

**CITY OF OWOSSO  
REGULAR MEETING OF THE CITY COUNCIL  
MONDAY, DECEMBER 03, 2018  
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 NOVEMBER 19, 2018:**

**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**

1. Audit Presentation. Presentation of annual audit by Gabridge & Company, PLC.

**PUBLIC HEARINGS**

1. Proposed Special Assessment Project - Allendale Avenue. Conduct a public hearing to receive citizen comment regarding Resolution No. 3 for proposed Special Assessment District No. 2019-02 for Allendale Avenue, from Gould Street to the east city limits for street resurfacing.
2. Proposed Special Assessment Project - North Street. Conduct a public hearing to receive citizen comment regarding Resolution No. 3 for proposed Special Assessment District No. 2019-08 for North Street, from Chipman Street to the west city limits for street resurfacing.
3. Proposed Special Assessment District No. 2018-01 – Hazards and Nuisances. Conduct a public hearing to receive citizen comment regarding proposed Special Assessment District No. 2018-01, Hazards and Nuisances, as it relates to unpaid costs incurred in the altering, repairing, tearing down, abating or removing of hazards and nuisances.

## **CITIZEN COMMENTS AND QUESTIONS**

### **CITY MANAGER REPORT**

1. Project Status Report

### **CONSENT AGENDA**

1. Special Assessment District No. 2019-01. Authorize Resolution No. 2 setting a public hearing for Monday, December 17, 2018 for proposed Special Assessment District No. 2019-01 for Abrey Street from Melinda Avenue to Allendale Avenue for street resurfacing.
2. Special Assessment District No. 2019-11. Authorize Resolution No. 2 setting a public hearing for Monday, December 17, 2018 for proposed Special Assessment District No. 2019-11 for Seventh Street from Oliver Street to King Street for street resurfacing.
3. Intent to Apply – State Revolving Fund. Authorize submittal of an Intent to Apply to the Michigan Department of Environmental Quality to initiate review of eligible wastewater infrastructure projects for State Revolving Fund financing.
4. Boards and Commissions Appointments. Approve the following Mayoral Boards and Commissions appointments:

<b>Name</b>	<b>Board/Commission</b>	<b>Term Expires</b>
Amber Fuller*	Board of Review	12-31-2023
Jerry Haber	City of Owosso Employees' Retirement System Board of Trustees	11-14-2022
Loreen Bailey	City of Owosso Employees' Retirement System Board of Trustees	11-09-2020
Christopher Eveleth*	Zoning Board of Appeals	11-14-2022

\* Indicates reappointment

5. Warrant No. 564. Authorize Warrant No. 564 as follows:

<b>Vendor</b>	<b>Description</b>	<b>Fund</b>	<b>Amount</b>
Michigan Municipal League Workers' Compensation Fund Inc	Worker's Compensation Insurance- 3 of 4 for FY 18/19	Various	\$20,230.00

### **ITEMS OF BUSINESS**

1. Audit Acceptance. Consider resolution accepting and placing on file the City of Owosso Financial Report for the Fiscal Year Ended June 30, 2018.
2. Water/Sewer Service Deposit Schedule Adjustment. Consider adjusting the Water/Sewer Service Deposit Schedule to reflect past rate increases and the fact the City has switched to a quarterly billing cycle.
3. Tax-Foreclosed Property Consideration. Consider acceptance or rejection of listed tax-foreclosed property(s) that did not sell at the State tax sale in September 2018.

4. Recreational Marijuana Presentation & Consideration of Moratorium. Delivery of a presentation providing an overview of Proposal 1, options for the City, and recommendations, including consideration of a moratorium on recreational marijuana facilities.

### **COMMUNICATIONS**

1. Cheryl A. Grice, Finance Director. Revenue & Expenditure Report – October 2018.
2. Parks & Recreation Commission. Minutes of October 24, 2018.
3. Downtown Development Authority/Main Street. Minutes of November 7, 2018.
4. Shiawassee Firefighter Memorial Board. Minutes of November 17, 2018.

### **CITIZEN COMMENTS AND QUESTIONS**

### **NEXT MEETING**

Monday, December 17, 2018

### **BOARDS AND COMMISSIONS OPENINGS**

Building Board of Appeals – Alternate - term expires June 30, 2019  
Building Board of Appeals – Alternate - term expires June 30, 2021  
Brownfield Redevelopment Authority – term expires June 30, 2022  
Historical Commission – term expires December 31, 2020  
Historical Commission – term expires December 31, 2021  
Parks & Recreation Commission – term expires June 30, 2019  
Zoning Board of Appeals - Alternate – term expires June 30, 2021

### **ADJOURNMENT**

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

**CITY OF OWOSSO  
REGULAR MEETING OF THE CITY COUNCIL  
MINUTES OF NOVEMBER 19, 2018  
7:30 P.M.**

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

**OPENING PRAYER:** PASTOR DAVID ROSS  
OWOSSO CHURCH OF GOD (SEVENTH DAY)

**PLEDGE OF ALLEGIANCE:** TRACEY PELTIER, MARKET MASTER  
OWOSSO DOWNTOWN FARMERS' MARKET

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

**ABSENT:** Councilmember Loreen F. Bailey.

**APPROVE AGENDA**

Motion by Councilmember Pidek to approve the agenda with the addition of a proclamation for Giving Tuesday.

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

**APPROVAL OF THE MINUTES OF REGULAR MEETING OF NOVEMBER 5, 2018**

Motion by Mayor Pro-Tem Osika to approve the Minutes of the Regular Meeting of November 5, 2018 with a correction to the traffic control order for the New Year's Eve Block Party adjusting the start time from 8:00 p.m. to 10:00 p.m.

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

**APPROVAL OF THE MINUTES OF ORGANIZATIONAL MEETING OF NOVEMBER 15, 2018**

Motion by Mayor Pro-Tem Osika to approve the Minutes of the Organizational Meeting of November 15, 2018 as presented.

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

**PROCLAMATIONS / SPECIAL PRESENTATIONS**

**Giving Tuesday/Raise Up Shiawassee Proclamation**

Mayor Eveleth read aloud the following proclamation declaring Tuesday, November 27, 2018 as Giving Tuesday in the City of Owosso.

**A PROCLAMATION  
OF THE MAYOR'S OFFICE OF THE CITY OF OWOSSO, MICHIGAN**

**PROCLAIMING TUESDAY, NOVEMBER 27, 2018 AS  
“GIVING TUESDAY/RAISE UP SHIAWASSEE” DAY IN THE CITY OF OWOSSO**

- WHEREAS, Giving Tuesday was established as an international day of giving on the Tuesday following Thanksgiving; and
- WHEREAS, Giving Tuesday is a celebration of philanthropy and volunteerism where people give whatever they are able to give; and
- WHEREAS, Giving Tuesday is a day where citizens work together to share commitments, rally for favorite causes, build stronger communities, and think about other people; and
- WHEREAS, locally Giving Tuesday has been given the name “Raise Up Shiawassee” to encompass all community efforts in Shiawassee County, including the participation of 17 nonprofit organizations; and
- WHEREAS, the 17 local nonprofit organizations include: Arc Shiawassee, Child Advocacy Center, DeVries Nature Conservancy, Downtown Owosso Farmers Market, Durand Union Station, Friends of the Shiawassee River, Girls on the Run, Shiawassee Humane Society, Memorial Healthcare Foundation, Owosso Community Players, Respite Volunteers of Shiawassee, SafeCenter, Shiawassee Arts Council, Shiawassee Community Foundation, Shiawassee Council on Aging, Shiawassee Family YMCA, and Shiawassee Hope; and
- WHEREAS, it is fitting and proper on Giving Tuesday/Raise Up Shiawassee Day, and on every day, to recognize the tremendous impact of philanthropy, volunteerism, and community service in the City of Owosso and the greater Shiawassee County area; and
- WHEREAS, Giving Tuesday is an opportunity to encourage citizens to “Raise Up Shiawassee” by serving others throughout this holiday season and throughout the year.

NOW, THEREFORE, I, Christopher T. Eveleth, Mayor of the City of Owosso, do hereby proclaim November 27, 2018 as Giving Tuesday/Raise Up Shiawassee Day in the City of Owosso, and encourage all citizens to join together to give back to the community in any way that is personally meaningful.

Proclaimed this 19<sup>th</sup> day of November, 2018.

**PUBLIC HEARINGS**

None.

**CITIZEN COMMENTS AND QUESTIONS**

Eddie Urban, 601 Glenwood Avenue, passed along information on a health scan that is available to veterans free of charge.

Mayor Eveleth offered his sincere thanks to everyone that helped with the recent train derailment. He said he was amazed at all the people that came together so quickly to help the 900 passengers stranded outside of town on the Polar Express and said their efforts and attitude painted Owosso in a good light despite the unexpected event.

Councilmember Fear thanked the employees of the Clerk’s Office for their work on November election. She also thanked City Manager Henne and all the City staff for taking the time to give her a tour of City facilities and educate her on City operations.

City Manager Henne noted that the train derailment itself didn't damage any City infrastructure but the equipment used in the cleanup process had damaged the curbs. He said he was planning to talk to the railroad to see about getting them repaired and would report back.

### **CONSENT AGENDA**

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

**Proposed Special Assessment Project - North Street – Amended Resolution.** Authorize amendment to Resolution No. 2 setting a public hearing for Monday, December 3, 2018 for proposed Special Assessment District No. 2019-08 for North Street, from Chipman Street to the west city limits as follows:

#### **RESOLUTION NO. 168.1-2018**

#### **NORTH STREET FROM THE WEST CITY LIMITS TO CHIPMAN STREET SPECIAL ASSESSMENT RESOLUTION NO. 2 - AMENDED**

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

NORTH STREET, A PUBLIC STREET, FROM THE WEST CITY LIMITS TO CHIPMAN STREET  
STREET RESURFACING

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

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The plans and estimate of cost and the report of the City Manager for said public improvement shall be filed in the office of the City Clerk and shall be available for public examination.
2. The City Council hereby determines that the Public Improvement hereinafter set forth may be necessary.
3. The City Council hereby approves the estimate of cost of said public improvement to be \$238,802.34 and determines that \$30,898.57 thereof shall be paid by special assessment imposed on the lots and parcels of land more particularly hereinafter set forth, which lots and parcels of land are hereby designated to be all of the lots and parcels of land to be benefited by said improvements and determines that \$207,903.77 of the cost thereof shall be paid by the City at large because of benefit to the City at large.
4. The City Council hereby determines that the portion of the cost of said public improvement to be specially assessed shall be assessed in accordance with the benefits to be received.
5. The City Council shall meet at the Owosso City Hall Council Chambers on Monday, ~~November 19, 2018~~ **December 3, 2018** for the purpose of hearing all persons to be affected by the proposed public improvement.
6. The City Clerk is hereby directed to cause notice of the time and place of the hearing to be published once in The Argus Press, the official newspaper of the City of Owosso, not less than seven (7) days prior to the date of said hearing and shall further cause notice of said hearing to be sent by first class mail to each owner of property subject to assessment, as indicated by the records in the City

Assessor's Office as shown on the general tax roll of the City, at least (10) full days before the time of said hearing, said notice to be mailed to the addresses shown on said general tax rolls of the City.

7. The notice of said hearing to be published and mailed shall be in substantially the following form:

NOTICE OF SPECIAL ASSESSMENT HEARING  
CITY OF OWOSSO, MICHIGAN

TO THE OWNERS OF THE FOLLOWING DESCRIBED PROPERTY:

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

North Street, a Public Street, from the west city limits to Chipman Street  
Street Resurfacing

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

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

TAKE FURTHER NOTICE that the City Council will meet at the Owosso City Hall Council Chambers, Owosso, Michigan at 7:30 o'clock p.m. on Monday, ~~November 19, 2018~~ **December 3, 2018** for the purpose of hearing any person to be affected by the proposed public improvement.

**Proposed Special Assessment Project - Allendale Avenue – Amended Resolution.** Authorize amendment to Resolution No. 2 setting a public hearing for Monday, December 3, 2018 for proposed Special Assessment District No. 2019-02 for Allendale Avenue, from Gould Street to the east city limits as shown below:

**RESOLUTION NO. 169.1-2018**

**ALLENDALE AVENUE  
FROM GOULD STREET TO THE EAST CITY LIMITS  
SPECIAL ASSESSMENT RESOLUTION NO. 2 - AMENDED**

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

ALLENDALE AVENUE, A PUBLIC STREET, FROM GOULD STREET TO EAST CITY LIMITS  
STREET RESURFACING

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

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The plans and estimate of cost and the report of the City Manager for said public improvement shall be filed in the office of the City Clerk and shall be available for public examination.
2. The City Council hereby determines that the Public Improvement hereinafter set forth may be necessary.

3. The City Council hereby approves the estimate of cost of said public improvement to be \$151,218.36 and determines that \$17,481.45 thereof shall be paid by special assessment imposed on the lots and parcels of land more particularly hereinafter set forth, which lots and parcels of land are hereby designated to be all of the lots and parcels of land to be benefited by said improvements and determines that \$133,736.91 of the cost thereof shall be paid by the City at large because of benefit to the City at large.
4. The City Council hereby determines that the portion of the cost of said public improvement to be specially assessed shall be assessed in accordance with the benefits to be received.
5. The City Council shall meet at the Owosso City Hall Council Chambers on Monday, ~~November 15, 2018~~ **December 3, 2018** for the purpose of hearing all persons to be affected by the proposed public improvement.
6. The City Clerk is hereby directed to cause notice of the time and place of the hearing to be published once in The Argus Press, the official newspaper of the City of Owosso, not less than seven (7) days prior to the date of said hearing and shall further cause notice of said hearing to be sent by first class mail to each owner of property subject to assessment, as indicated by the records in the City Assessor's Office as shown on the general tax roll of the City, at least (10) full days before the time of said hearing, said notice to be mailed to the addresses shown on said general tax rolls of the City.
7. The notice of said hearing to be published and mailed shall be in substantially the following form:

NOTICE OF SPECIAL ASSESSMENT HEARING  
CITY OF OWOSSO, MICHIGAN

TO THE OWNERS OF THE FOLLOWING DESCRIBED PROPERTY:

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

Allendale Avenue, a Public Street, from Gould Street to east city limits  
Street Resurfacing

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

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

TAKE FURTHER NOTICE that the City Council will meet at the Owosso City Hall Council Chambers, Owosso, Michigan at 7:30 o'clock p.m. on Monday, ~~November 15, 2018~~ **December 3, 2018** for the purpose of hearing any person to be affected by the proposed public improvement.

**Proposed Special Assessment District No. 2018-01 – Hazards and Nuisances.** Authorize Resolution No. 1 setting a public hearing for Monday, December 3, 2018 to receive citizen comment regarding proposed Special Assessment District No. 2018-01, Hazards and Nuisances, as it relates to unpaid costs incurred in the altering, repairing, tearing down, abating or removing of hazards and nuisances as detailed below:

**RESOLUTION NO. 174-2018**

**SPECIAL ASSESSMENT DISTRICT NO. 2018-01**



## HAZARDS AND NUISANCES

WHEREAS, the Assessor has prepared a special assessment roll for the purpose of specially assessing that portion of the unpaid costs incurred in the altering, repairing, tearing down, abating or removing of hazards and nuisances more particularly hereinafter described to the properties specially benefited by said public improvement, and the same has been presented to the Council by the City Clerk.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Said special assessment roll is hereby accepted and shall be filed in the office of the City Clerk for public examination.
2. The Council shall meet at the Owosso City Hall, Owosso, Michigan at 7:30 o'clock p.m., on Monday, December 3, 2018 for the purpose of hearing all persons interested in said special assessment roll and reviewing the same.
3. The City Clerk is directed to publish the notice of said hearings once in *The Argus Press*, the official newspaper of the City of Owosso, not less than ten (10) days prior to said hearing and shall further cause notice of said hearing to be sent by first class mail to each owner of the property subject to assessment, as indicated by the records in the City Assessor's office as shown on the general tax rolls of the City, at least ten (10) days before the time of said hearing, said notice to be mailed to the addresses shown on said general tax rolls of the City.

The notice of said hearing to be published and mailed shall be in substantially the following form:

**NOTICE OF HEARING TO REVIEW  
SPECIAL ASSESSMENT ROLL – HAZARDS AND NUISANCES  
CITY OF OWOSSO  
COUNTY OF SHIAWASSEE, MICHIGAN**

TO THE OWNERS OF THE OF THE FOLLOWING DESCRIBED PROPERTY:

TAKE NOTICE that a Special Assessment Roll-Hazards and Nuisances has been prepared for the purpose of defraying the unpaid costs incurred in the altering, repairing, tearing down, abating or removing of hazards and nuisances on the property listed below.

Parcel #	Address	Type of Nuisance	Balance
050-010-017-024-00	621 WOODLAWN AVE	PROPERTY CLEAN UP	\$ 495.69
050-111-009-009-00	918 E OLIVER ST	CLEAR ICE/SNOW	\$ 177.97
050-113-004-004-00	910 MILWAUKEE ST	MOW TALL GRASS/WEEDS	\$ 170.00
050-114-001-010-00	900 STATE ST	PROPERTY CLEAN UP	\$ 260.96
050-114-002-004-00	821 STATE ST	MOW TALL GRASS/WEEDS	\$ 170.00
050-240-002-015-00	631 N HICKORY	MOW TALL GRASS/WEEDS	\$ 180.10
050-390-004-012-00	1260 ADAMS ST	MOW TALL GRASS/WEEDS	\$ 221.96
050-390-004-012-00	1260 ADAMS ST	MOW TALL GRASS/WEEDS	\$ 150.00
050-390-004-012-00	1260 ADAMS ST	MOW TALL GRASS/WEEDS	\$ 150.00
050-390-004-012-00	1260 ADAMS ST	MOW TALL GRASS/WEEDS	\$ 150.00
050-420-010-006-00	825 LINGLE AV	MOW TALL GRASS/WEEDS	\$ 150.00
050-440-000-012-00	921 DINGWALL DR	MOW TALL GRASS/WEEDS	\$ 310.53
050-537-000-042-00	1302 W MAIN	CLEAR ICE/SNOW	\$ 216.60
050-580-000-054-00	316 OAKWOOD AV	PROPERTY CLEAN UP	\$ 1,376.12

050-602-017-004-00	1417 FREDERICK ST	MOW TALL GRASS/WEEDS	\$ 170.00
050-651-006-007-00	320 CASS ST	PROPERTY CLEAN UP	\$ 293.51
050-651-006-007-00	320 CASS ST	PROPERTY CLEAN UP	\$ 200.00
050-660-007-011-00	1014 BEEHLER ST	MOW TALL GRASS/WEEDS	\$ 150.00
050-660-009-002-00	911 BEEHLER ST	PROPERTY CLEAN UP	\$ 298.82
050-660-018-011-00	726 CLINTON ST	PROPERTY CLEAN UP	\$ 199.98
050-660-025-001-00	302 S SHIAWASSEE ST	CLEAR ICE/SNOW	\$ 216.60
050-673-003-010-00	526 FLETCHER ST	MOW TALL GRASS/WEEDS	\$ 212.19
050-710-001-012-00	915 CORUNNA AV	MOW TALL GRASS/WEEDS	\$ 210.00
050-710-001-012-00	915 CORUNNA AV	MOW TALL GRASS/WEEDS	\$ 210.00
050-710-001-012-00	915 CORUNNA AV	MOW TALL GRASS/WEEDS	\$ 210.00
			\$ 6,551.03

TAKE NOTICE THAT ANY HAZARDS/NUISANCES INVOICES OR CHARGES REMAINING UNPAID AS OF THEIR DUE DATE WILL BE INCLUDED ON THIS ROLL.

The said Special Assessment Roll-Hazards and Nuisances is on file for public examination with the City Clerk and any objections to said Special Assessment Roll-Hazards and Nuisances must be filed in writing with the City Clerk prior to the close of the hearing to review said Special Assessment Roll-Hazards and Nuisances.

TAKE FURTHER NOTICE that appearance and protest at this hearing is required in order to appeal the amount of the special assessment to the State Tax Tribunal if an appeal should be desired. A property owner or party in interest, his or her agent, may appear in person at the hearing to protest the special assessment or may file his or her appearance by letter and his or her personal appearance shall not be required. The property owner or any person having an interest in the property subject to the proposed special assessment may file a written appeal of the special assessment with the State Tax Tribunal within thirty days after confirmation of the special assessment roll if that special assessment was protested at this hearing.

TAKE FURTHER NOTICE that the City Council will meet at the Owosso City Hall, Owosso, Michigan at 7:30 p.m. on Monday, December 3, 2018 for the purpose of reviewing said Special Assessment Roll-Hazards and Nuisances and for the purpose of considering all objections to said roll submitted in writing. If you have questions regarding this notice, please contact the City Treasurer's Office at 725-0599.

**Change Order - Emergency Repair Authorization – Oliver Street Sanitary Sewer.** Approve Change Order No. 1 to the June 18, 2018 purchase order with Monchilov Sewer Service LLC for emergency sanitary sewer repair on East Oliver Street to reflect the fact that similar repairs were necessary and authorized on Olmstead Street, and authorize payment of up to the original contract price of \$33,600.00 upon satisfactory completion of said repairs as follows:

#### **RESOLUTION NO. 175-2018**

#### **AUTHORIZATION TO APPROVE CHANGE ORDER NO. 1 TO PURCHASED SERVICES AGREEMENT WITH MONCHILOV SEWER SERVICES, LLC FOR EMERGENCY REPAIR OF SANITARY SEWER PIPE ON OLMSTEAD STREET**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has budgeted from the Wastewater Collection Replacement Fund for the repair of sanitary sewer collection system piping, and

WHEREAS, the 8 inch sanitary sewer main located on Olmstead Street between West and N. Chipman Streets are in need of cleaning/televising/repair services, as delineated in the quoted price dated June 14, 2018 provided by Monchilov Sewer Services in the amount of \$33,600.00; and

WHEREAS, the City Director of Public Services & Utilities has reviewed the quote and verified the repairs as necessary to restore the sanitary sewer main to original structural operating condition, and recommends adding Olmstead Street to the purchase services agreement as Change Order No.1, where Olmstead Street was previously omitted, not to exceed the original quoted price of \$33,600.00.

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 add Olmstead Street to the purchase services agreement with Monchilov Sewer Services, LLC for sanitary sewer main repairs on the 8 inch sewer main located on Olmstead Street between West and N. Chipman Streets.

SECOND: The accounts payable department is authorized to submit payment to Monchilov Sewer Services LLC, in an amount not to exceed \$33,600.00, upon completion of these repair services on E. Oliver and Olmstead Streets.

THIRD: The above expenses shall be paid from account no. 590-901-973.000.

**Check Register – October 2018.**\* Affirm check disbursements totaling \$1,509,256.77 for October 2018.

Motion supported by Councilmember Law.

Roll Call Vote.

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

NAYS: None.

ABSENT: Councilmember Bailey.

### **ITEMS OF BUSINESS**

None.

### **COMMUNICATIONS**

Nathan R. Henne, City Manager. Purchase agreement due diligence extension.  
Katherine R. Fagan, City Treasurer. Information regarding unpaid special assessment installments.  
N. Bradley Hissong, Building Official. October 2018 Building Department Report.  
N. Bradley Hissong Building Official. October 2018 Code Violations Report.  
Kevin D. Lenkart, Public Safety Director. October 2018 Police Report.  
Kevin D. Lenkart, Public Safety Director. October 2018 Fire Report.  
Parks & Recreation Commission. Minutes of September 26, 2018.  
Historical Commission. Minutes of October 8, 2018.  
Shiawassee Firefighter Memorial Board. Minutes of October 20, 2018.  
Shiawassee Firefighter Memorial Board. Minutes of November 3, 2018.

### **CITIZEN COMMENTS AND QUESTIONS**

There were no citizen comments or Council comments.

City Manager Henne went over some of the charges on the check register for the benefit of the new members.

### **NEXT MEETING**

Monday, December 03, 2018

### **BOARDS AND COMMISSIONS OPENINGS**

Building Board of Appeals – Alternate - term expires June 30, 2019  
Building Board of Appeals – Alternate - term expires June 30, 2021  
Brownfield Redevelopment Authority – term expires June 30, 2022  
Historical Commission – term expires December 31, 2020  
Historical Commission – term expires December 31, 2021  
Parks & Recreation Commission – term expires June 30, 2019  
Zoning Board of Appeals - Alternate – term expires June 30, 2021

### **ADJOURNMENT**

Motion by Councilmember Fear for adjournment at 7:47 p.m.

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

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Christopher T. Eveleth, Mayor

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Amy K. Kirkland, City Clerk

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



## MEMORANDUM

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

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DATE: November 13, 2018

TO: Owosso City Council

FROM: Glenn Chinavare, Director of Public Services

SUBJECT: Allendale Avenue Resurfacing – Special Assessment Resolution No 3

When deemed necessary, the city conducts a street improvement program. Public streets are selected for inclusion in the program either by citizen initiated petition or by selection of the city. **Allendale Avenue, from Gould Street to east city limits**, is proposed by the city for street resurfacing. Property owners are then specially assessed to cover the cost of the proposed improvement. Past practice has been to assess property owners along the street 40% of the proposed benefit and the remaining 60% to the community at large. Each property owner can pay an assessment in one lump sum or in installments over the multi-year period (the period being determined by the amount of the average assessment).

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

**Step One/Resolution No. 1** identifies the special assessment district(s), directs the city manager to estimate project costs and the amounts to be specially assessed, and determines the life of the proposed improvements. Resolution No. 1 for the proposed improvement was approved by City Council at its **August 6, 2018** meeting.

**Step Two/Resolution No. 2** sets the date for the hearing of necessity on the projects. It directs notices to be sent to each affected property owner detailing the proposed project, notifying them of the public hearing date, and the estimated amount of their assessment. Resolution No. 2 for the proposed improvement was approved by City Council at its **November 19, 2018** meeting.

**Step Three/Resolution No. 3** documents the hearing of necessity. This hearing provides affected residents with the opportunity to comment on whether they feel the project is necessary and of the proper scale. After hearing citizen comment on the project the city council has three options: if they agree that the project should proceed as proposed, the district is established and staff is directed to go on with the next steps of the proposed project, including obtaining bids; if they feel the project should go forward, but with some adjustments they may direct staff to make those adjustments and proceed; if they feel the project is not warranted and should not proceed at all they would simply fail to act on Resolution No. 3, effectively stopping the process. Hearing of necessity will be held at the scheduled council meeting of **December 3, 2018**.

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

**Step Five/Resolution No. 5** documents the second public hearing, finalizes the special assessment roll and sets the terms of payment. This public hearing is designed to allow affected citizens the

opportunity to argue whether or not the amount of their assessment is fair and equitable in relation to the benefit they receive from the project. If, after hearing citizen comment, the council decides adjustments need to be made to the assessment roll they may do so. Alternately, if they feel all the assessments are fair and equitable they may pass the resolution as written.

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

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

**Proposed Special Assessment District No. 2019-02**  
**Allendale Avenue, a Public Street, from Gould Street to east city limits**

**RESOLUTION NO.**

**AUTHORIZING SPECIAL ASSESSMENT RESOLUTION NO. 3  
ESTABLISHING SPECIAL ASSESSMENT DISTRICT NO. 2019-02  
ALLENDALE AVENUE, FROM GOULD STREET TO EAST CITY LIMITS  
FOR STREET RESURFACING**

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

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

NOW, THEREFORE, BE IT RESOLVED THAT:

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

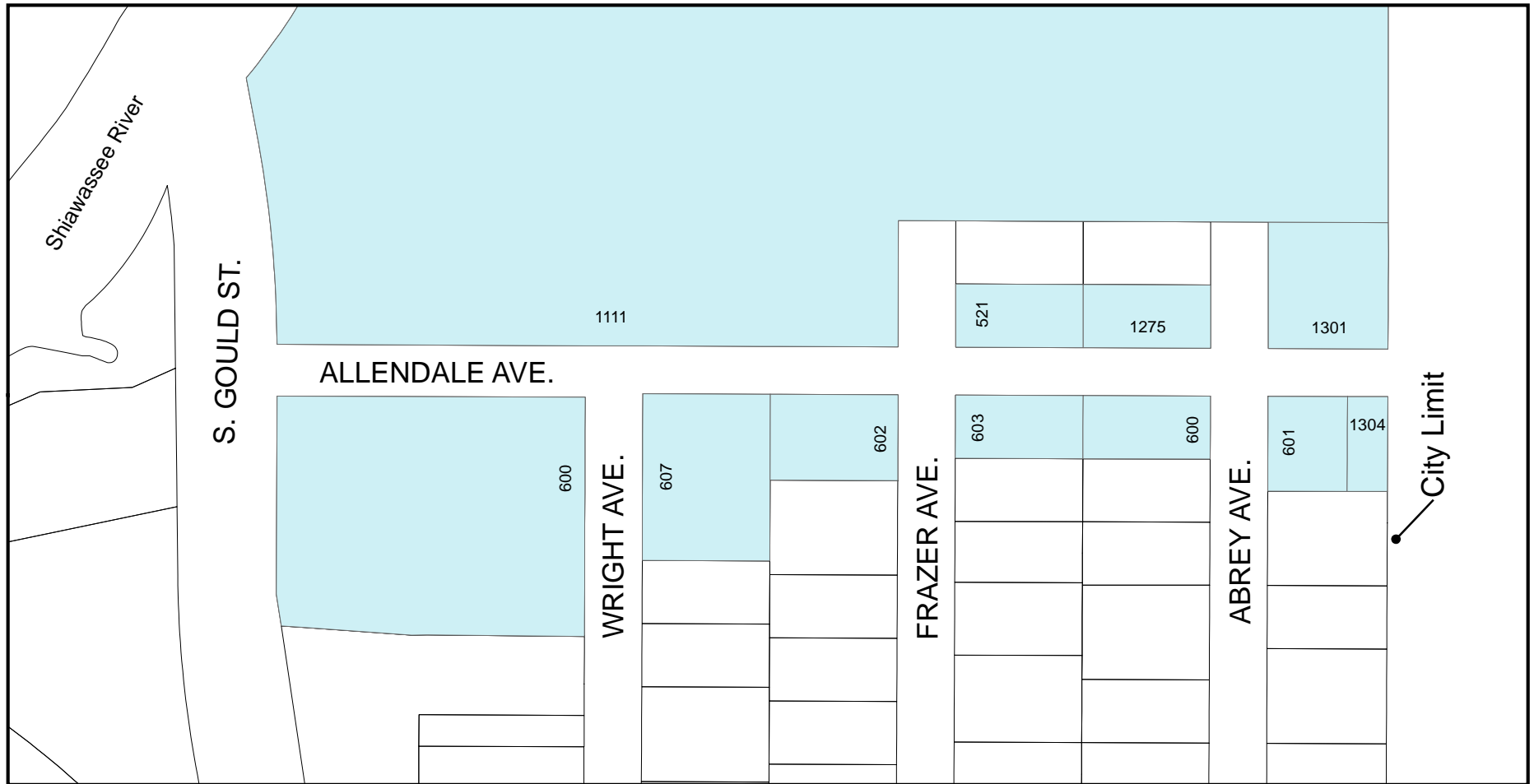
ALLENDALE AVENUE, A PUBLIC STREET, FROM GOULD STREET TO EAST CITY LIMITS  
STREET RESURFACING

2. The City Council hereby approves the plans for the aforesaid public improvement as prepared and presented by the City Manager and determines the estimated cost of said public improvement to be \$151,218.36 and approves said estimated cost and determines that the estimated life of said public improvement is fifteen (15) years.
3. The City Council determines that of said total estimated cost, the sum of \$17,481.45 be paid by special assessment upon the property specially benefited, as more particularly hereinafter described.
4. The City Council hereby designates the following described property as the special assessment district upon which the special assessment shall be levied:

Allendale Avenue, a Public Street, from Gould Street to east city limits  
Street resurfacing

5. The City Assessor shall prepare a special assessment roll including all lots and parcels of land within the special assessment district herein designated, and the Assessor shall assess to each such lot or parcel of land such relative portion of the whole sum to be levied against all lands in the special assessment district as the benefit to such lot or parcel of land bears to the total benefits to all lands in such district.
6. When the Assessor shall have completed the assessment roll, he shall file the special assessment roll with the City Clerk for presentation to the City Council.



# City of Owosso

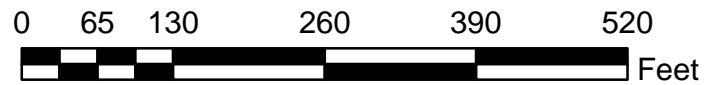


## Proposed Special Assessment

Allendale Avenue from Gould Street to East City Limit

### Legend

-  Special Assessment Parcels
-  City Parcels 2018 Edition
- 1501 Street Address Number



1 inch = 165 feet





History:

**Reso No. 3 Allendale – Gould to East City Limits**

- This project is part of the original five-year plan.
- Our records indicate last work done was 1984.
- Records are inaccurate as to existing pavement section. Recent pavement/soil cores indicate 1.5"-2" chip-seal like product over sandy gravel base.
- Existing road is 22' wide. Proposed road is 26' wide with two 11'-wide travel lanes, 2'-wide paved shoulders, separated by painted white edge lines. Preliminary plans are available.
- Traffic counts indicate about 1800 vehicles per day.
- Work scope is crush (6" Depth)/stabilize(4" Depth)/ and cap with 4" asphalt. This treatment is selected as most economical means to deliver a quality road.
- New road will be higher than existing road; all driveways and street approaches will be adjusted to meet new road elevation.
- Work schedule TBD but should be sometime between July-September, 2019.
- Life expectancy is 15 years.

ENGINEER'S ESTIMATE OF PROBABLE COST FOR ALLENDALE AVE, GOULD TO EAST CITY LIMITS

DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	AMOUNT	ELLEGIBLE AMOUNT	CITY COST 60 PERCENT	ASSESSMENT AT 40% RESIDENTIAL	ASSESSMENT AT 40% COMMERCIAL
MOBILIZATION, MAX_____	LSUM	1	\$ 6,000.00	\$ 6,000.00	\$ 6,000.00	\$ 3,600.00	\$ 2,400.00	\$ 2,400.00
PAVT, REM	SYD	10	\$ 8.00	\$ 80.00	\$ -	\$ -	\$ -	\$ -
EROSION CONTROL, INLET PROTECTION, FABRIC DROP	EA	12	\$ 100.00	\$ 1,200.00	\$ 1,200.00	\$ 720.00	\$ 480.00	\$ 480.00
TRENCHING, MODIFIED	STA	8	\$ 300.00	\$ 2,400.00	\$ 360.00	\$ 216.00	\$ -	\$ 144.00
DR STRUCTURE, TEMP LOWERING	EA	8	\$ 250.00	\$ 2,000.00	\$ 2,000.00	\$ 1,200.00	\$ 800.00	\$ 800.00
AGGREGATE BASE, 9 INCH, MODIFIED	SYD	145	\$ 15.00	\$ 2,175.00	\$ 478.50	\$ 287.10	\$ -	\$ 191.40
HMA BASE CRUSHING AND SHAPING, MODIFIED (6")	SYD	3354	\$ 2.75	\$ 9,223.50	\$ 3,043.76	\$ 1,826.25	\$ -	\$ 1,217.50
ASPHALT CEMENT STABALIZED BASE COURSE (4")	SYD	3354	\$ 2.40	\$ 8,049.60	\$ 4,024.80	\$ 2,414.88	\$ -	\$ 1,609.92
ASPHALT CEMENT BINDER	GAL	5367	\$ 3.60	\$ 19,321.20	\$ 9,660.60	\$ 5,796.36	\$ -	\$ 3,864.24
APPROACH, CL II, LM	TON	10	\$ 20.00	\$ 200.00	\$ -	\$ -	\$ -	\$ -
DR STRUCTURE COVER, ADJ, CASE 1	EA	8	\$ 475.00	\$ 3,800.00	\$ 3,800.00	\$ 2,280.00	\$ 1,520.00	\$ 1,520.00
DR STRUCTURE COVER, ADJ, CASE 2	EA	4	\$ 250.00	\$ 1,000.00	\$ -	\$ -	\$ -	\$ -
DR STRUCTURE COVER, TYPE EJ 1060	EA	3	\$ 450.00	\$ 1,350.00	\$ 1,350.00	\$ 810.00	\$ 540.00	\$ 540.00
DR STRUCTURE COVER, TYPE EJ 1060 W/ TYPE N OVAL GRATE	EA	4	\$ 450.00	\$ 1,800.00	\$ 1,800.00	\$ 1,080.00	\$ 720.00	\$ 720.00
DR STRUCUTRE COVER, TYPE EJ 1120 W/ SOLID GASKET SEALED COVER	EA	4	\$ 650.00	\$ 2,600.00	\$ 2,600.00	\$ 1,560.00	\$ 1,040.00	\$ 1,040.00
HMA, 13A (4")	TON	738	\$ 70.00	\$ 51,660.00	\$ 51,660.00	\$ 30,996.00	\$ 20,664.00	\$ 20,664.00
PAVT MRKG, WATERBORNE, 4 INCH, WHITE	FT	2055	\$ 0.20	\$ 411.00	\$ -	\$ -	\$ -	\$ -
GATE BOX, ADJ, CASE 1	EA	5	\$ 250.00	\$ 1,250.00	\$ 1,250.00	\$ 750.00	\$ 500.00	\$ 500.00
MINOR TRAF DEVICES	LSUM	1	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 1,800.00	\$ 1,200.00	\$ 1,200.00
BARRICADE, TYPE III, HIGH INTENSITY, FURN AND OPER	EA	4	\$ 100.00	\$ 400.00	\$ -	\$ -	\$ -	\$ -
PLASTIC DRUM HIGH INTENSITY, FURN AND OPER	EA	16	\$ 150.00	\$ 2,400.00	\$ -	\$ -	\$ -	\$ -
SIGN, TYPE B, TEMP, PRISMATIC, FURN AND OPER	SFT	139	\$ 5.00	\$ 695.00	\$ -	\$ -	\$ -	\$ -
MISCELLANEOUS WORK ITEMS	LSUM	1	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 3,000.00	\$ 2,000.00	\$ 2,000.00
SUB TOTALS				\$ 126,015.30	\$ 97,227.66	\$ 58,336.59	\$ 31,864.00	\$ 38,891.06
INDIRECT COSTS:								
ENGINEERING @ 15% OF SUB TOTAL				\$ 18,902.30	\$ 14,584.15	\$ 8,750.49	\$ 4,779.60	\$ 5,833.66
ADMINISTRATIVE @ 5% OF SUB TOTAL				\$ 6,300.77	\$ 4,861.38	\$ 2,916.83	\$ 1,593.20	\$ 1,944.55
GRAND TOTALS				\$ 151,218.36	\$ 116,673.19	\$ 70,003.91	\$ 38,236.80	\$ 46,669.27

**ALLENDALE AVENUE****SPECIAL ASSESSMENT ROLL**

ENGINEER'S ESTIMATE ELIGIBLE AMOUNT	
ASSESSABLE RESIDENTIAL FRONT FEET	1,282.50
ASSESSABLE COMMERCIAL FRONT FEET	241.37
TOTAL ASSESSABLE FRONT FEET	1,523.87

**CALCULATING ASSESSABLE FRONT FOOT RATE AND AMOUNTS:**

PROPERTY TYPE	RESIDENTIAL PROPERTY	COMMERCIAL PROPERTY	TOTAL
TOTAL ASSEMENT PER TYPE	\$116,673.18	\$116,673.18	
CITY SHARE $\geq 60\%$	\$78,436.38	\$70,003.91	
PROPERTY SHARE @ $\leq 40\%$	\$38,236.80	\$46,669.27	
ASSESSABLE FRONT FOOT RATE: PROP SHARE/ TOTAL FRONT FEET	\$25.09	\$30.63	
TOTAL FRONT FEET PER TYPE	1282.50	241.37	
TOTAL AMOUNT OF ASSESSMENT PER TYPE:	\$32,180.47	\$7,391.95	\$39,572.42

**SUMMARY: SPECIAL ASSESSMENT AMOUNTS PER SIDE OF STREET:**

NORTH SIDE	\$19,551.38
SOUTH SIDE	\$20,019.55
TOTAL SPECIAL ASSESSMENT	<u>\$39,570.93</u>

ALLENDALE AVE FROM GOULD TO EAST CITY LIMITS

SPECIAL ASSESSMENT ROLL

NORTH SIDE

ADDRESS NO.	STREET	PROPERTY OWNER NAME	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT	PROPERTY TYPE
1111	ALLENDALE	CITY OF OWOSSO	010-036-001	648	0.75	486.00	\$ 25.09	\$12,193.74	R1
521	FRAZER	BONNIN, GUY P & KATHY A	010-040-001	133	0.75	99.75	\$ 25.09	\$2,502.73	R1
1275	ALLENDALE	BEST, WESLEY; ORRISS, ASHLEY	010-040-007	133	0.75	99.75	\$ 25.09	\$2,502.73	R1
1301	ALLENDALE	JOHNSON, KLARYSSA; JOHNSON, TAYLOR	010-041-001	125	0.75	93.75	\$ 25.09	\$2,352.19	R1
				1039		779.25		\$19,551.38	

SOUTH SIDE

ADDRESS NO.	STREET	PROPERTY OWNER NAME	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT	PROPERTY TYPE
600	WRIGHT	CITY OF OWOSSO	010-034-026	321.82	0.75	241.37	\$ 30.63	\$7,393.01	R1; I1
607	WRIGHT	CITY OF OWOSSO	010-033-019	133	0.75	99.75	\$ 25.09	\$2,502.73	R1
602	FRAZER	MCKAY, PENNY; MOSKAITIS, VINCENT	010-033-017	133	0.75	99.75	\$ 25.09	\$2,502.73	R1
603	FRAZER	CRANE, NANCY A	010-032-018	133	0.75	99.75	\$ 25.09	\$2,502.73	R1
600	ABREY	K&E ELDRED RENTALS LLC	010-032-017	133	0.75	99.75	\$ 25.09	\$2,502.73	R1
601	ABREY	BUSH, STEVEN M & CHRISTINA M	010-030-009	83	0.75	62.25	\$ 25.09	\$1,561.85	R1
1304	ALLENDALE	SIMMINGTON, THOMAS E	010-030-010	42	1	42.00	\$ 25.09	\$1,053.78	R1
				978.82		744.62		\$20,019.55	

TOTAL ASSESSABLE FRONT FOOTAGE

1523.87



## MEMORANDUM

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

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DATE: November 13, 2018

TO: Owosso City Council

FROM: Glenn Chinavare, Director of Public Services & Utilities

SUBJECT: North Street Resurfacing – Special Assessment Resolution No 3

When deemed necessary, the city conducts a street improvement program. Public streets are selected for inclusion in the program either by citizen initiated petition or by selection of the city. **North Street, from the west city limits to Chipman Street**, is proposed by the city for street resurfacing. Property owners are then specially assessed to cover the cost of the proposed improvement. Past practice has been to assess property owners along the street 40% of the proposed benefit and the remaining 60% to the community at large. Each property owner can pay an assessment in one lump sum or in installments over the multi-year period (the period being determined by the amount of the average assessment).

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

**Step One/Resolution No. 1** identifies the special assessment district(s), directs the city manager to estimate project costs and the amounts to be specially assessed, and determines the life of the proposed improvements. Resolution No. 1 for the proposed improvement was approved by City Council at its **August 6, 2018** meeting.

**Step Two/Resolution No. 2** sets the date for the hearing of necessity on the projects. It directs notices to be sent to each affected property owner detailing the proposed project, notifying them of the public hearing date, and the estimated amount of their assessment. Resolution No. 2 for the proposed improvement was approved by City Council at its **November 19, 2018** meeting.

**Step Three/Resolution No. 3** documents the hearing of necessity. This hearing provides affected residents with the opportunity to comment on whether they feel the project is necessary and of the proper scale. After hearing citizen comment on the project the city council has three options: if they agree that the project should proceed as proposed, the district is established and staff is directed to go on with the next steps of the proposed project, including obtaining bids; if they feel the project should go forward, but with some adjustments they may direct staff to make those adjustments and proceed; if they feel the project is not warranted and should not proceed at all they would simply fail to act on Resolution No. 3, effectively stopping the process. Hearing of necessity will be held at the scheduled council meeting of **December 3, 2018**.

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

**Step Five/Resolution No. 5** documents the second public hearing, finalizes the special assessment roll and sets the terms of payment. This public hearing is designed to allow affected citizens the

opportunity to argue whether or not the amount of their assessment is fair and equitable in relation to the benefit they receive from the project. If, after hearing citizen comment, the council decides adjustments need to be made to the assessment roll they may do so. Alternately, if they feel all the assessments are fair and equitable they may pass the resolution as written.

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

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

**Proposed Special Assessment District No. 2019-08**  
**North Street, Public Street, from west city limits to Chipman Street**

**RESOLUTION NO.**

**AUTHORIZING SPECIAL ASSESSMENT RESOLUTION NO. 3  
ESTABLISHING SPECIAL ASSESSMENT DISTRICT NO. 2019-08  
NORTH STREET, FROM WEST CITY LIMITS TO CHIPMAN STREET  
FOR STREET RESURFACING**

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

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

NOW, THEREFORE, BE IT RESOLVED THAT:

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

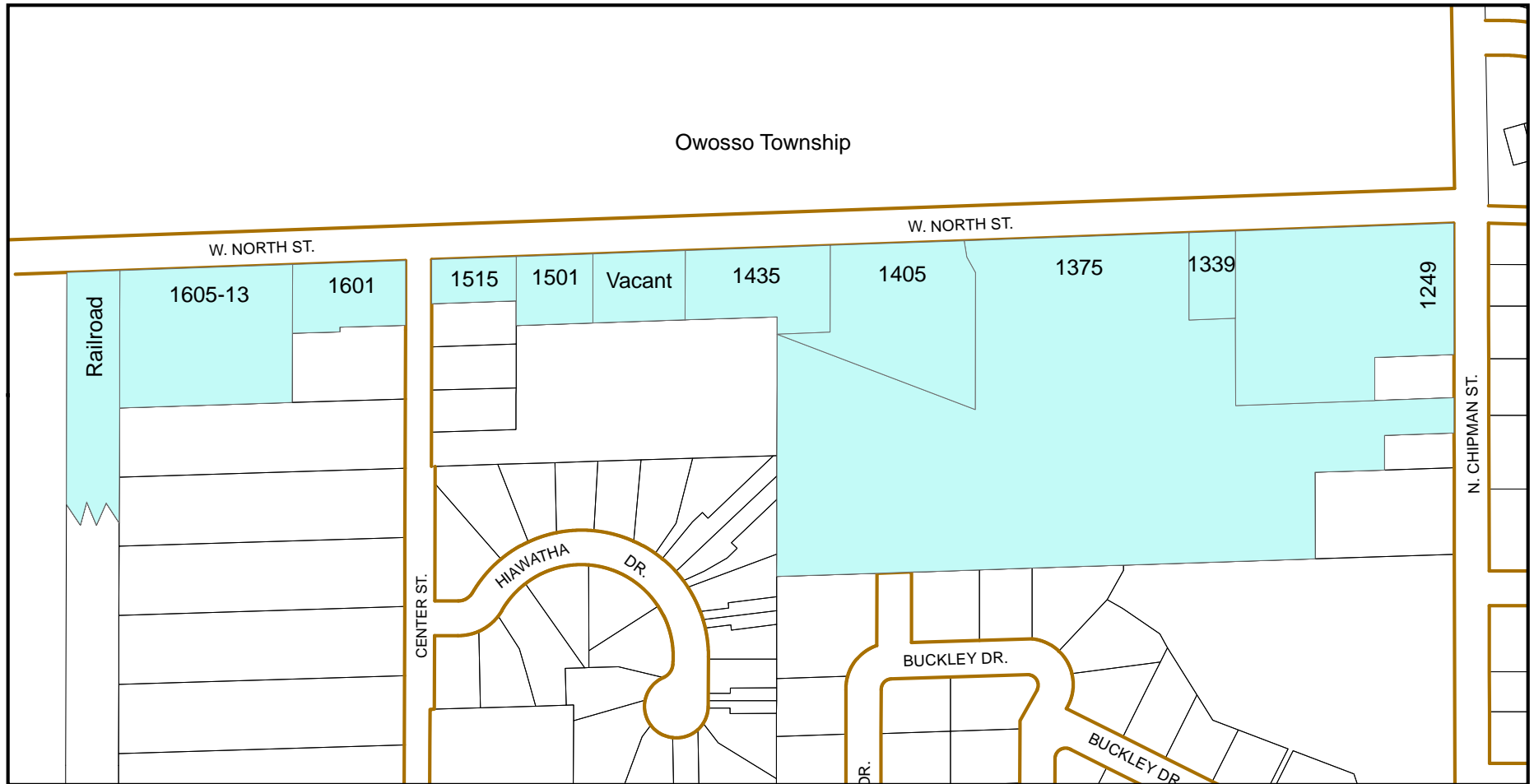
NORTH STREET, A PUBLIC STREET, FROM THE WEST CITY LIMITS TO CHIPMAN STREET  
STREET RESURFACING

2. The City Council hereby approves the plans for the aforesaid public improvement as prepared and presented by the City Manager and determines the estimated cost of said public improvement to be \$238,802.34 and approves said estimated cost and determines that the estimated life of said public improvement is fifteen (15) years.
3. The City Council determines that of said total estimated cost, the sum of \$30,898.57 be paid by special assessment upon the property specially benefited, as more particularly hereinafter described.
4. The City Council hereby designates the following described property as the special assessment district upon which the special assessment shall be levied:

North Street, a Public Street, from west city limits to Chipman Street  
Street resurfacing




5. The City Assessor shall prepare a special assessment roll including all lots and parcels of land within the special assessment district herein designated, and the Assessor shall assess to each such lot or parcel of land such relative portion of the whole sum to be levied against all lands in the special assessment district as the benefit to such lot or parcel of land bears to the total benefits to all lands in such district.
6. When the Assessor shall have completed the assessment roll, he shall file the special assessment roll with the City Clerk for presentation to the City Council.

