CITY OF OWOSSO REGULAR MEETING OF THE CITY COUNCIL MONDAY, DECEMBER 07, 2020 7:30 P.M.

Virtual Meeting

AGENDA

OPENING PRAYER:

PLEDGE OF ALLEGIANCE:

ROLL CALL:

APPROVAL OF THE AGENDA:

APPROVAL OF THE MINUTES OF ORGANIZATIONAL MEETING OF NOVEMBER 16, 2020:

APPROVAL OF THE MINUTES OF REGULAR MEETING OF NOVEMBER 16, 2020:

ADDRESSING THE CITY COUNCIL

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

PROCLAMATIONS / SPECIAL PRESENTATIONS

- 1. Audit Presentation. Presentation of the annual audit by Gabrige & Company, PLC.
- 2. Master Plan Presentation. Presentation of the 2020 Master Plan by CIB Planning.

PUBLIC HEARINGS

None.

CITIZEN COMMENTS AND QUESTIONS

CONSENT AGENDA

First Reading & Set Public Hearing – Ordinance Amendment – Chapter 34, Utilities and Services - A.
Conduct first reading and set a public hearing for Monday, December 21, 2020 to receive citizen
comment regarding the proposed amendment to Chapter 34, <u>Utilities and Services</u>, Article III, *Water*,
Section 34-67, <u>Water service connections</u>, connection charges, of the code of ordinances of the City
of Owosso, Michigan to maintain regulatory compliance.

- First Reading & Set Public Hearing Ordinance Amendment Chapter 34, Utilities and Services B.
 Conduct first reading and set a public hearing for Monday, December 21, 2020 to receive citizen
 comment regarding the proposed amendment to Chapter 34, <u>Utilities and Services</u>, Article III, *Water*,
 Sections 34-75 and 34-76 of the code of ordinances of the City of Owosso, Michigan to reflect the
 installation of new water meter technology.
- 3. <u>First Reading & Set Public Hearing Rezoning Request 210 Monroe Street</u>. Conduct first reading and set a public hearing for Monday, January 4, 2021 to receive citizen comment regarding the proposed rezoning of the parcel located at 210 Monroe Street from I-1, Light Industrial District, to R-2, Two-Family Residential District.
- 4. <u>Set Public Hearing PUD Site Plan Review</u>. Set a public hearing for Monday, January 4, 2021 to receive citizen comment regarding the proposed PUD Site Plan for North Washington Street, parcel 050-535-000-001-00.
- 5. <u>2021 Schedule of Meetings</u>. Adopt the 2021 Boards and Commission Meeting Schedule.
- 6. <u>Christmas for Kids Drive Thru Event Permission</u>. Approve request from Salem Evangelical Lutheran Church for the closure of select spaces in the parking lot at Williams and Park Streets (Lot #1) on Saturday, December 19, 2020 from 10:00 a.m. until 6:00 p.m. for the Christmas for Kids drive thru event and further approve Traffic Control Order No. 1441 formalizing the request.
- 7. Contract Extension IT/Network Engineering Services. Authorize extension of the contract with Logicalis, Inc. for the provision of network administrator services for the 2021 calendar year in an amount not to exceed \$90,000.00, and further authorize payment to the vendor for services rendered up to the contract amount.
- 8. <u>Purchase Authorization Dump Truck</u>. Waive competitive bidding requirements, authorize the purchase of one Ford 4 x 2 cab and chassis from Signature Ford of Owosso in the amount of \$37,053.00 via State of Michigan Contract No. 071B7700180, authorize the purchase and installation of one dump body from Truck &Trailer Specialties, Inc. in the amount of \$22,905.00 via State of Michigan Contract No. 071B770086, and further authorize payment to the vendors upon satisfactory delivery of said equipment.
- 9. Purchase Authorization Tandem Dump Truck. Waive competitive bidding requirements, authorize the purchase of one Freightliner 114SD tandem cab and chassis from D. & K. Truck Company in the amount of \$104,556.00 via State of Michigan Contract No. 071B6600119, authorize the purchase and installation of one 13 ft dump body from Truck &Trailer Specialties, Inc. in the amount of \$82,689.00.00 via State of Michigan Contract No. 20000000034, and further authorize payment to the vendors upon satisfactory delivery of said equipment.
- 10. Warrant No. 594. Authorize Warrant No. 594 as follows:

Vendor	Description	Fund	Amount
Michigan Municipal Risk Management Authority	Building and property insurance- 3rd of 3 installments for FY 20/21	Various	\$64,067.75

11. <u>Check Register – November 2020</u>. Affirm check disbursements totaling \$1,100,866.31 for November 2020.

ITEMS OF BUSINESS

1. <u>Designated Assessor</u>. Consider resolution approving a county-wide designated assessor to serve in the stead of the City Assessor should he/she receive a failing score on the AMAR.

- 2. <u>DDA/OMS Executive Director Memorandum of Understanding</u>. Consider the memorandum of understanding between the City of Owosso and the Downtown Development Authority/Owosso Main Street governing the duties and responsibilities of the executive director.
- 3. <u>Master Plan Distribution</u>. Authorize distribution of the proposed 2020 Master Plan to public utilities, neighboring municipalities, other planning agencies and make the plan available to the general public for a minimum 63-day comment period.
- 4. <u>Audit Acceptance</u>. Consider resolution accepting and placing on file the City of Owosso Financial Report for the Fiscal Year Ended June 30, 2020.
- 5. <u>State of Emergency Reaffirmation</u>. Reaffirm the local state of emergency declaration dated March 17, 2020 due to the continuing COVID-19 pandemic and acknowledge that all City board and commissions meetings will be held virtually until such time as the state of emergency is ended or it expires.
- 6. <u>Water Sewer Rate Proposal.</u> Consider a resolution adopting water and sewer rates beginning December 18, 2020.

COMMUNICATIONS

- 1. Nathan Henne, City Manager. December 2020 Report.
- 2. <u>Steven Flayer, Historical Commission</u>. Letter of resignation.
- 3. Theresa Trecha, DDA/OMS Board. Letter of resignation.
- 4. Cheryl A. Grice, Finance Director. Revenue & Expenditure Report October 2020.
- 5. Downtown Development Authority/Main Street. Minutes of August 11, 2020.
- 6. Downtown Historic District Commission. Minutes of September 17, 2020.
- 7. Downtown Historic District Commission. Minutes of October 28, 2020.
- 8. Downtown Development Authority/Main Street. Minutes of November 4, 2020.
- 9. Owosso Historical Commission. Minutes of November 9, 2020.
- 10. Planning Commission. Minutes of November 23, 2020.

NEXT MEETING

Monday, December 21, 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

<u>ADJOURNMENT</u>

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

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

Due to the COVID-19 pandemic, the Owosso City Council will conduct a virtual meeting December 7, 2020, consistent with the Open Meetings Act of the State of Michigan.

OWOSSO CITY COUNCIL Monday, December 7, 2020 at 7:30 p.m.

The public may attend and participate in public comment.

Join Zoom Meeting:

https://us02web.zoom.us/j/89660346849?pwd=MDJ5SGJJZTBEZFZOamxxUnphdTMrZz09

Meeting ID: 896 6034 6849

Password: 526700

One tap mobile

+13017158592,,89660346849#,,,,,0#,,526700# US (Washington D.C.)

+13126266799,,89660346849#,,,,,0#,,526700# US (Chicago)

Dial by your location

+1 301 715 8592 US (Washington D.C.)

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 669 900 9128 US (San Jose)

- For video instructions visit:
 - Signing up and Downloading Zoom https://youtu.be/gsy2Ph6kSf8
 - Joining a Zoom Meeting https://youtu.be/hlkCmbvAHQQ
 - o Joining and Configuring Audio and Video https://youtu.be/-s76QHshQnY
- Helpful notes for participants: Helpful Hints
- Meeting packets are published on the City of Owosso website http://www.ci.owosso.mi.us

Any person who wishes to contact members of the City Council to provide input or ask questions on any business coming before the Council on December 7, 2020 may do so by calling or e-mailing the City Clerk's Office prior to the meeting at (989)725-0500 or city.clerk@ci.owosso.mi.us. Contact information for individual Council members can be found on the City website at: http://www.ci.owosso.mi.us/Government/City-Council

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

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

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

CITY OF OWOSSO REGULAR MEETING OF THE CITY COUNCIL MINUTES OF NOVEMBER 16, 2020 7:30 P.M. VIRTUAL MEETING

PRESIDING OFFICER: MAYOR CHRISTOPHER T. EVELETH

OPENING PRAYER: COUNCILMEMBER NICHOLAS L. PIDEK

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

PRESENT: Mayor Christopher T. Eveleth, Mayor Pro-Tem Susan J. Osika,

Councilmembers Janae L. Fear, Jerome C. Haber, Daniel A. Law,

Nicholas L. Pidek, and Robert J. Teich, Jr.

ABSENT: None.

APPROVE AGENDA

Motion by Mayor Pro-Tem Osika to approve the agenda with the following addition as Item of Business 3:

3. Cancel 5th Monday Meeting.

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

APPROVAL OF THE MINUTES OF REGULAR MEETING OF NOVEMBER 2, 2020

Motion by Councilmember Pidek to approve the Minutes of the Regular Meeting of November 2, 2020 as presented.

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

PROCLAMATIONS / SPECIAL PRESENTATIONS

None.

PUBLIC HEARINGS

None.

CITIZEN COMMENTS AND QUESTIONS

There were no citizen comments.

Mayor Eveleth wished everyone a happy Thanksgiving.

Councilmember Fear announced that the Planning Commission has prepared a revised Master Plan and is looking for public input. The plan can be found on the City's website along with a short survey. She encouraged people to review the document and provide feedback.

Mayor Eveleth indicated that a recent amendment to the Open Meetings Act would allow the City to meet virtually until the end of the year. Further it would allow the City to continue meeting virtually in 2021 if a state of emergency is declared. He informed the Council that it was his intention to declare a state of emergency and continue meeting virtually to protect vulnerable people.

CONSENT AGENDA

City Manager Nathan R. Henne noted a correction to the grant funding agreement for J. Harrison Property, LLC, indicating that the work to be done was for fire suppression, not architectural services (Recitals, Section D).

Motion by Councilmember Pidek to approve the Consent Agenda, with the noted correction, as follows:

<u>Glow 5K Run/Walk Permission</u>. Approve request from Owosso Main Street for use of Exchange Street from Water to Washington, Water Street from Exchange to North, and North Street from Water to the entrance to Owosso High School on Saturday, November 28, 2020 from 8:00 a.m. until 11:00 a.m. for the Glow 5K Run/Walk, waive the insurance requirement, and authorize Traffic Control Order No. 1440 formalizing the request.

OMS/DDA RLF Grant Funding Approval – J. Harrison Property, LLC. Approve the application from J. Harrison Property, LLC requesting a grant from the OMS/DDA Revolving Loan Fund in the amount of \$25,000.00 for fire suppression construction at 216 W. Main Street as detailed below:

RESOLUTION NO. 135-2020

RESOLUTION AUTHORIZING THE APPROVAL OF THE RELEASE OF OMS/DDA REVOLVING LOAN FUND GRANT TO J. HARRISON PROPERTY, LLC. ASSOCIATED TO WORK AT 216 W. MAIN STREET

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

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

WHEREAS, on October 11, 2020 a grant application was submitted to the OMS/DDA for a grant request from J. Harrison Property, LLC for \$25,000.00 for fire suppression construction associated with upper-level residential units at 216 W. Main Street.

WHEREAS, on October 26, 2020 the OMS/DDA Design & Business Vitality – Revolving Loan Sub-Committee reviewed and approved the application, giving it an overall score of 40. This score is above the 30 points required for consideration.

WHEREAS, on November 4, 2020 the OMS/DDA Board of Directors approved the application.

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

FIRST: The City of Owosso approves the grant of \$25,000.00 to J. Harrison Property, LLC. for

fire suppression construction associated with upper-level residential units at 216 W. Main Street according to the terms & specifications determined by the OMS/DDA Loan & Grant

Manual.

SECOND: The accounts payable department is authorized to release said grant funds to J. Harrison Property, LLC in the amount of \$25,000.00.

<u>Purchase Authorization - Public Safety Vehicle Equipment Changeover</u>. Waive competitive bidding requirements, authorize contract with Mid Michigan Emergency Equipment Sales and Service L.L.C. for the removal, supply, and installation of public safety equipment in the new police utility vehicle in the amount of \$8,824.00, and further authorize payment to the vendor upon satisfactory completion of the work as follows:

RESOLUTION NO. 136-2020

RESOLUTION AUTHORIZING THE EXECUTION OF A CONTRACT FOR REMOVAL, SUPPLY, AND INSTALLATION OF PUBLIC SAFETY EQUIPMENT IN A NEW POLICE VEHICLE WITH MID MICHIGAN EMERGENCY EQUIPMENT SALES AND SERVICE LLC

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has purchased a new police vehicle that need to have equipment and DVR cameras installed in them; and

WHEREAS, the new vehicles will require additional new public safety equipment to be properly outfitted for service; and

WHEREAS, the City of Owosso received a quote from Mid-Michigan Emergency Equipment Sales and Service LLC for the removal of the old equipment, supply of select pieces of new equipment, and the installation of all said equipment; and it is hereby determined that this company is qualified to perform the work requested; and

WHEREAS, a waiver of the bidding requirements is requested as professional services are exempt from competitive bidding and the estimated cost for the products to be purchased falls under the \$5,000 Council threshold.

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 contract with Mid-Michigan Emergency Equipment Sales and Service LLC for the removal, purchase, and installation of public safety equipment in City Police

vehicles in the amount of \$8,824.00.

SECOND: The mayor and city clerk are instructed and authorized to sign the document substantially

in the form attached, Contract for Services between the City of Owosso, Michigan and

Mid-Michigan Emergency Equipment Sales and Service LLC.

THIRD: The Accounts Payable Department is hereby authorized to issue payment to Mid-

Michigan Emergency Equipment Sales and Service LLC in the amount of \$8,824.00 upon

delivery of the equipment and satisfactory completion of the work.

FOURTH: The above expenses shall be paid from the Police equipment fund 101-300-978.000.

<u>Purchase Authorization – Mower</u>. Authorize purchase of one John Deere commercial grounds mower from D&G Equipment utilizing MiDeal State Contract No. 071B7700085, in the amount of \$20,612.79 and further authorize payment to the vendor upon satisfactory receipt of said equipment as detailed below:

RESOLUTION NO. 137-2020

AUTHORIZING PURCHASE AGREEMENT TO D & G EQUIPMENT OF CORUNNA, MICHIGAN TO PROCURE A JOHN DEERE GROUNDS MOWER FOR USE IN THE FLEET MOTOR POOL

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has budgeted from the Fleet Motor Pool Replacement Fund for the replacement of a Grounds Mower to be used for grounds maintenance of city owned properties, and

WHEREAS, the existing John Deere grounds mower purchased in 2002 has expended its useful life, and

WHEREAS, the City of Owosso Director of Public Services & Utilities has reviewed the replacement equipment on the State of Michigan MiDeal Contract as priced by D&G Equipment, and recommends authorizing a purchase agreement between the city of Owosso and D&G Equipment for the purchase of a C15 John Deere compact tractor with mower deck on the current State of Michigan MiDeal Contract.

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 D&G Equipment of Corunna, Michigan for the purchase of a John Deere compact tractor and mower deck on State of Michigan & Macomb Contract

071B770085, for use in the Fleet Motor Pool, in the amount of \$20,612.79.

SECOND: The accounts payable department is authorized to submit payment to D&G Equipment in

the amount of \$20.612.79.

THIRD: The above expenses shall be paid from account no. 661-901-979.000.

<u>Purchase Authorization – Chipper Body</u>. Authorize purchase of one chipper body for an existing swap loader truck chassis from Truck & Trailer Specialties utilizing MiDeal State Contract No. 071B7700086 in the amount of \$10,055.00 and further authorize payment to the vendor upon satisfactory receipt of said equipment as follows:

RESOLUTION NO. 138-2020

AUTHORIZING PURCHASE AGREEMENT WITH TRUCK & TRAILER SPECIALTIES OF HOWELL, MICHIGAN TO PROCURE A CHIPPER BODY FOR USE IN THE FLEET MOTOR POOL

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has budgeted from the Fleet Motor Pool Replacement Fund for the purchase of a chipper body to be used for tree and brush grindings, and

WHEREAS, this lower cost equipment will be used to replace a more expensive combination truck and chipper body, and

WHEREAS, the City of Owosso Director of Public Services & Utilities has reviewed the replacement equipment on the State of Michigan MiDeal Contract as priced by Truck & Trailer Specialties, and recommends authorizing a purchase agreement between the city of Owosso and Truck & Trailer Specialties on the current State of Michigan MiDeal Contract.

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

Draft 4 11-16-2020

FIRST: The City of Owosso has heretofore determined that it is advisable, necessary and in the

public interest to contract with Truck & Trailer Specialties of Howell, Michigan for the purchase of a chipper body on State of Michigan Contract 071B770086, for use in the

Fleet Motor Pool, in the amount of \$10,055.00.

SECOND: The accounts payable department is authorized to submit payment to Truck & Trailer

Specialties in the amount of \$10,055.00.

THIRD: The above expenses shall be paid from account no. 661-901-979.000.

Warrant No. 593. Authorize Warrant No. 593 as follows:

Vendor	Description	Fund	Amount
Michigan Municipal League Workers' Compensation Fund	Workers' compensation contributions- 3 rd of 4 installments for FY 20/21	Various	\$23,110.00

<u>Check Register – October 2020</u>. Affirm check disbursements totaling \$2,851,209.22 for October 2020.

Motion supported by Councilmember Haber.

Roll Call Vote.

AYES: Councilmember Haber, Mayor Pro-Tem Osika, Councilmembers Law, Teich, Fear, Pidek,

and Mayor Eveleth.

NAYS: None.

ITEMS OF BUSINESS

COVID Reopening Plan

City Manager Henne presented the revised COVID reopening plan saying we would be moving back to Phase 1 in response to the State Health Department's recent emergency order. He went on to say that the original plan has been edited to follow the law newly at its base. The City is no longer under a state of emergency and as such he does not have the authority to close City Hall on his own so he is looking to Council to make the decision. Lastly, he suggested the Council consider suspending shut offs again, as they expired with the state of emergency declaration.

There was discussion among Council about whether all City services could be provided while City Hall is closed and whether a further state of emergency should be declared.

Motion by Councilmember Fear to adopt the plan as presented and suspend water shutoffs until further notice.

Motion supported by Mayor Pro-Tem Osika.

Roll Call Vote.

AYES: Councilmembers Pidek, Haber, Fear, Teich, Mayor Pro-Tem Osika, Councilmember Law,

and Mayor Eveleth.

NAYS: None.

Mayor Eveleth indicated that he would like to get together with staff to discuss a future state of emergency declaration.

Closed Session

Motion by Councilmember Fear to authorize holding closed session after the conclusion of Communications for the purpose of consulting with its attorney regarding trial or settlement strategy in connection with specific pending litigation.

Motion supported by Councilmember Law.

Roll Call Vote.

AYES: Councilmembers Fear, Pidek, Law, Mayor Pro-Tem Osika, Councilmembers Haber, Teich,

and Mayor Eveleth.

NAYS: None.

Cancel 5th Monday Meeting

Motion by Mayor Pro-Tem Osika to cancel the 5th Monday Meeting originally scheduled for November 30, 2020.

Motion supported by Councilmember Haber.

Roll Call Vote.

AYES: Councilmembers Pidek, Law, Mayor Pro-Tem Osika, Councilmembers Teich, Fear, and

Mayor Eveleth.

NAYS: Councilmember Haber.

COMMUNICATIONS

N. Bradley Hissong, Building Official. October 2020 Building Department Report.

N. Bradley Hissong Building Official. October 2020 Code Violations Report.

N. Bradley Hissong Building Official. October 2020 Inspections Report.

Kevin D. Lenkart, Public Safety Director. October 2020 Police Report.

Kevin D. Lenkart, Public Safety Director. October 2020 Fire Report.

Owosso Historical Commission. Minutes of September 14, 2020.

Owosso Main Street/DDA. Minutes of October 7, 2020.

WWTP Review Board. Minutes of October 27, 2020.

Parks & Recreation. Minutes of October 28, 2020.

THE COUNCIL RECESSED TO CLOSED SESSION AT 8:28 P.M.

THE COUNCIL RETURNED FROM CLOSED SESSION AT 9:37 P.M.

Approval of Minutes

Motion by Councilmember Pidek to approve the minutes of the closed session of September 21, 2020 as presented.

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

ADJOURNMENT

Motion by Councilmember Fear for adjournment at 9:39 p.i	m.
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Motion supported by Councilmember Haber and concurred in by unanimous vote.

Christopher T. Eveleth, Mayor	
Amy K. Kirkland, City Clerk	

CITY OF OWOSSO ORGANIZATIONAL MEETING OF THE CITY COUNCIL MINUTES OF NOVEMBER 16, 2020 7:30 P.M. VIRTUAL MEETING

City Clerk Amy K. Kirkland administered the Oath of Office to Daniel A. Law (four year term); Susan J. Osika (four year term); Robert J. Teich, Jr. (four year term); and Nicholas L. Pidek (two year term).

City Manager Henne addressed those present regarding the custom of having the City Clerk chair the meeting until a Mayor is elected.

City Clerk Kirkland called the meeting to order and lead the Pledge of Allegiance to the Flag.

PRESENT: Councilpersons Eveleth, Fear, Haber, Law, Osika, Pidek, and Teich.

ABSENT: None.

APPROVE AGENDA

Motion by Councilmember Eveleth to approve the agenda as presented.

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

ADOPTION OF RULES OF ORDER

City Attorney Scott J. Gould addressed the City Council regarding the rules for abstaining from voting and the staff recommendation for the adoption of Robert's Rules of Order as the rules of procedure.

Motion by Councilmember Osika to adopt Robert's Rules of Order as the rules of procedure.

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

ELECTION OF MAYOR

City Clerk Kirkland explained the method of voting for the election of the Mayor and opened the floor for nominations.

Councilmember Fear nominated Councilmember Eveleth for Mayor.

Further calls for nominations went unanswered and the floor was closed with one nominee.

The Council voted on the motion to elect Councilmember Eveleth for Mayor.

Roll Call Vote.

AYES: Councilmembers Eveleth, Fear, Haber, Law, Osika, Pidek, and Teich.

NAYS: None.

City Clerk Kirkland administered the Oath of Office and turned over the chair of the meeting to Mayor Eveleth.

ELECTION OF MAYOR PRO-TEM

Mayor Eveleth opened the floor for nominations for Mayor Pro-Tem.

Councilperson Law nominated Councilperson Osika for Mayor Pro-Tem.

Further calls for nominations went unanswered and the floor was closed with one nominee.

The Council voted on the motion to elect Councilmember Osika for Mayor Pro-Tem.

Roll Call Vote.

AYES: Councilmembers Fear, Haber, Law, Osika, Pidek, Teich, and Mayor Eveleth.

NAYS: None.

City Clerk Kirkland administered the Oath of Office to Mayor Pro-Tem Osika.

CONSIDERATION OF CITY COUNCIL RULES OF PROCEDURE

Motion by Councilperson Fear to adopt the following Rules of Procedure, with changes to the time limit for citizen comments and questions as noted:

CITY COUNCIL RULES OF PROCEDURE

Rules for Roll Call Votes

- 1. These rules are adopted pursuant to Section 5.4(j) of the Charter of the City of Owosso.
- 2. The purpose of these rules is to establish the procedure to be followed when conducting a roll call vote of City Council members.
- 3. When requested by the Mayor or, in his or her absence, the presiding officer, to conduct a roll call vote, the City Clerk shall call the names of all Council members except the Mayor in a random order followed by the name of the Mayor.
- 4. The City Clerk shall implement these rules in such a manner as to insure that the order in which names of Council members is called shall vary from one roll call vote to the next.
- 5. The City Clerk shall use a computer randomization program or other similar method to insure that each Council member's name has a statistically equal probability of appearing in any given position in the order of the roll call.
- 6. If a member of the Council is absent from a meeting, the City Clerk may strike his or her name from the roll call and such striking shall not constitute a violation of the procedure for random roll call voting. If the Mayor is absent from a meeting, the name of the presiding officer shall be included in the random roll call vote.

Rules for Addressing A Meeting of the City Council

1. These rules are adopted pursuant to Section 3(5) of P.A. 267 of 1976, commonly known as the Open Meetings Act.

- 2. The purpose of these rules is to establish procedures to be followed when persons desire to address a meeting of the City Council so as to insure that all persons who wish to do so are afforded an adequate opportunity to exercise the right to address their city government while conducting the public business in an orderly, professional manner.
- 3. Persons wishing to address a meeting of the City Council shall do so during times set aside on the agenda for that purpose and at other times when recognized by the Mayor for the purpose of addressing the meeting.
- 4. Persons wishing to address the City Council and attending officials shall stand, raise a hand, or otherwise signal a desire to speak, and wait to be recognized by the Mayor. When so recognized, persons shall give their names and addresses, and address their comments and/or questions to any City official attending the council meeting.
- 5. Each person wishing to address the City Council at an in-person meeting shall be afforded one opportunity of up to four (4) minutes duration during the first occasion provided for citizen comments and questions, one opportunity of up to three (3) minutes duration during the last occasion provide for citizen comments and questions and one opportunity of up to three (3) minutes duration during each public hearing; provided, however, that comments made during public hearings shall be relevant to the subject for which the public hearings are held.
 - Each person wishing to address the City Council at a virtual meeting shall be afforded one opportunity of up to five (5) minutes duration during the occasion provided for citizen comments and questions, and one opportunity of up to three (3) minutes duration during each public hearing; provided, however, that comments made during public hearings shall be relevant to the subject for which the public hearings are held.
- 6. In addition to the opportunities to address the City Council described above, a citizen may respond to questions posed to him or her by the Mayor or members of the Council provided that members of the Council have been given the floor by the Mayor to pose such questions.
- 7. Each citizen comment and question period described in paragraph 6 excluding public hearings shall last up to thirty minutes. If time expires for the comment and question period and additional time appears necessary to accommodate citizens wishing to address city officials, the council may vote to extend the period for a specific length of time. Only one such extension of each comment and question period shall be permitted during a Council meeting.

Rule of Civility

1. Council members, City staff, and members of the public will communicate respectfully with each other in their conversations, reports, debates, and testimony. All present will listen attentively to others when they are speaking, not interrupt others or carry on side conversations; and when given the floor will speak to the issues at hand, not engage in personal attacks or use derogatory language, and will honor the right of all to contribute to public policy deliberation.

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

MEETING SCHEDULE

Motion by Councilmember Pidek to continue to hold City Council meetings on the first and third Monday of each month at 7:30 p.m.

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

CITIZEN COMMENTS AND QUESTIONS

Mayor Eveleth congratulated Councilmembers Law, Osika and Pidek on their re-elections and welcomed former Councilmember Teich back to Council. He said there will be lots of difficult decisions to face in the next two years, but this a good group of people and he looked forward to working with them.

Eddie Urban, 601 Glenwood Avenue, read aloud his letter to the editor regarding whether he, as a veteran, had an obligation to vote for president.

Mayor Eveleth thanked the Clerk's Office for their hard work administering the November election.

ADJOURNMENT

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

Christopher T. Eveleth, May	/or
Amy K. Kirkland, City Clerk	



301 W MAIN ST • OWOSSO, MI 48867-2958 • 989-725-0555 • FAX 989-723-8854

DATE: November 30, 2020

TO: City Council

FROM: Glenn M. Chinavare, Director of Public Services & Utilities

SUBJECT: Proposed Revision of Water Use Ordinance 34-67 Water Service Connections

RECOMMENDATION:

Conduct first reading and set a public hearing for revised Water Use Ordinance Article III Section 34-67(a) & (b) to meet regulatory compliance.

BACKGROUND:

Statutory requirements under the Michigan Safe Drinking Water Act, 1976 PA 399, and the revised lead and copper rules as promulgated within the Michigan Department of Energy Great Lakes & Energy (EGLE) Administrative Code R 325.11604, require Michigan municipalities to replace private property water service lines that are constructed of non-compliant lead or galvanized metal containing lead. Commencing January 1, 2021 most Michigan municipalities including Owosso, are mandated to replace 5% to 7% of their public and private property lead and galvanized water service lines over the next 20 years at no expense to the property owner.

The city of Owosso began replacing private property water service lines during 2018 and 2019 from a State of Michigan Pilot Grant. This Grant laid the foundation for development of an Asset Management Plan and Distribution System Material Inventory (DSMI), subsequently submitted to EGLE on December 20, 2019 in compliance with Administrative Rule R 325.10604(c)(i). This DSMI is the 20 year replacement planning document staff will need to manage and report on until all non-compliant water service lines are removed. Additional private property water service lines were replaced during 2020 as related to street and water main construction, as well as several locations having high lead sampling test results.

Approximately 220 city addresses will be targeted for replacement in 2021, thus beginning the 20 year replacement program. This represents 5% of the suspected non-compliant locations within the city. These replacements will occur as result of a competitive bidding contract specifying locations, as well as other customer requests for planned home renovations and/or water flow and pressure issues that may surface. Once a private property water service line is replaced, the city will honor and warranty installation workmanship for one (1) year only. Subsequent to the warranty expiration, the property owner will then resume full ownership and responsibility for maintenance and replacement. As city staffs continue to investigate and verify suspected non-compliant addresses, these projected numbers for the 20 year replacement program may significantly reduce.

Attached are resolutions proposing ordinance revisions for compliance with EGLE administrative rules, and to provide staff with the authority to enforce the same. Council will need to set a public hearing for Monday, December 21, 2020 to receive citizen comment regarding the proposed changes.

FISCAL IMPACTS:

None

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

Attachment: (1) Resolution & (2) Water Use Ordinance Section 34-67(a) & (b)

RESOLUTION NO.

SETTING A PUBLIC HEARING FOR THE PROPOSED ORDINANCE AMENDMENT TO SECTION 34-67, WATER SERVICE CONNECTIONS, CONNECTION CHARGES

WHEREAS, the City of Owosso is required by the State of Michigan to replace at least 5% of all public and private property lead and galvanized water service lines over the next 20 years; and

WHEREAS, this new obligation must be incorporated into the code of the City of Owosso which regulates utilities and services; and

WHEREAS, a public hearing is required before any ordinance amendment can be enacted.

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

SECTION 1. AMENDMENT. That Chapter 34, <u>Utilities and Services</u>, Article III, *Water*, Section 34-67, <u>Water service connections, connection charges</u>, be amended as follows:

Sec. 34-67. - Water service connections, connection charges.

- (a) Application for water service connection(s) shall be made to the public utilities department on forms prescribed and furnished by it. Water service connections and water meters shall be installed, maintained and replaced in accordance with applicable rules and standards of the public utilities department and applicable plumbing code provisions. The size of the service line and meter, and installation details, are subject to review and approval by the director. Partial water service line replacements are not permitted under Michigan Department of Environment Great Lakes & Energy (EGLE) Administrative Code R325.11604f(5)(c), except as necessary to address a emergency repair. The replacement of lead or galvanized water service lines from the city owned water main to the private property building premises, shall be accomplished at city expense in accordance with EGLE Administrative Code R325.11604f(5)(c) and R325.11604f(5)(g), except that the responsibility for maintenance, repair, or replacement of the private property water service connection, shall terminate one (1) year after installation.
- (b) The city shall be responsible for the installation, maintenance and replacement in like size of that portion of the water connection from the water main to and including the curb stop and stop box, or through the water meter pit if the meter is located in a pit in the public right-of-way or water easement.
 - The property owner or customer shall be responsible for the installation, maintenance and replacement of that portion of the water connection from the curb stop, or meter pit if such meter pit is located in the public right-of-way or water easement, to and within the premises being served., except during the period of time commencing January 1, 2020 through December 31, 2040 (unless extended by EGLE), whereby the city is mandated under the EGLE Administrative Code R325.11604f(6)(b) to replace all private property water service lines at city expense. The responsibility of the city for maintenance, repair, or replacement of the private property water service connection, shall terminate one (1) year after installation of the new regulatory compliant water service line.
- (c) Water meters shall generally be supplied by the city. Any water meter provided by the customer shall conform to city standards and specifications, and shall be approved by the director prior to installation or start of service. All meters shall be owned by and under the control of the city. The city shall be responsible for the cost of meter replacement except in the case of a customer requested change in meter size, or damage to the meter attributable to the customer, or agent or tenant of the customer.

(d) Connection charges for new water service connections, or for an increase in service size or capacity, in effect on the effective date of this ordinance shall remain in effect until changed by resolution of the council, which may thereafter be modified or revised by council resolution. Such connection charges may include: recovery of costs for water system capacity attributable to the new user, recovery of costs for water distribution piping serving the user if not previously assessed, recovery of city costs for the initial installation of the service connection and initial provision of the water meter, and recovery of city costs for increasing the service connection and/or meter size. In addition the connection charge schedule may include permit application and review fees, and inspection fees.

SECTION 2. PUBLIC HEARING. A public hearing is set for Monday, December 21, 2020 at 7:30 p.m. for the purpose of hearing citizen comment regarding the proposed amendments to Chapter 34, <u>Utilities and Services</u>, of the Code of the City of Owosso.

SECTION 3. 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 4. EFFECTIVE DATE. This amendment shall become effective 20 days after approval.



301 W MAIN ST • OWOSSO, MI 48867-2958 • 989-725-0555 • FAX 989-723-8854

DATE: November 30, 2020

TO: City Council

FROM: Glenn M. Chinavare, Director of Public Services & Utilities

SUBJECT: Proposed Revision of Water Use Ordinances 34-75 and 34-76

RECOMMENDATION:

Conduct first reading and set a public hearing for revised Water Use Ordinance Article III Sections 34-75 and 34-76 to reflect the installation of new water meter technology.

BACKGROUND:

From June of 2017 through October of 2019, the city of Owosso replaced all water meters with new technology Badger Ultrasonic meters having no moving parts. These meters require no maintenance and record usage every few seconds. This usage data is then forwarded to the Water Billing Office on demand via a milliamp signal polled from one of five (5) relay towers within the city. Older style water meters replaced were of numerous make, model, and age. These meters were repairable by replacement of moving parts within the casing, which could then be placed on a test bench to verify recording accuracy after repair. Some newer model meters could also be repaired by simply replacing the magnetically driven register head from the meter casing.

Repair and/or rebuilding of water meters and bench testing for accuracy is no longer performed, which is reflected in the existing ordinance 34-75. The new Badger Ultrasonic will either cease to record usage data or record negative readings. Negative readings can only occur when the meter is installed backwards. A no read can only occur as result of an electrical interference or a dead battery, which are both easily detected and readily corrected. Water meters themselves, whether older style or newer technology units, do not over register usage. Older style meters with mechanical moving parts gradually under register usage through the passage of time, which is why municipalities ran meters through an eight (8) year repair and test cycle, or just replaced all meters about every 18 to 25 years when register accuracy was below 92%. Many of the early 2010 style E-coder meters had electronic touch pads attached to the exterior of the house, which when bumped could jump readings forward. These are no longer used.

This proposed language revisions coincide with the Water Billing Policy and the fixed network operating system AclaraOne, in recording billable water usage as integrated with the BS&A billing software.

Council will need to set a public hearing for Monday, December 21, 2020 to receive citizen comment regarding the proposed changes.

FISCAL IMPACTS:

None

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

Attachments: (1) Resolution

(2) Water Use Ordinance Sections 34-75 & 34-76

RESOLUTION NO.

SETTING A PUBLIC HEARING FOR THE PROPOSED ORDINANCE AMENDMENT TO SECTIONS 34-75 & 34-76 OF THE CODE OF ORDINANCES

WHEREAS, the City of Owosso replaced all of its water meters with meters utilizing new technology; and

WHEREAS, the code of ordinances of the City of Owosso regulating utilities and services must be updated to reflect said new technology; and

WHEREAS, a public hearing is required before any ordinance amendment can be enacted.

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

SECTION 1. AMENDMENT. That Chapter 34, <u>Utilities and Services</u>, Article III, *Water*, Section 34-75, Accuracy required, be amended as follows:

Sec. 34-75. - Accuracy required.

A meter shall be considered accurate if, when tested it registers not to exceed five (5) percent more or five (5) percent less than the actual quantity of water passing through it. If a meter registers in excess of five (5) percent more than the actual quantity of water passing through it, it shall be considered "fast" to that extent. If a meter registers in excess of five (5) percent less than the actual quantity of water passing through it, it shall be considered "slow" to that extent. When audited it registers consumption movement when the water is turned on from the off position at either the meter pit or inside the building plumbing. A meter shall be considered inaccurate if, when audited it registers no consumption movement or negative consumption movement when the water is turned on from the off position at either the meter pit or inside the building plumbing.

SECTION 2. AMENDMENT. That Chapter 34, <u>Utilities and Services</u>, Article III, *Water*, Section 34-76, <u>Bill adjustment</u>, be amended as follows:

Sec. 34-76. - Bill adjustment.

If a meter has been tested at the request of a consumer and shall have been determined to register "fast," the city shall credit the consumer with a sum equal to the percent "fast" multiplied by the amount of all bills incurred by the consumer, within the three (3) months prior to the test, and if a meter so tested is determined to register "slow," the public services department may collect from the consumer a sum equal to the percent "slow" multiplied by the amount of all the bills incurred by the consumer for the prior three (3) months. When the department on its own initiative makes a test of a water meter, it shall be done without cost to the consumer, other than his or her paying the amount due the city for water used by him or her as above provided, if the meter is found to be "slow."

If a meter has been audited at the request of a consumer and shall have been determined to register accurately, no charge will be assessed. If a meter so tested at the request of the consumer, is determined to not register water consumed or is registering negative flow, applicable equipment causing the inaccuracies shall be replaced or repaired and the water bill shall be recalculated from historical demand usage from date of known inaccuracies to the date of correction. There shall be no charge to the customer for the audit, repair, or replacement services.

SECTION 3. PUBLIC HEARING. A public hearing is set for Monday, December 21, 2020 at 7:30 p.m. for the purpose of hearing citizen comment regarding the proposed amendments to Chapter 34, <u>Utilities and Services</u>, of the Code of the City of Owosso.

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 20 days after approval.



MEMORANDUM

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

DATE: December 1, 2020

TO: Mayor Eveleth and the Owosso City Council

FROM: Nathan Henne, City Manager

SUBJECT: Rezoning Request for 210 Monroe Street; Parcel 050-652-001-004-00

RECOMMENDATION:

The Planning Commission recommends city council conduct first reading and set a public hearing for January 4, 2021 to receive citizen comment regarding request to rezone the parcel commonly known as 210 Monroe Street (City owned vacant lot) from I-1, Light-Industrial to R-2, Two-Family Residential District.

BACKGROUND:

The Planning Commission, after mailing notices and holding a public hearing, voted at its regular meeting on November 23, 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.

RESOLUTION NO.

AMEND CHAPTER 38 ZONING OF THE CODE OF ORDINANCES TO REZONE THE PARCEL AT 210 MONROE STREET AND AMEND THE ZONING MAP

WHEREAS, the city council of the city of Owosso received a request from City Manager Nathan Henne for the property identified as 210 Monroe Street, parcel number 050-652-001-004-00 to rezone the parcel from I-1, Light Industrial to R-2, Two-Family Residential 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, the city staff and planning commission recommend, without reservations or conditions, the rezoning of 210 Monroe Street as requested; 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, <u>Zoning</u>, Sec. 38-27, <u>Zoning Districts and Map</u>, reflect the following change, to be noted on the official map and filed with the city clerk:

Parcel Address	Current Zoning	Amended Zoning
210 Monroe		R-2, Two Family Residential
Stre	I-1, Light Industrial	District
et		District
Parcel Number: 0	50-652-001-004-00	
	LK 1, ALL OF BLK. 2 INCLUDIN	
CLOS	SED S. PARK ST. AL WILLIAMS	2 ND ADD.

- SECTION 2. PUBLIC HEARING. A public hearing is set for Monday, January 4, 2021 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.



November 12, 2020

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

Subject: REZONING

Location: 210 Monroe Street

Size of Site: 2.46 acres

Request: To rezone roughly 2.46 acres at 210 Monroe Street from I-1, Light Industrial to R-2 Two-

Family Residential.

Applicant: City of Owosso

Dear Planning Commissioners:

At your request, we have reviewed the above application from the City of Owosso to rezone 2.46 acres from I-1, Light Industrial to R-2, Two-Family Residential. The property is currently owned by the City of Owosso, and the city would like to prepare the property for potential future residential development as outlined in the draft master plan for the city.

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 parcel is located along the northern side of Monroe Street, adjacent to the rail line. The property is identified in the draft master plan as an area for development of new housing, specifically of the missing-middle variety which can include row-housing, townhouses, apartments or higher-density detached one-family residential.

EXISTING LAND USE, ZONING AND FUTURE LAND USE

	Existing Land Use	Zoning	Master Plan
Subject Site	Vacant	I-1 Light industrial *	Industrial
North	Industrial	I-1, Light Industrial	I-1, Light Industrial, General Commercial

Phone: 810-734-0000

Email: sprague@cibplanning.com

South	One-family residential and Commercial	R-1, One-Family Residential, B- 1, Local Business (Josh's Frogs)	Residential
East	Industrial and Rail	I-1, Light Industrial	Industrial
West	Industrial and Commercial	B-4, General Commercial and I- 1, Light Industrial	Local business and industrial

*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-1, 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 -R-2, Two-Family Residential. A full list of uses is provided below;

In an R-2 district, no building or land shall be used and no building shall be erected except for one (1) or more of the following specified uses unless otherwise provided in this chapter:

(1) All uses permitted and as regulated in the one-family residential districts. The standards of the "schedule of regulations" applicable to the R-1 one-family residential district shall apply as minimum standards when one-family detached dwellings are erected;

City of Owosso Planning Commission **210 Monroe Rezoning Review** November 12, 2020 Page 3

- (2) Two-family dwellings;
- (3) Accessory buildings and uses customarily incident to any of the above permitted uses and subject to the conditions of section 38-379, accessory buildings;
- (4) A dwelling constituting the home for not more than three (3) aged and physically handicapped persons provided such use is in accordance with all state and local requirements;
- (5) Bed and breakfast operations as a subordinate use to single-family dwelling units subject to city licensing provisions and a determination by the city planning commission that the applicant has shown proof of historic significance of the dwelling unit. In making the determination, the planning commission shall reference the historic criteria developed and adopted by the commission.
- (6) Family day care home, foster family group homes and foster family homes shall be permitted subject to the following provisions:
 - a. For family day care homes only, a minimum of four hundred (400) square feet of usable outdoor play area in the rear or side yard shall be available on the premises.
 - b. Such uses are duly licensed by the state department of social services or other equivalent public agencies authorized to license these uses.
 - c. Building and lots so used shall conform to all state and local code requirements, except that such uses or structures shall be permitted in buildings and lots which are nonconforming uses or structures as defined in this chapter.

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:

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.

<u>Finding</u> – While the current future land use map identifies this area as industrial, it is important to highlight what is proposed in the city's new draft master plan. The following text describes the intent for this area.

Washington and Monroe Street - Located south of Downtown and Corunna Avenue, this 5.5-acre site is located in a transitional zone between commercial and industrial uses and a residential neighborhood to the south. The site includes multiple parcels including a city-owned property along the railroad corridor and the Former Grace Church, 715 S. Washington (built in 1950). The site is connected to public water/sewer. In the near term, the site provides an opportunity for infill residential. The adaptive reuse of church building for condominium development may be considered, however, the building does not have architectural or historical significance and could

City of Owosso Planning Commission **210 Monroe Rezoning Review** November 12, 2020 Page 4

be demolished as part of the redevelopment. A desirable future use for the site is single-family attached residential. Infill development should be compatible with the existing neighborhood incorporating front porches/stoops, alley access, parking in the rear, and building heights between 2-3 stories. Existing street trees should be preserved.







<u>It is our belief that this rezoning would significantly improve the neighborhood and would not be in conflict with the overall goals of the Master Plan, nor impact the intent of the Zoning Ordinance.</u>

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 – <u>This site would be compatible with the host of uses permitted under the R-2 Zoning</u> 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 – <u>To our knowledge, no evidence exists showing that the applicant could not receive a reasonable return on investment through developing the property as industrial, however the City of Owosso is generally not in the position to be the developer of this property.</u>

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 – It is our belief that land uses within the R-2 district are more compatible with this site and its location to the neighborhood to the south than if the site were to be developed as industrial.

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 find that there is high demand for new housing throughout the City of Owosso and surrounding areas. While there is no imminent development proposed for this site, the city is positioning itself to have vacant, city-owned property available for redevelopment as opportunities present themselves.

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 210 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 R-2 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 be more compatible with surrounding land uses;
- 5. Infrastructure to the site is appropriate for the proposed use; and
- 6. The request has not been previously submitted to the City for consideration.

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

Sincerely,

CIB Planning

City of Owosso Planning Commission **210 Monroe Rezoning Review** November 12, 2020 Page 6

Justin Sprague Vice President



MEMORANDUM

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

DATE: December 1, 2020

TO: Mayor Eveleth and the Owosso City Council

FROM: Planning Commission

SUBJECT: Set a Public Hearing for January 4, 2021 to receive citizen comment regarding the

Planned Unit Development (PUD) Overlay Site Plan Review for N Washington Street;

Parcel 050-535-000-001-00

RECOMMENDATION:

The Owosso Planning Commission recommends setting a public hearing to receive citizen comment regarding the Planned Unit Development (PUD) Overlay Site Plan Review. After which the Planning Commission recommends approval with the following conditions:

- **1.** That waivers are granted by the Planning Commission for front yard setbacks along Washington and Wesley Streets;
- 2. That a waiver is granted by the Planning Commission for total lot coverage;
- **3.** That a waiver is granted by the Planning Commission for minimum distance between buildings to be allowed at less than 20-feet;
- **4.** That side egress on the homes have fixed porches or stairs attached to the structure;
- **5.** That the Master Deed require any homes to be replaced due to an act of God, be replaced by a new structure and not a previously used structure;
- 6. That the by-laws for the condominium development strictly prohibit chain link fencing; and
- **7.** That all other agencies, departments and reviewing entities grant approval prior to the issuance of any building permits.

NOTE: THIS DOES NOT INCLUDE THE REQUIREMENT OF TRADITIONAL DETACHED GARAGES.

BACKGROUND:

The Planning Commission held a public hearing at its regularly scheduled meeting on November 23, 2020. Due to Planned Unit Development (PUD) Overlay, a public hearing is required for the Site Plan Review at both the Planning Commission and City Council meetings.

This parcel was recently rezoned from RM-1 Multiple-Family Residential District-Low Rise to RM-1 Multiple-Family Residential District-Low Rise with Planned Unit Development (PUD) Overlay.

The Planning Commission, after mailing notices and holding a public hearing, voted to approve the Site Plan Review with conditions at its regular meeting on November 23, 2020.

RESOLUTION NO.

SET A PUBLIC HEARING TO HEAR CITIZEN COMMENT AND REVIEW OF THE PLANNED UNIT DEVELOPMENT (PUD) OVERLAY SITE PLAN REVIEW FOR THE PARCEL ON THE SW CORNER OF N. WASHINGTON & WESLEY STREETS

WHEREAS, the city council of the city of Owosso received a Site Plan Review from Bailey Park Homes, L3C, developer of the real property identified as N. Washington Street, parcel number 050-535-000-001-00 to develop the Washington Park Smart Homes consisting of 14 new homes; and

WHEREAS, the City of Owosso Zoning Ordinance Chapter 38 Article XVII, Section 390 (7) a. 4. And b. requires Public Hearings for Planned Unit Developments for both the Planning Commission and City Council; and

WHEREAS, the city staff and planning commission recommend, with conditions, the approval of the Planned Unit Development (PUD) Overlay Site Plan Review of N. Washington Street as applied; and

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

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

SECTION 1. PLANNED UNIT DEVELOPMENT (PUD) OVERLAY SITE PLAN REVIEW FOR THE FOLLOWING:

Parcel Address	Zoning	Parcel number
	RM-1 Multiple-Family Residential District-Low Rise with	
N. Washington Street	Planned Unit	050-535-000-001-00
	Development (PUD)	
	Overlay	
Legal Description: COM 3	358' N & 33' W OF INTER S LN SEC 12 8	C/L N WASH ST TH W 231' N 6'
	9' E 364.21' S 284' TO POB PART OF SE	

- SECTION 2. PUBLIC HEARING. A public hearing is set for Monday, January 4, 2021 at 7:30 p.m. for the purpose of hearing citizen comment regarding the site plan review.
- SECTION 3. NOTICE. Council hereby directs staff to supply a public notice concerning the site plan review.
- SECTION 4. AVAILABILITY. This site plan review 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 site plan review shall become effective immediately after passage.

Issued For: Site Plan Approval Resubmission

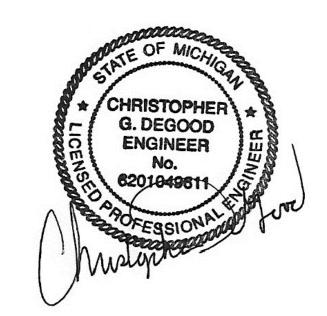
Owosso, MI 48867

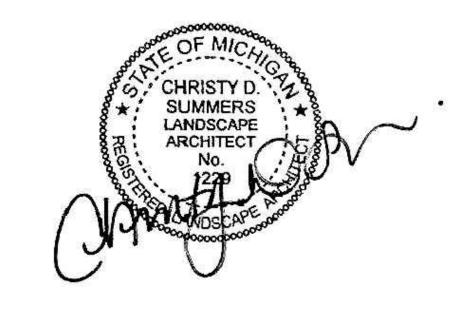


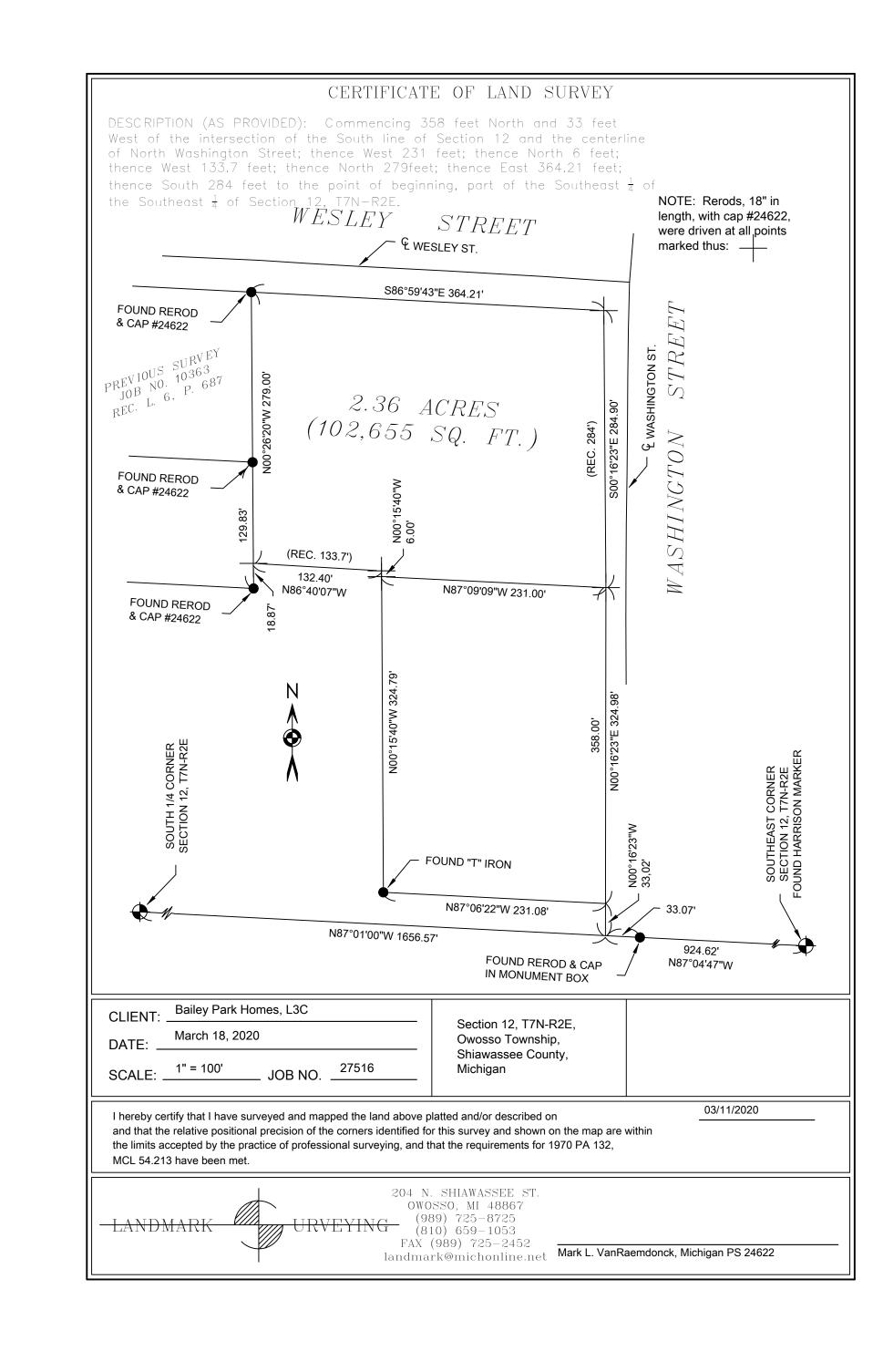
Location Map

NTS

Seal







SHEET INDEX

	Cover Sheet
C1.0	Topographic Survey
C1.1	Existing Conditions Plan
C2.0	Demolition Plan (Reserve For Future)
C3.0	Soil Erosion and Sedimentation Control Pla
C4.0	Layout and Materials Plan
C4.1	Common Area Plan
C5.0	Grading Plan
C6.0	Utilities Plan
C7.0	Stormwater Management Plan
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L1.0	Landscape Plan
L2.0	Landscape Details

Landscape Architect / Engineer

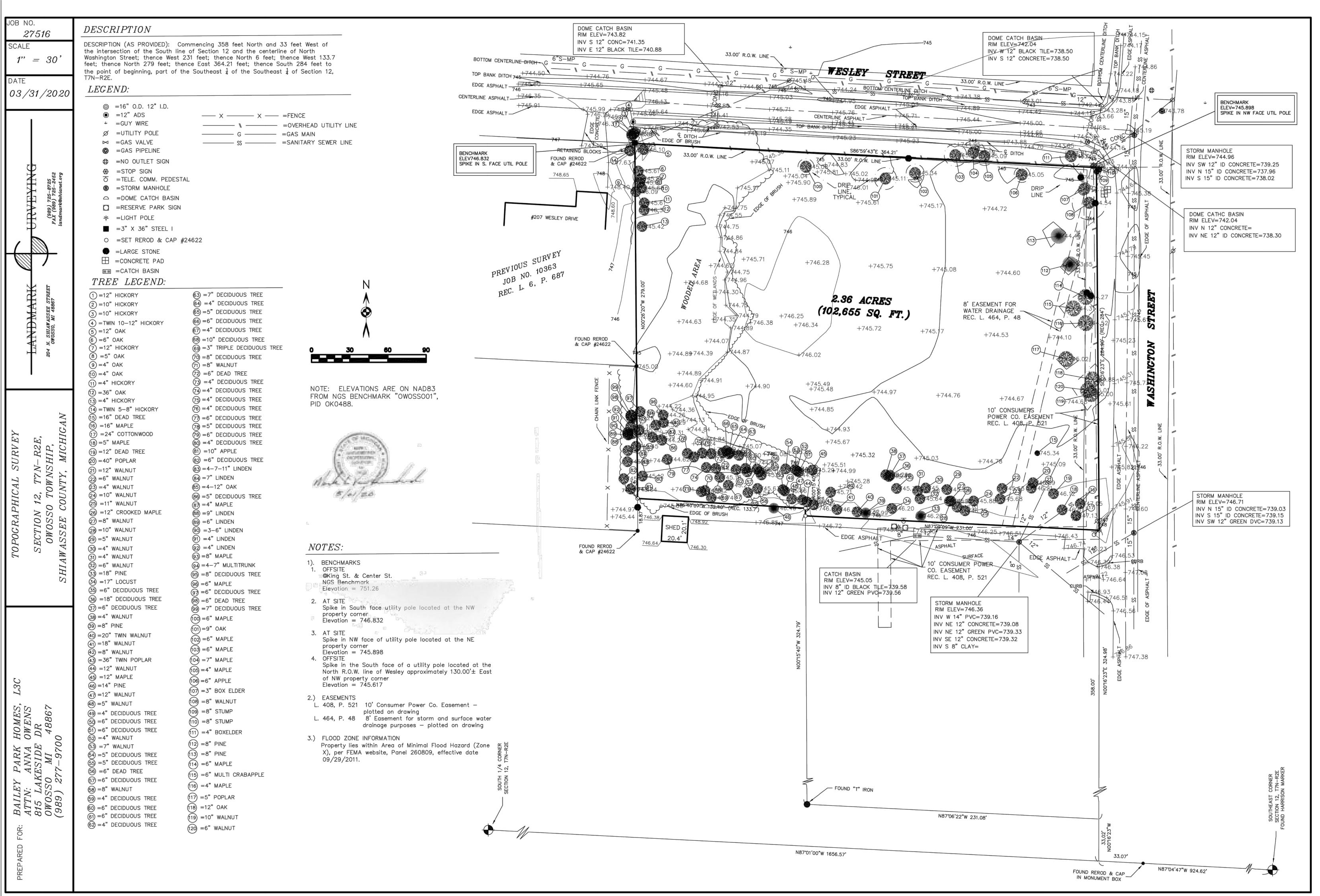
B R i Beckett&Raeder Landscape Architecture Planning, Engineering and Environmental Services

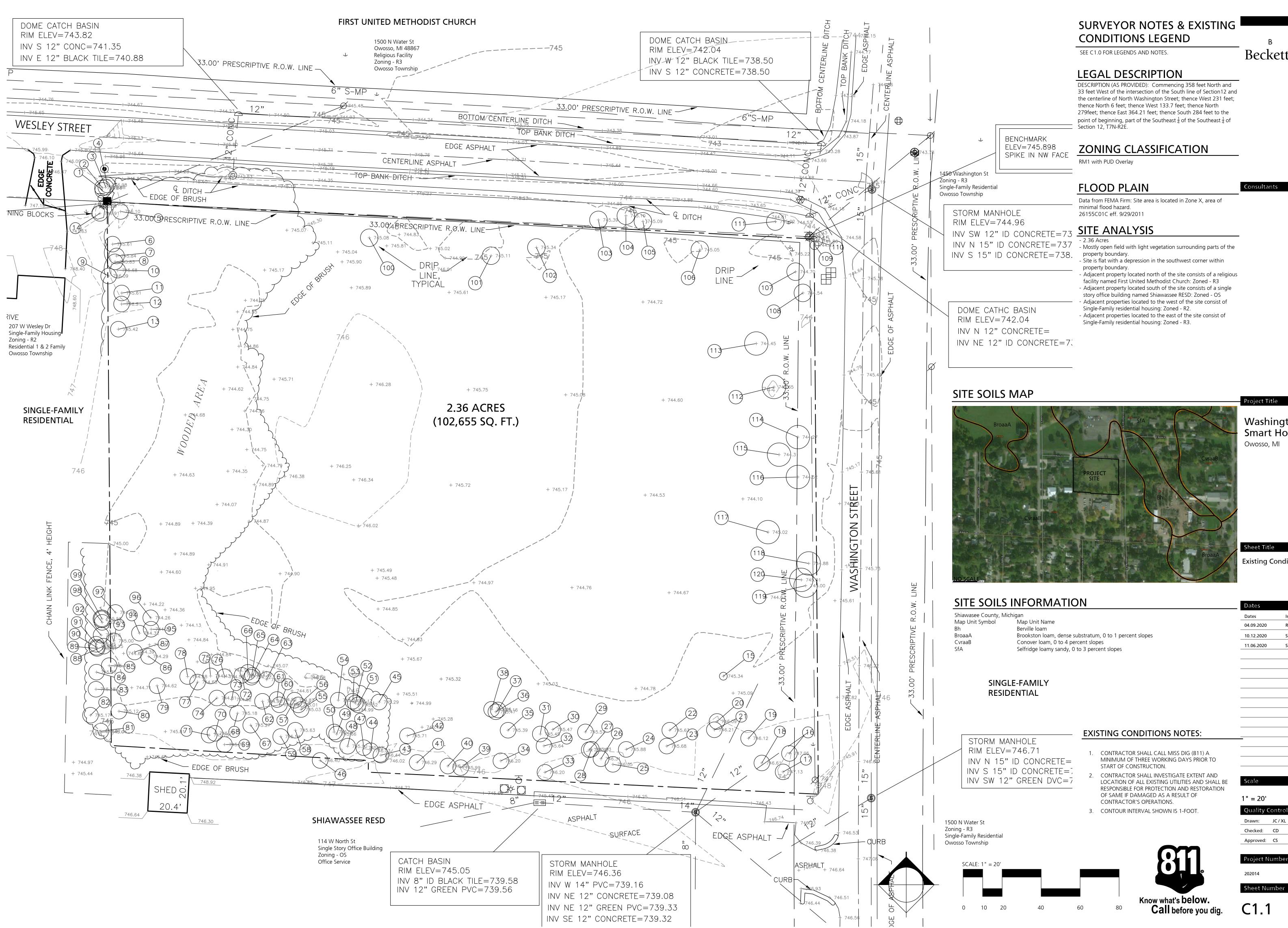
Beckett & Raeder, Inc. 535 West William, Suite 101 Ann Arbor, MI 48103 734 663.2622 ph 734 663.6759 fx

Surveyor



Developer: Bailey Park Homes L3C





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734 **663.6759** fx

Washington Park **Smart Homes Development**

Existing Conditions Plan

Issued for

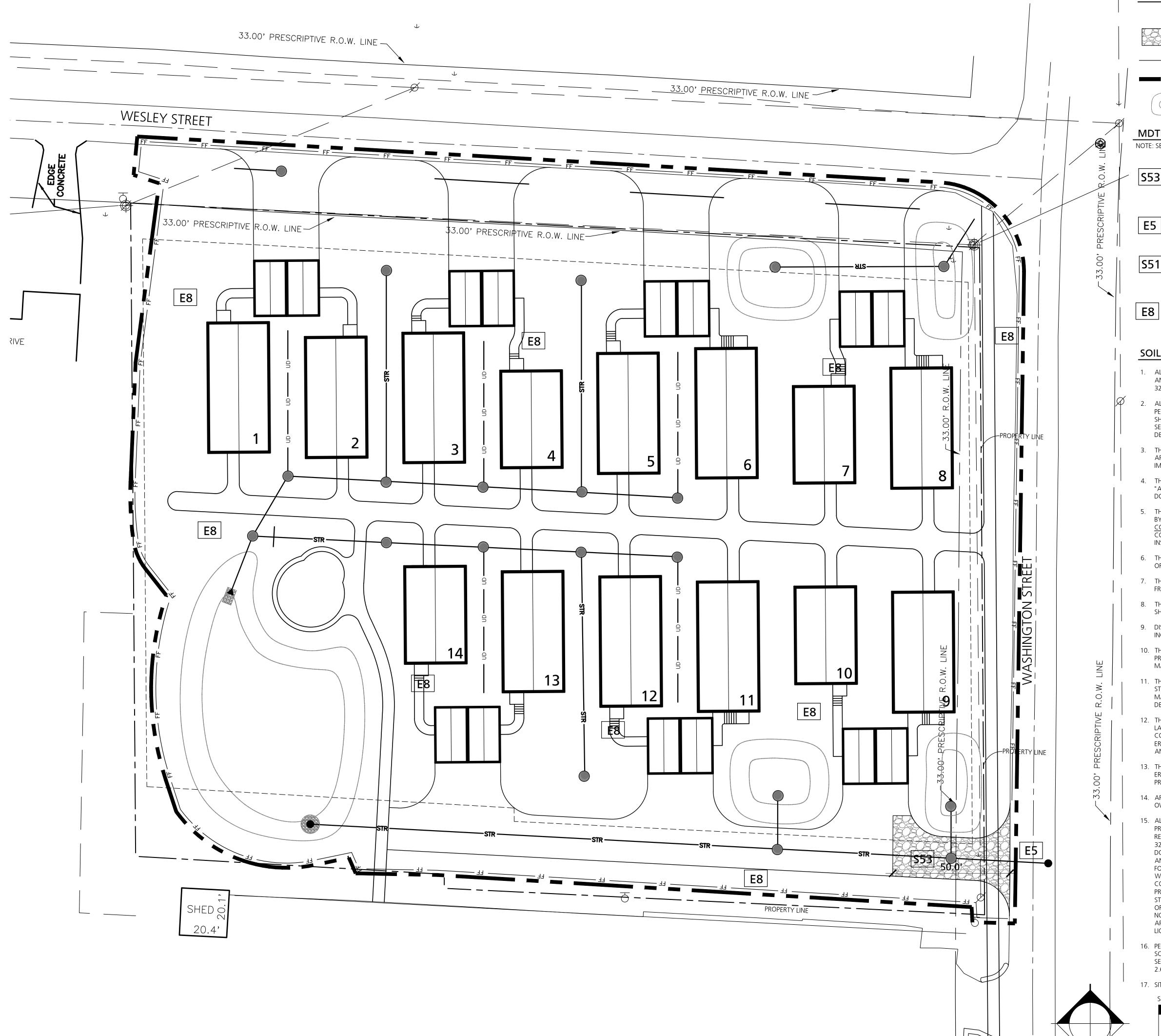
Re-zoning Submission

Site Plan Approval Resubmission

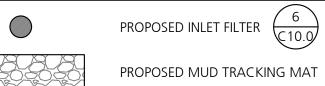
Site Plan Approval

Quality Control

Drawn: JC / XL



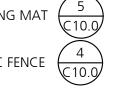
SOIL EROSION AND SEDIMENTATION CONTROL LEGEND

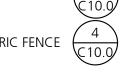


PROPOSED INLET FILTER $\frac{6}{(C10.0)}$













PROPOSED STORMWATER MANAGEMENT BASIN

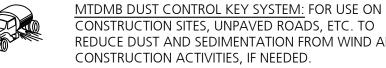
MDTMB SESC LEGEND

NOTE: SEE SPECIFICATIONS FOR WRITTEN DESCRIPTION INSTALLATION AND MAINTENANCE.



MTDMB STABILIZED CONSTRUCTION ACCESS EY SYSTEM: USED AT EVERY POINT WHERE Construction traffic enters or leaves a CONSTRUCTION SITE. ALL CONSTRUCTION ACCESS POINTS ARE NEW, IF NEEDED.





CONSTRUCTION SITES, UNPAVED ROADS, ETC. TO REDUCE DUST AND SEDIMENTATION FROM WIND AND CONSTRUCTION ACTIVITIES, IF NEEDED.

MTDMB SILT FENCE KEY SYSTEM: USE ADJACENT TO CRITICAL AREAS, TO PREVENT SEDIMENT LADEN SHEET FLOW FROM ENTERING THESE AREAS.



MTDMB PERMANENT SEEDING / SODDED KEY
SYSTEM: STABILIZATION METHOD UTILIZED ON SITES WHERE EARTH CHANGE HAS BEEN COMPLETED (FINAL GRADING ATTAINED) (REFERENCE SHEET WL-07 LANDSCAPE PLAN FOR PERMANENT SEEDING LOCATIONS.)

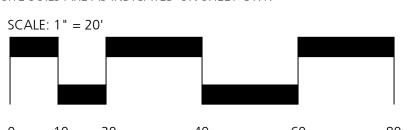
SOIL EROSION AND SEDIMENTATION CONTROL NOTES:

- 1. ALL WORK SHALL COMPLY WITH THE APPLICABLE SOIL EROSION AND SEDIMENTATION CONTROL (SESC) RULES AND REGULATIONS (SOIL EROSION AND SEDIMENTATION CONTROL - 1994 PA 451, PART 91, AS AMENDED, MCL 324.9101 ET. SEQ.).
- ALL EARTH CHANGES OF ONE ACRE OR MORE OR WITHIN 500 FEET OF WATERS OF THE STATE REQUIRE A SESC PERMIT. IF A SESC PERMIT IS REQUIRED, THE PROFESSIONAL SERVICES CONTRACTOR (DESIGN CONSULTANT) SHALL PREPARE AN SESC PLAN. THE SESC PLAN SHALL ADDRESS BOTH WIND AND WATER EROSION AND SEDIMENTATION. SESC PERMIT MUST BE OBTAINED FROM SHIAWASSEE COUNTY ENVIRONMENTAL HEALTH
- 3. THE CONTRACTOR SHALL REVIEW THE DESIGN CONSULTANT'S SESC PLAN IN ORDER TO PREPARE AND ISSUE FOR APPROVAL AN "SESC IMPLEMENTATION PLAN", WHICH INDICATES THE CONTRACTOR'S INTENDED IMPLEMENTATION OF THE SESC PLAN FOR THE PROJECT, INCLUDING A SCHEDULE.
- 4. THE DTMB SESC PROGRAM, UPON APPROVAL OF THE IMPLEMENTATION PLAN, WILL ISSUE THE CONTRACTOR AN "AUTHORIZATION TO PROCEED WITH EARTH CHANGE", WHICH IS TO BE POSTED AT THE JOB SITE. THIS DOCUMENT IS ISSUED IN LIEU OF A PERMIT FROM THE COUNTY OR OTHER LOCAL ENFORCING AGENCY.
- THE CONTRACTOR SHALL IMPLEMENT SOIL EROSION AND SEDIMENTATION CONTROL MEASURES AS REQUIRED BY THE PROJECT'S SESC PLAN, SESC IMPLEMENTATION PLAN, DTMB'S SOIL EROSION AND SEDIMENTATION CONTROL GUIDEBOOK, DATED FEBRUARY 2005, AND AS DIRECTED BY THE PROFESSIONAL SERVICES CONTRACTOR, DTMB SESC INSPECTOR, AND / OR DTMB PROJECT DIRECTOR. THE DTMB SESC INSPECTOR SHALL INSPECT THE SITE WEEKLY AND AFTER SIGNIFICANT RAIN EVENTS.
- 6. THE CONTRACTOR SHALL INSTALL TEMPORARY EROSION AND SEDIMENTATION CONTROL MEASURES PRIOR TO OR UPON COMMENCEMENT TO EARTHWORK ACTIVITIES.
- 7. THE CONTRACTOR WILL PERFORM SWEEPING AS NEEDED TO REMOVE ANY SEDIMENT TRACKED OFF SITE. FREQUENCY OF SWEEPING WILL BE BASED ON SITE CONDITIONS.
- 8. THE CONTRACTOR WILL PERFORM DUST CONTROL AS NEEDED BASED ON SITE CONDITIONS. DUST CONTROL SHOULD OCCUR ALONG THE TRAIL AND PARKING AREA AS WELL AS IN THE VICINITY OF ACCESS INTO THE SITE.
- 9. DISTURBED AREAS THAT WILL REMAIN IDLE DURING CONSTRUCTION MUST BE TEMPORARILY STABILIZED,
- INCLUDING SOIL STOCKPILES, USING DTMB SESC BEST MANAGEMENT PRACTICES. 10. THE CONTRACTOR SHALL MAINTAIN AND INSPECT SESC MEASURES THROUGHOUT THE COURSE OF THE PROJECT., RECOMMENDED ON A DAILY BASIS. AT A MINIMUM, THE CONTRACTOR SHALL INSPECT AND

MAINTAIN SESC MEASURES ONCE A WEEK AND AFTER RAIN EVENTS.

- 11. THE CONTRACTOR SHALL CORRECT NON-CONFORMING SESC MEASURES WITHIN 24 HOURS, IF WATERS OF THE STATE ARE BEING IMPACTED OR WITHIN 48 HOURS FOR ROUTINE MAINTENANCE ITEMS. OTHER SESC MAINTENANCE SHALL BE COMPLETED AS SOON AS POSSIBLE BUT NEVER MORE THAN FIVE (5) DAYS AFTER
- 12. THE CONTRACTOR SHALL COMPLETE PERMANENT SOIL EROSION CONTROL MEASURES FOR ANY DISTURBED LAND AREA WITHIN 5 CALENDAR DAYS AFTER FINAL GRADING OR THE FINAL EARTH CHANGE HAS BEEN COMPLETED. THE CONTRACTOR SHALL MAINTAIN TEMPORARY CONTROL MEASURES UNTIL PERMANENT SOIL EROSION CONTROL MEASURES ARE IN PLACE AND THE AREA IS STABILIZED. .THERE WILL BE A \$500/DAYFINE AND ASSESSMENT OF ACTUAL DAMAGE.
- 13. THE CONTRACTOR SHALL REMOVE TEMPORARY EROSION CONTROL MEASURES AFTER PERMANENT SOIL EROSION MEASURES ARE IN PLACE AND THE AREA IS STABILIZED. CARE SHALL BE TAKEN DURING REMOVAL TO PREVENT SOIL EROSION AND SEDIMENTATION.
- 14. AFTER THE COMPLETION OF THE PROJECT, PERMANENT SESC MEASURES WILL BE MAINTAINED BY THE PROPERTY
- 15. ALL WORK UNDER THIS CONTRACT MUST MEET THE STORM WATER MANAGEMENT REQUIREMENTS OF THE PROJECT AND COMPLY WITH THE APPLICABLE SOIL EROSION AND SEDIMENTATION CONTROL (SESC) RULES AND REGULATIONS (SOIL EROSION AND SEDIMENTATION CONTROL- 1994 PA 451, PART 91, AS AMENDED, MCL 324.9101 ET SEQ.) AND SPECIFIC PROVISIONS AND REGULATIONS FOR SAME WITHIN THE CONTRACT DOCUMENTS. THE DEPARTMENT OF TECHNOLOGY, MANAGEMENT AND BUDGET, FACILITIES ADMINISTRATION, AN AUTHORIZED PUBLIC AGENCY (APA), HAS PROMULGATED STANDARD PROCEDURES AND SPECIFICATIONS FOR EROSION CONTROL THAT SHALL BE CONSIDERED A PART OF THE CONTRACT DOCUMENTS. SESC MEASURES WILL BE MONITORED AND ENFORCED BY FACILITIES ADMINISTRATION THROUGH THE REVIEW OF THE CONTRACTOR'S IMPLEMENTATION PLANS AND SITE INSPECTIONS. FACILITIES ADMINISTRATION OR THE PROFESSIONAL WILL NOTIFY THE CONTRACTOR IN WRITING OF ANY VIOLATION(S) OF THE APPLICABLE SESC STATUTES AND/OR THE CORRECTIVE ACTION(S) UNDERTAKEN BY THE OWNER AND MAY ISSUE STOP WORK ORDERS. FACILITIES ADMINISTRATION HAS THE RIGHT TO ASSESS A FINE TO THE CONTRACTOR FOR NONCOMPLIANCE WITH THE PROVISIONS OF THE CONTRACT DOCUMENTS AND/OR SESC REGULATIONS APPLICABLE TO THIS WORK AND FINES SHALL BE IN ADDITION TO ANY OTHER REMEDIATION COSTS OR LIQUIDATED DAMAGES APPLICABLE TO THE PROJECT AND MAY EXCEED THE VALUE OF THE CONTRACT.
- 16. PERIMETER EROSION CONTROL MEASURES SHOWN, SUCH AS SILTFENCE OR TURBIDITY CURTAIN, ARE SCHEMATIC. CONTRACTOR SHALL MAKE ANY ADJUSTMENTS REQUIRED TO ENSURE PROPER SOIL EROSION AND SEDIMENTATION CONTROL OR AS DIRECTED BY THE ENFORCING AGENCYTHE TOTAL AREA OF DISTURBANCE IS

17. SITE SOILS ARE AS INDICATED ON SHEET C1.1.







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734 **663.6759** fx

Project Title

Washington Park Smart Homes Development Owosso, MI

Soil Erosion and **Sedimentation Control Plan**

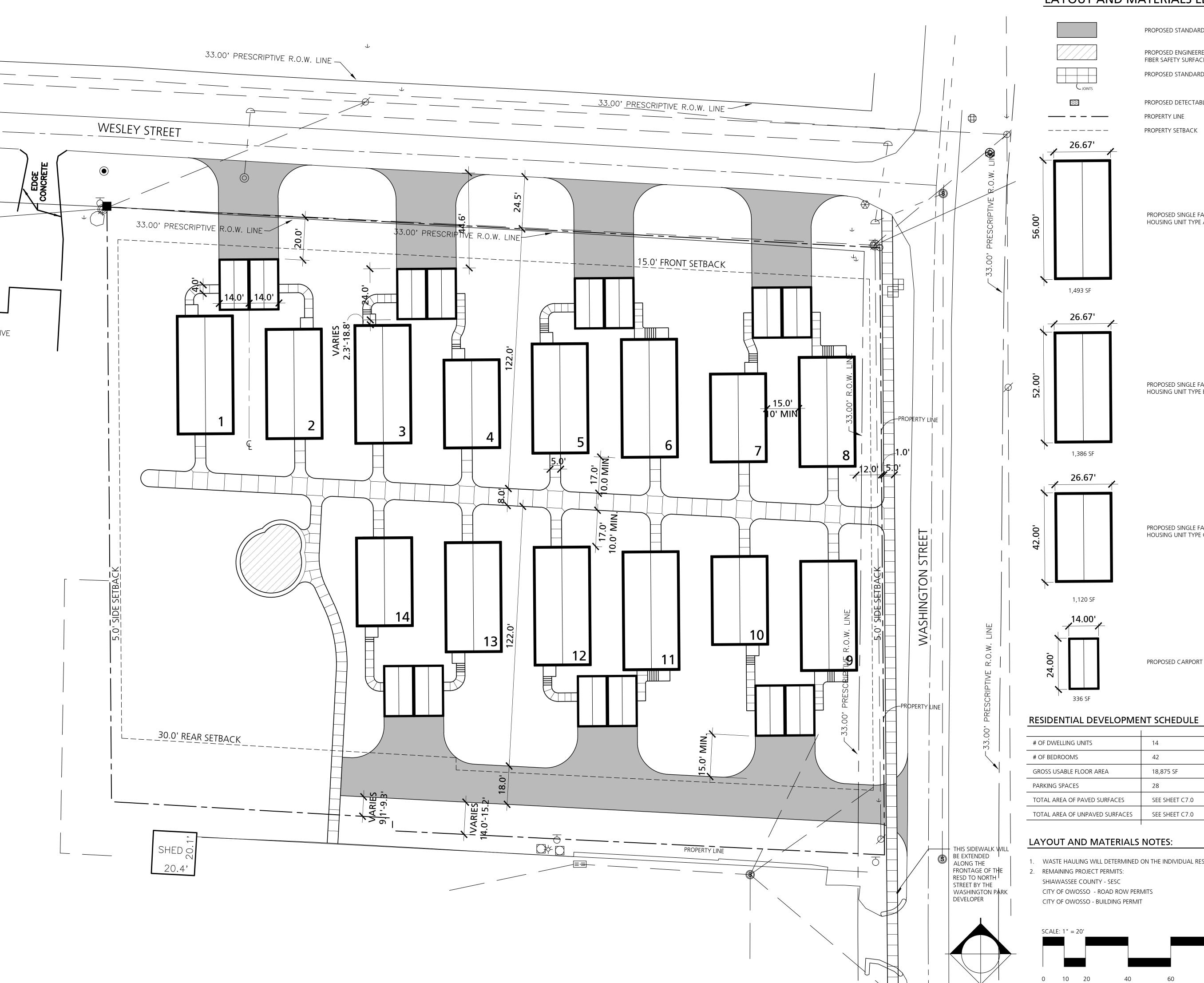
Dates	
Dates	Issued for
04.09.2020	Re-zoning Submission
10.12.2020	Site Plan Approval
11.06.2020	Site Plan Approval Resubmission

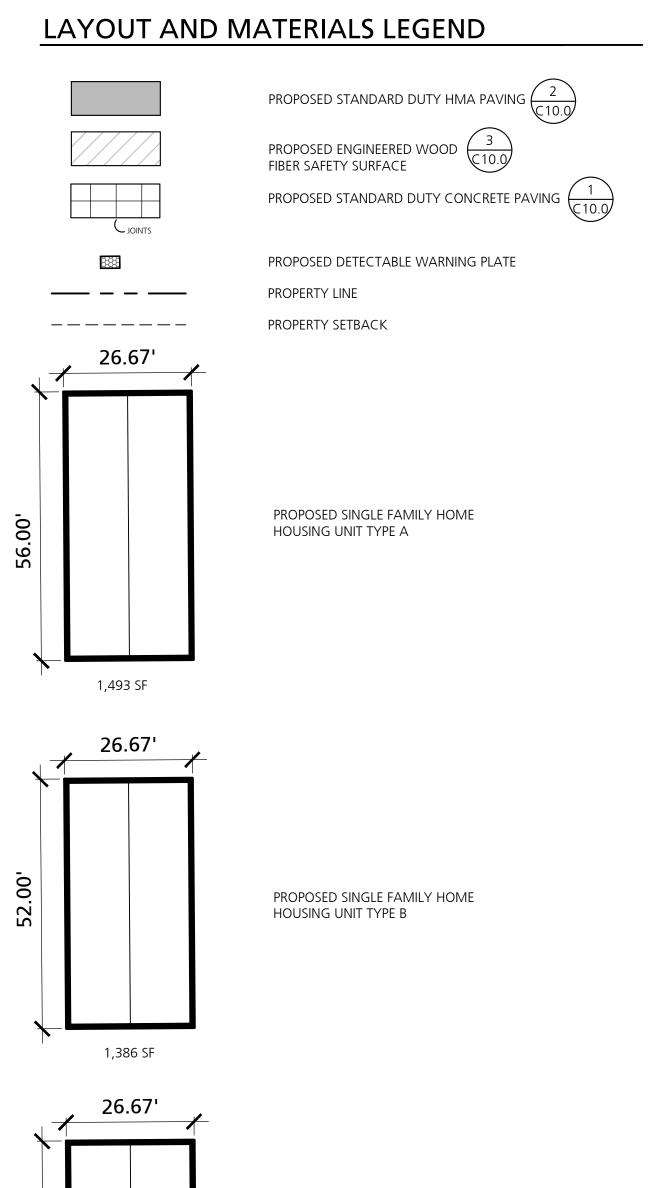
1" = 20'

Quality Control Drawn: JC / XL

Approved: CS

Project Number





PROPOSED SINGLE FAMILY HOME

HOUSING UNIT TYPE C

PROPOSED CARPORT

Project Title

Washington Park Smart Homes Development Owosso, MI

Beckett&Raeder

Landscape Architecture Planning & Engineering

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Sheet Title

Layout and Materials Plan

Dates	
Dates	Issued for
04.09.2020	Re-zoning Submission
10.12.2020	Site Plan Approval
11.06.2020	Site Plan Approval Resubmission

LAYOUT AND MATERIALS NOTES:

1. WASTE HAULING WILL DETERMINED ON THE INDIVIDUAL RESIDENTIAL HOME BASIS.

14

42

28

18,875 SF

SEE SHEET C7.0

SEE SHEET C7.0

2. REMAINING PROJECT PERMITS: SHIAWASSEE COUNTY - SESC CITY OF OWOSSO - ROAD ROW PERMITS

1,120 SF







1" = 20'

Quality Control Drawn: JC / XL Checked: CD Approved: CS

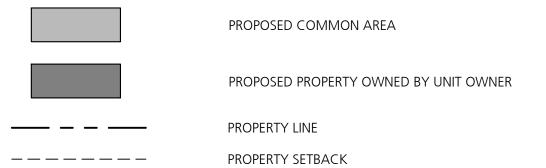
Project Number

Sheet Number

C4.0



LAYOUT AND MATERIALS LEGEND





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Project Title

Washington Park
Smart Homes Development
Owosso, MI

heet Title

Common Area Plan

ates	
tes	Issued for
.09.2020	Re-zoning Submission
.12.2020	Site Plan Approval
.06.2020	Site Plan Approval Resubmission

Scale

1" = 20'

Quality Control

Drawn: JC / XL

Checked: CD

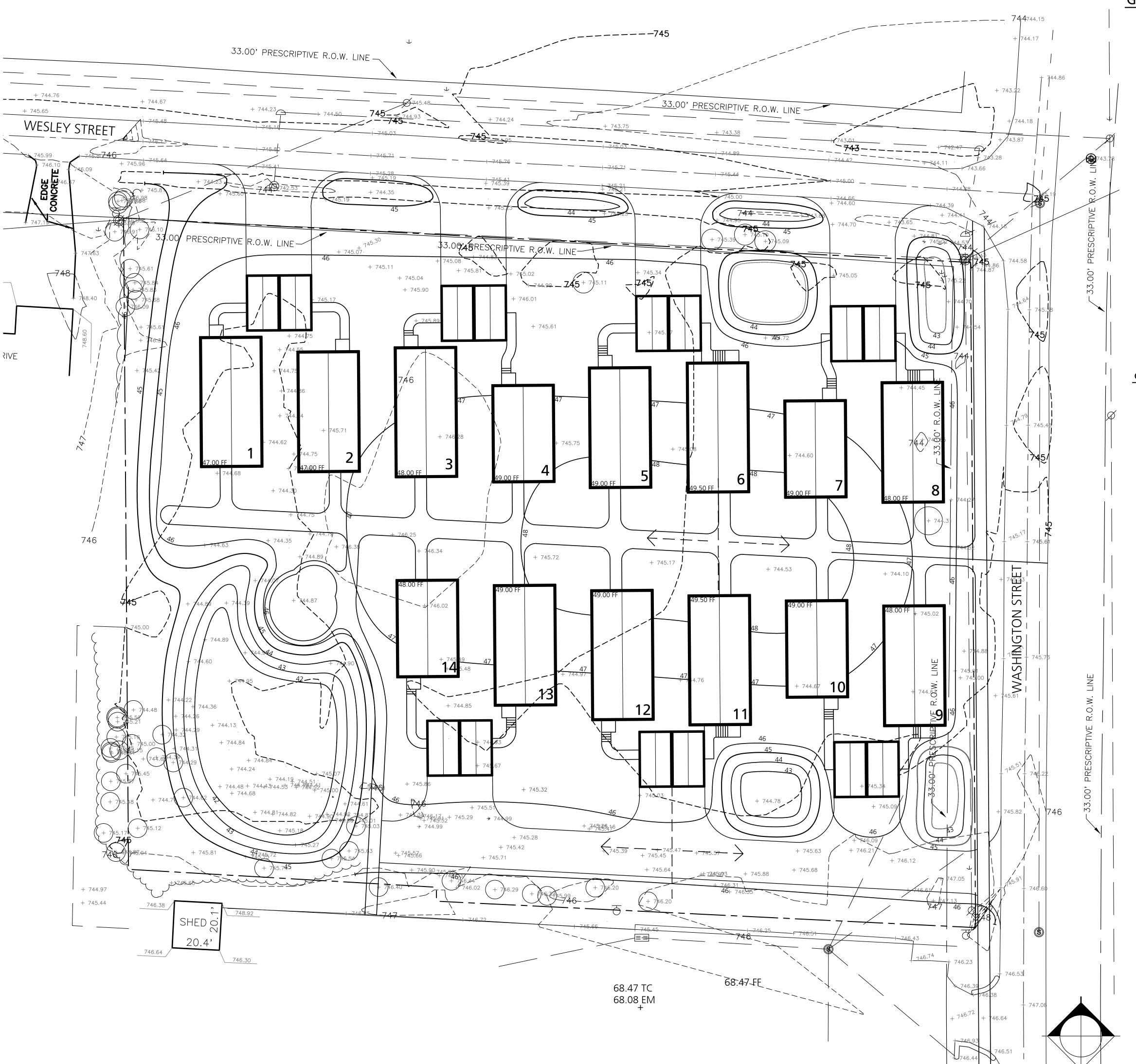
Approved: CS

Project Number

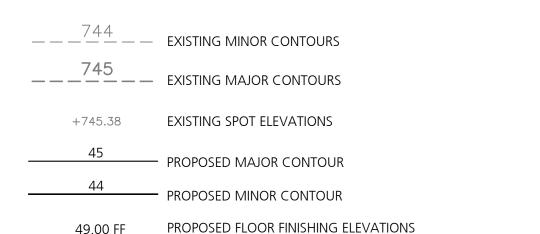
202014

Know what's below.
Call before you dig.

4 1



GRADING PLAN LEGEND





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GRADING PLAN NOTES:

SCALE: 1" = 20'

- CONTRACTOR IS RESPONSIBLE FOR CONSTRUCTION ALL WORK COMPLETED IN CONFORMANCE WITH CURRENT ADA STANDARDS.
- 2. PROPOSED CONTOUR LINES AND SPOT ELEVATIONS REFLECT FINISH GRADES. HOLD DOWN SUBGRADE ELEVATIONS ACCORDINGLY.
- 3. ADJUST RIM ELEVATIONS OF ALL UTILITIES AFFECTED BY WORK IN THIS CONTRACT.
- 4. CONTRACTOR SHALL ENSURE POSITIVE DRAINAGE ON THE SITE. ANY AREA THAT APPEARS TO NOT PROPERLY DRAIN SHALL BE BROUGHT TO THE IMMEDIATE ATTENTION OF THE LANDSCAPE ARCHITECT/ ENGINEER FOR RESOLUTION.

Project Title

Washington Park
Smart Homes Development
Owosso, MI

Sheet Title

Grading Plan

Dates	
Dates	Issued for
04.09.2020	Re-zoning Submission
10.12.2020	Site Plan Approval
11.06.2020	Site Plan Approval Resubmission

1" = 20'

Approved: CS

1" = 20'

Quality Control

Drawn: JC/XL

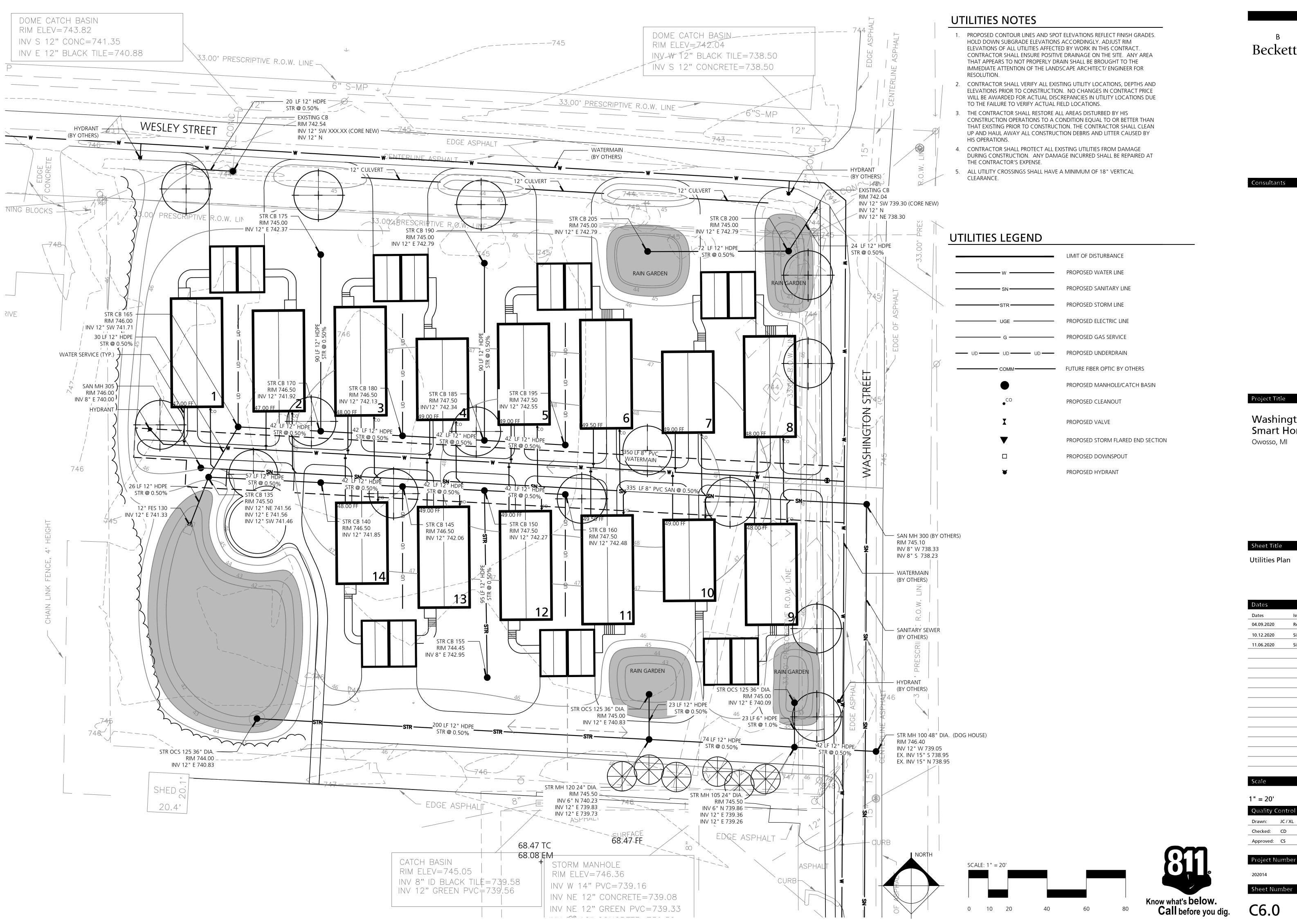
Checked: CD

Project Number

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Call before you dig.





