

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MONDAY, AUGUST 15, 2016
7:30 P.M.**

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

AGENDA

OPENING PRAYER:

PLEDGE OF ALLEGIANCE:

ROLL CALL:

APPROVAL OF THE AGENDA:

APPROVAL OF THE MINUTES OF REGULAR MEETING OF AUGUST 1, 2016:

ADDRESSING THE CITY COUNCIL

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

PROCLAMATIONS / SPECIAL PRESENTATIONS

None.

PUBLIC HEARINGS

None.

CITIZEN COMMENTS AND QUESTIONS

CITY MANAGER REPORT

CONSENT AGENDA

1. Set Public Hearing -Plant Rehabilitation District – 300 W. Main Street. Set a public hearing for Tuesday, September 6, 2016 to receive citizen comment regarding the application from Owosso REI Group, LLC of Owosso requesting the establishment of a Plant Rehabilitation District for their property at 300 W. Main Street.

2. Set Public Hearing -Obsolete Property Rehabilitation District – 344 W. Main Street. Set a public hearing for Tuesday, September 6, 2016 to receive citizen comment regarding the application from D.R. & H.P., LLC of Lansing requesting the establishment of an Obsolete Property Rehabilitation District for their property at 344 W. Main Street.
3. Planning Commission Referral – Zoning Ordinance Amendment. Refer to the Planning Commission for recommendation a potential amendment to Chapter 38, Zoning, of the Code of Ordinances of the City of Owosso, Michigan pertaining to the parking/storage of recreational vehicles.
4. Boards and Commissions Appointment. Approve the following Mayoral Boards and Commissions appointment:

Name	Board/Commission	Term Expires
Michelle Collison*	Planning Commission	06-30-2019

* Indicates reappointment

5. Dog Days of Summer 5K Permission. Approve application of Donielle Jent (Elite Pet Styling) for the partial closure of various streets on Saturday, August 20, 2016 from 8:00am – 2:00pm for the Dog Days of Summer 5K Run/Walk, waive the insurance requirement, and authorize Traffic Control Order No. 1359 formalizing the requested closure.
6. Owosso Vintage Motorcycle Days Permission. Approve application of Owosso Main Street for the closure of N. Washington Street from Exchange Street to 145' north of Mason Street (the north border of 311 N. Washington St.) beginning at 6:00 p.m. August 26, 2016 until 6:00 p.m. August 27, 2016 for the Owosso Vintage Motorcycle Days event, waive the insurance requirement and authorize Traffic Control Order No. 1360 formalizing the requested closure.
7. Change Order No. 1 – Real Estate Broker Services. Authorize Change Order No. 1 to the contract with Looking Grand, Inc. d/b/a/ Century 21 Looking Glass for the Provision of Real Estate Broker Services for City-owned Lots in Osburn Lakes, Phase1, extending the term of the agreement until December 31, 2017.
8. Change Order No. 1 – Ambulance Purchase. Authorize Change Order No. 1 to the purchase agreement with Kodiak Emergency Equipment, Inc. d/b/a Kodiak Emergency Vehicles for the purchase of a 2017 Osage Type III Ford Ambulance, increasing the amount by \$4,760.00 for the purchase and installation of additional lighting and electrical system upgrades and further authorize payment up to the amount of the original contract plus Change Order No. 1.
9. Emergency Repair Authorization – WWTP West Side Transformer. Approve emergency repair of the west side electric transformer located at the Waste Water Treatment Plant and authorize payment to Halligan Electric, Inc. in the amount of \$6,248.25 for said repairs.
10. Bid Award – No-Preference Towing Services. Authorize bid award for no-preference towing services to Richard Maurer d/b/a Dick's Auto Service and Reeves Wheel Alignment, Inc., equally sharing the preferred wrecker service contract for the City for the period from July 1, 2016 through June 30, 2019.
11. Purchase Authorization — Public Safety Vehicle Equipment Changeover. Waive competitive bidding requirements and 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 \$7,173.50.

12. Warrant No. 526. Authorize Warrant No. 526 as follows:

Vendor	Description	Fund	Amount
B S & A Software	Various systems-annual support/service 8/1/16 - 8/1/17	Various	\$11,708.00
Orchard Hiltz & McCliment Inc.	Water reliability study payment	Water	\$12,652.25
Orchard Hiltz & McCliment Inc	Engineering services payment for Cargill project	OBRA #8	\$12,716.00
Advanced Drainage Systems	To correct approval amount from \$5,472.00 to \$5,729.19	Streets	\$ 5,729.19
William C. Brown, P.C.	Professional services – 7/6/16 – 8/8/16	General	\$11,773.84
Safebuilt, Inc.	Building department services- July 2016	General	\$ 9,460.00

13. Check Register – July 2016. Affirm check disbursements totaling \$1,148,562.90 for July 2016.

ITEMS OF BUSINESS

1. Disc Golf Layout Approval. Tim Law will present the proposed course layout, followed by formal consideration of the final approval of the layout and authorization to proceed with construction.
2. Real Estate Purchase Agreement Amendment. Consider amending the Agreement for the Purchase of Real Estate dated January 19, 2016 between the City of Owosso and Michael Cline to allow conveyance of the property in question via Quit Claim Deed.
3. Michigan Local Government Management Association Rebranding. Authorize resolution affirming the name change and rebranding of the Michigan Local Government Management Association (MLGMA) to Michigan Municipal Executives (MME).
4. MML Delegate. Designate Assistant City Manager Susan K. mot as the City Representative to cast the vote of municipality at the Michigan Municipal League annual business meeting on September 14, 2016.
5. Parks & Recreation Commission Amended Bylaws. Consider approval of the proposed bylaws for the City's Parks & Recreation Commission.
6. Street Improvement Bond Proposal. Authorize the placement of a ballot question requesting a \$10,000,000 bond for street improvements on the November 8, 2016.

COMMUNICATIONS

1. William C. Brown, City Attorney. Memo regarding lots separated by an alley.
2. Tyler J. Leppanen, Assistant Community Development Director. Land combination of 133 S. Chipman St & 202 S. State St.
3. N. Bradley Hissong, Building Official. July 2016 Building Department Report.
4. N. Bradley Hissong Building Official. July 2016 Code Violations Report.
5. Kevin D. Lenkart, Public Safety Director. July 2016 Police Report.
6. Kevin D. Lenkart, Public Safety Director. July 2016 Fire Report.
7. Downtown Development Authority/Main Street. Minutes of July 6, 2016.
8. Parks & Recreation Commission. Minutes of July 12, 2016.
9. Zoning Board of Appeals. Minutes of July 19, 2016.
10. Downtown Historic District Commission. Minutes of July 20, 2016.
11. Downtown Development Authority/Main Street. Minutes of August 3, 2016.

CITIZEN COMMENTS AND QUESTIONS

NEXT MEETING

Tuesday, September 06, 2016

BOARDS AND COMMISSIONS OPENINGS

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

ADJOURNMENT

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

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MINUTES OF AUGUST 1, 2016
7:30 P.M.**

PRESIDING OFFICER: MAYOR BENJAMIN R. FREDERICK

OPENING PRAYER: MARK GREEN
PASTOR OF DISCIPLESHIP AT OWOSSO FIRST CHURCH OF THE NAZARENE

PLEDGE OF ALLEGIANCE: MAYOR BENJAMIN R. FREDERICK

PRESENT: Mayor Benjamin R. Frederick, Mayor Pro-Tem Christopher T. Eveleth, Councilpersons Loreen F. Bailey, Burton D. Fox, Elaine M. Greenway, and Robert J. Teich, Jr.

ABSENT: Councilperson Michael J. O'Leary.

APPROVE AGENDA

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

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

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

Motion by Mayor Pro-Tem Eveleth to approve the Minutes of the Regular Meeting of July 18, 2016 as presented.

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

PROCLAMATIONS / SPECIAL PRESENTATIONS

None.

PUBLIC HEARINGS

None.

CITIZEN COMMENTS AND QUESTIONS

Becky Langtry, property owner of 202 State Street, states their rental house burned in late march and has been red tagged by the city of Owosso. Ms. Langtry stated she would like to retain the barn and single car garage on the property to store lawn equipment used maintain 202 State Street and four rental properties owned within a one block radius. Ms. Langtry also stated the use will remain the same other than putting new windows in and everything will be stored inside. The Langtry's came to the July 19, 2016 Zoning Board of Appeals meeting where their application for a variance was denied. Ms. Langtry states she should be able to keep her garages under Owosso City Zoning Ordinance, Section 38-378 non-conforming use citing it would not to be contrary to public health. Also stated 1011 Lynn Street has a garage on the property with no main building.

Phillip Varta-Vargas, 871 Krust Drive, asked questions about Owosso City Zoning Ordinance, Section 38-371 – Accessory building. He owns an 18' Crownline boat that he parks at his residence and realizes that he is not storing the boat correctly. Mr. Varta-Vargas states he stores the boat in his driveway and is asking if the current ordinance can be redone to allow him to park his boat in his driveway during boating season.

Mike Cline, 620 Wright Street, stated he has two issues. First, he noticed all drains where Gould Street has been improved recently still have orange bags on them which prevents drainage during rain and wonders why they are still there. Second, states it appears the city is trying to privatize towing within the city limits and wonders if city is trying to get more people to sign up for towing insurance with the current bid results for towing services for the city. Mr. Cline questions why city council wants people to have towing insurance? Also stated there are other towing companies are outside of city limits. It was pointed out that only two bids were received for towing services for the city.

Council response to citizen comments above-

Mayor Frederick asked city attorney Brown what recourse city council has regarding ZBA ruling for 202 S. State Street. Attorney Brown stated any appeal of ZBA would have to go to circuit court and not city council pursuant to state statute. Mayor Frederick asked ZBA member Pro-Tem Eveleth if he would talk about how ZBA came to its decision. Pro-Tem Eveleth stated that if this appeal was allowed it would strike down the zoning law and set a precedence. Councilperson Fox asked the owners what the use of the garage was prior to the fire. States barn use has never changed, councilperson Fox states he is struggling with the idea that it is nonconforming. Mayor Frederick asks staff to look into combining lots even when an alley is involved.

Suggestion to amend recreational vehicles was addressed by Mayor Frederick and asked if this is aesthetic in nature or if the parking of the boat is blocking any view. Councilperson Fox wants the ordinance changed or looked at to see if it is relevant to what people need today, perhaps it needs to be changed. Mayor Frederick would like this put in front of council for review at next city council meeting

Mayor Frederick asked DPW Director Sedlak about orange covers on the drains near Gould Street. Sedlak responded the orange covers are left there due to soil erosion control measures and stated he will look into how long they need to be left in place.

Council Comments-

Councilperson Greenway referenced the towing bids and why they were sought, stating it is common sense when it happens that parties involved can choose their own towing service rather than using who the city is contracted with.

Mayor Frederick referenced the 150th anniversary of Woodard Manufacturing and that it was attended by many people and celebrated by all.

CITY MANAGER REPORT

Project Status Report was given as outlined in the latest Project Status Report.

Towing response by city manager Crawford – two bids received, both similar. No real issues involved other than wanting to have somewhere to refer those who are out of town or have no towing insurance.

Mayor Frederick asked about Standard & Poor's rating and if there is a timeframe on when staff will hear their decision on bond rating? City manager Crawford stated no but now is the time to get a better rating. Mayor Frederick then encouraged remaining council members to keep an eye on bond rating sharing the State of Michigan has been difficult and hasn't allowed cities like Owosso to have insured bonds.

Councilperson Fox asked about the waste water plant's west side transformer and if it belonged to Consumers. City manager Crawford said it belongs to the city sharing the one by the Lebowsky Theater belongs to Consumers. Price is the key difference in who owns the transformer. Consumers is willing to lease everything, such as street light, which cost many times more than what it does to install our own. Councilperson Fox then asked about Disc golf and the proposed layout for the course, specifically, what does little height and crossing of path mean? City manager Crawford stated the city of Corunna has had disc golf for a long time with no issues. Corunna also has disc golf paths that cross the trail. Sleepy Hollow also as well as Laingsburg where it is in the golf course. Councilperson Fox stated he has concern over discs crossing trails.

CONSENT AGENDA

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

Resolution Setting Public Hearing To Establish And Industrial Development District -- 300 W Main Street. Owosso REI Group, LLC is applying for an Industrial Facilities Tax Exemption Certificate for the part of the complex being proposed for a brewery. The resolution provides for notifying the taxing districts and sets a public hearing for August 15, 2016 as follows:

RESOLUTION NO. 82-2016

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

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

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

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

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

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

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

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

SECOND: The city clerk gives the notifications as required by law.

Traffic Control Order #1355 For Bend And Yoga Event. The traffic control order provides for the closing of parking lot 26 at the southeast corner of Ball and Comstock Streets on July 16 and August 20 from 7:00 a.m. to 9:00 a.m.

Neighborhood Block-Party Permission. The traffic control order provides for the closing of Gilbert Street between Oliver and Queen Streets on August 14 from 1:00 p.m. and 9:00 p.m. for a block party for

residents, waived the insurance requirement, and authorized Traffic Control Order No. 1356 formalizing the action.

Bicycle Show And Swap Meet. The traffic control order provides for the use of the alley and parking lot in the 800 block of Westown, north side of Main Street on August 14 from 9:00 a.m. to 3:30 p.m. for a bicycle show and swap meet in Westown, waived the insurance requirement, and authorized Traffic Control Order No. 1357.

Lebowsky Center Event Parking. The traffic control order provides for the reserving of two parking spaces on various dates in front of the Main Street entrance to the Lebowsky Center when events are taking place for safety purposes. For afternoon events, parking would be prohibited from 2:00 p.m. to 6:00 p.m. and evening events from 7:00 p.m. to 11:00 p.m. for additional event parking at the front entrance for patrons, waived the insurance requirement, and authorized Traffic Control Order No. 1358.

Resolution Authorizing The Execution Of An Emergency Purchase Of Plastic Pipe From Advanced Drainage Systems. It was necessary to purchase for the repair of a collapsed storm sewer 300 feet of 24-inch plastic pipe for \$5,457.63 as follows:

RESOLUTION NO. 83-2016

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

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

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

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

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

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

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

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

Check Register – June 2016. Affirmed check disbursements totaling \$1,749,435.07 for June 2016.

Motion supported by Councilperson Bailey.

Roll Call Vote.

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

NAYS: None.

ABSENT: Councilperson O'Leary.

ITEMS OF BUSINESS

Execution of Contract with PM Environmental, Inc., for environmental Oversight, Project Management, and Reporting Activities for the Former Eastside Cleaners/Proposed Qdoba and Retail Property

Motion by Mayor Pro-Tem Eveleth as follows:

RESOLUTION NO. 84-2016

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

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

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

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

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

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

FIRST: The city of Owosso has determined that it is advisable and in the public interest to enter into an agreement with PM Environmental, Inc., for the oversight, project management, and reporting activities for the remediation portion of the Qdoba project.

SECOND: The Mayor and city clerk are authorized to execute the contract for the city and payment not to exceed \$76,355 to PM Environmental, Inc.

Motion supported by Councilperson Bailey.

Roll Call Vote.

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

NAYS: None.

ABSENT: Councilperson O'Leary.

Authorizing the Application for Transportation Local Safety Program Funds for Washington Street Improvements

City manager Crawford stated this has been put together, council has put together similar programs in the past and that it is a great saving to the city as it pays for 90%. Used on the north street culvert. Probability of getting approved is relatively slim but will get us in line and ready to move forward next year.

Councilperson Fox referenced two recent accidents at S. Washington and Stewart Streets that could have been serious. Councilperson Fox proposed an all-way stop at this crossing to prevent future accidents and asked if this would be possible under the TAP program. City manager Crawford said it may disqualify the city for the grant because we don't score high enough on the accident list to show need. City manager Crawford stated he will check into this and report back.

Motion by Mayor Pro-Tem Eveleth as follows:

RESOLUTION NO. 85-2016

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

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

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

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

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

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

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

Motion supported by Councilperson Teich.

Roll Call Vote.

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

NAYS: None.

ABSENT: Councilperson O'Leary.

Street Program Funding Discussion

Staff provided council members with a packet on \$10 Million Bond and \$4 Million Bond to fund future road projects. Mayor Frederick asked city manager Crawford what the term was on the 4 million bond. Answer is a 10 year period. Councilperson Teich asked what the millage amount is on the \$4 million bond. City

manager Crawford responded he believe it is at .8 mills for 10 years while the \$10 million is at 2.19 mills for 25 years. Councilperson Teich noted the pay as you go program was 1.6 mills a couple years ago. City manager Crawford asked council to take a recess for a few minutes so he could go to his office to find the information on millage amounts and terms.

Mayor Frederick recessed the meeting at 8:22 p.m. Meeting was called back to order at 8:29 p.m.

City manager Crawford was unable to find his information but came back with finance director, Rick Williams on speaker phone to answer questions. Interest rate is 4% for 25 years and 3.75% for 15 years. Mayor Frederick asked for clarification of the term on the .8 mills. The term would be for 25 years.

The ballot language requires the city to disclose what would be levied for the first year and it also requires disclosure of the average mean levy over the life of the bond, which would be calculated at .8 of a mill figured on a rated bond. All rate assumptions that are conservative (high) because markets are currently better than that. Important for interim-period equity because it correlates to life of street, the shorter the term the higher the cost and would not correlate with the life of the street. Councilperson Fox asked if the city can seek additional bonds after a period of four years. Finance director Williams stated yes, the city can add more bonds further down the road as other bonds drop off which actually helps keep rate stable.

City manager Crawford asked when is the right time to take the road bond issue to the voters. Councilperson Fox states he wants to get it to the voters as soon as possible because the longer the city takes the worse the roads get. After further discussion it was determined an additional council meeting with the sole purpose of determining terms and language for a road bond is necessary.

Motion by Councilperson Fox to hold a special meeting to discuss the road bond issue and language on Tuesday, August 9, 2016 at 6:30 p.m.

Motion supported by Councilperson Teich.

Roll Call Vote.

COMMUNICATIONS

Downtown Development Authority/Main Street. Minutes of July 6, 2016.

Historical Commission. Minutes of July 11, 2016.

CITIZEN COMMENTS AND QUESTIONS

Tom Manke, 2910 W. Main Street, commented on 202 S. State Street saying he believes the property value is higher with a garage remaining.

ADJOURNMENT

Motion by Mayor Pro-Tem Eveleth for adjournment at 8:55 p.m.

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

Benjamin R. Frederick, Mayor

Susan K. Montenegro, Assistant City Manager



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

MEMORANDUM

DATE: August 10, 2016

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

FROM: Larry Cook, Assessor

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

In my July 22nd memo, you were informed that during State Tax Commissions (STC) review of the Obsolete Property Rehabilitation Act (OPRA) application for 300 W. Main Street, they determined the brewery section of the project would not qualify. They recommended the use of an Industrial Facilities Tax Exemption (IFT), since the brewery is industrial in nature per their definition.

Staff recently discovered an error in the IFT application in which the applicant requested an Industrial Development District be established for this IFT, but should have been a Plant Rehabilitation District. With that in mind, the hearing for the district will be changed to September 6th and the hearing on the application for the IFT Rehab will be changed to September 15th.

The Plant Rehabilitation District is to be described as:

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

As mentioned above, it is recommended by staff that the city council set a public hearing for September 6, 2016 for input from the public both within and out of the district. The city clerk will send notice to all taxing jurisdictions as required by the statute and the city's tax abatement policy.

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

**RESOLUTION SETTING PUBLIC HEARING TO ESTABLISH
A PLANT REHABILITATION DISTRICT
300 W. MAIN STREET**

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

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

WHEREAS, the Plant Rehabilitation District for this application is described as:

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

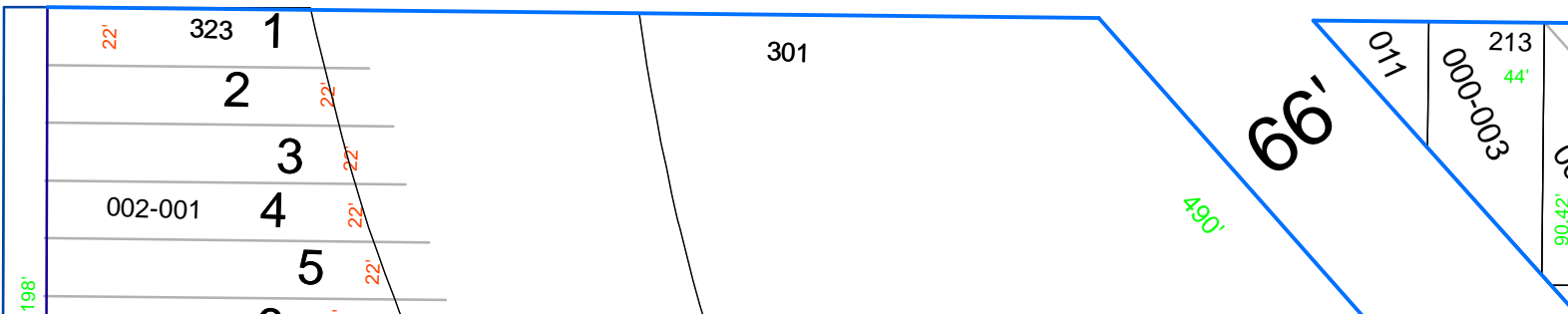
WHEREAS, it must be determined that this district would be beneficial to the city of Owosso, as well as local and regional economy;

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

FIRST: the Owosso City Council sets public hearing for September 6, 2016 at or about 7:30 p.m. in the council chambers for the purpose of hearing comments from those within the proposed district, and any other resident or taxpayer, of the city of Owosso; and

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

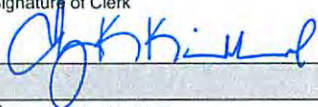
N. WATER ST.



Application for Industrial Facilities Tax Exemption Certificate

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

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

To be completed by Clerk of Local Government Unit	
Signature of Clerk 	Date Received by Local Unit 08/10/14
STC Use Only	
Date Received by STC	

APPLICANT INFORMATION

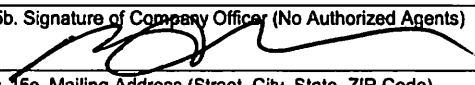
All boxes must be completed.

1a. Company Name (Applicant must be the occupant/operator of the facility) Owosso REI Group, LLC		1b. Standard Industrial Classification (SIC) Code - Sec. 2(10) (4 or 6 Digit Code) Brewery	
1c. Facility Address (City, State, ZIP Code) (real and/or personal property location) 300 West Main Street, Owosso, MI 48867		1d. City/Township/Village (indicate which) City of Owosso	1e. County Shiawassee
2. Type of Approval Requested <input type="checkbox"/> New (Sec. 2(5)) <input type="checkbox"/> Speculative Building (Sec. 3(8)) <input type="checkbox"/> Research and Development (Sec. 2(10))		3a. School District where facility is located Owosso	3b. School Code 78110
<input type="checkbox"/> Transfer <input checked="" type="checkbox"/> Rehabilitation (Sec. 3(6)) <input type="checkbox"/> Increase/Amendment		4. Amount of years requested for exemption (1-12 Years) 12	
5. Per section 5, the application shall contain or be accompanied by a general description of the facility and a general description of the proposed use of the facility, the general nature and extent of the restoration, replacement, or construction to be undertaken, a descriptive list of the equipment that will be part of the facility. Attach additional page(s) if more room is needed. See Attachment			
6a. Cost of land and building improvements (excluding cost of land) * Attach list of improvements and associated costs. * Also attach a copy of building permit if project has already begun.		6a. Cost of land and building improvements (excluding cost of land) \$274,032 Real Property Costs	
6b. Cost of machinery, equipment, furniture and fixtures * Attach itemized listing with month, day and year of beginning of installation, plus total		6b. Cost of machinery, equipment, furniture and fixtures \$289,750 Personal Property Costs	
6c. Total Project Costs * Round Costs to Nearest Dollar		6c. Total Project Costs 563,782 Total of Real & Personal Costs	
7. Indicate the time schedule for start and finish of construction and equipment installation. Projects must be completed within a two year period of the effective date of the certificate unless otherwise approved by the STC.			
Real Property Improvements		Begin Date (M/D/Y) December 2016	End Date (M/D/Y) February 2018
Personal Property Improvements		August 2017	February 2018
		<input checked="" type="checkbox"/> Owned	<input type="checkbox"/> Leased
		<input checked="" type="checkbox"/> Owned	<input type="checkbox"/> Leased
8. Are State Education Taxes reduced or abated by the Michigan Economic Development Corporation (MEDC)? If yes, applicant must attach a signed MEDC Letter of Commitment to receive this exemption. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
9. No. of existing jobs at this facility that will be retained as a result of this project. 0		10. No. of new jobs at this facility expected to create within 2 years of completion. 25	
11. Rehabilitation applications only: Complete a, b and c of this section. You must attach the assessor's statement of SEV for the entire plant rehabilitation district and obsolescence statement for property. The Taxable Value (TV) data below must be as of December 31 of the year prior to the rehabilitation.			
a. TV of Real Property (excluding land)		3,688	
b. TV of Personal Property (excluding inventory)		0	
c. Total TV		3,688	
12a. Check the type of District the facility is located in: <input type="checkbox"/> Industrial Development District <input checked="" type="checkbox"/> Plant Rehabilitation District			
12b. Date district was established by local government unit (contact local unit)		12c. Is this application for a speculative building (Sec. 3(8))? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

APPLICANT CERTIFICATION - complete all boxes.