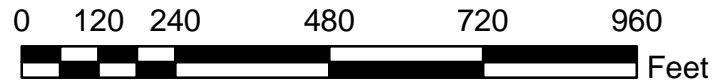
# City of Owosso



## Proposed Special Assessment North Street from Center Street to Chipman Street

### Legend

-  Special Assessment Parcels
-  City Parcels 2018 Edition
-  ROW
- 1501 Street Address Number



1 inch = 300 feet





### **Reso No. 3 North Street – West City Limits to N. Chipman**

- This project is not part of the original five-year plan. It is added for reason of filling out a Crush and Shape program. Also, to complete the road area surrounding the recent culvert and road improvements on North Street.
- Last work done was during three separate patchwork resurfacings done between 1980-1989.
- Records indicate 4-5 inches asphalt pavement over thin layer of aggregate base. Recent pavement/soil cores support our records.
- Proposed road will be same as existing 22'-width with 1 foot gravel shoulders added along each side of road. Preliminary plans attached.
- Traffic counts indicate about 600 vehicles per day.
- Work scope is Crush/Stabilize/Shape and cap with 4 inches asphalt. This treatment is selected as most economical means to deliver a quality road.
- New road will be somewhat higher than existing due to nature of work. New work will blend road to driveways.
- The entire north side is Owosso Township. No communication to them to date.
- The work will be on either side of the recent road work done around new culvert crossing at Corlett Creek.
- Work schedule TBD but should be sometime between July-September, 2019.
- Life expectancy is 15 years.

ENGINEER'S ESTIMATE OF PROBABLE COST FOR NORTH ST, FROM WEST CITY LIMITS TO CHIPMAN  
RESOLUTION NO. 2

DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	AMOUNT	ELIGIBLE AMOUNT	CITY COST 60 PERCENT	ASSESSMENT AT 40% RESIDENTIAL	ASSESSMENT AT 40% COMMERCIAL
MOBILIZATION, MAX_____	LSUM	1	\$ 9,500.00	\$ 9,500.00	\$ 9,500.00	\$ 5,700.00	\$ 3,800.00	\$ 3,800.00
APPROACH, CL II, LM	TON	5	\$ 20.00	\$ 100.00	\$ 100.00	\$ 60.00	\$ 40.00	\$ 40.00
SHOULDER, CLI	TON	83	\$ 20.00	\$ 1,660.00	\$ 1,660.00	\$ 996.00	\$ 664.00	\$ 664.00
HMA BASE CRUSHING AND SHAPING, MODIFIED (6")	SYD	5387	\$ 2.75	\$ 14,814.25	\$ 4,888.70	\$ 2,933.22	\$ -	\$ 1,955.48
ASPHALT CEMENT STABALIZED BASE COURSE (4")	SYD	5387	\$ 2.40	\$ 12,928.80	\$ 6,464.40	\$ 3,878.64	\$ -	\$ 2,585.76
ASPHALT CEMENT BINDER	GAL	8919	\$ 3.60	\$ 32,108.40	\$ 16,054.20	\$ 9,632.52	\$ -	\$ 6,421.68
DR STRUCTURE COVER, ADJ, CASE 1	EA	4	\$ 475.00	\$ 1,900.00	\$ 1,900.00	\$ 1,140.00	\$ 760.00	\$ 760.00
DR STRUCTURE, TEMP LOWERING	EA	4	\$ 250.00	\$ 1,000.00	\$ 1,000.00	\$ 600.00	\$ 400.00	\$ 400.00
DR STRUCUTRE COVER, TYPE EJ 1120 W/ SOLID GASKET SEALED COVER	EA	4	\$ 650.00	\$ 2,600.00	\$ 2,600.00	\$ 1,560.00	\$ 1,040.00	\$ 1,040.00
COLD MILLING HMA SURFACE (4")	SYD	5387	\$ 3.50	\$ 18,854.50	\$ 18,854.50	\$ 11,312.70	\$ 7,541.80	\$ 7,541.80
HMA, 13A (4")	TON	1185	\$ 70.00	\$ 82,950.00	\$ 82,950.00	\$ 49,770.00	\$ 33,180.00	\$ 33,180.00
EROSION CONTROL, INLET PROTECTION, FABRIC DROP	EA	8	\$ 100.00	\$ 800.00	\$ 800.00	\$ 480.00	\$ 320.00	\$ 320.00
PAVT MRKG, OVLY COLD PLASTIC, 24 INCH, STOP BAR	FT	33	\$ 12.00	\$ 396.00	\$ 396.00	\$ 237.60	\$ 158.40	\$ 158.40
PAVT MRKG, OVLY COLD PLASTIC, RAILROAD SYM	EA	1	\$ 400.00	\$ 400.00	\$ 400.00	\$ 240.00	\$ 160.00	\$ 160.00
MINOR TRAF DEVICES	LSUM	1	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 1,800.00	\$ 1,200.00	\$ 1,200.00
BARRICADE, TYPE III, HIGH INTENSITY, FURN AND OPER	EA	4	\$ 100.00	\$ 400.00				
PLASTIC DRUM HIGH INTENSITY, FURN AND OPER	EA	30	\$ 150.00	\$ 4,500.00				
SIGN, TYPE B, TEMP, PRISMATIC, FURN AND OPER	SFT	218	\$ 5.00	\$ 1,090.00				
MISCELLANEOUS WORK ITEMS	LSUM	1	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 6,000.00	\$ 4,000.00	\$ 4,000.00
SUB TOTALS				\$ 199,001.95	\$ 160,567.80	\$ 96,340.68	\$ 53,264.20	\$ 64,227.12
INDIRECT COSTS:								
ENGINEERING @ 15% OF SUB TOTAL				\$ 29,850.29	\$ 24,085.17	\$ 14,451.10	\$ 7,989.63	\$ 9,634.07
ADMINISTRATIVE @ 5% OF SUB TOTAL				\$ 9,950.10	\$ 8,028.39	\$ 4,817.03	\$ 2,663.21	\$ 3,211.36
GRAND TOTALS				\$ 238,802.34	\$ 192,681.36	\$ 115,608.82	\$ 63,917.04	\$ 77,072.55

**NORTH STREET FROM WEST CITY LIMITS TO CHIPMAN ST****SPECIAL ASSESSMENT ROLL**ENGINEER'S DETERMINATION OF ASSESSABLE AMOUNT:

TOTAL ASSESSABLE FRONT FEET

4224.95

## CALCULATING ASSESSABLE FRONT FOOT RATE AND AMOUNTS:

PROPERTY TYPE

TOTAL ELIGIBLE FOR ASSESSMENT PER TYPE

CITY SHARE  $\geq 60\%$ PROPERTY SHARE @  $\leq 40\%$ 

ASSESSABLE FRONT FOOT RATE: PROP SHARE/ TOTAL FRONT FOOTAGE

TOTAL FRONT FEET PER TYPE

TOTAL AMOUNT OF ASSESSMENT PER TYPE:

RESIDENTIAL PROPERTY COMMERCIAL PROPERTY TOTAL

\$192,681.47

\$192,681.47

\$128,764.43

\$115,608.92

\$63,917.04

\$77,072.55

\$15.13

\$18.24

1708.75

276.60

\$25,850.78

\$5,045.80

\$30,896.58

## SUMMARY: SPECIAL ASSESSMENT AMOUNTS PER SIDE OF STREET:

NORTH SIDE

\$0.00

SOUTH SIDE

\$30,898.57

TOTAL SPECIAL ASSESSMENT

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\$30,898.57

NORTH ST FROM CITY LIMITS TO CHIPMAN

## SPECIAL ASSESSMENT ROLL

## NORTH SIDE

ADDRESS NO.	STREET	PROPERTY OWNER NAME	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT	PROPERTY TYPE
OWOSSOTOWNSHIP				2239.6	1	2239.60		\$0.00	
				2239.6		2239.60		\$0.00	

## SOUTH SIDE

ADDRESS NO.	STREET	PROPERTY OWNER NAME	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT	PROPERTY TYPE
	NORTH	GREAT LAKES CENTRAL RAILROAD INC	450-000-040	30	0.75	22.50	\$ 18.24	\$410.40	I1
1605-13	NORTH	MARRAH, LAWRENCE III; KLINE, HANNAH	450-000-022	330	1	330.00	\$ 15.13	\$4,992.90	R1
1601	NORTH	GOETZINGER, ALLAN M JR	450-000-056	215	0.75	161.25	\$ 15.13	\$2,439.71	R1
1515	NORTH	HANSEN, ROBERT & JACQUELINE	450-000-001	160	0.75	120.00	\$ 15.13	\$1,815.60	R1
1501	NORTH	MILLER, ROBERT J JR & MARCIA D	450-000-002	43	1	43.00	\$ 15.13	\$650.59	R1
	NORTH	TOMAN, FREDERICK J & KIMBERLY M	450-000-042	0	1	0.00	\$ 15.13	\$0.00	R1
1435	NORTH	SAVAGE, AARON	450-000-052	230	1	230.00	\$ 15.13	\$3,479.90	R1
1405	NORTH	COVENANT EYES ENTERPRISES LLC	537-000-063	254.1	1	254.10	\$ 18.24	\$4,634.78	OS1
1375	NORTH	OWOSSO PUBLIC SCHOOLS	537-000-005	426	1	426.00	\$ 15.13	\$6,445.38	R1
1339	NORTH	GILLETT, SHARON A	537-000-009	88	1	88.00	\$ 15.13	\$1,331.44	R1
1249	N CHIPMAN	FIRST FREE METHODIST CHURCH	537-000-011	414	0.75	310.50	\$ 15.13	\$4,697.87	R1
				2190.1		1985.35		\$30,898.57	

TOTAL ASSESSABLE FRONT FOOTAGE

4224.95



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

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# ***MEMORANDUM***

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DATE: For November 19, 2018 City Council Agenda

TO: Owosso City Council

FROM: Katherine Fagan, City Treasurer

RE: Special Assessment Roll – Hazards & Nuisances

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Over the course of the year, the City takes action to alleviate nuisances and hazards to the public that exist on private property. The charges for these actions are invoiced to the owner of record for the property. Once a year, per section 28-10.5 of the Code, any charges left unpaid shall be established as liens to the affected property. Once the lien is established I would be authorized to add the amount of the invoices to the tax roll.

The associated document to this memo details the outstanding nuisance and hazard invoices since this process last took place in December of 2016. It lists the invoice numbers, the due date of the invoice, the parcel number and address, the type of nuisance or hazard and the amount of the invoice.

Also, attached you will find a list of parcels which were invoiced during the year and were sold at the August or September State tax sale. The State's tax sale process removes any outstanding balances owed on a property and as such the amounts invoiced to each parcel will be written off. No action is required on this secondary list, it is simply provided as a point of information.

The process for establishing a lien is handled via special assessment. Initially, the list of outstanding invoices is presented to Council with a request to set a public hearing. Upon this action, letters are sent to the affected property owners informing them of the City's intent to lien their property if the invoice(s) remains unpaid. They then have the opportunity to protest the proposed action at the public hearing. At the conclusion of the public hearing the Council can accept the roll as presented, make amendments to the roll, or hold off on action all together (though this is not recommended).

Tonight, I recommend that you take action to start this process in motion by authorizing the attached resolution setting a public hearing for December 3, 2018, to receive citizen comment regarding this roll. An updated list of unpaid invoices will be provided to you at that meeting.

**RESOLUTION NO.**

**AUTHORIZING THE ROLL FOR  
SPECIAL ASSESSMENT DISTRICT NO. 2018-01, HAZARDS & NUISANCES**

WHEREAS, the Council, after due and legal notice, has met and [there being no one to be heard / having heard all interested parties](#), motion by [Choose an item.](#) to adopt Special Assessment Resolution No. 2 for the annual hazards & nuisances roll, as follows:

<b>Parcel #</b>	<b>Address</b>	<b>Type of Nuisance</b>	<b>Balance</b>
050-010-017-024-00	621 WOODLAWN AVE	PROPERTY CLEAN UP	\$ 495.69
050-111-009-009-00	918 E OLIVER ST	CLEAR ICE/SNOW	\$ 177.97
050-113-004-004-00	910 MILWAUKEE ST	MOW TALL GRASS/WEEDS	\$ 150.00
050-114-001-010-00	900 STATE ST	PROPERTY CLEAN UP	\$ 260.96
050-114-002-004-00	821 STATE ST	MOW TALL GRASS/WEEDS	\$ 170.00
050-240-002-015-00	631 N HICKORY	MOW TALL GRASS/WEEDS	\$ 180.10
050-390-004-012-00	1260 ADAMS ST	MOW TALL GRASS/WEEDS	\$ 671.96
050-420-010-006-00	825 LINGLE AV	MOW TALL GRASS/WEEDS	\$ 150.00
050-440-000-012-00	921 DINGWALL DR	MOW TALL GRASS/WEEDS	\$ 310.53
050-537-000-042-00	1302 W MAIN	CLEAR ICE/SNOW	\$ 216.60
050-580-000-054-00	316 OAKWOOD AV	PROPERTY CLEAN UP	\$ 1,376.12
050-602-017-004-00	1417 FREDERICK ST	MOW TALL GRASS/WEEDS	\$ 170.00
050-651-006-007-00	320 CASS ST	PROPERTY CLEAN UP	\$ 493.51
050-660-007-011-00	1014 BEEHLER ST	MOW TALL GRASS/WEEDS	\$ 150.00
050-660-009-002-00	911 BEEHLER ST	PROPERTY CLEAN UP	\$ 298.82
050-660-018-011-00	726 CLINTON ST	PROPERTY CLEAN UP	\$ 199.98
050-660-025-001-00	302 S SHIAWASSEE ST	CLEAR ICE/SNOW	\$ 216.60
050-673-003-010-00	526 FLETCHER ST	MOW TALL GRASS/WEEDS	\$ 212.19
050-710-001-012-00	915 CORUNNA AV	MOW TALL GRASS/WEEDS	\$ 630.00
			<u>\$ 6,531.03</u>

and

WHEREAS, the Council deems said Special Assessment Roll- Hazards and Nuisances to be fair, just and equitable and that each of the assessments contained thereon results in the special assessment being in accordance with the unpaid costs incurred in the altering, repairing, tearing down, abating or removing of hazards and nuisances of said properties.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Said Special Assessment Roll-Hazards and Nuisances as prepared by the City Assessor in the amount of \$6,531.03 is hereby confirmed and shall be known as Special Assessment Roll- Hazards and Nuisances No. 2018-01.
2. Said Special Assessment Roll-Hazards and Nuisances No. 2018-01 shall be placed on file in the office of the City Clerk who shall attach his warrant to a certified copy thereof within ten (10) days commanding the Assessor to spread the various sums shown thereon as directed by the City Council.

To: Owosso City Council  
 From: Katherine Fagan, City Treasurer  
 Date: November 28, 2018



The following special assessment roll consists of unpaid nuisances and hazards.

Invoice #	Due Date	Parcel #	Address	Type of Nuisance	Balance
4459	8/13/2017	050-010-017-024-00	621 WOODLAWN AVE	PROPERTY CLEAN UP	495.69
4110	2/18/2016	050-111-009-009-00	918 E OLIVER ST	CLEAR ICE/SNOW	177.97
4675	8/23/2018	050-113-004-004-00	910 MILWAUKEE ST	MOW TALL GRASS/WEEDS	150.00
4559	1/7/2018	050-114-001-010-00	900 STATE ST	PROPERTY CLEAN UP	260.96
4691	9/16/2018	050-114-002-004-00	821 STATE ST	MOW TALL GRASS/WEEDS	170.00
4414	6/30/2017	050-240-002-015-00	631 N HICKORY	MOW TALL GRASS/WEEDS	180.10
4408	6/22/2017	050-390-004-012-00	1260 ADAMS ST	MOW TALL GRASS/WEEDS	221.96
4444	7/23/2017	050-390-004-012-00	1260 ADAMS ST	MOW TALL GRASS/WEEDS	150.00
4664	8/19/2018	050-390-004-012-00	1260 ADAMS ST	MOW TALL GRASS/WEEDS	150.00
4474	9/1/2017	050-390-004-012-00	1260 ADAMS ST	MOW TALL GRASS/WEEDS	150.00
4672	8/22/2018	050-420-010-006-00	825 LINGLE AV	MOW TALL GRASS/WEEDS	150.00
4413	6/30/2017	050-440-000-012-00	921 DINGWALL DR	MOW TALL GRASS/WEEDS	310.53
4576	2/7/2018	050-537-000-042-00	1302 W MAIN	CLEAR ICE/SNOW	216.60
4481	9/22/2017	050-580-000-054-00	316 OAKWOOD AV	PROPERTY CLEAN UP	1,376.12
4674	8/23/2018	050-602-017-004-00	1417 FREDERICK ST	MOW TALL GRASS/WEEDS	170.00
4540	12/9/2017	050-651-006-007-00	320 CASS ST	PROPERTY CLEAN UP	293.51
4624	5/16/2018	050-651-006-007-00	320 CASS ST	PROPERTY CLEAN UP	200.00
4673	8/23/2018	050-660-007-011-00	1014 BEEHLER ST	MOW TALL GRASS/WEEDS	150.00
4345	1/4/2017	050-660-009-002-00	911 BEEHLER ST	PROPERTY CLEAN UP	298.82
4560	1/7/2018	050-660-018-011-00	726 CLINTON ST	PROPERTY CLEAN UP	199.98
4570	2/3/2018	050-660-025-001-00	302 S SHIAWASSEE ST	CLEAR ICE/SNOW	216.60
4416	6/30/2017	050-673-003-010-00	526 FLETCHER ST	MOW TALL GRASS/WEEDS	212.19
4445	7/23/2017	050-710-001-012-00	915 CORUNNA AV	MOW TALL GRASS/WEEDS	210.00
4676	8/23/2018	050-710-001-012-00	915 CORUNNA AV	MOW TALL GRASS/WEEDS	210.00
4490	9/23/2017	050-710-001-012-00	915 CORUNNA AV	MOW TALL GRASS/WEEDS	210.00
					<u>6,531.03</u>

The foregoing special assessment roll for nuisances and hazards for the year 2018 is acknowledged by the Assessing Officer

The foregoing special assessment roll for nuisances and hazards for the year 2018 is acknowledged by the City Clerk

To: Owosso City Council  
From: Katherine Fagan, City Treasurer  
Date: November 28, 2018



The following invoices consist of unpaid nuisances and hazards that are unable to be leined and must be written off due to State of Michigan tax sale processes in August or September 2018.

Invoice #	Due Date	Parcel #	Address	Type of Nuisance	Balance
4402	6/15/2017	050-420-011-015-00	755 BROADWAY AV	MOW TALL GRASS/WEEDS	197.73
4466	8/18/2017	050-420-011-015-00	755 BROADWAY AV	MOW TALL GRASS/WEEDS	170.00
4489	9/23/2017	050-420-011-015-00	755 BROADWAY AV	MOW TALL GRASS/WEEDS	170.00
4665	8/19/2018	050-420-011-015-00	755 BROADWAY AV	MOW TALL GRASS/WEEDS	170.00
4666	8/19/2018	050-420-011-015-00	755 BROADWAY AV	MOW TALL GRASS/WEEDS	170.00
4667	8/19/2018	050-420-011-015-00	755 BROADWAY AV	MOW TALL GRASS/WEEDS	170.00
4484	9/23/2017	050-420-011-015-00	755 BROADWAY AV	PROPERTY CLEAN UP	250.95
					<hr/>
					1,298.68
					<hr/>





## MEMORANDUM

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

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DATE: November 13, 2018

TO: Owosso City Council

FROM: Glenn Chinavare, Director of Public Services & Utilities

SUBJECT: Abrey Street Resurfacing – Special Assessment Resolution No 2

When deemed necessary, the city conducts a street improvement program. Public streets are selected for inclusion in the program either by citizen initiated petition or by selection of the city. **Abrey Street, from Melinda Avenue to Allendale Avenue**, is proposed by the city for street resurfacing. Property owners are then specially assessed to cover the cost of the proposed improvement. Past practice has been to assess property owners along the street 40% of the proposed benefit and the remaining 60% to the community at large. Each property owner can pay an assessment in one lump sum or in installments over the multi-year period (the period being determined by the amount of the average assessment).

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

Step One/Resolution No. 1 identifies the special assessment district(s), directs the city manager to estimate project costs and the amounts to be specially assessed, and determines the life of the proposed improvements. Resolution No. 1 for the proposed improvement was approved by City Council at its **August 6, 2018** meeting.

Step Two/Resolution No. 2 sets the date for the hearing of necessity on the projects. It directs notices to be sent to each affected property owner detailing the proposed project, notifying them of the public hearing date, and the estimated amount of their assessment. City Council is asked to act upon Resolution No. 2 on **December 3, 2018** for the proposed improvement.

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

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

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

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

Staff recommends authorization of Resolution No. 2 setting a public hearing to receive citizen comment regarding the necessity of the project for the following district:

**Abrey Street, a Public Street, from Melinda Avenue to Allendale Avenue**

**RESOLUTION NO.**

**ABREY STREET  
FROM MELINDA AVENUE TO ALLENDALE AVENUE  
SPECIAL ASSESSMENT RESOLUTION NO. 2**

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

**ABREY STREET, A PUBLIC STREET, FROM MELINDA AVENUE TO ALLENDALE AVENUE  
STREET RESURFACING**

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

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The plans and estimate of cost and the report of the City Manager for said public improvement shall be filed in the office of the City Clerk and shall be available for public examination.
2. The City Council hereby determines that the Public Improvement hereinafter set forth may be necessary.
3. The City Council hereby approves the estimate of cost of said public improvement to be \$71,721.18 and determines that \$17,212.23 thereof shall be paid by special assessment imposed on the lots and parcels of land more particularly hereinafter set forth, which lots and parcels of land are hereby designated to be all of the lots and parcels of land to be benefited by said improvements and determines that \$54,508.95 of the cost thereof shall be paid by the City at large because of benefit to the City at large.
4. The City Council hereby determines that the portion of the cost of said public improvement to be specially assessed shall be assessed in accordance with the benefits to be received.
5. The City Council shall meet at the Owosso City Hall Council Chambers on Monday, December 17, 2018 for the purpose of hearing all persons to be affected by the proposed public improvement.
6. The City Clerk is hereby directed to cause notice of the time and place of the hearing to be published once in The Argus Press, the official newspaper of the City of Owosso, not less than seven (7) days prior to the date of said hearing and shall further cause notice of said hearing to be sent by first class mail to each owner of property subject to assessment, as indicated by the records in the City Assessor's Office as shown on the general tax roll of the City, at least (10) full days before the time of said hearing, said notice to be mailed to the addresses shown on said general tax rolls of the City.
7. The notice of said hearing to be published and mailed shall be in substantially the following form:

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

TO THE OWNERS OF THE FOLLOWING DESCRIBED PROPERTY:

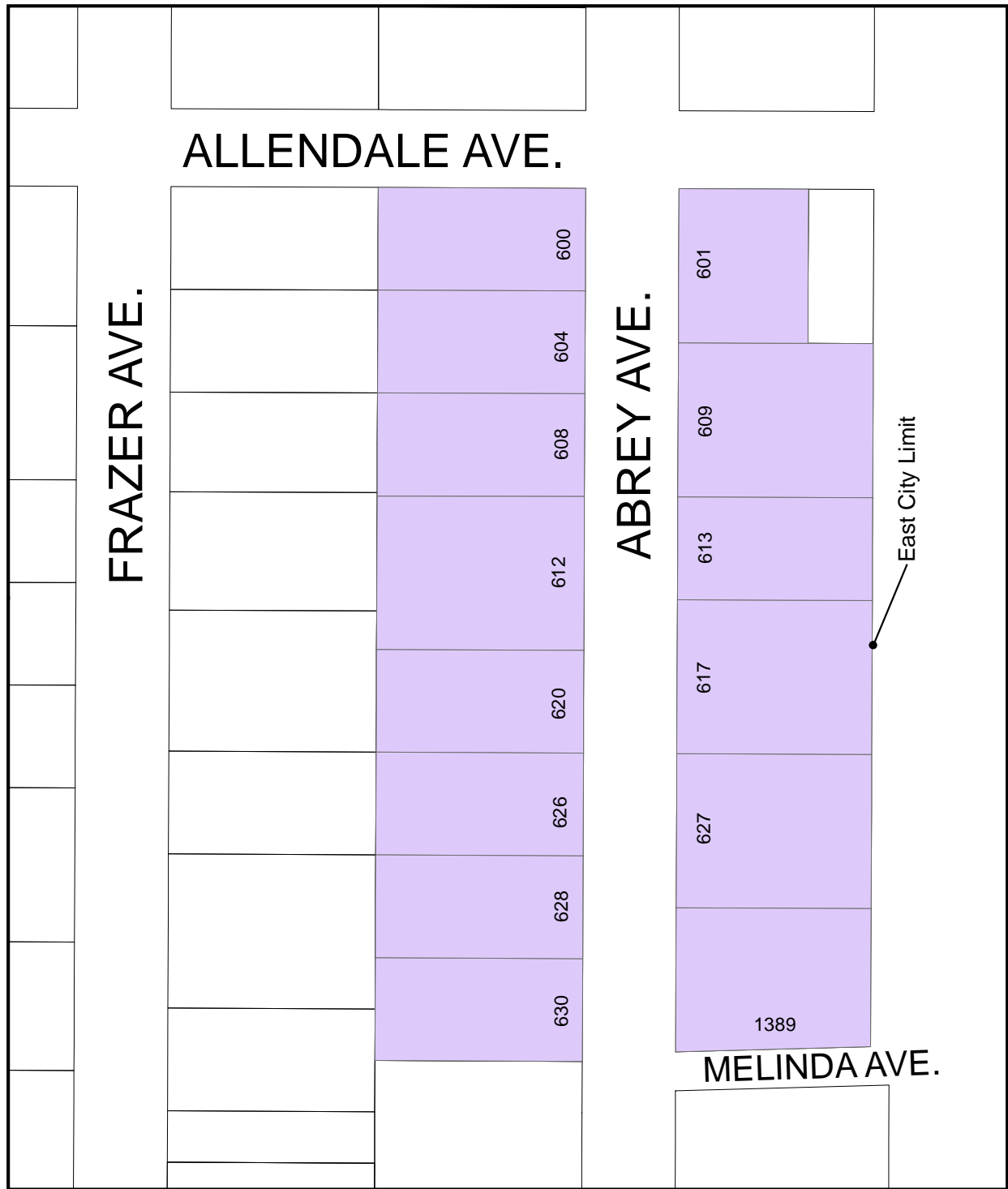
TAKE NOTICE that the City Council intends to acquire and construct the following described public improvement:

**Abrey Street, a Public Street, from Melinda Avenue to Allendale Avenue  
Street Resurfacing**

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

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

TAKE FURTHER NOTICE that the City Council will meet at the Owosso City Hall Council Chambers, Owosso, Michigan at 7:30 o'clock p.m. on Monday, December 17, 2018 for the purpose of hearing any person to be affected by the proposed public improvement.





# City of Owosso

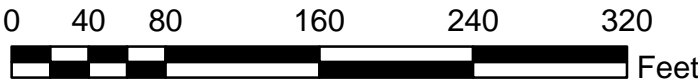
## Proposed Special Assessment

Abrey Avenue  
from Melinda Ave. to Allendale Ave.



### Legend

-  Special Assessment Parcels
-  City Parcels 2018 Edition
- 501 Street Address Number



1 inch = 100 feet

## **HISTORY**

### **Reso No. 2 Abrey Street – Melinda to Auburndale**

- This project is part of the original five-year plan.
- Our records indicate last work done was 1984.
- Records are inaccurate as to existing pavement section. Recent pavement/soil cores indicate 1" chip-seal like product over sandy gravel base.
- Existing road is 20-22' wide. Proposed road is 22' wide with two 11'-wide travel lanes, no shoulders. Preliminary plans are available.
- Traffic volumes unknown, assume about 800 vehicles per day.
- Work scope is crush (6" Depth)/stabilize(4" Depth)/ and cap with 4" asphalt. This treatment is selected as most economical means to deliver a quality road.
- New road will be higher than existing road; all driveways and street approaches will be adjusted to meet new road elevation.
- Work schedule TBD but should be sometime between July-September, 2019.
- Life expectancy is 15 years.

ENGINEER'S ESTIMATE OF PROBABLE COST FOR ABREY AVE, MELINDA TO ALLENDALE

DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	AMOUNT	ELLIGIBLE AMOUNT	CITY COST 60 PERCENT	ASSESSMENT AT 40% RESIDENTIAL	ASSESSMENT AT 40% COMMERCIAL
MOBILIZATION, MAX____	LSUM	1	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 1,800.00	\$ 1,200.00	\$ 1,200.00
PAVT, REM	SYD	8	\$ 8.00	\$ 64.00	\$ -	\$ -		\$ -
EROSION CONTROL, INLET PROTECTION, FABRIC DROP	EA	6	\$ 100.00	\$ 600.00	\$ 600.00	\$ 360.00	\$ 240.00	\$ 240.00
TRENCHING, MODIFIED	STA	10	\$ 300.00	\$ 3,000.00	\$ 450.00	\$ 270.00	\$ -	\$ 180.00
DR STRUCTURE, TEMP LOWERING	EA	5	\$ 250.00	\$ 1,250.00	\$ 2,000.00	\$ 1,200.00	\$ 800.00	\$ 800.00
MAILBOX, POST	EA	7	\$ 125.00	\$ 875.00	\$ -	\$ -	\$ -	\$ -
AGGREGATE BASE, 9 INCH, MODIFIED	SYD	173	\$ 15.00	\$ 2,595.00	\$ 570.90	\$ 342.54	\$ -	\$ 228.36
HMA BASE CRUSHING AND SHAPING, MODIFIED (6")	SYD	1475	\$ 2.75	\$ 4,056.25	\$ 1,338.56	\$ 803.14	\$ -	\$ 535.43
ASPHALT CEMENT STABALIZED BASE COURSE (4")	SYD	1475	\$ 2.40	\$ 3,540.00	\$ 1,770.00	\$ 1,062.00	\$ -	\$ 708.00
ASPHALT CEMENT BINDER	GAL	2359	\$ 3.60	\$ 8,492.40	\$ 4,246.20	\$ 2,547.72	\$ -	\$ 1,698.48
APPROACH, CL II, LM	TON	10	\$ 20.00	\$ 200.00	\$ -	\$ -	\$ -	\$ -
DR STRUCTURE COVER, ADJ, CASE 1	EA	5	\$ 475.00	\$ 2,375.00	\$ 2,375.00	\$ 1,425.00	\$ 950.00	\$ 950.00
DR STRUCTURE COVER, TYPE EJ 1060	EA	1	\$ 450.00	\$ 450.00	\$ 450.00	\$ 270.00	\$ 180.00	\$ 180.00
DR STRUCTURE COVER, TYPE EJ 1060 W/ TYPE M1 FLAT GRATE	EA	3	\$ 450.00	\$ 1,350.00	\$ 1,350.00	\$ 810.00	\$ 540.00	\$ 540.00
DR STRUCUTRE COVER, TYPE EJ 1120 W/ SOLID GASKET SEALED COVER	EA	1	\$ 650.00	\$ 650.00	\$ 650.00	\$ 390.00	\$ 260.00	\$ 260.00
HMA, 13A (4")	TON	324	\$ 70.00	\$ 22,680.00	\$ 22,680.00	\$ 13,608.00	\$ 9,072.00	\$ 9,072.00
GATE BOX, ADJ, CASE 1	EA	1	\$ 250.00	\$ 250.00	\$ 250.00	\$ 150.00	\$ 100.00	\$ 100.00
MINOR TRAF DEVICES	LSUM	1	\$ 500.00	\$ 500.00	\$ 500.00	\$ 300.00	\$ 200.00	\$ 200.00
BARRICADE, TYPE III, HIGH INTENSITY, FURN AND OPER	EA	1	\$ 100.00	\$ 100.00	\$ -	\$ -	\$ -	\$ -
PLASTIC DRUM HIGH INTENSITY, FURN AND OPER	EA	10	\$ 150.00	\$ 1,500.00	\$ -	\$ -	\$ -	\$ -
SIGN, TYPE B, TEMP, PRISMATIC, FURN AND OPER	SFT	48	\$ 5.00	\$ 240.00	\$ -	\$ -	\$ -	\$ -
MISCELLANEOUS WORK ITEMS	LSUM	1	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 1,200.00	\$ 800.00	\$ 800.00
SUB TOTALS				\$ 59,767.65	\$ 44,230.66	\$ 26,538.40	\$ 14,342.00	\$ 17,692.27
INDIRECT COSTS:								
ENGINEERING @ 15% OF SUB TOTAL				\$ 8,965.15	\$ 6,634.60	\$ 3,980.76	\$ 2,151.30	\$ 2,653.84
ADMINISTRATIVE @ 5% OF SUB TOTAL				\$ 2,988.38	\$ 2,211.53	\$ 1,326.92	\$ 717.10	\$ 884.61
GRAND TOTALS				\$ 71,721.18	\$ 53,076.80	\$ 31,846.08	\$ 17,210.40	\$ 21,230.72

**ABREY AVENUE FROM MELINDA TO ALLENDALE****SPECIAL ASSESSMENT ROLL**ENGINEER'S DETERMINATION OF ASSESSABLE AMOUNT:

TOTAL ASSESSABLE FRONT FEET 1025.15

## CALCULATING ASSESSABLE FRONT FOOT RATE AND AMOUNTS:

PROPERTY TYPE	RESIDENTIAL PROPERTY	COMMERCIAL PROPERTY	TOTAL
TOTAL ASSEMENT PER TYPE	\$53,076.80	\$53,076.80	
CITY SHARE $\geq 60\%$	\$35,866.40	\$31,846.08	
PROPERTY SHARE @ $\leq 40\%$	\$17,210.40	\$21,230.72	
ASSESSABLE FRONT FOOT RATE: PROP SHARE/ TOTAL FRONT FOOTAGE	\$16.79	\$20.71	
TOTAL FRONT FEET PER TYPE	1025.15	0.00	
TOTAL AMOUNT OF ASSESSMENT PER TYPE:	\$17,210.40	\$0.00	\$17,210.40

## SUMMARY: SPECIAL ASSESSMENT AMOUNTS PER SIDE OF STREET:

EAST SIDE	\$8,506.61
WEST SIDE	\$8,705.62
TOTAL SPECIAL ASSESSMENT	<hr/> \$17,212.23



ABREY AVE FROM MELINDA TO ALLENDALE

## ESTIMATED SPECIAL ASSESSMENT ROLL

### EAST SIDE

ADDRESS NO.	STREET	PROPERTY OWNER NAME	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT	PROPERTY TYPE
1389	MELINDA	WHITE, RALPH J	010-030-011	92.53	0.75	69.40	\$ 16.79	\$1,165.18	R1
627	ABREY	GRINNELL, RAYMOND	010-030-012	99	1	99.00	\$ 16.79	\$1,662.21	R1
617	ABREY	ROOT, LARRY M & DIANA M	010-030-005	99	1	99.00	\$ 16.79	\$1,662.21	R1
613	ABREY	SPEERS, ARTHUR J TRUST	010-030-006	66	1	66.00	\$ 16.79	\$1,108.14	R1
609	ABREY	SPEERS, ARTHUR J TRUST	010-030-007	99	1	99.00	\$ 16.79	\$1,662.21	R1
601	ABREY	BUSH, STEVEN M & CHRISTI	010-030-009	99	0.75	74.25	\$ 16.79	\$1,246.66	R1
				554.53		506.65		\$8,506.61	

### WEST SIDE

ADDRESS NO.	STREET	PROPERTY OWNER NAME	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT	PROPERTY TYPE
630	ABREY	WHALEN, CHRISTOPHER & K	010-032-010	40	1	40.00	\$ 16.79	\$671.60	R1
628	ABREY	CUMMINGS, MYRON	010-032-011	66	1	66.00	\$ 16.79	\$1,108.14	R1
626	ABREY	CUMMINGS, MYRON	010-032-012	66	1	66.00	\$ 16.79	\$1,108.14	R1
620	ABREY	CLOUD, MARIAH A	010-032-013	66	1	66.00	\$ 16.79	\$1,108.14	R1
612	ABREY	CORDS, EDWARD	010-032-014	99	1	99.00	\$ 16.79	\$1,662.21	R1
608	ABREY	MOWEN, TERRY L	010-032-015	66	1	66.00	\$ 16.79	\$1,108.14	R1
604	ABREY	CUMMINGS, MYRON W	010-032-016	66	1	66.00	\$ 16.79	\$1,108.14	R1
600	ABREY	K&E ELDRED RENTALS LLC	010-032-017	66	0.75	49.50	\$ 16.79	\$831.11	R1
				535		518.50		\$8,705.62	

TOTAL ASSESSABLE FRONT FOOTAGE

1025.15



## MEMORANDUM

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

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DATE: November 13, 2018

TO: Owosso City Council

FROM: Glenn Chinavare, Director of Public Services & Utilities

SUBJECT: Seventh Street Resurfacing – Special Assessment Resolution No 2

When deemed necessary, the city conducts a street improvement program. Public streets are selected for inclusion in the program either by citizen initiated petition or by selection of the city. **Seventh Street, from Oliver Street to King Street**, is proposed by the city for street resurfacing. Property owners are then specially assessed to cover the cost of the proposed improvement. Past practice has been to assess property owners along the street 40% of the proposed benefit and the remaining 60% to the community at large. Each property owner can pay an assessment in one lump sum or in installments over the multi-year period (the period being determined by the amount of the average assessment).

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

Step One/Resolution No. 1 identifies the special assessment district(s), directs the city manager to estimate project costs and the amounts to be specially assessed, and determines the life of the proposed improvements. Resolution No. 1 for the proposed improvement was approved by City Council at its **August 6, 2018** meeting.

Step Two/Resolution No. 2 sets the date for the hearing of necessity on the projects. It directs notices to be sent to each affected property owner detailing the proposed project, notifying them of the public hearing date, and the estimated amount of their assessment. City Council is asked to act upon Resolution No. 2 on **December 3, 2018** for the proposed improvement, setting the first public hearing for December 17, 2018.

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

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

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

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

Staff recommends authorization of Resolution No. 2 for the following district:

**Seventh Street, a Public Street, from Oliver Street to King Street**

**RESOLUTION NO.**  
**SEVENTH STREET**  
**FROM OLIVER STREET TO KING STREET**  
**SPECIAL ASSESSMENT RESOLUTION NO. 2**

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

SEVENTH STREET, A PUBLIC STREET, FROM OLIVER STREET TO KING STREET  
STREET RESURFACING

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

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The plans and estimate of cost and the report of the City Manager for said public improvement shall be filed in the office of the City Clerk and shall be available for public examination.
2. The City Council hereby determines that the Public Improvement hereinafter set forth may be necessary.
3. The City Council hereby approves the estimate of cost of said public improvement to be \$206,972.40 and determines that \$46,029.50 thereof shall be paid by special assessment imposed on the lots and parcels of land more particularly hereinafter set forth, which lots and parcels of land are hereby designated to be all of the lots and parcels of land to be benefited by said improvements and determines that \$16,0942.90 of the cost thereof shall be paid by the City at large because of benefit to the City at large.
4. The City Council hereby determines that the portion of the cost of said public improvement to be specially assessed shall be assessed in accordance with the benefits to be received.
5. The City Council shall meet at the Owosso City Hall Council Chambers on Monday, December 17, 2018 for the purpose of hearing all persons to be affected by the proposed public improvement.
6. The City Clerk is hereby directed to cause notice of the time and place of the hearing to be published once in The Argus Press, the official newspaper of the City of Owosso, not less than seven (7) days prior to the date of said hearing and shall further cause notice of said hearing to be sent by first class mail to each owner of property subject to assessment, as indicated by the records in the City Assessor's Office as shown on the general tax roll of the City, at least (10) full days before the time of said hearing, said notice to be mailed to the addresses shown on said general tax rolls of the City.
7. The notice of said hearing to be published and mailed shall be in substantially the following form:

NOTICE OF SPECIAL ASSESSMENT HEARING  
CITY OF OWOSSO, MICHIGAN

TO THE OWNERS OF THE FOLLOWING DESCRIBED PROPERTY:

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

Seventh Street, a Public Street, from Oliver Street to King Street  
Street Resurfacing

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

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

TAKE FURTHER NOTICE that the City Council will meet at the Owosso City Hall Council Chambers, Owosso, Michigan at 7:30 o'clock p.m. on Monday, December 17, 2018 for the purpose of hearing any person to be affected by the proposed public improvement.

## **Reso No. 2 Seventh Street – Oliver to King**

- This project is part of the original five-year plan.
- Our records indicate last work done was 1964.
- Records are inaccurate as to existing pavement section. Recent pavement/soil cores indicate 3" asphalt over sandy gravel base.
- Existing road is 33' wide. Proposed road is same width. Traffic volumes about 1400 per day.
- Work scope is remove existing pavement and replace with 4.5" asphalt over crush limestone base and geotextile separator, along with select curb and gutter repair and ADA sidewalk ramp. Preliminary plans are available. This treatment is selected as most economical means to deliver a quality road.
- Work schedule TBD but should be sometime between April-July, 2019.
- Life expectancy is 20 years.