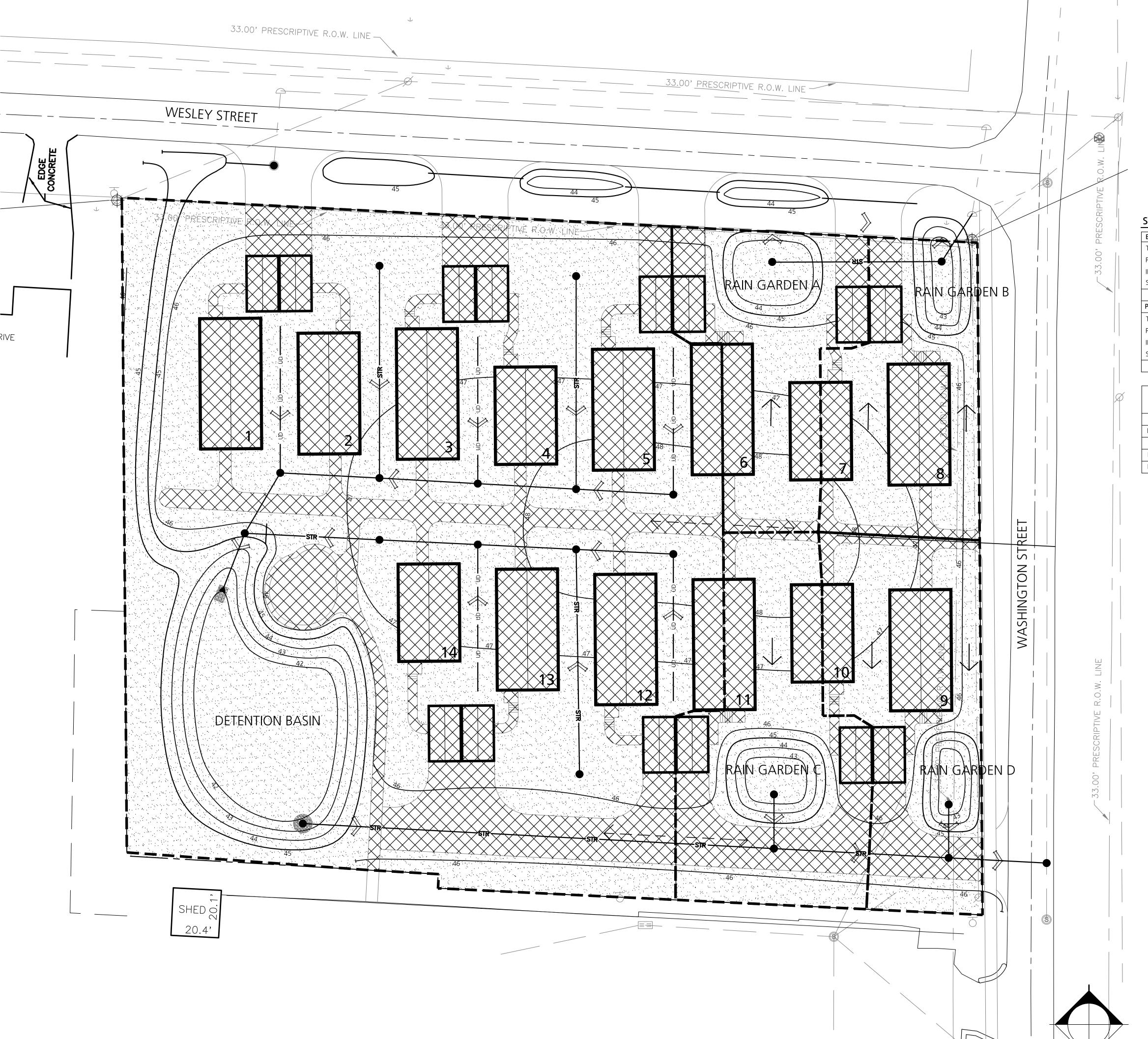
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Washington Park **Smart Homes Development**

Dates	
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STORMWATER MANAGEMENT PLAN LEGEND

IMPERVIOUS PAVEMENT & BUILDINGS

PERVIOUS OPEN SPACES

OVERLAND FLOW LINE

STORMWATER PIPE FLOW LINE

LIMIT OF DISTURBANCE

PROPOSED STORM SEWER

EXISTING STORM SEWER

DRAINAGE AREA SUB-AREA DELINEATION LINE



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STORMWATER MANAGEMENT PLAN NOTES:

EXISTING CONDITIONS		
Type of Surface	Size (SF)	Size (ac)
PERVIOUS (Lawn & Landscape)	102,576	2.35
IMPERVIOUS (Pavement)	0	0
SEMI PERVIOUS (Gravel)	0	0
	102,575	2.35
PROPOSED CONDITIONS		
Type of Surface	Size (SF)	Size (ac)
PERVIOUS (Lawn & Landscape)	60,782	1.40
IMPERVIOUS (Building & Pav't)	41,793	0.96
SEMI PERVIOUS (Gravel)	0	0.00
	102,575	2.35

WATERSHED	TOTAL AREA (AC)	% IMP	REQ. DETENTION VOL. (CFT)	PROVIDED DETENTION VOL. (CFT)	RELEASE RATE (CFS)
DET. BASIN	1.58	38%	9,988	10,500	0.32
rain garden a	0.17	43%	1,146	1,250	0.03
RAIN GARDEN B	0.17	46%	1,189	1,289	0.03
rain garden c	0.23	47%	1,629	1,746	0.05
RAIN GARDEN D	0.20	48%	1,436	1,512	0.04

Project Title

Washington Park
Smart Homes Development
Owosso, MI

Sheet Title

Stormwater Management Plan

Dates	
Dates	Issued for
04.09.2020	Re-zoning Submission
10.12.2020	Site Plan Approval
11.06.2020	Site Plan Approval Resubmission

1" = 20'

Quality Control

Drawn: JC/XL

Checked: CD

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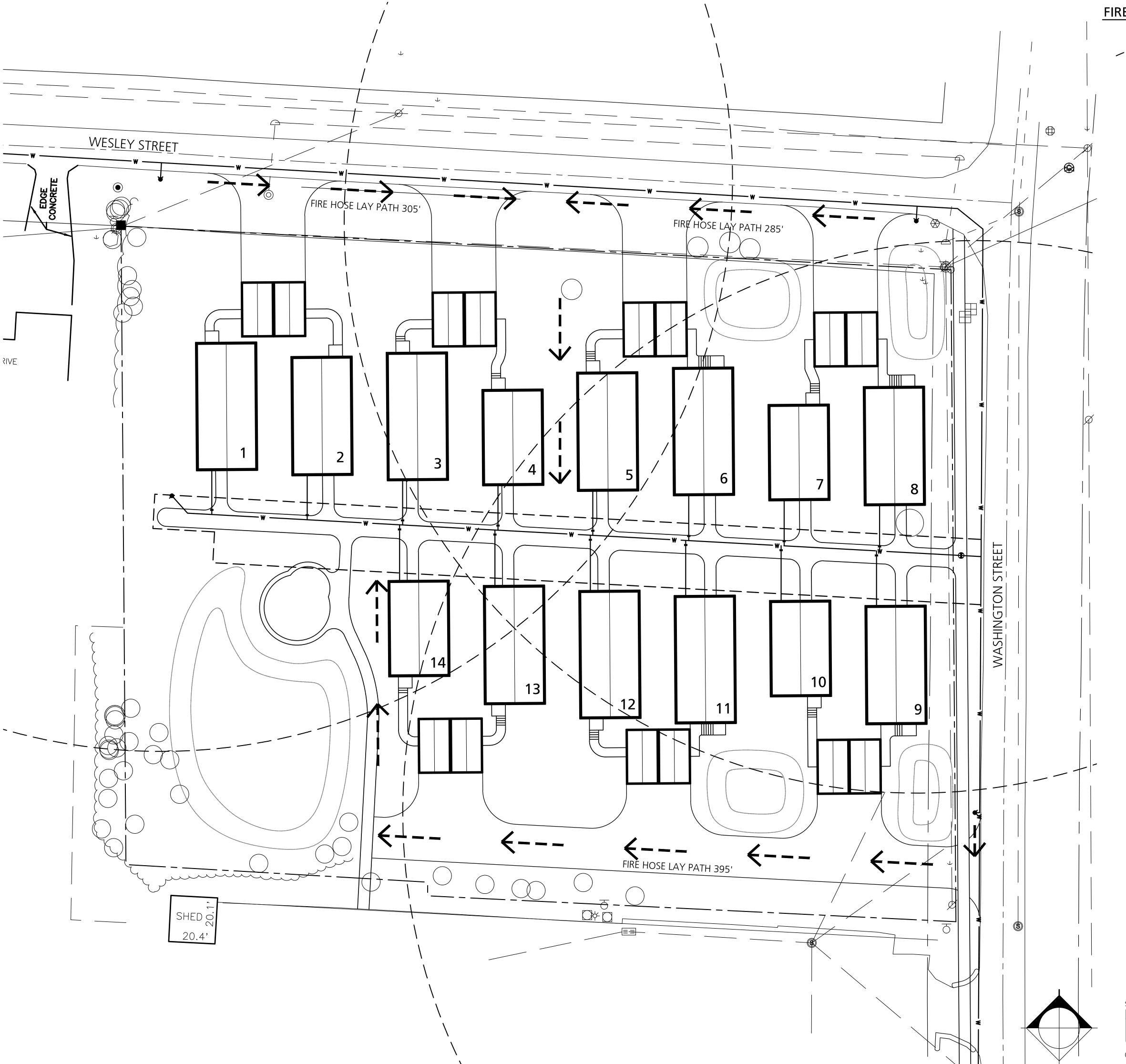
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Sheet Number

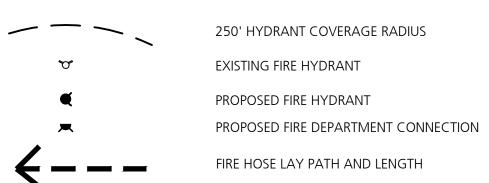
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FIRE SAFETY PLAN LEGEND





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Project Title

Washington Park
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Sheet Title

Fire Safety Plan

tes	
es	Issued for
09.2020	Re-zoning Submission
12.2020	Site Plan Approval
06.2020	Site Plan Approval Resubmission

1" = 20'

Quality Control

Drawn: JC/XL

Project Number

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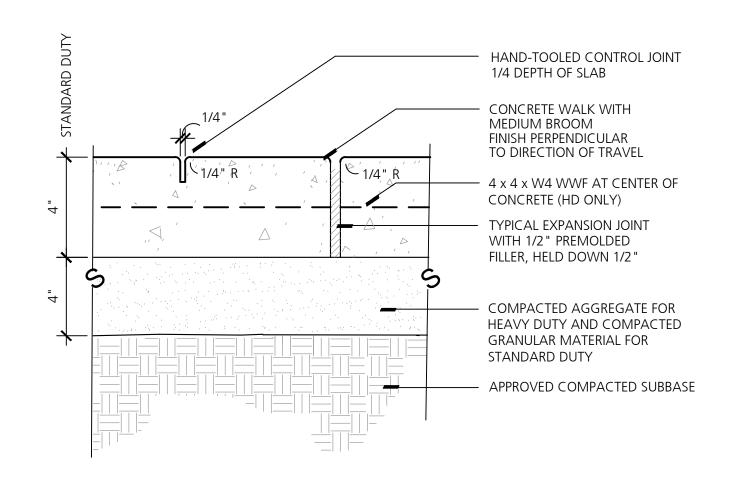
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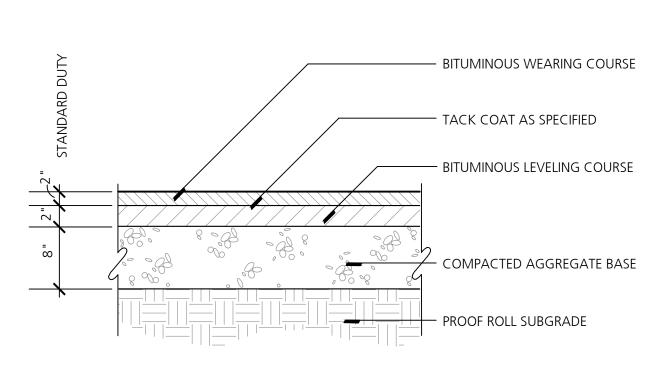
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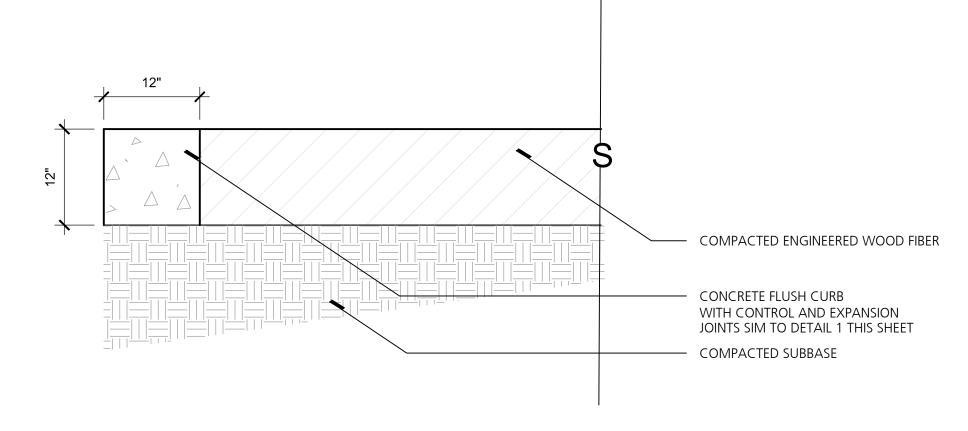
Know what's **below. Call** before you dig.

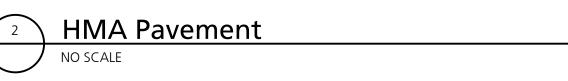




Concrete Pavement

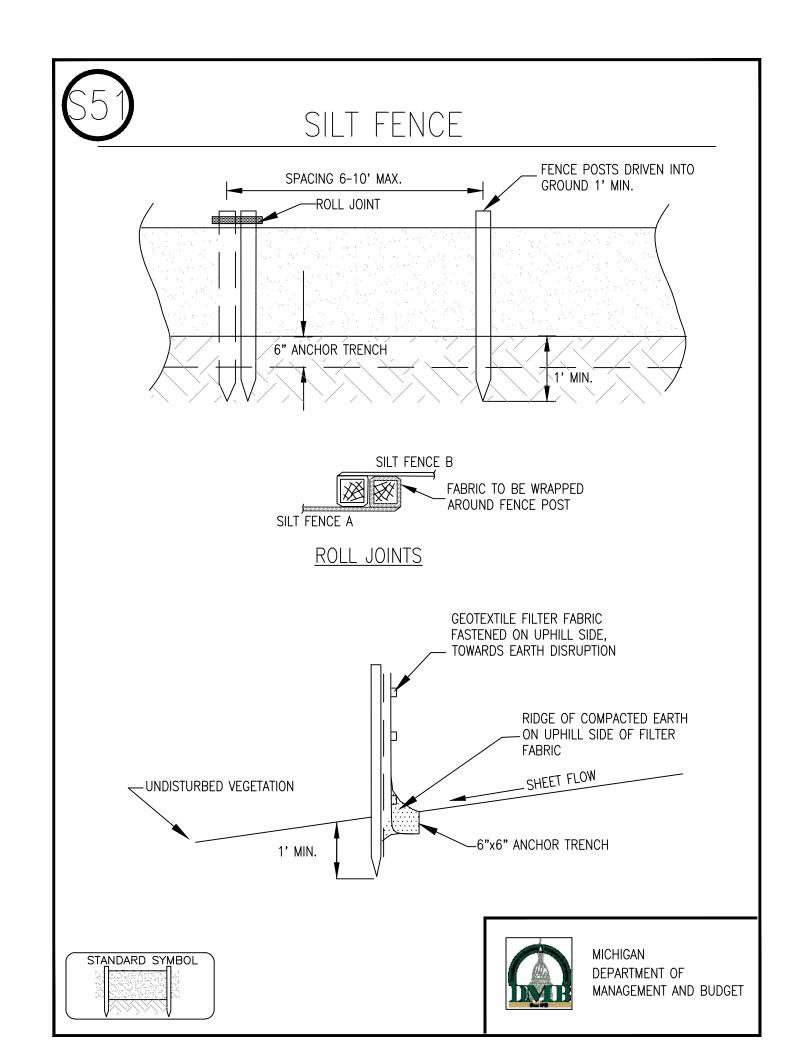


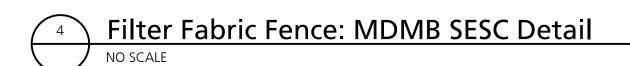


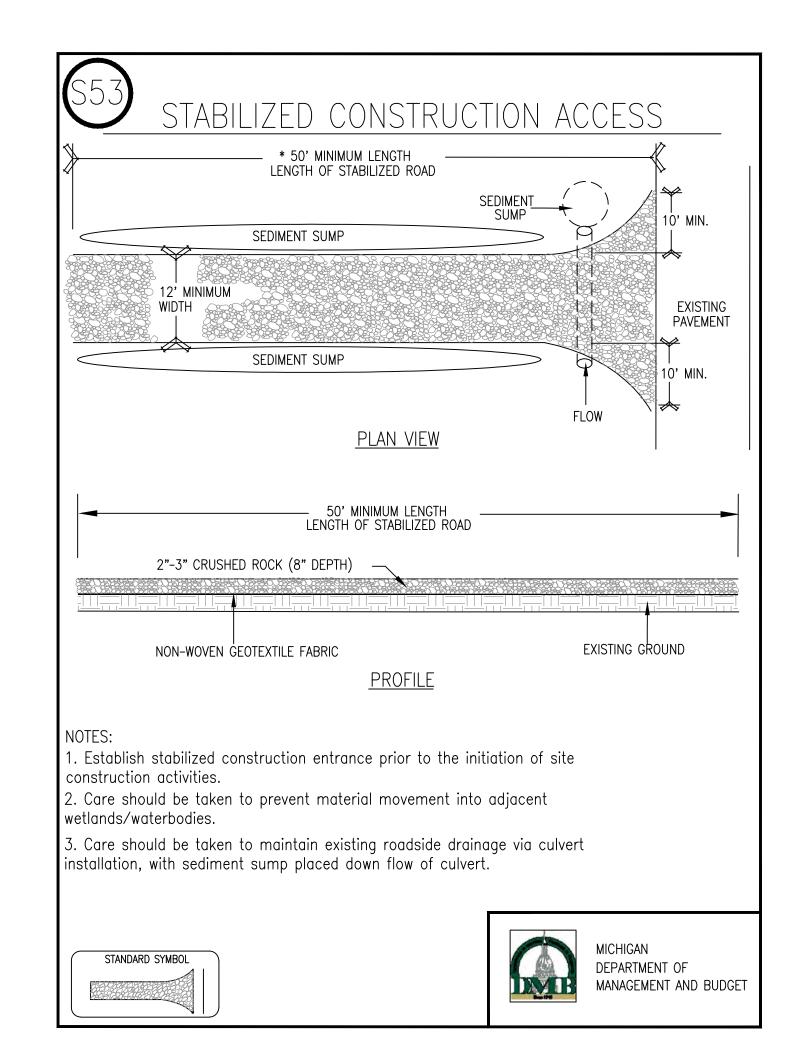


Engineered Wood Fiber Safety Surface

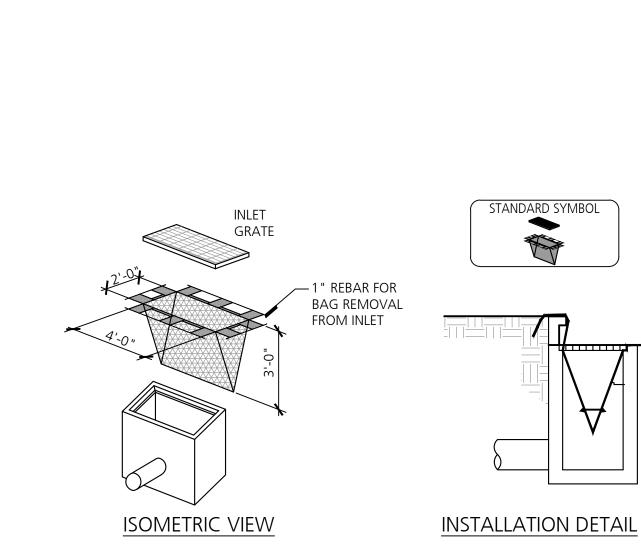
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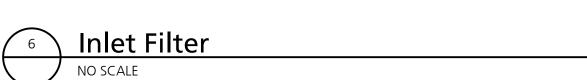














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Project Title

Washington Park
Smart Homes Development
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Sheet Title

Site Details

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1" = 20'

Quality Control

Drawn: JC / XL

Checked: CD

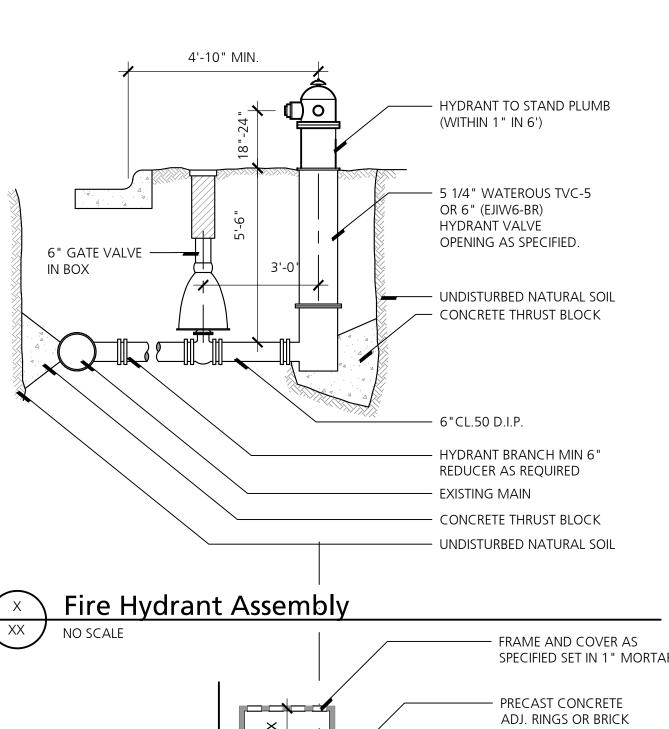
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Project Number

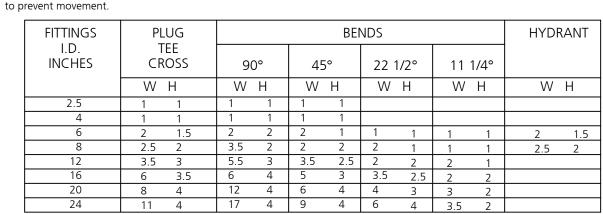
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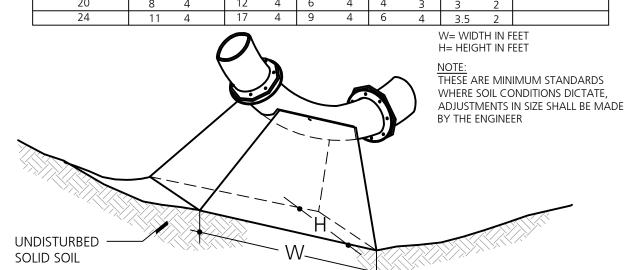
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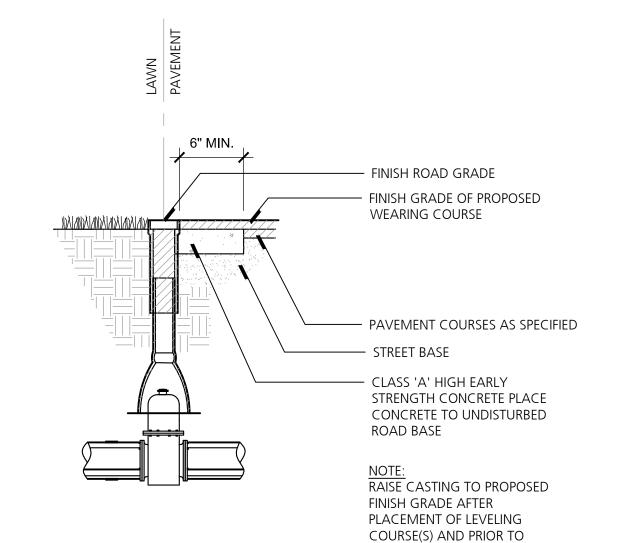
C10.0



MINIMUM STANDARDS REACTION BACKING: The Class "A" concrete at the Fitting face shall extend to within (2) inches of the bell and shall extend from the fitting face a minimum of (2) feet to the UNDISTURBED SOLID GROUND. The dimensions of the reaction backing (thrust block) at the face of the undisturbed solid ground shall be as shown in the Table below If there is not sufficient space for the installation of the "thrust block" without interference with other services, a metal harness shall be used or another arrangement satisfactory to the engineer shall be used, i.e. encasement. When the thrust is upwards, as in the case of vertical offsets, a metal harness shall be used

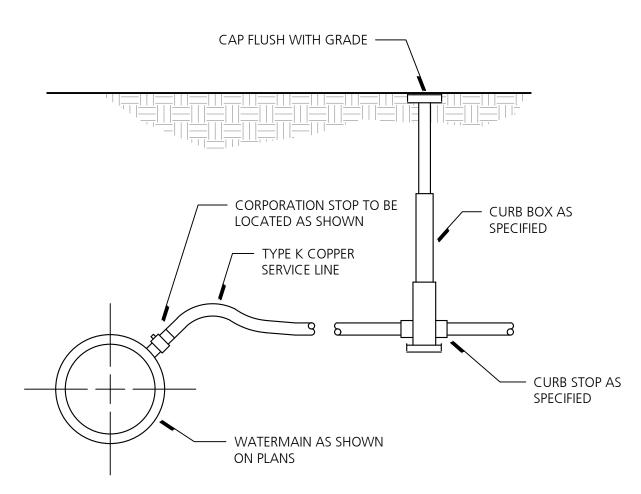






PLACING FINAL WEARING

COURSE



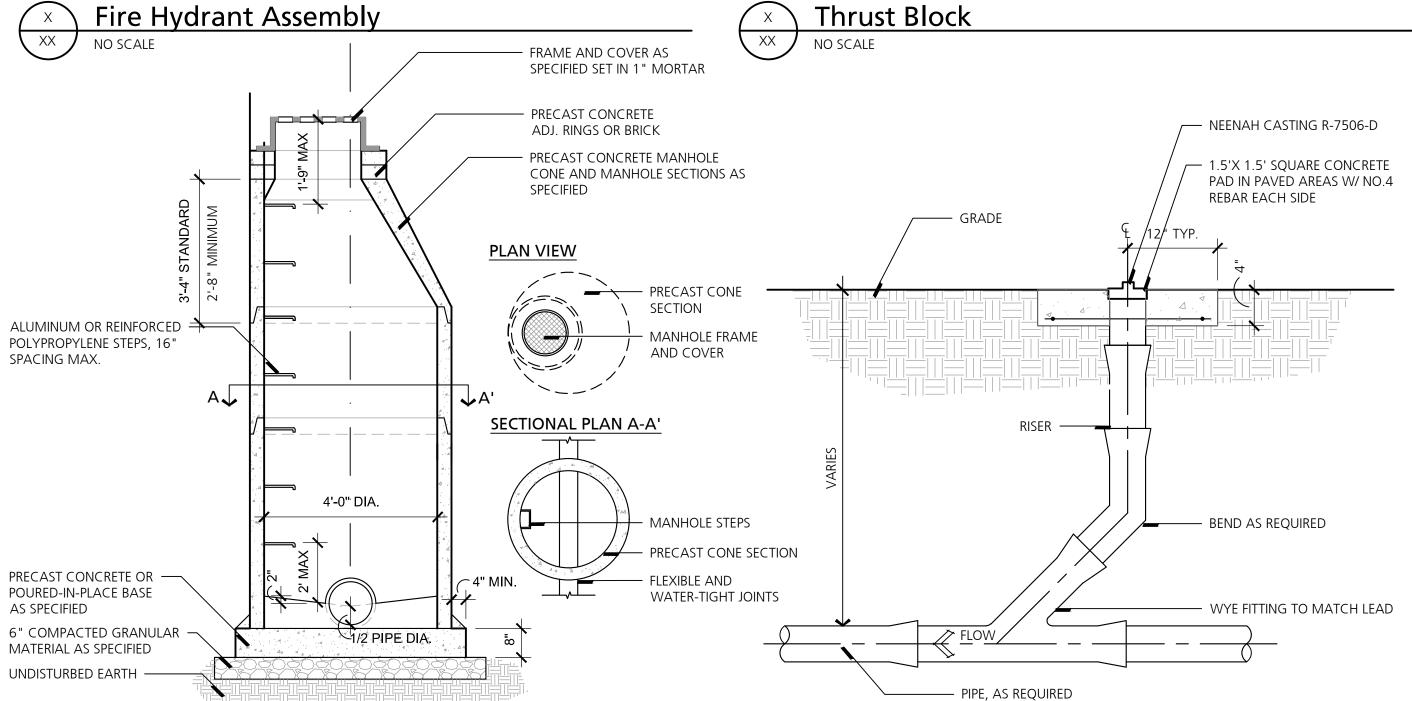
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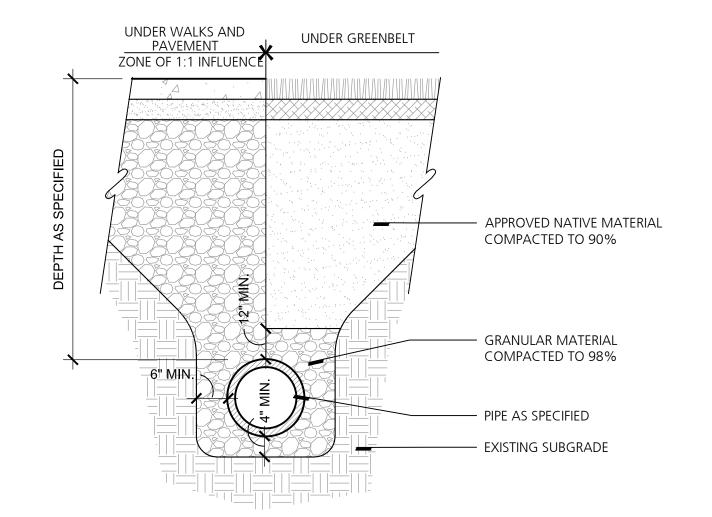
Consultants

Water Valve Box

Trench Detail
NO SCALE







Washington Park **Smart Homes Development** Owosso, MI

Sheet Title

Project Title

Utility Details

Dates	
Dates	Issued for
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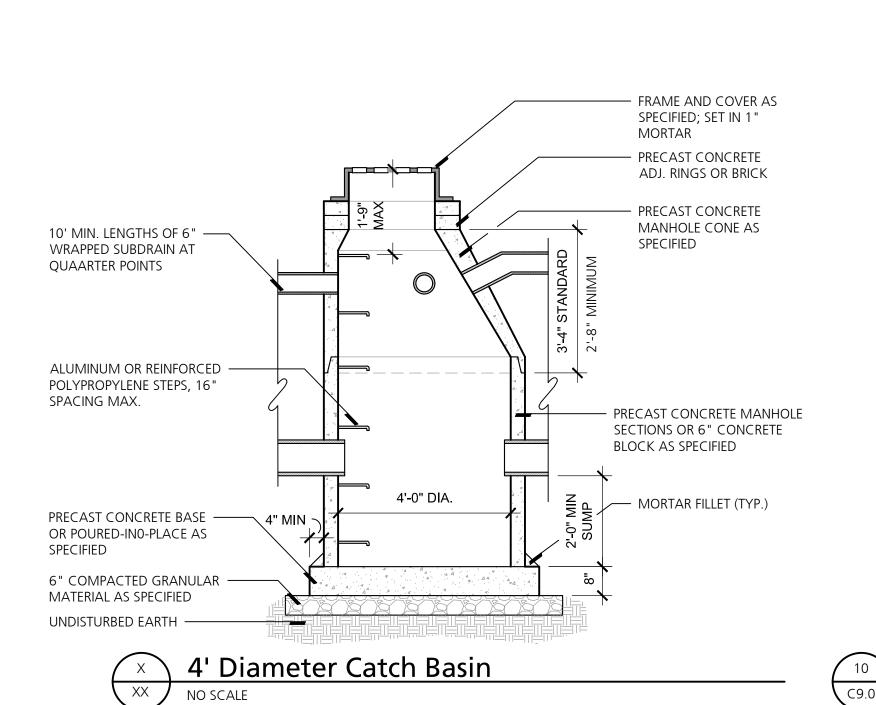
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Approved: CS Project Number

202014

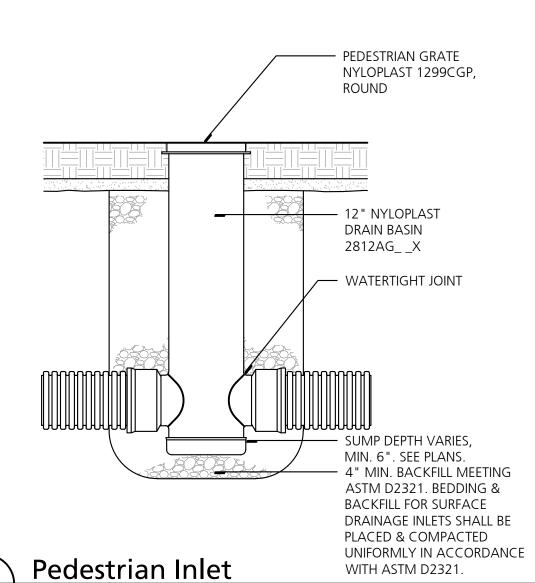
Sheet Number

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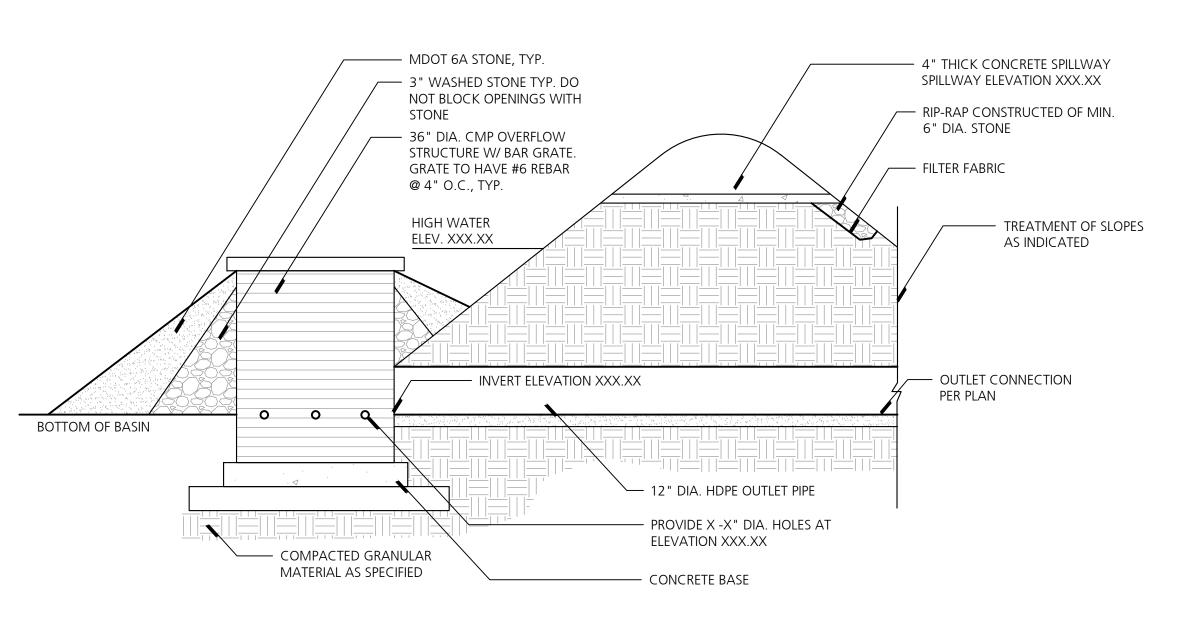


AS SPECIFIED

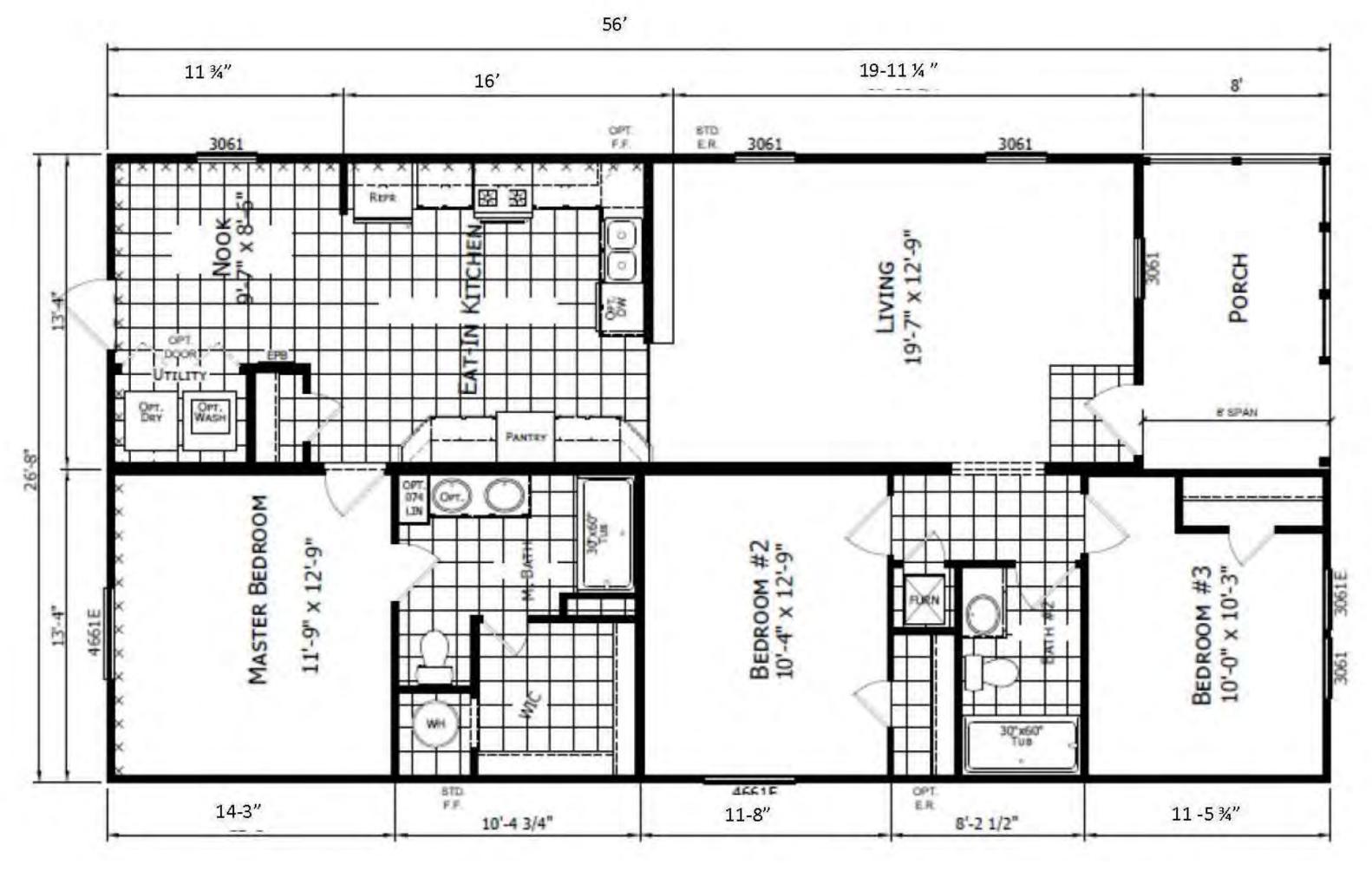
X 4' Diameter Manhole
NO SCALE



Sewer Cleanout



Detention Basin Outlet Structure

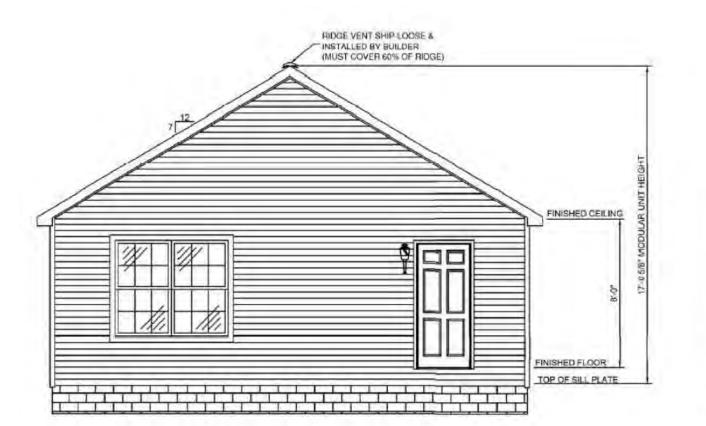


HOUSING UNIT TYPE A FLOOR PLAN





EXAMPLE PERSPECTIVE IMAGE EXAMPLE PERSPECTIVE IMAGE 2

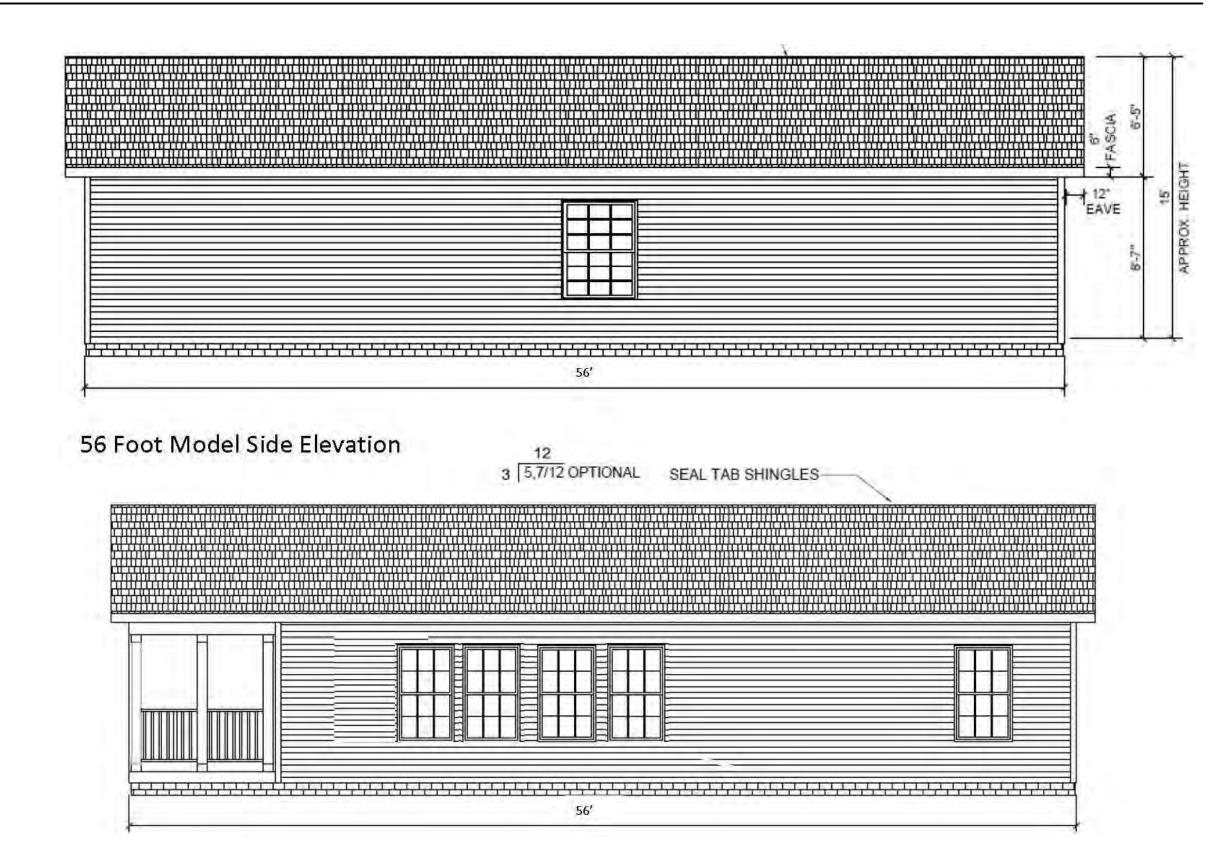




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HOUSING UNIT TYPE A FRONT & REAR ELEVATIONS



HOUSING UNIT TYPE A SIDE ELEVATIONS

Project Title

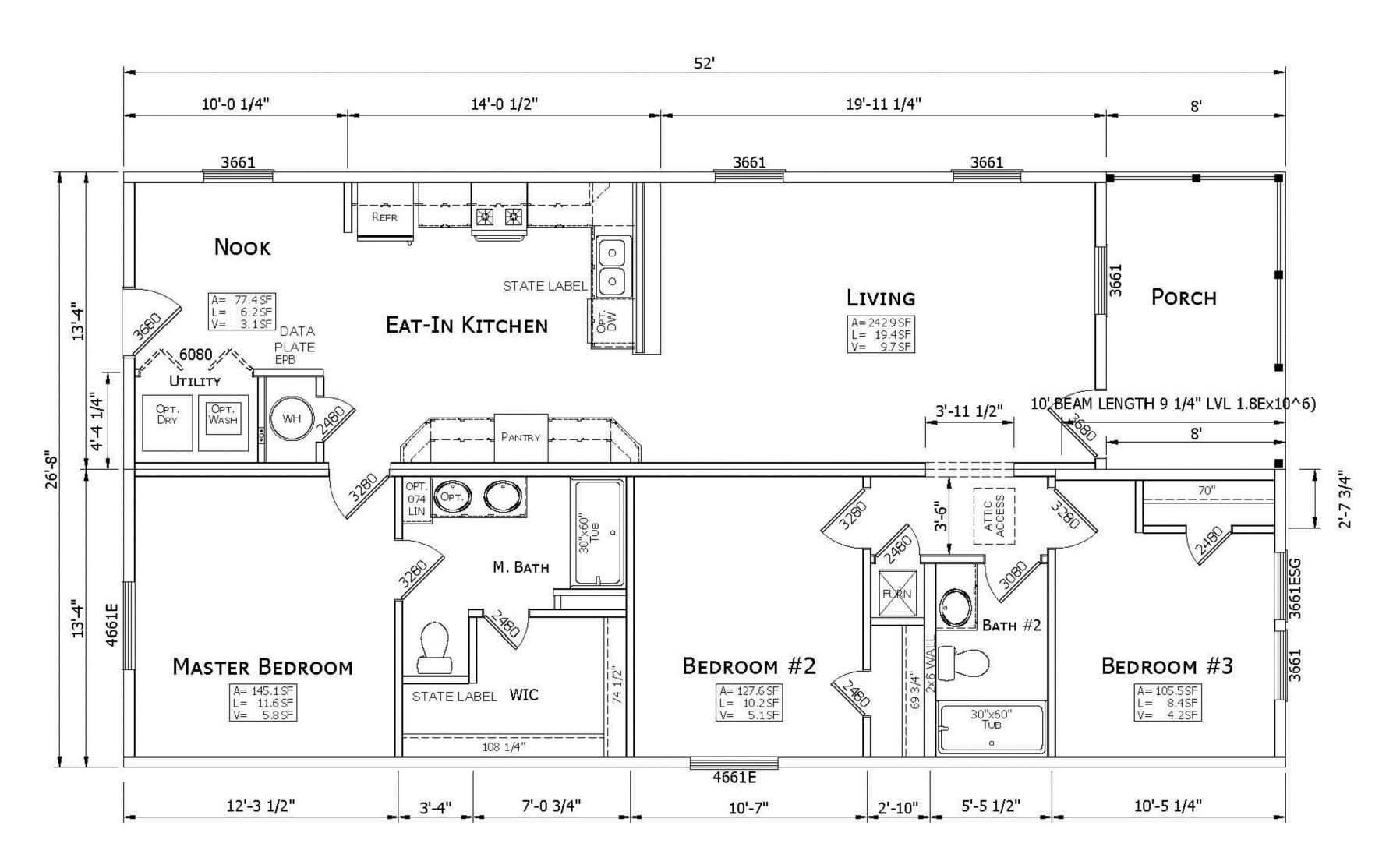
Washington Park Smart Homes Development Owosso, MI

Sheet Title

Building Plans and Elevations

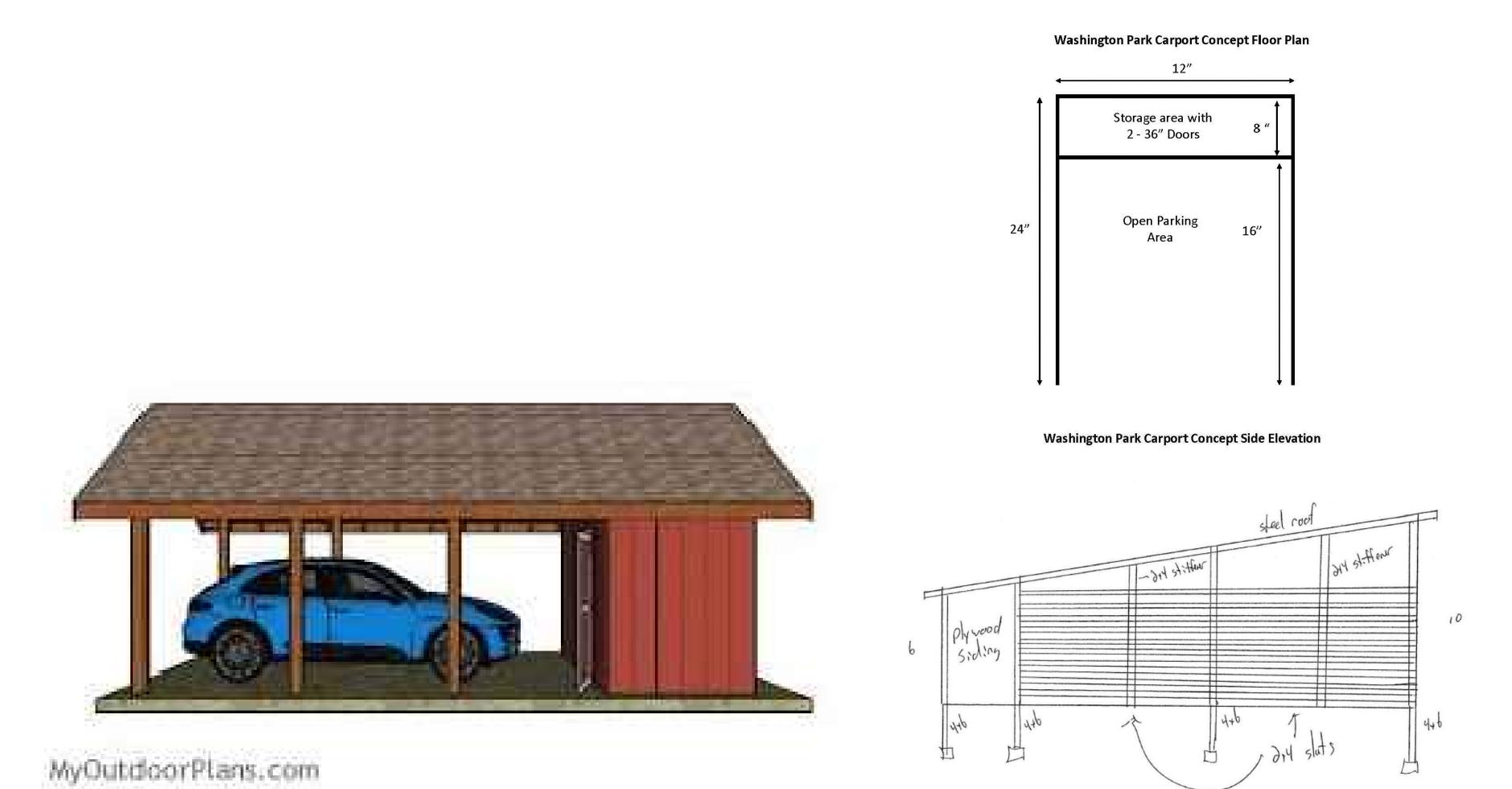
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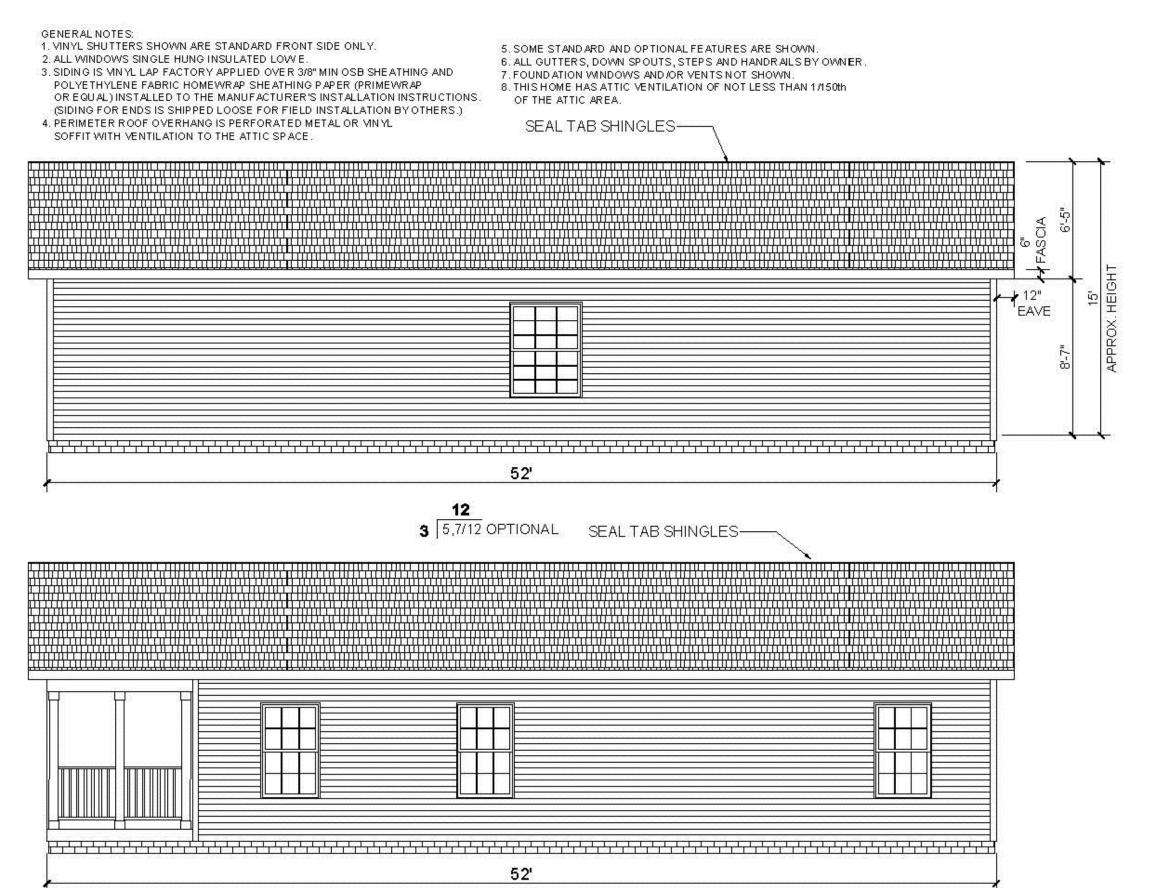
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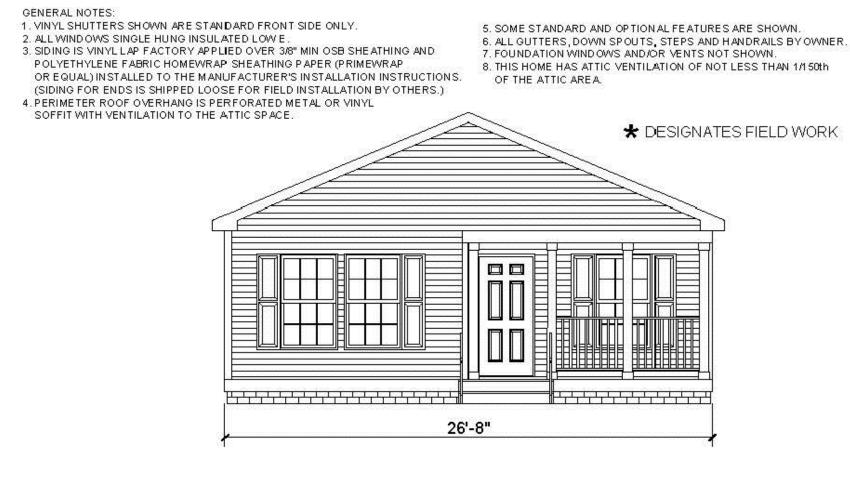
HOUSING UNIT TYPE B FLOOR PLAN

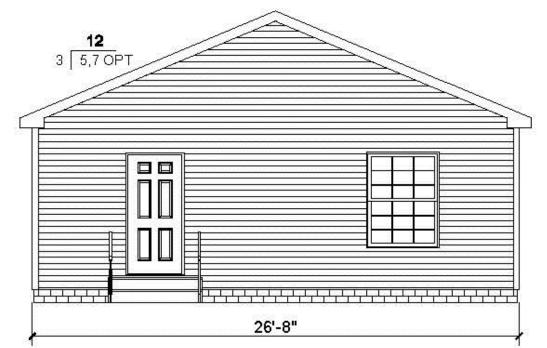
CARPORT CONCEPT





HOUSING UNIT TYPE B SIDE ELEVATIONS





HOUSING UNIT TYPE B FRONT & REAR ELEVATIONS



Beckett & Raeder, Inc. 535 West William, Suite 101 Ann Arbor, MI 48103 734 **663.2622** ph 734 **663.6759** fx

Project Title

Washington Park Smart Homes Development Owosso, MI

Sheet Title

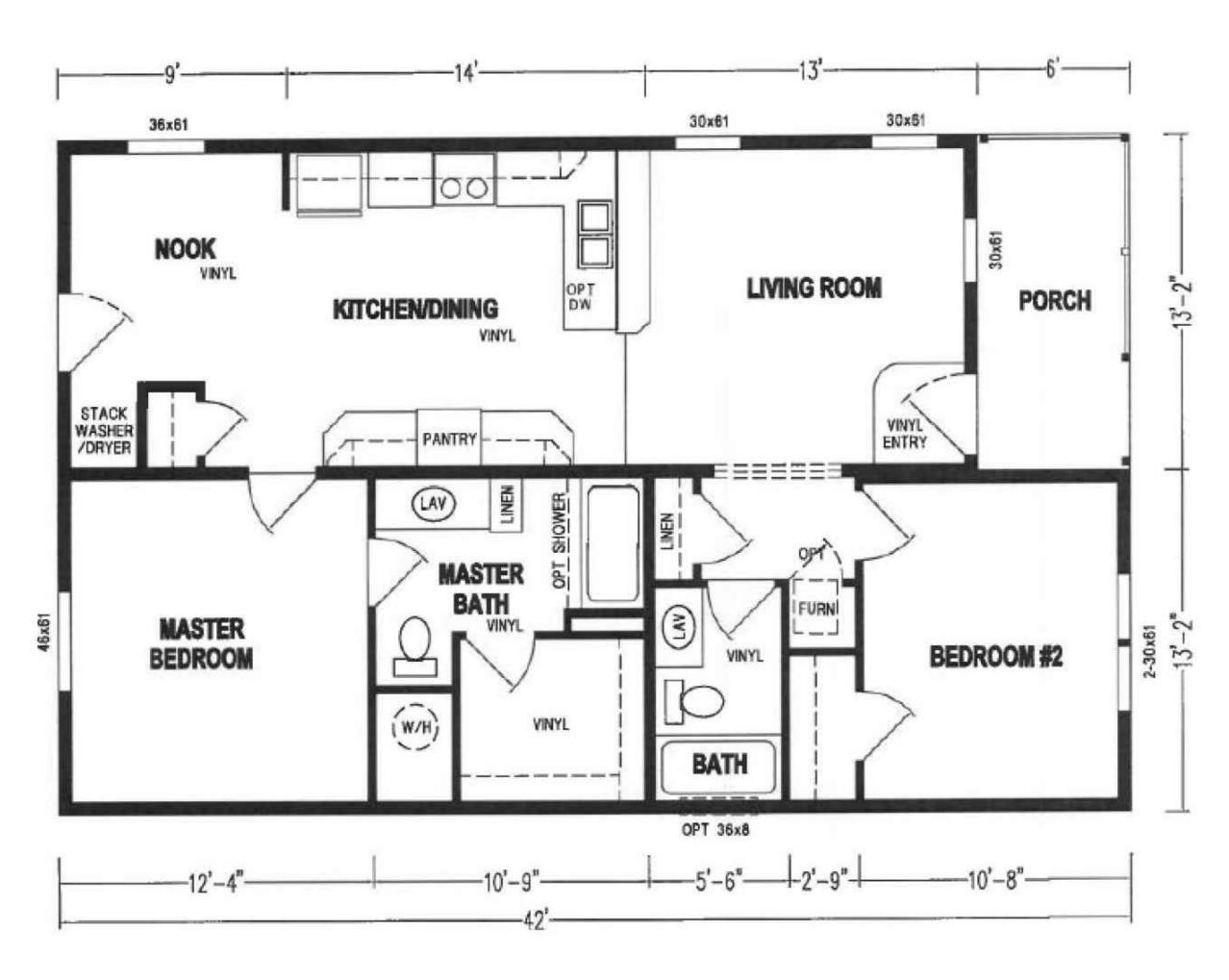
Building Plans and Elevations

Dates	
Dates	Issued for
04.09.2020	Re-zoning Submission
10.12.2020	Site Plan Approval
11.06.2020	Site Plan Approval Resubmission

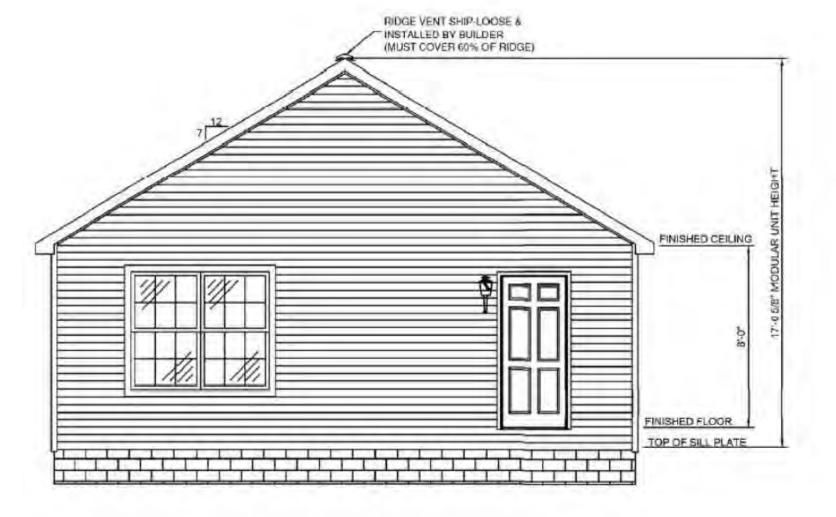
Quality Control Drawn: JC / XL

Project Number

A1.1

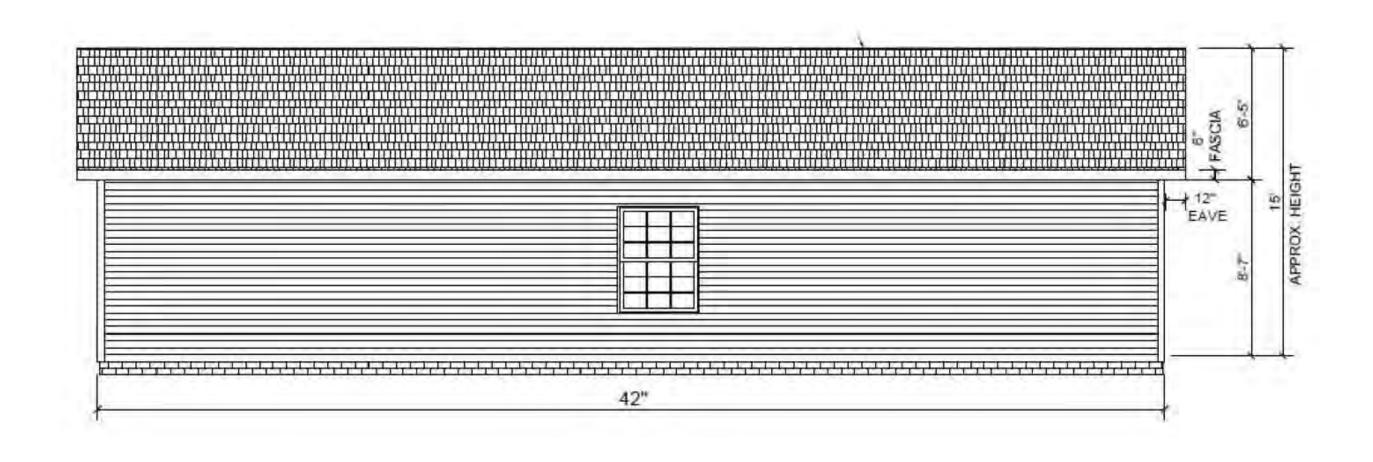


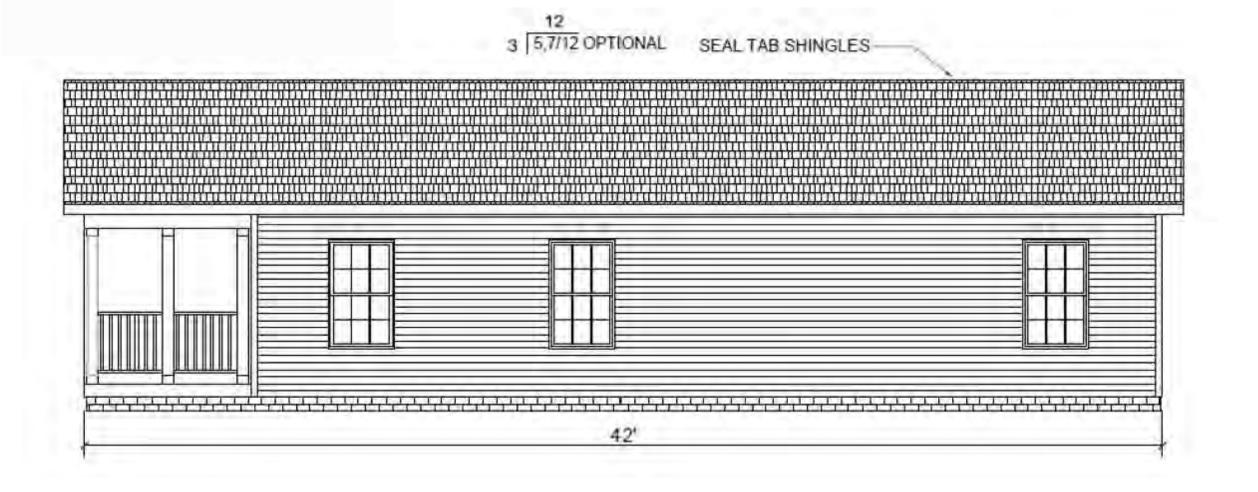
HOUSING UNIT TYPE C FLOOR PLAN





HOUSING UNIT TYPE C FRONT & REAR ELEVATIONS





HOUSING UNIT TYPE C SIDE ELEVATIONS



Beckett & Raeder, Inc. 535 West William, Suite 101 Ann Arbor, MI 48103 734 663.2622 ph 734 663.6759 fx

Consultan

Project Title

Washington Park Smart Homes Development Owosso, MI

Sheet Title

Building Plans and Elevations

Dates Dates	Issued for
04.09.2020	Re-zoning Submission
10.12.2020	Site Plan Approval
11.06.2020	Site Plan Approval Resubmission

Scale

Quality Control

Drawn: JC / XL

Checked: CD

Approved: CS

Project Number

202014

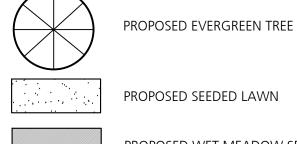
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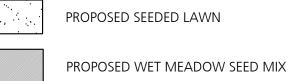
A1.2



LANDSCAPE PLAN LEGEND

EXISTING PROPOSED TREE LINE **EXISTING TREE** PROPOSED DECIDUOUS TREE







Beckett & Raeder, Inc. 535 West William, Suite 101 Ann Arbor, MI 48103 734 **663.2622** ph 734 **663.6759** fx

- PROVIDE 4" TOPSOIL AND SEED ONLY IN ALL AREAS DENOTED TO BE RESTORED AS
- 2. PROVIDE 4" TOPSOIL AND SEED IN ALL AREAS DENOTED AS SEEDED LAWN.
- 3. ALL IMPORTED TOPSOIL SHALL BE SCREENED AND BE APPROVED BY LANDSCAPE ARCHITECT/ENGINEER PRIOR TO INSTALLATION. PROVIDE CERTIFICATION FOR ALL IMPORTED TOPSOIL.
- 4. MULCH ALL LANDSCAPE BEDS PER SPECIFICATIONS.
- 5. THE SITE WILL NOT BE IRRIGATED.
- 6. A LANDSCAPE MAINTENANCE AGREEMENT WILL BE EXECUTED BY THE HOME OWNERS' ASSOCIATION.

EXISTING TREE LEGENDS

(1) =12" HICKORY (63) =7" DECIDUOUS TREE (94) =4-7" MULTITRUNK (32) =6" WALNUT (33) =18" PINE) =4" DECIDUOUS TREE (95) =8" DECIDUOUS TREE (2) =10" HICKORY (34) =17" LOCUST 55) =5" DECIDUOUS TREE =10" HICKORY 6) =6" MAPLE (35) =6" DECIDUOUS TREE (66) =6" DECIDUOUS TREE =6" DECIDUOUS TREE (4) =TWIN 10-12" HICKORY 36) =18" DECIDUOUS TREE =4" DECIDUOUS TREE 98) =6" DEAD TREE 5) =12" OAK =6" DECIDUOUS TREE) =7" DECIDUOUS TREE 6) =6" OAK 8) =10" DECIDUOUS TREE 38) =4" WALNUT (7) =12" HICKORY 9 =3" TRIPLE DECIDUOUS TREE (100) =6" MAPLE (39) =8" PINE 70) =8" DECIDUOUS TREE 8) =5" OAK (101) =9" OAK (9) =4" OAK (40) =20" TWIN WALNUT 71) =8" WALNUT (102) =6" MAPLE (10) =4" OAK (4) =18" WALNUT 72) =6" DEAD TREE (103) =6" MAPLE (11) =4" HICKORY (42) =8" WALNUT 73) =4" DECIDUOUS TREE (104) =7" MAPLE 43) =36" TWIN POPLAR 74) =4" DECIDUOUS TREE =36" OAK (44) =12" WALNUT (105) =4" MAPLE (75) =4" DECIDUOUS TREE) =4" HICKORY (45) =12" MAPLE (76) =4" DECIDUOUS TREE TWIN 5-8" HICKORY (106) =6" APPLE 15) =16" DEAD TREE 77) =6" DECIDUOUS TREE 107) =3" BOX ELDER (47) =12" WALNUT 6) =16" MAPLE (78) =5" DECIDUOUS TREE 108) =8" WALNUT) =24" COTTONWOOD (48) =5" WALNUT 79) =6" DECIDUOUS TREE 109) =8" STUMP) =5" MAPLE (49) =4" DECIDUOUS TREE 80) =4" DECIDUOUS TREE 110) =8" STUMP 9) =12" DEAD TREE 50 =6" DECIDUOUS TREE) =10" APPLE 2) =6" DECIDUOUS TREE) =40" POPLAR =6" DECIDUOUS TREE 111) =4" BOXELDER 52) =4" WALNUT 1) =12" WALNUT (112) =8" PINE 53) =7" WALNUT 84) =7" LINDEN) =6" WALNUT (113) =8" PINE (54) =5" DECIDUOUS TREE 5) =4-12" OAK) =4" WALNUT 55) =5" DECIDUOUS TREE 114) =6" MAPLE =10" WALNUT 6) =5" DECIDUOUS TREE 56) =6" DEAD TREE) =11" WALNUT (115) =6" MULTI CRABAPPLE 7) =4" MAPLE =6" DECIDUOUS TREE =12" CROOKED MAPLE (88) =9" LINDEN (116) =4" MAPLE 8) =8" WALNUT) =8" WALNUT 89) =6" LINDEN (59) =4" DECIDUOUS TREE (90) =3-6" LINDEN (117) =5" POPLAR 28) =10" WALNUT (118) =12" OAK (60) =6" DECIDUOUS TREE (91) =4" LINDEN (29) =5" WALNUT 6) =6" DECIDUOUS TREE 92 =4" LINDEN (119) =10" WALNUT (30) =4" WALNUT (62) =4" DECIDUOUS TREE (93) =8" MAPLE (31) =4" WALNUT (120) =6" WALNUT

Big Bluestem

Bristly Sedge

Crested Oval-Sedge

Bottle Brush Sedge*

Virginia Wild Rye

Dark Green Rush

Prairie Cord Grass

Swamp Milkweed

New England Aster

Marsh Blazing Star

Great Blue Lobelia

Golden Alexanders

Broad-Leaf Arrowhead

Cardinal Flower

Spotted Joe-Pye Weed

Tall Coreopsis

Blue Flag Iris

Prairie Dock

Blue Vervain

Common Oats

Annual Rye

Water Plantain (Various Mix)

Switch Grass

Wool Grass

Fowl Manna Grass

Rough Clustered Sedge Brown Fox Sedge

Project Title

Washington Park **Smart Homes Development** Owosso, MI

Sheet Title

Landscape Plan

Dates	
Dates	Issued for
04.09.2020	Re-zoning Submission
10.12.2020	Site Plan Approval
11.06.2020	Site Plan Approval Resubmission

PLANT SCHEDULE

QTY. KEY BOTANICAL NAME

AR ACER RUBRUM

RED MAPLE AP ACER PLATANOIDES 'CRIMSON KING' CRIMSON KING MAPLE UA ULMUS AMERICANA 'VALLEY FORGE' PA PICEA ABIES

Know what's below.

Call before you dig.

COMMON NAME

VALLEY FORGE AMERICAN ELM NORWAY SPRUCE

Project Number 202014

COMMENT

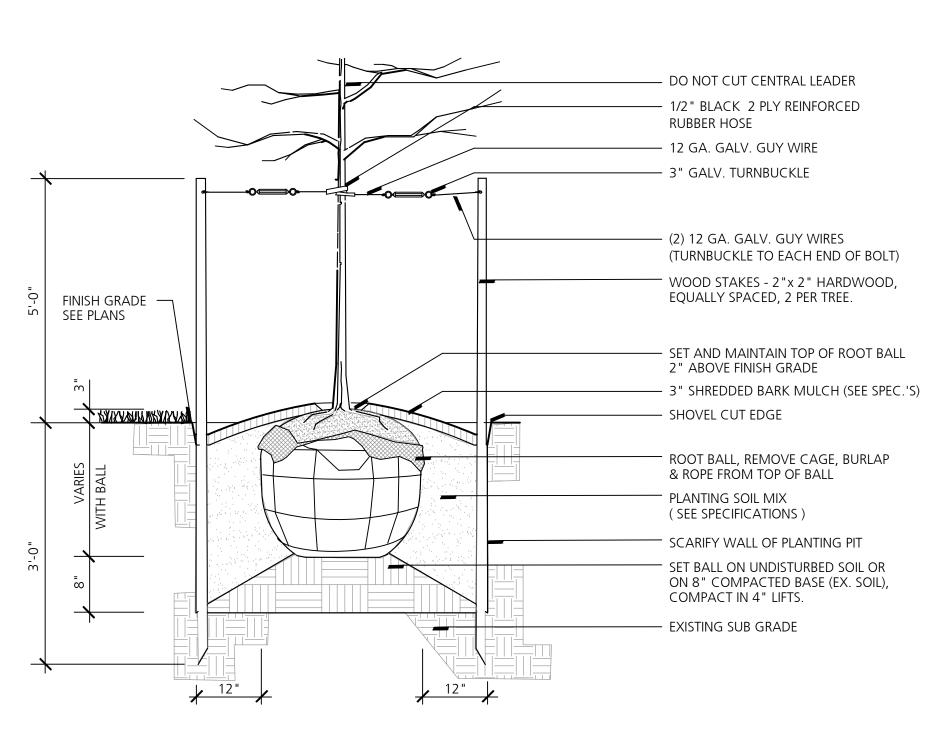
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1" = 20'

Quality Control

Drawn: JC / XL

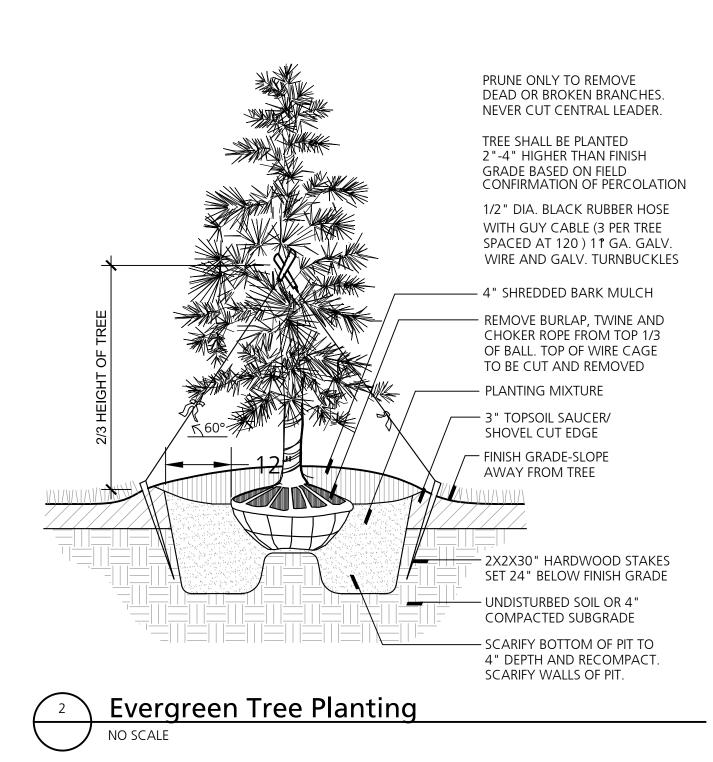
Checked: CD Approved: CS



1

Deciduous Tree Planting - 3" Or Smaller

NO SCALE



B R (i)
Beckett&Raeder

Landscape Architecture
Planning & Engineering

Beckett & Raeder, Inc. 535 West William, Suite 101 Ann Arbor, MI 48103 734 663.2622 ph 734 663.6759 fx

Consultants

Project Title

Washington Park Smart Homes Development Owosso, MI

Sheet Title

Landscape Details

Dates	Issued for
04.09.2020	Re-zoning Submission
10.12.2020	Site Plan Approval
11.06.2020	Site Plan Approval Resubmission

Scal

	Quality C	Control
	Drawn:	JC / XL
•	Checked:	CD
	Approved:	CS

Project Number

202014

Sheet Numb

L2.0



November 17, 2020

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

Subject: Washington Park Smart Home Site Plan Review (Second Review). Approximately 2.36

acres at located at the intersection of Washington and Wesley at the northern end of the

city limit. Zoned RM-1 PUD, Multi-Family Residential PUD.

Attention: Mr. Brad Hissong, Building Official

Dear Planning Commissioners:

At your request, we have reviewed the above revised application from Bailey Park Homes to develop 2.36 acres of the subject property utilizing PUD Standards within the Zoning Ordinance. The applicant is proposing to develop a 14-unit, single-family residential Planned Unit Development that would be permitted under the existing zoning but requires the flexibility that the PUD will be provided to meet certain approval requirements such as setbacks and property coverage requirements. The development will meet the density requirements of the RM-1 district, and the new housing to be constructed will help to relieve the current significant need for new, middle-income housing within the City of Owosso.

The opinions in this report are based on a review of the site plan submitted by the applicant and conformance to ordinance standards. Please note that the applicant and their design professionals shall be responsible for the accuracy and validity of information presented with the application. In reaching a decision on the application, the Planning Commission should consider our comments along with those from other staff and consultants, additional information provided by the applicant, and your own findings based on ordinance standards as part of your deliberation.

REVIEW COMMENTS

Section 36-390 of the City of Owosso Zoning Ordinance lists the submittal requirements for site plan review. Based on our review of the proposal, discussions with Mr. Brad Hissong, Building Manager, and a visit to the site, we offer the following comments for your consideration:

1. Information items. The applicant has provided a complete detail of informational requirements; however, some clarification is needed on the site plan. While the property is being developed as a PUD Site Condominium, the plan should delineate specifically what areas of the development are common areas and what areas are for purchase units. The current plan identifies structure locations, and we are led to assume that the ownership of the unit is only from the wall-in and all land outside of the unit is common area. The applicant has since provided information clarifying which areas will be common and which areas will be owned as requested.

Phone: 810-734-0000

Email: sprague@cibplanning.com

2. Area and Bulk. The proposed site was reviewed in accordance with *Article 16, Schedule of Regulations,* as described in the following table.

	Required	Provided	Comments
Residential PUD Development			
Front Yard Building Setback (Wesley)	30 ft.	15 ft.	Requires PC Waiver per PUD
Front Yard Building Setback (Washington)	20 ft.	12 ft.	Requires PC Waiver per PUD
Rear Yard Building Setback	30 ft.	83 ft.	In compliance
Maximum Building Lot Coverage (Impervious Surface)	25%	40%	Requires PC Waiver per PUD

3. Building Design & Materials. The proposed homes have an attractive design and utilizes multicolor and multi-design vinyl siding with traditional windows, shutters and front porches. We will require as part of the PUD that side egress for the homes have fixed porches or fixed steps as part of the home structure per building code. Additionally, per the PUD we would highly recommend traditional detached garages opposed to car sheds or ports and will included that recommendation in any final development agreement for the property. The applicant would like to offer both car ports as well as a garage as an option to buyers. It is still our belief that garages should be required as a condition of approval to meet site plan standards for maintaining essential neighborhood character.

Lastly, as part of the development agreement and the master deed for the condominium, we will require that any home which may be damaged or destroyed as an act of god (fire, storm damage or other) which requires replacement of an existing structure, that a new structure shall be the only appropriate replacement on the unit site. *The applicant has agreed with this request.*

Further, a waiver will be required from the Planning Commission per the PUD Standards from the requirement buildings be separated by a minimum of 20-feet. This is a requirement typically applied to apartment buildings and is only a 10-foot requirement for single-family, detached units.

- **4. Building Height.** The maximum building height for the district will not be exceeded for this project.
- **5. Parking Requirements.** The following table lists the requirements for parking requirements for the proposed development.

PARKING SPACE REQUIREMENTS	Required	Provided	Comments
Parking Spaces	28	28	In compliance

- * barrier free spaces are subject to the State of Michigan Department of Labor, Construction Code Commission, Barrier Free Design Division regulations.
- **6. Landscaping.** A landscaping plan has been provided that meets the intent of the ordinance.
- **7. Lighting Plan.** No street lighting is proposed for this development.
- **8. Fencing.** The site plan does not indicate any fencing for the development, but we recommend if fencing is permitted per the condominium bylaws, that it be high quality fencing such as vinyl, wood or other material and that chain link fencing be prohibited. *The developer will add a clause to the master deed prohibiting chain link fencing.*
- **9. Other Approvals.** The proposed site plan must be reviewed and approved by the appropriate city departments, consultants, and agencies.

RECOMMENDATION

Based upon the above comments, we recommend approval of the Washington Park Smart Home Condominium Development, conditioned upon the following:

- 1. That waivers are granted by the Planning Commission for front yard setbacks along Washington and Wesley Streets;
- 2. That a waiver is granted by the Planning Commission for total lot coverage;
- 3. That a waiver is granted by the Planning Commission for minimum distance between buildings to be allowed at less than 20-feet;
- 4. That the Planning Commission require traditional detached garages opposed to car ports or sheds to preserve neighborhood character;
- 5. That side egress on the homes have fixed porches or stairs attached to the structure;
- 6. That the Master Deed require any homes to be replaced due to an act of God, be replaced by a new structure and not a previously used structure;
- 7. That the by-laws for the condominium development strictly prohibit chain link fencing; and
- 8. That all other agencies, departments and reviewing entities grant approval prior to the issuance of any building permits.

If you have any further questions, please contact us at 810-734-0000.

Sincerely,

CIB Planning

Justin Sprague



Landscape Architecture Planning, Engineering & Environmental Services

November 6, 2020

Mr. Justin Sprague Vice President Community Image Builders 17195 Silver Parkway, #309 Fenton, MI 48430

Regarding: Washington Park Smart Home Site Plan Review – Response to Comments

(i)initiative

Dear Mr. Sprague,

We are in receipt of your letter to the City of Owosso Planning Commission dated October 28, 2020 with your review comments related to the above-referenced project. We offer the following response to comments

- 1. Information Items: Please be advised that we have added Sheet C4.1 Common Area Plan to our drawings, which delineates that ownership of the units is from the wall/foundations-in and all land outside wall/foundations is common area.
- 2. Area and Bulk: We are in agreement with your assessment that certain setbacks and lot coverage regulations require a PC Waiver.

3. Building and Design Materials:

Fixed Porches: We are in agreement that the porches on the homes will be fixed, meaning constructed on a foundation and not free-standing/floating on grade. Front porches will be integral to the building foundation and rear porches will be wood decks (and wood steps) with poured concrete foundations.

Carports: The Developer intends to allow the initial buyers the option of carports or garages as a part of the menu of selections that buyers will be offered, which will impact the ultimate sale price of the unit. We have included a plan and illustration of the proposed car ports and bring to your attention that an enclosed storage area is included in the car port design in order to address your concern that storage is accommodated in a manner that will not be unsightly. However, if the Planning Commission does require garages per your recommendation, then the developer will construct such resulting in an increased base cost to each unit.

Home Replacement: Please be advised that the homes are not mobile and though they are manufactured offsite and shipped to the site for installation on a crawl space, once installed, they are permanently affixed to their foundation. The

Beckett & Raeder, Inc. 535 West William, Suite 101 113 Howard St. Ann Arbor, MI 48103

Petoskev Office Petoskey, MI 49770

Traverse City Office 148 East Front Street, Suite 207 419.242.3428 ph Traverse City, MI 49684

Toledo

Developer is willing to write language into the master deed that is consistent with City requirements for any other single-family home that is damaged or destroyed.

<u>Building Separation Waiver:</u> We agree with your suggested waiver to reduce the building separation dimension.

- 4. Building Height: Agreed.
- 5. Parking Requirements: Agreed.
- 6. Landscaping: Agreed.
- 7. Lighting Plan: Agreed.
- 8. **Fencing**: The Developer is not intending to provide any fencing in the initial development, and intends to allow the Home Owners' Association to create rules and regulations related to fencing. However, the Developer will write into the Master Deed that fencing shall be consistent in materials, and that chain link fencing will not be allowed.
- 9. Other Approvals: We are prepared to respond and adhere to the review comments provided by other city departments and agencies. Thus far, we have received comments from the City Engineer and the Fire Department. The City Engineering comments mostly address details that will be finalized as the design proceeds into preparation of construction drawings. Likewise, we are confident that the Fire Department's comments will reach an agreeable conclusion.

We look forward to seeing you on November 23 when the project will be before the Planning Commission for Site Plan Review. Please do not hesitate to contact me should you have any questions or concerns.

Thank you,

initiative

Christy D. Surprers, PLA, ASLA, LEED AP

Principal

Encl. Site Plan Approval Resubmission Drawings dated 11.05.2020

CITY OF OWOSSO SCHEDULE OF REGULAR MEETINGS FOR THE CALENDAR YEAR BEGINNING JANUARY 1, 2021

NOTICE IS HEREBY GIVEN, pursuant to the provisions of Act 267, Public Acts of 1976, of the schedule of Regular Meetings of the City of Owosso, County of Shiawassee, State of Michigan for the calendar year beginning January 1, 2021. The Board, dates, time and place of said regular meetings shall be as follows:

CITY COUNCIL							
The '	The 1st and 3rd Monday of each month, except as noted – 7:30 p.m., local prevailing time						
			Council Chambers				
JAN 04	MAR 01	MAY 03	JUL 06*				
JAN 19*	MAR 15	MAY 17	JUL 19	SEP 20	NOV 15		
FEB 01	APR 05	JUN 07	AUG 02	OCT 04	DEC 06		
FEB 16*	APR 19	JUN 21	AUG 16	OCT 18	DEC 20		
	DEVELOPMENT DSSO MAIN STR		DOWNTO	OWN HISTORIC COMMISSION	DISTRICT		
		except as noted –	The 3 rd \	Wednesday of eacl	h month -		
	.m., local prevailin			o.m., local prevailin			
	City Hall, Council C			City Hall, Conferer			
JAN 06	MAY 05	SEP 01	JAN 20	MAY 19	SEP 15		
FEB 03	JUN 02	OCT 06	FEB 17	JUN 16	OCT 20		
MAR 03	JUL 07	NOV 03	MAR 17	JUL 21	NOV 17		
APR 07	AUG 04	DEC 01	APR 21	AUG 18	DEC 15		
OWOSSO H	IISTORICAL CO	MMISSION	PARKS & R	RECREATION CO	OMMISSION		
The 2 nd Monday of each month, except as noted – 6:00 p.m., local prevailing time			The 4th Wednesday of each month, except as noted – 7:00 p.m., local prevailing time				
	stle, 226 Curwood	Castle Drive	Owosso City Hall, Council Chambers				
JAN 11	MAY 10	SEP 13	JAN 27	MAY 26	SEP 22		
FEB 08	JUN 14	OCT 12*	FEB 24	JUN 23	OCT 27		
MAR 08	JUL 12	NOV 08	MAR 24	JUL 28	NOV 24		
APR 12	AUG 09	DEC 13	APR 28	AUG 25	DEC 08*		
	NING COMMIS			WTP Review Bo			
	The 4 th Monday of each month, except as noted – 6:30 p.m., local prevailing time			ay of each month, prevailing time			
Owosso (Owosso City Hall, Council Chambers			water Plant, Admin Chippewa Trail, O			
JAN 25	MAY 24	SEP 27	JAN 26	MAY 25	SEP 28		
FEB 22	JUN 28	OCT 25	FEB 23	JUN 22	OCT 26		
MAR 22	JUL 26	NOV 22	MAR 23	JUL 27	NOV 23		
APR 26	AUG 23	DEC 13*	APR 27	AUG 24	DEC 28		
ZONING	BOARD OF AF	PPEALS					
The 3 rd Tuesday of each month, except as noted – 9:30 a.m., local prevailing time							
Owosso (City Hall, Council C	Chambers	* = Reschedule	ed due to legal ho	oliday on regular		
JAN 19	MAY 18	SEP 21		te or other sched			
FEB 16	JUN 15	OCT 19					
MAR 16	JUL 20	NOV 16					
APR 20	AUG 17	DEC 21					

The City of Owosso will provide necessary 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 or calling the following: Amy K. Kirkland, City Clerk, 301 West Main Street, Owosso, MI 48867 (989) 725-0500. The City of Owosso website is www.ci.owosso.mi.us.

.



MEMORANDUM

DATE: Dec 1, 2020

TO: City Council

FROM: Kevin Lenkart

Director of Public Safety

RE: Traffic Control Order # 1441

Paul Wilde, pastor of Salem Evangelical Lutheran Church, has requested a lot closure for a drive through Christmas for kids event.

LOCATION:

City parking lot on the corner of Williams & Park St. First nine (9) spots from the north in the west row, first ten (10) spots in the next row to the east.

DATE/TIME:

December 19, 2020 10 am - 6:00 pm

The Public Safety Department has issued Traffic Control Order No. 1441 in accordance with the Rules for the Issuance of Certain Traffic Control Orders. Staff recommends approval and further authorization of a traffic control order formalizing the action.

CITY OF OWOSSO

TRAFFIC CONTROL ORDER

(SECTION 2.53 UNIFORM TRAFFIC CODE)

ORDER NO.	DATE	TIME
1441	12/1/2020	11:23 am
REQUESTED BY		
Kevin Lenkart – Dire	ector of Public Safety	
TYPE OF CONTRO	L	
Street and Parking lo	ot Closure	
LOCATION OF CO	NTROL	
	on the corner of Williams th in the west row, first ten	
EVENT:		
December 19, 2020 10 am – 6:00 pm	0	
APPROVED BY CC	OUNCIL	
	, 20	
REMARKS		



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

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

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

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

	U V National and Control of the Con	arising from the event of activities for which the request is made.
Name	e of individual or group:	Salem Evangelical Lutheran Church Date: 11/25/2020
Prima	ary Contact Person Name:	Paul Wilde
	Title:	Pastor
	Address:	330 N Washington St
		DWOSSO MI 48867
	Phone:	989-723-3293 Cell: 989-627-8899
Reque	ested Date(s): 12/19	/2020 Requested Hours: 10:00 AM - 6:00 PM
Area l	Requested (Parking Lot -	Parade Route): City parking lot on the corner of Williams & Park
tirst next	9 spots from the	north in the westernmost row, first 10 spots in the t. (see attached map) for which the request is made: Drive-thru Christmas for Kicks event-
fem	ilies will enter NL	corner of lot by cer to receive a treat bag and exit east or south exits. es or policies applicable to persons participating in the event.
	Evidence to the City of	insurance coverage applicable to the event or activity naming the City as an amount of not less than \$500,000 combined single limit.
	anavanable of calliot be	vaive such insurance requirement if it determines that insurance coverage is obtained at a reasonable cost and the event or activity is in the public interest or recognized public purpose.
•••••		Do Not Write Below This Line - For Officials Use Only
Approve	ed Not Approved	Date: Traffic Control Order Number
Cc:	DDA - Director WCIA - Chairperson	

Salem Lutheran Church Christmas for Kids Drive-Thru Event Map









CERTIFICATE OF LIABILITY INSURANCE

AKOULCHAR

DATE (MM/DD/YYYY) 12/1/2020

SALELUT-01

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed.

CTG PO E	PRODUCER CTG Insurance PO Box 8 Grand Blanc, MI 48480					CONTACT NAME: PHONE (A/C, No, Ext): (800) 732-0096 E-MAIL ADDRESS: Support@ctgins.com						695-0945
							INS	SURER(S) AFFOI	RDING COVERAG	E		NAIC#
						INSURE	RA: Brother	hood Mutu	ıal			
INSU	RED					INSURE	R B :					
		ran Church Of	Owos	so		INSURE	RC:					
330 N Washington St Owosso, MI 48867						INSURER D :						
						INSURE	RE:					
						INSURE	RF:					
TH IN	DICATED. NOTWITHS	HAT THE POLICI TANDING ANY F	ES OI REQUI	F INS	ENUMBER: SURANCE LISTED BELOW ENT, TERM OR CONDITIO THE INSURANCE AFFOR	N OF A	NY CONTRA	CT OR OTHER	R DOCUMENT V	BOVE FOR T	CT TC	WHICH THIS
E>					LIMITS SHOWN MAY HAVE	BEEN F						
LTR	TYPE OF INSU		INSD	SUBR WVD	POLICY NUMBER		POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)		LIMIT	S	1,000,000
Α	CLAIMS-MADE	X OCCUR	X		21M396385		12/6/2020	12/6/2021	DAMAGE TO RE PREMISES (Ea c	ENCE ENTED occurrence)	\$	300,000
									MED EXP (Any o	ne person)	\$	10,000
									PERSONAL & AL	DV INJURY	\$	1,000,000
	GEN'L AGGREGATE LIMIT	APPLIES PER:							GENERAL AGGE	REGATE	\$	10,000,000
	X POLICY PRO- JECT OTHER:	LOC							PRODUCTS - CO	OMP/OP AGG	\$ \$	10,000,000
	AUTOMOBILE LIABILITY								COMBINED SING	GLE LIMIT	\$	
	ANY AUTO								BODILY INJURY	(Per person)	\$	
	OWNED AUTOS ONLY	SCHEDULED AUTOS							BODILY INJURY	•	\$	
	HIRED AUTOS ONLY	NON-OWNED AUTOS ONLY							PROPERTY DAN (Per accident)		\$	
											\$	
	UMBRELLA LIAB	OCCUR							EACH OCCURRI	ENCE	\$	
	EXCESS LIAB	CLAIMS-MADE							AGGREGATE		\$	
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	WORKERS COMPENSATION AND EMPLOYERS' LIABILIT	N Y							PER STATUTE	OTH- ER		
	ANY PROPRIETOR/PARTNE OFFICER/MEMBER EXCLUD (Mandatory in NH)		N/A						E.L. EACH ACCI	DENT	\$	
		ED?	117.6						E.L. DISEASE - E	EA EMPLOYEE	\$	
	If yes, describe under DESCRIPTION OF OPERAT	IONS below							E.L. DISEASE - F	POLICY LIMIT	\$	
Acco insu	ording to the additiona	l interest provisi or Kids Drive-Thr	ons u	nder	0 101, Additional Remarks Schedu the named insured policy being held in the parking I	form, t	he certificate	holder is nar	ned as additio			
CEF	RTIFICATE HOLDER					CANO	ELLATION					
City of Owosso 301 W Main Owosso, MI 48867						ACC	EXPIRATION CORDANCE WI	N DATE TH TH THE POLIC	ESCRIBED POI IEREOF, NOT CY PROVISIONS	ICE WILL		
						ı	RIZED REPRESE		60.			
						A. S. Koulchar						



MEMORANDUM

DATE: November 24, 2020

TO: Mayor Eveleth & the Owosso City Council

FROM: Jessica B. Unangst, Director of HR & Administrative Services

RE: Contract with Logicalis for Network Administrator

I have attached a Logicalis Staffing Statement of Work (SOW) for our Network Administrator Jeff Kish (to extend his contract for 2021). He has worked with the city for over 14 years. This is my normal yearly request for council to approve Jeff's work for the year.

