132551	IMS ALLIANCE	NAME TAGS-(2)	\$ 14.00
05/01/2020	1	132552	JONES & HENRY ENGINEERS LTD	ENGINEERING SERVICES	\$ 4,379.33
05/01/2020	1	132553	MICHIGAN ELECTION RESOURCES	ELECTION SUPPLIES	\$ 68.84
05/01/2020	1	132554	NORTH AMERICAN OVERHEAD DOOR INC	GARAGE DOOR REPAIR	\$ 498.97
05/01/2020	1	132555	OWOSSO PUBLIC SCHOOLS	DELINQUENT PERSONAL PROPERTY DISBURSEMENT	\$ 64.90
05/01/2020	1	132556	OWOSSO PUBLIC SCHOOLS	PERMANENT EASEMENT	\$ 1.00
05/01/2020	1	132557	RANDAZZO MECHANICAL	BD Payment Refund	\$ 60.00
05/01/2020	1	132558	RICOH USA	MAINT/SUPPLIES FOR RICOH COPIERS	\$ 1,139.43
05/01/2020	1	132559	SHIAWASSEE COUNTY TREASURER	DELINQUENT PERSONAL PROPERTY TAX	\$ 74.29
05/01/2020	1	132560	SHIAWASSEE DISTRICT LIBRARY	DELINQUENT PERSONAL PROPERTY DISBURSEMENT	\$ 6.28
05/01/2020	1	132561	SHIAWASSEE FAMILY YMCA	PAYROLL DEDUCTIONS-MEMBERSHIPS	\$ 197.20
05/01/2020	1	132562	STANDARD INSURANCE COMPANY	GROUP LIFE INSURANCE PREMIUM	\$ 5,118.01
05/01/2020	1	132563	CARY MATTHEW THOMPSON	SCBA GRANT AFG GRANT WRITING SERVICES	\$ 2,700.00
05/01/2020	1	132564	WEB ASCENDER	WEBSITE HOSTING	\$ 150.00
05/01/2020	1	5482(A)	ABSOPURE WATER COMPANY LLC	WATER FOR LAB USE	\$ 102.00
05/01/2020	1	5483(A)	BODMAN PLC	LABOR RELATIONS	\$ 2,707.50
05/01/2020	1	5484(A)	BOUND TREE MEDICAL LLC	AMBULANCE MEDICAL SUPPLIES	\$ 822.76
05/01/2020	1	5485(A)	C D W GOVERNMENT, INC.	SCANNER AND ACROBAT STANDARD FOR ASSESSING DEPART	\$ 646.28
05/01/2020	1	5486(A)	CAPITAL CONSULTANTS	ASSISTANCE WITH BID DOCS PREPARATION	\$ 957.83
05/01/2020	1	5487(A)	COBAN TECHNOLOGIES INC	ANNUAL LICENSE RENEWALS (3)	\$ 1,050.82

05/01/2020	1	5488(A)	CONSUMERS ENERGY	GAS/ELECTRIC USAGE	\$ 57.79
05/01/2020	1	5489(A)	DELL MARKETING LP	OPTIPLEX COMPUTER AND MONITOR FOR ASSESSING DEPT	\$ 948.00
05/01/2020	1	5490(A)	GOULD LAW PC	PROFESSIONAL SERVICES	\$ 10,033.96
05/01/2020	1	5491(A)	GRAYMONT WESTERN LIME INC	BULK PEBBLE QUICK LIME	\$ 6,479.33
05/01/2020	1	5492(A)	GREAT LAKES CENTRAL RAILWAY INC	RAILROAD FLAGGING ON THE 2019 W NORTH ST PROJECT	\$ 6,225.00
05/01/2020	1	5493(A)	HANNA INSTRUMENTS USA INC	CHLORINE ANALYZER	\$ 1,395.00
05/01/2020	1	5494(A)	J & H OIL COMPANY	FUEL PE 4/15/20	\$ 705.08
05/01/2020	1	5495(A)	LANSING UNIFORM CO.	UNIFORMS	\$ 287.75
05/01/2020	1	5496(A)	DANIEL MILLER	REIMBURSEMENT FOR COVID-19 TESTING	\$ 63.36
05/01/2020	1	5497(A)	MUNICIPAL EMERGENCY SERVICES	FIRE SUPPRESSANT	\$ 73.16
05/01/2020	1	5498(A)	NATIONAL VISION ADMINISTRATORS LLC	MAY 20-VISION INSURANCE PREMIUM	\$ 524.50
05/01/2020	1	5499(A)	OFFICE SOURCE	SUPPLIES	\$ 24.99
05/01/2020	1	5500(A)	PACE ANALYTICAL SERVICES INC	WASTEWATER ANALYSES	\$ 210.00
05/01/2020	1	5501(A)	PHP INSURANCE COMPANY	MAY 2020-HEALTH INSURANCE PREMIUM	\$ 87,255.77
05/01/2020	1	5502(A)	PVS NOLWOOD CHEMICALS INC	SODIUM METABISULFITE	\$ 1,572.68
05/01/2020	1	5503(A)	PVS TECHNOLOGIES, INC.	FERRIC CHLORIDE	\$ 5,154.06
05/01/2020	1	5504(A)	QUADIENT INC	FOLDING MACHINE ANNUAL MAINTENANCE	\$ 1,044.00
05/01/2020	1	5505(A)	REEVES WHEEL ALIGNMENT, INC	MAINTENANCE AND REPAIRS TO CITY VEHICLES	\$ 6,534.33
05/01/2020	1	5506(A)	ROBERT W BAIRD & CO INCORPORATED	FINANCIAL SERVICES FOR DWRF PROJECT	\$ 21,250.00
05/01/2020	1	5507(A)	SAFEBUILT MICHIGAN LLC	MARCH 2020-BUILDING DEPARTMENT SERVICES	\$ 9,931.40
05/01/2020	1	5508(A)	SHERIDAN SURVEYING CO	LAGOON #3 SURVEY	\$ 1,000.00
05/01/2020	1	5509(A)	SIGNATURE AUTO GROUP-OWOSSO MOTORS	MAINTENANCE AND REPAIRS TO POLICE VEHICLES	\$ 1,312.20
05/01/2020	1	5510(A)	SUPERION LLC	MAINTENANCE FOR ONESOLUTION/OSSI	\$ 5,066.95
05/01/2020	1	5511(A)	MACOMB GROUP INC, THE	PARTS	\$ 1,843.59
05/01/2020	1	5512(A)	US BANCORP GOVERNMENT LEASING AND FINANCE INC	AMR SYSTEM PAYMENT 4 OF 15	\$ 150,919.06
05/01/2020	1	5513(A)	VERIZON WIRELESS	MODEM FEES	\$ 635.34
05/01/2020	1	5514(A)	VISTA ANALYTICAL LABORATORY INC	WASTEWATER ANALYSES	\$ 1,355.00
05/01/2020	1	5515(A)	WASTE MANAGEMENT OF MICHIGAN INC	LANDFILL DISPOSAL CHARGES-3/16/20-4/15/20	\$ 18,396.84
05/15/2020	1	132565	ADAPTIVE TECHNOLOGY SOLUTIONS LLC	RLF EMERGENCY RESPONSE LOAN	\$ 5,000.00
05/15/2020	1	132566	APOLLO FIRE EQUIPMENT	UNIFORM BOOTS	\$ 322.55
05/15/2020	1	132567	DENBOER-BATTERIES PLUS	BATTERIES	\$ 96.57
05/15/2020	1	132568	CHAMBER SUPPORT CORPORATION	REIMBURSEMENT FOR ELIGIBLE DEVELOPER EXPENSES	\$ 62,654.28
05/15/2020	1	132569	CHAPTER 13 TRUSTEE AT FLINT	PAYROLL DEDUCTION	\$ 115.40
05/15/2020	1	132570	JUDY ELAINE CRAIG	APRIL 20 COURIER SERVICE	\$ 189.00
05/15/2020	1	132571	DAYSTARR COMMUNICATIONS	JUNE 2020-PHONE AND BROADBAND INTERNET	\$ 1,051.13
05/15/2020	1	132572	FIRST BANKCARD	HR SPRING TRAINING-JESSICA UNANGST	\$ 90.00
05/15/2020	1	132573	H2O COMPLIANCE SERVICES INC	INSPECTION SERVICES FOR CROSS CONNECTION PROGRAM	\$ 731.25
05/15/2020	1	132574	HOME DEPOT CREDIT SERVICES	MATERIALS/PARTS/TOOLS	\$ 148.12
05/15/2020	1	132575	JE BLANCHETT INC	RLF EMERGENCY RESPONSE LOAN	\$ 5,000.00
05/15/2020	1	132576	MISDU	PAYROLL DEDUCTIONS	\$ 1,703.90
05/15/2020	1	132577	PROFESSIONAL ANSWERING SERVICES	MAY 2020 ANSWERING SERVICE	\$ 75.00
05/15/2020	1	132578	JACKIE LEE SHENK	RLF EMERGENCY RESPONSE LOAN	\$ 5,000.00
05/15/2020	1	132579	SPRINT COMMUNICATIONS	CELL PHONE SERVICE/EQUIPMENT-4/7/20-5/6/20	\$ 716.68
05/15/2020	1	132580	WE PRINT EVERYTHING INC	RLF EMERGENCY RESPONSE LOAN	\$ 5,000.00
05/15/2020	1	132581	WHIPPLE ROBERT M & SUSAN	BD Payment Refund	\$ 25.00
05/15/2020	1	5516(A)	THE ACCUMED GROUP	AMBULANCE BILLING SERVICES & STATE REPORTING SERVICES	\$ 6,562.24
05/15/2020	1	5517(A)	APPLIED INDUSTRIAL TECHNOLOGIES	COMPRESSOR REBUILD	\$ 1,887.29
05/15/2020	1	5518(A)	B S & A SOFTWARE	ANNUAL SERVICE/SUPPORT-5/1/20-5/1/21	\$ 8,709.00
05/15/2020	1	5519(A)	BOUND TREE MEDICAL LLC	AMBULANCE MEDICAL SUPPLIES	\$ 574.95
05/15/2020	1	5520(A)	C D W GOVERNMENT, INC.	ANNUAL AUTOCAD CIVIL 3D SUBSCRIPTION	\$ 2,634.06
05/15/2020	1	5521(A)	CAPITAL CONSULTANTS	ENGINEERING SERVICES	\$ 5,000.00
05/15/2020	1	5522(A)	COBAN TECHNOLOGIES INC	LICENSING	\$ 1,179.00