SEVENTH STREET ENGINEER'S ESTIMATE

WORK ITEM	UNIT	SEVENTH QUANTITIES	UNIT PRICE	AMOUNT	ELIGIBLE AMOUNT	CITY COST 60 PERCENT	ASSESSMENT AT 40% RESIDENTIAL	ASSESSMENT AT 40% COMMERCIAL
MOBILIZATION, MAX_____	LSUM	1.00	\$	8,200.00	\$ 8,200.00	\$ 4,920.00	\$ 3,280.00	\$ 3,280.00
DR STRUCTURE, REM	EA	6.00	\$ 350.00	\$ 2,100.00				
SEWER, REM, LESS THAN 24 INCH	LFT	70.00	\$ 10.00	\$ 700.00				
CURB AND GUTTER, REM	LFT	728.00	\$ 7.00	\$ 5,096.00	\$ 5,096.00	\$ 3,057.60	\$ 2,038.40	\$ 2,038.40
PAVT, REM	SYD	65.00	\$ 8.00	\$ 520.00				
SIDEWALK, REM	SYD	23.00	\$ 8.00	\$ 184.00				
SUBGRADE UNDERCUTTING, TYPE II	CYD	50.00	\$ 25.00	\$ 1,250.00				
MACHINE GRADING, MOD	STA	14.00	\$ 700.00	\$ 9,800.00				
EROSION CONTROL, INLET PROTECTION, FABRIC DROP	EA	5.00	\$ 100.00	\$ 500.00	\$ 500.00	\$ 300.00	\$ 200.00	\$ 200.00
MAINTENANCE GRAVEL	TON	30.00	\$ 25.00	\$ 750.00	\$ 750.00	\$ 450.00	\$ 300.00	\$ 300.00
DR STRUCTURE COVER, TEMP LOWERING	EA	2.00	\$ 250.00	\$ 500.00	\$ 500.00	\$ 300.00	\$ 200.00	\$ 200.00
HMA SURFACE, REM	SYD	2678.00	\$ 3.00	\$ 8,034.00	\$ 8,034.00	\$ 4,820.40	\$ 3,213.60	\$ 3,213.60
AGGREGATE BASE, 6 INCH, MOD	SYD	2678.00	\$ 9.50	\$ 25,441.00				
GEOTEXTILE SEPARATOR	SYD	2678.00	\$ 1.50	\$ 4,017.00				
SEWER, SDR-26, 10 INCH, TRENCH DET B-MOD	LFT	73.00	\$ 40.00	\$ 2,920.00				
SEWER, SDR-26, 12 INCH, TRENCH DET B-MOD	LFT	70.00	\$ 45.00	\$ 3,150.00				
DR STRUCTURE COVER, ADJ, CASE 1	EA	2.00	\$ 475.00	\$ 950.00	\$ 950.00	\$ 570.00	\$ 380.00	\$ 380.00
DR STRUCTURE COVER, EJ 1060	EA	3.00	\$ 600.00	\$ 1,800.00	\$ 1,800.00	\$ 1,080.00	\$ 720.00	\$ 720.00
DR STRUCTURE COVER, EJ 1120 W/ GASKET SEAL	EA	2.00	\$ 650.00	\$ 1,300.00	\$ 1,300.00	\$ 780.00	\$ 520.00	\$ 520.00
DR STRUCTURE COVER, EJ 7000	EA	4.00	\$ 700.00	\$ 2,800.00	\$ 2,800.00	\$ 1,680.00	\$ 1,120.00	\$ 1,120.00
DR STRUCTURE, 36 INCH DIA. MOD	EA	4.00	\$ 1,400.00	\$ 5,600.00				
DR STRUCTURE, 48 INCH DIA. MOD	EA	3.00	\$ 1,800.00	\$ 5,400.00				
HMA, 2C@3.0"	TON	442.00	\$ 75.00	\$ 33,150.00	\$ 33,150.00	\$ 19,890.00	\$ 11,045.58	\$ 13,260.00
HMA, 5E3@ 1.5"	TON	221.00	\$ 85.00	\$ 18,785.00	\$ 18,785.00	\$ 11,271.00	\$ 7,514.00	\$ 7,514.00
DRIVEWAY, NONREINF CONC, 6 INCH	SYD	65.00	\$ 45.00	\$ 2,925.00				
CURB AND GUTTER, CONC, DET F4, MOD	LFT	728.00	\$ 20.00	\$ 14,560.00	\$ 14,560.00	\$ 8,736.00	\$ 5,824.00	\$ 5,824.00
DETECTABLE WARNING SURFACE	LFT	10.00	\$ 35.00	\$ 350.00				
SIDEWALK RAMP, CONC, 4 INCH	SFT	198.00	\$ 5.00	\$ 990.00				
MINOR TRAF DEVICES	LSUM	1.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 600.00	\$ 400.00	\$ 400.00
BARRICADE, TYPE III, HIGH INTENSITY, FURN & OPER	EA	2.00	\$ 100.00	\$ 200.00				
PEDESTRIAN TYPE II BARRICADE, TEMP	EA		\$ 150.00	\$ -				



SEVENTH STREET ENGINEER'S ESTIMATE

WORK ITEM	UNIT	SEVENTH QUANTITIES	UNIT PRICE	AMOUNT	ELLIGIBLE AMOUNT	CITY COST 60 PERCENT	ASSESSMENT AT 40% RESIDENTIAL	ASSESSMENT AT 40% COMMERCIAL
PLASTIC DRUM, HIGH INTENSITY, FURN & OPER	EA	25.00	\$ 100.00	\$ 2,500.00				
SIGN, TYPE B, TEMP, PRISMATIC, FURN & OPER	SFT	78.00	\$ 5.00	\$ 390.00				
TRAF REGULATOR CONTROL	LSUM	1.00	\$ 1,000.00	\$ 1,000.00				
TURF ESTABLISHMENT, PERFORMANCE	SYD	323.00	\$ 5.00	\$ 1,615.00				
VALVE BOX, ADJ	EA		\$ 200.00	\$ -				
MISCELLANEOUS WORK ITEMS	LSUM	1.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 2,400.00	\$ 1,600.00	\$ 1,600.00
SUB TOTALS				\$ 172,477.00	\$ 101,425.00	\$ 60,855.00	\$ 38,355.58	\$ 40,570.00
ENGINEERING AT 15% ASSESSABLE COST				\$ 25,871.55	\$ 15,213.75	\$ 9,128.25	\$ 5,753.34	\$ 6,085.50
ADMINISTRATIVE AT 5% ASSESSABLE COST				\$ 8,623.85	\$ 5,071.25	\$ 3,042.75	\$ 1,917.78	\$ 2,028.50
GRAND TOTALS				\$ 206,972.40	\$ 121,710.00	\$ 73,026.00	\$ 46,026.70	\$ 48,684.00

**SEVENTH STREET FROM OLIVER TO KING****SPECIAL ASSESSMENT ROLL**ENGINEER'S DETERMINATION OF ASSESSABLE AMOUNT:

TOTAL ASSESSABLE FRONT FEET	1247.75
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## CALCULATING ASSESSABLE FRONT FOOT RATE AND AMOUNTS:

## PROPERTY TYPE

## TOTAL ELIGIBLE FOR ASSESSMENT PER TYPE

CITY SHARE  $\geq 60\%$ PROPERTY SHARE @  $\leq 40\%$ 

## ASSESSABLE FRONT FOOT RATE: PROP SHARE/TOTAL FRONT FOOTAGE

## TOTAL FRONT FEET PER TYPE

## TOTAL AMOUNT OF ASSESSMENT PER TYPE:

RESIDENTIAL PROPERTY	COMMERCIAL PROPERTY	TOTAL
\$121,710.00	\$121,710.00	
\$75,683.30	\$73,026.00	
\$46,026.70	\$48,684.00	
\$36.89	\$39.02	
1247.75	0.00	
\$46,026.70	\$0.00	\$46,026.70

## SUMMARY: SPECIAL ASSESSMENT AMOUNTS PER SIDE OF STREET:

## WEST SIDE

## EAST SIDE

## TOTAL SPECIAL ASSESSMENT

\$23,420.54

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\$22,608.96

\$46,029.50

## SEVENTH ST FROM OLIVER TO KING

## ESTIMATED SPECIAL ASSESSMENT ROLL

## WEST SIDE

ADDRESS NO.	STREET	PROPERTY OWNER NAME	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT	PROPERTY TYPE
1202	W OLIVER	SMITH, BETTY J	670-006-005	142.5	0.75	106.88	\$36.89	\$3,942.62	R1
613	SEVENTH	VREIBEL, DAVID M & CAROL R	670-006-003	76.5	1	76.50	\$36.89	\$2,822.09	R1
617	SEVENTH	MATZNICK, DENNIS A & SUSAN	670-006-002	66	1	66.00	\$36.89	\$2,434.74	R1
625	SEVENTH	BRUFF, ROBERT H & JACQUELINE M TRUST	670-006-001	132	1	132.00	\$36.89	\$4,869.48	R1
635	SEVENTH	VACHHANI, DENISE L TRUST	670-006-004	253.5	1	253.50	\$36.89	\$9,351.62	R1
				670.5		634.88		\$23,420.54	

## EAST SIDE

ADDRESS NO.	STREET	PROPERTY OWNER NAME	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT	PROPERTY TYPE
1118	W OLIVER	JORDAN, DAVID	670-005-015	142.5	0.75	106.88	\$36.89	\$3,942.62	R1
616	SEVENTH	KITCHEN, MARY ANN	670-005-010	209	1	209.00	\$36.89	\$7,710.01	R1
626	SEVENTH	BRUFF, BRIAN C	670-005-007	66	1	66.00	\$36.89	\$2,434.74	R1
630	SEVENTH	CLAYTON, DANIEL R & VICKIE A TRUST	670-005-006	66	1	66.00	\$36.89	\$2,434.74	R1
634	SEVENTH	MATYOW, CHARLES & MARIAN	670-005-003	66	1	66.00	\$36.89	\$2,434.74	R1
1111	W KING	CAMPBELL, MARY ALICE TRUST	670-005-002	132	0.75	99.00	\$36.89	\$3,652.11	R1
				681.5		612.88		\$22,608.96	

TOTAL ASSESSABLE FRONT FOOTAGE

1247.75



## MEMORANDUM

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

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**DATE:** November 27, 2018

**TO:** City Council

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

**SUBJECT:** Clean Water Act State Revolving Fund (SRF) - Intent to Apply

### RECOMMENDATION:

Authorization to submit to the Michigan Department of Environmental Quality (MDEQ), the Intent to Apply (ITA) form for SRF project loan financing.

### BACKGROUND:

The SRF resulted from the 1987 amendments to the Clean Water Act of 1972, whereby Congress authorized a low-interest loan program. Of the funds appropriated each year by Congress for the SRF program, the participating states must provide a 20% match (\$1 dollar for each \$5.00 received).

The State of Michigan accepts SRF project applications each year for wastewater infrastructure projects for treatment facilities and/or collection system improvements. The MDEQ Intent to Apply Form must be submitted on or before December 31st of each year. Within fourteen days of submitting such ITA form, MDEQ will schedule a pre-project application meeting to discuss qualifying projects and project application guidelines. Final project plans as determined, must be submitted by July 1st of each year. In the event Owosso qualifies as a disadvantaged community, some loan funds applied for can result in outright grants.

Staff will be reviewing with MDEQ qualifying capital projects during the pre-application process. Staff will also be updated on available low-interest rates and duration of loan financing options. Proposed SRF projects for plan development will be brought before city council for approval.

### FISCAL IMPACTS:

None. The Intent to Apply is preliminary project planning.

### Document originated by:

Glenn M. Chinavare, Director of Public Services & Utilities

Attachments: (1) Resolution  
(2) ITA Form

**RESOLUTION NO.**

**AUTHORIZATION TO SUBMIT TO THE MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY (MDEQ) THE INTENT TO APPLY FORM FOR STATE REVOLVING FUND (SRF) FINANCING OF WASTEWATER INFRASTRUCTURE PROJECTS**

WHEREAS, the city of Owosso, Shiawassee County, Michigan, desires to consider SRF financing of upcoming wastewater infrastructure capital projects; and

WHEREAS, the Director of Public Services & Utilities desires to prepare and submit the necessary Intent to Apply form to initiate MDEQ review of eligible projects for SRF loan financing.

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 submit to the MDEQ the necessary ITA form required to initiate SRF project eligibility and planning for wastewater capital infrastructure needs.
- SECOND: The Director of Public Services & Utilities is authorized to prepare and submit the required ITA form, and to meet with the MDEQ to review eligible capital projects for SRF loan financing.
- THIRD: Proposed SRF projects for plan development will be brought before city council for consideration and/or approval.



MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY  
DRINKING WATER AND MUNICIPAL ASSISTANCE DIVISION  
CLEAN WATER STATE REVOLVING FUND/STRATEGIC WATER QUALITY INITIATIVES FUND

## INTENT TO APPLY FORM

This Intent to Apply (ITA) form is REQUIRED of applicants who intend to apply for funding through the Clean Water State Revolving Fund (SRF) or Strategic Water Quality Initiatives Fund (SWQIF).

**Deadlines:** This form may be submitted at any time. This form must be submitted on or before December 31, for consideration for funding the following fiscal year (final project plan due July 1). The ITA expires in one year and must be resubmitted each year by December 31 if the project(s) did not get ranked on the previous Project Priority List (PPL), or did not proceed with funding. If changes (scope, cost, etc.) are made to project(s) submitted with the initial ITA (including projects listed as future on the PPL), an updated form is required by the following December 31 to remain on the PPL.

**Pre-Application Meeting:** The Applicant Contact will be contacted by the assigned Revolving Loan Section (RLS) project manager within 14 days of receipt of this ITA to discuss scheduling a pre-application meeting. This meeting is mandatory in most cases and may be held in person (preferred) or via conference call. Required attendees will include the RLS project manager, MDEQ district engineer, and applicant representative(s). Optional attendees may include the consulting engineer, public works staff and/or certified operator, RLS technical support staff, MDEQ enforcement staff (if applicable) and/or district compliance staff, other funding agencies, or other interested parties.

**Questions:** Please visit our website at [www.michigan.gov/cleanwaterrevolvingfund](http://www.michigan.gov/cleanwaterrevolvingfund) or call 517-284-5433.

**DEQ Use Only:** RLS Project Manager \_\_\_\_\_

District Engineer \_\_\_\_\_ Project Number \_\_\_\_\_

### CONTACT INFORMATION

Applicant Legal Name: [Click here to enter text.](#)

Mailing Address (street, city, state, zip+4): [Click here to enter text.](#)

Applicant Contact Name: [Click here to enter text.](#) Title: [Click here to enter text.](#)

Mailing Address (street, city, state, zip+4): [Click here to enter text.](#)

Phone No.: [Click here to enter text.](#)

Email: [Click here to enter text.](#)

Consulting Engineer Name\* (if applicable): [Click here to enter text.](#) Firm: [Click here to enter text.](#)

Mailing Address (street, city, state, zip+4): [Click here to enter text.](#)

Phone: [Click here to enter text.](#)

Email: [Click here to enter text.](#)

\*Qualifications-Based Selection (QBS) Process Disclaimer – The SRF requires a community to use a QBS process for selecting an architectural/engineering consultant for those costs to be included in an SRF loan. This applies to all planning, design, and construction activities, including costs related to a pre-application meeting and preparation of project planning documents. Please refer to the QBS guidance documents for further information.

### PROJECT INFORMATION

Project Need (check all that apply): ☐Public Health Issue ☐Water Quality Issue ☐Discharge Permit Violations ☐Capacity ☐Structural Integrity ☐CSO Separation ☐Infiltration/Inflow Removal ☐Enforcement Action ☐Total Maximum Daily Load ☐Other: [Click here to enter text.](#)

Project Description (Please attach planning area map): [Click here to enter text.](#)

Project Location (street address or nearest cross streets): <a href="#">Click here to enter text.</a>	
City/Village/Township: <a href="#">Click here to enter text.</a>	
County: <a href="#">Click here to enter text.</a>	
Borrower Population: <a href="#">Click here to enter text.</a>	
Population Served by Project: <a href="#">Click here to enter text.</a>	
Treatment Facility Name (if applicable): <a href="#">Click here to enter text.</a>	
NPDES or Groundwater Discharge Permit No. (if applicable): <a href="#">Click here to enter text.</a>	
Name of Watershed Management Plan (if applicable): <a href="#">Click here to enter text.</a>	
Estimated Total Project Cost: <a href="#">Click here to enter text.</a>	Estimated SRF Loan Amount: <a href="#">Click here to enter text.</a>
Other Funding Sources (check all that apply): <input type="checkbox"/> None <input type="checkbox"/> Cash <input type="checkbox"/> Bond <input type="checkbox"/> MDOT <input type="checkbox"/> MEDC <input type="checkbox"/> USDA Rural Development <input type="checkbox"/> Other: <a href="#">Click here to enter text.</a>	
Proposed Construction Start Date (mm/yyyy): <a href="#">Click here to enter text.</a>	Proposed Construction End Date (mm/yyyy): <a href="#">Click here to enter text.</a>
In which fiscal year do you intend to apply? <a href="#">Click here to enter text.</a>	
Is this a multi-segmented project (multiple loans or projects)? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, describe: <a href="#">Click here to enter text.</a>	
Existing Planning Documents (check all that apply; do not need to submit at this time): <input type="checkbox"/> None <input type="checkbox"/> Capital Improvements Plan <input type="checkbox"/> Asset Management Plan <input type="checkbox"/> Preliminary Engineering Report <input type="checkbox"/> Environmental Report <input type="checkbox"/> Project Plan <input type="checkbox"/> Infiltration & Inflow Study <input type="checkbox"/> Sanitary Sewer Evaluation Study <input type="checkbox"/> NASSCO Report <input type="checkbox"/> Watershed Management Plan <input type="checkbox"/> Master Plan <input type="checkbox"/> Other: <a href="#">Click here to enter text.</a>	
Will this project be combined with other projects? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, describe: <a href="#">Click here to enter text.</a>	
<b>ADDITIONAL INFORMATION</b>	
Disadvantaged Community?** <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown **For a preliminary determination from the MDEQ, complete and attach Form EQP 3530.	
Does the proposed project include any green infrastructure, water or energy efficiency improvements, or other environmentally innovative activities that may qualify for Green Project Reserve (GPR) funding? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown If yes, please describe: <a href="#">Click here to enter text.</a>	
Additional Information: <a href="#">Click here to enter text.</a>	
Form Completed By: <a href="#">Click here to enter text.</a>	
Title: <a href="#">Click here to enter text.</a>	Date: <a href="#">Click here to enter a date.</a>

Please submit the form and any applicable attachments by email to DEQ-DWMAD-Revolving LoanSection@michigan.gov or by mail to:

MICHIGAN DEPARTMENT OF ENVIRONMENTAL QUALITY  
DRINKING WATER AND MUNICIPAL ASSISTANCE DIVISION  
REVOLVING LOAN SECTION  
**Mailing Address:**  
PO BOX 30817  
LANSING MI 48909-8311  
**Delivery Address:**  
CONSTITUTION HALL 4<sup>TH</sup> FLOOR SOUTH  
525 W ALLEGAN STREET  
LANSING MI 48933



Warrant 564  
November 27, 2018

Vendor	Description	Fund	Amount
Michigan Municipal League Workers' Compensation Fund Inc	Worker's Compensation Insurance- 3 of 4 for FY 18/19	Various	\$20,230.00
Total			\$20,230.00





## MEMORANDUM

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

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Date: December 3, 2018

To: City Council

From: Nathan Henne, City Manager

Re: Comprehensive Annual Financial Report

The City has received the completed and unqualified Independent Auditors' Report from Gabridge and Company, PLC for the fiscal year ended June 30, 2018.

The Independent Auditor's Report is a snapshot of what happened during the fiscal year ended June 30, 2018 and the balance sheets of that date. Nothing appears in the audit which we were not previously aware of, and no improprieties were uncovered.

One significant point to mention is that the General Fund ended the year with an increase to fund balance of \$371,208.

The audit serves as a part of the checking system by which the state makes sure that a city, which legally is a creature of the state, complies with all state financial regulations. The audit also serves as a council oversight tool of the administrative handling of the city's finances.

**RESOLUTION NO.**

**RESOLUTION ACCEPTING AND PLACING ON FILE  
THE CITY OF OWOSSO, MICHIGAN FINANCIAL REPORT  
WITH ADDITIONAL INFORMATION  
FOR THE FISCAL YEAR ENDED JUNE 30, 2018**

WHEREAS, the city of Owosso is required by the laws of the state of Michigan to annually have an independent audit performed in accordance with generally accepted auditing standards; and

WHEREAS, the city of Owosso employed Gabridge and Company PLC, certified public accountants, to audit the financial records of the city of Owosso and such audit has been completed and is presented this date to the city council.

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

- FIRST:     The *City of Owosso, Michigan Financial Report with Additional Information for the Fiscal Year Ended June 30, 2018*, attached hereto and made a part hereof as Exhibit A, is hereby accepted and placed on file.
- SECOND:    A copy of the *City of Owosso, Michigan Financial Report with Additional Information for the Fiscal Year Ended June 30, 2018* will be maintained on file in the office of the city clerk for public examination, a copy will be placed in the Shiawassee District Library Owosso Branch for public examination, and copies will be sent to those required by law and agreement.



**CITY OF OWOSSO**

**SHIAWASSEE COUNTY, MICHIGAN**

**FINANCIAL STATEMENTS**

**YEAR ENDED JUNE 30, 2018**

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## INDEPENDENT AUDITOR'S REPORT

To the City Council  
City of Owosso  
Owosso, Michigan

### **Report on the Financial Statements**

We have audited the accompanying financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the City of Owosso, Michigan (the "City") as of and for the year ended June 30, 2018, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

### ***Management's Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### ***Auditor's Responsibility***

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement. The Downtown Development Authority was not audited under Government Auditing Standards.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

### ***Opinions***

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the City of Owosso, as of June 30, 2018, and the respective changes in financial position, and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

### ***Other Matters***

#### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, schedules for pension plans, and budgetary comparison schedules, as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

#### ***Other Information***

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's basic financial statements. The combining and individual nonmajor fund financial statements are presented for purposes of additional analysis and are not a required part of the basic financial statements. The combining and individual fund financial statements and schedules are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual fund financial statements and

schedules are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

**Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated November 30, 2018, on our consideration of the City's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control over financial reporting and compliance.

A handwritten signature in dark ink that reads "Gabridge & Company". The script is cursive and fluid, with the ampersand being particularly stylized.

Gabridge & Company, PLC  
Grand Rapids, Michigan  
November 30, 2018

## **Management's Discussion and Analysis**



## Management's Discussion and Analysis

The City of Owosso, Michigan's (the "City") annual report has been prepared in compliance with Governmental Accounting Standard Board's (GASB) Statement No. 34 and consists of the management's discussion and analysis, basic financial statements, required supplementary information, and combining and individual fund financial statements. The information presented here should be read in conjunction with the financial statements and the notes to the financial statements that follow.

### Financial Highlights

- The assets and deferred outflows of resources of the City exceeded its liabilities and deferred inflows of resources at the close of the most recent fiscal year by \$60,615,543 (net position).
- The total net position for the City is \$60,615,543. Of this amount, \$9,760,752 is unrestricted and available for any City activity. The net position increased \$2,605,188 from the prior fiscal year.
- Combined program and general revenues for the primary government activities amounted to \$17,569,916. Expenses of \$14,964,728 were less than combined program and general revenues by \$2,605,188.
- The combined fund balance at year end for the City's governmental funds was \$11,609,948. This was a decrease of (\$1,369,929) from the prior fiscal year.
- General fund revenues exceeded expenditures and other financing uses by \$371,208, causing the general fund's fund balance to increase accordingly.

### Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the City's basic financial statements. The City's basic financial statements comprise three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

**Government-wide Financial Statements.** The government-wide financial statements are designed to provide readers with a broad overview of the City's finances, in a manner similar to a private-sector business.

The *statement of net position* presents financial information on all of the City's assets, deferred outflows, liabilities, and deferred inflows, with the residual reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the City is improving or deteriorating.

The *statement of activities* presents information showing how the City's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave).

Both of the government-wide financial statements distinguish functions of the City that are principally supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The governmental activities of the City include general government, public safety, public works, community and economic development and recreation and culture. The business-type activities of the City include water, sewer, wastewater and transportation.

The remaining statements are fund financial statements that focus on individual segments of the City. They are narrower in scope and provide more detail than the government-wide statements.

- Governmental funds such as the general fund and major streets fund focus on the financing of these areas in the short-term and what remains for future spending.
- The water supply system, sewage disposal system and wastewater treatment system funds represent some of the proprietary fund statements and show how these activities operate like businesses.
- Fiduciary fund statements provide information about financial relationships, such as the retirement plan for City employees, where the City administers the funds for the benefit of others who have ownership to the assets.

Notes to the financial statements are also included to further explain some of the financial statements and provide more detailed data.

The required supplementary information includes such items as the City's progress in funding its pension obligations as well as the City contributions. In addition, the City has also provided other discretionary supplementary information about the City that should further enhance the understanding of its operations.

## Government-wide Financial Analysis

As mentioned earlier, net position provides useful benchmarks in determining overall financial position. The City of Owosso's combined net position is \$60,615,543. This compares to last year's reported total of \$58,010,355 which was an increase of \$2,605,188.

City of Owosso's Net Position						
	Governmental Activities		Business-type Activities		Total Primary Government	
	2018	2017	2018	2017	2018	2017
<b>ASSETS</b>						
<i>Current Assets</i>						
Cash and Investments	\$ 13,010,657	\$ 13,473,523	\$ 3,231,275	\$ 4,997,240	\$ 16,241,932	\$ 18,470,763
Accounts Receivable, net	1,729,931	1,673,626	1,395,759	1,291,604	3,125,690	2,965,230
Advance to Component Units	1,155,365	1,224,498	695,958	612,636	1,851,323	1,837,134
Other Assets	625,995	574,708	179,136	160,789	805,131	735,497
<b>Total Current Assets</b>	<b>16,521,948</b>	<b>16,946,355</b>	<b>5,502,128</b>	<b>7,062,269</b>	<b>22,024,076</b>	<b>24,008,624</b>
<i>Noncurrent Assets</i>						
Restricted Cash	-	-	2,460,527	3,960,486	2,460,527	3,960,486
Capital Assets, Net	37,613,097	35,286,822	17,292,067	13,936,146	54,905,164	49,222,968
<b>Total Assets</b>	<b>54,135,045</b>	<b>52,233,177</b>	<b>25,254,722</b>	<b>24,958,901</b>	<b>79,389,767</b>	<b>77,192,078</b>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>						
Pension	1,362,671	2,753,051	400,858	1,116,981	1,763,529	3,870,032
<b>LIABILITIES</b>						
<i>Current Liabilities</i>						
Accounts Payable	1,674,619	899,763	1,024,018	1,029,393	2,698,637	1,929,156
Accrued Wages and Liabilities	223,455	236,962	221,855	223,297	445,310	460,259
Current Portion of Long-term Debt	505,798	484,085	557,932	517,598	1,063,730	1,001,683
<b>Total Current Liabilities</b>	<b>2,403,872</b>	<b>1,620,810</b>	<b>1,803,805</b>	<b>1,770,288</b>	<b>4,207,677</b>	<b>3,391,098</b>
<i>Noncurrent Liabilities</i>						
Long-term Debt	6,903,090	7,324,244	3,878,696	4,403,709	10,781,786	11,727,953
Net Pension Liability	3,210,875	5,543,476	500,598	1,697,862	3,711,473	7,241,338
<b>Total Liabilities</b>	<b>12,517,837</b>	<b>14,488,530</b>	<b>6,183,099</b>	<b>7,871,859</b>	<b>18,700,936</b>	<b>22,360,389</b>
<b>DEFERRED INFLOWS</b>						
Pension	1,391,788	469,814	445,029	221,552	1,836,817	691,366
<b>Total Deferred Inflows</b>	<b>1,391,788</b>	<b>469,814</b>	<b>445,029</b>	<b>221,552</b>	<b>1,836,817</b>	<b>691,366</b>
<b>NET POSITION</b>						
Net Investment in Capital Assets	30,541,662	32,639,819	12,956,188	9,105,280	43,497,850	41,745,099
Restricted	5,070,542	7,076,140	2,286,399	3,960,486	7,356,941	11,036,626
Unrestricted	5,975,887	311,925	3,784,865	4,916,705	9,760,752	5,228,630
<b>Total Net Position</b>	<b>\$ 41,588,091</b>	<b>\$ 40,027,884</b>	<b>\$ 19,027,452</b>	<b>\$ 17,982,471</b>	<b>\$ 60,615,543</b>	<b>\$ 58,010,355</b>

Further review of the net position indicates that they are divided into three parts. The largest part, 72%, is the net investment in capital assets (land, buildings, machinery and equipment) which cannot be readily liquidated or available for future spending. The second part is restricted net position, which are subject to external restrictions on how they may be used. Finally, the last part is unrestricted net position which can be used for ongoing obligations or new activities.

## Governmental Activities

Governmental activities are described in detail below. The City of Owosso's current fiscal year experienced an increase in net position of \$1,560,207. This increase in net position is mainly the result of expanded road projects which in the governmental activities reduce capital expenditures and increase assets.

The City received gas and weight tax contributions of \$1,493,267 and operating grant funds for roads of \$233,909, which account for the majority of the \$2,238,129 in operating grants and contributions for the governmental activities. Capital grants and contributions for the governmental activities and business-type activities, in the amount of \$633,251, primarily consists of grants received for road construction of \$470,963 and a transfer in from component unit of \$162,288 for water system related construction.

During the current year, governmental activities revenues decreased by (\$158,326) and expenses decreased by (\$199,249). Revenues decreased primarily due to grants and the contribution of Hathaway drive from the brownfield fund to local streets fund received in the prior year, but not in the current year. This was partially offset by increases in tax revenues and operating grants received in the current year.

### City of Owosso's Changes in Net Position

	Governmental Activities		Business-type Activities		Total Primary Government	
	2018	2017	2018	2017	2018	2017
<b>Revenue</b>						
<b>Program Revenues</b>						
Charges for Services	\$ 1,775,927	\$ 1,774,429	\$ 6,579,875	\$ 6,039,878	\$ 8,355,802	\$ 7,814,307
Operating Grants and Contributions	2,238,129	2,053,211	362,147	726,905	2,600,276	2,780,116
Capital Grants and Contributions	470,963	1,463,939	162,288	589,687	633,251	2,053,626
<b>Total Program Revenues</b>	<b>4,485,019</b>	<b>5,291,579</b>	<b>7,104,310</b>	<b>7,356,470</b>	<b>11,589,329</b>	<b>12,648,049</b>
<b>General Revenues</b>						
Property Taxes	3,836,858	3,463,620	78,062	72,401	3,914,920	3,536,021
Intergovernmental	1,749,160	1,622,955	-	-	1,749,160	1,622,955
Miscellaneous	254,350	114,052	-	-	254,350	114,052
Interest Income	34,493	26,000	27,664	2,482	62,157	28,482
<b>Total General Revenues and Transfers</b>	<b>5,874,861</b>	<b>5,226,627</b>	<b>105,726</b>	<b>74,883</b>	<b>5,980,587</b>	<b>5,301,510</b>
<b>Total Revenues</b>	<b>10,359,880</b>	<b>10,518,206</b>	<b>7,210,036</b>	<b>7,431,353</b>	<b>17,569,916</b>	<b>17,949,559</b>
<b>Expenses</b>						
General Government	1,305,226	920,802	-	-	1,305,226	920,802
Public Safety	4,261,514	4,102,425	-	-	4,261,514	4,102,425
Public Works	2,486,437	3,013,640	-	-	2,486,437	3,013,640
Community and Economic Development	183,440	497,662	-	-	183,440	497,662
Recreation and Culture	352,473	354,614	-	-	352,473	354,614
Interest on Long-term Debt	210,583	109,779	-	-	210,583	109,779
Water	-	-	2,510,791	2,502,455	2,510,791	2,502,455
Sewer	-	-	1,820,158	2,191,282	1,820,158	2,191,282
Wastewater	-	-	1,800,700	1,967,496	1,800,700	1,967,496
Transportation	-	-	33,406	64,190	33,406	64,190
<b>Total Expenses</b>	<b>8,799,673</b>	<b>8,998,922</b>	<b>6,165,055</b>	<b>6,725,423</b>	<b>14,964,728</b>	<b>15,724,345</b>
<b>Change in Net Position</b>	<b>1,560,207</b>	<b>1,519,284</b>	<b>1,044,981</b>	<b>705,930</b>	<b>2,605,188</b>	<b>2,225,214</b>
<i>Net Position at the Beginning of Period</i>	<i>40,027,884</i>	<i>38,508,600</i>	<i>17,982,471</i>	<i>17,276,541</i>	<i>58,010,355</i>	<i>55,785,141</i>
<b>Net Position at the End of Period</b>	<b>\$ 41,588,091</b>	<b>\$ 40,027,884</b>	<b>\$ 19,027,452</b>	<b>\$ 17,982,471</b>	<b>\$ 60,615,543</b>	<b>\$ 58,010,355</b>

## **Financial Analysis of the City's Funds**

***Governmental funds.*** The focus of the City's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the City's financing requirements. In particular, unassigned fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

As of the end of the current fiscal year, the City's governmental funds reported combined ending fund balances of \$11,609,948 or 99% of annual operating expenditures. More detail on available, spendable balances can be found in the notes to these financial statements.

The general fund is the chief operating fund of the City. At the end of the current fiscal year, total fund balance was \$6,386,516, an increase of \$371,208. This compares to an increase of fund balance of \$811,705 in the prior year, which is larger because it received a transfer in of \$858,628 in 2017, but no transfers in during 2018. The continued positive results are due to several factors. Total revenues and expenses were consistent with the prior year, with revenues exceeding expenses by \$618,455. This increase is aided by the fact the general fund receives reimbursement from other City funds for administrative costs and services, totaling \$720,710 in the current year.

The major streets fund balance increased from \$569,372 to \$1,464,055. The increase is mostly attributable to funds transferred from the streets capital project fund and collection of special assessment revenue. The fund balance will be drawn down in the subsequent year for street maintenance and improvement efforts.

The streets capital projects fund balance decreased from \$4,824,244 to \$2,017,659 which is primarily due to the transfer out of \$2,815,000 to the major street fund for street projects.

The nonmajor funds include special revenue, debt service and capital project funds and have total fund balances of \$1,741,718, an increase of \$170,765 over the prior year.

***Proprietary funds.*** The City's proprietary funds provide the same type of information found in the government-wide financial statements, but in more detail.

The proprietary funds of the City are comprised of the water supply system, sewage disposal system, wastewater treatment system and transportation funds. The water supply system fund's net position increased by \$744,341 to \$10,488,018. The sewage disposal system fund's net position increased \$190,552 to \$4,152,495. The wastewater treatment system fund's net position increased \$65,415 to \$4,334,029.

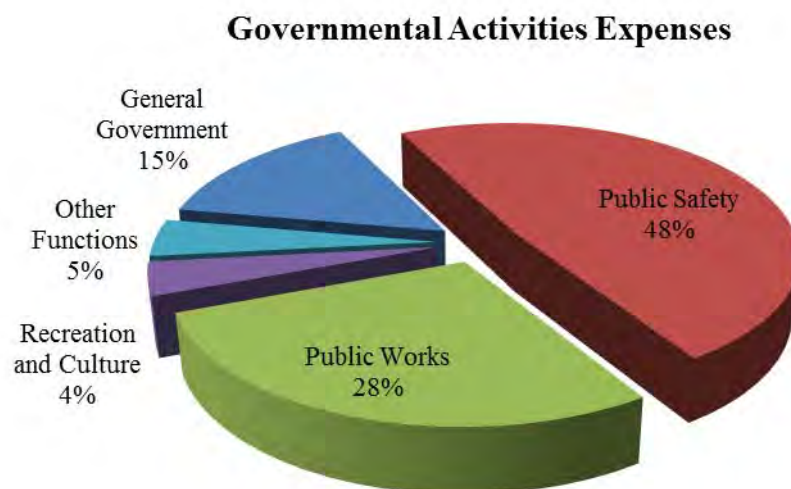
Revenues exceeded expenses in all funds, and the water supply system reported operating income of \$690,689. The fund continues to benefit from a bond refinancing that lowered interest expense. The City operates under a consent order under its NPDES permit. The wastewater treatment system fund's net position decreased because restricted cash used for capital purchases affected increase in rates.

## Governmental Activities

The following chart summarizes the revenue sources for the governmental activities of the City for the most recent fiscal year end.



The following chart summarizes the expenses for the governmental activities of the City for the most recent fiscal year end.



## General Fund Budgetary Highlights

*Original budget compared to final budget.* During the year the budget amendments were relatively minor, with the largest changes being increases to budgeted general government expenses and miscellaneous and intergovernmental revenues.

*Final budget compared to actual results.* During the current fiscal year the City had the following expenditures in excess of the appropriated amounts in the general fund

	<u>Final Budget</u>	<u>Actual</u>	<u>Variance Final to Actual</u>
<b>General Fund</b>			
Finance	\$ 159,615	\$ 161,479	\$ (1,864)
Clerk	140,001	151,066	(11,065)
Human Resources	133,585	136,559	(2,974)
Buildings and Ground Maintenance	105,468	129,138	(23,670)
General Administration	182,300	239,306	(57,006)

## Capital Asset and Debt Administration

The City's investment in capital assets for its governmental and business-type activities as of June 30, 2018, amounts to \$54,905,164 (net of accumulated depreciation). This investment in capital assets includes land, buildings, machinery, equipment, vehicles, and water and sewer infrastructure. The following summarizes the City's capital assets:

	<u>Governmental Activities</u>	<u>Business-type Activities</u>	<u>Total Primary Government</u>
Land	\$ 4,559,913	\$ 467,304	\$ 5,027,217
Construction in Progress	3,717,324	3,064,898	6,782,222
Roads and Sidewalks	49,638,955	-	49,638,955
Land Improvements	3,764,353	-	3,764,353
Buildings	2,860,343	13,245,205	16,105,548
Vehicles	4,259,369	1,209,550	5,468,919
Office Furnishings	1,353,373	-	1,353,373
Machinery and Equipment	2,366,461	11,067,856	13,434,317
Improvements, other than Buildings	-	12,488,960	12,488,960
<b>Total Capital Assets</b>	<u>72,520,091</u>	<u>41,543,773</u>	<u>114,063,864</u>
Less: Accumulated Depreciation	<u>34,906,994</u>	<u>24,251,706</u>	<u>59,158,700</u>
<b>Capital Assets, Net</b>	<u>\$ 37,613,097</u>	<u>\$ 17,292,067</u>	<u>\$ 54,905,164</u>



## **Long-term Debt**

At the end of the current fiscal year, the City had \$7,408,888 in bonds and other obligations outstanding and compensated absences for governmental activities and \$4,436,628 in bonds outstanding and compensated absences for business-type activities. Governmental activities long-term debt and obligations decreased \$399,441 while business-type activities long-term debt decreased \$484,679.

Additional information regarding the City's long-term debt can be found in the notes to financial statements.

## **Economic Factors and Next Year's Budget and Rates**

The 2018-2019 budget for the general fund projects stable revenues for the year, \$7,755,766 in total with matching total expenditures and transfers out. For comparison, the City's 2018 general fund actual results were as follows: Total revenues of \$7,063,849, total expenditures of \$6,445,394, and transfers out of \$247,247.

The 2018-2019 budget leaves the City with an decrease in general fund balance of approximately \$156,000. The City of Owosso will continue to monitor closely its capital needs, debt service requirements, and upcoming projects as they relate to the budget and projected revenue streams.

## **Requests for Information**

This financial report is designed to provide the citizens, taxpayers, customers, investors, and creditors a general overview of the City's finances and provide further accountability of the financial transactions that take place. If you have questions about this report or need additional financial information, please contact the City of Owosso Finance Director Office, 301 W. Main Street, Owosso, Michigan, 48867.



## **Basic Financial Statements**

**City of Owosso  
Statement of Net Position  
June 30, 2018**

	Primary Government			
	Governmental	Business-type	Total	Component Units
	Activities	Activities		
<b>ASSETS</b>				
<i>Current Assets</i>				
Cash and Investments	\$ 13,010,657	\$ 3,231,275	\$ 16,241,932	\$ 115,735
Accounts Receivable	764,781	1,395,759	2,160,540	48,605
Special Assessments Receivable	348,837	--	348,837	--
Due from Other Governments	616,313	--	616,313	66,145
Advance to Component Units	1,155,365	695,958	1,851,323	--
Inventories	50,634	86,323	136,957	65,700
Prepays	188,438	92,813	281,251	--
Land Held for Sale	236,000	--	236,000	--
Other Assets	150,923	--	150,923	--
<b>Total Current Assets</b>	<b>16,521,948</b>	<b>5,502,128</b>	<b>22,024,076</b>	<b>296,185</b>
<i>Noncurrent Assets</i>				
Restricted Cash and Investments	--	2,460,527	2,460,527	--
Capital Assets not Being Depreciated	8,277,237	3,532,202	11,809,439	--
Capital Assets Being Depreciated, Net	29,335,860	13,759,865	43,095,725	--
<b>Total Assets</b>	<b>54,135,045</b>	<b>25,254,722</b>	<b>79,389,767</b>	<b>296,185</b>
<b>DEFERRED OUTFLOWS OF RESOURCES</b>				
Deferred Pension Amounts	1,362,671	400,858	1,763,529	--
<b>Total Deferred Outflows of Resources</b>	<b>1,362,671</b>	<b>400,858</b>	<b>1,763,529</b>	<b>--</b>
<b>LIABILITIES</b>				
<i>Current Liabilities</i>				
Accounts Payable	1,674,619	1,024,018	2,698,637	15,645
Accrued Liabilities	19,131	168,642	187,773	--
Due to Other Governments	--	--	--	65,700
Accrued Wages	204,324	53,213	257,537	--
Current Portion of Long-term Debt	505,798	557,932	1,063,730	115,928
<b>Total Current Liabilities</b>	<b>2,403,872</b>	<b>1,803,805</b>	<b>4,207,677</b>	<b>197,273</b>
<i>Noncurrent Liabilities</i>				
Long-term Debt	6,903,090	3,878,696	10,781,786	1,883,615
Net Pension Liabilities	3,210,875	500,598	3,711,473	--
<b>Total Liabilities</b>	<b>12,517,837</b>	<b>6,183,099</b>	<b>18,700,936</b>	<b>2,080,888</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>				
Deferred Pension Amounts	1,391,788	445,029	1,836,817	--
<b>Total Deferred Inflows of Resources</b>	<b>1,391,788</b>	<b>445,029</b>	<b>1,836,817</b>	<b>--</b>
<b>NET POSITION</b>				
Net Investment in Capital Assets	30,541,662	12,956,188	43,497,850	--
<i>Restricted for:</i>				
Debt Service	386	750,041	750,427	--
Revolving Loan	1,227,512	--	1,227,512	--
Streets	3,581,208	--	3,581,208	--
Historical	69,290	--	69,290	--
Improvement and Replacement	--	1,536,358	1,536,358	--
Skate Park Donations	106,420	--	106,420	--
Building Code Enforcement	48,745	--	48,745	--
Downtown Facade	29,964	--	29,964	--
Recreation	5,702	--	5,702	--
Public Safety	1,315	--	1,315	--
<i>Unrestricted</i>	5,975,887	3,784,865	9,760,752	(1,784,703)
<b>Total Net Position</b>	<b>\$ 41,588,091</b>	<b>\$ 19,027,452</b>	<b>\$ 60,615,543</b>	<b>\$ ( 1,784,703 )</b>

The Notes to the Financial Statements are an integral part of these Financial Statements

**City of Owosso**  
**Statement of Activities**  
**For the Year Ended June 30, 2018**

Functions/Programs	Program Revenues			Net (Expense) Revenue		
	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Primary Government		Component Units
				Governmental Activities	Business-type Activities	
<b>Primary Government</b>	<b>Expenses</b>					
<b>Governmental Activities:</b>						
General Government	\$ 1,305,226	\$ 80,118	\$ --	\$ (1,028,841)	\$ --	\$ (1,028,841)
Public Safety	4,261,514	325	--	(2,899,574)	--	(2,899,574)
Public Works	2,486,437	2,090,669	470,963	266,692	--	266,692
Community and Economic Development	183,440	46,123	--	(133,155)	--	(133,155)
Recreation and Culture	352,473	20,894	--	(309,193)	--	(309,193)
Interest on Debt	210,583	--	--	(210,583)	--	(210,583)
<b>Total Governmental Activities</b>	<b>8,799,673</b>	<b>2,238,129</b>	<b>470,963</b>	<b>(4,314,654)</b>	<b>--</b>	<b>(4,314,654)</b>
<b>Business-type Activities:</b>						
Sewage Disposal System	1,820,158	203,728	--	--	179,880	179,880
Water Supply System	2,510,791	28,683	162,288	--	737,136	737,136
Wastewater Treatment System	1,800,700	129,736	--	--	55,645	55,645
Transportation Fund	33,406	--	--	--	(33,406)	(33,406)
<b>Total Business-type Activities</b>	<b>6,165,055</b>	<b>362,147</b>	<b>162,288</b>	<b>--</b>	<b>939,255</b>	<b>939,255</b>
<b>Total Primary Government</b>	<b>\$ 14,964,728</b>	<b>\$ 2,600,276</b>	<b>\$ 633,251</b>	<b>\$ (4,314,654)</b>	<b>\$ 939,255</b>	<b>\$ (3,375,399)</b>
<b>Component Units</b>						
Brownfield	\$ 509,308	\$ 17,530	\$ --	--	--	(491,778)
Downtown Development Authority	272,060	34,735	--	--	--	(237,325)
<b>Total Component Units</b>	<b>\$ 781,368</b>	<b>\$ 52,265</b>	<b>\$ --</b>	<b>--</b>	<b>--</b>	<b>(729,103)</b>
<b>General Purpose Revenues and Transfers:</b>						
<b>Revenues</b>						
Property Taxes				3,836,858	78,062	3,914,920
Intergovernmental				1,749,160	--	1,749,160
Investment Income				34,493	27,664	62,157
Miscellaneous				254,350	--	254,350
<b>Transfers</b>				--	--	--
<b>Total General Revenues and Transfers</b>				<b>5,874,861</b>	<b>105,726</b>	<b>5,980,587</b>
<b>Change in Net Position</b>				<b>1,560,207</b>	<b>1,044,981</b>	<b>2,605,188</b>
<b>Net Position at Beginning of Period</b>				<b>40,027,884</b>	<b>17,982,471</b>	<b>58,010,355</b>
<b>Net Position at End of Period</b>				<b>\$ 41,588,091</b>	<b>\$ 19,027,452</b>	<b>\$ 60,615,543</b>

The Notes to the Financial Statements are an integral part of these Financial Statements

**City of Owosso  
Balance Sheet  
Governmental Funds  
June 30, 2018**

	<u>Special Revenue</u>		<u>Capital Projects</u>		<u>Other</u>	<u>Total Governmental Funds</u>
	<u>General</u>	<u>Major Streets</u>	<u>Street Capital Project Fund</u>		<u>Governmental Funds</u>	
<b>ASSETS</b>						
Cash and Investments	\$ 4,910,370	\$ 2,148,662	\$ 2,017,659	\$	1,418,121	\$ 10,494,812
Accounts Receivable	459,210	13,423	--		290,687	763,320
Special Assessments Receivable	214,247	--	--		134,590	348,837
Due from Other Governments	380,467	116,381	--		119,465	616,313
Advance to Component Units	1,155,365	--	--		--	1,155,365
Inventories	50,634	--	--		--	50,634
Prepays	--	188,438	--		--	188,438
Land Held for Sale	--	--	--		236,000	236,000
Current due from other funds	202,623	--	--		42,800	245,423
<b>Total Assets</b>	<b>\$ 7,372,916</b>	<b>\$ 2,466,904</b>	<b>\$ 2,017,659</b>	<b>\$</b>	<b>2,241,663</b>	<b>\$ 14,099,142</b>
<b>LIABILITIES</b>						
Accounts Payable	\$ 380,798	\$ 1,001,211	--	\$	114,176	\$ 1,496,185
Accrued Liabilities	--	--	--		2,192	2,192
Accrued Wages	197,461	1,638	--		3,564	202,663
Current due to other funds	--	--	--		245,423	245,423
<b>Total Liabilities</b>	<b>578,259</b>	<b>1,002,849</b>	<b>--</b>		<b>365,355</b>	<b>1,946,463</b>
<b>DEFERRED INFLOWS OF RESOURCES</b>						
Unavailable Revenue - Special Assessments	214,247	--	--		134,590	348,837
Unavailable Revenue - Other	193,894	--	--		--	193,894
<b>Total Liabilities and Deferred Inflows of Resources</b>	<b>986,400</b>	<b>1,002,849</b>	<b>--</b>		<b>499,945</b>	<b>2,489,194</b>
<b>FUND BALANCE</b>						
Nonspendable	1,205,999	188,438	--		--	1,394,437
Restricted	162,182	1,275,617	2,017,659		1,615,084	5,070,542
Assigned	3,056,704	--	--		126,634	3,183,338
Unassigned	1,961,631	--	--		--	1,961,631
<b>Total Fund Balance</b>	<b>6,386,516</b>	<b>1,464,055</b>	<b>2,017,659</b>		<b>1,741,718</b>	<b>11,609,948</b>
<b>Total Liabilities, Deferred Inflows of Resources and Fund Balance</b>	<b>\$ 7,372,916</b>	<b>\$ 2,466,904</b>	<b>\$ 2,017,659</b>	<b>\$</b>	<b>2,241,663</b>	<b>\$ 14,099,142</b>

The Notes to the Financial Statements are an integral part of these Financial Statements

**City of Owosso**  
**Reconciliation of Governmental Funds Balance Sheet to the Statement of Net Position**  
**June 30, 2018**

Total Fund Balance - Governmental Funds	\$ 11,609,948
Net Position of internal service funds that are treated as proprietary in the fund level statements are treated as governmental in the entity-wide statements	3,454,872
Assets held on deposit with the MMRMA for self insurance are not current financial resources, and therefore are not reported in the fund statement.	150,823
Capital assets used in governmental activities are not financial resources, and therefore are not reported in the fund statement.	36,420,352
The focus of governmental funds is on short-term financing. Accordingly, some assets will not be available to pay for current-period expenditures. Those assets (such as certain receivables) are offset by deferred inflows in the governmental funds, and thus are not included in fund balance.	542,731
Certain pension-related amounts, such as the net pension liability and deferred amounts are not due and payable in the current period or do not represent current financial resources and therefore are not reported in the funds.	(3,239,992)
Certain liabilities, such as bonds payable, are not due and payable in the current period, and therefore are not reported in the funds.	(7,107,245)
Repayment of bond principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net position.	(243,398)
<b>Total Net Position - Governmental Funds</b>	<b>\$ <u>41,588,091</u></b>

The Notes to the Financial Statements are an integral part of these Financial Statements