RESOLUTION NO.

ADOPTING THE LOGICALIS, INC. STAFFING STATEMENT OF WORK (SOW) FOR JEFF KISH

WHEREAS, the city of Owosso, a Michigan municipal corporation, utilizes a sophisticated network of computers to facilitate day-to-day operations; and

WHEREAS, said network requires the services of a skilled professional to continue to function properly; and

WHEREAS, the city contracts with Logicalis, Inc. for the provision of network administrator services; and

WHEREAS, the city council must adopt a resolution authorizing the terms of the contract for the calendar year effective January 1, 2021 through December 31, 2021.

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

FIRST: The City of Owosso has determined it is advisable, necessary and in the public interest to

continue the contract with Logicalis, Inc. for network administrator services for the year

beginning January 1, 2021.

SECOND: The mayor is instructed and authorized to sign the document substantially in form

attached as Staffing SOW between the City of Owosso and Logicalis, Inc.

THIRD: The accounts payable department is authorized to pay Logicalis, Inc. for work

satisfactorily performed in an amount not to exceed \$90,000.00.

FOURTH: The above expenses shall be paid from Account No. 101-258-818000.

FIFTH: All prior resolutions and documents for the Logicalis Network Administrator Services

and/or Staffing SOW are rescinded as of January 1, 2021.



Staffing SOW Temporary Assignment Only

Logicalis' terms of sale, found on our website at http://www.us.logicalis.com/tcsales/, are incorporated herein by reference.

1. General Nature of Services

Provision of Consultant(s) to work at the direction of the CUSTOMER.

2. Estimated Labor Cost

Anticipated Personnel Role	Hourly Rate	Contract Hours	Estimated Duration				
Jeff Kish	\$98.00/hr	832 hours per year/16 hours per week	01/01/2021 through 12/31/2021				
The following Skills will be provided: Network Administrator							

The pricing in this SOW does not include taxes, if any, which will be Customer responsibility. All services shall be provided onsite and remote, unless mutually agreed upon in writing by both parties.

Logicalis will name Customer as an additional insured under Logicalis's GL and auto policies.

Work Description:

Resource will be under the direction of the customer, within resources skillset.

3. Travel Expenses

If applicable and directed by Customer, travel expenses will be pre-approved by Customer, tracked separately and billed directly to Customer. Travel expenses will include cost incurred from travel (airfare, rental car, mileage, tolls, and lodging). Meals, if any, will be billed at the per diem rate of \$65.

4. Project Name

Managed Teams - Jeff Kish 2021

5. Project Sponsor (Name of person to whom invoices should be addressed) Jessica Unangst

6. Billing Address

City of Owosso 301 West Main Street Owosso, Michigan 48867

7. Assumptions

Should any of these assumptions prove to be incorrect or incomplete, Logicalis may modify the price, scope or milestones. Any modifications shall be managed in writing via signed/approved PCR (Project Change Request).

- Logicalis uses a 40-hour work week, delivered over a five (5) day workweek, unless a minimum of fourteen (14) days' prior written notice is provided to Logicalis. This 16 hour a week engagement will fall within the workweek consisting of Mondays through Fridays 8:00AM to 5:00 PM Local Time, excluding Holidays, unless otherwise mutually agreed upon in writing.
- Overtime/afterhours work is not expected, a 50% uplift to the hourly rate will apply, unless otherwise mutually agreed upon in writing. All Overtime/afterhours work will need to be approved by customer, prior to work commencing.
- There will be no direct backfill for absent days. Customer may terminate or request a resource change to this SOW for convenience at any time upon a minimum of thirty (30) days' prior written notice to Logicalis

Acceptance:

To confirm our retention and authorize work to begin on your engagement, please return a signed copy of this document along with a copy of the Purchase Order, if required. Alternatively, you may email a copy to your Logicalis Account Executive or fax a copy to (248) 232-5412. Upon acceptance by Logicalis, a counter-signed copy will be returned to your attention. Any reference to a customer's Purchase Order or P.O. number does not indicate Logicalis' acceptance of terms and conditions referenced on/attached to any such P.O.

Accepted By:	Accepted By:
City of Owosso	Logicalis, Inc.
Signature	Signature
Printed Name	Printed Name
Title	Title
Date	Date
City of Owosso P.O. Number (if provided)	Logicalis Engagement Number (when available)
Billing Contact:	Billing Contact Correction:
Jessica Unangst City of Owosso 301 West Main Street Owosso, Michigan 48867 989-725-0552	

Cc: Lisa Nowak, Auggie Lagnese



MEMORANDUM

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

DATE: December 1, 2020

TO: Owosso City Council

FROM: Glenn Chinavare, Director of Public Services & Utilities

SUBJECT: Purchase of Ford F550 1.5 Ton 4X2 Cab & Chassis - MiDeal State Contract #071B7700180

Purchase of Crysteel 4.4 Yard Dump Body – MiDeal Contract #071B7700086

RECOMMENDATION:

Approval to purchase one (1) each Ford F550 1.5 Ton Cab & Chassis from Signature Ford of Owosso, Michigan, in the amount of \$37,053.00.

Approval to purchase one (1) each Crysteel 4.4 Yard Dump Body from Truck & Trailer Specialties, Inc. of Howell, Michigan, in the amount of \$22,905.00.

BACKGROUND:

This equipment will be used for lighter capacity hauling, medium duty equipment towing, and grounds maintenance. The truck to be replaced is a 1997 Ford DPW #19, which has expended its useful life.

Waiver of the competitive bidding process in accordance with the city of Owosso Purchasing Policy, in order to take advantage of MiDeal State Contract competitive pricing, is recommended.

FISCAL IMPACTS:

Funds will be expended from the Fleet Motor Pool Replacement Account 661-901-979.000 in amount of \$37,053.00 for the 1.5 Ton cab & chassis and \$22,905.00 for the 4.4 Yard Dump Body, for a total of \$59,958.00.

Attachments: (1) Resolution

- (2) Truck & Trailer Specialties MiDeal Contract Quote
- (3) D&K Truck MiDeal Contract Quote
- (3) MiDeal Contracts

RESOLUTION NO.

AUTHORIZING PURCHASE AGREEMENT TO SIGNATURE FORD OF OWOSSO, MICHIGAN AND TRUCK & TRAILER SPECIALTIES OF HOWELL, MICHIGAN TO PROCURE A FORD F550 1.5 TON CAB & CHASSIS AND A 4.4 CUBIC YARD DUMP BODY FOR USE IN THE FLEET MOTOR POOL

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has budgeted from the Fleet Motor Pool Replacement Fund for the purchase of a 1.5 ton Cab & Chassis to be used for light and medium duty capacity hauling and equipment towing, and

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has budgeted from the Fleet Motor Pool Replacement Fund for the purchase of a 4.4 cubic yard Dump Body for attachment to the F550 Cab & Chassis truck, and

WHEREAS, the City of Owosso Director of Public Services & Utilities has reviewed the replacement equipment on the State of Michigan MiDeal Contract as priced by Signature Ford and Truck & Trailer Specialties, and recommends authorizing purchase agreements between the city of Owosso and Signature Ford of Owosso, Michigan and Truck & Trailer Specialties of Howell, Michigan on the current State of Michigan MiDeal Contracts.

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 Signature Ford of Owosso, Michigan for the purchase of a Ford F550 1.5 ton Cab & Chassis on State of Michigan MiDeal Contract #071B7700180 for use in the Fleet Motor Pool, in the amount of \$37,053.00.

SECOND: The City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to contract with Truck & Trailer Specialties of Howell, Michigan for the purchase of a 4.4 cubic yard Dump Body on State of Michigan MiDeal Contract #071B7700086, for use in the Fleet Motor Pool, in the amount of \$22,905.00.

THIRD: The accounts payable department is authorized to submit payment to Truck & Trailer Specialties in the amount of \$22,905.00, and expense from account 661-901-979.000

FOURTH: The accounts payable department is authorized to submit payment to Signature Ford in the amount of \$37,053.00, and expense from account 661-901-979.000.



OWOSSO MOTORS INC

STATE OF MICHIGAN **CENTRAL PROCUREMENT SERVICES**

Department of Technology, Management, and Budget 525 W. ALLEGAN ST., LANSING, MICHIGAN 48913 P.O. BOX 30026 LANSING, MICHIGAN 48909

Scott Poyer

SW

CONTRACT CHANGE NOTICE

Change Notice Number 6

Contract Number 071B7700180

1960 East Main Street			517-284-6448				
1960 East Main Street Owosso, MI 48867 Bill Campbell 888-923-5338 229			poyers@Michigan.g	jov			
Bill Campbell	Bill Campbell			DТМВ			
888-923-5338 229			(517) 249-0455 dufoury@michigan.gov				
bcampbell@signature	autogroup com	***************************************	dufoury@michigan.gov				
CV0033084	zatogroup.com						
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VEHICLES - PATROL, PA	ASSENGER, TRI	CONTRACT UCKS AND VAN		· · · · · · · · · · · · · · · · · · ·			
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\$3,000,001.00	\$0.0	00	\$3,000,	001.00			
		DESCRI	PTION				
			ereby updated, per revised Sch r contractor proposal, and DTM				



November 19, 2020

City of Owosso DPW Attn: Mark Mitchell 522 Milwaukee Street Owosso, MI 48867

Dear Mark Mitchell:

Price on 2021 Vehicle State of Michigan Contract# 071B7700180 and Macomb County Contract# 21-18 Bid:

2021 Ford F550 Regular Cab 4x2 Chassis 145" WB, 60" CA in Red \$37,053.00 ea

<u>Standard Service Contract:</u> 36,000 miles or 36 months factory Bumper to Bumper Warranty and 60,000 miles 60 months Powertrain Warranty. Service to be handled by your local Ford Dealer.

Order Cutoff Date: TBD.

<u>Ford Motor Company does not guarantee delivery---Ford Motor Company will make reasonable efforts to schedule orders received prior to fleet order cut-off date.</u>

<u>Payment requirements:</u> All departments to pay on delivery of vehicle. 10-day grace period will be given if previous arrangements have been made. A \$9.50 per day floor plan will be charged if payment is not at the dealership within 10 days of delivery of the vehicle (s).

If you have any questions please call me, 888-92-FLEET (923-5338)

Respectfully Submitted,

Bill Campbell

Bill Campbell Government & Fleet Sales

Macomb Co# 21-18, T.13

2021 F-550 DRW-Chassis Cab

Reg. Cab, SuperCab, Crew Cab Major Standard Equipment

MECHANICAL

- Brakes Four-wheel Disc Brakes; Anti-lock Brake System
- Electronic-Shift-On-the-Fly (ESOF) (4x4 only)
- Engine
- 7.3L 2V DEVCT NA PFI V8 Gas (F-450/F-550)
- Transmission Ten-Speed Automatic Transmission with Selectable Drive Modes: Normal, Tow/Haul, Eco & Deep Sand/Snow

EXTERIOR

- Bumper front, black painted
- Doors
- Two (Regular Cab only)
- Four (SuperCab/Crew Cab only)
- Fender vents front
- Front License Plate Bracket
- Fuel Tank
- -40 gallon aft axle (F-350 DRW/F-450/F-550)
- Glass solar-tinted
- Grille black painted
- Manual Locking Hubs (4x4)
- Scuff plates front, color-coordinated
- Splash Guards/Mud Flaps Front (F-450/550 only)
- "Three Blink" Lane change signal
- Tow hooks front (2)
- Trailer wiring 7 wire harness w/relays, blunt cut & labeled
- Tires 225/70Rx19.5G BSW A/P
- Wheels
- --- F-450 & F-550 -- 19.5" Argent Painted Steel
- Manual Locking Hubs (4x4)
- Windshield Wipers intermittent

INTERIOR/COMFORT

- 2.3" Productivity Screen in IP Cluster Instrumentation Center – Multifunction switch message center display with Ice Blue® Lighting
- 12V Powerpoint, auxiliary
- Air conditioning single-zone, manual
- Air conditioning vents black w/chrome ring and knob
- Cabin Air Particulate Filter
- Convenience
- Coat hooks, LH/RH color-coordinated
- Dash top tray
- Dome lamp LH/RH door activated & I/P switch operated w/delay
- Handles, grab driver & front-passenger
- --- Handles, roof ride -- front-passenger (also over rear-doors on Crew Cab)
- Map lights dual (front and rear w/Crew Cab)
- 12V Powerpoint, auxiliary
- Door-trim armrest/grab handle and reflector
- Floor covering black, full length vinyl
- Gauges and Meters Fuel, Transmission Temperature, EngineCoolant Temperature, Oil Pressure (Gas engine) and Turbo (Diesel engine) Gauges; Speedometer, Odometer and Tachometer
- Headliner color-coordinated cloth
- Instrument panel color-coordinated w/dual glove boxes, four (4) air registers w/positive shut-off and powerpoint
- Instrumentation Center
- 2.3" LCD Productivity Screen in IP Cluster
- Mirror -- rearview 11.5" day/night
- · Outside Temperature Display

- Seat Front, HD vinyl, 40/20/40 split bench w/center armrest, and cupholder (manual lumbar driver's side)
- Steering damper
- Steering power
- Steering wheel black urethane with tilt and telescoping steering wheel/column; includes three (3) button message control
- Sun visors color-coordinated vinyl, driver w/pocket, passenger w/uncovered mirror insert with 6 inch overhead
- Upfitter switches 6 located in Overhead Console
- Window Rear, fixed

SAFETY/SECURITY

- AdvanceTrac® with RSC® (Roll Stability Control™)
- Airbags
- Driver and Passenger frontal and side airbag/curtain
- Passenger side airbag deactivation switch
- Child tethers (Regular Cab front-passenger and all rearseating positions)
- Headlamps Quad beam jewel effect halogen
- Lamps LED Roof marker/clearance
- Mirrors manually telescoping two-way fold trailer tow with manual glass
- Safety Belts
- -- Belt-Minder® (front safety belt reminder) -- chime and flashing warning lights on I/P if belts not buckled
- Color-coordinated safety belts w/height adjustment (frontoutboard seating positions only)
- Safety Canopy® System (incl. side-curtain airbags)
- SecuriLock® Passive Anti-Theft System (PATS
- SOS Post-Crash Alert SystemTM
- Stationary Elevated Idle Control (SEIC)
- Underhood service light

DRIVER ASSIST

- AutoLamp Auto On/Off Headlamps
- Automatic High Beam
- FordPassTM Connect 4G Wi-Fi Modem
- 4G LTE Wi-Fi hotspot connects up to 10 devices I
- Remotely start, lock and unlock vehicle2
- Schedule specific times to remotely start vehicle2
- Locate parked vehicle2
- Check vehicle status2
- SYNC®
- Enhanced Voice Recognition Communication and Entertainment
- --- 911 Assist®
- 4.2" LCD Center Stack screen
- --- AppLink®
- Smart-Charging USB-C port one (1)

FUNCTIONAL

- Alternators:
- --- 7.3L 2 Valve Gas -- 240 AMP
- 6.7L 4 Valve OHV Power Stroke® V8 Turbo Diesel 220 AMP
- Audio AM/FM stereo (four (4) speakers)
- Hood release
- Horn dual electric
- Intelligent Oil-Life Monitor® (6.7L Power Stroke® Diesel engine)
- Shock absorbers -- heavy-duty gas
- Springs, rear auxiliary
- Stabilizer bars front & rear

18,000# GVWR, 11,500 PAYLOAD Reg. Cab 145 WB, CA 60", 18,000# GVWR, 11,200 [X] Base Price (F5G/660a) 4x2 [] Base Price (F5H/660a) 4x4	\$31,423.00 \$33,972.00
18,000# GVWR, 11,400 PAYLOAD Reg. Cab WB 169, CA 84", 18,000# GVWR, 11,10 [] Base Price (F5G/660a) 4x2 [] Base Price (F5H/660a) 4x4	0 PAYLOAD \$31,577.00 \$34,121.00
18,000# GVWR, 11,300 PAYLOAD Reg. Cab 193 WB, CA 108", 18,000# GVWR, [] Base Price (F5G/660a) 4x2	\$31,730.00
[] Base Price (F5H/660a) 4x4	\$34,274.00
18,000# GVWR, 11,100 PAYLOAD Reg. Cab WB 205, CA 120", 18,000# GVWR, 10,7 [] Base Price (F5G/660a) 4x2 [] Base Price (F5H/660a) 4x4	\$31,883.00 \$34,432.00
18,000# GVWR, 11,100 PAYLOAD SuperCab WB 168, CA 60", 18,000# GVWR, 10,8 [] Base Price (X5G/660a) 4x2 [] Base Price (X5H/660a) 4x4	\$33,433.00 \$36,504.00
18,000# GVWR, 11,000 PAYLOAD SuperCab WB 192, CA 84", 18,000# GVWR, 10,76 [] Base Price (X5G/660a) 4x2 [] Base Price (X5H/660a) 4x4	00 PAYLOAD \$33,586.00 \$36,658.00
18,000# GVWR, 10,900 PAYLOAD Crew Cab WB 179, CA 60", 18,000# GVWR, 10,0 [] Base Price (W5G/660a) 4x2 [] Base Price (W5H/660a) 4x4	\$34,187.00 \$34,258.00
18,000# GVWR, 10,800 PAYLOAD Crew Cab WB 203, CA 84", 18,000# GVWR [] Base Price (W5G/660a) 4x2 [] Base Price (W5H/660a) 4x4	\$34,340.00 \$37,416.00
Available Standard Options [] 6.7L Power Stroke 4V Diesel V8 (B20)/10-Spd Auto. [] Engine Block Heater [X] Seats, 40/20/40 Split Bench Cloth [] Seat, Vinyl 40/Mini-Console/40 (Regular Cab only) [] Seats, Cloth 40/Mini-Console/40 [X] LT225/70Rx19.5G BSW Traction, incl. 4-Traction on the rear TGM & 2 A/S tires on the front, Option Spare is A/S	Price Reg.&Super/CrewCab 9,325.00 90.00 100.00/315.00 355.00 515.00/615.00 190.00
[] LT225/70Rx19.5G BSW Max Traction-4x4 only, Continental, Incl. 4-traction tires on the rear & 2 traction tires on the front- [] Stainless Steel Wheel Cover 945 [] Engine Idle Shutdown (avail. w/6.7L diesel Only) 15-Minutes 86C [] Engine Idle Shutdown (avail. w/6.7L diesel Only) 20-Minutes 86D [] Operator Commanded Regeneration (OCR) (6.7L Diesel Only) 98R [] Rapid-Heat Supplemental Cab Heater (6.7L Diesel Only) 41A	215.00 380.00 250.00 250.00 250.00 250.00 280.00 360.00

[X] Power Windows, Locks, Heated Mirrors, and Remote	90L/54K	915.00 /1125.00cc
Keyless Entry	30L/34K	313.00/1123.0000
[] Privacy Glass with Heated Backlight/Rear Window Defrost	43B/924	90.00
(Requires Power Equipment 90L/54K)		55,95
[X] Utility Lighting System (LED Side-mirror Spotlights Requir	es 63A	160.00
Power Equipment Group 90L/54K)		
[X] Speed Control	525	235.00
[] XL Decor Group (Chrome front bumper)	17F	220.00
[] XL Value Pkg (Chrome front bumper & Cruise Control)	96V	395.00
[X] Daytime running Lights	942	45.00
[] 2-Ton Mechanical Jack	61J	55.00
[X] Spare Tire & Wheel-Includes 2-ton mechanical jack	512	350.00
[] Dual Alternator 397 amp w/Dual Batteries (7.3L Gas Only)	67B/86M	325.00
[] Dual Alternator 397 amp (6.7L Diesel Only)	67B	115.00
Dual Batteries (78 Amp.) (Gas Engine Only)	86M	210.00
[X] 110V/400W Outlet (Includes Dual Alternators 397 amp (67E		290.00
[] Upfitter Interface Module	18A	295.00
[] Fuel Tank- 28 Gallon Mid-Ship-Replaces 40 gal, aft-axle tank	65M	125.00
[] Fuel Tank-Dual Diesel (Adds 28 Gal. Mid-Ship to the 40 Gal. Aft.)	and the second s	625.00
[X] Keys Extra (Regular) \$75.00 x _1_=	Sig	75.00
[] Keys Extra (With Power Group) \$220.00 x= [] Trailer Tow Package High Capacity-Req.6.7L Diesel &	Sig	220.00 ea
4.30 LS Rear Axle, has after market trailer brake wiring kit,	535	1,080.00
No brake controller included, Increases GCWR on diesel		
engine from 26,000# to 28,000#		
[X] Payload Upgrade Package (7.3L V8 & 145" WB Only,	68U	1175.00
Inc. 4.88 LS Axle, Increases GVWR from 18,000# to 19,000		e initiaroù
[] Payload Plus Upgrade Package(N/A w 145"WB w/Gas Engine,		1515.00
Inc. 4.88 LS Axle, Increases GVWR from 18,000# to 19,500#)	CON	1010.00
[] Low Deflection Package-recommended for rear-biased	86S	110.00
loading, such as wreckers/retriever application, N/A with 141" \		110100
[X] Integrated Trailer Brake Controller	52B	270.00
[X] Cab Steps-Black Molded	18B	320.00 /445.00
[] Extra HD Front End Suspension – GAWR 7,500 lbs	67P	285.00
Extra Heavy Suspension Package(N/A 67H or 473)	67X	125.00
[] Suspension Package, Heavy Service(N/A 67X or 473)	67H	125.00
[] Snow Plow Prep Package (7.3L Gas Engine) (Includes 473	3/86M/67B	575.00
Dual Batteries (86M), and Dual Alternators 397 amp (67B).		
Not Available w/Option Codes 67H or 67X Suspension Packag	ges)	
[] Snow Plow Prep Package (6.7L Diesel Engine)	473	250.00
[X] Exterior Back up Alarm	76C	140.00
[] Rearview Camera Prep Kit (Includes Loose Camera, Wiring	872	415.00
Bundle, and Electrochromic Mirror w/Video Display)		
그는 본문으로 교회으로 프로펜 학교 사고, 학원들과 전하는 가게 학문 학교를 하고 있다면 된 중요한 기계에 하는 학교에 대한 외국에 되는 것 같다. 그는 가게 하나 나를 하는 그 모든 것 같다.	a chu e anale e e seat	
[X] LED Warning Strobes-Amber	91S/59H	675.00
[X] Wheel Well Liners, Front	61L	180.00
[X] Wheel Well Liners, Front [] Ambulance Prep Package(6.7L Diesel Engine Only)	61 L 47A	180.00 1205.00
[X] Wheel Well Liners, Front	61L 47A with 60C/94	180.00 1205.00

Total Price \$<u>37,053.00</u> ea

Colors for F-550

Exterior Colors	<u>Interi</u>	Interior Steel (Grey)		
Race Red	[PQ]	[X]		
Antimatter Blue Metallic	[HX]	[]		
Iconic Silver Metallic	[JS]	[]		
Agate Black	[MU]	[]		
Oxford White	[Z1]	[]		
Carbonized Gray Metallic	[M7]	[]		
Stone Gray	{D1}	[]		
SPECIAL PAINT				
School Bus Yellow Add \$660.00	[BY]	[]		
Omaha Orange Add \$660.00	[MB]	[]		
Green Gem Add \$660.00	[W6]	[]		

STATE OF MICHIGAN CENTRAL PROCUREMENT SERVICES

Department of Technology, Management, and Budget 525 W. ALLEGAN ST., LANSING, MICHIGAN 48913

P.O. BOX 30026 LANSING, MICHIGAN 48909



CONTRACT CHANGE NOTICE

Change Notice Number 2 Contract Number 071B7700086

	TRUCK & TRAILER SPECIALTIES INC
CON	3286 Hanna Lake Industrial Drive
	Dutton, MI 49316
RA	Dan Bouwman
CTC	616-698-8215
OR.	dbouwman@ttspec.com
	CV0030059

ST		Scott Poyer	sw	
	न्त्रकार्यक्रम् स्टब्स्	517-284-6448		
	亚 丰	poyers@Michigan.gov		-
ATE	عَارِهِ الْمُعَادِّةِ مِنْ فِي الْمُعَادِّةِ مِنْ أَمْ الْمُعَادِّةِ مِنْ فِي الْمُعَادِّةِ مِنْ الْمُعَادِّةِ مِنْ فِي الْمُعَادِّةِ مِنْ فِي الْمُعَادِّةِ مِنْ الْمُعَادِّةِ مِنْ أَمْ الْمُعَادِّةِ مِنْ أَمْ الْمُعَادِّةِ مِنْ أَمْ الْمُعَادِّةِ مِنْ أَمْ الْمُعَادِّةِ مِنْ أَلِي أَمْ الْمُعَادِّةِ مِنْ أَمْ الْمُعَادِّةِ مِنْ أَمْ الْمُعَادِّةِ مِنْ أَمْ الْمُعَادِّةِ مِنْ أَمْ الْمُعَادِّةِ وَالْمُعِيْدِ وَالْمِي الْمُعَادِّةِ مِنْ أَمْ الْمُعَادِّةِ وَالْمُعِيدِ وَالْمِعِيدِ وَالْمِنْ أَلِي الْمُعِلِّقِ فِي الْمُعَادِّةِ وَالْمُعِيدِ وَالْمِنْ الْمُعِلِّةِ وَالْمُعِيدُ وَالْمِنْ الْمُعِلِّذِ عِلْمِي الْمُعِيدُ وَالْمُ	Yvon Dufour	DTMB	
		(517) 249-0455		
		dufoury@michigan.gov		

dbouwman@ttspec.co	om			<u> </u>	
CV0030059	<u></u>				
	CONTR	ACT SUMMARY			
EQUIPMENT UP-FITTIN	IG PURCHASE				
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January 13, 2017	January 12, 2021	2	2 - 1 Year	Janua	ry 12, 2021
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<u>* :</u>	45 Days				-
	ALTIBRAYETTE PAYMONTO OPTO	ONE:			TECHNOIME
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MINIMUM D로디씨로 (MEMINIM	सिवार्गावर्गात्व				
	DESCRIPTION	OF CHANGE NOTIC	CE		
(ज्ञानिकार) । जिल्ला	विश्वयाच्यात्र । इत्याचित्रका	%। ।होहों}(©तासः	(ा हार्याद्यक्षायम	রে ং /গারাহা	DIEMP DYNTE
				Janua	ry 12, 2021
CONTABIAL ANAPHE	ANYTHE COLE CHANKED INCOMICE	i ESSIIIV	NAVILLE DE VACACILATE CONTU	E (c.(o)\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\\	ALIATE
\$2,000,000.00	\$2,000,000.00		\$4,000,0	00.00	
		SCRIPTION			
Effective 4/30/2019, this co remain the same. Per agen	ontract is hereby increased by \$2, ncy request, DTMB Procurement	000,000. All other t approval and State	lerms, conditions, Administrative Bo	specifications ar ard approval on	nd pricing 4/30/2019.



September 15, 2020

City of Owosso

522 Milwaukee Street, Owosso, MI 48867 Attn: Dan Humphreys, ph: (517) 763-9085



State Contract Hyperlink No: 071B7700086

Equipment Quotation utilizing the state contract awarded to Truck & Trailer Specialties, Inc.

Chassis: 2020 Ford F550, 60" CA, DRW, Reg. Cab, 4x2, gas engine, auto trans with live PTO provision & upfitter switches

Install Crysteel 9' E-Tipper Dump Body including the following:

108" long, 87" inside width, 96" outside width (2.8-4.4 yard capacity)

Sides: 10 ga. A1011 steel, rigid sides 14" high

Tailgate: 10 ga. A1011 steel, 3-panel, 22" high, double-acting, quick-release handle

Floor: 7 ga. A1011 steel

Understructure: Western-style crossmemberless

Boxed top rail

¼ integral full-width cabshield 10 ga. A1011 steel with punched window in bulkhead

Square rear corner posts with integral tarp hooks, banjo chain slots & single 6" oval cut-out for STT lights

Include 3-holes in rear sill for clearance lighting Install two (2) shovel holders on dump bulkhead

Install Crysteel Lo-Boy full-subframe scissor Hoist with body prop including the following:

Model LB510 with double-acting hydraulics, 50-degree dump angle

Capacity: 13.7 tons

Install Manual Tarp System including the following:

Hand-crank style, mounted at the cabshield with mesh tarp material and rear tarp hooks

Install Central Hydraulic System to operate dump hoist including the following:

Muncie PTO with direct-mount pump, with overspeed control

25 gal hydraulic tank with tank-mounted filter

Ball valve shut-off on supply line

Rexroth 1m4-12 control valve with a section for hoist

Stainless steel valve enclosure mounted on frame

Electric controls for the hoist All necessary hoses and fittings

Install Custom Lighting & Electrical including the following:

OEM chassis switches to be wired to warning lights

Ten (10) SoundOff mPower (mo. EMPC2SMS4) LED split amber/green flashers flush-mounted:

Two (2) on the chassis grille (on separate switch)

Four (4) on cabshield, two front-facing & two side-facing

Two (2) side-facing near rear of dump

Two (2) at top of rear pillar, one each side

Two (2) 6" oval LED S/T/T in bottom cut-out of rear pillar, one each side



LED body marker lights, including the 3-light cluster

Betts junction box at rear of dump

Backup alarm

Body-up light, in-cab with installed proximity switch Electric brake controller (to come with chassis)

Install Rear Hitch Assembly including the following:

34" steel mounting pintle plate

Remount OEM STT/Backup lights outside frame rails

Receiver hitch tube with mounting to center of tube, height TBD

Heavy-duty D-rings for safety chains

7-way RV flat pin plug

Install Poly fenders for rear tires with SS mounting arms

Paint

Dump to be sandblasted and painted Red to match cab

Dump underbody and hoist painted Black

Above installed and painted one-color:

\$22,905.00 ea.

Parts and owner's manuals, 1 year parts and labor warranty on all components.

Payment Terms: Net 30. Pricing effective for 45 days.

FOB:

City of Owosso

Delivery:

210-240 days ARO

Thank you for the opportunity to quote.

Respectfully submitted by, Jon Luea/Brian Bouwman



MEMORANDUM

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

DATE: December 1, 2020

TO: Owosso City Council

FROM: Glenn Chinavare, Director of Public Services & Utilities

SUBJECT: Purchase of Freightliner Cab & Chassis - MiDeal State Contract #071B6600119

Purchase of Crysteel Dump Body – MiDeal Contract #20000000034

RECOMMENDATION:

Approval to purchase one (1) Freightliner 114SD Tandem Truck from D&K Truck of Lansing, Michigan, in the amount of \$104,556.00.

Approval to purchase one (1) Crysteel 13 FT Dump Body from Truck & Trailer Specialties, Inc. of Howell, Michigan, in the amount of \$82,689.00.

BACKGROUND:

This equipment will be used for large capacity hauling and snow plowing. The truck to be replaced is a 2001 Sterling LT501 DPW #22, which has expended its useful life.

Waiver of the competitive bidding process in accordance with the city of Owosso Purchasing Policy, in order to take advantage of MiDeal State Contract competitive pricing, is recommended.

FISCAL IMPACTS:

Funds will be expended from the Fleet Motor Pool Replacement Account 661-901-979.000 in amount of \$104,556.00 for the cab & chassis and \$82,689 for the dump body, for a total of \$187,245.00.

Attachments: (1) Resolution

- (2) Truck & Trailer Specialties MiDeal Contract Quote
- (3) D&K Truck MiDeal Contract Quote
- (3) MiDeal Contracts

RESOLUTION NO.

AUTHORIZING PURCHASE AGREEMENT TO D & K TRUCK OF LANSING, MICHIGAN AND TRUCK & TRAILER SPECIALTIES OF HOWELL, MICHIGAN TO PROCURE A TANDEM TRUCK CAB & CHASSIS AND DUMP BODY FOR USE IN THE FLEET MOTOR POOL

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has budgeted from the Fleet Motor Pool Replacement Fund for the purchase of a 10-yard Tandem Truck Cab & Chassis to be used for large capacity hauling and snow plowing, and

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has budgeted from the Fleet Motor Pool Replacement Fund for the purchase of a 10-yard Dump Body for attachment to the Tandem Cab & Chassis Tandem Truck, and

WHEREAS, the City of Owosso Director of Public Services & Utilities has reviewed the replacement equipment on the State of Michigan MiDeal Contract as priced by D & K Truck and Truck & Trailer Specialties, and recommends authorizing purchase agreements between the city of Owosso and D & K Truck and Truck & Trailer Specialties on the current State of Michigan MiDeal Contract.

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 D & K Truck of Lansing, Michigan for

the purchase of a Tandem Cab & Chassis on State of Michigan MiDeal Contract #071B6600119 for use in the Fleet Motor Pool, in the amount of \$104.556.00.

SECOND: The City of Owosso has heretofore determined that it is advisable, necessary

and in the public interest to contract with Truck & Trailer Specialties of Howell, Michigan for the purchase of a 10-yard Dump Body on State of Michigan MiDeal Contract #20000000034, for use in the Fleet Motor Pool, in the amount of

\$82,689.00.

THIRD: The accounts payable department is authorized to submit payment to Truck &

Trailer Specialties in the amount of \$82.689.00, and expense from account 661-

901-979.000

FOURTH: The accounts payable department is authorized to submit payment to D & K

Truck in the amount of \$104,556.00, and expense from account 661-901-

979.000.



STATE OF MICHIGAN PROCUREMENT

Department of Technology, Management & Budget 525 W. Allegan Street Lansing, MI 48933 P.O. Box 30026 Lansing, MI 48909

NOTICE OF CONTRACT

NOTICE OF CONTRACT NO. 20000000034 between

THE STATE OF MICHIGAN

and

	Truck & Trailer Specialties, Inc.
æ	3286 Hanna Lake industrial Drive
TO	Dutton, MI 49316
RAC	Dan Bouwman
CONT	616-698-8215
ၓ	dbouwman@ttspec.com
	CV0030059

		Scott Poyer	MDOT
		517-284-6448	
1		poyers@michigan.gov	
)TA		Yvon Dufour	DTMB
(U		517-249-0455	
		dufoury@michigan.gov	

	CONTRA	CT SUMMARY		
DESCRIPTION: Winter Main	enance Truck Components			
A Numaria sa aconve o voles a	INITI/AL EXPIRACION DATE:	ANYONGA WANTAWANGA MANANGA MAN	CHANNET (2) IN	Olugo algroxy
10/22/2019	11/30/2024	2, one year		
MAN TO STATE OF THE STATE OF TH	THEMS THE THE LOCAL STATES		THINK WINE WAYNE	
45 Days			s, 180 days (custom	
AUTERNATIE PAYMENTO PITO	VS	THE REAL PROPERTY.	EXTENDED F	URCHASING AVALLA
☐ P-card ☐	Payment Request (PRC)) 🗌 Other	⊠ Yes	□ No
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		·		
AESTIMATIED GONTRACIEVALU	EAT TIME OF EXECUTION .			10,000,000.00



D & K TRUCK COMPANY

STATE OF MICHIGAN CENTRAL PROCUREMENT SERVICES

Department of Technology, Management, and Budget 525 W. ALLEGAN ST., LANSING, MICHIGAN 48913

Scott Poyer

517-284-6448

MDOT

P.O. BOX 30026 LANSING, MICHIGAN 48909

CONTRACT CHANGE NOTICE

Change Notice Number 4

Contract Number 071B6600119

3020 Snow Rd		poyers@Michigan.gov				
3020 Snow Rd Lansing, MI 48917 Edward Merrill 517-484-1905 emerril@dktruck.com				Dufour	DTM	3
Edward Merrill						
517-484-1905			3 (517)	249-0455		
emerrill@dktruck.com			6 duro	ury@michigan.	gov 	
CV0019340						
		CONTRACT	SUMMARY			
EHICLES - CAB & CHA	SSIS					a an a sa an
Millian Glaschine annie	HAIPHAN TENAHIL	(O) A LDAY (UE	HAMITIKAL ANYAN	MKOJIHERO) BLJERA	\$ 15%	PREDECTIONS:
0-1-1-10 2016	November 30	2021	1 -	2 Year	No	vember 30, 2021
October 19, 2016	विभाग गविस्ताह			DELIMENT	MERKANNE	
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□ P-Card	□ PRC	☐ Othe			⊠ Yes	□ No
AIMININIDIBUMBEN MEGINI	सब्भावभाष्ट्र)					
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			CHANGE NOTICE	DE (EXCUERTIFICITY)		MENEROLEXAS, IDAVIDE
(जञ्मारात्री) । विश्वाता	HOF OPTION	BXIEVEDV	TIME THE	A) GEZANTERIOREAN	No	ovember 30, 2021
	ANVITORE (QL. (CHANA)	GE MOTIOE	Ja Sillivis	THE LYCKET THE	ANTERONO ENC	CIT WALLEDE
CALLES AND ANALUSE	\$7,000,00				,001.00	
\$11,500,001.00		DESCE	IPTION			
Effective 2/18/2020, this co remain the same. Per age	ntract is hereby incre ncy request, DTMB F	eased by \$7,000 Procurement app	,000. All other te proval, and State	erms, conditions Administrative	s, specification Board appro	ons, and pricing eval on 2/11/2020.



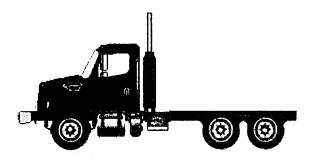
Prepared by:
Mike Denno
D & K TRUCK COMPANY
3020 Snow Rd
LANSING, MI 48917
Phone: 517-449-2329

A proposal for Owosso City Of

Prepared by **D & K TRUCK COMPANY**Mike Denno

Sep 17, 2020

Freightliner 114SD



Components shown may not reflect all spec'd options and are not to scale

Application Version 11.2.313
Data Version PRL-20D.033
City of Owosso MY2021 Tandem 114SD





Prepared by: Mike Denno D & K TRUCK COMPANY 3020 Snow Rd LANSING, MI 48917 Phone: 517-449-2329

QUOTATION

114SD CONVENTIONAL CHASSIS SET BACK AXLE - TRUCK

DETROIT DD13 12.8L 450 HP @ 1625 RPM, 1900 GOV RPM, 1650 LB/FT @ 975 RPM

ALLISON 4000 RDS AUTOMATIC TRANSMISSION WITH PTO PROVISION

MT-40-14X 40,000# R-SERIES TANDEM REAR AXLE HENDRICKSON HAULMAAX @40,000# REAR

SUSPENSION DETROIT DA-F-16.0-5 16,000# FL1 71.0 KPI/3.74 DROP SINGLE FRONT AXLE

16,000# TAPERLEAF FRONT SUSPENSION

114 INCH BBC FLAT ROOF ALUMINUM CONVENTIONAL CAB

4875MM (192 INCH) WHEELBASE

7/16X3-9/16X11-1/8 INCH STEEL FRAME

(11.11MMX282.6MM/0.437X11.13 INCH) 120KSI

2125MM (84 INCH) REAR FRAME OVERHANG

1/4 INCH (6.35MM) C-CHANNEL INNER FRAME REINFORCEMENT

BODY COMPANY INSTALLED ADDITIONAL FRONT FRAME REINFORCEMENT FOR SNOW PLOW

		PER UNIT		TOTAL
VEHICLE PRICE	TOTAL # OF UNITS (1)	\$ 104,412	\$	104,412
EXTENDED WARRANTY		\$ 0	\$	0
DEALER INSTALLED OPTIONS		\$ 350	\$	350
CUSTOMER PRICE BEFORE TAX		\$ 104,762	\$	104,762
TAXES AND FEES			HJ.	
FEDERAL EXCISE TAX (FET)		\$ (261)	\$	(261)
TAXES AND FEES		\$ 55	\$	55
OTHER CHARGES		\$ 0	\$	0
TRADE-IN				
TRADE-IN ALLOWANCE		\$ (0)	\$	(0)
BALANCE DUE	(LOCAL CURRENCY)	\$ 104,556	\$	104,556

MiDeal contract # 071B6600119

APPROVAL: Please indicate your acceptance of this quotation by signing below:							
, iodoo maiodo your doodpanee er ane que anno 19							
Customer: X	Date: / /						

Application Version 11.2.313 Data Version PRL-20D.033 City of Owosso MY2021 Tandem 114SD



Prepared by: Mike Denno D & K TRUCK COMPANY 3020 Snow Rd LANSING, MI 48917 Phone: 517-449-2329

SPECIFICATION PROPOSAL

Price Level	[전문기술] 그 나는 맛이 보고 있을 중에 하는 것이 모든 사람이 맛집하고 됐다.			
PRL-20D SD) PRL-20D (EFF:04/30/19)	E. (1990 EEEE)	. The second sec	N/C
Data Version				
DRL-033 SF	PECPRO21 DATA RELEASE VER 033	Mender State (State State Stat	n 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1	N/C
Vehicle Configuration				
[] [] [] [] [] [] [] [] [] [] [] [] [] [4SD CONVENTIONAL CHASSIS	7,934	6,476	\$154,920.00
	22 MODEL YEAR SPECIFIED	·		N/C
	T BACK AXLE - TRUCK	480	-480	(\$2,442.00)
	RAIGHT TRUCK PROVISION			STD
	PRIMARY STEERING LOCATION			STD
General Service				
AA1-002 TF	RUCK CONFIGURATION		20 10/12 10/1 11/6/ min 16/4	STD
AA6-002 D0	OMICILED, USA (EXCLUDING CALIFORNIA AND ARB OPT-IN STATES)			N/C
A85-011 CG	ONSTRUCTION SERVICE			STD
A84-1GM G	OVERNMENT BUSINESS SEGMENT			N/C
AA4-010 DI	RT/SAND/ROCK COMMODITY			N/C
AA5-002 TE TE	ERRAIN/DUTY: 100% (ALL) OF THE TIME, IN RANSIT, IS SPENT ON PAVED ROADS			STD
AB1-008 M.	AXIMUM 8% EXPECTED GRADE			STD
M	MOOTH CONCRETE OR ASPHALT PAVEMENT - OST SEVERE IN-TRANSIT (BETWEEN SITES) OAD SURFACE			STD
995-1AD FF	REIGHTLINER LEVEL I WARRANTY			STD
A66-99D EX	KPECTED FRONT AXLE(S) LOAD: 16000.0 lbs			
	XPECTED REAR DRIVE AXLE(S) LOAD : 4000.0 lbs			
	XPECTED GROSS VEHICLE WEIGHT CAPACITY 50000.0 lbs			
Truck Service				
	ELLY PLOW BODY WITH HIGH GROUND LEARANCE	and the state of t		N/C
AF3-2A8 TI	RUCK AND TRAILER SPECIALTIES INC.			N/C

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Prepared by: Mike Denno D & K TRUCK COMPANY 3020 Snow Rd LANSING, MI 48917 Phone: 517-449-2329

	Data Code	Description	Weight Front	Weight Rear	Retail Price
Engine					
	101-2YA	DETROIT DD13 12.8L 450 HP @ 1625 RPM, 1900 GOV RPM, 1650 LB/FT @ 975 RPM	an Libery of Second College		\$1,187.00
Electro	nic Paramet	ers			
e de dijek sa	79A-070	70 MPH ROAD SPEED LIMIT	e de la companya de l		N/C
	79B-000	CRUISE CONTROL SPEED LIMIT SAME AS ROAD SPEED LIMIT			N/C
	79G-007	10 MINUTES IDLE SHUTDOWN WITHOUT CLUTCH AND SERVICE BRAKE OVERRIDE		•	N/C
	79K-007	PTO MODE ENGINE RPM LIMIT - 1100 RPM			N/C
	79P-002	PTO RPM WITH CRUISE SET SWITCH - 700 RPM			N/C
	79Q-003	PTO RPM WITH CRUISE RESUME SWITCH - 800 RPM			N/C
	79W-001	ONE REMOTE PTO SPEED			N/C
	79X-005	PTO SPEED 1 SETTING - 900 RPM			N/C
	80G-002	PTO MINIMUM RPM - 700			N/C
	80L-001	ENABLE AUTO ENGINE RPM ELEVATE FOR EXTENDED IDLE			N/C
Engine	Equipment	[설명하다 집중 [기반] 김 시작 [기반] [기반] [기반]			
	99C-017	2016-2019 ONBOARD DIAGNOSTICS/2010 EPA/CARB/FINAL GHG17 CONFIGURATION	ur till sælik beskriber	en de traves e ritual de Elevenia. Elevenia	STD
	99D-011	2008 CARB EMISSION CERTIFICATION - CLEAN IDLE (INCLUDES 6X4 INCH LABEL ON LOWER FORWARD CORNER OF DRIVER DOOR)			\$109.00
	13E-001	STANDARD OIL PAN			STD
	105-001	ENGINE MOUNTED OIL CHECK AND FILL			STD
	014-108	SIDE OF HOOD AIR INTAKE WITH FIREWALL			
		MOUNTED DONALDSON AIR CLEANER WITH SAFETY ELEMENT AND INSIDE/OUTSIDE AIR	10		\$562.00
	124-1D7	MOUNTED DONALDSON AIR CLEANER WITH	10		\$562.00 STD
	124-1D7 292-236	MOUNTED DONALDSON AIR CLEANER WITH SAFETY ELEMENT AND INSIDE/OUTSIDE AIR WITH SNOW DOOR DR 12V 160 AMP 28-SI QUADRAMOUNT PAD ALTERNATOR WITH REMOTE BATTERY VOLT	. 10		
		MOUNTED DONALDSON AIR CLEANER WITH SAFETY ELEMENT AND INSIDE/OUTSIDE AIR WITH SNOW DOOR DR 12V 160 AMP 28-SI QUADRAMOUNT PAD ALTERNATOR WITH REMOTE BATTERY VOLT SENSE (3) DTNA GENUINE, FLOODED STARTING, MIN	10		STD
	292-236	MOUNTED DONALDSON AIR CLEANER WITH SAFETY ELEMENT AND INSIDE/OUTSIDE AIR WITH SNOW DOOR DR 12V 160 AMP 28-SI QUADRAMOUNT PAD ALTERNATOR WITH REMOTE BATTERY VOLT SENSE (3) DTNA GENUINE, FLOODED STARTING, MIN 3000CCA, 555RC, THREADED STUD BATTERIES	10		STD
	292-236 290-017	MOUNTED DONALDSON AIR CLEANER WITH SAFETY ELEMENT AND INSIDE/OUTSIDE AIR WITH SNOW DOOR DR 12V 160 AMP 28-SI QUADRAMOUNT PAD ALTERNATOR WITH REMOTE BATTERY VOLT SENSE (3) DTNA GENUINE, FLOODED STARTÍNG, MIN 3000CCA, 555RC, THREADED STUD BATTERIES BATTERY BOX FRAME MOUNTED	10		STD STD STD
	292-236 290-017 281-001	MOUNTED DONALDSON AIR CLEANER WITH SAFETY ELEMENT AND INSIDE/OUTSIDE AIR WITH SNOW DOOR DR 12V 160 AMP 28-SI QUADRAMOUNT PAD ALTERNATOR WITH REMOTE BATTERY VOLT SENSE (3) DTNA GENUINE, FLOODED STARTING, MIN 3000CCA, 555RC, THREADED STUD BATTERIES BATTERY BOX FRAME MOUNTED STANDARD BATTERY JUMPERS LH BATTERY BOX MOUNTED AS FAR AFT AS POSSIBLE, NO GREATER THAN 60 INCHES	10		STD STD STD STD

Application Version 11.2.313
Data Version PRL-20D.033
City of Owosso MY2021 Tandem 114SD

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Prepared by: Mike Denno D & K TRUCK COMPANY 3020 Snow Rd LANSING, MI 48917 Phone: 517-449-2329

Data C	ode	Description	Weight Front	Weight Rear	Retail Price
87P-00	11	CAB AUXILIARY POWER CABLE	5		\$60.00
107-04	4	BW MODEL BA-921 19.0 CFM SINGLE CYLINDER AIR COMPRESSOR WITH SAFETY VALVE			STD
152-04	1	ELECTRONIC ENGINE INTEGRAL SHUTDOWN PROTECTION SYSTEM			STD
128-00	2	JACOBS COMPRESSION BRAKE			STD
016-1C	0	RH OUTBOARD FRAME MOUNTED VERTICAL AFTERTREATMENT SYSTEM ASSEMBLY WITH TOPSTACK	65	65	\$3,020.00
28F-00)2	ENGINE AFTERTREATMENT DEVICE, AUTOMATIC OVER THE ROAD REGENERATION AND DASH MOUNTED REGENERATION REQUEST SWITCH			STD
239-02	:6	10 FOOT 06 INCH (126 INCH+0/-5.9 INCH) EXHAUST SYSTEM HEIGHT			(\$3.00)
237-10	CU	RH CURVED TOPSTACK			N/C
23U-00	02	13 GALLON DIESEL EXHAUST FLUID TANK			STD
30N-00	03	100 PERCENT DIESEL EXHAUST FLUID FILL			STD
23Y-00	01	STANDARD DIESEL EXHAUST FLUID PUMP MOUNTING			STD
23 Z -00)2	NON-POLISHED ALUMINUM DIAMOND PLATE DIESEL EXHAUST FLUID TANK COVER	15	5	\$144.00
* 43X-00	05	LH UNDER CAB DIESEL EXHAUST FLUID TANK LOCATION			\$105.00
	1 E	NEED DEF TANK MOUNTED FORWARD JUST BEHIND [*] BE REMOVED BY BODY COMPANY AND STEPS WILL B	THE FRONT FEN E MADE. DEF &	NDER. THE FUE FUEL TO BE L	EL TANK WILL IKE LL5095
43Y-00	01	STANDARD DIESEL EXHAUST FLUID TANK CAP			STD
242-01	11	ALUMINUM AFTERTREATMENT DEVICE/MUFFLER/TAILPIPE SHIELD(S)			N/C
273-03	36	BORG WARNER (KYSOR) REAR AIR ON/OFF ENGINE FAN CLUTCH			STD
276-00)1	AUTOMATIC FAN CONTROL WITHOUT DASH SWITCH, NON ENGINE MOUNTED			STD
110-06	88	DDC SUPPLIED ENGINE MOUNTED FUEL FILTER/FUEL WATER SEPARATOR WITH WATER-IN-FUEL INDICATOR			STD
118-00	01	FULL FLOW OIL FILTER			STD
266-05	57	1500 SQUARE INCH ALUMINUM RADIATOR			STD
103-03	39	ANTIFREEZE TO -34F, OAT (NITRITE AND SILICATE FREE) EXTENDED LIFE COOLANT			STD
171-00	07	GATES BLUE STRIPE COOLANT HOSES OR EQUIVALENT			STD
172-00	01	CONSTANT TENSION HOSE CLAMPS FOR COOLANT HOSES			STD

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Prepared by: Mike Denno D & K TRUCK COMPANY 3020 Snow Rd LANSING, MI 48917 Phone: 517-449-2329

Data Code	Description	Weight Front	Weight Rear	Retail Price
270-023	HDEP FIXED RATIO COOLANT PUMP AND RADIATOR DRAIN VALVE			STD
360-013	1350 ADAPTER FLANGE FOR FRONT PTO PROVISION	25		\$534.00
155-075	MITSUBISHI 12V MOD 3.175-DP60 STARTER WITH INTEGRATED MAGNETIC SWITCH			STD
Transmission	왕홍리 : [2] : [2] : [2] : [2] : [2] : [2] : [2] : [2] : [2] : [2] : [2] : [2] : [2] : [2] : [2] : [2] : [2] : [2			
342-1M1	ALLISON 4000 RDS AUTOMATIC TRANSMISSION WITH PTO PROVISION	260	100	\$12,424.00
Transmission Equ	ipment			
343-339	ALLISON VOCATIONAL PACKAGE 223 - AVAILABLE ON 3000/4000 PRODUCT FAMILIES WITH VOCATIONAL MODELS RDS, HS, MH AND TRV	Carrent Communication (Communication Communication Communication Communication Communication Communication Com	e e e e e e e e e e e e e e e e e e e	STD
84B-012	ALLISON VOCATIONAL RATING FOR ON/OFF HIGHWAY APPLICATIONS AVAILABLE WITH ALL PRODUCT FAMILIES			N/C
84C-023	PRIMARY MODE GEARS, LOWEST GEAR 1, START GEAR 1, HIGHEST GEAR 6, AVAILABLE FOR 3000/4000 PRODUCT FAMILIES ONLY			STD
84D-023	SECONDARY MODE GEARS, LOWEST GEAR 1, START GEAR 1, HIGHEST GEAR 6, AVAILABLE FOR 3000/4000 PRODUCT FAMILIES ONLY			STD
84E-013	S1 PERFORMANCE PRIMARY SHIFT SCHEDULE, AVAILABLE FOR 3000/4000 PRODUCT FAMILIES ONLY			N/C
84F-012	S1 PERFORMANCE SECONDARY SHIFT SCHEDULE, AVAILABLE FOR 3000/4000 PRODUCT FAMILIES ONLY			N/C
84G-009	1800 RPM PRIMARY MODE SHIFT SPEED			N/C
84H-009	1800 RPM SECONDARY MODE SHIFT SPEED			N/C
84N-200	FUEL SENSE 2.0 DISABLED - PERFORMANCE - TABLE BASED			STD
84U-000	DRIVER SWITCH INPUT - DEFAULT - NO SWITCHES			STD
353-066	VEHICLE INTERFACE WIRING CONNECTOR WITH BLUNT CUTS, AT END OF FRAME			\$62.00
34C-001	ELECTRONIC TRANSMISSION CUSTOMER ACCESS CONNECTOR FIREWALL MOUNTED			\$23.00
362-823	CUSTOMER INSTALLED CHELSEA 280 SERIES PTO			N/C
363-001	PTO MOUNTING, LH SIDE OF MAIN TRANSMISSION			N/C

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	Data Code	Description	Weight Front	Weight Rear	Retail Price
	341-018	MAGNETIC PLUGS, ENGINE DRAIN, TRANSMISSION DRAIN, AXLE(S) FILL AND DRAIN			STD
	345-003	PUSH BUTTON ELECTRONIC SHIFT CONTROL, DASH MOUNTED			STD
	97G-004	TRANSMISSION PROGNOSTICS - ENABLED 2013			STD
	370-011	WATER TO OIL TRANSMISSION COOLER, FRAME MOUNTED			STD
	346-003	TRANSMISSION OIL CHECK AND FILL WITH ELECTRONIC OIL LEVEL CHECK			STD
	35T-001	SYNTHETIC TRANSMISSION FLUID (TES-295 COMPLIANT)	and dispense to the children	ou na kathatan lua a tantata lasa ni hini	STD
Front	Axle and Equ	aipment			
CALARITA (CA	400-1A9	DETROIT DA-F-16.0-5 16,000# FL1 71.0 KPI/3.74 DROP SINGLE FRONT AXLE	190		\$1,865.00
	402-030	MERITOR 16.5X6.Q+ CAST SPIDER CAM FRONT BRAKES, DOUBLE ANCHOR, FABRICATED SHOES	10		N/C
	403-002	NON-ASBESTOS FRONT BRAKE LINING			STD
	419-023	CONMET CAST IRON FRONT BRAKE DRUMS			\$8.00
	427-001	FRONT BRAKE DUST SHIELDS	5		\$102.00
	409-006	FRONT OIL SEALS			STD
	408-001	VENTED FRONT HUB CAPS WITH WINDOW, CENTER AND SIDE PLUGS - OIL			STD
	416-022	STANDARD SPINDLE NUTS FOR ALL AXLES			STD
	405-031	HALDEX AUTOMATIC FRONT SLACK ADJUSTERS WITH STAINLESS STEEL CLEVIS PINS	,		\$60.00
	406-001	STANDARD KING PIN BUSHINGS			STD
	536-012	TRW TAS-85 POWER STEERING	40		N/C
	539-003	POWER STEERING PUMP			STD
	534-003	4 QUART POWER STEERING RESERVOIR	5		\$48.00
	40T-002	CURRENT AVAILABLE SYNTHETIC 75W-90 FRONT AXLE LUBE		e veete santaans ee	\$14.00
Front	Suspension				04.454.00
	620-026	16,000# TAPERLEAF FRONT SUSPENSION	200		\$1,151.00
	619-005	MAINTENANCE FREE RUBBER BUSHINGS - FRONT SUSPENSION			STD
	62G-998	NO FRONT SUSPENSION OPTIONS			STD
	410-001	FRONT SHOCK ABSORBERS			STD



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Data Code	Description	Weight Front	Weight Rear	Retail Price
Rear Axle and Equi	pment			
420-1K3	MT-40-14X 40,000# R-SERIES TANDEM REAR AXLE		-40	\$608.00
421-433	4.33 REAR AXLE RATIO			N/C
424-003	IRON REAR AXLE CARRIER WITH OPTIONAL HEAVY DUTY AXLE HOUSING		40	\$98.00
386-073	MXL 17T MERITOR EXTENDED LUBE MAIN DRIVELINE WITH HALF ROUND YOKES			STD
388-073	MXL 17T MERITOR EXTENDED LUBE INTERAXLE DRIVELINE WITH HALF ROUND YOKES			STD
452-006	DRIVER CONTROLLED TRACTION DIFFERENTIAL - BOTH TANDEM REAR AXLES		30	\$1,297.00
878-023	(1) INTERAXLE LOCK VALVE, (1) DRIVER CONTROLLED DIFFERENTIAL LOCK FORWARD- REAR AND REAR-REAR AXLE VALVE			N/C
87A-001	BLINKING LAMP WITH EACH INTERAXLE LOCK SWITCH, INTERAXLE UNLOCK DEFAULT WITH IGNITION OFF			STD
87B-004	BLINKING LAMP WITH EACH MODE SWITCH, DIFFERENTIAL UNLOCK WITH IGNITION OFF, ACTIVE <5 MPH			N/C
423-020	MERITOR 16.5X7 Q+ CAST SPIDER CAM REAR BRAKES, DOUBLE ANCHOR, FABRICATED SHOES			STD
433-002	NON-ASBESTOS REAR BRAKE LINING			STD
434-019	ASPHALT SPREADER CLEARANCE REAR BRAKE GEOMETRY			N/C
451-023	CONMET CAST IRON REAR BRAKE DRUMS		20	\$57.00
425-002	REAR BRAKE DUST SHIELDS		10	\$108.00
440-006	REAR OIL SEALS			STD
426-1B3	BENDIX EVERSURE LONGSTROKE 2-DRIVE AXLES SPRING PARKING CHAMBERS			\$44.00
428-031	HALDEX AUTOMATIC REAR SLACK ADJUSTERS WITH STAINLESS STEEL CLEVIS PINS		·	\$99.00
41T-002	CURRENT AVAILABLE SYNTHETIC 75W-90 REAR AXLE LUBE			N/C
42T-001	STANDARD REAR AXLE BREATHER(S)			STD
Rear Suspension				
622-1E8	HENDRICKSON HAULMAAX @40,000# REAR SUSPENSION	r (a) ja zero 17. u Norte a to Pool (e. N.)	290	\$3,419.00
621-1AP	HENDRICKSON HAULMAAX/ULTIMAAX - 10.50" RIDE HEIGHT			N/C
624-011	52 INCH AXLE SPACING			STD

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Data Code	Description	Weight Front	Weight Rear	Retail Price
628-010	HENDRICKSON HN, HAULMAAX AND ULTIMAAX SERIES STEEL BEAMS WITH BAR PIN			N/C
623-006	FORE/AFT AND TRANSVERSE CONTROL RODS			N/C
439-002	REAR SHOCK ABSORBERS - TWO AXLES (TANDEM)		60	\$224.00
Brake System				1.57 4 .141.14
490-100	WABCO 4S/4M ABS			STD
871-001	REINFORCED NYLON, FABRIC BRAID AND WIRE BRAID CHASSIS AIR LINES			STD
904-001	FIBER BRAID PARKING BRAKE HOSE			STD
412-001	STANDARD BRAKE SYSTEM VALVES			STD
46D-002	STANDARD AIR SYSTEM PRESSURE PROTECTION SYSTEM			STD
413-002	STD U.S. FRONT BRAKE VALVE			STD
432-003	RELAY VALVE WITH 5-8 PSI CRACK PRESSURE, NO REAR PROPORTIONING VALVE			STD
480-086	BW AD-9SI BRAKE LINE AIR DRYER WITH HEATER			\$2.00
479-006	AIR DRYER MOUNTED OUTBOARD ON RH RAIL			N/C
460-1AE	STEEL AIR TANKS MOUNTED FOR MAX GROUND CLEARANCE, (BELLY PLOW - AA3-073)			\$106.00
477-011	PETCOCK DRAIN VALVES ON ALL AIR TANK(S)		ew por la elementaria de estado elemento de elemen	(\$3.00)
Trailer Connections				
296-026	PRIMARY CONNECTOR/RECEPTACLE WIRED FOR SEPARATE STOP/TURN, CENTER PIN POWERED THROUGH IGNITION WITH STOP SIGNAL PREWIRE PACKAGE			\$207.00
297-001	SAE J560 7-WAY PRIMARY TRAILER CABLE RECEPTACLE MOUNTED END OF FRAME	5	5	\$849.00
335-004	UPGRADED CHASSIS MULTIPLEXING UNIT			STD
Wheelbase & Frame		*		india.
545-487	4875MM (192 INCH) WHEELBASE			N/C
546-102	7/16X3-9/16X11-1/8 INCH STEEL FRAME (11.11MMX282.6MM/0.437X11.13 INCH) 120KSI	330	130	\$1,006.00
547-001	1/4 INCH (6.35MM) C-CHANNEL INNER FRAME REINFORCEMENT	190	380	\$1,385.00
548-803	BODY COMPANY INSTALLED ADDITIONAL FRONT FRAME REINFORCEMENT FOR SNOW PLOW			N/C
552-049	2125MM (84 INCH) REAR FRAME OVERHANG			N/C
55W-008	FRAME OVERHANG RANGE: 81 INCH TO 90 INCH	-50	210	N/C

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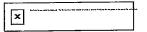




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	Data Cada	Description	Weight Front	Weight Rear	Retail Price
	Data Code 549-016	24 INCH INTEGRAL FRONT FRAME EXTENSION	350	-50	\$954.00
	549-010	WITH 0.25 INCH INSERT			
	AC8-99D	CALC'D BACK OF CAB TO REAR SUSP C/L (CA): 126.38 in			
	AE8-99D	CALCULATED EFFECTIVE BACK OF CAB TO REAR SUSPENSION C/L (CA): 110.71 in			
	AE4-99D	CALC'D FRAME LENGTH - OVERALL: 345.24			
	FSS-0LH	CALCULATED FRAME SPACE LH SIDE: 18.83 in			N/C
	FSS-0RH	CALCULATED FRAME SPACE RH SIDE: 191.93 in			N/C
	AM6-99D	CALC'D SPACE AVAILABLE FOR DECKPLATE : 126.45 in			
	553-001	SQUARE END OF FRAME			STD
	550-001	FRONT CLOSING CROSSMEMBER			STD
	559-001	STANDARD WEIGHT ENGINE CROSSMEMBER			STD
	562-004	SNOWPLOW STEEL C-CHANNEL BACK OF CAB MIDSHIP #1 CROSSMEMBER	80	40	\$655.00
	572-001	STANDARD REARMOST CROSSMEMBER			STD
	565-002	HEAVY DUTY SUSPENSION CROSSMEMBER		30	N/C
Cl	nassis Equipment				
hallis.	556-1E7	14 INCH PAINTED STEEL SEVERE DUTY BUMPER	125	-15	\$461.00
	558-001	FRONT TOW HOOKS - FRAME MOUNTED	15		\$80.00
	551-001	HUCK-SPIN ROUND COLLAR CHASSIS FASTENERS SUSPENSIONS ONLY			(\$121.00)
Fı	ıel Tanks				STD
N	204-151	60 GALLON/227 LITER ALUMINUM FUEL TANK - LH			
Ν	218-006	25 INCH DIAMETER FUEL TANK(S)			STD
	215-005	PLAIN ALUMINUM/PAINTED STEEL FUEL/HYDRAULIC TANK(S) WITH PAINTED BANDS			STD
N	212-007	FUEL TANK(S) FORWARD			STD
	232-510	10 GALLONS ADDITIONAL FUEL			\$100.00
	664-001	PLAIN STEP FINISH			STD
	205-001	FUEL TANK CAP(S)			STD
	122-1K4	DAVCO 487 FUELWATER SEPARATOR WITH ESOC AND 12 VOLT PREHEATER	15		\$890.00
	216-020	EQUIFLO INBOARD FUEL SYSTEM			STD
	202-016	HIGH TEMPERATURE REINFORCED NYLON FUEL LINE			STD

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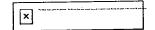




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	Data Code	Description	Weight Front	Weight Rear	Retail Price
Tires					
Elk Mark A	093-1AX	MICHELIN XZE2 11R22.5 16 PLY RADIAL FRONT TIRES	24		(\$38.00)
	094-1UX	MICHELIN X MULTI D 11R22.5 14 PLY RADIAL REAR TIRES		192	(\$288.00)
Hubs					
	418-060	CONMET PRESET PLUS PREMIUM IRON FRONT HUBS			STD
	450-060	CONMET PRESET PLUS PREMIUM IRON REAR HUBS	And the state of the second section of the section of the second section of the section of	enter - Jel (CS 27 TC 18) (West) (Mrs. CS 2)	STD
Wheels					
	502-428	ACCURIDE 28828 22.5X8.25 10-HUB PILOT 6.18 INSET 2-HAND HD STEEL DISC FRONT WHEELS	26		STD
	505-545	MAXION WHEELS 90260 22.5X8.25 10-HUB PILOT 2-HAND HD STEEL DISC REAR WHEELS		160	N/C
	498-011	NYLON WHEEL GUARDS FRONT AND REAR ALL INTERFACES	TO THE RESERVE THE SECOND STREET		\$68.00
Cab Ex	terior				
(13.187/EAG))	829-1A2	114 INCH BBC FLAT ROOF ALUMINUM CONVENTIONAL CAB			STD
	650-008	AIR CAB MOUNTING			STD
	648-002	NONREMOVABLE BUGSCREEN MOUNTED BEHIND GRILLE			STD
	667-037	SHORT FENDER WITH MUDFLAP			\$141.00
	678-001	LH AND RH GRAB HANDLES			STD
	646-041	STATIONARY BLACK GRILLE			STD
	65X-004	BLACK HOOD MOUNTED AIR INTAKE GRILLE			STD
	644-004	FIBERGLASS HOOD			STD
	727-1AJ	DUAL 14 INCH ROUND POLISHED AIR HORNS	4		\$55.00
	726-002	DUAL ELECTRIC HORNS			\$3.00
	728-002	DUAL HORN SHIELDS			N/C
	657-001	DOOR LOCKS AND IGNITION SWITCH KEYED THE SAME			STD
	78G-004	KEY QUANTITY OF 4			\$18.00
	575-001	REAR LICENSE PLATE MOUNT END OF FRAME			STD
	312-068	HALOGEN COMPOSITE HEADLAMPS WITH BLACK BEZELS			STD
	302-047	LED AERODYNAMIC MARKER LIGHTS			\$34.00
	294-1AY	INTEGRAL LED STOP/TAIL/BACKUP LIGHTS			\$153.00
	300-015	STANDARD FRONT TURN SIGNAL LAMPS			STD

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	Data Code	Description	Weight Front	Weight Rear	Retail Price
	744-1BM	DUAL WEST COAST BRIGHT FINISH HEATED MIRRORS			\$140.00
	797-001	DOOR MOUNTED MIRRORS			STD
	796-001	102 INCH EQUIPMENT WIDTH			STD
	743-204	LH AND RH 8 INCH BRIGHT FINISH CONVEX MIRRORS MOUNTED UNDER PRIMARY MIRRORS			N/C
	729-001	STANDARD SIDE/REAR REFLECTORS			STD
	677-062	FIXED CAB MOUNTED STEPS LH AND RH FOR CAB ENTRY, BELLY PLOW BODY WITH HIGH GROUND CLEARANCE DOES NOT COMPLY FMCSR 399			\$106.00
	768-043	63X14 INCH TINTED REAR WINDOW	•		STD
	661-003	TINTED DOOR GLASS LH AND RH WITH TINTED NON-OPERATING WING WINDOWS			(\$117.00)
	654-027	RH AND LH ELECTRIC POWERED WINDOWS, PASSENGER SWITCHES ON DOOR(S)	4		\$218.00
	663-013	1-PIECE SOLAR GREEN GLASS WINDSHIELD			STD
	659-019	2 GALLON WINDSHIELD WASHER RESERVOIR WITHOUT FLUID LEVEL INDICATOR, FRAME MOUNTED			(\$80.00)
Cab Int	erior				
	707-1AK	OPAL GRAY VINYL INTERIOR	assalla amendidhi sa sa	aturus ne Arra Dasse.	STD
	706-026	MOLDED PLASTIC DOOR PANEL WITHOUT VINYL INSERT WITH ALUMINUM KICKPLATE LOWER DOOR			\$27.00
	708-026	MOLDED PLASTIC DOOR PANEL WITHOUT VINYL INSERT WITH ALUMINUM KICKPLATE LOWER DOOR			\$27.00
	772-006	BLACK MATS WITH SINGLE INSULATION			STD
	785-001	DASH MOUNTED ASH TRAYS AND LIGHTER			(\$2.00)
	691-008	FORWARD ROOF MOUNTED CONSOLE WITH UPPER STORAGE COMPARTMENTS WITHOUT NETTING			STD
	694-010	IN DASH STORAGE BIN			N/C
	742-007	(2) CUP HOLDERS LH AND RH DASH			STD
	680-006	GRAY/CHARCOAL FLAT DASH			(\$309.00)
	860-004	SMART SWITCH EXPANSION MODULE			\$196.00
	700-002	HEATER, DEFROSTER AND AIR CONDITIONER			STD
	701-008	STANDARD HVAC DUCTING WITH SNOW SHIELD FOR FRESH AIR INTAKE			\$31.00
	703-005	MAIN HVAC CONTROLS WITH RECIRCULATION SWITCH			STD
	170-015	STANDARD HEATER PLUMBING			STD
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Data Code	Description	Weight Front	Weight Rear	Retail Price
130-041	VALEO HEAVY DUTY A/C REFRIGERANT COMPRESSOR			STD
702-002	BINARY CONTROL, R-134A			STD
739-033	STANDARD INSULATION			STD
285-013	SOLID-STATE CIRCUIT PROTECTION AND FUSES			STD
280-007	12V NEGATIVE GROUND ELECTRICAL SYSTEM			STD
324-011	DOME DOOR ACTIVATED LH AND RH, DUAL READING LIGHTS, FORWARD CAB ROOF			\$63.00
655-005	LH AND RH ELECTRIC DOOR LOCKS			\$99.00
284-023	(1) 12 VOLT POWER SUPPLY IN DASH			STD
756-1J3	BASIC HIGH BACK AIR SUSPENSION DRIVER SEAT WITH MECHANICAL LUMBAR AND INTEGRATED CUSHION EXTENSION	30		\$225.00
760-1DC	BASIC HIGH BACK NON SUSPENSION PASSENGER SEAT			STD
759-007	DUAL DRIVER SEAT ARMRESTS, NO PASSENGER SEAT ARMRESTS	4		\$69.00
711-004	LH AND RH INTEGRAL DOOR PANEL ARMRESTS			STD
758-022	BLACK MORDURA CLOTH DRIVER SEAT COVER			\$25.00
761-023	BLACK MORDURA CLOTH PASSENGER SEAT COVER			\$22.00
763-101	BLACK SEAT BELTS			STD
532-002	ADJUSTABLE TILT AND TELESCOPING STEERING COLUMN	10		\$478.00
540-015	4-SPOKE 18 INCH (450MM) STEERING WHEEL			STD
765-002	DRIVER AND PASSENGER INTERIOR SUN VISORS	ranga tinga pada mata	news and the second perfect of the first	STD
Instruments & Cont	발현 젊고장은 집작물하였다. 오오리 시호, 允산 사용에 있는 사용하는 나는 사용하는 사용하다 사용하는 지수를 하는 것이다.			STD
732-004	GRAY DRIVER INSTRUMENT PANEL			STD
734-004	GRAY CENTER INSTRUMENT PANEL			STD
870-001	BLACK GAUGE BEZELS			STD
486-001	LOW AIR PRESSURE INDICATOR LIGHT AND AUDIBLE ALARM			
840-002	2 INCH PRIMARY AND SECONDARY AIR PRESSURE GAUGES			STD
198-003	DASH MOUNTED AIR RESTRICTION INDICATOR WITH GRADUATIONS			\$40.00
721-001	97 DB BACKUP ALARM		3	\$47.00
149-013	ELECTRONIC CRUISE CONTROL WITH SWITCHES IN LH SWITCH PANEL			\$2.00

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Data Code	Description	Weight Front	Weight Rear Retail Price
 156-007	KEY OPERATED IGNITION SWITCH AND INTEGRAL START POSITION; 4 POSITION OFF/RUN/START/ACCESSORY		STD
811-042	ICU3S, 132X48 DISPLAY WITH DIAGNOSTICS, 28 LED WARNING LAMPS AND DATA LINKED		STD
160-038	HEAVY DUTY ONBOARD DIAGNOSTICS INTERFACE CONNECTOR LOCATED BELOW LH DASH		STD
844-001	2 INCH ELECTRIC FUEL GAUGE		STD
845-011	FUEL FILTER RESTRICTION INDICATOR		STD
148-085	EMISSIONS LIMITED IDLE ADJUST		STD
856-001	ELECTRICAL ENGINE COOLANT TEMPERATURE GAUGE		• * * * * * * * * * * * * * * * * * * *
864-001	2 INCH TRANSMISSION OIL TEMPERATURE GAUGE		STD
830-017	ENGINE AND TRIP HOUR METERS INTEGRAL WITHIN DRIVER DISPLAY		**************************************
372-051	CUSTOMER FURNISHED AND INSTALLED PTO CONTROLS		N/C
852-002	ELECTRIC ENGINE OIL PRESSURE GAUGE		STD
679-001	OVERHEAD INSTRUMENT PANEL		\$76.00
746-114	AM/FM/WB WORLD TUNER RADIO WITH AUXILIARY INPUT, J1939	10	\$290.00
747-001	DASH MOUNTED RADIO		N/C
750-002	(2) RADIO SPEAKERS IN CAB		N/C
753-001	AM/FM ANTENNA MOUNTED ON FORWARD LH ROOF	•	N/C
748-006	POWER AND GROUND WIRING PROVISION OVERHEAD		\$9.00
749-001	ROOF/OVERHEAD CONSOLE CB RADIO PROVISION		\$76.00
810-027	ELECTRONIC MPH SPEEDOMETER WITH SECONDARY KPH SCALE, WITHOUT ODOMETER		STD
817-008	STANDARD VEHICLE SPEED SENSOR WITH ADDITIONAL SIGNAL FOR CUSTOMER USE LOCATED BETWEEN DRIVER AND PASSENGER SEATS		\$25.00
812-001	ELECTRONIC 3000 RPM TACHOMETER		STD
813-1B4	VT-HU CONNECTIVITY PLATFORM HARDWARE		STD
8D1-002	2 YEARS DETROIT CONNECT BASE PACKAGE (VIRTUAL TECHNICIAN, DETROIT CONNECT PORTAL ACCESS)FOR VT-HU CONNECTIVITY PLATFORM		STD ·
162-002	IGNITION SWITCH CONTROLLED ENGINE STOP		STD

Application Version 11.2.313 Data Version PRL-20D.033 City of Owosso MY2021 Tandem 114SD

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09/17/2020 9:51 AM

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Prepared by: Mike Denno D & K TRUCK COMPANY 3020 Snow Rd LANSING, MI 48917 Phone: 517-449-2329

	Data Cada	Description	Weight Front	Weight Rear	Retail Price
	329-091	(6) IGN CONTROLLED EXTRA SWITCHES WITH IND LIGHTS WIRED TO POWER DIST BOX WITH RELAYS PROVIDING 20 AMPS PER CIRCUIT TO JUNCTION BLOCK AND 1 CIRCUIT AT 30 AMPS			\$468.00
	81Y-001	PRE-TRIP LAMP INSPECTION, ALL OUTPUTS FLASH, WITH SMART SWITCH			\$12.00
	836-015	DIGITAL VOLTAGE DISPLAY INTEGRAL WITH DRIVER DISPLAY			STD
	660-008	SINGLE ELECTRIC WINDSHIELD WIPER MOTOR WITH DELAY			STD
	304-039	MARKER LIGHT SWITCH INTEGRAL WITH HEADLIGHT SWITCH AND DUAL CONNECTORS AND SWITCH FOR CUSTOMER FURNISHED SNOW PLOW LIGHTS, LOW BEAMS OFF WITH HIGH BEAMS			\$214.00
	882-009	ONE VALVE PARKING BRAKE SYSTEM WITH WARNING INDICATOR			STD
	299-013	SELF CANCELING TURN SIGNAL SWITCH WITH DIMMER, WASHER/WIPER AND HAZARD IN HANDLE			STD
	298-039	INTEGRAL ELECTRONIC TURN SIGNAL FLASHER WITH HAZARD LAMPS OVERRIDING STOP LAMPS	ere No Contra a Nille Sing Francis (1875)		STD
:Desig	1				STD
1	065-000	PAINT: ONE SOLID COLOR	espo manaroni di 1800 litera		2000
Color					N/C
***************************************	980-1U4	CAB COLOR A: L2685EY RED ELITE EY			STD
	986-020	BLACK, HIGH SOLIDS POLYURETHANE CHASSIS PAINT			
	962-972	POWDER WHITE (N0006EA) FRONT WHEELS/RIMS (PKWHT21, TKWHT21, W, TW)			STD
	966-972	POWDER WHITE (N0006EA) REAR WHEELS/RIMS (PKWHT21, TKWHT21, W, TW)			STD
	964-6Z7	BUMPER PAINT: FP24812 ARGENT SILVER DUPONT FLEX			N/C
	963-003	STANDARD E COAT/UNDERCOATING		elik i ki i kinga ga pempahili Tereka a AT	STD
Certif	ication / Cor	THE STATE OF THE PROPERTY OF T			
超。2 22. 各名	996-001	U.S. FMVSS CERTIFICATION, EXCEPT SALES CABS AND GLIDER KITS			STD



Prepared by: Mike Denno D & K TRUCK COMPANY 3020 Snow Rd LANSING, MI 48917 Phone: 517-449-2329

Other Factory Charges

RD1-002

2 YEARS DETROIT CONNECT BASE PACKAGE (VIRTUAL

TECHNICIAN, DETROIT CONNECT PORTAL ACCESS)FOR VT-HU

CONNECTIVITY PLATFORM

P73-2FT

STANDARD DESTINATION CHARGE

\$2,200.00

STD

Dealer Installe	d Options			
<u> Parasa da da</u>	<u>ranga Maja dalah dan Karata da kabajarah dan basar basar da kabajar da kabajar basar basa</u>	Weight Front	Weight Rear	Price
MAN	PARTS AND SERVICE MANUALS ONLINE AT NO CHARGE	0	0	STD
PREP	DEALER PREP		0	\$350.00
	Total Dealer Installed Options	0 lbs	0 lbs	\$350.00

⁽⁺⁾ Weights shown are estimates only.

If weight is critical, contact Customer Application Engineering.

^(**) Prices shown do not include taxes, fees, etc... "Net Equipment Selling Price" is located on the Quotation Details Proposal Report.

^(***) All cost increases for major components (Engines, Transmissions, Axles, Front and Rear Tires) and government mandated requirements, tariffs, and raw material surcharges will be passed through and added to factory invoices.



Prepared by: Mike Denno D & K TRUCK COMPANY 3020 Snow Rd LANSING, MI 48917 Phone: 517-449-2329

DIMENSIONS

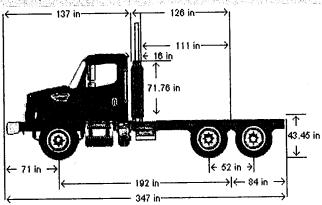


TABLE SUMMARY - DIMENSIONS

Dimension8	Inches
Bumper to Back of Cab (BBC)	137.0
Bumper to Centerline of Front Axie (BA)	71.5
Min, Cab to Body Clearance (CB)	3.0
Back of Cab to Centerline of Rear Axle(s) (CA)	126.4
Effective Back of Cab to Centerline of Rear Axle(s) (Effective CA)	110.7
Back of Cab Protrusions (Exhaust/Intake) (CP)	15.7
Back of Cab Protrusions (Side Extenders/Trim Tab) (CP)	0.0
Back of Cab Protrusions (CNG Tank)	0.0
Back of Cab Clearance (CL)	15.7
Back of Cab to End of Frame	210.1
Cab Height (CH)	71.8
Wheelbase (WB)	191.9
Frame Overhang (OH)	83.7
Overall Length (OAL)	347.1
Rear Axle Spacing	52.0
Unladen Frame Height at Centerline of Rear Axle	43.5

Performance calculations are estimates only. If performance calculations are critical, please contact Customer Application Engineering.



October 9, 2020

City of Owosso 522 Milwaukee Street, Owosso, MI 48867 Attn: Dan Humphreys, ph: (517) 763-9085



State Contract Hyperlink No: 200000000034

Equipment Quotation utilizing the state contract awarded to Truck & Trailer Specialties, Inc.

Chassis: Tandem Axle, Freightliner SD114 (D&K)

Install Crysteel 13' Select Dump Body including the following:

156" length, 84" inside width, 96" outside width 50" front height, 34" side height and 46" rear height

A1011 steel construction

Sides, ends, braces, supports are 7 ga. A1011 steel

Boxed top rail, single panel, pressed-in horizontal side braces

16" board pockets front, 12" board pockets rear

14" AR450 steel floor

8" floor-to-side radius

Western 12" I-beam type crossmemberless understructure

18" deep rear pillars

Air-operated double-acting tailgate

9-panel tailgate design constructed of 7 ga. A1011 steel

1/2 cabshield constructed of 7 ga. A1011 steel

Install body prop kit on each side of the frame

Install 4-hole light wedges on rear pillars for lighting

Install grab handle on cabshield

Install two (2) shovel holders, one on each side of bulkhead

Install two (2) grab handles with fixed steps on driver-side rear of dump

Install mudflaps mounted fore and aft of drive tires, hanging from dump box

Install Crysteel model RC690 Roller-Combo Underbody Hoist including the following:

Double-acting with grease lube manifold

Rear hinge assembly with stainless steel pins

Crysteel body and hoist warranty is 5 years, 100% parts and labor for years 1-3, 50% for years 4-5

Install US Tarp model 11450 Electric Tarp System including the following:

Steel tarp arms

Aluminum tarp housing 98" wide

Direct-drive motor

Mesh-type tarp cover

Install Central Hydraulic System including the following:

Rexroth A10VO85 front-mounted load-sensing piston pump

Pump is 85cc displacement

Front crossmember for pump mounting



Spicer 1310 driveline

Companion flange on pump side for easy removal of the drive line

Return line header

12-volt automatic low-oil shutdown system with override switch installed in cab

Install Monroe Fuel/Hydraulic Oil/Valve Enclosure Combination Tank including the following:

7 ga. type 201 stainless steel tank construction, unpainted

Valve enclosure integral to the tank

Mounting brackets are 4" ship and car channel

Ispro solid state fuel gauge sending unit

Ball-valve shutoff on supply line and case and fuel ports

Tank-mounted return line oil filter

Low oil sending unit

100 gal fuel capacity

30 gal oil capacity, filled with AW32 hydraulic oil

Tank is full of AW32 hydraulic oil

Sight/temp indicator gauge

Suction strainer

Tank labels included

Install fuel hook mounted on tank for safety

Install 3-step egress serrated bar stock & catwalk from driver's side fender to reservoir, painted Black

Install Rexroth 4m4-12 Load-Sense Hydraulic Valve Assembly including the following:

Air-operated section for Dump Hoist with LS relief for down pressure

Air-operated section for Scraper with LS relief for down pressure

Air-operated section for Scraper swing

Air-operated motorspooled section for Wing Plow

Above valves within stainless steel enclosure mounted on frame

Install Air Control Levers including the following:

Apsco single-axis air levers mounted in center console for a total of 3 levers in position (L-R) from driver:

- #1 Scraper up/down
- #2 Scraper left/right
- #3 Dump Hoist up/down with safety detent
- #4 Wing Plow up/down (uninstalled, ship loose)

All necessary hoses and fittings

Install 12" C-channel Front Bumper with tapered ends including the following:

Bumper cut-outs and remount front tow hooks on frame rails

All necessary supports and braces

Return OEM bumper back to City

Install Monroe 10' model MS4510 Underbody Scraper with 1' bolt-on extension including the following:

1" thick x 20" high x 10' long moldboard

1/2" thick hanger board with grease manifold brackets installed

2-1/2" O.D. hinge shaft

Two heavy-duty shock absorbers

Bolt-in trunnion caps for canisters; outer arm remains bolt-on style

Two 3-1/2" x 10" actuating cylinders; Socatri rods

Cushion valve

1" solid circle with 5" center pin

Center pin is piloted into hanger board

Two 4" x 12" reversing cylinders; Socatri rods

Three hinge anchor points

Hydraulic pipes



20.5" x 7" poly hold down blocks

Hose kit and j-50 type relief valve

34" solid hanger plates

Mounting hardware

Parts-installation manual

Grease line kit with manifolds

Install stainless steel grease manifold covers on each side of moldboard

Install serrated step on end of moldboard, streetside

Install standard mild steel cutting edge

Install 10' scraper with 1' bolt-on extension on curbside end of moldboard

Install Kennametal single-insert carbide cutting edges for 11' scraper (2-4' & 1-3' sections)

Supply additional two (2) sets of Kennametal single-insert carbide cutting edges for 11' scraper, (4-4' & 2-3' sections) (shipped loose)

Install one (1) Kennametal (mo. KCWB-0307A) carbide curbguard on the curbside end of the moldboard

Supply additional two (2) Kennametal (mo. KCWB-0307A) carbide curbguards (shipped loose)

Scraper mounted for potential future Wing Plow installation

Install Custom Lighting & Electrical including the following:

OEM chassis switches to be wired to warning lights and work lights including:

front flashers, rear flashers, green flashers, work lights

Indicator lights in cab console including:

body-up, low oil, pump shutdown

Console switches including:

tarp open/close, pump shutdown/override, air tailgate w/safety cap

Eight (8) SoundOff mPower (mo. EMPC2SMS4) LED split amber/green flashers flush-mounted:

Two (2) on chassis grille (on separate switch)

Two (2) on cabshield, front-facing

Two (2) on bottom of cabshield, side-facing

Two (2) side-facing near rear of dump

Install 4-hole 6" oval light boxes at rear of dump with the following in each box:

SoundOff LED solid green flashers in top holes (on separate switch)

SoundOff LED solid amber flashers, 2nd from top

SoundOff LED STT lights, 3rd from top

SoundOff LED backup lights in bottom holes

Two (2) Maxxima LED scraper work lights, one on each side

Miscellaneous lighting and wiring

FMVSS108 reflectors

LED markers on body with 3-light cluster under tailgate

Betts junction box mounted at the rear of the dump body

Proximity switch for body-up light

Back-up alarm

Install Flaming River electrical disconnect switch with 3-minute time delay wired to amber LED indicator light mounted in cab skirt

Install Rear Hitch Plate 3/" Steel with side supports including the following:

PH-20 pintle hook, multi-drill hitch plate for adjustable mounting (height TBD)

D-rings for safety chains

OEM taillights recessed into hitch plate

7-way RV flat pin trailer plug

Rear tow hooks

Paint Dump body and cabshield one color (paint code required from City)

Paint Bottom of the body, body hinge, body props, rear hitch and attaching hardware painted Black



Above installed and painted one-color:

\$64,258.00 ea.

Option #1:

Install Monroe 9' Para-Glide Patrol Wing for tandem axle chassis including the following:

Moldboard inboard shall be 27" and outboard height to be 28"

Both inboard and outboard measurements include the 8" cutting edge installed

Moldboard shall be 3/16" A36 steel & includes a 4" x 4" x 3/4" bottom angle

Top of moldboard shall be formed into a 2-3/4" x 1" channel for additional strength

Para-Glide style wing post mounted behind the scraper

Wing post shall be of a trailing link style with 12" of lift and designed to allow the moldboard to float up a

minimum of 8-12" when in the plowing position

Banjo plate includes captive design feature

Twin rear-mounted, cushioned push-arms with rear lift cylinder to operate the heel

Push-arms includes bolt-in design and grease zerks for ease of maintenance

Moldboard is powder-coated Orange

D-type rubber bumper stops & safety chain at rear

5" x 7" rear crosstube for rear wing support

Sequencing valve with hoses and couplers

Stainless steel couplers for wing circuits

Install a stainless steel light box on the wing moldboard with a SoundOff LED nForce (mo. ENFSLSRV12)

amber/green flasher light pointed rearward and an LED marker light pointed forward

Install 5/8" x 8" x 108" reverse-curve steel cutting edge

Install two (2) cast-iron, reverse-curve wing shoes (TTS part# TTWS)

Install one (1) curved carbide curbguard (TTS part# 4191060)

Additional Maxxima 4" LED work light to illuminate wing

Supply additional two (2) 5/8" x 8" x 108" reverse-curved steel cutting edges (shipped loose)

Supply additional four (4) cast-iron, reverse-curve wing shoes (TTS part# TTWS) (shipped loose)

Supply additional two (2) curved carbide curbguards (TTS part# 4191060) (shipped loose)

Option #1 installed pricing add:

\$15,265.00 ea.

Option #2:

Install LaserLine GL3000PMC Wing Plow Guidance Laser including the following:

Green "ultra-bright" laser assembly enclosed in weatherproof housing

Heated front window lens to reduce or eliminate icing

Pneumatic air blast mechanism for lens, blasting every 5 seconds

Control switch installed in-cab for laser on/off and air blast on/off

Laser assembly installed on roof of cab

Option #2 installed pricing add:

\$3,166.00 ea.

Parts and owner's manuals, 1 year parts and labor warranty on all components.

Chassis requirements to be confirmed at order entry:

CT: 126"

Highest ground clearance

6 dash-mounted analog switches for lighting functions

Low-profile raised 50 gallon fuel tank mounted under the driver's door

Front frame extension

Front of engine PTO



Stationary grille
Include OEM front bumper
Battery box behind the cab on the left side of the frame-mount box as far rearward as possible
13 gallon DEF tank mounted behind drive tire
SCR and DPF mounted behind the cab on top of the frame on the right side
Air tanks mounted between the frame rails
Trailer wiring to rear
Factory power disconnect switch in floor, driver-side

Payment Terms: Net 30. Pricing effective for 45 days.

FOB: Delivery: City of Owosso 320-360 days ARO

Thank you for the opportunity to quote.