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

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

13a. Preparer Name Randy Woodworth	13b. Telephone Number 989-723-3711	13c. Fax Number 989-936-5920	13d. E-mail Address randywoodworth@gmail.co
14a. Name of Contact Person Randy Woodworth	14b. Telephone Number 989-723-3711	14c. Fax Number 989-936-5920	14d. E-mail Address randywoodworth@gmail.co
▶ 15a. Name of Company Officer (No Authorized Agents) Randy Woodworth			
15b. Signature of Company Officer (No Authorized Agents) 		15c. Fax Number 989-936-5920	15d. Date 7/20/2015
▶ 15e. Mailing Address (Street, City, State, ZIP Code) 120 W. Exchange St. Suite 203 Owosso, MI 48867		15f. Telephone Number 989-723-3711	15g. E-mail Address randywoodworth@gmail.co

LOCAL GOVERNMENT ACTION & CERTIFICATION - complete all boxes.

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

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

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

19a. Signature of Clerk	19b. Name of Clerk	19c. E-mail Address
19d. Clerk's Mailing Address (Street, City, State, ZIP Code)		
19e. Telephone Number	19f. Fax Number	

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

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

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

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

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

IFT Project Summary, Budget and Installation Timeline Attachment

Owosso REI Group, LLC

300 West Main Street

Owosso, Michigan

#5

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

Real Property Improvements

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

Personal Property Improvements

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



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

MEMORANDUM

DATE: August 5, 2016

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

FROM: Larry Cook, Assessor

RE: Obsolete Property Rehabilitation District – 344 W. Main Street

The city clerk received applications for a Tax Abatement under city policy and an Obsolete Property Rehabilitation Act (OPRA) exemption, from DRHP, LLC, owners of 344 W. Main Street. The project proposes to completely renovate the building with 11 new apartments and 8600 square feet of commercial space. The creation of an OPRA District is the first step in the process and must be in place before any work can commence on the property.

The description of the district being requested is:

LOTS 10 THRU 15 AND WEST 132 FEET OF LOT 8 AND WEST 132 FEET' OF THE SOUTH 18 FEET OF LOT 7, BLOCK 6, LUCY L COMSTOCKS ADDITION TO CITY OF OWOSSO, INCLUDING THE WEST 132 FEET OF CLOSED ALLEY

Within the Obsolete Property Rehabilitation Act (OPRA) rehabilitation is defined as:
.....changes to obsolete commercial property as may be required to restore the property to an economically efficient condition. Rehabilitation includes major renovation and modification including but not necessarily limited to, improvement to floors, correction of deficient or excessive height, new or improved building equipment such as heating ventilation and lighting, improved roof structures and cover, improved wall placement, improved exterior and interior appearance of buildings and other physical changes.

For a rehab facility, the OPRA freezes the taxable value of the building at its value prior to the rehab, and the frozen value and the rehab values are taxed at an adjusted tax rate. Land and personal property cannot be abated under this act and the exemption certificate cannot exceed 12 years. If a certificate is approved by the local unit, the State Tax Commission has 60 days to approve or disapprove the application.

The qualifications for an Obsolete Property Rehabilitation District for this property are found in 125.2783 Section 3, (1), of the Obsolete Property Rehabilitation Act as follows:

- (1) A local governmental unit, by resolution of its legislative body, may establish a commercial redevelopment district, which may consist of 1 or more parcels or tracts of land or a portion thereof, if at the time of adoption of the resolution the property within the district is any of the following:*
 - (a) Obsolete property in an area characterized by obsolete commercial property or commercial housing property.*
 - (b) Commercial property that is obsolete property that was owned by a qualified local governmental unit on the effective date of this act, and subsequently conveyed to a private owner.*

The following excerpts from STC Bulletin No. 9 of 2000 may help guide and define these requirements.

"Obsolete property" means commercial property or commercial housing property, that is 1 or more of the following:

(i) "Blighted property". Blighted property means property that meets 1 or more of the following criteria:

- i. Has been declared a nuisance in accordance with a local housing, building, plumbing, fire, or other related code or ordinance.*
- ii. Is an attractive nuisance to children because of physical condition, use, or occupancy.*
- iii. Is a fire hazard or is otherwise dangerous to the safety of persons or property.*
- iv. Has had the utilities, plumbing, heating, or sewerage permanently disconnected, destroyed, removed, or rendered ineffective so that the property is unfit for its intended use.*
- v. Is tax reverted property owned by a qualified local governmental unit, by a county, or by this state. The sale, lease, or transfer of tax reverted property by a qualified local governmental unit, county, or this state after the property's inclusion in a brownfield plan shall not result in the loss to the property of the status as blighted property for purposes of PA 145 of 2000. (See MCL 125.2652)*

(ii) A facility as that term is defined below:

"Facility" as defined in PA 451 of 1994 means any area, place, or property where a hazardous substance in excess of the concentrations which satisfy the requirements of section 20120a(1)(a) or (17) or the cleanup criteria for unrestricted residential use under part 213 has been released, deposited, disposed of, or otherwise comes to be located. Facility does not include any area, place, or property at which response activities have been completed which satisfy the cleanup criteria for the residential category provided for in section 20120a(1)(a) and (17) or at which corrective action has been completed under part 213 which satisfies the cleanup criteria for unrestricted residential use. (See MCL 324.20101)

(iii) *Functionally obsolete.*

"Functionally obsolete" means that the property is unable to be used to adequately perform the function for which it was intended due to a substantial loss in value resulting from factors such as overcapacity, changes in technology, deficiencies or superadequacies in design, or other similar factors that affect the property itself or the property's relationship with other surrounding property. (See MCL 125.2652)

Note: The STC offers the following as examples of functional obsolescence:

- 1) *A floor plan which is inappropriate for the highest and best use of the property.*
- 2) *A heating system which is inadequate for the highest and best use of the property.*
- 3) *Excessively high or low ceilings for the highest and best use of the property.*
- 4) *Partition walls which restrict the highest and best use of the property.*
- 5) *Mechanical systems (e.g. electrical, plumbing, etc) which are inadequate for the highest and best use of the property.*

If council determines this district meets the requirements of the act and is found to be beneficial to the city, a public hearing must be set in accordance with laws of the State of Michigan and the open meetings act and notification by certified mail to the owner(s) of property within the proposed district.

Attached is a map of the proposed district along with a copy of the application for the Obsolete Property Rehabilitation Exemption.

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

**RESOLUTION SETTING PUBLIC HEARING TO CONSIDER ESTABLISHING AN OBSOLETE
PROPERTY REHABILITATION DISTRICT COMMONLY KNOWN AS
344 WEST MAIN STREET**

WHEREAS, request was received August 3, 2016 for an Obsolete Property Rehabilitation Act (OPRA) exemption along with an Application for Tax Abatement from DRHP, LLC, owners of 344 W. Main Street; and

WHEREAS, an Obsolete Property Rehabilitation District needs to be established and described as:

*LOTS 10 THRU 15 AND WEST 132 FEET OF LOT 8 AND WEST 132 FEET OF THE SOUTH 18
FEET OF LOT 7, BLOCK 6, LUCY L COMSTOCKS ADDITION TO CITY OF OWOSSO,
INCLUDING THE WEST 132 FEET OF CLOSED ALLEY; and*

WHEREAS, the Obsolete Property Rehabilitation Act, Act 146 of 2000, is available to the city of Owosso; and

WHEREAS, the act permits the city of Owosso to establish a Obsolete Property Rehabilitation District; and
WHEREAS, a Obsolete Property Rehabilitation District may consist of one or more parcels of land; and

WHEREAS, it must be determined that the district must consist of obsolete commercial property or commercial housing property as defined in 125.2782, Section 2 (h) of Act 146 of 2000; and

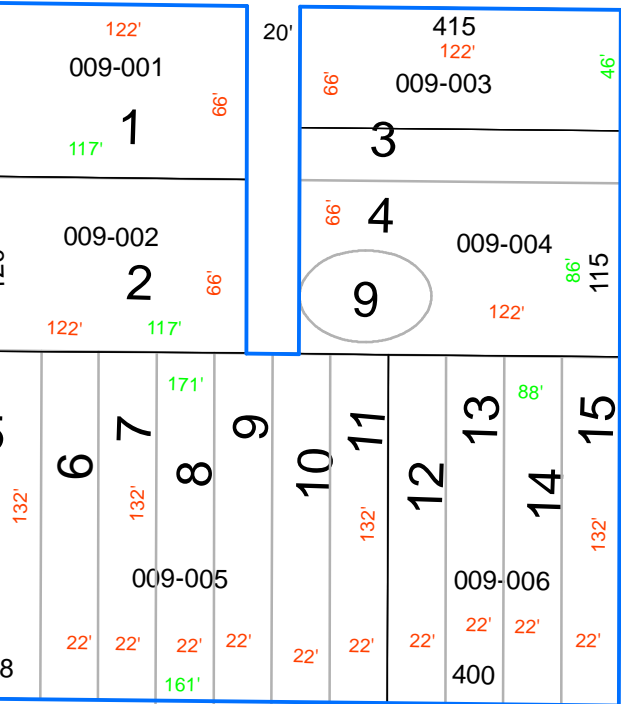
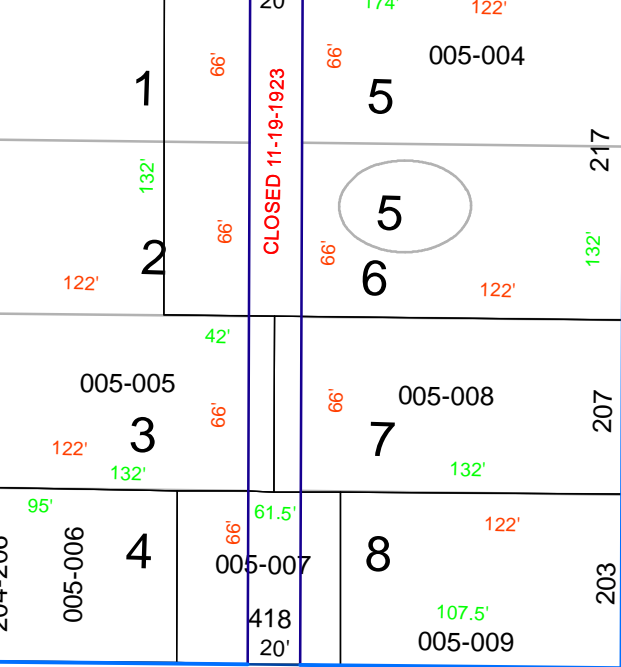
WHEREAS, it must be determined that establishing the district would be beneficial to the city of Owosso, as well as local and regional economy;

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

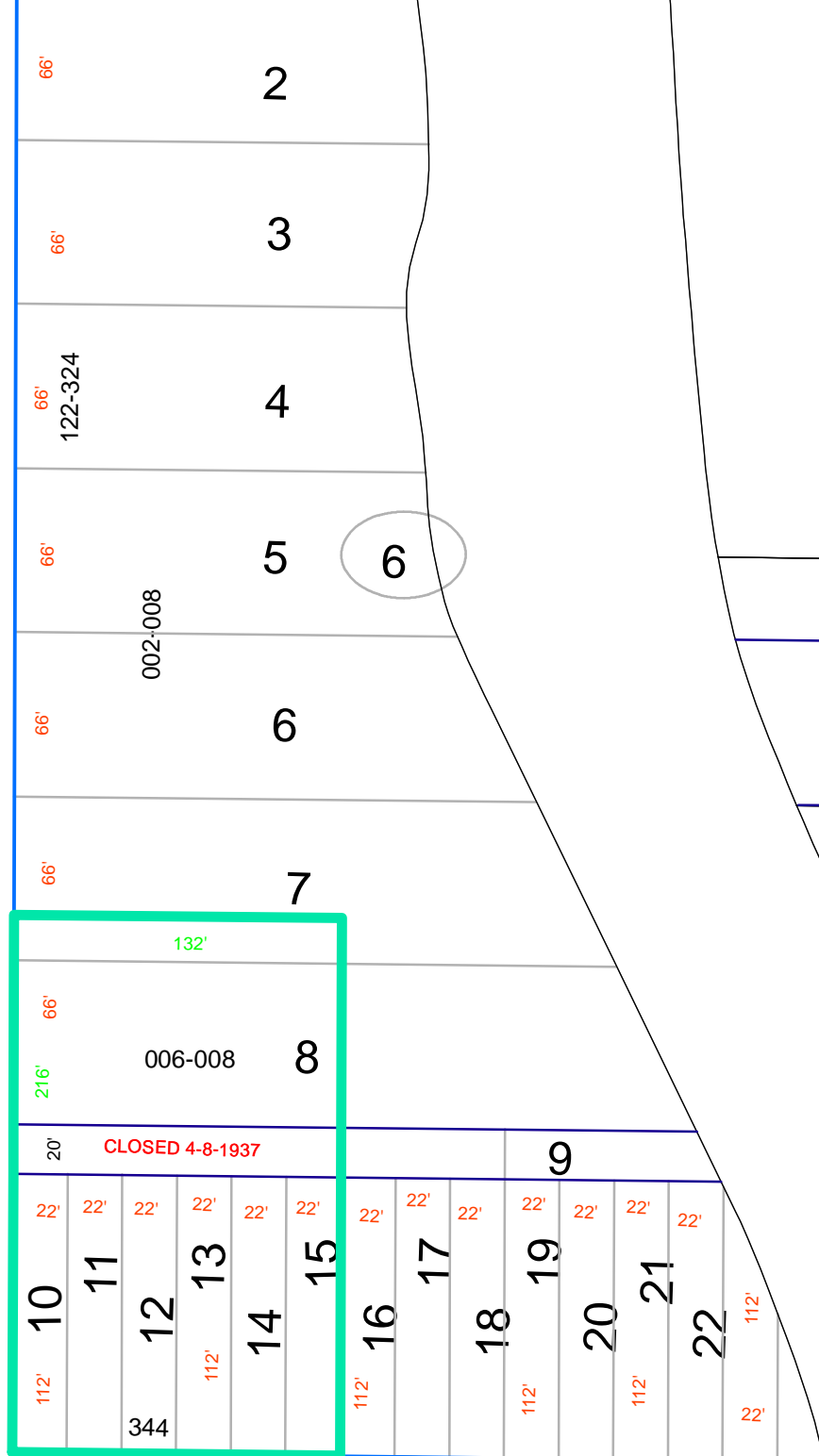
FIRST: the Owosso City Council sets public hearing for September 6, 2016 at or about 7:30 p.m. in the council chambers for the purpose of hearing comments from those within the proposed district, and any other resident or taxpayer, of the city of Owosso; and

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

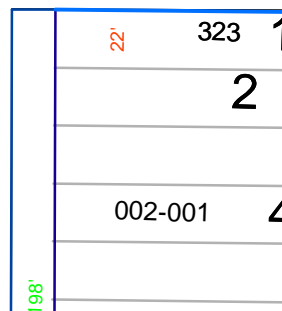
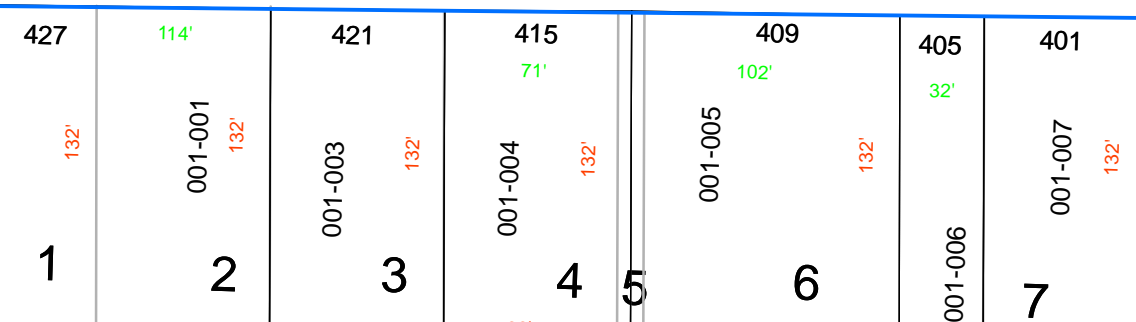
THIRD: the city staff is directed to investigate and determine if the qualifications of the act are satisfied and report findings at the hearing.



CASTLE DR.



W. MAIN ST.



[illegible]

Figure 1 displays a 4x4 grid of 16 grayscale images showing the degradation of a handwritten digit '9' from top-left to bottom-right. The images are labeled 009-001 to 009-006 and 1 to 15. Annotations include angles (e.g., 122°, 66°, 117°) and a scale bar '400'.

This aerial map shows a residential area with lots numbered 2 through 22. Lot 6 is circled in white. A red rectangle highlights lots 8 through 15. A red line runs horizontally across the map, labeled "CLOSED 4-8-1937". Dimensions are provided for many lots in red and green text.

Lot Dimensions (Red text):

- Lot 2: 66'
- Lot 3: 66'
- Lot 4: 66', 122-324
- Lot 5: 66'
- Lot 6: 53'
- Lot 7: 66'
- Lot 8: 66'
- Lot 9: 22', 22', 22', 22', 22', 22', 22'
- Lot 10: 112', 22'
- Lot 11: 22'
- Lot 12: 22'
- Lot 13: 112', 22'
- Lot 14: 22'
- Lot 15: 22'
- Lot 16: 112', 22'
- Lot 17: 22'
- Lot 18: 22'
- Lot 19: 22'
- Lot 20: 112', 22'
- Lot 21: 112', 22'
- Lot 22: 112', 22'

Other Dimensions (Green text):

- Lot 8: 132'
- Lot 10: 216'

Other Labels:

- 002 008 (near Lot 5)
- 006-008 (near Lot 8)
- 344 (near Lot 10)
- CLOSED 4-8-1937 (red line)

Application for Obsolete Property Rehabilitation Exemption Certificate

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

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


Applicant (Company) Name (applicant must be the OWNER of the facility)		
D.R. & H.P., L.L.C		
Company Mailing address (No. and street, P.O. Box, City, State, ZIP Code)		
313 S WASHINGTON SQUARE LANSING MI 48933		
Location of obsolete facility (No. and street, City, State, ZIP Code)		
344 W. Main Street, Owosso, MI 48867		
City, Township, Village (indicate which)		County
City of Owosso		Shiawassee
Date of Commencement of Rehabilitation (mm/dd/yyyy)	Planned date of Completion of Rehabilitation (mm/dd/yyyy)	School District where facility is located (include school code)
2/01/2017	5/01/2018	78110 - OWOSSO SCHOOLS
Estimated Cost of Rehabilitation	Number of years exemption requested	Attach Legal description of Obsolete Property on separate sheet
2,000,000	12	Attached
Expected project likelihood (check all that apply):		
<input checked="" type="checkbox"/> Increase Commercial activity	<input type="checkbox"/> Retain employment	<input checked="" type="checkbox"/> Revitalize urban areas
<input checked="" type="checkbox"/> Create employment	<input type="checkbox"/> Prevent a loss of employment	<input checked="" type="checkbox"/> Increase number of residents in the community in which the facility is situated
Indicate the number of jobs to be retained or created as a result of rehabilitating the facility, including expected construction employment _____		
Each year, the State Treasurer may approve 25 additional reductions of half the school operating and state education taxes for a period not to exceed six years. Check the following box if you wish to be considered for this exclusion.		
<input type="checkbox"/>		

APPLICANT'S CERTIFICATION

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

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

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

Name of Company Officer (no authorized agents)	Telephone Number	Fax Number
David R. Russell	517.371.8150	517.367.7150
Mailing Address	Email Address	
313 S. Washington Square, Lansing, MI 48933	drussell@fosterswift.com	
Signature of Company Officer (no authorized agents)	Title	
		

LOCAL GOVERNMENT UNIT CLERK CERTIFICATION

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

Signature	Date application received
	08/04/16

FOR STATE TAX COMMISSION USE		
Application Number	Date Received	LUCI Code

LOCAL GOVERNMENT ACTION

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

PART 1: ACTION TAKEN

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

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

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

PART 3: ASSESSOR RECOMMENDATIONS

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

Taxable Value	State Equalized Value (SEV)
Building(s)	
Name of Governmental Unit	<div style="display: flex; justify-content: space-between;"> <div>Date of Action on application</div> <div>Date of Statement of Obsolescence</div> </div>

PART 4: CLERK CERTIFICATION

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

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

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

If you have any questions, call (517) 373-2408.

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

OPRA Site and Project Summary
D.R. & H.P., L.L.C.
344 West Main Street
Owosso, Michigan

General Description of the Obsolete Facility (year built, original use, most recent use, number of stories, square footage)

The property is comprised of one parcel of land on 0.66 acres located in downtown Owosso. Based on a review of historical documentation, the property was developed as early as 1884. The use of the Property at this time could not be identified, however, between 1915 and 1924, the structure along the eastern Property boundary was demolished and replaced with a filling station. In 1930, the structure located on the western portion of the Property was demolished and the current structure was erected. Since its construction, this building has operated as an automobile dealership, plumbing and heating store, hardware sales, and currently a Dollar General store. The filling station that was present along the eastern Property boundary was demolished in the early 1980s, and the parcel boundaries were redefined to no longer include this area as part of the Property. The building was most recently a Dollar General on the first floor with 9 apartments on the upper stories. The building is two stories and 17,156 square feet.

General description of the proposed use of the rehabilitated facility

The project proposes a mixed-use redevelopment with 11 new apartments and 8,602 square feet of commercial space.

Description of the general nature and extent of the rehabilitation to be undertaken

- Lead and asbestos abatement,
- Interior demolition,
- New interior construction of (11) residential living units and approximately 8,602 square feet of commercial space to be white boxed.
- All new fixed building equipment, including heating, ventilation, lighting, mechanical, and fixtures, improved roof structure, structural wall and floor replacement, etc.
- Physical upgrades to the building exterior, including windows and tuck pointing
- Site improvements including utility relocation, new and improved entrance, curb and gutter, parking and landscaping.

A description list of the fixed building equipment that will be part of the rehabilitated facility

Heating, ventilation, lighting, mechanical, and fixtures, improved roof structure, structural wall and floor replacement.

Time schedule for undertaking and completing the rehabilitation

July 2016- Submit OPRA request/ Site Plan Review

July-August 2016- Finalize costs, secure financial lender

September 2016- Submit Pre-application materials for MEDC CDBG Grant. OPRA taken to Council

October-December 2016- CDBG Environmental review

February 2017- Begin Construction

May 2018- Complete Construction

Statement of the economic advantages expected from the exemption

Project will redevelop a functionally obsolete, blighted, vacant building in the downtown. Once complete, 11 new, high quality, fair market apartments will drive foot traffic in the downtown and support local businesses. In addition, the high quality commercial space will provide the opportunity for a new business to locate in Owosso or for an existing business to expand. The redevelopment will contribute in the long term to increased taxes and property value stabilization for the city of Owosso.

Legal Description

LOTS 10 THRU 15 W 132' LOT 8 W 132' OF S 18' LOT 7 BLK 6 LUCY L COMSTOCKS ADD INCL W 132' CLSD ALLEY



MEMORANDUM

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

DATE: August 11, 2016

TO: City Council

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

SUBJECT: Review of Owosso Code of Ordinance Section 38-379 pertaining to parking/storage of recreational vehicles.