**City of Owosso**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**Governmental Funds**  
**For the Year Ended June 30, 2018**

	<u>Special Revenue</u>		<u>Capital Projects</u>		<u>Other Governmental Funds</u>	<u>Total Governmental Funds</u>
	<u>General</u>	<u>Major Streets</u>	<u>Street Capital Project Fund</u>			
<b>Revenues</b>						
Property Taxes	\$ 3,370,798	\$ --	\$ --	\$ --	466,060	\$ 3,836,858
Licenses and Permits	252,307	--	--	--	--	252,307
Intergovernmental	1,749,485	1,746,833	--	--	754,102	4,250,420
Charges for Services	1,413,906	--	--	--	12,850	1,426,756
Sales	--	--	--	--	4,922	4,922
Special Assessments	--	138,816	--	--	42,301	181,117
Interest	23,003	151	9,292	--	1,150	33,596
Miscellaneous	254,350	7,798	--	--	54,932	317,080
<b>Total Revenues</b>	<b>7,063,849</b>	<b>1,893,598</b>	<b>9,292</b>		<b>1,336,317</b>	<b>10,303,056</b>
<b>Expenditures</b>						
General Government	1,292,923	--	--	--	--	1,292,923
Public Safety	4,086,636	--	--	--	--	4,086,636
Public Works	688,031	3,688,996	877	--	845,960	5,223,864
Community and Economic Development	114,019	--	--	--	64,622	178,641
Recreation and Culture	263,785	--	--	--	80,927	344,712
Debt Service - Principal	--	--	--	--	335,000	335,000
Debt Service - Interest	--	--	--	--	211,209	211,209
<b>Total Expenditures</b>	<b>6,445,394</b>	<b>3,688,996</b>	<b>877</b>		<b>1,537,718</b>	<b>11,672,985</b>
<b>Excess of Revenues Over (Under) Expenditures</b>	<b>618,455</b>	<b>(1,795,398)</b>	<b>8,415</b>		<b>(201,401)</b>	<b>(1,369,929)</b>
<b>Other Financing Sources (Uses)</b>						
Transfers from other funds	--	3,029,247	--	--	415,130	3,444,377
Transfers to other funds	(247,247)	(339,166)	(2,815,000)	--	(42,964)	(3,444,377)
<b>Net Other Financing Sources (Uses)</b>	<b>(247,247)</b>	<b>2,690,081</b>	<b>(2,815,000)</b>		<b>372,166</b>	<b>--</b>
<b>Net Change in Fund Balance</b>	<b>371,208</b>	<b>894,683</b>	<b>(2,806,585)</b>		<b>170,765</b>	<b>(1,369,929)</b>
<i>Fund Balance at Beginning of Period</i>	6,015,308	569,372	4,824,244		1,570,953	12,979,877
<b>Fund Balance at End of Period</b>	<b>\$ 6,386,516</b>	<b>\$ 1,464,055</b>	<b>\$ 2,017,659</b>		<b>\$ 1,741,718</b>	<b>\$ 11,609,948</b>

The Notes to the Financial Statements are an integral part of these Financial Statements

**City of Owosso**  
**Reconciliation of Governmental Funds Statement of Revenues, Expenditures, and**  
**Changes in Fund Balance with Statement of Activities**  
**For the Year Ended June 30, 2018**

Total Net Change in Fund Balances - Governmental Funds	\$ (1,369,929)
Changes in net position of internal service funds that are treated as enterprise fund changes in net position in the fund level statements are treated as governmental fund changes in net position in the entity-wide statements	158,664
Change in net position held with an agent for self-insurance.	8,073
Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.	2,352,542
Revenue in the statement of activities that do not provide current financial resources are not reported as revenue in the funds, but rather are deferred to the following fiscal year.	55,927
Repayment of bond principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net position.	334,683
Change in the City's net pension liability, deferred outflows of resources, and deferred inflows of resources for the current year are not reported in the governmental funds but are reported in the statement of activities.	20,247
<b>Changes in Net Position - Governmental Funds</b>	<b>\$ <u>1,560,207</u></b>

The Notes to the Financial Statements are an integral part of these Financial Statements

**City of Owosso**  
**Statement of Net Position**  
**Proprietary Funds**  
**June 30, 2018**

	Business-type Activities - Enterprise Funds					Governmental Activities
	Sewage Disposal System	Water Supply System	Wastewater Treatment System	Transportation Nonmajor Enterprise Fund	Total Enterprise Funds	Internal Service Fund
<b>ASSETS</b>						
<i>Current Assets</i>						
Cash and Investments	\$ 2,498,895	\$ 326,627	\$ 352,843	\$ 52,910	\$ 3,231,275	\$ 2,515,845
Accounts Receivable	533,071	862,688	--	--	1,395,759	1,461
Advance to Component Units	--	695,958	--	--	695,958	--
Inventories	--	86,323	--	--	86,323	--
Prepays	--	92,813	--	--	92,813	--
<b>Total Current Assets</b>	3,031,966	2,064,409	352,843	52,910	5,502,128	2,517,306
<i>Noncurrent Assets</i>						
Restricted Cash and Investments	--	750,041	1,710,486	--	2,460,527	--
Capital Assets not Being Depreciated	172,425	2,790,248	569,529	--	3,532,202	--
Capital Assets Being Depreciated, Net	1,545,821	9,985,902	2,228,142	--	13,759,865	1,192,745
<b>Total Assets</b>	4,750,212	15,590,600	4,861,000	52,910	25,254,722	3,710,051
<b>DEFERRED OUTFLOWS OF RESOURCES</b>						
Deferred Pension Amounts	48,103	144,309	208,446	--	400,858	--
<b>Total Deferred Outflows of Resources</b>	48,103	144,309	208,446	--	400,858	--
<b>LIABILITIES</b>						
<i>Current Liabilities</i>						
Accounts Payable	38,088	807,655	178,275	--	1,024,018	178,334
Accrued Liabilities	2,949	165,693	--	--	168,642	--
Accrued Wages	6,064	27,352	19,797	--	53,213	1,661
Current Portion of Long-term Debt	43,364	503,163	11,405	--	557,932	66,435
<b>Total Current Liabilities</b>	90,465	1,503,863	209,477	--	1,803,805	246,430
<i>Noncurrent Liabilities</i>						
Long-term Debt	441,879	3,402,603	34,214	--	3,878,696	8,749
Net Pension Liabilities	60,072	180,215	260,311	--	500,598	--
<b>Total Liabilities</b>	592,416	5,086,681	504,002	--	6,183,099	255,179
<b>DEFERRED INFLOWS OF RESOURCES</b>						
Deferred Pension Amounts	53,404	160,210	231,415	--	445,029	--
<b>Total Deferred Inflows of Resources</b>	53,404	160,210	231,415	--	445,029	--
<b>NET POSITION</b>						
Net Investment in Capital Assets	1,246,460	8,912,057	2,797,671	--	12,956,188	1,126,310
<i>Restricted for:</i>						
Debt Service	--	750,041	--	--	750,041	--
Improvement and Replacement	--	--	1,536,358	--	1,536,358	--
<i>Unrestricted</i>	2,906,035	825,920	--	52,910	3,784,865	2,328,562
<b>Total Net Position</b>	\$ 4,152,495	\$ 10,488,018	\$ 4,334,029	\$ 52,910	\$ 19,027,452	\$ 3,454,872

The Notes to the Financial Statements are an integral part of these Financial Statements



**City of Owosso**  
**Statement of Revenues, Expenses, and Changes in Net Position**  
**Proprietary Funds**  
**For the Year Ended June 30, 2018**

	Business-type Activities - Enterprise Funds					Governmental Activities Internal Service Fund
	Sewage Disposal System	Water Supply System	Wastewater Treatment System	Transportation Nonmajor Enterprise Fund	Total Enterprise Funds	
<b>Operating Revenues</b>						
Charges for Services	\$ 1,796,310	\$ 3,083,864	\$ 1,726,609	\$ --	\$ 6,606,783	\$ 704,603
Miscellaneous	--	1,775	6,627	--	8,402	--
<b>Total Operating Revenues</b>	<b>1,796,310</b>	<b>3,085,639</b>	<b>1,733,236</b>	<b>--</b>	<b>6,615,185</b>	<b>704,603</b>
<b>Operating Expenses</b>						
Personnel Services	117,197	827,262	664,877	--	1,609,336	152,231
Administrative and Engineering Services	100,800	234,096	200,177	--	535,073	30,996
Contractual and Professional Services	175,237	83,333	96,702	33,406	388,678	--
Supplies and Chemicals	8,697	291,249	109,024	--	408,970	41,814
Utilities	3,176	165,329	248,237	--	416,742	--
Insurance	9,992	42,966	42,966	--	95,924	26,078
Maintenance	144,554	368,262	239,345	--	752,161	91,679
Plant Charges	1,198,041	--	--	--	1,198,041	--
Depreciation	50,013	382,453	199,372	--	631,838	200,757
<b>Total Operating Expenses</b>	<b>1,807,707</b>	<b>2,394,950</b>	<b>1,800,700</b>	<b>33,406</b>	<b>6,036,763</b>	<b>543,555</b>
<b>Operating Income (Loss)</b>	<b>(11,397)</b>	<b>690,689</b>	<b>(67,464)</b>	<b>(33,406)</b>	<b>578,422</b>	<b>161,048</b>
<b>Non-Operating Revenues (Expenses)</b>						
Investment Income	10,672	7,205	9,770	17	27,664	897
State Grant	199,530	--	123,109	--	322,639	--
Reimbursement and Miscellaneous	4,198	--	--	--	4,198	--
Property Taxes	--	--	--	78,062	78,062	--
Interest Expense	(12,451)	(115,841)	--	--	(128,292)	(3,281)
<b>Net Non-Operating Revenues (Expenses)</b>	<b>201,949</b>	<b>(108,636)</b>	<b>132,879</b>	<b>78,079</b>	<b>304,271</b>	<b>(2,384)</b>
<b>Income Before Contributions and Transfers</b>	<b>190,552</b>	<b>582,053</b>	<b>65,415</b>	<b>44,673</b>	<b>882,693</b>	<b>158,664</b>
Capital Contributions	--	162,288	--	--	162,288	--
Transfers from other funds	--	--	--	--	--	--
Transfers to other funds	--	--	--	--	--	--
<b>Change In Net Position</b>	<b>190,552</b>	<b>744,341</b>	<b>65,415</b>	<b>44,673</b>	<b>1,044,981</b>	<b>158,664</b>
<i>Net Position at Beginning of Period</i>	<i>3,961,943</i>	<i>9,743,677</i>	<i>4,268,614</i>	<i>8,237</i>	<i>17,982,471</i>	<i>3,296,208</i>
<b>Net Position at End of Period</b>	<b>\$ 4,152,495</b>	<b>\$ 10,488,018</b>	<b>\$ 4,334,029</b>	<b>\$ 52,910</b>	<b>\$ 19,027,452</b>	<b>\$ 3,454,872</b>

The Notes to the Financial Statements are an integral part of these Financial Statements

**City of Owosso**  
**Statement of Cash Flows**  
**Proprietary Funds**  
**For the Year Ended June 30, 2018**

	Business-type Activities - Enterprise Funds				Governmental Activities
	Sewage Disposal System	Water Supply System	Wastewater Treatment System	Transportation Nonmajor Enterprise Fund	Internal Service Fund
<b>Cash Flows from Operating Activities</b>					
Cash Received from Customers	\$ 1,743,909	\$ 3,033,885	\$ 1,733,236	\$ -	\$ 704,058
Cash Payments to Employees for Services and Fringe Benefits	(130,058)	(999,136)	(737,806)	-	(152,231)
Cash Payments to Suppliers for Goods and Services	(1,672,437)	(1,332,947)	(781,963)	(33,406)	(16,306)
<b>Net Cash Provided by Operating Activities</b>	<u>(58,586)</u>	<u>701,802</u>	<u>213,467</u>	<u>(33,406)</u>	<u>535,521</u>
<b>Cash Flows from Non-capital and Related Financing Activities</b>					
Other non-operating receipts	4,198	-	-	78,062	-
Change in Compensated Absences	2,334	3,124	3,638	-	(571)
Transfer In (Out)	-	-	-	-	-
<b>Total Cash Flows from Non-capital and Related Financing Activities</b>	<u>6,532</u>	<u>3,124</u>	<u>3,638</u>	<u>78,062</u>	<u>(571)</u>
<b>Cash Flows from Capital and Related Financing Activities</b>					
Interest Expense	(12,451)	(115,841)	-	-	(3,261)
Principal Payment on Long-term Debt	(35,000)	(459,987)	-	-	(64,812)
State Grant Receipts	199,530	-	123,109	-	-
Capital Contributions	-	162,288	-	-	-
Purchases of Capital Assets	-	(986,382)	(767,015)	-	(182,081)
(Gain)/Loss on Disposals of Assets	12,350	4,500	-	-	7,570
<b>Net Cash Used by Capital and Related Financing Activities</b>	<u>164,429</u>	<u>(1,395,422)</u>	<u>(643,906)</u>	<u>-</u>	<u>(242,584)</u>
<b>Cash Flows from Investing Activities</b>					
Interest on Investments	10,672	7,205	9,770	17	897
Advance to Component Unit	-	(83,322)	-	-	-
<b>Net Cash Provided by Investing Activities</b>	<u>10,672</u>	<u>(76,117)</u>	<u>9,770</u>	<u>17</u>	<u>897</u>
<b>Net Increase in Cash and Equivalents</b>	<u>123,047</u>	<u>(766,613)</u>	<u>(417,031)</u>	<u>44,673</u>	<u>293,263</u>
<b>Cash and Equivalents - Beginning of Year</b>	<u>2,375,848</u>	<u>1,843,281</u>	<u>2,480,360</u>	<u>8,237</u>	<u>2,222,582</u>
<b>Cash and Equivalents - End of Year</b>	<u>\$ 2,498,895</u>	<u>\$ 1,076,668</u>	<u>\$ 2,063,329</u>	<u>\$ 52,910</u>	<u>\$ 2,515,845</u>

The Notes to the Financial Statements are an integral part of these Financial Statements

**City of Owosso**  
**Statement of Cash Flows**  
**Proprietary Funds**  
**For the Year Ended June 30, 2018**

	Business-type Activities - Enterprise Funds				Governmental Activities
	Sewage Disposal System	Water Supply System	Wastewater Treatment System	Transportation Nonmajor Enterprise Fund	Internal Service Fund
<b>Reconciliation of Operating Income to Net Cash Provided by Operating Activities</b>					
Operating Income	\$ (11,397)	\$ 690,689	\$ (67,464)	\$ (33,406)	\$ 161,048
<b>Adjustments to Reconcile Operating Income to Net Cash Provided by Operating Activities</b>					
Depreciation Expense	50,013	382,453	199,372	-	200,757
<b>Changes in Assets &amp; Liabilities</b>					
Accounts Receivable	(52,401)	(51,754)	-	-	(545)
Due from Other Funds	-	-	-	-	-
Inventories and Prepaid Expenses	-	(18,347)	-	-	-
Accounts Payable	(33,084)	(125,006)	152,715	-	174,243
Accrued Liabilities	1,144	(4,359)	1,773	-	18
Pension Related Amounts	(12,861)	(171,874)	(72,929)	-	-
<b>Net Cash Provided by Operating Activities</b>	<b>\$ (58,586)</b>	<b>\$ 701,802</b>	<b>\$ 213,467</b>	<b>\$ (33,406)</b>	<b>\$ 535,521</b>

**City of Owosso**  
**Statement of Fiduciary Net Position**  
**Fiduciary Funds**

	<u>June 30, 2018</u>	<u>December 31, 2017</u>
	<u>Agency Fund</u>	<u>Pension Trust Fund</u>
<b>ASSETS</b>		
Cash and Investments	\$ 26,760	\$ 35,712,168
Accounts Receivable	--	51,786
<i><b>Total Assets</b></i>	<u>26,760</u>	<u>35,763,954</u>
<b>LIABILITIES</b>		
Accounts Payable	26,760	10,961
<i><b>Total Liabilities</b></i>	<u>26,760</u>	<u>10,961</u>
<b>NET POSITION</b>		
Restricted for Employee's Pension Benefits	<u>\$ --</u>	<u>\$ 35,752,993</u>

The Notes to the Financial Statements are an integral part of these Financial Statements

**City of Owosso**  
**Statement of Changes in Plan Net Position**  
**Pension Trust Fund**  
**For the Year Ended December 31, 2017**

	<b>December 31, 2017</b>
	<b>Pension Trust Fund</b>
<b>ADDITIONS</b>	
Interest and Dividends	\$ 709,185
Net appreciation in fair value of investments	5,158,658
Total Investment Earnings	<u>5,867,843</u>
Investment Expenses	<u>(98,149)</u>
Net Investment Income	<u>5,769,694</u>
Contributions:	
Employer	958,312
Plan Members	214,940
Total Contributions	<u>1,173,252</u>
Other - City reimbursed expenses	<u>142,739</u>
Total Additions	<u>7,085,685</u>
<b>DEDUCTIONS</b>	
Benefit payments	2,900,823
Refunds of Contributions	-
Administrative expenses	<u>147,227</u>
Total Deductions	<u>3,048,050</u>
<b>Change in Net Position</b>	4,037,635
Net Position, Beginning of Year	<u>31,715,358</u>
<b>Net Position, End of Year</b>	<u><u>\$ 35,752,993</u></u>

The Notes to the Financial Statements are an integral part of these Financial Statements

**City of Owosso**  
**Combining Statement of Net Position**  
**Discretely Presented Component Units**  
**June 30, 2018**

	<b>Brownfield</b>	<b>Downtown Development Authority</b>	<b>Total Component Units</b>
<b>ASSETS</b>			
<i>Current Assets</i>			
Cash and Investments	\$ 43,143	\$ 72,592	\$ 115,735
Accounts Receivable	--	48,605	48,605
Due from Other Governments	--	66,145	66,145
Inventories	65,700	--	65,700
<b><i>Total Current Assets</i></b>	<b>108,843</b>	<b>187,342</b>	<b>296,185</b>
<i>Noncurrent Assets</i>			
<b><i>Total Assets</i></b>	<b>108,843</b>	<b>187,342</b>	<b>296,185</b>
<b>LIABILITIES</b>			
<i>Current Liabilities</i>			
Accounts Payable	--	15,645	15,645
Due to Other Governments	65,700	--	65,700
Current Portion of Long-term Debt	115,928	--	115,928
<b><i>Total Current Liabilities</i></b>	<b>181,628</b>	<b>15,645</b>	<b>197,273</b>
<i>Noncurrent Liabilities</i>			
Long-term Debt	1,883,615	--	1,883,615
<b><i>Total Liabilities</i></b>	<b>2,065,243</b>	<b>15,645</b>	<b>2,080,888</b>
<b>NET POSITION</b>			
<i>Unrestricted</i>	(1,956,400)	171,697	(1,784,703)
<b><i>Total Net Position</i></b>	<b>\$ (1,956,400)</b>	<b>\$ 171,697</b>	<b>\$ (1,784,703)</b>

The Notes to the Financial Statements are an integral part of these Financial Statements

**City of Owosso**  
**Combining Statement of Activities**  
**Discretely Presented Component Units**  
**For the Year Ended June 30, 2018**

	<b>Brownfield</b>	<b>Downtown Development Authority</b>	<b>Total Component Units</b>
<b>Expenses</b>			
Brownfield Redevelopment Authority	\$ 509,308	\$ --	\$ 509,308
Downtown Development Authority	--	272,060	272,060
<b>Total Expenses</b>	<u>509,308</u>	<u>272,060</u>	<u>781,368</u>
<b>Program Revenues</b>			
Charges for services	--	--	--
Operating grants and contributions	17,530	34,735	52,265
Capital grants and contributions	--	--	--
<b>Total Program Revenues</b>	<u>17,530</u>	<u>34,735</u>	<u>52,265</u>
<b>Net Program Revenues (Expenses)</b>	<u>(491,778)</u>	<u>(237,325)</u>	<u>(729,103)</u>
<b>General Revenue</b>			
Intergovernmental	--	22,532	22,532
Miscellaneous	--	10,607	10,607
Property Taxes	121,491	214,818	336,309
<b>Total General Revenues</b>	<u>121,491</u>	<u>247,957</u>	<u>369,448</u>
<b>Change in Net Position</b>	<u>(370,287)</u>	<u>10,632</u>	<u>(359,655)</u>
<i>Net Position at Beginning of Period</i>	(1,586,113)	161,065	(1,425,048)
<b>Net Position at End of Period</b>	<u>\$ (1,956,400)</u>	<u>\$ 171,697</u>	<u>\$ (1,784,703)</u>

The Notes to the Financial Statements are an integral part of these Financial Statements

## **Notes to the Financial Statements**



## City of Owosso

### Notes to the Financial Statements

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#### **Note 1 - Summary of Significant Accounting Policies**

The City of Owosso, Michigan (the "City") is a municipal corporation governed by an elected mayor and seven member council and administered by an appointed City Manager.

The financial statements of the City have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles. The more significant of the City's accounting policies are described below.

#### **Reporting Entity**

As required by generally accepted accounting principles, these financial statements present the government and its component units, entities for which the City is financially accountable. Blended component units, although legally separate entities, are, in substance, part of the government's operations and as such, data from these units are combined with data of the primary government. Discretely presented component units, on the other hand, are reported in a separate column in the combined financial statements to emphasize that they are legally separate from the government.

#### ***Discretely Presented Component Units***

The discretely presented component units are presented in a separate column in the government-wide financial statements to emphasize that they are legally separate from the City.

The governing bodies of the Brownfield Redevelopment Authority ("Brownfield") and Downtown Development Authorities (DDA) are all appointed by the City Council. These component units provide economic development and financing services to specific geographic areas within the City. These entities are fiscally dependent on the City because the City Council is responsible for approving any debt issuances and the annual operating budgets of all component units. All discretely presented component units use governmental fund type accounting. However, full accrual accounting is used for the government-wide financial statement presentation.

The Downtown Development Authority (DDA) was created to correct and prevent deterioration in the downtown district, encourage historical preservation, and to promote economic growth within the downtown district. The DDA's governing body, which consists of nine individuals, is selected by the City Council. In addition, the DDA's budget is subject to approval by the City Council. Separately issued financial statements can be obtained from the administrative offices of the DDA.

The Brownfield Redevelopment Authority was created to facilitate the implementation of plans relating to the identification and treatment of environmentally distressed areas to promote revitalization within the Brownfield Redevelopment Zone. The Brownfield governing body, which

## City of Owosso

### Notes to the Financial Statements

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consists of seven members, is selected by the City Council. In addition, the Brownfield budget is subject to approval by the City Council. Separate financial statements are not prepared.

#### **Government-wide and Fund Financial Statements**

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the nonfiduciary activities of the primary government and its component units. For the most part, the effect of interfund activity has been removed from these statements. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support. Likewise, the primary government is reported separately from certain component units for which the primary government is financially accountable.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include (1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenues.

Separate financial statements are provided for governmental funds, proprietary funds and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.

#### **Measurement Focus, Basis of Accounting and Financial Statement Presentation**

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the proprietary fund and fiduciary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met. Agency funds, a type of fiduciary fund, are unlike all other types of funds, reporting only assets and liabilities. Therefore, agency funds cannot be said to have a measurement focus. They do, however, use the accrual basis of accounting to recognize receivables and payables.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the City considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is

## City of Owosso

### Notes to the Financial Statements

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incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

Property taxes, intergovernmental revenue, franchise taxes, licenses, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Only the portion of special assessments receivable due within the current fiscal period is considered to be susceptible to accrual as revenues of the current period. All other revenue items are considered to be measurable and available only when cash is received by the government.

The City reports the following major governmental funds:

The general fund is the government's primary operating fund. It accounts for all the financial resources of the general government, except those accounted for and reported in another fund.

The major streets fund is used to account for the proceeds of revenue or financing activities earmarked for major street construction and improvements which require separate accounting because of legal or regulatory provisions.

The streets capital project fund is used to account for proceeds of revenue or financing activities earmarked for future major or local street improvements.

The City reports the following major proprietary funds:

The water supply system and sewage disposal system funds are used to account for the provision of water and sewer services to the residents of the City and some residents of the surrounding community. All activities necessary to provide such services are accounted for in these funds, including, but not limited to, administration, operations, maintenance, financing and related debt service, and billing and collection.

The wastewater treatment fund is used to record the transactions relative to construction, operation, and maintenance of a wastewater treatment plant. It provides treatment facilities for Owosso and Caledonia Townships, the City of Corunna, as well as for the City itself.

Additionally, the City reports the following fund types:

**Special revenue funds** are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects.

**Debt service funds** are used to account for and report financial resources that are restricted, committed, or assigned to expenditure for principal and interest.

## City of Owosso

### Notes to the Financial Statements

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**Capital project funds** are used to account for and report financial resources that are used for capital projects.

The **internal service fund** accounts for fleet maintenance services provided to other departments of the City on a cost reimbursement basis.

The **pension trust fund** accounts for the Employees' Retirement System (the "System"), a defined benefit pension plan. It is governed by a seven-member pension board that includes three individuals chosen by the City Council. The system is reported within the City's basic financial statements even though its resources cannot be used to fund the City's operations because of the fiduciary responsibility that the City retains relative to the operations of the retirement system.

The **agency fund** is used to account for assets held by the City in a trustee capacity or as an agent for individuals, organizations, other governments, and/or other funds. Agency funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements. Exceptions to this general rule are charges between the City's enterprise functions and various other functions of the City. Eliminations of these charges would distort the direct costs and program revenues reported for the various functions concerned.

Amounts reported as program revenue include: (1) charges to customers or applicants for goods, services, or privileges provided; (2) operating grants and contributions; and (3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as general revenue rather than as program revenue. Likewise, general revenue includes all taxes.

Proprietary funds distinguish operating revenue and expenses from nonoperating items. Operating revenue and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenue of the City's proprietary funds relates to charges to customers for sales and services. The water supply system and sewage disposal system also recognize the portion of tap fees intended to recover current costs (e.g., labor and materials to connect new customers) as operating revenue. The portion intended to recover the cost of the infrastructure is recognized as nonoperating revenue. Operating expenses for proprietary funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenue and expenses not meeting this definition are reported as nonoperating revenue and expenses.

Restricted net position is subject to restrictions beyond the government's control. The restrictions may be externally imposed or imposed by law. When both restricted and unrestricted resources are available for use, it is the government's policy to use restricted resources first, then unrestricted resources as they are needed.

## City of Owosso

### Notes to the Financial Statements

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#### **Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources and Equity**

##### ***Deposits and Investments***

The City's cash and cash equivalents include amounts in demand deposit accounts, certificates of deposit and short term investments with original maturities of three months or less from the date of acquisition. Investments, exclusive of certificates of deposit, are stated at fair value. Certificates of deposit are carried at cost plus accrued interest, since the original maturity dates are less than one year or the certificates are nonparticipating (i.e., there is no available market for trade prior to maturity).

The pension trust fund is authorized by the State's Pension Investment Act, as amended, to invest in common stocks, real estate, and various other investment instruments, subject to certain limitations.

##### ***Receivables and Payables***

Transactions between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as either "due to/from other funds" (i.e., the current portion of interfund loans) or "advances to/from other funds" (i.e., the non-current portion of interfund loans). All other outstanding balances between funds are reported as "due to/from other funds." Any residual balances outstanding between the governmental activities and business-type activities are reported in the governmentwide financial statements as "internal balances."

Advances between funds are offset by nonspendable fund balance in applicable governmental funds to indicate they are not available for appropriation and are not expendable available financial resources.

All trade and property tax receivables are shown net of an allowance for uncollectibles, as applicable.

Amounts due from other governments include amounts due from grantors for specific programs and capital projects. Program grants and capital grants for capital assets are recorded as receivables and revenues at the time reimbursable project costs are incurred. Revenues received in advance of project costs being incurred would be reported as "unearned".

##### ***Restricted Assets***

Assets which are restricted for specified uses by bond debt requirements, grant provisions or other external requirements are classified as restricted assets. Liabilities payable from such restricted assets are separately classified.

## City of Owosso

### Notes to the Financial Statements

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#### ***Deferred Outflows of Resources***

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element represents a consumption of net position that applies to one or more future periods and so will not be recognized as an outflow of resources (expense/expenditure) until then. The City reports deferred outflows of resources for changes in expected and actual investment returns, assumptions, and benefits provided in its pension plans.

#### ***Property Taxes***

Property taxes are levied each July 1 and December 1 on the taxable valuation of property, as equalized by the State, as of the preceding December 31, the lien date. The levies are considered past due on September 1 and February 15, respectively, at which time applicable penalties and interest are assessed. The City bills and collects its own property taxes as well as taxes for the various local governmental units. Collections and remittances for other units are accounted for in the trust and agency fund. City property tax revenues are recognized when levied to the extent that they result in current receivables.

#### ***Inventories and Prepaids***

Inventories are valued at cost, on a first-in, first-out basis. Inventories of governmental funds are recorded as expenditures when consumed rather than when purchased. Certain payments to vendors reflect costs applicable to future fiscal years and are recorded as prepaid items in both the government-wide and fund financial statements.

#### ***Capital Assets***

Capital assets, which include property, buildings and equipment, and infrastructure assets (e.g., roads, bridges, sidewalks, and similar items acquired or constructed since 1980), are reported in the applicable governmental or business-type activities columns in the government-wide financial statements. Capital assets are defined by the City as assets with an initial individual cost of more than \$5,000 and an estimated useful life in excess of one year. Capital assets are stated at historical cost or estimated historical cost where actual cost information is not available. Donated capital assets are recorded at their estimated acquisition cost as of the donation date.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized. Major outlays for capital assets and improvements are capitalized as projects are constructed. Interest incurred during the construction phase of capital assets of business-type activities, if any, is included as part of the capitalized value of the asset constructed.

## City of Owosso

### Notes to the Financial Statements

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Capital assets of the primary government are depreciated using the straight line method over the following estimated useful lives:

	<u>Years</u>
Buildings	11-50
Land Improvements	5-50
Machinery and equipment	5-20
Vehicles	5-25
Office furnishings	5-20
Road and sidewalks	50

The amount presented as capital assets not being depreciated includes land acquired by the City as well as construction in process. The land is deemed to have an indefinite useful life, and therefore are not being amortized.

The City reviews long-lived assets for impairment whenever events or changes in circumstances indicate that the carrying amount of an asset exceeds its fair value. If it is determined that an impairment loss has occurred, the asset is written down to its net realizable value and a current charge to income is recognized.

#### ***Deferred Inflows of Resources***

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The City's full accrual activities and funds report deferred inflows of resources for deferred pension amounts whereas the City's governmental funds report unavailable revenues, which arise only under a modified basis of accounting, from long-term amounts due from others for services rendered. These amounts are deferred and recognized as an inflow of resources in the period that the amounts become available.

#### ***Compensated Absences***

It is the City's policy to permit employees to accumulate earned but unused sick and vacation pay benefits. All vacation pay and sick leave are accrued when incurred in the government-wide and proprietary fund financial statements. A liability for these amounts is reported in the governmental funds only if they have matured, for example, as a result of employee resignations or retirements.

#### ***Long-term Obligations***

In the government-wide financial statements and the proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund-type statement of



## City of Owosso

### Notes to the Financial Statements

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net position. Bond premiums and discounts are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures when incurred.

#### ***Fund Equity***

Governmental funds report nonspendable fund balance for amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact. Restricted fund balance is reported when externally imposed constraints are placed on the use of resources by grantors, contributors, or laws or regulations of other governments. Committed fund balance is reported for amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the City Council (the City's highest level of decision-making authority). A formal resolution of the City Council is required to establish, modify, or rescind a fund balance commitment. The City reports assigned fund balance for amounts that are constrained by the City's intent to be used for specific purposes, but are neither restricted nor committed. The City Council has delegated the authority to assign fund balance to the City's finance director. Unassigned fund balance is the residual classification for the general fund.

The City Council has adopted a minimum fund balance policy in which the general fund will be equal to 25% of general fund operating expenses. If the fund balance of the general fund falls below the minimum range, the City will replenish shortfall by reducing expenditures, increasing revenues or a combination of expenditure reductions and revenue enhancements as detailed in the policy. If the fund balance of the general fund exceeds 25%, the City shall consider using such surpluses for one-time non-recurring expenditures that will not require additional future expenses for maintenance, additional staffing or any other recurring expenditures, in accordance with the policy.

When the City incurs an expenditure for purposes for which various fund balance classifications can be used, it is the City's policy to use restricted fund balance first, then committed fund balance, assigned fund balance, and finally unassigned fund balance.

#### ***Pensions***

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the plan and additions to/deductions from the plan fiduciary net position have been determined on the same basis as they are reported by the plan. For this purpose, benefit payments



## City of Owosso

### Notes to the Financial Statements

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(including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

#### **Note 2 - Budgetary Information**

Annual budgets are adopted on a basis consistent with generally accepted accounting principles for all governmental fund types, except capital project funds which are adopted on a project level.

Individual amendments for the year were not material in relation to the original appropriations. Supplemental appropriations were made during the year. Unexpended appropriations lapse at year end.

Budget appropriations are authorized by the City Council on a departmental basis in accordance with sections of the City Charter. Legal budgetary control is exercised at the activity level for the general fund and the activity level inclusive of capital outlay for all other funds.

For the year ended June 30, 2018, the City incurred expenditures in excess of the amounts appropriated, as follows:

	<u>Final Budget</u>	<u>Actual</u>	<u>Variance Final to Actual</u>
<b>General Fund</b>			
Finance	\$ 159,615	\$ 161,479	\$ (1,864)
Clerk	140,001	151,066	(11,065)
Human Resources	133,585	136,559	(2,974)
Buildings and Ground Maintenance	105,468	129,138	(23,670)
General Administration	182,300	239,306	(57,006)

#### **Note 3 - Deficit Fund Equity**

The Brownfield Redevelopment Authority had a deficit net position at year-end of \$1,956,400. The Brownfield Redevelopment Authority will capture property taxes in the future and use revenues from services to eliminate this deficit.

# City of Owosso

## Notes to the Financial Statements

### Note 4 - Deposits and Investments

Following is a reconciliation of deposit and investment balances for the City (including both cash and investments as well as pension trust fund balances) as of June 30, 2018:

	Primary Government	Component Units	Totals
<b>Statement of Net Position</b>			
Cash and Investments	\$ 16,241,932	\$ 115,735	\$ 16,357,667
Restricted Cash and Investments	2,460,527	-	2,460,527
<b>Statement of Fiduciary Net Position</b>			
Pension Trust Fund			
Cash and Cash Equivalents	936,601	-	936,601
Investments	34,775,567	-	34,775,567
Agency			
Cash and Cash Equivalents	26,760	-	26,760
<b>Total Deposits and Investments</b>	<b>54,441,387</b>	<b>115,735</b>	<b>54,557,122</b>
<b>Deposits and Investments</b>			
Checking and Savings Accounts			\$ 15,661,195
Certificates of Deposit			2,051,760
Investments			36,842,342
Cash on Hand			1,825
<b>Total</b>			<b>\$ 54,557,122</b>

Michigan Compiled Laws, Section 129.91, authorizes local governmental units to make deposits and invest in the accounts of federally insured banks and credit unions that have offices in Michigan. The local unit is allowed to invest in bonds, securities, and other direct obligations of the United States or any agency or instrumentality of the United States; repurchase agreements; bankers' acceptances of United States banks; commercial paper rated within the two highest classifications, which mature not more than 270 days after the date of purchase; obligations of the State of Michigan or its political subdivisions, which are rated as investment grade; and mutual funds composed of investment vehicles that are legal for direct investment by local units of government in Michigan.

**Custodial Credit Risk - Deposits.** For deposits, custodial credit risk is the risk that in the event of a bank failure, the City's deposits may not be returned to the government. The City does not require collateralization of deposits. At June 30, 2018, the bank balance of deposits owned by the City was \$19,685,433. Approximately \$3,484,296 of the City's bank balance was covered by federal depository insurance. The remaining balance was exposed to custodial credit risk because it was uninsured and uncollateralized.

# City of Owosso

## Notes to the Financial Statements

**Custodial Credit Risk – Investments.** Following is a summary of the City’s investments as of June 30, 2018 for the primary government. The pension trust fund is as of December 31, 2017:

<b>Investments</b>	
Money Market Funds	\$ 1,568,991
Equities	27,827,500
Corporate Bonds	2,741,009
Municipal Obligations	900,642
Government Securities	3,804,200
<b>Total</b>	<b>\$ 36,842,342</b>

For investments, custodial credit risk is the risk that, in the event of the failure of the counterparty, the City will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. The City’s investment policy requires that investment securities be held in third-party safekeeping by a designated institution and that the safekeeping agent follow the procedure of delivery vs. payment. As of June 30, 2018 (December 31, 2017 for the pension trust fund), none of the City’s investments, excluding the money market accounts which are not subject to custodial credit risk, were exposed to risk since the securities are held in the City’s name by the counterparty

**Interest Rate Risk.** To the extent possible, the City attempts to match its investments with anticipated cash flow requirements. Short-term funds matched to a specific cash flow requirement shall be invested in securities maturing not more than two (2) years from the date of purchase. Long-term funds (capital, debt services, etc.) matched to a specific cash flow requirement may be invested in securities maturing not more than five (5) years from the date of purchase.

The City’s investment policy and the Employee Retirement System’s investment policy do not have specific limits on maturities of debt securities as a means of managing its exposure to fair value losses arising from increasing interest rates.

	<b>Primary Government</b>	<b>Pension Trust Fund</b>	<b>Totals</b>
<b>Statement of Net Position</b>			
Due in less than one year	\$ 100,476	\$ 553,914	\$ 654,390
Due in one to five years	696,887	2,677,503	3,374,390
Due in six to ten years	-	1,823,815	1,823,815
Due in more than ten years	384,336	1,593,264	1,977,600
No maturity	885,076	28,127,071	29,012,147
<b>Total Deposits and Investments</b>	<b>\$ 2,066,775</b>	<b>\$ 34,775,567</b>	<b>\$ 36,842,342</b>

## City of Owosso

### Notes to the Financial Statements

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	<u>S&amp;P Rating</u>
Money Market Funds	Not Rated
Equities	Not Rated
Corporate Bonds	AAA to D
Municipal Obligations	AA to AA-
Government Securities	AA+

The money market funds are comprised of short-term securities (maturity generally less than 90 days).

**Credit Risk.** State law limits investments to specific governmental securities, certificates of deposits and bank accounts with qualified financial institutions, commercial paper with specific maximum maturities and ratings when purchased, bankers acceptances of specific financial institutions, qualified mutual funds and qualified external investment pools as identified in the list of authorized investments in the summary of significant accounting policies. The City's investment policy does not have specific limits in excess of state law on investment credit risk. Credit risk ratings, where applicable, have been identified above for the City's investments.

The Employee Retirement System's investment policy on credit risk for allowable debt securities follows the City. The credit rating for each investment type is identified in the above table for debt securities held at December 31, 2017.

**Concentration of Credit Risk.** The Employee Retirement System's investment policy limits maturity value that may be invested in U.S. Equities to 5% of the outstanding securities of one issuer.

**Fair Value Measurements.** The City categorizes the fair value measurements of its investments within the fair value hierarchy established by generally accepted accounting principles. Level 1 inputs are quoted prices (unadjusted) in active markets for identical assets or liabilities. Level 2 inputs – other than quoted prices – included within Level 1 that are observable for the asset or liability, either directly or indirectly. Finally, Level 3 inputs are unobservable and are based on estimates and assumptions. These levels are determined by the City's investment managers. These are determined at the fund level based on a review of the investment's class, structure, and what kind of securities are held in funds. The investment managers will request the information from the fund managers, if necessary.

## City of Owosso

### Notes to the Financial Statements

The City had the following recurring fair value measurements as of year-end:

	<u>Level 1</u>	<u>Level 2</u>	<u>Level 3</u>	<u>Total</u>
<b>Investments:</b>				
Money Market Funds	\$ 1,568,991	\$ -	\$ -	\$ 1,568,991
Equities	27,827,500	-	-	27,827,500
Corporate Bonds	-	2,741,009	-	2,741,009
Municipal Obligations	-	900,642	-	900,642
Government Securities	-	3,804,200	-	3,804,200
<b>Total Deposits and Investments</b>	<u>\$ 29,396,491</u>	<u>\$ 7,445,851</u>	<u>\$ -</u>	<u>\$ 36,842,342</u>

### Note 5 - Receivables

Receivables are comprised of the following at year-end:

	<u>Governmental Activities</u>	<u>Business-type Activities</u>	<u>Component Units</u>
Accounts	\$ 768,281	\$ 1,398,759	\$ 48,605
Intergovernmental	616,313	-	66,145
Special Assessments	348,837	-	-
Total Receivables	1,733,431	1,398,759	114,750
Less: Allowance for uncollectibles	(3,500)	(3,000)	-
<b>Receivables, Net</b>	<u>\$ 1,729,931</u>	<u>\$ 1,395,759</u>	<u>\$ 114,750</u>

Of the receivable balance, \$548,390 is not expected to be collected within one year.

The general fund and the water fund has advanced \$1,155,365 and \$695,958, respectively, to the Brownfield fund that will be repaid over 15 years at an interest rate of 4.00%. Of the balance, approximately \$1,745,422 is not expected to be collected within one year.

### Note 6 – Accounts Payable

Payables are comprised of the following at year-end:

	<u>Governmental Activities</u>	<u>Business-type Activities</u>	<u>Component Units</u>
Accounts	\$ 1,674,519	\$ 1,024,018	\$ 15,645
Due to Other Governments	-	-	65,700
Self-Insurance Liability	100	-	-
	<u>\$ 1,674,619</u>	<u>\$ 1,024,018</u>	<u>\$ 81,345</u>

## City of Owosso

### Notes to the Financial Statements

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#### Note 7 - Interfund Receivables and Payables and Transfers

The composition of interfund balances as of year-end was as follows:

<u>Receivable Fund</u>	<u>Payable Fund</u>	<u>Amount</u>
General Fund	Nonmajor Governmental Funds	\$ 202,623
Nonmajor Governmental Funds	Nonmajor Governmental Funds	42,800

These balances resulted in the time lag between the dates that (1) interfund goods and services are provided or reimbursable expenditures occur, (2) transactions are recorded in the accounting system, and (3) payments between funds are made.

<u>Transfer In</u>	<u>Transfer Out</u>	<u>Amount</u>
Major Streets	General Fund	\$ 214,247
Nonmajor Governmental Funds	General Fund	33,000
Nonmajor Governmental Funds	Major Streets	339,166
Major Streets	Street Capital Project Fund	2,815,000
Nonmajor Governmental Funds	Nonmajor Governmental Funds	42,964

Transfers are used to: (1) move revenues from the fund that is required to collect them to the fund that is required or allowed to expend them; (2) move receipts restricted to or allowed for debt service from the funds collecting the receipts to the debt service fund as debt service payments become due; and (3) use unrestricted revenues collected in one fund to finance various programs accounted for in other funds in accordance with budgetary authorizations.

The Street Capital Project Fund transferred \$2,815,000 to the Major Street fund to fund City street projects.

# City of Owosso

## Notes to the Financial Statements

### Note 8 - Capital Assets

Capital asset activity for the governmental activities for the year ended June 30, 2018, was as follows:

<b>Governmental Activities</b>	<b>June 30, 2017</b>	<b>Additions</b>	<b>Reductions</b>	<b>June 30, 2018</b>
Capital Assets not Being Depreciated				
Land	\$ 4,559,913	\$ -	\$ -	\$ 4,559,913
Construction in Progress	1,331,546	3,315,138	929,360	3,717,324
<i>Total Capital Assets not Being Depreciated</i>	<u>5,891,459</u>	<u>3,315,138</u>	<u>929,360</u>	<u>8,277,237</u>
Capital Assets Being Depreciated				
Roads and Sidewalks	48,436,447	1,202,508	-	49,638,955
Land Improvements	3,681,690	82,663	-	3,764,353
Buildings	2,811,107	49,236	-	2,860,343
Vehicles	4,135,080	220,708	96,419	4,259,369
Office Furnishings	1,330,696	22,677	-	1,353,373
Machinery and Equipment	2,352,662	13,799	-	2,366,461
<i>Total Capital Assets Being Depreciated</i>	<u>62,747,682</u>	<u>1,591,591</u>	<u>96,419</u>	<u>64,242,854</u>
Less Accumulated Depreciation				
Roads and Sidewalks	23,316,049	1,058,234	-	24,374,283
Land Improvements	2,265,116	127,933	-	2,393,049
Buildings	2,314,068	69,662	-	2,383,730
Vehicles	2,551,128	204,311	88,830	2,666,609
Office Furnishings	1,232,377	39,963	-	1,272,340
Machinery and Equipment	1,673,581	143,402	-	1,816,983
<i>Total Accumulated Depreciation</i>	<u>33,352,319</u>	<u>1,643,505</u>	<u>88,830</u>	<u>34,906,994</u>
<i>Total Capital Assets Being Depreciated, Net</i>	<u>29,395,363</u>	<u>(51,914)</u>	<u>7,589</u>	<u>29,335,860</u>
<b><i>Total Capital Assets, Governmental Activities</i></b>	<b><u>\$ 35,286,822</u></b>	<b><u>\$ 3,263,224</u></b>	<b><u>\$ 936,949</u></b>	<b><u>\$ 37,613,097</u></b>

Depreciation expense was charged to functions/programs of governmental activities as follows:

<b>Governmental Activities</b>	
General Government	\$ 130,228
Public Safety	150,833
Public Works	1,066,464
Planning & Community Development	4,799
Recreation and Culture	90,424
Depreciation Charged to the Internal Service Fund	200,757
<b><i>Total Governmental Activities</i></b>	<b><u>\$ 1,643,505</u></b>

# City of Owosso

## Notes to the Financial Statements

Capital asset activity for the business-type activities for the year ended June 30, 2018, was as follows:

<b>Business-type Activities</b>	<b>June 30, 2017</b>	<b>Additions</b>	<b>Reductions</b>	<b>June 30, 2018</b>
Capital Assets not Being Depreciated				
Land	\$ 467,304	\$ -	\$ -	467,304
Construction in Progress	1,309,528	2,398,758	643,388	3,064,898
	<u>1,776,832</u>	<u>2,398,758</u>	<u>643,388</u>	<u>3,532,202</u>
Capital Assets Being Depreciated				
Buildings	13,245,205	-	-	13,245,205
Improvements, other than Buildings	11,605,425	883,535	-	12,488,960
Vehicles	59,395	1,150,155	-	1,209,550
Machinery and Equipment	10,869,157	198,699	-	11,067,856
<i>Total Capital Assets Being Depreciated</i>	<u>35,779,182</u>	<u>2,232,389</u>	<u>-</u>	<u>38,011,571</u>
Less Accumulated Depreciation				
Buildings	7,710,570	253,301	-	7,963,871
Improvements, other than Buildings	5,568,295	206,246	-	5,774,541
Vehicles	16,212	98,501	-	114,713
Machinery and Equipment	10,324,791	73,790	-	10,398,581
<i>Total Accumulated Depreciation</i>	<u>23,619,868</u>	<u>631,838</u>	<u>-</u>	<u>24,251,706</u>
<i>Total Capital Assets being Depreciated, net</i>	<u>12,159,314</u>	<u>1,600,551</u>	<u>-</u>	<u>13,759,865</u>
<b><i>Total Capital Assets, Business-type Activities</i></b>	<b><u>\$ 13,936,146</u></b>	<b><u>\$ 3,999,309</u></b>	<b><u>\$ 643,388</u></b>	<b><u>\$ 17,292,067</u></b>

Depreciation expense was charged to functions/programs of business-type activities as follows:

<b>Business-type Activities</b>	
Water Supply System	\$ 382,453
Sewage Disposal System	50,013
Wastewater Treatment System	<u>199,372</u>
<b><i>Total Business-type Activities</i></b>	<b><u>\$ 631,838</u></b>

## Note 9 - Long-term Debt

The City issues bonds to provide for the acquisition and construction of major capital facilities. General obligation bonds are direct obligations and pledge the full faith and credit of the City. City contractual agreements and installment purchase agreements are also general obligations of the government. Revenue bonds involve a pledge of specific income derived from the acquired or constructed assets to pay debt service.