Respectfully submitted by, Jon Luea/Brian Bouwman



Warrant 594 December 1, 2020

Vendor	Description	Fund	Amount
Michigan Municipal Risk Management Authority	Building and property insurance-3rd of 3 installments for FY 20/21	Various	\$64,067.75

Total \$64,067.75

CHECK REGISTER FOR CITY OF OWOSSO CHECK DATE FROM 11/01/2020 - 11/30/2020

Check Date	Check	Vendor Name	Description	 Amount
Bank 1 GENER	RAL FUND (I	POOLED CASH)		
11/13/2020	133152	PARKER BRENNAN	REFUND	\$ 454.62
11/13/2020	133153	AFLAC	PAYROLL DEDUCTION-AFLAC PREMIUM	\$ 732.34
11/13/2020	133154	MAKAYLA ANDERSEN	ELECTION WORK	\$ 109.00
11/13/2020	133155	THE ARGUS-PRESS	ADS	\$ 345.39
11/13/2020	133156	ASCENSION MICHIGAN CORPORATE SERVICES	ACLS UPDATE-MCKAY AND NOWISKI	\$ 525.00
11/13/2020	133157	CATHERINE V BAUMGARDNER	ELECTION WORK	\$ 203.25
11/13/2020	133158	TERRY BEACH	ELECTION WORK	\$ 278.00
11/13/2020	133159	LINDA J BEEMAN	ELECTION WORK	\$ 210.00
11/13/2020	133160	STEPHEN BENDER	ELECTION WORK	\$ 109.00
11/13/2020	133161	HANORA WEEKS BIGNALL	ELECTION WORK	\$ 193.50
11/13/2020	133162	PAMELA BITTERMAN	ELECTION WORK	\$ 200.00
11/13/2020	133163	BROOKE BREWBAKER	ELECTION WORK	\$ 253.00
11/13/2020	133164	GLENN D BRITTAIN	ELECTION WORK	\$ 596.25
11/13/2020	133165	JAYNE BROWN	ELECTION WORK	\$ 232.50
11/13/2020	133166	SHERRIE BUPP	ELECTION WORK	\$ 200.00
11/13/2020	133167	LARRY BURKE	ELECTION WORK	\$ 193.50
11/13/2020	133168	CALEDONIA CHARTER TOWNSHIP	PAYMENT PER WATER DISTRICT AGREEMENT	\$ 48,892.12
11/13/2020	133169	DENNIS CAMPBELL	ELECTION WORK	\$ 25.00
11/13/2020	133170	CHAPTER 13 TRUSTEE AT FLINT	PAYROLL DEDUCTION-CASE # 18-32306-DOF	\$ 115.40
11/13/2020	133171	JEAN E CLINE	ELECTION WORK	\$ 200.00
11/13/2020	133172	SHELLEY COOK	ELECTION WORK	\$ 76.50
11/13/2020	133173	ROSE MARY CRAFT	ELECTION WORK	\$ 287.50
11/13/2020	133174	DOUGLAS CRAIG	ELECTION WORK	\$ 200.00
11/13/2020	133175	JUDY ELAINE CRAIG	COURIER SERVICE	\$ 189.00
11/13/2020	133176	BAILEY CUMMINGS	ELECTION WORK	\$ 85.00
11/13/2020	133177	PAUL CUPAL	ELECTION WORK	\$ 195.00
11/13/2020	133178	JULIE CYBURT	ELECTION WORK	\$ 205.00
11/13/2020	133179	D & D TRUCK & TRAILER PARTS	TIRES FOR #430	\$ 2,723.65
11/13/2020	133180	AIMEE DELONG	ELECTION WORK	\$ 5.00
11/13/2020	133181	FREDERICK G DIBEAN	ELECTION WORK	\$ 284.50
11/13/2020	133182	MYRTLE DOYLE	ELECTION WORK	\$ 195.00
11/13/2020	133183	HAYLEI DROPE	ELECTION WORK	\$ 104.00
11/13/2020	133184	ELAINE DUNGEROW	ELECTION WORK	\$ 284.50
11/13/2020	133185	MICHAEL ECKMYRE	ELECTION WORK	\$ 273.00
11/13/2020	133186	SUZANNE EDWARDS	ELECTION WORK	\$ 200.00
11/13/2020	133187	JERRY ERNST	ELECTION WORK	\$ 5.00
11/13/2020	133188	ESTATE OF RODNEY E RUST	UB REFUND	\$ 67.31
11/13/2020	133189	AMMI EVANS	ELECTION WORK	\$ 208.25

11/13/2020	133190	MAGDALENA FARR	ELECTION WORK	\$ 70.00
11/13/2020	133191	CYNTHIA FARRELL	ELECTION WORK	\$ 203.25
11/13/2020	133192	JANAE L FEAR	ELECTION WORK	\$ 193.50
11/13/2020	133193	KATHLEEN FELDBAUER	ELECTION WORK	\$ 203.25
11/13/2020	133194	FIRST BANKCARD	TIC TOK INVESTIGATIONS AND FORENSICS WEBINAR	\$ 99.00
11/13/2020	133195	FIRST BANKCARD	ZOOM FEE	\$ 15.89
11/13/2020	133196	FISHER CHIPPEWA REDI-MIX, INC.	CONCRETE	\$ 1,029.00
11/13/2020	133197	JOHN L FORBES	ELECTION WORK	\$ 278.00
11/13/2020	133198	CAROLE FORD	ELECTION WORK	\$ 5.00
11/13/2020	133199	GLOBAL ENVIRONMENTAL CONSULTING LLC	LAB TESTING	\$ 1,000.00
11/13/2020	133200	PAULA GREGORICKA	ELECTION WORK	\$ 136.50
11/13/2020	133201	JAMES GRIFFIN	ELECTION WORK	\$ 109.00
11/13/2020	133202	JOSEPH GRIGAS	ELECTION WORK	\$ 205.00
11/13/2020	133203	SUSAN GRIGAS	ELECTION WORK	\$ 205.00
11/13/2020	133204	TAYLOR GROULX	ELECTION WORK	\$ 205.00
11/13/2020	133205	H20 COMPLIANCE SERVICES INC	INSPECTION SERVICES FOR CROSS CONNECTION	\$ 731.25
11/13/2020	133206	HANKERD SPORTSWEAR	FACE MASK (125)/OPD POLO SHIRTS (4)	\$ 680.00
11/13/2020	133207	LINDA SUE HARRIS	ELECTION WORK	\$ 245.50
11/13/2020	133208	HAT TRICK TENTS & EVENTS	TABLE RENTALS FOR ELECTION	\$ 250.00
11/13/2020	133209	APRIL HAYES	ELECTION WORK	\$ 200.00
11/13/2020	133210	TERRI HENNE	ELECTION WORK	\$ 71.50
11/13/2020	133211	MORGAN HESLIP	ELECTION WORK	\$ 200.00
11/13/2020	133212	KATLYN HETTINGER	ELECTION WORK	\$ 208.25
11/13/2020	133213	SHAYLEE HILL	ELECTION WORK	\$ 109.00
11/13/2020	133214	TRACIE HILL	ELECTION WORK	\$ - V
11/13/2020	133215	DONNA HITZ	ELECTION WORK	\$ 200.00
11/13/2020	133216	JOSHUA HOLLIDAY	ELECTION WORK	\$ 205.00
11/13/2020	133217	ROBERT HOOPER	ELECTION WORK	\$ 208.25
11/13/2020	133218	ROSEMARIE HOOPER	ELECTION WORK	\$ 200.00
11/13/2020	133219	LINDA HUDECEK	ELECTION WORK	\$ 109.00
11/13/2020	133220	BONNIE IRBY	ELECTION WORK	\$ 223.50
11/13/2020	133221	MEREDITH KEATING	ELECTION WORK	\$ 262.50
11/13/2020	133222	LINDA L KENNEY	ELECTION WORK	\$ 109.00
11/13/2020	133223	VICKI KINKER	ELECTION WORK	\$ - V
11/13/2020	133224	CAROLYN KOENIG	ELECTION WORK	\$ 200.00
11/13/2020	133225	ETHAN KOHAGEN	ELECTION WORK	\$ 193.50
11/13/2020	133226	PARKER KOHAGEN	ELECTION WORK	\$ 65.00
11/13/2020	133227	EDWARD KOHAGEN	ELECTION WORK	\$ 71.50
11/13/2020	133228	PATRICIA ANNE KOHAGEN	ELECTION WORK	\$ 63.50
11/13/2020	133229	MICHAEL KOVICH	ELECTION WORK	\$ 200.00
11/13/2020	133230	LAMPHERE'S	INSTALL WATER HEATER AT DPW	\$ 400.19
11/13/2020	133231	FRANK LIVINGSTON	ELECTION WORK	\$ 219.50
11/13/2020	133232	GAIL L LOVE	ELECTION WORK	\$ 200.00
11/13/2020	133233	BILLY LUNDY	ELECTION WORK	\$ 55.00
11/13/2020	133234	ANNE MAHAR	ELECTION WORK	\$ 109.00

11/13/2020	133235	KAYLA MATLOCK	ELECTION WORK	\$	200.00
11/13/2020	133236	SHARON MCALLISTER	ELECTION WORK	\$	219.50
11/13/2020	133237	MICHELLE MCNURE	ELECTION WORK	\$	205.00
11/13/2020	133238	DENISE MEYER	ELECTION WORK	\$	109.00
11/13/2020	133239	MISDU	PAYROLL DEDUCTIONS	\$	1,611.95
11/13/2020	133240	CHRISTINE MITCHELL	ELECTION WORK	\$	109.00
11/13/2020	133241	SHEILA MONDEAU-RALPH	ELECTION WORK	\$	200.00
11/13/2020	133242	MUNROE AMANDA	UTILITY BILL REFUND	\$	133.74
11/13/2020	133242	NATIONAL FIRE PROTECTION ASSOCIATION	CODE BOOKS	\$	180.95
11/13/2020	133244	NORTH AMERICAN OVERHEAD DOOR INC	RECEIVER FOR DOOR (3)	\$	155.00
11/13/2020	133245	EMILY NYDAHL	ELECTION WORK	\$	109.00
11/13/2020	133245	CAROLYN LEE O'CONNELL	ELECTION WORK	\$	253.00
11/13/2020	133240	OWOSSO BOLT & BRASS CO	PARTS	\$	724.75
11/13/2020	133247	ALICE LYN PETERSON	ELECTION WORK	۶ \$	271.50
11/13/2020	133249	SHARON PETERSON	ELECTION WORK	\$ \$	200.00
11/13/2020	133250	LINDA PINCIK	ELECTION WORK	\$ \$	253.00
• •	133251	CLARA PITT	ELECTION WORK ELECTION WORK	\$ \$	205.00
11/13/2020				\$ \$	
11/13/2020	133252	GALE PORTER PROFESSIONAL ANGWERING SERVICES	ELECTION WORK	•	195.00
11/13/2020	133253	PROFESSIONAL ANSWERING SERVICES	NOVEMBER 2020 ANSWERING SERVICE	\$ \$	75.00
11/13/2020	133254	R & D SEPTIC TANK CLEANING LLC	PORTABLE SANITATION SERVICES	\$ \$	850.00
11/13/2020	133255	R & D SEPTIC TANK CLEANING LLC	PORTABLE SANITATION SERVICES	\$ \$	260.00
11/13/2020	133256	GERALDINE MARGARET RAMOS	ELECTION WORK	\$ \$	200.00
11/13/2020	133257	PRESTON RHEAUME	ELECTION WORK	т .	200.00
11/13/2020	133258	ROACH LEEANN	REISSUED CHECK #131906	\$ \$	87.40
11/13/2020	133259	BERNETTE ROE	ELECTION WORK	•	232.50
11/13/2020	133260	PATRICIA SANDERS	ELECTION WORK	\$	219.50
11/13/2020	133261	JUDY SAWYER	ELECTION WORK	\$	70.00
11/13/2020	133262	SARA SCHIEBNER	ELECTION WORK	\$	114.00
11/13/2020	133263	CHRISTINE SCHRAM	ELECTION WORK	\$	127.00
11/13/2020	133264	DAN SCROGGINS	ELECTION WORK	\$	156.00
11/13/2020	133265	JUDY SENK	ELECTION WORK	\$	200.00
11/13/2020	133266	SHEAR COMFORT LTD	2014 FORD TAURUS SEAT COVERS	\$	254.25
11/13/2020	133267	ELAINE SHEPARD	ELECTION WORK	\$	232.50
11/13/2020	133268	ELLEN SIMON	ELECTION WORK	\$	232.50
11/13/2020	133269	MICHAEL SPENCER	ELECTION WORK	\$	200.00
11/13/2020	133270	MARGARET SPENCER	ELECTION WORK	\$	200.00
11/13/2020	133271	STATE OF MICHIGAN-EGLE	WATER TESTING	\$	52.00
11/13/2020	133272	CATHERINE STEVENSON	ELECTION WORK	\$	208.00
11/13/2020	133273	KAREN STITES	ELECTION WORK	\$	109.00
11/13/2020	133274	KARYL SULLIVAN	ELECTION WORK	\$	200.00
11/13/2020	133275	LARRY SULLIVAN	ELECTION WORK	\$	203.25
11/13/2020	133276	STEVEN TEICH	ELECTION WORK	\$	219.50
11/13/2020	133277	IONE THOMAS	ELECTION WORK	\$	274.50
11/13/2020	133278	JEAN TRAFTON	ELECTION WORK	\$	205.00
11/13/2020	133279	JAMES TREADWAY	ELECTION WORK	\$	200.00

11/13/2020	133280	RHONDA TRUMBO	ELECTION WORK	\$ 203.25
11/13/2020	133281	HECTOR M VALDEZ JR	ELECTION WORK	\$ 195.00
11/13/2020	133282	VALLEY LUMBER	CEMENT FORMS	\$ 40.37
11/13/2020	133283	KARIN VANDERMOLEN	ELECTION WORK	\$ 200.00
11/13/2020	133284	ROANN M WARNER	ELECTION WORK	\$ 259.50
11/13/2020	133285	DEBRA WHIPPLE	ELECTION WORK	\$ 50.00
11/13/2020	133286	WIN'S ELECTRICAL SUPPLY OF OWOSSO	SUPPLIES	\$ 164.90
11/13/2020	133287	JENNIFER ZIETZ	ELECTION WORK	\$ 278.00
11/13/2020	133288	RENEE ZWOLENSKY	ELECTION WORK	\$ 243.00
11/13/2020	6097(A)	THE ACCUMED GROUP	AMBULANCE BILLING SERVICES & STATE REPORTING	\$ 9,963.78
11/13/2020	6098(A)	AMAZON CAPITAL SERVICES	SUPPLIES	\$ 163.40
11/13/2020	6099(A)	BIO-CARE INC	OFD RESPIRATORY SURVEILLANCE TESTING	\$ 1,482.00
11/13/2020	6100(A)	NANCY L BLAIR	ELECTION WORK	\$ 246.50
11/13/2020	6101(A)	BOUND TREE MEDICAL LLC	AMBULANCE MEDICAL SUPPLIES	\$ 111.92
11/13/2020	6102(A)	C & B AIR COMPRESSORS	THERMO-BYPASS VALVE	\$ 996.97
11/13/2020	6103(A)	CAPITAL CONSULTANTS	ENGINEERING SERVICES	\$ 14,302.20
11/13/2020	6104(A)	CINTAS CORPORATION #308	FLOOR MATS	\$ 46.08
11/13/2020	6105(A)	COLE-PARMER INSTRUMENT COMPANY	PARTS	\$ 174.65
11/13/2020	6106(A)	CONSUMERS ENERGY	GAS/ELECTRIC USAGE	\$ 52,002.71
11/13/2020	6107(A)	VOID		\$ - V
11/13/2020	6108(A)	CRAWFORD CONTRACTING INC	STREET RESURFACING PROGRAM	\$ 274,077.15
11/13/2020	6109(A)	EMPLOYEE BENEFIT CONCEPTS INC	NOVEMBER 2020 FSA ADMIN FEE	\$ 105.00
11/13/2020	6110(A)	ETNA SUPPLY COMPANY	INVENTORY/PARTS	\$ 2,541.70
11/13/2020	6111(A)	FASTENAL COMPANY	SUPPLIES	\$ 400.32
11/13/2020	6112(A)	GALL'S INC	CUFFS (4)	\$ 101.59
11/13/2020	6113(A)	GILBERT'S DO IT BEST HARDWARE & APPLIANCE	SUPPLIES	\$ 372.42
11/13/2020	6114(A)	GOULD LAW PC	PROFESSIONAL SERVICES	\$ 9,854.32
11/13/2020	6115(A)	GRAINGER INC	FLOWMETER	\$ 215.37
11/13/2020	6116(A)	GRAYMONT WESTERN LIME INC	BULK PEBBLE QUICK LIME	\$ 6,658.25
11/13/2020	6117(A)	HACH COMPANY	CONTROLLER REPAIR	\$ 1,711.50
11/13/2020	6118(A)	JON STEWART HARRIS	ELECTRICAL INSPECTIONS	\$ 525.00
11/13/2020	6119(A)	HOSPITAL NETWORK HEALTHCARE SERVICE	MEDICAL WASTE DISPOSAL	\$ 120.00
11/13/2020	6120(A)	J & H OIL COMPANY	FUEL PE 10/31/20	\$ 4,195.91
11/13/2020	6121(A)	STEVEN PAUL KOHAGEN	ELECTION WORK	\$ 39.00
11/13/2020	6122(A)	MATHESON TRI-GAS INC	BULK CARBON DIOXIDE	\$ 3,050.11
11/13/2020	6123(A)	MCGUIRK SAND-GRAVEL INC	2020 STREET PROGRAM & 2020 DWRF WATER MAIN PROJECT	\$ 53,350.45
11/13/2020	6124(A)	MEI TOTAL ELEVATOR SOLUTIONS	CITY HALL ELEVATOR SERVICE	\$ 151.58
11/13/2020	6125(A)	MICHIGAN CRITICAL POWER	GENERATOR PM AND LOAD TEST	\$ 1,113.00
11/13/2020	6126(A)	MOTION INDUSTRIES INC	PATCH KIT	\$ 398.10
11/13/2020	6127(A)	OFFICE DEPOT	SUPPLIES	\$ 316.55
11/13/2020	6128(A)	OFFICE SOURCE	SUPPLIES	\$ 57.38
11/13/2020	6129(A)	OLIN CORPORATION	SODIUM HYPOCHLORITE	\$ 3,179.70
11/13/2020	6130(A)	ORCHARD HILTZ & MCCLIMENT INC	ENGINEERING SERVICES	\$ 17,107.00
11/13/2020	6131(A)	OWOSSO CHARTER TOWNSHIP	PAYMENT PER WATER AGREEMENT	\$ 16,690.39
11/13/2020	6132(A)	PACE ANALYTICAL SERVICES INC	WASTEWATER ANALYSES	\$ 275.00

11/13/2020	6133(A)	PASSPORT LABS INC	PARKING TICKET MANAGEMENT SYSTEM SERVICE	\$ 14.33
11/13/2020	6134(A)	POLICE OFFICERS LABOR COUNCIL	PAYROLL DEDUCTION-UNION DUES	\$ 854.25
11/13/2020	6135(A)	QUADIENT INC	POSTAGE METER RENTAL/MAINTENANCE	\$ 308.10
11/13/2020	6136(A)	REPUBLIC SERVICES INC	REFUSE SERVICE-NOVEMBER 2020	\$ 414.48
11/13/2020	6137(A)	RUBOB'S INC	OCT 20 PUBLIC SAFETY DRY CLEANING	\$ 274.80
11/13/2020	6138(A)	SAFEBUILT MICHIGAN LLC	OCTOBER 2020-BUILDING DEPARTMENT SERVICES	\$ 10,523.00
11/13/2020	6139(A)	SEIFERT CONCRETE LLC	2020 SIDEWALK RESTORATION PROGRAM	\$ 25,496.48
11/13/2020	6140(A)	THE SHOWALTER GROUP LLC	APPRAISAL SERVICES FOR 216 W MAIN & 123 N WASHINGTON	\$ 5,000.00
11/13/2020	6141(A)	SIGNATURE AUTO GROUP-OWOSSO MOTORS	REPAIRS TO OPD VEHICLES	\$ 650.64
11/13/2020	6142(A)	THOMAS JANITORIAL INC	COVID-19 DISINFECTION OF CITY HALL	\$ 150.00
11/13/2020	6143(A)	UNIQUE PAVING MATERIALS CORP	UPM COLD PATCH MIX	\$ 4,912.07
11/13/2020	6144(A)	UNITED PARCEL SERVICE	SHIPPING	\$ 49.47
11/13/2020	6145(A)	WASTE MANAGEMENT OF MICHIGAN INC	LANDFILL DISPOSAL CHARGES-10/16/20-10/31/20	\$ 5,591.87
11/13/2020	6146(A)	WESTECH ENGINEERING INC	EMERGENCY REPAIR TO WTP CLARIFIER	\$ 13,470.39
11/17/2020	133289	ROSS JOANN	UB refund for account: 1653500001	\$ 19.87
11/17/2020	133290	SHIAWASSEE COUNTY TREASURER	TAX COLLECTION DISBURSEMENT	\$ 7,384.81
11/17/2020	133291	SHIAWASSEE COUNTY TREASURER	MOBILE HOME TAX DISBURSEMENT	\$ 355.00
11/25/2020	133292	ADVANCED DRAINAGE SYSTEMS INC	DRAINAGE PIPE FOR BENNETT FIELD	\$ 3,879.72
11/25/2020	133293	H K ALLEN PAPER CO	SUPPLIES	\$ 1,110.50
11/25/2020	133294	AMERICAN SPEEDY PRINTING	EGLE LEAD WATER PUBLIC EDUCATION MAILING	\$ 3,269.00
11/25/2020	133295	TIM APPLEGATE	REIMBURSEMENT	\$ 21.47
11/25/2020	133296	B & C JEFF BARTZ & CO	1080 JUNIPER ST REPAIR	\$ 350.00
11/25/2020	133297	CHAPTER 13 TRUSTEE AT FLINT	PAYROLL DEDUCTION	\$ 115.40
11/25/2020	133298	DAYSTARR COMMUNICATIONS	DECEMBER 2020-PHONE AND BROADBAND INTERNET SERVICE	\$ 1,089.20
11/25/2020	133299	DOWNTOWN DEVELOPMENT AUTHORITY	TAX COLLECTION DISBURSEMENT	\$ 187.18
11/25/2020	133300	EMPCO INC	WATER FILTRATION OPERATOR EXAM (4)	\$ 144.00
11/25/2020	133301	FIRST DUE FIRE SUPPLY	NAME PATCHES FOR TURN OUT COATS (3)	\$ 211.20
11/25/2020	133302	HARRAND, RICHARD	REIMBURSEMENT	\$ 244.61
11/25/2020	133303	TRACIE HILL	ELECTION WORK	\$ 109.00
11/25/2020	133304	KATHLEEN K HOLCZMAN	BD Bond Refund	\$ 12,746.00
11/25/2020	133305	INDUSTRIAL SUPPLY OF OWOSSO INC	SAFETY GLASSES/WELDING HELMET	\$ 146.80
11/25/2020	133306	VICKI KINKER	ELECTION WORK	\$ 5.00
11/25/2020	133307	MICHIGAN ASSOCIATION OF CHIEFS OF POLICE	ATM MORNING SESSION-KEVIN LENKART	\$ 25.00
11/25/2020	133308	MICHIGAN MUNICIPAL LEAGUE	WEBSITE CLASSIFIED AD-DIR OF PUBLIC SERVICES	\$ 86.76
11/25/2020	133309	MISDU	PAYROLL DEDUCTION	\$ 1,611.95
11/25/2020	133310	POLICE EXECUTIVE RESEARCH FORUM	2021 MEMBERSHIP FOR KEVIN LENKART	\$ 200.00
11/25/2020	133311	POSTMASTER	USPS MARKETING MAIL PERMIT	\$ 240.00
11/25/2020	133312	RHONDA S PRITCHETT	REIMBURSEMENT	\$ 53.48
11/25/2020	133313	SANFORD CHUCK	REIMBURSEMENT	\$ 2,020.00
11/25/2020	133314	SHIAWASSEE COUNTY TREASURER	TAX COLLECTION DISBURSEMENT	\$ 7,816.85
11/25/2020	133315	SPRINT COMMUNICATIONS	CELL PHONE SERVICE AND EQUIPMENT	\$ 838.22
11/25/2020	133316	STATE OF MICHIGAN	ASSESSOR CERTIFICATION-MARY JO CALKINS	\$ 50.00
11/25/2020	133317	STATE OF MICHIGAN	BROWNFIELD REDEVELOPMENT FUNDS	\$ 14,277.00
11/25/2020	133318	STATE OF MICHIGAN	PLATE RENEWAL (3)	\$ 39.00
11/25/2020	133319	STATE OF MICHIGAN	RECORDS MANAGEMENT FEES-10/1/20-9/30/21	\$ 3,600.00

11/25/2020	133320	SUNCOAST LEARNING SYSTEMS INC	WATER UTILITY SAFETY-DRINKING WATER COURSE-RYAN JONES	\$ 215.00
11/25/2020	133321	THE TOWN TUB	FUEL	\$ 172.03
11/25/2020	133322	WALLSIDE WINDOWS	BD Payment Refund	\$ 50.00
11/25/2020	133323	ZORO TOOLS INC	SAFETY VESTS (8)	\$ 77.12
11/25/2020	6147(A)	ALS LABORATORY GROUP	WASTEWATER ANALYSES	\$ 1,561.25
11/25/2020	6148(A)	APPLIED SPECIALTIES INC	LIMECURE-25	\$ 4,603.50
11/25/2020	6149(A)	BOUND TREE MEDICAL LLC	AMBULANCE MEDICAL SUPPLIES	\$ 345.80
11/25/2020	6150(A)	COMMUNITY IMAGE BUILDERS	PROFESSIONAL SERVICES	\$ 2,115.00
11/25/2020	6151(A)	CRAWFORD CONTRACTING INC	2020 STREET PROGRAM & 2020 DWRF WATER MAIN PROJECT	\$ 13,954.82
11/25/2020	6152(A)	ELECTION SOURCE	ELECTION DAY SUPPORT	\$ 1,500.00
11/25/2020	6153(A)	ETNA SUPPLY COMPANY	PARTS	\$ 1,678.00
11/25/2020	6154(A)	FERGUSON ENTERPRISES LLC	WATER INVENTORY	\$ 2,990.00
11/25/2020	6155(A)	FLEIS & VANDENBRINK ENGINEERING INC	ENGINEERING SERVICES	\$ 155.00
11/25/2020	6156(A)	FRONT LINE SERVICES INC	REPAIRS TO TOWER 1	\$ 4,997.97
11/25/2020	6157(A)	GABRIDGE & COMPANY PLC	AUDIT SERVICES OF FINANCIAL STATEMENTS	\$ 15,230.00
11/25/2020	6158(A)	GENERAL CODE LLC	UPDATES AND SUPPORT FOR LASERFICHE-1/25/20-1/24/21	\$ 3,851.00
11/25/2020	6159(A)	GOYETTE MECHANICAL	MAINTENANCE CONTRACT FOR BOILER IN PUBLIC SAFETY BUILDING	\$ 390.00
11/25/2020	6160(A)	GRAINGER INC	GLOVES	\$ 58.37
11/25/2020	6161(A)	GRAND RIVER CONSTRUCTION INC	WASTEWATER TREATMENT PLANT HEADWORKS IMPROVEMENTS	\$ 219,132.00
11/25/2020	6162(A)	J & H OIL COMPANY	FUEL USAGE-PE 11/15/20	\$ 3,627.06
11/25/2020	6163(A)	KENT COMMUNICATIONS INC	PERSONAL PROPERTY STATEMENT PROCESSING AND MAILING	\$ 92.50
11/25/2020	6164(A)	AMY K KIRKLAND	MEALS FOR NOVEMBER 3, 2020 ELECTION	\$ 389.21
11/25/2020	6165(A)	LOGICALIS INC	SEPT & OCT 2020-NETWORK ENGINEERING SERVICES	\$ 14,749.00
11/25/2020	6166(A)	MANER COSTERISAN & ELLIS PC	NOVEMBER 2020-ACCOUNTING SERVICES	\$ 4,492.00
11/25/2020	6167(A)	MEETING TOMORROW	COMPUTER RENTAL FOR NOVEMBER 3, 2020 ELECTION	\$ 1,643.20
11/25/2020	6168(A)	MEYER ELECTRIC INC	ELECTRICAL WORK AT WWTP	\$ 277.00
11/25/2020	6169(A)	MICH BUSINESS POWERED BY MDPA	DECEMBER 2020-COBRA ADMIN FEE	\$ 50.00
11/25/2020	6170(A)	MICHIGAN MUNICIPAL LEAGUE WORKERS' COMPENSATION FUND	WORKERS' COMPENSATION	\$ 23,110.00
11/25/2020	6171(A)	GENUINE PARTS COMPANY	PARTS/SUPPLIES	\$ 473.25
11/25/2020	6172(A)	OFFICE DEPOT	SUPPLIES	\$ 300.64
11/25/2020	6173(A)	ORCHARD HILTZ & MCCLIMENT INC	ENGINEERING SERVICES	\$ 36,798.50
11/25/2020	6174(A)	PACE ANALYTICAL SERVICES INC	WASTEWATER ANALYSES	\$ 210.00
11/25/2020	6175(A)	PROLIME CORPORATION	REMOVAL OF SPENT LIME RESIDUALS FROM WTP	\$ 8,080.00
11/25/2020	6176(A)	SAFETY-KLEEN SYSTEMS INC	WWTP-QUARTERLY REPLACE/RECYCLE OF PARTS WASHER FLUID	\$ 275.00
11/25/2020	6177(A)	SIGNATURE AUTO GROUP-OWOSSO MOTORS	NEW OPD VEHICLE #03 AND OPD VEHICLE REPAIRS	\$ 36,654.07
11/25/2020	6178(A)	TRUCK & TRAILER SPECIALTIES	SAFETY PROTECTION BRACES	\$ 1,011.50
11/25/2020	6179(A)	UNITED PARCEL SERVICE	SHIPPING FEES	\$ 63.13
11/25/2020	6180(A)	USA BLUE BOOK	SUPPLIES	\$ 84.08
11/25/2020	6181(A)	VERIZON WIRELESS	MODEM FEES-PUBLIC SAFETY-10/11/20-11/10/20	\$ 636.08
11/25/2020	6182(A)	WASTE MANAGEMENT OF MICHIGAN INC	LANDFILL DISPOSAL CHARGES-11/1/20-11/15/20	\$ 5,664.61
11/25/2020	6183(A)	WEST SHORE FIRE INC	USED CYLINDERS AND TESTING (12)	\$ 900.00

1 TOTALS:

(3 Checks Voided)

Total of 256 Disburse	ements:		\$ 1,:	100,866.31
Bank 10 OWOSSO HI	STORICAL FUND			
11/17/2020 5389	CONSUMERS ENERGY	GAS/ELECTRIC SERVICE	\$	214.23
11/17/2020 5390	DAYSTARR COMMUNICATIONS	PHONE & BROADBAND INTERNET SERVICE	\$	127.14
11/17/2020 5391	ENGINEERED PROTECTION SYSTEMS INC	MONITORING SERVICE	\$	151.89
11/17/2020 5392	NO MOW PROBLEMS LAWN CARE	OCTOBER 2020 MOWING AT GOULD HOUSE	\$	160.00
11/25/2020 5393	DAYSTARR COMMUNICATIONS	PHONE & BROADBAND INTERNET SERVICE	\$	28.32
11/25/2020 5394	ALBERT W MARTENIS III	DECEMBER 2020-HISTORICAL DIRECTOR SERVICES	\$	250.00
10 TOTALS:				
Total of 6 Disbursem	ents:		\$	931.58
REPORT TOTALS:				
(3 Checks Voided) Total of 262 Disburse	ements:		\$ 1,:	101,797.89



MEMORANDUM

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

DATE: December 1, 2020

TO: Mayor Eveleth and the Owosso City Council

FROM: City Manager, City Assessor

SUBJECT: Shiawassee County Designated Assessor Interlocal Agreement

RECOMMENDATION:

Approve the Interlocal Agreement for Shiawassee County Designated Assessor

BACKGROUND:

In 2018, Public Act 260 was enacted and set forth the requirement that the County must maintain an individual to serve as the "County Designated Assessor". The appointment must be approved by means of an inter-local agreement between the County Board of Commissioners and a majority of the local assessing units within the county. The appointment is also subject to the final approval of the Michigan State Tax Commission. The selection and majority approval by local units of government must be completed and submitted and approved by the Michigan State Tax Commission no later than December 31, 2020. The State Tax Commission ("STC") released guidance on the topic this summer, and the Michigan Association of Equalization Directors ("MAED") has been working through the fall to establish a fairly consistent framework to be used to develop the inter-local agreement.

Please note the following points as it concerns the proposed agreement:

- The Designated Assessor will only assume responsibility of the assessment roll if the assessor of record twice fails the Audit of Minimum Assessing Requirements ("AMAR") conducted by the State Tax Commission.
- 2. The Michigan Association of Equalization Directors assisted in the preparation of a template following guidance by the State Tax Commission. The fees outlined if the Designated Assessor assumes the assessment roll are fairly standard across the State as well.
- 3. It has been recommended to the Shiawassee County Board of Commissioners to appoint Sarah Payton, Michigan Advanced Assessing Officer (MAAO) for the initial period of five (5) years to serve as the Designated Assessor for Shiawassee County. Sarah Payton works in Shiawassee County Equalization and Tax Description as part of Preston Community Services, LLC and with Scott Cunningham, the County's Equalization Director. At the October 22, 2020 meeting of the Board of Commissioners the attached inter-local agreement was presented and approved, to be forwarded to all local units for review and consideration.
- 4. The agreement must be signed and returned to the Shiawassee County Equalization Department no later than December 11, 2020. The executed inter-local agreement will be forwarded to the Michigan State Tax Commission for their review and approval.

FISCAL IMPACTS:

This is new legislation that requires every county to have a 'designated assessor' in the event a local unit fails the Audit of Minimum Assessing Requirements and also fails their corrective action plan. Most likely,

none of the units within Shiawassee County will need to use the designated assessor as they are all in good standing.

There is no financial obligation to the local units as long as we are working in Equalization. If that changed for some reason, then the retainer fee would be \$200 per unit per year. We don't anticipate that happening at this time.

RESOLUTION NO.

RESOLUTION AUTHORIZING INTERLOCAL AGREEMENT FOR SHIAWASSEE COUNTY DESIGNATED ASSESSOR

WHEREAS, the City of Owosso, Shiawassee County, Michigan, is required under Public Act 260 of 2018 to sign an interlocal agreement to appoint a designated assessor with Shiawassee County; and

WHEREAS, the City of Owosso has been notified by the County of PSA 260and its requirements; and

WHEREAS, the County recommends that the Designated Assessor for Shiawassee County for purposes of this interlocal agreement be Sarah Payton of the County Equalization Office.

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 join other Shiawassee County local governments in signing this interlocal agreement naming Sarah Payton as the County's Designated Assessor.

SECOND: The mayor and city clerk are instructed and authorized to sign the document substantially

in the form attached, Interlocal Agreement for County Designated Assessor between the

City of Owosso, Michigan and Shiawassee County.

SHIAWASSEE COUNTY INTERLOCAL AGREEMENT FOR COUNTY DESIGNATED ASSESSOR

This Interlocal Agreement, by and between the COUNTY OF SHIAWASSEE, a political subdivision of the State of Michigan (hereinafter referred to as the "County"), Antrim TOWNSHIP, Bennington TOWNSHIP, Burns TOWNSHIP, Caledonia Charter TOWNSHIP, Fairfield TOWNSHIP, Hazelton TOWNSHIP, Middlebury TOWNSHIP, New Haven TOWNSHIP, Owosso Charter TOWNSHIP, Perry TOWNSHIP, Rush TOWNSHIP, Sciota TOWNSHIP, Shiawassee TOWNSHIP, Venice TOWNSHIP, Vernon TOWNSHIP, Woodhull TOWNSHIP, CITY of Corunna, CITY of Durand, CITY of Laingsburg, CITY of Owosso, CITY of Perry, each a political subdivision of the State of Michigan (each hereinafter referred to as an "Assessing District," and collectively referred to as the "Assessing Districts"), is entered into pursuant to the Urban Cooperation Act of 1967, Public Act 7 of 1967 (Ex. Sess.), as amended, MCL 124.501 *et seq.*, and the General Property Tax Act, Public Act 206 of 1893, as amended by Public Act 660 of 2018, MCL 211.10g, for the purpose of designating an individual to serve as the County's Designated Assessor.

WHEREAS, pursuant to MCL 211.10g(4), every County shall have a Designated Assessor on file with the State Tax Commission as of December 31, 2020; and

WHEREAS, the County Designated Assessor is designated by an Interlocal Agreement executed between the County Board of Commissioners and a majority of the Assessing Districts in the County; and

WHEREAS, the individual designated as the County's Designated Assessor must be approved by the State Tax Commission.

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

BACKGROUND INFORMATION

- 1a. <u>Designation of County Designated Assessor</u>. The County and a majority of the Assessing Districts in the County designate <u>Sarah Payton</u>, who is an individual qualified and certified by the State Tax Commission as a Michigan Advanced Assessing Officer (Certification #R-9302), to be the County Designated Assessor for Shiawassee County.
- 1b. Assessing Districts covered under this interlocal agreement are as follows. Antrim TOWNSHIP, Bennington TOWNSHIP, Burns TOWNSHIP, Caledonia Charter TOWNSHIP, Fairfield TOWNSHIP, Hazelton TOWNSHIP, Middlebury TOWNSHIP, New Haven TOWNSHIP, Owosso Charter TOWNSHIP, Perry TOWNSHIP, Rush TOWNSHIP, Sciota TOWNSHIP, Shiawassee TOWNSHIP, Venice TOWNSHIP, Vernon TOWNSHIP, Woodhull TOWNSHIP, CITY of Corunna, CITY of Durand, CITY of Laingsburg, CITY of Owosso, CITY of Perry
- 1c. <u>SEV totals by class (including special act values) for Shiawassee County</u> as of 2020 are as follows.

Agricultural	578,630,200	Timber-Cutover	0
Commercial	217,354,290	Developmental	0
Industrial	39,677,760	Total Real Property	2,452,882,766
Residential	1,617,220,516	Personal Property	122,646,359
		Total Real and Personal Property	2,575,529,125

1d. Total number of parcels by classification as of 2020 by unit are as follows.

	Agricultural	Commercial	Industrial
Antrim Township	303	0	13
Bennington Township	251	18	18
Burns Township	243	41	12
Caledonia Township	265	221	22
Fairfield Township	281	4	0
Hazelton Township	397	46	9
Middlebury Township	187	12	4
New Haven Township	390	6	4
Owosso Township	216	127	37
Perry Township	196	91	23
Rush Township	367	20	0
Sciota Township	252	3	0
Shiawassee Township	288	35	13
Venice Township	360	64	0
Vernon Township	271	105	24
Woodhull Township	91	28	11
City of Corunna	0	112	16
City of Durand	0	123	12
City of Laingsburg	0	58	1
City of Owosso	0	436	60
City of Perry	0	108	4
	Residential	Timber Cutover	Developmental
Antrim Township	896	0	0
Bennington Township	1542	0	0
Burns Township	1444	0	0
Caledonia Township	1948	0	0
Fairfield Township	252	0	0
Hazelton Township	798	0	0

Middlebury Township	681	0	0
New Haven Township	486	0	0
Owosso Township	1704	0	0
Perry Township	1474	0	0
Rush Township	527	0	0
Sciota Township	759	0	0
Shiawassee Township	1354	0	0
Venice Township	1310	0	0
Vernon Township	2521	0	0
Woodhull Township	1743	0	0
City of Corunna	923	0	0
City of Durand	1247	0	0
City of Laingsburg	500	0	0
City of Owosso	5426	0	0
City of Perry	878	0	0
	Total Real	Personal	Total Real & Personal
Antrim Township	1212	18	1230
Bennington Township	1829	48	1877
Burns Township	1740	52	1792
Caledonia Township	2456	261	2717
Fairfield Township	537	17	554
Hazelton Township	1250	61	1311
Middlebury Township	884	34	918
New Haven Township	886	26	912
Owosso Township	2084	68	2152
Perry Township	1784	43	1827
Rush Township	914	46	960
Sciota Township	1014	20	1034
Shiawassee Township	1690	60	1750
Venice Township	1734	78	1812
Vernon Township	2921	120	3041
Woodhull Township	1873	38	1911
City of Corunna	1051	126	1177
City of Durand	1382	193	1575
City of Laingsburg	559	74	633
C'' CO			
City of Owosso	5922	540	6462

¹e. <u>List of any unique, complex, or high value properties</u> within the County. There are no properties throughout the County that are considered unique, complex, or high value.

- 1f. <u>Term of agreement</u>. If approved by the State Tax Commission, the County Designated Assessor shall serve for a minimum of five (5) years from the date of the approved designation. The designation shall not be revoked, and no new designation shall be made earlier than five (5) years following the date of the approved designation, except in the event of the death or disability of the Designated Assessor.
- 1g. Agreement Effective Date. The effective date of this agreement shall commence on December 31st, 2020 or at such time the State Tax Commission approves the designation of the Designated Assessor. Whichever comes last.
- 1h. <u>Place of Performance of Duties.</u> The duties performed by the Designated Assessor shall be carried out at the principal office of the Designated Assessor located at 259 E. Grand River, Laingsburg, Michigan 48848. Office hours at an Assessing District's Township or City Hall will be negotiated at such a time an Assessing District chooses to or is ordered to have the Designated Assessor act as their assessor of record.

QUALIFICATIONS OF DESIGNATED ASSESSOR

- 2a. <u>Current assessor certification level and number.</u> Sarah Payton is currently certified as a Michigan Advanced Assessing Officer (MAAO). Certification number is R-9302.
- 2b. <u>Current employment status of the Designated Assessor</u>. Sarah Payton is currently employed with Preston Community Services, LLC and acts as the assessor of record for the City of Potterville, Eaton County and is the Equalization Director for Iosco County.
- 2c. <u>Prior local unit assessing experience</u>. Sarah Payton continues to be the assessor of record and Equalization Director for units listed in 2b. She has 8 years of experience working in multiple local units for both assessing and equalization via her employment with Preston Community Services, LLC.
- 2d. <u>Conflict of interest disclosures.</u> There are no known conflicts of interest between the Designated Assessor and Shiawassee County or any assessing districts within the County.

SCOPE OF SERVICES PROVIDED BY DESIGNATED ASSESSOR

- 3a. <u>Preparation of assessment rolls.</u> The Designated Assessor shall annually meet the guidelines of the State Tax Commissions document "Supervising Preparation of the Assessment Roll" for any Assessing District under contract with the Designated Assessor.
- 3b. <u>Plan to correct deficiencies found in an AMAR audit.</u> The Designated Assessor shall file a Corrective Action Plan with the State Tax Commission within 30 days of assuming jurisdiction of an Assessing District who was found to have deficiencies on their latest AMAR audit. With the exception of a complete reappraisal, all identified AMAR deficiencies will be corrected within one year of assumption of the Assessing District, unless otherwise agreed upon by the Designated Assessor, Assessing District and the State Tax Commission.
- 3c. <u>Attendance at Boards of Review Meetings.</u> After assuming jurisdiction of an Assessing District, the Designated Assessor or designee shall be present at all Boards of Review.
- 3d. <u>Duties and responsibilities related to property tax appeals.</u> The Assessing District shall retain ultimate control of all litigation and settlement negotiations and the Designated Assessor shall operate under

the direction of the Assessing District in any litigation regarding a tax appeal, including appeals to the Small Claims Division.

Any appeal to the Tax Tribunal may result in the Assessing District obtaining competent legal counsel at its expense. If counsel shall desire the assistance of the Designated Assessor in the defense of such appeals, additional fees for preparing necessary appraisals and/or consultation shall be reviewed in advance by the Assessing District and agreed upon on a case-by-case basis. The Assessing District may choose to retain the Designated Assessor to prepare this report or may employ another firm to prepare a supportable and defensible report for an additional fee.

The Designated Assessor shall defend all appeals to the Small Claims Division of the Michigan Tax Tribunal. This shall include, but not be limited to, filing necessary petitions, preparing and submitting such material, statistics and other information as is necessary to properly defend any such appeal, and appearing at all hearings and meetings as are required for the purpose of defending said appeal. All the foregoing regarding appeals to the Small Claims Division is deemed to be included the services compensated pursuant to the terms and provisions of this Agreement.

In all other potential appeals to the Michigan Tax Tribunal or State Tax Commission, the Designated Assessor shall provide as part of the services included under the terms and provisions of this Agreement such time and effort as is necessary to properly provide documents, analysis and advice as may be required in the determination of the Designated Assessor or the Assessing District to forestall the formal filing of an appeal or to settle a disputed case up to the date of the filing of a petition appealing a decision of the Assessing District or any of its agencies or boards to the Michigan Tax Tribunal or State Tax Commission. After the filing of said petition, the Designated Assessor shall be available to the Assessing District for such further assistance as is required by the Assessing District in the defense of such appeal. The Designated Assessor shall be available as an expert witness on behalf of the Assessing District in any proceedings. Mileage expenses for travel required for appearance at Tax Tribunal hearings or State Tax Commission hearings shall be reimbursed at the rate per mile recognized by the Internal Revenue Service's allowance for business use of an automobile and the hourly rate as identified in section 5a of this agreement.

- 3e. Reporting requirement and responsibility to meet with local unit officials. On or before December 31st of each year, at the Assessing District's request, the Designated Assessor shall prepare written recommendations and conclusions regarding the current state of the Assessing District's assessment rolls, by class, together with specific recommendations concerning actions which, in the opinion of the Designated Assessor, should be taken in order to achieve maximum equity in the assessment rolls and compliance with all State Tax Commission rules, regulations and guidelines.
- 3f. Any and all obligations of local unit assessing staff members. If an Assessing District employs any assessing staff other than the Assessor of Record, those staff members shall remain employees of the Assessing District. Those staff members will continue to conduct their duties as they understand them under the supervision of the Designated Assessor. If changes in duties are identified as necessary by the Designated Assessor, those changes will be discussed with the employee and Assessing District prior to implementation. No existing staff member will be terminated by the Designated Assessor without prior approval of the Assessing District.
- 3g. Responsibilities of Designated Assessor while not acting as an assessor of record for an assessing district under this agreement. The Designated Assessor will have no official duties of record until such time she is appointed the assessor of record of an Assessing District. Upon their request, The Designated Assessor will meet with the Assessing District to discuss potential solutions of any deficiencies identified by an AMAR audit to avoid any formal action by the State Tax Commission.

- 3h. Requirement to remain certified and in good-standing. The Designated Assessor shall maintain a Michigan Advanced Assessing Officer Certification (MAAO) and remain in good standing with the State Tax Commission.
- 3i. <u>Non-exclusivity of assessing services</u>. Nothing in this Agreement prevents or limits the Designated Assessor from serving as the Designated Assessor, Assessor of Record or Equalization Director for this or any other County in Michigan.

<u>DUTIES AND RESPONSIBILITIES FOR LOCAL ASSESSING DISTRICTS CONTRACTING WITH</u> THE DESIGNATED ASSESSOR

- 4a. Access to required documents and information. While under contract with the Designated Assessor, the Assessing District shall provide reasonable access to all assessing records, documents, databases, digital imagery including all GIS layers, and information. This shall include remote access to the Assessing District's computer and network system if available.
- 4b. <u>Policies and procedures of Assessing District.</u> While under contract with the Designated Assessor, the Assessing District shall make the Designated Assessor aware of any applicable local policies and procedures including technology, equipment, facilities, personnel, etc. that may apply as a contractor.

COST AND COMPENSATION FOR DESIGNATED ASSESSOR

5a. <u>Payment terms and Fee Structure</u>. All assessing maintenance contracts will be based on a per parcel basis with the following fee schedule.

Agricultural Real - \$20.00 per parcel \$50.00 per parcel \$50.00 per parcel \$50.00 per parcel \$50.00 per parcel \$20.00 per parcel

The above stated fees shall include an annual on-site review of at least 20% of the total ad-valorem real property count.

All re-appraisal contracts will be based on a per parcel basis with the following fee schedule.

Agricultural Real - \$75.00 per parcel \$75.00 per parcel

Hourly fee schedule of personnel are as follows

MMAO Assessor - \$250.00 per hour MAAO Assessor - \$200.00 per hour MCAO Assessor - \$75.00 per hour Support Staff - \$50.00 per hour

Office hours if required by the Assessing District will be billed at \$50.00 per hour.

The above stated fees are all subject to an annual rate of inflation equivalent to the Consumer Price Index as published by the State Tax Commission.

- 5b. <u>Payment responsibility.</u> All fees associated with serving as the Designated Assessor shall be paid directly by the Assessing District under contract within 30 days of invoicing.
- 5c. Retainer fee. For as long as Preston Community Services, LLC is the Equalization service provider for Shiawassee County, no retainer fee will be charged. In the event Preston Community Services, LLC is not the Equalization service provider for Shiawassee County, the retainer fee for this agreement will be \$200.00 per assessing district annually. Payment of the retainer fee shall be made to the Designated Assessor by the County on an annual basis no later than December 31st of each year.
- 5d. <u>Identification of certain costs</u>. The following items will be considered additional cost items and will be billed at their actual cost of supplies and materials plus the hourly fee of the personnel who completed the work as stated in section 5a of this Agreement.
 - -Setting up Tax database for tax collection
 - -Printing and or mailing of tax bills
 - -Printing and or mailing of assessment change notices
 - -Appraisal work for an entire MTT tribunal
 - -Assisting with valuations and/or appeals for State/Federal declared disaster areas
 - -Expert witness testimony for an entire MTT tribunal
 - -GIS maintenance if needed

Unless otherwise agree upon, the Designated Assessor will be responsible for the cost of employing additional assessing staff to bring the assessing unit into AMAR compliance.

Miscellaneous

- 6a. Petition to State Tax Commission. Upon the execution and filing of this Interlocal Agreement, the County shall petition the State Tax Commission to approve the individual named in Section 1a of this Interlocal Agreement to serve as the County Designated Assessor. The individual shall serve as the County Designated Assessor upon approval of the State Tax Commission. If the State Tax Commission rejects the County's petition, then the parties agree to enter into additional Interlocal Agreements under MCL 211.10g(4)(a) until a suitable Assessor has been presented.
- 6b. <u>Nondiscrimination</u>. The Parties shall adhere to all Federal, State, and local laws, ordinances and regulations prohibiting discrimination in the performance of this Interlocal Agreement. The Parties shall not discriminate against a person to be served or an employee or applicant for employment because of race, color, religion, national origin, age, sex, disability that is unrelated to an individual's ability to perform the duties of a particular job or position, height, weight, or marital status. Breach of this section shall be regarded as a material breach of this Interlocal Agreement.

CERTIFICATION

COUNTY OF SHIAWASSEE

Chairperson County Board of Commissioners	Date
ANTRIM TOWNSHIP	
Supervisor	Date
BENNINGTON TOWNSHIP	
Supervisor	Date
BURNS TOWNSHIP	
Supervisor	Date
CALEDONIA CHARTER TOWNSHIP	
Supervisor	Date
FAIRFIELD TOWNSHIP	
Supervisor	Date
HAZELTON TOWNSHIP	
Supervisor	Date
MIDDLEBURY TOWNSHIP	
Supervisor	Date
NEW HAVEN TOWNSHIP	
Supervisor	Date

OWOSSO CHARTER TOWNSHIP Supervisor Date PERRY TOWNSHIP Supervisor Date **RUSH TOWNSHIP** Supervisor Date SCIOTA TOWNSHIP Supervisor Date SHIAWASSEE TOWNSHIP Supervisor Date **VENICE TOWNSHIP** Supervisor Date **VERNON TOWNSHIP** Supervisor Date WOODHULL TOWNSHIP Supervisor Date CITY OF CORUNNA Manager Date CITY OF DURAND

Manager

Date

CITY OF LAINGSBUI	RG		
	Manager	Date	
CITY OF OWOSSO			
	Manager	Date	
CITY OF PERRY			
	Manager	Date	
DESIGNATED COUN	TY ASSESSOR		
Sarah Payton, MAAO		Date	



MEMORANDUM

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

DATE: December 1, 2020

TO: Mayor Eveleth and the Owosso City Council

FROM: City Manager

SUBJECT: OMS/DDA Owosso MOU for Executive Director

RECOMMENDATION:

Approve the updated version of the partnership agreement between the DDA and the city for duties and funding of the DDA Director.

BACKGROUND:

In July 2017, the administration signed a memo of understanding with the DDA for the duties and responsibilities of the DDA Director for economic development matters. It was renewed unchanged in 2018 but now requires updating and city council approval. There have been some changes to staffing responsibilities and available development programs so it is time to update the agreement.

I attended a meeting with the DDA Board Chair and the Director to realign this partnership – albeit with the same financial commitments due to no change in the amount of responsibility the Director will have on economic development matters.

These responsibilities include: The rental rehab program, façade grants, Historic District Commission liaison, Certified Local Government liaison, development in Westown, participating as a member of the city manager's leadership team, and to work with certain state agencies on the city's behalf for all the above.

2017 Duties	2020 Duties
Brownfields	Rental Rehab Program Admin
Rental Rehab	Façade Grant Program Admin
Facade	Historic District Commission Liaison
Historic District Commission Liaison	Certified Local Government Program Admin
Westown Development	Westown Development
	Member of City's Leadership Team
	Work with State Agencies on Development

FISCAL IMPACTS:

Salary with health ins stipend for DDA Director: \$61,450 (unchanged) Split 60/40 (DDA/City)

DDA: \$36,870 CITY: \$24,580

RESOLUTION NO.

RESOLUTION AUTHORIZING APPROVAL OF OMS/DDA MEMORANDUM OF UNDERSTANDING WITH THE CITY FOR EXECUTIVE DIRECTOR DUTIES AND COST SHARE

WHEREAS, the City of Owosso, Shiawassee County, Michigan, wishes to continue the partnership with the Owosso OMS/DDA for certain services: and

WHEREAS, the City of Owosso and the Owosso OMS/DDA have revised the original Memorandum of Understanding dated July 2017 to include an updated list of responsibilities for the DDA Director to address on behalf of the City; and

WHEREAS, this is a budgeted item from the General Fund.

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 the memorandum of understanding between the OMS/DDA and the City for administrative services related to economic development for a cost to the City

of Owosso of \$24,580 for one year.

SECOND: The mayor and city clerk are instructed and authorized to sign the document substantially

in the form attached, Joint Memorandum of Understanding between the City of Owosso,

Michigan and Owosso OMS/DDA up to the amount of \$24,580.

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



Joint Memorandum of Understanding Between the City of Owosso And The Owosso Downtown Development Authority

This Memorandum of Understanding ("MOU") by and between the city of Owosso ("City"), a Michigan municipal corporation located at 301 West Main Street, Owosso, Michigan, and the Owosso Downtown Development Authority ("DDA"), jointly referred to as the "Parties" and individually as the "Party" is effective as of October 1, 2020 ("Effective Date").

The City is entering into an agreement in which the salary for Josh Adams, current executive director for the DDA, is split 60/40 with the DDA paying 60% and the City paying 40%. This pay structure would include a monthly stipend for health insurance as depicted below. Annual cost to the DDA is Thirty Six Thousand Eight Hundred Seventy Dollars (\$36,870); annual cost to the City is Twenty Four Thousand Five Hundred Eighty Dollars (\$24,580). The City shall make a monthly payment of Two Thousand Forty-Eight Dollars and thirty-three cents (\$2,048.33), and shall be directly paid to the DDA for services provided in the preceding month.

Total compensation to Josh Adams is demonstrated in the breakdown below:

- > \$56,650 with 60/40 split
 - Stipend for health insurance of \$400/month
 - DOA 60% = \$2,880
 - City 40% = \$1,920
 - ◆ Total cost to DDA = \$36,870
 - ♦ Total cost to city = \$24,580

This MOU is an understanding that Josh Adams shall provide 60% of his time working for the DDA and 40% of his time working for the City in the community development office. As such, Josh's job duties shall include but are not limited to:

- Rental Rehab
- Facade Grants
- HDC Review/Oversight
- CLG Review/Oversight
- Westown development facade grant inclusion, PSD development, and committee formation
- Assist in City-wide communication & inclusion efforts
- Interface to MEDC on downtown and Westown projects

This MOU sets forth the intent of the Parties and as such is a binding obligation on both Parties.

To the knowledge of DDA, there is no event or circumstance involving the executive director of the DDA, that DDA has not disclosed to the City which would be considered conduct unbecoming or that could reasonably be expected to have a material adverse effect of this MOU and the performance thereof.

This MOU and any City obligation(s) stemming from same are several and not joint, and in no event shall the City have any liability or obligation with respect to the acts or omissions of any other party to this MOU.

This MOU obligates the DDA to indemnify and hold harmless the City, its directors, agents, and employees, of City and any such affiliate, as the case may be (Indemnitee), against any losses, claims, damages, or liabilities to any such person in connection with any matter referred to in this MOU, including without limitation the performance of the services that are the subject of this MOU, except to the extent that any such loss, claim, damages, or liability are finally judicially determined to have resulted from the gross negligence, bad faith, willful misfeasance, or reckless disregard by Indemnitee of its obligations or duties.

If one or more provisions of this MOU shall be invalid, illegal, or unenforceable in any respect under any applicable law or decision, the validity, legality, and enforceability of the remaining provisions shall not be affected or impaired in any way.

This MOU constitutes the entire agreement between the Parties hereto. This MOU may be modified, altered, revised, extended or renewed by mutual written consent of all Parties, by the issuance of a written amendment, signed and dated by all the Parties.

This MOU may be signed in multiple copies and in counterparts which, when taken together, shall constitute the executed MOU. Faxed or scanned copies shall be considered an original.

Except as otherwise specified in this MOU, all costs and expenses incurred in connection with this MOU and the transactions contemplated by it shall be paid by the party incurring such costs and expenses.

This MOU is effective until the current contract entered into between the DDA (2021) and Josh Adams expires, is renewed, or terminated. At that time, both parties shall reevaluate the existing MOU to determine its necessity unless terminated earlier. Either Party may terminate, with or without cause, the MOU by providing notice in writing to the other Party thirty (30) days in advance of the termination. Upon the expiration of the current MOU, the City and DDA may elect to enter in to a new MOU.

IN WITNESS WHEREOF, the Parties hereto have caused this MOU to be executed by their respective authorized representatives.

Chris Eveleth, Mayor City of Owosso	Date
Amy Kirkland, City Clerk City of Owosso	Date
David Acton, Chairman Owosso Downtown Development Authority	Date

RESOLUTION NO.

SUBMISSION OF MASTER PLAN SEPTEMBER 2020 TO CITY COUNCIL

WHEREAS, in 2019 the Planning Commission began working to draft a new Master Plan; and

WHEREAS, the plan was developed using input received from CIB Planning and the Smith Group; and

WHEREAS, in 2020 the Planning Commission reviewed the draft, recommended revisions and conducted an online survey; and

WHEREAS, on November 23, 2020 the Planning Commission determined the plan was to be submitted for City Council to review the plan as required under the Planning Enabling Act; and

WHEREAS, the Master Plan was submitted to City Council for their review on December 7, 2020; and

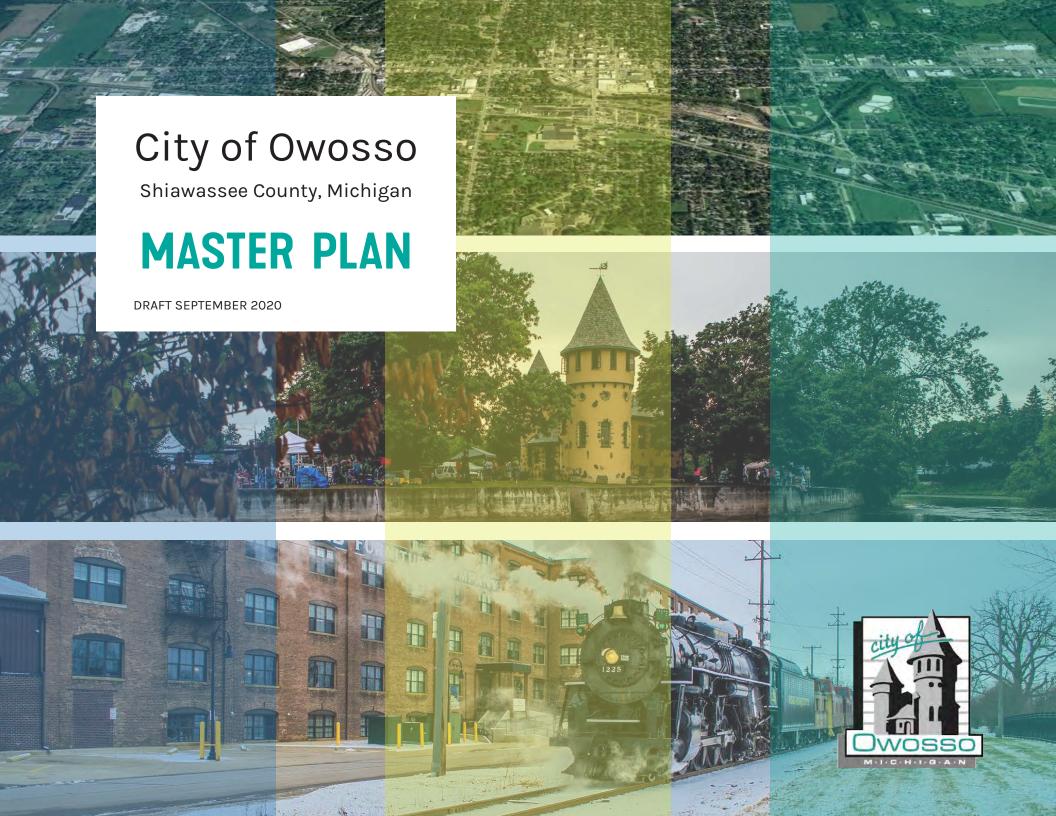
WHEREAS, the process of adopting a Master Plan shall not proceed further unless the City Council approves the plan and authorizes the 63-day period of public distribution; and

WHEREAS, City Council has the right to adopt a resolution asserting their right to have final approval of the Master Plan; and

NOW THEREFORE BE IT RESOLVED the City of Owosso, City Council hereby approves and authorizes distribution of the Master Plan for the 63-day period of public review and comment; and

BE IT FURTHER RESOLVED that City Council asserts their right to have final review and adoption of the Master Plan.

AVAILABILITY. The Master Plan 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.



ACKNOWLEDGMENTS

CITY COUNCIL

Christopher Eveleth, Mayor Susan J. Osika, Mayor Pro-Tem Loreen Bailey, Council Member Janae Fear, Council Member Jerry Haber, Council Member Daniel Law, Council Member Nicholas Pidek, Council Member

PLANNING COMMISSION

Janae Fear, Member
Tara Jenkins
Daniel Law
Frank Livingston
Linda Robertson
Thomas Taylor
William Wascher
Pete Yerian

CITY STAFF

Nathan Henne, City Manager

Josh Adams, Main Street Executive Director

STAKEHOLDERS

Thank you to the representatives from

Owosso Main Street
Westown Business Association
Shiawassee Economic Development Partnership
Shiawassee Regional Chamber
Owosso Historical Commission
Downtown Historic District Commission

CONSULTANT TEAM





Support for this plan was provided by the Michigan Economic Development Corporation's Redevelopment Ready Communities (RRC) Program.



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City of Owosso ■ 2020 MASTER PLAN

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WHAT IS A MASTER PLAN?

A master plan is the official document used to guide the future growth and development of a community. The master plan should serve as a roadmap and foundation for future decision making, as well as the official policy guide for physical development. This master plan is intended to be a usable reference document, easily readable and accessible to all residents.

MASTER PLAN INTENT?

The intent of the City of Owosso Master Plan is to:

- Unify the community behind a common vision and set of goals and policies.
- Address the desires and needs of the residents, businesses, and property owners to preserve and enhance relevant qualities of the community and natural aesthetics.
- Provide a land use pattern which will result in a sustainable community with a diversified tax base and to support the desired facilities and services with reasonable tax rates.
- Present an urban framework and future land use map that illustrates how the city desires future development, redevelopment, and other land-based changes to occur.
- Ensure that the city remains a highly desirable community in which to live, work, and visit.
- Provide a legal basis for zoning and other regulations for the type, intensity, and timing of development.
- Address the status and needs of infrastructure, recreational amenities, and public services.



REDEVELOPMENT READY COMMUNITIES

This master plan update implements the Michigan Economic Development Corporation (MEDC) Redevelopment Ready Communities best practices to create a strong vision for redevelopment in the City of Owosso.

The master plan is intended to take a long-term view of the community, guiding growth and development for the next 20 years and beyond, while providing flexibility to respond to changing conditions, innovations, and new information. Thus, planning is a process that involves the conscious selection of policies relating to land use and development in a community. Through the process of land use planning, it is intended that a community can preserve, promote, protect, and improve the public health, safety, and general welfare. By state law, the master plan must be reviewed every five years.

The Michigan Planning Enabling Act (MPEA), Public Act 33 of 2008, requires that the planning commission approve a master plan as a guide for development and review the plan at least once every five years after adoption. The master plan should serve as a roadmap and foundation for future decision making, as well as the official policy guide for community development.

WHAT IS THE DIFFERENCE BETWEEN A MASTER PLAN AND A ZONING ORDINANCE?

The Master Plan is intended to guide land use and zoning decisions. The future land use map should be used in conjunction with the plan goals where reviewing rezoning applications. A Plan is a guide to development, but it is not a legally enforceable document.

TABLE 1.			
MASTER PLAN VS. ZONING ORDINANCE			
Master Plan	Zoning Ordinance		
Provides general policies, a guide	Provides specific regulations, the law		
Describes what should happen in the future, recommends land use for the next 10 to 20 years	Describes what is and what is not allowed today, based on existing conditions		
Adopted under the Municipal Planning Act, Public Act 285 of 1931, as amended	Adopted under the Zoning Enabling Act of 2006, as amended		
Includes recommendations that involve other agencies and groups	Deals only with development-related issues under city control		
Flexible to respond to changing conditions	Fairly rigid, requires formal amendment to change		

SUMMARY OF PREVIOUS PLANNING EFFORTS

Planning is an iterative process; arriving at a land use and policy document by repeating rounds of analysis and engagement. Each planning effort builds on previous plans.

ZONING PLAN

In 1970, Owosso developed a zoning plan in collaboration with the other entities in the mid- county area (Caledonia Township, Owosso Township, and the City of Corunna). This document provided the historical backdrop for land use decisions and zoning in the city. However, this plan was not comprehensive in nature.

BLUE RIBBON COMMITTEE REPORT

In May of 2008, the City Council appointed the Blue Ribbon Committee for the purpose of "creating a cohesive forward vision for the City of Owosso." This committee was not only created to set forth a vision but to offer "a distinct pathway to successfully spring over the bar." This document contains many categorized statements that express the vision and goals for the community.

CITY OF OWOSSO MASTER PLAN

The city's first comprehensive master plan was adopted in November 2012. The city was assisted by Michigan State University students in the development of the plan.

The master plan process identified and examined a wide range of existing conditions including population, housing, natural resources, traffic, utilities, public services, and land use. The planning commission was then able to analyze and translate the implications of each into a series of goals and policies for the city. Action steps were then identified to implement change in the city.

DOWNTOWN DEVELOPMENT PLAN

The City of Owosso established its Downtown Development Authority (DDA) in 1977. The original Downtown Development Plan and Tax Increment Financing (TIF) Plan were completed in 1984. The Development Plan and TIF Plan were amended in 1988 and again in 2003 following an extensive, multi-year DDA Master Planning process begining in 1995. The DDA District boundaries were amended in 1983, 1989, and 2002.

OWOSSO MAIN STREET

The City of Owosso has been a designated Michigan Main Street community since 2009. Owosso Main Street (OMS) is a nationally accredited Main Street community. The Owosso Main Street Board and Executive Director are responsible for developing annual work plans to meet downtown goals and objectives.

CAPITAL IMPROVEMENT PROGRAM

The City of Owosso developed and adopted the City's first capital improvement plan (CIP) in early 2019.



PLANNING CONTEXT

An important prerequisite to preparing an update to the City of Owosso's Master Plan is to develop a common understanding of the current state of the community as well as anticipated trends.

Owosso is rich with history, architectural character, and natural beauty. It features a vibrant downtown district with shopping, dining and entertainment establishments; one-of-a-kind home-grown businesses; residential neighborhoods featuring mixed architecture, incomes and uses; a grid system of tree-lined streets; a comprehensive network of sidewalks to encourage walking; businesses offering a wide range of service and manufacturing employment; neighborhood elementary schools; and an extensive park system. All of these features combine to provide an excellent quality of life for the city's nearly 16,000 residents.

The current plan is an update and reorganization of the 2012 master plan. This plan reflects the changes that the city has experienced over the last 20 years. These include, but are not limited to:

- Continued expansion of adjacent urban regions that have impacted Owosso, such as the greater Flint and Lansing regions.
- Significant decrease in industrial production and employment in Owosso and across the state since the 1970s.
- Development and expansion of the Baker College Campus.
- Continued preference towards the automobile as the primary form of transportation and as the primary customer for businesses, leading to a new pattern of business growth away from downtown and onto M-21.
- Increase in poverty and unemployment related to the economic activity decrease.
- Aging of neighborhoods, buildings, and infrastructure in the city.
- Strong downtown revitalization resulting from combination of programming, grants, and entrepreneurial activity.

This master plan will reflect these changes and position the City of Owosso for the type and amount of change that is anticipated during the next 10 to 20 years.

SUMMARY OF COMMUNITY PROFILE

The City's ultimate goal is to preserve and enhance quality of life within the community which requires a careful analysis of the existing conditions and trends, as well as the dynamic economic, social, and environmental forces in effect. This qualitative and quantitative data provides a solid footing for the formulation of goals, policies, and strategies designed to help the community move forward.

SUMMARY OF COMMUNITY PROFILE

- Owosso population is 14,738. The city is experiencing population decline.
- Owosso has a younger population (median age 33.7 years old) compared to county and state trends.
- Owosso has seen as increase in the number of residents 25-34 years old.
- Owosso's high school graduation rate is increasing (89.4%) but still lower than county and state averages.
- Owosso's housing stock is primarily single family detached (68.5%).
- Most of the residential units were built before 1939.
- Home ownership rates in Owosso are lower than county and state averages (53.9% Owner, 37.1% Renter).
- Most homes in Owosso are valued at \$50,000 to \$150,000, with a median value of \$77,000.
- Household incomes are low (\$36,723 median) and have not kept up with inflation.
- Owosso has a high poverty rate (24.3%), particularly for female-headed households with children.
- Owosso's largest industries are education, health and social services (23%), manufacturing (18%) and retail trade (17%).
- Manufacturing fell significantly between 2000 and 2010.
- Owosso has higher unemployment (6.6%) than the county and state.

SUMMARY OF PUBLIC ENGAGEMENT

The city identified a master plan steering committee consisting of core city staff and planning commission representatives. The project kick-off was held in October 2018.

This meeting included a driving tour of the community and a discussion of the existing master plan. The consultant led the city staff and planning commission members through a Preserve-Enhance-Transform exercise to identify assets and opportunities within the community.

Stakeholder meetings were held in March 2019. This included meeting with members of city staff, council, planning commission, parks and recreation, economic development, Main Street Owosso, historical society, historic district commission, Westown Business Association, property and business owners, and local developers. The economic development meeting included a Strengths-Weaknesses-Opportunities-Threats (SWOT) analysis.

HOW TO USE THE PLAN

PLAN ORGANIZATION

The master plan is divided into five chapters:

- Ch 1. Introduction Provides an overview and introduction to the Master Plan document.
- Ch 2. Neighborhoods Focuses on the importance of Owosso's neighborhoods and provides strategies for preserving the aspects that make the city a great place to live.
- Ch. 3 Economic Development Strategy

 Focuses on the City's strengths and opportunities related to the local economy and redevelopment, including strategies to strengthen existing assets and attract and retain talent. Includes specific strategies for the Westown Commercial District.
- Ch. 4 Downtown Plan Focuses on the heart of the City: Downtown Owosso. Discusses opportunities for preservation, placemaking, open space amenities, small business support, and the redevelopment of key sites.
- Ch. 5 Future Land Use Provides a framework for the City's physical land use and development character.

- Ch. 6 Implementation Identifies planning and policy tools to support the implementation of the Master Plan. Also includes a detail Action Plan to guide the work of the City and also identifies opportunities for collaboration.
- Appendix A. Community Profile Provides an overview of the City's historic, physical, demographic, and socioeconomic characteristics.

The following Master Plan Goals and District
Framework are woven into the Neighborhoods,
Economic Development, and Downtown
Plan chapters. The Future Land Use Plan and
Implementation bring everything together and
provide the tools for implementation.

FRAMEWORK MAP

The following framework map provides a set of framework elements that depict the types of "places" the city has and speaks to the character of the built environment. The framework elements provide a basis for the the future land use plan.

IMPLEMENTATION OF THE PLAN

For this plan to serve as an effective tool in guiding new development within the City of Owosso, it must be implemented. Primarily this responsibility resides with the City Council, Planning Commission, and city staff. Following are those steps which should be undertaken to assist in the successful implementation of this Master Plan

- Capacity building
- Public participation plan
- Capital improvement plan

More detailed information on implementation may be found in Chapter 6.

REVIEW AND AMENDMENT

The Master Plan guides the work of the Planning Commission. It should be incorporated into the City's annual action plans and reviewed every 5 years.

MASTER PLAN GOALS

The City of Owosso is the cultural center and economic hub of Shiawassee County. It is a destination and a place to call home. The following goals guide the policies and actions encompassed in the Master Plan.

GOAL 1. PROTECT HEALTH, SAFETY, AND GENERAL WELLBEING OF THE COMMUNITY

The Master Plan provides a framework for protecting the health, safety, and general wellbeing of the community. Land use, public services, and local leadership are some of the key components that impact quality of life for local residents.

GOAL 2. PROVIDE EXCELLENT CUSTOMER SERVICE TO RESIDENTS AND INVESTORS

The City of Owosso is committed to being a Redevelopment Ready Community. This mentality extends beyond "business-friendly" and influences the way the city engages the public regarding public services, community planning, and new private development.

GOAL 3. MAINTAIN FISCAL RESPONSIBILITY AND SUSTAINABILITY

The City of Owosso is committed to keeping the cost of living low while providing high-quality public services to residents and property owners. This means coordinated long-term planning and proactive communication between departments, boards, and commissions, and transparency of local government.

GOAL 4. IDENTIFY, PRESERVE, AND ENHANCE THE COMMUNITY'S CHARACTER AND HERITAGE

The City of Owosso is committed to preserving the history and character of the community and celebrating what makes Owosso unique. The City continues to build on it's successful adaptive reuse and facade improvement projects as well as it's rich tradition of arts and culture.

GOAL 5. INCREASE QUALITY OF LIFE AND QUALITY OF PLACE

The City of Owosso is committed to providing welcoming, safe, and high-quality neighborhoods. This means investing in place and ensuring residents have the resources and tools to be a good neighbor.

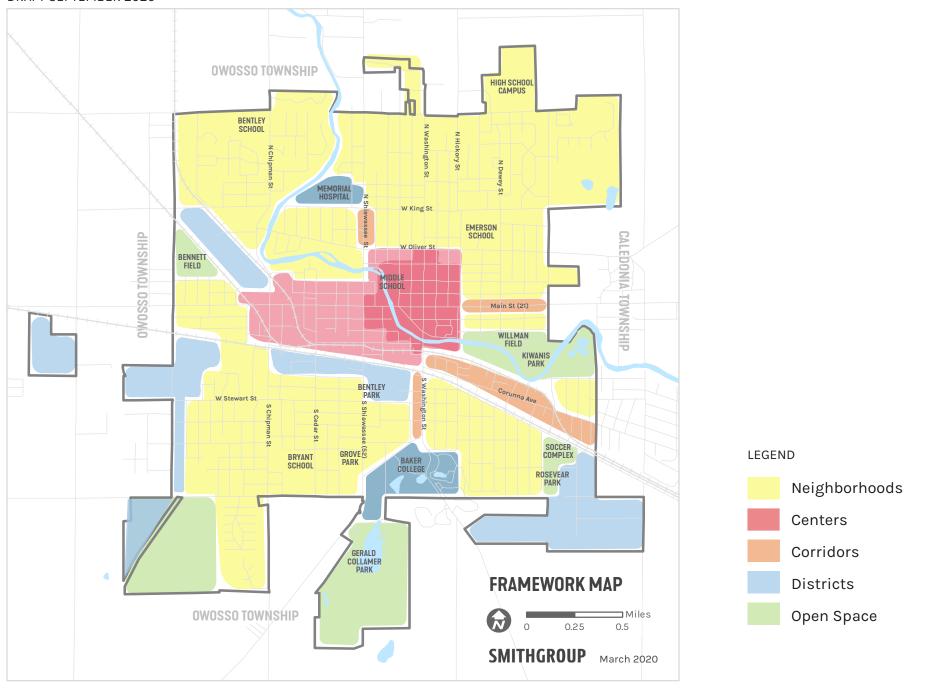
GOAL 6. BOOST LOCAL ECONOMY

The City of Owosso is committed to supporting small business and attracting new development that is consistent with the community's long-term vision.

GOAL 7. STRENGTHEN PUBLIC AND PRIVATE PARTNERSHIPS

Regional collaboration works to eliminate overlapping responsibilities and competing visions of economic priorities, and address redundancies and gaps in services.

DRAFT SEPTEMBER 2020



FRAMEWORK

NEIGHBORHOODS

Neighborhoods are where homes are clustered together along with other small-scale uses that serve the people that live there. Neighborhoods can include a variety of housing types, along with other uses such as schools, churches, parks, and small-scale businesses. Each of the neighborhoods in Owosso has its own character, influenced by the size, age, and architecture of the buildings, the density of homes, the layout of the streets, as well as the access to parks and public spaces.

CENTERS

Centers are the heart beats of the City – the places where people walk, gather, shop, and meet. In Owosso the centers include the historic Downtown Owosso and the Westown business district. Each area has a distinct character, but they are similar in that they were developed with a mix of uses in mind. Residences and businesses are integrated by streets and sidewalks.

CORRIDORS

Corridors are the streets that connect the City together, and sometimes divide it. They are the arteries of transportation into, around and through the City and are home to most of the commercial areas. Historic Corridors connect the centers of the City with other corridors and the surrounding neighborhoods. They are dominated by large, historic homes now used in a variety of ways –office, retail, bed and breakfast and residences (single and multi-family).

DISTRICTS

Districts are parts of the city dedicated to a single type of activity, such as employment centers or educational campuses. Some districts encompass challenging sites and require more detailed study to inform future regulation. Districts are different from the corridors, centers and neighborhoods in that they generally do not involve a mixture of uses. The challenge for regulating any district is to ensure that they serve their intended purpose without compromising the quality of life in the surrounding areas. The City must assure that workers, products and visitors can reach their destinations easily and safely.

OPEN SPACE

The final framework element is open space. This includes large natural areas, neighborhood parks, and non-motorized trail systems. Open space is an important contributor to quality of life and enhances all the other elements, particularly neighborhoods, centers and districts.

REDEVELOPMENT STRATEGY

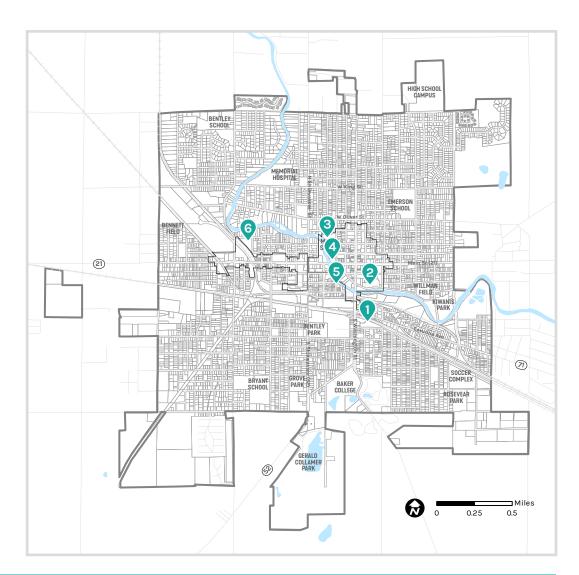
Redevelopment Ready Communities® (RRC) is a certification program supporting community revitalization and the attraction and retention of businesses, entrepreneurs and talent throughout

Michigan. RRC promotes communities to be development ready and competitive in today's economy by actively engaging stakeholders and proactively planning for the future—making them more attractive for projects that create places where people want to live, work and invest.

REDEVELOPMENT READY SITES

Owosso has very little vacant land available in the city (1.7 percent of the total land as of 2012) and therefore is a community primed for redevelopment. Communities must think strategically about the redevelopment of properties and investments and should be targeted in areas that can catalyze further development around it. The current master plan focuses redevelopment efforts in two key areas: centers and center-adjacent neighborhoods.

TABLE 2. REDEVELOPMENT READY SITES			
SITE	CHAPTER	PAGE	
1. Washington and Monroe St.	Neighborhoods	21	
2. Greening Jerome Avenue		22	
3. Owosso Middle School	Economic	32	
4. Matthews Building	Development	33	
5. River's Edge at Cass St.		34	
6. Former Vanguard Site		35	





WHAT DO WE ENVISION FOR OUR NEIGHBORHOODS?

We envision our neighborhoods as safe, walkable places; welcoming to residents of all ages and backgrounds. Our neighborhoods will be "complete neighborhoods" with access to quality schools, connected open space, and day-to-day goods and services. We take pride in our historic neighborhoods and variety of housing options including new infill development.

It is important to protect the social and physical aspects of the community that give Owosso its identity. This chapter focuses on these elements that contribute to quality of life including the local culture and character, community gathering spaces, stable neighborhoods, quality housing stock and diverse housing types, good public services, and well-maintained infrastructure.

Residents of Owosso know the city to be a great community to live. to grow, and to raise a family. Residents and leaders also recognize the need for change and growth to enhance local quality of life. Investing in these elements that contribute to quality of life will benefit existing residents as well as provide opportunities to welcome new residents and businesses into the community.









FRAMEWORK

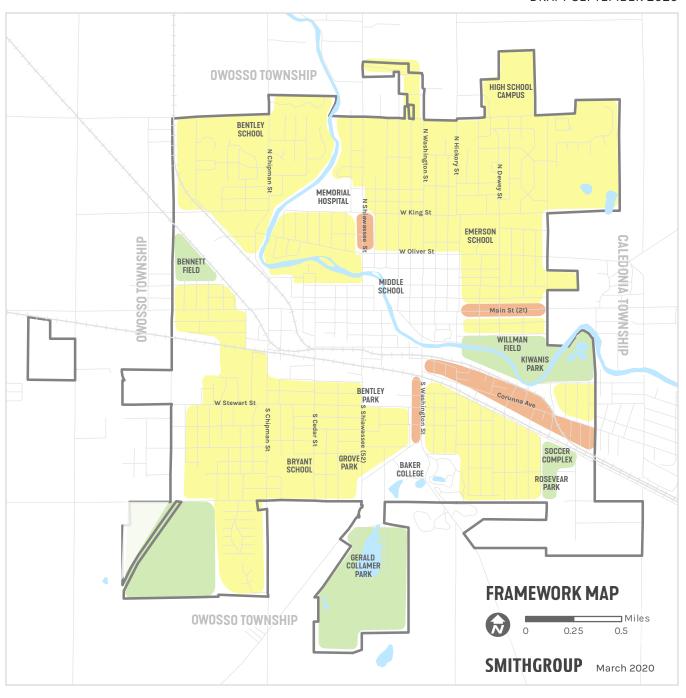
The Neighborhoods Chapter largely impacts the city's neighborhoods and open space place types. Small open spaces such as neighborhood parks and school fields are included within the neighborhood element. Corridors serve as a link and also an edge between neighborhoods. Corridors provide access to goods and services. While most of the city's housing is located within the neighborhoods place type, centers and corridors provide for higher density residential uses.

LEGEND

Neighborhoods

Corridors

Open Space



ASSETS AND CHALLENGES

WHAT MAKES US GREAT?

Owosso's neighborhoods have a great foundation, they offer:

- Safe, walkable streets
- Mature street trees and green areas
- Neighborhood schools with playgrounds and recreation fields
- Affordable single family housing
- Architectural character in older neighborhoods
- Strong road improvement program

WHAT CAN WE IMPROVE?

Owosso's neighborhoods have a great foundation but challenges include:

- Desire for more housing options
- Residential construction costs outweigh home sale prices thus making new residential construction difficult
- Residential rental inspections are on a 5-year cycle due to lack of capacity and should be closer to early 2-3 years.
- Single family housing suffered an obvious impact of 2005-09 economic recession







GOALS, POLICIES, AND ACTIONS

The following goals, policies, and actions help translate the city's assets and challenges into tools to strengthen residential neighborhoods and related land uses.

GOAL 1. PROTECT HEALTH, SAFETY, AND GENERAL WELLBEING OF THE COMMUNITY

MAINTAIN STRONG RESIDENTIAL NEIGHBORHOODS

- Plan for attached single-family and multifamily along corridors and as transitional uses between neighborhoods and commercial or employment areas.
- Amend zoning standards to reduce the conversion of single-family homes to multiunit apartments and minimize impacts.

IMPROVE HOUSING QUALITY AND NEIGHBORHOOD STABILITY

- Improve the residential rental inspection program for more regular inspections (2-3 year cycle).
- Develop an educational code enforcement program to help connect residents to the resources and tools they need to maintain their homes.

- Strongly pursue code enforcement on hazardous, unsafe, and ill-kept housing.
- Pursue implementation of city-wide, public recycling and waste management.

EXPAND HOUSING OPTIONS

- Encourage the adaptive reuse of underutilized buildings such as schools, churches, or former warehouse buildings for multi-family residential.
- Encourage single-family attached housing on vacant and redevelopment sites, particularly as a transition between residential neighborhoods and commercial areas.
- Plan for attached single-family and multifamily along corridors and as transitional uses between neighborhoods and commercial or employment areas.







LIVABLE NEIGHBORHOODS

Owosso's population is younger than the statewide average; therefore, the policies and recommendations of Age-Friendly Communities may not seem relevant but when we plan for older adults we plan for people of all ages and abilities. AARP's Livability Index provides a baseline for assessing local services and amenities that contribute to quality of life. The Livability Index includes the following categories:

- Housing: Affordability and Access
- Neighborhoods: Access to live/work/play
- Transportation: Safe and convenient options
- Environment: Clean air and water
- Health: Prevention, access, and quality
- Engagement: Civic and social involvement
- Opportunity: Inclusion and possibilities

Source: www.livabilityindex.aarp.org







ENCOURAGING NEW HOUSING CONSTRUCTION

Small communities will have to find creative ways to generate new housing development, on both the construction and land development ends of the market.

- The community should develop an "elevator speech" that promotes the assets of the community and why someone would want to invest there.
- 2. Acquire land.
- 3. Obtain zoning approvals.
- 4. Extend infrastructure to the site.
- 5. Partner with local banks to establish a risk loan guarantee.
- Make sure that the development review process is quick and efficient to avoid unnecessary delays.

Source: Region 6 Housing Development and Implementation Strategy

REDUCE STORMWATER ISSUES

- Plan for capital projects to provide for better stormwater management, particularly within the neighborhoods.
- Develop a detailed plan for the Jerome Street corridor that would expand recreational options and eliminate flood risk to the neighborhood.
- Require higher on-site stormwater detention/ retention.

PROTECT WATER QUALITY AND ENHANCE THE NATURAL ENVIRONMENT

- Protect the city's six wellheads and other drainage features.
- Encourage Brownfield redevelopment.
- Continue to support the Friends of the Shiawassee River in their attempts to protect and enhance the water quality.

GOAL 2. PROVIDE EXCELLENT CUSTOMER SERVICE TO RESIDENTS AND INVESTORS

IMPROVE THE DEVELOPMENT REVIEW PROCESS

Develop permit checklists for homeowners.

FOSTER A POSITIVE ENVIRONMENT AROUND CODE ENFORCEMENT

- Prioritize education over fines when dealing with code enforcement issues.
- Explore educational opportunities available for education of home owner associations, neighborhood associations/groups, landlord associations, and builder associations.

GOAL 3. MAINTAIN FISCAL RESPONSIBILITY AND SUSTAINABILITY

INVEST IN PUBLIC SAFFTY

- Proactively plan for essential resources and upgrades for police, fire, and code enforcement.
- Coordinate with county departments regarding regional issues such as safety, public health, hazard mitigation, economic development, education, and transportation.

INVEST IN LOCAL INFRASTRUCTURE AND PUBLIC SERVICES

- Maintain high-quality public water, sewer, and infrastructure. Consider a organized waste collection and recycling program. May require regional collaboration.
- Ensure proactive communication to residents about any potential changes in service.
 Includes temporary and long-term changes.

SUPPORT LOCAL LEADERSHIP AND CIVIC ENGAGEMENT

- Allocate resources for regular training for city staff as well as elected and appointed leadership and committee volunteers.
- Coordinate with Owosso Public School District to develop a citizen academy for residents of all ages.
- Develop neighborhood identities and service groups that can perform activities and events related to home improvements and networking.

PROACTIVE CAPITAL PLANNING

- Continue to improve annual the capital improvement program (CIP) planning process.
- Seek grant funding opportunities for infrastructure projects, particularly water, stormwater, and non-motorized systems.

GOAL 4. IDENTIFY, PRESERVE, AND ENHANCE THE COMMUNITY'S CHARACTER AND HERITAGE

PRESERVE HISTORIC RESIDENTIAL CHARACTER

- Continue to support neighborhood events that highlight local history, historic homes, and beautiful gardens.
- Host home repair workshops facilitated by local trades persons and historic preservation experts to address common issues such as window repair, damp basements, electrical issues, and abatement of hazardous materials such as lead and asbestos.

RESIDENTIAL DISTRICT STANDARDS

Establish new setbacks and site design standards that respect the existing nature of the community and promote developments that are high quality and complementary.

EXPAND GREENWAY DEVELOPMENT

 Utilize public-private partnerships to enhance and expand the greenway along the Shiawassee River.

GOAL 5. INCREASE QUALITY OF LIFE AND QUALITY OF PLACE

SUPPORT THE CITY'S SENSE OF COMMUNITY

 Support and promote arts & culture, in partnership with Shiawassee Arts Council, Lebowsky Center for Owosso Public School District, and others.

ENHANCE WALKABLE NEIGHBORHOODS

- Pursue "safe routes to schools" improvements in partnership with the Owosso Public Schools.
- Improve connections between neighborhoods and key destinations, activity centers throughout the city, including the riverfront, schools, and parks.

PROVIDE FOR ADEQUATE OPEN SPACE AND RECREATION

- Utilize public-private partnerships to enhance and expand the greenway along the Shiawassee River.
- Seek grant funding opportunities to increase parks and recreation facilities.
- Develop an adopt a park program.
- Study the cost and feasibility of potential kayak launch sites along the Shiawassee River.







WHAT IS MISSING MIDDLE HOUSING?

Missing Middle Housing is a range of multiunit or clustered housing types—compatible in scale with detached single-family homes that help meet the growing demand for walkable urban living. These missing middle housing types include duplex, triplex/fourplex, courtyard apartment, townhouse, multiplex, and live/work. They are great for transitional areas between Neighborhoods and Centers.



Source: Optics Design

- Partner with community groups and citizens to get maximum programming out of parks and other areas.
- Develop an implementation plan to create an integrated trail system for non-motorized transportation and recreation at the regional level.
- Develop an implementation plan to create an integrated trail system for non-motorized transportation and recreation.

IMPROVE SAFETY OF STREETS FOR ALL USERS

- Incorporate distinctive and clearly marked crosswalks at road crossings that align with existing sidewalks and pathways.
- Continue to prioritize safety and trip hazards for sidewalk replacement
- Pursue "Bicycle Friendly City" designation from the League of American Bicyclists.

GOAL 6. BOOST LOCAL ECONOMY

ENCOURAGE RESIDENTIAL INFILL DEVELOPMENT

- Utilize redevelopment ready sites process to market potential sites. (RRC Best Practice)
- Promote infill housing in older neighborhoods and on established corridors to help rejuvenate such areas.
- Consider future development of Osburn Lakes for larger lot residential/recreation.

SUPPORT REGIONAL CONNECTIONS

 Connect the riverwalk to the CIS rail-trail to the west.

REDEVELOPMENT OPPORTUNITIES

WASHINGTON AND MONROE STREET

Located south of Downtown and Corunna Avenue. this 5.5-acre site is located in a transitional zone between commercial and industrial uses and a residential neighborhood to the south. The site includes multiple parcels including a city-owned property along the railroad corridor and the Former Grace Church, 715 S. Washington (built in 1950). The site is connected to public water/sewer. In the near term, the site provides an opportunity for infill residential. The adaptive reuse of church building for condominium development may be considered, however, the building does not have architectural or historical significance and could be demolished as part of the redevelopment. A desirable future use for the site is single-family attached residential. Infill development should be compatible with the existing neighborhood incorporating front porches/stoops, alley access, parking in the rear, and building heights between 2-3 stories. Existing street trees should be preserved.







GREENING JEROME AVENUE

The residential area between Downtown and Willman Field is located in the floodplain. As homes become available there is an opportunity to consolidate properties for future open space development. While there is an existing shared use path along the north side of the river, there is an opportunity to improve the connection between Downtown and other open space amenities to the east. The design should integrate stormwater management, native landscaping, seating area, and play features.







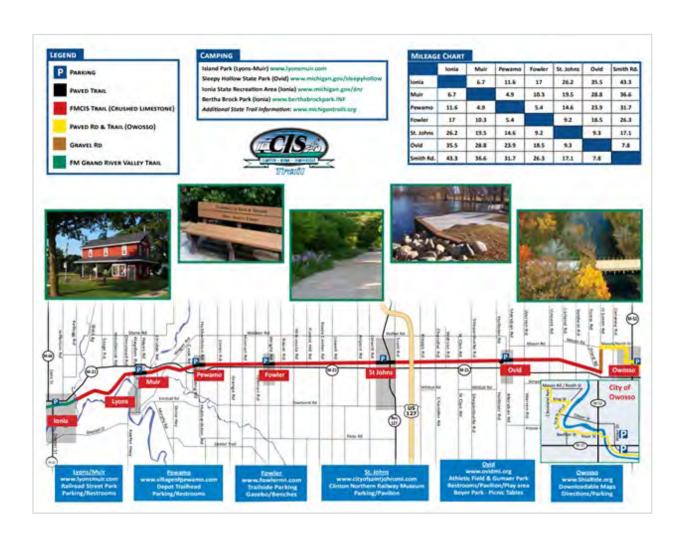
LEGEND

- Proposed Stormwater Improvements
- Existing Riverfront Trail
- Proposed Trail Connections

OPEN SPACE OPPORTUNITIES

The Fred Meijer Clinton-Ionia-Shiawassee (CIS)
Trail is a 41.3-mile non-motorized trail located in mid-Michigan in the counties of Clinton, Ionia and Shiawassee. It connects the communities of Owosso, Ovid, St. Johns, Fowler, Pewamo and Muir/Lyons utilizing a former railroad. The trail is 12 ft wide, packed crushed limestone, with 10 ft wide asphalt surface in towns for a total of 8 miles of asphalt.

The trail is owned by the Michigan Department of Transportation (MDOT) and is managed by the Michigan Department of Natural Resources (MDNR) with the Mid-West Michigan Trail Authority and maintained by volunteers of the Friends of the Fred Meijer Clinton-Ionia-Shiawassee Trail.



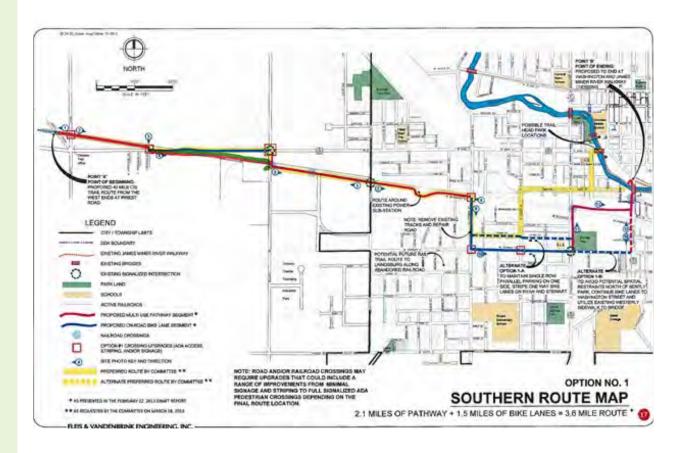






NEW NON-MOTORIZED TRAIL ROUTE

Since the railroad corridor is still active in the City of Owosso, the current trail turns north at Smith and detours approximately 4-miles, dropping back down on the west side of the Shiawassee River, connecting to the Riverwalk at Curwood Castle. The city is currently looking to fund a new route that would connect the trail more directly into the downtown.





WHAT DO WE MEAN BY ECONOMIC DEVELOPMENT?

Economic development means supporting and growing locally-grown business. It means attracting and retaining talented workers and investing in our residents.

The economic development strategy drives investment and growth strategies, and it helps to define the way a community will interact with the local business community. It can guide business attraction and retention, determine which types of projects warrant public incentive support, identify an economic development vision and create an implementation strategy for the completion of projects which will enhance the economy within the community.

Economic development cannot just be about projects and amenities alone, it must be a comprehensive strategy. One that focuses on growing the local tax base, developing the workforce of today and tomorrow, investing in infrastructure that can support the needs of both residents and businesses, creating capacity to support, grow and retain existing businesses within the community and developing a marketing and branding strategy that can help attract new businesses to the community.









FRAMEWORK

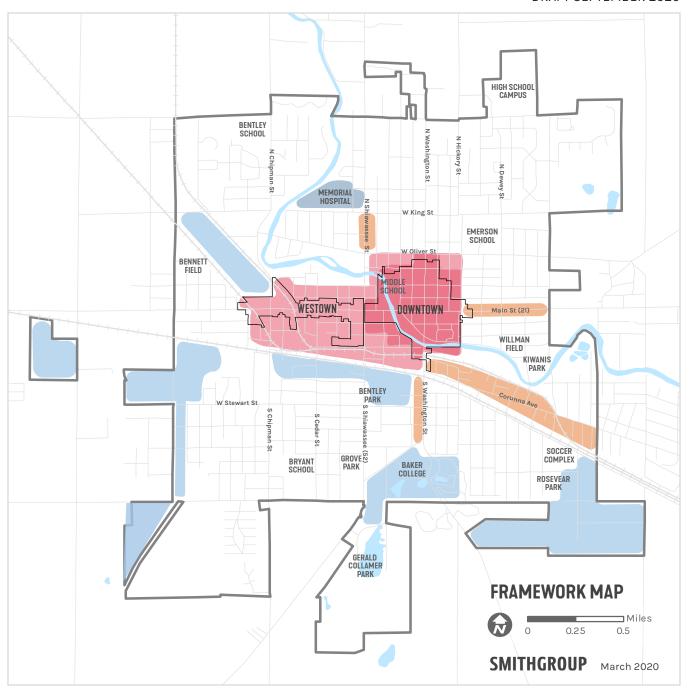
The Economic Development Strategy deals with the city's centers, corridors, and district place types. This is where people work and where they go for goods and services. These are the areas where revitalization is taking place.