05/15/2020	1	5523(A)	COMMUNITY IMAGE BUILDERS	PROFESSIONAL SERVICES	\$ 3,516.50
05/15/2020	1	5524(A)	CONSUMERS ENERGY	GAS/ELECTRIC USAGE	\$ 57,314.29
05/15/2020	1	5525(A)	VOID		\$ - V
05/15/2020	1	5526(A)	DALTON ELEVATOR LLC	APRIL 20-CYLINDER RENT AND SUPPLIES	\$ 536.26
05/15/2020	1	5527(A)	DIGITAL HIGHWAY INC	MODEM REPAIR	\$ 55.00
05/15/2020	1	5528(A)	EMPLOYEE BENEFIT CONCEPTS INC	MAY 2020-FSA ADMIN FEE	\$ 105.00
05/15/2020	1	5529(A)	FASTENAL COMPANY	PARTS	\$ 8.32
05/15/2020	1	5530(A)	FLEIS & VANDENBRINK ENGINEERING INC	TOPOGRAPHIC SURVEYING SERVICES	\$ 3,655.00
05/15/2020	1	5531(A)	FRONT LINE SERVICES, INC.	TOWER 1 REPAIR	\$ 691.53
05/15/2020	1	5532(A)	GILBERT'S DO IT BEST HARDWARE & APP	SUPPLIES	\$ 583.95
05/15/2020	1	5533(A)	GOYETTE MECHANICAL	MAINTENANCE FOR BOILER IN PUBLIC SAFETY BUILDING	\$ 172.28
05/15/2020	1	5534(A)	GRAINGER, INC.	PARTS	\$ 56.16
05/15/2020	1	5535(A)	JON STEWART HARRIS	ELECTRICAL INSPECTIONS	\$ 500.00
05/15/2020	1	5536(A)	HYDROTEX INC	ACCULUBE	\$ 574.19
05/15/2020	1	5537(A)	INLAND WATERS POLLUTION CONTROL INC	REPAIR & REHAB OF SANITARY AND STORM SEWER	\$ 104,262.00
05/15/2020	1	5538(A)	J & H OIL COMPANY	FUEL-PE 4/30/20	\$ 848.38
05/15/2020	1	5539(A)	JCI JONES CHEMICALS INC	SODIUM HYPOCHLORITE	\$ 3,398.07
05/15/2020	1	5540(A)	KENDALL ELECTRIC, INC.	PARTS	\$ 2,095.20
05/15/2020	1	5541(A)	LANSING UNIFORM CO.	UNIFORMS	\$ 1,331.85
05/15/2020	1	5542(A)	LAW ENFORCEMENT OFFICERS REGIONAL	MEMBERSHIP DUES, 2020 SPRING LED ASSESSMENT	\$ 1,292.94
05/15/2020	1	5543(A)	LOGICALIS INC	NETWORK ADMINISTRATOR/ENGINEERING SERVICES	\$ 10,143.00
05/15/2020	1	5544(A)	MEYER ELECTRIC INC	MOTOR REPAIR	\$ 478.00
05/15/2020	1	5545(A)	NCL OF WISCONSIN INC	LAB SUPPLIES	\$ 185.05
05/15/2020	1	5546(A)	OCEANASEK INC	LIMESTONE CHIP H1	\$ 1,485.83
05/15/2020	1	5547(A)	OFFICE DEPOT	SUPPLIES	\$ 140.17
05/15/2020	1	5548(A)	OFFICE SOURCE	SUPPLIES/CHAIR	\$ 375.29
05/15/2020	1	5549(A)	ORCHARD HILTZ & MCCLIMENT INC	ENGINEERING SERVICES	\$ 48,707.50
05/15/2020	1	5550(A)	PEERLESS-MIDWEST, INC.	EMERGENCY REPLACEMENT-HIGH SERVICE PUMP	\$ 18,725.00
05/15/2020	1	5551(A)	POLICE OFFICERS LABOR COUNCIL	PAYROLL DEDUCTION-UNION DUES	\$ 854.25
05/15/2020	1	5552(A)	PROLIME CORPORATION	REMOVAL OF SPENT LIME RESIDUALS FROM WTP	\$ 58,822.40
05/15/2020	1	5553(A)	REPUBLIC SERVICES INC	MAY 20-REFUSE SERVICE	\$ 387.36
05/15/2020	1	5554(A)	RUBOB'S INC	PUBLIC SAFETY-DRY CLEANING	\$ 388.15
05/15/2020	1	5555(A)	SAFEBUILT MICHIGAN LLC	APRIL 2020-BUILDING DEPARTMENT SERVICES	\$ 9,151.10
05/15/2020	1	5556(A)	STAPLES BUSINESS CREDIT	SUPPLIES	\$ 113.50
05/15/2020	1	5557(A)	THOMAS JANITORIAL INC	COVID19 CLEANING OF PUBLIC SAFETY VEHICLES	\$ 310.00
05/15/2020	1	5558(A)	TOTAL ENERGY SYSTEMS LLC	GENERATOR MAINTENANCE	\$ 1,600.80
05/15/2020	1	5559(A)	UNITED PARCEL SERVICE	SHIPPING	\$ 8.90
05/15/2020	1	5560(A)	WASTE MANAGEMENT OF MICHIGAN INC	LANDFILL DISPOSAL CHARGES-4/16/20-4/30/20	\$ 7,300.30
05/29/2020	1	132582	AFLAC	PAYROLL DEDUCTION-AFLAC PREMIUM	\$ 812.94
05/29/2020	1	132583	THE ARGUS-PRESS	PRINTING OF LEGAL NOTICES ETC	\$ 928.75
05/29/2020	1	132584	BOB BURKHARDT CONSTRUCTION	COVID-19 BUILDING MATERIALS FOR FRONT DESK AREA OF CITY HALL	\$ 150.00
05/29/2020	1	132585	CHAPTER 13 TRUSTEE AT FLINT	PAYROLL DEDUCTION	\$ 115.40
05/29/2020	1	132586	DELTA DENTAL PLAN OF MICHIGAN	DENTAL INSURANCE	\$ 38.82
05/29/2020	1	132587	DURO-LAST ROOFING INC	INSPECTION FOR WARRANTY ON 20 YEAR ROOF	\$ 750.00
05/29/2020	1	132588	TIMOTHY J GUYSKY	REIMBURSEMENT	\$ 27.54
05/29/2020	1	132589	MAPLE RAPIDS LUMBER MILL, INC.	LUMBER	\$ 882.00
05/29/2020	1	132590	MICHIGAN ELECTION RESOURCES	ELECTION SUPPLIES	\$ 31.65
05/29/2020	1	132591	MISDU	PAYROLL DEDUCTION	\$ 1,703.90
05/29/2020	1	132592	NORTH AMERICAN OVERHEAD DOOR INC	DOOR REPAIR IN FIRE DEPARTMENT	\$ 132.24
05/29/2020	1	132593	OWOSSO BOLT & BRASS CO	PARTS	\$ 45.22
05/29/2020	1	132594	POSTMASTER	ABSENTEE APPLICATION MAILING	\$ 150.34
05/29/2020	1	132595	SHIAWASSEE FAMILY YMCA	PAYROLL DEDUCTIONS-MEMBERSHIPS	\$ 197.20