RECOMMENDATION:

Staff recommends council refer these sections of the ordinance to the Owosso planning commission for review as stated in Section 38-551 – Initiation of Amendments – *“All proposed amendments to the provisions of this article or the official zoning map shall be referred to the planning commission for public hearing and recommendation to the city council before action by the city council.”*

BACKGROUND:

A request was made to bring the ordinance pertaining to the parking and storage of recreational vehicles to city council for review at the August 1, 2016 city council meeting. A resident of the city of Owosso asked to have the ordinance amended to allow him to park his boat in his driveway during boating season, which is currently prohibited.

Listed below are the criteria used to amend the zoning ordinance text, according to Section 38-556:

The planning commission and city council shall consider the following criteria to determine the appropriateness of amending the text, standards and regulations of the zoning ordinance:

- 1. Documentation has been provided from city staff, or the zoning board of appeals indicating problems and conflicts in implementation of specific sections of the ordinance.*
- 2. Reference materials, planning and zoning publication, information gained at seminars or experiences of other communities that demonstrate improved techniques to deal with certain zoning issues, or that the city's standards are outdated.*
- 3. The city attorney recommends an amendment to respond to significant case law.*
- 4. The amendment would promote implementation of the goals and objectives of the city's master plan.*
- 5. Other factors deemed appropriate by the planning commission and city council.*

FISCAL IMPACTS:

None.

Document originated by: Susan Montenegro

OWOSSO CODE OF ORDINANCES
ARTICLE XXIII. - CHANGES AND AMENDMENTS^[6]

Footnotes:

--- (6) ---

Editor's note—Ord. No. 732, §§ 1, 2, adopted May 21, 2012, repealed the former Art. XXIII, §§ 38-551—38-555 and enacted a new Art. XXIII as set out herein. The former Art. XXIII pertained to similar subject matter and derived from the 1977 Code, §§ 5.121—5.124; and Ord. No. 586, § 1, adopted June 21, 1999.

State Law reference—Enactment of ordinances, MCL 125.584.

Sec. 38-551. - Initiation of amendments.

The city council may, from time to time, amend, modify, supplement, or revise the zoning district boundaries shown on the official zoning map or the provisions of this article. Amendments to the provisions of this article may be initiated by the city council, the planning commission, the zoning board of appeals, the zoning administrator or by petition of one (1) or more residents or land owners.

Amendments to the official zoning map may be initiated by the city council, the planning commission, or by the owner or owners of the subject site. All proposed amendments to the provisions of this article or the official zoning map shall be referred to the planning commission for public hearing and recommendation to the city council before to action by the city council.

(Ord. No. 732, § 2, 5-21-12)

Sec. 38-552. - Application procedure.

An amendment to this article or the official zoning map, except those initiated by the city, shall be initiated by submission of a completed application form and fee. The following information shall accompany the application form:

- (1) A legal description and street address of the subject property, with a map identifying the subject property in relation to surrounding properties.
- (2) The name and address of the owner of the subject site, and a statement of the applicant's interest in the subject site if not the owner in fee simple title.
- (3) The existing and proposed zoning district designation of the subject property.
- (4) The land use classification for the subject site as illustrated on the city's master plan.
- (5) For of an amendment to this article, other than an amendment to the official zoning map, a general description of the proposed amendment and rationale for the change shall accompany the application form.

(6) A written description of how the requested rezoning meets the amendment criteria of this article.
(Ord. No. 732, § 2, 5-21-12)

Sec. 38-553. - Amendment procedure; public hearing and notice.

- (1) *Public hearing.* Upon initiation of an amendment, a work session and public hearing to consider the proposed amendment shall be scheduled before the planning commission. If an individual property or ten (10) or fewer adjacent properties are proposed for rezoning, written notice of the public hearing shall be made as follows:
 - a. The notice shall do all of the following:
 1. Describe the nature of the request.
 2. Identify the property that is the subject of the request. The notice shall include a listing of all existing street addresses within the property. Street addresses do not need to be

- (1) Consistency with the goals, policies, and future land use map of the City of Owosso Master Plan. If conditions upon which the master plan was developed (such as market factors, demographics, infrastructure, traffic and environmental issues) have changed significantly since the master plan was adopted, as determined by the city, the planning commission and council shall consider the consistency with recent development trends in the area.
 - (2) Compatibility of the site's physical, geological, hydrological, and other environmental features with the host of uses permitted in the proposed zoning district.
 - (3) Evidence the applicant cannot receive a reasonable return on investment through developing the property with at least one (1) use permitted under the current zoning.
 - (4) The compatibility of all the potential uses allowed in the proposed zoning district with surrounding uses and zoning in terms of land suitability, impacts on the environment, density, nature of use, traffic impacts, aesthetics, infrastructure and potential influence on property values.
 - (5) The capacity of the city's infrastructure and services sufficient to accommodate the uses permitted in the requested district without compromising the "health, safety, and welfare."
 - (6) The apparent demand for the types of uses permitted in the requested zoning district in relation to the amount of land currently zoned and available to accommodate the demand.
 - (7) The request has not previously been submitted within the past one (1) year, unless conditions have changed or new information has been provided.
 - (8) Other factors deemed appropriate by the planning commission and city council.
- (Ord. No. 732, § 2, 5-21-12)

Sec. 38-556. - Criteria for amendment to the zoning ordinance text.

The planning commission and city council shall consider the following criteria to determine the appropriateness of amending the text, standards and regulations of the zoning ordinance:

- (1) Documentation has been provided from city staff, or the zoning board of appeals indicating problems and conflicts in implementation of specific sections of the ordinance.
 - (2) Reference materials, planning and zoning publication, information gained at seminars or experiences of other communities that demonstrate improved techniques to deal with certain zoning issues, or that the city's standards are outdated.
 - (3) The city attorney recommends an amendment to respond to significant case law.
 - (4) The amendment would promote implementation of the goals and objectives of the city's master plan.
 - (5) Other factors deemed appropriate by the planning commission and city council.
- (Ord. No. 732, § 2, 5-21-12)

Sec. 38-557. - Restrictions on resubmitting a rezoning request.

An application for an amendment to the official zoning that has been denied shall not be reconsidered for one (1) year, unless the applicant demonstrates that conditions have changed.

(Ord. No. 732, § 2, 5-21-12)

Secs. 38-558—38-575. - Reserved.

CITY OF OWOSSO CODE OF ORDINANCES
ARTICLE II. - RECREATIONAL VEHICLES

Sec. 17-16. - Defined.

For the purpose of this article, "recreational vehicle" means a vehicle primarily designed and used as temporary living quarters for recreational, camping, or travel purposes, including a vehicle having its own motor power or a vehicle mounted on or drawn by another vehicle.

(Code 1977, § 5.181)

Cross reference— Definitions and rules of construction generally, § 1-2.

State Law reference— Similar definitions, MCL 125.1102(k), MSA 19.855(2)(k).

Sec. 17-18. - Overnight parking in public places.

No person shall park overnight or permit the parking overnight of any recreational vehicle upon any public highway, street, alley, park or other public place within the city.

(Code 1977, § 5.181(1))

Cross reference— Parking, stopping and standing generally, § 33-36 et seq.

Sec. 17-19. - Emergency parking.

Emergency or temporary parking or stopping is permitted on any street, alley or highway for not longer than one (1) hour subject to any other and further prohibitions, regulations or limitations imposed by the traffic and parking regulations for that street, alley or highway.

(Code 1977, § 5.181(4))

Cross reference— Parking, stopping and standing generally, § 33-36 et seq.

Sec. 17-20. - Parking for occupancy on private property restricted.

No person shall park or permit the parking of a recreational vehicle for occupancy on any private property within the city except in an authorized mobile home park or campground licensed by the state.

(Code 1977, § 5.181(2))

Sec. 17-21. - Permissible parking.

No person shall park or permit the parking of any unoccupied recreational vehicle outside of a duly licensed mobile home park or campground; except the parking of unoccupied recreational vehicles in any accessory private garage building, or in any rear yard, is permitted provided no living quarters shall be maintained or any business practiced in recreational vehicles. Provided, however, that nothing herein contained shall be construed to hinder or prevent any person from engaging in the business of handling recreational vehicles for sale or resale or for storage, subject to such regulations as may be prescribed by this Code relative to zoning or regulation of such business.

(Code 1977, § 5.181(3))

Sec. 17-22. - Permit for limited use.

Owners of recreational vehicles and members of their family may use and occupy not to exceed one (1) recreational vehicle on premises whereon there is located a dwelling occupied by such family for a period of not exceeding thirty (30) days. Provided, however, that a permit for said use shall be obtained from the building inspector within twenty-four (24) hours after the recreational vehicle is first located on the premises.

(Code 1977, § 5.181(5))

**CITY OF OWOSSO
CODE OF ORDINANCES**

Sec. 38-379. - Accessory buildings.

Accessory buildings, except as otherwise permitted in this chapter, shall be subject to the following regulations:

- (1) Where the accessory building is structurally attached to a main building, it shall be subject to, and must conform to, all regulations of this chapter applicable to main building.
- (2) Accessory buildings shall not be located in any required yard, except a rear yard.
- (3) An accessory building shall not occupy more than twenty-five (25) percent of a required rear yard, plus forty (40) percent of any nonrequired rear yard, provided that in no instance shall the accessory building(s) exceed the ground floor area of the main building.
- (4) No detached accessory building shall be located closer than ten (10) feet to any main building nor shall it be located closer than three (3) feet to any side or rear lot line.

In those instances where the rear lot line is coterminous with an alley right-of-way the accessory building shall not be closer than one (1) foot to such rear lot line. In no instance shall an accessory building be located within a dedicated easement right-of-way.

- (5) No detached accessory building in R-1, R-2, RT-1, RM-1, RM-2, OS-1, B-1 and P-1 districts shall exceed one (1) story or fourteen (14) feet in height.

Accessory buildings in all other districts may be constructed to equal the permitted maximum height of structures in said districts, subject to board of appeals review and approval if the building exceeds one (1) story or fourteen (14) feet in height.

- (6) When an accessory building is located on a corner lot, the side lot line of which is substantially a continuation of the front lot line of the lot to its rear, the building shall not project beyond the front yard setback required on the lot in rear of such corner lot. In no instance shall an accessory building be located nearer than nineteen (19) feet to a street right-of-way line.
- (7) On residential lots of less than seventeen thousand five hundred (17,500) square feet, only two (2) accessory buildings shall be permitted. On residential lots seventeen thousand five hundred (17,500) square feet or greater, only three (3) accessory buildings shall be permitted. These limits shall not apply to wind energy systems, satellite dishes, or dog pens.

- (8) All recreational vehicles, boats, snowmobiles, jet skis and comparable devices along with the trailers for these items stored on individual lots shall respect the requirements of this section applicable to accessory buildings, except that side yard storage is permitted against the wall of a principal structure when these items are beneath a legal conforming carport structure or are setback at least three (3) feet from the property line and eleven (11) feet from a principal building of an adjoining parcel. Storage in a driveway is permitted when the stored item can be placed entirely behind the front wall of the principal structure.

- (9) Regulations for dish-type satellite receiving antennae and similar structures (hereinafter referred to as satellite dishes):

a. *Ground mounted:*

1. In residential districts a satellite dish must be located in the rear yard. If a usable satellite signal cannot be obtained in a rear yard then a side yard location may be selected if all other provisions of this section are able to be enforced.
2. In all commercial and industrial districts, a satellite dish may be located on a rear or side lot if all other conditions of the ordinance can be followed, and if the side yard of the commercial or industrial lot is not adjacent to a residential district or detached single family use.



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

MEMORANDUM

DATE: August 9, 2016

TO: City Council

FROM: Kevin Lenkart
Director of Public Safety

RE: Traffic Control Order #1359

Donielle Jent proposes the use of the streets listed below for a 5k Run/Walk:

Group: Elite Pet Styling
Date: August 20, 2016
Time: 8:00 am – 2:00 pm

Exchange St. to N. Water St.
N. Water St. to W. King St.
W. King St. to Washington St.
north on Washington St. to Water St.
south on Water St. to North St.
east on North St. to N. Adams St.
south on N. Adams to King St.
King St. to N. Park St.
south on N. Park St. to E. Williams St.
east on E. Williams to Washington St.
south on N. Washington St.

The Public Safety Department has issued Traffic Control Order No# 1359 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

1359

8/9/16

11:30 a.m.

REQUESTED BY

Kevin Lenkart – Director of Public Safety

TYPE OF CONTROL

Temporary – Partial Street Closures

LOCATION OF CONTROL

Exchange St. to N. Water St.
N. Water St. to W. King St.
W. King St. to Washington St.
north on Washington St. to Water St.
south on Water St. to North St.
east on North St. to N. Adams St.
south on N. Adams to King St.
King St. to N. Park St.
south on N. Park St. to E. Williams St.
east on E. Williams to Washington St.
south on N. Washington St.

EVENT

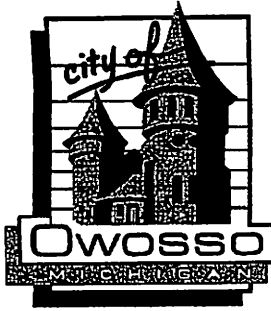
Dog Days of Summer 5k Run/Walk
8/20/16
8 am – 2 pm

APPROVED BY COUNCIL

_____, 20 ____

REMARKS

Streets will only be partially blocked. Volunteers will provide traffic control.



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

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

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

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

Name of individual or group: Elite Pet Styling Date: 8/8/16

Primary Contact Person
Name: Donielle Jent

Title: Owner

Address: 111 N. Ball St.
Owosso, MI 48867

Phone: 989. 729. 1420

Requested Date(s): 8/20/16 Requested Hours: 8am - 2pm

Area Requested (Parking Lot - Parade Route): Same route as the
Lucky Leprechaun Run done earlier in the year.

Detailed description of the use for which the request is made: Dog Days of Summer
5K Run/Walk

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

Do Not Write Below This Line - For Officials Use Only

Approved ☐ Not Approved ☐

Date: _____

Traffic Control Order Number _____

Cc: DDA - Director
WCIA - Chairperson



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

MEMORANDUM

DATE: August 9, 2016
TO: City Council
FROM: Kevin Lenkart
Director of Public Safety
RE: Traffic Control Order #1360

Josh Adams, Executive Director of Owosso Main Street, proposes the following street closures for Owosso Vintage Motorcycle Days:

Street Closure: North Washington Street between Exchange and Mason Streets and a portion to the north property line of the parcel at 311 N. Washington Street.

Date/Time: 6:00 pm, August 26, 2016 to 6:00 pm, August 27, 2016

The Public Safety Department has issued Traffic Control Order No. 1360 in accordance with the Rules for the Issuance of Certain Traffic Control Orders. Staff recommends approval, waiver of the insurance requirement, 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

1360

8/9/16

1:30 p.m.

REQUESTED BY

Kevin Lenkart – Director of Public Safety

TYPE OF CONTROL

Street Closures

LOCATION OF CONTROL

N. Washington St. between Exchange and Mason Streets and a portion approximately 145' north of Mason Street

EVENT

Owosso Vintage Motorcycle Days
6:00 pm 8/26/2016 to 6:00 pm 8/27/2016

APPROVED BY COUNCIL

_____, 20 ____

REMARKS

The closure will extend to the north property line of 311 N. Washington St.



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

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

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

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

Name of individual or group: Owosso Main Street Date: 8/8/16

Primary Contact Person

Name:

Josh Adams

Title:

Executive Director

Address:

301 W. Main

Owosso, MI 48867

Phone:

989. 494. 3344

Requested Date(s): 8/26-27/16 Requested Hours: 6:00pm - 8/26 to

Area Requested (Parking Lot - Parade Route): 6:00pm - 8/27
N. Washington Street between

Exchange + Mason Streets + a portion North

Detailed description of the use for which the request is made: Owosso Vintage Motorcycle
Days

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

Do Not Write Below This Line - For Officials Use Only

Approved ☐ Not Approved ☐

Date: _____

Traffic Control Order Number _____

Cc: DDA - Director
WCIA - Chairperson

RESOLUTION NO.

**AMENDMENT NO. 1 TO A CONTRACT
WITH LOOKING GRAND, INC. D/B/A CENTURY 21 LOOKING GLASS
FOR THE PROVISION OF REAL ESTATE BROKER SERVICES
FOR CITY-OWNED LOTS IN OSBURN LAKES PHASE 1 EXTENDING THE TERM**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, entered into a eighteen month contract with Looking Grand, Inc. d/b/a Century 21 Looking Glass on January 5, 2015 for the marketing and sale of approximately 30 vacant lots in a single-family residential condominium development known as Osburn Lakes Phase 1; and

WHEREAS, the contract provides for an extension upon reaching the stated term; and

WHEREAS, Looking Grand, Inc. d/b/a Century 21 Looking Glass has met the terms of the contract and satisfactorily provided the services requested, it is deemed advisable to extend the term of the agreement for an additional eighteen months.

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 extend the agreement with Looking Grand, Inc. d/b/a Century 21 Looking Glass for the period of July 1, 2016 through December 31, 2017.

SECOND: The mayor and city clerk are instructed and authorized to sign the attached document amending the Contract for Services between the City of Owosso, Michigan and Looking Grand, Inc. d/b/a Century 21 Looking Glass.

**AMENDMENT NO. 1 TO A CONTRACT
WITH LOOKING GRAND, INC. D/B/A CENTURY 21 LOOKING GLASS
FOR THE PROVISION OF REAL ESTATE BROKER SERVICES
FOR CITY-OWNED LOTS IN OSBURN LAKES PHASE 1**

THIS contract is made and entered into on the ____ day of August 2016 by and between the city of Owosso, a Michigan municipal corporation, the address of which is 301 West Main Street, Owosso, MI 48867 (the city), and Looking Grand, Inc. d/b/a Century 21 Looking Glass, the address of which is 114 North Washington Street, Owosso, MI 48867 (the broker).

Section 1 of the contract shall be amendment to read as follows and no further changes shall be made to the contract.

1. Term

The city hereby grants to broker, who shall not be considered a city employee, the sole and exclusive right for a period of eighteen (18) months from July 1, 2016 to market and sell the properties. At the end of the term, the parties shall engage in any and all actions as necessary to "wind up" any and all then pending transactions under this agreement or the agreement may be extended.

DATED: _____, 2016

DATED: _____, 2016

City of Owosso (city):

Looking Grand, Inc. (broker):

BY: _____
Benjamin Frederick
ITS: Mayor

BY: _____
Kori Shook, broker

ATTEST:

Amy K. Kirkland, City Clerk



MEMORANDUM

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

DATE: August 8, 2016
TO: City Council
FROM: Kevin Lenkart, Public Safety Chief
SUBJECT: Change Order #1-Kodiak Emergency Vehicles

RECOMMENDATION: It is recommended that City Council approve Change Order #1 to the purchase agreement with Kodiak Emergency Equipment, Inc. d/b/a Kodiak Emergency Vehicles increasing the amount \$4,760.00, changing the original contract price from \$162,324.00 to \$167,084.00, and approve payment up to \$167,084.00.

BACKGROUND: On July 5, 2016, Council awarded the bid for a new ambulance to Kodiak Emergency Vehicles of Grand Ledge, Michigan in the amount of \$162,324.00. During the review of the specifications and after meeting with the engineers it was found necessary to add the following items:

1. Four (4) Whelen 24 Diode Scene Lights on side of new ambulance = \$1,480.00
2. Upgrade to Stryker Performance Load with inductive charging. = \$2,625.00
3. LED Strip Lighting in # 5 Compartment = \$250.00
4. 110V Outlet in rear wall of cab (center) = \$100.
5. Momentary resetting switches at entry doors (for scene lights) = \$150.00
6. Antenna Pre-wire (addition of 2) = \$80.00
7. Change 110V outlet in module action area to 110V with USB = \$75.00

Change Order #1-Final in the amount of \$4,760.00 reflects the additional materials and labor needed for the project and increases the cost of the purchase to \$167,084.00.

FISCAL IMPACTS: Payment for the 2016 Ambulance purchase shall come from the Fire Equipment fund 101-335-978.000.

Document originated by: Kevin Lenkart, Chief of Public Safety

RESOLUTION NO.

**AUTHORIZING CHANGE ORDER #1-FINAL TO THE PURCHASE AGREEMENT WITH
KODIAK EMERGENCY EQUIPMENT, INC. D/B/A KODIAK EMERGENCY VEHICLES
FOR ONE 2017 FORD AMBULANCE**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, approved the purchase of one 2017 Osage Type III ambulance from Kodiak Emergency Equipment, Inc. d/b/a Kodiak Emergency Vehicles of Grand Ledge Michigan on July 5, 2016 in the amount of \$162,324.00; and

WHEREAS, subsequent review and consultation determined that additional lighting and electrical system upgrades should be purchased and installed increasing the amount of the purchase order by \$4,760.00 as follows:

1. Four (4) Whelen 24 Diode Scene Lights on side of new ambulance = \$1,480.00
2. Upgrade to Stryker Performance Load with inductive charging. = \$2,625.00
3. LED Strip Lighting in # 5 Compartment = \$250.00
4. 110V Outlet in rear wall of cab (center) = \$100.
5. Momentary resetting switches at entry doors (for scene lights) = \$150.00
6. Antenna Pre-wire (addition of 2) = \$80.00
7. Change 110V outlet in module action area to 110V with USB = \$75.00

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

FIRST: The City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to amend the purchase agreement with Kodiak Emergency Equipment, Inc. d/b/a Kodiak Emergency Vehicles by \$4,760.00, increasing the original purchase from \$162,324.00 to \$167,084.00 for additional labor and equipment necessary to complete the purchase.

SECOND: The mayor and city clerk are instructed and authorized to execute Change Order #1-Final between the City of Owosso, Michigan and Kodiak Emergency Equipment, Inc. d/b/a Kodiak Emergency Vehicles in the amount of \$4,760.00.

THIRD: The accounts payable department is authorized to submit payment to Kodiak Emergency Equipment, Inc. d/b/a Kodiak Emergency Vehicles in the amount of \$167,084.00 upon satisfactory receipt of the vehicle and installation of all pertinent equipment.

FOURTH: The above expenses shall be paid from the Fire Equipment account 101-335-978.000.



A MICHIGAN COMPANY

10120 W. GRAND RIVER HWY. GRAND LEDGE, MI 48837 • KODIAK-EV.COM

PROPOSAL/CHANGE ORDER # 1

PROPOSAL TO: CITY OF OWOSSO
301 W. MAIN STREET
OWOSSO, MICHIGAN 48867

August 1, 2016

PROPOSAL FOR: *Following upgrades to ambulance:* Four (4) Whelen 24 Diode Scene Lights on side of new Ambulance, Upgrade to Stryker Performance Load with inductive charging, LED Strip Lighting in #5 compartment, 110V Outlet in rear wall of cab (center), Momentary resetting switches at entry doors (for scene lights), Change 110V outlet in module action area to 110V with USB

PROPOSAL PRICE:

Includes:

- Parts and Labor
- Four (4) Whelen 24 Diode Scene Lights on side of new Ambulance = \$1,480.00
- Upgrade to Stryker Performance Load with inductive charging = \$2,625.00
- LED Strip Lighting in #5 compartment = \$250.00
- 110V Outlet in rear wall of cab (center) = \$100.00
- Momentary resetting switches at entry doors (for scene lights) = \$150.00
- Antenna Pre-wire (addition of 2) = \$80.00
- Change 110V outlet in module action area to 110V with USB = \$75.00

TOTAL COST **\$4,760.00**

BUYER: The City of Owosso, Michigan

By: _____
PRINT SIGNATURE

Title: _____ Date: _____

By: _____
PRINT SIGNATURE

Title: _____ Date: _____

COMPANY: Kodiak Emergency Vehicles

By: AHREN TASZREAK
PRINT SIGNATURE

Title: VP of Sales and Operations Date: _____



MEMORANDUM

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

DATE: August 11, 2016
TO: City Council
FROM: Glenn M. Chinavare, Utility Director
SUBJECT: Emergency Repair of Transformer - WWTP West Side Unit

RECOMMENDATION:

Approval of emergency repair service and payment to Halligan Electric, Inc. of Flint, Michigan in the amount of \$6,248.25.

BACKGROUND:

The WWTP has dual sources of electrical power from Consumers Energy, provided by two transformers owned by the city. These transformers are original installs from about 1980.

The east side transformer was repaired in 2013 at a total cost of \$44,902.00.