LEGEND

Centers

Corridors

Districts



ASSETS AND CHALLENGES

WHAT MAKES US GREAT?

In terms of economic development assets, Owosso offers:

- Regional location and proximity to three large metropolitan areas: Detroit, Flint, and Lansing
- Stable government with minimal debt and good infrastructure
- Good cooperation with adjacent municipalities
- Quality school district
- Water and sewer
- Low cost of living and competitive taxes
- Diversity of businesses
- Michigan Main Street community
- Cook Family Foundation
- High speed internet
- Art and culture
- Baker College
- Partnerships with MEDC include Michigan Main Street (MMS) and Community
 Assistance Team (CAT)

WHAT CAN WE IMPROVE?

Owosso struggles with:

- Lack of housing options
- Perception and lack of marketing assets
- Lower educational attainment
- Skills training for underemployed
- Limited land for development
- Few entertainment venues
- Lack of hotels and accommodations
- Access to capital

WHERE CAN WE START?

Opportunities for Owosso include:

- Transformational Brownfield
- Michigan Economic Development Corporation's Redevelopment Ready Communities (RRC) Certification
- Need to sell success stories incubator at Farmers' Market become small businesses
- Accelerate the timeline for putting together financing packages





GOALS, POLICIES, AND ACTIONS

The following goals, policies, and actions help translate the city's assets and challenges into tools to strengthen economic development and related place types in the city:

GOAL 1: PROTECT HEALTH, SAFETY, AND GENERAL WELLBEING OF THE COMMUNITY

MAINTAIN STRONG COMMERCIAL DISTRICTS

- Ongoing planning for Downtown and Westown.
- Support existing businesses.
- Encourage nonconforming sites to gradually upgrade and be brought more into conformance with the intent of the zoning ordinance.
- Prioritize code enforcement and blight control efforts on Westown, East M-21, South M-52, and M-71.

PROTECT WATER QUALITY AND ENHANCE THE NATURAL ENVIRONMENT

 Encourage sustainable design and aesthetic upgrades that will enhance the use and exchange value of property.

- Utilize the Zoning Ordinance to ensure that development will minimize disruption to valuable natural feature areas.
- Consider zoning changes that encourage rain gardens, permeable paving materials, LEED certification, and other sustainable development goals.

GOAL 2: PROVIDE EXCELLENT CUSTOMER SERVICE TO RESIDENTS AND INVESTORS

IMPROVE THE DEVELOPMENT REVIEW PROCESS

- Create a Guide to Development.
- Develop a documented policy to guide the internal review process including tasks, times, responsible parties, etc.
- Develop potential incentive packages.

ENSURE PLANNING AND DEVELOPMENT IS INCLUSIVE

- Promote and support a regional approach to economic development that is business friendly and easily accessible by businesses.
- Continue to follow and revise the public participation plan as needed.

 Develop an outreach strategy for potentially controversial development projects.

GOAL 3: MAINTAIN FISCAL RESPONSIBILITY AND SUSTAINABILITY

INVEST IN LOCAL INFRASTRUCTURE AND PUBLIC SERVICES

- Proactively address capital needs and time projects in parallel with redevelopment.
- Coordinate an infrastructure improvement plan for streets and underground utilities, with design standards.

SUPPORT LOCAL LEADERSHIP AND CIVIC ENGAGEMENT

Support training for local elected officials.

PROMOTE FINANCING TOOLS FOR DEVELOPERS

 Educate building owners regarding potential financial benefits of upper floor rehabilitation, including state and federal tax credits for historic rehabilitation.

PROACTIVE CAPITAL PLANNING

 Consider redevelopment opportunities for current municipal properties, specifically City Hall and the public safety building.







GOAL 4. IDENTIFY, PRESERVE, AND ENHANCE THE COMMUNITY'S CHARACTER AND HERITAGE

PROMOTE REDEVELOPMENT

- Modify zoning to permit a flexible mixture of uses along corridors but with strengthened emphasis on design and character.
- Recognize and assess Redevelopment Ready Sites in order to prepare for packaging and marketing.

PRESERVE THE CHARACTER OF THE COMMERCIAL DISTRICTS

- Develop standards for new and infill development in order to ensure high quality, durable materials that are in compatibility with the city's historic character.
- Move the sign ordinance into the zoning code and update it so that it adequately serves businesses but promotes more subtle materials, lighting, color, size, positioning, and landscaping that complements the building and neighborhood.
- Require landscaping that enhances the development site along the street and within the parking lot.

BUILD ON EXISTING ASSETS

- Create marketing materials to attract developers to Owosso.
- Promote tourism. Advance and expand Downtown's Day-Tripper Transformation Strategy.
- Preserve the unique identity of Westown while pursuing mixed-use and traditional building projects.

CONTINUE LOCAL EVENTS AND PLACEMAKING

- Facilitate regular and frequent events in the downtown and Westown business districts in conjunction with the evolution and improvement of existing events such as the North Pole Express.
- Encourage and facilitate historical preservation.

GOAL 5: INCREASE QUALITY OF LIFE AND QUALITY OF PLACE

SUPPORT MIXED-USE AND WALKABLE NEIGHBORHOODS

Encourage home-based businesses, livework space, mixed uses, and flexible commercial spaces to accommodate the new economy worker and business.

- Prioritize neighborhood-serving mixed-use nodes to provide walkable access to daily retail and service needs.
- Provide safe pedestrian circulation when designing access and circulation for vehicles.
- Require all new commercial construction to provide pedestrian pathways along the roadway and require linkages from the building to parking areas and the pathway.

SUPPORT COMPLETE STREETS

- Finalize a non-motorized plan map and implementation strategy that links to other regional trail efforts.
- Build a student culture in the community between Baker College and downtown by encouraging strong pedestrian connections between campus, dorms, and downtown.
- Connect Westown to the proposed trail system and consider additional wayfinding and street furniture, including waste receptacles.
- Consider implementation of the "complete streets" and "road diet" design concepts for all major streets and state highways.

GOAL 6: BOOST LOCAL ECONOMY

BUILD ON THE LOCAL BUSINESSES

- Business attraction.
- Identify and invest in programs that promote
 Owosso as the best entrepreneurial climate to
 live, work, learn, and play.

SMALL BUSINESS SUPPORT

- Continue to hold events to facilitate business support, training, and networking (Social media marketing, small business resources).
- Consider a coordinated study and plan effort that could drive tourism by increasing the draw to the Steam Railroading Institute, the Lebowsky Center, etc.

DEVELOP A MARKETING STRATEGY FOR NEW BUSINESS

- Conduct a market study to understand the needs of the community that are currently unmet and identify potential targets for business recruitment.
- Develop a business recruitment strategy and action plan, including a business recruitment package. Target a mix of specialty and anchor businesses for downtown, and a broader mix of general commercial for the corridors.

Redevelopment Ready Sites marketing via signage in public areas, info packets and status updates in print/online/social, stakeholder facilitation, pre-project and postproject awareness efforts.

ATTRACT NEW DEVELOPMENT

- Partner with MEDC (RRC staff) and technical assistant consultants to identify and facilitate developer introductions and site tours.
- Promote the Shiawassee River as an environmental, economic, and recreational asset for Owosso.
- Develop a process to share successes, events, promotions, and development opportunities across partner communication channels (e.g., newsletters, press releases with partners like Chamber of Commerce, Main Street, etc.).
- Increase investment in regional marketing.
- Develop and utilize Request for Qualifications (RFQs) and Business Development Packets.

GOAL 7: STRENGTHEN PUBLIC AND PRIVATE PARTNERSHIPS

- Develop a tax increment financing plan for the Westown Corridor Improvement Authority (CIA) and expand the boundary to capture key redevelopment sites.
- Consider the establishment of a Principal Shopping District (PSD) for Downtown Owosso.
- Continue to support the efforts of the Shiawassee Economic Development Partnership.
- Create an easily sharable, living spreadsheet to align partners with ongoing planning efforts and initiatives.

ECONOMIC DEVELOPMENT STRATEGY

The economic development strategy drives investment and growth strategies, and it helps to define the way a community will interact with the local business community. It can guide business attraction and retention, determine which types of projects warrant public incentive support, identify an economic development vision and create an implementation strategy for the completion of projects which will enhance the economy within the community.

Economic development cannot just be about projects and amenities alone, it must be a comprehensive strategy. One that focuses on growing the local tax base, developing the workforce of today and tomorrow, investing in infrastructure that can support the needs of both residents and businesses, creating capacity to support, grow and retain existing businesses within the community and developing a marketing and branding strategy that can help attract new businesses to the community.

REGIONAL ECONOMIC DEVELOPMENT

In 2013, the I-69 Thumb Region, also known as Prosperity Region 6 completed a 7-county economic development strategy called "Accelerate". This plan is intended to find and promote economic development opportunities across the region as well as promoting the region for outside investment.

Each year, the I-69 Thumb Region offers grants and other support programs assisting local communities within the region to compete for investment opportunities.

AREAS FOR GROWTH

An overall assessment of Owosso points to two primary areas for growth throughout the community as follows;

- Industry This classification focuses on retail, service and manufacturing
- 2. Housing The primary focus on housing will be to increase new housing units of all types that can primarily serve the working community and industries of Owosso.

INDUSTRY

The City of Owosso has a number of thriving industry sectors from retail to industrial to medical with Memorial Healthcare which employs over 1,000 workers within the citv. Importantly, for future industry growth within the City of Owosso, is the labor participation rate. Owosso has a labor participation rate of nearly 64%, which is currently higher than the State of Michigan based on 2017 U.S. Census estimates. Equally important, educational attainment for the City of Owosso shows that at least 54% of the community has of some level of higher education attainment. While this is still a little below the State of Michigan, Owosso can demonstrate that they do have a trained workforce, especially when specifically trying to attract new manufacturers to the community.

BUSINESS DEVELOPMENT/ RETENTION PROGRAM

Develop a program to take and keep the pulse of the local business community. Regular touches, or retention visits will begin to engage the business community beyond traditional networking opportunities. Typical discussions during retention visits include business growth plans, marketing, employment and obstacles that can hinder growth. There are many resources available to the business community for finding, hiring and retaining employees, obtaining financial support, learning about import and export programs and government contracting opportunities. Having a strong business retention program can be one of the most successful tools for supporting the local business community. The Shiawassee Economic Development Partnership (SEDP) can be a resource to the City of Owosso since it brings collaborative partnerships together around development, business growth and support, entrepreneurialism, workforce development, infrastructure and beyond.

KEY METRICS FOR A RETENTION PROGRAM

- Coordinate retention efforts with the SEDP. When able, join SEDP for retention visits to companies within the city.
- Coordinate a bi-annual retention review with SEDP and the Michigan Economic Development Corporation to get updates on retention efforts throughout the year and to learn about key themes arising from discussions with local base businesses.
- 3. Develop a tracking method to follow and assist companies through the expansion process.
- 4. Create a small business information and support kiosk at City Hall in the Main Street/DDA office with promotional material for support programs or agencies that are available to assist local small buisnesses such as MEDC, MI Small Business Development Center, SEDP, Procurement Technical Assistance Center, lending institutions and other support organizations.
- Celebrate business growth wins in the city online and through other forms of communications to let residents and other businesses know about economic successes.
- Promote and enhance DDA/Main Street programs that can support local business growth and development such as TIF or Brownfield.

MARKETING/BRAND STRATEGY

Upon completion of the Master Plan, the City should focus efforts on marketing and branding to reintroduce the downtown mixed-use corridor and become a tool to highlight investment opportunities within the city. Marketing and branding have been used in many instances to create logos and taglines for municipalities, but for economic growth, the strategy needs to do much more. The strategy should identify sites, but also why those sites are a good investment. Are utilities in place and what capacity can they support? What potential incentives, such as opportunity zones might apply? What types of investment is the community trying to attract and what demographics support that investment? These are some of the questions to be addressed in a good brand strategy.

The table at right provides the framework for a marketing strategy for the City of Owosso

MARKETING STRATEGY FRAMEWORK

Segment	Primary Interests	Outreach Tools	Suggested Message to Segment
Location advisors/ Site selectors & Corporate Executives (with site influence)	 Reducing risk, credible and trustworthy sources Available and skilled workforce Accessibility and location Incentives and taxes Predictable permitting process 	 Meetings at industry events Website/online media Partnerships and industry networks Industry press Briefings/tours 	 Plenty of available land and vacant facilities We offer fast approvals Incentives available Easy access to larger markets Forward thinking leadership Low utility costs
Developers	 Reducing risk Quality/style of development Return on investment Quick tenant placement Predictable permitting process Zoning and land use 	 Engagement in community building vision Trade media and press Briefings/tours Website/online media Area business reports 	 Untapped market potential Desirable location Fast approvals Incentives available Progressive city leadership Small-town charm with forward thinking leadership Low utility costs
Regional & Intermediary Organizations, Public- Private Partnerships (MEDC)	 Promoting and expanding economic development in the region Growing the organization's reputation and credibility Networking 	 Brochures/Fact sheets Briefings Engagement in community building vision Community educational forums 	 Changes will offer major economic opportunities for local community Together we can make Owosso a great place to do business and development projects We are leveraging your investment

BUSINESS ATTRACTION

Upon completion of the brand strategy, it will be important to engage fully with the Shiawassee Economic Development Partnership as well as the Michigan Economic Development Corporation to implement a business attraction strategy that works for the community based on the outcome of the Master Plan, land available for growth and target sectors the city is looking to attract.

KEY ATTRACTION METRICS

- Determine which industry sectors are most likely to thrive in Owosso and implement a targeted marketing effort to those industries.
- Work with SEDP to engage site selection professionals and consider hosting a Familiarization Tour within the community.
- Highlight strong institutions such as Memorial Healthcare, Baker College, The Cook Family Foundation, Chemical Bank and others to demonstrate Owosso's great industry core and industry diversity.
- 4. Complete a workforce study to highlight the city's workforce potential.
- Attend regional site selection forums such as Mid-American Economic Development Council, Michigan Economic Developers Association and Site Selectors Guild.

HOUSING

A common theme from the Strengths-Weaknesses-Opportunities-Threats (SWOT) analysis is that there is not enough housing in the marketplace for new residents coming to Owosso, and that the existing housing stock is not supporting the existing residents of the city. Specifically, the housing market for middle income individuals is virtually nonexistent. Adding new housing stock is a very important piece of the economic development puzzle.

Opportunities to accommodate new housing marketed to middle income individuals are found throughout the city. At right are a few strategies to assist with attracting potential housing builders to the City of Owosso.

UNDERSTAND THE MARKET

The first step in moving projects forward in smaller communities across the regions is to identify areas in the community that would be appropriate for new housing construction, both renter- and owner-occupied. For many builders, cost is the driving factor for determining when and where to build. Market information needs to be gathered indicating what the potential sales price or rent structure would be for new units. It would also be helpful to identify where potential buyers and renters will come from. A focus group meeting with area realtors and lenders would help with this.

Further, a survey of existing residents (mailed and/or online) in the community would also help asking the following questions, at a minimum, for example:

- If newly constructed, for-sale houses were available in the community would you consider selling your existing house and moving?
- 2. Are you currently renting and if newly constructed, for-sale houses were available would you consider buying?
- If you did move to a different house, what are some of the key things you would be looking for? (less maintenance, more bedrooms, etc.
- 4. Do you know of, or is anyone in your household, currently looking for alternate housing but have been unable to find any?

ENCOURAGING NEW HOUSING CONSTRUCTION

Developers are not likely to be interested in small, outlying communities because the incomes and housing values are lower. Instead, they will tend to focus on larger markets with higher values and the potential for greater profit margins. Small communities will have to find creative ways to generate new housing development, on both the construction and land development ends of the market.

This can come in the form of building capacity with local investors/builders ("home grown") and eliminating some of the hurdles that make housing development challenging. This can also be accomplished by creating Public/Private Partnerships (P3's) with local municipalities or non-profit entities. Either the community, the P3 or a regional consortium, must look for ways to encourage new housing construction including but not limited to:

1. Acquiring land. Since both lenders and developers are shying away from new developments, the community can acquire land for that purpose and eliminate one of the required steps. This land can be sold raw or if possible, with the necessary infrastructure indicated below. If land can be obtained at

- a reduced price through tax foreclosure, the savings can be passed on to the developer as an added incentive. If the community is acting as the developer, this will help lower development costs and the savings can be passed on to the individual builders.
- 2. Obtaining zoning approvals. The community can rezone and even site plan the project so a developer only has to install the infrastructure and then obtain building permits for the construction. Prior zoning approval would also help with alternate housing types, like townhouses, condominiums, apartments, etc., where residents in some communities oppose any type of housing that is not large lot, single-family.
- 3. Extending infrastructure to the site. This is one of the costliest parts of development so if the community can install utilities to the property already purchased, typically at a lower financing rate, this will greatly improve the ability to attract builders. With roads, sewer and water already installed, the community will then have the ability to sell individual lots to builders and eliminate the risk that comes with developing an entire subdivision. This also gives the community

- flexibility with the builder and ability to ensure high-quality construction; and coordinate capital projects.
- 4. Establish a risk loan guarantee that will encourage banks to lend for speculative housing development, like subdivisions. The builders we spoke to said that even if they wanted to develop a subdivision, the risk would be too great, and the lenders would be hesitant to participate. It would therefore be beneficial to create some form of loan risk guarantee pool that would protect the lenders from loss if the project failed. As a loan guarantee, funding would not have to be committed to each project; only for those projects that fail and the bank has to foreclose on the property. In those cases, the loan fund would cover an agreed upon percentage of the loan and then have the ability to sell the property to a new developer. Such a fund could be undertaken at the community level but would most likely be more effective at the regional level as part of a consortium of communities or economic development agencies.

With many of the successful projects noted previously, builders have stated that they were able to offer lower-priced options because they could get higher densities creating an economy of scale. Others were able to acquire the land for development at a very low cost, generally purchasing the land from a municipal entity that obtained the land through the foreclosure process during the last recession. As noted earlier in this strategy, nearly 30% of the costs of new construction projects are regulatory, so finding ways to reduce those costs is critical.

ADDITIONAL STRATEGIES

- The community should develop an "elevator speech" that promotes the assets of the community and why someone would want to invest there.
- An inventory of available land should be prepared including ownership, tax and zoning information. The availability and location of public utilities should also be included.
- 3. It is critical that the community obtain ownership of tax foreclosure properties that have development/redevelopment potential for mixed-use or housing.

- 4. Where needed, properties that are targeted for development can be re-zoned in advance by the community, making it easier for prospective developers/builders to move forward.
- Make sure that the zoning and building review process is quick and efficient to avoid unnecessary delays.
- 6. A strategy should be prepared for the development of residential properties, falling into four categories: (1) Land suitable for subdivision into multiple lots; (2) Individual, developable lots for sale to builders; (3) Land suitable for multiple-family development; and (4) Mixed-use and urban housing types, like townhouses, flats, etc.
- Local companies and banks should be recruited as partners in housing development, including financially, since they depend upon the ability to attract quality employees and customers.
- Consider allowing Accessory Dwelling Units and smaller housing unit types to increase density in downtown and adjacent areas.

IMPLEMENTATION

This plan serves as the policy guide for moving Owosso forward, guiding decisions about future physical and economic development. Transforming the plan's goals into reality will require a long-term commitment and political consensus. The plan is designed to be a road map for action, incorporating strategies, specific projects, and programs that will achieve the desired results.

This chapter synthesizes the many plan recommendations and identifies the actions and timing needed to transform the plan's vision into reality.

TENETS OF SUCCESSFUL IMPLEMENTATION

The input received through the master plan process provided a foundation to help achieve the city's vision, community support, commitment, and involvement must continue.

COMMITMENT

Successful plan implementation will be directly related to a committed city leadership. While elected and appointed officials will have a strong leadership role, many others - city department directors, staff, and leaders from the community's many institutions and organizations will also be instrumental in supporting the plan.

However, commitment reaches beyond just these individuals and includes the array of stakeholders. Citizens, landowners, developers, and business owners interested in how Owosso develops must unite toward the plan's common vision.

INTEGRATE WITH PROJECT DESIGN

City officials and departments must embrace the plan, applying its recommendations to help shape annual budgets, work programs, and the design of capital improvements. For example, the city's engineering practices can support implementation through infrastructure improvements, streets, and storm systems designed consistent with plan policies and

recommendations. Each department, staff person, and elected official should find it a benefit, if not an obligation, to reference the plan when making decisions and setting priorities.

GUIDANCE FOR DEVELOPMENT DECISIONS

This plan is designed for routine use and should be consistently employed during any process affecting the community's future. Private investment decisions by developers, corporations, and landowners should consider the plan's direction as it is the guide for economic growth and stability of the community and supports the goals and objectives of the overall master plan.

EVALUATION AND MONITORING

This plan has been developed with a degree of flexibility, allowing nimble responses to emerging conditions, challenges, and opportunities. To help ensure the plan stays fresh and useful, periodic reviews and amendments may be required. This will ensure plan goals, objectives, and recommendations reflect changing community needs, expectations, and financial realities.

ATTRACTING DEVELOPMENT

It is up to the City, DDA, business leaders, and civic associations to work together to assemble developer information and then actively recruit developers and businesses.

WHY OWOSSO?

Since developers look for strong or emerging markets, Owosso must prove that it fits into this classification and may have just been overlooked. What are the positives with Owosso that have created unmet demand for housing, commercial, office or industrial uses? This is information that must be gathered and uncovered to create the "elevator speech" for developers: meaning why invest in Owosso as opposed to all the other communities that contact you? Also, what has changed in recent years causing the private sector to overlook the city as a place to develop? A one-page handout summarizing this key information will be a good start. After that, a separate sheet can be created for each marketing item like housing, retail, office, hospitality, etc.

UNDERSTAND THE MARKET

Developers may not take the time to fully understand the dynamics of the local market and especially not unmet demand. The city can prepare a fact sheet for different market segments, working with local real estate professionals and companies. For example, some compelling information might be increased housing prices and vacancy rates; potential demand for certain types of housing using the Target Market Analysis; voids in the retail market that could be served by local businesses, etc.

DEVELOPER MATCHMAKING

Once the above information is collected and organized, invite developers to come in and learn about available sites and why they should consider Owosso for their next project. It would be best to invite them individually and be concise, enthusiastic, and to the point with what you would like them to consider. Be sure to share success stories from other companies and developments so they can see that others have already tested the market. It is equally important to have as much information available regarding property availability, price, rental rates, recent purchase prices, traffic volumes, etc. This will provide a positive impression regarding the recruitment effort and limit the number of items that need follow-up.





DDA/CITY PROPERTY ACQUISITION

Property acquisition will be a necessary part of implementing the development projects contained herein, particularly for site development and redevelopment. By purchasing property in an area identified for new development, the DDA or the city will have an added tool to attract developers and build the desired project. For example, to develop new housing, the DDA or city can acquire several of the vacant lots and can contribute them to the project. This will provide an incentive to lower the cost, and minimize the risk, for the developer. Should the first phase be successful, the developer will more than likely undertake construction of additional units without any form of subsidy. The goal is to use tax increment financing to attract developers by minimizing risk, leverage private investment and eventually eliminate the need for financial assistance.

GAP FUNDING

Some projects may need financial assistance to kick-start the development. The city may, at its own discretion, commit project-specific future tax increment capture back to private projects for a specified period of time. The goal is to provide funding to close the "gap" that prevents the project from becoming a reality due to financial feasibility. There are many additional incentives that can also be utilized to support "gap" funding.



INCENTIVE PACKAGE

The following programs are a sampling of incentives available to both local communities and developers to assist with redevelopment projects.

- Business Development Program (MiBDP)
- PA 198 Industrial Facilities Exemption
- Commercial Rehabilitation Abatement
- Community Revitalization Program (CRP)
- New Market Tax Credits
- Brownfield
- Michigan Transportation Economic Development Fund
- Opportunity Zones
- Façade Improvement Program





REDEVELOPMENT OPPORTUNITIES

OWOSSO MIDDLE SCHOOL

Located on the northwest side of Downtown. along the Shiawassee River, the Owosso Middle School is currently active. There are plans to construct a new middle school on the high school campus. The 6-acre site includes a parking lot and amphitheater with a large lawn. Built in 1928, the 120,000 sq. ft. middle school has significant adaptive use potential. The auditorium and gym spaces present challenges for strictly residential conversion to marketrate apartments. The city would like to see the building repurposed as an artist live/work space similar to the City of Dearborn's City Hall Artspace Lofts. Other options include higher education. For instance, Kendall College was a possible tenant for the Armory building. The Owosso-Mitchell amphitheater hosts concert events throughout the summer. To preserve this community asset, the city should encourage the future developer to provide a public access easement for the amphitheater and perhaps a portion of the parking lot (to accommodate barrier free parking).







MATTHEWS BUILDING

Located in a prominent intersection within the Downtown core, adjacent to the Shiawassee River and across from City Hall, the Matthews Building site has significant redevelopment potential. The building is an aggregate of several buildings dating from the end of the nineteenth into the early twentieth century. The individual buildings are distinguishable according to their variable heights, different window trims, and variations on the stepped brick frieze. The extensive remodeling that has occurred over time, including multiple coats of paint and the application of various covers to the façade, challenges the observer to sort out a coherent description of its appearance. These additions also make adaptive use more challenging. Originally constructed in 1899, to replace the Mueller Brother Brewery that burned in 1898. The building is listed as a contributing to the National Register Historic District.







RIVER'S EDGE

Located along the south bank of Shiawassee River, just west of S Washington St, this 2.5-acre underutilized industrial site has significant redevelopment potential from a location and amenity perspective due to proximity to downtown, the Stream Railroading Institute and the James Miner Riverwalk. An opportunity for attached single family or multiple family. The development should provide for public access along riverfront. The surrounding neighborhood has architectural charm and walkable scale, but it is somewhat disconnected from downtown. There is an opportunity to connect the neighborhood to downtown via a pedestrian bridge across river at corner of Genesee and Green St which could be considered as part of a larger city-wide non-motorized effort.







FORMER VANGUARD SITE

This 3-acre former industrial site adjacent to the railroad offers an opportunity to provide a more desirable transition between more intense uses and the residential neighborhood to the north. Like the Woodard Station development, this site offers an opportunity to strengthen the Westown commercial area by adding residential density and creating a sense of place. Opportunity for duplexes or triplexes with rear parking and landscaping buffer along the railroad corridor. The development should be limited to 2-3 stories.







WESTOWN

While historically commercial corridors served as neighborhood-serving local businesses, as buying habits have changed these areas have seen varying levels of strength and decay across Owosso. Existing walkable centers should be preserved and strengthened to spur further investment. Many corridors, though, may be best to transition from retail or general commercial areas to mixed-use office, housing, and live/work opportunities. This is especially true for the gateway corridors of Corunna, Main Street and Washington. Future zoning changes are recommended to place a renewed emphasis on walkable design and character while allowing a flexible mixture of uses.

Westown in particular provides opportunity to complement, while not duplicating, the success of Downtown by capitalizing on its existing traditional "main street" storefronts and walkability to nearby neighborhoods. The success of the Woodward building redevelopment indicates Westown may have more potential as an eclectic "warehouse" district that builds on the area's industrial past. While a Corridor Improvement Authority (CIA) was established, no TIF has been established for the area. A more formalized business association and funding mechanism are needed to help brand Westown as its own district and fund streetscape improvements and a more formalized shared parking strategy.





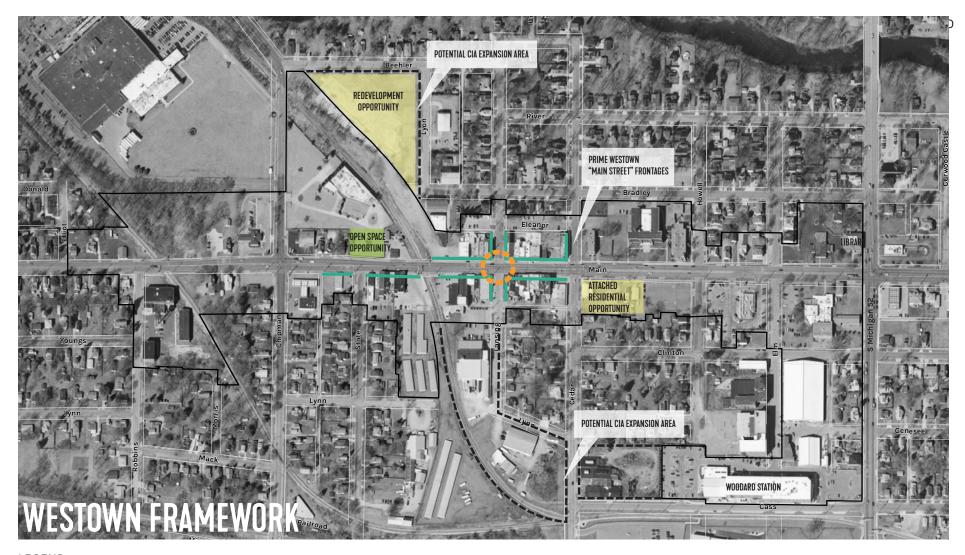






KEY STRATEGIES FOR WESTOWN

- Expand the Corridor Improvement Authority (CIA) boundary along Lyon to Beehler and along Lansing to Cedar and the railroad tracks to capture future development and support necessary infrastructure and streetscape improvements.
- Continue to invest in the rehabilitation of buildings along Main between State and Cedar to reinforce the sense of place and support existing and future businesses. This includes facade improvements and signage that enhances the historic integrity of the buildings.
- Potential open space opportunity west of the railroad tracks near the intersection of State St. The site is currently undeveloped private property.
- Opportunities for new attached residential development to increase pedestrian traffic in the district and provide a transition to the adjacent neighborhoods. Opportunities include a commercial site at Main and Cedar and the former Vanguard site along Lyon.



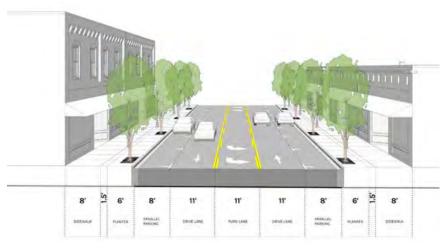
LEGEND

- Potential CIA Expansion Area
- Proposed Redevelopment/Infill
- Proposed Open Space
- Proposed Gateways
- Prime "Main Street" Frontages

MAIN STREET ROAD DIET

STATE STREET TO M-21 BRIDGE





EXISTING CONDITIONS

- 60 to 66-foot Right-of-Way
- Annual Average Daily Traffic (2019): 21,607
- 4-lane with on-street parking

CHALLENGE

Westown's existing building stock provides a traditional main street experience; however, the existing road-profile is that of an auto-oriented commercial corridor. There is also an opportunity to gain additional pedestrian space with a road diet.

RECOMMENDATIONS

- Reduce the number of travel lanes and add center turn lane
- Retain the same number of on-street parking spaces
- Install enhanced sidewalk amenities
- Plant additional street trees

Note: Federal Highway Administration advises that roadways with Average Daily Traffic (ADT) of approximately 20,000 vehicles per day or less may be good candidates for a road diet.



WHAT DO WE ENVISION FOR DOWNTOWN OWOSSO?

Downtown Owosso functions as the social, cultural and economic hub of the community and the region. Riverfronts also play a critical role in this country historically as a place of commerce and more recently as a source of recreation and a driver for investment. As the city's "front porch" and "living room", the downtown and riverfront district play an integral role in defining the identity and character of a community.

Throughout its history, Downtown Owosso and the Shiawassee River have been the focal point of activity in the city. Today, the downtown continues to serve as the cultural and economic center of the city. Many of the historic buildings have been restored and re-adapted into new uses - supporting locally owned stores and restaurants.

Despite some heavy losses through the decades, Owosso's downtown contains an impressive collection of nineteenth and early twentieth century commercial architecture. With the support and leadership of Owosso Main Street, dozens of façade improvements and millions of private dollars have been invested in downtown Owosso in the last decade.







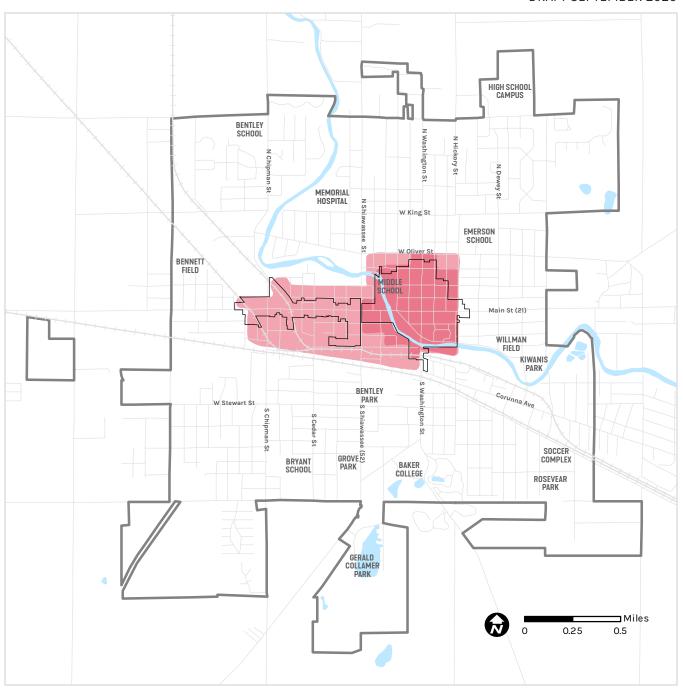


FRAMEWORK

Downtown is the center of the community. It is where people gather. The Downtown is one of the city's two centers. The other being Westown. Centers are characterized by their active ground floor uses and a mix of residential and office on upper stories. The centers benefit from access to open space and connections to neighborhoods, and corridors. While not always physically connected, centers and districts have a synergistic relationship.

LEGEND





ASSETS AND CHALLENGES

WHAT MAKES DOWNTOWN GREAT?

Downtown Owosso offers:

- Architecturally significant buildings
- Unique local businesses
- Destination for arts & culture
- Access to open space, trails, and the Shiawassee River
- Downtown management and dedicated volunteers
- Downtown programming and events
- Great local businesses and restaurants

BUILDING ON OUR SUCCESS

The City of Owosso has had several successful redevelopment and building rehabilitation projects in recent years including:

- The Amory (2018)
- Capitol Bowl (2006)
- Lebowsky Center for Performing Arts (2014)
- Woodard Station Loft, Westown (2007)
- The Wesener Building (2018)

WHAT CAN WE IMPROVE?

Downtown challenges include:

- Establishing better gateways
- M-21/Main Street is a barrier
- Maintenance issues with existing streetscape along Washington and Exchange
- Improving connections between destinations, increase walkability
- More connections to the Shiawassee River, nodes - family friendly and arts & culture
- Increasing retail







MAIN STREET APPROACH

FOUR-POINT APPROACH

- ECONOMIC VITALITY Strengthens existing economic assets, while also identifying opportunities for new development and growth.
- DESIGN Leverages unique, historic character to create inviting districts that attract visitors, residents and businesses.
- ORGANIZATION Cultivates partnerships and coordinates resources around a shared community vision for downtown.
- PROMOTION Communicates the value and vitality of downtown to community members, potential investors and key stakeholders.



TRANSFORMATION STRATEGY

- Day Tripper Tourism and Residential Development Transformation Strategy Development Plan
- Desired Future State: Downtown Owosso is widely known for its enthusiastic, welcoming culture that invites and embraces businesses, residents and visitors alike, showcasing a green and thriving environment of beautiful, walkable boulevards and authentic, unique attractions, residential, shopping, and dining experiences; the small towndowntown with appeal!



Source: Main Street America

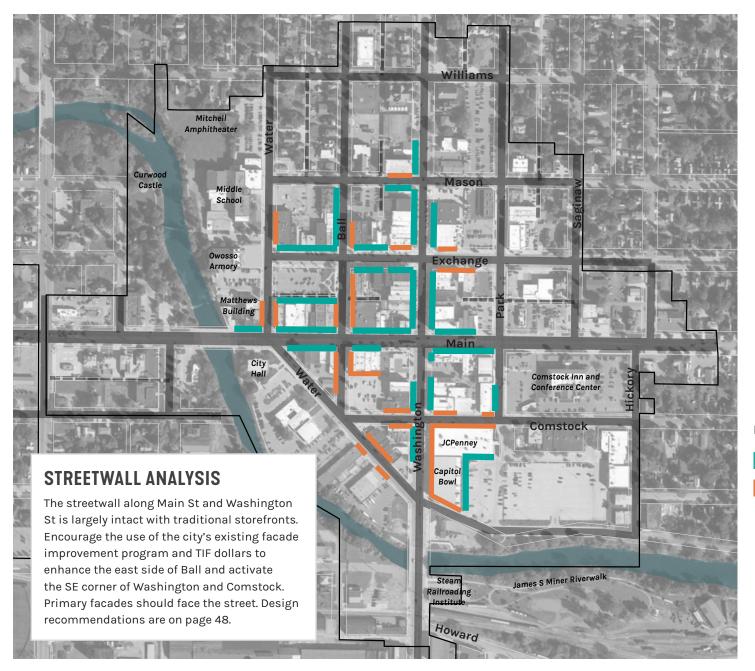






KEY STRATEGIES FOR DOWNTOWN

- Expand and sustain a model of "coopetition" among Downtown Owosso businesses, organizations and attractions.
- Promote our success and the Downtown
 Owosso brand through better storytelling
- Improve connections to the river and increase the amount of dedicate open space
- Support historic rehabilitation and compatible redevelopment
- Establish a Downtown zoning district to regulate new development
- Support upper story residential
- Promote Downtown as a hub for arts and culture



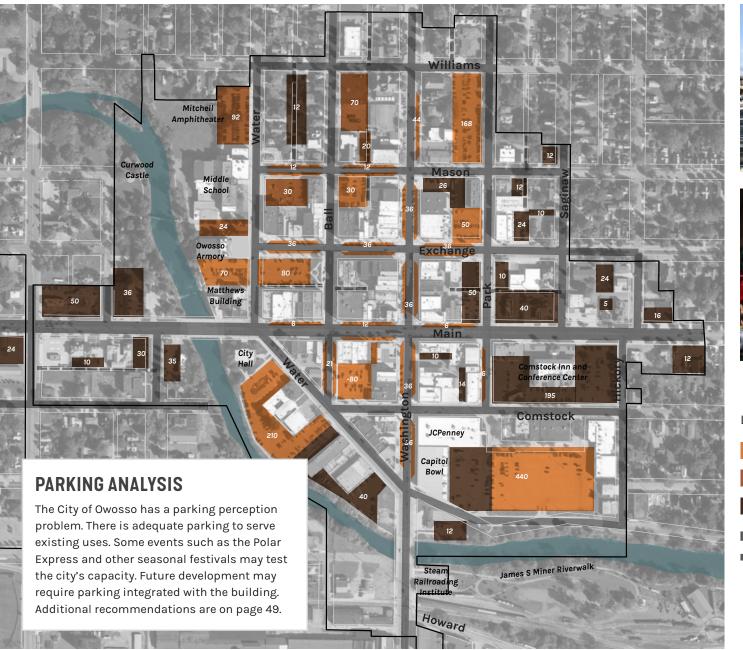




LEGEND

Primary Facades

Secondary Facades







LEGEND

Public parking

Semi-public parking

Private parking

Street

■■■ Alley

GOALS, POLICIES, AND ACTIONS

The following goals, policies, and actions help translate the city's assets and challenges into tools to strengthen downtown and related land uses.

GOAL 1: PROTECT HEALTH, SAFETY, AND GENERAL WELLBEING OF THE COMMUNITY

CREATE A WELCOMING DOWNTOWN COMMUNITY

- Cultivate an environment that demonstrates a commitment to the development of businesses, housing, and community organizations in Downtown Owosso.
- Expand and sustain a model of "coopetition" among Downtown Owosso businesses, organizations and attractions.

STRENGTHEN CODE ENFORCEMENT

- Support a strict code enforcement program of commercial, residential and tenant properties.
- Educate business owners and employees on the importance of reserving on-street parking for customers/patrons.

STRIKE BALANCE BETWEEN DEVELOPMENT AND THE PRESERVATION OF OPEN SPACE

- Support privately owned river-friendly development on the Shiawassee River
- Consider zoning changes that encourage or require riparian preservation

GOAL 2: PROVIDE EXCELLENT CUSTOMER SERVICE TO RESIDENTS AND INVESTORS

ENSURE PLANNING AND DEVELOPMENT IS INCLUSIVE

- Continue the Main Street program in downtown.
- With the city, define Main Street's role in the RRC initiative; plan and deploy activities accordingly.

IMPROVE THE DEVELOPMENT REVIEW PROCESS

 Support a regulatory environment that demonstrates a commitment to the development of businesses, housing and community organizations in Downtown Owosso.

IMPROVE THE DEVELOPMENT REVIEW PROCESS

- Expand outreach and education of façade grant opportunities
- Conduct customer service surveys of property owners, businesses and organizations

GOAL 3: MAINTAIN FISCAL RESPONSIBILITY AND SUSTAINABILITY

DIVERSIFY FUNDING SOURCES

- Determine if establishing a principal shopping district (Act 120 of 1961) would provide a benefit to the City
- Participate in the City's six-year capital improvements plan an annual basis
- Amend the DDA Plan to allow for more creative project financing

INVEST IN LOCAL INFRASTRUCTURE AND PUBLIC SERVICES

- Include Main Street in the City's annual update process for the six-year capital improvements plan (CIP)
- Improve the aesthetic appearance of downtown parking lots

- Improve the pedestrian experience along the Washington Street bridge
- Coordinate roadway and bridge improvements with MDOT's long-range plans

GOAL 4: IDENTIFY, PRESERVE, AND ENHANCE THE COMMUNITY'S CHARACTER AND HERITAGE

STRENGTHEN CONNECTIONS TO THE RIVER

- Improve utilization of and access the riverfront through public-private partnerships
- Continue to support biking, walking, and river activities in downtown.

PROMOTE HISTORIC PRESERVATION

- Continue the historic preservation program for downtown's historic structures with program elements to include facade restoration, upper story tenant development, design services, and qualification measures to access state and federal tax credits
- Utilize the Downtown Historic District Commission to ensure preservation of downtown properties, while encouraging economically viable uses in existing buildings.

PROMOTE THE DOWNTOWN OWOSSO BRAND

- Working on telling our story locally, regionally, state-wide, and nationally. Promote successes and initiatives
- Continue to support festivals and events
- Incorporate downtown brand into downtown gateways and wayfinding
- Develop a mobile app featuring Downtown Owosso attractions/ businesses (possible fundraiser through ad sales)
- Create and deploy a public relations media content calendar
- Install historic markers describing noteworthy buildings, events and people. Coordinate the design with an overall City signage plan.

GOAL 5: INCREASE QUALITY OF LIFE AND QUALITY OF PLACE

ENSURE A HIGH QUALITY PUBLIC REALM

- Improve the sense of arrival for the South
 Washington Street entrance to the downtown
 and provide safe pedestrian crossings
- Enhance all downtown gateways with beautification and wayfinding

- Improve the aesthetic appearance of downtown parking lots
- Activate the alleys in downtown as gathering spaces, art exhibits, events, etc.
- Revise zoning standards to require 10' parking setback with screened buffer zones

SUPPORT THE CITY'S SENSE OF COMMUNITY

- Create and deploy a "Welcome" packet and/or goodie basket for new arrivals
- Create and demonstrate a welcoming culture of hospitality for the visitors, businesses, and residents of Downtown Owosso
- Increase lifestyle, entertainment options including festivals and cultural events

PRESERVE AND ENHANCE THE MAIN STREET CHARACTER

- Engage in a zoning revision that includes design guidelines and/or elements of a form based code for downtown and Westown.
- Consider the potential of "build-to" lines, mixed vertical uses, and minimum heights in the downtown and in Westown.

SUPPORT A MIX OF USES

- Expand housing options
- Improve rental rehab program
- Establish smaller-scale retail and office infill development
- Work with property owners on redesign vision and outlot potential the public parking lot

PROVIDE FOR ADEQUATE OPEN SPACE AND RECREATION

- Enhance the riverfront through public-private partnership
- Activate the alleys in downtown as gathering spaces, art exhibits, events, etc.
- Transition existing parking lots into dedicated pedestrian space (plaza, farmers market, etc.)
- Improve connections to the river. Establishing varying activity nodes along the riverwalk

IMPROVE SAFETY OF STREETS FOR ALL USERS

- Road diet on M-21/Main Street
- Reconnect street grid or at minimum create pedestrian connection between Water St and Comstock St.

 Incorporate distinctive and clearly marked crosswalks at road crossings that align with existing sidewalks and pathways.

GOAL 6: BOOST THE LOCAL ECONOMY

ADVANCE TRANSFORMATIONAL STRATEGIES

- Expand and sustain a model of "coopetition" among Downtown Owosso businesses, organizations and attractions
- Create or support creation of day-tripper attraction packages
- Engage business owners in defining "coopetition" and how to measure

SUPPORT AND ENGAGE LOCAL BUSINESSES

- Survey business owners about needs/gaps
- OMS/DDA to act as resource for businesses in development/strengthening of networks/ network opportunities

GOAL 7: STRENGTHEN PUBLIC AND PRIVATE PARTNERSHIPS

- Continue to pursue and work with the State of Michigan on grants
- Cooperation between all downtown groups: Chamber, Main Street, Theatre,
 Farmers Market, Art Center, Amphitheater,
 Steam Railroad Institute, Owosso Historic
 Commission, Historic District Commission
- Support and promote arts & culture, in partnership with Shiawassee Arts Council, Lebowsky Center for the Performing Arts, Owosso Public School District, and others.

ZONING RECOMMENDATIONS

DOWNTOWN ZONING DISTRICT

- Commercial entryways locations
- Build-to line and maximum setback of 10 feet
- New buildings downtown must be built to complement nearby historic buildings and allowable building materials
- Ground floor transparency required
- Minimum building height of two stories for the center city district, the original 9-block core area
- Horizontal breaks in material to distinguish floors

BENEFITS OF A FORM BASED CODE

- Emphasizes the form and context of a district and promotes a more flexible mixture of uses
- Supports the recent trends in vibrant, walkable communities or "placemaking" – greater focus on buildings' relation to the public realm
- Proactive approach to zoning to embed the community's vision for character and place types

DOWNTOWN PARKING REGULATIONS

- Driveway access shall be restricted to certain blocks, parking lot locations shall be restricted to certain locations on parcels (not adjacent to Main Street)
- Interior landscaping is required for parking lots with over 40 parking spaces
- Private parking will be permitted under special use permit
- A maximum limit shall be placed on private parking; otherwise, no parking spaces are required for uses other than residential and institutional
- Parking lots must be located behind or to the side of buildings to reduce the visual impact of parked cars

DOWNTOWN USES

- Ordinances that regulate sidewalk cafes and food trucks
- Continue to review the residential parking requirements for downtown to determine if there are changes needed as additional residential units are developed



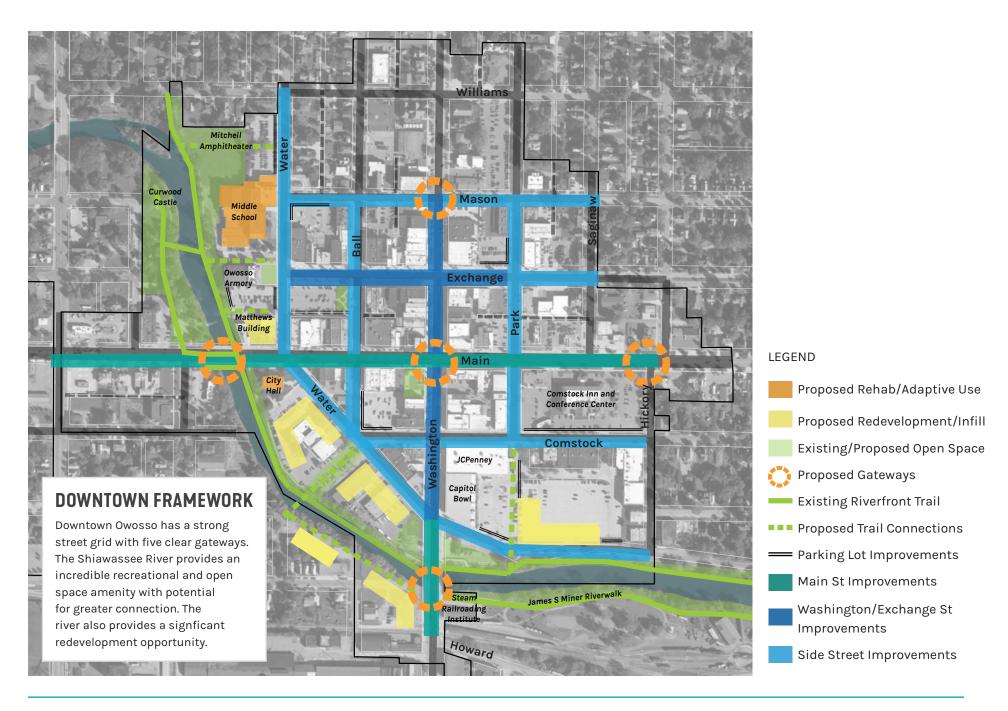




DESIGN STRATEGIES FOR DOWNTOWN

Important design strategies include the following:

- Continuous street edge with multistory buildings and well-articulated facades
- New development complementary to existing building forms and materials
- Retain and maintain older structures, especially historic facades
- Welcoming storefronts with active window displays and outdoor seating
- Pedestrian-scale design elements like awnings, projecting blade signs, landscaping, and lighting
- Well-screened service areas: waste receptacles, delivery areas, mechanical equipment, and utilities
- Landscaped parking areas with welldefined pedestrian-ways and screening from sidewalks



MAIN STREET PERSPECTIVE SKETCH

- Consider potential to reduce road to three lanes in downtown core to allow for safer bike traffic
- Manage vehicular speeds to levels appropriate for downtowns
- Widen walks for outdoor dining, and commercial use
- Provide additional landscape, lighting, and healthy trees to

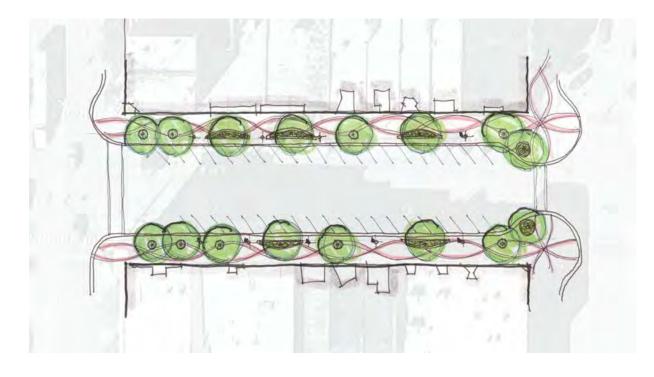


- Continue the historic preservation program for downtown's historic structures
- Gateways at M-21 Bridge, Main St/ Washington St, Main St/Hickory St, Washington St/Mason St, and Washington St Bridge
- Enhance and expand existing riverwalk and increase connections between Downtown and the river
- Reconnect street grid or at minimum create pedestrian connection between Water St and Comstock St.
- Main St is a primary shopping street. Improvements should focus on pedestrian scale and character.
- Washington St and Exchange St are primary shopping streets. Improved in 2010. Update per detail on p 48.
- Improvements for secondary streets include limit lane widths, plant trees, install lights, and additional on-street parking.
- Refocus existing plaza at Main St and Washington St
- Install landscape buffer and decorative fence detail along parking lots.
- Activate the alleys in downtown as gathering spaces, art exhibits, events, etc.



DOWNTOWN PROJECTS

TYPICAL WASHINGTON STREET BLOCK



WASHINGTON AND EXCHANGE STREET

EXISTING CONDITIONS

- Wide sidewalks, ample parking, and paving and lights provide opportunity for successful use and commercial value.
- Tree species used has limited size and lifespan.
 Small crown does not create a shaded environment and are undersized for scale of street.
- Gaps between trees appear stark, and are not conducive to commercial sidewalk use.
- Planters constructed of pre-cast wall units are prone to damage over long term

PROPOSED IMPROVEMENTS

- Remove pre-cast wall unit planters.
- Install additional trees in large grates or low curbed planters, with adequate soil treatment.
- Install larger open planters with low curbs, allowing for use of flowers and/ornamental grasses (with more limited maintenance needs)
- Consider new parking bump-outs at block ends to reduce pedestrian crossing distance.
- Plant larger scaled urban tolerant trees to provide shade and pedestrian character.
- If bricks continue to cause maintenance issues, consider replacing with integrally colored, poured concrete band.



GATEWAYS

GATEWAYS AT M-21 BRIDGE, MAIN ST/ WASHINGTON ST, MAIN ST/HICKORY ST, WASHINGTON ST/MASON ST, AND WASHINGTON ST BRIDGE.

Successful downtowns create a distinctive character and environment from other parts of the community. One way to celebrate the downtown and denote it as special place is to provide visual markers at the gateways into downtown, which could be a key intersection, a bridge over a river, or a place along the street where the architecture changes from suburban to downtown.

Gateway treatments can vary, but often include banner poles and lights, enhanced signage and landscaping, pedestrian bump-outs, and even overhead structures.

Per gateway intersection, project costs can range from \$55,000 for a modest treatment of two corners without a bump-out, up to \$425,000 for a more ambitious treatment with corner bump-outs.



RIVERWALK

ENHANCE AND EXPAND EXISTING RIVERWALK AND INCREASE CONNECTIONS BETWEEN DOWNTOWN AND THE SHIAWASSEE RIVER

The Downtown Plan identifies a number of key pedestrian and non-motorized connections that would improve access to, and within, downtown, as well as connect to the existing riverfront and pathways. This work may include paved pedestrian paths, landscaping, lighting, boardwalks, pedestrian bridges, and removal of existing improvements.

Typical costs for a pedestrian path are between \$650 and \$1,100 per linear foot of path. Repaying an existing path would cost about \$125 per linear foot. Boardwalks along the river with railing and lighting will range in cost between \$1,450 and \$2,400 per linear foot, depending on the width and complexity of the structure.

Pedestrian bridges can vary in cost depending on whether the bridge is custom designed, or a factory fabricated catalogue item. On the average, pedestrian bridges range from \$250,000 to \$350,000.



PEDESTRIAN CONNECTIONS

RECONNECT STREET GRID OR AT MINIMUM CREATE
PEDESTRIAN CONNECTION BETWEEN WATER ST AND COMSTOCK
ST. VIA THE PARK ST RIGHT OF WAY.

Disrupting the vehicular and pedestrian connectivity of a downtown street grid is, in some circumstances, detrimental to the commercial vitality of downtown, and frustrating to visitors that appreciate legible connections from parking to shops, or from downtown to a natural amenity such as a river.

In this light the Downtown Plan recommends improving the connection from Water St. to Comstock St. along the former Park St. alignment.

For estimation purposes, and to be consistent with the illustrated downtown plan, we are assuming this would be a pedestrian path, and implemented in conjunction with the redevelopment of the large public parking lot.

Costs would be similar to those described for pedestrian paths, and be in the range of \$292,500 to \$495,000 assuming a length of 450 feet.



MAIN STREET

REINFORCING MAIN ST AS A PRIMARY SHOPPING STREET.

Main Street is a MDOT right of way and is five lanes of traffic. Sidewalks are wide enough for limited pedestrian traffic, but not enough to support outdoor dining. The walks are functional, but the streetscape and walk are beginning to appear worn and unkempt. The existing traffic lanes are at minimally accepted widths, so reducing lane widths in order to gain pedestrian space is not feasible. According to traffic data available, the corridor may be a candidate for a traffic diet, subject to further study and analysis. The Downtown Plan recommends improvements that focus on increasing pedestrian scale and character.

Based on the perspective sketch provided with this plan, improvements would include reducing the width of the street, increasing sidewalks, and installing lights, landscape planters, stormwater modifications, street trees, street furnishings, and related improvements. If a street diet is not feasible, the bump-outs should be lengthened to increase pedestrian safety, provide space for outdoor dining, and humanize the scale of the street.



Costs for a significant road reconfiguration typically range from \$3,200 to \$5,400 per linear foot of roadway, not including sanitary sewer, water system, and telecommunication network upgrades. For a project of this scope, coordination and partnering with the Michigan Department of Transportation is essential for further planning, design, engineering, funding, and implementation.

WASHINGTON AND EXCHANGE STREET

WASHINGTON ST AND EXCHANGE ST ARE PRIMARY SHOPPING STREETS.

These streetscapes were improved in 2010 and have been an attractive addition to the downtown environment. As the project has matured there is an opportunity to fine tune the design to meet the needs of downtown visitors and businesses based on best practices. As illustrated in this plan, such improvements could include reconfiguration of the planters and landscape, installation of additional trees, and addition of key pedestrian bump-outs.

The costs for improving a typical block in this area will range from \$150,000 to \$250,000, including both sides of the street on a typical 290 foot long block.



SECONDARY STREETS

IMPROVEMENTS FOR SECONDARY STREETS INCLUDE LIMITING LANE WIDTHS, PLANTING TREES, INSTALLING LIGHTS, AND, WHERE FEASIBLE, ADDING ON-STREET PARKING.

Existing secondary streets in the downtown typically have wider vehicular lanes that are required for safe travel and access. Over time, as these streets are reconstructed due to their condition, we recommend that that the vehicular lane widths are reduced and sidewalks widened to improve pedestrian comfort and access, create space for commercial use of the walks and the installation of amenities such as street trees and lighting. In many communities the cost of such maintenance and reconstruction is shared be between the city and the downtown development authority, and these funding sources are supported by grants through MDOT, and other state agencies.



DOWNTOWN PLAZAS

REFOCUS EXISTING PLAZA AT MAIN ST AND WASHINGTON ST

While the combination of parking and plaza uses can be beneficial to local businesses and support community events, the use of the primary corner in downtown for parking is not the highest and best use of public property, particularly when there is a number of onstreet and off-street public parking facilities in the area. The Downtown Plan recommends repurposing the site for full time use as an open space, allowing for additional landscape enhancements, encouraging more programed and informal use of the space, and incentivizing adjacent development.

Typical urban pocket parks include lighting, overhead trellis/stage/roofed structures, trees and landscaping, site furnishings, and related amenities. Costs for such spaces typically ranges from \$55 to \$95 per square foot, which in the case of the Owosso site would translate to a cost of about \$550,000 and \$950,000.



PARKING LOT TREATMENTS

INSTALL LANDSCAPE BUFFER AND DECORATIVE FENCE DETAIL ALONG PARKING LOTS.

Parking lots that are directly adjacent to pedestrian sidewalks detract from the visual quality of a downtown, limit space for snow storage in the winter, and appear inhospitable to pedestrians. The Downtown Plan recommends that as parking lots are improved and reconstructed a landscape buffer is installed that may include removal of pavement, storm water modifications and best practices, landscaping, fences or walls, pedestrian access ways, and parking lot signage.

Such improvements can range from \$375 to \$625 per linear foot of street frontage, not including repaying of the lots. For a typical lot on downtown Owosso, this cost would range from \$92,750 to \$156,250, based on an average lot frontage of 250 linear feet.



FARMERS MARKET

INSTALL PERMANENT FARMERS MARKET

The Downtown Owosso Farmers Market strives to promote a strong local economy, support our downtown businesses, celebrate our talented and diverse community and foster a social gathering place where relationships are built and our community grows together!

The market runs on Saturdays from May through October and takes place on Exchange Street. The is an importantly to transform one of the Downtown parking lots into a permanent Farmers Market location.

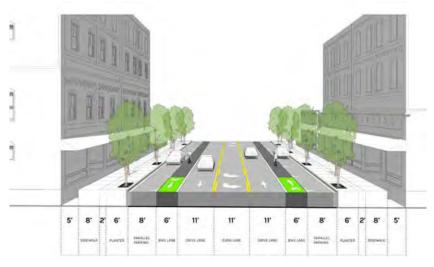
Permanent farmers' market structures serve as sources of community and economic development. The markets create reliable sources of vendor income. In addition, the economic benefits extend to the surrounding business community creating a shared customer base for local shops.

The cost of construction for a pavilion-style farmers market structure in Downtown Owosso could range from \$250,000 to \$500,000.

MAIN STREET

M-21 BRIDGE TO HICKORY STREET





EXISTING CONDITIONS

- 99-foot ROW
- Annual Average Daily Trips (2019): 16,444
- 4-lane with on-street parking

CHALLENGE

S Washington St feels disconnected from the rest of the downtown. Main St is currently a barrier for pedestrians.

RECOMMENDATIONS

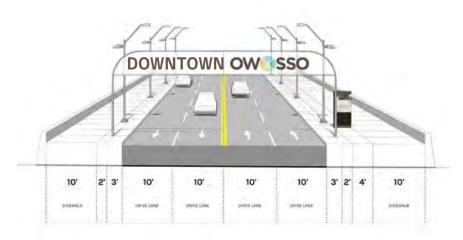
- Reduce the number of travel lanes and add center turn lane
- Add bike lanes in both directions
- Install enhanced sidewalk amenities
- Plant additional street trees

Note: Federal Highway Administration advises that roadways with Average Daily Traffic (ADT) of approximately 20,000 vehicles per day or less may be good candidates for a road diet.

WASHINGTON STREET BRIDGE

WATER STREET TO THE RAILROAD





EXISTING CONDITIONS

- 99-foot ROW
- Annual Average Daily Trips (2019): 6,726
- 4-lane with on-street parking

CHALLENGE

■ The S Washing ton Street bridge is the southern gateway in Downtown Owosso but it does not provide a sense of arrival. It functions as a connector between existing riverwalk sections however the sidewalk is too narrow to function adequately as a non-motorized path. The bridge offer a unique gateway and

RECOMMENDATIONS

- Reduce the width of travel lanes to 10'
- Improve pedestrian zone, particularly on the east side of the bridge to provide riverwalk connection
- Replace light fixtures
- Replace railing
- Gateway element such as an arch or banners

Note: Federal Highway Administration advises that roadways with Average Daily Traffic (ADT) of approximately 20,000 vehicles per day or less may be good candidates for a road diet. Page intentionally left blank



FUTURE LAND USE

The Future Land Use plan and map depicts the preferred, generalized composition of future land uses for the City of Owosso. The Future Land Use plan is the general framework upon which land use and policy decisions for the city will be guided for the next 25 years.

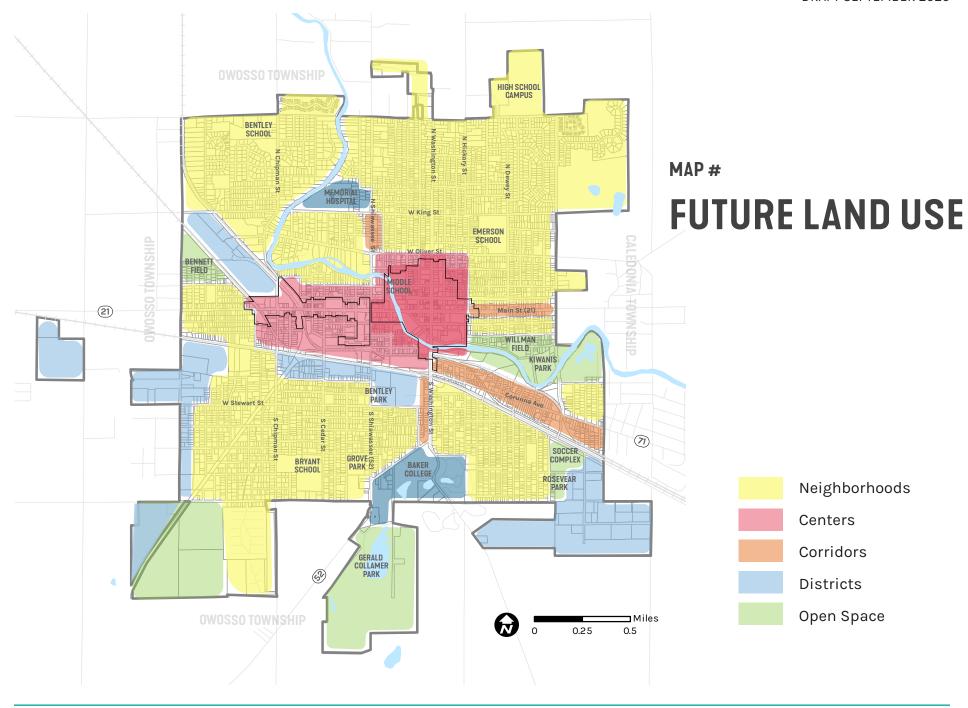
The Future Land Use plan was developed after careful consideration of the city's priorities and several dynamic factors, including existing land use, redevelopment opportunities, community services, and future growth.

The Future Land Use map is the generalized long-term vision. Zoning is the key mechanism for achieving the desired land use pattern and quality of development advocated in the plan. The Zoning Plan shows the relationship between the future land use categories and the regulatory zoning districts.

PLACE TYPES

The following place types are intended to guide future land use and character decisionmaking, particularly in applying the zoning ordinance. See previous chapters where opportunities and strategies by place type are outlined in more detail.

PLACE TYPES	Neighborhoods	Centers	Corridors	Districts - Campus	Districts - Industrial	Open Space
Residential Uses	Z	S	O		Δ	0
Detached single-family home						
Attached single-family						
Multi-family building						
Mixed-use						
Commercial Uses						
Retail sales/services						
Office						
Lodging						
Mixed-use						
Industrial Uses						
Warehouse						
Maker Space						
Light Production facilities (w/retail)						
Research and Development						
Manufacturing						
Logistics						
Institutional Uses						
School						
Church						
Municipal Building						
Hospital/Clinic						
College						
Open Space Uses						
Neighborhood Park/Playground						
Community Park						
Plaza						
Natural Area/Stormwater Mgmt						



FUTURE LAND USE

NEIGHBORHOODS

Intent. Neighborhoods are where homes are clustered together along with other small-scale uses that serve the people that live there.

Description. The City's neighborhoods are generally located in four quadrants surrounding the mixed use center. There are a few smaller neighborhood islands separated by Shiawassee River, the railroad, or corridors. Each of the neighborhoods in Owosso has its own character, influenced by the size, age, and architecture of the buildings, the density of homes, the layout of the streets, as well as the access to parks and public spaces.

Appropriate Uses. Neighborhoods can include a variety of housing types, along with other uses such as schools, churches, parks, and small-scale businesses. Non-single-family uses like multiple-family residential, small-scale businesses, or institutional uses are most applicable along collector and arterial streets and as a buffer between single-family and more intense uses.

Building and Site Design. Neighborhoods are walkable, pedestrian-scale environments. Mature trees should be preserved and landscaping

should be incorporated as a buffer between land uses. Additions and new construction should be compatible with the scale, height, massing, and setbacks of existing buildings. Stoops and porches are encouraged and garages and parking areas should be placed behind the front building line when possible. Ideally, the old historic homes near downtown should be preserved as single-family. The converse of single-family to multi-family should not be immediately obvious by utilizing shared entrances and screening parking areas.

Compatible Zoning Districts. R-1, R-2, R-T, RM-1, RM-2, MPH, B-1

CENTERS

Intent. Centers are the heart beats of the City – the places where people walk, gather, shop, and meet.

Description. In Owosso the centers include the historic Downtown Owosso and the Westown business district. Each area has a distinct character, but they are similar in that they were developed with a mix of uses in mind. Residences and businesses are integrated by streets and sidewalks. Downtown is planned to be more intense than Westown, but both areas

are characterized by walkable active first floor uses fronting the street, limited parking lots facing the street, employment uses, and nearby residential neighborhoods.

Appropriate Uses. Centers are higher density areas and incorporate horizontal and vertical mix of uses. Residential uses include multifamily buildings and upper story residential within mixed use buildings. Commercial uses include retail sales/services, office, lodging, and general mixed-use. Industrial uses include maker space and light production facilities with a retail storefront. Other appropriate uses include municipal buildings, plazas, and public parking areas.

Building and Site Design. Centers are pedestrian-oriented environments where people are encouraged to linger in the public realm enjoying the shops, events, outdoor dining, and other social and civic activities. Building massing, fenestration, storefronts, and overhangs should activate the street. Signage and lighting should be pedestrian-oriented and integrated with the building design. Parking is generally provided off-site.

Compatible Zoning Districts. RM-1, RM-2, OS-1, B-3, B-4, PUD

CORRIDORS

Intent. Corridors are the streets that connect the City together, and sometimes divide it. They are the arteries of transportation into, around and through the City and are home to most of the commercial areas.

Description. Historic Corridors connect the centers of the City with other corridors and the surrounding neighborhoods. The City has four primary corridors: Main St (M-21) east of downtown, Corunne Ave between downtown and the city limits, S. Washington Ave south of downtown to Baker College, and N. Shiawassee St between downtown and the hospital.

Appropriate Uses. They are dominated by large, historic homes now used in a variety of ways – office, retail, bed and breakfast and residences (single and multi-family). A mixture of uses are appropriate along these corridors. Local business and small-scale maker space should accompany attached residential development for prioritized redevelopment. Appropriate residential uses include attached single-family, multi-family, and upper story residential in a mixed use building. Appropriate commercial uses include retail sales/services and office. Industrial uses include

light production facilities with retail storefront and research and development. Institutional uses include schools, churches, and municipal buildings.

Building and Site Design. Emphasis should be on improving the site and building design to create visually appealing entrances into the heart of the city. Limiting the numbers of driveways, drive-thrus, and front yard parking will help transition these corridors into more walkable, vibrant mixed-use areas.

Compatible Zoning Districts. RM-1, RM-2, OS-1

DISTRICTS

Intent. Districts are parts of the city dedicated to a single type of activity, such as employment centers or educational campuses. Some districts encompass challenging sites and require more detailed study to inform future regulation. Districts are different from the corridors, centers and neighborhoods in that they generally do not involve a mixture of uses.

Description. There are several areas planned as Districts scattered throughout the city. These areas are generally along the edge of the

Appropriate Uses. The challenge for regulating any district is to ensure that they serve their intended purpose without compromising the quality of life in the surrounding areas. The City must assure that workers, products and visitors can reach their destinations easily and safely. The districts are sub-categorized into two sub-groups - campuses and industrial. The character of each is dependent upon their use and the impacts of both on their neighborhoods should be mitigated. Campuses are intended for educational and medical uses. Industrial districts are expected to continue to accommodate traditional industrial uses like warehouses, manufacturing, and logistics, but should be open to future transition into more campus-like business park settings with improved site and building design.

Building and Site Design. Districts are typically large areas with like uses. Emphasis should be on buffering between neighborhoods.

Compatible Zoning Districts. OS-1, I-1, I-2, PUD

OPEN SPACE

Intent. The final framework element is open space. Open space is an important contributor to quality of life and enhances all the other elements, particularly neighborhoods, centers and districts.

Description. This includes large natural areas, neighborhood parks, and non-motorized trail systems.

Appropriate Uses. These areas are intended to remain as parks and open space to provide opportunities for recreation, preservation, and flood mitigation.

Building and Site Design. Best practices for stormwater.

Compatible Zoning Districts. C-OS, PUD

INFRASTRUCTURE AND PUBLIC FACILITIES/SERVICES.

Owosso provides universal public water and sewer access within its jurisdiction. Utilities are generally sized to meet the current and potential transmission and pressure demands, and there is excess capacity for treatment of water and sewer.

LAND USE PATTERNS IN THE REGION.

Land use patterns for the surrounding areas of Shiawassee County were considered to ensure that the future land use plan is compatible with and compliment those patterns. In general, much of the county development is centered in the Mid-County area. Most development is within the cities of Owosso and Corunna, with some additional and intense development on M-21 in Caledonia Township (commercial) and in the Owosso Township industrial park to the west. Most of the other developed land is on or near the state highways, in close proximity to Owosso. Outside of the currently developed areas, agricultural uses and extremely low residential uses dominate. Residential uses are primarily limited to land division act, large lot homesteads. The agricultural land around the city is very productive and has observed increases in value in recent years. Water and sewer utilities are limited to the urbanized areas.



IMPLEMENTATION

The Master Plan is intended to serve as a guide for land use and redevelopment of the city for the next 25 years. Goals, objectives, and actions noted throughout the Plan should be carefully considered during decisions on rezonings, zoning text amendments, other regulations, capital investments for improvements to streets, "complete streets" bikeways/ walkways, utilities, public facilities, land acquisition, and development proposals. Recommendations in this Plan apply to both public land (parks, sites, and right-of-way) and guidance for development and redevelopment of privately-owned property.

Some Plan recommendations may involve the need for changes to land use regulations and/ or potential new programs. Others may involve partnerships with other municipalities, agencies, organizations, or groups. Since the Plan is a long-range guide, refinements or additional studies may also be appropriate in the future to reflect new information, respond to unanticipated factors or to address changes in city policies.

To that end, this chapter provides a summary of the recommendations described in the previous sections of the plan. It also acts as a quick reference for the city staff, planning commission, and the city council to evaluate its progress toward implementation of the Plan.

Tools to implement the Master Plan generally fall into six categories and some strategies may include more than one:

- 1. Land use regulations
- Capital improvement programs, such as streets, city buildings, or other major purchases
- 3. Property acquisition programs
- Special Funding Programs (CDBG for example)
- 5. Programs or additional studies
- 6. Partnerships, such as working with other organizations on planning, education, funding, or delivery of cost-efficient services.

Each tool has a different purpose toward Plan implementation and may suggest specific immediate changes, long-term policies and others involve ongoing activities.

IMPLEMENTATION TOOLS

1. LAND USE REGULATIONS

The primary tool for Plan implementation, which includes the Zoning Ordinance and other land use regulations, is summarized below. The city also has several other codes and ordinances to ensure that activities remain compatible with the surrounding area, such as noise, blight and nuisance ordinances.

ZONING REGULATIONS

Zoning regulations control the intensity and arrangement of land development through standards on lot size or units per acre, setbacks from property lines, building dimensions and similar minimum requirements. Various site design elements discussed in this Plan are also regulated through site plan review and address landscaping, lighting, driveways, parking and circulation, pedestrian systems and signs. Zoning can also be used to help assure performance in the protection of environmentally sensitive areas such as floodplains, state regulated wetlands, woodlands and wellhead areas.

ZONING MAP

Over time, changes to the zoning map should become more consistent with the land use pattern identified on the Future Land Use Map. In some cases, the city may wish to initiate certain rezonings as part of an overall zoning map amendment. Other changes to the zoning map can be made in response to requests by landowners or developers. In those cases, city officials will need to determine if the time is proper for a change. It is important that the future land use plan be understood as a longrange blueprint: Implementation is expected, but gradually in response to needs, conditions and availability of infrastructure. The Zoning Plan section of this chapter outlines how the Future Land Use Plan relates to current zoning. The Zoning Recommendations later in this chapter contain rezoning guidelines.

SUBDIVISION, LAND DIVISION AND CONDOMINIUM REGULATIONS

Subdivision, land division and condominium regulations control the manner in which property is subdivided in the city and the public improvements required to support the development. The distinctions are not always apparent once a project is built, but the approval procedures are different due to separate state statutes that govern these types of land development approaches in Michigan.

PUBLIC INFRASTRUCTURE STANDARDS

Public infrastructure refers to the basic facilities and services needed for the functioning of the city such as city streets, water, sanitary sewer, storm sewer, among others. Standards to ensure consistency and uniformity have been adopted so that each facility is designed and constructed to support existing and future development.

2. CAPITAL IMPROVEMENT PLAN (CIP)

The Capital Improvement Plan (CIP) serves as the city's multi-year planning instrument used to identify needs and financing sources for public infrastructure improvements. The City of Owosso recently completed an annual 6-year CIP that contains recommended capital projects, timing, estimated costs and funding for public infrastructure (streets, bikeways, sidewalks, sanitary sewers, waterlines, storm sewers and drainage) and community facilities (public buildings, fire, police and parks). Capital projects identified help support and promote desired development, and to meet the needs of residents and businesses in the city. The number of projects and project timing are influenced by several factors, in particular, the cost, need for environmental clearance or approval by other agencies, and funds available.

The CIP process precedes the budget process and is used by City Council when developing the annual budget. Recommending approval of the CIP by the Planning Commission does not mean that they grant final approval of all projects contained within the plan. Rather by recommending approval of the CIP, the Planning Commission acknowledges that these projects

represent a reasonable interpretation of the upcoming needs for the community and that projects contained in the first year of the plan are suitable for inclusion in the upcoming budget, if funding is available.

Capital Improvement Review Committee includes the city manager, city clerk, finance director, director of public services, director of public safety, DDA director, parks and recreation director, Main Street manager, human resources director, and IT director.

3. PROPERTY ACQUISITION PROGRAMS

Like all municipalities, the City of Owosso has the authority to acquire private property for a public purpose. This may include outright purchase acceptance of land donated by another party or acquisition through eminent domain. In addition to the ability to acquire private property for public infrastructure or facilities such as roads, sewers, public buildings and parks, the city may acquire private property to facilitate redevelopment and to eliminate nonconforming uses or structures.

Property acquisition is also an important tool in implementing development projects,

particularly for site development and redevelopment. By purchasing property in an area identified for new development, the DDA or the city will have an added tool to attract developers and build the desired project. For example, to develop new housing, the DDA or city can acquire several of the vacant lots and can contribute them to the project. This will provide an incentive to lower the cost, and minimize the risk, for the developer. Should the first phase be successful, the developer will more than likely undertake construction of additional units without any form of subsidy. The goal is to use tax increment financing to attract developers by minimizing risk, leverage private investment and eventually eliminate the need for financial assistance.

4. FUNDING PROGRAMS

Some of the recommendations may be funded locally, some through outside funds, and many through a combination. The city monitors new federal and state funding programs that may be available to assist in implementation. In addition, foundations and other organizations may provide contributions.

BUSINESS IMPROVEMENT DISTRICT (BID) OR PRINCIPAL SHOPPING DISTRICT (PSD)

The city can establish a Business Improvement District (BID) or a Principal Shopping District (PSD) to promote economic development in the Downtown or Westown area. A BID/PSD allows a municipality to collect revenues, levy special assessments and issue bonds in order to address the maintenance, security, and operation of that district. The BID/PSD may also undertake the promotion of economic development in the district. Projects may also be financed by grants and gifts.

TAX INCREMENT FINANCING (TIF)

In addition to traditional sources, the city can raise revenues within a specific geographic area for specific purposes, or to capture the new increment of tax revenues in a specific geographic area for specific purposes. The City of Owosso has the following authorities:

■ Downtown Development Authority (DDA).

The DDA/OMS is funded primarily through a

TIF mechanism which has been in place since
1984. The city's latest TIF plan amendment
occurred in 2003 and plans through 2024.

Corridor Improvement Authority (CIA).
Westown has an established CIA. The group but does not have a dedicated source of income and has no formal plan.

OPPORTUNITY ZONES

Opportunity Zones are a new concept recently enacted in the 2017 Tax Cuts and Jobs Act. The program is designed to incentivize patient capital investments in low-income communities nationwide that have been cut off from capital and experienced a lack of business growth. There are three types of tax incentives that relate to the treatment of capital gains, each of the incentives are connected to the longevity of an investor's stake in a qualified Opportunity Fund that provides the most upside to those who hold their investment for 10 years or more.

TRANSPORTATION ALTERNATIVES PROGRAM (TAP)

The Michigan Department of Transportation (MDOT) administers the federal Transportation Alternatives Program (TAP) in Michigan, where regional trail connections and safe routes to school are among the highest priorities for funding. TAP is a competitive grant program that uses federal transportation funds designated

by Congress for specific activities that enhance the intermodal transportation system and provide safe alternative transportation options. Projects are selected on a competitive basis for funding in a future fiscal year. Competitiveness is primarily established by project concept and project constructability.

- Project Concept Two types of highly competitive concepts are projects that develop/connect regional trails and projects that make walking/biking routes to school safer.
- Project Constructability Applications are reviewed by a team of technical experts to gauge the ability of the proposed projects to be constructed using all current federal and state standards, constructed on time, and constructed on budget.
- The items that typically are most important for this review are:
 - High level of positive public involvement
 - Reasonable cost estimate (based on similar recent federal aid projects)
 - Industry design standards used without exceptions

- Demonstrated high likelihood of all permits to be secured
- Demonstrated high level of coordination with all necessary agencies

5. OTHER PROGRAMS

A variety of housing, economic development, informational and other programs may be used by the City to assist with implementation of recommendations in this Plan. Many of these are through state programs as identified in the preceding chapters such as the following:

- Michigan State Housing Development Authority (MSHDA)
- MSHDA MiPlace
- Michigan Economic Development Corporation (MEDC)
- Michigan Community Revitalization Program (MCRP)
- MEDC Redevelopment Ready Communities
- Michigan Department of Transportation (MDOT) and Complete Streets Coalition
- Michigan Department of Natural Resources (MDNR)

Housing and Urban Development (HUD)
 Community Development Block Grants (CDBG)

6. PARTNERSHIPS

While the city can coordinate many of the plan's implementation tasks, responsibility should not solely rest on the government. Instead, the vast array of stakeholders having key roles in either the city or region should all participate. Partnerships with the public and private sector, including Owosso Schools, Shiawassee Economic Development Partnership, Owosso Main Street (and Michigan Main Street), Shiawassee Regional Chamber of Commerce, regional recreation and tourism organizations, the nearby higher education institutions (Baker College), neighboring municipalities, local businesses, and large land owners will also lead to success implementing the plan's initiatives.

Partnerships may range from sharing information to funding and shared promotions or services. The spirit of cooperation through alliances and partnerships will be sustained to benefit everyone in the region. City government cannot and should not do it all. Only through public/private collaboration can the plan's vision be realized.

ZONING PLAN

Zoning is a key mechanism for achieving the desired land use pattern and quality of development advocated in the plan. This section provides a useful guide relative to the inconsistencies between current zoning patterns and proposed future land use designations.

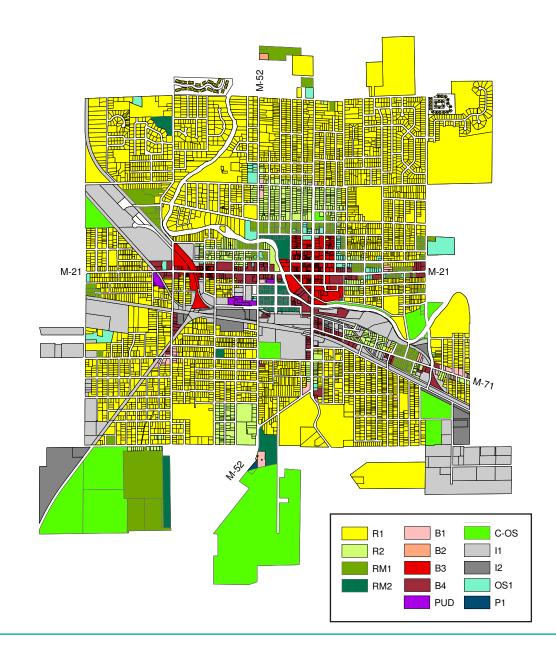
The plan categories correspond to zoning districts, but there is some generalization. The following table provides a zoning plan indicating how the future land use categories in this Master Plan relate to the zoning districts in the zoning ordinance. In certain instances, more than one zoning district may be applicable to a future land use category.

	7							
ZONING DISTRICTS	Neighborhoods	Centers	Corridors	Districts - Campus	Districts - Industrial	Open Space		
R-1, One-Family Residential								
R-2, Two-Family Residential								
R-T, Attached One-Family Residential								
RM-1, Multiple Family Residential								
RM-2, Multiple Family Residential – High Rise								
MPH, Manufactured Home Park								
OS-1, Office Service								
B-1, Local Business								
B-2, Planned Shopping Center	Eliminate							
B-3, Central Business District								
B-4, Business District								
I-1, Light Industrial								
I-2, General Industrial								
P-1, Vehicular Parking	Eliminate							
C-OS, Conservation/Open Space								
PUD, Planned Unit Development								

ZONING RECOMMENDATIONS

Because the Future Land Use Plan is a long-range vision of how land uses should evolve over time, it should not be confused with the City's zoning map, which is a current (short-term) mechanism for regulating development. Therefore, not all properties should be immediately rezoned to correspond with the plan. The Future Land Use Plan is intended to serve as a guide for land use decisions over a longer period (10-20 years).

In addition, the Future Land Use map is generalized. Zoning changes in accordance with the plan should be made gradually and strategically so that change can be managed. The Future Land Use map as well as the plan's goals and strategies should be consulted to judge the merits of a rezoning request.



As one of the primary tools to implement this plan, the zoning ordinance and accompanying map should be amended to align the strategies in this plan with the zoning districts and administrative procedures. The recommendations below should be taken into consideration with a more comprehensive audit of the ordinance during the amendment process.

RRC REPORT OF FINDINGS RECOMMENDATIONS (2017)

As part of the RRC-certification process, the city should undertake a comprehensive review of the zoning ordinance and ensure it aligns with the master plan goals. The following recommendations were included in RRC's report of findings from August 2017.

- Incorporate placemaking elements in the ordinance
- Consider a form-based code for downtown
- Consider if additional ordinance provisions are needed for the preservation of sensitive historic and environmental features

- Provide development standards to encourage sustainable infrastructure such as rain gardens, bioswales, green roofs, pervious pavement, parking lot landscaping, and preservation of native vegetation/trees
- Provide standards for elements that enhance non-motorized transportation
- Formulate policy or ordinance to compel completion of sidewalk network
- Incorporate additional flexible parking standards in the ordinance
- Review ordinance definitions and update as needed
- Refresh the zoning ordinance graphics to ensure readability and understanding

DDA/OMS DOWNTOWN RECOMMENDATIONS (2019)

During a January 2019 strategic planning session, the following recommendations were identified by the DDA/Owosso Main Street.

DOWNTOWN DISTRICT SHOULD PROVIDE FOR:

- Commercial entryways locations
- Zero setbacks and maximum setback of 10 feet
- New buildings downtown must be built to complement nearby historic buildings and allowable building materials
- Ground floor transparency required
- Minimum building height of two stories for the center city district, the original 9-block core area
- Horizontal breaks in material to distinguish floors

DOWNTOWN PARKING REGULATIONS SHOULD PROVIDE FOR:

- Driveway access should be restricted to certain blocks, parking lot locations shall be restricted to certain locations on parcels (not adjacent to Main Street)
- Interior landscaping is required for parking lots with over 40 parking spaces
- Private parking will be permitted under special use permit
- A maximum limit shall be placed on private parking; otherwise, no parking spaces are required for uses other than residential and institutional
- Parking lots must be located behind or to the side of buildings to reduce the visual impact of parked cars

OTHER CONSIDERATIONS:

- Ordinances that regulate sidewalk cafes and food trucks
- Continue to review the residential parking requirements for downtown to determine if there are changes needed as additional residential units are developed

ACTION PLAN

The implementation tools outlined above are available and should be used to achieve the goals and objectives of the Master Plan.

Comprehensive implementation actions have been developed to organize and apply these tools. Under each topic, specific actions, tools, and a timeframe for implementation are identified. The details of the strategies to implement the Master Plan are specified in the table below.

TIMEFRAME

- Ongoing: annually
- Immediate: 1-3 years
- Short: 4-5 years
- Long: 5-15 years

RESPONSIBLE PARTY

- Manager: City Manager
- CC: City Council
- PC: Planning Commission
- OMS: Owosso Main Street / Downtown Development Authority
- CD: Community Development
- P&R: Parks & Rec Steering Committee
- PS: Public Services Committee
- County: Shiawassee County

TOOL

- Reg: Regulatory
- Policy: Policy/Program
- CIP: Capital Improvement
- Partner: Partnership

EASE OF IMPLEMENTATION

Grade scale of A to F (A being easiest to implement based on anticipated level of effort and cost)

TOPIC

- Administrative
- Development Review Process
- Historic Revitalization + Preservation
- Infrastructure Improvements
- Land Use/Zoning
- Mixed-Use and Infill Development
- Neighborhood Programming
- Neighborhood Connectivity
- Organizations + Recreation
- Redevelopment Process
- Regional Outreach

PRIORITY ACTIONS

ZONING AMENDMENTS

- Initiate zoning map amendments to provide for the development of missing middle housing. (Redevelopment Ready sites).
- Establish new setback and site design standards that respect the existing nature of the community and promote developments that are high quality and complementary to the city character.
- Engage in a zoning revision that includes design guidelines and/or elements of a form based code for downtown and Westown.
- Modify zoning to permit a flexible mixture of uses along corridors but with strengthened emphasis on design and character.
- Require landscaping that enhances the development site along the street and within the parking lot.
- Consider zoning changes that encourage or require riparian preservation.

PROCEDURAL CHANGES

- Reorganize fee schedules to factor in administrative costs and update the fee schedule on an annual basis.
- Improve the residential rental inspection program for more regular inspections (2-3 year cycle). Continue to support and staff a code enforcement/ building official and housing manager to oversee rehabilitation programs and code compliance.
- Develop permit checklists for homeowners.
- Develop a documented policy to guide the internal review process including tasks, times, responsible parties, etc.

PROJECTS AND CAPITAL IMPROVEMENTS

- Study the cost and feasibility of potential kayak launch sites along the Shiawassee River.
- Main Street to participate in the Ctiy's sixyear capital improvements plan on an annual basis.
- Activate the alleys in downtown as gathering spaces, art exhibits, events, etc.

MARKETING & PROMOTIONS

- Create marketing materials to attract developers to Owosso and promote redevelopment sites.
- Encourage home-based businesses, livework space, mixed uses, and flexible commercial spaces to accommodate the new economy worker and business.
- Develop a process to share successes, events, promotions, and development opportunities across partner communication channels.
- Expand and sustain a model of "coopetition" among Downtown Owosso businesses, organizations and attractions.
- Create and deploy a public relations media content calendar.
- Work on telling the story of Owosso locally, regionally, state-wide, and nationally. Promote successful projects and initiatives.