05/29/2020	1	132596	STANDARD INSURANCE COMPANY	GROUP LIFE INSURANCE	\$ 5,113.37
05/29/2020	1	132597	STATE OF MICHIGAN	DRINKING WATER LABORATORY RECERTIFICATION FEE	\$ 2,737.02
05/29/2020	1	132598	STATE OF MICHIGAN-UNCLAIMED PROPERTY	UNCLAIMED PROPERTY	\$ 509.76
05/29/2020	1	132599	TERRY M BACK	WWTP DUMP TRUCK REPAIR	\$ 45.00
05/29/2020	1	132600	ZORO TOOLS INC	SUPPLIES	\$ 353.57
05/29/2020	1	5561(A)	ALRO STEEL CORP	PARTS	\$ 568.18
05/29/2020	1	5562(A)	AMAZON CAPITAL SERVICES	SUPPLIES/PARTS	\$ 128.28
05/29/2020	1	5563(A)	CENTRON DATA SERVICES, INC.	2020 SUMMER TAX BILLS MAILING SERVICES	\$ 2,683.00
05/29/2020	1	5564(A)	CRAWFORD CONTRACTING INC	2020 STREET PROGRAM/2020 DWRP WATER MAIN PROJECT	\$ 273,137.45
05/29/2020	1	5565(A)	DELL MARKETING LP	LAPTOP FOR PAYROLL DEPARTMENT	\$ 1,348.00
05/29/2020	1	5566(A)	FRONT LINE SERVICES, INC.	REPAIRS TO TOWER 1	\$ 11,574.69
05/29/2020	1	5567(A)	GOULD LAW PC	PROFESSIONAL SERVICES	\$ 5,357.56
05/29/2020	1	5568(A)	INLAND WATERS POLLUTION CONTROL INC	REPAIR & REHAB OF SANITARY AND STORM SEWER	\$ 17,909.25
05/29/2020	1	5569(A)	J & H OIL COMPANY	FUEL PE 5/15/20	\$ 1,795.82
05/29/2020	1	5570(A)	JONES & HENRY ENGINEERS LTD	ENGINEERING SERVICES	\$ 213.25
05/29/2020	1	5571(A)	KENDALL ELECTRIC, INC.	SHIPPING	\$ 107.47
05/29/2020	1	5572(A)	LANSING UNIFORM CO.	VEST COVERS (9)	\$ 1,004.55
05/29/2020	1	5573(A)	LOGICALIS INC	UPDATES TO FIREWALL AND ENABLING MULTI-FACTOR AUTHENTICATION	\$ 3,940.00
05/29/2020	1	5574(A)	MICH BUSINESS POWERED BY MDPA	JUNE 2020-COBRA ADMIN FEE	\$ 50.00
05/29/2020	1	5575(A)	MUNICIPAL CODE CORPORATION	ONLINE CODE HOSTING 5/1/20-4/30/21	\$ 950.00
05/29/2020	1	5576(A)	1ST CHOICE AUTO PARTS INC	PARTS	\$ 6.18
05/29/2020	1	5577(A)	PHP INSURANCE COMPANY	JUNE 20-HEALTH INSURANCE PREMIUM	\$ 83,828.07
05/29/2020	1	5578(A)	POLYDYNE INC	AF 4500 POLYMER	\$ 2,165.35
05/29/2020	1	5579(A)	PRINTING SYSTEMS, INC.	ELECTION SUPPLIES	\$ 1,328.54
05/29/2020	1	5580(A)	PVS TECHNOLOGIES, INC.	FERRIC CHLORIDE	\$ 5,175.26
05/29/2020	1	5581(A)	QUADIENT INC	POSTAGE MACHINE MAINTENANCE 6/1/20-8/31/20	\$ 287.10
05/29/2020	1	5582(A)	SPICER GROUP, INC.	2020 BRIDGE LOAD AND ROUTINE BRIDGE SAFETY INSPECTIONS	\$ 1,651.00
05/29/2020	1	5583(A)	THOMAS JANITORIAL INC	COVID19 CLEANING OF PUBLIC SAFETY VEHICLES	\$ 340.00
05/29/2020	1	5584(A)	JESSICA UNANGST	REIMBURSEMENT	\$ 37.50
05/29/2020	1	5585(A)	UNITED PARCEL SERVICE	SHIPPING FEES	\$ 4.17
05/29/2020	1	5586(A)	USA BLUE BOOK	SUPPLIES	\$ 347.09
05/29/2020	1	5587(A)	VERIZON WIRELESS	MODEM FEES-4/11/20-5/10/20	\$ 635.62
05/29/2020	1	5588(A)	WASTE MANAGEMENT OF MICHIGAN INC	LANDFILL DISPOSAL CHARGES-5/1/20-5/15/20	\$ 7,448.74

1 TOTALS:

(1 Check Voided)

Total of 182 Disbursements:

\$ 1,492,632.24

Bank 10 OWOSSO HISTORICAL FUND

05/01/2020	10	5347	DAYSTARR COMMUNICATIONS	MAY 2020-GOULD HOUSE PHONE	\$ 28.20
05/01/2020	10	5348	ALBERT W MARTENIS III	MAY 20-HISTORICAL DIRECTOR SERVICES	\$ 2,250.00
05/01/2020	10	5349	SPECIALTY SALVAGE LLC	TRASH SERVICE	\$ 44.97
05/15/2020	10	5350	CONSUMERS ENERGY	224 CURWOOD CASTLE DR (TWO MOS)	\$ 646.95
05/15/2020	10	5351	ENGINEERED PROTECTION SYSTEMS INC	224 CURWOOD DR	\$ 151.89
05/15/2020	10	5352	NO MOW PROBLEMS LAWN CARE	GOULD HOUSE MOWING 4/27/20	\$ 40.00
05/29/2020	10	5353	DAYSTARR COMMUNICATIONS	JUNE 2020-GOULD HOUSE	\$ 28.20
05/29/2020	10	5354	ALBERT W MARTENIS III	JUNE 20-HISTORICAL DIRECTOR SERVICES	\$ 2,250.00

10 TOTALS:

Total of 8 Disbursements:	\$ 5,440.21
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REPORT TOTALS:

(1 Check Voided)

Total of 190 Disbursements:	\$ 1,498,072.45
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# ***MEMORANDUM***

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DATE: June 15, 2020

TO: Owosso City Council

FROM: Cheryl Grice, CPA, Finance Director

SUBJECT: FY20 Budget Amendments

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Please find attached six final FY2019-2020 budget amendments. These amendments are necessary to be compliant with the state's budget act. These are the third 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 all cases revenues have been adjusted to cover any additional expenses.

Nine funds are being amended at this time.

## **RECOMMENDATION:**

Recommend approval of the June 15, 2020 budget amendments for period ending 6/30/20.