The west side transformer was recently identified as having a weak bus bar (conduit for delivering power from the transformer to the plant switch gear and master control center panel) during a routine inspection. This deteriorated bus bar is essentially the same issue as that experienced on the east side transformer in 2013. Pending more permanent repairs, Halligan Electrical was called in to dismantle the bus bar, fault isolate the repairs necessary, and provide a temporary bus bar as a contingency for the west side transformer.

In the interim, engineering consultant C2ae is reviewing the extent of repairs to make recommendations. In addition, Halligan Electrical performed the repairs to the east side transformer in 2013, and is very familiar with the site's electrical infrastructure.

FISCAL IMPACTS:

Equipment expense in the amount of \$6,248.25 will be provided from the FY2016-2017 operating budget fund 599-548-833.000.

Document originated by:

Glenn M. Chinavare, Utility Director

Attachment: (1) Resolution
(2) Invoice

RESOLUTION NO.

**APPROVING PURCHASED SERVICES AND PAYMENT TO
HALLIGAN ELECTRIC, INC.
FOR EMERGENCY REPAIRS TO THE WEST SIDE TRANSFORMER
AT THE WASTEWATER TREATMENT PLANT**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has budgeted funding in the Wastewater Treatment Plant Operating and Maintenance Fund for the maintenance and repair of site electrical infrastructure, and

WHEREAS, the existing west side transformer experienced deteriorated components well into its service life and required immediate troubleshooting and repair analysis. Halligan Electric, Inc. was called in to perform emergency service, ensuring the plant would maintain a second source of electricity by constructing a temporary bus bar in the amount \$6,248.25, and

WHEREAS, the City Utilities Director has reviewed the invoice for services provided and verified the labor for troubleshooting and repair components needed to provide a temporary bus bar, pending more permanent repair and/or replacement.

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 approve emergency repair to the west side transformer at the Wastewater Treatment Plant by Halligan Electric, Inc..
- SECOND: The accounts payable department is authorized to submit payment to Halligan Electric, Inc. in the amount of \$6,248.25.
- THIRD: The above expenses shall be paid from account no. 599-548-833.000.

HALLIGAN ELECTRIC INC.
705 KELSO STREET
FLINT,MI 48506

Invoice

Date	Invoice #
7/28/2016	19246

Bill To
CITY OF OWOSSO Attn: RHONDA S. PRITCHETT A/P 301 W. MAIN OWOSSO, MI 48867

P.O. No.	Terms	Project
	Net 30	203044-WWTP, REPAIR F...

Quantity	Description	Rate	Amount
	JOB: WWTP		
	REPAIR FEED		
200	FLAT AND LOCK WASHERS	0.12	24.00
1	ROLL TAPE	4.67	4.67
20	1 5/8 X 10' GALV STRUT	2.20	44.00
16	STRUT-3/8NUT HD SPRING NUT	1.30	20.80
4	STRUT 90 4 HOLE	5.36	21.44
1	4X8 PT RTD GC SHEATHING	34.54	34.54
1	RATCHETS	32.96	32.96
1	4" BI-METAL HOLE SAW	21.96	21.96
1	SCOTCH TAPE RIGID	12.32	12.32
1	GREAT STUFF PRO GAPS & CRACKS	16.46	16.46
2	DYNAFLEX	5.28	10.56
8	ALUM MECH CONNECTOR	10.46	83.68
10	VINYL TAPE	2.80	28.00
3	VINYL CODING TAPE	5.12	15.36
1	1 1/2 X 30' LINER LESS RUB TAP	30.10	30.10
1	WIRE MARK BOOKS LEG ASST	13.46	13.46
1	HORNET & WASP SPRAY	8.80	8.80
1	BATTERIES	2.64	2.64
30	LABOR HOURS-JOURNEYMAN	85.00	2,550.00
35	LABOR-FOREMAN	93.50	3,272.50
	THANK YOU FOR USING HALLIGAN ELECTRIC, INC.		
		Total	\$6,248.25

Phone #	Fax #	E-mail
(810)238-8581	(810)238-1493	DEBBIEH@HALLIGANELECTRIC.C...



OWOSSO PUBLIC SAFETY

202 S. Water St. Owosso, MI 48867 Phone (989) 725-0580 Fax (989) 725-0528

Memorandum

TO: City Council

Date: 8-3-16

FROM: Kevin Lenkart Chief of Public Safety

In Re: Bid Award
Towing Services

Background:

In May 2016, all County Police agencies were notified by Shiawassee County Central Dispatch that they would need to select a preferred wrecker service for no preference towing services. Previously Central Dispatch would select a no preference towing service.

An RFP was submitted to area towing companies requesting prices for no preference towing services. Bids were submitted and reviewed in July 2016. Two towing companies based in the City of Owosso submitted the lowest responsible bids based on the prices submitted for the various towing fees; Dicks Auto Service and Reeves Wheel Alignment.

Staff recommends that the towing bid be awarded to both companies (Dicks Auto Service and Reeves Wheel Alignment) on a rotating basis. The Owosso Police Department (OPD) tows on average less than ten vehicles each month. OPD staff would alternate between the two companies (Dicks Auto Service & Reeves Wheel Alignment) allowing equal opportunity for both companies to provide towing services.

RESOLUTION NO.

**RESOLUTION AUTHORIZING BID AWARD FOR NO-PREFERENCE TOWING SERVICES
TO RICHARD MAURER D/B/A DICK'S AUTO SERVICE AND REEVES WHEEL ALIGNMENT, INC.
FOR THE PERIOD EXPIRING JUNE 30, 2019**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has a Public Safety Department that in the normal course of business requires wrecker services; and

WHEREAS, Shiawassee County Central Dispatch notified all police agencies in Shiawassee County of the need to specify a towing service that will provide service in any situation in which no preferred service is requested by the vehicle owner(s) or officers involved; and

WHEREAS, the City of Owosso requested bids and it is hereby determined that Richard Maurer d/ba/ Dicks Auto Service and Reeves Wheel Alignment, Inc. are both qualified to provide such services and have submitted the responsible and responsive bids; and

WHEREAS, staff recommends awarding service calls on a rotating basis allowing equal opportunity for both companies to provide towing services.

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

- FIRST: The City of Owosso has theretofore determined that it is advisable, necessary and in the public interest to award the No-Preference Towing Service Contract to Richard Maurer d/b/a Dick's Auto Service and Reeves Wheel Alignment, Inc. on an equally shared basis.
- 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 Richard Maurer d/b/a Dick's Auto Service and Reeves Wheel Alignment, Inc..
- THIRD: Charges for said services will be directed to the owner(s) of any vehicle towed.

DATE 6/14/2016
DEPT. PUBLIC SAFETY

DICKS AUTO SERVICE

REC.: _____

DATE 6/14/2016
DEPT. PUBLIC SAFETY

[illegible]

CITY OF OWOSSO BID TABULATION SHEET

DATE **6/14/2016**

SUBJECT: 3 YEAR VEHICLE TOWING SRVCS

				BASS TOWING					
ITEM #	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE 2016-2017	UNIT PRICE 2017-2018	UNIT PRICE 2018-2019	UNIT PRICE 2016-2017	UNIT PRICE 2017-2018	UNIT PRICE 2018-2019
1	LIGHT TRUCKES/CARS/VANS		EA	BID INCOMPLETE					
2	MILEAGE CHARGE		EA						
3	HOURLY CHARGE		EA						
4	FLAT BED CHARGE		EA						
5	WINCH CHARGE		EA						
				\$ -	\$ -	\$ -	\$ -	\$ -	

TOTAL BID PRICING ADJUSTED FOR LOCAL PURCHASING PREFERENCE:



OWOSSO PUBLIC SAFETY

202 S. Water St. Owosso, MI 48867 Phone (989) 725-0580 Fax (989) 725-0528

Memorandum

TO: City Council

Date: 8-3-16

FROM: Kevin Lenkart Chief of Public Safety

In Re: Police Vehicle
Changeover

Request council approve payment to Mid-Michigan Emergency Equipment Sales and Service L.L.C., for the purchase of equipment and labor to changeover 2017 Ford Police Utility vehicle.

Recommend council waive the competitive bid process. The cost of the changeover is \$7,173.50. The cost includes the purchase of equipment necessary to outfit the vehicle for use. Mid-Michigan will strip an old police vehicle and outfit the new vehicle with light bars, console, screen and install DVR cameras and computer.

Request council to approve payment to Mid Michigan Emergency Equipment Sales and Service L.L.C.

RESOLUTION NO.

**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 needs to have equipment and DVR cameras installed in it; and

WHEREAS, the City will retire one current police vehicle which necessitates the removal of the public safety equipment installed on the vehicle; and

WHEREAS, said equipment is proposed for re-use in the new vehicles pending installation; and

WHEREAS, the new vehicle 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.

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 the new 2017 City Police Utility vehicle in the amount of \$7,173.50.
- 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 \$7,173.50 upon delivery of the equipment and satisfactory installation.
- FOURTH: The above expenses shall be paid from the Police equipment fund 101-300-978.000.

Mid-Michigan Emergency Equipment



Sales and Service LLC

Phone 517-896-6114 or 517-896-4996

Fax 517-887-7071

midmichiganemergencyequipment@yahoo.com

To:	Owosso Police Department	
Attn:	Chief Kevin Lenkart	7/19/16
Subject:	<u>Quotation for up fitting of a Road Ready 2017 Ford SUV Utility</u>	
1- C-VS-1400 Havis Equipment Console with Face Plates		302.00
1- C-CUP2-1-A15 Console Mounted Dual Cup Holder		44.00
1- C-ARM-103 Console Mounted Arm Rest		103.00
1- Prisoner Screen Mounted Dual Gun Rack (870/223 Colt)		406.00
1- 475-0303 Jotto Center Slide Window Prisoner Screen		765.00
1- 475-0789 Jotto Prisoner Screen Lower Extension Panel Set		95.00
1- S-4702UINT13 Bio Seat with Cargo Screen with Window		1,232.00
1- Federal Signal Integrity Configured Light Bar		1,982.50
2- Coax Cable, Antenna Mounts	22.00ea.	44.00
1- Ignition Relay		45.00
2- 40 amp Circuit Breaker	20.00ea.	40.00
1- Charge Guard		115.00
1- Misc. Wire/ Hardware and Mag Mount Mic. Holder		200.00
1- Shipping of Product for unit build		100.00
Labor to include the following, Removal of related emergency equipment from retiring units, Installation of all above Emergency Equipment, as well as Installation of Camera System.		<u>1,700.00</u>
Total for Project		<u>7,173.50</u>

Thank you for the opportunity to bid this project, we look forward assisting you to its completion.



Warrant 526 August 9, 2016

Vendor	Description	Fund	Amount
B S & A Software	Various systems-annual support/service 8/1/16 - 8/1/17	Various	\$11,708.00
Orchard Hiltz & McCliment Inc.	Water reliability study payment	Water	\$12,652.25
Orchard Hiltz & McCliment Inc	Engineering services payment for Cargill project	OBRA #8	\$12,716.00
Advanced Drainage Systems	To correct approval amount from \$5,472.00 to \$5,729.19	Streets	\$ 5,729.19
William C. Brown, P.C.	Professional services – 7/6/16 – 8/8/16	General	\$11,773.84
Safebuilt, Inc.	Building department services- July 2016	General	\$ 9,460.00
Total			\$64,039.28

08/09/2016

CHECK REGISTER FOR CITY OF OWOSSO
CHECK DATE FROM 07/01/2016 - 07/31/2016

Check Date	Bank	Check	Vendor Name	Description	Amount
Bank 1 GENERAL FUND (POOLED CASH)					
07/01/2016	1	126883	AMERICAN PUBLIC WORKS ASSOCIATION	MI PUBLIC SERVICE INSTITUTE-MARK MITCHEL	650.00
07/01/2016	1	126884	KEITH A BAILEY	REIMBURSEMENT	6.50
07/01/2016	1	126885	BLUMERICH COMMUNICATIONS SERVICE	OPD-RADIO REPAIR	483.00
07/01/2016	1	126886	C & S MOTORS, INC.	WWTP-TROUBLESHOOT AND REPAIR OF DUMP TRUCK	948.72
07/01/2016	1	126887	COMFORT INN	LODGING FORMARK MITCHELL-MPSI CONFERENCE	382.50
07/01/2016	1	126888	CONSUMERS ENERGY	GAS/ELECTRIC SERVICE	21,948.62
07/01/2016	1	126889	DAYSTARR COMMUNICATIONS	JULY 2016-PHONE AND BROADBAND INTERNET	982.31
07/01/2016	1	126890	DELTA DENTAL PLAN OF MICHIGAN	JULY 2016-DENTAL INSURANCE PREMIUM	3,837.43
07/01/2016	1	126891	DELTA FAMILY CLINIC SOUTH PC	NEW EMPLOYEE PSY TESTING	355.00
07/01/2016	1	126892	DIETRICH'S FLOWER SHOP	FUNERAL FLOWERS-PAID BY EMPLOYEE DONATIONS	46.64
07/01/2016	1	126893	FIRST DUE FIRE SUPPLY	OFD-HELMET SHIELDS (3)	147.00
07/01/2016	1	126894	HOME DEPOT CREDIT SERVICES	SUPPLIES/PARTS	815.99
07/01/2016	1	126895	INTERNATIONAL CODE COUNCIL INC	BUILDING-PUBLICATIONS	40.00
07/01/2016	1	126896	LAMPHERE'S	PUBLIC SAFETY-WATER HEATER REPAIR	566.81
07/01/2016	1	126897	LLOYD MILLER & SONS, INC	FLEET-PARTS	228.06
07/01/2016	1	126898	MICHAEL TODD & COMPANY INC	DPW-VESTS (20)	295.83
07/01/2016	1	126899	MICHIGAN LOCAL GOVT MGT ASSO	WORKSHOP-SUSAN MONTENEGRO	193.00
07/01/2016	1	126900	OWOSSO BOLT & BRASS CO	PARTS/SUPPLIES	735.55
07/01/2016	1	126901	GARY L PALMER	ELECTRICAL PLAN REVIEW-INSPECTIONS	600.00
07/01/2016	1	126902	RAILROAD MANAGEMENT COMPANY LLC	WATER PIPELINE CROSSING-LEASES	823.90
07/01/2016	1	126903	S & K FARM & YARD	WTP-PARTS FOR MOWER	466.10
07/01/2016	1	126904	STANDARD INSURANCE COMPANY	GROUP LIFE INSURANCE PREMIUM	3,849.24
07/01/2016	1	126905	TRACTOR SUPPLY COMPANY	DPW-SUPPLIES	34.99
07/01/2016	1	1388(A)	AIS CONSTRUCTION EQUIPMENT	NEW EQUIPMENT	20,248.00
07/01/2016	1	1389(A)	BELL EQUIPMENT COMPANY	FLEET-PARTS FOR #255	704.97
07/01/2016	1	1390(A)	BIOTRAID ENVIRONMENTAL INC	WWTP-RENTAL OF UNIT-61/16-10/31/16	760.00
07/01/2016	1	1391(A)	DORNBOS SIGN INC	INVENTORY-SIGNS	110.04
07/01/2016	1	1392(A)	ETNA SUPPLY COMPANY	WATER INVENTORY ITEMS	3,454.54
07/01/2016	1	1393(A)	FASTENAL COMPANY	PARTS/SUPPLIES	128.36
07/01/2016	1	1394(A)	JCI JONES CHEMICALS, INC.	SODIUM HYPOCHLORITE	3,034.34
07/01/2016	1	1395(A)	MCMMASTER-CARR SUPPLY CO	SUPPLIES/PARTS	912.59
07/01/2016	1	1396(A)	MICHIGAN BUSINESS & PROFESSIONAL ASSO	JULY 2016-COBRA ADMIN FEE	50.00
07/01/2016	1	1397(A)	MICHIGAN PAVING & MATERIALS CO	STREETS-AMS SEALER	769.56
07/01/2016	1	1398(A)	MOTION INDUSTRIES, INC.	WTP-PARTS	256.85
07/01/2016	1	1399(A)	ORCHARD HILTZ & MCCLIMENT INC	CONTRACTUAL SERVICES	15,820.50
07/01/2016	1	1400(A)	Q2A ASSOCIATES LLC	PROFESSIONAL SERVICES	3,711.50
07/01/2016	1	1401(A)	ST JOHNS ANSWERING SERVICE INC	JULY 2016-ANSWERING SERVICE	75.00
07/01/2016	1	1402(A)	USA BLUE BOOK	WTP-LAB SUPPLIES	73.41
07/13/2016	1	126906	THE ARGUS PRESS	PRINTING OF LEGAL NOTICES ETC	306.25
07/13/2016	1	126907	CENTRAL MICHIGAN DIESEL, INC.	WWTP-ANNUAL DOT INSPECTION	721.37
07/13/2016	1	126908	COLE-PARMER INSTRUMENT COMPANY	WTP-DRIVE MFLEX	954.68
07/13/2016	1	126909	CONSUMERS ENERGY	GAS/ELECTRIC SERVICE	21,909.87
07/13/2016	1	126910	VOID		0.00
			Void Reason: Created From Check Run Process		
07/13/2016	1	126911	CORDIER EXCAVATING	BD Bond Refund	50.00
07/13/2016	1	126912	JUDY ELAINE CRAIG	COURIER SERVICE	189.00
07/13/2016	1	126913	D & D TRUCK & TRAILER PARTS	PARTS/SUPPLIES	973.54
07/13/2016	1	126914	DELTA FAMILY CLINIC SOUTH PC	NEW EMPLOYEE PSY TESTING	700.00
07/13/2016	1	126915	EVERETT EXCAVATING	BD Bond Refund	50.00

07/13/2016	1	126916	FIRST DUE FIRE SUPPLY	OFD-BOOTS	760.00
07/13/2016	1	126917	FISHER CHIPPEWA REDI-MIX, INC.	STREETS-CEMENT	178.00
07/13/2016	1	126918	FOUNDATION SYSTEMS OF MICHIGAN	REFUND OF PERMIT NOT USED	65.00
07/13/2016	1	126919	FUOSS GRAVEL COMPANY	CLASS II SAND	901.86
07/13/2016	1	126920	GA HUNT	BD Bond Refund	50.00
07/13/2016	1	126921	H2O COMPLIANCE SERVICES INC	INSPECTION SERVICES FOR CROSS CONNECTION PROGRAM	698.75
07/13/2016	1	126922	DAVID HAUT	REIMBURSEMENT	226.00
07/13/2016	1	126923	HUNT, TODD	BD Bond Refund	50.00
07/13/2016	1	126924	JAY'S SEPTIC TANK SERVICE	PORTABLE UNITS	490.00
07/13/2016	1	126925	KAR LABORATORIES INC	WASTEWATER ANALYSES	195.00
07/13/2016	1	126926	LLOYD MILLER & SONS, INC	FLEET-PARTS	412.20
07/13/2016	1	126927	MICHIGAN MUNICIPAL LEAGUE	UNEMPLOYMENT COMPENSATION	111.45
07/13/2016	1	126928	MISDU	PAYROLL DEDUCTIONS	1,557.69
07/13/2016	1	126929	OCEANASEK INC	INVENTORY-23A LIMESTONE MIX	980.48
07/13/2016	1	126930	OFFICE DEPOT	OFFICE SUPPLIES	262.83
07/13/2016	1	126931	ORDWAY'S BODY SHOP INC	OPD-REPAIR 2016 FORD FUSION	988.17
07/13/2016	1	126932	OSBURN ASSOCIATES INC	INVENTORY-SIGNS	4,981.22
07/13/2016	1	126933	OWOSSO-WATER FUND	WATER/SEWER BILLS	3,796.38
07/13/2016	1	126934	GARY L PALMER	ELECTRICAL PLAN REVIEW	100.00
07/13/2016	1	126935	PETTY CASH - WWTP	PETTY CASH REIMBURSEMENT	42.49
07/13/2016	1	126936	POLICE OFFICERS LABOR COUNCIL	PAYROLL DEDUCTION-UNION DUES	854.25
07/13/2016	1	126937	PORTFOLIO RECOVERY ASSOCIATES LLC	EMPLOYEE PAYROLL WAGE GARNISHMENT	192.58
07/13/2016	1	126938	SEIFERT CONCRETE	SIDEWALK PROGRAM	27,726.82
07/13/2016	1	126939	SHIAWASSEE DISTRICT LIBRARY	SATA PAYROLL SERVICES	454.10
07/13/2016	1	126940	SHIAWASSEE REGIONAL CHAMBER OF COMM	MEMBERSHIP-7/1/16-6/30/17	706.00
07/13/2016	1	126941	SMITH JANITORIAL SUPPLY	SUPPLIES	580.68
07/13/2016	1	126942	STATE OF MICHIGAN	WWTP-INSPECTION AND CERT FEE FOR BOILER	100.00
07/13/2016	1	126943	JESSICA UNANGST	REIMBURSEMENT	37.50
07/13/2016	1	126944	UNITED PARCEL SERVICE	WTP-SHIPPING CHARGES	3.53
07/13/2016	1	126945	VALLEY LUMBER	MATERIALS/SUPPLIES	680.01
07/13/2016	1	126946	WASTE MANAGEMENT OF MICHIGAN INC	LANDFILL DISPOSAL CHARGES	4,368.39
07/13/2016	1	126947	MAHKIA WEDEL	REIMBURSEMENT	140.00
07/13/2016	1	126948	WIN'S ELECTRICAL SUPPLY OF OWOSSO	SUPPLIES	117.95
07/13/2016	1	1403(A)	ALS LABORATORY GROUP	WASTEWATER ANALYSES	50.00
07/13/2016	1	1404(A)	ARROW INTERNATIONAL INC	OFD-AMBULANCE MEDICAL SUPPLIES	625.00
07/13/2016	1	1405(A)	C E & A PROFESSIONAL SERVICES INC	POST ACCIDENT DRUG TEST	53.18
07/13/2016	1	1406(A)	CENTRON DATA SERVICES, INC.	PRINTING SERVICES	3,121.87
07/13/2016	1	1407(A)	D & G EQUIPMENT INC	PARTS/SUPPLIES	479.28
07/13/2016	1	1408(A)	DALTON ELEVATOR LLC	CYLINDER RENTAL/SUPPLIES	476.14
07/13/2016	1	1409(A)	DUPERON LEASING & SALES INC	SCREENING EQUIPMENT LEASE	1,815.00
07/13/2016	1	1410(A)	ELECTION SYSTEMS & SOFTWARE, INC.	MAINT/SUPPORT VOTING MACHINES	654.40
07/13/2016	1	1411(A)	EMPLOYEE BENEFIT CONCEPTS INC	JULY 2016-FSA ADMIN FEE	110.25
07/13/2016	1	1412(A)	FASTENAL COMPANY	WWTP-PARTS	17.17
07/13/2016	1	1413(A)	GILBERT'S DO IT BEST HARDWARE & APP	SUPPLIES	234.39
07/13/2016	1	1414(A)	H2A ARCHITECTS INC	CONCEPTUAL DESIGNS FOR FACADE PROGRAM	7,227.00
07/13/2016	1	1415(A)	HYDROTEX INC	SUPPLIES	851.40
07/13/2016	1	1416(A)	IDEXX DISTRIBUTION CORPORATION	WWTP-LAB SUPPLIES	944.75
07/13/2016	1	1417(A)	J & B MEDICAL SUPPLY INC	OFD-AMBULANCE MEDICAL SUPPLIES	995.39
07/13/2016	1	1418(A)	JCI JONES CHEMICALS, INC.	WWTP-SODIUM HYPOCHLORITE	3,017.01
07/13/2016	1	1419(A)	MICHIGAN PIPE & VALVE, INC.	WATER INVENTORY ITEMS	420.00
07/13/2016	1	1420(A)	MOTION INDUSTRIES, INC.	WWTP-LUBE FOR SCREW PUMP	408.09
07/13/2016	1	1421(A)	1ST CHOICE AUTO PARTS INC	PARTS	1,436.15
07/13/2016	1	1422(A)	NATIONAL VISION ADMINISTRATORS LLC	JULY VISION INSURANCE PREMIUM	494.51
07/13/2016	1	1423(A)	OFFICEMAX INC	OFFICE SUPPLIES	113.15
07/13/2016	1	1424(A)	ORCHARD HILTZ & MCCLIMENT INC	PROFESSIONAL SERVICES	23,789.50