ADMI	NISTRATIVE ADCTIONS				
#	Actions	Timing	Prime Responsibility	Tool	Ease of Implement.
	Amend the zoning ordinance to address new issues and recommendations detailed in this or an amended master plan.	Ongoing	PC, CC	Reg	
	Hold an annual joint meeting with city council, planning commission and OMS.	Ongoing	CC, PC, OMS	Partner	
	Publish an annual report of planning commission activity.	Ongoing	PC	Policy	
	Review the master plan progress annually and prepare a report for the city council on its implementation. (RRC Best Practice).	Ongoing	PC, CC	Policy	
	Revise capital improvements program plan annually. Continue to improve the CIP process.	Ongoing	CIP committee, PC, CC	Policy	
	Initiate zoning map amendments to provide for the development of missing middle housing. (Redevelopment Ready sites)	Immediate (1-2 years)	PC, CC	Reg	
	Reorganize fee schedules to factor in administrative costs and update the fee schedule on an annual basis.	Immediate (1-2 years)	City Staff, PC	Policy	
	Add definitions for key words to make the zoning ordinance more user-friendly.	Short-term (3-4 years)	PC	Reg	
	Create an orientation packet for development-related boards and commissions.	Short-term (3-4 years)	City Staff	Policy	

‡	Chapt.	Actions	Timing	Prime Responsibility	Tool	Ease of Implement.
	2 Nbhd	Strongly pursue code enforcement on hazardous, unsafe, and ill-kept housing.	Ongoing			
	2 Nbhd	Encourage single-family attached housing on vacant and redevelopment sites, particularly as a transition between residential neighborhoods and commercial areas.	Ongoing			
	2 Nbhd	Encourage the adaptive reuse of underutilized buildings such as schools, churches, or former warehouse buildings for multifamily residential.	Ongoing			
	2 Nbhd	Encourage Brownfield redevelopment, including the utilization of Brownfield TIF for residential development.	Ongoing			
	2 Nbhd	Protect the city's six wellheads and other drainage features.	Ongoing			
	2 Nbhd	Continue to support the Friends of the Shiawassee River in their attempts to protect and enhance the water quality.	Ongoing			
	3 EcDev	Continue to hold events to facilitate business support, training, and networking (Social media marketing, small business resources).	Ongoing			
	3 EcDev	Encourage nonconforming sites to gradually upgrade and be brought more into conformance with the intent of the zoning ordinance.	Ongoing			
	3 EcDev	Encourage sustainable design and aesthetic upgrades that will enhance the use and exchange value of property.	Ongoing			
	3 EcDev	Prioritize code enforcement and blight control efforts on Westown, East M-21, South M-52, and M-71.	Ongoing			
	3 EcDev	Utilize the Zoning Ordinance to ensure that development will minimize disruption to valuable natural feature areas.	Ongoing			
	4 Dwtn	Support a strict code enforcement program of commercial, residential, and tenant properties.	Ongoing			

#	Chapt.	Actions	Timing	Prime Responsibility	Tool	Ease of Implement.
	2 Nbhd	Develop an educational code enforcement program to help connect residents to the resources and tools they need to maintain their homes. Prioritize education and awareness over fines.	Immediate (1-2 years)			
	2 Nbhd	Improve the residential rental inspection program for more regular inspections (2-3 year cycle). Continue to support and staff a code enforcement/ building official and housing manager to oversee rehabilitation programs and code compliance.	Immediate (1-2 years)			
	2 Nbhd	Develop a detailed plan for the Jerome Street corridor that would expand recreational options and eliminate flood risk to homes, potentially by closing the street and actively acquiring such homes.	Immediate (1-2 years)			
	3 EcDev	Consider zoning changes that encourage rain gardens, permeable paving materials, LEED certification, and other sustainable development goals.	Immediate (1-2 years)			
	3 EcDev	Support existing businesses.	Immediate (1-2 years)			
	4 Dwtn	Consider zoning changes that encourage or require riparian preservation.	Immediate (1-2 years)			
	4 Dwtn	Cultivate an environment that demonstrates a commitment to the development of businesses, housing, and community organizations in Downtown Owosso.	Immediate (1-2 years)			
	4 Dwtn	Educate business owners and employees on the importance of reserving on-street parking for customers/patrons.	Immediate (1-2 years)			
	4 Dwtn	Expand and sustain a model of "coopetition" among Downtown Owosso businesses, organizations and attractions.	Immediate (1-2 years)			
	2 Nbhd	Amend zoning standards to reduce the conversion of single-family homes to multi-unit apartments and minimize impacts.	Short-term (3-4 years)			

#	Chapt.	Actions	Timing	Prime Responsibility	Tool	Ease of Implement.
	2 Nbhd	Pursue implementation of city-wide, public recycling and waste management.	Short-term (3-4 years)			
	2 Nbhd	Plan for attached single-family and multi-family along corridors and as transitional uses between neighborhoods and commercial or employment areas.	Short-term (3-4 years)			
	2 Nbhd	Require higher on-site stormwater detention/retention.	Short-term (3-4 years)			
	4 Dwtn	Improve connectivity over time to reinstate the grid street pattern.	Long-term (5-15 years)			

#	Chapt.	Actions	Timing	Prime Responsibility	Tool	Ease of Implement.
	4 Dwtn	Conduct customer service surveys of property owners, businesses, and organization.	Ongoing			
	4 Dwtn	Continue the Main Street program in downtown.	Ongoing			
	4 Dwtn	Support a regulatory environment that demonstrates a commitment to the development of businesses, housing and community organization in Downtown Owosso.	Ongoing			
	4 Dwtn	With the city, define Main Street's role in the RRC initiative; plan and deploy activities accordingly.	Ongoing			
	2 Nbhd	Develop permit checklists for homeowners.	Immediate (1-2 years)			
	2 Nbhd	Prioritize education over fines when dealing with code enforcement issues.	Immediate (1-2 years)			
	3 EcDev	Create a guide to development.	Immediate (1-2 years)			
	3 EcDev	Develop a documented policy to guide the internal review process including tasks, times, responsible parties, etc.	Immediate (1-2 years)			
	4 Dwtn	Develop an ordinance that permits solar energy and pursue LED conversions of public lights.	Immediate (1-2 years)			
	2 Nbhd	Explore educational opportunities available for education of home owner associations, neighborhood associations/groups, landlord associations, and builder associations.	Short-term (3-4 years)			
	3 EcDev	Develop an outreach strategy for potentially controversial development projects.	Short-term (3-4 years)			
	3 EcDev	Develop potential incentive packages.	Short-term (3-4 years)			

#	Chapt.	Actions	Timing	Prime Responsibility	Tool	Ease of Implement.
	3 EcDev	Encourage home-based businesses, live-work space, mixed uses, and flexible commercial spaces to accommodate the new economy worker and business.	Short-term (3-4 years)			
	3 EcDev	Promote and support a regional approach to economic development that is business friendly and easily accessible by businesses.	Short-term (3-4 years)			
	4 Dwtn	Consider decorative lighting on S. Elm Street.	Long-term (5-15 years)			

‡	Chapt.	Actions	Timing	Prime Responsibility	Tool	Ease of Implement.
	2 Nbhd	Coordinate with county departments regarding regional issues such as safety, public health, hazard mitigation, economic development, education, and transportation.	Ongoing			
	2 Nbhd	Proactively plan for essential resources and upgrades for police, fire, and code enforcement.	Ongoing			
	2 Nbhd	Ensure proactive communication to residents about any potential changes in service. Includes temporary and long-term changes.	Ongoing			
	2 Nbhd	Maintain high-quality public water, sewer, and infrastructure. Consider a single-hauler municipal waste and recycling program. May require regional collaboration.	Ongoing			
	2 Nbhd	Allocate resources for regular training for city staff as well as elected and appointed leadership and committee volunteers.	Ongoing			
	2 Nbhd	Continue to improve annual the capital improvement program (CIP) planning process.	Ongoing			
	2 Nbhd	Seek grant funding opportunities for infrastructure projects, particularly water, stormwater, and non-motorized systems.	Ongoing			
	3 EcDev	Proactively address capital needs and time projects in parallel with redevelopment.	Ongoing			
	3 EcDev	Support training for local elected officials.	Ongoing			
	3 EcDev	Coordinate an infrastructure improvement plan for streets and underground utilities, with design standards.	Immediate (1-2 years)			
	4 Dwtn	Main Street to participate in the City's six-year capital improvements plan on an annual basis.	Immediate (1-2 years)			
	4 Dwtn	Determine if establishing a principal shopping district (Act 120 of 1961) would provide benefit to the City.	Immediate (1-2 years)			

#	Chapt.	Actions	Timing	Prime Responsibility	Tool	Ease of Implement.
	2 Nbhd	Plan for capital projects to provide for better stormwater management, particularly within the neighborhoods.	Short-term (3-4 years)			
	2 Nbhd	Coordinate with Owosso Public School District to develop a citizen academy for residents of all ages.	Short-term (3-4 years)			
	3 EcDev	Develop a tax increment financing plan for the Westown Corridor Improvement Authority at a time when taxable values are observed to be stable or increase.	Short-term (3-4 years)			
	4 Dwtn	Amend the DDA Plan to allow for more creative project financing.	Short-term (3-4 years)			
	4 Dwtn	Improve the aesthetic appearance of downtown parking lots.	Short-term (3-4 years)			
	4 Dwtn	Improve the pedestrian experience along the Washington Street bridge.	Short-term (3-4 years)			
	2 Nbhd	Develop neighborhood identities and service groups that can perform activities and events related to home improvements and networking.	Long-term (5-15 years)			
	3 EcDev	Consider redevelopment opportunities for current municipal properties, specifically City Hall and the public safety building.	Long-term (5-15 years)			
	3 EcDev	Educate building owners regarding potential financial benefits of upper floor rehabilitation, including state and federal tax credits for historic rehabilitation.	Long-term (5-15 years)			
	4 Dwtn	Coordinate roadway and bridge improvements with MDOT's long-range plans.	Long-term (5-15 years)			

‡	Chapt.	Actions	Timing	Prime Responsibility	Tool	Ease of Implement.
	2 Nbhd	Continue to support neighborhood events that highlight local history, historic homes, and beautiful gardens.	Ongoing			
	3 EcDev	Facilitate regular and frequent events in the downtown and Westown business districts in conjunction with the evolution and improvement of existing events such as the North Pole Express.	Ongoing			
	4 Dwtn	Continue the historic preservation program for downtown's historic structures with program elements to include façade restoration, upper story tenant development, design services, and qualification measures to access state and federal tax credits.	Ongoing			
	4 Dwtn	Continue to develop and maintain a uniform or complementary wayfinding and identification sign program.	Ongoing			
	4 Dwtn	Continue to support biking, walking, and river activities in downtown.	Ongoing			
	4 Dwtn	Continue to support festivals and events.	Ongoing			
	4 Dwtn	Utilize the Downtown Historic District Commission to ensure preservation of downtown properties, while encouraging economically viable uses in existing buildings.	Ongoing			
	5 FLU	Promote infill housing in older neighborhoods and on established corridors to help rejuvenate such areas.	Ongoing			
	3 EcDev	Move the sign ordinance into the zoning code and update it so that it adequately serves businesses but promotes more subtle materials, lighting, color, size, positioning, and landscaping that complements the building and neighborhood.	3-5 years			
	3 EcDev	Recognize and assess Redevelopment Ready Sites in order to prepare for packaging and marketing.	3-5 years			

#	Chapt.	Actions	Timing	Prime Responsibility	Tool	Ease of Implement.
	2 Nbhd	Establish new setback and site design standards that respect the existing nature of the community and promote developments that are high quality and complementary to the city character.	Immediate (1-2 years)			
	3 EcDev	Create marketing materials to attract developers to Owosso.	Immediate (1-2 years)			
	3 EcDev	Create zoning provisions that require building materials to be high quality and durable.	Immediate (1-2 years)			
	3 EcDev	Develop design standards for non- residential structures that complement the historic character of the area while respecting the needs of modern businesses.	Immediate (1-2 years)			
	3 EcDev	Modify zoning to permit a flexible mixture of uses along corridors but with strengthened emphasis on design and character.	Immediate (1-2 years)			
	3 EcDev	Promote tourism. Advance and expand Downtown's Day-Tripper Transformation Strategy.	Immediate (1-2 years)			
	3 EcDev	Require landscaping that enhances the development site along the street and within the parking lot.	Immediate (1-2 years)			
	4 Dwtn	Create and deploy a public relations media content calendar.	Immediate (1-2 years)			
	4 Dwtn	Develop a mobile app featuring Downtown Owosso attractions/businesses (possible fundraiser through as sales).	Immediate (1-2 years)			
	4 Dwtn	Improve utilization of and access to the riverfront through public-private partnerships.	Immediate (1-2 years)			
	4 Dwtn	Incorporate downtown brand into downtown gateways and wayfinding.	Immediate (1-2 years)			
	4 Dwtn	Work on telling the story of Owosso - locally, regionally, statewide, and nationally. Promote successful projects & initiatives.	Immediate (1-2 years)			

GO	AL 5. INCR	REASE QUALITY OF LIFE AND QUALITY OF PLACE				
#	Chapt.	Actions	Timing	Prime Responsibility	Tool	Ease of Implement.
	2 Nbhd	Support and promote arts & culture, in partnership with Shiawassee Arts Council, Owosso Community Players, Owosso Public School District, and others.	Ongoing			
	2 Nbhd	Improve connections between neighborhoods and key destinations, activity centers throughout the city, including the riverfront, schools, and parks.	Ongoing			
	2 Nbhd	Seek grant funding opportunities to increase parks and recreation facilities.	Ongoing			
	3 EcDev	Attempt to utilize upper floor rental rehabilitation program in Westown.	Ongoing			
	3 EcDev	Consider implementation of the "complete streets" and "road diet" design concepts for all major streets and state highways.	Ongoing			
	3 EcDev	Require all new commercial construction to provide pedestrian pathways along the roadway and require linkages from the building to parking areas and the pathway.	Ongoing			
	3 EcDev	Provide safe pedestrian circulation when designing access and circulation for vehicles.	Ongoing			
	3 EcDev	Prioritize neighborhood-serving mixed-use nodes to provide walkable access to daily retail and service needs.	Ongoing			
	4 Dwtn	Increase lifestyle, entertainment options including festivals and cultural events.	Ongoing			
	4 Dwtn	Support privately owned river-friendly development on the Shiawassee River.	Ongoing			
	4 Dwtn	Expand housing options.	Ongoing			
	4 Dwtn	Continue to support weekend and evening activities in the downtown.	Ongoing			
	4 Dwtn	Encourage and support upper floor residential uses.	Ongoing			

#	Chapt.	Actions	Timing	Prime Responsibility	Tool	Ease of Implement.
	2 Nbhd	Study the cost and feasibility of potential kayak launch sites along the Shiawassee River.	Immediate (1-2 years)			
	3 EcDev	Encourage home-based businesses, live-work space, mixed uses, and flexible commercial spaces to accommodate the new economy worker and business.	Immediate (1-2 years)			
	4 Dwtn	Activate the alleys in downtown as gathering spaces, art exhibits, events, etc.	Immediate (1-2 years)			
	4 Dwtn	Create and demonstrate a welcoming culture of hospitality for the vision, businesses, and residents of Downtown Owosso.	Immediate (1-2 years)			
	4 Dwtn	Create and deploy a "Welcome" packet and/or goodie basket for new arrivals.	Immediate (1-2 years)			
	4 Dwtn	Engage in a zoning revision that includes design guidelines and/ or elements of a form based code for downtown and Westown.	Immediate (1-2 years)			
	4 Dwtn	Enhance all downtown gateway with beautification and wayfinding.	Immediate (1-2 years)			
	4 Dwtn	Road diet on M-21/Main Street.	Immediate (1-2 years)			
	2 Nbhd	Pursue "safe routes to schools" improvements in partnership with the Owosso Public Schools.	Short-term (3-4 years)			
	2 Nbhd	Develop an adopt a park program.	Short-term (3-4 years)			
	3 EcDev	Finalize a non-motorized plan map and implementation strategy that links to other regional trail efforts.	Short-term (3-4 years)			
	3 EcDev	Prioritize neighborhood-serving mixed-use nodes to provide walkable access to daily retail and service needs.	Short-term (3-4 years)			
	4 Dwtn	Consider the potential of "build-to" lines, mixed vertical uses, and minimum heights in the downtown and in Westown.	Short-term (3-4 years)			

#	Chapt.	Actions	Timing	Prime Responsibility	Tool	Ease of Implement.
	3 EcDev	Redevelopment Ready Sites marketing via signage in public areas, info packets and status updates in print/online/social, stakeholder facilitation, pre-project and post-project awareness efforts.	Ongoing			
	3 EcDev	Increase investment in regional marketing.	Ongoing			
	3 EcDev	Partner with MEDC (RRC staff) and technical assistant consultants to identify and facilitate developer introductions and site tours.	Ongoing			
	3 EcDev	Prioritize the Shiawassee River as an environmental, economic, and recreational asset for Owosso.	Ongoing			
	4 Dwtn	Support and promote arts & culture, in partnership with Shiawassee Arts Council, Owosso Community Players, Owosso Public School District, and others.	Ongoing			
	4 Dwtn	Continue to pursue and work with the State of Michigan on grants .	Ongoing			
	4 Dwtn	Cooperation between all downtown groups: Chamber, Main Street, Theatre, Farmers Market, Art Center, Amphitheater, Steam Railroad Institute, Owosso Historic Commission, Historic District Commission.	Ongoing			
	5 FLU	Develop design standards for non- residential structures that complement the historic character of the area while respecting the needs of modern businesses.	Ongoing			
	3 EcDev	Develop a process to share successes, events, promotions, and development opportunities across partner communication channels (e.g., newsletters, press releases with partners like Chamber of Commerce, Main Street, etc.).	Immediate (1-2 years)			

#	Chapt.	Actions	Timing	Prime Responsibility	Tool	Ease of Implement.
	3 EcDev	Consider a coordinated study and plan effort that could drive tourism by increasing the draw to the Steam Railroading Institute, the Lebowsky Center, etc.	Short-term (3-4 years)			
	5 FLU	Create zoning provisions that require building materials to be high quality and durable.	Short-term (3-4 years)			
	3 EcDev	Conduct a market study to understand the needs of the community that are currently unmet and identify potential targets for business recruitment.	Long-term (5-15 years)			
	5 FLU	Encourage nonconforming sites to gradually upgrade and be brought more into conformance with the intent of the zoning ordinance.	Long-term (5-15 years)			

GO/	GOAL 7. STRENGTHEN PUBLIC AND PRIVATE PARTNERSHIPS								
#	Chapt.	Actions	Timing	Prime Responsibility	Tool	Ease of Implement.			
	2 Nbhd	Foster stronger relationships between the public schools, local government, student groups, and community groups.	Ongoing						
	3 EcDev	Develop and utilize RFQs and Business Development Packets.	Ongoing						
	3 EcDev	Build a student culture in the community between Baker College and downtown by encouraging strong pedestrian connections between campus, dorms, and downtown.	Ongoing						
	3 EcDev	Continue to support the efforts of the Shiawassee Economic Development Partnership.	Ongoing						
	3 EcDev	Develop a tax increment financing plan for the Westown Corridor Improvement Authority at a time when taxable values are observed to be stable or increase.	Long-term (5-15 years)						

Design a Better Future

SMITHGROUP





MEMORANDUM

DATE: December 1, 2020

TO: Owosso City Council

FROM: Cheryl Grice, CPA, Finance Director

SUBJECT: Annual Financial Reports

The city has received the completed and unqualified Independent Auditor's Report from Gabridge and Company, PLC for the fiscal year ended June 30, 2020.

Also included is the Federal Single Audit that was required this year due to the amount of Federal Funds that the city received.

The Independent Auditor's Report is a snapshot of what happened during the fiscal year ended June 30, 2020 and the balance sheets of that date. Nothing appears in the audit which we were not previously aware of and no improprieties were uncovered.

One significant point to mention is that the General Fund ended the year with a decrease to fund balance of \$26,319.

The audit serves as a part of the checking system by which the state makes sure that a municipality, which legally is a creature of the state, complies with all state financial regulations. The audit also serves as a council oversight tool of the administrative handling of the city's finances. The budget serves as projected spending whereas the audit is a report of actual activity.

RESOLUTION NO.

RESOLUTION ACCEPTING AND PLACING ON FILE THE CITY OF OWOSSO, MICHIGAN FINANCIAL REPORT WITH ADDITIONAL INFORMATION FOR THE FISCAL YEAR ENDED JUNE 30, 2020

WHEREAS, the city of Owosso is required by the laws of the state of Michigan to annually have an independent audit performed in accordance with generally accepted auditing standards; and

WHEREAS, the city of Owosso employed Gabridge and Company PLC, certified public accountants, to audit the financial records of the city of Owosso and such audit has been completed and is presented this date to the city council.

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

FIRST: The City of Owosso, Michigan Financial Report with Additional Information for the Fiscal

Year Ended June 30, 2020, attached hereto and made a part hereof as Exhibit A, is

hereby accepted and placed on file.

SECOND: A copy of the City of Owosso, Michigan Financial Report with Additional Information for

the Fiscal Year Ended June 30, 2020 will be maintained on file in the office of the city clerk for public examination, a copy will be placed in the Shiawassee District Library Owosso Branch for public examination, and copies will be sent to those required by law

and agreement.



CITY OF OWOSSO

SHIAWASSEE COUNTY, MICHIGAN

FINANCIAL STATEMENTS

YEAR ENDED JUNE 30, 2020

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Gabridge & Company, PLC

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INDEPENDENT AUDITOR'S REPORT

To the City Council City of Owosso Owosso, Michigan

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the City of Owosso, Michigan (the "City") as of and for the year ended June 30, 2020, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement. The Downtown Development Authority was not audited under Government Auditing Standards.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the City of Owosso, as of June 30, 2020, and the respective changes in financial position, and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, schedules for pension plans, and budgetary comparison schedules, as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's basic financial statements. The combining and individual fund and component unit financial statements are presented for purposes of additional analysis and are not a required part of the basic financial statements. The combining and individual fund and component unit financial statements and schedules are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual fund and component unit financial statements and schedules are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated November 11, 2020, on our consideration of the City's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control over financial reporting and compliance.

Gabridge & Company, PLC

Yabridge a Company

Grand Rapids, Michigan November 11, 2020 **Management's Discussion and Analysis**

City of Owosso Management's Discussion and Analysis June 30, 2020

The City of Owosso, Michigan's (the "City") annual report has been prepared in compliance with Governmental Accounting Standard Board's (GASB) Statement No. 34 and consists of the management's discussion and analysis, basic financial statements, required supplementary information, and combining and individual fund financial statements. The information presented here should be read in conjunction with the financial statements and the notes to the financial statements that follow.

Financial Highlights

- The assets and deferred outflows of resources of the City exceeded its liabilities and deferred inflows of resources at the close of the most recent fiscal year by \$65,762,276 (net position).
- The total net position for the City is \$65,762,276. Of this amount, \$7,065,112, or 10.7%, is unrestricted and available for any City activity. The net position increased \$2,102,489 from the prior fiscal year.
- Combined program and general revenues for the City's activities amounted to \$19,557,769. Expenses of \$17,455,280 were less than revenues by \$2,102,489.
- The combined fund balance at year end for the City's governmental funds was \$13,357,157. This was a decrease of \$1,900,847 from the prior fiscal year.
- General fund expenditures and other financing uses exceeded revenues by \$26,319, causing the general fund's fund balance to decrease accordingly.

Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the City's basic financial statements. The City's basic financial statements comprise three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-wide Financial Statements. The government-wide financial statements are designed to provide readers with a broad overview of the City's finances, in a manner similar to a private-sector business.

The *statement of net position* presents financial information on all of the City's assets, deferred outflows, liabilities, and deferred inflows, with the residual reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the City is improving or deteriorating.

The *statement of activities* presents information showing how the City's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave).

Both of the government-wide financial statements distinguish functions of the City that are principally supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The governmental activities of the City include general government, public safety, public works, community and economic development and recreation and culture. The business-type activities of the City include water, sewer, wastewater, and transportation.

The remaining statements are fund financial statements that focus on individual segments of the City. They are narrower in scope and provide more detail than the government-wide statements.

- Governmental funds such as the general fund and major/local streets fund focus on the financing of these areas in the short-term and what remains for future spending.
- The water supply system, sewage disposal system, and wastewater treatment system funds represent some of the proprietary fund statements and show how these activities operate like businesses.
- Fiduciary fund statements provide information about financial relationships, such as the retirement plan for City employees, where the City administers the funds for the benefit of others who have ownership to the assets.

Notes to the financial statements are also included to further explain some of the financial statements and provide more detailed data.

The required supplementary information includes such items as the City's progress in funding its pension obligations as well as the City contributions. In addition, the City has also provided other discretionary supplementary information about the City that should further enhance the understanding of its operations.

Government-wide Financial Analysis

As mentioned earlier, net position provides useful benchmarks in determining overall financial position. The City of Owosso's combined net position is \$65,762,276.

City of Owosso's Net Position

	Governmental		Busine	ss-type	Total Primary		
	Activities		Activities		Government		
ASSETS	2020	2019	2020	2019	2020	2019	
Current Assets							
Cash and Investments	\$13,614,657	\$15,409,944	\$ 3,005,021	\$ 3,050,168	\$16,619,678	\$18,460,112	
Receivables, net	1,835,730	1,490,055	1,618,035	1,557,327	3,453,765	3,047,382	
Due from Other Governments	510,071	1,267,158	862,555	206,711	1,372,626	1,473,869	
Inventories	71,832	72,761	72,124	74,081	143,956	146,842	
Other Assets	478,575	467,038	-	-	478,575	467,038	
Total Current Assets	16,510,865	18,706,956	5,557,735	4,888,287	22,068,600	23,595,243	
Noncurrent Assets							
Restricted Cash	-	-	1,503,450	1,472,629	1,503,450	1,472,629	
Advance to Component Units	1,079,311	1,133,812	650,131	682,971	1,729,442	1,816,783	
Capital Assets, Net	44,261,736	40,483,953	19,370,685	18,450,204	63,632,421	58,934,157	
Total Assets	61,851,912	60,324,721	27,082,001	25,494,091	88,933,913	85,818,812	
DEFERRED OUTFLOWS OF RESOURCES							
Pension-related Deferrals	1,642,763	3,681,247	609,117	1,007,750	2,251,880	4,688,997	
LIABILITIES							
Current Liabilities							
Accounts Payable	679,176	868,322	522,613	557,440	1,201,789	1,425,762	
Accrued Wages and Liabilities	329,425	338,610	248,133	228,354	577,558	566,964	
Current Portion of Compensated Absences	80,655	90,494	20,883	24,932	101,538	115,426	
Current Portion of Long-term Debt	580,000	510,000	598,478	560,575	1,178,478	1,070,575	
Internal Balances	(5,630)	112,187	5,630	(112,187)			
Total Current Liabilities	1,663,626	1,919,613	1,395,737	1,259,114	3,059,363	3,178,727	
Noncurrent Liabilities							
Compensated Absences	322,619	271,483	83,532	74,795	406,151	346,278	
Long-term Debt	10,660,000	11,240,000	3,506,636	3,242,559	14,166,636	14,482,559	
Net Pension Liability	4,496,624	6,990,852	1,290,465	1,736,485	5,787,089	8,727,337	
Total Liabilities	17,142,869	20,421,948	6,276,370	6,312,953	23,419,239	26,734,901	
DEFERRED INFLOWS OF RESOURCES							
Pension-related Deferrals	1,349,385	83,329	654,893	29,792	2,004,278	113,121	
NET POSITION							
Net Investment in Capital Assets	35,127,615	33,833,953	15,265,571	14,647,070	50,393,186	48,481,023	
Restricted	7,104,564	8,220,257	1,199,414	1,648,134	8,303,978	9,868,391	
Unrestricted	2,770,242	1,446,481	4,294,870	3,863,892	7,065,112	5,310,373	
Total Net Position	\$45,002,421	\$43,500,691	\$20,759,855	\$20,159,096	\$65,762,276	\$63,659,787	

Further review of the net position indicates that they are divided into three parts. The largest part, \$50,393,186 or 76.6%, is the net investment in capital assets (land, buildings, machinery and equipment) which cannot be readily liquidated or available for future spending. The second part is restricted net position, which are subject to external restrictions on how they may be used. Finally, the last part is unrestricted net position which can be used for ongoing obligations or new activities.

Governmental Activities

Cash and investments decreased by \$1,795,287 as the City purchased \$4,984,212 of capital asset additions. While the City did invest just under \$5 million in capital assets, cash only decreased by roughly \$1.8 million. This is largely related to the overall increase in net position of \$1.5 million

as well as depreciation expense of \$1.2 million (depreciation of capital assets increased expenses without actually impacting cash – a "non-cash" expense). Receivables increased by \$345,675 largely a result of 2020 special assessment districts assessed during the year. Due from other governments decreased by \$757,087 largely as a result of collecting the June 30, 2019 balance of \$347,062 due from Michigan Department of Transportation for grant reimbursement related to East Oliver Street reconstruction and another \$128,883 for Washington Street reconstruction. Capital assets increased by \$3,777,783, consisting of the aforementioned \$4,984,212 in additions, depreciation expense of \$1,204,827, and a net disposal of \$1,602.

Accounts payable decreased by \$189,146 with the majority relating to having less year-end construction billings payable compared to the prior year.

The City's net pension liability decreased by \$2,940,248 (across both governmental and businestype activities) during the year. This reduction was largely a result of \$6,940,758 of pension asset investment earnings during 2019 (both plans have measurement dates of December 31, 2019 and, accordingly, 2019 market returns were used to measure the decrease in net pension liability).

Business-type Activities

Due from other governments increased by \$655,844 as significant reimbursable infrastructure project costs were incurred as of June 30, 2020 but payment was received by the City during fiscal year 2021. Capital assets increased by \$920,481, comprised of capital additions of \$1,694,979, depreciation expense of \$766,073, and a net disposal of \$8,425.

Governmental Activities

Total revenues were down within governmental activities by \$536,940 during 2020 compared to 2019. Reasons for the decreased revenues include:

- \$255,000 reduction in marijuana license fees as 2019 had a one-time significant inflow of lottery applications for licensing whereas 2020 had revenues from four stores that were ultimately approved.
- Façade donations decreased by \$328,718 during 2020 because 2019 had ongoing façade improvement projects that were substantially complete going into 2020 (thus, no further donations were received).
- Operating grants decreased largely as a result of a \$187,320 PA 207 grant that was received by the City during 2019, in addition to several other smaller grants.
- Property taxes increased during the year as the City received a new voted historic and park millage (\$124,666, each) and an increase in the millage rate for repayment of street bonds (\$409,705).

• Overall, governmental activities had an overall decrease in total expenses during 2020 of \$126,070. Much of the decrease can be attributed to reduced pension expense resulting from improved investment market performance.

Business-type Activities

Overall, business-type activities had a \$600,759 increase in net position during 2020. Significant changes in revenues and expenses during 2020 include:

- Revenues decreased by a total of \$134,862. Charges for services had a modest increase during 2020, however, the City received a one-time PILOT grant of \$465,467 during 2019. These items, primarily, led to the net change in business-type revenues.
- Overall expenses increased by \$396,023 in business-type activities, or approximately 5.65%.

City of Owosso's Changes in Net Position

	Governmental		Business-type		Total Primary		
	Activities		Activities		Government		
Revenues	2020	2019	2020	2019	2020	2019	
Program Revenues							
Charges for Services	\$ 2,171,891	\$ 2,404,989	\$ 7,762,817	\$ 7,473,662	\$ 9,934,708	\$ 9,878,651	
Operating Grants and Contributions	2,028,555	3,045,654	22,519	-	2,051,074	3,045,654	
Capital Grants and Contributions	614,088	601,793	42,533	465,467	656,621	1,067,260	
Total Program Revenues	4,814,534	6,052,436	7,827,869	7,939,129	12,642,403	13,991,565	
General Revenues							
Property Taxes	4,753,697	3,997,059	83,117	80,748	4,836,814	4,077,807	
Intergovernmental	1,774,846	1,807,463	-	-	1,774,846	1,807,463	
Investment Income	210,800	233,859	92,906	118,877	303,706	352,736	
Total General Revenues and Transfers	6,739,343	6,038,381	176,023	199,625	6,915,366	6,238,006	
Total Revenues	11,553,877	12,090,817	8,003,892	8,138,754	19,557,769	20,229,571	
Expenses							
General Government	1,709,987	1,466,985	-	-	1,709,987	1,466,985	
Public Safety	4,777,135	4,131,626	-	-	4,777,135	4,131,626	
Public Works	2,302,512	3,441,225	-	-	2,302,512	3,441,225	
Community and Economic Development	494,940	422,043	-	-	494,940	422,043	
Recreation and Culture	339,528	375,685	-	-	339,528	375,685	
Interest on Long-term Debt	428,045	340,653	-	-	428,045	340,653	
Water Supply	-	-	3,059,408	3,071,684	3,059,408	3,071,684	
Sewage Disposal	-	-	2,019,301	1,899,024	2,019,301	1,899,024	
Wastewater Treatment	-	-	2,261,485	1,961,087	2,261,485	1,961,087	
Transportation	-	-	62,939	75,315	62,939	75,315	
Total Expenses	10,052,147	10,178,217	7,403,133	7,007,110	17,455,280	17,185,327	
Change in Net Position	1,501,730	1,912,600	600,759	1,131,644	2,102,489	3,044,244	
Net Position at the Beginning of Period	43,500,691	41,588,091	20,159,096	19,027,452	63,659,787	60,615,543	
Net Position at the End of Period	\$ 45,002,421	\$ 43,500,691	\$ 20,759,855	\$ 20,159,096	\$ 65,762,276	\$ 63,659,787	

Financial Analysis of the City's Funds

Governmental funds. The focus of the City's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the City's financing requirements. In particular, unassigned fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

As of the end of the current fiscal year, the City's governmental funds reported combined ending fund balances of \$13,357,157. More detail on available, spendable balances can be found in the notes to these financial statements.

The general fund is the chief operating fund of the City. At the end of the current fiscal year, total fund balance was \$6,799,528, a decrease of \$26,319. Unassigned fund balance of \$2,359,203 was 32.9% of expenditures and transfers out while total fund balance of \$6,799,528 was 94.7% of expenditures and transfers out. The reasons for the changes in comparison to the prior year is explained in an earlier section of this report.

The major streets fund balance decreased by \$28,711 to \$1,130,147. The decrease is a result of increased road construction expenditures during the year of \$2,194,245, partially offset with transfers in of \$1,147,710.

The local streets fund balance increased by \$878,347 to \$1,336,126. The increase is primarily a result of \$2,178,030 in transfers received from other funds, less \$1,467,774 expended on road projects.

The streets capital projects fund balance decreased by \$2,913,629, to \$2,173,241, primarily as a result of transfers to the major and local street funds totaling \$2,947,710.

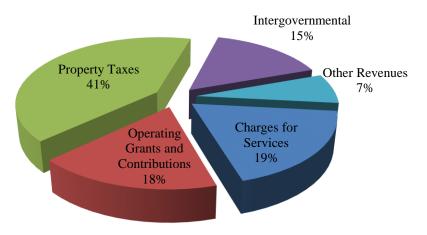
Proprietary funds. The City's proprietary funds provide the same type of information found in the government-wide financial statements, but in more detail.

The proprietary funds of the City are comprised of the water supply system, sewage disposal system, wastewater treatment system, and transportation funds. The water supply system fund's net position increased by \$787,704 to \$12,819,829. The sewage disposal system fund's net position increased by \$1,831 to \$3,787,078. The wastewater treatment system fund's net position decreased \$211,680 to \$4,071,425.

Governmental Activities

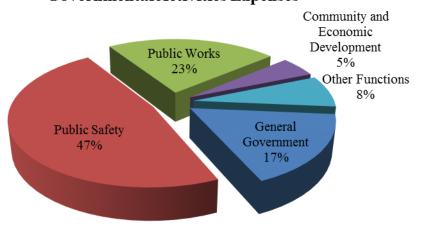
The following chart summarizes the revenue sources for the governmental activities of the City for the most recent fiscal year-end.

Governmental Activities Revenues



The following chart summarizes the expenses for the governmental activities of the City for the most recent fiscal year-end.

Governmental Activities Expenses



General Fund Budgetary Highlights

Original budget compared to final budget. During the year the budget amendments were relatively minor.

Final budget compared to actual results. The City had the following expenditures in excess of the amounts appropriated during the year:

	Final Budget		Actual		Variance	
General Fund						_
Assessing	\$	140,445	\$	141,936	\$	(1,491)
Buildings and Ground Maintenance		67,203		67,842		(639)
General Administration		224,018		225,448		(1,430)
Police		2,075,565		2,093,084		(17,519)
Building and Code Enforcement		223,836		239,790		(15,954)
Public Works		627,089		675,743		(48,654)
Community and Economic Development		86,914		88,384		(1,470)

Capital Asset and Debt Administration

The City's investment in capital assets for its governmental and business-type activities as of June 30, 2020 amounts to \$63,632,421 (net of accumulated depreciation). This investment in capital assets includes land, buildings, machinery, and equipment, vehicles, and water and sewer infrastructure. The following summarizes the City's capital assets:

	Governmental	Business-type	Total Primary
	Activities	Activities	Government
Land	\$ 4,559,913	\$ 467,304	\$ 5,027,217
Construction in Progress	2,503,711	1,016,136	3,519,847
Roads and Sidewalks	59,161,429	-	59,161,429
Land Improvements	3,807,161	-	3,807,161
Buildings and Improvements	2,860,343	13,245,205	16,105,548
Vehicles	4,945,225	1,634,422	6,579,647
Office Furnishings	1,409,807	-	1,409,807
Machinery and Equipment	2,530,598	12,747,964	15,278,562
Improvements, other than Buildings		16,001,989	16,001,989
Total Capital Assets	81,778,187	45,113,020	126,891,207
Less: Accumulated Depreciation	37,516,451	25,742,335	63,258,786
Capital Assets, Net	\$ 44,261,736	\$ 19,370,685	\$ 63,632,421

Long-term Debt

At the end of the current fiscal year, the City had \$11,240,000 in bonds outstanding, exclusive of compensated absences, for governmental activities and \$4,105,114 in bonds outstanding, exclusive of compensated absences, for business-type activities. Governmental activities long-term debt decreased \$510,000 while business-type activities long-term debt increased \$301,980.

Additional information regarding the City's long-term debt can be found in the notes to financial statements.

Economic Factors and Next Year's Budget and Rates

The 2020-2021 budget for the general fund projects stable revenues and transfers in for the year, \$7,621,809 in total, with total expenditures of \$7,845,497 and transfers out. For comparison, the City's 2020 general fund actual results were as follows: total revenues of \$7,153272, total expenditures of \$6,847,602, and transfers out of \$331,989.

The 2020-2021 budget leaves the City with a projected decrease in the general fund balance. The City of Owosso will continue to monitor closely its capital needs, debt service requirements, and upcoming projects as they relate to the budget and projected revenue streams. Additionally, management and the City Council are currently working to determine the significance that the COVID-19 Pandemic will have on the City's upcoming revenues.

Requests for Information

This financial report is designed to provide the citizens, taxpayers, customers, investors, and creditors a general overview of the City's finances and provide further accountability of the financial transactions that take place. If you have questions about this report or need additional financial information, please contact the City of Owosso Finance Director Office, 301 W. Main Street, Owosso, Michigan, 48867.

Basic Financial Statements

City of Owosso Statement of Net Position June 30, 2020

	Governmental	Business-type			
	Activities	Activities	Total	Component Units	
ASSETS					
Current Assets					
Cash and Investments	\$ 13,614,657	\$ 3,005,021	\$ 16,619,678	\$ 163,631	
Accounts Receivable	886,231	1,618,035	2,504,266	48,605	
Special Assessments Receivable	949,499	1,010,033	949,499	40,003	
Due from Other Governments	510,071	862,555	1,372,626	72,290	
Inventories	71,832	72,124	143,956	65,700	
Other Assets	478,575	72,124	478,575	03,700	
Total Current Assets	16,510,865	5,557,735	22,068,600	350,226	
Noncurrent Assets	10,510,805	3,331,133	22,000,000	330,220	
		1 502 450	1 502 450		
Restricted Cash and Investments	7.062.624	1,503,450	1,503,450		
Capital Assets not Being Depreciated	7,063,624	1,483,440	8,547,064		
Capital Assets Being Depreciated, Net	37,198,112	17,887,245	55,085,357		
Advance to Component Unit	1,079,311	650,131	1,729,442	250.226	
Total Assets	61,851,912	27,082,001	88,933,913	350,226	
DEFERRED OUTFLOWS OF RESOURCES	4 440 7 40	400 44 5	• • • • • • • • • • • • • • • • • • • •		
Pension Related Deferrals	1,642,763	609,117	2,251,880		
Total Deferred Outflows of Resources	1,642,763	609,117	2,251,880		
LIABILITIES					
Current Liabilities					
Accounts Payable	679,176	522,613	1,201,789	11,196	
Accrued Liabilities	92,060	185,369	277,429		
Due to Other Governments				65,700	
Accrued Wages	237,365	62,764	300,129		
Current Portion of Compensated Absences	80,655	20,883	101,538		
Current Portion of Long-term Debt	580,000	598,478	1,178,478	137,225	
Internal Balances	(5,630)	5,630			
Total Current Liabilities	1,663,626	1,395,737	3,059,363	214,121	
Noncurrent Liabilities					
Compensated Absences	322,619	83,532	406,151		
Long-term Debt	10,660,000	3,506,636	14,166,636	1,704,282	
Net Pension Liabilities	4,496,624	1,290,465	5,787,089		
Total Liabilities	17,142,869	6,276,370	23,419,239	1,918,403	
DEFERRED INFLOWS OF RESOURCES					
Pension Related Deferrals	1,349,385	654,893	2,004,278		
Total Deferred Inflows of Resources	1,349,385	654,893	2,004,278		
NET POSITION					
Net Investment in Capital Assets	35,127,615	15,265,571	50,393,186		
Restricted for:					
Debt Service	93,973	583,758	677,731		
Revolving Loan	1,231,276		1,231,276		
Housing and Redevelopment	73		73		
Streets	5,407,603		5,407,603		
Historical	177,881		177,881		
Improvement and Replacement		615,656	615,656		
Building Code Enforcement	50,996		50,996		
Downtown Facade	15,178		15,178		
Recreation	127,584		127,584		
Unrestricted	2,770,242	4,294,870	7,065,112	(1,568,177)	
Total Net Position	\$ 45,002,421	\$ 20,759,855	\$ 65,762,276	\$ (1,568,177)	

City of Owosso Statement of Activities For the Year Ended June 30, 2020

		Program Revenues					Net (Expense) Revenue								
		_			Operating		Capital Grants			Prir	nary Government	t			
			Charges for		Grants and		and		Governmental		Business-type				Component
Functions/Programs	 Expenses	_	Services	_	Contributions		Contributions	_	Activities	_	Activities		Total		Units
Primary Government															
Governmental Activities:															
General Government	\$ 1,709,987	\$	338,799	\$	106,184	\$		\$	(1,265,004)	\$		\$	(1,265,004)	\$	
Public Safety	4,777,135		1,252,656				84,056		(3,440,423)				(3,440,423)		
Public Works	2,302,512		565,011		1,722,297		530,032		514,828				514,828		
Community and Economic Development	494,940				180,115				(314,825)				(314,825)		
Recreation and Culture	339,528		15,425		19,959				(304,144)				(304,144)		
Interest on Long-term Debt	 428,045						<u></u>		(428,045)		<u></u>		(428,045)		
Total Governmental Activities	 10,052,147		2,171,891		2,028,555	_	614,088		(5,237,613)				(5,237,613)		
Business-type Activities:															
Transportation Fund	62,939				2,606						(60,333)		(60,333)		
Sewage Disposal System	2,019,301		1,989,389								(29,912)		(29,912)		
Water Supply System	3,059,408		3,747,097		19,913		42,533				750,135		750,135		
Wastewater Treatment System	2,261,485		2,026,331								(235,154)		(235,154)		
Total Business-type Activities	7,403,133		7,762,817		22,519		42,533				424,736		424,736		
Total Primary Government	\$ 17,455,280	\$	9,934,708	\$	2,051,074	\$	656,621		(5,237,613)		424,736		(4,812,877)		
Component Units									_		_		_		
Brownfield Redevelopment Authority	\$ 268,672	\$		\$	4,633	\$									(264,039)
Downtown Development Authority	258,589		15,728		11,344										(231,517)
Total Component Units	\$ 527,261	\$	15,728	\$	15,977	\$									(495,556)
		(General Purpose	Rev	ennes•										
			nvestment Incom		chics.				210,800		92,906		303,706		61
			ntergovernmental						1,774,846				1,774,846		24,580
			Property Taxes						4,753,697		83,117		4,836,814		606,369
			Total General R	ovon	111 <i>0</i> 5				6,739,343		176,023		6,915,366		631,010
			Change in Net 1						1,501,730		600,759		2,102,489	-	135,454
		Λ	let Position at Be						43,500,691		20,159,096		63,659,787		(1,703,631)
			let Position at Ei	_	0 0			\$	45,002,421	\$	20,759,855	\$	65,762,276	\$	(1,568,177)

City of Owosso Balance Sheet Governmental Funds June 30, 2020

		Special Revenue			ue	Ca	pital Projects				
	General	M	ajor Streets	L	ocal Streets		reet Capital roject Fund	Other Governmental Funds		Total Governmental Funds	
ASSETS											
Cash and Investments	\$ 5,451,367	\$	1,345,020	\$	1,352,824	\$	2,173,241	\$	1,260,830	\$	11,583,282
Accounts Receivable	263,603								617,430		881,033
Special Assessments Receivable	118,061								831,438		949,499
Due from Other Governments	291,732		102,509		108,855				6,975		510,071
Inventories	71,832										71,832
Other Assets									204,000		204,000
Due from Other Funds	126,716								3,610		130,326
Advance to Component Unit	 1,079,311										1,079,311
Total Assets	\$ 7,402,622	\$	1,447,529	\$	1,461,679	\$	2,173,241	\$	2,924,283	\$	15,409,354
LIABILITIES											
Accounts Payable	\$ 121,386	\$	315,513	\$	123,684	\$		\$	51,092	\$	611,675
Accrued Liabilities									2,482		2,482
Accrued Wages	230,468		1,869		1,869				342		234,548
Due to Other Funds	 3,610								120,814		124,424
Total Liabilities	355,464		317,382		125,553				174,730		973,129
DEFERRED INFLOWS OF RESOURCES											
Unavailable Revenue	247,630								831,438		1,079,068
Total Liabilities and Deferred Inflows of Resources	603,094	•	317,382		125,553				1,006,168		2,052,197
FUND BALANCE		•									
Nonspendable	1,151,143										1,151,143
Restricted	52,646		1,130,147		1,336,126		2,173,241		1,580,966		6,273,126
Assigned	3,236,536								337,149		3,573,685
Unassigned	2,359,203										2,359,203
Total Fund Balance	6,799,528		1,130,147		1,336,126		2,173,241		1,918,115		13,357,157
Total Liabilities, Deferred Inflows of Resources, and											
Fund Balance	\$ 7,402,622	\$	1,447,529	\$	1,461,679	\$	2,173,241	\$	2,924,283	\$	15,409,354

Reconciliation of Governmental Funds Balance Sheet to the Statement of Net Position June 30, 2020

Total Net Position - Governmental Activities	\$	45,002,421
Certain liabilities, such as bonds payable, accrued interest, and compensated absences, are not due and payable in the current period, and therefore are not reported in the funds.		(11,720,943)
Certain pension-related amounts, such as the net pension liability and deferred amounts are not due and payable in the current period or do not represent current financial resources and therefore are not reported in the funds.		(4,016,896)
The focus of governmental funds is on short-term financing. Accordingly, some assets will not be available to pay for current-period expenditures. Those assets (such as certain receivables) are offset by deferred inflows in the governmental funds, and thus are not included in fund balance.		1,079,068
Capital assets used in governmental activities are not financial resources, and therefore are not reported in the fund statements.		42,552,635
Assets held on deposit with the MMRMA for self insurance are not current financial resources, and therefore are not reported in the fund statement.		208,614
Net position of internal service funds that are treated as proprietary in the fund level statements are treated as governmental in the entity-wide statements.		3,542,786
Total Fund Balance - Governmental Funds	\$	13,357,157

City of Owosso Statement of Revenues, Expenditures, and Changes in Fund Balance Governmental Funds For the Year Ended June 30, 2020

				Special	Rever	nue	<u>C</u>	apital Projects				
	Ge evenues		Ma	ijor Streets	I	Local Streets		Street Capital Project Fund		Other Governmental Funds		Total Sovernmental Funds
Revenues												
Property Taxes	\$	3,588,912	\$		\$		\$		\$	1,164,785	\$	4,753,697
Licenses and Permits		303,225										303,225
Intergovernmental		1,787,071		1,753,643		461,891				271,194		4,273,799
Charges for Services		1,140,090								13,550		1,153,640
Sales										1,875		1,875
Special Assessments		34,445		235,890		268,799						539,134
Interest		135,917		6,346		3,554		35,132		12,236		193,185
Miscellaneous		163,612		6,000		1,731				115,569		286,912
Total Revenues		7,153,272		2,001,879		735,975		35,132		1,579,209		11,505,467
Expenditures												
General Government		1,348,378								104,244		1,452,622
Public Safety		4,323,707								157,488		4,481,195
Public Works		905,106		2,800,270		2,035,658		1,051		9		5,742,094
Community and Economic Development		88,384								402,402		490,786
Recreation and Culture		182,027								79,008		261,035
Debt Service - Principal										510,000		510,000
Debt Service - Interest										468,582		468,582
Total Expenditures		6,847,602		2,800,270	-	2,035,658		1,051		1,721,733		13,406,314
Excess of Revenues Over					-							
(Under) Expenditures		305,670		(798,391)		(1,299,683)		34,081		(142,524)		(1,900,847)
Other Financing Sources (Uses)	-											
Transfers In				1,147,710		2,178,030				331,989		3,657,729
Transfers Out		(331,989)		(378,030)				(2,947,710)				(3,657,729)
Net Other Financing Sources (Uses)	-	(331,989)		769,680		2,178,030		(2,947,710)		331,989		
Net Change in Fund Balance		(26,319)		(28,711)		878,347		(2,913,629)		189,465		(1,900,847)
Fund Balance at Beginning of Period		6,825,847		1,158,858		457,779		5,086,870		1,728,650		15,258,004
Fund Balance at End of Period	\$	6,799,528	\$	1,130,147	\$	1,336,126	\$	2,173,241	\$	1,918,115	\$	13,357,157

Reconciliation of Governmental Funds Statement of Revenues, Expenditures, and Changes in Fund Balance with Statement of Activities For the Year Ended June 30, 2020

Total Net Change in Fund Balances - Governmental Funds	\$ (1,900,847)
Changes in net position of internal service funds that are treated as enterprise fund changes in net position in the fund level statements are treated as governmental fund changes in net position in the entity-wide statements.	(27,990)
Change in net position held with an agent for self-insurance.	(47,424)
Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. This represents capital asset additions of \$4,571,448 less depreciation expense of \$905,109.	3,666,339
Revenue in the statement of activities that do not provide current financial resources are not reported as revenue in the funds, but rather are deferred to the following fiscal year.	30,795
Repayment of bond principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net position. Changes within compensated absences and accrued interest are not included in governmental funds, but are reductions in long-term liabilities in the statement of net position.	510,902
Change in the City's net pension liability, deferred outflows of resources, and deferred inflows of resources for the current year are not reported in the governmental funds but are reported in the statement of activities.	(730,045)
Changes in Net Position -Governmental Activities	\$ 1,501,730

City of Owosso Statement of Net Position Proprietary Funds June 30, 2020

		Business-t	ype Activities - Enterp	orise Funds			
			Wastewater			Governmental	
	Sewage Disposal System	Water Supply System	Treatment System	Transportation Fund (Nonmajor)	Total Enterprise Funds	Activities Internal Service Fund	
ASSETS							
Current Assets							
Cash and Investments	\$ 1,929,266	\$ 581,587	\$ 412,645	\$ 81,523	\$ 3,005,021	\$ 2,031,375	
Accounts Receivable	574,962	1,043,073			1,618,035	5,198	
Due from Other Governments	45,507	762,619	54,429		862,555		
Inventories		72,124			72,124		
Total Current Assets	2,549,735	2,459,403	467,074	81,523	5,557,735	2,036,573	
Noncurrent Assets							
Restricted Cash and Investments		583,758	919,692		1,503,450		
Capital Assets not Being Depreciated	73,625	1,304,815	105,000		1,483,440		
Capital Assets Being Depreciated, Net	1,821,123	12,660,924	3,405,198		17,887,245	1,709,101	
Advance to Component Unit		650,131			650,131		
Total Assets	4,444,483	17,659,031	4,896,964	81,523	27,082,001	3,745,674	
DEFERRED OUTFLOWS OF RESOURCES							
Pension Related Deferrals	80,819	264,116	264,182		609,117	84,946	
Total Deferred Outflows of Resources	80,819	264,116	264,182		609,117	84,946	
LIABILITIES							
Current Liabilities							
Accounts Payable	14,074	380,109	128,430		522,613	1,540	
Accrued Liabilities	2,449	182,920			185,369		
Accrued Wages	7,744	33,672	21,348		62,764	2,817	
Current Portion of Compensated Absences	3,652	9,087	8,144		20,883		
Current Portion of Long-term Debt	40,000	558,478			598,478		
Due to Other Funds	293	4,269	1,068		5,630	272	
Total Current Liabilities	68,212	1,168,535	158,990		1,395,737	4,629	
Noncurrent Liabilities							
Compensated Absences	14,606	36,352	32,574		83,532	11,909	
Long-term Debt	397,293	3,054,914	54,429		3,506,636		
Net Pension Liabilities	171,221	559,552	559,692		1,290,465	179,966	
Total Liabilities	651,332	4,819,353	805,685		6,276,370	196,504	
DEFERRED INFLOWS OF RESOURCES							
Pension Related Deferrals	86,892	283,965	284,036		654,893	91,330	
Total Deferred Inflows of Resources	86,892	283,965	284,036		654,893	91,330	
NET POSITION							
Net Investment in Capital Assets	1,457,455	10,352,347	3,455,769		15,265,571	1,709,101	
Restricted for:							
Debt Service		583,758			583,758		
Improvement and Replacement		· 	615,656		615,656		
Unrestricted	2,329,623	1,883,724		81,523	4,294,870	1,833,685	
Total Net Position	\$ 3,787,078	\$ 12,819,829	\$ 4,071,425	\$ 81,523	\$ 20,759,855	\$ 3,542,786	

City of Owosso Statement of Revenues, Expenses, and Changes in Net Position Proprietary Funds For the Year Ended June 30, 2020

			Business-ty	pe Ac	tivities - Enterp	orise Funds		G	overnmental	
				V	astewater				Activities	
	Sewage Disposal System		ter Supply System	1	reatment System	Transportation Fund (Nonmajor)	Total Enterprise Funds	Int	ternal Service Fund	
Operating Revenues										
Charges for Services	\$ 1,964,446	\$	3,746,083	\$	2,020,874	\$	\$ 7,731,403	\$	626,573	
Total Operating Revenues	1,964,446		3,746,083		2,020,874		7,731,403		626,573	
Operating Expenses		_								
Personnel Services	284,660		1,333,202		1,012,169		2,630,031		230,548	
Administrative and Engineering Services	88,155		204,734		222,048		514,937		27,111	
Contractual and Professional Services	119,875		135,307		83,154	62,939	401,275			
Supplies and Chemicals	5,934		214,642		139,023		359,599		38,130	
Utilities	3,222		157,130		246,833		407,185			
Insurance	9,956		42,809		38,047		90,812		25,983	
Maintenance	58,746		417,586		270,287		746,619		50,687	
Plant Charges	1,387,928						1,387,928			
Depreciation	50,280		465,869		249,924		766,073		299,719	
Total Operating Expenses	2,008,756		2,971,279		2,261,485	62,939	7,304,459		672,178	
Operating Income (Loss)	(44,310)		774,804		(240,611)	(62,939)	426,944		(45,605)	
Non-Operating Revenues (Expenses)										
Investment Income	31,743		37,569		23,474	120	92,906		17,615	
Reimbursement and Miscellaneous	24,943		20,927		5,457	2,606	53,933			
Property Taxes						83,117	83,117			
Interest Expense	(10,545)		(88,129)				(98,674)			
Net Non-Operating Revenues (Expenses)	46,141		(29,633)		28,931	85,843	131,282		17,615	
Income Before Contributions	1,831		745,171		(211,680)	22,904	558,226		(27,990)	
Capital Contributions			42,533				42,533			
Change In Net Position	1,831		787,704	-	(211,680)	22,904	600,759		(27,900)	
Net Position at Beginning of Period	3,785,247		12,032,125		4,283,105	58,619	20,159,096		3,570,776	
Net Position at End of Period	\$ 3,787,078	\$	12,819,829	\$	4,071,425	\$ 81,523	\$ 20,759,855	\$	3,542,786	

City of Owosso Statement of Cash Flows Proprietary Funds For the Year Ended June 30, 2020

Governmental

	Business-type Activities - Enterprise Funds											Activities
		ige Disposal System	Water Supply System		Wastewater Treatment System		Transportation Fund (Nonmajor)		Total		Inte	ernal Service Fund
Cash Flows from Operating Activities												
Cash Received from Customers	\$	1,920,634	\$	3,742,959	\$	2,027,015	\$	2,606	\$	7,693,214	\$	625,427
Cash Payments to Employees for Services and Fringe Benefits		(213,046)		(1,050,912)		(783,671)		-		(2,047,629)		(148,619)
Cash Payments to Suppliers for Goods and Services		(1,821,258)		(1,520,523)		(1,172,570)		(62,939)		(4,577,290)		(183,246)
Net Cash Provided (Used) by Operating Activities		(113,670)		1,171,524		70,774		(60,333)		1,068,295		293,562
Cash Flows from Non-capital and Related Financing Activities												
Property Taxes		-		-		-		83,117		83,117		-
Other Non-capital Related Revenues		24,943		1,014		5,457		-		31,414		-
Changes in Advance to Component Unit		-		32,840		-		-		32,840		-
Changes in Interfund Balances		10,230		106,519		1,068		-		117,817		294
Net Cash Provided by Non-capital and Related Financing Activities		35,173		140,373		6,525		83,117		265,188		294
Cash Flows from Capital and Related Financing Activities												
Interest Payments on Long-term Debt		(10,545)		(88,129)		-		-		(98,674)		-
Principal Payments on Long-term Debt		5,507		242,044		54,429		-		301,980		-
Capital Contributions		-		42,533		-		-		42,533		-
Capital Asset Purchases		(180,834)		(993,134)		(512,586)		-		(1,686,554)		(411,163)
Net Cash Used by Capital and Related Financing Activities		(185,872)		(796,686)		(458,157)		_		(1,440,715)		(411,163)
Cash Flows from Investing Activities												
Investment Income		31,743		37,569		23,474		120		92,906		17,615
Net Cash Provided by Investing Activities		31,743		37,569		23,474		120		92,906		17,615
Net Increase (Decrease) in Cash and Equivalents		(232,626)		552,780		(357,384)		22,904		(14,326)		(99,692)
Cash and Equivalents - Beginning of Year		2,161,892		612,565		1,689,721		58,619		4,522,797		2,131,067
Cash and Equivalents - End of Year	\$	1,929,266	\$	1,165,345	\$	1,332,337	\$	81,523	\$	4,508,471	\$	2,031,375

City of Owosso Statement of Cash Flows Proprietary Funds For the Year Ended June 30, 2020

Governmental

				Business-	type A	ctivities - Enterpr	ise Fund	ls				Activities
	Sew	Sewage Disposal System		Water Supply System		Wastewater Treatment System		nsportation l (Nonmajor)	Total		Internal Service Fund	
Reconciliation of Operating Income (Loss) to		_		_						_		_
Net Cash Provided by Operating Activities												
Operating Income (Loss)	\$	(44,310)	\$	774,804	\$	(240,611)	\$	(62,939)	\$	426,944	\$	(45,605)
Adjustments to Reconcile Operating Income to Net Cash												
Provided (Used) by Operating Activities												
Depreciation Expense		50,280		465,869		249,924		-		766,073		299,719
Changes in Assets and Liabilities												
Accounts Receivable		(43,812)		(23,037)		6,141		-		(60,708)		(1,146)
Due from Other Governments		(45,507)		(555,908)		(54,429)		-		(655,844)		-
Inventories		-		1,957		-		-		1,957		-
Accounts Payable		(103,051)		189,610		(121,386)		2,606		(32,221)		(42,296)
Accrued Wages and Liabilities		1,116		16,026		2,637		-		19,779		961
Compensated Absences		2,335		519		1,834		-		4,688		1,662
Pension Related Amounts		69,279		301,684		226,664		-		597,627		80,267
Net Cash Provided (Used) by Operating Activities	\$	(113,670)	\$	1,171,524	\$	70,774	\$	(60,333)	\$	1,068,295	\$	293,562

City of Owosso Statement of Fiduciary Net Position Pension Trust Fund As of December 31, 2019

	D	ecember 31, 2019
	Po	ension Trust Fund
ASSETS		
Cash and Investments	\$	30,690,663
Accounts Receivable		53,743
Total Assets		30,744,406
LIABILITIES		
Accounts Payable		5,093
Total Liabilities		5,093
NET POSITION		
Held in Trust	\$	30,739,313

City of Owosso Statement of Changes in Plan Net Position Pension Trust Fund For the Year Ended December 31, 2019

	December 31, 2019			
	Pe	nsion Trust Fund		
ADDITIONS				
Net Appreciation in Fair Value of Investments	\$	6,582,555		
Net Investment Income		6,582,555		
Contributions:				
Employer		395,379		
Plan Members		176,358		
Total Contributions		571,737		
Total Additions		7,154,292		
DEDUCTIONS				
Benefit payments		7,754,140		
Administrative expenses		184,095		
Total Deductions		7,938,235		
Change in Net Position		(783,943)		
Net Position, Beginning of Year		31,523,256		
Net Position, End of Year	\$	30,739,313		

City of Owosso Combining Statement of Net Position Component Units June 30, 2020

	Re	Brownfield development Authority	Downtown Development Authority	Total Component Units		
ASSETS						
Current Assets						
Cash and Investments	\$	83,375	\$ 80,256	\$	163,631	
Accounts Receivable			48,605		48,605	
Due from Other Governments			72,290		72,290	
Inventories		65,700			65,700	
Total Assets		149,075	201,151	_	350,226	
LIABILITIES						
Current Liabilities						
Accounts Payable			11,196		11,196	
Due to Other Governments		65,700			65,700	
Current Portion of Long-term Debt		137,225			137,225	
Total Current Liabilities		202,925	11,196		214,121	
Noncurrent Liabilities						
Long-term Debt		1,704,282			1,704,282	
Total Liabilities		1,907,207	11,196	_	1,918,403	
NET POSITION						
Unrestricted		(1,758,132)	189,955		(1,568,177)	
Total Net Position	\$	(1,758,132)	\$ 189,955	\$	(1,568,177)	

City of Owosso Combining Statement of Activities Component Units For the Year Ended June 30, 2020

	Brownfield Redevelopment Authority		Downtown Development Authority		Total Component Units	
Expenses						
Brownfield Redevelopment Authority	\$	268,672	\$		\$	268,672
Downtown Development Authority		<u></u>		258,589		258,589
Total Expenses		268,672	·	258,589	<u> </u>	527,261
Program Revenues			•			
Operating Grants and Contributions		4,633		11,344		15,977
Total Program Revenues		4,633		11,344		15,977
Net Program Revenues (Expenses)		(264,039)		(247,245)		(511,284)
General Revenue			•			
Intergovernmental				24,580		24,580
Miscellaneous				15,728		15,728
Investment Income		61				61
Property Taxes		398,726		207,643		606,369
Total General Revenues		398,787		247,951		646,738
Change in Net Position		134,748		706		135,454
Net Position at Beginning of Period		(1,892,880)		189,249		(1,703,631)
Net Position at End of Period	\$	(1,758,132)	\$	189,955	\$	(1,568,177)

Notes to the Financial Statements

Notes to the Financial Statements

Note 1 - Summary of Significant Accounting Policies

The City of Owosso, Michigan (the "City") is a municipal corporation governed by an elected mayor and seven member council and administered by an appointed City Manager.

The financial statements of the City have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles. The more significant of the City's accounting policies are described below.

Reporting Entity

As required by generally accepted accounting principles, these financial statements present the government and its component units, entities for which the City is financially accountable. Blended component units, although legally separate entities, are, in substance, part of the government's operations and as such, data from these units are combined with data of the primary government. Discretely presented component units, on the other hand, are reported in a separate column in the combined financial statements to emphasize that they are legally separate from the government.

Discretely Presented Component Units

The discretely presented component units are presented in a separate column in the government-wide financial statements to emphasize that they are legally separate from the City.

The governing bodies of the Brownfield Redevelopment Authority ("Brownfield") and Downtown Development Authorities (DDA) are all appointed by the City Council. These component units provide economic development and financing services to specific geographic areas within the City. These entities are fiscally dependent on the City because the City Council is responsible for approving any debt issuances and the annual operating budgets of all component units. All discretely presented component units use governmental fund type accounting. However, full accrual accounting is used for the government-wide financial statement presentation.

The Downtown Development Authority (DDA) was created to correct and prevent deterioration in the downtown district, encourage historical preservation, and to promote economic growth within the downtown district. The DDA's governing body, which consists of nine individuals, is selected by the City Council. In addition, the DDA's budget is subject to approval by the City Council. Separately issued financial statements can be obtained from the administrative offices of the DDA.

The Brownfield Redevelopment Authority was created to facilitate the implementation of plans relating to the identification and treatment of environmentally distressed areas to promote revitalization within the Brownfield Redevelopment Zone. The Brownfield governing body, which

Notes to the Financial Statements

consists of seven members, is selected by the City Council. In addition, the Brownfield budget is subject to approval by the City Council. Separate financial statements are not prepared.

Government-wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the nonfiduciary activities of the primary government and its component units. For the most part, the effect of interfund activity has been removed from these statements. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support. Likewise, the primary government is reported separately from certain component units for which the primary government is financially accountable.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include; 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenues.

Separate financial statements are provided for governmental funds, proprietary funds and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.

Measurement Focus, Basis of Accounting and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the proprietary fund and fiduciary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met. Agency funds, a type of fiduciary fund, are unlike all other types of funds, reporting only assets and liabilities. Therefore, agency funds cannot be said to have a measurement focus. They do, however, use the accrual basis of accounting to recognize receivables and payables.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the City considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is

Notes to the Financial Statements

incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

Property taxes, intergovernmental revenue, franchise taxes, licenses, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Only the portion of special assessments receivable due within the current fiscal period is considered to be susceptible to accrual as revenues of the current period. All other revenue items are considered to be measurable and available only when cash is received by the government.

The City reports the following major governmental funds:

The *general fund* is the government's primary operating fund. It accounts for all the financial resources of the general government, except those accounted for and reported in another fund.

The *major streets fund* is used to account for the proceeds of revenue or financing activities earmarked for major street construction and improvements which require separate accounting because of legal or regulatory provisions.

The *local streets fund* is used to account for the proceeds of revenue or financing activities earmarked for local street construction and improvements which require separate accounting because of legal or regulatory provisions.

The *streets capital project fund* is used to account for proceeds of revenue or financing activities earmarked for future major or local street improvements.

The City reports the following major proprietary funds:

The water supply system and sewage disposal system funds are used to account for the provision of water and sewer services to the residents of the City and some residents of the surrounding community. All activities necessary to provide such services are accounted for in these funds, including, but not limited to, administration, operations, maintenance, financing and related debt service, and billing and collection.

The *wastewater treatment fund* is used to record the transactions relative to construction, operation, and maintenance of a wastewater treatment plant. It provides treatment facilities for Owosso and Caledonia Townships, the City of Corunna, as well as for the City itself.

Notes to the Financial Statements

Additionally, the City reports the following fund types:

Special revenue funds are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects.

Debt service funds are used to account for and report financial resources that are restricted, committed, or assigned to expenditure for principal and interest.

Capital project funds are used to account for and report financial resources that are used for capital projects.

The **internal service fund** accounts for fleet maintenance services provided to other departments of the City on a cost reimbursement basis.

The **pension trust fund** accounts for the Employees' Retirement System (the "System"), a defined benefit pension plan. It is governed by a seven-member pension board that includes three individuals chosen by the City Council. The system is reported within the City's basic financial statements even though its resources cannot be used to fund the City's operations because of the fiduciary responsibility that the City retains relative to the operations of the retirement system.

The **agency fund** is used to account for assets held by the City in a trustee capacity or as an agent for individuals, organizations, other governments, and/or other funds. Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements. Exceptions to this general rule are charges between the City's enterprise functions and various other functions of the City. Eliminations of these charges would distort the direct costs and program revenues reported for the various functions concerned.

Proprietary funds distinguish operating revenue and expenses from nonoperating items. Operating revenue and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenue of the City's proprietary funds relates to charges to customers for sales and services. The water supply system and sewage disposal system also recognize the portion of tap fees intended to recover current costs (e.g., labor and materials to connect new customers) as operating revenue. The portion intended to recover the cost of the infrastructure is recognized as nonoperating revenue. Operating expenses for proprietary funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenue and expenses not meeting this definition are reported as nonoperating revenue and expenses.

Notes to the Financial Statements

Restricted net position is subject to restrictions beyond the government's control. The restrictions may be externally imposed or imposed by law. When both restricted and unrestricted resources are available for use, it is the government's policy to use restricted resources first, then unrestricted resources as they are needed.

Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources, and Equity

Deposits and Investments

The City's cash and cash equivalents include amounts in demand deposit accounts, certificates of deposit and short-term investments with original maturities of three months or less from the date of acquisition. Investments, exclusive of certificates of deposit, are stated at fair value. Certificates of deposit are carried at cost plus accrued interest, since the original maturity dates are less than one year or the certificates are nonparticipating (i.e., there is no available market for trade prior to maturity).

The pension trust fund is authorized by the State's Pension Investment Act, as amended, to invest in common stocks, real estate, and various other investment instruments, subject to certain limitations.

Receivables and Payables

Transactions between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as either "due to/from other funds" (i.e., the current portion of interfund loans) or "advances to/from other funds" (i.e., the non-current portion of interfund loans). All other outstanding balances between funds are reported as "due to/from other funds." Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements as "internal balances."

Advances between funds are offset by nonspendable fund balance in applicable governmental funds to indicate they are not available for appropriation and are not expendable available financial resources.

All trade and property tax receivables are shown net of an allowance for uncollectibles, as applicable.

Amounts due from other governments include amounts due from grantors for specific programs and capital projects. Program grants and capital grants for capital assets are recorded as receivables and revenues at the time reimbursable project costs are incurred. Revenues received in advance of project costs being incurred would be reported as "unearned".

Notes to the Financial Statements

Restricted Assets

Assets which are restricted for specified uses by bond debt requirements, grant provisions or other external requirements are classified as restricted assets. Liabilities payable from such restricted assets are separately classified.

Deferred Outflows of Resources

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element represents a consumption of net position that applies to one or more future periods and so will not be recognized as an outflow of resources (expense/expenditure) until then. The City reports deferred outflows of resources for changes in expected and actual investment returns, assumptions, and benefits provided in its pension plans.

Property Taxes

Property taxes are levied each July 1 and December 1 on the taxable valuation of property, as equalized by the State, as of the preceding December 31, the lien date. The levies are considered past due on September 1 and February 15, respectively, at which time applicable penalties and interest are assessed. The City bills and collects its own property taxes as well as taxes for the various local governmental units. Collections and remittances for other units are accounted for in the trust and agency fund. City property tax revenues are recognized when levied to the extent that they result in current receivables.

Inventories and Prepaids

Inventories are valued at cost, on a first-in, first-out basis. Inventories of governmental funds are recorded as expenditures when consumed rather than when purchased. Certain payments to vendors reflect costs applicable to future fiscal years and are recorded as prepaid items in both the government-wide and fund financial statements.

Capital Assets

Capital assets, which include property, buildings and equipment, and infrastructure assets (e.g., roads, bridges, sidewalks, and similar items acquired or constructed since 1980), are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Capital assets are defined by the City as assets with an initial individual cost of more than \$5,000 and an estimated useful life in excess of one year. Capital assets are stated at historical cost or estimated historical cost where actual cost information is not available. Donated capital assets are recorded at their estimated acquisition cost as of the donation date.

Notes to the Financial Statements

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized. Major outlays for capital assets and improvements are capitalized as projects are constructed.

Capital assets of the primary government are depreciated using the straight-line method over the following estimated useful lives:

	Years
Buildings and Improvements	11-50
Land Improvements	5-50
Machinery, Vehicles, and Equipment	5-25
Office Furnishings	5-20
Road, Sidewalks, and Other Infrastructure	50

The amount presented as capital assets not being depreciated includes land acquired by the City as well as construction in process. The land is deemed to have an indefinite useful life, and therefore are not being amortized.

The City reviews long-lived assets for impairment whenever events or changes in circumstances indicate that the carrying amount of an asset exceeds its fair value. If it is determined that an impairment loss has occurred, the asset is written down to its net realizable value and a current charge to income is recognized.

Deferred Inflows of Resources

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The City's full accrual activities and funds report deferred inflows of resources for deferred pension amounts whereas the City's governmental funds report unavailable revenues, which arise only under a modified basis of accounting, from long-term amounts due from others for services rendered. These amounts are deferred and recognized as an inflow of resources in the period that the amounts become available.

Compensated Absences

It is the City's policy to permit employees to accumulate earned but unused sick and vacation pay benefits. All vacation pay and sick leave are accrued when incurred in the government-wide and proprietary fund financial statements. A liability for these amounts is reported in the governmental funds only if they have matured, for example, as a result of employee resignations or retirements.

Notes to the Financial Statements

Long-term Obligations

In the government-wide financial statements and the proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund-type statement of net position. Bond premiums and discounts are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures when incurred.

Fund Equity

Governmental funds report nonspendable fund balance for amounts that cannot be spent because they are either; a) not in spendable form or b) legally or contractually required to be maintained intact. Restricted fund balance is reported when externally imposed constraints are placed on the use of resources by grantors, contributors, or laws or regulations of other governments. Committed fund balance is reported for amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the City Council (the City's highest level of decisionmaking authority). A formal resolution of the City Council is required to establish, modify, or rescind a fund balance commitment. The City reports assigned fund balance for amounts that are constrained by the City's intent to be used for specific purposes, but are neither restricted nor committed. The City Council has delegated the authority to assign fund balance to the City's finance director. Unassigned fund balance is the residual classification for the general fund. No other funds other than the general fund may have unassigned fund balance, therefore any amounts remaining in excess of nonspendable, restricted, or committed funds in funds other than the general fund will automatically be reported as assigned fund balance. If any portion of existing fund balance will be used to eliminate a projected deficit in the subsequent year's budget, this amount will also be categorized as assigned fund balance.

The City Council has adopted a minimum fund balance policy in which the general fund will be equal to 25% of general fund operating expenses. If the fund balance of the general fund falls below the minimum range, the City will replenish shortfall by reducing expenditures, increasing revenues or a combination of expenditure reductions and revenue enhancements as detailed in the policy. If the fund balance of the general fund exceeds 25% plus an infrastructure emergency reserve of \$1 million, the City shall consider using such surpluses for one-time non-recurring expenditures that will not require additional future expenses for maintenance, additional staffing or any other recurring expenditures, in accordance with the policy.

Notes to the Financial Statements

When the City incurs an expenditure for purposes for which various fund balance classifications can be used, it is the City's policy to use restricted fund balance first, then committed fund balance, assigned fund balance, and finally unassigned fund balance.

Pensions

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the plan and additions to/deductions from the plan fiduciary net position have been determined on the same basis as they are reported by the plan. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

Note 2 - Budgetary Information

Annual budgets are adopted on a basis consistent with generally accepted accounting principles for all governmental fund types, except capital project funds which are adopted on a project level.

Individual amendments for the year were not material in relation to the original appropriations. Supplemental appropriations were made during the year. Unexpended appropriations lapse at year end.

Budget appropriations are authorized by the City Council on a departmental basis in accordance with sections of the City Charter. Legal budgetary control is exercised at the activity level for the general fund and the activity level inclusive of capital outlay for all other funds.

For the year ended June 30, 2020, the City incurred expenditures in excess of the amounts appropriated, as follows:

	Final Budget		 Actual		⁷ ariance
General Fund					
Assessing	\$	140,445	\$ 141,936	\$	(1,491)
Buildings and Ground Maintenance		67,203	67,842		(639)
General Administration		224,018	225,448		(1,430)
Police		2,075,565	2,093,084		(17,519)
Building and Code Enforcement		223,836	239,790		(15,954)
Public Works		627,089	675,743		(48,654)
Community and Economic Development		86,914	88,384		(1,470)
Major Streets Fund					
Public Works		2,429,438	2,800,270		(370,832)
Transfer Out		339,166	378,030		(38,864)

Notes to the Financial Statements

Note 3 - Deficit Fund Equity

The Brownfield Redevelopment Authority had a deficit net position at year-end of \$(1,758,132). The Brownfield Redevelopment Authority will capture property taxes in the future and use revenues from services to eliminate this deficit.

Note 4 - Deposits and Investments

Following is a reconciliation of deposit and investment balances for the City (including both cash and investments as well as pension trust fund balances) as of June 30, 2020:

	Primary Government	Component Units		Totals
Statement of Net Position				
Cash and Investments	\$ 16,619,678	\$	163,631	\$ 16,783,309
Restricted Cash and Investments	1,503,450		-	1,503,450
Statement of Fiduciary Net Position				
Pension Trust Fund				
Cash and Cash Equivalents	881,248		-	881,248
Investments	29,809,415			29,809,415
Total Deposits and Investments	\$ 48,813,791	\$	163,631	\$ 48,977,422
	Deposits and In	vestn	nents	
	Checking and S	avings	s Accounts	\$ 13,829,743
	Certificates of Deposit			1,501,389
	Investments			33,640,650
	Cash on Hand	Cash on Hand		
	Total			\$ 48,977,422

Michigan Compiled Laws, Section 129.91, authorizes local governmental units to make deposits and invest in the accounts of federally insured banks and credit unions that have offices in Michigan. The local unit is allowed to invest in bonds, securities, and other direct obligations of the United States or any agency or instrumentality of the United States; repurchase agreements; bankers' acceptances of United States banks; commercial paper rated within the two highest classifications, which mature not more than 270 days after the date of purchase; obligations of the State of Michigan or its political subdivisions, which are rated as investment grade; and mutual funds composed of investment vehicles that are legal for direct investment by local units of government in Michigan.

Custodial Credit Risk - Deposits. For deposits, custodial credit risk is the risk that in the event of a bank failure, the City's deposits may not be returned to the government. The City does not require collateralization of deposits. At June 30, 2020, the bank balance of deposits owned by the City

Notes to the Financial Statements

was \$14,046,683. Approximately \$1,022,755 of the City's bank balance was covered by federal depository insurance. The remaining balance was exposed to custodial credit risk because it was uninsured and uncollateralized.

Custodial Credit Risk - Investments. Following is a summary of the City's investments as of June 30, 2020 for the primary government. The pension trust fund is as of December 31, 2019:

Investments

Money Market Funds	\$ 901,173
Equities	24,108,899
Corporate Bonds	2,037,325
Municipal Obligations	1,098,286
Government Securities	5,494,967
Total	\$ 33,640,650

For investments, custodial credit risk is the risk that, in the event of the failure of the counterparty, the City will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. The City's investment policy requires that investment securities be held in third-party safekeeping by a designated institution and that the safekeeping agent follow the procedure of delivery vs. payment. As of June 30, 2020 (December 31, 2019 for the pension trust fund), none of the City's investments, excluding the money market accounts which are not subject to custodial credit risk, were exposed to risk since the securities are held in the City's name by the counterparty

Interest Rate Risk. To the extent possible, the City attempts to match its investments with anticipated cash flow requirements. Short-term funds matched to a specific cash flow requirement shall be invested in securities maturing not more than two years from the date of purchase. Long-term funds (capital, debt services, etc.) matched to a specific cash flow requirement may be invested in securities maturing not more than five years from the date of purchase.

The City's investment policy and the Employee Retirement System's investment policy do not have specific limits on maturities of debt securities as a means of managing its exposure to fair value losses arising from increasing interest rates.

Notes to the Financial Statements

	Primary Government	Pension Trust Fund	Totals
Statement of Net Position			
Due in less than one year	\$ 2,599,674	\$ 597,496	\$ 3,197,170
Due in one to five years	-	4,221,833	4,221,833
Due in six to ten years	-	1,136,449	1,136,449
Due in more than ten years	-	1,537,848	1,537,848
No maturity	2,148,801	22,899,938	25,048,739
Total Deposits and Investments	\$ 4,748,475	\$ 30,393,564	\$ 35,142,039

	S&P Rating
Money Market Funds	Not Rated
Equities	Not Rated
Corporate Bonds	AAA to D
Municipal Obligations	AA to AA-
Government Securities	AA+

The money market funds are comprised of short-term securities (maturity generally less than 90 days).

Credit Risk. State law limits investments to specific governmental securities, certificates of deposits and bank accounts with qualified financial institutions, commercial paper with specific maximum maturities and ratings when purchased, bankers acceptances of specific financial institutions, qualified mutual funds and qualified external investment pools as identified in the list of authorized investments in the summary of significant accounting policies. The City's investment policy does not have specific limits in excess of state law on investment credit risk. Credit risk ratings, where applicable, have been identified above for the City's investments.

The Employee Retirement System's investment policy on credit risk for allowable debt securities follows the City. The credit rating for each investment type is identified in the above table for debt securities held at December 31, 2019.

Concentration of Credit Risk. The Employee Retirement System's investment policy limits maturity value that may be invested in U.S. Equities to 5% of the outstanding securities of one issuer.

Fair Value Measurements. The City categorizes the fair value measurements of its investments within the fair value hierarchy established by generally accepted accounting principles. Level 1 inputs are quoted prices (unadjusted) in active markets for identical assets or liabilities. Level 2 inputs – other than quoted prices – included within Level 1 that are observable for the asset or liability, either directly or indirectly. Finally, Level 3 inputs are unobservable and are based on estimates and assumptions. These levels are determined by the City's investment managers. These

Notes to the Financial Statements

are determined at the fund level based on a review of the investment's class, structure, and what kind of securities are held in funds. The investment managers will request the information from the fund managers, if necessary.

The City had the following recurring fair value measurements as of year-end:

	Level 1	Level 2	Level 3	Total
Investments:				
Money Market Funds	\$ 901,173	\$ -	\$ -	\$ 901,173
Equities	24,108,899	-	-	24,108,899
Corporate Bonds	-	2,037,325	-	2,037,325
Municipal Obligations	-	1,098,286	-	1,098,286
Government Securities		5,494,967		5,494,967
Total Deposits and Investments	\$ 25,010,072	\$ 8,630,578	\$ -	\$ 33,640,650

Note 5 - Receivables

Receivables are comprised of the following at year-end:

	Governmental Activities		Business-type Activities		Co	mponent Units
Accounts	\$ 88	86,231	\$	1,621,077	\$	48,605
Intergovernmental	5	10,071		862,555		72,290
Special Assessments	9	19,499				-
Total	2,34	45,801		2,483,632		120,895
Less: Allowance for uncollectible		-		(3,042)		-
Receivables, Net	\$ 2,34	45,801	\$	2,480,590	\$	120,895

The general fund and the water fund have advanced \$1,079,311 and \$650,131, respectively, to the Brownfield fund that will be repaid over 15 years at an interest rate of 4.00%. Of the balance, approximately \$1,607,900 is not expected to be collected within one year.

Notes to the Financial Statements

Note 6 - Accounts Payable

Payables are comprised of the following at year-end:

	Governmental Activities		Bus	Business-type		Component	
			Activities		Units		
Accounts	\$	613,215	\$	522,613	\$	11,196	
Due to Other Governments		-		-		65,700	
Self-Insurance Liability		65,961				-	
	\$	679,176	\$	522,613	\$	76,896	

Note 7 - Interfund Receivables and Payables and Transfers

The composition of interfund balances as of year-end was as follows:

Receivable Fund	Payable Fund	Aı	mount
General	Fleet Maintenance	\$	272
General	Sewer		293
General	Subdivision		120,814
General	Wastewater Treatment		1,068
General	Water		4,269
Historical Fund	General		3,610

These balances resulted in the time lag between the dates that; 1) interfund goods and services are provided or reimbursable expenditures occur, 2) transactions are recorded in the accounting system, and 3) payments between funds are made.

Transfer In	Transfer Out	Amount
Capital Projects	General	\$ 291,989
Historical Fund	General	40,000
Local Streets	Major Streets	378,030
Local Streets	Street Capital Project Fund	1,800,000
Major Streets	Street Capital Project Fund	1,147,710

Transfers are used to; 1) move revenues from the fund that is required to collect them to the fund that is required or allowed to expend them; 2) move receipts restricted to or allowed for debt service from the funds collecting the receipts to the debt service fund as debt service payments become due; and 3) use unrestricted revenues collected in one fund to finance various programs accounted for in other funds in accordance with budgetary authorizations.

Notes to the Financial Statements

The street capital project fund transferred \$1,147,710 and \$1,800,000 to the major streets and local streets fund, respectively, to fund city street projects.

Note 8 - Capital Assets

Capital asset activity for the governmental activities for the year ended June 30, 2020 was as follows:

	Beginning				Ending
Governmental Activities	Balance	Additions	Reductions	Transfers	Balance
Capital Assets not Being Depreciated					
Land	\$ 4,559,913	\$ -	\$ -	\$ -	\$ 4,559,913
Construction in Progress	790,314	2,135,812		(422,415)	2,503,711
Subtotal	5,350,227	2,135,812		(422,415)	7,063,624
Capital Assets Being Depreciated					
Roads and Sidewalks	56,570,536	2,311,111	_	279,782	59,161,429
Land Improvements	3,655,103	9,425	_	142,633	3,807,161
Buildings and Improvements	2,860,343	, -	_	-	2,860,343
Vehicles	4,673,377	294,018	(22,170)	-	4,945,225
Office Furnishings	1,367,139	42,668	-	-	1,409,807
Machinery and Equipment	2,535,514	191,178	(196,094)	-	2,530,598
Subtotal	71,662,012	2,848,400	(218,264)	422,415	74,714,563
Less Accumulated Depreciation					
Roads and Sidewalks	25,778,715	514,374	_	_	26,293,089
Land Improvements	2,405,775	129,369	_	_	2,535,144
Buildings and Improvements	2,453,388	69,658	_	_	2,523,046
Vehicles	2,586,699	267,135	(22,170)	_	2,831,664
Office Furnishings	1,305,158	32,817	(22,170)	-	1,337,975
Machinery and Equipment	1,998,551	191,474	(194,492)	-	1,995,533
Subtotal	36,528,286	1,204,827	(216,662)		37,516,451
Capital Assets Being Depreciated, Net	35,133,726	1,643,573	(1,602)	422,415	37,198,112
Capital Assets, Governmental Activities	\$ 40,483,953	\$ 3,779,385	\$ (1,602)	\$ -	\$ 44,261,736
<u> </u>			() -)		

Depreciation expense was charged to functions/programs of governmental activities as follows:

Governmental Activities

General Government	\$ 127,611
Public Safety	163,900
Public Works	521,814
Community and Economic Development	3,866
Recreation and Culture	87,917
Depreciation Charged to the Internal Service Fund	 299,719
Total	\$ 1,204,827

Notes to the Financial Statements

Capital asset activity for the business-type activities for the year ended June 30, 2020 was as follows:

	Beginning				Ending
Business-type Activities	Balance	Additions	Reductions	Transfers	Balance
Capital Assets not Being Depreciated					
Land	\$ 467,304	\$ -	\$ -	\$ -	467,304
Construction in Progress	371,865	873,103	(8,425)	(220,407)	1,016,136
Subtotal	839,169	873,103	(8,425)	(220,407)	1,483,440
Capital Assets Being Depreciated					
Buildings	13,245,205	-	-	-	13,245,205
Improvements, other than Buildings	15,461,068	320,514	-	220,407	16,001,989
Vehicles	1,540,646	93,776	-	-	1,634,422
Machinery and Equipment	12,353,816	407,586	(13,438)	<u> </u>	12,747,964
Subtotal	42,600,735	821,876	(13,438)	220,407	43,629,580
Less Accumulated Depreciation					
Buildings	8,231,194	239,347	-	-	8,470,541
Improvements, other than Buildings	6,006,397	291,134	-	-	6,297,531
Vehicles	229,361	108,983	-	-	338,344
Machinery and Equipment	10,522,748	126,609	(13,438)		10,635,919
Subtotal	24,989,700	766,073	(13,438)		25,742,335
Capital Assets Being Depreciated, Net	17,611,035	55,803		220,407	17,887,245
Capital Assets, Business-type Activities	\$ 18,450,204	\$ 928,906	\$ (8,425)	\$ -	\$ 19,370,685

Depreciation expense was charged to functions/programs of business-type activities as follows:

Business-type Activities

Sewage Disposal System	\$ 50,280
Water Supply System	465,869
Wastewater Treatment System	249,924
Total	\$ 766,073

Note 9 - Long-term Debt

The City issues bonds to provide for the acquisition and construction of major capital facilities. General obligation bonds are direct obligations and pledge the full faith and credit of the City. City contractual agreements and installment purchase agreements are also general obligations of the government. Revenue bonds involve a pledge of specific income derived from the acquired or constructed assets to pay debt service.

Notes to the Financial Statements

Long-term debt obligation activity can be summarized as follows:

Governmental Activities	Beginning Balance	Additions		Deletions		Ending Balance	Due Within One Year	
2009 General Obligation Limited Tax bonds, \$950,000, due in annual installments of \$25,000 to \$75,000 through May 1, 2029, interest at 1.95% to 5.25%, payable semi-annually.	\$ 600,000	\$	-	\$	(45,000)	\$ 555,000	\$	50,000
2010 General Obligation Unlimited Tax bonds, \$960,000, due in annual installments of \$15,000 to \$65,000 through November 1, 2030, interest at 2.35% to 2.43%, payable semi-annually	745,000		-		(60,000)	685,000		60,000
2013 General Obligation Street Bonds, \$990,000, due in annual installments of \$20,000 to \$70,000 through November 1, 2033, interest at 0.70% to 4.95%, payable semi-annually	850,000		-		(35,000)	815,000		40,000
2017 General Obligation Unlimited Tax bonds, \$4,900,000, due in annual installments of \$220,000 to \$280,000 through May 1, 2037, interest at 1.00% to 3.55%, payable annually	4,455,000		-		(230,000)	4,225,000		230,000
2018 General Obligation Unlimited Tax bonds, \$5,100,000, due in annual installments of \$350,000 to \$400,000 through May 1, 2039, interest at 1% to 3.55%, payable annually.	5,100,000		-		(140,000)	4,960,000		200,000
Compensated Absences	361,977		41,297		-	403,274		80,655
Total Long-term Debt, Governmental Activities	\$ 12,111,977	\$	41,297	\$	(510,000)	\$ 11,643,274	\$	660,655

Notes to the Financial Statements

Produces de la companya de la compan	Beginning	A 3.24*	D.J.C	Ending	Due Within	
Business-type Activities Revenue Bond Series 2012 Refunding, \$3,800,000	Balance \$ 1,835,000	Additions \$ -	Deletions \$ (410,000)	Balance \$ 1,425,000	One Year \$ 445,000	
due in annual installments of \$55,000 to \$505,000	Ψ 1,033,000	Ψ	ψ (110,000)	ψ 1,123,000	Ψ 113,000	
through November 1, 2022, interest at 2.00% to						
3.25%, payable semi-annually						
U.S. Danaam Installment numbers \$1,000,000 due	1,536,348	-	(110,575)	1,425,773	113,478	
U.S. Bancorp Installment purchase, \$1,900,000 due in annual installments of \$150,919 through May 15,						
2031, interest at 2.63%, payable annually						
State Revolving Fund 2009 Sewer System,	431,786	45,507	(40,000)	437,293	40,000	
\$801,786 due in annual installments of \$30,000 to \$55,000 through April 1, 2028, interest at 2.50%,						
payable semi-annually						
G. B. H. B. 1999						
State Revolving Fund 2020 Wastewater Treatment System, \$2,145,000 due in annual installments of	-	54,429	-	54,429	-	
\$90,000 to \$130,000 through October 1, 2040,						
interest at 2.00%, payable semi-annually						
State Revolving Fund 2020 Drinking Water,	-	762,619	-	762,619	-	
\$3,220,000 due in annual installments of \$130,000						
to \$195,000 through October 1, 2040, interest at 2.00%, payable semi-annually						
,						
Compensated Absences	99,727	4,688	- (500 575)	104,415	20,883	
Total Long-term Debt, Business-type Activities	\$ 3,902,861	\$ 867,243	\$ (560,575)	\$ 4,209,529	\$ 619,361	
	Danimuina			Ending	Due Within	
Component Units	Beginning Balance	Additions	Deletions	Balance	One Year	
Cass Street loan from primary government,	\$ 129,741	\$ -	\$ (17,676)	\$ 112,065	\$ 15,683	
\$211,137, due in annual installments of \$7,151 to						
\$51,265 through June 30, 2027, interest at 0.06%, payable annually						
F-7						
Cargrill Brownfield loan from primary government,	1,816,783	-	(87,341)	1,729,442	121,542	
\$2,120,497, due in annual installments of \$105,900 to \$176,049 through January 1, 2032, interest at						
4.00%, payable annually						
Total Long-term Debt, Component Units	\$ 1,946,524	\$ -	\$ (105,017)	\$ 1,841,507	\$ 137,225	

Notes to the Financial Statements

Annual debt service requirements to maturity for the primary government long-term debt are as follows:

Year Ending	ding Governmental Activities				Business-type Activities *				
June 30	Principal	Interest	Total	Principal	Interest	Total			
2021	\$ 580,000	\$ 390,851	\$ 970,851	\$ 598,478	\$ 84,574	\$ 683,052			
2022	590,000	376,100	966,100	636,458	66,794	703,252			
2023	605,000	360,119	965,119	674,516	47,279	721,795			
2024	615,000	342,820	957,820	172,655	34,684	207,339			
2025	630,000	324,375	954,375	175,876	30,213	206,089			
2026 - 2030	3,330,000	1,291,546	4,621,546	883,026	81,748	964,774			
2031 - 2035	3,045,000	698,084	3,743,084	147,057	3,862	150,919			
2036 - 2039	1,845,000	167,105	2,012,105						
Totals	\$ 11,240,000	\$ 3,951,000	\$ 15,191,000	\$ 3,288,066	\$ 349,154	\$ 3,637,220			

^{*}Business-type activities excludes \$817,048 of principal repayments for the 2020 state revolving loan funds as both bonds are actively being drawn upon for ongoing projects. Repayment schedules will be established when the project and bond amounts are finalized.

Annual debt service requirements to maturity for the component unit long-term debt are as follows:

Year Ending	Component Unit					
June 30]	Principal		Interest		Total
2021	\$	137,225	\$	75,902	\$	213,127
2022		143,028		70,099		213,127
2023		149,082		64,045		213,127
2024		155,397		57,730		213,127
2025		161,987		51,140		213,127
2026 - 2030		824,597		154,242		978,839
2031 - 2032		270,192		14,419		284,611
Totals	\$	1,841,507	\$	487,577	\$	2,329,084

Notes to the Financial Statements

Advance Refunding

On August 8, 2012, the City issued revenue bond series 2012 refunding of \$3,800,000. The refunded bonds mature as scheduled on August 8, 2012, through November 1, 2022. The balance of the defeased debt outstanding at year end was \$1,030,000.

The City has pledged substantially all revenue of the water supply system fund, net of operating expenses, to repay the above water supply system revenue bonds. Proceeds from the bonds provided financing for the construction of the water supply system. The bonds are payable solely from the net revenue of the water supply system fund. During the current year, net adjusted revenue of the system was \$1,240,673 compared to the annual debt requirements of approximately \$460.163.

Note 10 - Restricted Assets

The balances of the restricted asset accounts are as follows:

	siness-type Activities
Revenue Bond Restrictions:	
Revenue Bond Reserve	\$ 583,758
Improvement and Replacement Fund	 615,656
Total	\$ 1,199,414

Note 11 - Risk Management

The City is exposed to various risks of loss related to property loss, torts, errors and omissions, and employee injuries (workers' compensation), as well as medical benefits provided to employees. The City has purchased commercial insurance for employee medical benefits and participates in the Michigan Municipal Bank Management Authority (risk pool) for claims relating to general and auto liability, auto physical damage and property loss claims, and the Michigan Municipal League for Workers' Compensation. Settled claims relating to the commercial insurance have not exceeded the amount of insurance coverage in any of the past three fiscal years.

The Michigan Municipal League risk pool program operates as a common risk-sharing management program for local units of government in Michigan; member premiums are used to purchase commercial excess insurance coverage and to pay member claims in excess of deductible amounts.

The Michigan Municipal Risk Management Authority ("MMRMA") (the "Authority") risk pool program operates as a claims servicing pool for amounts up to member retention limits, and operates as a common risk sharing management program for losses in excess of member retention

Notes to the Financial Statements

amounts. Although premiums are paid annually to the Authority that the Authority uses to pay claims up to the retention limits, the ultimate liability for those claims remain with the City.

At June 30, 2020, the City had \$274,575 on deposit with the Authority to pay claims. Upon termination of the program, any amounts remaining on deposit after the Authority has settled all claims incurred prior to termination will be returned to the City. The City estimates the liability for claims that have been incurred through the end of the fiscal year, including claims that have been reported as well as those that have not yet been reported.

Changes in the net position for the past two fiscal years were as follows:

	2020		 2019
Unpaid claims - beginning of year	\$	5,000	\$ 100
Incurred claims and adjustments			
(including claims incurred but not reported)		67,645	9,255
Claim payments		(6,684)	 (4,355)
Unpaid claims - end of year		65,961	5,000
Assets held on deposit with Authority		274,575	 261,038
Net Position - end of year	\$	208,614	\$ 256,038

Note 12 - Contingent Liabilities

The City is a defendant in various lawsuits. Although the outcome of these lawsuits is not presently determinable, in the opinion of the City and its Corporate Counsel, the resolution of these matters will not have a material adverse effect on the financial condition of the City.

Note 13 - Pension Plan – Single Employer Pension Trust Fund

Employees' Retirement System

Plan Description. The City sponsors and administers the City of Owosso Employees' Retirement Plan (the "Plan"), a single-employer defined benefit pension plan, which covers substantially all the employees of the City, except for certain retired union employees of the American Federation of the State, City, and Municipal Employees and the Police Command Bargaining Unit, both of which participate in the Michigan Municipal Employees' Retirement System. During 2008, the Plan was closed to all new employees under the AFSCME and general union agreements. The plan is currently open for police patrol and fire groups. The Plan provides retirement, disability, and death benefits to plan members and their beneficiaries. The Plan is accounted for as a separate pension trust fund. Separate financial statements are not issued for the Plan.

Notes to the Financial Statements

Plan Membership. At December 31, 2019, the date of the most recent valuation, membership consisted of the following:

Inactive plan members or beneficiaries currently receiving benefits	77
Inactive plan members entitled to but not yet receiving benefits	7
Active plan members	31
Total membership	115

Benefits Provided. Retirement benefits for employees are calculated as follows:

					Unreduced	
			Final Average	Normal	Benefit	
	Benefit	Benefit	Compensation	Retirement	(Age/Years of	Vesting
Division	Multiplier	Maximum	(Years)	Age	Service)	(Years)
General Non-Union- Closed	2.50%	80%	3	60	n/a	10
General Union - Closed	2.50%	80%	3	55	60/10	25
Police - Open	2.80%	80%	3	50	55/10	25
Fire - Open	2.8% +	80%	3	Any	55/10	25

Contributions. The contribution requirements of Plan members are established and may be amended by the City Council in accordance with City policies, union contracts, and plan provisions. The City is required to contribute at an actuarially determined rate expressed as a percentage of covered payroll. For the year ended December 31, 2018, the City had the following contribution rates:

	Employee	Employer
Division	Contributions	Contributions
General, Police Non-Union	6.00%	7.85%
Fire	8.00%	8.93%
Police Union	10.00%	6.30%

Net Pension Liability. The employer's Net Pension Liability was measured as of December 31, 2019, and the total pension liability used to calculate the Net Pension Liability was determined by an annual actuarial valuation as of that date.

Rate of Return. For the year ended December 31, 2019, the annual money-weighted rate of return on pension plan investments, net of pension plan investment expense, was 4.04%. The money-weighted rate of return expresses investment performance, net of investment expense, adjusted for the changing amounts actually invested.