**CITY OF OWOSSO BUDGET AMENDMENTS**  
**Period Ending 6/30/20 To be Approved 6/15/20**

<u>ACCOUNT NUMBER</u>	<u>ACCOUNT DESCRIPTION</u>	<u>CURRENT BUDGET</u>	<u>REQUESTED INCREASE (DECREASE)</u>	<u>AMENDED BUDGET</u>
<b><u>General Fund</u></b>		<b><u>To reflect spending, collections and labor changes</u></b>		
	<b>General Fund</b>			
<b>1</b>	101-335-833.400 Equipment Maintenance	5,000	11,575	16,575
	101-000-664.664 Interest Income	75,000	11,575	86,575
	<b>Record Repair of Tower - approved 5-18-20</b>			
				-
<b>2</b>	101-441-702.100 Salaries	71,985	5,500	77,485
	101-201-860.000 Education and Training	2,700	(1,500)	1,200
	101-000-664.664 Interest Income	86,575	4,000	90,575
<b>3</b>	101-300-702.300 Police Overtime	48,500	10,000	58,500
	101-000-501.506 Grant-Federal	-	10,000	10,000
	101-258-818.000 Information & Technology	86,695	10,000	96,695
	101-000-501.506 Grant-Federal	10,000	10,000	20,000
	<b>Record Projected Cost of Activity for May and June</b>			
	<b>Other Funds</b>			-
				-
<b>4</b>	202-000-695.672 Special Assessment	100,000	150,000	250,000
	202-451-818.000 Construction	1,550,000	150,000	1,700,000
	203-000-695.672 Special Assessment	61,000	175,000	236,000
	203-451-818.000 Construction	1,636,682	175,000	1,811,682
	<b>Record Special Assessments to receive and construction activity expected as of 6/30/20</b>			
<b>5</b>	276-000-401.407 Tax Capture Revenue-Qdoba	-	10,000	10,000
	276-730-801.000 Professional Services-Admin	-	1,500	1,500
	283-000-401.407 Tax Capture Revenue-TiAl	14,787	12,213	27,000
	283-964-969.000 Developer Reimbursement	-	12,213	12,213
	288-000-401.407 Tax Capture Revenue-Cargil	111,495	68,505	180,000
	288--905-980.991 Principal	31,770	68,505	100,275
	292-000-401.407 Tax Capture Revenue-Woodard Loft	91,560	25,440	117,000
	292-964-969.000 Developer Reimbursement	90,560	25,440	116,000
	295-000-401.407 Tax Capture-Armory	1,840	66,896	68,736
	295-964-969.000 Developer Reimbursement	1,090	61,564	62,654
	295-730-801.000 Professional Services Exp	750	5,332	6,082
	<b>Record Brownfield Activity</b>			
<b>6</b>	591-000-695.698 Other Financing Sources	-	700,000	700,000
	591-901-972.000 Mains and Hydrants	425,000	700,000	1,125,000
	<b>Record Enterprise Capital Outlay Activity-DWRF reimb. projection as of 6/30/20</b>			



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# ***MEMORANDUM***

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DATE: June 15, 2020  
TO: Owosso City Council  
FROM: Cheryl Grice, CPA, Finance Director  
SUBJECT: Grants Management Policy

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Federal Uniform Grant Guidance requires a non-federal entity that has expended federal awards for a grant awarded on or after December 26, 2014 to have written policies pertaining to grants management. Therefore, I have attached a grant management policy for approval by the City Council.

This policy determines policies and practices regarding grant awards for the city. In any given fiscal year, if a municipality exceeds \$750,000 in federal assistance, Uniform Grant Guidance is required. We are also required to file a single audit. DWRP and SRF EGLE programs are considered federal assistance. We are also a pass-thru entity for the CDBG façade programs.

## **RECOMMENDED ACTION**

Approve the city grant management policy

Thank you.

# City of Owosso

## Policies- Federal Awards Administration

### Grant Administration

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#### 1. Grant Development, Application, and Approval -

- a. Legislative Approval - The point at which legislative approval is required is determined by the requirements of the grant program. If the grant must be submitted by "an individual authorized by the *legislative body*", then City Council approval is required prior to submitting the application. If such legislative approval is not specifically required by the written terms of the grant, then the City Manager or designee may, at his or her discretion, approve grant applications.
- b. Matching Funds - Grants that require cash local matches must be coordinated through the City Manager's Office. At a minimum, funds must be identified within the existing budget to provide the match, or a budget amendment will be required. Depending on the nature of the grant, there may also be some policy implications that will bear discussion. (For example, will the grant establish a level of service that cannot be sustained once the grant funds are depleted?)

In all cases involving matching funds, the grant applicant should contact the City Manager or Finance Director to determine the strategy for securing matching funds.

- c. Grant Budgets - Most grants require the submission of an expenditure budget. The City Manager or Finance Director should review this portion of the grant request prior to submission. Frequently, a technical review will discover inconsistencies in the calculations, cost centers that might have been overlooked, or identify reimbursable expenses of which program staff may not be aware—particularly in the area of indirect costs.

Grant applicants should contact the City Manager or Finance Director to request a technical review of a grant proposal budget.

#### 2. Grant Program Implementation -

- a. Notification and Acceptance of an Award - Official notification of a grant award is typically sent by a funding agency to the program director and/or other official designated in the original grant proposal. However, the authorization to actually spend grant funds is derived from the City Council through the approval of a grant budget. Such notification should also be directed to the Finance Director. A copy of the grant award will be kept in the Finance Director's office for audit and financial statement purposes.

Adoption of the grant budget as a component of the city-wide operating budget is deemed to be sufficient approval.

- b. Establishment of Accounts - The department that obtained the grant will provide the City Manager or Finance Director with information needed to establish revenue and expense accounts for the project. Ordinarily, this information will include a copy of a summary of the project and a copy of the full project budget.

To the extent that the grant awarded is included in the Uniform Chart of Accounts, such guidance will be followed without exception.

- c. Purchasing Guidelines - All other city purchasing guidelines apply to the expenditure of grant funds. The use of grant funds does not exempt any purchase from normal purchasing requirements. All typical paperwork and bidding requirements apply. All normal staff approvals apply. When in doubt, the program director should contact the City Manager for further assistance.



City of Owosso  
Policies- Federal Awards Administration  
Grant Administration (Continued)

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3. Financial and Budgetary Compliance -

- a. Monitoring Grant Funds - Departments may use some internal mechanism (such as a spreadsheet) to monitor grant revenues, expenditures and budgetary compliance. The Finance Director maintains all this information in the financial software system as well; this is considered to be the city's "official" accounting system by the granting agencies. Program Directors are strongly encouraged to use financial software reports provided by Administration for their grant tracking.

If any "off-system" accounting records are maintained, it is the responsibility of the Program Director to ensure that the program's internal records reconcile to the city's accounting system.

- b. Fiscal Years - Occasionally, the fiscal year for the granting agency will not coincide with the city's fiscal year. This may require adjustments to the city's internal budget accounts and interim financial reports as well as special handling during fiscal year-end close. It is the responsibility of the Program Director to bring such discrepancies to the attention of the City Manager or Finance Director at the time the grant accounts are established.
- c. Grant Budgets - When the financial accounting software for a specific grant is designed, it will include the budget that was prepared when the grant application was submitted. The terms of each specific grant will dictate whether any budget transfers between budgeted line items will be permitted. In no case will the program director be authorized to exceed the total budget authority provided by the grant.

If grant funds have not been totally expended by fiscal year-end, it is the responsibility of the program director to notify the City Manager or Finance Director that budget funds need to be carried forward to the new fiscal year, and to confirm the amounts of such carry-forwards. Carry-forwards of grant funds will be subjected to maximum allowable amounts/percentages based on the grant award agreement and/or the OMB UGG - Uniform Grant Guidance Compliance Supplement.

- d. Capital Assets - The city is responsible for maintaining an inventory of assets purchased with grant monies. The county is accountable for them and must make them physically available for inspection during any audit. The Finance Director must be notified immediately of any sale of these assets. Customarily, the proceeds of the sale can only be used on the grant program that purchased them. (Refer to the specific regulations governing the original grant).

The Finance Director will coordinate this grant requirement. All transactions that involve the acquisition or disposal of grant funded fixed assets must be immediately brought to the attention of the Finance Director. [OMB Circular A-110; 34 CFR Sec. 74.34]

4. Record Keeping -

- a. Audit Work-papers - The city's external auditors audit all grants at the end of each fiscal year. The Finance Director will prepare the required audit work-papers. Program Directors may be asked to assist in this process, if necessary.
- b. Record Keeping Requirements - Grant record keeping requirements may vary substantially from one granting agency to another. Consequently, a clear understanding of these grant requirements at the beginning of the grant process is vital. The Departments will maintain copies of all grant draw requests, and approved grant agreements (including budgets).