07/13/2016	1	1425(A)	PHYSICIANS HEALTH PLAN OF MID-MICH	HEALTH INSURANCE PREMIUM	74,099.85
07/13/2016	1	1426(A)	POLYDYNE INC	AF 4500 POLYMER	2,157.50
07/13/2016	1	1427(A)	REEVES WHEEL ALIGNMENT, INC	VEHICLE REPAIRS/MAINT	3,395.65
07/13/2016	1	1428(A)	SAFEBUILT MICHIGAN LLC	BUILDING DEPARTMENT SERVICES	11,373.33
07/13/2016	1	1429(A)	ST JOHNS ANSWERING SERVICE INC	AUGUST 2016-ANSWERING SERVICE	75.00
07/13/2016	1	1430(A)	STECHSCHULTE GAS & OIL, INC.	FUEL	4,948.39
07/13/2016	1	1431(A)	MACOMB GROUP INC, THE	WTP-PARTS	980.00
07/13/2016	1	1432(A)	USA BLUE BOOK	WTP-LAB SUPPLIES	340.03
07/21/2016	1	1454(E)	MUNICIPAL EMPLOYEES RETIREMENT SYSTEM	JUNE 2016 CONTRIBUTIONS	10,990.78
07/22/2016	1	126949	ACKER, CHARLES	REFUND	14.05
07/22/2016	1	126950	ACKER, CHARLES	REFUND	72.10
07/22/2016	1	126951	STENGER, KENNETH	REFUND	235.00
07/22/2016	1	126952	HARRIS, LINDA	REFUND	135.22
07/22/2016	1	126953	ACCENT	REFUND	1,484.00
07/22/2016	1	126954	THE ACCUMED GROUP	JUNE 2016-AMBULANCE BILLING SERVICES	4,832.84
07/22/2016	1	126955	AFLAC	PAYROLL DEDUCTION-AFLAC PREMIUM	437.78
07/22/2016	1	126956	ALL ABOUT ANIMALS	SPAY/NEUTER EVENT FEES-7/14/15-PAID BY DONATIONS	688.00
07/22/2016	1	126957	BLUMERICH COMMUNICATIONS SERVICE	OPD-RADIO REPAIR	515.00
07/22/2016	1	126958	CALEDONIA CHARTER TOWNSHIP	PAYMENT PER WATER DISTRICT AGREEMENT	20,831.74
07/22/2016	1	126959	CONSUMERS ENERGY	GAS/ELECTRIC SERVICE	2,001.68
07/22/2016	1	126960	DAYSTARR COMMUNICATIONS	AUGUST 2016-PHONE AND BROADBAND INTERNET	995.30
07/22/2016	1	126961	DEGALAN, EDWARD	REFUND	275.00
07/22/2016	1	126962	DELTA DENTAL PLAN OF MICHIGAN	AUGUST 2016-DENTAL INSURANCE PREMIUM	3,989.75
07/22/2016	1	126963	DIETZ, ALLAN L	JAY WRIGHT ESTATE RETURN OF HELD FUNDS	253.00
07/22/2016	1	126964	FLEIS & VANDENBRINK ENGINEERING INC	ENGINEERING FOR GOULD STREET RESURFACING	13,170.00
07/22/2016	1	126965	FRONTIER	TRAFFIC SIGNAL	105.73
07/22/2016	1	126966	FULL BORE DIRECTIONAL BORING INC	DIRECTIONAL BORING	4,950.00
07/22/2016	1	126967	INTELLIGENT PRODUCTS INCORPORATED	MUTT MITTS FOR DOWNTOWN	87.31
07/22/2016	1	126968	MICHIGAN PUBLIC EMPLOYER LABOR RELA	MEMBERSHIP-JESSICA UNANGST	50.00
07/22/2016	1	126969	MISDU	PAYROLL DEDUCTIONS	1,557.69
07/22/2016	1	126970	NEXTEL COMMUNICATIONS	JUNE 2016-CELL PHONE AND EQUIPMENT CHARGES	1,051.91
07/22/2016	1	126971	OWOSSO BOLT & BRASS CO	PARTS	150.28
07/22/2016	1	126972	P K CONTRACTING INC	LINE STRIPING OF MAJOR STREETS	3,235.40
07/22/2016	1	126973	PORTFOLIO RECOVERY ASSOCIATES LLC	PAYROLL DEDUCTION-GARNISHMENT	192.58
07/22/2016	1	126974	SHERIDAN REALTY & AUCTION CO	MARKETING	2,134.67
07/22/2016	1	126975	SHIAWASSEE ECONOMIC DEV PARTNERSHIP	2016 INVESTMENT	31,426.00
07/22/2016	1	126976	SHIAWASSEE FAMILY YMCA	PAYROLL DEDUCTION-MEMBERSHIPS	317.90
07/22/2016	1	126977	SHIAWASSEE FAMILY YMCA	SPLASH PAD MAINTENANCE-70/HOURS	962.50
07/22/2016	1	126978	SOUTHSIDE CAR WASH	OPD-CAR WASHES - 4/1/16-6/30/16	416.00
07/22/2016	1	126979	STANDARD INSURANCE COMPANY	GROUP LIFE INSURANCE PREMIUM	4,378.93
07/22/2016	1	126980	STATE OF MICHIGAN	STATE OF MI WITHHOLDING TAX	15,180.63
07/22/2016	1	126981	UNITED PARCEL SERVICE	SHIPPING CHARGES	13.38
07/22/2016	1	126982	UNIVAR USA INC.	FY 16/17 SUPPLY OF CALCIUM HYPOCHLORITE	4,370.00
07/22/2016	1	126983	VERIZON WIRELESS	PUBLIC SAFETY MODEM FEES	252.72
07/22/2016	1	126984	VICTORY HEATING & COOLING	HVAC/MECHANICAL MAINTENANCE SERVICES-2ND QRT 2016	1,393.75
07/22/2016	1	126985	XYZ LANDSCAPE SUPPLY	OFD-CHAIN SAW BLADES (4)	500.00
07/22/2016	1	1433(A)	WILLIAM C BROWN, P C	PROFESSIONAL SERVICES	12,506.52
07/22/2016	1	1434(A)	CAPITAL CONSULTANTS	ENGINEERING SERVICES	14,448.38
07/22/2016	1	1435(A)	CENTRON DATA SERVICES, INC.	JUNE 2016 WATER/SEWER BILLS PROCESSING	3,141.71
07/22/2016	1	1436(A)	CLARK FIRE & SAFETY EQUIPMENT, INC.	ANNUAL MAINTENANCE/REPAIRS	386.50
07/22/2016	1	1437(A)	FASTENAL COMPANY	WTP-EMERY CLOTH	34.49
07/22/2016	1	1438(A)	GRAINGER, INC.	WWTP-PARTS	248.40
07/22/2016	1	1439(A)	GRAYMONT CAPITAL INC	SMALL PEBBLE QUICKLIME	6,779.52
07/22/2016	1	1440(A)	LOGICALIS INC	JUNE 2016-NETWORK ENGINEERING SERVICES	7,840.00
07/22/2016	1	1441(A)	MEMORIAL HEALTHCARE CENTER	NEW HIRE DRUG SCREEN	150.00

07/22/2016	1	1442(A)	MICHIGAN BUSINESS & PROFESSIONAL ASSO	AUGUST 2016-COBRA ADMIN FEE	50.00
07/22/2016	1	1443(A)	MICHIGAN PAVING & MATERIALS CO	SUPPLIES	1,502.47
07/22/2016	1	1444(A)	MICHIGAN PIPE & VALVE, INC.	WATER INVENTORY ITEMS	1,700.00
07/22/2016	1	1445(A)	OWOSSO CHARTER TOWNSHIP	PAYMENT PER 2011 WATER AGREEMENT	9,204.19
07/22/2016	1	1446(A)	PYRAMID PAVING & CONTRACTING CO INC	GOULD STREET RESURFACING	323,051.33
07/22/2016	1	1447(A)	Q2A ASSOCIATES LLC	FINANCIAL SERVICES	2,901.25
07/22/2016	1	1448(A)	RUBOB'S INC	JUNE 2016-PUBLIC SAFETY DRY CLEANING	494.45
07/22/2016	1	1449(A)	SAFEBUILT MICHIGAN LLC	JUNE 2016-BUILDING DEPARTMENT SERVICES	12,160.00
07/22/2016	1	1450(A)	THE SHERWIN-WILLIAMS CO.	WTP-PAINT	57.48
07/22/2016	1	1451(A)	SPICER GROUP, INC.	DESIGN & CONSTRUCTION ENGINEERING SERVICES	33,385.56
07/22/2016	1	1452(A)	STECHSCHULTE GAS & OIL, INC.	FUEL	3,863.15
07/22/2016	1	1453(A)	USA BLUE BOOK	WWTP-SUPPLIES	588.66

1 TOTALS:

(1 Check Voided)

Total of 169 Disbursements: 880,056.95

Bank 10 OWOSSO HISTORICAL FUND

07/01/2016	10	4842	CHARTER COMMUNICATIONS	515 N WASHINGTON ST #3	39.33
07/01/2016	10	4843	CONSUMERS ENERGY	515 N WASHINGTON ST #B	8.49
07/01/2016	10	4844	DAYSTARR COMMUNICATIONS	CASTLE-PHONE AND INTERNET-JULY 2016	75.59
07/01/2016	10	4845	MICHIGAN OUTDOOR SERVICES	GOULD HOUSE MOWING	114.00
07/01/2016	10	4846	SECURITY ALARM CO INC	SECURITY SYSTEM FOR CURWOOD CASTLE	1,271.00
07/12/2016	10	4847	CONSUMERS ENERGY	515 N WASHINGTON ST #B	126.90
07/12/2016	10	4848	OWOSSO-WATER FUND	515 N WASHINGTON ST	102.00
07/12/2016	10	4849	RIVARD, RANDY	SECURITY DEPOSIT FOR GOULD HOUSE	600.00
07/22/2016	10	4850	DAYSTARR COMMUNICATIONS	AUGUST 2016-PHONE AND INTERNET-CURWOOD CASTLE	75.59
07/22/2016	10	4851	ROBERT V DORAN	REIMBURSEMENT	32.59
07/22/2016	10	4852	JENNEFER MAHNOEY	REIMBURSEMENT	34.26
07/22/2016	10	4853	SECURITY ALARM CO INC	CURWOOD CASTLE ALARM-6/1/16-8/31/16	60.00
07/22/2016	10	4854	JENELLE STEELE-ELKINS	REIMBURSEMENT	38.16

10 TOTALS:

Total of 13 Disbursements: 2,577.91

Bank 2 TRUST & AGENCY

07/22/2016	2	6542	SHIAWASSEE AREA TRANSPORTATION AGEN	REAL/PP COLLECTIONS	7,276.96
07/22/2016	2	6543	SHIAWASSEE COUNTY TREASURER	REAL/PP COLLECTIONS	258,328.58
07/22/2016	2	6544	SHIAWASSEE COUNTY TREASURER	TRAILER FEES-129 LOTS	322.50

2 TOTALS:

Total of 3 Disbursements: 265,928.04

REPORT TOTALS:

(1 Check Voided)

Total of 185 Disbursements: 1,148,562.90



MEMORANDUM

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

DATE: August 8, 2016
TO: City Council
FROM: Tyler Leppanen
SUBJECT: Disc Golf at Collamer Park/Hopkins Lake

BACKGROUND:

The Parks & Recreation Commission has been working on identifying and installing a disc golf course in the city of Owosso for a few years. It has been determined by the Commission that the Collamer Park/Hopkins Lake area is the most suitable site for a disc golf course, and is in accordance with the 2012 Parks & Rec Master Plan.

The volunteers who fundraised the money for the baskets and designed the course have been cooperative in working with the concerns raised by others that use the park. Concerns were raised about the impact to the bird sanctuary with trails and the course running through it, and in regard to the level of risk raised when disc golf holes cross trails. The volunteers compromised by redesigning four holes that crossed trails and moving two that were planned for the bird sanctuary. The current plan has three holes that cross trails.

Understanding the aforementioned concerns staff has found that other disc golf courses in the area have experienced challenges similar to those faced here in Owosso. In Corunna, the disc golf course is in McCurdy Park, and their experience with the disc golf course there is enclosed. Additionally, Laingsburg and Sleepy Hollow have disc golf courses, both of which have holes that cross trails, golf courses, and open spaces. An advocate of the disc golf course also provided a map of the Golden Gate Park in San Francisco where the holes cross trails, and that map is enclosed as well.

RECOMMENDATION:

The Parks & Recreation Commission recommends that City Council approve the proposed disc golf plan at Collamer Park/Hopkins Lake.

FISCAL IMPACT:

The cost to the City to have DPW install the poles and baskets for disc golf is estimated at \$1,722.

RESOLUTION NO.

**RESOLUTION AUTHORIZING A 19-HOLE DISC GOLF COURSE AT
COLLAMER PARK / HOPKINS LAKE**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, Parks & Recreation Commission met July 26, 2016 and recommended approval of a 19-hole disc golf course, as designed by volunteers, at Collamer Park; and

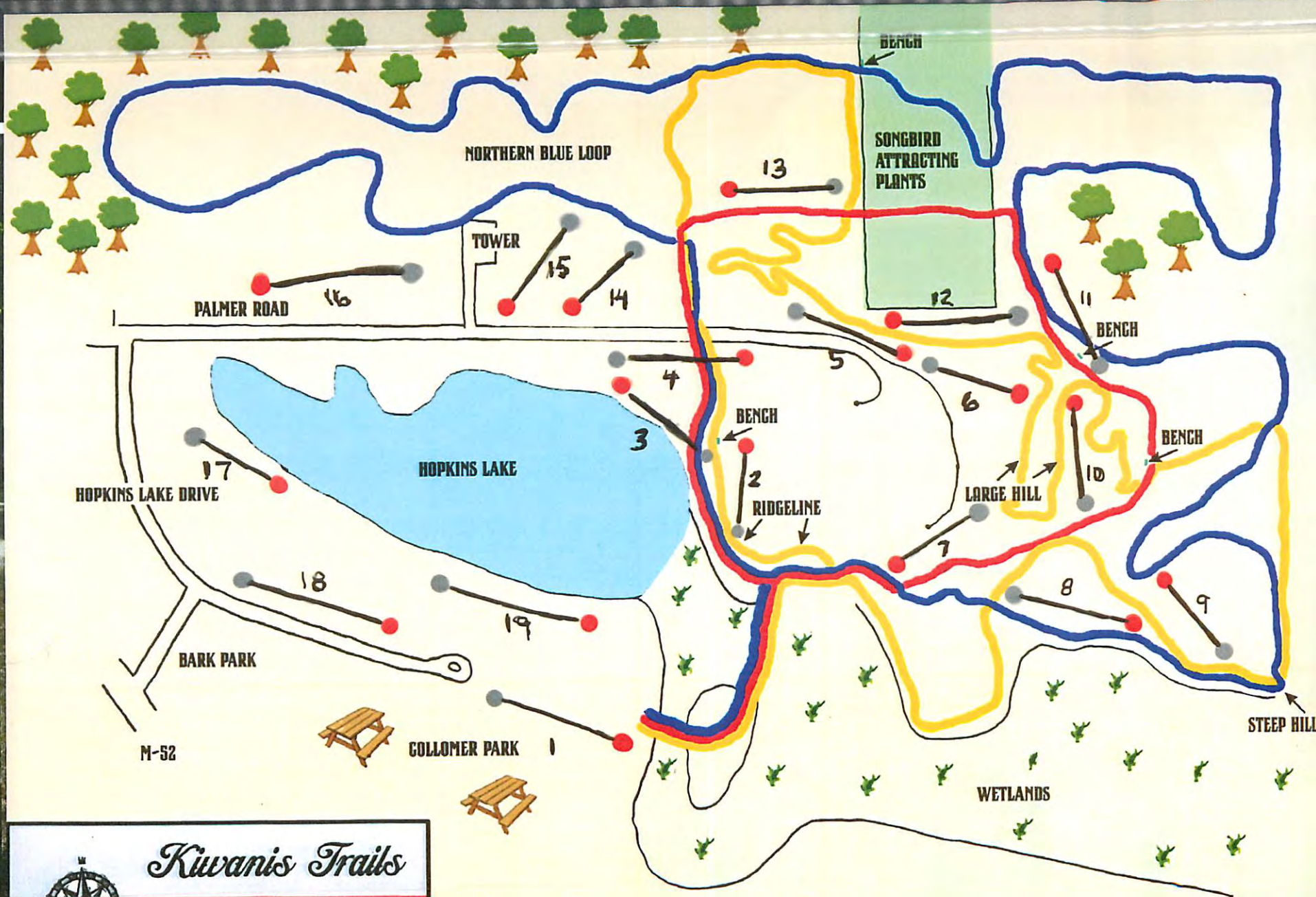
WHEREAS, the disc golf course would aid the Parks & Recreation Commission in achieving its number one priority - to promote healthy lifestyles, attract tourists and offer recreational outlets; and

WHEREAS, the Parks & Recreation Master Plan includes a disc golf course at Collamer Park in Part V – Plan Development, Collamer Park, page 49, number 17; and

WHEREAS, volunteers have fundraised and paid for the disc golf equipment, spent many hours planning and developing the disc golf course, and the Department of Public Works will assist with the installation of the disc golf baskets at an estimated cost of \$1,722.

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 in the public interest to create a disc golf course at Collamer Park with a cost to the City of Owosso of \$1,722.00.
- SECOND: The proposed layout of the course is hereby approved as presented.
- THIRD: The above expenses shall be paid from the Parks & Recreation Contractual Services fund, 101-756-818.000.



Kwanis Trails

RED 1.5 MILES (BEGINNER)

BLUE 3 MILES (MEDIUM)

YELLOW 2 MILES (DIFFICULT)

and design all street access points as park entry drives. A sketch of the traffic and parking concept is in Exhibit E.

b) A new park sign and arrival feature is to be designed and installed at the south entranceway.

c) Establish a traveler's/visitors mini-lot with picnic facilities overlooking the Shiawassee River.

d) Continue with sidewalk and lighting program for the planned walkways.

e) Irrigate the castle grounds.

f) Build a stairway off the Main Street bridge to the walkway.

g) Acquire scenic easements to the west walls of the Matthew's Building and Armory and apply architectural treatment to assure compatible vistas from the park.

h) Plant evergreens on the east river bank of the middle school from the castle perspective.

i) Continue to explore the establishment of a whitewater dam at the existing dam.

j) Acquire the house at 408 Curwood Castle Drive and plan a pond and perimeter landscaping in this area.

k) Work with landowners on Williams Street to maintain a vegetative cover for a scenic, erosion-free embankment on the river.

3) *Programming or Maintenance Recommendations:*

a) Clean the island north of the castle of flood debris on an annual basis.

b) Reapply dry-vit surface to the amphitheater roof façade.

4) *Site Plan or Graphics in Appendix?* Yes—a parking and traffic concept sketch at **Exhibit E** and the report from the Curwood Castle Park Planning Committee **at Exhibit D.**

2) COLLAMER PARK (previously "Hopkins Lake Park")

Location: South central Owosso including areas outside the city limits.

Size: 164 Acres

Key Observations:

1. Hopkins Lake is regional recreation area and urban park. Since the 1972 Michigan Recreational Bonding Program, Hopkins Lake has had this concept. Four other government units dedicated their bond revenues to this park at that time. A metropolitan park with diversified recreational activities should have at least 200 acres. The park at complete build-out and ownership would have 174 acres and is deemed a sufficient match for that standard.

2. This kind of park serves the whole city and region. It contains activities that cannot be accommodated by neighborhood or community parks.

3. The 16-acre lake and land area is very sensitive to intensive recreational activity. It is more characteristic of a natural reservation for nature study and hiking. There are soil and slope limitations, and the lake is in an advanced stage of eutrophication. Resource management and carrying capacity monitoring will command attention in the care of this park.

4. A regional park suggests that there should be a regional support mechanism in place.

2011 Plan Components:

1. Selective fencing locations may be required to resolve boundary and use area conflicts. The fencing material in favor is the woven wire 6" fence with cedar posts and a height of 5 feet. A design influence of the enforcement strategy is to maintain the free passage of wildlife to and from the wetland, forests and meadow areas of the park with surrounding uplands outside of the park.
2. A means to improve the oxygen levels in the lake should be investigated. A passive windmill-float system is used on smaller ponds and may provide the much needed oxygen supply to the lake's very eutrophic condition.
3. The plan shows an additional 9 acres of lake area potential beyond the southwest area of the lake. A dredging operation would remove the muck accumulation and create more surface water.
4. A map at Exhibit N shows an interior loop trail system of up to five miles in length. The local Kiwanis clubs are heavily vested in this system and its maintenance. Discussions with BMX bikers make also generate more interest.
5. The 12-acre "Verlac" parcel is designated for about 50 camping spaces. A traveler/visitor campground franchise should be examined for its feasibility at this location.
6. A pavilion for large group outings will overlook Hopkins Lake at the southeast boundary of the Verlac/Fairchild parcel. The setting is ideal for companion use by the campground and daycamp activities planned for the area.
7. A companion east-side parking facility will be developed on the upland section between the former Verlac house location and the pavilion
8. An expanded parking facility is possible to serve the pavilions and volleyball courts on the west side.
9. A new playground is to replace the removed west side playground.
10. Lakeshore plantings are to provide shade for lakeside users and relief from the sterile shoreline setting on the west side and diminish foraging Canadian geese.
11. Develop an east side parking facility at the lakeshore with fishing pier.
12. Build a six-space trailhead parking facility south of the end of Palmer Street. This lot could supplement parking for the use of the small pavilions.
13. Ultimately, Palmer Street should be vacated as a public street and closed at a point south of the residence at the north end of the Verlac property. This closure would enable structural closing of the east end of the park at dusk.
14. Construct a new 5-acre level playfield on the former landfill and current stump disposal site.
15. A boat launch should be constructed.
16. Develop a potable water supply for the area near the dog park and community garden
17. The east side of Collamer Park may serve as an alternate disk golf location.

Maintenance Recommendation.

1. The parkland mowing scheme can be reduced through an edge mowing along roadsides and pathways while converting to twice a year mowing of meadow areas.

Response received from Corunna on 2/23/2016

Interesting! I went straight to the people who would know...our Chief of Police and a DPW worker. I posed this question:

- Since we installed disc golf in the park, can you think of anything associated with the disc golf that has been negative?

Response from the Chief of Police: Never. In fact, I have found the people who play to be very considerate of other people.

Response from DPW worker: No. It attracts a lot of people.

Here is my response to your question.

- 1) We purchased our course used from the Byron Golf Course and the owner came and assisted our DPW in installing it.
- 2) Since that time, we have allowed the course to be altered by a group of people who played a lot of disc golf.
- 3) We have found a large group of people from young to old utilize the course all year long.
- 4) We have found these people to be very considerate and family oriented.
- 5) We have not noticed any additional trash in our park and maybe even less because they seem to care about the facilities they utilize.
- 6) Our council is very supportive of the course.
- 7) I believe that the disc golf course has given us added protection from vandalism due to the extra use of the park.
- 8) Even at Christmas time when we play light displays throughout the park, the disc golf people have been very courteous. One year they asked if they could move a display so it would not get hit with the discs.

Actually, the disc golf has been one of our best success stories and it doesn't take much maintenance.

Merilee

GOLDEN GATE PARK

DISC GOLF COURSE





MEMORANDUM

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

DATE: August 11, 2016

TO: City Council

FROM: Susan Montenegro, Assistant City Manager/Director of Community Development

SUBJECT: **Amending the purchase agreement between city of Owosso and Michael Cline – for a parcel of land along Gould Street and Wright Avenue.**

RECOMMENDATION:

Amend the original purchase agreement for the parcel of land along Gould Street and Wright Avenue that would convey the property using a Quitclaim Deed rather than a Warranty Deed.

BACKGROUND:

Mr. Cline's offer to purchase this parcel of real property was approved at the January 19, 2016 city council meeting. Staff determined the language used to convey the property was incorrect and should have been done through a Quitclaim Deed rather than a Warranty Deed. Initial title search found the property still has interest from the surviving family of Ms. Lynn Duck (sister of Joanne Prendergast). Staff obtained the death certificate of Ms. Duck. It was determined by administration and the city attorney to forego further title search and ask Mr. Cline to amend the language in the original purchase agreement. Mr. Cline has been extremely patient and agreed to the recommended changes, which are presented to you tonight for consideration.