Actuarial Assumptions. The City's net pension liability was measured as of December 31, 2019, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date using the following actuarial assumptions, applied consistently to all periods included in the measurement:

Notes to the Financial Statements

Wage Inflation	3.00%
Price Inflation	2.50%
Salary Increases	3.00%
Investment Rate of Return	7.25%, net of expenses
Retirement Age	Age-based table of rates that are specific to the type of eligibility condition.

Mortality rates were based on the pub-2010 General tables projected to 2029 using scale MP-2019.

The actuarial assumptions used in the December 31, 2019 valuation were based on the results of an actuarial experience study as of December 31, 2013.

Investment Policy. The Plan's policy in regard to the allocation of invested assets is established and may be amended by the Board of Trustees. The investment policy has been formulated based on consideration of a wide range of policies and describes the prudent investment process that the Board deems appropriate. The Plan's asset allocation policy is shown on the following pages.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimates of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. Best estimates of arithmetic real rates of return for each major asset class included in the pension plan's target asset allocation as of December 31, 2019, and the final investment return assumption, are summarized in the following table:

		Long-term	Expected Money-
		Expected Real	Weighted Rate
Asset Class	Target Allocation	Rate of Return	of Return
Domestic Equities	52.0%	7.80%	4.06%
International Equities	15.0%	6.70%	1.01%
Domestic Fixed Income	22.5%	3.50%	0.79%
Global Fixed Income	7.5%	3.30%	0.25%
Cash and Cash Equivalents	3.0%	2.70%	0.08%
	100.0%		6.18%
Inflation			1.80%
Risk Adjustments			-0.38%
Investment Rate of Return			7.60%

Notes to the Financial Statements

Discount Rate. The discount rate used to measure the total pension liability was 7.25%. The projection of cash flows used to determine the discount rate assumed that plan member contributions will be made at the current contribution rate and that City contributions will be made at rates equal to the difference between actuarially determined contribution rates and the member rate. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Changes in the Net Pension Liability. The components of the change in the net pension liability are summarized as follows:

	Increase (Decrease)						
	Т	otal Pension			N	Net Pension	
Changes in Net Pension Liability		Liability	Pla	n Net Position		Liability	
Balance at December 31, 2018	\$	38,116,858	\$	31,523,256	\$	6,593,602	
Service cost		278,050		-		278,050	
Interest		2,492,464		-		2,492,464	
Difference between expected and actual experience		317,147		-		317,147	
Changes in assumptions		1,238,358		-		1,238,358	
Contributions - employer		-		395,379		(395,379)	
Contributions - employee		-		176,358		(176,358)	
Net investment loss		-		6,397,105		(6,397,105)	
Benefit payments, including refunds		(7,754,140)		(7,754,140)		-	
Administrative expenses		-		(184,096)		184,096	
Other - city reimbursed expenses				185,450		(185,450)	
Net changes		(3,428,121)		(783,944)	-	(2,644,177)	
Balance at December 31, 2019	\$	34,688,737	\$	30,739,312	\$	3,949,425	

Sensitivity of the Net Pension Liability to Changes in the Discount Rate. The following presents the net pension liability of the City, calculated using the discount rate of 7.25%, as well as what the City's net pension liability would be if it were calculated using a discount rate that is 1% lower (6.25%) or 1% higher (8.25%) than the current rate:

	Current						
	1% Decrease	Discount Rate	1% Increase				
	(6.60%)	(7.25%)	(8.25%)				
Net pension liability of the City	\$ 7,329,035	\$ 3,949,425	\$ 1,049,988				

Notes to the Financial Statements

Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

For the year ended June 30, 2020, the City recognized pension expense of \$1,243,734. At June 30, 2020, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Defe	rred Outflows	Def	erred Inflows
Source	of	Resources	0	f Resources
Difference between expected and actual experience	\$	613,889	\$	-
Changes in assumptions		888,025		-
Net difference between projected an actual earnings on pension plan investments		-		2,004,278
* Employer contributions to the plan subsequent to the measurement date		362,271		-
Total	\$	1,864,185	\$	2,004,278

The amount reported as deferred outflows of resources resulting from contributions subsequent to the measurement date will be recognized as a reduction in the net pension liability for the year ending June 30, 2021. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pension will be recognized in pension expense as follows:

Years Ending	
June 30	 Amount
2020	\$ 178,845
2021	(99,114)
2022	292,304
2023	(874,399)

Payable to the Pension Plan. At June 30, 2020, the City did not have any outstanding contributions due to the pension plan required for the year ended June 30, 2020.

Note 14 - Pension Plan – Agent Multiple-Employer Plan

General Information about the Plan

Plan Description. The employer's defined benefit pension plan provides certain retirement, disability and death benefits to plan members and beneficiaries. The employer participates in the Municipal Employees Retirement System (MERS) of Michigan. MERS is an agent multiple-employer, statewide public employee pension plan established by the Michigan Legislature under Public Act 135 of 1945 and administered by a nine-member Retirement Board. MERS issues a publicly available financial report that includes financial statements and required supplementary information. This report may be obtained accessing the MERS website at www.mersofmich.com.

Notes to the Financial Statements

Benefits Provided. Retirement benefits for employees are calculated as follows:

					Unreduced	Unreduced	
			Final Average	Normal	Benefit	Benefit	
		Benefit	Compensation	Retirement	(Age/Years of	(Age/Years of	Vesting
Division	Benefit Multiplier	Maximum	(Years)	Age	Service)	Service)	(Years)
AFSCME Council - Open	2.50%	80%	3	60	55/25	50/25, 55/15	10
Police Command - Open	2.80% or 2.50%	80%	3	60	50/25	55/15	10
POLC NonSupervisory - Closed	2.80%	80%	3	55	50/25	-	10
Hybrid IAFF - Open	1.50%	No Max	3	60	55/25	-	6

Employees Covered by Benefit Terms. At December 31, 2019, plan membership consisted of the following:

Inactive plan members or beneficiaries currently receiving benefits	26
Inactive plan members entitled to but not yet receiving benefits	1
Active plan members	19
Total employees covered by MERS	46

Contributions. The employer is required to contribute amounts at least equal to the actuarially determined rate, as established by the MERS Retirement Board. The actuarially determined rate is the estimated amount necessary to finance the cost of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The employer may establish contribution rates to be paid by its covered employees.

For the year ended June 30, 2020, the City had the following contribution rates:

	Employee	Employer
Division	Contributions	Contributions
AFSCME Council - Closed	6.40%	\$2,877/month
Police Command - Open	10.00%	39.13%
POLC NonSupervisory - Closed	10.00%	\$9,883/month
Hybrid IAFF - Open	0.00%	6.23%

Net Pension Liability. The City's net pension liability was measured as of December 31, 2019, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date.

Notes to the Financial Statements

Actuarial Assumptions. The total pension liability in the December 31, 2019 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation 2.50%

Salary Increases 3.00% in the long-term

Investment Rate of Return 7.35%, net of investment and administrative

expense and including inflation

Mortality rates used were based on the RP-2014 Group Annuity Mortality Table of a 50% Male and 50% Female blend.

The actuarial assumptions used in valuation were based on the results of the most recent actuarial experience study of 2015.

The long-term expected rate of return on pension plan investments was determined using a model method in which the best-estimate ranges of expected future real rates of return (expected returns, net of investment and administrative expenses and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

		Target	Long-term		Long-term
		Allocation	Expected		Expected
		Gross Rate of	Gross Rate of	Inflation	Real Rate of
Asset Class	Target Allocation	Return	Return	Assumption	Return
Global Equity	60.00%	7.75%	4.65%	2.50%	3.15%
Global Fixed Income	20.00%	3.75%	0.75%	2.50%	0.25%
Private Investments	20.00%	9.75%	1.95%	2.50%	1.45%
Total	100.00%		7.35%		4.85%

Discount Rate. The discount rate used to measure the total pension liability is 7.60%. The projection of cash flows used to determine the discount rate assumes that employer and employee contributions will be made at the rates agreed upon for employees and the actuarially determined rates for employers. Based on these assumptions, the pension plan's fiduciary net position was projected to be available to pay all projected future benefit payments of current active and inactive employees. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Notes to the Financial Statements

Changes in Net Pension Liability

The components of the change in the net pension liability are summarized as follows:

	Increase (Decrease)						
	Т	otal Pension			1	Net Pension	
Changes in Net Pension Liability		Liability	Plar	Net Position		Liability	
Balance at December 31, 2018	\$	5,084,982	\$	2,951,245	\$	2,133,737	
Service cost		206,341		-		206,341	
Interest		392,133		-		392,133	
Difference between expected and actual experience		5,515,134		-		5,515,134	
Changes in assumptions		164,399		-		164,399	
Contributions - employer		-		5,953,640		(5,953,640)	
Contributions - employee		-		85,826		(85,826)	
Net investment loss		-		543,653		(543,653)	
Benefit payments, including refunds		(572,986)		(572,986)		-	
Administrative expenses				(9,039)		9,039	
Net changes		5,705,021		6,001,094		(296,073)	
Balance at December 31, 2019	\$	10,790,003	\$	8,952,339	\$	1,837,664	

Sensitivity of the Net Pension Liability to Changes in the Discount Rate. The following presents the net pension liability of the City, calculated using the discount rate of 7.60%, as well as what the City's net pension liability would be if it were calculated using a discount rate that is 1% lower (6.6%) or 1% higher (8.6%) than the current rate:

		Current	
	1% Decrease	Discount Rate	1% Increase
	(6.60%)	(7.60%)	(8.60%)
Net pension liability of the City	\$ 3,175,633	\$ 1,837,664	\$ 736,575

Pension Plan Fiduciary Net Position. Detailed information about the pension plan's fiduciary net position is available in the separately issued Plan financial statements.

Notes to the Financial Statements

Pension Expense and Deferred Outflows of Resources Related to Pensions

For the year ended June 30, 2020, the City recognized pension expense of \$244,389. The City reported deferred outflows of resources related to pensions from the following sources:

	Defen	red Outflows
Source	of l	Resources
Difference between expected and actual experience	\$	105,404
Net difference between projected an actual earnings on pension plan investments		71,336
Changes in assumptions		131,519
* Employer contributions to the plan subsequent to the measurement date		79,436
Total	\$	387,695

^{*}The amount reported as deferred outflows of resources resulting from contributions subsequent to the measurement date will be recognized as a reduction in the net pension liability for the year ending June 30, 2021.

Amounts reported as deferred outflows of resources related to pension will be recognized in pension expense as follows:

Years Ending	
June 30	 Amount
2020	\$ 73,344
2021	82,203
2022	114,121
2023	38,591

Payable to the Pension Plan. At June 30, 2020, the City did not have any outstanding contributions due to the pension plan required for the year ended June 30, 2020.

Note 15 - Defined Contribution Retirement Plan

The City provides pension benefits to the city manager position along with new employees under the AFSCME and general union agreements with a defined contribution plan administered under ICMA for which the City provides employer contributions. In accordance with these requirements, the City contributed \$96,296 during the current year and employees contributed \$257,715 during the year. At June 30, 2020, the City's had no outstanding amounts due to the Plan.

Note 16 - Construction Code Fees

The City oversees building construction, in accordance with the State's construction Code Act, including inspection of building construction and renovation to ensure compliance with the

Notes to the Financial Statements

building codes. The City charges fees for these services. Beginning January 1, 2000, the law requires that collection of these fees be used only for construction code costs, including an allocation of estimated overhead costs. A summary of the activity since January 1, 2000 is as follows:

Cumulative excess at June 30, 2019	\$ 43,363
Current year Building Permit Revenue	261,609
Related expenses - Direct costs	 (253,976)
Cumulative excess at June 30, 2020	\$ 50,996

Note 17 - Net Investment in Capital Assets

The composition of net investment in capital assets as of June 30, 2020, was as follows:

	overnmental Activities	siness-type Activities
Capital Assets	\$ 44,261,736	\$ 19,370,685
Less: Outstanding capital-related debt as of year-end	(11,240,000)	(4,105,114)
Plus: Unspent bond proceeds	2,105,879	
Net Investment in Capital Assets	\$ 35,127,615	\$ 15,265,571

Note 18 - Tax Abatement Disclosure

Industrial property tax abatements are granted in the State of Michigan under Public Act 198, as amended, to promote economic development, creation of jobs, and new or improvement facilities. The industrial facilities tax (IFT) exemption must be approved by both the local unit (after a public hearing is held) and the State of Michigan. IFT exemptions can cover real and/or personal property. By State law, the exemption must be applied for no later than six months after commencement of the project, and must be accompanied by a written agreement between the taxpayer and the local unit. An exemption allows for taxation on IFT property at 50% of the local property tax millage rate for a period of 1 to 12 years. Accordingly, such agreements meet the criteria of "tax abatements" under GASB Statement No. 77. For the year ended June 30, 2020, the City's property taxes were reduced by \$33,158 under this program.

Obsolete property rehabilitation tax abatements are granted in the State of Michigan under Public Act 146, as amended, to encourage investment in the significant renovation and/or rehabilitation of obsolete buildings for commercial use. The obsolete property rehabilitation tax (OPRA) exemption must be approved by both the local unit (after a public hearing is held) and the State of Michigan. OPRA exemptions can cover only real property. Property must be functionally obsolete as determined by the City Assessor as defined in the legislation. Project must be for a project that will have a commercial or commercial housing use. The taxable value of the qualifying property is set ("frozen") at the taxable value assigned in the year immediately preceding the effective date of the exemption certificate. New taxable value in excess of the frozen taxable value is exempted

Notes to the Financial Statements

from certain millages levied on real property for a period of 1-12 years. The amount of the abatement is equal to the exempted mills applied to the amount of the taxable value created by investment in the project. The applicant and the City enter into a Memorandum of Agreement, by which the applicant agrees to pay (for distribution to the various tax collecting entities) an amount equal to amount of the taxes abated, if it does not meet the job creation or private investment estimates contained in their application. Accordingly, such agreements meet the criteria of "tax abatements" under GASB Statement No. 77. For the year ended June 30, 2020, the City's property taxes were reduced by \$14,042 under this program.

The Personal Property Exemption, PA 328 of 1998, (MCL 211.9) as amended, affords a 100% property tax exemption for specific businesses located within eligible distressed communities. This exemption is for all new personal property placed in the district that has been established by the City. For the year ended June 30, 2020, the City's property taxes were reduced by \$83,721 under this program.

Brownfield redevelopment property tax abatements are granted in the State of Michigan under Public Act 381, as amended, to encourage investment in the revitalization, redevelopment, and reuse of certain properties considered contaminated, blighted, functionally obsolete, or historic resources. The brownfield redevelopment tax exemption must be approved by both the local unit (after a public hearing is held) and the State of Michigan. Brownfield redevelopment exemptions can cover real and/or personal property. Property must be included in a Brownfield Plan and qualify as either a facility/site, functionally obsolete, blighted, historic resource, transit oriented property/development or a targeted redevelopment area. The beneficiary's taxes are not reduced, but are captured and reimbursed, thereby reducing the effective rate of taxation. Upon paying its taxes, a participant is eligible to be reimbursed, from a portion of its taxes paid, by the Brownfield Redevelopment Authority for the documented costs of its eligible activities, thereby reducing the effective tax that is paid. In this case, the taxes are not reduced, but are used to reimburse for certain eligible activity costs. The amount of taxes not collected by local taxing authorities is generally any amount of taxes in excess of those taxes paid in the year immediately preceding approval of a Brownfield Plan Amendment. Reimbursement is made pursuant to the terms and conditions of a Development and Reimbursement Agreement between the applicant and the Brownfield Redevelopment Authority. If taxes are captured and the terms and conditions of the Development and Reimbursement Agreement for the project are violated, the taxes may be returned to the taxing authorities that would otherwise have received the taxes. From time to time, the City and/or the Brownfield Redevelopment Authority participate in a project by making investments in public infrastructure surrounding a project. Accordingly, such agreements meet the criteria of "tax abatements" under GASB Statement No. 77. For the year ended June 30, 2020, the City's property taxes were reduced by \$85,114 under this program.

Notes to the Financial Statements

Note 19 - Fund Balance Classifications

The following schedule summarizes governmental fund balances as of June 30, 2020:

	General Fund	Major Streets	Local Streets	Streets Capital Project Fund	Nonmajor Governmental Funds	Total
Nonspendable				3		
Advance to Component Unit	\$ 1,079,311	\$ -	\$ -	\$ -	\$ -	\$ 1,079,311
Inventories	71,832	-	-	_	-	71,832
Total Nonspendable	1,151,143					1,151,143
Restricted for:						
Building Department	50,996	-	-	-	-	50,996
Debt Service	-	-	-	-	30,624	30,624
Housing	-	-	-	-	73	73
Historical	-	-	-	-	177,881	177,881
Downtown Facade	-	-	-	-	15,178	15,178
Street Capital Projects	-	-	-	2,173,241	-	2,173,241
Revolving Loans	-	-	-	-	1,231,276	1,231,276
Recreation	1,650	-	-	-	125,934	127,584
Streets	-	1,130,147	1,336,126	-	-	2,466,273
Total Restricted	52,646	1,130,147	1,336,126	2,173,241	1,580,966	6,273,126
Assigned for:						
Portion of Expenditures	223,688	-	-	-	-	223,688
Building Authority	-	-	-	-	36,614	36,614
DDA Construction	-	-	-	-	36,297	36,297
Capital Projects	-	-	-	-	181,052	181,052
Subdivision Debt	120,814	-	-	-	83,186	204,000
Compensated Absences	403,274	-	-	-	-	403,274
Special Assessment	100,000	-	-	-	-	100,000
Economic Development	500,000	-	-	-	-	500,000
Owosso Drain	58,110	-	-	-	-	58,110
Unfunded Pension Liability	500,000	-	-	-	-	500,000
Revenue Sharing - COVID Uncertainty	350,000	-	-	-	-	350,000
Capital Cuts	180,650	-	-	-	-	180,650
Contingencies	550,000	-	-	-	-	550,000
Street Assessments	250,000	-	-	-	-	250,000
Total Assigned	3,236,536				337,149	3,573,685
Unassigned	2,359,203					2,359,203
Total Fund Balances - Governmental						
Funds	\$ 6,799,528	\$ 1,130,147	\$ 1,336,126	\$ 2,173,241	\$ 1,918,115	\$ 13,357,157

Required Supplementary Information

City of Owosso Schedule of Revenues, Expenditures, and Changes in Fund Balance-Budget and Actual General Fund

For the year Ended June 30, 2020

								Variance Positive
		Budgete	d Amo					(Negative)
		Original		Final		Actual		Final to Actual
Revenues								
Property Taxes	\$	3,553,833	\$	3,565,333	\$	3,588,912	\$	23,579
Licenses and Permits		173,826		218,254		303,225		84,971
Intergovernmental		1,846,523		1,893,103		1,787,071		(106,032)
Charges for Services		1,320,500		1,320,500		1,140,090		(180,410)
Special Assessments						34,445		34,445
Interest		75,000		90,575		135,917		45,342
Miscellaneous		90,000		144,756		163,612		18,856
Total Revenues		7,059,682		7,232,521		7,153,272		(79,249)
Expenditures								
General Government								
City Council		5,300		5,300		4,097		1,203
City Manager		89,185		123,515		118,655		4,860
Finance		189,624		188,124		168,666		19,458
Assessing		142,039		140,445		141,936		(1,491)
Attorney		115,000		115,000		112,753		2,247
Clerk		203,170		203,170		166,329		36,841
Human Resources		148,418		148,415		147,734		681
Treasurer		121,791		121,791		113,228		8,563
Information Technology		75,509		85,509		81,688		3,821
Buildings and Ground Maintenance		67,203		67,203		67,842		(639)
General Administration		194,858		224,018		225,448		(1,430)
Total General Government		1,352,097		1,422,490		1,348,378		74,114
Public Safety								
Police		2,017,119		2,075,565		2,093,084		(17,519)
Fire Department		1,962,167		2,097,642		1,990,833		106,809
Building and Code Enforcement		223,836		223,836		239,790		(15,954)
Total Public Safety		4,203,122		4,397,043	•	4,323,707		73,336
Public Works								
Public Works		621,589		627,089		675,743		(48,654)
Leaf and Brush Collection		221,363		221,363		203,836		17,527
Parking		33,030		33,030		25,527		7,503
Total Public Works		875,982		881,482		905,106		(23,624)
Community and Economic Development		67,486		86,914		88,384		(1,470)
Recreation and Culture		230,600		230,600		182,027		48,573
Total Expenditures		6,729,287		7,018,532		6,847,602		170,930
Other Financing Uses								
Transfers to other funds		330,395		331,989		331,989		
Total Expenditures and Other								
Financing Uses		7,108,116		7,191,036		7,179,591		219,005
Excess (Deficiency) of Revenues	•				•			_
Over Expenditures and Other Uses		(156,000)		(262,420)		(26,319)		701,751
Net Change in Fund Balance		(156,000)		(262,420)		(26,319)	-	701,751
Fund Balance at Beginning of Period		6,825,847		6,825,847		6,825,847		
Fund Balance at End of Period	\$	6,669,847	\$	6,563,427	\$	6,799,528	\$	701,751

City of Owosso Schedule of Revenues, Expenditures, and Changes in Fund Balance-Budget and Actual Major Streets For the year Ended June 30, 2020

Variance

							Positive	
	 Budgete	d Amo	ounts				(Negative)	
	Original		Final		Actual	Final to Actual		
Revenues								
Intergovernmental	\$ 1,717,000	\$	1,717,000	\$	1,753,643	\$	36,643	
Special Assessments	100,000		250,000		235,890		(14,110)	
Interest	2,500		2,500		6,346		3,846	
Miscellaneous					6,000		6,000	
Total Revenues	 1,819,500		1,969,500		2,001,879		32,379	
Other Financing Sources								
Transfers In	750,000		1,147,710		1,147,710			
Total Revenues and Other	750,000							
Financing Sources	 2,569,500		3,117,210		3,149,589	-	32,379	
Expenditures								
Public Works	2,279,438		2,429,438		2,800,270		(370,832)	
Total Expenditures	2,279,438		2,429,438		2,800,270		(370,832)	
Other Financing Uses								
Transfers Out	339,166		339,166		378,030		(38,864)	
Total Expenditures and Other				•				
Financing Uses	2,618,604		2,768,604		3,178,300		(409,696)	
Excess (Deficiency) of Revenues and				•				
Other Sources Over Expenditures								
and Other Uses	(49,104)		348,606		(28,711)		(377,317)	
Net Change in Fund Balance	(49,104)		348,606		(28,711)		(377,317)	
Fund Balance at Beginning of Period	1,158,858		1,158,858		1,158,858			
Fund Balance at End of Period	\$ 1,109,754	\$	1,507,464	\$	1,130,147	\$	(377,317)	

City of Owosso Schedule of Revenues, Expenditures, and Changes in Fund Balance-Budget and Actual Local Streets For the year Ended June 30, 2020

Variance

	Budgete	d Amo	ounts				Positive (Negative)
			Actual		Final to Actual		
Revenues							
Intergovernmental	\$ 438,700	\$	438,700	\$	461,891	\$	23,191
Special Assessments	61,000		236,000		268,799		32,799
Interest					3,554		3,554
Miscellaneous	 				1,731		1,731
Total Revenues	 499,700		674,700		735,975		61,275
Other Financing Sources							
Transfers In	 1,807,837		2,083,030		2,178,030		95,000
Total Revenues and Other	 _		_		_		
Financing Sources	 2,307,537		2,757,730		2,914,005	_	156,275
Expenditures							
Public Works	2,383,825		2,558,825		2,035,658		523,167
Total Expenditures	 2,383,825		2,558,825		2,035,658		523,167
Excess (Deficiency) of Revenues and	 						
Other Sources Over Expenditures	(76,288)		198,905		878,347		679,442
Net Change in Fund Balance	 (76,288)		198,905		878,347		679,442
Fund Balance at Beginning of Period	457,779		457,779		457,779		
Fund Balance at End of Period	\$ 381,491	\$	656,684	\$	1,336,126	\$	679,442

Required Supplementary Information

Schedule of Changes in Net Pension Liability and Related Ratios

Last Six Plan Years (Schedule is built prospectively upon implementation of GASB 68)

Employee's Retirement System Single Employer Pension Plan

	2019	2018	2017	2016	2015	2014
Total Pension Liability						
Service Cost	\$ 278,050	\$ 386,886	\$ 428,682	\$ 432,001	\$ 442,936	\$ 476,628
Interest	2,492,464	2,640,526	2,610,296	2,532,569	2,586,834	2,525,333
Differences Between Expected and Actual Experience	317,147	389,613	377,079	915,114	(373,598)	345,843
Changes in Assumptions	1,238,358	-	-	-	(814,031)	-
Benefit Payments, Including Refunds	(7,754,140)	(3,055,552)	(2,900,823)	(2,711,036)	(2,510,549)	(2,454,795)
Other	-	-	-	-	25,639	-
Net Change in Pension Liability	(3,428,121)	361,473	515,234	1,168,648	(642,769)	893,009
Total Pension Liability - Beginning	38,116,858	37,755,385	37,240,151	36,071,503	36,714,272	35,821,263
Total Pension Liability - Ending (a)	\$ 34,688,737	\$ 38,116,858	\$ 37,755,385	\$ 37,240,151	\$ 36,071,503	\$ 36,714,272
Plan Fiduciary Net Position						
Contributions - Employer	\$ 395,379	\$ 766,089	\$ 958,312	\$ 629,143	\$ 600,769	\$ 701,388
Contributions - Member	176,358	210,523	214,940	234,195	238,860	221,638
Net Investment Income (Loss)	6,397,105	(2,140,430)	5,769,694	1,684,322	(8,045)	1,858,842
Benefit Payments, Including Refunds	(7,754,140)	(3,055,552)	(2,900,823)	(2,711,036)	(2,510,549)	(2,454,795)
Administrative Expenses	(184,096)	(166,936)	(147,227)	(155,668)	(56,618)	(36,025)
Other - City Reimbursed Expenses	185,450	156,570	142,738	92,956	-	-
Other - Audit and Education	-	-	-	(6,690)	_	
Net Change in Plan Fiduciary Net Position	(783,944)	(4,229,736)	4,037,634	(232,778)	(1,735,583)	291,048
Plan Fiduciary Net Position - Beginning	31,523,256	35,752,992	31,715,358	31,948,136	33,683,719	33,392,671
Plan Fiduciary Net Position - Ending (b)	\$ 30,739,312	\$ 31,523,256	\$ 35,752,992	\$ 31,715,358	\$ 31,948,136	\$ 33,683,719
Net Pension Liability - Ending (a) - (b)	\$ 3,949,425	\$ 6,593,602	\$ 2,002,393	\$ 5,524,793	\$ 4,123,367	\$ 3,030,553
Liability	88.61%	82.70%	94.70%	85.16%	88.57%	91.75%
Covered Employee Payroll	\$ 1,781,909	\$ 2,459,389	\$ 2,701,419	\$ 2,786,412	\$ 2,891,530	\$ 2,938,821
Net Pension Liability as a Percentage of Covered Employee Payroll	221.64%	268.10%	74.12%	198.28%	142.60%	103.12%

${\bf Required\ Supplementary\ Information}$

Schedule of Contributions

Employee's Retirement System Single Employer Pension Plan Last Six Fiscal Years

	 2020	 2019	 2018	 2017	 2016	 2015
Actuarially Determined Contribution Contributions in Relation to the Actuarially Determined Contribution Contribution Deficiency (Excess)	\$ 369,283 395,379 (26,096)	\$ 757,712 766,089 (8,377)	\$ 614,448 958,312 (343,864)	\$ 629,143 629,143	\$ 600,769 600,769	\$ 559,281 559,281
Covered Employee Payroll	\$ 1,781,909	\$ 2,238,044	\$ 2,633,884	\$ 2,124,150	\$ 2,761,338	\$ 3,028,775
Contributions as a Percentage of Covered Employee Payroll	22.19%	34.23%	36.38%	29.62%	21.76%	18.47%

Notes

Valuation Date

Actuarially determined contribution amounts are calculated as of December 31 each year, which is 6 months prior to the beginning of the fiscal year in which the contributions are required.

Methods and assumptions used to determine contribution rates

Actuarial cost method	Entry-age Normal
Amortization method	Level percentage of payroll for open groups, dollar level for closed groups
Remaining amortization period	11-year closed period
Asset valuation method	4-year smooth market
Wage Inflation	3.00%
Price Inflation	2.50%
Salary increases	3.00% to 13.0% including inflation
Investment rate of return	7.25%
Retirement age	Age-based table of rates that are specific to the type of eligibility condition.
Mortality	RP-2000 Combined Healthy Mortality Table projected to 2020 using Projection Scale AA.

Required Supplementary Information

Schedule of Changes in Net Pension Liability and Related Ratios

Last Six Plan Years (Schedule is built prospectively upon implementation of GASB 68)

MERS Agent Multiple-Employer Defined Benefit Pension Plan

	2019	2018	2017	2016	2015	2014
Total Pension Liability						
Service Cost	\$ 206,341	\$ 58,387	\$ 60,121	\$ 58,476	\$ 59,072	\$ 56,663
Interest	392,133	386,699	372,940	370,415	367,218	364,054
Differences Between Expected and Actual Experience	5,515,134	33,459	128,899	(6,914)	(109,144)	-
Changes in Assumptions	164,399	-	-	-	203,319	-
Changes in Benefits	-	-	7,111	5,931	50,916	
Benefit Payments, Including Refunds	(572,986)	(396,219)	(396,218)	(398,083)	(385,997)	(381,134)
Net Change in Pension Liability	5,705,021	82,326	172,853	29,825	185,384	39,583
Total Pension Liability - Beginning	5,084,982	5,002,656	4,829,803	4,799,978	4,614,594	4,575,011
Total Pension Liability - Ending (a)	\$ 10,790,003	\$ 5,084,982	\$ 5,002,656	\$ 4,829,803	\$ 4,799,978	\$ 4,614,594
Plan Fiduciary Net Position						
Contributions - Employer	\$ 5,953,640	\$ 140,293	\$ 139,100	\$ 206,166	\$ 45,863	\$ 50,484
Contributions - Member	85,826	42,775	43,917	45,641	59,586	59,724
Net Investment Income (Loss)	543,653	(122,935)	399,865	328,921	(45,980)	205,685
Benefit Payments, Including Refunds	(572,986)	(396,218)	(396,218)	(398,083)	(385,997)	(381,134)
Administrative Expenses	(9,039)	(6,246)	(6,346)	(6,486)	(6,899)	(7,495)
Net Change in Plan Fiduciary Net Position	6,001,094	(342,331)	180,318	176,159	(333,427)	(72,736)
Plan Fiduciary Net Position - Beginning	2,951,245	3,293,576	3,113,258	2,937,099	3,270,526	3,343,262
Plan Fiduciary Net Position - Ending (b)	\$ 8,952,339	\$ 2,951,245	\$ 3,293,576	\$ 3,113,258	\$ 2,937,099	\$ 3,270,526
Net Pension Liability - Ending (a) - (b)	\$ 1,837,664	\$ 2,133,737	\$ 1,709,080	\$ 1,716,545	\$ 1,862,879	\$ 1,344,068
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Liability	82.97%	58.04%	65.84%	64.46%	61.19%	70.87%
Covered Payroll	\$ 1,347,302	\$ 427,743	\$ 418,961	\$ 413,925	\$ 313,381	\$ 339,241
Net Pension Liability as a Percentage of Covered Payroll	136.40%	498.84%	407.93%	414.70%	594.45%	396.20%

Required Supplementary Information Schedule of Contributions

MERS Agent Multiple-Employer Defined Benefit Pension Plan Last Six Fiscal Years

	2020		2019		2018		2017		2016		2015	
Actuarially Determined Contribution Contributions in Relation to the Actuarially Determined Contribution Contribution Deficiency (Excess)	\$	5,138,223 5,953,640 (815,417)	\$	140,293 140,293	\$	139,100 139,100	\$	128,079 128,079 -	\$ 	81,621 81,621	\$	46,402 46,402
Covered Employee Payroll	\$	1,347,302	\$	432,876	\$	423,989	\$	424,603	\$	430,897	\$	311,669
Contributions as a Percentage of Covered Employee Payroll		441.89%	í	32.41%		32.81%		30.16%		18.94%	1	4.89%

Notes

Valuation Date

Actuarially determined contribution amounts are calculated as of December 31 each year, which is 18 months prior to the beginning of the fiscal year in which the contributions are required.

Methods and assumptions used to determine contribution rates

Actuarial cost method	Entry-age normal
Amortization method	Level percentage of payroll
Remaining amortization period	19 years
Asset valuation method	Open; 10-year smooth market
Inflation	3.00%
Salary increases	3.75%
Investment rate of return	7.35%
Retirement age	Age-based table of rates that are specific to the type of eligibility condition. The normal retirement rates were first used for the December 31, 2009 actuarial valuations. The Early Retirement rates were first used for the December 31, 2011 actuarial valuations.
Mortality	1994 Group Annuity Mortality Table of a 50% Male and 50% Female blend. For disabled retirees, the regular mortality table is used with a 10-year set forward in ages to reflect the higher expected mortality rates of disabled members.

Combinin	ng and Individu	ıal Fund Stat	ements and Sc	hedules

City of Owosso Combining Balance Sheet Nonmajor Governmental Funds June 30, 2020

Special Revenue

	Uic	torical Fund		using and evelopment	D	evolving Loan	Do	wntown Facade Program		2018 Special Assessment	P	Parks/Recreation Sites	п	istorical Sites
ASSETS		toricar runu	Keue	evelopinent		Levolving Loan		1 Togram	_	Assessment		Sites		istorical Sites
Cash and Investments	\$	61,821	\$	1,605	\$	606,871	\$	15,178	\$		\$	125,934	\$	114,870
Accounts Receivable						617,430								
Special Assessments Receivable										500,877				
Due from Other Governments						6,975								
Other Assets														
Due from Other Funds		3,610												
Total Assets	\$	65,431	\$	1,605	\$	1,231,276	\$	15,178	\$	500,877	\$	125,934	\$	114,870
LIABILITIES														
Accounts Payable	\$	1,128	\$		\$		\$		\$		\$		\$	
Accrued Liabilities		950		1,532										
Accrued Wages		342												
Due to Other Funds														
Total Liabilities		2,420		1,532										
DEFERRED INFLOWS OF RESOURCES														
Unavailable Revenue										500,877				
Total Liabilities and Deferred Inflows of Resources		2,420		1,532						500,877				
FUND BALANCE					•									
Restricted		63,011		73		1,231,276		15,178				125,934		114,870
Assigned														
Unassigned														
Total Fund Balance		63,011		73		1,231,276		15,178				125,934		114,870
Total Liabilities, Deferred Inflows of Resources and														
Fund Balance	\$	65,431	\$	1,605	\$	1,231,276	\$	15,178	\$	500,877	\$	125,934	\$	114,870

City of Owosso Combining Balance Sheet Nonmajor Governmental Funds June 30, 2020

	Sp	ecial Revenue	cial Revenue Debt Service													
		2019 Special Assessment					2010 General Obligation Bonds		2009 Special Assessment Limited Tax Bonds		2011 Special Assessment Limited Tax Bonds		2012 Special Assessment Limited Tax Bonds		As	2013 Special sessment Limited Tax Bonds
ASSETS																
Cash and Investments	\$		\$	30,624	\$		\$		\$		\$		\$			
Accounts Receivable																
Special Assessments Receivable		267,212								5,832		17,113		8,844		
Due from Other Governments																
Other Assets																
Due from Other Funds																
Total Assets	\$	267,212	\$	30,624	\$		\$		\$	5,832	\$	17,113	\$	8,844		
LIABILITIES		_	'	_		_		_		_				<u> </u>		
Accounts Payable	\$		\$		\$		\$		\$		\$		\$			
Accrued Liabilities																
Accrued Wages																
Due to Other Funds		<u></u>				<u></u>		<u></u>		<u></u>		<u></u>		<u></u>		
Total Liabilities																
DEFERRED INFLOWS OF RESOURCES																
Unavailable Revenue		267,212				<u></u>				5,832		17,113		8,844		
Total Liabilities and Deferred Inflows of Resources		267,212								5,832		17,113		8,844		
FUND BALANCE					·											
Restricted				30,624												
Assigned																
Unassigned		<u></u>				<u></u>				<u></u>						
Total Fund Balance				30,624												
Total Liabilities, Deferred Inflows of Resources and																
Fund Balance	\$	267,212	\$	30,624	\$	<u></u>	\$	<u></u>	\$	5,832	\$	17,113	\$	8,844		

City of Owosso Combining Balance Sheet Nonmajor Governmental Funds June 30, 2020

		Debt S	Service					Capital P	roje	ets			
	Asses	016 Special ssment Limited Γax Bonds	2009 Limited Ta General Obligati Bonds		Build	ling Authority	DD	A Construction Fund		Subdivision	Ca	apital Projects	otal Nonmajor Sovernmental Funds
ASSETS													
Cash and Investments	\$		\$		\$	36,614	\$	36,297	\$		\$	231,016	\$ 1,260,830
Accounts Receivable													617,430
Special Assessments Receivable		31,560											831,438
Due from Other Governments													6,975
Other Assets										204,000			204,000
Due from Other Funds													3,610
Total Assets	\$	31,560	\$		\$	36,614	\$	36,297	\$	204,000	\$	231,016	\$ 2,924,283
LIABILITIES				<u> </u>			·	_					
Accounts Payable	\$		\$		\$		\$		\$		\$	49,964	\$ 51,092
Accrued Liabilities													2,482
Accrued Wages													342
Due to Other Funds						<u></u>				120,814		<u></u>	 120,814
Total Liabilities										120,814		49,964	174,730
DEFERRED INFLOWS OF RESOURCES		_	_			_		_				_	 _
Unavailable Revenue		31,560											831,438
Total Liabilities and Deferred Inflows of Resources		31,560								120,814		49,964	1,006,168
FUND BALANCE		_	_			_		_				_	 _
Restricted													1,580,966
Assigned						36,614		36,297		83,186		181,052	337,149
Unassigned													
Total Fund Balance						36,614		36,297		83,186		181,052	1,918,115
Total Liabilities, Deferred Inflows of Resources and							-				-		
Fund Balance	\$	31,560	\$		\$	36,614	\$	36,297	\$	204,000	\$	231,016	\$ 2,924,283

City of Owosso Combining Statement of Revenues, Expenditures, and Changes in Fund Balance Nonmajor Governmental Funds For the Year Ended June 30, 2020

Special Revenue

	Historical Fund	Housing and Redevelopment	Revolving Loan	Downtown Facade Program	2018 Special Assessment	Parks/Recreation Sites	Historical Sites	
Revenues	Instoricar Fund	Redevelopment	Revolving Loan	Trogram	Assessment	Sites		
Property Taxes	\$	\$	\$	\$	\$	\$ 125,168	\$ 125,168	
Intergovernmental			· 	177,235				
Charges for Services	13,550			, 				
Sales	1,875							
Interest	343	14	8,783	990		766	728	
Miscellaneous	19,959			2,880				
Total Revenues	35,727	14	8,783	181,105		125,934	125,896	
Expenditures								
General Government								
Public Safety								
Public Works								
Community and Economic Development			51,177	351,225				
Recreation and Culture	67,982						11,026	
Debt Service - Principal								
Debt Service - Interest								
Total Expenditures	67,982		51,177	351,225			11,026	
Excess of Revenues Over								
(Under) Expenditures	(32,255)	14	(42,394)	(170,120)		125,934	114,870	
Other Financing Sources (Uses)								
Transfers In	40,000							
Transfers Out								
Net Other Financing Sources (Uses)	40,000							
Net Change in Fund Balance	7,745	14	(42,394)	(170,120)		125,934	114,870	
Fund Balance at Beginning of Period	55,266	59	1,273,670	185,298				
Fund Balance at End of Period	\$ 63,011	\$ 73	\$ 1,231,276	\$ 15,178	\$	\$ 125,934	\$ 114,870	

City of Owosso Combining Statement of Revenues, Expenditures, and Changes in Fund Balance Nonmajor Governmental Funds For the Year Ended June 30, 2020

	Special Revenue			Debt S	Service		
	2019 Special Assessment	2013 General Obligation Bonds	2010 General Obligation Bonds	2009 Special Assessment Limited Tax Bonds	2011 Special Assessment Limited Tax Bonds	2012 Special Assessment Limited Tax Bonds	2013 Special Assessment Limited Tax Bonds
Revenues							
Property Taxes	\$	\$ 823,010	\$ 91,439	\$	\$	\$	\$
Intergovernmental		17,936					
Charges for Services							
Sales							
Interest							
Miscellaneous							
Total Revenues		840,946	91,439				
Expenditures							
General Government							
Public Safety							
Public Works				9			
Community and Economic Development							
Recreation and Culture							
Debt Service - Principal		405,000	60,000				
Debt Service - Interest		406,106	31,453				
Total Expenditures		811,106	91,453	9			
Excess of Revenues Over							
(Under) Expenditures		29,840	(14)	(9)			
Other Financing Sources (Uses)							
Transfers In							
Transfers Out		<u></u>					<u></u>
Net Other Financing Sources (Uses)							
Net Change in Fund Balance		29,840	(14)	(9)			
Fund Balance at Beginning of Period		784	14	9			
Fund Balance at End of Period	\$	\$ 30,624	\$	\$	\$	\$	\$

City of Owosso Combining Statement of Revenues, Expenditures, and Changes in Fund Balance Nonmajor Governmental Funds For the Year Ended June 30, 2020

	Debt Se	ervice		Capital P	rojects		_		
	2016 Special Assessment Limited Tax Bonds	2009 Limited Tax General Obligation Bonds	Building Authority	DDA Construction Fund	Subdivision	Capital Projects	Total Nonmajor Governmental Funds		
Revenues									
Property Taxes	\$	\$	\$	\$	\$	\$	\$ 1,164,785		
Intergovernmental		76,023					271,194		
Charges for Services							13,550		
Sales							1,875		
Interest			307	305			12,236		
Miscellaneous					8,674	84,056	115,569		
Total Revenues		76,023	307	305	8,674	84,056	1,579,209		
Expenditures									
General Government						104,244	104,244		
Public Safety						157,488	157,488		
Public Works							9		
Community and Economic Development							402,402		
Recreation and Culture							79,008		
Debt Service - Principal		45,000					510,000		
Debt Service - Interest		31,023					468,582		
Total Expenditures		76,023				261,732	1,721,733		
Excess of Revenues Over									
(Under) Expenditures			307	305	8,674	(177,676)	(142,524)		
Other Financing Sources (Uses)									
Transfers In						291,989	331,989		
Transfers Out									
Net Other Financing Sources (Uses)						291,989	331,989		
Net Change in Fund Balance			307	305	8,674	114,313	189,465		
Fund Balance at Beginning of Period			36,307	35,992	74,512	66,739	1,728,650		
Fund Balance at End of Period	\$	\$	\$ 36,614	\$ 36,297	\$ 83,186	\$ 181,052	\$ 1,918,115		

City of Owosso Statement of Net Position and Governmental Fund Balance Sheet Brownfield Redevelopment Authority Component Unit June 30, 2020

	Fu	nd Balance Sheet	A	Adjustments		tement of Net Position
ASSETS						
Current Assets						
Cash and Investments	\$	83,375	\$		\$	83,375
Inventories		65,700				65,700
Total Assets		149,075				149,075
LIABILITIES	,				•	
Current Liabilities						
Due to Other Governments		65,700				65,700
Current Portion of Long-term Debt				137,225		137,225
Total Current Liabilities		65,700		137,225		202,925
Noncurrent Liabilities						
Long-term Debt				1,704,282		1,704,282
Total Liabilities		65,700		1,841,507		1,907,207
NET POSITION						
Unassigned fund balance / Unrestricted Net						
Position		83,375		(1,841,507)		(1,758,132)
Total Fund Balance / Net Position	\$	83,375	\$	(1,841,507)	\$	(1,758,132)

Statement of Activities and Governmental Fund Statement of Revenues, Expenditures, and Change in Fund Balance Brownfield Redevelopment Authority Component Unit For the Year Ended June 30, 2020

Statement of

	Revenues, Expenditures and Changes in Fund Balance		A	djustments	Statement of Activities		
Expenses							
Brownfield Redevelopment Authority	\$	268,672	\$		\$	268,672	
Debt Service		105,016		(105,016)			
Total Expenses		373,688		(105,016)		268,672	
Program Revenues					`		
Operating Grants and Contributions		4,633				4,633	
Total Program Revenues		4,633				4,633	
Net Program Revenues (Expenses)		(369,055)		105,016		(264,039)	
General Revenue							
Investment Income		61				61	
Property Taxes		398,726				398,726	
Total General Revenues		398,787				398,787	
Change in Net Position		29,732		105,016		134,748	
Net Position at Beginning of Period		53,643				(1,892,880)	
Net Position at End of Period	\$	83,375	\$		\$	(1,758,132)	



CITY OF OWOSSO SHIAWASSEE COUNTY, MICHIGAN SINGLE AUDIT ACT COMPLIANCE YEAR ENDED JUNE 30, 2020

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GABRIDGE & CQ.

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INDEPENDENT AUDITOR'S REPORT ON THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS REQUIRED BY THE UNIFORM GUIDANCE

To the City Council City of Owosso Owosso, Michigan

We have audited the financial statements of the governmental activities, the business-type activities, the aggregate discreetly presented component units, each major fund, and the aggregate remaining fund information of City of Owosso, Michigan (the "City") as of and for the year ended June 30, 2020, and the related notes to the financial statements, which collectively comprise the City's basic financial statements. We issued our report thereon dated November 11, 2020, which contained unmodified opinions on those financial statements. Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements. The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance) and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditure of federal awards is fairly stated in all material respects in relation to the basic financial statements as a whole.

Gabridge & Company, PLC

Gabridge a Company

Grand Rapids, MI November 11, 2020

City of Owosso Schedule of Expenditures of Federal Awards For the Year Ended June 30, 2020

Federal Agency / Cluster / Program Title	Federal CFDA Number	Passed Through	Pass-through / Grantor Number	Federal Expenditures
U.S. Department of Environmental Protection Agency				
Capitalization Grants for Clean Water State Revolving Funds	66.458	Michigan Department of Environmental Quality	5699-01	\$ 45,507
Capitalization Grants for Clean Water State Revolving Funds	66.458	Michigan Department of Environmental Quality	5691-01	54,429
Capitalization Grants for Drinking Water State Revolving Funds	66.468	Michigan Department of Environmental Quality	7457-01	762,619
Total U.S. Department of Environmental Protection Agency				862,555
U.S. Department of Housing and Urban Development Community Development Block Grant Program Total U.S. Department of Housing and Urban Development	14.228	Michigan Economic Development Corporation	MSC 217014-CDF	177,235 177,235
U.S. Department of Health and Human Services Cares Act Provider Relief Fund Total U.S. Department of Health and Human Services	93.498	Direct	n/a	23,571 23,571
U.S. Department of Justice Bulletproof Vest Partnership Program Total U.S. Department of Justice	16.607	Direct	n/a	1,950 1,950
Total Expenditures of Federal Awards				\$ 1,065,311

Notes to the Schedule of Expenditures of Federal Awards

Note 1 - Basis of Presentation

The accompanying schedule of expenditures of federal awards (the "Schedule") includes the federal grant activity of the City of Owosso (the "City") under programs of the federal government for the year ended June 30, 2020. The information in this schedule is presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*. Because the schedule presents only a selected portion of the operations of the District, it is not intended to and does not present the financial position, changes in net position, or cash flows of the City.

Note 2 - Summary of Significant Accounting Policies

Expenditures reported on the Schedule are reported on the accrual basis of accounting, which is described in Note 1 to the City's financial statements. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement. Pass-through entity identifying numbers are presented where applicable and have been identified in the Schedule.

The City has elected not to use the 10-percent de minimus indirect cost rate to recover indirect costs as allowed under the Uniform Guidance.

Note 3 - Reconciliation to the Schedule of Expenditures of Federal Awards

The following schedule reconciles total expenditures of federal awards from the Schedule to the financial statements:

Intergovernmental revenues reported in the governmental fund financial statements:	\$ 4,273,799
Subtract: state and local sources	(4,071,043)
Add: bond proceeds	862,555
Total expenditures of federal awards:	\$ 1,065,311

Note 4 - Outstanding Bonds Payable

The City has outstanding loans under the U.S. Department of Environmental Protection Agency revolving loan funds totaling \$1,254,341 at June 30, 2020.

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INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

To the City Council City of Owosso Owosso, Michigan

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, the aggregate discreetly presented component units, each major fund, and the aggregate remaining fund information of City of Owosso (the "City"), as of and for the year ended June 30, 2020, and the related notes to the financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated November 11, 2020.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Gabridge & Company, PLC

Gabridge a Company

Grand Rapids, MI November 11, 2020

Gabridge & Company, PLC

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INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE

To the City Council City of Owosso Owosso, Michigan

Report on Compliance for Each Major Federal Program

We have audited the City of Owosso (the "City") compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of the City's major federal programs for the year ended June 30, 2020. The City's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of the City's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the City's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of the City's compliance.

Opinion on Each Major Federal Program

In our opinion, the City complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2020.

Report on Internal Control over Compliance

Management of the City is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the City's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the City's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A material weakness in internal control over compliance is a deficiency, or combination of deficiencies, in internal control over compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A significant deficiency in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Gabridge & Company, PLC

Gabridge a Company

Grand Rapids, MI November 11, 2020

City of Owosso Schedule of Findings and Questioned Costs For the Year Ended June 30, 2020

SECTION I - SUMMARY OF AUDITOR'S RESULTS

Financial Statements

Type of auditor's report issued

Unmodified

Internal controls over financial reporting

Material weaknesses identified?

Significant deficiencies identified not considered to be material weaknesses? No (none reported)

Noncompliance material to financial statements noted?

Federal Awards

Internal control over major programs

Material weaknesses identified?

Significant deficiencies identified not considered to be material weaknesses? No (none reported)

Type of auditor's report issued on compliance for major programs

Unmodified

Any audit findings disclosed that are required to be reported in accordance

with 2 CFR 200.516?

Identification of Major Programs

Name of Federal CFDA
Program or Cluster Number

Capitalization Grants for Drinking Water State Revolving Funds 66.468

Dollar threshold used to distinguish between Type A and B programs? \$750,000

Auditee qualified as a low-risk auditee?

SECTION II - FINANCIAL STATEMENT FINDINGS

No matters were reported.

SECTION III - FEDERAL AWARD FINDINGS AND QUESTIONED COSTS

No findings or questioned costs.

SECTION IV - SUMMARY OF PRIOR AUDIT FINDINGS

No prior audit findings were reported.

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Gabridge & Company, PLC

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November 11, 2020

To the City Council City of Owosso Owosso, Michigan

We have audited the accompanying financial statements of the governmental activities, the business-type activities, the aggregate discreetly presented component units, each major fund, and the aggregate remaining fund information of the City of Owosso, Michigan (the "City") for the year ended June 30, 2020. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated September 22, 2020. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the City are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed. We noted no transactions entered into by the City during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the City's financial statements were:

- Management's estimate of the useful lives of depreciable capital assets is based on the length of time it is believed that those assets will provide some economic benefit in the future.
- Management's estimate of the accrued compensated absences is based on current hourly rates and policies regarding payment of sick and vacation banks.
- The assumptions used in the actuarial valuations of the pension plans are based on historical trends and industry standards.

We evaluated key factors and assumptions used to develop these estimates and determined that they are reasonable in relation to the basic financial statements taken as a whole and in relation to the applicable opinion units.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated November 11, 2020.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the City's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the City's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to management's discussion and analysis, pension schedules, and budgetary comparison schedules, which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the combining and individual fund and component unit financial statements, which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

Restriction on Use

This information is intended solely for the use of the City Council and management of the City of Owosso and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

Gabridge & Company, PLC

Gabridge a Company

Grand Rapids, MI

RESOLUTION NO.

RESOLUTION REAFFIRMING LOCAL DECLARATION OF EMERGENCY FOR COVID-19 (CORONAVIRUS)

Councilperson	he Owosso City Council held on the 7th day of December, 2020, upon motion by, seconded by Councilperson, the tion was introduced:
	AS Shiawassee County is experiencing a Covid 19 Coronavirus pandemic nealth and safety of the citizens of the County, including the citizens of the City of
	AS the Governor of the State of Michigan has declared a state of emergency in the ichigan due to the said pandemic, and;
	AS Mayor Christopher T. Eveleth declared a local state of emergency in response March 17, 2020 under PA 390 of 1976; and
of a public body	AS the recent amendments to the Michigan Open Meetings act authorizes meetings to be held, in whole or in part, electronically by telephone or video conferencing, local state of emergency.
	HEREFORE BE IT RESOLVED by the City Council of the City of Owosso, ity, Michigan that:
First:	The City of Owosso has determined that it is advisable, necessary and in the public interest to reaffirm Mayor Eveleth's declaration of emergency dated March 17, 2020;
Second:	The City of Owosso does hereby declare a local state of emergency to be existing in the city from this date and continuing until December 31, 2021, unless cancelled earlier, for the purpose of permitting electronic meetings of the Owosso City Council in accordance with the Michigan Open Meetings Act.
Resolution declar	red adopted.
	Chris Eveleth, Mayor
	OPPOPIEICATION

CERTIFICATION

I declare and Certify that the above is a true and correct copy of a RESOLUTION duly adopted by the Owosso City Council at a meeting held on the 7th day of December, 2020.

Amy K. Kirkland, City Clerk



MEMORANDUM

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

DATE: December 1, 2020

TO: City Council

FROM: Glenn M. Chinavare, Director of Public Services & Utilities

SUBJECT: Proposed Water & Sewer Rate Schedule for 2021

RECOMMENDATION:

Adoption of revised water and sewer rates per proposed resolution, and authorization to charge customers for said rates beginning first quarter billing period for calendar year 2021.

BACKGROUND:

Attachment (1) is the proposed water and sewer rate schedule for the year beginning January 2021. The proposed rate changes are in line with current capital and operating cost projections.

The Water Main Capital Charge (based on meter size) will increase from \$24.00 to \$25.00 per quarter for residential customers, and increase proportionately for all other larger size meters normally for commercial accounts. The capital charge is intended to generate additional revenue for planned water main and lead service line replacements.

The in-town Water Demand Charge (based on meter size) will increase from \$38.00 to \$39.00 per quarter for residential customers, and increase proportionately for all other larger size meters normally for commercial accounts. The demand charge is intended to generate the necessary funds for debt servicing.

The out-of-town Water Demand Charge (based on meter size) will increase from \$76.00 to \$78.00 per quarter for residential customers, and increase proportionately for all other larger size meters normally for commercial accounts. Twenty five percent of revenue received is returned to the townships for water system improvements.

The in-town Water Usage Charge will increase from \$2.26 to \$2.50 per meter unit (100 cubic feet or about 750 gallons). The out-of-town Water Usage Rate would increase from \$4.52 to \$5.00 per unit (with 25% of the revenue received being returned to the Townships for water distribution system improvements). The wholesale rate charged the City of Corunna will increase by the same percentage as the City rate plus 10%. City of Corunna usage/commodity rate will increase from \$3.32 per 1000 gallons to \$3.63 per 1,000 gallons.

The in-town Sewer Demand Charge (based on meter size) will increase from \$32.00 to \$35.00 per quarter for residential customers, with larger increases proportional to meter size for all other accounts. The demand charge is intended to generate the necessary funds for debt servicing.

The Sewer Usage Charge would increase from \$2.80 to \$3.05 per unit of metered water. This applies to City of Owosso customers only, as the Townships and Corunna separately bill their own customers. Costs for the Mid-County Wastewater Treatment Plant are shared on a wholesale basis between the 4 mid-County local units of government. The increase in the Sewer Usage Charge is necessary to cover the City share (about 70%) of the cost of the plant operation.

The changes to the Water & Sewer Rate Schedule are itemized in attachment (2).

The increased water/sewer rate components will become effective on December 18, 2020 as result of the scheduled season holidays and established payment due dates.

The fourth quarter billing for calendar year 2020 will be through December 17, 2020, the date all meters will be read. This will allow sufficient time for bills to be mailed out during the last week of December and to stay on schedule for customer payment due dates into the new year of 2021.

FISCAL IMPACTS:

These above changes will result in an overall 7.8% increase in a typical residential water/sewer bill.

Document originated by:

Glenn M. Chinavare, Director of Public Services & Utilities

Attachment: (1) Resolution

(2) Annual Owosso Rate Comparisons

PROPOSED RESOLUTION NO.

WATER AND SEWER RATE SCHEDULE FOR THE CITY BEGINNING FIRST QUARTER JANUARY 2021

"Pursuant to Sections 34-248. Water Rates, and 34-249. Sewer Rates, of Article V, of Chapter 34, of the Owosso City Code, the City Council does hereby resolve that the revised rate schedule for water and sewer service shall be in effect for the City beginning December 18, 2020 and continuing thereafter until modified or replaced by further Council action. Bills issued with a nominal ending bill date of December 17, 2020 shall be billed under the previous rate schedule. All previous resolutions or parts thereof, insofar as the same may be in conflict herewith, are hereby repealed following the effective date of this schedule."

CITY OF OWOSSO WATER AND SEWER RATE SCHEDULE FOR THE CITY BEGINNING FIRST QUARTER JANUARY 2021

QUARTERLY WATER AND SEWER RATES

In-town quarterly water service charges consist of: a demand charge based on water meter size (see table below), a capital charge dedicated for water main replacement, and a metered usage charge. One meter unit is equal to 100 cubic feet of water or about 750 gallons. Rates for retail out-of-town water service are double the in-town rate, except that the capital charge does not apply to out-of-town customers where the respective Township separately finances water main replacement. Twenty five percent of the out-of-town revenue is collected for and transferred to the respective Township for use in replacing and improving their water distribution system.

Quarterly sewer charges consist of a demand charge based on the water meter size (see table below) and a sewer usage charge based on metered water consumption. The City has no retail out-of-town sewer service.

Bills are issued on a quarterly basis and, if not paid by the due date as shown on the billing, a late payment charge of ten percent (10%) of the current amount due may be added for failure to make prompt payment.

QUARTERLY WATER SERVICE CHARGE:

In-town: In-town Water Usage Charge of \$2.50 per meter unit plus In-town Water

Demand Charge plus Capital Charge from Table below.

Out-of-town: Out-of-town Water Usage Charge of \$5.00 per meter unit plus Out-of-

town Water Demand Charge from Table below.

QUARTERLY SEWER SERVICE CHARGE:

Sewer Usage Charge of **\$3.05** per unit plus Sewer Demand Charge from Table below.

For residential customers without metered water service, the quarterly sewer charge shall be **\$108.20** per residential unit.

WATER AND SEWER RATE SCHEDULE FOR THE CITY BEGINNING FIRST QUARTER JANUARY 2021 (page 2 of 3)

QUARTERLY DEMAND CHARGE TABLES

A. Potable Water & Sewer Service

Water Meter	Water	Water	Sewer	Combined	Water Only
Size	Demand	CAPITAL	Demand	In-Town	(Out-of-town)
		_			
5/8"	\$39.00	\$ 25.00	\$ 35.00	\$ 99.00	\$ 78.00
3/4"	58.50	37.50	52.50	148.50	117.00
1"	97.50	62.50	87.50	247.50	195.00
1.5"	195.00	125.00	175.00	495.00	390.00
2"	312.00	200.00	280.00	792.00	624.00
3"	585.00	375.00	525.00	1,485.00	1,170.00
4"	975.00	625.00	875.00	2,475.00	1,950.00
6"	1,950.00	1,250.00	1,750.00	4,950.00	3,900.00

For a residential user with a second 5/8" meter on a single service line for water only irrigation service, the user shall be charged a single water demand and capital charge for a 5/8" meter as a separate/additional metered service on a year round basis.

The demand charge for multiple residential units served by a single water meter shall be based on actual meter size provided the meter meets the minimum size requirement per the following table:

Number of Apartments	Minimum Meter Size
1 - 3	5/8"
4 - 7	3/4"
8 - 11	1"
12 - 15	1.5"
16 - 24	2"
24 - 48	3"
Over 48	4"

B. Fire Protection Service

Sprinkler Service Quarterly Water Charge

	In-To	In-Town			
Riser Size	DEMAND	CAPITAL	DEMAND		
3 inch	\$ 39.00	\$ 25.00	\$ 78.00		
4 inch	\$ 58.50	\$ 37.50	\$ 117.00		
6 inch	\$ 97.50	\$ 62.50	\$ 195.00		
8 inch	\$ 195.00	\$ 125.00	\$ 390.00		
10 inch	\$ 312.00	\$ 200.00	\$ 624.00		

II. HYDRANT RENTAL CHARGES

Hydrants located outside the City of Owosso and private hydrants maintained by the City of Owosso shall be subject to an annual hydrant rental charge of \$165.00.

WATER AND SEWER RATE SCHEDULE FOR THE CITY BEGINNING FIRST QUARTER JANUARY 2021 (page 3 of 3)

III. BULK WATER CHARGES

For users with an active city water service connection, bulk water delivered by the city from hydrants or other approved outlets for such purposes as pool filling, shall be charged at the standard metered usage rate given in Section I. above along with actual labor and equipment costs with a minimum charge of \$50.00.

Other bulk water sales, such as filling tank trucks, shall be charged at the rate of \$10.00 per thousand gallons with a \$50.00 minimum charge, which includes up to 5,000 gallons, if during the normal workday at an established city delivery point. After hours bulk water sales and/or sales at other than established city delivery points, shall be charged at the rate of \$10.00 per thousand gallons plus actual labor and equipment costs.

For customers who do not prepay a \$10 service charge shall apply for invoicing.

(Note: These charges do not apply to water supplied for fire fighting).

IV. INCREMENTAL WATER AND SEWER USAGE CHARGES FOR BILLING ADJUSTMENTS RELATED TO PLUMBING LEAKS

The incremental water and sewer usage charges shall be 50% of the normal usage charge. These incremental usage rates are for the purpose of making adjustments to significantly high bills attributable to plumbing leaks and may be applied in accordance with Guidelines separately approved by the Owosso City Council.

V. EXTRA STRENGTH WASTEWATER SURCHARGES

Extra strength wastewater surcharges shall apply to those users of the City wastewater treatment system approved for the discharge of extra strength wastewater in accordance with Section 34-170. of the Owosso City Code. The surcharge rate shall be applied to loadings in excess of the base or normal strength loading.

EXTRA STRENGTH WASTEWATER SURCHARGE SCHEDULE

<u>PARAMETER</u>	<u>BASE</u>	<u>SURCHARGE</u>
BOD-5 TSS	220 MG/L 300 MG/L	\$0.11/pound in excess of base \$0.17/pound in excess of base
TP	10 MG/L	\$1.50/pound in excess of base
NH3-N	20 MG/L	\$0.80/pound in excess of base

(Note: BOD-5 = Biochemical Oxygen Demand; TSS = Total Suspended Solids; TP = Total Phosphorous; NH3-N = Ammonia Nitrogen; MG/L = Milligrams per Liter)."

Owosso Water & Sewer Rate History & Projections "Typical" 4 person Residential Customer FY 2016-17 (Changing rates are in bold)

(Changing rates are in bold)																						
	Actual		Actual		Actual	-	Actual		Actual		Actual		Actual		Actual		tual					Proposed
	Sept 2005		Apr 2010	FY	2010-11	FY2	2011-12	FY	2012-13	FY.	2013-14	FY	2014-15	FY:	2015-16	FY20	16-17	FY2	017-18	FY2018-19	FY2019-20	FY2020-21
III alian III (and language and an ang ang ang ang ang ang ang ang ang	to Mar 2010	'	to Jun 2011																			
"Typical" family of four City Residential Customer Water Demand Charge per quarter	\$ 22.50	. 1	\$ 25.00	•	30.00	\$	30.00	\$	30.00	\$	30.00	•	31.00	\$	32.00	\$ 3	2.00	\$	34.00	\$ 38.00	\$ 38.00	\$ 39.00
Water Main Replacement Charge (applied in City only)			\$ 25.00	 \$	30.00	Ф \$	30.00	Φ.	10.00		12.00	•		\$	12.00	-	3.00	-		\$ 24.00		\$ 25.00
Water Usage Rate per 100cf			\$ 1.30	\$	1.40	\$	1.40	\$	1.50	•	1.60		1.70	\$	1.80	•	1.90	\$		\$ 2.20	\$ 2.26	\$ 2.50
Water Usage Charge for 24 units per quarter			\$ 31.20	\$	33.60	\$	33.60	•	36.00	\$	38.40	•	40.80	\$	43.20	•	5.60	-		\$ 52.80	•	\$ 60.00
	,		,	•		·		·		·		•		·		•		·		•	•	•
Quarterly Water Charge			\$ 56.20	\$		\$	63.60	\$	76.00	\$	80.40	\$		\$	87.20	-	0.60	\$		\$ 114.80	•	
% increase	0.09	6	9.6%		13.2%		0.0%		19.5%		5.8%		4.2%		4.1%		3.9%		7.1%	18.4%	1.3%	6.7%
Cause Damand Charac and automates	ф 00 F(¢ 00.50	•	25.00	\$	25.00	Φ.	25.00	Φ.	25.00	•	26.00	•	26.00	Φ 0	6.00	•	28.00	\$ 30.00	\$ 32.00	\$ 35.00
Sewer Demand Charge per quarter Sewer Usage Rate per 100cf			\$ 22.50 \$ 1.70	\$ \$	25.00 1.80	\$ \$	25.00 1.80		25.00 1.90	\$ \$	25.00 2.00		26.00	\$	2.20	-		\$ \$		\$ 30.00 \$ 2.60		\$ 35.00
Sewer Usage Charge for 24 units per quarter			\$ 40.80	\$	43.20	\$		\$		\$		\$	50.40	\$	52.80	•	5.20	-		\$ 62.40	•	\$ 73.20
conc. coago chargo los 2 i anno por quanto.	Ψ 10.00		ψ .σ.σσ	•		Ψ	10.20	•		٠	.0.00	•		٠	02.00	•	00	•		V 020	¥ 0=0	V 10.20
Quarterly Sewer Charge			\$ 63.30	\$	68.20	\$	68.20	\$	70.60	\$	73.00	\$	76.40	\$	78.80	\$ 8	1.20	\$	85.60	\$ 92.40	\$ 99.20	\$ 108.20
% increase	0.09	6	0.0%		7.7%		0.0%		3.5%		3.4%		4.7%		3.1%		3.0%		5.4%	7.9%	7.4%	9.1%
Total In City Overstanty Water & Course	* 444.00		\$ 119.50	\$	131.80	•	424.00	•	440.00	•	450.40	•	400.00	•	166.00	A 47	4 00	* 4	00.00	¢ 007 00	* 045 44	£ 000 00
Total In City Quarterly Water & Sewer % increase	\$ 114.60 0.09		\$ 119.50 4.3%	Þ	10.3%	\$	131.80 0.0%	Ф	146.60 11.2%	Þ	153.40 4.6%	Þ	160.20 4.4%	\$	3.6%		1.80 3.5%	\$ 1	82.60 6.3%	\$ 207.20 13.5%	\$ 215.44 4.0%	\$ 232.20 7.8%
// morease	0.0	U .	4.5 70		10.570		0.070		11.2/0		4.070		7.770		3.070		J.J /0		0.5 /0	10.070	4.0 /0	7.070
Out-of-Town Residential Customer (Water only)																						
Water Demand Charge per quarter			\$ 50.00	\$	60.00	\$ \$	60.00	\$ \$	60.00	\$ \$	60.00	\$ \$	62.00	\$ \$	64.00	\$ 6	4.00	\$	68.00	\$ 76.00	\$ 76.00	\$ 78.00
Proposed Water Main Replacement Charge Water Usage Rate per 100cf			\$ - \$ 2.60	\$ \$	2.80	ъ \$	2.80	Ф	3.00	Ф	3.20	Ф	3.40	ф	3.60	Ф \$	3.80	Ф \$	4.00	\$ 4.40	\$ 4.52	\$ 5.00
Water Usage Charge for 24 units per quarter			\$ 2.60 \$ 62.40	э \$	67.20	Ф \$	67.20	э \$	72.00	э \$	76.80	э \$	3.40 81.60	э \$	86.40	•	3.00 1.20	-			\$ 108.48	
Water Osage Orlange for 24 utilits per quarter	Ψ 57.00		Ψ 02.40	Ψ	07.20	Ψ	07.20	Ψ	72.00	Ψ	70.00	Ψ	01.00	Ψ	30.70	Ψο	20	Ψ	55.00	¥ 100.00	₩ 100.40	ψ 120.00
Quarterly Water Charge	\$ 102.60		\$ 112.40	\$	127.20	\$	127.20	\$	132.00	\$	136.80	\$	143.60	\$	150.40	\$ 15	5.20	\$ 1	64.00	\$ 181.60	\$ 184.48	\$ 198.00
0/ :	0.00	,	0.00/		13.2%		0.0%		3.8%		3.6%		5.0%		4.7%		3.2%		5.7%	10.7%	1.60%	6.80%
% increase	0.09	o'	9.6%		13.2%		0.0%		3.8%		3.6%		5.0%		4.7%		3.2%		5.7%	10.7%	1.60%	0.80%



City of Owosso

2021 Water and Sewer Rates

Rate Determination

- Water and Sewer Funds are enterprise funds
 - should be self sufficient
- City Manager, Finance Director, and Utilities Director analyze Water and Sewer Funds
- Make Determination of rate to keep fund balanced and enable planned and ongoing capital investment
- Proposed increase of 7.8% to maintain water and sewer system integrity and to make needed improvements to:
 - sewer collection, water distribution, and operating treatment plants

Rate Determination

- Rate increase applied to the following services provided by Utilities Department
 - Water Rates
 - Sewer Rates
 - Sprinkling Meters
 - Uniform Rate Sewer and Water Customers
 - Fire Protection Lines
 - Township Customers (Retail)
 - Corunna Customers (Wholesale)
- Townships charged twice the in-city water rate
- Corunna charge wholesale at 110% water usage rate
- Sewer
 - Charged to city customers based on meter size (demand rate) and usage
 - Charged to townships and Corunna based on respective percentage of flow (cost of operations) at WWTP and capital contribution based on reserved capacity at the WWTP.

Water and Sewer Billing

- Demand charge for water and sewer
 - Quarterly charge
 - Based on meter size
 - Water has a 'capital charge' as well but only for in-city customers
 - Townships take care of capital needs for their own systems a different way via existing contracts with the City
 - Out-of-town water meters charged double the demand rate for in-town meters
- Usage charge based on usage for both water and sewer
 - Based on 1 unit = 100 cubic feet of water = 750 gallons
 - Summer usage averaged for yard watering
 - Out-of-town meters charged double the usage charge for water

Water and Sewer Billing

Current In-Town charges for 5/8" meter

Water

Demand: \$38.00

Capital (in-city only): \$24.00

Dedicated for water main replacement

Usage: \$2.26 per unit (748 gallons)

Sewer

Demand: \$32.00

Usage: \$2.80

Combined Water/Sewer: \$94.00

 Average usage for family of 4 = 24 units

Average bill for family of 4 = \$215.44

Current out-of-town charges for 5/8" meter (twps)

Water

Demand: \$76.00

Usage: \$4.52

Sewer

- No "retail" out-of-town sewer service
- Sewer billed to townships and Corunna based on flow identified in existing long-term contract

^{**}Corunna buys Owosso water at a wholesale rate of 110% of in-city usage charge because they handle their own billing and capital maintenance

Water System Profile

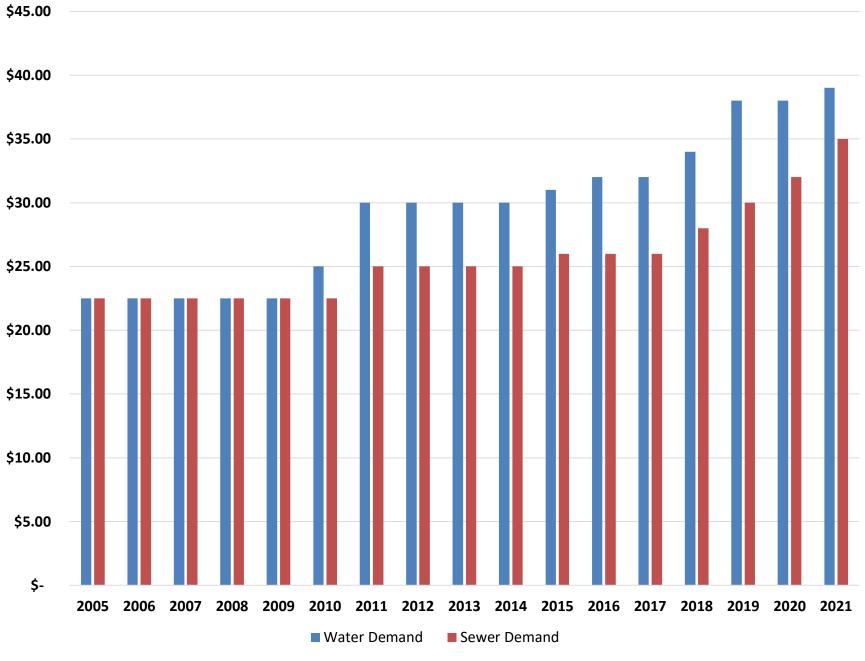
Number of Accounts in System

- City = 5,678

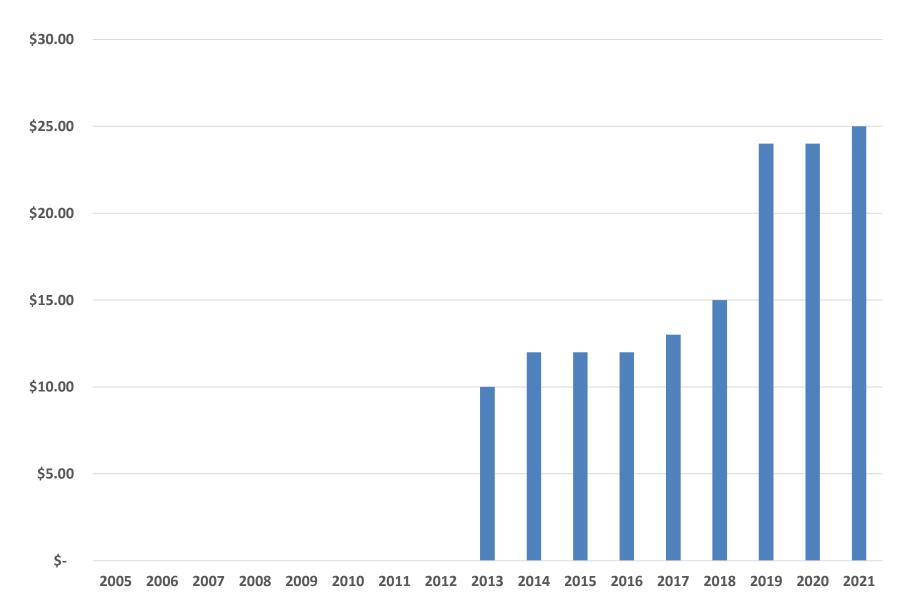
- Owosso Twp = 215

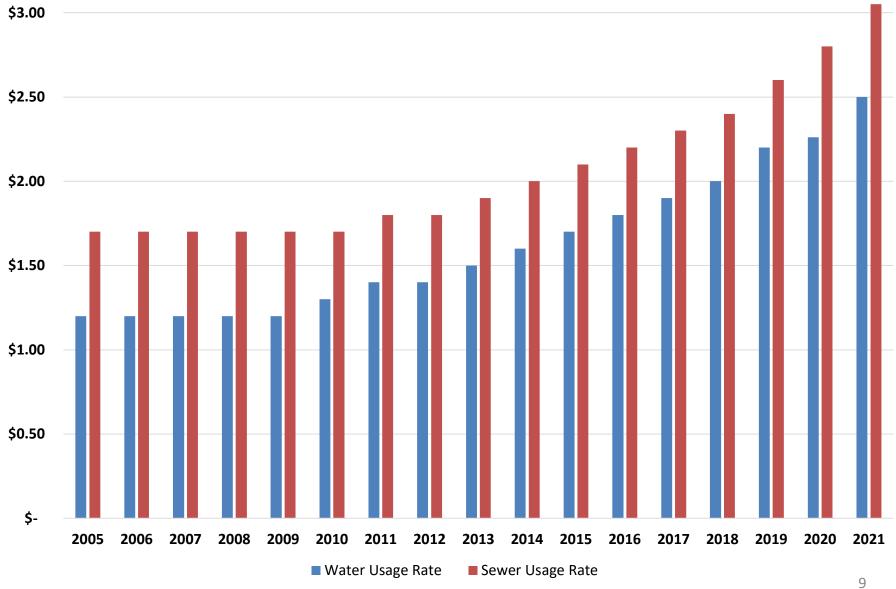
- Caledonia Twp = 510

- TOTAL = 6,403



Water Capital Charge





Water Demand Charge – City: Proposed Effective 2021

Meter Size	Current Rate	Proposed Rate
5/8"	\$38.00	\$39.00
3/4"	\$57.00	\$58.50
1"	\$95.00	\$97.50
1.5"	\$190.00	\$195.00
2"	\$304.00	\$312.00
3"	\$570.00	\$585.00
4"	\$950.00	\$975.00
6"	\$1900.00	\$1950.00

Water Demand Charge – Twps: Proposed Effective 2021

Meter Size	Current Rate	Proposed Rate
5/8"	\$76.00	\$78.00
3/4"	\$114.00	\$117.00
1"	\$190.00	\$195.00
1.5"	\$380.00	\$390.00
2"	\$608.00	\$624.00
3"	\$1,140.00	\$1,170.00
4"	\$1,900.00	\$1,950.00
6"	\$3,800.00	\$3,900.00

Water Capital Charge – Proposed Effective 2021

Meter Size	Current Rate	Proposed Rate
5/8"	\$24.00	\$25.00
3/4"	\$36.80	\$37.50
1"	\$60.80	\$62.50
1.5"	\$121.60	\$125.00
2"	\$195.20	\$200.00
3"	\$366.40	\$375.00
4"	\$611.20	\$625.00
6"	\$1,222.40	\$1,250.00

Sewer Demand Charge – Proposed Effective 2021

Meter Size	Current Rate	Proposed Rate
5/8"	\$32.00	\$35.00
3/4"	\$48.00	\$52.50
1"	\$80.00	\$87.50
1.5"	\$161.00	\$175.00
2"	\$257.00	\$280.00
3"	\$480.00	\$525.00
4"	\$825.00	\$875.00
6"	\$1,605.00	\$1,750.00

Water and Sewer Usage Charge

- Water usage charge is a uniform rate structure
 - Currently \$2.26 per unit in town and \$4.52 per unit out of town (townships)
 - Remember: Corunna buys water wholesale from City at 110% percent of in-town usage charge
- Sewer usage charge is a uniform rate structure
 - Currently \$2.80 per unit
 - Flat rate sewer customers (those with well water but city sewer) pay a current flat rate of \$85.60 per quarter

Rate Increase for 2021

Water (Residential)

- Demand: \$38.00 to \$39.00
 - 2.6% increase
- Capital: \$24.00 to **\$25.00**
 - 4.2% increase
- Usage: \$2.26 to **\$2.50**
 - 10.6% increase
- OVERALL WATER INCREASE
 - **–** 6.7%

Sewer (Residential)

- Demand: \$32.00 to \$35.00
 - 9.4% increase
- Usage: \$2.80 to **\$3.05**
 - 8.9% increase
- OVERALL SEWER INCREASE
 - -9.1%

2021 Water and Sewer Rate Increase

Residential Examples – 5/8" meter

Quarterly Billing (1 unit=100 cu ft=748 gallons)

Usage of 24 units is average

W&S Usage <u>Per Quarter</u>	Current Bill	Proposed Bill	Quarterly Increase
9 units (6,732 gallons)	\$139.54	\$148.95	\$9.41
18 units (13,464 gallons)	\$185.08	\$198.90	\$13.82
24 units (17,952 gallons)	\$215.44	\$232.20	\$16.76
30 units (22,440 gallons)	\$245.80	\$265.50	\$19.70

How does Owosso's proposed utility rates compare with other communities?

Similar Systems

Mt Pleasant	\$ 150.06
Midland	\$ 167.90
Jackson	\$ 171.62
Adrian	\$ 226.27
Owosso	\$ 232.20
Howell	\$ 236.45
Ypsilanti	\$ 243.60
Lowell	\$ 271.20
E Lansing	\$ 315.11
Lansing	\$ 333.15
Ann Arbor	\$ 357.06

Average	Difference		
\$ 245.87	\$	13.67	
Median			
\$ 236.45	\$	4.25	

Nearby Communities

Owosso	\$ 232.20
Perry	\$ 236.19
Corunna	\$ 302.57
St Johns	\$ 305.27
Durand	\$ 325.29
Chesaning	\$ 395.52
Flint	\$ 424.14

Average	Difference		
\$ 317.31	\$	85.11	
Median			
\$ 305.27	\$	73.07	

Water Distribution Projects

Year	Project		Cost		Notes
2021	LSL Replacement	Ç	5	565,000	220 lines
2021	Water Service Winch	Ş	5	65,000	
2021	LSL Sampling	9	5	16,640	
	TOTAL		\$	646,640	
2022	LSL Replacement	9	5	593,250	220 lines
2022	LSL Sampling	Ç	5	16,640	
2022	WM Replacement - Maple	Ç	5	98,508	M71 to N limits
2022	WM Replacement - Center	9	5	780,350	King to North
2022	WM Replacement - N Chipmai	۱ (5	133,358	M21 to Beehler
	TOTAL		\$ 1	,622,106	
2023	LSL Replacement	Ş	5	622,913	220 lines
2022	LSL Sampling	9	5	16,640	
2023	WM Replacement - Milwaukee	9	5	162,878	Lyon to Cedar
2023	WM Replacement - Huron	Ç	5	87,516	Huggins to W limits
2023	WM Replacement - North	Ç	5	604,480	M52 to Hickory
	TOTAL		\$1	,494,427	
2024	LSL Replacement	(5	654,058	220 lines
2022	LSL Sampling	5	5	16,640	
2024	WM Replacement - Lynn	9	5	68,263	W limits to Howell
2024	WM Replacement - Clyde	Ç	5	131,275	Walnut to M52
	TOTAL		\$	870,236	

Water Treatment Plant Projects

Year	Project	Cos	st	Notes
2021	SCADA	\$	114,000	Phase1
2021	Generator	\$	55,000	For wells
2021	Lagoon Expansion	\$	70,000	
2021	Security Fencing	\$	40,500	
2021	Hi Serv Pump	\$	52,000	
2021	Hintz Well #2	\$	155,000	
2021	Backwash Pumps	\$	450,614	2
2021	Water Main	\$	488,166	Basement
	TOTAL	\$1	,425,280	
2022	SCADA	\$	222,500	Phase 2
2022	West Tower Rehab	\$	330,000	
2022	Palmer Well Rehab	\$	195,900	
	TOTAL	\$	748,400	
2023	SCADA	\$	109,000	Phase 3
2023	Stand Pipe Rehab	\$	451,000	
2023	Osburn Well	\$	205,000	
	TOTAL	\$	765,000	
2024	SCADA	\$	300,000	Phase 4
2024	Backwash Lagoon			New
2024	CO2 System Rehab	\$	120,000	
	TOTAL	\$	420,000	

Water Fund Working Capital with 6.7% increase for 2021

• June 30, 2020 = \$1,290,000

37% of annual expenses

• June 30, 2021 = \$1,720,000

49% of annual expenses

• June 30, 2022 = \$1,840,000

52% of annual expenses

• June 30, 2023 = \$1,835,000

52% of annual expenses

The health of the water fund is better due to increases over the last 2 years. However, this assumes large projects will be funded by debt rather than cash.

- Working capital target with debt funded projects = 30%
- Working capital target with cash funded projects = 100%

Sewer System Projects

Wast	Wastewater Plant Projects			
Year	Project	Co	st	Notes
2021	ARC Flash Study	\$	25,000	Safety
2021	Flow Monitoring Equip	\$	12,000	Hickory Rd
2021	Admin Building Maint	\$	204,000	
	TOTAL	\$	241,000	
2022	Solids Handling	\$	1,367,100	Complete Replacement
2022	Roof Replacement	\$	430,000	WWTP
	TOTAL	\$1	L,797,100	
2024	Nitro Towers	\$:	3,000,000	Complete Replacement
	TOTAL	\$3	3,000,000	

	Sewer Collection Projects		
Year	Project	Cost	Notes
2022	Interceptor: TV, clean, manholes	\$ 100,000	Cedar to Howell
	Hi Priority Repairs	\$ 230,000	
	TOTAL	\$ 330,000	
2025	Retention Basin	\$ 3,500,000	Beehler St
	TOTAL	\$3,500,000	

Sewer Collection Fund Working Capital Future with proposed 9.1% rate increase

• June 30, 2020 = \$2,480,000

68% of annual expenses

• June 30, 2021 = \$2,255,000

62% of annual expenses

• June 30, 2022 = \$2,050,000

56% of annual expenses

• June 30, 2023 = \$1,806,000

50% of annual expenses

- Health of the Sewer Collection Fund is decreasing due to the amount of work needed on the collection system.
 - Working Capital Target for debt funded projects = 30%
 - Working Capital Target for cash funded projects = 100%

Financing the Larger Projects

 Because the utility funds do not have sufficient reserves in the near future, necessary large projects must be debt funded:

- Water: \$3,300,000

Sewer Collection: \$3,500,000

– Waste Water Plant: \$4,300,000

- TOTAL \$11,100,000

- 1.5% to 2% interest over 20 years.
 - \$1.8 million to \$2.4 million in interest over 20 years added to total

QUESTIONS...?



City Manager's Report: December 7, 2020

Projects, Updates, Community Information, Staffing, General Operations

Project Name	Status	
ZONING AMENDMENTS		
210 Monroe St – APPROVED – at the Planning Commission meeting on Nov. 23 rd PENDING – Public Hearing at the City Council meeting on Jan 4 th .	City of Owosso property (2.46 acres) Rezoning from I-1 Light Industrial to R-2 Two Family District. This change would allow for future residential development and to be compatible with the surrounding neighborhood.	
	ZONING PERMITS	
None	None	
	SITE PLANS	
Washington Park Smart Homes Development – APPROVED WITH CONDITIONS – at the Planning Commission meeting on Nov. 23 rd PENDING – Public Hearing at the City Council meeting on Jan 4 th .	Site Plan Review of the Planned Unit Development (PUD)	
	LAND DIVISIONS/COMBINATIONS	
1000 Center – 1546 Hiawatha Dr PENDING	LAND DIVISION - Due to irregular lot sizes. City has requested a copy of a survey. Update-Surveyors schedules are booked until Spring 2021	
111 N Washington - PENDING	LAND DIVISION - City has requested structural details of the buildings. Update-Building Official and Property Owner working to get the appropriate details in place.	
1445 W. North St. – PENDING	LAND COMBINATION – Application submitted to combine the lot with a house on it and the vacant lot (same owners) in order to build a garage on the vacant lot. Assessor working with homeowners.	
BUILDING PERMITS – COMMERCIAL		
200 W Exchange - APPROVED	CLH Insurance – basement entrance on the Ball St side – stairway removed, backfilled and capped with concrete	
507 Bradley St – APPROVED	Demolition permit for the house behind the library and Watkins funeral home. Owned by the funeral home. Proposed to be additional parking.	
108 E Exchange – APPROVED	Building renovations to include loft apartments and commercial business (Right-at-Home)	

OPERATIONS AND COMMUNITY RELATIONS

- Leaf Pickup Fall 2020: The last and second round of leaf pickup is expected to be completed by December 11.
- Matthews Building Code Enforcement: The agreement to have the Matthews Building code violations corrected by April 1, 2020 has been signed by both parties. This includes a new roof where the old has been removed, all boarded up windows replaced, the granite veneer removed, the furring strips removed, and windows replaced that aren't flush with the original brick exterior.
- CARES and COVID Grants
 - First Responder Payroll Reimbursement Grant: 50% has been approved and deposited in city's bank account (\$240,000). We were asked to resubmit the application to clarify a few things for the next 50%. Due to more

- applications received than expected, the other 50% will be prorated at a lower amount than originally pledged.
- o **First Responder Hazard Pay Grant:** \$36,000 was paid to eligible employees (\$1000 each) in late August and the City was awarded 100% reimbursement.
- **CESF COVID Supplies Grant \$11,200:** The DOJ has requested clarification on what supplies were used for. Clarification will be submitted by December 4.
- o **Coronavirus Relief Local Government Grant:** The city received \$109,198 in state revenue sharing replacement funds to make up for losses this fiscal year.
- Ambulance Service Grant: We received \$23,571 from the US Health and Human Services for reductions in Medicare revenue related to COVID.
- o TOTAL COVID-19 GRANTS: \$419,970
- **Historical Plaque Cleaning:** Cleaning has mostly been completed. Plaques next to the river in Curwood Castle Park will most likely be next. The plexiglass is not in great shape and there is significant buildup of dirt underneath. This is also volunteer based but the city will pay for supplies.
- New State Budget: The latest draft of the state's budget does not include a reduction in revenue sharing. The city budgeted a 20% reduction this year but right now it looks like we may only see a 2% reduction mostly from constitutional revenue sharing. Statutory will be held the same as last year. This is good news but until the economy comes back 100% we need to be vigilant with finances.
- Michigan State of Emergency: The state of emergency is over according to the Michigan Supreme Court. The State Health and Human Services Director, Robert Gordon, has issued his own COVID requirements that mostly mirrored the governor's. This is based on a 1918 law from the State's Spanish Flu response. There have been some legal challenges but no decision yet at the court level.
- **Virtual Meetings:** Can continue under state law until Dec 31. That can be extended into 2021 if Council affirms the Mayor's local state of emergency on Dec 7.
- **2020 General Election:** The recount requested by Mr. Cline will begin when the state certifies the county results. The county is responsible for the recount. The city will not be involved in that.
- **FEMA Grant to Replace Fire Dept SCBA Packs:** Due to COVID's effect on the federal budget, we were notified that the city was denied a grant request to fund the replacement of the fire departments breather packs. We will try again next year.
- MASTER PLAN UPDATE: The Planning Commission authorized the release of the plan to City Council.
- **COVID Vaccine Distribution:** Public Safety is working with the county and state health department to begin planning for the first round of vaccines to be administered to the first tier of residents approved per CDC, state, and county health guidelines. It is unclear when or exactly who that would be at this time. Meetings are ongoing.
- County COVID Updates: http://health.shiawassee.net/Emergency-Preparedness/COVID-19-Stats.aspx
- State COVID Updates: https://www.michigan.gov/coronavirus/0,9753,7-406-98163_98173---,00.html

STAFFING UPDATES

- New Hires/Promotions: Karen Krish Payroll/HR Specialist, Water Filtration Attendant Roger Penrod
- Open Positions: Water Treatment Plant Attendant, Public Works Director (offer made, in negotiations).
- Announced Retirements or Departures: Public Works Director Jan 2021, Payroll Clerk Dec 2020.
- Free flu shots for city employees were available on 9.30.2020. 31 employees and dependents participated.

CITY PROJECTS

	STREETS AND SIDEWALKS				
2020 Sidewalk Contract	Sidewalk Maintenance Contract	Sidewalk replacement complete. Lawn restoration 95% complete. Grass growth will be evaluated in the spring.	Complete		
2020 Street Contract #1	North St (Hickory to Gould)	Final Acceptance Procedure	Complete		
	Summit St (Abbot to Rubelman)	Final Acceptance Procedure	Complete		
2020 Street Contract #2	Clark Ave (Oliver to King)		Complete		
	S Cedar St (South to Hampton)		Complete		
2020 Street Patching	Patch and repair streets in various locations city-wide		Complete		

Program			
2021 Street	Gould St (Oliver to Moore)	Pavement rehab with select curb and gutter repair.	
Projects		ADA sidewalk improvements, select sidewalk repair,	
(planned)		and storm sewer. Project currently under design	
		phase. Partially funded through MDOT Small Urban	
		Grant Program. Bid letting target – Jan, 2021.	