## **MEMORANDUM**

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DATE: June 10, 2020  
TO: City Council  
FROM: City Manager  
SUBJECT: June 29 Council Meeting Agenda

### **BACKGROUND:**

In December, 2019 staff began preparing a presentation and recommendations to address the SSO issues and analyze options for Infiltration & Inflow reduction in the sewer system. We are prepared to present that to City Council on the 5<sup>th</sup> Monday meeting on June 29 at 7:30 P.M. This will be our last virtual meeting using ZOOM.

**From: Building Department**  
**To: Owosso City Council**  
**Report Month: May 2020**

Category	Estimated Cost	Permit Fee	Number of Permits
ACCESSORY STRUCTURES	\$0	\$100	3
BASEMENT WATERPROOFING	\$9,150	\$245	1
DEMOLITION	\$11,219	\$180	1
Electrical	\$0	\$3,276	14
FENCE	\$0	\$480	6
INDUSTRIAL, NEW BUILDING/ADDITION	\$16,900	\$656	1
Mechanical	\$0	\$2,200	15
NON-RES. ADD/ALTER/REPAIR	\$48,070	\$1,002	1
PLAYGROUND	\$7,900	\$0	1
Plumbing	\$0	\$2,030	11
PORCH	\$1,000	\$50	1
RES. ADD/ALTER/REPAIR	\$30,000	\$340	1
RES. SINGLE FAMILY NEW BUILD	\$112,290	\$2,144	1
ROOF	\$47,557	\$977	6
ROW-ENG	\$0	\$30	1
ROW-UTILITY	\$0	\$120	4
SIDING	\$1,000	\$80	1
UTILITIES	\$0	\$0	1
WINDOWS	\$3,411	\$160	2
<b>Totals</b>	<b>\$288,497</b>	<b>\$14,070</b>	<b>72</b>

**2019 COMPARISON TOTALS**

<b>May 2019 Totals</b>	<b>\$630,812</b>	<b>\$23,436</b>	<b>131</b>
		<b>BUILDING PERMITS ONLY</b>	<b>- 40</b>



# OWOSSO PUBLIC SAFETY

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## *MEMORANDUM*

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DATE: 2 June 2020

TO: Owosso City Council

FROM: Eric E. Cherry  
Police Department Lieutenant

RE: May 2020 Police Reports

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Attached are the statistics for the Police Department for May 2020. One report is an offense summary for the month of May, by offense type. The other report, neighborhood crime report, lists the occurred on date, case number, location, and the complaint type for reports in May. The officers completed three hundred fifty-six (356) field interviews this month, which are calls where a full criminal report is not needed. Your Owosso Police Officers arrested fifteen (15) persons this month for seventeen (17) total offenses.

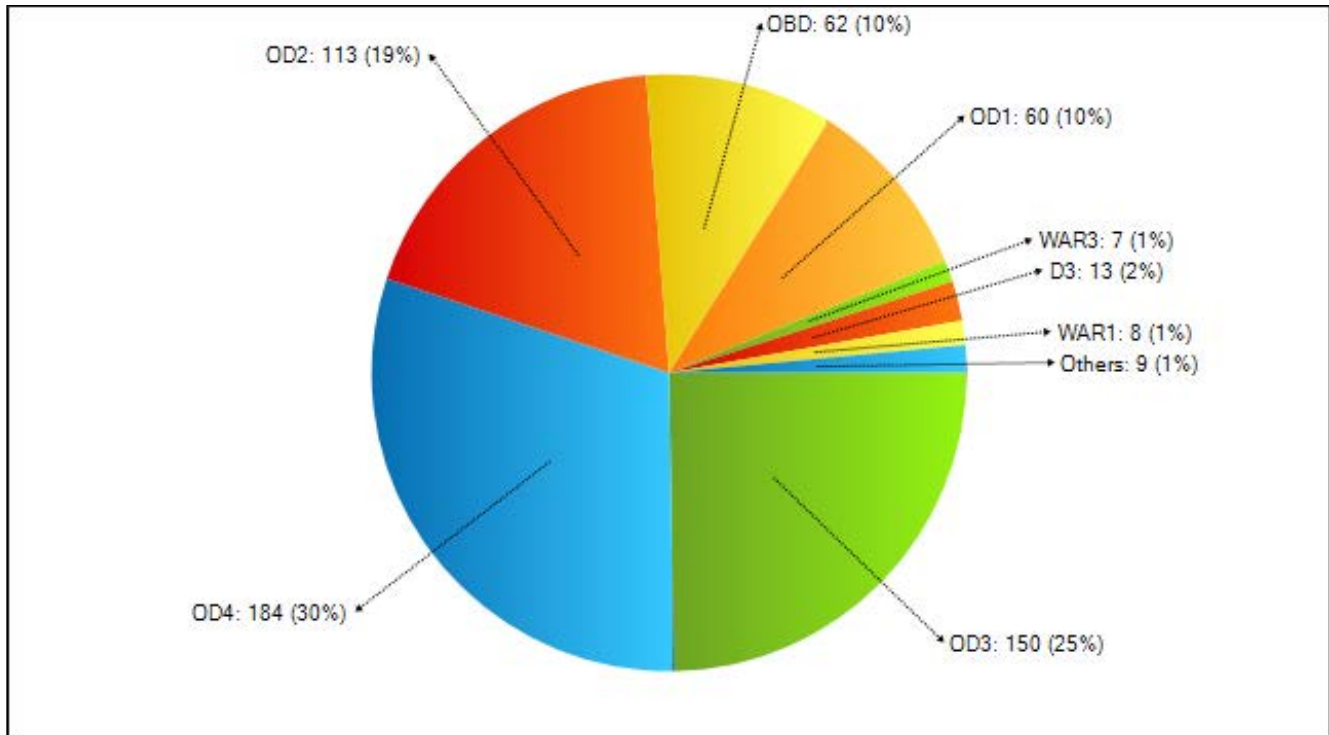
For May 2020 the police handled six hundred six (606) police events, twenty-seven (27) were traffic stops, about one (1) percent of their work activity.

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)

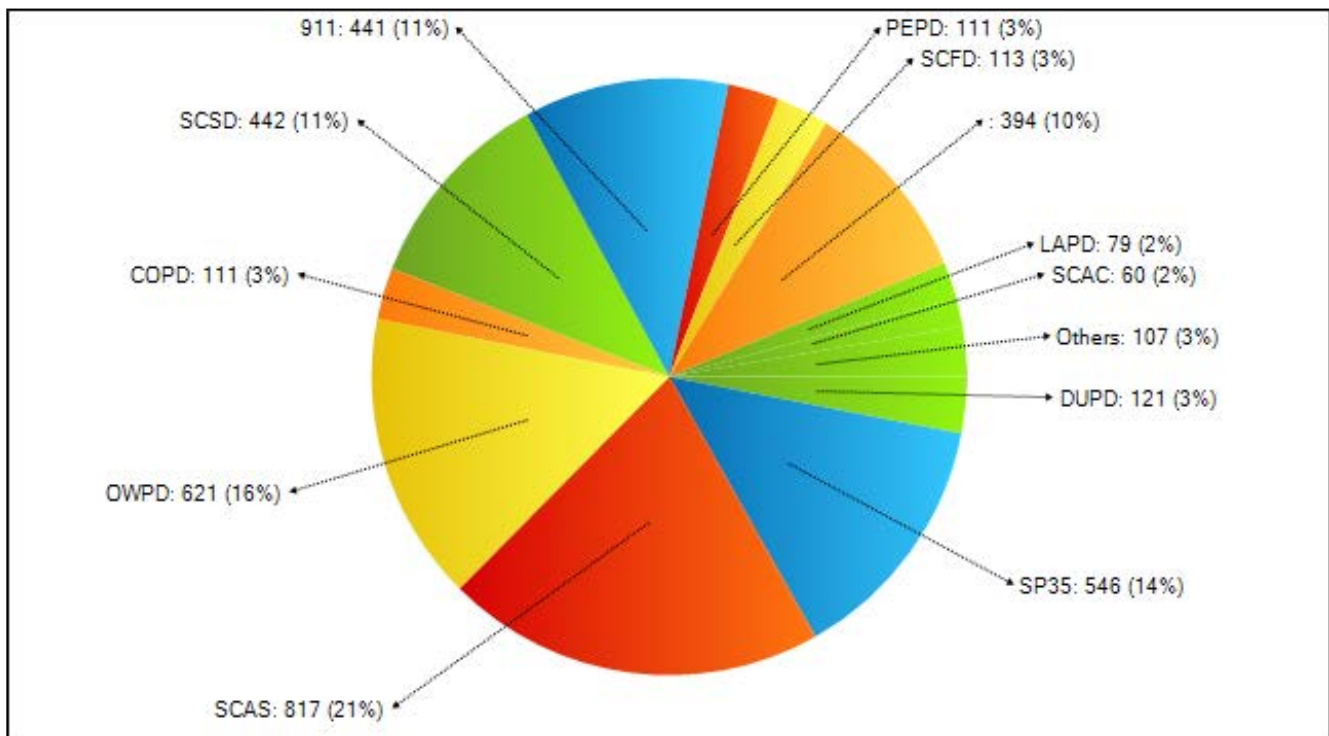
OBD: Owosso City Downtown Business District