Mr. Cline understands he will be purchasing the property for \$1,000, as originally agreed; and will also be responsible for recent special assessments attached to the property along Gould Street. Additionally, Mr. Cline also understands he will be responsible to remove the interest of Ms. Duck, should he choose to do so, and the city will not be obligated to cure the interest of Lynn Duck in the property.

FISCAL IMPACTS:

The consummation of this purchase agreement will place the above parcels back on the tax roll. Additionally, Mr. Cline will be responsible for the 2016 Gould Street special assessment attached to these parcels.

Document originated by: Susan Montenegro

RESOLUTION NO.
AMENDING THE ORIGINAL PURCHASE AGREEMENT
AUTHORIZING THE SALE OF
CITY-OWNED PROPERTY BETWEEN GOULD STREET AND WRIGHT AVENUE
VIA QUITCLAIM DEED

WHEREAS, council approved the sale of real property at its January 19, 2016 meeting to Michael N. Cline, described as follows:

050-010-034-025-00

703 S. Gould Street

LOTS 42 & 43, BLOCK 34 & WEST 8' OF CLOSED ALLEY GEORGE T ABREY'S WOODLAWN PARK ADDITION EXEPT BEGINNING AT SOUTHWEST CORNER LOT 43 THEN NORTH 33' TO NORTHWEST CORNER LOT 43 THEN SOUTHEASTERLY TO A POINT 9.83' EAST OF SOUTHWEST CORNER LOT 43 THEN WEST TO POINT OF BEGINNING BEING EAST RIGHT OF WAY LINE OF GOULD STREET IN THE CITY OF OWOSSO, COUNTY OF SHIAWASSEE, MICHIGAN, and

050-010-034-027-00

616 Wright Avenue

LOTS 22 & 23 & SOUTH ½ LOT 24 INCLUDING EAST ½ OF ADJACENT BLOSED ALLEY, ALSO, LOTS 37-41, BLOCK 34, INCLUDING WEST ½ OF ADJACENT CLOSED ALLEY, ALSO LAND LYING BETWEEN WEST LINE OF LOTS 37-41 AND EAST LINE OF GOULD STREET, FORMERLY VACATED STANLEY AVENUE.

WHEREAS, staff has determined the original purchase agreement should be amended to indicate the property will be conveyed with a Quitclaim Deed; and

WHEREAS, the purchase agreement should be further amended to indicate that no title insurance will be provided for this sale; and

WHEREAS, Mr. Cline agrees the city of Owosso shall have no duty to cure the interest of Lynn Duck, or her heirs, in the property; and

WHEREAS, Michael N. Cline is still offering to pay the City the original purchase price of One Thousand and NO/100 (\$1,000.00) Dollars; and

WHEREAS, these changes do not represent a material change in the terms of the agreement, negating the need for an additional posting period.

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

FIRST: the amended purchase agreement is hereby approved and the property shall be sold to Michael N. Cline for the price of \$1,000.00 in accordance with the terms of said amended purchase agreement.

SECOND: the Mayor and City Clerk are instructed and authorized to execute appropriate documents to execute the sale.

AGREEMENT FOR PURCHASE OF REAL ESTATE

THE PURCHASER, (Michael N. Cline), hereby offers and agrees to purchase, and the SELLER, (the City of Owosso, a Michigan Municipal Corporation), hereby agrees to sell, land situated in the City of Owosso, Shiawassee County, Michigan upon the following terms and conditions.

WHEREAS Purchaser offered and wishes to purchase certain property from Seller and Seller wishes to sell the same:

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

1. PROPERTY DESCRIPTION: ~~A Two~~ parcels of land, together with all buildings, structures, rights, easements and appurtenances pertaining thereto and all improvements, trees, bushes, landscaping and foliage thereon, (the "Property"). The legal description of the parcels is as follows:

~~LOTS 22 & 23 & SOUTH 17' LOT 24 INCLUDING EAST ½ OF ADJACENT CLOSED ALLEY. ALSO, LOTS 37-43, BLOCK 34, INCLUDING WEST ½ OF ADJACENT CLOSED ALLEY. ALSO LAND LYING BETWEEN WEST LINE OF LOTS 37-41 AND EAST LINE OF GOULD STREET, FORMERLY VACATED STANLEY AVENUE, GEORGE T. ABREY'S WOODLAWN PARK ADDITION TO CITY OF OWOSSO. (EXCEPT BEGINNING AT SW CORNER LOT 43, THEN NORTH 33' TO NW CORNER OF LOT 43, THEN SOUTHEASTERLY TO A POINT 9.83' EAST OF SW CORNER LOT 43, THEN WEST TO POINT OF BEGINNING, SAID POINT BEING EAST RIGHT OF WAY LINE OF GOULD STREET IN THE CITY OF OWOSSO, COUNTY OF SHIAWASSEE, MICHIGAN.~~

050-010-034-025-00
703 S. Gould Street

LOTS 42 & 43, BLOCK 34 & WEST 8' OF CLOSED ALLEY GEORGE T ABREY'S WOODLAWN PARK ADDITION EXEPT BEGINNING AT SOUTHWEST CORNER LOT 43 THEN NORTH 33' TO NORTHWEST CORNER LOT 43 THEN SOUTHEASTERLY TO A POINT 9.83' EAST OF SOUTHWEST CORNER LOT 43 THEN WEST TO POINT OF BEGINNING BEING EAST RIGHT OF WAY LINE OF GOULD STREET IN THE CITY OF OWOSSO, COUNTY OF SHIAWASSEE, MICHIGAN.

050-010-034-027-00
616 Wright Avenue

LOTS 22 & 23 & SOUTH ½ LOT 24 INCLUDING EAST ½ OF ADJACENT BLOSED ALLEY, ALSO, LOTS 37-41, BLOCK 34, INCLUDING WEST ½ OF ADJACENT CLOSED ALLEY, ALSO LAND LYING BETWEEN WEST LINE OF LOTS 37-41 AND EAST LINE OF GOULD STREET, FORMERLY VACATED STANLEY AVENUE.

2. PURCHASE PRICE: Purchaser shall pay therefore the sum of One Thousand and No/100 (\$1,000.00) Dollars (the "Purchase Price").

3. DEPOSIT: Purchaser herewith deposits with Seller the sum of One Hundred and No/ 100 (\$100.00) Dollars, as a deposit which shall be applied to the purchase price at closing.

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4. METHOD OF CLOSING: The sale shall be consummated by the delivery of a ~~Warranty-Quitclaim~~ Deed ~~conveying fee simple marketable title~~ with the balance of the purchase price to be paid in cash or by certified check at the time of closing. Consummation of this Agreement is subject to the approval of the Owosso City Council.

5. ~~TAXES~~ **Special Assessments**: All ~~taxes and~~ assessments due as of the closing date, including but not limited to any and all special assessments, even if payable in installments after closing, which have become a lien upon the land, whether recorded or unrecorded, at the date of this agreement shall be paid by the ~~Seller~~ **Purchaser**. Purchaser shall pay all taxes and special assessments assessed after the closing date.

6. CLOSING FEES: Any closing fees charged for services rendered by an escrow company shall be divided equally between Purchaser and Seller except where the payment of same shall be prohibited by law.

7. CONDITIONS PRECEDENT. Purchaser's and Seller's obligations under this Agreement are conditioned upon the satisfaction of each of the following conditions:

- (i) Purchaser, in Purchaser's sole discretion, obtaining a Survey, surveyor's report and surveyor's certificate.
- (ii) Purchaser is buying the property on an "as is" basis. Seller strongly recommends purchaser perform a baseline environmental study.
- (iii) Approval of the purchase by the Owosso City Council.

The above duties and terms shall survive the closing.

- (iv) If Purchaser and Seller fail to satisfy or be satisfied with any one or more of the contingencies set forth above, or if Purchaser determines, at Purchaser's sole and absolute discretion, or for any reason whatsoever, to terminate this Agreement, within the inspection and approval period as defined in paragraph 9, below, then Purchaser may, on or before expiration of the inspection and approval period, as defined in paragraph 9, below, terminate this Agreement by giving written notice thereof to Seller, and this Agreement shall be deemed to be null and void and of no further force or effect, and Purchaser and Seller shall have no further rights, obligations, or liabilities under this Agreement.

8. INSPECTION: Purchaser and their employees, agents, and representatives shall at all times before Closing, have the privilege, opportunity, and right to enter upon the Property to inspect, examine, and perform surveys, soil tests, borings, structural analysis and tests, and any other tests needed to determine structural surface, subsurface, and topographic conditions of the Property, or for any other reasons deemed necessary by Purchaser for the satisfaction of the conditions set forth in paragraph 7, above. Provided, however, that Purchaser, their employees, agents and representatives shall indemnify and defend Seller from any claims arising from their activities on the property relating to this right of inspection and shall return the property to its original condition.

9. INSPECTION AND APPROVAL PERIOD: From the Effective Date, Purchaser shall have until the closing date (the "Inspection and Approval Period") to inspect the Property in the manner set forth in

paragraph 8 above; and to obtain such other studies, tests, determinations, assessments and approvals, including but not limited to structural testing and inspection, site plan approval, easements, licenses, variances, curb cuts, and as otherwise set forth in paragraph 7, above, and any other determinations, assessments and approvals that are necessary to permit Purchaser's intended use of the Property, as deemed in Purchaser's sole discretion. Any delay by Seller in performing its obligations pursuant to this Agreement shall result in an extension of the Inspection and Approval Period equal to the length of the delay.

10. CLOSING: The consummation of the purchase and sale of the Property pursuant to this Agreement (the "Closing") shall be held no later than 60 days from the last date of the signatures below. Closing shall take place at the title company, or such other location, as the Seller and Purchaser may mutually agree in writing. Purchaser shall take possession at closing.

11. TITLE INSURANCE: ~~As evidence of title, Seller shall obtain, at Seller's sole cost and expense, a commitment for title insurance issued by a title company for a policy of title insurance from an underwriter acceptable to Purchaser, insuring title with standard exceptions.~~ **Purchase was consummated using a Quitclaim deed, title insurance is not provided by Seller.**

12. OBJECTIONS TO CONDITION OF TITLE: ~~If objection to the title is made by the Purchaser, then Seller may terminate this Agreement, or at its discretion, cure the objectionable defect. If this Agreement is terminated by Seller due to an objection to title, the deposit shall be returned to Purchaser.~~ **Purchaser waives any objections to the condition of the title to the premises. Purchaser has been provided with a Commitment for Title Insurance effective February 8, 2016 which indicates Lynn Duck has an interest in lots 42 and 43. Purchaser agrees that if he desires to remove the interest of Lynn Duck in the property, it shall be his responsibility to do so. Seller shall have no duty to cure the interest of Lynn Duck in the property.**

13. SELLER'S REPRESENTATIONS, WARRANTIES AND COVENANTS. Seller represents, warrants and covenants to Purchaser that:

- (a) Seller (i) has complete and full authority to execute this Agreement, (ii) will execute and deliver any documents, instruments, and agreements including, but not limited to, affidavits and certificates necessary to consummate the transaction contemplated herein, and (iii) will take all additional action that is reasonably necessary or appropriate to effect and facilitate the consummation of the sale and purchase transaction contemplated herein, as may be required by the Title Company.
- (b) Seller will not further sell, encumber, convey, or assign, or contract to sell, encumber, convey, assign, pledge, or lease all or any part of the Property or restrict the use of all or any part of the Property or take or cause to be taken any action in conflict with this Agreement at any time between the Seller's acceptance hereof and (i) Closing or (ii) the earlier termination of this Agreement pursuant to its terms.
- (c) Neither the entering into of this Agreement nor the consummation of the transaction contemplated hereby will constitute or result in a violation or breach by Seller of any judgment, order, writ, injunction, or decree issued against or imposed upon it or contract to which it is a party or will result in a violation by Seller of any applicable law, order, rule, or regulation of any governmental authority. There is no action, suit, proceeding or investigation pending which would become a cloud on the title to the Property or any portion

thereof or which questions the validity or enforceability of the transaction contemplated by this Agreement or any action taken pursuant hereto in any court or before or by any federal, district, county, or municipal department, commission, board, bureau, agency or other governmental instrumentality, nor does Seller have any knowledge that any such action, suit, proceeding or investigation is threatened.

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- (d) Seller is not a "foreign person" as that term is defined in the Internal Revenue Code, Section 1445(F)(3) and the sale of the Property is not subject to any withholding requirements imposed by the Internal Revenue Code, including, without limitation, Section 1445(F)(3).
- (e) Seller is not a party to or bound by any contract or agreement of any kind or whatsoever, written or verbal, which might affect the Property.

14. MISCELLANEOUS:

- (a) Governing Law: This purchase agreement shall be governed by, construed and enforced in accordance with the laws of the State of Michigan.
- (b) Entire Agreement: This Agreement constitutes the entire, integrated agreement between the parties, and supersedes all prior written and unwritten negotiations, agreements, proposals and understandings. This Agreement shall not be orally amended, modified, superseded, or canceled, it being specifically understood that any of the terms, covenants, representations and conditions contained herein may be amended only by written instrument executed by all parties.
- (c) Binding Effect: The covenants and conditions herein shall bind and inure to the benefits of the executors, administrators, successors and assigns of the respective parties. If the parties herein be more than one or if they be of the feminine sex, or a corporation or other business entity, such words and pronouns and other relative words shall be read as if written in the plural, feminine, and neuter, respectively.
- (d) Assignment: This Agreement may be assigned or transferred only by written consent of the non-assigning party.
- (e) Counterparts: This Agreement may be executed in counterparts each of which may be deemed an original, and all such counterparts together shall be deemed one and the same agreement.
- (f) Survival: All warranties, covenants, duties and representations made herein shall survive closing.

15. BROKERS: If either party has used a broker, it shall be that party's responsibility to compensate its broker.

16. EFFECTIVE DATE: If this Agreement is not signed simultaneously by Seller and Purchaser it shall be considered to be an offer made by the party first executing it to the other party. In this event, that offer shall expire at midnight on the ~~tenth (10th)~~thirtieth (30th) calendar day following signature by the offering party. Effective date shall mean the date upon which this Agreement is accepted by the parties to whom the offer is made. Acceptance shall be deemed to have been made on the date the fully executed Agreement is received by the party first executing the Agreement.

17. NOTICES: All notices, requests, demands or other communications hereunder shall be in writing and deemed given (a) when delivered personally or (b) on the day said communication is deposited in the U.S. mail, by registered or certified mail, return receipt requested, postage prepaid, or (c) on the next business day after notice is sent by facsimile or (d) on the day said communication is deposited with a nationally recognized overnight courier service, addressed and/or sent by facsimile, as the case may be, as follows:

If to Seller:
City of Owosso
301 West Main Street
Owosso, Michigan 48867

ATTENTION: City Clerk

If to Purchaser:
Michael N. Cline
620 Wright Avenue
Owosso, Michigan 48867

ATTENTION: Michael Cline

The parties executed this Agreement for Purchase of Real Estate as of the date set forth below.

DATED: _____, 2016

SELLER: City of Owosso

BY: _____
Benjamin R. Frederick
ITS: Mayor

DATED: _____, 2016

PURCHASER: Michael N. Cline

BY: _____
Michael N. Cline

ATTEST:

Amy K. Kirkland, City Clerk





MEMORANDUM

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

DATE: August 11, 2016

TO: City Council

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

SUBJECT: Affirmation of rebranding for the Michigan Local Government Management Association (MLGMA) to Michigan Municipal Executives (MME).

RECOMMENDATION:

Staff recommends that city council affirms the name change and rebranding of the Michigan Local Governmental Management Association from MLGMA to MME for Michigan Municipal Executives.

BACKGROUND:

Michigan Municipal Executives (MME), formerly known as the Michigan Local Government Management Association (MLGMA), is a state affiliate of the International City/County Management Association (ICMA). The purpose of MME is to foster and encourage the personal and professional development of its members in order that they may better serve their communities and to promote, encourage, and preserve high ethical standards for municipal executives. The Council-Manager form of government combines the strong political leadership of elected officials with the appointment of a professionally trained and experienced manager; it's the fastest growing form of government in the United States today. It's also the most prevalent – used by more cities, villages, townships, and counties than any other form.

The MME name change is a result of an ongoing multi-year rebranding effort initiated in early 2015 by the late Michael Young, City Manager of Rockford and the association's past President. According to 2015 Harris Poll data, less than half of the adults in the United States understand the role of a city, town, or county manager/chief administrative officer (http://icma.org/en/Article/107227/Life_Well_Run). Michigan Municipal Executives are dedicated to keeping communities running smoothly. We are stewards of our cities, working in the background to make sure your home is highly livable, highly desirable, with a solid future. The rebranding initiative highlights our values of being optimistic, humble, driven, with the ability to adapt; while the new brand personality is founded on being confident, outgoing, informative, positive, and proud.

FISCAL IMPACTS:

None

Document originated by: Susan Montenegro

RESOLUTION NO.

**RESOLUTION AFFIRMING THE
MICHIGAN LOCAL GOVERNMENT MANAGEMENT ASSOCIATION
IS NOW MICHIGAN MUNICIPAL EXECUTIVES**

- WHEREAS,** the Michigan Local Government Management Association (MLGMA) is the state affiliate of the International City/County Management Association (ICMA), and
- WHEREAS,** the Board of Directors and Membership of the MLGMA have conducted a vast overhaul to create a new branding image under the new name Michigan Municipal Executives, and
- WHEREAS,** the mission statement of the Michigan Municipal Executives is, "Michigan's Municipal Executives are dedicated to keeping communities running smoothly. By doing all of the things large and small, we are stewards of our cities, working in the background to make sure your home is highly livable, highly desirable, and built on a solid ground for the future. We make Michigan's cities go.", and
- WHEREAS,** Michigan Municipal Executives seek to support optimistic, humble, adaptable, and driven municipal executives through professional development and other resources, and
- WHEREAS,** your local government manager or administrator, acting in his/her role as the Chief Administrative Officer of the community, does so in the best interest of the overall community to create the highest quality of life for all of its citizens, and
- WHEREAS,** the City Council and the city of Owosso do hereby support the Michigan Municipal Executives in their efforts to develop the municipal executive career and support municipal executives throughout the state.

THEREFORE BE IT RESOLVED, that the City Council of the City of Owosso does hereby recognize Michigan Municipal Executives and support the organization for the professional development and extraordinary services provided to professional managers throughout the State of Michigan.

August 4, 2016

Michigan Municipal League Annual Meeting Notice(Please present at the next Council, Commission or Board Meeting)

Dear Official:

The Michigan Municipal League Annual Convention will be held on Mackinac Island, September 14-16, 2016. The League's "Annual Meeting" is scheduled for 1:30 pm on Wednesday, September 14 in the Terrace Room at the Grand Hotel. The meeting will be held for the following purposes:

1. Election of Trustees. To elect six members of the Board of Trustees for terms of three years each (see #1 on page 2).
2. Policy. A) **To vote on the Core Legislative Principles document.**
In regard to the proposed League Core Legislative Principles, the document is available on the League website at <http://www.mml.org/delegate>. If you would like to receive a copy of the proposed principles by fax, please call Monica Druksis at the League at 800-653-2483.

B) **If the League Board of Trustees has presented any resolutions to the membership, they also will be voted on.** (See #2 on page 2.)
In regard to resolutions, member municipalities planning on submitting resolutions for consideration by the League Trustees are reminded that under the Bylaws, they must be submitted to the Trustees for their review by **August 15, 2016.**
3. Other Business. To transact such other business as may properly come before the meeting.

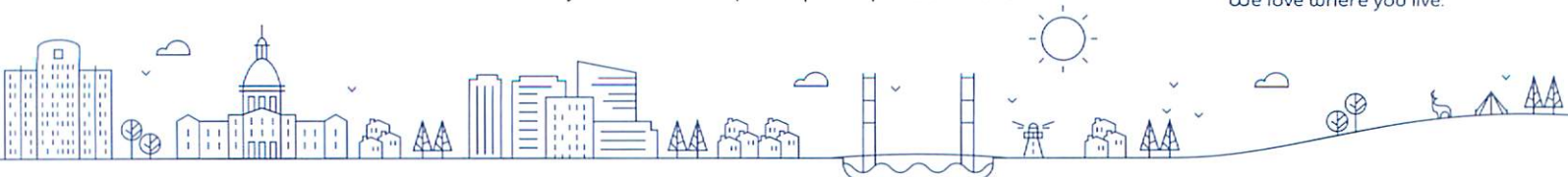
Designation of Voting Delegates

Pursuant to the provisions of the League Bylaws, you are requested to designate by action of your governing body one of your officials who will be in attendance at the Convention as your official representative to cast the vote of the municipality at the Annual Meeting, and, if possible, to designate one other official to serve as alternate. Please submit this information through the League website by visiting <http://www.mml.org/delegate> **no later than August 15, 2016.**

Regarding the designation of an official representative of the member to the annual meeting, please note the following section of the League Bylaws:

"Section 4.4 - Votes of Members. Each member shall be equally privileged with all other members in its voice and vote in the election of officers and upon any proposition presented for discussion or decision at any meeting of the members. Honorary members shall be entitled to participate in the discussion of any question, but such members shall not be entitled to vote. The vote of each member shall be cast by its official representative attending the meeting at which an election of officers or a decision on any proposition shall take place. Each member shall, by action of its governing body prior to the annual meeting or any special meeting, appoint one official of such member as its principal official representative to cast the vote of the member at such meeting, and may appoint one official as its alternate official representative to serve in the absence or inability to act of the principal representative."

We love where you live.



1. Election of Trustees

Regarding election of Trustees, under Section 5.3 of the League Bylaws, six members of the Board of Trustees will be elected at the annual meeting for a term of three years. The regulations of the Board of Trustees require the Nominations Committee to complete its recommendations and post the names of the nominees for the Board of Trustees on a board at the registration desk at least four hours before the hour of the business meeting.

2. Statements of Policy and Resolutions

Regarding consideration of resolutions and statements of policy, under Section 4.5 of the League Bylaws, the Board of Trustees acts as the Resolutions Committee, and "no resolution or motion, except procedural and incidental matters having to do with business properly before the annual meeting or pertaining to the conduct of the meeting, shall be considered at the annual meeting unless it is either (1) submitted to the meeting by the Board of Trustees, or (2) submitted in writing to the Board of Trustees by resolution of the governing body of a member at least thirty (30) days preceding the date of the annual meeting." Thus the deadline this year for the League to receive resolutions is **August 15, 2016**. Please submit resolutions to the attention of Daniel P. Gilmartin, Executive Director/CEO at 1675 Green Rd., Ann Arbor, MI 48105. Any resolution submitted by a member municipality will go to the League Board of Trustees, serving as the resolutions committee under the Bylaws, which may present it to the membership at the Annual Meeting or refer it to the appropriate policy committee for additional action.

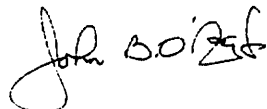
Further, "Every proposed resolution submitted by a member shall be stated in clear and concise language and shall be accompanied by a statement setting forth the reasons for recommending the proposed resolution. The Board shall consider the proposal at a Board meeting prior to the next annual meeting and, after consideration, shall make a recommendation as to the advisability of adopting each such resolution or modification thereof."

3. Posting of Proposed Resolutions and Core Legislative Principles

The proposed Michigan Municipal League Core Legislative Principles and any new proposed Resolutions recommended by the Board of Trustees for adoption by the membership will be available on the League website, or at the League registration desk to permit governing bodies of member communities to have an opportunity to review such proposals and delegate to their voting representative the responsibility for expressing the official point of view of the member at the Annual Meeting.

The Board of Trustees will meet on Wednesday, September 14 in the Terrace Room in the Grand Hotel for the purpose of considering such other matters as may be requested by the membership, in addition to other agenda items.

Sincerely,



John B. O'Reilly, Jr.
President
Mayor of Dearborn



Daniel P. Gilmartin
Executive Director & CEO



MEMORANDUM

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

DATE: August 8, 2016
TO: City Council
FROM: Tyler Leppanen
SUBJECT: Parks & Recreation Commission Bylaws

RECOMMENDATION:

Staff recommends approval of the proposed amendment to the Parks & Recreation Commission Bylaws.

BACKGROUND:

The meeting time and date for the Parks & Recreation Commission were inconvenient for a majority of the members and led to frequent absences. Therefore, to have consistent quorums for the Parks & Recreation Commission meetings, it was agreed to change the meeting time and date to the fourth Tuesday of each month at 7:30 p.m. This change involves amending the Bylaws of the Commission with subsequent approval by the City Council.

FISCAL IMPACTS:

None.