# City of Owosso

## Notes to the Financial Statements

Long-term debt obligation activity can be summarized as follows:

<b>Governmental Activities</b>	<b>Balance at April 30, 2017</b>	<b>Additions</b>	<b>Deletions</b>	<b>Balance at April 30, 2018</b>	<b>Due Within One Year</b>
2009 General Obligation Limited Tax bonds, \$950,000, due in annual installments of \$25,000 to \$75,000 through May 1, 2029, interest at 1.95% to 5.25%, payable semi-annually.	\$ 690,000	\$ -	\$ 45,000	\$ 645,000	\$ 45,000
2010 General Obligation Unlimited Tax bonds, \$960,000, due in annual installments of \$15,000 to \$65,000 through November 1, 2030, interest at 2.35% to 2.43%, payable semi-annually	835,000	-	40,000	795,000	50,000
2013 General Obligation Street Bonds, \$990,000, due in annual installments of \$20,000 to \$70,000 through November 1, 2033, interest at 0.70% to 4.95%, payable semi-annually	915,000	-	30,000	885,000	35,000
2015 capital lease payable, \$324,271, due in annual installments of \$68,096 through June 10, 2019 including interest at 2.40%	131,247	-	64,812	66,435	66,435
2017 General Obligation Unlimited Tax bonds, \$4,900,000, due in annual installments of \$220,000 to \$280,000 through May 1, 2037, interest at 1.00% to 3.55%, payable annually	4,900,000	-	220,000	4,680,000	225,000
Compensated Absences	337,082	371	-	337,453	84,363
<b>Total Governmental Activities</b>	<b>\$ 7,808,329</b>	<b>\$ 371</b>	<b>\$ 399,812</b>	<b>\$ 7,408,888</b>	<b>\$ 505,798</b>
<b>Business-type Activities</b>	<b>Balance at April 30, 2017</b>	<b>Additions</b>	<b>Deletions</b>	<b>Balance at April 30, 2018</b>	<b>Due Within One Year</b>
Revenue Bond Series 2012 Refunding, \$3,800,000 due in annual installments of \$55,000 to \$505,000 through November 1, 2022, interest at 2.00% to 3.25%, payable semi-annually	\$ 2,575,000	\$ -	\$ 355,000	\$ 2,220,000	\$ 385,000
U.S. Bancorp Installment purchase, \$1,900,000 due in annual installments of \$150,919 through May 15, 2031, interest at 2.63%, payable annually	1,749,080	-	104,987	1,644,093	107,745
State Revolving Fund 2009 Sewer System, \$801,786, due in installments of \$30,000 to \$55,000 through April 1, 2028, interest at 2.50%, payable semi-annually	506,786	-	35,000	471,786	40,000
Compensated Absences	90,441	10,308	-	100,749	25,187
<b>Total Business-type Activities</b>	<b>\$ 4,921,307</b>	<b>\$ 10,308</b>	<b>\$ 494,987</b>	<b>\$ 4,436,628</b>	<b>\$ 557,932</b>

# City of Owosso

## Notes to the Financial Statements

<b>Component Units</b>	<b>Balance at April 30, 2017</b>	<b>Additions</b>	<b>Deletions</b>	<b>Balance at April 30, 2018</b>	<b>Due Within One Year</b>
Cass Street loan from primary government, \$211,137, due in annual installments of \$7,151 to \$51,265 through June 30, 2027, interest at 0.06%, payable annually	\$ 162,454	\$ -	\$ 14,233	\$ 148,221	\$ 10,028
Cargill Brownfield loan from primary government, \$2,120,497, due in annual installments of \$105,900 to \$176,049 through January 1, 2032, interest at 4.00%, payable annually	1,841,134	10,188	-	1,851,322	105,900
<b>Total Long-term Obligations, Component Units</b>	<b>\$2,003,588</b>	<b>\$ 10,188</b>	<b>\$ 14,233</b>	<b>\$1,999,543</b>	<b>\$ 115,928</b>

The capital lease payable is for a Vactor vehicle with a cost of \$404,771 and accumulated depreciation of \$134,924 as of June 30, 2018.

Annual debt service requirements to maturity for the primary government long-term debt are as follows:

Year Ending June 30	Governmental Activities			Business-type Activities		
	Principal	Interest	Total	Principal	Interest	Total
2019	\$ 421,435	\$ 225,478	\$ 646,913	\$ 532,745	\$ 117,057	\$ 649,802
2020	370,000	216,429	586,429	560,575	101,302	661,877
2021	380,000	208,111	588,111	598,478	84,574	683,052
2022	385,000	288,905	673,905	636,458	66,794	703,252
2023	395,000	188,721	583,721	674,516	47,279	721,795
2024-2028	2,100,000	759,060	2,859,060	903,127	127,729	1,030,856
2029-2033	1,870,000	388,831	2,258,831	429,980	22,778	452,758
2034-2038	1,150,000	97,673	1,247,673	-	-	-
<b>Totals</b>	<b>\$ 7,071,435</b>	<b>\$ 2,373,208</b>	<b>\$ 9,444,643</b>	<b>\$ 4,335,879</b>	<b>\$ 567,513</b>	<b>\$ 4,903,392</b>

Annual debt service requirements to maturity for the component unit long-term debt are as follows:

Year Ending June 30	Component Unit		
	Principal	Interest	Total
2019	115,928	93,112	209,040
2020	120,766	88,260	209,026
2021	125,787	83,159	208,946
2022	131,065	77,861	208,926
2023	136,547	72,336	208,883
2024-2028	789,573	269,226	1,058,799
2029-2033	579,877	104,549	684,426
<b>Totals</b>	<b>\$ 1,999,543</b>	<b>\$ 788,503</b>	<b>\$ 2,788,046</b>

## City of Owosso

### Notes to the Financial Statements

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#### Advance Refunding

On August 8, 2012, the City issued revenue bond series 2012 refunding of \$3,800,000. The refunded bonds mature as scheduled on August 8, 2012, through November 1, 2022. The balance of the defeased debt outstanding at year end was \$1,900,000.

The City has pledged substantially all revenue of the water supply system fund, net of operating expenses, to repay the above water supply system revenue bonds. Proceeds from the bonds provided financing for the construction of the water supply system. The bonds are payable solely from the net revenue of the water supply system fund. During the current year, net adjusted revenue of the system was \$1,188,983 compared to the annual debt requirements of approximately \$577,332.

#### Note 10 - Restricted Assets

The balances of the restricted asset accounts are as follows:

	<b>Governmental Activities</b>	<b>Business-type Activities</b>
Revenue Bond Restrictions:		
Revenue Bond Reserve	\$ -	\$ 750,041
Improvement and Replacement Fund	-	1,710,486
	<u>\$ -</u>	<u>\$ 2,460,527</u>

#### Note 11 - Risk Management

The City is exposed to various risks of loss related to property loss, torts, errors and omissions, and employee injuries (workers' compensation), as well as medical benefits provided to employees. The City has purchased commercial insurance for employee medical benefits and participates in the Michigan Municipal Bank Management Authority (risk pool) for claims relating to general and auto liability, auto physical damage and property loss claims, and the Michigan Municipal League for Workers' Compensation. Settled claims relating to the commercial insurance have not exceeded the amount of insurance coverage in any of the past three fiscal years.

The Michigan Municipal League risk pool program operates as a common risk-sharing management program for local units of government in Michigan; member premiums are used to purchase commercial excess insurance coverage and to pay member claims in excess of deductible amounts.

The Michigan Municipal Risk Management Authority ("MMRMA") (the "Authority") risk pool program operates as a claims servicing pool for amounts up to member retention limits, and operates as a common risk sharing management program for losses in excess of member retention

## City of Owosso

### Notes to the Financial Statements

amounts. Although premiums are paid annually to the Authority that the Authority uses to pay claims up to the retention limits, the ultimate liability for those claims remain with the City.

At June 30, 2018, the City has \$150,923 on deposit with the Authority to pay claims. Upon termination of the program, any amounts remaining on deposit after the Authority has settled all claims incurred prior to termination will be returned to the City. The City estimates the liability for claims that have been incurred through the end of the fiscal year, including claims that have been reported as well as those that have not yet been reported.

Changes in the net position for the past two fiscal years were as follows:

	<b>2018</b>	<b>2017</b>
Unpaid claims - beginning of year	\$ 71,355	\$ 114,726
Incurred claims and adjustments (including claims incurred but not reported)	86,248	11,598
Claim payments	(157,503)	(54,969)
Unpaid claims - end of year	100	71,355
Assets held on deposit with Authority	150,923	214,105
<b><i>Net Position - end of year</i></b>	<b>\$ 150,823</b>	<b>\$ 142,750</b>

#### **Note 12 - Contingent Liabilities**

The City is a defendant in various lawsuits. Although the outcome of these lawsuits is not presently determinable, in the opinion of the City and its Corporate Counsel, the resolution of these matters will not have a material adverse effect on the financial condition of the City.

#### **Note 13 - Pension Plan – Single Employer Pension Trust Fund**

##### ***Employees' Retirement System***

***Plan Description.*** The City sponsors and administers the City of Owosso Employees' Retirement Plan (the "Plan"), a single-employer defined benefit pension plan, which covers substantially all the employees of the City, except for certain retired union employees of the American Federation of the State, City, and Municipal Employees and the Police Command Bargaining Unit, both of which participate in the Michigan Municipal Employees' Retirement System. During 2008, the Plan was closed to all new employees under the AFSCME and general union agreements. The plan is currently open for police patrol and fire groups. The Plan provides retirement, disability, and death benefits to plan members and their beneficiaries. The Plan is accounted for as a separate pension trust fund. Separate financial statements are not issued for the Plan.

# City of Owosso

## Notes to the Financial Statements

**Plan Membership.** At December 31, 2017, the date of the most recent valuation, membership consisted of the following:

Inactive plan members or beneficiaries currently receiving benefits	90
Inactive plan members entitled to but not yet receiving benefits	6
Active plan members	49
Total membership	<u>145</u>

**Benefits Provided.** Retirement benefits for employees are calculated as follows:

Division	Benefit Multiplier	Benefit Maximum	Final Average Compensation (Years)	Normal Retirement Age	Unreduced Benefit (Age/Years of Service)	Vesting (Years)
General Non-Union- Closed	2.50%	80%	3	60	n/a	10
General Union - Closed	2.50%	80%	3	55	60/10	25
Police - Open	2.80%	80%	3	50	55/10	25
Fire - Open	2.8% +	80%	3	Any	55/10	25

**Contributions.** The contribution requirements of Plan members are established and may be amended by the City Council in accordance with City policies, union contracts, and plan provisions. The City is required to contribute at an actuarially determined rate expressed as a percentage of covered payroll. For the year ended December 31, 2017, the City had the following contribution rates:

Division	Employee Contributions	Employer Contributions
General, Police Non-Union	6.00%	7.86%
Fire	8.00%	8.74%
Police Union	10.00%	6.40%

**Net Pension Liability.** The employer's Net Pension Liability was measured as of December 31, 2017, and the total pension liability used to calculate the Net Pension Liability was determined by an annual actuarial valuation as of that date.

**Rate of Return.** For the year ended December 31, 2017, the annual money-weighted rate of return on pension plan investments, net of pension plan investment expense, was 7.15%. The money-weighted rate of return expresses investment performance, net of investment expense, adjusted for the changing amounts actually invested.

## City of Owosso

### Notes to the Financial Statements

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**Actuarial Assumptions.** The City's net pension liability was measured as of December 31, 2017, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date using the following actuarial assumptions, applied consistently to all periods included in the measurement:

Wage Inflation	3.00%
Price Inflation	2.50%
Salary Increases	3.00% to 13.0% including inflation
Investment Rate of Return	7.25% net of expenses
Retirement Age	Age-based table of rates that are specific to the type of eligibility condition.

Mortality rates were based on the RP-2000 Combined Healthy Mortality Tables projected to 2020 using Projection Scale AA.

The actuarial assumptions used in the December 31, 2017 valuation were based on the results of an actuarial experience study as of December 31, 2013.

**Investment Policy.** The Plan's policy in regard to the allocation of invested assets is established and may be amended by the Board of Trustees. The investment policy has been formulated based on consideration of a wide range of policies and describes the prudent investment process that the Board deems appropriate. The Plan's asset allocation policy is shown on the following pages.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimates of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation.

# City of Owosso

## Notes to the Financial Statements

Best estimates of arithmetic real rates of return for each major asset class included in the pension plan's target asset allocation as of December 31, 2017, and the final investment return assumption, are summarized in the following table:

<b>Asset Class</b>	<b>Target Allocation</b>	<b>Long-term Expected Real Rate of Return</b>	<b>Expected Money- Weighted Rate of Return</b>
Domestic Equities	52.0%	7.10%	3.69%
International Equities	15.0%	6.90%	1.04%
Domestic Fixed Income	22.5%	2.90%	0.65%
Global Fixed Income	7.5%	2.80%	0.21%
Cash and Cash Equivalents	3.0%	1.40%	0.04%
	<u>100.0%</u>		<u>5.63%</u>
Inflation			2.00%
Risk Adjustments			<u>-0.38%</u>
<b>Investment Rate of Return</b>			<u><b>7.25%</b></u>

**Discount Rate.** The discount rate used to measure the total pension liability was 7.25%. The projection of cash flows used to determine the discount rate assumed that plan member contributions will be made at the current contribution rate and that City contributions will be made at rates equal to the difference between actuarially determined contribution rates and the member rate. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

# City of Owosso

## Notes to the Financial Statements

***Changes in the Net Pension Liability.*** The components of the change in the net pension liability are summarized as follows:

Changes in Net Pension Liability	Increase (Decrease)		
	Total Pension Liability	Plan Net Position	Net Pension Liability
<b>Balance at December 31, 2016</b>	\$ 37,240,151	\$ 31,715,358	\$ 5,524,793
Service cost	428,682	-	428,682
Interest	2,610,296	-	2,610,296
Difference between expected and actual experience	377,079	-	377,079
Contributions - Employer	-	958,312	(958,312)
Contributions - Employee	-	214,940	(214,940)
Net investment income	-	5,769,694	(5,769,694)
Benefit payments, including refunds	(2,900,823)	(2,900,823)	-
Administrative expenses	-	(147,227)	147,227
Other - City Reimbursed Expenses	-	142,738	(142,738)
Net changes	515,234	4,037,634	(3,522,400)
<b>Balance at December 31, 2017</b>	<u>\$ 37,755,385</u>	<u>\$ 35,752,992</u>	<u>\$ 2,002,393</u>

***Sensitivity of the Net Pension Liability to Changes in the Discount Rate.*** The following presents the net pension liability of the City, calculated using the discount rate of 7.25%, as well as what the City's net pension liability would be if it were calculated using a discount rate that is 1% lower (6.25%) or 1% higher (8.25%) than the current rate:

	Current		
	1% Decrease (6.25%)	Discount Rate (7.25%)	1% Increase (8.25%)
Net pension liability of the City	<u>\$ 5,801,481</u>	<u>\$ 2,002,393</u>	<u>\$ (1,245,285)</u>



# City of Owosso

## Notes to the Financial Statements

### ***Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions***

For the year ended June 30, 2018, the City recognized pension expense of (\$24,902). At June 30, 2018, the City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

Source	Deferred Outflows of Resources	Deferred Inflows of Resources
Difference between expected and actual experience	\$ 820,284	\$ 120,089
Changes in assumptions	-	261,659
Net difference between projected and actual earnings on pension plan investments	-	1,398,364
* Employer contributions to the plan subsequent to the measurement date	783,145	-
Total	<u>\$ 1,603,429</u>	<u>\$ 1,780,112</u>

The amount reported as deferred outflows of resources resulting from contributions subsequent to the measurement date will be recognized as a reduction in the net pension liability for the year ending June 30, 2018. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pension will be recognized in pension expense as follows:

Years Ending June 30	Amount
2019	\$ 65,537
2020	80,471
2021	(417,207)
2022	(688,629)

***Payable to the Pension Plan.*** At June 30, 2018, the City did not have any outstanding contributions due to the pension plan required for the year ended June 30, 2018.

# City of Owosso

## Notes to the Financial Statements

### Note 14 - Pension Plan – Agent Multiple-Employer Plan

#### *General Information About the Plan*

**Plan Description.** The employer's defined benefit pension plan provides certain retirement, disability and death benefits to plan members and beneficiaries. The employer participates in the Municipal Employees Retirement System (MERS) of Michigan. MERS is an agent multiple-employer, statewide public employee pension plan established by the Michigan Legislature under Public Act 135 of 1945 and administered by a nine member Retirement Board. MERS issues a publicly available financial report that includes financial statements and required supplementary information. This report may be obtained accessing the MERS website at [www.mersofmich.com](http://www.mersofmich.com).

**Benefits Provided.** Retirement benefits for employees are calculated as follows:

Division	Benefit Multiplier	Benefit Maximum	Final Average Compensation (Years)	Normal Retirement Age	Unreduced Benefit (Age/Years of Service)	Unreduced Benefit (Age/Years of Service)	Vesting (Years)
AFSCME Council - Closed	2.50%	80%	3	60	55/25	50/25, 55/15	10
Police Command - Open	2.80 or 2.50%	80%	3	60	50/25	55/15	10

**Employees Covered by Benefit Terms.** At December 31, 2017, plan membership consisted of the following:

Inactive plan members or beneficiaries currently receiving benefits	14
Inactive plan members entitled to but not yet receiving benefits	1
Active plan members	6
Total employees covered by MERS	<u>21</u>

**Contributions.** The employer is required to contribute amounts at least equal to the actuarially determined rate, as established by the MERS Retirement Board. The actuarially determined rate is the estimated amount necessary to finance the cost of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The employer may establish contribution rates to be paid by its covered employees.

For the year ended June 30, 2018, the City had the following contribution rates:

Division	Employee Contributions	Employer Contributions
AFSCME Council - Closed	6.40%	\$1,811/mo
Police Command - Open	10.00%	27.49%

**Net Pension Liability.** The City's net pension liability was measured as of December 31, 2017, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date.

## City of Owosso

### Notes to the Financial Statements

**Actuarial Assumptions.** The total pension liability in the December 31, 2017 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation	2.50%
Salary Increases	3.75% in the long-term
Investment Rate of Return	7.75%, net of investment and administrative expense and including inflation

Although no specific price inflation assumptions are needed for the valuation, the 2.5% long-term wage inflation assumption would be consistent with a price inflation of 3%-4%.

Mortality rates used were based on the RP-2014 Group Annuity Mortality Table of a 50% Male and 50% Female blend.

The actuarial assumptions used in valuation were based on the results of the most recent actuarial experience study of 2009-2013.

The long-term expected rate of return on pension plan investments was determined using a model method in which the best-estimate ranges of expected future real rates of return (expected returns, net of investment and administrative expenses and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

<b>Asset Class</b>	<b>Target Allocation</b>	<b>Long-term Expected Real Rate of Return</b>	<b>Expected Money- Weighted Rate of Return</b>
Global Equity	57.5%	5.02%	2.89%
Global Fixed Income	20.0%	2.18%	0.44%
Real Assets	12.5%	4.23%	0.53%
Diversifying Strategies	10.0%	6.54%	0.64%
	<u>100.0%</u>		<u>4.50%</u>
Inflation			3.25%
Administrative Expenses netted above			<u>0.25%</u>
<b>Investment Rate of Return</b>			<u><b>8.00%</b></u>

## City of Owosso

### Notes to the Financial Statements

**Discount Rate.** The discount rate used to measure the total pension liability is 8.00%. The projection of cash flows used to determine the discount rate assumes that employer and employee contributions will be made at the rates agreed upon for employees and the actuarially determined rates for employers. Based on these assumptions, the pension plan's fiduciary net position was projected to be available to pay all projected future benefit payments of current active and inactive employees. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

#### ***Changes in Net Pension Liability***

The components of the change in the net pension liability are summarized as follows:

Changes in Net Pension Liability	Increase (Decrease)		Net Pension Liability
	Total Pension Liability	Plan Net Position	
<b>Balance at December 31, 2016</b>	\$ 4,829,803	\$ 3,113,259	\$ 1,716,544
Service cost	60,121	-	60,121
Interest	372,940	-	372,940
Difference between expected and actual experience	128,899	-	128,899
Changes in Benefits	7,110	-	7,110
Contributions - Employer	-	139,100	(139,100)
Contributions - Employee	-	43,917	(43,917)
Net investment income	-	399,865	(399,865)
Benefit payments, including refunds	(396,218)	(396,218)	-
Administrative expenses	-	(6,348)	6,348
Net changes	172,852	180,316	(7,464)
<b>Balance at December 31, 2017</b>	<u>\$ 5,002,655</u>	<u>\$ 3,293,575</u>	<u>\$ 1,709,080</u>

***Sensitivity of the Net Pension Liability to Changes in the Discount Rate.*** The following presents the net pension liability of the City, calculated using the discount rate of 8.00%, as well as what the City's net pension liability would be if it were calculated using a discount rate that is 1% lower (7.00%) or 1% higher (9.00%) than the current rate:

	Current		
	1% Decrease (7.00%)	Discount Rate (8.00%)	1% Increase (9.00%)
Net pension liability of the City	<u>\$ 2,244,748</u>	<u>\$ 1,709,080</u>	<u>\$ 1,260,962</u>

***Pension Plan Fiduciary Net Position.*** Detailed information about the pension plan's fiduciary net position is available in the separately issued Plan financial statements.

# City of Owosso

## Notes to the Financial Statements

### ***Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions***

For the year ended June 30, 2018, the City recognized pension expense of \$173,372. The City reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

Source	Deferred Outflows of Resources	Deferred Inflows of Resources
Difference between expected and actual experience	\$ 85,933	\$ 2,304
Net difference between projected and actual earnings on pension plan investments	-	54,401
* Employer contributions to the plan subsequent to the measurement date	74,167	-
Total	<u>\$ 160,100</u>	<u>\$ 56,705</u>

\*The amount reported as deferred outflows of resources resulting from contributions subsequent to the measurement date will be recognized as a reduction in the net pension liability for the year ending June 30, 2018.

Amounts reported as deferred outflows of resources and deferred inflows of resources related to pension will be recognized in pension expense as follows:

Years Ending June 30	Amount
2019	\$ 61,250
2020	51,826
2021	(51,931)
2022	(31,917)

***Payable to the Pension Plan.*** At June 30, 2018, the City did not have any outstanding contributions due to the pension plan required for the year ended June 30, 2018.

### **Note 15 - Defined Contribution Retirement Plan**

The City provides pension benefits to the city manager position along with new employees under the AFSCME and general union agreements with a defined contribution plan administered under ICMA for which the City provides employer contributions. In accordance with these requirements, the City contributed \$77,686 during the current year and employees contributed \$114,307 during the year. At June 30, 2018, the City's had no outstanding amounts due to the Plan.

## City of Owosso

### Notes to the Financial Statements

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#### Note 16 - Construction Code Fees

The City oversees building construction, in accordance with the State's construction Code Act, including inspection of building construction and renovation to ensure compliance with the building codes. The City charges fees for these services. Beginning January 1, 2000, the law requires that collection of these fees be used only for construction code costs, including an allocation of estimated overhead costs. A summary of the activity since January 1, 2000 is as follows:

Cumulative excess at June 30, 2017	\$ 39,374
Current year Building Permit Revenue	224,273
Related expenses - Direct costs	<u>(214,902)</u>
Cumulative excess at June 30, 2018	<u>\$ 48,745</u>

#### Note 17 - Net Investment in Capital Assets

The composition of net investment in capital assets as of June 30, 2018, was as follows:

	<u>Governmental Activities</u>	<u>Buisness-type Activities</u>
Capital Assets:		
Not being depreciated	\$ 8,277,237	\$ 3,532,202
Being depreciated, net	<u>29,335,860</u>	<u>13,759,865</u>
	37,613,097	17,292,067
Related Debt:		
Bonds and notes payable	<u>7,071,435</u>	<u>4,335,879</u>
Net Investment in Capital Assets	<u>\$ 30,541,662</u>	<u>\$ 12,956,188</u>

#### Note 18 - Tax Abatement Disclosure

Industrial property tax abatements are granted in the State of Michigan under Public Act 198, as amended, to promote economic development, creation of jobs, and new or improvement facilities. The industrial facilities tax (IFT) exemption must be approved by both the local unit (after a public hearing is held) and the State of Michigan. IFT exemptions can cover real and/or personal property. By State law, the exemption must be applied for no later than six months after commencement of the project, and must be accompanied by a written agreement between the taxpayer and the local unit. An exemption allows for taxation on IFT property at 50% of the local property tax millage rate for a period of 1 to 12 years. Accordingly, such agreements meet the criteria of "tax abatements" under GASB Statement No. 77. For the year ended June 30, 2018, the City's property taxes were reduced by \$11,563 under this program.

# City of Owosso

## Notes to the Financial Statements

### Note 19 - Fund Balance Classifications

	<u>General Fund</u>	<u>Major Streets Fund</u>	<u>Streets Capital Project Fund</u>	<u>Nonmajor Governmental Funds</u>	<u>Total</u>
<b>Nonspendable</b>					
Advance To Component Unit	\$ 1,155,365	\$ -	\$ -	\$ -	\$ 1,155,365
Inventories	50,634	-	-	-	50,634
Prepays	-	188,438	-	-	188,438
<b>Total Nonspendable</b>	<u>1,205,999</u>	<u>188,438</u>	<u>-</u>	<u>-</u>	<u>1,394,437</u>
<b>Restricted for:</b>					
Debt Service	-	-	-	386	386
Housing	-	-	-	-	-
Historical	-	-	-	69,290	69,290
Downtown Facade	-	-	-	29,964	29,964
Street Capital Projects	-	-	2,017,659	-	2,017,659
Revolving Loans	-	-	-	1,227,512	1,227,512
Skate Park Donations	106,420	-	-	-	106,420
Building Code Enforcement	48,745	-	-	-	48,745
Recreation	5,702	-	-	-	5,702
Public Safety	1,315	-	-	-	1,315
Streets	-	1,275,617	-	287,932	1,563,549
<b>Total Restricted</b>	<u>162,182</u>	<u>1,275,617</u>	<u>2,017,659</u>	<u>1,615,084</u>	<u>5,070,542</u>
<b>Assigned for:</b>					
Unfunded Pension Liability	1,796,787	-	-	-	1,796,787
Building Authority	-	-	-	35,978	35,978
DDA Construction	-	-	-	35,666	35,666
Subdivision Debt	181,010	-	-	54,990	236,000
Compensated Absences	337,453	-	-	-	337,453
Special Assessment	100,000	-	-	-	100,000
Economic Development	500,000	-	-	-	500,000
Owosso Drain	141,454	-	-	-	141,454
<b>Total Assigned</b>	<u>3,056,704</u>	<u>-</u>	<u>-</u>	<u>126,634</u>	<u>3,183,338</u>
<b>Unassigned</b>	<u>1,961,631</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,961,631</u>
<b>Total Fund Balances - Governmental Funds</b>	<u>\$ 6,386,516</u>	<u>\$ 1,464,055</u>	<u>\$ 2,017,659</u>	<u>\$ 1,741,718</u>	<u>\$ 11,609,948</u>

## **Required Supplementary Information**



**City of Owosso**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balance-Budget and Actual**  
**General Fund**  
**For the Year Ended June 30, 2018**

	<b>Budgeted Amounts</b>			<b>Variance Positive (Negative) Final to Actual</b>
	<b>Original</b>	<b>Final</b>	<b>Actual</b>	
<b>Revenues</b>				
Property Taxes	\$ 3,431,801	\$ 3,361,000	\$ 3,370,798	\$ 9,798
Licenses and Permits	175,978	193,000	252,307	59,307
Intergovernmental	1,651,454	1,763,000	1,749,485	(13,515)
Charges for Services	1,317,373	1,267,373	1,413,906	146,533
Interest	49,000	23,000	23,003	3
Miscellaneous	199,823	280,857	254,350	(26,507)
<b>Total Revenues</b>	<b>6,825,429</b>	<b>6,888,230</b>	<b>7,063,849</b>	<b>175,619</b>
<b>Other Financing Sources</b>				
<b>Total Revenues and Other Financing Sources</b>	<b>6,825,429</b>	<b>6,888,230</b>	<b>7,063,849</b>	<b>175,619</b>
<b>Expenditures</b>				
<b>General Government</b>				
City Council	4,300	4,300	3,392	908
City Manager	108,084	106,467	99,463	7,004
Finance	154,246	159,615	161,479	(1,864)
Assessing	119,576	142,576	141,405	1,171
Attorney	120,000	127,500	116,197	11,303
Clerk	112,382	140,001	151,066	(11,065)
Human Resources	139,313	133,585	136,559	(2,974)
Treasurer	63,185	69,489	62,766	6,723
Information Technology	98,475	80,725	52,153	28,572
Buildings and Ground Maintenance	27,372	105,468	129,138	(23,670)
General Administration	169,167	182,300	239,306	(57,006)
<b>Total General Government</b>	<b>1,116,100</b>	<b>1,252,025</b>	<b>1,292,923</b>	<b>( 40,898 )</b>
<b>Public Safety</b>				
Police	2,066,691	2,026,691	1,990,317	36,374
Fire Department	1,900,570	1,890,570	1,881,417	9,153
Building & Code Enforcement	235,950	223,951	214,902	9,049
<b>Total Public Safety</b>	<b>4,203,211</b>	<b>4,141,212</b>	<b>4,086,636</b>	<b>54,576</b>
<b>Public Works</b>				
General Public Works	588,607	588,607	478,808	109,799
Leaf and Brush Collection	229,000	229,000	180,766	48,234
Parking	49,000	43,000	28,457	14,543
<b>Total Public Works</b>	<b>866,607</b>	<b>860,607</b>	<b>688,031</b>	<b>172,576</b>
<b>Community Development</b>	<b>134,344</b>	<b>127,343</b>	<b>114,019</b>	<b>13,324</b>
<b>Recreation - Parks</b>	<b>220,900</b>	<b>302,900</b>	<b>263,785</b>	<b>39,115</b>
<b>Total Expenditures</b>	<b>6,541,162</b>	<b>6,684,087</b>	<b>6,445,394</b>	<b>238,693</b>
<b>Other Financing Uses</b>				
Transfers to other funds	166,550	419,084	247,247	171,837
<b>Total Expenditures and Other Financing Uses</b>	<b>6,707,712</b>	<b>7,103,171</b>	<b>6,692,641</b>	<b>410,530</b>
<b>Excess (Deficiency) of Revenues and Other Sources Over Expenditures and Other Uses</b>	<b>117,717</b>	<b>(214,941)</b>	<b>371,208</b>	<b>586,149</b>
<b>Net Change in Fund Balance</b>	<b>117,717</b>	<b>(214,941)</b>	<b>371,208</b>	<b>586,149</b>
<b>Fund Balance at Beginning of Period</b>	<b>6,015,308</b>	<b>6,015,308</b>	<b>6,015,308</b>	<b>--</b>
<b>Fund Balance at End of Period</b>	<b>\$ 6,133,025</b>	<b>\$ 5,800,367</b>	<b>\$ 6,386,516</b>	<b>\$ 586,149</b>

**City of Owosso**  
**Schedule of Revenues, Expenditures, and Changes in Fund Balance-Budget and Actual**  
**Major Streets**  
**For the Year Ended June 30, 2018**

	<b>Budgeted Amounts</b>			<b>Variance Positive (Negative) Final to Actual</b>
	<b>Original</b>	<b>Final</b>	<b>Actual</b>	
<b>Revenues</b>				
Intergovernmental	\$ 1,258,978	\$ 991,000	\$ 1,746,833	\$ 755,833
Special Assessments	26,300	26,300	138,816	112,516
Interest	--	--	151	151
Miscellaneous	--	--	7,798	7,798
<b>Total Revenues</b>	<b>1,285,278</b>	<b>1,017,300</b>	<b>1,893,598</b>	<b>876,298</b>
<b>Other Financing Sources</b>				
Transfers from other funds	--	3,037,534	3,029,247	(8,287)
<b>Total Revenues and Other Financing Sources</b>	<b>1,285,278</b>	<b>4,054,834</b>	<b>4,922,845</b>	<b>868,011</b>
<b>Expenditures</b>				
Public Works	613,815	3,692,115	3,688,996	3,119
<b>Total Expenditures</b>	<b>613,815</b>	<b>3,692,115</b>	<b>3,688,996</b>	<b>3,119</b>
<b>Other Financing Uses</b>				
Transfers to other funds	627,650	332,070	339,166	(7,096)
<b>Total Expenditures and Other Financing Uses</b>	<b>1,241,465</b>	<b>4,024,185</b>	<b>4,028,162</b>	<b>(3,977)</b>
<b>Excess (Deficiency) of Revenues and Other Sources Over Expenditures and Other Uses</b>	<b>43,813</b>	<b>30,649</b>	<b>894,683</b>	<b>864,034</b>
<b>Net Change in Fund Balance</b>	<b>43,813</b>	<b>30,649</b>	<b>894,683</b>	<b>864,034</b>
<i>Fund Balance at Beginning of Period</i>	<i>569,372</i>	<i>569,372</i>	<i>569,372</i>	<i>--</i>
<b>Fund Balance at End of Period</b>	<b>\$ 613,185</b>	<b>\$ 600,021</b>	<b>\$ 1,464,055</b>	<b>\$ 864,034</b>

**City of Owosso**  
**Required Supplementary Information**  
**Schedule of Changes in Net Pension Liability and Related Ratios**  
**Last Four Calendar Years (Schedule is built prospectively upon implementation of GASB 68)**  
**Employee's Retirement System Single Employer Pension Plan**

	2018	2017	2016	2015
<b>Total Pension Liability</b>				
Service Cost	\$ 428,682	\$ 432,001	\$ 442,936	\$ 476,628
Interest	2,610,296	2,532,569	2,586,834	2,525,333
Differences Between Expected & Actual Experience	377,079	915,114	(373,598)	345,843
Changes in Assumptions	-	-	(814,031)	-
Benefit Payments, Including Refunds	(2,900,823)	(2,711,036)	(2,510,549)	(2,454,795)
Other	-	-	25,639	-
<b>Net Change in Pension Liability</b>	<b>515,234</b>	<b>1,168,648</b>	<b>(642,769)</b>	<b>893,009</b>
<i>Total Pension Liability - Beginning</i>	<i>37,240,151</i>	<i>36,071,503</i>	<i>36,714,272</i>	<i>35,821,263</i>
<b>Total Pension Liability - Ending (a)</b>	<b>\$ 37,755,385</b>	<b>\$ 37,240,151</b>	<b>\$ 36,071,503</b>	<b>\$ 36,714,272</b>
<b>Plan Fiduciary Net Position</b>				
Contributions - Employer	\$ 958,312	\$ 629,143	\$ 600,769	\$ 701,388
Contributions - Member	214,940	234,195	238,860	221,638
Net Investment Income	5,769,694	1,684,322	(8,045)	1,858,842
Benefit Payments, Including Refunds	(2,900,823)	(2,711,036)	(2,510,549)	(2,454,795)
Administrative Expenses	(147,227)	(155,668)	(56,618)	(36,025)
Other - City Reimbursed Expenses	142,738	92,956	-	-
Other - Audit and Education	-	(6,690)	-	-
<b>Net Change in Plan Fiduciary Net Position</b>	<b>4,037,634</b>	<b>(232,778)</b>	<b>(1,735,583)</b>	<b>291,048</b>
<i>Plan Fiduciary Net Position - Beginning</i>	<i>31,715,358</i>	<i>31,948,136</i>	<i>33,683,719</i>	<i>33,392,671</i>
<b>Plan Fiduciary Net Position - Ending (b)</b>	<b>\$ 35,752,992</b>	<b>\$ 31,715,358</b>	<b>\$ 31,948,136</b>	<b>\$ 33,683,719</b>
<b>Net Pension Liability - Ending (a) - (b)</b>	<b>\$ 2,002,393</b>	<b>\$ 5,524,793</b>	<b>\$ 4,123,367</b>	<b>\$ 3,030,553</b>
Plan Fiduciary Net Position as a Percentage of Total Pension Liability	94.70%	85.16%	88.57%	91.75%
Covered Employee Payroll	\$ 2,701,419	\$ 2,786,412	\$ 2,891,530	\$ 2,938,821
Net Pension Liability as a Percentage of Covered Employee Payroll	74.12%	198.28%	142.60%	103.12%

Note: GASB 68 was implemented in fiscal year 2015. This schedule is being built prospectively. Ultimately, 10 years of data will be presented.

**City of Owosso**  
**Required Supplementary Information**  
**Schedule of Contributions**  
**Employee's Retirement System Single Employer Pension Plan**  
**Last 4 Fiscal Years**

	2018	2017	2016	2015
Actuarially Determined Contribution	\$ 958,312	\$ 629,143	\$ 600,769	\$ 559,281
Contributions in Relation to the Actuarially Determined Contribution	958,312	629,143	600,769	559,281
Contribution Deficiency (Excess)	\$ -	\$ -	\$ -	\$ -
Covered Employee Payroll	2,701,419	2,124,150	2,761,338	3,028,775
Contributions as a Percentage of Covered Employee Payroll	35.5%	29.6%	21.8%	18.5%

*Notes*

GASB 68 was implemented in fiscal year 2015. This schedule is being built prospectively. Ultimately, 10 years if data will be presented.

**Valuation Date**

Actuarially determined contribution amounts are calculated as of December 31 each year, which is 6 months prior to the beginning of the fiscal year in which the contributions are required.

**Methods and assumptions used to determine contribution rates**

Actuarial cost method	Entry-age Normal for open groups, aggregate for closed groups
Amortization method	Level percentage of payroll for open groups, dollar level for closed groups
Remaining amortization period	14-year closed period
Asset valuation method	4-year smooth market
Wage Inflation	3.00%
Price Inflation	No explicit price inflation assumption was used
Salary increases	3.00% to 13.0% including inflation
Investment rate of return	7.25%
Retirement age	Age-based table of rates that are specific to the type of eligibility condition.
Mortality	RP-2000 Combined Healthy Mortality Table projected to 2020 using Projection Scale AA.

**City of Owosso**  
**Required Supplementary Information**  
**Schedule of Changes in Net Pension Liability and Related Ratios**  
**Last Four Calendar Years (Schedule is built prospectively upon implementation of GASB 68)**  
**MERS Agent Multiple-Employer Defined Benefit Pension Plan**

	2018	2017	2016	2015
<b>Total Pension Liability</b>				
Service Cost	\$ 60,121	\$ 58,476	\$ 59,072	\$ 56,663
Interest	372,940	370,415	367,218	364,054
Differences Between Expected & Actual Experience	128,899	(6,914)	(109,144)	-
Changes in Assumptions	-	-	203,319	-
Changes in Benefits	7,111	5,931	50,916	
Benefit Payments, Including Refunds	(396,219)	(398,083)	(385,997)	(381,134)
<b>Net Change in Pension Liability</b>	<b>172,852</b>	<b>29,825</b>	<b>185,384</b>	<b>39,583</b>
<i>Total Pension Liability - Beginning</i>	<i>4,829,803</i>	<i>4,799,978</i>	<i>4,614,594</i>	<i>4,575,011</i>
<b>Total Pension Liability - Ending (a)</b>	<b>\$ 5,002,655</b>	<b>\$ 4,829,803</b>	<b>\$ 4,799,978</b>	<b>\$ 4,614,594</b>
<b>Plan Fiduciary Net Position</b>				
Contributions - Employer	\$ 139,100	\$ 206,166	\$ 45,863	\$ 50,484
Contributions - Member	43,917	45,641	59,586	59,724
Net Investment Income	399,865	328,921	(45,980)	205,685
Benefit Payments, Including Refunds	(396,218)	(398,083)	(385,997)	(381,134)
Administrative Expenses	(6,347)	(6,486)	(6,899)	(7,495)
<b>Net Change in Plan Fiduciary Net Position</b>	<b>180,317</b>	<b>176,159</b>	<b>(333,427)</b>	<b>(72,736)</b>
<i>Plan Fiduciary Net Position - Beginning</i>	<i>3,113,258</i>	<i>2,937,099</i>	<i>3,270,526</i>	<i>3,343,262</i>
<b>Plan Fiduciary Net Position - Ending (b)</b>	<b>\$ 3,293,575</b>	<b>\$ 3,113,258</b>	<b>\$ 2,937,099</b>	<b>\$ 3,270,526</b>
<b>Net Pension Liability - Ending (a) - (b)</b>	<b>\$ 1,709,080</b>	<b>\$ 1,716,545</b>	<b>\$ 1,862,879</b>	<b>\$ 1,344,068</b>
Plan Fiduciary Net Position as a Percentage of Total Pension Liability	65.84%	64.46%	61.19%	70.87%
Covered Employee Payroll	\$ 418,961	\$ 413,925	\$ 313,381	\$ 339,241
Net Pension Liability as a Percentage of Covered Employee Payroll	407.93%	414.70%	594.45%	396.20%

Note: GASB 68 was implemented in fiscal year 2015. This schedule is being built prospectively. Ultimately, 10 years of data will be presented.

**City of Owosso**  
**Required Supplementary Information**  
**Schedule of Contributions**  
**MERS Agent Multiple-Employer Defined Benefit Pension Plan**  
**Last 4 Fiscal Years**

	2018	2017	2016	2015
Actuarially Determined Contribution	\$ 139,100	\$ 128,079	\$ 81,621	\$ 46,402
Contributions in Relation to the Actuarially Determined Contribution	139,100	128,079	81,621	46,402
Contribution Deficiency (Excess)	\$ -	\$ -	\$ -	\$ -
Covered Employee Payroll	418,961	424,603	430,897	311,669
Contributions as a Percentage of Covered Employee Payroll	33.2%	30.2%	18.9%	14.9%

*Notes*

GASB 68 was implemented in fiscal year 2015. This schedule is being built prospectively. Ultimately, 10 years of data will be presented.

**Valuation Date**

Actuarially determined contribution amounts are calculated as of December 31 each year, which is 18 months prior to the beginning of the fiscal year in which the contributions are required.

**Methods and assumptions used to determine contribution rates**

Actuarial cost method	Entry-age normal
Amortization method	Level percentage of payroll
Remaining amortization period	24 years
Asset valuation method	Open; 10-year smooth market
Inflation	3.0% to 4.0%
Salary increases	4.75% in the long-term (2.0% and 3.0% for calendar years 2015 and 2016, respectively)
Investment rate of return	8.00%, net of investment and administrative expenses including inflation
Retirement age	Age-based table of rates that are specific to the type of eligibility condition. The normal retirement rates were first used for the December 31, 2009 actuarial valuations. The Early Retirement rates were first used for the December 31, 2011 actuarial valuations.
Mortality	1994 Group Annuity Mortality Table of a 50% Male and 50% Female blend. For disabled retirees, the regular mortality table is used with a 10-year set forward in ages to reflect the higher expected mortality rates of disabled members.