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

MOPD: Morrice City Police

SCFD: Shiawassee County Fire Departments

SCAC: Shiawassee County Animal Control

OWPD: Owosso City Police

911: Shiawassee County 911 Center

## **MAY NEIGHBORHOOD CRIME REPORT**

Occurred Date	Case No	Location	Offense
5/1/2020	2064500541	500 block E Main St	AGGRAVATED/FELONIOUS ASSAULT
5/7/2020	2064500564	200 block N Elm St	AGGRAVATED/FELONIOUS ASSAULT
5/15/2020	2064500590	600 block W Clinton St	AGGRAVATED/FELONIOUS ASSAULT
5/16/2020	2064500598	300 block E Corunna Ave	AGGRAVATED/FELONIOUS ASSAULT
5/18/2020	2064500609	300 block W Cass St	AGGRAVATED/FELONIOUS ASSAULT
5/21/2020	2064500649	1200 block N Hanover St	AGGRAVATED/FELONIOUS ASSAULT
5/23/2020	2064500632	700 block S Nafus St	AGGRAVATED/FELONIOUS ASSAULT
5/25/2020	2064500643	900 block S Park St	AGGRAVATED/FELONIOUS ASSAULT
5/26/2020	2064500651	1400 block E Corunna Ave	AGGRAVATED/FELONIOUS ASSAULT
5/26/2020	2064500650	600 block S Grand Ave	AGGRAVATED/FELONIOUS ASSAULT
5/30/2020	2064500671	500 block E Main St	AGGRAVATED/FELONIOUS ASSAULT
5/20/2020	2064500622	800 block W Stewart St	BURGLARY - UNLAWFUL ENTRY (NO INTENT)
5/20/2020	2064500618	1100 block N Hickory St	BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit)
5/20/2020	2064500614	100 block S Oakwood Ave	BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit)
5/25/2020	2064500640	600 block W Clinton St	BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit)
5/5/2020	2064500565	600 block N Water St	BURGLARY -FORCED ENTRY
5/5/2020	2064500559	300 block N Lansing St	BURGLARY -FORCED ENTRY
5/7/2020	2064500620	1000 block W Main St	BURGLARY -FORCED ENTRY
5/20/2020	2064500612	600 block N Water St	BURGLARY -FORCED ENTRY
5/21/2020	2064500630	800 block W Lynn St	BURGLARY -FORCED ENTRY
5/29/2020	2064500675	1500 block W Oliver St	BURGLARY -FORCED ENTRY
5/1/2020	2064500538	300 block E Corunna Ave	CIVIL CUSTODIES - INCAPACITATION
5/1/2020	2064500542	1400 block S Chipman St	CIVIL CUSTODIES - INCAPACITATION
5/2/2020	2064500548	1400 block W Lynn St	CIVIL CUSTODIES - INCAPACITATION
5/10/2020	2064500579	900 block N Adams St	CIVIL CUSTODIES - INCAPACITATION
5/15/2020	2064500592	200 block Curwood Dr	CIVIL CUSTODIES - INCAPACITATION
5/18/2020	2064500605	300 block E Corunna Ave	CIVIL CUSTODIES - INCAPACITATION
5/30/2020	2064500667	700 block S Nafus St	CIVIL CUSTODIES - INCAPACITATION
5/15/2020	2064500594	700 block W Clinton St	CIVIL CUSTODIES - INSANITY (MENTAL)
5/25/2020	2064500644	700 block S Nafus St	CIVIL CUSTODIES - WALK AWAY - MENTAL INSTITUTE/HOSPITAL
5/2/2020	2064500547	1000 block N Saginaw St	DAMAGE TO PROPERTY
5/12/2020	2064500587	1400 block W King St	DAMAGE TO PROPERTY

5/12/2020	2064500586	600 block E Main St	DAMAGE TO PROPERTY
5/16/2020	2064500597	300 block N Water St	DAMAGE TO PROPERTY
5/16/2020	2064500595	200 block N Water St	DAMAGE TO PROPERTY
5/16/2020	2064500596	Bentley Park	DAMAGE TO PROPERTY
5/17/2020	2064500603	Oakwood Ave/Jerome St	DAMAGE TO PROPERTY
5/22/2020	2064500631	500 block S Oakwood Ave	DAMAGE TO PROPERTY
5/25/2020	2064500639	300 block N Washington St	DAMAGE TO PROPERTY
5/25/2020	2064500643	900 block S Park St	DAMAGE TO PROPERTY
5/25/2020	2064500645	600 block S Oakwood Ave	DAMAGE TO PROPERTY
5/29/2020	2064500675	1500 block W Oliver St	DAMAGE TO PROPERTY
5/31/2020	2064500674	500 block E Main St	DAMAGE TO PROPERTY
5/8/2020	2064500572	800 block S Lingle Ave	DISORDERLY CONDUCT
5/21/2020	2064500616	1000 block W Beehler St	DISORDERLY CONDUCT
5/23/2020	2064500633	300 block N Water St	DISORDERLY CONDUCT
5/31/2020	2064500673	100 block E Corunna Ave	DISORDERLY CONDUCT
5/23/2020	2064500634	100 block E Corunna Ave	FORGERY/COUNTERFEITING
5/8/2020	2064500577	400 block N Chipman St	FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME
5/26/2020	2064500647	900 block S Chipman St	FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME
5/8/2020	2064500573	700 block N Hickory St	FRAUD -WELFARE FRAUD
5/4/2020	2064500555	1600 block W Main St	HEALTH AND SAFETY
5/5/2020	2064500556	400 block W Main St	HEALTH AND SAFETY
5/16/2020	2064500600	500 block S Glenwood Ave	HEALTH AND SAFETY
5/22/2020	2064500629	500 block Corunna Ave	HEALTH AND SAFETY
5/28/2020	2064500666	600 block N Water St	HIT and RUN MOTOR VEHICLE ACCIDENT
5/1/2020	2064500540	1300 block N Hickory St	INSPECTIONS/INVESTIGATIONS - DRUG OVERDOSE
5/26/2020	2064500646	800 block W Stewart St	INSPECTIONS/INVESTIGATIONS - DRUG OVERDOSE
5/28/2020	2064500662	700 block N Dewey St	INSPECTIONS/INVESTIGATIONS - DRUG OVERDOSE
5/31/2020	2064500669	700 block N Dewey St	INSPECTIONS/INVESTIGATIONS - DRUG OVERDOSE
5/1/2020	2064500544	200 block E Corunna Ave	INSPECTIONS/INVESTIGATIONS - LOST AND FOUND PROP
5/9/2020	2064500574	1000 block N Saginaw St	INSPECTIONS/INVESTIGATIONS - LOST AND FOUND PROP
5/9/2020	2064500575	200 block S Water St	INSPECTIONS/INVESTIGATIONS - LOST AND FOUND PROP
5/11/2020	2064500582	200 block S Water St	INSPECTIONS/INVESTIGATIONS - LOST AND FOUND PROP