RESOLUTION NO.

**AMENDING THE CITY OF OWOSSO PARKS & RECREATION COMMISSION BYLAWS
ARTICLE THREE: MEETINGS (A)
CHANGING THE MEETING DAY AND TIME**

WHEREAS, Article Three: Meetings, of the Parks & Recreation Commission Bylaws requires meetings be held on the fourth Monday of each month beginning at 6:00 pm and conclude by 7:00 pm; and

WHEREAS, the current Parks & Recreation Commission members find that meeting day and time to be inconvenient leading to frequent absences; and

WHEREAS, the Commission recommends the Bylaws be changed to reflect a new meeting day and time.

NOW THEREFORE BE IT RESOLVED that Article Three, Meetings, of the Owosso Parks & Recreation Bylaws be amended as follows:

Article Three: Meetings.

- (a) The Parks & Recreation Commission shall hold monthly meetings in the City Council Chambers on the fourth ~~Monday~~ **Tuesday** of each month. Meetings shall ~~begin at 6:00 pm and conclude by 7:00 pm~~ **begin at 7:30 pm and conclude by 8:30 pm**, unless adjournment is postponed by action of the majority of the Commission.

RESOLUTION NO.

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

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

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The bond proposal attached hereto as Exhibit A is hereby certified to the City Clerk and the County Clerk for submission to the City's electors on the Election Date. The City Clerk is hereby authorized and directed to file this Resolution and/or complete any such forms, certificates or documents as may be required by the County Clerk to evidence the foregoing certification and/or submission by no later than 4:00 p.m. August 16, 2016.

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

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

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

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

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

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

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

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

I hereby certify that the foregoing is a true and complete copy of a resolution duly adopted by the City Council of the City of Owosso, County of Shiawassee, State of Michigan, at a Regular meeting held on August 15, 2016 at 7:30 p.m., Eastern Time, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act 267.

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

_____ and that the following Members were absent:

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

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

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

Amy K. Kirkland, City Clerk

EXHIBIT A

CITY OF OWOSSO BOND PROPOSAL FOR STREET IMPROVEMENTS

Shall the City of Owosso, Shiawassee County, Michigan, borrow the principal sum of not to exceed Ten Million Dollars (\$10,000,000) and issue its general obligation unlimited tax bonds therefor in one or more series, payable in not to exceed twenty-five (25) years from the date of issue of each series, for the purpose of paying the costs to the City of acquiring and constructing local and major street improvements in the City consisting of paving, repaving, reconstructing and improving streets, sidewalks, parking areas, and all necessary appurtenances and attachments thereto for the use of the City? The estimated millage to be levied in 2017 is 1.6697 mills (per \$1,000 of taxable value) and the estimated simple average annual millage rate required to retire the bonds is 1.7479 mills (per \$1,000 of taxable value).


YES

NO



301 WEST MAIN STREET • OWOSSO, MICHIGAN 48867-2958

MEMORANDUM

TO: Owosso City Council, Don Crawford, Susan Montenegro, Tyler Leppanen
FROM: William C. Brown, City Attorney 
DATE: August 11, 2016
RE: Lots separated by an alley

At the August 1, 2016 Council Meeting the question was raised whether two (2) lots separated by an alley could be joined to avoid removal of a garage.

Analysis of the question requires review of the Michigan Land Division Act, MCL 560.101, et seq.

Larry Cook pointed out that the definition section of the Act requires that a lot be a continuous area or share a common property line.

Thus, to combine the parcels the alley would have to be abandoned. If the neighborhood uses the alley an easement could be retained as provided for in Section 257 of the Act.

However, there is an additional issue with this situation. Tyler Leppanen points out that if the lots were joined, the new lot would have three accessory structures. Our zoning ordinance only allows 2 accessory structures. Therefore the property owner would have to apply for a variance.

Feel free to contact me with any questions or concerns.

WCB/jmr



MEMORANDUM

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

DATE: August 11, 2016

TO: City Council

FROM: Tyler Leppanen

SUBJECT: Land Combination 133 S. Chipman St/202 S. State St.

If the lots at 133 S Chipman St. and 202 S State St were combined the square footage of the accessory buildings would exceed the square footage of the principal structure at 133 S Chipman St. The accessory structures' square footage would be 1,272 and the principal structure is at 1,196. This would be in violation of Section 38-379 – Accessory Buildings (3).

“An accessory building shall not occupy more than twenty-five (25) percent of a required rear yard, plus forty (40) percent of any nonrequired rear yard, provided that in no instance shall the accessory building(s) exceed the ground floor area of the main building.”

To: Owosso City Council
 From: Brad Hissong, Building Official
 Date: 08/10/2016

Building Department Report for July, 2016

Category	Estimated Cost	Permit Fee	Number of Permits
Demolition	\$0	\$60	1
Electrical	\$0	\$2,285	15
Garage, detached	\$20,894	\$280	1
Mechanical	\$20,894	\$3,905	31
Non-Res. Add/Alter/Repair	\$125,000	\$2,354	4
Non-Res. New	\$942,266	\$11,994	1
Plumbing	\$0	\$920	9
Pools	\$0	\$50	1
Res. Add/Alter/Repair	\$87,589	\$1,860	17
VACANT PROPERTY REGI	\$0	\$500	5
ZONING COMPLIANCE CE	\$2,000	\$630	9
Totals	\$1,198,643	\$24,838	94

2015 COMPARISON TOTALS

		BUILDING PERMITS ONLY	-	36
JULY, 2015 TOTALS	\$440,772	\$17,667		81

Enforcements By Category

08/10/16

1 / 6

JULY, 2016

ANIMALS

Enforcement Number	Address	Previous Status	Status	Filed	Closed	Rental
ENF 16-0569	221 S CHIPMAN ST	LETTER SENT	LETTER SENT	07/21/16		N
Total Entries:				1		

AUTO REP/JUNK VEH

Enforcement Number	Address	Previous Status	Status	Filed	Closed	Rental
ENF 16-0528	900 STATE ST	REF TO POLICE	REF TO POLICE	07/08/16		N
ENF 16-0547	621 DIVISION ST	REF TO POLICE	REF TO POLICE	07/18/16		N
ENF 16-0548	702 LINGLE AV	REF TO POLICE	REF TO POLICE	07/18/16		N
ENF 16-0506	626 ALGER AV	LETTER SENT	LETTER SENT	07/05/16		
ENF 16-0552	709 LYNN ST	REF TO TYLER	Resolved	07/18/16	07/20/16	Y
ENF 16-0568	208 W OLIVER ST	LETTER SENT	Resolved	07/20/16	08/04/16	N
ENF 16-0580	314 DIMMICK ST	LETTER SENT	Resolved	07/26/16	08/04/16	Y
ENF 16-0591	325 N GOULD ST	REF TO TYLER	Resolved	07/29/16	08/08/16	N
Total Entries:				8		

BUILDING VIOL

Enforcement Number	Address	Previous Status	Status	Filed	Closed	Rental
ENF 16-0537	526 HARRISON AV	RED-TAGGED	RED-TAGGED	07/14/16		N
ENF 16-0585	521 S WASHINGTON ST	REF TO BLDG OFFICIAL	REF TO BLDG OFFICI	07/28/16		VAC
ENF 16-0587	207 N DEWEY ST	REF TO BLDG OFFICIAL	REF TO BLDG OFFICI	07/28/16		COMM
ENF 16-0518	1026 SUMMIT ST	LETTER SENT	LETTER SENT	07/06/16		N
ENF 16-0519	1020 SUMMIT ST	LETTER SENT	Resolved	07/06/16	08/08/16	N
ENF 16-0525	626 ALGER AV	LETTER SENT	LETTER SENT	07/07/16		Y
ENF 16-0539	701 N WASHINGTON ST	REF TO TYLER	Resolved	07/14/16	07/25/16	COMM
ENF 16-0553	556 RANDOLPH ST	REF TO TYLER	Resolved	07/18/16	07/25/16	
ENF 16-0558	1301 W MAIN ST	REF TO TYLER	REF TO TYLER	07/20/16		N

Enforcements By Category

08/10/16

2 / 6

JULY, 2016

ENF 16-0570	319 GILBERT ST	REF TO TYLER	Resolved	07/22/16	08/08/16	
ENF 16-0581	734 N HICKORY ST	LETTER SENT	LETTER SENT	07/26/16		Y
ENF 16-0586	1424 W MAIN ST	LETTER SENT	LETTER SENT	07/28/16		Y
ENF 16-0534	801 N HICKORY ST	RESOLVED	Resolved	07/13/16	07/22/16	N
Total Entries:				13		

DEAD TREE

Enforcement Number	Address	Previous Status	Status	Filed	Closed	Rental
ENF 16-0574	905 MOORE ST	LETTER SENT	LETTER SENT	07/25/16		N
ENF 16-0554	WEST ST	SENT LETTER	LETTER SENT	07/19/16		VL
Total Entries:				2		

FRONT YARD PARKING

Enforcement Number	Address	Previous Status	Status	Filed	Closed	Rental
ENF 16-0540	805 E KING ST	RESOLVED	Resolved	07/14/16	07/14/16	N
ENF 16-0559	512 N SAGINAW ST	LETTER SENT	REF TO POLICE	07/20/16		Y
ENF 16-0560	202 E OLIVER ST	REF TO TYLER	Resolved	07/20/16	08/08/16	N
Total Entries:				3		

GARBAGE & DEBRIS

Enforcement Number	Address	Previous Status	Status	Filed	Closed	Rental
ENF 16-0503	625 N SAGINAW ST	REF TO TYLER	Resolved	07/01/16	07/01/16	N
ENF 16-0504	625 N SAGINAW ST	REF TO TYLER	Resolved	07/05/16	07/11/16	N
ENF 16-0505	324 N SAGINAW ST	REF TO TYLER	Resolved	07/05/16	07/15/16	N
ENF 16-0507	626 ALGER AV	LETTER SENT	LETTER SENT	07/05/16		Y
ENF 16-0508	338 N DEWEY ST	REF TO TYLER	Resolved	07/06/16	07/06/16	N
ENF 16-0509	313 LAFAYETTE BL	LETTER SENT	Resolved	07/06/16	07/26/16	N
ENF 16-0513	1013 RYAN ST	LETTER SENT	Resolved	07/06/16	07/15/16	N
ENF 16-0514	723 AMENT ST	REF TO TYLER	Resolved	07/06/16	07/07/16	N

Enforcements By Category

08/10/16

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JULY, 2016

ENF 16-0520	401 E KING ST	REF TO TYLER	Resolved	07/06/16	07/22/16	N
ENF 16-0521	911 W STEWART ST	REF TO TYLER	Resolved	07/06/16	07/15/16	Y
ENF 16-0522	616 N PARK ST	REF TO TYLER	Resolved	07/07/16	07/08/16	N
ENF 16-0524	805 E KING ST	RESOLVED	Resolved	07/07/16	07/25/16	N
ENF 16-0526	907 N WASHINGTON ST	REF TO TYLER	Resolved	07/08/16	07/08/16	N
ENF 16-0532	207 W OLIVER ST	LETTER SENT	Resolved	07/13/16	07/26/16	Y
ENF 16-0535	1130 S SHIAWASSEE ST	REF TO TYLER	Resolved	07/14/16	07/15/16	Y
ENF 16-0544	320 N DEWEY ST	LETTER SENT	Resolved	07/15/16	08/08/16	Y
ENF 16-0545	612 WOODLAWN AV	REF TO TYLER	Resolved	07/15/16	08/04/16	N
ENF 16-0551	709 LYNN ST	REF TO TYLER	Resolved	07/18/16	07/29/16	Y
ENF 16-0561	134 S CHIPMAN ST	LETTER SENT	Resolved	07/20/16	07/29/16	Y
ENF 16-0572	202 E OLIVER ST	LETTER SENT	LETTER SENT	07/22/16		N
ENF 16-0575	734 N HICKORY ST	REF TO TYLER	Resolved	07/25/16	08/08/16	Y
ENF 16-0576	321 E STEWART ST	LETTER SENT	LETTER SENT	07/25/16		N
ENF 16-0589	1013 RYAN ST	REF TO TYLER	REF TO TYLER	07/28/16		Y
ENF 16-0590	635 MARTIN ST	REF TO TYLER	Resolved	07/29/16	08/08/16	N

Total Entries: 24

GARBAGE CANS

Enforcement Number	Address	Previous Status	Status	Filed	Closed	Rental
ENF 16-0577	210 N OAK ST	REF TO POLICE	REF TO POLICE	07/25/16		N

Total Entries: 1

LAWN MAINTENANCE

Enforcement Number	Address	Previous Status	Status	Filed	Closed	Rental
ENF 16-0510	N WASHINGTON ST	INVOICED	Resolved	07/06/16	07/18/16	VL
ENF 16-0511	1232 W MAIN ST	INVOICED	Resolved	07/06/16	07/07/16	VL
ENF 16-0512	338 N DEWEY ST	CLOSED	Dismissed	07/06/16	07/06/16	N

Enforcements By Category

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JULY, 2016

ENF 16-0536	654 N WATER ST	CLOSED	Dismissed	07/14/16	07/20/16	N
ENF 16-0538	MARY ST	INVOICED	Resolved	07/14/16	07/25/16	VL
ENF 16-0542	220 S OAK ST	CLOSED	Resolved	07/14/16	07/21/16	N
ENF 16-0543	624 S SHIAWASSEE ST	CLOSED	Resolved	07/14/16	07/29/16	Y
ENF 16-0546	421 HURON ST	CLOSED	Dismissed	07/15/16	07/18/16	N
ENF 16-0549	1033 N DEWEY ST	CLOSED	Resolved	07/18/16	08/08/16	N
ENF 16-0550	221 W STEWART ST	INVOICED	Resolved	07/18/16	07/25/16	V
ENF 16-0555	518 E WILLIAMS ST	SENT LETTER	LETTER SENT	07/19/16		Y
ENF 16-0556	508 RYAN ST	CLOSED	Resolved	07/19/16	08/09/16	Y
ENF 16-0562	221 E OLIVER ST	CLOSED	Dismissed	07/20/16	07/21/16	N
ENF 16-0563	318 E OLIVER ST	CLOSED	Dismissed	07/20/16	07/21/16	N
ENF 16-0564	512 N SAGINAW ST	CLOSED	Dismissed	07/20/16	07/21/16	Y
ENF 16-0565	134 S CHIPMAN ST	CLOSED	Dismissed	07/20/16	07/21/16	N
ENF 16-0566	209 S LANSING ST	CLOSED	Resolved	07/20/16	08/08/16	N
ENF 16-0567	620 S SHIAWASSEE ST	INVOICED	Resolved	07/20/16	08/08/16	Y
ENF 16-0573	1022 ADAMS ST	CLOSED	Dismissed	07/22/16	07/25/16	N
ENF 16-0579	813 S PARK ST	INVOICED	Resolved	07/26/16	08/08/16	VL
ENF 16-0582	1260 ADAMS ST	INVOICED	Resolved	07/27/16	08/08/16	V
ENF 16-0583	630 GRAND AV	INVOICED	Resolved	07/27/16	08/08/16	Y
ENF 16-0588	1013 RYAN ST	CLOSED	Dismissed	07/28/16	08/02/16	Y

Total Entries: 23

MISC VEHICLE VIOL

Enforcement Number	Address	Previous Status	Status	Filed	Closed	Rental
ENF 16-0578	523 E EXCHANGE ST	REF TO TYLER	REF TO TYLER	07/25/16		N

Total Entries: 1

MISC.

Enforcement Number	Address	Previous Status	Status	Filed	Closed	Rental
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Enforcements By Category

08/10/16

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JULY, 2016

ENF 16-0527	321 E STEWART ST	RESOLVED	Resolved	07/08/16	07/08/16	Y
ENF 16-0529	1022 ADAMS ST	REF TO POLICE	Resolved	07/11/16	07/22/16	N
ENF 16-0530	1020 ADAMS ST	REF TO TYLER	Resolved	07/11/16	07/22/16	N
ENF 16-0531	709 CORUNNA AV	REF TO TYLER	Resolved	07/12/16	07/14/16	N
ENF 16-0571	1022 ADAMS ST	REF TO TYLER	Resolved	07/22/16	07/26/16	N
ENF 16-0584	502 ELIZABETH ST	REF TO BLDG OFFICIAL	REF TO BLDG OFFICI	07/27/16		VAC
Total Entries:				6		

MULTIPLE VIOLATIONS

Enforcement Number	Address	Previous Status	Status	Filed	Closed	Rental
ENF 16-0557	115 W KING ST	REF TO BLDG OFFICIAL	REF TO BLDG OFFICI	07/19/16		Y
ENF 16-0523	1007 S CHESTNUT ST	REF TO TYLER	Resolved	07/07/16	08/08/16	N
ENF 16-0541	805 E KING ST	RESOLVED	Resolved	07/14/16	07/18/16	N
Total Entries:				3		

RENTAL UNIT INSPECT

Enforcement Number	Address	Previous Status	Status	Filed	Closed	Rental
ENF 16-0533	111 S WASHINGTON ST	RESOLVED	Resolved	07/13/16	07/13/16	Y
Total Entries:				1		

ZONING

Enforcement Number	Address	Previous Status	Status	Filed	Closed	Rental
ENF 16-0515	844 KRUST DR	REF TO TYLER	Resolved	07/06/16	07/22/16	N
ENF 16-0516	824 KRUST DR	REF TO TYLER	Resolved	07/06/16	07/07/16	N
ENF 16-0517	871 KRUST DR	LETTER SENT	Resolved	07/06/16	07/26/16	N
Total Entries:				3		

Enforcements By Category

JULY, 2016

08/10/16

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Total Records: 89

Total Pages: 6

RENTAL COLUMN DEFINITIONS

Y - Yes, it's a rental
N - No, it's not a rental - owner occupied
APTS - Apartment Building
COMM - Commercial
REPO - Repossession
TRAIL - Trailer Park
VAC - Vacant House
VL - Vacant Lot
IND - Industrial
HOME OCC - Home Occupied



OWOSSO PUBLIC SAFETY

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

MEMORANDUM

DATE: August 3, 2016

TO: Owosso City Council

FROM: Kevin Lenkart
Director of Public Safety

RE: July 2016 Police Report

Attached are statistics for the police department for July 2016. This report includes activity for the month of July and year-to-date statistics. Also attached is a list of Field Contacts, which are incidents that the police are dispatched to that require no further follow-up than the officers initial response.

Additionally, Burning Reports with no violations found for July are attached as well.



Case Assignment/Clearance Report For July, 2016

JULY 2016

Offenses	Current Month		Year-To-Date		Percent Cleared
	Assigned	Cleared	Assigned	Cleared	
PART I OFFENSES					
ROBBERY	1	0	3	2	66 %
AGGRAVATED ASSAULT	2	3	24	28	116 %
BURGLARY	7	13	36	40	111 %
LARCENY	19	38	134	149	111 %
MOTOR VEHICLE THEFT	0	1	4	5	125 %
SIMPLE ASSAULT	20	26	154	166	107 %
ARSON	2	2	7	7	100 %
FORGERY & UTTERING	2	4	10	10	100 %
COUNTERFEITING	0	0	0	1	0 %
FRAUD	5	11	45	44	97 %
EMBEZZLEMENT	1	1	3	4	133 %
WEAPON CRIMES- CARRY, POSS,	0	0	1	2	200 %
PROSTITUTION	0	0	0	0	0 %
SEX OFFENSES 1/ UNDER AGE -	0	0	2	3	150 %
NARCOTICS VOLIATIONS	4	5	33	36	109 %
GAMBLING VIOLATIONS	0	0	0	0	0 %
VANDALISM-DAMAGE-DESTRUCTIO	0	0	0	0	0 %
HOMICIDE 1	0	0	0	0	0 %
HOMICIDE	0	0	0	0	0 %
RAPE / NON - FAMILY	0	0	0	0	0 %
SEX OFFENSES 2	2	2	14	22	157 %
PARENTAL KIDDNAP	0	0	0	0	0 %
KIDDNAPPING	0	0	0	0	0 %
BURGLARY RESIDENTIAL	1	1	4	5	125 %
BURGLARY COMMERCIAL	0	0	1	1	100 %
RESISTING/OBSTRUCTING	3	3	13	13	100 %
PART I OFFENSES	69	110	488	538	110 %
PART II OFFENSES					
PAROLE/PROBATION VIOLATION	1	1	14	14	100 %
NATURAL DEATH	0	0	4	4	100 %
RETAIL FRAUD	0	0	8	11	137 %
RUNAWAY	11	11	63	64	101 %
VIOLATION PPO/ COURT ORDER	3	3	9	9	100 %

Offenses	Current Month		Year-To-Date		Percent Cleared
	Assigned	Cleared	Assigned	Cleared	
FAMILY NONSUPPORT	0	0	0	0	0 %
SUSPICIOUS DEATH	0	0	2	1	50 %
TRAFFIC OFFENSES OTHER	5	5	44	44	100 %
CRIMINAL CASE OTHER	1	1	3	3	100 %
WARRANT ARREST	17	17	95	97	102 %
SUSPICIOUS CIRCUMSTANCES	1	1	9	10	111 %
WARRANT ADVISED	0	0	0	0	0 %
MENTAL ORDER-ECO / TDO	7	7	49	51	104 %
DOMESTIC ASSAULT/SITUATION	4	6	16	19	118 %
ILLEGAL DUMPING	0	0	0	0	0 %
FOUND PROPERTY	12	11	70	136	194 %
RECOVERED PROPERTY	0	0	0	0	0 %
ANNOYING PHONE CALLS	0	0	0	0	0 %
TRESPASSING	1	1	12	12	100 %
DOA	0	0	8	10	125 %
ANIMAL COMPLAINTS	2	2	12	14	116 %
MISSING PERSON	0	0	3	3	100 %
WARRANT OBTAINED	0	0	0	0	0 %
PROPERTY-LOST	0	0	0	0	0 %
SAFEKEEPING OF WEAPON	0	0	0	0	0 %
SUICIDE AND ATTEMPTED SUICIDES	0	0	2	5	250 %
TRAFFIC - HIT & RUN	3	8	47	48	102 %
FIRES - NOT ARSON	0	0	0	0	0 %
LOST PROPERTY	0	0	0	0	0 %
NON-CRIMINAL CASE	5	5	70	71	101 %
CRIMES AGAINST FAMILY &	0	0	4	6	150 %
DRIVING WHILE IMPAIRED	7	8	37	40	108 %
LIQUOR LAW VIOLATIONS	2	2	7	9	128 %
DISORDERLY CONDUCT	5	6	26	28	107 %
OTHER CRIMES	10	13	82	84	102 %
IMPOUND / TOW FOLLOW-UP	0	0	0	1	0 %
FALSE ALARM	0	0	0	0	0 %
MOTOR VEHICLE CRASH	32	32	182	183	100 %
THREATS	0	0	0	1	0 %
PROPERTY CRIMES, POSS, SALE,	0	0	0	0	0 %
DAMAGE TO PROPERTY	11	15	81	81	100 %
<i>PART II OFFENSES</i>	<i>140</i>	<i>155</i>	<i>959</i>	<i>1,059</i>	<i>110 %</i>
Grand Totals:	209	265	1,447	1,597	110 %

Field Contact By Reason Summary Report

JULY 2016

Reason for Contact	Count
911 Hang Up	31
Abandoned Vehicle	1
False Alarm Commercial	16
False Alarm Residential	4
All Other Service Reports	20
Animal Complaints Other	31
Assist Ambulance	18
Assist To Other Dept	25
Attempt To Locate	25
Barking Dog	5
Burning Ordinance	4
Civil Dispute	18
Damaged Property	2
Deliver Emergency Message	2
Disturbance	26
Directed Patrol	2
Fight / No Assault	7
Fireworks	32
Found Property	6
Gun Permit/register	35
Harrassment	14
Investigate Vehicle	3
Loud Music	9
Loud Party	4
Mental Pickup/transport	1
Open Door	2
Ordinance Violation	4
Parking Problem	13
Pawn Ticket	95
Peace Officer	27
Reckless Driver	1
Road Hazard	10
Suspicious Person	25

Reason for Contact	Count
Suspicious Situation	51
Suspicious Vehicle	11
Transport - Other	1
Trouble With Kids	22
Trouble With Neighbor	11
Trouble With Subject	44
Trespassing	2
Phone Harassment	4
Unwanted Subject	4
Vacation Check	7
Vehicle Inspection	1
Welfare Check	39
Wire Down	4
Work Traffic	113

JULY BURN COMPLAINTS - NO VIOLATIONS
JULY 2016 FIELD CONTACTS

CASE_ID	FCDATE	STREET
201603832	07/03/2016 01:12:00	S PARK ST
201604151	07/14/2016 19:12:00	S LINGLE AVE
201604217	07/17/2016 09:30:00	W OLMSTEAD ST
201604262	07/18/2016 21:58:00	E KEYTE ST



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

MEMORANDUM

DATE: August 3, 2016

TO: Owosso City Council

FROM: Kevin Lenkart
Director of Public Safety

RE: July 2016 Fire & Ambulance Report

During the month of July 2016:

Fire Department responded to **221** Ambulance calls

Fire Department responded to **24** Fire calls –

- 8 – Accidents (w/ injuries)
- 1 – Dispatched & Cancelled
- 4 – False Alarms
- 1 – Fire
- 1 – Rubbish Fire
- 1 – Grass Fire
- 1 – Building Fire
- 1 – Electrical/Wiring Problem
- 2 – Electrical Short
- 1 – Smoke Detector Activation
- 1 – CO Detector Activation
- 1 – Power Line Down
- 1 – Hazardous Condition

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

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

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

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

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

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

AGENDA:

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

AYES: ALL. MOTION CARRIED.