## **Combining and Individual Fund Statements and Schedules**

**City of Owosso**  
**Combining Balance Sheet**  
**Nonmajor Governmental Funds**  
**June 30, 2018**

	Special Revenue					Debt Service		
	Local Streets	Historical Fund	Housing and Redevelopment	Revolving Loan	Downtown Facade Program	2013 General Obligation Bonds	2010 General Obligation Bonds	
<b>ASSETS</b>								
Cash and Investments	\$ 250,398	\$ 97,143	\$ 1,892	\$ 979,625	\$ 17,033	\$ 363	\$ 14	
Accounts Receivable	--	--	--	290,687	--	--	--	
Special Assessments Receivable	--	--	--	--	--	--	--	
Due from Other Governments	119,465	--	--	--	--	--	--	
Land Held for Sale	--	--	--	--	--	--	--	
Current due from other funds	--	--	--	--	42,800	--	--	
<b>Total Assets</b>	<b>\$ 369,863</b>	<b>\$ 97,143</b>	<b>\$ 1,892</b>	<b>\$ 1,270,312</b>	<b>\$ 59,833</b>	<b>\$ 363</b>	<b>\$ 14</b>	
<b>LIABILITIES</b>								
Accounts Payable	\$ 80,293	\$ 4,014	--	--	\$ 29,869	\$ --	\$ --	
Accrued Liabilities	--	300	1,892	--	--	--	--	
Accrued Wages	1,638	1,926	--	--	--	--	--	
Current due to other funds	--	21,613	--	42,800	--	--	--	
<b>Total Liabilities</b>	<b>81,931</b>	<b>27,853</b>	<b>1,892</b>	<b>42,800</b>	<b>29,869</b>	<b>--</b>	<b>--</b>	
<b>DEFERRED INFLOWS OF RESOURCES</b>								
Unavailable Revenue - Special Assessments	--	--	--	--	--	--	--	
<b>Total Liabilities and Deferred Inflows of Resources</b>	<b>81,931</b>	<b>27,853</b>	<b>1,892</b>	<b>42,800</b>	<b>29,869</b>	<b>--</b>	<b>--</b>	
<b>FUND BALANCE</b>								
Restricted	287,932	69,290	--	1,227,512	29,964	363	14	
Assigned	--	--	--	--	--	--	--	
Unassigned	--	--	--	--	--	--	--	
<b>Total Fund Balance</b>	<b>287,932</b>	<b>69,290</b>	<b>--</b>	<b>1,227,512</b>	<b>29,964</b>	<b>363</b>	<b>14</b>	
<b>Total Liabilities, Deferred Inflows of Resources and Fund Balance</b>	<b>\$ 369,863</b>	<b>\$ 97,143</b>	<b>\$ 1,892</b>	<b>\$ 1,270,312</b>	<b>\$ 59,833</b>	<b>\$ 363</b>	<b>\$ 14</b>	



**City of Owosso**  
**Combining Balance Sheet**  
**Nonmajor Governmental Funds**  
**June 30, 2018**

	Debt Service							
	2009 Special Assessment Limited Tax Bonds	2010 Special Assessment Limited Tax Bonds	2011 Special Assessment Limited Tax Bonds	2012 Special Assessment Limited Tax Bonds	2013 Special Assessment Limited Tax Bonds	2014 Special Assessment Limited Tax Bonds	2016 Special Assessment Limited Tax Bonds	
ASSETS								
Cash and Investments	\$ 9	\$ --	\$ --	\$ --	\$ --	\$ --	\$ --	
Accounts Receivable	--	--	--	--	--	--	--	
Special Assessments Receivable	1,701	3,683	22,280	44,017	16,712	5,819	40,378	
Due from Other Governments	--	--	--	--	--	--	--	
Land Held for Sale	--	--	--	--	--	--	--	
Current due from other funds	--	--	--	--	--	--	--	
<b>Total Assets</b>	<b>\$ 1,710</b>	<b>\$ 3,683</b>	<b>\$ 22,280</b>	<b>\$ 44,017</b>	<b>\$ 16,712</b>	<b>\$ 5,819</b>	<b>\$ 40,378</b>	
LIABILITIES								
Accounts Payable	\$ --	\$ --	\$ --	\$ --	\$ --	\$ --	\$ --	
Accrued Liabilities	--	--	--	--	--	--	--	
Accrued Wages	--	--	--	--	--	--	--	
Current due to other funds	--	--	--	--	--	--	--	
<b>Total Liabilities</b>	<b>--</b>	<b>--</b>	<b>--</b>	<b>--</b>	<b>--</b>	<b>--</b>	<b>--</b>	
DEFERRED INFLOWS OF RESOURCES								
Unavailable Revenue - Special Assessments	1,701	3,683	22,280	44,017	16,712	5,819	40,378	
<b>Total Liabilities and Deferred Inflows of Resources</b>	<b>1,701</b>	<b>3,683</b>	<b>22,280</b>	<b>44,017</b>	<b>16,712</b>	<b>5,819</b>	<b>40,378</b>	
FUND BALANCE								
Restricted	9	--	--	--	--	--	--	
Assigned	--	--	--	--	--	--	--	
Unassigned	--	--	--	--	--	--	--	
<b>Total Fund Balance</b>	<b>9</b>	<b>--</b>	<b>--</b>	<b>--</b>	<b>--</b>	<b>--</b>	<b>--</b>	
<b>Total Liabilities, Deferred Inflows of Resources and Fund Balance</b>	<b>\$ 1,710</b>	<b>\$ 3,683</b>	<b>\$ 22,280</b>	<b>\$ 44,017</b>	<b>\$ 16,712</b>	<b>\$ 5,819</b>	<b>\$ 40,378</b>	

**City of Owosso**  
**Combining Balance Sheet**  
**Nonmajor Governmental Funds**  
**June 30, 2018**

	Debt Service		Capital Projects			Total Nonmajor Governmental Funds
	2017 Special Assessment Limited Tax Bonds	2009 Limited Tax General Obligation Bonds	Building Authority	DDA Construction Fund	Subdivision	
ASSETS						
Cash and Investments	\$ --	\$ --	\$ 35,978	\$ 35,666	\$ --	\$ 1,418,121
Accounts Receivable	--	--	--	--	--	290,687
Special Assessments Receivable	--	--	--	--	--	134,590
Due from Other Governments	--	--	--	--	--	119,465
Land Held for Sale	--	--	--	--	236,000	236,000
Current due from other funds	--	--	--	--	--	42,800
Total Assets	\$ --	\$ --	\$ 35,978	\$ 35,666	\$ 236,000	\$ 2,241,663
LIABILITIES						
Accounts Payable	\$ --	\$ --	\$ --	--	\$ --	\$ 114,176
Accrued Liabilities	--	--	--	--	--	2,192
Accrued Wages	--	--	--	--	--	3,564
Current due to other funds	--	--	--	--	181,010	245,423
Total Liabilities	--	--	--	--	181,010	365,355
DEFERRED INFLOWS OF RESOURCES						
Unavailable Revenue - Special Assessments	--	--	--	--	--	134,590
Total Liabilities and Deferred Inflows of Resources	--	--	--	--	181,010	499,945
FUND BALANCE						
Restricted	--	--	--	--	--	1,615,084
Assigned	--	--	35,978	35,666	54,990	126,634
Unassigned	--	--	--	--	--	--
Total Fund Balance	--	--	35,978	35,666	54,990	1,741,718
Total Liabilities, Deferred Inflows of Resources and Fund Balance	\$ --	\$ --	\$ 35,978	\$ 35,666	\$ 236,000	\$ 2,241,663

**City of Owosso**  
**Combining Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**Nonmajor Governmental Funds**  
**For the Year Ended June 30, 2018**

	Special Revenue				Debt Service		
	Local Streets	Historical Fund	Housing and Redevelopment	Revolving Loan	Downtown Facade Program	2013 General Obligation Bonds	2010 General Obligation Bonds
<b>Revenues</b>							
Property Taxes	\$ --	\$ --	\$ --	\$ --	\$ --	\$ 391,186	\$ 74,874
Intergovernmental	649,439	--	20,383	4,162	--	--	--
Charges for Services	--	12,850	--	--	--	--	--
Sales	--	4,922	--	--	--	--	--
Special Assessments	42,301	--	--	--	--	--	--
Interest	64	181	1	873	3	--	--
Miscellaneous	335	25,509	--	1	25,740	--	--
<b>Total Revenues</b>	<b>692,139</b>	<b>43,462</b>	<b>20,384</b>	<b>5,036</b>	<b>25,743</b>	<b>391,186</b>	<b>74,874</b>
<b>Expenditures</b>							
Public Works	845,960	--	--	--	--	--	--
Community and Economic Development	--	--	25,063	980	38,579	--	--
Recreation and Culture	--	80,927	--	--	--	--	--
Debt Service - Principal	--	--	--	--	--	250,000	40,000
Debt Service - Interest	--	--	--	--	--	141,218	34,873
<b>Total Expenditures</b>	<b>845,960</b>	<b>80,927</b>	<b>25,063</b>	<b>980</b>	<b>38,579</b>	<b>391,218</b>	<b>74,873</b>
<b>Excess of Revenues Over (Under) Expenditures</b>	<b>(153,821)</b>	<b>(37,465)</b>	<b>(4,679)</b>	<b>4,056</b>	<b>(12,836)</b>	<b>(32)</b>	<b>1</b>
<b>Other Financing Sources (Uses)</b>							
Transfers from other funds	339,166	33,000	164	--	42,800	--	--
Transfers to other funds	--	--	--	(42,964)	--	--	--
<b>Net Other Financing Sources (Uses)</b>	<b>339,166</b>	<b>33,000</b>	<b>164</b>	<b>(42,964)</b>	<b>42,800</b>	<b>--</b>	<b>--</b>
<b>Net Change in Fund Balance</b>	<b>185,345</b>	<b>(4,465)</b>	<b>(4,515)</b>	<b>(38,908)</b>	<b>29,964</b>	<b>(32)</b>	<b>1</b>
<b>Fund Balance at Beginning of Period</b>	<b>102,587</b>	<b>73,755</b>	<b>4,515</b>	<b>1,266,420</b>	<b>--</b>	<b>395</b>	<b>13</b>
<b>Fund Balance at End of Period</b>	<b>\$ 287,932</b>	<b>\$ 69,290</b>	<b>\$ --</b>	<b>\$ 1,227,512</b>	<b>\$ 29,964</b>	<b>\$ 363</b>	<b>\$ 14</b>

**City of Owosso**  
**Combining Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**Nonmajor Governmental Funds**  
**For the Year Ended June 30, 2018**

	Debt Service						
	2009 Special Assessment Limited Tax Bonds	2010 Special Assessment Limited Tax Bonds	2011 Special Assessment Limited Tax Bonds	2012 Special Assessment Limited Tax Bonds	2013 Special Assessment Limited Tax Bonds	2014 Special Assessment Limited Tax Bonds	2016 Special Assessment Limited Tax Bonds
<b>Revenues</b>							
Property Taxes	\$ ---	\$ ---	\$ ---	\$ ---	\$ ---	\$ ---	\$ ---
Intergovernmental	---	---	---	---	---	---	---
Charges for Services	---	---	---	---	---	---	---
Sales	---	---	---	---	---	---	---
Special Assessments	---	---	---	---	---	---	---
Interest	---	---	---	---	---	---	---
Miscellaneous	---	---	---	---	---	---	---
<b>Total Revenues</b>	---	---	---	---	---	---	---
<b>Expenditures</b>							
Public Works	---	---	---	---	---	---	---
Community and Economic Development	---	---	---	---	---	---	---
Recreation and Culture	---	---	---	---	---	---	---
Debt Service - Principal	---	---	---	---	---	---	---
Debt Service - Interest	---	---	---	---	---	---	---
<b>Total Expenditures</b>	---	---	---	---	---	---	---
<b>Excess of Revenues Over (Under) Expenditures</b>	---	---	---	---	---	---	---
<b>Other Financing Sources (Uses)</b>							
Transfers from other funds	---	---	---	---	---	---	---
Transfers to other funds	---	---	---	---	---	---	---
<b>Net Other Financing Sources (Uses)</b>	---	---	---	---	---	---	---
<b>Net Change in Fund Balance</b>	---	---	---	---	---	---	---
<b>Fund Balance at Beginning of Period</b>	9	---	---	---	---	---	---
<b>Fund Balance at End of Period</b>	<u>9</u>	<u>\$ ---</u>	<u>\$ ---</u>	<u>\$ ---</u>	<u>\$ ---</u>	<u>\$ ---</u>	<u>\$ ---</u>

**City of Owosso**  
**Combining Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**Nonmajor Governmental Funds**  
**For the Year Ended June 30, 2018**

	Debt Service		Capital Projects			
	2017 Special Assessment Limited Tax Bonds	2009 Limited Tax General Obligation Bonds	Building Authority	DDA Construction Fund	Subdivision	Total Nonmajor Governmental Funds
<b>Revenues</b>						
Property Taxes	\$ --	\$ --	\$ --	\$ --	--	\$ 466,060
Intergovernmental	--	80,118	--	--	--	754,102
Charges for Services	--	--	--	--	--	12,850
Sales	--	--	--	--	--	4,922
Special Assessments	--	--	--	--	--	42,301
Interest	--	--	14	14	--	1,150
Miscellaneous	--	--	--	--	3,347	54,932
<b>Total Revenues</b>	--	80,118	14	14	3,347	1,336,317
<b>Expenditures</b>						
Public Works	--	--	--	--	--	845,960
Community and Economic Development	--	--	--	--	--	64,622
Recreation and Culture	--	--	--	--	--	80,927
Debt Service - Principal	--	45,000	--	--	--	335,000
Debt Service - Interest	--	35,118	--	--	--	211,209
<b>Total Expenditures</b>	--	80,118	--	--	--	1,537,718
<b>Excess of Revenues Over (Under) Expenditures</b>	--	--	14	14	3,347	(201,401)
<b>Other Financing Sources (Uses)</b>						
Transfers from other funds	--	--	--	--	--	415,130
Transfers to other funds	--	--	--	--	--	(42,964)
<b>Net Other Financing Sources (Uses)</b>	--	--	--	--	--	372,166
<b>Net Change in Fund Balance</b>	--	--	14	14	3,347	170,765
<b>Fund Balance at Beginning of Period</b>	--	--	35,964	35,652	51,643	1,570,953
<b>Fund Balance at End of Period</b>	\$ --	\$ --	\$ 35,978	\$ 35,666	\$ 54,990	\$ 1,741,718

**City of Owosso**  
**Statement of Net Position and Governmental Fund Balance Sheet**  
**Brownfield Redevelopment Authority Component Unit**  
**June 30, 2018**

	<u>Balance Sheet</u>	<u>Adjustments</u>	<u>Statement of Net Position</u>
<b>ASSETS</b>			
<i>Current Assets</i>			
Cash and Investments	\$ 43,143	\$ --	\$ 43,143
Accounts Receivable	--	--	--
Due from Other Governments	--	--	--
Inventories	65,700	--	65,700
<b>Total Assets</b>	<u>108,843</u>	<u>--</u>	<u>108,843</u>
<b>LIABILITIES</b>			
<i>Current Liabilities</i>			
Due to Other Governments	65,700	--	65,700
Current Portion of Long-term Debt	--	115,928	115,928
<b>Total Current Liabilities</b>	65,700	115,928	181,628
<i>Noncurrent Liabilities</i>			
Long-term Debt	--	1,883,615	1,883,615
<b>Total Liabilities</b>	<u>65,700</u>	<u>1,999,543</u>	<u>2,065,243</u>
<b>NET POSITION</b>			
<i>Unassigned fund balance / Unrestricted Net Position</i>	43,143	( 1,999,543 )	(1,956,400)
<b>Total Fund Balance / Net Position</b>	<u>\$ 43,143</u>	<u>\$ ( 1,999,543 )</u>	<u>\$ (1,956,400)</u>

**City of Owosso**  
**Statement of Activities and Governmental Fund Statement of**  
**Revenues, Expenditures and Change in Fund Balance**  
**Brownfield Redevelopment Authority Component Unit**  
**For the Year Ended June 30, 2018**

	<b>Statement of Revenues, Expenditures and Changes in Fund Balance</b>	<b>Adjustments</b>	<b>Statement of Activities</b>
<b>Expenses</b>			
Brownfield Redevelopment Authority	\$ 508,667	\$ 641	\$ 509,308
Debt Service Principal	14,233	( 14,233 )	--
<b>Total Expenses</b>	<b>522,900</b>	<b>( 13,592 )</b>	<b>509,308</b>
<b>Program Revenues</b>			
Operating grants and contributions	17,530	--	17,530
<b>Total Program Revenues</b>	<b>17,530</b>	<b>--</b>	<b>17,530</b>
<b>Net Program Revenues (Expenses)</b>	<b>( 505,370 )</b>	<b>--</b>	<b>(491,778)</b>
<b>General Revenue</b>			
Property Taxes	121,491	--	121,491
<b>Total General Revenues</b>	<b>121,491</b>	<b>--</b>	<b>121,491</b>
<b>Other Financing Sources</b>			
Issuance of Debt	10,188	( 10,188 )	--
<b>Change in Net Position</b>	<b>( 373,691 )</b>	<b>( 3,404 )</b>	<b>( 370,287 )</b>
<i>Net Position at Beginning of Period</i>	416,834	--	(1,586,113)
<b>Net Position at End of Period</b>	<b>\$ 43,143</b>	<b>\$ --</b>	<b>\$ (1,956,400)</b>

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL  
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT  
OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT  
AUDITING STANDARDS*

To the City Council  
City of Owosso  
Owosso, MI

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the City of Owosso, Michigan (the "City"), as of and for the year ended June 30, 2018, and the related notes to the financial statements, which collectively comprise the City's basic financial statements, and have issued our report thereon dated November 30, 2018. The Downtown Development Authority component unit was not audited in accordance with *Government Auditing Standards*.

**Internal Control over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.



## **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the City's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

## **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in dark ink that reads "Galbridge & Company". The script is cursive and fluid, with the ampersand clearly visible.

Grand Rapids, Michigan  
November 30, 2018

November 30, 2018

To the City Council  
City of Owosso  
Owosso, Michigan

We have audited the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the City of Owosso, Michigan (the “City”) for the year ended June 30, 2018. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards and *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated June 7, 2018. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Matters

*Qualitative Aspects of Accounting Practices*

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the City are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year. We noted no transactions entered into by the City during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management’s knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimate(s) affecting the City’s financial statements were:

- Management’s estimate of the useful lives of depreciable capital assets is based on the length of time it is believed that those assets will provide some economic benefit in the future.
- Management’s estimate of the accrued compensated absences is based on current hourly rates and policies regarding payment of sick and vacation banks.
- Management’s estimate of the allowance for uncollectible receivable balances is based on past experience and future expectation for collection of various account balances.

- Management's estimate of the insurance claims incurred but not reported is based on information provided by the entity's third party administrators and subsequent claims activity.
- The assumptions used in the actuarial valuations of the pension and other postemployment benefits plans are based on historical trends and industry standards.

We evaluated the key factors and assumptions used to develop these estimates and determined that they are reasonable in relation to the basic financial statements taken as a whole and in relation to the applicable opinion units.

The financial statement disclosures are neutral, consistent, and clear.

#### *Difficulties Encountered in Performing the Audit*

We encountered no significant difficulties in dealing with management in performing and completing our audit.

#### *Corrected and Uncorrected Misstatements*

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.

#### *Disagreements with Management*

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

#### *Management Representations*

We have requested certain representations from management that are included in the management representation letter dated November 30, 2018.

#### *Management Consultations with Other Independent Accountants*

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the City's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

### *Other Audit Findings or Issues*

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the City's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

### Other Matters

We applied certain limited procedures to the management's discussion and analysis, pension schedules, and budgetary comparison schedules, which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the combining and individual fund financial statements, which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

### Restriction on Use

This information is intended solely for the information and use of the governing body and management of the City of Owosso, Michigan and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

A handwritten signature in dark ink that reads "Gabridge & Company". The signature is written in a cursive, flowing style.

Gabridge & Company, PLC



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

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# ***MEMORANDUM***

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DATE: December 3, 2018

TO: Owosso City Council

FROM: Katherine Fagan

RE: Water/Sewer Account Deposit Adjustment

---

Resolution No. 34-2008 sets the water /sewer account deposit at \$75.00. The \$75.00 deposit amount was originally set up by Resolution No. 5-93 in 1993. This amount has never been adjusted to reflect the switch to quarterly billing or any rate increases.

I believe that increasing the deposit amount to \$350.00, starting with accounts activated after January 1, 2019, is appropriate. This action will reduce the number of delinquent utility accounts that are added to the owner's taxes and reduce the number of delinquent final bills being sent out.

I am attaching copies of both resolutions.

## RESOLUTION NO.

### CITY OF OWOSSO WATER/SEWER SERVICE DEPOSIT SCHEDULE

The Owosso City Council establishes the following schedule of deposits for water and/or sewer service accounts where a tenant is solely responsible for payment of water and/or sewer service charges and for other cases as provided in Section 34-251, Collection, of the Owosso City Code. Such schedule shall not be retroactive, but shall apply to all cases requiring a deposit on or after January 1, 2019.

1. "Affidavit" Tenant Accounts: In cases where the City is properly notified in accordance with Act No. 94 of the Public Acts of Michigan of 1933, as amended, that a tenant is responsible for water or sewer service charges, no such service shall be commenced or continued to such premises until there has been deposited with the City an amount as follows:
  - a. ~~\$75.00~~ **\$350.00** - in the case of a single residential unit.
  - b. An amount equal to three months charges as estimated by the public services director based on the water meter size and estimated consumption for other than single unit residential services but no less than ~~\$75.00~~ **\$350.00**.
2. "Nonaffidavit" Tenant Accounts: In other cases where the account is billed to a tenant without notification in accordance with Act No. 94 (i.e. when the property may still be lienied for unpaid charges), a ~~\$75.00~~ **\$350.00** deposit will be required prior to initiation of service.
3. Deposit following service shutoff for nonpayment: Where the water service to any premise is turned off to enforce the payment of water or sewer service charges, the water service shall not be recommenced until an amount as in 1. above has been deposited with the City.
4. Deposits for out-of-town customers: For any new customer outside the corporate limits of the City of Owosso, water service shall not be commenced or continued until an amount as in 1. above has been deposited with the City.
5. Other: In any other case where, in the discretion of the public services director, the collection of charges for water or sewer service may be difficult or uncertain, the director may require a similar deposit.

Such deposits may be applied against any delinquent water or sewer service charges and the application thereof shall not affect the right of the public services department to turn off the water service and/or sewer service, to any premises for any delinquency thereby satisfied.

No such deposit shall bear interest and such deposit, or any remaining balance thereof, shall be returned to the customer making the same when he or she shall discontinue receiving water and sewer service. In the case of deposits under 4 or 5 above, the deposit may be refunded whenever a customer has promptly paid all water and sewer service charges for at least two full years and has otherwise established satisfactory credit in the municipality. In the case of deposits under 3 above, the deposit may be refunded whenever a customer has promptly paid all water and sewer service charges for at least one full year and has otherwise established satisfactory credit in the municipality.

## RESOLUTION NO. 34-2008

### CITY OF OWOSSO Water/Sewer Service Deposit Schedule

The Owosso City Council establishes the following schedule of deposits for water and/or sewer service accounts where a tenant is solely responsible for payment of water and/or sewer service charges and for other cases as provided in Section 34-251, Collection, of the Owosso City Code. Such schedule shall not be retroactive, but shall apply to all cases requiring a deposit on or after September 15, 2008.

1. "Affidavit" Tenant Accounts: In cases where the city is properly notified in accordance with Act No. 94 of the Public Acts of Michigan of 1933, as amended, that a tenant is responsible for water or sewer service charges, no such service shall be commenced or continued to such premises until there has been deposited with the city an amount as follows:
  - a. \$75.00 - in the case of a single residential unit.
  - b. An amount equal to three months charges as estimated by the public services director based on the water meter size and estimated consumption for other than single unit residential services but no less than \$75.00.
2. "Nonaffidavit" Tenant Accounts: In other cases where the account is billed to a tenant without the notification in accordance with Act No. 94 (ie. when the property may still be lien for unpaid charges), a \$75.00 deposit will be required prior to initiation of service.
3. Deposit following service shutoff for nonpayment: Where the water service to any premise is turned off to enforce the payment of water or sewer service charges, the water service shall not be recommenced until an amount as in 1. above has been deposited with the City.
4. Deposits for out-of-town customers: For any new customer outside the corporate limits of the City of Owosso, water service shall not be commenced or continued until an amount as in 1. above has been deposited with the City.
5. Other: In any other case where, in the discretion of the public services director, the collection of charges for water or sewer service may be difficult or uncertain, the director may require a similar deposit.

Such deposits may be applied against any delinquent water or sewer service charges and the application thereof shall not affect the right of the public services department to turn off the water service and/or sewer service, to any premises for any delinquency thereby satisfied.

No such deposit shall bear interest and such deposit, or any remaining balance thereof, shall be returned to the customer making the same when he or she shall discontinue receiving water and sewer service. In the case of deposits under 4 or 5 above, the deposit may be refunded whenever a customer has promptly paid all water and sewer service charges for at least two full years and has otherwise established satisfactory credit in the municipality. In the case of deposits under 3 above, the deposit may be refunded whenever a customer has promptly paid all water and sewer service charges for at least one full year and has otherwise established satisfactory credit in the municipality.

*I hereby certify that the foregoing document is a true and correct copy of a resolution adopted by the Owosso City Council at the regular meeting of September 15, 2008 and which has not been rescinded or modified in any way whatsoever and is at present in full force and effect.*

  
Amy K. Kirkland, City Clerk





CITY OF OWOSSO  
Water/Sewer Service Deposit Schedule  
(Effective April 1, 1993)

R-5-93: Motion by Councilperson DeWeese, to set the following schedule of deposits for water and/or sewer service accounts where a tenant is solely responsible for payment of water and/or sewer service charges and for other cases as provided in Section 34-251. Collection, of the Owosso City Code. Such schedule shall not be retroactive, but shall apply to all cases requiring a deposit on or after April 1, 1993.

1. "Affidavit" Tenant Accounts: In cases where the city is properly notified in accordance with Act No. 94 of the Public Acts of Michigan of 1933, as amended, that a tenant is responsible for water or sewer service charges, no such service shall be commenced or continued to such premises until there has been deposited with the city an amount as follows:
  - a. \$75.00 - in the case of a single residential unit.
  - b. An amount equal to three months charges as estimated by the public services director based on the water meter size and estimated consumption for other than single unit residential services but no less than \$75.00.
2. "Nonaffidavit" Tenant Accounts: In other cases where the account is billed to a tenant without the notification in accordance with Act No. 94 (ie. when the property may still be lien for unpaid charges), a \$75.00 deposit will be required prior to initiation of service.
3. Deposit following service shutoff for nonpayment: Where the water service to any premise is turned off to enforce the payment of water or sewer service charges, the water service shall not be recommenced until an amount as in 1. above has been deposited with the City.
4. Deposits for out-of-town customers: For any new customer outside the corporate limits of the City of Owosso, water service shall not be commenced or continued until an amount as in 1. above has been deposited with the City.
5. Other: In any other case where, in the discretion of the public services director, the collection of charges for water or sewer service may be difficult or uncertain, the director may require a similar deposit.

Such deposits may be applied against any delinquent water or sewer service charges and the application thereof shall not affect the right of the public services department to turn off the water service and/or sewer service, to any premises for any delinquency thereby satisfied.

No such deposit shall bear interest and such deposit, or any remaining balance thereof, shall be returned to the customer making the same when he or she shall discontinue receiving water and sewer service. In the case of deposits under 3, 4 or 5 above, the deposit may be refunded whenever a customer has promptly paid all water and sewer service charges for at least two full years and has otherwise established satisfactory credit in the municipality. **In the case of deposits under 3, 4 or 5 above, the deposit may be refunded whenever a customer has promptly paid all water and sewer service charges for at least one full year and has otherwise established satisfactory credit in the municipality.**





## MEMORANDUM

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

**DATE:** December 3, 2018

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

**FROM:** Amy Cyphert, Assistant City Manager & Community Development Director

**SUBJECT:** Transfer of Unsold Tax Foreclosure Parcels from the State of Michigan to the City of Owosso

### BACKGROUND:

The following properties within the City of Owosso were foreclosed upon this year under Public Act 206 or 1893:

1. 050-240-003-025-00



2. 050-710-000-007-00



The State Department of Treasury has previously offered these parcels for sale at two separate auctions and both remain unsold.

Per Public Act 206 of 1893, the above parcels will transfer to the City of Owosso ownership on December 31<sup>st</sup>, 2018, unless the City objects in writing to any or all of the parcels. If the City does not object and accepts the parcels, the State of Michigan will send the title transfer deed directly to the County Register of Deeds office for recording.

Objections to the acceptance of the parcels must be received in writing on or before December 31<sup>st</sup>, 2018. If the city objects, the property(s) will not be transferred to the city and instead will be held by the State of Michigan Land Bank.

**RECOMMENDATION:**

Staff recommends accepting the ownership of the parcels. Once owned by the City, the City should combine the parcels with the adjacent parcel. In many cases, these “sliver” parcels were once part of an adjacent parcel.

**FISCAL IMPACTS:**

The transfer of the parcels from the State to the City is at no cost to the City. There will be future costs to record the deed at the County when the land is transferred to the adjacent land owners.

The fiscal impact includes the cost of maintaining the parcels until the sale/transfer to an adjacent land owner occurs. In both cases, adjacent land owners may already be maintaining the parcels.

The combination of these parcels with the adjacent parcels will allow the parcels to be taxed (they are currently tax exempt based on State of Michigan ownership/City of Owosso).

**RESOLUTION NO.**

**RESOLUTION ACCEPTING THE TRANSFER OF ALL UNSOLD TAX REVERTED  
PROPERTIES FROM THE STATE OF MICHIGAN TO THE CITY OF OWOSSO**

WHEREAS, the city of Owosso received from the state of Michigan a list of parcels of property in the city of Owosso foreclosed for unpaid property taxes pursuant to Public Act 123 of 1999; and

WHEREAS, under Section 78m(6) of said Act, being MCL 211.78m(6) the title to the listed parcels will be automatically transferred to the city of Owosso on December 30, 2018, unless the city objects to the transfer of all or any parcel before the transfer is made.

NOW, THEREFORE, BE IT RESOLVED the city of Owosso does not object to the transfer of title to the city of the following tax foreclosed parcels:

050-240-003-025-00          SOUTH 19" OF LOT 14 BLK C, C L GOODHUES SUB OUTLOT 2

050-710-000-007-00          COM AT NE COR OUTLOT 1 TH N'LY AL'G E LN SD OUTLOT  
EXTENDED N 4.6' TH N 65° W TO W LN SD O'LOT EXTENDED N TH S  
17' TO W COR OUTLOT TH ELY ALG N LN OUTLOT TO BEG J L  
WRIGHTS ADD, NW 1/4 SEC 19, T7N-R3E

TITLE CHECK, LLC  
622 W KALAMAZOO AVE  
KALAMAZOO, MI 49007

November 13, 2018



Treasurer  
Kathy Fagan  
City of Owosso  
301 W Main St  
Owosso, MI 48867

Dear Municipality Treasurer:

SUBJECT: Tax-Foreclosed Property Title Transfer

Enclosed please find a list of parcels in your jurisdiction, which were foreclosed upon this year under Public Act 206 of 1893; MCL 211.78. The Michigan Department of Treasury has previously offered these parcels at two separate tax-foreclosed real property auctions, as required by statute, and they remain unsold.

In accordance with Public Act 206 of 1893; MCL 211.78m(6), we are providing the enclosed list to you for your consideration. **Title to the enclosed parcels will transfer to your municipality on December 31, 2018 unless you object, in writing, to any or all of them before then. Your objection must be sent to my attention, via U.S. mail, at the address listed in the final paragraph.** If you do not object one or more of the listed parcels in writing, we will send the title transfer deed directly to your county register of deeds office for recording, and will then forward the recorded deed to you, upon its return from the register of deeds' office.

Please verify your jurisdiction name and address as noted in the address line, as it will be used for the grantee information on the deed, unless you notify us of a required edit. If you accept the transfer of title, you may indicate such, in writing, at your earliest convenience, to expedite the transfer.

Objections to the transfer of title must be received, in writing, **on or before December 28, 2018** to Title Check, LLC, Attn: Auction Department, 622 W. Kalamazoo Ave., Kalamazoo, MI 49007. If you have any questions regarding this matter, please feel free to contact me at 269-585-1252.

Sincerely,

Jordan Hochstetler  
Auction Manager  
Title-check LLC

Enclosure

Parcels	local Unit	Legal Description
050-240-003-025-00	CITY OF OWOSSO	SOUTH 19" OF LOT 14 BLK C, C L GOODHUES SUB OUTLOT 2
050-710-000-007-00	CITY OF OWOSSO	COM AT NE COR OUTLOT 1 TH N'LY AL'G E LN SD OUTLOT EXTENDED N 4.6' TH N 65* W TO W LN SD O'LOT EXTENDED N TH S 17' TO W COR OUTLOT TH ELY ALG N LN OUTLOT TO BEG J L WRIGHTS ADD, NW 1/4 SEC 19, T7N- R3E



DATE: 12.3.18  
TO: CITY COUNCIL  
FROM: CITY MANAGER  
SUBJECT: RECREATIONAL MARIJUANA ESTABLISHMENTS MORATORIUM

### **BACKGROUND**

On December 6, 2018 recreational marijuana becomes legal to use, grow, and possess for any Michigan resident at least 21 years old. However, the Michigan Department of Licensing and Regulatory Affairs has until December 6, 2019 to come up with rules and an application process regulating recreational marijuana establishments. In that time, Owosso needs to decide if it wants to opt out. Doing nothing will mean that the city will opt in automatically.

### **RECOMMENDATION**

The best course of action would be to adopt a temporary moratorium on recreational marijuana establishments and local applications until LARA releases its regulations and application process. There are 3 reasons why this is the best course of action:

1. We aren't yet done with medical marijuana at the city-level. Planning commission is currently taking another look at buffer zones and language around the medical marijuana facility ordinance. Let's get that wrapped up first before we tackle a potential recreational marijuana ordinance process.
2. Passing a recreational marijuana establishment ordinance before LARA comes up with rules could be premature and require major revisions or a complete rewrite of our own ordinance after those rules are released.
3. Simply waiting while doing nothing could be the worst idea for Owosso because if LARA releases their rules early, Owosso will automatically opt in with no moratorium, no local zoning or administrative direction, and no application process in place. By the time the city scrambled to get something in place after an automatic opt-in, we could already have situations of vested property rights in place regarding recreational marijuana establishments and nothing to solve the problem but a long and costly route through the court system with an uncertain result.

**RESOLUTION NO.**

**RESOLUTION AUTHORIZING A MORATORIUM  
ON THE ESTABLISHMENT OF RECREATIONAL MARIJUANA FACILITIES  
IN THE CITY OF OWOSSO**

WHEREAS, the people of the State of Michigan passed Proposal 1-2018 to allow recreational marijuana beginning December 6, 2018; and

WHEREAS, Proposal 1-2018 mandates that municipalities allow the establishment of recreational marijuana facilities unless they formally choose to opt out of allowing recreational marijuana facilities within their borders; and

WHEREAS, the Michigan Department of Licensing and Regulatory Affairs has until December 6, 2019 to establish rules and regulations regarding recreational marijuana facilities; and

WHEREAS, the City of Owosso considers it necessary and pertinent to establish a moratorium on the establishment of recreational marijuana facilities in order to allow the State to develop the rules and regulations that will govern recreational marijuana facilities; and

WHEREAS, the City of Owosso considers it necessary and pertinent to provide adequate time for the City to properly consider allowing recreational marijuana establishments under the rules and regulations put forth by the State of Michigan.

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

- FIRST: The City of Owosso has theretofore determined that it is advisable, necessary and in the public interest to establish a moratorium on the establishment of recreational marijuana facilities until such time as the State of Michigan Department of Licensing and Regulatory Affairs releases rules and regulations regarding recreational marijuana establishments and the City has had reasonable time to consider whether to allow the establishment of recreational marijuana facilities as governed by said rules and regulations.

M E M O R A N D U M

**To:** Marihuana Consortium Members  
**From:** Dickinson Wright Municipal Group  
**Date:** November 7, 2018

---

Thank you for joining the consortium of municipalities seeking general advice regarding marihuana matters, particularly in light of the approved recreational marihuana proposition on the November 6, 2018, ballot in Michigan.

I. Analysis of Municipal Governance Issues

Attached is a detailed discussion of Proposal 2018-1 and the issues it will raise now that it has been approved by the voters.

II. Opt-Out Ordinances

Attached are two sample ordinances. One is a general opt out ordinance, prohibiting marihuana establishments as defined under the Michigan Regulation and Taxation of Marihuana Act (the “Act”). The other is a zoning ordinance that repeats the prohibition of marihuana facilities.

We recommend that a municipality wishing to opt out do so by adopting both ordinances. The general opt out ordinance can be adopted quickly, so that a municipality is on record as having opted out. The zoning ordinance will take longer to adopt, given that it must be the subject of a planning commission public hearing before it can be considered for adoption. The purpose of the zoning ordinance is to protect a municipality from being attacked for adopting only the general opt out ordinance and thus arguably regulating land uses without completing the zoning process.

These two ordinances should be adopted and in place before the state has finished its regulations for marihuana establishments under the Act, or in any event within the next 12 months. The state has a year to prepare those regulations, but it is not obligated to take that long.

These are, of course, initial draft ordinances meant to be broadly accessible and broadly useful. We have added some qualifying language in each, not to detract from the strength of the prohibition, but as support that these ordinances are adopted within the authority and limitations of state law. There is some bracketed language in each ordinance that will be useful for a municipality that allows medical marihuana facilities, to distinguish between those and recreational establishments; this language could be simplified or deleted for a municipality that does not allow medical marihuana facilities.

We added “sale” to “consumption” in the public place prohibition of the general opt-out ordinance. This is certainly optional. The indirect “no authority for...” language in section 4 of the Act provides only that the Act does not authorize the “consumption” of marihuana in public



MEMO: Marihuana Consortium Members  
DATE: November 7, 2018  
PAGE: 2

*Dickinson Wright PLLC*

places. On the other hand, section 6 of the Act allows a municipality to adopt other ordinances that are not unreasonably impracticable.

The general opt-out ordinance includes bracketed language in the section prohibiting sale and consumption. There is an exception for certain municipality-approved events, if a municipality wants that exception.

The zoning ordinance is straight-forward. We added some non-nonconforming-use language. The language is somewhat self-serving, but we believe it is worth including. We also provided that marihuana establishments may not be allowed as home occupations.

### III. Marihuana and Employment Issues.

Relative to marihuana and employment issues, we have attached the following:

- Marihuana Issues in Employment Law;
- Client ALERT regarding the termination of an employee for using medical marihuana;
- Notice to Employers and Claimants Concerning Medical Marihuana from the Michigan Unemployment Insurance Agency; and
- Sample Drug and Controlled-Substance Free Workplace Policy.

### IV. Regulation Rather than Prohibition

Some municipalities may wish to regulate rather than prohibit marihuana establishments under the Act. We ask that any such municipalities contact us. The regulation of marihuana establishments could take many forms, and we believe a preliminary discussion would be helpful.

RAB:psc

**Recreational Marihuana Michigan Proposal 2018-1 – Initiated Legislation  
Analysis of Municipal Governance Issues**

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I. Recreational Marihuana and Medical Marihuana Governed by Separate Laws. Recreational marihuana and medical marihuana are governed by separate state laws. Recreational marihuana will be governed by the Michigan Regulation and Taxation of Marihuana Act, 2018 Initiated Law 1 (“MRTMA”), and medical marihuana facilities are governed by the Medical Marihuana Facilities Licensing Act, 2016 PA 281 (“MMFLA”).

A. Medical Opt In vs. Recreational Opt Out. A municipality must affirmatively opt in to allow for medical marihuana facilities under the MMFLA. In contrast, a municipality that desires to prohibit recreational marihuana establishments must affirmatively opt out under the MRTMA. A municipality that does not completely opt out under the MRTMA may adopt ordinances to limit the number of recreational marihuana establishments. The default under the MRTMA is to allow, in any municipality that does not affirmatively opt out of otherwise regulate, recreational marihuana establishments that are licensed by the state and, if required, by the municipality.<sup>1</sup>

B. Municipal Medical Marihuana Regulations Do Not Impact Recreational Marihuana Regulations. (1) A municipality that has opted in to medical marihuana may completely prohibit (opt out of) recreational marihuana; or (2) a municipality that has not opted in to medical marihuana may allow and regulate some recreational marihuana; or (3) a municipality may adopt regulations to allow for both; or (4) a municipality may decline to opt in to medical marihuana and completely opt out of recreational marihuana, thus not allowing either type of business within the municipality. If local ordinances are adopted with respect to either, such ordinances must be separate and in accordance with the applicable state law.

C. One Exception to No Overlap Between Laws. There is no overlap between the MRTMA and MMFLA, with one exception: Section 6(5) of the MRTMA provides that a municipality may not prohibit a recreational marihuana establishment from sharing space with a medical marihuana facility. This is relevant only to those municipalities that allow the existence of some recreational marihuana establishments (i.e., that do not completely opt out); a municipality that adopts an ordinance completely prohibiting recreational marihuana establishments is not required to allow any such establishments solely because the municipality allows medical marihuana facilities.

II. Local Authority and Responsibility as to Recreational Marihuana. A municipality may prohibit or regulate marihuana businesses (defined as “establishments” in the MRTMA, and including, but not limited to, retail businesses, growers and processors), but a municipality cannot prohibit individual use of marihuana by people 21 years of age and older, subject to certain potential restrictions on place as discussed below.

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<sup>1</sup> The MRTMA allows municipalities to require recreational marihuana establishments to obtain local licenses, as long as the local licensing requirements do not conflict with the MRTMA or with any rules promulgated by the State with respect to the MRTMA.

A. A Municipality MAY:

1. Completely prohibit. A municipality may completely prohibit, by ordinance, the existence of recreational marihuana establishments.

2. Limit the Number. Instead of completely prohibiting, a municipality may adopt an ordinance allowing the existence of recreational marihuana establishments, and provide limits on the number of establishments within the municipality.

3. Establish Competitive Process for Applicants. If a municipality allows a certain number of establishments, and a greater number of applicants for state licenses wish to locate in that municipality, the MRTMA requires the municipality to decide by a competitive process which applicants are best suited to comply with the MRTMA.

4. Provide Reasonable Restrictions on Establishments. If recreational marihuana establishments are allowed, a municipality may provide reasonable time, place and manner restrictions with respect to such establishments, and provide restrictions on signage. A municipality may also provide for a civil infraction and penalty of not more than \$500 for a violation of an ordinance by a recreational marihuana establishment. Note: the MRTMA is, notably, silent with respect to violations of individual use restrictions (e.g., in public places.)

5. Limit Locations Through Zoning Ordinance. As a follow up to 4, above, a municipality may adopt reasonable zoning regulations to limit the location of recreational marihuana establishments, *except that* a municipality that otherwise allows recreational marihuana establishments cannot prohibit different types of establishments (e.g., a processor and a retailer) from operating at a single location, and cannot prohibit a recreational marihuana establishment from sharing a location with a medical marihuana facility, as long as both types of businesses are allowed to exist in the municipality. Zoning regulations can be adopted to provide additional buffers on school and other properties, e.g., to require marihuana establishments (if not completely prohibited) be located at least 1,000 feet from schools, child care centers, public parks, libraries or other types of properties. These types of regulations have been established in municipalities with respect to medical marihuana facilities, though separate regulations should be written for recreational marihuana establishments.

6. Prohibit Use in Public Places. A municipality may prohibit the use of marihuana in public places. Section 4(1)(e) of the legislation provides that the law does not authorize consuming marihuana in a public place. As that language does not specifically prohibit use in public places and considering the challenge of limiting public places to people 21 years of age or older, it is recommended that a municipality that desires to prohibit the use of marihuana in public places adopt an ordinance specifically prohibiting that behavior.

7. Allow Use in Designated Areas. Notwithstanding the authority in 4 above, a municipality may allow the use of marihuana in designated areas and at designated times, for example at special events – as long as any such area is off limits to people under 21 years of age.

B. A Municipality CANNOT:

1. Prohibit Individual Cultivation or Possession. A municipality cannot prohibit individual cultivation or possession (up to 2.5 ounces) of marihuana by people 21 years of age and older.

2. Prohibit Sale of Marihuana Accessories.

3. Prohibit Individual Use on Private Property. A municipality cannot prohibit use by a person 21 years of age and older within that person's property, and cannot prohibit use of marihuana on private property where the owner, occupier or manager has not prohibited its use – and that is not accessible to people under 21 years of age. For example, a business that sells marihuana accessories, as discussed in 2, above, but is not licensed to sell marihuana, would, as long as the business is restricted to people 21 years of age and older, be able to allow people to bring and use personal supplies of marihuana. Under the MRTMA, the municipality in which such a business located would not be able to prohibit such use.<sup>2</sup>

4. Prohibit Transportation of Marihuana. A municipality cannot prohibit the transport of marihuana through the municipality – regardless of whether the municipality completely prohibits or allows other recreational marihuana establishments from locating in the municipality.

III. Effective Date of Recreational Marihuana Law and Local Timelines.

A. Law Effective 10 Days After Certification of Vote. The MRTMA will become effective 10 days after the vote approving the November 6, 2018, Ballot Proposal 1 is certified.<sup>3</sup>

B. Recreational Marihuana Establishment Licensing Within 1 Year. The MRTMA is effective 10 days after the vote is certified, which will then allow individuals 21 years and older to grow, possess and use (within certain limits, as discussed below) marihuana. Recreational marihuana establishments, however, will need to be licensed to legally operate. Under the MRTMA, the Michigan Department of Licensing and Regulatory Affairs (“LARA”) has 1 year from the effective date of the law to establish and promulgate rules, including a process to accept license applications, and to begin accepting license applications. There will, therefore, be some time of approximately one year, though perhaps sooner, between the effective date of the legislation and the legal opening of any marihuana establishments.<sup>4</sup>

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<sup>2</sup> The legislation does not specifically prohibit use in public places, nor does it define public (or private) places. A municipality may, as discussed in this memo, prohibit use in governmentally owned or operated places (e.g., public parks), but a municipality's authority to prohibit use in privately owned but publicly accessible places (e.g., restaurants, theaters) is less clear. The owners and operators of such places can ban marihuana use, but it is not clear under the legislation that local governments can. By way of analogy, Michigan's smoking ban, 2009 PA 188, bans the smoking of, specifically, “tobacco product” and defines public places broadly, to include, among other places, any place that is a place of employment, unless otherwise exempt under 2009 PA 188 (e.g., a cigar bar, but not a restaurant.)

<sup>3</sup> This is in accordance with the Michigan Constitution, Article II, Section 9, which provides for an effective date of any voter-initiated law 10 days after the date of the official declaration of the vote.

<sup>4</sup> Under Section 16 of the MRTMA, if LARA does not promulgate rules within 1 year of the effective date of the law, a potential establishment may apply directly to a municipality to operate within that municipality. The municipality must then issue the license unless the applicant is not in compliance with an ordinance or rule adopted pursuant to the

C. No Local Deadlines – But Local Voter Initiative Right, Authority to Change Decision, Property Rights Risks. The MRTMA provides no stated timeline or deadline for a municipality to adopt an ordinance to completely prohibit recreational marihuana establishments or to adopt other ordinances regulating recreational marihuana. That said, municipalities will want to be aware of the following options and risks:

1. Local Voter Right to Petition to Opt Out or Limit Number. Section 6(1) of the MRTMA provides that individuals may petition to initiate an ordinance to (a) provide for the number of recreational marihuana establishments within a municipality or (b) completely prohibit recreational marihuana establishments within the municipality.<sup>5</sup> This authority is separate from the authority for a local governing body to prohibit or regulate recreational marihuana, with no limitations on timing of any such petitions; in other words, voters may, in effect, override the decision of a local governing body. Voters may petition only to prohibit or to limit the number of establishments; voters may not petition to establish other regulations regarding recreational marihuana.

2. Municipality May Change Opt Out Decision. Subject to local ordinance and procedures, a municipality may adopt an ordinance prohibiting recreational marihuana establishments at any time, and may amend or repeal an ordinance prohibiting recreational marihuana establishments to allow for and regulate such establishments at any time. In other words, a municipality may, generally, change its mind with respect to allowing recreational marihuana establishments. Note the risk in 3, below, however.

3. Risk in Waiting to Opt Out. A municipality that does not adopt an ordinance prohibiting establishments on or soon after the effective date of the MRTMA and desires to opt out later, particularly after applications for licenses have begun to be accepted, runs the risk that recreational marihuana establishments will have vested property rights, or at least an argument for vested property rights that will cost the municipality time and money in court. Note also that, while municipalities must “opt in” to medical marihuana facilities, and therefore have an argument against such facilities claiming nonconforming use when operating in violation of a zoning provision adopted after medical marihuana facilities were authorized, recreational marihuana establishments are, by default, allowed in any municipality that does not prohibit them. Recreational marihuana establishments must be licensed to operate legally, but the question of vested property rights may arise, again, claiming a municipality’s time and resources regardless of the eventual outcome.

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MRTMA. If, for example, a municipality has adopted an ordinance completely prohibiting recreational marihuana establishments, the applicant would be in violation of such ordinance, and the municipality would not have to issue the license. If a municipality allows establishments, but an applicant has applied to operate an establishment in a location where recreational marihuana establishments are prohibited under an adopted local zoning ordinance, or the applicant would otherwise violate a municipal ordinance or rule adopted in accordance with the MRTMA, the municipality would not be required to issue the license. The municipality also would not be required to issue more licenses than its ordinance allows, if the municipality has limited the number of establishments. In short, an applicant for an establishment license will face the same local restrictions whether rules are or are not promulgated by LARA.

<sup>5</sup> The petition must be signed by qualified electors in the municipality in a number greater than 5% of the votes cast for governor at the last gubernatorial election. The ordinance is then submitted to the voters at the next regular election date.