5/15/2020	2064500591	200 block S Water St	INSPECTIONS/INVESTIGATIONS - LOST AND FOUND PROP
5/18/2020	2064500606	200 block E King St	INSPECTIONS/INVESTIGATIONS - LOST AND FOUND PROP
5/18/2020	2064500608	100 block Osburn St	INSPECTIONS/INVESTIGATIONS - LOST AND FOUND PROP
5/20/2020	2064500611	200 block S Water St	INSPECTIONS/INVESTIGATIONS - LOST AND FOUND PROP
5/21/2020	2064500621	800 block W Stewart St	INSPECTIONS/INVESTIGATIONS - LOST AND FOUND PROP
5/25/2020	2064500642	800 block N Adams St	INSPECTIONS/INVESTIGATIONS - LOST AND FOUND PROP
5/26/2020	2064500648	200 block S Water St	INSPECTIONS/INVESTIGATIONS - LOST AND FOUND PROP
5/31/2020	2064500670	King St/Adams St	INSPECTIONS/INVESTIGATIONS - LOST AND FOUND PROP
5/14/2020	2064500607	300 block E Corunna Ave	INSPECTIONS/INVESTIGATIONS - SUSPICIOUS SITUATIONS
5/24/2020	2064500636	1000 block W Fletcher St	INSPECTIONS/INVESTIGATIONS - SUSPICIOUS SITUATIONS
5/30/2020	2064500665	200 block E Comstock St	INTIMIDATION/STALKING
5/1/2020	2064500552	400 block N Chipman St	LARCENY -OTHER
5/5/2020	2064500560	800 block S Saginaw St	LARCENY -OTHER
5/6/2020	2064500583	700 block S Glenwood Ave	LARCENY -OTHER
5/8/2020	2064500570	200 block S Water St	LARCENY -OTHER
5/9/2020	2064500578	600 block W Clinton St	LARCENY -OTHER
5/10/2020	2064500581	600 block S Glenwood Ave	LARCENY -THEFT FROM BUILDING
5/19/2020	2064500610	700 block S Nafus St	LARCENY -THEFT FROM BUILDING
5/31/2020	2064500672	200 block S Shiawassee St	LARCENY -THEFT FROM MOTOR VEHICLE
5/30/2020	2064500668	300 block E Mason St	MISCELLANEOUS - ASSIST TO EMS
5/7/2020	2064500567	200 block W Ridge St	MISCELLANEOUS - ASSIST TO FIRE DEPARTMENT
5/6/2020	2064500563	1000 block E M-21	MISCELLANEOUS - ASSIST TO OTHER POLICE AGENCY
5/21/2020	2064500625	S Gould St/E Jerome St	MISCELLANEOUS - ASSIST TO OTHER POLICE AGENCY
5/2/2020	2064500546	500 block E Main St	MISCELLANEOUS - MISSING PERSONS
5/17/2020	2064500604	600 block S Alger Ave	MISCELLANEOUS - NATURAL DEATH
5/20/2020	2064500613	300 block E Main St	MISCELLANEOUS - NON-CRIMINAL
5/21/2020	2064500625	S Gould St/E Jerome St	MISCELLANEOUS CRIMINAL OFFENSE
5/21/2020	2064500623	300 block E Main St	MOTOR VEHICLE THEFT
5/14/2020	2064500589	200 block S Shiawassee St	MOTOR VEHICLE VIOLATION
5/3/2020	2064500551	800 block S Saginaw St	NONAGGRAVATED ASSAULT

5/3/2020	2064500550	700 block N Ball St	NONAGGRAVATED ASSAULT
5/4/2020	2064500554	300 block E North St	NONAGGRAVATED ASSAULT
5/6/2020	2064500561	700 block N Saginaw St	NONAGGRAVATED ASSAULT
5/8/2020	2064500569	300 block S Oakwood Ave	NONAGGRAVATED ASSAULT
5/12/2020	2064500584	Milwaukee St/Cedar St	NONAGGRAVATED ASSAULT
5/14/2020	2064500588	800 block E King St	NONAGGRAVATED ASSAULT
5/16/2020	2064500601	2000 block S Chipman St	NONAGGRAVATED ASSAULT
5/21/2020	2064500624	200 block N Water St	NONAGGRAVATED ASSAULT
5/25/2020	2064500653	600 block N Water St	NONAGGRAVATED ASSAULT
5/25/2020	2064500645	600 block S Oakwood Ave	NONAGGRAVATED ASSAULT
5/28/2020	2064500660	400 block N Randolph St	NONAGGRAVATED ASSAULT
5/29/2020	2064500663	300 block S Oakwood Ave	NONAGGRAVATED ASSAULT
5/5/2020	2064500558	600 block W Main St	OBSTRUCTING JUSTICE
5/7/2020	2064500566	500 block N Park St	OBSTRUCTING JUSTICE
5/17/2020	2064500602	200 block S Water St	OBSTRUCTING JUSTICE
5/23/2020	2064500632	700 block S Nafus St	OBSTRUCTING JUSTICE
5/25/2020	2064500641	700 block N Saginaw St	OBSTRUCTING JUSTICE
5/28/2020	2064500657	1500 block W Young St	OBSTRUCTING JUSTICE
5/30/2020	2064500664	300 E Main St	OBSTRUCTING JUSTICE
5/30/2020	2064500667	700 block S Nafus St	OBSTRUCTING JUSTICE
5/20/2020	2064500617	N Water St/W Mason St	OBSTRUCTING POLICE
5/21/2020	2064500649	1200 block N Hanover St	OBSTRUCTING POLICE
5/25/2020	2064500643	900 block S Park St	OBSTRUCTING POLICE
5/21/2020	2064500627	1100 block W Main St	PUBLIC PEACE -OTHER
5/9/2020	2064500576	W Henry St/S Isham St	ROBBERY
5/26/2020	2064500654	Park St/Goodhue St	TRAFFIC - DRIVING ON SUSP/REVOKED/REFUSED LICENSE
5/20/2020	2064500615	800 block S Lingle Ave	TRAFFIC - NO OPERATORS LICENSE
5/25/2020	2064500638	600 block E Corunna Ave	TRAFFIC - NO OPERATORS LICENSE
5/20/2020	2064500615	800 block S Lingle Ave	TRAFFIC - REGISTRATION LAW VIOLATIONS
5/26/2020	2064500654	Park St/Goodhue St	TRAFFIC - REGISTRATION LAW VIOLATIONS
5/28/2020	2064500659	E Main St/N Dewey St	TRAFFIC - REGISTRATION LAW VIOLATIONS
5/1/2020	2064500545	600 block Division St	TRAFFIC, NON-CRIMINAL - ACCIDENT
5/10/2020	2064500580	W Gute St/S Shiawassee St	TRAFFIC, NON-CRIMINAL - ACCIDENT
5/13/2020	2064500585	W Main St/S Chipman St	TRAFFIC, NON-CRIMINAL - ACCIDENT
5/15/2020	2064500593	700 block W Lynn St	TRAFFIC, NON-CRIMINAL - ACCIDENT
5/16/2020	2064500599	M-21/M-52	TRAFFIC, NON-CRIMINAL - ACCIDENT
5/21/2020	2064500628	300 block S Robbins St	TRAFFIC, NON-CRIMINAL - ACCIDENT
5/21/2020	2064500626	1200 block N Adams St	TRAFFIC, NON-CRIMINAL - ACCIDENT
5/26/2020	2064500655	S Chipman St/W Stewart St	TRAFFIC, NON-CRIMINAL - ACCIDENT

5/27/2020	2064500656	S Water St/S Washington St	TRAFFIC, NON-CRIMINAL - ACCIDENT
5/28/2020	2064500661	W Main St/N Oakwood St	TRAFFIC, NON-CRIMINAL - ACCIDENT
5/24/2020	2064500637	600 block W Main St	TRAFFIC, NON-CRIMINAL - NON-TRAFFIC ACCIDENT
5/28/2020	2064500659	E Main St/N Dewey St	VIOLATION - INSURANCE - FAIL TO FILE PLPD INSURANCE
5/1/2020	2064500539	200 block S Chipman St	VIOLATION OF CONTROLLED SUBSTANCE ACT
5/5/2020	2064500557	600 block W Main St	VIOLATION OF CONTROLLED SUBSTANCE ACT
5/24/2020	2064500635	300 block E Main St	WARRANTS - CORPORATE SUMMONS
<b>Total</b>	<b>140</b>		