	UTILITIES	(Water and Sewer)	
Project	Project Name/Description	Status	Completed
Lead Action Level Exceedance	Filter giveaway event	Conducted 2 filter giveaway events in partnership with local and state health department. Remaining filters to be handed out at city hall for those who qualify. Email safewater@ci.owosso.mi.us or call 090-725-0545 to schedule and appointment to receive a filter curbside due to COVID lockdown.	Yes
	Filter Distribution	Distribute filters at city hall for those who qualify. See above for COVID lockdown procedures for filter giveaway.	Ongoing
	Public Education Mailer	Mail PE piece to every water account in the system.	Complete
	6 month lead/copper re-test	State mandated retesting for lead/copper levels 6 months after initial exceedance	Spring/Summer 2020
Lead/Galvanized Service Line Replacement - 2021	Replace 200 service lines in calendar year 2021	First step is to definitively identify service line as lead or galvanized. This involves either a home inspection or hydro excavation if home access is not possible.	December 2021
Water Billing Customer Portal	ACLARA ACE Portal	Staff continues to meet with ACLARA to implement the water use online customer portal.	As soon as ACLARA ONE upgrade is made
Water Treatment Plant	North Clarifier repair	Clarifier remains out of service. Waiting on new parts to arrive	Dec 2020
	Audit and certification of WTP lab	Will be scheduled soon. Current certification expires 12.19.20	Dec 2020
	SCADA System	Kick-off meeting with Tetra tech was 10.30.20	June 2021
	Backwash Pump and 16 inch hi service	Kick-off meeting was 10.29.20	June 2021
Wastewater Plant	Headworks Project	Bypass pumping contractor is behind. Construction has been delayed 3 weeks due to bypass pumping system issues.	June 2021
	Screw pump building roof replacement	Replace roof on screw pump building.	Postponed due to cost
	Scum well blower replacement (2)	Might need larger blowers. Reassessing cost for larger capacity blowers.	In Process. Possibly postponed due to cost.
	Influent sampler replacement	Replace 25 year old influent sampler	Postponed
	Bisulfide tank replacement	Replace bisulfide tank	June, 2021
	Confined space entry equipment	Purchased new confined space entry equipment. Worker safety.	June, 2021
	Sludge Truck dump box	Replace corroded dump truck box	June , 2021
	Centrifuge gear box rehab	Rebuild or replace sludge dewatering centrifuge gearbox	June, 2021
	VFD controller rehab (5)	Rebuild/replace old variable frequency drive	June, 2021

		controllers	
	Pipe hanger replacement	Replace corroded plant sewer pipe hangers. As needed. Labor in house. Pay as you go.	June, 2021
Drinking Water Plant	SRF Project	Replace backwash pump (2) and 16 inch hi service water main. Preconstruction meeting mid-October, 2020 with completion date late spring, 2021.	May, 2021
Sewer Collection System – SRF Funded	W Oliver – Fifth to Seventh	Excavate and replace sewer main	Complete
	Meadow Dr – 1000 block	Sewer repair and repaving	Complete
	Shiawassee Street	Sewer repair and repaving	Complete
	Main Street @ Chestnut	Replace 8 feet of sewer main in intersection. Center lane was closed. Other lanes were open to traffic.	Complete
Water Main Replacement	Cleveland Street – Chestnut to Brooks		Complete
	Lafayette Blvd – Main to Cleveland		Complete
	Morris Street – Mack to north city limits		Complete
	Robbins Street – Mack to south city limits		Complete

	PARKS/ CEMETERY/ FORESTRY/ NONMOTORIZED				
Project	Project Name/Description	Status	Completed		
	CIS Trail Extension – Extend trail from Priest Rd. to City.	Huron & Eastern Railroad told the city they will not agree to allow the trail to run along RR right of way for liability reasons. Meeting scheduled with state, local and county stakeholders to regroup/strategize.	TBD		
	Bennett Field Parking Lot Expansion	DPW expanded the parking lot for the ball fields to accommodate more vehicles during ball tournaments. This will keep cars off the grass. Paid for with parks millage money.	Completed		
	Bennett Field Drainage Improvements	Improve drainage at Bennett Field. Paid for with parks millage money.	Completed		
	Bentley Park Splashpad Conversion	DPW converted the splashpad from a recycling system to a traditional pump-and-dump. This will use more water but will be offset by the amount of annual labor and maintenance on the aging water recycling system. Paid for with parks millage money	Completed		
	Replace Dock at Hopkins Lake	Current dock is leaking and sagging. Parks Commission wants to replace it with a large, longer dock to improve fishing opportunities. Staff will be soliciting bids in the coming month. Estimated cost: 20 – 30k. To be paid for with parks millage money	Bid request being drafted by engineering		
	Canoe/Kayak Launch installation (2)	Parks Commission tentatively approved 2 new launches in city limits. Staff was given locations to negotiate. Non-governmental grants available – deadline Dec 2020.	Spring 2021		

MOTOR VEHICLE POOL			
DPW	HydroVac Truck	Used for less-invasive excavation and lead service line identification.	Purchased
	Valve Turning Machine	Used for valve exercising and proper operation of valves for water system maintenance	Purchased

	Snow pusher	14 foot snow pusher attachment	Purchased
	Lawn tractor	John Deere tractor for mowing and misc projects	Purchased
	Pavement Saw	New Saw to assist with road cutting for utility and streets projects/maintenance	Purchased
	Sign Truck	Mobile sign truck for projects within the street ROW. Improve worker and traffic safety	Purchased
	5-yard dump truck	Replace single axle dump truck	Purchased
	10 yard dump truck	Replace tandem axle dump truck	Purchased
Public Safety	FY 18-19 Police Cruiser	Received May 2020. On the road July, 2020	Recieved
	FY 19-20 Police Cruiser	On order. Expected arrival Nov, 2020.	Recieved
	Tower 1 repairs	The clutch fan failed and took out some blades and the fan shroud. Repair will cost \$4500.	Complete
	Engine 1 repairs	Main pump failed the week of 10.11.20. Engine was taken to Saginaw for repairs. \$4000. While pump is being replaced, yearly maintenance and DOT inspection will be conducted a month earlier than usual.	Complete

	BUILD	DING AND GROUNDS		
Library	HVAC rehab	Replace aging air conditioning systems.	Postponed - COVID	
	Library Improvements – replace kids' area flooring	Not budgeted or requested from Library in FY 19-20 budget.	N/A	
Public Safety	C Safety Men's police locker room shower Replace missing shower unit in men's locker room. Waiting for estimate from local plumber.			
	Repair plumbing	Second shower unit in fire men's locker room clogged. Could not get an estimate from Lampheres. We have called other plumbers.	TBD	
City Hall	Replace city computers	Replace 6 computers in city hall	June, 2021	
	Finance wing carpet replacement	Postponed due to COVID.		
	Retaining Wall Rebuild	Postponed due to budget constraints. Sidewalk remains closed.		
Main Street Parking Lot	EV Charging Station Installation	A check from the Revolving Loan Fund will be issued to the DDA on 11.4.20. DDA says that shortly after, the installation company will be coming to town to install the station	Spring 2021	

	CONTRAC	TS AND AGREEMENTS	
Library	Lease Agreement between city and library for building maintenance	Expires December 2020. City Attorney will be issuing notice to the Library board of the City's intention to negotiate a new agreement. Original agreement from 1996 still in place. Renews automatically every 5 years per case law.	Winter 20/21
Water	Agreement between the city, Corunna, Owosso Twp, and Caledonia Twp for Treatment Plant maintenance/replacement/capacities	Contract expires in 2021. Glenn will provide notes for the next DPW Director to aid in negotiating a new contract by the end of 2021	Dec 2021
Sewer	Agreement between the city, Corunna, Owosso Twp, and Caledonia Twp for WWTP maintenance/replacement/capacities	Glenn will provide notes for the next DPW Director on negotiation of new sewer agreement	TBD

Amy K. Kirkland

From: Nathaniel R. Henne

Sent: Monday, November 23, 2020 3:22 PM **To:** Amy K. Kirkland; Christopher Eveleth

Subject: FW: OHC Resignation

FYI

Nathan Henne

City Manager/Community Development Director

City of Owosso 989.725.0568

Nathan.Henne@ci.owosso.mi.us

From: Steven Flayer [mailto:steven.flayer@sdl.lib.mi.us]

Sent: Monday, November 23, 2020 2:56 PM

To: Albert Martenis <martenisaw@gmail.com>; Nathaniel R. Henne <nathan.henne@ci.owosso.mi.us>

Subject: OHC Resignation

Albert & Nathan-

This is a difficult email to write but I must resign my Commissioner seat on OHC effective Monday, November 30, 2020. I had hoped to fill out my term past my retirement but have had a couple of difficult periods in the past couple of months.

My mother was diagnosed with liver cancer earlier in the summer and decided to forgo any treatment, the family thought that she would make thru Thanksgiving and possibly to Christmas but we lost her on Thursday, October 29th. So I have been working with my siblings to settle all her affairs and this will take us into the first quarter of the new year to finish up.

If I can not give 100% to a position I occupy, then I need to take a good hard look at what I need to do and unfortunately I feel that my resignation is my only course of action.

I have enjoyed being on the commission and I feel that we, as the commission, have made great progress moving forward. I hope that once my replacement is selected that you may take a look at them and offer the seat to them, if the fit is good. Both OHC and the library can benefit from the relationship that we have been working on and I hope that it continues once I leave.

Thank you again for the opportunity to serve on the OHC and assist the city in collecting, preserving, and showcasing our great history.

Steven H. Flayer

Director, Shiawassee District Library 989-725-5134

November 17, 2020

City of Owosso Mayor Chris Eveleth OMS/DDA Board Chairman Dave Acton OMS/DDA Director Josh Adams c/o 301 N Water St Owosso, Michigan 48867

Dear Chris, Dave and Josh,

It is with deep regret that I tender my resignation in serving on the OMS/DDA Board. I no longer own property nor a business in downtown Owosso, therefore am no longer qualified to serve on the OMS/DDA board.

I hope I was viewed as a helpful contributor during the several years I served. It was an honor and pleasure to volunteer in this capacity. I certainly appreciate all the help and support received as a business/property owner since I bought Capitol Bowl in February, 2004. It has been a rough roller coaster ride since the fire.

I wish the City of Owosso, OMS/DDA Board/Committees and all of our volunteers much success in continuing to be a vital Main Street community.

Sincerely,

Theresa M. Trecha

former owner Capitol Bowl

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

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User: CAGrice DB: Owosso

PERIOD ENDING 10/31/2020

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 10/31/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 10/31/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 101 - GENERAL F	FUND	7,989,949.00	5,317,386.34	660,174.85	2,672,562.66	66.55
TOTAL REVENUES		7,989,949.00	5,317,386.34	660,174.85	2,672,562.66	66.55
101 - CITY COUNCII		5,300.00	0.00	0.00	5,300.00	0.00
171 - CITY MANAGER	2	226,078.00	70,937.08	18,199.45	155,140.92	31.38
201 - FINANCE		274,929.00	86,996.24	20,326.19	187,932.76	31.64
209 - ASSESSING		154,669.00	51,200.87	15,110.21	103,468.13	33.10
210 - CITY ATTORNE	ΣY	117,917.00	49,538.57	24,472.68	68,378.43	42.01
215 - CLERK		281,689.00	100,326.50	23,390.29	181,362.50	35.62
226 - HUMAN RESOUR	RCES	226,051.00	66,551.89	15,247.29	159,499.11	29.44
253 - TREASURY		155,169.00	49,273.23	14,310.34	105,895.77	31.75
258 - INFORMATION	& TECHNOLOGY	107,359.00	19,452.72	2,093.62	87,906.28	18.12
265 - BUILDING & C	GROUNDS	137,714.00	40,028.34	11,984.59	97,685.66	29.07
299 - GENERAL ADMI	IN	312,700.00	209,879.04	21,655.50	102,820.96	67.12
300 - POLICE		2,257,817.00	712,515.87	160,481.45	1,545,301.13	31.56
335 - FIRE		2,118,690.00	674,293.72	141,003.15	1,444,396.28	31.83
370 - BUILDING ANI	SAFETY	253,052.00	67,791.90	19,222.23	185,260.10	26.79
441 - PUBLIC WORKS	3	683,000.00	193,986.23	35,932.44	489,013.77	28.40
528 - LEAF AND BRU	JSH COLLECTION	226,363.00	81,723.71	45,320.88	144,639.29	36.10
585 - PARKING		42,448.00	2,003.66	335.95	40,444.34	4.72
728 - COMMUNITY DE	EVELOPMENT	67,372.00	13,690.14	10,243.53	53,681.86	20.32
756 - PARKS		225,350.00	77,550.80	24,234.37	147,799.20	34.41
966 - TRANSFERS OU	TT	116,282.00	81,712.11	3,569.12	34,569.89	70.27
TOTAL EXPENDITURES	3	7,989,949.00	2,649,452.62	607,133.28	5,340,496.38	33.16

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

User: CAGrice DB: Owosso

PERIOD ENDING 10/31/2020

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GL NUMBER	DECARIDATION	2020-21	YTD BALANCE 10/31/2020	ACTIVITY FOR MONTH 10/31/2020 INCREASE (DECREASE)	AVAILABLE BALANCE	% BDGT
Fund 101 - GENER	DESCRIPTION	AMENDED BUDGET	NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	USED
Fund 101 - GENER TOTAL REVENUES TOTAL EXPENDITURE	RAL FUND:	7,989,949.00 7,989,949.00	5,317,386.34 2,649,452.62	660,174.85 607,133.28	2,672,562.66 5,340,496.38	66.55 33.16
NET OF REVENUES	& EXPENDITURES	0.00	2,667,933.72	53,041.57	(2,667,933.72)	100.00
Fund 202 - MAJOF 000 - REVENUE	R STREET FUND	2,531,360.00	260,606.08	8,488.43	2,270,753.92	10.30
TOTAL REVENUES	S	2,531,360.00	260,606.08	8,488.43	2,270,753.92	10.30
451 - CONSTRUC	CTION	1,462,386.00	758,959.05	317,483.89	703,426.95	51.90
463 - STREET N	MAINTENANCE	371,000.00	91,537.01	53,094.25	279,462.99	24.67
473 - BRIDGE N	MAINTENANCE	12,400.00	0.00	0.00	12,400.00	0.00
474 - TRAFFIC	SERVICES-MAINTENANCE	25,000.00	1,437.48	365.67	23,562.52	5.75
478 - SNOW & I	ICE CONTROL	87,000.00	0.00	0.00	87,000.00	0.00
480 - TREE TRI	IMMING	67,000.00	4,993.29	1,341.59	62,006.71	7.45
482 - ADMINIST	TRATION & ENGINEERING	175,892.00	42,198.57	4,287.59	133,693.43	23.99
485 - LOCAL ST	TREET TRANSFER	288,882.00	78,027.18	0.00	210,854.82	27.01
486 - TRUNKLIN	NE SURFACE MAINTENANCE	4,000.00	7,173.74	0.00	(3,173.74)	179.34
488 - TRUNKLIN	NE SWEEPING & FLUSHING	3,300.00	2,008.25	0.00	1,291.75	60.86
490 - TRUNKLIN	NE TREE TRIIM & REMOVAL	400.00	0.00	0.00	400.00	0.00
491 - TRUNKLIN	NE STORM DRAIN, CURBS	5,500.00	3,405.03	2,588.79	2,094.97	61.91
492 - TRUNKLIN	NE ROADSIDE CLEANUP	600.00	0.00	0.00	600.00	0.00
494 - TRUNKLIN	NE TRAFFIC SIGNS	800.00	441.14	389.14	358.86	55.14
496 - TRUNKLIN	NE TRAFFIC SIGNALS	200.00	0.00	0.00	200.00	0.00
497 - TRUNKLIN	NE SNOW & ICE CONTROL	27,000.00	0.00	0.00	27,000.00	0.00
TOTAL EXPENDIT	TURES	2,531,360.00	990,180.74	379,550.92	1,541,179.26	39.12
Fund 202 - MAJOR TOTAL REVENUES	R STREET FUND:	2,531,360.00	260,606.08	8,488.43	2,270,753.92	10.30

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GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 10/31/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 10/31/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 202 - MAJOR S	STREET FUND					
TOTAL EXPENDITURES NET OF REVENUES &		2,531,360.00	990,180.74	379,550.92 (371,062.49)	1,541,179.26 729,574.66	39.12
		0.00	(729,374.00)	(371,002.49)	729,374.00	100.00
Fund 203 - LOCAL S 000 - REVENUE	TREET FUND	1,512,157.00	170,268.45	0.00	1,341,888.55	11.26
TOTAL REVENUES		1,512,157.00	170,268.45	0.00	1,341,888.55	11.26
451 - CONSTRUCTI	CON	787,367.00	487,621.10	191,904.24	299,745.90	61.93
463 - STREET MAI	INTENANCE	445,000.00	147,849.09	66,092.99	297,150.91	33.22
474 - TRAFFIC SE	ERVICES-MAINTENANCE	5,400.00	2,548.19	2,092.06	2,851.81	47.19
478 - SNOW & ICE	E CONTROL	85,000.00	0.00	0.00	85,000.00	0.00
480 - TREE TRIMM	MING	90,000.00	22,177.69	1,197.60	67,822.31	24.64
482 - ADMINISTRA	ATION & ENGINEERING	99,390.00	26,092.80	4,287.36	73,297.20	26.25
TOTAL EXPENDITUR	RES	1,512,157.00	686,288.87	265,574.25	825,868.13	45.38
Fund 203 - LOCAL S TOTAL REVENUES TOTAL EXPENDITURES		1,512,157.00 1,512,157.00	170,268.45 686,288.87	0.00 265,574.25	1,341,888.55 825,868.13	11.26 45.38
NET OF REVENUES &	EXPENDITURES	0.00	(516,020.42)	(265,574.25)	516,020.42	100.00
Fund 208 - PARK/RE 000 - REVENUE	ECREATION SITES FUND	139,992.00	118,141.21	2,403.10	21,850.79	84.39
TOTAL REVENUES		139,992.00	118,141.21	2,403.10	21,850.79	84.39
756 - PARKS		97,815.00	66,713.41	18,591.78	31,101.59	68.20
TOTAL EXPENDITUR	RES	97,815.00	66,713.41	18,591.78	31,101.59	68.20
Fund 208 - PARK/RE TOTAL REVENUES TOTAL EXPENDITURES NET OF REVENUES &		139,992.00 97,815.00 42,177.00	118,141.21 66,713.41 51,427.80	2,403.10 18,591.78 (16,188.68)	21,850.79 31,101.59 (9,250.80)	84.39 68.20 121.93
Fund 248 - DOWNTOW 000 - REVENUE	NN FACADE PROGRAM	0.00	0.80	0.00	(0.80)	100.00

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Fund 248 - DOWNTOW	N FACADE PROGRAM					
TOTAL REVENUES		0.00	0.80	0.00	(0.80)	100.00
Fund 248 - DOWNTOW TOTAL REVENUES TOTAL EXPENDITURES		0.00	0.80	0.00	(0.80)	100.00
NET OF REVENUES &	EXPENDITURES	0.00	0.80	0.00	(0.80)	100.00
Fund 273 - OMS/DDA 000 - REVENUE	. REVLG LOAN FUND	32,000.00	47,351.64	13,221.36	(15,351.64)	147.97
TOTAL REVENUES		32,000.00	47,351.64	13,221.36	(15,351.64)	147.97
200 - GEN SERVIC	ES	1,500.00	91,839.16	66,839.16	(90,339.16)	6,122.61
TOTAL EXPENDITUR	ES	1,500.00	91,839.16	66,839.16	(90,339.16)	6,122.61
Fund 273 - OMS/DDA TOTAL REVENUES TOTAL EXPENDITURES NET OF REVENUES &		32,000.00 1,500.00 30,500.00	47,351.64 91,839.16 (44,487.52)	13,221.36 66,839.16 (53,617.80)	(15,351.64) (90,339.16) 74,987.52	
Fund 275 - HOUSING		0.00	0.08	0.00	(0.08)	
TOTAL REVENUES		0.00	0.08	0.00	(0.08)	100.00
Fund 275 - HOUSING TOTAL REVENUES TOTAL EXPENDITURES NET OF REVENUES &		0.00	0.08 0.00 0.08	0.00	(0.08)	100.00
	ND DISTRICT #16 - QDOBA	0.00	0.08	0.00	(0.08)	100.00
000 - REVENUE	is sisting and sister	21,803.00	0.85	0.00	21,802.15	0.00
TOTAL REVENUES		21,803.00	0.85	0.00	21,802.15	0.00
730 - PROFESSION	AL SERVICES	515.00	0.00	0.00	515.00	0.00
905 - DEBT SERVI	CE	28,171.00	0.00	0.00	28,171.00	0.00
TOTAL EXPENDITUR	ES	28,686.00	0.00	0.00	28,686.00	0.00

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GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 10/31/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 10/31/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 276 - OBRA FUND D	ISTRICT #16 - QDOBA					
Fund 276 - OBRA FUND D TOTAL REVENUES TOTAL EXPENDITURES	ISTRICT #16 - QDOBA:	21,803.00 28,686.00	0.85	0.00	21,802.15 28,686.00	0.00
NET OF REVENUES & EXPE	NDITURES	(6,883.00)	0.85	0.00	(6,883.85)	0.01
Fund 277 - OBRA FUND D 000 - REVENUE	ISTRICT #20 - J&H OIL	0.00	17,092.57	17,092.57	(17,092.57)	100.00
TOTAL REVENUES		0.00	17,092.57	17,092.57	(17,092.57)	100.00
901 - CAPITAL OUTLAY		0.00	17,092.57	17,092.57	(17,092.57)	100.00
TOTAL EXPENDITURES		0.00	17,092.57	17,092.57	(17,092.57)	100.00
Fund 277 - OBRA FUND D TOTAL REVENUES TOTAL EXPENDITURES	ISTRICT #20 - J&H OIL:	0.00	17,092.57 17,092.57	17,092.57 17,092.57	(17,092.57) (17,092.57)	100.00
NET OF REVENUES & EXPE	NDITURES	0.00	0.00	0.00	0.00	0.00
Fund 283 - OBRA FUND-D 000 - REVENUE	ISTRICT#3-TIAL	23,600.00	603.11	603.11	22,996.89	2.56
TOTAL REVENUES		23,600.00	603.11	603.11	22,996.89	2.56
730 - PROFESSIONAL S	ERVICES	750.00	0.00	0.00	750.00	0.00
905 - DEBT SERVICE		21,703.00	0.00	0.00	21,703.00	0.00
964 - TAX REIMBURSEM	ENTS	1,147.00	0.00	0.00	1,147.00	0.00
TOTAL EXPENDITURES		23,600.00	0.00	0.00	23,600.00	0.00
Fund 283 - OBRA FUND-D TOTAL REVENUES TOTAL EXPENDITURES	ISTRICT#3-TIAL:	23,600.00 23,600.00	603.11	603.11	22,996.89 23,600.00	2.56
NET OF REVENUES & EXPE	NDITURES	0.00	603.11	603.11	(603.11)	100.00
Fund 288 - OBRA FUND-D 000 - REVENUE	ISTRICT #17 CARGILL (PREV #8)	190,000.00	0.00	0.00	190,000.00	0.00
TOTAL REVENUES		190,000.00	0.00	0.00	190,000.00	0.00
730 - PROFESSIONAL S	ERVICES	9,902.00	0.00	0.00	9,902.00	0.00

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	IND DIGERICE #17 ONDCILL (DDEN #0)		· · · · · · · · · · · · · · · · · · ·			
905 - DEBT SERV	JND-DISTRICT #17 CARGILL (PREV #8)	180,098.00	0.00	0.00	180,098.00	0.00
TOTAL EXPENDITU	RES	190,000.00	0.00	0.00	190,000.00	0.00
Fund 288 - OBRA FU TOTAL REVENUES TOTAL EXPENDITURES	UND-DISTRICT #17 CARGILL (PREV #8):	190,000.00 190,000.00	0.00	0.00	190,000.00 190,000.00	0.00
NET OF REVENUES &	EXPENDITURES	0.00	0.00	0.00	0.00	0.00
Fund 289 - OBRA:D: 000 - REVENUE	STRICT#9(ROBBIN'S LOFT)	3,343.00	463.83	463.83	2,879.17	13.87
TOTAL REVENUES		3,343.00	463.83	463.83	2,879.17	13.87
730 - PROFESSIO	NAL SERVICES	1,200.00	0.00	0.00	1,200.00	0.00
TOTAL EXPENDITU	RES	1,200.00	0.00	0.00	1,200.00	0.00
Fund 289 - OBRA:DETOTAL REVENUES TOTAL EXPENDITURES NET OF REVENUES &		3,343.00 1,200.00	463.83	463.83 0.00 463.83	2,879.17	13.87
NEI OF REVENUES &	EAPENDITURES	2,143.00	463.83	403.03	1,679.17	21.64
Fund 291 - OBRA FU 000 - REVENUE	JND-DIST#11(CAPITOL BOWL)	6,450.00	274.14	274.14	6,175.86	4.25
TOTAL REVENUES		6,450.00	274.14	274.14	6,175.86	4.25
730 - PROFESSION	NAL SERVICES	864.00	0.00	0.00	864.00	0.00
964 - TAX REIMBU	JRSEMENTS	5,586.00	0.00	0.00	5,586.00	0.00
TOTAL EXPENDITU	RES	6,450.00	0.00	0.00	6,450.00	0.00
Fund 291 - OBRA FU TOTAL REVENUES TOTAL EXPENDITURES	UND-DIST#11(CAPITOL BOWL):	6,450.00 6,450.00	274.14 0.00	274.14 0.00	6,175.86 6,450.00	4.25
NET OF REVENUES &	EXPENDITURES	0.00	274.14	274.14	(274.14)	100.00
Fund 292 - OBRA FU 000 - REVENUE	JND-DIST#12(WOODARD LOFT	112,160.00	2,724.24	2,724.24	109,435.76	2.43
TOTAL REVENUES		112,160.00	2,724.24	2,724.24	109,435.76	2.43

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Fund 292 - OBRA FUND 730 - PROFESSIONAL	-DIST#12(WOODARD LOFT	1,000.00	0.00	0.00	1,000.00	0.00
964 - TAX REIMBURS		111,160.00	0.00	0.00	111,160.00	0.00
TOTAL EXPENDITURES		112,160.00	0.00	0.00	112,160.00	0.00
Fund 292 - OBRA FUND TOTAL REVENUES TOTAL EXPENDITURES NET OF REVENUES & EX	-DIST#12(WOODARD LOFT:	112,160.00 112,160.00 0.00	2,724.24 0.00 2,724.24	2,724.24 0.00 2,724.24	109,435.76 112,160.00 (2,724.24)	2.43 0.00 100.00
Fund 295 - OBRA-DIST 000 - REVENUE	#15 -ARMORY BUILDING	75,000.00	0.00	0.00	75,000.00	0.00
TOTAL REVENUES		75,000.00	0.00	0.00	75,000.00	0.00
730 - PROFESSIONAL	SERVICES	3,861.00	0.00	0.00	3,861.00	0.00
964 - TAX REIMBURS	EMENTS	71,139.00	0.00	0.00	71,139.00	0.00
TOTAL EXPENDITURES		75,000.00	0.00	0.00	75,000.00	0.00
Fund 295 - OBRA-DIST TOTAL REVENUES TOTAL EXPENDITURES NET OF REVENUES & EX	#15 -ARMORY BUILDING:	75,000.00 75,000.00 0.00	0.00	0.00	75,000.00 75,000.00 0.00	0.00
Fund 297 - HISTORICA		82,554.00	17,393.78	4,418.56	65,160.22	21.07
TOTAL REVENUES		82,554.00	17,393.78	4,418.56	65,160.22	21.07
797 - HISTORICAL C	OMMISSION	63,354.00	14,821.02	2,788.21	48,532.98	23.39
798 - CASTLE		8,700.00	2,110.26	514.15	6,589.74	24.26
799 - GOULD HOUSE		9,500.00	3,019.68	1,174.11	6,480.32	31.79
800 - COMSTOCK/WOO	DARD	1,000.00	87.00	0.00	913.00	8.70
TOTAL EXPENDITURES		82,554.00	20,037.96	4,476.47	62,516.04	24.27
Fund 297 - HISTORICA	L FUND:					

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Fund 297 - HISTORIO	CAL FUND					
TOTAL REVENUES TOTAL EXPENDITURES		82,554.00 82,554.00	17,393.78 20,037.96	4,418.56 4,476.47	65,160.22 62,516.04	21.07 24.27
NET OF REVENUES & F	EXPENDITURES	0.00	(2,644.18)	(57.91)	2,644.18	100.00
Fund 298 - HISTORIO	CAL SITES FUND	139,992.00	118,140.05	2,403.11	21,851.95	84.39
TOTAL REVENUES		139,992.00	118,140.05	2,403.11	21,851.95	84.39
798 - CASTLE		113,000.00	0.00	0.00	113,000.00	0.00
799 - GOULD HOUSE		12,000.00	0.00	0.00	12,000.00	0.00
TOTAL EXPENDITURE	ZS .	125,000.00	0.00	0.00	125,000.00	0.00
Fund 298 - HISTORIO	CAL SITES FUND:	139,992.00	118,140.05	2,403.11	21,851.95	84.39
TOTAL EXPENDITURES		125,000.00	0.00	0.00	125,000.00	0.00
NET OF REVENUES & F	EXPENDITURES	14,992.00	118,140.05	2,403.11	(103,148.05)	788.02
Fund 325 - DEBT SEF 000 - REVENUE	RVICE-2010 GO BONDS	89,233.00	75,186.25	75,186.25	14,046.75	84.26
TOTAL REVENUES		89,233.00	75,186.25	75,186.25	14,046.75	84.26
905 - DEBT SERVIC	CE	89,233.00	75,186.25	75,186.25	14,046.75	84.26
TOTAL EXPENDITURE	ZS .	89,233.00	75,186.25	75,186.25	14,046.75	84.26
Fund 325 - DEBT SEF	RVICE-2010 GO BONDS:	89,233.00	75,186.25	75,186.25	14,046.75	84.26
TOTAL EXPENDITURES		89,233.00	75,186.25	75,186.25	14,046.75	84.26
NET OF REVENUES & F	EXPENDITURES	0.00	0.00	0.00	0.00	0.00
Fund 327 - DEBT SEF 000 - REVENUE	RVICE	804,733.00	741,638.24	(58,622.08)	63,094.76	92.16
TOTAL REVENUES		804,733.00	741,638.24	(58,622.08)	63,094.76	92.16
905 - DEBT SERVIC	E	804,733.00	207,516.25	207,016.25	597,216.75	25.79
TOTAL EXPENDITURE	ZS .	804,733.00	207,516.25	207,016.25	597,216.75	25.79

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004 522 00	E41 620 04	(50, 600, 00)	62 004 56	00.16
				92.16 25.79
0.00	534,121.99	(265,638.33)	(534,121.99)	100.00
0.00	121.50	0.00	(121.50)	100.00
0.00	121.50	0.00	(121.50)	100.00
				100.00
0.00	121.50	0.00	(121.50)	100.00
0.00	3,039.89	874.32	(3,039.89)	100.00
0.00	3,039.89	874.32	(3,039.89)	100.00
				100.00
0.00	3,039.89	874.32	(3,039.89)	100.00
0.00	5,786.64	2,993.36	(5,786.64)	100.00
0.00	5,786.64	2,993.36	(5,786.64)	100.00
0.00	5,786.64	2,993.36	(5,786.64)	100.00
				0.00
0.00	5,786.64	2,993.36	(5,786.64)	100.00
0.00	3,298.29	819.64	(3,298.29)	100.00
0.00	3,298.29	819.64	(3,298.29)	100.00
	### AMENDED BUDGET ### 804,733.00 0.00	10/31/2020 NORMAL (ABNORMAL)	2020-21	AMENDED BUDGET NORMAL (ABNORMAL) INCREASE (DECREASE) NORMAL (ABNORMAL)

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Fund 376 - 2013 SE	PECIAL ASSESSMENT					
Fund 376 - 2013 SE TOTAL REVENUES TOTAL EXPENDITURES		0.00 0.00	3,298.29	819.64 0.00	(3,298.29)	100.00
NET OF REVENUES &	EXPENDITURES	0.00	3,298.29	819.64	(3,298.29)	100.00
Fund 382 - 2016 SE 000 - REVENUE	PECIAL ASSESSMENT	0.00	4,247.37	2,845.38	(4,247.37)	100.00
TOTAL REVENUES		0.00	4,247.37	2,845.38	(4,247.37)	100.00
Fund 382 - 2016 SE TOTAL REVENUES TOTAL EXPENDITURES NET OF REVENUES &	S	0.00 0.00 0.00	4,247.37 0.00 4,247.37	2,845.38 0.00 2,845.38	(4,247.37) 0.00 (4,247.37)	100.00 0.00 100.00
Fund 383 - 2017 SE		0.00	1,217.37	2,013.30	(1,217.37)	100.00
000 - REVENUE		0.00	18,868.11	7,046.28	(18,868.11)	100.00
TOTAL REVENUES		0.00	18,868.11	7,046.28	(18,868.11)	100.00
Fund 383 - 2017 SE TOTAL REVENUES TOTAL EXPENDITURES NET OF REVENUES &		0.00 0.00 0.00	18,868.11 0.00 18,868.11	7,046.28	(18,868.11) 0.00 (18,868.11)	100.00
Fund 384 - 2018 SE 000 - REVENUE		0.00	90,859.26	70,304.80	(90,859.26)	100.00
TOTAL REVENUES		0.00	90,859.26	70,304.80	(90,859.26)	100.00
Fund 384 - 2018 SE TOTAL REVENUES TOTAL EXPENDITURES	PECIAL ASSESSMENTS:	0.00	90,859.26	70,304.80	(90,859.26) 0.00	100.00
NET OF REVENUES &	EXPENDITURES	0.00	90,859.26	70,304.80	(90,859.26)	100.00
Fund 385 - 2019 SE 000 - REVENUE	PECIAL ASSESSMENTS	0.00	51,239.59	21,950.82	(51,239.59)	100.00

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Fund 385 - 2019 S	PECIAL ASSESSMENTS					
TOTAL REVENUES		0.00	51,239.59	21,950.82	(51,239.59)	100.00
TOTAL REVENUES	PECIAL ASSESSMENTS:	0.00	51,239.59	21,950.82	(51,239.59)	100.00
TOTAL EXPENDITURE:		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES &	EXPENDITURES	0.00	51,239.59	21,950.82	(51,239.59)	100.00
Fund 386 - 2020 S: 000 - REVENUE	PECIAL ASSESSMENTS	0.00	119,579.79	46,994.69	(119,579.79)	100.00
TOTAL REVENUES		0.00	119,579.79	46,994.69	(119,579.79)	100.00
Fund 386 - 2020 Si	PECIAL ASSESSMENTS:	0.00	119,579.79	46,994.69	(119,579.79)	100.00
TOTAL EXPENDITURE:	S	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES &	EXPENDITURES	0.00	119,579.79	46,994.69	(119,579.79)	100.00
Fund 397 - 2009 L' 000 - REVENUE	TGO DEBT	78,885.00	14,067.50	0.00	64,817.50	17.83
TOTAL REVENUES		78,885.00	14,067.50	0.00	64,817.50	17.83
905 - DEBT SERV	ICE	78,885.00	14,067.50	14,067.50	64,817.50	17.83
TOTAL EXPENDITU	RES	78,885.00	14,067.50	14,067.50	64,817.50	17.83
Fund 397 - 2009 L' TOTAL REVENUES TOTAL EXPENDITURE:		78,885.00 78,885.00	14,067.50 14,067.50	0.00 14,067.50	64,817.50 64,817.50	17.83 17.83
NET OF REVENUES &	EXPENDITURES	0.00	0.00	(14,067.50)	0.00	0.00
Fund 401 - CAPITA 000 - REVENUE	L PROJECT FUND	68,143.00	68,143.00	0.00	0.00	100.00
TOTAL REVENUES		68,143.00	68,143.00	0.00	0.00	100.00
000 - REVENUE		68,143.00	14,770.56	13,192.74	53,372.44	21.68
TOTAL EXPENDITU	RES	68,143.00	14,770.56	13,192.74	53,372.44	21.68

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

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PERIOD ENDING 10/31/2020

GL NUMBER DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 10/31/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 10/31/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 401 - CAPITAL PROJECT FUND					
Fund 401 - CAPITAL PROJECT FUND:					
TOTAL REVENUES TOTAL EXPENDITURES	68,143.00 68,143.00	68,143.00 14,770.56	0.00 13,192.74	0.00 53,372.44	100.00 21.68
NET OF REVENUES & EXPENDITURES	0.00	53,372.44	(13,192.74)	(53,372.44)	100.00
_ 1 444					
Fund 411 - CAPITAL PROJECTS-STREET PROGRAM 000 - REVENUE	1,000,000.00	1,008.26	159.83	998,991.74	0.10
TOTAL REVENUES	1,000,000.00	1,008.26	159.83	998,991.74	0.10
966 - TRANSFERS OUT	1,000,000.00	0.00	0.00	1,000,000.00	0.00
TOTAL EXPENDITURES	1,000,000.00	0.00	0.00	1,000,000.00	0.00
Fund 411 - CAPITAL PROJECTS-STREET PROGRAM:				·	
TOTAL REVENUES TOTAL EXPENDITURES	1,000,000.00 1,000,000.00	1,008.26 0.00	159.83 0.00	998,991.74 1,000,000.00	0.10
NET OF REVENUES & EXPENDITURES	0.00	1,008.26	159.83	(1,008.26)	100.00
Fund 466 - CAPITAL PROJECTS-BUILDING AUTH					
000 - REVENUE	0.00	1.95	0.00	(1.95)	100.00
TOTAL REVENUES	0.00	1.95	0.00	(1.95)	100.00
Fund 466 - CAPITAL PROJECTS-BUILDING AUTH:					
TOTAL REVENUES	0.00	1.95	0.00	(1.95)	100.00
TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES	0.00	1.95	0.00	(1.95)	100.00
Fund 494 - CAPITAL PROJECTS FUND					
000 - REVENUE	10,250.00	1.94	0.00	10,248.06	0.02
TOTAL REVENUES	10,250.00	1.94	0.00	10,248.06	0.02
270 - ADMINISTRATIVE	10,000.00	0.00	0.00	10,000.00	0.00
TOTAL EXPENDITURES	10,000.00	0.00	0.00	10,000.00	0.00
Fund 494 - CAPITAL PROJECTS FUND:					
TOTAL REVENUES TOTAL EXPENDITURES	10,250.00 10,000.00	1.94 0.00	0.00	10,248.06 10,000.00	0.02 0.00
NET OF REVENUES & EXPENDITURES	250.00	1.94	0.00	248.06	0.78

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

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PERIOD ENDING 10/31/2020

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 10/31/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 10/31/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 497 - CAPITAL I	PROJECTS-SUBDIVISION					
000 - REVENUE		0.00	28,332.23	0.00	(28,332.23)	100.00
TOTAL REVENUES		0.00	28,332.23	0.00	(28,332.23)	100.00
Fund 497 - CAPITAL I TOTAL REVENUES TOTAL EXPENDITURES	PROJECTS-SUBDIVISION:	0.00 0.00	28,332.23	0.00	(28,332.23)	100.00
NET OF REVENUES & EX	KPENDITURES	0.00	28,332.23	0.00	(28,332.23)	100.00
Fund 588 - TRANSPOR 000 - REVENUE	FATION FUND	76,000.00	77,784.53	1,675.15	(1,784.53)	102.35
TOTAL REVENUES		76,000.00	77,784.53	1,675.15	(1,784.53)	102.35
200 - GEN SERVICES	3	76,000.00	64,047.97	0.00	11,952.03	84.27
TOTAL EXPENDITURES	5	76,000.00	64,047.97	0.00	11,952.03	84.27
Fund 588 - TRANSPORT TOTAL REVENUES TOTAL EXPENDITURES	FATION FUND:	76,000.00 76,000.00	77,784.53 64,047.97	1,675.15	(1,784.53) 11,952.03	102.35 84.27
NET OF REVENUES & EX	KPENDITURES	0.00	13,736.56	1,675.15	(13,736.56)	100.00
Fund 590 - SEWER FUI 000 - REVENUE	ND	3,352,244.00	509,888.99	282.26	2,842,355.01	15.21
TOTAL REVENUES		3,352,244.00	509,888.99	282.26	2,842,355.01	15.21
200 - GEN SERVICES	3	1,784,986.00	586,155.89	118,482.78	1,198,830.11	32.84
549 - SEWER OPERA	TIONS	347,241.00	41,763.87	6,974.70	305,477.13	12.03
901 - CAPITAL OUTI	LAY	1,440,000.00	807.50	807.50	1,439,192.50	0.06
905 - DEBT SERVICI	Σ	71,294.00	4,897.33	0.00	66,396.67	6.87
TOTAL EXPENDITURES	3	3,643,521.00	633,624.59	126,264.98	3,009,896.41	17.39
Fund 590 - SEWER FUI TOTAL REVENUES TOTAL EXPENDITURES		3,352,244.00 3,643,521.00	509,888.99 633,624.59	282.26 126,264.98	2,842,355.01 3,009,896.41	15.21 17.39
NET OF REVENUES & EX	CPENDITURES	(291,277.00)	(123,735.60)	(125,982.72)	(167,541.40)	42.48

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

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PERIOD ENDING 10/31/2020

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 10/31/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 10/31/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 591 - WATER FU	UND					
000 - REVENUE		6,907,249.00	1,032,765.93	23,773.58	5,874,483.07	14.95
TOTAL REVENUES		6,907,249.00	1,032,765.93	23,773.58	5,874,483.07	14.95
200 - GEN SERVICE	28	516,441.00	170,527.83	34,875.68	345,913.17	33.02
552 - WATER UNDER	RGROUND	970,176.00	235,925.92	59,273.84	734,250.08	24.32
553 - WATER FILTE	RATION	1,147,443.00	314,442.41	69,549.03	833,000.59	27.40
901 - CAPITAL OUT	CLAY	3,522,219.00	1,166,345.44	189,866.14	2,355,873.56	33.11
905 - DEBT SERVIC	CE	547,453.00	468,516.62	467,006.25	78,936.38	85.58
TOTAL EXPENDITURE	2S	6,703,732.00	2,355,758.22	820,570.94	4,347,973.78	35.14
Fund 591 - WATER FU TOTAL REVENUES TOTAL EXPENDITURES		6,907,249.00 6,703,732.00	1,032,765.93 2,355,758.22	23,773.58 820,570.94	5,874,483.07 4,347,973.78	14.95 35.14
NET OF REVENUES & F	EXPENDITURES	203,517.00	(1,322,992.29)	(796,797.36)	1,526,509.29	650.06
Fund 599 - WASTEWAT 000 - REVENUE	CER FUND	4,491,000.00	748,949.96	149,443.95	3,742,050.04	16.68
TOTAL REVENUES		4,491,000.00	748,949.96	149,443.95	3,742,050.04	16.68
548 - WASTEWATER	OPERATIONS	1,789,427.00	561,570.89	168,549.27	1,227,856.11	31.38
901 - CAPITAL OUT	CLAY	2,731,000.00	182,781.08	115,180.27	2,548,218.92	6.69
905 - DEBT SERVIC	CE	35,000.00	0.00	0.00	35,000.00	0.00
TOTAL EXPENDITURE	ZS .	4,555,427.00	744,351.97	283,729.54	3,811,075.03	16.34
Fund 599 - WASTEWAT	CER FUND:					
TOTAL REVENUES TOTAL EXPENDITURES		4,491,000.00 4,555,427.00	748,949.96 744,351.97	149,443.95 283,729.54	3,742,050.04 3,811,075.03	16.68 16.34
NET OF REVENUES & F	EXPENDITURES	(64,427.00)	4,597.99	(134,285.59)	(69,024.99)	7.14
Fund 661 - FLEET MA 000 - REVENUE	AINTENANCE FUND	720,000.00	213,665.89	56,315.85	506,334.11	29.68
OOO - KEVENUE		720,000.00	213,003.69	30,313.65	JUU, 334.II	29.00
TOTAL REVENUES		720,000.00	213,665.89	56,315.85	506,334.11	29.68

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

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PERIOD ENDING 10/31/2020

2020-21 AMENDED BUDGET	YTD BALANCE 10/31/2020 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 10/31/2020 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
371,919.00	99,408.57	24,463.94	272,510.43	26.73
453,000.00	440,231.61	440,231.61	12,768.39	97.18
824,919.00	539,640.18	464,695.55	285,278.82	65.42
720,000.00 824,919.00	213,665.89 539,640.18	56,315.85 464,695.55	506,334.11 285,278.82	29.68 65.42
(104,919.00)	(325,974.29)	(408,379.70)	221,055.29	310.69
30,458,097.00 30,632,024.00 (173,927.00)	9,878,922.28 9,170,568.82 708,353.46	1,114,311.38 3,363,982.18 (2,249,670.80)	20,579,174.72 21,461,455.18 (882,280.46)	32.43 29.94 407.27
	720,000.00 824,919.00 (104,919.00) 30,458,097.00 30,632,024.00	2020-21 10/31/2020 AMENDED BUDGET NORMAL (ABNORMAL) 371,919.00 99,408.57 453,000.00 440,231.61 824,919.00 539,640.18 720,000.00 213,665.89 824,919.00 539,640.18 (104,919.00) (325,974.29) 30,458,097.00 9,878,922.28 30,632,024.00 9,170,568.82	2020-21 10/31/2020 MONTH 10/31/2020 AMENDED BUDGET NORMAL (ABNORMAL) INCREASE (DECREASE) 371,919.00 99,408.57 24,463.94 453,000.00 440,231.61 440,231.61 824,919.00 539,640.18 464,695.55 720,000.00 213,665.89 56,315.85 824,919.00 539,640.18 464,695.55 (104,919.00) (325,974.29) (408,379.70) 30,458,097.00 9,878,922.28 1,114,311.38 30,632,024.00 9,170,568.82 3,363,982.18	AMENDED BUDGET NORMAL (ABNORMAL) INCREASE (DECREASE) NORMAL (ABNORMAL)

MINUTES

SPECIAL MEETING OF THE

DOWNTOWN DEVELOPMENT AUTHORITY/MAIN STREET

CITY OF OWOSSO

August 11, 2020 AT 7:00 P.M.

VIA ZOOM VIDEO CONFERENCING

CALL TO ORDER: The meeting was called to order by Chairman Dave Acton at 7:03 P.M.

ROLL CALL: Was taken by Executive Director, Josh Adams

<u>MEMBERS PRESENT</u>: Chairman Dave Acton, Mayor Pro-Tem Susan Osika, Commissioner Jon Moore, Commissioner Theresa Trecha, Commissioner Lance Omer, and Commissioner Ken Cushman.

MEMBERS ABSENT: Vice-Chairman Bill Gilbert, Commissioner Lance Omer

<u>OTHERS PRESENT</u>: Josh Adams, DDA Director; Councilmember Janae Fear; Councilmember Jerry Haber; Councilmember Nicholas Pidek; Karen Mead

<u>AGENDA</u>: IT WAS MOVED BY AUTHORITY MEMBER OSIKA AND SUPPORTED BY AUTHORITY MEMBER CUSHMAN TO APPROVE THE AGENDA AS PRESENTED.

AYES: ALL. MOTION CARRIED.

PUBLIC COMMENTS: NONE

ITEMS OF BUSINESS:

1). RFL Grant Application: 108 E. Exchange Street – On July 17, 2020 a grant application was submitted to the OMS/DDA for a loan request from 108 E. Exchange, Owosso, LLC. for \$1,500.00 for architectural services associated with 1st and 2nd-floor redevelopment located at 108 E. Exchange Street. The proposed development will support a 1st-floor office space and a 2nd-floor residential unit.

On August 6, 2020 the OMS/DDA Revolving Loan Committee reviewed and approved the application. The Committee determined the grant award for \$1,500.00.

IT WAS MOVED BY AUTHORITY MEMBER OSIKA SUPPORTED BY AUTHORITY MEMBER OMER TO APPROVE THE REVOLVING LOAN TO 108 E EXCHANGE, OWOSSO, LLC. FOR \$1,500.00 AS PRESENTED.

AYES: ALL. MOTION CARRIED.

2). EV Charging Station- Revolving Loan – The Board of Directors entered into a detailed discussion with members of Owosso City Council about the possible installation of electric vehicle charging stations within the downtown district and the use of the City's revolving loan fund as matching funds for the grant/project.

Chairman Acton led the discussion using questions submitted to the Board of Directors by City Councilmembers prior to the public meeting. The discussion was centered around, buy not limited too the questions and answers provided below:

Questions/statements submitted:

<u>Statement:</u> On the loan application it states that the owners plan to invest \$9,000 for 3 years of service agreements.

Question: Who is making the investment? Answer: OMS/DDA. The \$9,000.00 referenced above is already added within the cost proposal provided by Future Energy. After 3-years, OMS/DDA will be maintaining

that service agreement to ensure the stations' maintenance, repairs, & upgrades. A combination of sponsorships and budgeted maintenance fund dollars will cover the cost.

Question: What is the 3-year service agreement for and what services does it cover?

Answer: It is for the ChargePoint Express Assure station maintenance and management; the details of what Express Assure covers can be found here:

https://chargepoint.ent.box.com/v/Assure-BR-EN-US

Question: Is there a copy of the service agreement that can be reviewed?

Answer: A standard Express Assure contract will be provided to OMS/DDA for review and signature once we have agreed to proceed with the project.

Statement: In the email received on 11-12-2019 from PowerMIDRIVE they listed 3 providers:

ChargePoint Enel X Siemens

Question: Were quotes received from Enel X and Siemens?

Answer: No

Rationale for answer: Price was not the primary consideration because fast charger prices are market driven and therefore approximately the same. More importantly, Siemens only recently introduced a level 3 charger and Enel X does not yet build level 3 chargers. ChargePoint is the market leader in size (80% share) and technology leadership. Also, it is the only one that is vertically integrated (mapping app, transaction processing, etc.) so we get their marketing and fee collection as part of the project. Due to these specialized services & limited suppliers — ChargePoint was chosen. In addition, the rebate/grant program did not require other quotes.

<u>Statement:</u> In the February 5, 2020 OMS/DDA meeting minutes it was stated that "Users will not be charged a fee" and the location would be in the Public Safety Parking lot.

<u>Statement:</u> A memo dated 7-27-20 to Council said that OMS/DDA will use charging station revenue to reimburse the Revolving Loan Fund and the location will be Fountain Parking Lot.

Question: How will revenue be generated?

Answer: During early discussions (pre-COVID) both the idea of finding sponsors for the remaining installation costs & not charging for the use of the station were considered.

- Regarding Free Service: Since those initial discussions, it was discovered that there is a legal
 issue around the idea of offering "free charging" using electricity paid for by municipalities.
 Due to this new understanding, charging for use has to happen.
- Regarding Sponsorships: After COIVD hit our country & local economy, the OMS/DDA Board
 decided not to initially approach businesses for sponsorships and use the RLF to help pay for
 the installation costs. Sponsorships are STILL in the plan to help pay for both repaying the
 proposed loan & helping pay for the yearly service fees.

Question: When was the location changed and why? *Answer:*

- In the November 2019 application to Consumers Power, the location was the Fountain Lot. However, between November 2019 & January 2020 (when the grant was awarded) The property owner of 216 W Main Street applied for & received a Consumers Power Grant to install a private, Level 2 EV station in the Fountain Lot. This station would have been a lesser grade station (NOT a DC Fast Charger). So during the February 2020 Board meeting a new location for the OMS/DDA EV station was discussed and the City Hall lot was chosen.
- Between February & June 2020 The owner of 216 W Main Street made the decision not to install a charging station in the fountain lot area. (NOTE: I do not know the details, but I believe there was an issue with acquiring a parking spot with the city to place the station on – that is why they returned the grant).

 During the June 2020 Meeting, finding out that the private station would not be in that location, the board decided to go back to the original plan on putting the public station in the Fountain lot.

<u>Statement:</u> A memo dated July 27, 2020 to Council states "that during their June 3, 2020 Board Meeting, the OMS/DDA Board of Directors approved the loan for approval.

Question: Is there a copy of the June 3, 2020 OMS/DDA Board meeting minutes?

Answer: Yes (now on City website)

Statement: The June 3, 2020 OMS/DDA Board meeting minutes are not posted on the City Website

<u>Statement:</u> March 4, 2020 OMS/DDA Board meeting: Director Acton will cautiously investigate the opportunity for Owosso to be part of the initial wave of chargers that recognize its users.

Question: Was this investigated?

Answer: Yes (and Owosso will be part of the wave)

<u>Statement:</u> Jim Woodworth stated in his resignation from the OMS/DDA Board that finding the best location for the Electric Charge Stations was based on business owner feedback.

Question: Can business owner feedback information be shared?

Answer: We cannot speak for what Mr. Woodworth put in his resignation letter, but I can provide the information that we have acquired.

- During the summer of 2019 we had many conversations with tenants & property owners regarding the idea of an EV Charging Station for the downtown.
- Current tenant discussions included the Shiawassee Regional Chamber of Commerce (they were interested in having the station for their Memorial Healthcare tenants).
- A future technology tenant that will be located in the second floor of the 116 W Main Street Building has two employees that drive EVs
- Future development located around the Armory, the Mathews Building, the Middle School, and the City Club building can use the charging station as a tenant recruitment tool.

<u>Statement:</u> The ChargePoint website states that DC Fast Charging primary use is for Heavy Duty Fleet, High Traffic Areas Along Major Highways, Quick Stop Retail.

<u>Statement:</u> A fast charger is part of the Owosso OMS/DDA strategy to encourage visitors to the City of Owosso to observe and browse local businesses while their vehicle is parked and charging

Question: How will OMS/DDA market the DC Fast Charing station to encourage visitors to the City of Owosso to park, charge and browse local businesses?

Answer: In many ways, the marketing is built into the charging station elements. ChargePoint units are over 80% of the market of charging stations within the US. They provide a charging station app that guides EV users directly to the station. Also, because there are no other stations of this capacity anywhere in our county, this will automatically draw EV drivers to our area. <u>Please note:</u> the 440 DC Fast Charger we are proposing to install downtown is COMPLETELY different than any other charging station of a lesser grade (220 & 110 stations). The magnitude & quality of this station will entice drivers to Owosso.

Additionally, the 15-30-minute average charge time that the station will require, will allow us as a district to have a captive audience in that EV driver.

- Having a downtown map with business listings and a QR code/url address leading to the downtown website where a customized "downtown experiences"/tours could be added to the signage:
 - o A downtown wayfinding sign could hold the information for visitors to view.
- Future website buildouts will include maps & shopping options that can be viewed from the driver's phone.

<u>Statement:</u> Jim Woodworth stated in his email resignation from the OMS/DDA Board that "Council had an amazing opportunity to validate and encourage the work of OMS/DDA while helping create significant boost to our local economy by attracting tourists, talent and new businesses to our area"

Question: How will having an DC Electric Vehicle Fast Charging station bring tourist, talent, and new businesses to our area?

Answer: We cannot speak for what Mr. Woodworth put in his resignation letter, but I can provide the information that we have acquired.

- Per product announcements by all vehicle manufacturers, eventually all vehicles will be electric powered; therefore, level 1, level 2, and level 3 charging will be a requirement for tourists, talent, and new businesses – this has already occurred in Owosso (new pastor asked for a level 2 charging station as a condition of employment)
- First, Owosso will be the ONLY community between Flint & Lansing that will have a charging station of this kind. Again, <u>Please note:</u> the 440 DC Fast Charger we are proposing to install downtown is COMPLETELY different than any other charging station of a lesser grade (220 & 110 stations). The magnitude & quality of this station will entice drivers to Owosso.
- Many of future residents, business tenants, and customers will desire this type of technology where they live, work, & play. Owosso has the opportunity to be the FIRST community our size to offer this type of station in our region.

<u>Statement:</u> On the PowerMIDRIVE Program Terms and Conditions it states there is a commitment to provide digital and/or physical signage to allow for easy identification of Level 2 public charger locations by users.

Question: How will this be accomplished?

Question: What will be the cost and who will be funding the signage?

Answers: The signage is included on the digital display on the charger (note: we have a level 3 charger) Both digital & physical signage will be installed for identification:

- The station will be highlighted on the downtown website showing its location downtown. OMS/DDA is undergoing a significant expansion/update of its website and this will be added to the scope of work. OMS/DDA will be paying for it.
- OMS/DDA is already planning the installation of better, more visible parking-lot timeframe signage for each lot downtown. Additional signage for the EV station will be added to this list – OMS/DDA will be paying for all of this signage.
- Also, OMS/DDA has additional Wayfinding signage that could be used for additional identification signage for the EV Station if the Streetscape Sub-Committee Approves. This would cost less than \$200 to install.

Question: What will be the cost and who will be funding the signage?

Answer: the signage is included on the charger display

<u>Statement:</u> Per ChargePoint website time to charge is 15-45 minutes to charge from 0 to 80% depending on Charging Station and Vehicle

Question: How will parking be monitored?

Question: Who will be responsible on monitor parking time?

Answer:

- This is all done digitally through the station. Even the tracking of fees is monitored through the application & station programming.
- We will also work with public safety to ensure the spaces stay clear.
- Add-on sensors can be installed that can monitor the spaces remotely

Question: What is the cost to operate the Electric Charging Station?

Answer: Electricity cost at standard rates

Question: If there is no activity is there still a cost to operate?

Answer: No. It's no different than a streetlight.

Question: If there is a fee charged to use the Electric Charging Station how will that be determined?

Answer: OMS/DDA will determine the fee using national average data which we will have access to.

Question: Who will be doing all the work on site? Question: Will it be Consumers or private contractor?

Question: How will business in the area be informed before the work starts and, during installation? Answer: Consumers Energy will support us with the Transformer access in the parking lot and our Certified ChargePoint Contractors will be doing the actual station installation. Our project team will get involved once you are approved and we will provide a construction timeline detailing the start/end dates. Once the timeline is issued, the ED will visit businesses & property owners

Question: Who will be responsible to overseeing installation?

Answer: OMS/DDA Board charging station subcommittee to be named upon project approval and the Future Energy project manager (Jerry DiNello)

Question: If the Electric Charging station does not bring in the Revenue how will the loan of \$34,257.00 be paid?

Answer: The original intent, from the beginning, OMS/DDA has planned for yearly advertising sponsorships to help pay for the loan. In addition, if needed, OMS will include monthly loan payments to be added their annual budget.

Question: Will there be data available on a daily, monthly, yearly basic of usage as well as owner vehicle information?

Answer: Yes, this will all be provided as digital files & dashboard provided by ChargePoint.

Question: Will the Electric Charging station have an overhead covering?

Answer: No

Question: Will there be advertising & sponsorship opportunities at charging location?

Answer: Yes, we answered this in above answers. OMS/DDA will be in charge of all advertising & sponsorship opportunities.

Question: If so, who will be responsible for seeking these opportunities? Answer: The OMS/DDA Promotion and Organization Committee

Additional questions and comments were taken from City Councilmembers throughout the discussion as part of their due diligence in stewarding the City's revolving loan fund.

<u>ADJOURNMENT</u>: IT WAS MOVED BY AUTHORITY MEMBER OSIKA AND SUPPORTED BY AUTHORITY MEMBER MOORE TO ADJOURN AT 9:16 P.M.

AYES: ALL. MOTION CARRIED.

MINUTES FOR REGULAR MEETING

OWOSSO HISTORIC DISTRICT COMMISSION

Thursday, September 17, 2020 6:00 p.m. VIA ZOOM VIDEO CONFERENCING

MEETING CALLED TO ORDER at 6:11 p.m. by Chairman Newman.

ROLL CALL was taken by Recording Staff Liaison, Josh Adams.

PRESENT: Chairman Scott Newman; Commissioner Gary Wilson, Commissioner Steven Teich; Commissioner Matthew Van Epps; Commissioner Dianne Acton

ABSENT: Secretary Philip Hathaway; Commissioner Lance Omer

OTHERS IN ATTENDANCE: None

AGENDA APPROVAL:

MOTION FOR APPROVAL BY COMMISSIONER TEICH. MOTION WAS SECONDED BY COMMISSIONER VAN EPPS AS PRESENTED

AYES ALL. MOTION CARRIED.

MINUTE APPROVAL:

MOTION FOR APPROVAL BY COMMISSIONER WILSON. MOTION WAS SECONDED BY COMMISSIONER TEICH AS PRESENTED

AYES ALL. MOTION CARRIED.

COMMUNICATIONS: None

PUBLIC/COMMISSIONER COMMENTS: None

Committee Reports: None

Public Hearings: None

Items of Business:

1) Officer Elections – Chairman and Vice-Chairman

Chairman Newman stated that it has been a privilege to serve as Chairman of the Historic District Commission since the founding of the commission. Due to continued health issues he has submitted his resignation as chairman. His intention is to stay on the commissions as an authority member but step down as chairman. At that time, he opened the floor to receive nominations for chairman.

MOTION BY COMMISSIONER ACTON TO APPOINT COMMISSIONER TEICH AS CHAIRMAN, SECONDED BY COMMISSIONER WILSON.

AYES ALL. MOTION CARRIED.

Chairman Newman requested to chair the remainder of the meeting. The commission agreed.

Chairman Newman continued. Due to the resignation of Vice-Chairman Gonyou earlier in the year, the commission needs to elect a new vice-chairman. At that time, he opened the floor to receive nominations for vice-chairman.

MOTION BY COMMISSIONER TEICH TO APPOINT COMMISSIONER WILSON AS VICE-CHAIRMAN, SECONDED BY COMMISSIONER ACTON.

AYES ALL. MOTION CARRIED.

2) Downtown Developments – Updates & Discussion

Chairman Newman updated the commission of the exploratory demolition associated with 108 W. Exchange Street. The new property owner has removed the metal covering on the façade and has exposed the historic (1880-1890) façade including brick & window locations. Chairman Newman stated that the owner will come before the commission with and application and proposed plans prior to conducting any work on the historic façade. Mr. Newman stated that the second-story overhang portion of the building currently has no façade. He stated that he is looking forward to seeing what an architect can do with that portion of the façade. Mr. Adams informed the commission that the property owner has engaged with an architect and has plans to restore the historic façade.

Mr. Adams updated the commission on the work taking place at 122 N. Washington Street. Mr. Adams stated that the owners have made some changes to their redevelopment plans. The owners will be keeping the historic doors instead of replacing them. The owners will continue to repaint the façade, update the canopy, and continue with the interior renovations.

Chairman Newman updated the residing activities that took place at 224 N. Ball Street. Mr. Newman verified that there was no historic siding underneath the siding that was removed. Mr. Newman indicated that the installation of the new wood siding was a big success for the commission, and he is thankful for the property owner's willingness to work with the commission.

The commission went into a lengthy discussion about the Matthews Building. Mr. Adams updated the commission on the communication between the property owner and the building department. The commission discussed additional ideas to aid in the preservation of the roof of the structure before a demolition permit is submitted to the commission. The commission discussed funding options and additional consultant services provided by SHPO and MHPN that would introduce new ways to preserve the structure – like a Historic Structure Report.

	Phil Hathaway, Secretary
ADJOURNMENT: MOTION BY VICE-CHA AT 7:11 P.M.	AIRMAN WILSON AND SECONDED BY CHAIRMAN TEICH TO ADJOURN
BOARD COMMENTS:	None
PUBLIC COMMENTS:	None
preserve the structure	ince a mistoric otructure report.

MINUTES FOR REGULAR MEETING

OWOSSO HISTORIC DISTRICT COMMISSION

Wednesday, October 28, 2020 6:00 p.m. VIA ZOOM VIDEO CONFERENCING

MEETING CALLED TO ORDER at 6:05 p.m. by Chairman Teich.

ROLL CALL was taken by Recording Staff Liaison, Josh Adams.

PRESENT: Chairman Steven Teich; Commissioner Gary Wilson, Commissioner Lance Omer; Commissioner Matthew Van Epps; Secretary Philip Hathaway Commissioner Dianne Acton

ABSENT: Commissioner Scott Newman;

OTHERS IN ATTENDANCE: None

AGENDA APPROVAL:

MOTION FOR APPROVAL BY COMMISSIONER HATHAWAY. MOTION WAS SECONDED BY COMMISSIONER VAN EPPS AS PRESENTED

AYES ALL. MOTION CARRIED.

MINUTE APPROVAL:

MOTION FOR APPROVAL BY COMMISSIONER WILSON. MOTION WAS SECONDED BY COMMISSIONER VAN EPPS AS PRESENTED

AYES ALL. MOTION CARRIED.

COMMUNICATIONS: None

PUBLIC/COMMISSIONER COMMENTS: None

Committee Reports: None

Public Hearings: None

Items of Business:

1) Application: 108 W. Main Street – Façade Update

Property owner, Adam Voss presented his application for painting the non-historic, brick, veneer façade and the wood windows & trim on the second floor. Mr. Voss also indicated that some of the wood trim around the upper floor windows.

Chairman Teich indicated to the Commission that he contacted State Historic Preservation Office (SHPO) regarding this application. Chairman Teich stated that SHPO has no issues with the painting of brick veneer.

Commissioner Wilson indicated that any historic wood materials on the façade could & should be painted, however any historic brick or masonry on the façade should not be painted.

Mr. Voss indicated that he will be replacing the awning in the future. Mr. Adams indicated that an application for replacement will need to be submitted at the time Mr. Voss is ready to replace.

MOTION BY COMMISSIONER HATHAWAY TO ISSUES A CERTIFICATE OF APPROAPRIATENESS FOR THE PAINTING OF THE BRICK VENEER AND EXTERIOR WOOD TRIM FOR ON 108 W. MAIN STREET, SECONDED BY COMMISSIONER OMER.

AYES ALL. MOTION CARRIED.

2) Matthews Building - Updates & Discussion

Mr. Adams updated the commission on the work taking place at 300 W. Main Street (Matthews Building). Mr. Adams stated that the site cleanup and roof restoration is underway and there is no further update at the time of the meeting.

Vice-Chairman Wilson requested the formal plans of the approved roof installation.

Commissioner Hathaway reminded the Commission that there is still a live motion regarding the demolition by neglect designation. This motion will need to be addressed in future meetings.

3) Fifth-Third Building – Updates & Discussion

Chairman Teich stated his concerns of the issuing of façade demolitions within the district (123 N. Washington Street being one of them). He stated that there had been communication with the city manager and was a memo was issued regarding the future process of façade demolition within the district.



Matthews & 5/3rd Building Updates

Nathaniel R. Henne <nathan henne@ci.owosso.mi.us> To: Owosso Main Street <downtownowosso@gmail.com> Cc: Bradley Hissong <Frat Hissong @cinc.wosso.mi.us>, "Tanya S. Buckelew" <Tanya.Buckelew@ci.owosso.mi.us>

OK. I'm good with that. Thank you.

From this point forward, any façade demolition or façade related repair permit will need to be considered by the Historic District Commission before it can be approved by the city. Josh serves as the city's liaison to the HDC so please send these permit applications to him to be considered by the HDC board.

Josh, do you wish to expand on this?

City Manager/Community Development Director

989.725.0568

Nathan.Henne@ci.owosso.mi.us

From: Owosso Main Street [mailto:downtownowosso@gmail.com] Sent: Thursday, October 22, 2020 4:23 PM To: Nathaniel R. Henne <nathan.henne@ci.owosso.mi.us>

[Quoted text hidden]

Mr. Adams indicated that he made a suggestion to the property owner to invite the HDC to an onsite walkabout of the property to discuss the future of the façade.

Commissioner Omer indicated that he spoke with the property owner prior to the meeting and they indicated to him that once the remaining skin is removed, they will be talking with their contractor & architect about future plans.

4) Application Follow-up – 224 N. Ball & 122 N. Washington

Mr. Adams updated the commission on the properties listed above. He provided photo evidence of the completed work on both locations.

5) Reminder: Next Meeting will be held on Wednesday, November 18, 2020 at 6pm via Zoom

PUBLIC COMMENTS: None

BOARD COMMENTS: None

ADJOURNMENT:

MOTION BY COMMISSIONER HATHAWAY AND SECONDED BY COMMISSIONER ACTON TO ADJOURN AT 6:59 P.M.

Phil Hathaway, Secretary	

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MINUTES

REGULAR MEETING OF THE

DOWNTOWN DEVELOPMENT AUTHORITY/MAIN STREET

CITY OF OWOSSO

NOVEMBER 4, 2020 AT 7:30 A.M.

VIRTUAL MEETING VIA ZOOM VIDEO CONFERENCING

CALL TO ORDER: The meeting was called to order by Chairman Dave Acton at 7:36 A.M.

ROLL CALL: Was taken by Director Josh Adams

<u>MEMBERS PRESENT</u>: Chairman Dave Acton, Commissioner Ken Cushman, Commissioner Lance Omer, Commissioner Susan Osika, Commissioner Theresa Trecha.

MEMBERS ABSENT: Vice-Chairman Bill Gilbert, Commissioner Josh Ardelean, Commissioner John Moore

OTHERS PRESENT: Josh Adams, DDA Director

<u>AGENDA</u>: IT WAS MOVED BY AUTHORITY MEMBER OSIKA AND SUPPORTED BY AUTHORITY MEMBER TRECHA TO APPROVE THE AGENDA.

AYES: ALL. MOTION CARRIED.

MINUTES: IT WAS MOVED BY AUTHORITY MEMBER TRECHA AND SUPPORTED BY AUTHORITY MEMBER OSIKA TO APPROVE THE MINUTES FOR MEETING HELD OCTOBER 7, 2020.

AYES: ALL. MOTION CARRIED

PUBLIC COMMENTS: None

ITEMS OF BUSINESS:

1) CHECK REGISTER - One notable expense was the bond payment of \$14,067.50.

IT WAS MOVED BY AUTHORITY MEMBER OSIKA, SUPPORTED BY AUTHORITY MEMBER CUSHMAN TO APPROVE THE CHECK REGISTER FOR OCTOBER, 2020 AS PRESENTED.

AYES: ALL. MOTION CARRIED.

2) 2020/2021 Budget Report- Director Adams informed the board that the Charging Station expenses have been deducted but the Revolving Loan Income is yet to be recorded.

3) RLF Application (216 W. Main Street) – The Revolving Loan Committee recommends that the board approve the grant in the amount of \$25,000 to J Harrison Property for the purpose of fire suppression at 216 W. Main. The grant was originally denied. After review of the manual, there was not a requirement to submit request for a grant prior to a project as the reason for the denial.

IT WAS MOVED BY AUTHORITY MEMBER CUSHMAN, SUPPORTED BY AUTHORITY MEMBER OSIKA TO APPROVE THE RLF Application from J Harrison Property for a grant in the amount of \$25,000.

A roll call vote was taken as follows:

Director Action – Yes Authority Member Cushman – Yes Authority Member Trecha – Yes Authority Member Omer – Yes Authority Member Osika **– Yes**

AYES: ALL. MOTION CARRIED

4) OMS/DDA & City Financial Responsibility List – A meeting was held in September, 2020 with City Personnel to itemize the financial responsibilities for downtown maintenance designating OMS/DDA and City Department of Public Works. Director Adams will maintain a spreadsheet with service request submitted to DPW, including date of completion. The spreadsheet of service requests will be included in the monthly Board Packets. It will also be reviewed quarterly by the Design and Business Vitality Committee. The list was reviewed by the Board and approved to be a part of the minutes.

IT WAS MOVED BY AUTHORITY MEMBER OSIKA, SUPPORTED BY AUTHORITY MEMBER CUSHMAN TO APPROVE THE LIST PRESENTED OF OMS/DDA & CITY FINANCIAL RESPONSIBILITY.

AYES: ALL. MOTION CARRIED.

- **5) Downtown Plan: Review** Director Adams provided an overview of the "What do we envision for Downtown Owosso" to be included in the City's Master Plan. He requests the board members to review the document and make individual comments and suggestions for changes or approval.
- **6) 2021/2022 Yearly Strategic Planning –** Director Adams will be sending last year's Board Retreat with the initiatives established for Program Goals and Board Driven Objectives. FY 2020/2022. Due to Covid-19 restrictions, initiatives were not completed. His recommendation is to reset the dates, make a few tweaks and move forward with the same plans. No Board Retreat will be held.

COMMITTEE UPDATES:

- 1) Design and Business Vitality Multiple meetings have been held streetscape with contractors, coming along fine. EV Charging Stations project has not begun although the Subcommittee will begin meeting right away.
 - Entrepreneurial Ecosystem subcommittee to begin January 2021 Preservation and Design subcommittee with a goal to tie together Owosso DDA/MS, Historic District Commission and hopefully the Owosso Historical Commission to develop new programming of Historical Preservation.
- 2) Promotion & Outreach Co-Chairman John Hankard is not a board member, report will be given by Director Adams. Glow Owosso is ramping up with Holiday Activities with modifications for social distancing. The New Year's Block Party announcement will be made to cancel. Event flyers were shared with the Board.
- 3) Business Owners Committee Survey will be provided to business owners asking if quarterly meetings would best way to support them asking them what they would like to discuss.

BOARD CONTINUING EDUCATION INFORMATION: The Director Report was provided to Boards Members in their meeting packets to allow for review prior to the Board Meeting. Director Adams invited Board to comment and question any of the report.

Authority Member Osika asked Director Adams if he was aware of the Chambers SHIA Cash Program. Adams will be obtaining information to share with businesses to drop off information to invite them to participate in the SHIA Cash.

PUBLIC COMMENTS: None

BOARD COMMENTS: Chairman Acton wishes for complete transparency in handling all situations. These items will not be resolved in a Board Meeting. Chairman Acton requested Treasurer Cushman to develop a policy allowing Director Adams leeway within a structure for rare, but small issues that occur from time to time for maintenance expenses not associated with a work plan. It will be presented as a resolution in a near future meeting.

<u>ADJOURNMENT</u>: IT WAS MOVED BY AUTHORITY MEMBER CUSHMAN AND SUPPORTED BY AUTHORITY MEMBER GI TO ADJOURN AT 8:34 A.M.

AYES: ALL. MOTION CARRIED.

OWOSSO HISTORICAL COMMISSION

Regular Meeting Minutes DRAFT

November 9, 2020 – 6:00 p.m. to 7:30 p.m. via Zoom (posted to City web page)

Meeting called to order by Vice- Chair Dave Acton @ 6:02 p.m.

Roll call: By Executive Director Martenis



OWOSSO HISTORICAL COMMISSION

THE CURWOOD COLLECTION

Present: Vice-Chair Acton, Commissioners: Osika, Galloway, Erickson, Adams, Wilson

Absent: Commissioners: Jacobs, Flayer, Rogers

Agenda and Minutes:

Review and motion to approve the 10/12/2020 minutes: motion by Commissioner Osika second by Commissioner Adams ayes all, motion carried

Review and motion to approve the 11/9/2020 agenda: motion by Commissioner Wilson second by Commissioner Osika ayes all, motion carried

Financial Review and Discussion:

OHC Financial Overview, Performance, and Instruction – Nathan Hemenway comments

- 1. Fiscal Year 2019-20 financial performance "bottom line" summary of all accounts
 - a. The Commission ended the year "in the black" so our primary objective was met (in spite to COVID)
 - b. Our income was less, but our expenses were even less so we ended \$7700 in the "black"
- 2. Financial management by the City is not done by individual account; it is done by total budget performance, or "bottom line" balance
 - a. The effects of under or overspending the budget on an account basis are always to be done on monthly basis, always managing to a bottom-line balance
 - b. This also means we can freely move funds between accounts if we are managing the bottom line
- 3. DPW service order process awareness
 - a. The commission ED will write service orders to DPW for all work needed
 - b. If there is an emergency (such as a flooded basement) the ED does not need to write a service order
 - c. Some work will be done by DPW on their own (without a service order the apartments for example)
 - d. The service orders submitted by OHC may be tracked by submission date, number, and completion date using the BS&A system ED Martenis will follow up on this process
- 4. Purchasing Ordinance clarification:
 - a. \$0 to \$2000 select best vendor with justification on purchase requisition form
 - i. No Mow as a vendor may be used without writing a service order because they are cheaper than DPW
 - ii. DPW may file a grievance but it is unlikely due to the other work load that DPW has
 - iii. Up to \$2000, the ED and OHC can do what they would like
 - b. \$2000 to \$10,000 quote process Commission to obtain three quotes on these items

i. If

- c. Over \$10,000 bid process
- d. Historic specialists can be an exception can be a directed purchase. The plastering of the Gould House ceiling was an example of a professional service directed by. Grant writing could be another example.
- 5. Opening the Castle: The Commission decided that visible results will be traded off against the state of COVID. A motion was made by Commissioner Adams to defer the Castle opening until after January 1st, and an opening date will be determined based on COVID conditions. In the meantime, preparations will be made to be able to open. Commission deferred the next decision until the January OHC meeting.
 - a. May open in January to start to obtain admission revenue
 - b. New displays will be in the Castle, ready for opening in January
 - c. Special events inside or outside the Castle will not be held until further notice
 - d. Upgrading the outdoor lighting at the Castle by DPW or a contractor is being deferred
 - i. No funds will be spent this year on outdoor lighting at the Castle
 - e. "Candle" lights will be put in windows in the Castle, to make the look like Gould House
 - i. ED Martenis was authorized to purchase and install castle lights

- ii. The authority to purchase the lights was given to Albert
- iii. Motion by Commissioner Osika, second by Commissioner Erickson ayes all, motion approved.

Review approved 2020-21 fiscal year budget vs. actual income and expenses – Albert ED Martenis reviewed the fiscal year performance to date, no questions

Review check register(s): Executive Director Martenis reviewed the check register; there were no questions

Visitor comments: none – no visitors

Commissioner comments: Commissioner Adams discussion: Executive Director Martenis to include the Zoom link on first page of meeting package for December meeting and beyond, and the meeting package will be posted on the City web site prior to the meeting. This will allow the public to participate in the OHC meetings.

Commissioner Erickson thanked City Manager Henne for framing the best- and worst-case scenarios regarding the 2020/2021 financial performance.

Commissioner Acton provided the background on the OHC and the non-profit 501c3 Castle City Museums (CCM) including the fact that the (CCM) is and "arm" of the OHC. A motion was made by Commissioner Wilson, seconded by Commissioner Adams to make the OHC and the CCM Board the same people (does not apply to the election of officers of the 501c3. Dave will "roll out" the CCM materials starting in January (the 501c3 is a federally approved nonprofit organization).

Executive Director report: ED Martenis stated that he is working on the things needed to be ready to reopen the Castle by January 21 and is working with Dave on a "results table" for all 2021 activities.

Committee Reports:

- 1. Facilities Mark:
 - a. Quotes for Gould House architecture work (CIP)
 - i. Quote from Mayotte group, Team Design, and Jed Dingens due 11/21
 - b. Quotes for Castle electrical work (critical path for re-opening Castle)
 - i. Quote from Ludington and NSE received, waiting on Meyer
 - c. Quotes on Castle furnaces
 - i. Bid (over \$10,000) from Lamphere in for two furnaces need two more
 - ii. Could separate the package by furnace to keep the packages to three quotes
 - iii. The bids also include two new water heaters
- 2. Historic Assets Gary:
 - a. Shared a PowerPoint about his program; it will be included in the December meeting packet
- 3. Finance Dave:
 - a. The finance update was covered in the discussion with Nathan above
- 4. Governance Dave:
 - a. Update on by-law changes to open Commission seats
 - b. Vice-Chair presented a by-law update
 - c. Final approval will be sought at the December OHC meeting and then the update will be sent to the City Council for final approval
- 5. Volunteers TBD
- 6. Archiving/Cataloging Steve: no update due to Steve's absence
- 7. Education Sarah: no update due to COVID

Visitor Comments: no visitors, none

Commissioner Comments: none

Adjourn: motion by Commissioner Adams, second by Commissioner Wilson, ayes all, meeting adjourned at 8:09 p.m.

MINUTES REGULAR MEETING OF THE OWOSSO PLANNING COMMISSION VIRTUAL MEETING

Monday, November 23, 2020 - 6:30 P.M.

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

PLEDGE OF ALLEGIANCE: Recited

ROLL CALL: Recording Secretary Tanya Buckelew

MEMBERS PRESENT: Chairman Wascher, Vice-Chair Livingston, Secretary Fear,

Commissioners Law, Morris, Taylor and Yerian

MEMBERS ABSENT: Commissioners Jenkins and Robertson

OTHERS PRESENT: Justin Sprague, CIB Planning, City Manager Nathan Henne

APPROVAL OF AGENDA:

MOTION BY VICE-CHAIR LIVINGSTON, SUPPORTED BY COMMISSIONER TAYLOR TO APPROVE THE AGENDA FOR November 23, 2020.

YEAS ALL. MOTION CARRIED.

APPROVAL OF MINUTES:

MOTION BY VICE-CHAIR LIVINGSTON, SUPPORTED BY COMMISSIONER LAW TO APPROVE THE MINUTES FOR THE August 24, 2020 MEETING.

YEAS ALL. MOTION CARRIED.

PUBLIC HEARINGS:

1. WASHINGTON PARK SMART HOMES DEVELOPMENT SITE PLAN REVIEW

Site Plan Review for approximately 2.36 acres located at the intersection of North Washington and Wesley Streets. The proposal is to develop a 14-unit, single-family residential Planned Unit Development.

City Planner Justin Sprague had the following review comments:

- 1. Information items. The applicant has provided a complete detail of informational requirements; however, some clarification is needed on the site plan. While the property is being developed as a PUD Site Condominium, the plan should delineate specifically what areas of the development are common areas and what areas are for purchase units. The current plan identifies structure locations, and we are led to assume that the ownership of the unit is only from the wall-in and all land outside of the unit is common area. The applicant has since provided information clarifying which areas will be common and which areas will be owned as requested.
- **2. Area and Bulk.** The proposed site was reviewed in accordance with Article 16, Schedule of Regulations, as described in the following table:

Residential PUD Development	Required	Provided	Comments
Front Yard Building Setback (Wesley)	30 ft.	15 ft.	Requires PC Waiver per PUD
Front Yard Building Setback (Washington)	20 ft.	12 ft.	Requires PC Waiver per PUD
Rear Yard Building Setback	30 ft.	83 ft.	In compliance
Maximum Building Lot Coverage (Impervious surface)	25%	40%	Requires PC Waiver per PUD

3. Building Design & Materials. The proposed homes have an attractive design and utilizes multicolor and multi-design vinyl siding with traditional windows, shutters and front porches. We will require as part of the PUD that side egress for the homes have fixed porches or fixed steps as part of the home structure per building code. Additionally, per the PUD we would highly recommend traditional detached garages opposed to car sheds or ports and will included that recommendation in any final development agreement for the property. The applicant would like to offer both car ports as well as a garage as an option to buyers. It is still our belief that garages should be required as a condition of approval to meet site plan standards for maintaining essential neighborhood character.

Lastly, as part of the development agreement and the master deed for the condominium, we will require that any home which may be damaged or destroyed as an act of god (fire, storm damage or other) which requires replacement of an existing structure, that a new structure shall be the only appropriate replacement on the unit site. The applicant has agreed with this request.

Further, a waiver will be required from the Planning Commission per the PUD Standards from the requirement buildings be separated by a minimum of 20-feet. This is a requirement typically applied to apartment buildings and is only a 10-foot requirement for single-family, detached units.

- **4. Building Height.** The maximum building height for the district will not be exceeded for this project.
- **5. Parking Requirements.** The following table lists the requirements for parking requirements for the proposed development.

PARKING SPACE REQUIREMENTS	Required	Provided	Comments
Parking Spaces	28	28	In compliance

- **6.** Landscaping. A landscaping plan has been provided that meets the intent of the ordinance.
- 7. Lighting Plan. No street lighting is proposed for this development.
- **8. Fencing.** The site plan does not indicate any fencing for the development, but we recommend if fencing is permitted per the condominium bylaws, that it be high quality fencing such as vinyl, wood or other material and that chain link fencing be prohibited. **The developer will add a clause to the master deed prohibiting chain link fencing.**

9. Other Approvals. The proposed site plan must be reviewed and approved by the appropriate city departments, consultants, and agencies.

Chairman Wascher opened the Public Hearing and the following commented:

- 1. Tom Cook and Anna Owens (Bailey Park Homes) stated they have hired a special engineer to address the flow of water on the property and storm water run-off. Also, would like to leave the option open to the buyer to choose a garage or carport due to the cost difference.
- 2. Christy Summers (Beckett & Raeder, Inc.) commented on the water run-off and rain gardens that move water quicker and are engineered to drain to storm sewer. They are shallow, about 2 3' and have a light flow and not considered unsafe. A rain garden is a landscaping feature that absorbs more water compared to a concrete retention pond.
- 3. Justin Horvath (SEDP) spoke in support of the project.
- 4. Brad Hissong (Building Official) commented on the garages vs. carports and carports tend to turn into storage and becomes an enforcement issue.
- 5. Tim Atkinson (Owosso Township resident) would rather have the garages to keep car/personal items out of site along with a landscaping company and snow removal.

City Planner Justin Sprague recommends approval of the Washington Park Smart Home Condominium Development, conditioned upon the following:

- 1. That waivers are granted by the Planning Commission for front yard setbacks along Washington and Wesley Streets;
- 2. That a waiver is granted by the Planning Commission for total lot coverage;
- **3.** That a waiver is granted by the Planning Commission for minimum distance between buildings to be allowed at less than 20-feet;
- **4.** That the Planning Commission require traditional detached garages opposed to car ports or sheds to preserve neighborhood character;
- 5. That side egress on the homes have fixed porches or stairs attached to the structure;
- **6.** That the Master Deed require any homes to be replaced due to an act of God, be replaced by a new structure and not a previously used structure;
- 7. That the by-laws for the condominium development strictly prohibit chain link fencing; and
- **8.** That all other agencies, departments and reviewing entities grant approval prior to the issuance of any building permits.

MOTION BY VICE-CHAIR LIVINGSTON SUPPORTED BY COMMISSIONER MORRISTO APPROVE THE SITE PLAN REVIEW FOR THE WASHINGTON PARK SMART HOME CONDOMINIUM DEVELOPMENT WITH THE FOLLOWING CONDITIONS:

- 1. That waivers are granted by the Planning Commission for front yard setbacks along Washington and Wesley Streets;
- 2. That a waiver is granted by the Planning Commission for total lot coverage;
- **3.** That a waiver is granted by the Planning Commission for minimum distance between buildings to be allowed at less than 20-feet;
- 4. That side egress on the homes have fixed porches or stairs attached to the structure;
- **5.** That the Master Deed require any homes to be replaced due to an act of God, be replaced by a new structure and not a previously used structure;
- 6. That the by-laws for the condominium development strictly prohibit chain link fencing; and
- **7.** That all other agencies, departments and reviewing entities grant approval prior to the issuance of any building permits.

NOTE: THIS MOTION DOES NOT INCLUDE THE REQUIREMENT OF TRADITIONAL DETACHED GARAGES.

YEAS: COMMISSIONER LAW, VICE-CHAIR LIVINGSTON, COMMISSIONERS MORRIS

AND TAYLOR

NAYS: COMMISSIONER YERIAN, SECRETARY FEAR AND CHAIRMAN WASCHER

RCV 4-3 MOTION CARRIED

THIS SITE PLAN REVIEW GOES BEFORE CITY COUNCIL FOR FINAL REVIEW.

2. 210 MONROE STREET - PROPOSED REZONING OF CITY OWNED PROPERTY

At the request of City Manager Nathan Henne, this 2.46-acre parcel is owned by the City of Owosso and is currently zoned I-1, Light Industrial. City Manager Henne has requested the zoning be changed to R-2 Two-Family Residential for potential future residential development as outlined in the draft Master Plan for the City. This could include row-housing, townhouses, apartments or higher-density detached one-family residential.

	Existing Land Use	Zoning	Master Plan
Subject Site	Vacant	I-1 Light industrial *	Industrial
North	Industrial	I-1, Light Industrial	I-1, Light Industrial, General Commercial
South	One-family residential and commercial	R-1, One-Family Residential, B-1, Local Business (Josh's Frogs)	Residential
East	Industrial and Rail	I-1, Light Industrial	Industrial
West	Industrial and Commercial	B-4, General Commercial and I-1, Light Industrial	Local business and industrial

While the area is a mish-mash of zoning districts including R-1, 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 -R-2, Two-Family Residential. A full list of uses is provided below:

In an R-2 district, no building or land shall be used and no building shall be erected except for one or more of the following specified uses unless otherwise provided in this chapter:

- 1. All uses permitted and as regulated in the one-family residential districts. The standards of the "schedule of regulations" applicable to the R-1 one-family residential district shall apply as minimum standards when one-family detached dwellings are erected;
- 2. Two-family dwellings:
- 3. Accessory buildings and uses customarily incident to any of the above permitted uses and subject to the conditions of section 38-379, accessory buildings;
- 4. A dwelling constituting the home for not more than three (3) aged and physically handicapped persons provided such use is in accordance with all state and local requirements;
- 5. Bed and breakfast operations as a subordinate use to single-family dwelling units subject to city licensing provisions and a determination by the city planning commission that the applicant has shown proof of historic significance of the dwelling unit. In making the determination, the planning commission shall reference the historic criteria developed and adopted by the commission.
- 6. Family day care home, foster family group homes and foster family homes shall be permitted subject to the following provisions:

- a. For family day care homes only, a minimum of four hundred (400) square feet of usable outdoor play area in the rear or side yard shall be available on the premises.
- b. Such uses are duly licensed by the state department of social services or other equivalent public agencies authorized to license these uses.
- c. Building and lots so used shall conform to all state and local code requirements, except that such uses or structures shall be permitted in buildings and lots which are nonconforming uses or structures as defined in this chapter.

Commissioner Wascher opened the Public Hearing and the following commented: NONE

City Manager Nathan Henne discussed the environmental history of this property. The underground storage was removed in 1999/2000. Soil samples were taken and results of contamination being present. This vacant lot is now a part of the Brownfield Redevelopment Study and if developed would require a list of action items before construction can begin. PCBs are the main source of contamination and this site is considered a 201 Site (1994-PA 451) and will always be tracked for any development.

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:

 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.

<u>Finding</u> – While the current future land use map identifies this area as industrial, it is important to highlight what is proposed in the city's new draft master plan. The following text describes the intent for this area.

Washington and Monroe Street - Located south of Downtown and Corunna Avenue, this 5.5-acre site is located in a transitional zone between commercial and industrial uses and a residential neighborhood to the south. The site includes multiple parcels including a city-owned property along the railroad corridor and the Former Grace Church, 715 S. Washington (built in 1950). The site is connected to public water/sewer. In the near term, the site provides an opportunity for infill residential. The adaptive reuse of church building for condominium development may be considered, however, the building does not have architectural or historical significance and could be demolished as part of the redevelopment. A desirable future use for the site is single-family attached residential. Infill development should be compatible with the existing neighborhood incorporating front porches/stoops, alley access, parking in the rear, and building heights between 2-3 stories. Existing street trees should be preserved.

It is our belief that this rezoning would significantly improve the neighborhood and would not 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.

<u>Finding</u> – This site would be compatible with the host of uses permitted under the R-2 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.
 - <u>Finding</u> To our knowledge, no evidence exists showing that the applicant could not receive a reasonable return on investment through developing the property as industrial, however the City of Owosso is generally not in the position to be the developer of this property.
- 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.
 - <u>Finding</u> It is our belief that land uses within the R-2 district are more compatible with this site and its location to the neighborhood to the south than if the site were to be developed as industrial.
- 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."
 - <u>Finding</u> 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 find that there is high demand for new housing throughout the City of Owosso and surrounding areas. While there is no imminent development proposed for this site, the city is positioning itself to have vacant, city-owned property available for redevelopment as opportunities present themselves.
- 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.

City Planner Justin Sprague recommends approval of the rezoning request for 210 Monroe Street 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 R-2 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 be more compatible with surrounding land uses;
- 5. Infrastructure to the site is appropriate for the proposed use; and
- 6. The request has not been previously submitted to the City for consideration.

MOTION BY SECRETARY FEAR SUPPORTED BY COMMISSIONER LAW TO APPROVE THE AMENDMENT TO THE ZONING ORDINANCE BY REZONING 210 MONROE STREET (050-652-001-004-00) FROM I-1, LIGHT INDUSTRIAL TO R-2, TWO-FAMILY RESIDENTIAL DISTRICT BASED ON THE ABOVE FACTS AND FINDINGS.

YEAS: VICE-CHAIR LIVINGSTON, COMMISSIONERS MORRIS, TAYLOR, YERIAN,

SECRETARY FEAR, COMMISSIONER LAW AND CHAIRMAN WASCHER

NAYS: NONE

RCV 7-0 MOTION CARRIED

THE REZONING GOES BEFORE CITY COUNCIL FOR FINAL APPROVAL.

OLD BUSINESS: NONE

NEW BUSINESS:

1. MEMORIAL HEALTHCARE PARKING LOT SITE PLAN REVIEW

The existing parking lot for the business will be repaved as part of the hospital expansion project and was reviewed and approved administratively. In addition, there is an area of approximately 10,000 square feet that must go through Planning Commission.

City Building Official Brad Hissong submitted the following:

This office has reviewed the site plan application for subject project (Phase II). The plan is for expansion of parking area. Construction features renovation to existing lots and design of new areas of parking within both phases, this office has reviewed this as drawn. Work includes removal/replacement of an existing surfaced area and grade changes/filling of other areas that include the earth changes and measures of landscaping and retention as required. After careful review this office offers the following:

1. Severe grade changes have already taken place well in excess of your submitted drawing. The condition that exist is severe and will not provide protection from run off using boulders. The recently received drawing suggests a retaining wall (drawings fourth coming) as planned previously if retaining wall was to be constructed it would extend easterly from west end of parking lot to the light pole shown on plan, existing conditions, with excessive elevations will require expansion of this wall approximately 70' east of light pole. Please see drawing area noted as previously approved Neuro/Ortho/Wellness Center parking white colored area of parking lot. Retaining wall plans to be reviewed and approved by City Staff/CIB Planning once received.

City Planner Justin Sprague submitted the following:

- 1. Information items. The site plan meets the informational requirements of the ordinance.
- 2. Parking Lot Requirements. The applicant is adding 20 new parking spaces which is in compliance with the ordinance.
- 3. Lighting. The site plan does not show or propose any new lighting in the development area. If lighting is proposed, it must be shown on the plan to ensure conformance with the ordinance.
- **4. Landscaping.** A landscaping plan has been submitted for review. The plan includes new evergreen trees, shrubs, a boulder retaining wall for slope preservation and a vinyl screening fence. The landscaping plan is in conformance with the ordinance, however; it is our understanding that the boulder wall will be replaced by interlocking blocks to create the retaining wall which will be as high as 7-8 feet from grade in certain areas. This plan will need approval from the city engineering department prior to construction.
- **5. Other Approvals**. The proposed site plan must be reviewed and approved by the appropriate city departments, consultants, and agencies.

Doug Scott, Civil Engineer from Rowe Engineering, stated the retaining wall will be 2' to 9' tall, block wall, ready rock wall that is decorative and will prevent erosion. Will also include landscaping and a vinyl privacy fence.

Charlie Thompson, Memorial Healthcare, stated they have moved everything back to meet with the southern property line (referred to as the 1950's lot line that the neighbors have been used to).

Per the City Planner Justin Sprague, the Planning Commission has a couple of options. First would be to deny the requested expansion until all of the outstanding site plan requirements are met including lighting and the retaining wall approval from city engineering.

The second path would be to conditionally approve the site plan with the following conditions and grant staff the ability to approve outstanding site plan items administratively

- **1.** Submission of a revised site plan that satisfactorily addresses the items in this letter, for administrative review and approval including;
- **2.** The proposed lighting plan;
- 3. Approval of the retaining wall by city engineering; and
- **4.** Review and approval by the appropriate city departments, consultants, and agencies prior to issuance of a building permit.

MOTION BY SECRETARY FEAR SUPPORTED BY VICE-CHAIR LIVINGSTON TO CONDITIONALLY APPROVE THE SITE PLAN REVIEW FOR ADDITIONAL AND EXISTING PARKING AREAS AT MEMORIAL HOSPITAL, PENDING ADMINISTRATIVE APPROVAL AND MEET THE FOLLOWING CONDITIONS:

- 1. SUBMISSION OF A REVISED SITE PLAN THAT SATISFACTORILY ADDRESSES THE ITEMS IN THIS LETTER, FOR ADMINISTRATIVE REVIEW AND APPROVAL INCLUDING:
- 2. THE PROPOSED LIGHTING PLAN;
- 3. APPROVAL OF THE RETAINING WALL BY CITY ENGINEERING; AND
- 4. REVIEW AND APPROVAL BY THE APPROPRIATE CITY DEPARTMENTS, CONSULTANTS, AND AGENCIES PRIOR TO ISSUANCE OF A BUILDING PERMIT.

YEAS: COMMISSIONERS MORRIS, YERIAN, SECRETARY FEAR, COMMISSIONER LAW,

VICE-CHAIR LIVINGSTON AND CHAIRMAN WASCHER

NAYS: COMMISSIONER TAYLOR

RCV 6-1 MOTION CARRIED

2. MASTER PLAN SURVEY RESULTS

City Planner Justin Sprague reviewed the survey results. There were 19 responses and main concerns including downtown and the Matthews Building. No specific changes to the master plan were suggested. The next step is for the Planning Commission to formally send the Master Plan Draft to City Council and City Council's action would be to set the 63-day period for distributing the plan publicly. After the 63 days, the Planning Commission will hold a public hearing and proceed to adopt a formal resolution accepting the Master Plan.

MOTION BY SECRETARY FEAR SUPPORTED BY VICE-CHAIR LIVINGSTON TO APPROVE THE MASTER PLAN DRAFT AND SEND TO CITY COUNCIL FOR APPROVAL AND AUTHORIZATION OF THE 63 DAY PERIOD FOR DISTRIBUTING THE PLAN PUBLICLY.

YEAS: COMMISSIONERS TAYLOR, YERIAN, SECRETARY FEAR, COMMISSIONER LAW,

VICE-CHAIR LIVINGSTON, COMMISSIONER MORRIS AND CHAIRMAN WASCHER

NAYS: NONE

RCV 7-0 MOTION CARRIED

OTHER BOARD BUSINESS: NONE

PUBLIC COMMENTS AND COMMUNICATIONS:

- 1. Jim Slingerland, Campbell Drive, concerned the retaining wall would require the removal of pine trees.
- 2. Karen Harris, Campbell Drive, asked where the retaining wall would be placed. City Planner Justin Sprague answered with it is allowed to be on the property line.

ADJOURNMENT

MOTION BY COMMISSIONER MORRIS SUPPORTED BY COMMISSIONER LAW TO ADJOURN AT 8:33 P.M. UNTIL THE NEXT MEETING ON December 14, 2020. YEAS ALL, MOTION CARRIED.

Janae L. Fear, Secretary