Complete prohibition for licensing purposes and use in public places: additions to (1) chapter on businesses, licensing or as relevant and (2) chapter on public places

**[CITY][VILLAGE][TOWNSHIP] OF \_\_\_\_\_**  
**\_\_\_\_\_ COUNTY, MICHIGAN**

[Council][M][m]ember[Trustee] \_\_\_\_\_, supported by  
[Council][M][m]ember[Trustee] \_\_\_\_\_, moved the adoption of the following ordinance:

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE TO AMEND THE CODE OF  
ORDINANCES OF THE [CITY][VILLAGE][TOWNSHIP] OF  
\_\_\_\_\_ BY ADDING A NEW SECTION WHICH NEW  
SECTION SHALL BE DESIGNATED AS SECTION \_\_\_\_ OF  
CHAPTER \_\_\_\_ OF SAID CODE AND BY ADDING A NEW  
SECTION WHICH NEW SECTION SHALL BE  
DESIGNATED AS SECTION \_\_\_\_ OF CHAPTER \_\_\_\_ OF SAID  
CODE**

**THE [CITY][VILLAGE][TOWNSHIP] OF \_\_\_\_\_ ORDAINS:**

**Section 1. Addition of Section \_\_\_\_ to Chapter \_\_\_\_.** Section \_\_\_\_, “Prohibition of Marihuana Establishments,” is added to Chapter \_\_, “[Businesses][Licensing],” of the Code of Ordinances of the [City][Village][Township] of \_\_\_\_\_ to read as follows:

**SECTION \_\_\_\_ PROHIBITION OF MARIHUANA  
ESTABLISHMENTS**

- (A) Pursuant to the provisions of Section 6.1 of the Michigan Regulation and Taxation of Marihuana Act (the “Act”), marihuana establishments, as defined by the Act, are completely prohibited within the boundaries of the [City][Village][Township].
- (B) Any applicant for a state or local license to establish a marihuana establishment, as defined by the Act, within the boundaries of the [City][Village][Township] shall be deemed to be not in compliance with this Ordinance or with the Code of Ordinances amended by this Ordinance.
- (D) This section does not supersede rights and obligations with respect to the transportation of marihuana through the [City][Village][Township] to the extent provided by the Act, and does not supersede rights and obligations under Michigan law [and Section \_\_\_\_ of Chapter \_\_\_\_ of this Code of Ordinances with

respect to the establishment and licensing of medical marihuana facilities under the Michigan Medical Marihuana Act, the Medical Marihuana Licensing Act, 2016 PA 281, or any other law of the State of Michigan] allowing for or regulating marihuana for medical use.

**Section 2. Addition of Section \_\_ to Chapter \_\_.** Section \_\_, “Prohibition on Sale and Consumption of Marihuana in Public Places,” is added to Chapter \_\_, “[Streets and Public Places],” of the Code of Ordinance of the [City][Village][Township] of \_\_\_\_\_ to read as follows:

**SECTION \_\_ PROHIBITION ON SALE AND  
CONSUMPTION OF MARIHUANA IN PUBLIC  
PLACES**

- (A) In conformance with Sections 4.1(e) and 6.2(b) of the Act, [except as otherwise provided in this section, ]the sale or consumption of marihuana in any form and the sale or display of marihuana accessories, as defined by the Act, is prohibited in any public places within the boundaries of the [City][Village][Township].
- (B) [Notwithstanding the limitations set forth in subsection (A) hereof, marihuana may be consumed where approval is granted for the consumption of marihuana at a [City][Village][Township]-approved festival or activity in areas designated by the [City][Village][Township] for such festival or activity and that are not accessible to persons under 21 years of age.]
- (C) Any person who violates any of the provisions of this section shall be responsible for a municipal civil infraction punishable by a civil fine of \$500, plus court-imposed costs.
- (D) This section does not supersede rights and obligations with respect to the transfer and consumption of marihuana on private property to the extent authorized by the person who owns, occupies or operates such property, as provided in and authorized by the Act, and does not supersede rights and obligations with respect to the use of marihuana for medical purposes as provided by any law of the State of Michigan allowing for or regulating marihuana for medical use.

**[Section 3. Conflict and Repeal.** All ordinances or parts of ordinances in conflict with this ordinance are repealed.]

**Section [4]. Effective Date.** The adoption of this ordinance is hereby declared an emergency effecting the public peace, health and safety and this ordinance shall, therefore, be effective immediately upon its adoption.

**Section [5]. Publication.** After its adoption, this ordinance or a summary thereof, as permitted by law, shall be published by the [City][Village][Township] Clerk in \_\_\_\_\_, a newspaper of general circulation in the [City][Village][Township].

**ORDINANCE DECLARED ADOPTED.**

Dated: \_\_\_\_\_, 2018

\_\_\_\_\_, [Mayor][President]  
[Supervisor]

\_\_\_\_\_, \_\_\_\_\_ Clerk

**CERTIFICATION**

I, the undersigned duly appointed [City][Village][Township] Clerk of the [City][Village][Township] of \_\_\_\_\_, \_\_\_\_\_ County, Michigan, do hereby certify that the above ordinance, or a summary thereof, was published in \_\_\_\_\_, a newspaper of general circulation in the [City][Village][Township] on \_\_\_\_\_, 2018, and that such ordinance was entered with the Ordinance Book of the [City][Village][Township] on \_\_\_\_\_, 2018.

Dated: \_\_\_\_\_, 2018

\_\_\_\_\_, \_\_\_\_\_ Clerk



Zoning complete prohibition: if medical marihuana facilities are allowed, may want to add this section to that part of the zoning ordinance

**[CITY][VILLAGE][TOWNSHIP] OF \_\_\_\_\_**  
**\_\_\_\_\_ COUNTY, MICHIGAN**

[Council][M][m]ember[Trustee] \_\_\_\_\_, supported by  
[Council][M][m]ember[Trustee] \_\_\_\_\_, moved the adoption of the following ordinance:

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE TO AMEND THE CODE OF  
ORDINANCES OF THE [CITY][VILLAGE][TOWNSHIP] OF  
\_\_\_\_\_ BY ADDING A NEW SECTION WHICH NEW  
SECTION SHALL BE DESIGNATED AS SECTION \_\_\_\_ OF  
CHAPTER \_\_\_\_ OF SAID CODE**

**THE [CITY][VILLAGE][TOWNSHIP] OF \_\_\_\_\_ ORDAINS:**

**Section 1. Addition of Section \_\_\_\_ to Chapter \_\_\_\_.** Section \_\_\_\_, “Prohibition of [Recreational] Marihuana Establishments,” is added to Chapter \_\_, “Zoning,” of the Code of Ordinances of the [City][Village][Township] of \_\_\_\_\_ to read as follows:

**SECTION \_\_\_\_ PROHIBITION OF [RECREATIONAL  
]MARIHUANA ESTABLISHMENTS**

- (A) Marihuana establishments, as authorized by and defined in the Michigan Regulation and Taxation of Marihuana Act (the “Act”), are prohibited in all zoning districts[, and shall not be permitted as home occupations under Section \_\_\_\_ of this Chapter].
- (B) No use that constitutes or purports to be a marihuana grower, marihuana safety compliance facility, marihuana processor, marihuana microbusiness, marihuana retailer, marihuana secure transporter or any other type of marihuana related business authorized by the Act, that was engaged in prior to the enactment of this Ordinance, shall be deemed to have been a legally established use under the provisions of the [City][Village][Township] Code of Ordinances; that use shall not be entitled to claim legal nonconforming status.
- (C) Violations of this section are subject to the violations and penalties pursuant to Section \_\_\_\_ of this Chapter[ and [if provided for separately ] may be abated as nuisances pursuant to Section \_\_\_\_].
- (D) This section does not supersede rights and obligations with respect to the transportation of marihuana by marihuana secure transporters through the [City][Village][Township] to the extent

provided by the Act, and does not supersede rights and the regulations under Section \_\_ of this Chapter \_\_ with respect to medical marihuana facilities established pursuant to the Michigan Medical Marihuana Act.

**[Section 2. Conflict and Repeal.** All ordinances or parts of ordinances in conflict with this ordinance are repealed.]

**Section [3]. Effective Date.** The adoption of this ordinance is hereby declared an emergency effecting the public peace, health and safety and this ordinance shall, therefore, be effective [immediately upon its adoption].

**Section [4]. Publication.** After its adoption, this ordinance or a summary thereof, as permitted by law, shall be published by the [City][Village][Township] Clerk in \_\_\_\_\_, a newspaper of general circulation in the [City][Village][Township].

**ORDINANCE DECLARED ADOPTED.**

Dated: \_\_\_\_\_, 2018

\_\_\_\_\_, [Mayor][President]  
[Supervisor]

\_\_\_\_\_, \_\_\_\_\_ Clerk

**CERTIFICATION**

I, the undersigned duly appointed [City][Village][Township] Clerk of the [City][Village][Township] of \_\_\_\_\_, \_\_\_\_\_ County, Michigan, do hereby certify that the above ordinance, or a summary thereof, was published in \_\_\_\_\_, a newspaper of general circulation in the [City][Village][Township] on \_\_\_\_\_, 2018, and that such ordinance was entered with the Ordinance Book of the [City][Village][Township] on \_\_\_\_\_, 2018.

Dated: \_\_\_\_\_, 2018

\_\_\_\_\_, \_\_\_\_\_ Clerk

## **MARIHUANA ISSUES IN EMPLOYMENT LAW**

### **1. Can Employees Use Marihuana?**

Introduction of state legislation allowing the use of marihuana for medical or recreational purposes has created mass confusion for employers. The intersection of new marihuana legislation and existing employment laws is an evolving field. New cases are issued frequently interpreting marihuana legislation relative to a myriad of employment issues including the Americans with Disabilities Act, unemployment qualification laws, workers' compensation qualification laws, and general employment hiring, firing, and disciplinary issues. This quick guidance sheet is intended to provide a high-level overview of the current state of the law relative to these intersections. Since this field evolves quickly, you should contact an attorney before taking employment actions or implementing policies relative to employee marihuana use of any kind.

In our own practice, we have observed two prevailing problems from our employer-clients given the current state of the law: (1) that testing employees for marihuana is problematic given that so many employees are testing positive for marihuana use; and (2) drug tests cannot reliably determine whether an employee is under the influence of marihuana.

#### **Highlights**

- Employers may still test employees for marihuana, and may terminate an employee's employment, even if the employee uses marihuana on "off duty" time, no evidence of impairment on the job exists, and the employee has a valid prescription to use marihuana.
- Employers must continue to comply fully with any federal laws which require them to perform drug tests, such as those found in the Department of Transportation regulations.
- Employees should not be able to prevail in a lawsuit against the employer if they are terminated for marihuana use, even if the marihuana was used while the employee was off duty and with a valid prescription.
- However, employees who are not actively using drugs (for example, recovering addicts) may be entitled to an accommodation under the ADA or leave under the FMLA for their recovery under certain circumstances.
- In Michigan, an employee terminated for medical marihuana use under a valid prescription is not disqualified from unemployment benefits.
- Employees may be ineligible for workers' compensation benefits if marihuana use is the proximate cause of the injury, regardless of whether there is a valid prescription.
- Employees may be ineligible for workers' compensation benefits if their injury or occupational disease is caused (in part or whole) by the use of prescribed marihuana.

## Overview of Existing Legislation as to Employers

The Michigan Medical Marihuana Act (“MMMA,” MCL 333.26421 *et seq.*), contains provisions specific to employment law. The MMMA provides that “[a] qualifying patient who has been issued and possesses a registry identification card is not subject to arrest, prosecution, or penalty in any manner, or denied any right or privilege including, but not limited to, civil penalty or disciplinary action by a business or occupational or professional licensing board or bureau for the medical use of marihuana in accordance with this act,” contingent on certain qualifications enumerated in the act.

However, the law makes clear that employers are not required “to accommodate the ingestion of marihuana in any work place or any employee working while under the influence of marihuana.” MCL 333.26427(e)(2). Under the MMMA people are not allowed to (1) undertake any task under the influence of marihuana, when doing so would constitute negligence or professional malpractice, (2) possess or engage in the medical use of marijuana on any school, school bus, or correctional facility, (3) smoke marijuana in any public place, or (4) operate, navigate, or be in physical control of any motor vehicle, aircraft, snowmobile, off-road recreational vehicle, or motorboat while under the influence of marihuana. MCL 333.26427(b).

The Sixth Circuit Court of Appeals, which includes Michigan, held in *Casias v Wal-Mart Stores, Inc.*, 764 F Supp 2d 914 (WD Mich 2011), *aff’d*, 695 F3d 428 (6th Cir 2012), that regardless of state law, private employers have no duty to accommodate the use of medical marijuana by employees. Certainly, that would seem to be all the more true for an employee engaged in the recreational use of marihuana.

Despite these employer friendly baseline rules, the lines are blurred when considering the interaction of marihuana under various federal and state employment protective states.

## **2. Medical Marihuana and the Americans with Disabilities Act (“ADA”)**

- Medical marihuana may be legal under state law, but it remains illegal under the federal Controlled Substances Act.
- The ADA does not require employers to accommodate medical marihuana use by employees.
- But, the ADA has a provision that permits illegal drug substances which are covered by ADA protections if “taken under supervision by licensed health care professional, or other uses authorized by the Controlled Substances Act or other provision of Federal law.”
- Some courts outside of Michigan have held that employers may need to permit employees’ off-duty medical marijuana use as a reasonable accommodation under the ADA.
- This area is developing rapidly and the state of the law is somewhat uncertain and subject to change.

- Uncertainty remains at the state level where state disability discrimination laws differ from the ADA.
- Employers must remain up-to-date on with marihuana laws.
- Recreational use of marihuana should not have an impact upon or be impacted by the ADA.

### **3. Best Method to Test for Marihuana Use**

- With respect to testing for marihuana use, labs can take samples from hair, urine, swabs/saliva, or blood. In general, liquid testing of saliva is held out to be the most effective method for testing of the presence of marihuana.
- Unlike alcohol testing, there is no test or level of marihuana in a person's system that can definitely determine whether, and when, a person was or is under the influence of marihuana.
- The lack of definite and reliable testing leads to enforcement issues and points toward a more broad prohibition on the use of marihuana for certain classes of employees, particularly in safety positions.
- The MMMA does not define "under the influence."
  - Fact finding will be necessary to establish circumstantial evidence concerning marihuana use.

### **4. Unemployment Issues**

- A person is not disqualified from receiving unemployment benefits if that person tests positive for marihuana while holding a valid registry identification card issued under the MMMA.
- However, a claimant will be disqualified from receiving unemployment benefits if:
  - The claimant ingested the marihuana at the workplace which also resulted in the positive drug test;
  - Claimant's termination from employment is based on the fact that claimant was under the influence of marihuana while working; or
  - Claimant is unable to demonstrate that he or she is a qualifying patient with an issued registry identification card under the MMMA. This last means of disqualification is certainly subject to change as recreational use of marihuana is allowed by law.

## **5. Workers' Compensation**

- If use of marihuana is determined to be the cause of an accident or injury, according to post-incident testing and circumstantial evidence, the employee will not be eligible for workers' compensation benefits.
- If use was not a factor in the hazard or injury, an employee's possession of a valid prescription card should not per se disqualify the employee from workers' compensation benefits. This will particularly be the likely result as recreational use of marihuana is allowed by law.

## **SAMPLE DRUG AND CONTROLLED-SUBSTANCE FREE WORKPLACE POLICY**

It is the policy of the Employer to create a drug and controlled-substance free workplace in keeping with the spirit and intent of the Drug-Free Workplace Act of 1988. The use of controlled substances is inconsistent with the behavior expected of employees, subjects all employees and visitors to our facilities to unacceptable safety risks, and undermines the Employer's ability to operate effectively and efficiently. In this connection, the unlawful manufacture, distribution, dispensation, possession, sale, or use of a controlled substance in the workplace or while engaged in Employer business off the Employer's premises is strictly prohibited. Such conduct is also prohibited during nonworking time to the extent that, in the opinion of the Employer, it impairs an employee's ability to perform on the job, or threatens the reputation or integrity of the Employer. To help enforce this policy, the Employer may require employees to submit to a drug test upon the observance of behavior which creates a reasonable suspicion, in the Employer's judgment, that the employee is in violation of this policy. Employees may also be asked to submit to a drug/controlled substance test following an on-the-job accident or an incident in which safety precautions may have been violated or, for covered, employees, as required by the Department of Transportation.

Employees convicted of controlled-substance-related violations in the workplace, including pleas of nolo contendere (i.e., no contest), must inform the Employer within five days of such conviction or plea.

Employees who have been issued a prescription for medical marihuana are not excused from complying with this policy. All federal Schedule I drugs are illegal under this policy as are all non-prescription drugs. A positive test result for marihuana will not be excused even if the employee presents a valid medical marihuana card. Neither will the legality of recreational marihuana have any impact upon an employee's obligation to comply with this policy.

Employees who violate any aspect of this policy may be subject to disciplinary action up to and including termination. At its discretion, the Employer may require employees who violate this policy to successfully complete a drug abuse assistance or rehabilitation program as a condition of continued employment. Failure or refusal of an employee to cooperate fully, sign a consent/release form or any other required document for testing, or submit in full to any inspection or drug test as provided will be treated as a positive drug test result and is independent grounds for discharge. Substituting or adulterating any body substance or specimen submitted for testing, or falsely representing that the body substance or specimen is the employee's own sample, likewise will be grounds for discharge.

## LABOR & EMPLOYMENT

### SIXTH CIRCUIT UPHOLDS WAL-MART'S TERMINATION OF EMPLOYEE FOR USING MEDICAL MARIHUANA

by: Christina K. McDonald  
October 3, 2012

In a case of significant importance, on September 19, 2012, the United States Court of Appeals for the Sixth Circuit held that a private employer may fire an employee for testing positive for medical marihuana in violation of the employer's drug use policy under the Michigan Medical Marihuana Act ("MMMA"). The court's holding in *Casias v. Wal-Mart Stores, Inc.*, sets the precedent that users of medical marihuana are not a protected class in the private sector and that the MMMA only protects users of medical marihuana from state action, such as arrest and prosecution, for legal use of the drug.

Joseph Casias worked as a Wal-Mart employee in Battle Creek, Michigan for a little over five years when he was terminated for violating the company's drug use policy. Mr. Casias suffers from sinus cancer and an inoperable brain tumor and endured ongoing pain as a result of his condition. Mr. Casias' oncologist recommended that he try medical marijuana to treat the pain associated with his medical condition, so Mr. Casias obtained a medical marihuana registry card from the Michigan Department of Community Health under the MMMA, which was enacted in 2008.

Mr. Casias complied with the state laws governing the use of medical marihuana and never used marihuana at work nor did he come to work while under the influence of the drug. During his employment, Mr. Casias took a drug test in accordance with Wal-Mart's drug use policy, and he tested positive for the use of marihuana. Wal-Mart did not honor Mr. Casias' medical marihuana registry card and terminated his employment because the use of marihuana violated the company's drug use policy. Mr. Casias sued Wal-Mart for wrongful termination.

The federal District Court for the Western District of Michigan held that Wal-Mart's decision to fire Mr. Casias was lawful because the MMMA only provides medical marihuana users with protection from state action, and not from private action. The court held that "[w]hatever protection the MMMA does provide users of medical marijuana, it does not reach to private employment." *Casias v Wal-Mart Stores, Inc.*, 764 F. Supp. 2d 914, 926 (W.D. Mich. 2011)(internal citation omitted).

In affirming the district court's decision, the Sixth Circuit specifically held that the MMMA "does not impose restrictions on private employers, such as Wal-Mart." The court noted that similar medical marihuana laws in other states do not regulate private employment

actions either. Finally, the court held that Wal-Mart's decision to terminate Mr. Casias' employment was not against public policy.

The full text of the court's opinion is available at <http://www.ca6.uscourts.gov/opinions.pdf/12a0343p-06.pdf> (last accessed September 28, 2012). Clients should consult with an attorney before taking any action against an employee for use or suspected use of medical marihuana.

FOR MORE INFORMATION CONTACT:



**Christina K. McDonald**, is an associate in Dickinson Wright's Grand Rapids office. She counsels companies in employment matters and practices in the area of commercial litigation, including employment litigation. Ms. McDonald can be reached at 616.336.1039 or [cmcdonald@dickinsonwright.com](mailto:cmcdonald@dickinsonwright.com).

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UIA / I AM AN EMPLOYER

## Notice to Employers and Claimants Concerning Medical Marijuana

Recently, the Michigan Supreme Court declined to hear cases challenging an earlier Michigan Court of Appeals ruling regarding the Unemployment Insurance Agency (UIA). As a result, the Court of Appeals decision is now final, and will not disqualify a person from receiving unemployment benefits if that person tests positive for marijuana while holding a valid registry identification card issued under the Michigan Medical Marijuana Act. As a result of this legal development, the Agency must take steps to comply with the Court of Appeals decision.

Now, and solely in the context of unemployment benefits, claimants will be disqualified from receiving unemployment benefits if the claimant's: (1) positive drug test for marijuana was caused by the ingestion of marijuana at the workplace; (2) discharge is based on the fact that the claimant was under the influence of marijuana at the workplace; or (3) inability to demonstrate that he or she is a qualifying patient who has been issued and possesses a registry identification card under the Michigan Medical Marijuana Act.

**Claimants Should Know:** When the use of medical marijuana is asserted to avoid a disqualification, UIA staff will request a copy of your valid registry identification card.

**Employers Should Know:** The term "under the influence" is not defined in the Michigan Medical Marijuana Act. Accordingly, fact finding will seek material facts which demonstrate that an individual's use of medical marijuana put the safety of persons or property at risk.

Consistent with any other issued (re)determinations, the Agency will continue to provide all parties protest and appeal rights of its (re)determinations where any party disagreeing with the Agency's (re)determination may protest or appeal the decision as warranted.

For more information, please call:

**Employers:** Office of Employer Ombudsman at 1-855-4UIAOEO (1-855-484-2636)

**Claimants:** UIA Customer Service Hotline at 1-866-500-0017

10/31/2018

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# Recreational Marijuana in OWOSSO

Overview of Proposal 1, options for  
Owosso, and recommendations

# Proposal 1 passed.

- Statewide vote result: Yes – 56% No – 44%
- Owosso vote result: Yes – 58% No – 42%
  - Passed in every precinct for election day voters but failed in every precinct's Absentee vote.

# What happens now?

- Law does not go into effect until 10 days after vote result is certified by State Board of Canvassers
  - Certified Monday, November 26.
  - Law takes effect December 6, 2018

# What is allowed starting Dec 6?

- Anyone over age 21 can purchase, use, and grow marijuana.
  - Grow: up to 12 plants
  - Possess in the home: 10 oz.
  - Possess on person: 2.5 oz.
  - Anyone over 21 can transfer without remuneration up to 2.5 oz. to another person over 21 as long as the transfer is not advertised to the public

# What is NOT allowed starting Dec 6

- Smoke in public (Albeit a bit murky. This is addressed in the Dickinson Wright Report)
- Driving under the influence.
  - However, there is no established test (like PBT with alcohol) or an established amount of THC that is considered over the limit. The Governor's Impaired Driving Safety Commission has until March, 2019 to establish how much THC is too much for driving purposes. Until that committee report, Owosso PD will consider impaired any amount of THC in the blood.
- Protection from employer action regarding marijuana use
- Possess any amount in schools or lands owned by the federal government.
  - Some universities have already prohibited MJ because they receive federal dollars
- Sell what you grow at home.
  - Sales of MJ product requires state licensing and testing before it hits the market

# Still illegal under Federal Law

- Michigan's 2 US Attorneys issued a joint statement.
  - “we will continue to approach the investigation and prosecution of marijuana crimes as we do with any other crime.”
- The statement goes on to acknowledge that federal prosecutors in Michigan have not focused much on marijuana users or low-level offenders and that won't change now that Prop 1 has passed.
  - They say that they are more focused on combating the opioid epidemic, not marijuana related issues.



# About state licensing of recreational MJ...

- Separate from Medical marijuana licensing
- Could be 1 to 2 years before Michigan Dept of Licensing and Regulatory Affairs (LARA) develops regulations and opens the application process
  - “Hopefully we will be able to get adult use market up and running within a year” -Shelly Edgerton, Director of LARA-
  - “All indications point to our ability to have adult-use license applications available before the statutory deadline of Dec 6, 2019” -David Harns, LARA spokesperson-
  - This means that Cities have until Dec 6, 2019 or whenever LARA releases their rules within the next year to decide whether to opt out or not.
- To make things more complicated, the law states that LARA can only accept applications from Michigan residents or current MEDICAL marijuana license holders for 2 years BUT the department may accept applications from out-of-state applicants after 1 year if it determines that more licenses are needed to reduce the illegal market for marijuana.

# Differences between medical and recreational process involving cities

## Medical

- “Opt-in” process
  - Cities have to opt in
  - Doing nothing means they opt out

## Recreational

- “Opt-out” process
  - Cities have to opt out.
  - Doing nothing means they opt in.

# The Dickinson Wright Report

- In late October, 2018, the city manager of Grand Haven reached out via the city managers' listserve to coordinate a central legal opinion for any city that was interested.
  - 60 communities signed on including Owosso
- This report includes:
  - An analysis of municipal governance issues regarding Prop 1
  - Sample opt-out ordinances
  - Recreational marijuana and employment issues

# DW Report – city government and recreational marijuana

- Recreational MJ and Medical MJ are governed by completely separate state laws
- Medical MJ regulations do not impact Recreational MJ regulations with ONE EXCEPTION:
  - A municipality may not prohibit a recreational MJ establishment from sharing space with a medical MJ facility
  - This is only relevant to those cities that would be allowing both types of facilities
- Cities may only prohibit or regulate marijuana BUSINESSES but not individual use or cultivation. That part of the law is applicable statewide.

# A Municipality MAY...

- Completely prohibit recreational facilities
- Allow but limit the number of recreational facilities
- Establish a competitive process for applications if only a certain number of facilities are allowed
- Provide reasonable restrictions on facilities
  - Can include civil infractions up to \$500 for facilities that violate the local ordinance
- Limit location of facilities through the zoning ordinance
  - Recreational MJ law does state that any facility must be 1000 feet from schools – unless the municipality chooses to reduce that distance through its own ordinance

# A Municipality MAY...

- Prohibit use in public places
  - While the law already says this, it does not specifically prohibit use in public places and considering the challenge of limiting public places to people 21 years or older, it is recommended that cities adopt its own ordinance specifically prohibiting this behavior in its public places
- Allow use in designated areas at designated times
  - For example: during a community event or festival but only if that area is off limits to people under 21.

# A Municipality CANNOT...

- Prohibit individual cultivation or possession
- Prohibit sale of marijuana accessories
- Prohibit individual use on private property
- Prohibit transportation of marijuana

# Last note on Dickinson Wright Report

- Cities can change their mind:
  - Opting out can be repealed or amended later
- Voters can petition to opt out if city won't
  - Can only vote to prohibit or limit the number of establishments
- There is a risk in waiting to opt out
  - LARA can promulgate rules much sooner than one year
  - After 365 days with no rules from LARA, a city that has not opted out and has created no regulation of its own (zoning, licensing, etc.) suddenly and automatically allows these facilities on day 366. After that, in either of the above scenarios, it makes it legally difficult to opt out because there can be a claim of 'vested property rights' by any interested applicant who has submitted.



# RECOMMENDATION/OPTIONS

- **Adopt Ordinance prohibiting use in public places**
  - All city owned property
- Either opt out within 1-2 months OR have rules in place regarding number and/or types of facilities, zoning restrictions, and application processes/fees within 4-5 months.
  - However, this will be done without the LARA rules in place. If any of those rules run counter to our ordinance, it will have to be reworked. That could cause problems if any facilities are established in that time after ordinance adoption but before LARA rules are released.

# RECOMMENDATIONS/OPTIONS

- **Pass a recreational marijuana facility moratorium until LARA releases its rules for such facilities within the next 365 days. Then revisit.**
  - It will prevent a necessity to revisit any ordinance passed before LARA promulgates their rules that may run contrary to what the ordinance allows.
  - Passing a moratorium is temporary. In one year, LARA will have their rules and we will have the same council in place. The city can revisit the issue then.
  - Opting in now creates a situation where we have to base our local ordinance language on pure suppositions about what LARA will do any time up to a year from now.
  - We are still trying to get medical marijuana facilities ordinance over the finish line. Let's get that done first and then concentrate on recreational.

User: CAGrice

DB: Owosso

PERIOD ENDING 10/31/2018

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

GL NUMBER	DESCRIPTION	2018-19	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		AMENDED BUDGET	10/31/2018 (ABNORMAL)	MONTH 10/31/2018 (DECREASE)	BALANCE (ABNORMAL)	
Fund 101 - GENERAL FUND						
Revenues						
Dept 000 - 214						
101-000-401.403	GENERAL PROPERTY TAX	3,450,000.00	3,034,046.65	(167.67)	415,953.35	87.94
101-000-401.424	TRAILER PARK TAXES	0.00	234.00	0.00	(234.00)	100.00
101-000-401.430	INDUSTRIAL/COMMERCIAL FACILITIES TAX	24,000.00	30,169.71	30,169.71	(6,169.71)	125.71
101-000-401.432	NEIGHBORHOOD ENTERPRISE ZONE REHAB TAXE	129.00	179.18	179.18	(50.18)	138.90
101-000-401.443	ADMINISTRATION FEES	70,000.00	26,860.20	418.44	43,139.80	38.37
101-000-401.445	INTEREST & PENALTIES ON TAXES	20,000.00	2,809.74	1,340.03	17,190.26	14.05
101-000-450.452	PERMITS-BUILDING	108,144.00	33,756.10	2,937.80	74,387.90	31.21
101-000-450.453	LIQUOR LICENSES	10,000.00	10,455.50	10,455.50	(455.50)	104.56
101-000-450.454	PERMITS-ELECTRICAL	30,000.00	11,182.00	2,125.00	18,818.00	37.27
101-000-450.455	PERMITS-PLUMBING & MECHANICAL	38,000.00	7,008.00	(1,860.00)	30,992.00	18.44
101-000-450.460	MISCELLANEOUS LICENSES	10,000.00	11,278.00	2,738.00	(1,278.00)	112.78
101-000-450.477	PERMITS-HANDGUNS	500.00	310.00	10.00	190.00	62.00
101-000-450.478	DOG LICENSES	60.00	0.00	0.00	60.00	0.00
101-000-539.573	LOCAL COMMUNITY STABILIZATION SHARE	50,000.00	54,354.52	54,354.52	(4,354.52)	108.71
101-000-539.575	REVENUE SHARING-CONSTITUTIONAL	1,683,311.00	300,558.00	300,558.00	1,382,753.00	17.86
101-000-600.625	VACANT PROPERTY REGISTRATION/INSPECTION	0.00	700.00	100.00	(700.00)	100.00
101-000-600.626	CHARGE FOR SERVICES RENDERED	60,000.00	6,714.24	877.63	53,285.76	11.19
101-000-600.627	DUPLICATING SERVICES	500.00	1,337.47	106.00	(837.47)	267.49
101-000-600.628	RENTAL REGISTRATION	500.00	24,725.00	20,875.00	(24,225.00)	4,945.00
101-000-600.629	AMBULANCE CHARGES	200,000.00	54,277.21	3,047.77	145,722.79	27.14
101-000-600.630	AMBULANCE MILEAGE CHARGES	400,000.00	57,129.51	6,663.03	342,870.49	14.28
101-000-600.631	AMBULANCE/ ADVANCED LIFE SUPPORT CHARGE	500,000.00	110,583.85	12,239.89	389,416.15	22.12
101-000-600.633	FIRE SERVICES	2,000.00	(1,000.00)	(500.00)	3,000.00	(50.00)
101-000-600.642	CHARGE FOR SERVICES - SALES	4,000.00	2,635.00	15.00	1,365.00	65.88
101-000-600.647	CABLE TELEVISION FRANCHISE FEES	145,000.00	0.00	0.00	145,000.00	0.00
101-000-655.655	PARKING VIOLATIONS	2,972.00	1,290.00	150.00	1,682.00	43.41
101-000-655.659	PARKING LEASE INCOME	0.00	700.00	0.00	(700.00)	100.00
101-000-655.660	ORDINANCE FINES & COSTS	14,000.00	5,287.38	827.40	8,712.62	37.77
101-000-664.664	INTEREST INCOME	38,000.00	20,549.59	5,483.54	17,450.41	54.08
101-000-664.668	RENTAL INCOME	1,000.00	2,620.00	30.00	(1,620.00)	262.00
101-000-671.673	SALE OF FIXED ASSETS	0.00	4,750.00	0.00	(4,750.00)	100.00
101-000-671.675	DONATIONS-PRIVATE	0.00	1,214.76	2,256.02	(1,214.76)	100.00
101-000-671.676	DONATIONS-PUBLIC SAFETY	0.00	1,565.65	0.00	(1,565.65)	100.00
101-000-671.687	INSURANCE REFUNDS	70,000.00	87,416.00	0.00	(17,416.00)	124.88
101-000-671.692	RECOVERY OF BAD DEBTS	0.00	2,337.93	0.00	(2,337.93)	100.00
101-000-671.694	MISCELLANEOUS	20,000.00	13,962.38	11,545.44	6,037.62	69.81
101-000-695.675	SCHOOL REIMBURSEMENT	0.00	700.00	700.00	(700.00)	100.00
101-000-695.676	WASTEWATER UTIL. ADMIN REIMB	205,000.00	71,790.40	18,844.82	133,209.60	35.02
101-000-695.677	CITY UTILITIES ADMIN REIMB	320,000.00	106,666.68	26,666.67	213,333.32	33.33
101-000-695.695	ACT 51 ADMIN REIMBURSEMENT	122,650.00	28,090.17	12,584.98	94,559.83	22.90
101-000-695.699	APPROPRIATION OF FUND BALANCE	156,000.00	0.00	0.00	156,000.00	0.00
Total Dept 000 - 214		7,755,766.00	4,129,244.82	525,771.70	3,626,521.18	53.24
TOTAL REVENUES		7,755,766.00	4,129,244.82	525,771.70	3,626,521.18	53.24
Expenditures						
Dept 101 - CITY COUNCIL						
101-101-704.000	BOARDS & COMMISSIONS	2,300.00	0.00	0.00	2,300.00	0.00
101-101-728.000	OPERATING SUPPLIES	1,000.00	0.00	0.00	1,000.00	0.00
101-101-860.000	EDUCATION & TRAINING	600.00	926.11	926.11	(326.11)	154.35

User: CAGrice

DB: Owosso

PERIOD ENDING 10/31/2018

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Fund 101 - GENERAL FUND						
Expenditures						
Total Dept 101 - CITY COUNCIL						
		3,900.00	926.11	926.11	2,973.89	23.75
Dept 171 - CITY MANAGER						
101-171-702.100	SALARIES	97,000.00	33,577.01	7,461.56	63,422.99	34.62
101-171-715.000	SOCIAL SECURITY (FICA)	7,421.00	2,570.00	571.05	4,851.00	34.63
101-171-716.100	HEALTH INSURANCE	17,970.00	2,186.84	546.71	15,783.16	12.17
101-171-716.200	DENTAL INSURANCE	826.00	83.66	20.70	742.34	10.13
101-171-716.300	OPTICAL INSURANCE	118.00	10.08	2.52	107.92	8.54
101-171-716.400	LIFE INSURANCE	306.00	99.00	24.75	207.00	32.35
101-171-716.500	DISABILITY INSURANCE	1,112.00	360.00	90.00	752.00	32.37
101-171-717.000	UNEMPLOYMENT INSURANCE	19.00	0.00	0.00	19.00	0.00
101-171-718.200	DEFINED CONTRIBUTION	14,550.00	5,036.58	1,119.24	9,513.42	34.62
101-171-719.000	WORKERS' COMPENSATION	266.00	118.00	0.00	148.00	44.36
101-171-728.000	OPERATING SUPPLIES	2,400.00	0.00	0.00	2,400.00	0.00
101-171-818.000	CONTRACTUAL SERVICES	100.00	0.00	0.00	100.00	0.00
101-171-858.000	MEMBERSHIPS & DUES	1,000.00	0.00	0.00	1,000.00	0.00
101-171-860.000	EDUCATION & TRAINING	2,400.00	4,058.93	461.11	(1,658.93)	169.12
Total Dept 171 - CITY MANAGER						
		145,488.00	48,100.10	10,297.64	97,387.90	33.06
Dept 201 - FINANCE						
101-201-702.100	SALARIES	176,627.00	65,712.70	13,005.81	110,914.30	37.20
101-201-715.000	SOCIAL SECURITY (FICA)	13,512.00	4,842.75	953.23	8,669.25	35.84
101-201-716.100	HEALTH INSURANCE	28,831.00	10,537.48	2,634.37	18,293.52	36.55
101-201-716.200	DENTAL INSURANCE	1,543.00	524.85	139.96	1,018.15	34.01
101-201-716.300	OPTICAL INSURANCE	0.00	71.88	19.37	(71.88)	100.00
101-201-716.400	LIFE INSURANCE	1,171.00	443.56	111.87	727.44	37.88
101-201-716.500	DISABILITY INSURANCE	2,150.00	540.45	31.23	1,609.55	25.14
101-201-717.000	UNEMPLOYMENT INSURANCE	55.00	40.50	40.50	14.50	73.64
101-201-718.000	RETIREMENT	19,299.00	6,728.14	1,498.40	12,570.86	34.86
101-201-718.200	DEFINED CONTRIBUTION	5,432.00	1,547.69	400.00	3,884.31	28.49
101-201-719.000	WORKERS' COMPENSATION	509.00	198.00	0.00	311.00	38.90
101-201-728.000	OPERATING SUPPLIES	2,700.00	624.44	368.56	2,075.56	23.13
101-201-818.000	CONTRACTUAL SERVICES	2,307.00	2,315.40	0.00	(8.40)	100.36
101-201-858.000	MEMBERSHIPS & DUES	695.00	170.00	170.00	525.00	24.46
101-201-860.000	EDUCATION & TRAINING	2,700.00	935.00	0.00	1,765.00	34.63
Total Dept 201 - FINANCE						
		257,531.00	95,232.84	19,373.30	162,298.16	36.98
Dept 209 - ASSESSING						
101-209-702.100	SALARIES	65,765.00	21,099.43	4,835.49	44,665.57	32.08
101-209-704.000	BOARDS & COMMISSIONS	1,250.00	150.00	0.00	1,100.00	12.00
101-209-715.000	SOCIAL SECURITY (FICA)	5,031.00	1,615.48	370.40	3,415.52	32.11
101-209-716.100	HEALTH INSURANCE	18,799.00	0.00	0.00	18,799.00	0.00
101-209-716.200	DENTAL INSURANCE	826.00	0.00	0.00	826.00	0.00
101-209-716.300	OPTICAL INSURANCE	118.00	0.00	0.00	118.00	0.00
101-209-716.400	LIFE INSURANCE	534.00	157.60	39.60	376.40	29.51
101-209-716.500	DISABILITY INSURANCE	851.00	160.00	40.00	691.00	18.80
101-209-717.000	UNEMPLOYMENT INSURANCE	25.00	0.00	0.00	25.00	0.00
101-209-718.200	DEFINED CONTRIBUTION	2,631.00	841.79	195.62	1,789.21	32.00

User: CAGrice

DB: Owosso

PERIOD ENDING 10/31/2018

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		AMENDED BUDGET	10/31/2018 NORMAL (ABNORMAL)	MONTH 10/31/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
101-209-719.000	WORKERS' COMPENSATION	467.00	148.00	0.00	319.00	31.69
101-209-728.000	OPERATING SUPPLIES	1,500.00	116.56	4.27	1,383.44	7.77
101-209-802.000	ADVERTISING	350.00	28.14	0.00	321.86	8.04
101-209-818.000	CONTRACTUAL SERVICES	7,647.00	2,165.00	0.00	5,482.00	28.31
101-209-833.000	EQUIPMENT MAINTENANCE	920.00	0.00	0.00	920.00	0.00
101-209-858.000	MEMBERSHIPS & DUES	265.00	0.00	0.00	265.00	0.00
101-209-860.000	EDUCATION & TRAINING	920.00	470.00	15.00	450.00	51.09
Total Dept 209 - ASSESSING		107,899.00	26,952.00	5,500.38	80,947.00	24.98
Dept 210 - CITY ATTORNEY						
101-210-702.800	ACCRUED SICK LEAVE	0.00	627.69	0.00	(627.69)	100.00
101-210-715.000	SOCIAL SECURITY (FICA)	0.00	48.02	0.00	(48.02)	100.00
101-210-716.200	DENTAL INSURANCE	0.00	3.07	0.00	(3.07)	100.00
101-210-716.300	OPTICAL INSURANCE	0.00	0.40	0.00	(0.40)	100.00
101-210-716.400	LIFE INSURANCE	0.00	3.91	0.00	(3.91)	100.00
101-210-716.500	DISABILITY INSURANCE	0.00	6.59	0.00	(6.59)	100.00
101-210-801.000	PROFESSIONAL SERVICES: ADMINISTRATIVE	60,000.00	19,695.30	3,713.62	40,304.70	32.83
101-210-801.100	PROFESSIONAL SERVICES:POLICE/COURT	60,000.00	19,060.30	4,794.62	40,939.70	31.77
Total Dept 210 - CITY ATTORNEY		120,000.00	39,445.28	8,508.24	80,554.72	32.87
Dept 215 - CLERK						
101-215-702.100	SALARIES	106,916.00	39,821.83	8,720.45	67,094.17	37.25
101-215-702.200	WAGES	100.00	114.06	0.00	(14.06)	114.06
101-215-706.000	ELECTIONS	36,000.00	9,879.77	536.08	26,120.23	27.44
101-215-715.000	SOCIAL SECURITY (FICA)	8,179.00	2,946.42	644.02	5,232.58	36.02
101-215-716.000	FRINGES	0.00	89.01	0.00	(89.01)	100.00
101-215-716.100	HEALTH INSURANCE	20,673.00	6,747.65	1,690.05	13,925.35	32.64
101-215-716.200	DENTAL INSURANCE	789.00	240.08	59.52	548.92	30.43
101-215-716.300	OPTICAL INSURANCE	96.00	30.14	7.55	65.86	31.40
101-215-716.400	LIFE INSURANCE	661.00	228.10	57.09	432.90	34.51
101-215-716.500	DISABILITY INSURANCE	1,468.00	434.31	108.79	1,033.69	29.59
101-215-717.000	UNEMPLOYMENT INSURANCE	36.00	0.00	0.00	36.00	0.00
101-215-718.000	RETIREMENT	50,539.00	19,686.64	4,237.44	30,852.36	38.95
101-215-718.200	DEFINED CONTRIBUTION	0.00	12.41	12.41	(12.41)	100.00
101-215-719.000	WORKERS' COMPENSATION	298.00	118.00	0.00	180.00	39.60
101-215-728.000	OPERATING SUPPLIES	3,175.00	229.19	0.00	2,945.81	7.22
101-215-802.000	ADVERTISING	3,600.00	933.20	404.41	2,666.80	25.92
101-215-818.000	CONTRACTUAL SERVICES	4,300.00	0.00	0.00	4,300.00	0.00
101-215-833.000	EQUIPMENT MAINTENANCE	4,300.00	0.00	0.00	4,300.00	0.00
101-215-858.000	MEMBERSHIPS & DUES	420.00	0.00	0.00	420.00	0.00
101-215-860.000	EDUCATION & TRAINING	600.00	0.00	0.00	600.00	0.00
Total Dept 215 - CLERK		242,150.00	81,510.81	16,477.81	160,639.19	33.66
Dept 226 - HUMAN RESOURCES						
101-226-702.100	SALARIES	137,247.00	46,091.95	9,718.39	91,155.05	33.58
101-226-715.000	SOCIAL SECURITY (FICA)	10,499.00	3,458.97	728.55	7,040.03	32.95
101-226-716.200	DENTAL INSURANCE	1,652.00	503.76	124.64	1,148.24	30.49

PERIOD ENDING 10/31/2018

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

GL NUMBER	DESCRIPTION	2018-19	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	NORMAL (ABNORMAL)	MONTH 10/31/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
101-226-716.300	OPTICAL INSURANCE	237.00	74.48	18.62	162.52	31.43
101-226-716.400	LIFE INSURANCE	808.00	253.36	63.34	554.64	31.36
101-226-716.500	DISABILITY INSURANCE	1,605.00	519.28	129.82	1,085.72	32.35
101-226-717.000	UNEMPLOYMENT INSURANCE	81.00	0.00	0.00	81.00	0.00
101-226-718.000	RETIREMENT	27,044.00	10,041.68	1,963.86	17,002.32	37.13
101-226-718.200	DEFINED CONTRIBUTION	3,201.00	1,037.95	231.16	2,163.05	32.43
101-226-719.000	WORKERS' COMPENSATION	380.00	148.00	0.00	232.00	38.95
101-226-728.000	OPERATING SUPPLIES	3,000.00	107.21	2.40	2,892.79	3.57
101-226-802.000	ADVERTISING	1,500.00	0.00	0.00	1,500.00	0.00
101-226-818.000	CONTRACTUAL SERVICES	14,100.00	9,151.55	3,834.00	4,948.45	64.90
101-226-856.000	MISCELLANEOUS	500.00	0.00	0.00	500.00	0.00
101-226-858.000	MEMBERSHIPS & DUES	630.00	249.00	60.00	381.00	39.52
101-226-860.000	EDUCATION & TRAINING	2,000.00	978.58	362.01	1,021.42	48.93
Total Dept 226 - HUMAN RESOURCES		204,484.00	72,615.77	17,236.79	131,868.23	35.51
Dept 253 - TREASURY						
101-253-702.100	SALARIES	92,856.00	30,061.64	7,149.44	62,794.36	32.37
101-253-715.000	SOCIAL SECURITY (FICA)	7,103.00	2,234.44	531.67	4,868.56	31.46
101-253-716.100	HEALTH INSURANCE	24,960.00	7,796.61	1,943.68	17,163.39	31.24
101-253-716.200	DENTAL INSURANCE	916.00	266.43	66.00	649.57	29.09
101-253-716.300	OPTICAL INSURANCE	115.00	34.31	8.55	80.69	29.83
101-253-716.400	LIFE INSURANCE	818.00	213.03	52.88	604.97	26.04
101-253-716.500	DISABILITY INSURANCE	1,337.00	397.26	99.38	939.74	29.71
101-253-717.000	UNEMPLOYMENT INSURANCE	100.00	26.25	26.25	73.75	26.25
101-253-718.200	DEFINED CONTRIBUTION	3,714.00	1,201.37	287.07	2,512.63	32.35
101-253-719.000	WORKERS' COMPENSATION	366.00	148.00	0.00	218.00	40.44
101-253-728.000	OPERATING SUPPLIES	1,400.00	546.44	303.31	853.56	39.03
101-253-818.000	CONTRACTUAL SERVICES	12,342.00	998.80	0.00	11,343.20	8.09
101-253-858.000	MEMBERSHIPS & DUES	200.00	50.00	50.00	150.00	25.00
101-253-860.000	EDUCATION & TRAINING	2,000.00	0.00	0.00	2,000.00	0.00
Total Dept 253 - TREASURY		148,227.00	43,974.58	10,518.23	104,252.42	29.67
Dept 258 - INFORMATION & TECHNOLOGY						
101-258-728.000	OPERATING SUPPLIES	5,000.00	339.55	66.04	4,660.45	6.79
101-258-818.000	CONTRACTUAL SERVICES	86,695.00	14,406.00	5,390.00	72,289.00	16.62
101-258-833.000	EQUIPMENT MAINTENANCE	11,650.00	2,205.00	1,980.00	9,445.00	18.93
Total Dept 258 - INFORMATION & TECHNOLOGY		103,345.00	16,950.55	7,436.04	86,394.45	16.40
Dept 265 - BUILDING & GROUNDS						
101-265-702.200	WAGES	38,869.00	16,378.95	3,226.27	22,490.05	42.14
101-265-703.000	OTHER COMPENSATION	1,000.00	0.00	0.00	1,000.00	0.00
101-265-715.000	SOCIAL SECURITY (FICA)	2,973.00	1,090.65	214.36	1,882.35	36.69
101-265-716.000	FRINGES	950.00	1,452.43	292.22	(502.43)	152.89
101-265-716.100	HEALTH INSURANCE	6,592.00	2,186.84	546.71	4,405.16	33.17
101-265-716.200	DENTAL INSURANCE	514.00	156.90	38.82	357.10	30.53
101-265-716.300	OPTICAL INSURANCE	64.00	20.12	5.03	43.88	31.44
101-265-716.400	LIFE INSURANCE	82.00	26.40	6.60	55.60	32.20