**MAY OFFENSE REPORT**

Offense	Total Offenses
1297 - 12000 - Attempted Robbery -Unarmed	1
1302 - 13002 - Aggravated/Felonious Assault - Family - Other Weapon	3
1303 - 13002 - Aggravated/Felonious Assault - Family - Strong Arm	1
1305 - 13002 - Aggravated/Felonious Assault - Non-Family - Other Weapon	4
1306 - 13002 - Aggravated/Felonious Assault - Non-Family - Strong Arm	1
1309 - 13002 - Aggravated/Felonious Assault - Public Official - Strong Arm	1
1313 - 13001 - Assault and Battery/Simple Assault	13
1396 - 13002 - Assault Less than Murder	1
2202 - 22001 - Burglary - Forced Entry - Residence (Including Home Invasion)	3
2203 - 22001 - Burglary - Forced Entry - Non-Residence	3
2204 - 22002 - Burglary - No Forced Entry - Residence (Including Home Invasion)	2
2205 - 22002 - Burglary - No Forced Entry - Non-Residence	1
2298 - 22003 - Burglary - Entering Without Permission	1
2305 - 23005 - Larceny - Personal Property from Vehicle	1
2306 - 23007 - Larceny - From Shipment	1
2308 - 23003 - Larceny - From Building (Includes library, office used by public, etc)	2
2309 - 23007 - Larceny - From Yards (Grounds surrounding a building)	1
2310 - 23007 - Larceny - From Mails	1
2399 - 23007 - Larceny (Other)	2
2404 - 24001 - Vehicle Theft	1
2599 - 25000 - Counterfeiting (Other)	1
2678 - 26004 - Fraud - Obtain Welfare	1
2699 - 26001 - Fraud (Other)	2
2901 - 29000 - Damage to Property - Business Property	2
2902 - 29000 - Damage to Property - Private Property	9
2903 - 29000 - Damage to Property - Public Property	2
3547 - 35001 - Methamphetamine - Possess	2
4801 - 48000 - Resisting Officer	1
4877 - 48000 - Fleeing and Eluding (Felony)	1
4899 - 48000 - Obstruct Police (Other)	1
5005 - 50000 - Contempt of Court	1
5006 - 50000 - Obstructing Justice	2

5011 - 50000 - Parole Violation	3
5012 - 50000 - Probation Violation	1
5013 - 50000 - Conditional Release Violation	1
5216 - 13003 - Threat to Burn	1
5311 - 53001 - Disorderly Conduct	2
5312 - 53001 - Disturbing the Peace	1
5393 - 53001 - Disorderly Conduct (Other)	1
5399 - 53002 - Public Peace (Other)	1
5561 - 55000 - Animals at Large	2
5599 - 55000 - Health and Safety Violations (Other)	2
7399 - 73000 - Miscellaneous Arrest	1
8013 - 54001 - Motor Vehicle Accident - Failed to Report Accident	1
8271 - 54003 - Traffic - No Operators License	2
8273 - 54003 - Traffic - Driving on Susp/Revoked/Refused License	1
8277 - 54003 - Traffic - Registration Law Violations	3
8328 - 54003 - Motor Vehicle Violation	1
8920 - 89003 - Violation - Insurance - Fail to File PLPD Insurance	1
8940 - 89004 - Warrants - Corporate Summons	1
9220 - 92003 - Civil Custodies - Walk Away - Mental Institute/Hospital	1
9906 - 92002 - Civil Custodies - Incapacitation	7
9908 - 92004 - Civil Custodies - Insanity (Mental)	1
9910 - 93001 - Traffic, Non-Criminal - Accident	10
9911 - 93002 - Traffic, Non-Criminal - Non-Traffic Accident	1
9943 - 98007 - Inspections/Investigations - Suspicious Situations	2
9944 - 98008 - Inspections/Investigations - Lost and Found Prop	12
9945 - 98009 - Inspections/Investigations - Drug Overdose	4
9947 - 99002 - Miscellaneous - Natural Death	1
9948 - 99003 - Miscellaneous - Missing Persons	1
9954 - 99008 - Miscellaneous - Assist to Fire Department	1
9954 - 99009 - Miscellaneous - Non-Criminal	1
9955 - 99008 - Miscellaneous - Assist to EMS	1
9956 - 99008 - Miscellaneous - Assist to Other Police Agency	2
<b>Total</b>	<b>140</b>

**MAY DAILY ACTIVITY REPORTS SUMMARY REPORT**

Activity	Total
Alarms	1
Appearance Citations	1
Assist Another Unit	325
Business Property Inspections	36
Community Service	6
Directed Patrols	191
Original Arrests	6
Park Patrols	110
Residential Property Inspections	6
School Patrols	30
Supplemental Complaints	51
Traffic Accidents	7
Traffic Citations Issued	2
Traffic Warnings	26
Training	7
Warrant Arrests	6
Written Complaints	502
<b>Total Activities</b>	<b>1313</b>



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

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# *MEMORANDUM*

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DATE: June 8, 2020

TO: Owosso City Council

FROM: Kevin Lenkart  
Director of Public Safety

RE: May 2020 Fire & Ambulance Report

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Attached are the statistics for the Owosso Fire Department (OFD) for May 2020. The Owosso Fire Department responded to 243 incidents in the month of May.

OFD responded to 15 fire calls and responded to 228 EMS calls.



Previous Month ▾

May 1, 2020 - May 31, 2020 ▾

6%

FIRE

Percentage of Total Incidents

94%

EMS

Percentage of Total Incidents

243

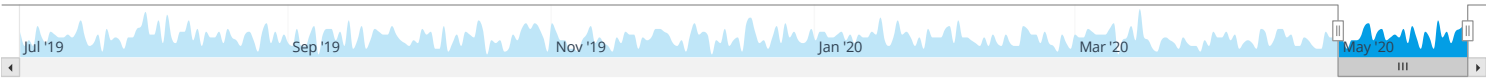
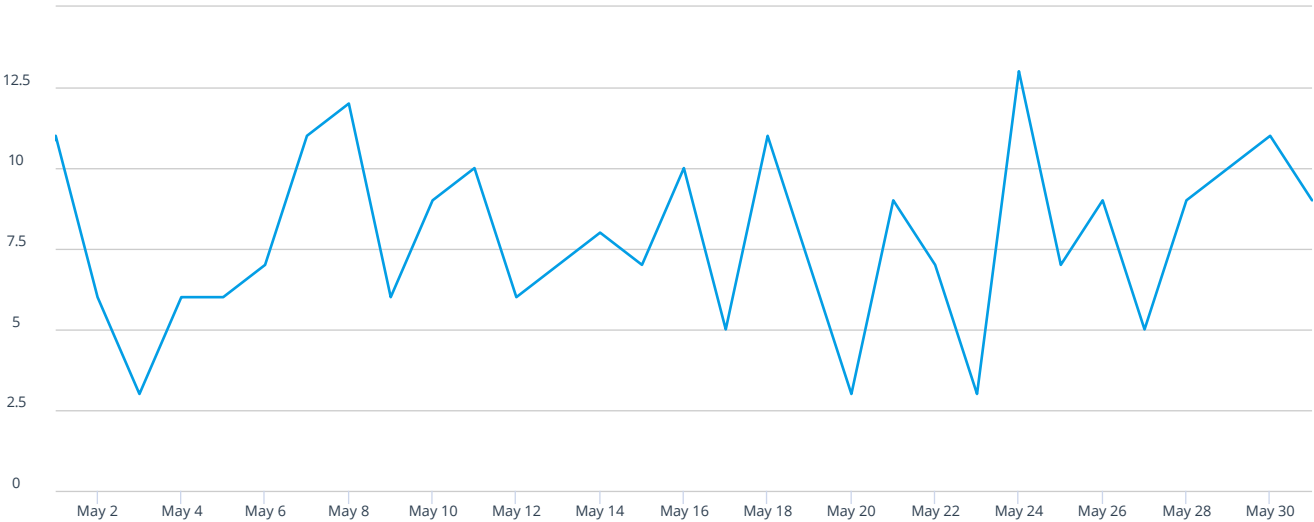
INCIDENTS

In Selected Time Slice

31

DAYS

In Selected Time Slice



Counts

% Rows

% Columns

% All

Week Ending	5/3/20	5/10/20	5/17/20	5/24/20	5/31/20	6/7/20	6/14/20	6/21/20	6/28/20	7/5/20	7/12/20	7/19/20	7/26/20	Total
(10) Fire, other		1												1
(11) Structure Fire			2											2
(13) Mobile property (vehicle) fire		1												1
(14) Natural vegetation fire				1										1
(25) Excessive heat, scorch burns with no ignition				1										1
(31) Medical assist		1												1
(32) Emergency medical service (EMS) incident	20	54	49	49	56									228
(44) Electrical wiring/equipm. problem			1											1
(61) Dispatched and canceled en route				2	3									5
(65) Steam, other gas mistaken for smoke					1									1
(73) System or detector malfunction			1											1
Total	20	57	53	53	60									243