MINUTES:

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

AYES: ALL. MOTION CARRIED.

PUBLIC COMMENTS: There were no public comments.

ITEMS OF BUSINESS:

1) CHECK REGISTER

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

(SEE BOARD PACKET FOR CHECK REGISTER)

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

AYES: ALL. MOTION CARRIED.

COMMITTEE UPDATES:

1) DESIGN

BIKE RACKS:

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

WAY-FINDING SIGNS:

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

FLOWER PROGRAM:

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

2) ECONOMIC RESTRUCTURING

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

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

3) ORGANIZATION

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

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

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

4) PROMOTION

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

Upcoming Events:

July 14-16: Downtown Owosso Sidewalk Sales

August 26-27: Owosso Vintage Motorcycle Days

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

ITEMS OF BUSINESS:

(Continued)

2) BUDGET REPORT/BUDGET UPDATES

(SEE BOARD PACKET FOR BUDGET)

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

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

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

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

4) FAÇADE GRANT UPDATES

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

PUBLIC COMMENTS: There were no public comments.

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

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

AYES: ALL. MOTION CARRIED.

David Acton, Chairman

PARKS AND RECREATION COMMISSION

SPECIAL MEETING

TUESDAY, JULY 12, 2016 - 6:00 p.m.

City Hall Council Chambers

301 W. Main St.

Owosso, MI 48867

CALL TO ORDER:

Chairman Espich called the meeting to order at 6:00 p.m.

PLEDGE OF ALLEGIANCE:

Was recited.

ROLL CALL:

Was taken by Recording Secretary Roxane Cramer

MEMBERS PRESENT:

Chairman Mike Espich, Vice Chair Jeff Selbig, Commissioner Kristen Woodbury, Commissioner Randy Woodworth.

MEMBERS ABSENT:

Commissioner Shane Nelson

OTHERS PRESENT:

Jon Beebe and Eric Sanderson, designers of the disc golf course, Tyler Lapanen, Assistant Director of Community Development.

APPROVAL OF AGENDA:

COMMISSIONER WOODWORTH MADE THE MOTION TO APPROVE THE AGENDA FOR JULY 12, 2016, WITH THE FOLLOWING CHANGES, ITEM OF BUSINESS NO.1, BEING REMOVED, SUPPORTED BY COMMISSIONER WOODBURY.

AYES ALL, MOTION CARRIED

APPROVAL OF MINUTES:

VICE CHAIR SELBIG MADE THE MOTION TO APPROVE THE MINUTES FOR MARCH 28, 2016, SUPPORTED BY COMMISSIONER WOODBURY.

AYES ALL, MOTION CARRIED

PUBLIC COMMENTS:

Chairman stated that the commission will be discussing disc golf this evening and he is glad to be having the discussion and get things moving.

Commissioner Woodworth commented that he would like to discuss changing the regular meeting to Tuesday night.

Communications:

1. Staff memorandum

2. Minutes from March 28, 2016

BUSINESS:

1. Disc Golf Update

Chairman Espich asked Eric Sanderson and John Beebe for an update on the disc golf course.

Eric Sanderson reported that they developed an 18-hole golf course at Hopkins Lake and he hasn't been out there so he doesn't have an update.

John Beebe reported that he had talked to some of the bikers and they seemed to accept the idea of the disc golf being out there. He also stated because of the vegetation growth it will be Autumn before they can start the course.

Chairman Espich stated that he had walked the course there were a few holes that crossed the trails but it is a huge park. You can see great distances.

John Beebe reported that there are 5 holes that cross the trails.

Commissioner Woodworth stated he felt the chance of getting hit by a disc would be minimal. He feels the commission should move forward with the disc golf course.

Commissioners discussed having a meeting on Tuesday at 7:30 pm to continue the discussion on the disc golf update. Special meeting subject to include: Girl Scouts from Troop #30331, changing time and date of meeting and Disc Golf.

2. Skate Park Update

Mr. Lapanen gave an update on the Monroe Street skate park site regarding the contamination. He stated the DEQ explained that she did not understand why the DNR would need a letter because putting the skate park on it would encapsulate the contamination. He has a call and an email into the DNR to see what type of documentation they need for the grant.

Commissioner Woodworth suggested the skate park at the Holman Pool Site. He likes the idea because that is a park and wouldn't have to worry about the contamination. All commissioners agreed that it might be the best site. They requested Mr. Lapanen ask the city manager what he thought about it.

DISCUSSION: None

PUBLIC COMMENTS: None

ADJOURNMENT: VICE CHAIR SELBIG MADE THE MOTION TO ADJOURN AT 8:39 P.M.,
SUPPORTED BY COMMISSIONER WOODWORTH, AYES ALL, MOTION
CARRIED

**MINUTES
REGULAR MEETING OF THE OWOSSO ZONING BOARD OF APPEALS
CITY OF OWOSSO
JULY 19, 2016 at 9:30 AM
CITY COUNCIL CHAMBERS**

CALL TO ORDER: The meeting was called to order by Randy Horton at 9:30 a.m.

ROLL CALL: Was taken by Recording Secretary Bridget Cannon.

MEMBERS PRESENT: Chairman Randy Horton, Vice-Chairman Christopher Eveleth, Secretary Dan Jozwiak, Alternate John Horvath

MEMBERS ABSENT: Board Member Kent Telesz, Planning Commission Representative Thomas Taylor, and Alternate Matthew Grubb

OTHERS PRESENT: Ms. Susan Montenegro, Assistant City Manager and Director of Community Development; Tyler Leppanen, Assistant Community Development Director

AGENDA: IT WAS MOVED BY BOARD MEMBER EVELETH, AND SUPPORTED BY BOARD MEMBER JOZWIAK TO APPROVE THE AGENDA OF JULY 19, 2016 AS PRESENTED.

YEAS: ALL. MOTION CARRIED.

MINUTES: IT WAS MOVED BY BOARD MEMBER EVELETH, AND SUPPORTED BY BOARD MEMBER JOZWIAK TO APPROVE THE MINUTES OF JUNE 21, 2016 AS PRESENTED.

YEAS: ALL. MOTION CARRIED.

COMMUNICATIONS:

1. Staff memorandum
2. ZBA minutes from June 21, 2016
3. Variance Request – 202 S. State Street
4. Public Notice

COMMISSIONER/PUBLIC COMMENTS: Susan Montenegro received a phone call from Richard Perry, 1418 Henry Street, whom stated he did not have an issue with the variance request (see board packet for phone call notes).

PUBLIC HEARINGS:

1. VARIANCE – 202 S. STATE STREET

John & Becky Langtry, applicants, stated there was a fire in the rental structure in March, 2016. The house is scheduled for demolition, per the insurance company's request. The garage structures (single and double garage) were not damaged in the fire. The property owners currently use the garages to store lawn equipment, and maintenance equipment for the four rental units they own in the neighborhood. The current garages are concrete structures. The property owners would like to demolish the house only and leave the garages for storage purposes.

The board read an e-mail received from Teri Hoenshell, 209 State Street, against the variance request (see attached).

Barbara Sutphen – 309 State Street - Read a petition signed by neighboring residents, against the variance request (see attached).

Paul Sutphen – 309 State Street – Has lived in his house since he was five years old, and is concerned how demolition of the house only (not the garages) would affect property values in the area.

The Applicant has submitted a variance request from the following section(s) of the Zoning Ordinance: Section 38-52(5) – Principal uses permitted: Accessory buildings and uses, customarily incident to any of the above permitted uses and subject to the conditions of Section 38-379. Section 38-379(3) – Accessory Buildings: An accessory building shall not occupy more than twenty-five (25) percent of a required rear yard, plus forty (40) percent of any non-required rear yard, provided that in no instance shall the accessory building(s) exceed the ground floor area of the main building. The variance is requested for the purpose of allowing the Applicant to leave two (2) garages on the property following a fire that destroyed the main structure to use as storage for maintenance and lawn equipment for other rental properties.

UPON MOTION OF MEMBER EVELETH, SECONDED BY MEMBER HORVATH, THE PETITION FOR VARIANCE AS APPLIED FOR IS DENIED AS NONE OF THE FACTS OF FINDING LISTED BELOW WERE MET.

- A. This is a request for a use variance subject to Section 38-504(3) of the Zoning Ordinance. The applicant must show that a variance meets All of the factors expressed in Section 38-504(3) a. 1-9. in order for the variance to be granted.

Factor 1: (Section 38-504(3) a.1.) “Will not be contrary to the public interest or to the intent and purpose of this chapter.”

The Board finds that Section 38-504(3) a.1. has not been met.

Factor 2: (Section 38-504(3) a.2.) “Shall not permit the establishment within a district of any use which is not permitted by right within that zone district, or any use or dimensional variance for which a conditional use permit or a temporary use permit is required.”

The Board finds that Section 38-504(3) a.2. has not been met.

Factor 3: (Section 38-504(3) a.3.) “Is one that is unique and not shared with other property owners.”

The Board finds that Section 38-504(3) a.3. has not been met.

Factor 4: (Section 38-504(3) a.4.) “Will relate only to property that is under control of the applicant.”

The Board finds that Section 38-504(3) a.4. has not been met.

Factor 5: (Section 38-504(3) a.5.) “Is applicable whether compliance with the strict letter of the restrictions governing area, setbacks, frontage, height, bulk or density would unreasonably prevent the owner from using the property for a permitted purpose or would render conformity with such restrictions unnecessarily burdensome.”

The Board finds that Section 38-504(3) a.5. has not been met.

Factor 6: (Section 38-504(3) a.6.) “Was not created by action of the applicant (i.e., that it was not self-created.)

The Board finds that Section 38-504(3) a.6. has not been met.

Factor 7: (Section 38-504(3) a.7.) “Will not impair an adequate supply of light and air to adjacent property or unreasonably increase the congestion of public streets or increase the danger of fire or endanger the public safety.”

The Board finds that Section 38-504(3) a.7. has not been met.

Factor 8: (Section 38-504(3) a.8.) "Will not cause a substantial adverse effect upon property values in the immediate vicinity or in the district in which the property of the applicant is located."

The Board finds that Section 38-504(3) a.8. has not been met.

Factor 9: (Section 38-504(3) a.9.) "Is applicable whether a grant of the variance applied for would do substantial justice to the applicant as well as to other property owners in the area, or whether a lesser relaxation than that applied for would give substantial relief to the owner of the property involved and be more consistent with justice to other property owners."

The Board finds that Section 38-504(3) a.9. has not been met.

THE ABOVE FINDINGS, CONCLUSIONS AND DECISION WERE ADOPTED BY ROLL CALL VOTE AS FOLLOWS:

**AYES: EVELETH, HORTON, HORVATH
NAYS: JOZWIAK**

MOTION BY EVELETH TO MOVE TO SUSPEND RULES OF ORDER TO MAKE AMENDMENT TO AGENDA TO VOTE ON ELECTION OF OFFICERS, SECONDED BY JOZWIAK.

AYES ALL. MOTION CARRIED.

MOTION BY EVELETH TO KEEP ALL OFFICERS THE SAME FOR THE NEXT FISCAL YEAR, SECONDED BY JOZWIAK.

AYES ALL. MOTION CARRIED.

COMMISSIONER/PUBLIC COMMENTS: NONE

ADJOURNMENT:

MOTION BY BOARD MEMBER EVELETH, SUPPORTED BY BOARD MEMBER HORVATH TO ADJOURN AT 10:02 A.M.

YEAS ALL. MOTION CARRIED.

I certify that the above findings, conclusions, and decision were approved by the City of Owosso Zoning Board of Appeals on July 19, 2016.

Dan Jozwiak, Secretary

b.a.c.

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MINUTES FOR
REGULAR MEETING
OWOSSO HISTORIC DISTRICT COMMISSION
WEDNESDAY, JULY 20, 2016, 6:00 p.m.
COUNCIL CHAMBERS

MEETING CALLED TO ORDER at 6:00 p.m. by Chairman Newman.

ROLL CALL was taken by Recording Secretary, Bridget Cannon.

PRESENT: Chairman Scott Newman; Secretary Philip Hathaway; Commissioner Matthew VanEpps; Commissioner Lance Omer; Commissioner Gary Wilson

ABSENT: Vice-Chairman Vince Gonyou; and Commissioner Dianne Acton

OTHERS IN ATTENDANCE: Josh Adams, Owosso Main Street Manager; Jim Carrothers, Commander, American Legion Post 57; Bonnie Carrothers, Auxiliary President, American Legion Post 57; Dave Mogg, Finance Officer, American Legion Post 57; Scott Perrin, Perrin Construction; Steven Sobak, Sobak's Home Medical

AGENDA APPROVAL:

MOTION BY COMMISSIONER VANEPPS TO REMOVE APPROVAL OF MINUTES FROM FEBRUARY 17, 2016 FROM AGENDA, AS THEY WERE NOT INCLUDED IN THE BOARD PACKET. MOTION WAS SECONDED BY COMMISSIONER HATHAWAY.

AYES ALL. MOTION CARRIED.

COMMUNICATIONS:

1. Staff Memorandum

PUBLIC/COMMISSIONER COMMENTS: None

Committee Reports: None

Public Hearings: None

Items of Business:

- 1) 201 E. Mason Street – Patio Application

Scott Perrin, Perrin Construction – Perrin Construction, Contractor for the proposed work at the American Legion displayed photo of proposed lean-to on west side of building. The contractor plans to remove the old concrete and replace concrete with new. The proposed lean-to will be a permanent structure, with brick columns at the corners, a roof over the area, and will include decorative cornices to mimic the historical architecture of building. They also plan on installing wrought-iron fencing in the courtyard area with columns and limestone caps, which will mimic the wrought-iron fencing outside of Shaw's Pharmacy in Durand. There will be a gate at the north end of the fencing to serve as a point of exit from patio area. Chairs and tables will be added later, as funding allows. Additional lighting for the outdoor seating area will also be added later, if needed.

This is a contributing building within the historic district.

MOTION BY COMMISSIONER HATHAWAY, AND SECONDED BY COMMISSIONER VAN EPPS:

THE OWOSSO DOWNTOWN HISTORIC DISTRICT COMMISSION, FINDING THAT THE PROPOSED EXTERIOR IMPROVEMENTS AT 201 E. MASON STREET MEETS ALL THE SECRETARY OF THE INTERIOR'S STANDARDS, AS WELL AS LOCAL STANDARDS, HEREBY DIRECTS STAFF TO ISSUE A CERTIFICATE OF APPROPRIATENESS FOR THE WORK AND BUILDING PERMIT APPLICATION AS APPLIED FOR AND ILLUSTRATED.

AYES ALL. MOTION CARRIED.

2) 112 W. Exchange Street – Shed Application

Steven Sobak, Sobak's Home Medical Supply – Mr. Sobak would like to build a 14' x 16' shed on the East facing exterior wall of the main building, between the East and West rear entrance doors to the business. The structure will have a single pitch slant roof from West to East. The building will be used for storage. The proposed shed will not be completely enclosed. The existing 8' x 8' shed will be removed. The applicant is proposing a wood structure with vinyl siding as materials for the shed.

Board Comments:

112 W. Exchange Street is a contributing building within the historic district, while the 114 W. Exchange Street is a non-contributing building. The proposed structure will not permanently alter any of the existing historical structures at 112 W. Exchange or 114 W. Exchange Street. The board agreed they would prefer a more natural material for the exterior of the building, something that could aesthetically tie-in to the exterior of the building at 112 W. Exchange. They also noted no other building in the historic district has been allowed to have vinyl siding with commission approval.

MOTION BY COMMISSIONER HATHAWAY, AND SECONDED BY COMMISSIONER OMER:

THE OWOSSO DOWNTOWN HISTORIC DISTRICT COMMISSION, FINDING THAT THE PROPOSED EXTERIOR IMPROVEMENTS AT 112 W. EXCHANGE STREET DO NOT MEET THE SECRETARY OF THE INTERIOR'S STANDARDS, AND ARE INAPPROPRIATE FOR THE DISTRICT, HEREBY DIRECTS STAFF TO ISSUE A NOTICE TO PROCEED FOR THE WORK AND BUILDING PERMIT APPLICATION AS APPLIED FOR AND ILLUSTRATED, CONDITIONED ON THE FOLLOWING:

1) SIDING MATERIAL ON SHED SHALL BE OF A METAL MATERIAL OR HARD BOARD SIDING COMMERCIAL PRODUCT, OR BRICK

2) METAL SHALL BE COMPATIBLE TO THE 112 W. EXCHANGE STREET METAL ON THE 3RD FLOOR OF BUILDING.

PUBLIC COMMENTS: None

BOARD COMMENTS: Board would like to see original file that has information on the individual buildings sent as a PDF, when an application is received.

**ADJOURNMENT:
MOTION BY COMMISSIONER HATHAWAY AND SECONDED BY COMMISSIONER
WILSON TO ADJOURN AT 6:50 P.M., UNTIL AUGUST 17, 2016.**

Phil Hathaway, Secretary

bac

MINUTES
REGULAR MEETING OF THE
DOWNTOWN DEVELOPMENT AUTHORITY/MAIN STREET
CITY OF OWOSSO
AUGUST 3, 2016 AT 7:30 AM
CITY COUNCIL CHAMBERS

CALL TO ORDER: The meeting was called to order by Chairman Dave Acton at 7:35 a.m.

ROLL CALL: Was taken by Recording Secretary, Susan Montenegro.

MEMBERS PRESENT: Chairman David Acton, Vice-Chairman Bill Gilbert, Authority Members Kevin Wiles, Ken Cushman, Theresa Trecha, Lance Omer, and Mayor Ben Frederick.

MEMBERS ABSENT: Authority Members Jon Moore and Shar Haskins.

OTHERS PRESENT: Josh Adams, Main Street Manager, Susan Montenegro, Assistant City Manager

AGENDA:

IT WAS MOVED BY AUTHORITY MEMBER FREDERICK AND SUPPORTED BY VICE-CHAIRMAN GILBERT TO APPROVE THE AGENDA FOR AUGUST 3, 2016 AS PRESENTED.

AYES: ALL. MOTION CARRIED.

MINUTES:

IT WAS MOVED BY AUTHORITY MEMBER FREDERICK AND SUPPORTED BY VICE-CHAIRMAN GILBERT TO APPROVE THE MINUTES OF JULY 6, 2016 AS PRESENTED.

AYES: ALL. MOTION CARRIED.

PUBLIC COMMENTS: There were no public comments.

COMMITTEE UPDATES:

1) DESIGN

POKÉMON PHENOMENON

Josh Adams shared that many businesses within the downtown are actively embracing the Pokémon craze and this was quite the focus of the last Design Committee meeting. The only negatives coming from this so far are the gathering of approximately 20 people between 2 or 3 in the morning. Flowers get trampled, the amount of litter has increased as has vandalism to trash cans and a chair anchored to the sidewalk out in front of Owosso Books and More. Josh reached out to OPD and asked them to increase their patrols around Fountain Park in the middle of the night.

BIKE RACKS:

The initial goal is to get 10 bike racks sponsored, finished, and installed. Josh reported that nine bikes are funded and he is working with DPW to get installed. The ultimate goal is to get 20 bikes funded, finished, and installed; Josh gave Aaron Maik of Baker College the go ahead to schedule the next 10 bikes to be made in the next class. Agnew Graphics stated they can make a custom logo for sponsors that will go on the main cross-pipe of the bike.

WAY-FINDING SIGNS:

Final approvals for Wayfinding signage and installation locations have been approved by MDOT. Josh is working with DPW to get the base for the poles installed and the signs up.

2) ECONOMIC RESTRUCTURING

ER had a brief meeting in July. Josh Adams went to the National Main Street meeting and bought a business investment guide for \$350 to use as a template. The business investment guide will be updated with the correct information for Owosso and then distributed through the "AskOwosso" team. Part of the updating will involve building and zoning and will require city staff input to complete.

3) ORGANIZATION

Org bought a similar template to put together and will use it as a sponsorship guide. The goal is to use this as a volunteer information center where people can look at volunteer opportunities and sign up. This program will be available online as well. Josh stated Chrissie Schemanauer is doing an awesome job at gathering a strong group of base volunteers.

4) PROMOTION

Promotion is gearing up for upcoming fall events: Art Walk (September 10), Art Bike, Chairfair, Sidewalk Chalk, and Vintage Bikes (August 27). Promotion will meet on August 14 to finish the remainder of the 2016 calendar and fill out the 2017 calendar of events.

ITEMS OF BUSINESS:

1) CHECK REGISTER

(SEE BOARD PACKET FOR CHECK REGISTER)

IT WAS MOVED BY AUTHORITY MEMBER WILES AND SUPPORTED BY AUTHORITY MEMBER OMER TO APPROVE THE CHECK REGISTER FOR JULY 2016 AS PRESENTED.

AYES: ALL. MOTION CARRIED.

2) BUDGET REPORT/BUDGET UPDATES

(SEE BOARD PACKET FOR BUDGET)

Josh Adams state the \$1600 invoice from Sunburst has been taken out of the budget report until questions and concerns regarding this bill are resolved.

3) MANAGER EVALUATION AND CONTRACT APPROVAL

Chairman Acton reported the DDA board needs to approve the contract for Josh Adams. Chairman Acton shared three areas of concern regarding the evaluation process:

1. When evaluation process is done it needs to focus on four areas:
 - Current job description
 - Every year the DDA gets evaluated on uniform criteria from Michigan Main Street and believes the evaluation can be applied to the director's position. Acton believes this is a good opportunity to discuss if there are any gaps in current practices update or implement changes, if needed, at that time.
 - Offsite – set priorities.
 - Knowledge legacy. The board must be intentional to make legacy information available for a future Main Street Manager so the transition is smoother when and IF that day comes.
2. Is the evaluation process sound?
3. Is the contract content adequate?

Chairman Acton stated he would put together a document containing the above mentioned items and send it to board members for input and then will bring those results back to the next meeting in September to report to the board.

IT WAS MOVED BY AUTHORITY MEMBER WILES AND SUPPORTED BY AUTHORITY MEMBER FREDERICK TO APPROVE A 5 YEAR CONTRACT WITH JOSHUA D. ADAMS AS THE DOWNTOWN DEVELOPMENT DIRECTOR (MAIN STREET MANAGER) AND TO GIVE HIM A 3% INCREASE ANNUALLY EFFECTIVE IMMEDIATELY.

AYES: ALL. MOTION CARRIED.

4) FAÇADE GRANT UPDATES

The process has been delayed due to property owners asking for multiple changes to conceptual designs. The committee is waiting on two property owners to sign escrow agreements for design services. Authority member Frederick asked if the project would be started and completed yet this fall. Assistant city manager Montenegro stated the project still needs to go to MEDC for approval, release of the application, and environmental review. Once this process is done it can be sent out for bid, awarded, and then construction can start. The delays, however, may push thing out to the Spring of 2017.

PUBLIC COMMENTS: There were no public comments.

BOARD COMMENTS: None.

IT WAS MOVED BY AUTHORITY MEMBER WILES AND SUPPORTED BY AUTHORITY MEMBER TRECHA TO ADJOURN AT 8:23 A.M.

AYES: ALL. MOTION CARRIED.

David Acton, Chairman

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