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

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 10/31/2018 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 10/31/2018 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 101 - GENERAL FUND						
Expenditures						
101-265-717.000	UNEMPLOYMENT INSURANCE	20.00	0.00	0.00	20.00	0.00
101-265-718.000	RETIREMENT	18,373.00	7,242.90	1,427.40	11,130.10	39.42
101-265-719.000	WORKERS' COMPENSATION	1,067.00	484.00	0.00	583.00	45.36
101-265-728.000	OPERATING SUPPLIES	2,000.00	1,355.72	908.00	644.28	67.79
101-265-818.000	CONTRACTUAL SERVICES	0.00	200.00	50.00	(200.00)	100.00
101-265-820.100	ELECTRICITY	20,000.00	5,358.99	1,447.90	14,641.01	26.79
101-265-820.200	GAS	4,000.00	263.53	122.00	3,736.47	6.59
101-265-820.300	TELEPHONE	300.00	116.21	26.21	183.79	38.74
101-265-820.400	WATER & SEWER	3,500.00	487.55	487.55	3,012.45	13.93
101-265-831.000	BUILDING MAINTENANCE	17,500.00	3,936.27	2,537.18	13,563.73	22.49
101-265-843.000	EQUIPMENT RENTAL	2,000.00	797.05	397.82	1,202.95	39.85
Total Dept 265 - BUILDING & GROUNDS		119,804.00	41,554.51	11,734.07	78,249.49	34.69
Dept 299 - GENERAL ADMIN						
101-299-719.000	WORKERS' COMPENSATION	200.00	54.00	0.00	146.00	27.00
101-299-728.000	OPERATING SUPPLIES	22,000.00	5,605.14	2,084.32	16,394.86	25.48
101-299-810.000	INSURANCE & BONDS	135,000.00	98,525.45	0.00	36,474.55	72.98
101-299-818.000	CONTRACTUAL SERVICES	9,520.00	22,865.90	22,469.90	(13,345.90)	240.19
101-299-820.300	TELEPHONE	6,684.00	1,338.44	(445.02)	5,345.56	20.02
101-299-833.000	EQUIPMENT MAINTENANCE	500.00	84.00	0.00	416.00	16.80
101-299-850.000	BAD DEBT EXPENSE	90,000.00	0.00	0.00	90,000.00	0.00
101-299-856.000	MISCELLANEOUS	2,500.00	55.90	0.00	2,444.10	2.24
101-299-858.000	MEMBERSHIPS & DUES	46,842.00	46,789.00	0.00	53.00	99.89
101-299-860.000	EDUCATION & TRAINING	0.00	28.53	0.00	(28.53)	100.00
Total Dept 299 - GENERAL ADMIN		313,246.00	175,346.36	24,109.20	137,899.64	55.98
Dept 300 - POLICE						
101-300-702.100	SALARIES	1,139,639.00	392,318.61	79,592.44	747,320.39	34.42
101-300-702.120	SALARIES-MAGNET	64,694.00	25,224.33	4,643.80	39,469.67	38.99
101-300-702.200	WAGES	12,049.00	2,510.82	458.70	9,538.18	20.84
101-300-702.300	OVERTIME	47,200.00	15,102.26	4,052.85	32,097.74	32.00
101-300-702.400	WAGES - TEMPORARY	0.00	1,170.14	360.75	(1,170.14)	100.00
101-300-702.600	UNIFORMS	1,450.00	725.00	0.00	725.00	50.00
101-300-702.800	ACCRUED SICK LEAVE	6,400.00	7,807.16	0.00	(1,407.16)	121.99
101-300-703.000	CROSSING GUARDS	44,000.00	11,614.20	5,684.70	32,385.80	26.40
101-300-715.000	SOCIAL SECURITY (FICA)	27,302.00	9,149.30	2,037.25	18,152.70	33.51
101-300-716.100	HEALTH INSURANCE	255,919.00	65,328.13	16,178.54	190,590.87	25.53
101-300-716.200	DENTAL INSURANCE	12,204.00	3,393.20	825.26	8,810.80	27.80
101-300-716.300	OPTICAL INSURANCE	1,633.00	394.81	96.39	1,238.19	24.18
101-300-716.400	LIFE INSURANCE	3,925.00	1,261.97	310.70	2,663.03	32.15
101-300-716.500	DISABILITY INSURANCE	5,061.00	1,607.21	386.75	3,453.79	31.76
101-300-716.600	PHYSICALS	300.00	0.00	0.00	300.00	0.00
101-300-717.000	UNEMPLOYMENT INSURANCE	520.00	59.95	59.95	460.05	11.53
101-300-718.000	RETIREMENT	122,020.00	33,466.49	6,161.89	88,553.51	27.43
101-300-718.100	MUNICIPAL EMPLOYEES RETIREMENT PROGRAM	132,821.00	40,727.19	8,387.78	92,093.81	30.66
101-300-718.200	DEFINED CONTRIBUTION	1,165.00	803.79	178.34	361.21	68.99
101-300-719.000	WORKERS' COMPENSATION	22,217.00	9,528.00	0.00	12,689.00	42.89
101-300-728.000	OPERATING SUPPLIES	12,000.00	3,184.07	2,028.89	8,815.93	26.53
101-300-741.000	UNIFORMS & CLEANING	8,000.00	171.50	63.00	7,828.50	2.14

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GL NUMBER	DESCRIPTION	2018-19		YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		AMENDED	BUDGET	10/31/2018	MONTH 10/31/2018	BALANCE	
				NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	USED
Fund 101 - GENERAL FUND							
Expenditures							
101-300-751.000	GAS & OIL	26,000.00		9,544.78	2,961.29	16,455.22	36.71
101-300-813.000	WRECKER SERVICE	250.00		0.00	0.00	250.00	0.00
101-300-818.000	CONTRACTUAL SERVICES	62,760.00		12,997.70	5,741.65	49,762.30	20.71
101-300-820.100	ELECTRICITY	11,000.00		2,190.34	613.25	8,809.66	19.91
101-300-820.200	GAS	4,200.00		182.53	79.81	4,017.47	4.35
101-300-820.300	TELEPHONE	7,000.00		1,963.13	554.35	5,036.87	28.04
101-300-820.400	WATER & SEWER	2,700.00		797.30	797.30	1,902.70	29.53
101-300-820.500	REFUSE	400.00		132.32	33.08	267.68	33.08
101-300-831.000	BUILDING MAINTENANCE	5,000.00		0.00	0.00	5,000.00	0.00
101-300-833.000	EQUIPMENT MAINTENANCE	500.00		87.50	0.00	412.50	17.50
101-300-833.400	EQUIP MAINT - MOBILE	24,000.00		10,315.19	1,751.09	13,684.81	42.98
101-300-856.000	MISCELLANEOUS	200.00		73.40	11.15	126.60	36.70
101-300-858.000	MEMBERSHIPS & DUES	1,065.00		0.00	0.00	1,065.00	0.00
101-300-860.000	EDUCATION & TRAINING	16,410.00		980.00	230.00	15,430.00	5.97
Total Dept 300 - POLICE		2,082,004.00		664,812.32	144,280.95	1,417,191.68	31.93
Dept 335 - FIRE							
101-335-702.100	SALARIES	1,006,011.00		365,484.34	73,695.83	640,526.66	36.33
101-335-702.300	OVERTIME	125,000.00		44,233.38	7,318.46	80,766.62	35.39
101-335-702.500	MEAL ALLOWANCE	13,500.00		12,750.00	0.00	750.00	94.44
101-335-702.600	UNIFORMS	1,200.00		0.00	0.00	1,200.00	0.00
101-335-702.800	ACCRUED SICK LEAVE	7,000.00		4,511.92	1,716.51	2,488.08	64.46
101-335-715.000	SOCIAL SECURITY (FICA)	18,410.00		7,377.12	1,462.22	11,032.88	40.07
101-335-716.100	HEALTH INSURANCE	240,409.00		69,930.88	17,482.72	170,478.12	29.09
101-335-716.200	DENTAL INSURANCE	6,039.00		2,266.84	563.68	3,772.16	37.54
101-335-716.300	OPTICAL INSURANCE	1,183.00		338.30	85.23	844.70	28.60
101-335-716.400	LIFE INSURANCE	4,044.00		1,481.85	379.72	2,562.15	36.64
101-335-716.500	DISABILITY INSURANCE	9,184.00		2,753.95	698.83	6,430.05	29.99
101-335-716.600	PHYSICALS	1,183.00		0.00	0.00	1,183.00	0.00
101-335-717.000	UNEMPLOYMENT INSURANCE	400.00		33.74	33.74	366.26	8.44
101-335-718.000	RETIREMENT	213,961.00		56,521.62	10,903.39	157,439.38	26.42
101-335-718.200	DEFINED CONTRIBUTION	832.00		803.59	178.30	28.41	96.59
101-335-719.000	WORKERS' COMPENSATION	28,004.00		12,136.00	0.00	15,868.00	43.34
101-335-728.000	OPERATING SUPPLIES	8,000.00		4,931.69	3,157.66	3,068.31	61.65
101-335-728.100	SUPPLIES	30,000.00		4,040.89	1,460.19	25,959.11	13.47
101-335-741.000	UNIFORMS & CLEANING	14,000.00		1,948.53	722.13	12,051.47	13.92
101-335-751.000	GAS & OIL	27,000.00		7,877.62	2,224.28	19,122.38	29.18
101-335-818.000	CONTRACTUAL SERVICES	82,585.00		17,162.35	4,904.32	65,422.65	20.78
101-335-820.100	ELECTRICITY	12,200.00		2,626.03	756.02	9,573.97	21.52
101-335-820.200	GAS	4,200.00		182.54	79.82	4,017.46	4.35
101-335-820.300	TELEPHONE	2,500.00		969.35	259.36	1,530.65	38.77
101-335-820.400	WATER & SEWER	2,700.00		797.30	797.30	1,902.70	29.53
101-335-820.500	REFUSE	500.00		132.36	33.09	367.64	26.47
101-335-831.000	BUILDING MAINTENANCE	6,500.00		1,142.39	126.99	5,357.61	17.58
101-335-833.000	EQUIPMENT MAINTENANCE	5,000.00		327.41	0.00	4,672.59	6.55
101-335-833.400	EQUIP MAINT - MOBILE	30,000.00		10,094.35	3,996.03	19,905.65	33.65
101-335-860.000	EDUCATION & TRAINING	7,432.00		5,012.90	2,171.00	2,419.10	67.45
Total Dept 335 - FIRE		1,908,977.00		637,869.24	135,206.82	1,271,107.76	33.41



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GL NUMBER	DESCRIPTION	2018-19		YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BDGT USED
		AMENDED BUDGET	NORMAL	10/31/2018 (ABNORMAL)	MONTH 10/31/2018 INCREASE (DECREASE)	NORMAL	BALANCE (ABNORMAL)	
Fund 101 - GENERAL FUND								
Expenditures								
Dept 370 - BUILDING AND SAFETY								
101-370-702.100	SALARIES	59,779.00		14,124.80	3,239.13	45,654.20		23.63
101-370-702.200	WAGES	0.00		8,650.40	2,142.00	(8,650.40)		100.00
101-370-715.000	SOCIAL SECURITY (FICA)	4,573.00		1,733.19	409.60	2,839.81		37.90
101-370-716.100	HEALTH INSURANCE	18,878.00		6,975.41	1,529.47	11,902.59		36.95
101-370-716.200	DENTAL INSURANCE	831.00		253.33	62.68	577.67		30.48
101-370-716.300	OPTICAL INSURANCE	117.00		36.69	9.17	80.31		31.36
101-370-716.400	LIFE INSURANCE	144.00		46.47	11.62	97.53		32.27
101-370-716.500	DISABILITY INSURANCE	447.00		144.78	36.20	302.22		32.39
101-370-717.000	UNEMPLOYMENT INSURANCE	524.00		0.00	0.00	524.00		0.00
101-370-718.200	DEFINED CONTRIBUTION	696.00		564.99	129.56	131.01		81.18
101-370-719.000	WORKERS' COMPENSATION	524.00		128.00	0.00	396.00		24.43
101-370-728.000	OPERATING SUPPLIES	2,500.00		113.19	161.08	2,386.81		4.53
101-370-818.000	CONTRACTUAL SERVICES	131,596.00		32,295.01	9,946.67	99,300.99		24.54
101-370-820.300	TELEPHONE	276.00		68.45	22.93	207.55		24.80
101-370-833.000	EQUIPMENT MAINTENANCE	100.00		0.00	0.00	100.00		0.00
101-370-856.000	MISCELLANEOUS	100.00		0.00	0.00	100.00		0.00
101-370-858.000	MEMBERSHIPS & DUES	1,035.00		0.00	0.00	1,035.00		0.00
101-370-860.000	EDUCATION & TRAINING	500.00		0.00	0.00	500.00		0.00
Total Dept 370 - BUILDING AND SAFETY		222,620.00		65,134.71	17,700.11	157,485.29		29.26
Dept 441 - PUBLIC WORKS								
101-441-702.100	SALARIES	64,219.00		21,060.64	4,694.35	43,158.36		32.80
101-441-702.200	WAGES	59,477.00		8,775.48	2,146.69	50,701.52		14.75
101-441-702.400	WAGES - TEMPORARY	6,000.00		1,342.04	10.00	4,657.96		22.37
101-441-703.000	OTHER COMPENSATION	0.00		34,847.20	5,225.89	(34,847.20)		100.00
101-441-715.000	SOCIAL SECURITY (FICA)	35,705.00		12,349.81	2,496.82	23,355.19		34.59
101-441-716.000	FRINGES	(224,444.00)		(83,324.70)	(18,065.60)	(141,119.30)		37.12
101-441-716.100	HEALTH INSURANCE	106,045.00		36,109.83	8,424.86	69,935.17		34.05
101-441-716.200	DENTAL INSURANCE	5,217.00		1,590.73	387.52	3,626.27		30.49
101-441-716.300	OPTICAL INSURANCE	575.00		177.14	44.28	397.86		30.81
101-441-716.400	LIFE INSURANCE	1,150.00		372.78	93.19	777.22		32.42
101-441-716.500	DISABILITY INSURANCE	3,784.00		1,224.59	306.14	2,559.41		32.36
101-441-717.000	UNEMPLOYMENT INSURANCE	300.00		20.81	20.81	279.19		6.94
101-441-718.000	RETIREMENT	85,154.00		29,417.14	5,985.94	55,736.86		34.55
101-441-718.100	MUNICIPAL EMPLOYEES RETIREMENT PROGRAM	6,811.00		3,058.00	764.50	3,753.00		44.90
101-441-718.200	DEFINED CONTRIBUTION	10,971.00		3,981.01	840.35	6,989.99		36.29
101-441-719.000	WORKERS' COMPENSATION	18,635.00		7,686.00	0.00	10,949.00		41.24
101-441-728.000	OPERATING SUPPLIES	4,500.00		1,833.23	498.91	2,666.77		40.74
101-441-751.000	GAS & OIL	2,600.00		483.49	178.95	2,116.51		18.60
101-441-818.000	CONTRACTUAL SERVICES	30,989.00		8,271.80	1,033.00	22,717.20		26.69
101-441-820.100	ELECTRICITY	9,000.00		1,638.28	463.61	7,361.72		18.20
101-441-820.200	GAS	4,000.00		217.73	82.68	3,782.27		5.44
101-441-820.300	TELEPHONE	5,000.00		1,387.02	411.49	3,612.98		27.74
101-441-820.400	WATER & SEWER	1,000.00		867.57	867.57	132.43		86.76
101-441-820.500	REFUSE	1,100.00		422.64	109.76	677.36		38.42
101-441-821.000	STREET LIGHTING	200,000.00		47,802.86	15,853.57	152,197.14		23.90
101-441-822.000	DISPOSAL AREA(LANDFILL)	10,000.00		0.00	0.00	10,000.00		0.00
101-441-831.000	BUILDING MAINTENANCE	3,000.00		701.45	177.26	2,298.55		23.38
101-441-831.100	STORM SEWER MAINTENANCE	24,000.00		3,502.18	0.00	20,497.82		14.59
101-441-836.200	TREES & GARDEN	5,000.00		122.58	0.00	4,877.42		2.45

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

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 10/31/2018 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 10/31/2018 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 101 - GENERAL FUND						
Expenditures						
101-441-838.000	MISCELLANEOUS OPERATIONS	4,000.00	(651.94)	(241.01)	4,651.94	(16.30)
101-441-843.000	EQUIPMENT RENTAL	40,000.00	9,661.51	1,232.36	30,338.49	24.15
101-441-860.000	EDUCATION & TRAINING	1,500.00	536.25	125.00	963.75	35.75
101-441-860.100	SAFETY TRAINING	1,000.00	405.45	0.00	594.55	40.55
Total Dept 441 - PUBLIC WORKS		526,288.00	155,890.60	34,168.89	370,397.40	29.62
Dept 528 - LEAF AND BRUSH COLLECTION						
101-528-702.200	WAGES	52,000.00	9,804.15	3,180.26	42,195.85	18.85
101-528-702.400	WAGES - TEMPORARY	5,000.00	74.00	0.00	4,926.00	1.48
101-528-715.000	SOCIAL SECURITY (FICA)	383.00	30.60	30.60	352.40	7.99
101-528-716.000	FRINGES	40,560.00	7,788.09	2,561.06	32,771.91	19.20
101-528-728.000	OPERATING SUPPLIES	2,000.00	175.00	175.00	1,825.00	8.75
101-528-818.000	CONTRACTUAL SERVICES	9,200.00	8,890.00	1,024.00	310.00	96.63
101-528-843.000	EQUIPMENT RENTAL	120,000.00	16,057.55	5,604.01	103,942.45	13.38
Total Dept 528 - LEAF AND BRUSH COLLECTION		229,143.00	42,819.39	12,574.93	186,323.61	18.69
Dept 585 - PARKING						
101-585-702.200	WAGES	9,000.00	1,573.01	243.15	7,426.99	17.48
101-585-716.000	FRINGES	6,030.00	1,233.63	195.81	4,796.37	20.46
101-585-728.000	OPERATING SUPPLIES	4,000.00	0.00	0.00	4,000.00	0.00
101-585-818.000	CONTRACTUAL SERVICES	0.00	210.00	0.00	(210.00)	100.00
101-585-834.000	MAINTENANCE	2,000.00	0.00	0.00	2,000.00	0.00
101-585-843.000	EQUIPMENT RENTAL	14,000.00	919.37	49.44	13,080.63	6.57
Total Dept 585 - PARKING		35,030.00	3,936.01	488.40	31,093.99	11.24
Dept 728 - COMMUNITY DEVELOPMENT						
101-728-702.100	SALARIES	81,227.00	20,846.24	5,846.22	60,380.76	25.66
101-728-702.400	WAGES - TEMPORARY	0.00	38.48	0.00	(38.48)	100.00
101-728-702.800	ACCRUED SICK LEAVE	800.00	0.00	0.00	800.00	0.00
101-728-715.000	SOCIAL SECURITY (FICA)	6,214.00	1,598.97	447.53	4,615.03	25.73
101-728-716.100	HEALTH INSURANCE	2,162.00	1,963.33	755.93	198.67	90.81
101-728-716.200	DENTAL INSURANCE	77.00	79.67	30.05	(2.67)	103.47
101-728-716.300	OPTICAL INSURANCE	10.00	12.04	3.92	(2.04)	120.40
101-728-716.400	LIFE INSURANCE	706.00	145.53	47.78	560.47	20.61
101-728-716.500	DISABILITY INSURANCE	1,001.00	189.10	52.19	811.90	18.89
101-728-717.000	UNEMPLOYMENT INSURANCE	20.00	40.50	40.50	(20.50)	202.50
101-728-718.000	RETIREMENT	0.00	19.19	0.00	(19.19)	100.00
101-728-718.200	DEFINED CONTRIBUTION	3,249.00	833.82	233.84	2,415.18	25.66
101-728-719.000	WORKERS' COMPENSATION	319.00	88.00	0.00	231.00	27.59
101-728-728.000	OPERATING SUPPLIES	1,500.00	307.18	25.94	1,192.82	20.48
101-728-818.000	CONTRACTUAL SERVICES	67,268.00	7,244.99	6,144.99	60,023.01	10.77
101-728-858.000	MEMBERSHIPS & DUES	990.00	587.00	0.00	403.00	59.29
101-728-860.000	EDUCATION & TRAINING	3,124.00	902.77	452.08	2,221.23	28.90
Total Dept 728 - COMMUNITY DEVELOPMENT		168,667.00	34,896.81	14,080.97	133,770.19	20.69

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

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 10/31/2018 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 10/31/2018 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 101 - GENERAL FUND						
Expenditures						
Dept 750 - HOLMAN POOL						
101-750-702.200	WAGES	0.00	0.00	(48.49)	0.00	0.00
101-750-716.000	FRINGES	0.00	0.00	(37.84)	0.00	0.00
101-750-843.000	EQUIPMENT RENTAL	0.00	0.00	(69.88)	0.00	0.00
Total Dept 750 - HOLMAN POOL		0.00	0.00	(156.21)	0.00	0.00
Dept 756 - PARKS						
101-756-702.200	WAGES	60,000.00	19,245.16	2,143.19	40,754.84	32.08
101-756-702.400	WAGES - TEMPORARY	0.00	2,687.13	0.00	(2,687.13)	100.00
101-756-716.000	FRINGES	47,000.00	17,169.31	1,725.91	29,830.69	36.53
101-756-728.000	OPERATING SUPPLIES	2,500.00	0.00	0.00	2,500.00	0.00
101-756-818.000	CONTRACTUAL SERVICES	20,623.00	750.00	0.00	19,873.00	3.64
101-756-820.100	ELECTRICITY	11,000.00	2,800.78	803.69	8,199.22	25.46
101-756-820.400	WATER & SEWER	10,000.00	1,576.94	1,576.94	8,423.06	15.77
101-756-820.500	REFUSE	500.00	170.85	43.00	329.15	34.17
101-756-831.000	BUILDING MAINTENANCE	14,000.00	4,667.66	2,700.44	9,332.34	33.34
101-756-831.200	BLDG MAINTENANCE-BALLFIELDS	4,000.00	430.98	205.98	3,569.02	10.77
101-756-836.200	TREES & GARDEN	1,000.00	0.00	0.00	1,000.00	0.00
101-756-843.000	EQUIPMENT RENTAL	62,000.00	33,008.79	4,790.79	28,991.21	53.24
101-756-974.000	LAND IMPROVEMENTS	2,500.00	20,542.02	6,000.00	(18,042.02)	821.68
Total Dept 756 - PARKS		235,123.00	103,049.62	19,989.94	132,073.38	43.83
Dept 966 - TRANSFERS OUT						
101-966-999.297	TRANSFER TO HISTORICAL COMMISSION	33,000.00	11,000.00	2,750.00	22,000.00	33.33
101-966-999.400	TRANSFER TO CAPITAL PROJECTS	358,840.00	261,701.98	0.00	97,138.02	72.93
101-966-999.588	TRANSFER TO SATA	26,000.00	22,408.04	0.00	3,591.96	86.18
101-966-999.700	TRANSFER TO AIRPORT	7,000.00	0.00	0.00	7,000.00	0.00
101-966-999.731	TRANSFER-RETIREMENT	157,000.00	0.00	0.00	157,000.00	0.00
Total Dept 966 - TRANSFERS OUT		581,840.00	295,110.02	2,750.00	286,729.98	50.72
TOTAL EXPENDITURES		7,755,766.00	2,646,127.63	513,202.61	5,109,638.37	34.12
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		7,755,766.00	4,129,244.82	525,771.70	3,626,521.18	53.24
TOTAL EXPENDITURES		7,755,766.00	2,646,127.63	513,202.61	5,109,638.37	34.12
NET OF REVENUES & EXPENDITURES		0.00	1,483,117.19	12,569.09	(1,483,117.19)	100.00

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		2018-19	YTD BALANCE	ACTIVITY FOR	AVAILABLE	
GL NUMBER	DESCRIPTION	AMENDED BUDGET	10/31/2018	MONTH 10/31/2018	BALANCE	% BGD
			NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	USED
Fund 202 - MAJOR STREET FUND						
Revenues						
Dept 000 - 214						
202-000-539.529	STATE SOURCES	39,000.00	0.00	0.00	39,000.00	0.00
202-000-539.546	TRUNKLINE MAINTENANCE	37,000.00	678.58	0.00	36,321.42	1.83
202-000-539.569	GAS & WEIGHT TAX	913,000.00	205,569.18	92,099.35	707,430.82	22.52
202-000-664.664	INTEREST INCOME	0.00	1,638.13	727.50	(1,638.13)	100.00
202-000-695.411	TRANSFER FROM STREET PROGRAM	1,691,800.00	500,000.00	500,000.00	1,191,800.00	29.55
202-000-695.672	SPECIAL ASSESSMENT	100,956.00	0.00	0.00	100,956.00	0.00
202-000-695.699	APPROPRIATION OF FUND BALANCE	3,366.00	0.00	0.00	3,366.00	0.00
Total Dept 000 - 214		2,785,122.00	707,885.89	592,826.85	2,077,236.11	25.42
TOTAL REVENUES		2,785,122.00	707,885.89	592,826.85	2,077,236.11	25.42
Expenditures						
Dept 451 - CONSTRUCTION						
202-451-728.000	OPERATING SUPPLIES	0.00	164.00	0.00	(164.00)	100.00
202-451-818.000	CONTRACTUAL SERVICES	1,691,800.00	1,039,819.57	8,419.60	651,980.43	61.46
Total Dept 451 - CONSTRUCTION		1,691,800.00	1,039,983.57	8,419.60	651,816.43	61.47
Dept 463 - STREET MAINTENANCE						
202-463-702.200	WAGES	42,000.00	11,779.55	667.56	30,220.45	28.05
202-463-716.000	FRINGES	39,000.00	11,349.72	658.88	27,650.28	29.10
202-463-728.000	OPERATING SUPPLIES	35,000.00	10,693.59	6,608.19	24,306.41	30.55
202-463-818.000	CONTRACTUAL SERVICES	75,000.00	31,629.11	27,049.03	43,370.89	42.17
202-463-843.000	EQUIPMENT RENTAL	50,000.00	19,234.29	1,568.38	30,765.71	38.47
Total Dept 463 - STREET MAINTENANCE		241,000.00	84,686.26	36,552.04	156,313.74	35.14
Dept 473 - BRIDGE MAINTENANCE						
202-473-702.200	WAGES	200.00	96.99	57.05	103.01	48.50
202-473-716.000	FRINGES	190.00	94.74	56.31	95.26	49.86
202-473-818.000	CONTRACTUAL SERVICES	1,600.00	0.00	0.00	1,600.00	0.00
202-473-843.000	EQUIPMENT RENTAL	80.00	27.54	18.18	52.46	34.43
Total Dept 473 - BRIDGE MAINTENANCE		2,070.00	219.27	131.54	1,850.73	10.59
Dept 474 - TRAFFIC SERVICES-MAINTENANCE						
202-474-702.200	WAGES	2,200.00	616.70	37.06	1,583.30	28.03
202-474-716.000	FRINGES	2,100.00	594.25	36.58	1,505.75	28.30
202-474-728.000	OPERATING SUPPLIES	3,500.00	179.32	54.62	3,320.68	5.12
202-474-818.000	CONTRACTUAL SERVICES	15,000.00	0.00	0.00	15,000.00	0.00
202-474-820.000	UTILITIES	2,500.00	1,406.22	10.33	1,093.78	56.25
202-474-843.000	EQUIPMENT RENTAL	1,000.00	531.66	9.36	468.34	53.17
Total Dept 474 - TRAFFIC SERVICES-MAINTENANCE		26,300.00	3,328.15	147.95	22,971.85	12.65
Dept 478 - SNOW & ICE CONTROL						

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GL NUMBER	DESCRIPTION	2018-19	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	10/31/2018 (ABNORMAL)	MONTH 10/31/2018 (DECREASE)	BALANCE (ABNORMAL)	
Fund 202 - MAJOR STREET FUND						
Expenditures						
202-478-702.200	WAGES	20,000.00	0.00	0.00	20,000.00	0.00
202-478-716.000	FRINGES	20,000.00	0.00	0.00	20,000.00	0.00
202-478-728.000	OPERATING SUPPLIES	42,000.00	0.00	0.00	42,000.00	0.00
202-478-843.000	EQUIPMENT RENTAL	35,000.00	0.00	0.00	35,000.00	0.00
Total Dept 478 - SNOW & ICE CONTROL		117,000.00	0.00	0.00	117,000.00	0.00
Dept 480 - TREE TRIMMING						
202-480-702.200	WAGES	8,000.00	2,877.78	1,207.54	5,122.22	35.97
202-480-716.000	FRINGES	7,000.00	2,798.78	1,191.84	4,201.22	39.98
202-480-728.000	OPERATING SUPPLIES	2,500.00	0.00	0.00	2,500.00	0.00
202-480-818.000	CONTRACTUAL SERVICES	8,000.00	500.00	0.00	7,500.00	6.25
202-480-843.000	EQUIPMENT RENTAL	14,000.00	4,254.65	2,139.69	9,745.35	30.39
Total Dept 480 - TREE TRIMMING		39,500.00	10,431.21	4,539.07	29,068.79	26.41
Dept 482 - ADMINISTRATION & ENGINEERING						
202-482-702.100	SALARIES	56,407.00	22,728.68	4,425.06	33,678.32	40.29
202-482-715.000	SOCIAL SECURITY (FICA)	4,315.00	1,738.48	338.36	2,576.52	40.29
202-482-716.100	HEALTH INSURANCE	3,296.00	874.75	273.36	2,421.25	26.54
202-482-716.200	DENTAL INSURANCE	137.00	33.20	10.35	103.80	24.23
202-482-716.300	OPTICAL INSURANCE	16.00	4.04	1.26	11.96	25.25
202-482-716.400	LIFE INSURANCE	265.00	59.14	18.48	205.86	22.32
202-482-716.500	DISABILITY INSURANCE	423.00	92.08	29.44	330.92	21.77
202-482-718.200	DEFINED CONTRIBUTION	1,131.00	469.58	86.16	661.42	41.52
202-482-719.000	WORKERS' COMPENSATION	222.00	158.00	0.00	64.00	71.17
202-482-801.000	PROFESSIONAL SERVICES: ADMINISTRATIVE	2,000.00	0.00	0.00	2,000.00	0.00
202-482-999.101	CONTRIBUTION-GF ADMIN	91,300.00	20,556.92	9,209.94	70,743.08	22.52
Total Dept 482 - ADMINISTRATION & ENGINEERING		159,512.00	46,714.87	14,392.41	112,797.13	29.29
Dept 484 - TRUNKLINE SUPERVISOR						
202-484-702.100	SALARIES	4,500.00	0.00	0.00	4,500.00	0.00
Total Dept 484 - TRUNKLINE SUPERVISOR		4,500.00	0.00	0.00	4,500.00	0.00
Dept 485 - LOCAL STREET TRANSFER						
202-485-999.203	TRANSFER TO LOCAL STREET	456,500.00	63,726.45	28,550.80	392,773.55	13.96
Total Dept 485 - LOCAL STREET TRANSFER		456,500.00	63,726.45	28,550.80	392,773.55	13.96
Dept 486 - TRUNKLINE SURFACE MAINTENANCE						
202-486-702.200	WAGES	500.00	0.00	0.00	500.00	0.00
202-486-716.000	FRINGES	500.00	0.00	0.00	500.00	0.00
202-486-728.000	OPERATING SUPPLIES	1,500.00	0.00	0.00	1,500.00	0.00
202-486-818.000	CONTRACTUAL SERVICES	0.00	575.75	0.00	(575.75)	100.00
202-486-843.000	EQUIPMENT RENTAL	2,500.00	0.00	0.00	2,500.00	0.00

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		2018-19	YTD BALANCE	ACTIVITY FOR	AVAILABLE	
GL NUMBER	DESCRIPTION	AMENDED BUDGET	10/31/2018	MONTH 10/31/2018	BALANCE	% BDGT
			NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	USED
Fund 202 - MAJOR STREET FUND						
Expenditures						
Total Dept 486 - TRUNKLINE SURFACE MAINTENANCE		5,000.00	575.75	0.00	4,424.25	11.52
Dept 488 - TRUNKLINE SWEEPING & FLUSHING						
202-488-702.200	WAGES	500.00	37.06	0.00	462.94	7.41
202-488-716.000	FRINGES	450.00	35.66	0.00	414.34	7.92
202-488-843.000	EQUIPMENT RENTAL	1,600.00	173.18	0.00	1,426.82	10.82
Total Dept 488 - TRUNKLINE SWEEPING & FLUSHING		2,550.00	245.90	0.00	2,304.10	9.64
Dept 490 - TRUNKLINE TREE TRIIM & REMOVAL						
202-490-702.200	WAGES	200.00	63.74	0.00	136.26	31.87
202-490-716.000	FRINGES	200.00	61.32	0.00	138.68	30.66
202-490-843.000	EQUIPMENT RENTAL	200.00	49.39	0.00	150.61	24.70
Total Dept 490 - TRUNKLINE TREE TRIIM & REMOVAL		600.00	174.45	0.00	425.55	29.08
Dept 491 - TRUNKLINE STORM DRAIN, CURBS						
202-491-702.200	WAGES	2,000.00	0.00	0.00	2,000.00	0.00
202-491-716.000	FRINGES	2,000.00	0.00	0.00	2,000.00	0.00
202-491-728.000	OPERATING SUPPLIES	2,000.00	0.00	0.00	2,000.00	0.00
202-491-843.000	EQUIPMENT RENTAL	2,500.00	0.00	0.00	2,500.00	0.00
Total Dept 491 - TRUNKLINE STORM DRAIN, CURBS		8,500.00	0.00	0.00	8,500.00	0.00
Dept 492 - TRUNKLINE ROADSIDE CLEANUP						
202-492-702.200	WAGES	200.00	0.00	0.00	200.00	0.00
202-492-716.000	FRINGES	190.00	0.00	0.00	190.00	0.00
202-492-843.000	EQUIPMENT RENTAL	300.00	0.00	0.00	300.00	0.00
Total Dept 492 - TRUNKLINE ROADSIDE CLEANUP		690.00	0.00	0.00	690.00	0.00
Dept 494 - TRUNKLINE TRAFFIC SIGNS						
202-494-702.200	WAGES	200.00	0.00	0.00	200.00	0.00
202-494-716.000	FRINGES	200.00	0.00	0.00	200.00	0.00
202-494-728.000	OPERATING SUPPLIES	200.00	168.92	0.00	31.08	84.46
202-494-843.000	EQUIPMENT RENTAL	200.00	0.00	0.00	200.00	0.00
Total Dept 494 - TRUNKLINE TRAFFIC SIGNS		800.00	168.92	0.00	631.08	21.12
Dept 496 - TRUNKLINE TRAFFIC SIGNALS						
202-496-702.200	WAGES	300.00	0.00	0.00	300.00	0.00
202-496-716.000	FRINGES	300.00	0.00	0.00	300.00	0.00
202-496-843.000	EQUIPMENT RENTAL	200.00	0.00	0.00	200.00	0.00
Total Dept 496 - TRUNKLINE TRAFFIC SIGNALS		800.00	0.00	0.00	800.00	0.00
Dept 497 - TRUNKLINE SNOW & ICE CONTROL						

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

GL NUMBER	DESCRIPTION	2018-19	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	10/31/2018 NORMAL (ABNORMAL)	MONTH 10/31/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 202 - MAJOR STREET FUND						
Expenditures						
202-497-702.200	WAGES	2,500.00	0.00	0.00	2,500.00	0.00
202-497-716.000	FRINGES	2,500.00	0.00	0.00	2,500.00	0.00
202-497-728.000	OPERATING SUPPLIES	12,000.00	0.00	0.00	12,000.00	0.00
202-497-843.000	EQUIPMENT RENTAL	6,000.00	0.00	0.00	6,000.00	0.00
Total Dept 497 - TRUNKLINE SNOW & ICE CONTROL		23,000.00	0.00	0.00	23,000.00	0.00
Dept 502 - TRUNKLINE LEAVE & INS BENEFITS						
202-502-702.200	WAGES	5,000.00	0.00	0.00	5,000.00	0.00
Total Dept 502 - TRUNKLINE LEAVE & INS BENEFITS		5,000.00	0.00	0.00	5,000.00	0.00
TOTAL EXPENDITURES		2,785,122.00	1,250,254.80	92,733.41	1,534,867.20	44.89
Fund 202 - MAJOR STREET FUND:						
TOTAL REVENUES		2,785,122.00	707,885.89	592,826.85	2,077,236.11	25.42
TOTAL EXPENDITURES		2,785,122.00	1,250,254.80	92,733.41	1,534,867.20	44.89
NET OF REVENUES & EXPENDITURES		0.00	(542,368.91)	500,093.44	542,368.91	100.00

User: CAGrice

DB: Owosso

PERIOD ENDING 10/31/2018

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

		YTD BALANCE		ACTIVITY FOR		AVAILABLE	
		2018-19	10/31/2018	MONTH 10/31/2018		BALANCE	% BDGT
GL NUMBER	DESCRIPTION	AMENDED BUDGET	NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)		USED
Fund 203 - LOCAL STREET FUND							
Revenues							
Dept 000 - 214							
203-000-539.529	STATE SOURCES	13,700.00	0.00	0.00	13,700.00	0.00	
203-000-539.556	STATE SOURCES-PA207	0.00	93,659.88	93,659.88	(93,659.88)	100.00	
203-000-539.569	GAS & WEIGHT TAX	333,125.00	75,332.50	33,750.43	257,792.50	22.61	
203-000-664.664	INTEREST INCOME	0.00	168.34	117.31	(168.34)	100.00	
203-000-695.202	MAJOR STREET TRANSFER	283,030.00	63,726.45	28,550.80	219,303.55	22.52	
203-000-695.411	TRANSFER FROM CAPITAL PROJECTS	921,500.00	250,000.00	250,000.00	671,500.00	27.13	
203-000-695.672	SPECIAL ASSESSMENT	61,000.00	0.00	0.00	61,000.00	0.00	
Total Dept 000 - 214		1,612,355.00	482,887.17	406,078.42	1,129,467.83	29.95	
TOTAL REVENUES		1,612,355.00	482,887.17	406,078.42	1,129,467.83	29.95	
Expenditures							
Dept 451 - CONSTRUCTION							
203-451-818.000	CONTRACTUAL SERVICES	921,500.00	395,951.10	129,880.79	525,548.90	42.97	
Total Dept 451 - CONSTRUCTION		921,500.00	395,951.10	129,880.79	525,548.90	42.97	
Dept 463 - STREET MAINTENANCE							
203-463-702.200	WAGES	42,000.00	16,267.00	2,505.81	25,733.00	38.73	
203-463-716.000	FRINGES	39,000.00	15,712.89	2,473.24	23,287.11	40.29	
203-463-728.000	OPERATING SUPPLIES	30,000.00	8,796.96	5,209.27	21,203.04	29.32	
203-463-818.000	CONTRACTUAL SERVICES	80,000.00	101,258.94	32,628.96	(21,258.94)	126.57	
203-463-843.000	EQUIPMENT RENTAL	80,000.00	34,497.13	5,229.25	45,502.87	43.12	
Total Dept 463 - STREET MAINTENANCE		271,000.00	176,532.92	48,046.53	94,467.08	65.14	
Dept 474 - TRAFFIC SERVICES-MAINTENANCE							
203-474-702.200	WAGES	2,200.00	241.71	0.00	1,958.29	10.99	
203-474-716.000	FRINGES	2,100.00	232.55	0.00	1,867.45	11.07	
203-474-728.000	OPERATING SUPPLIES	10,000.00	301.91	0.00	9,698.09	3.02	
203-474-843.000	EQUIPMENT RENTAL	3,000.00	51.48	0.00	2,948.52	1.72	
Total Dept 474 - TRAFFIC SERVICES-MAINTENANCE		17,300.00	827.65	0.00	16,472.35	4.78	
Dept 478 - SNOW & ICE CONTROL							
203-478-702.200	WAGES	20,000.00	0.00	0.00	20,000.00	0.00	
203-478-716.000	FRINGES	20,000.00	0.00	0.00	20,000.00	0.00	
203-478-728.000	OPERATING SUPPLIES	50,000.00	0.00	0.00	50,000.00	0.00	
203-478-843.000	EQUIPMENT RENTAL	35,000.00	0.00	0.00	35,000.00	0.00	
Total Dept 478 - SNOW & ICE CONTROL		125,000.00	0.00	0.00	125,000.00	0.00	
Dept 480 - TREE TRIMMING							
203-480-702.200	WAGES	8,000.00	4,695.59	422.16	3,304.41	58.69	
203-480-716.000	FRINGES	7,000.00	4,518.12	406.65	2,481.88	64.54	
203-480-728.000	OPERATING SUPPLIES	2,500.00	0.00	0.00	2,500.00	0.00	



PERIOD ENDING 10/31/2018

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GL NUMBER	DESCRIPTION	2018-19		YTD BALANCE	ACTIVITY FOR		AVAILABLE	% BDGT USED
		AMENDED	BUDGET	10/31/2018	MONTH	10/31/2018	BALANCE	
				NORMAL (ABNORMAL)	INCREASE	(DECREASE)	NORMAL (ABNORMAL)	
Fund 203 - LOCAL STREET FUND								
Expenditures								
203-480-818.000	CONTRACTUAL SERVICES	10,000.00		0.00		0.00	10,000.00	0.00
203-480-843.000	EQUIPMENT RENTAL	14,000.00		7,416.46		537.46	6,583.54	52.97
Total Dept 480 - TREE TRIMMING		41,500.00		16,630.17		1,366.27	24,869.83	40.07
Dept 482 - ADMINISTRATION & ENGINEERING								
203-482-702.100	SALARIES	56,407.00		22,727.69		4,424.97	33,679.31	40.29
203-482-715.000	SOCIAL SECURITY (FICA)	4,315.00		1,738.02		338.30	2,576.98	40.28
203-482-716.100	HEALTH INSURANCE	6,592.00		874.72		273.35	5,717.28	13.27
203-482-716.200	DENTAL INSURANCE	274.00		33.21		10.35	240.79	12.12
203-482-716.300	OPTICAL INSURANCE	32.00		4.02		1.26	27.98	12.56
203-482-716.400	LIFE INSURANCE	530.00		59.13		18.48	470.87	11.16
203-482-716.500	DISABILITY INSURANCE	562.00		92.03		29.44	469.97	16.38
203-482-718.200	DEFINED CONTRIBUTION	1,131.00		469.45		86.14	661.55	41.51
203-482-719.000	WORKERS' COMPENSATION	293.00		272.00		0.00	21.00	92.83
203-482-801.000	PROFESSIONAL SERVICES: ADMINISTRATIVE	2,000.00		0.00		0.00	2,000.00	0.00
203-482-999.101	CONTRIBUTION-GF ADMIN	33,313.00		7,533.25		3,375.04	25,779.75	22.61
Total Dept 482 - ADMINISTRATION & ENGINEERING		105,449.00		33,803.52		8,557.33	71,645.48	32.06
Dept 965 - OTHER FINANCING SOURCES (USES)								
203-965-995.000	OTHER FINANCING SOURCES (USES)	130,606.00		0.00		0.00	130,606.00	0.00
Total Dept 965 - OTHER FINANCING SOURCES (USES)		130,606.00		0.00		0.00	130,606.00	0.00
TOTAL EXPENDITURES		1,612,355.00		623,745.36		187,850.92	988,609.64	38.69
Fund 203 - LOCAL STREET FUND:								
TOTAL REVENUES		1,612,355.00		482,887.17		406,078.42	1,129,467.83	29.95
TOTAL EXPENDITURES		1,612,355.00		623,745.36		187,850.92	988,609.64	38.69
NET OF REVENUES & EXPENDITURES		0.00		(140,858.19)		218,227.50	140,858.19	100.00

PERIOD ENDING 10/31/2018

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GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
			10/31/2018	MONTH	10/31/2018	BALANCE		
			NORMAL (ABNORMAL)	INCREASE	(DECREASE)	NORMAL	(ABNORMAL)	
Fund 248 - DOWNTOWN FACADE PROGRAM								
Revenues								
Dept 000 - 214								
248-000-501.506	GRANT-FEDERAL	518,750.00	0.00		0.00	518,750.00		0.00
248-000-664.664	INTEREST INCOME	0.00	10.07		3.64	(10.07)		100.00
248-000-671.675	DONATIONS-PRIVATE	500,000.00	0.00		0.00	500,000.00		0.00
Total Dept 000 - 214		1,018,750.00	10.07		3.64	1,018,739.93		0.00
TOTAL REVENUES		1,018,750.00	10.07		3.64	1,018,739.93		0.00
Expenditures								
Dept 200 - GEN SERVICES								
248-200-818.000	CONTRACTUAL SERVICES	18,750.00	0.00		0.00	18,750.00		0.00
Total Dept 200 - GEN SERVICES		18,750.00	0.00		0.00	18,750.00		0.00
Dept 901 - CAPITAL OUTLAY								
248-901-965.540	CAPITAL CONTRIBUTIONS-FACADE	1,000,000.00	8,297.50		1,892.50	991,702.50		0.83
Total Dept 901 - CAPITAL OUTLAY		1,000,000.00	8,297.50		1,892.50	991,702.50		0.83
TOTAL EXPENDITURES		1,018,750.00	8,297.50		1,892.50	1,010,452.50		0.81
Fund 248 - DOWNTOWN FACADE PROGRAM:								
TOTAL REVENUES		1,018,750.00	10.07		3.64	1,018,739.93		0.00
TOTAL EXPENDITURES		1,018,750.00	8,297.50		1,892.50	1,010,452.50		0.81
NET OF REVENUES & EXPENDITURES		0.00	(8,287.43)		(1,888.86)	8,287.43		100.00

PERIOD ENDING 10/31/2018

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GL NUMBER	DESCRIPTION	2018-19	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	10/31/2018 NORMAL (ABNORMAL)	MONTH 10/31/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 273 - CDBG REVOLVING LOAN FUND						
Revenues						
Dept 000 - 214						
273-000-664.664	INTEREST INCOME	0.00	2,237.65	756.62	(2,237.65)	100.00
273-000-671.675	LOAN REPAYMENTS	4,536.00	4,167.05	0.00	368.95	91.87
Total Dept 000 - 214		4,536.00	6,404.70	756.62	(1,868.70)	141.20
TOTAL REVENUES		4,536.00	6,404.70	756.62	(1,868.70)	141.20
Expenditures						
Dept 200 - GEN SERVICES						
273-200-801.100	PROFESSIONAL SERVICES:AUDIT COSTS	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 200 - GEN SERVICES		1,000.00	0.00	0.00	1,000.00	0.00
Dept 965 - OTHER FINANCING SOURCES (USES)						
273-965-995.000	OTHER FINANCING SOURCES (USES)	3,536.00	0.00	0.00	3,536.00	0.00
Total Dept 965 - OTHER FINANCING SOURCES (USES)		3,536.00	0.00	0.00	3,536.00	0.00
TOTAL EXPENDITURES		4,536.00	0.00	0.00	4,536.00	0.00
Fund 273 - CDBG REVOLVING LOAN FUND:						
TOTAL REVENUES		4,536.00	6,404.70	756.62	(1,868.70)	141.20
TOTAL EXPENDITURES		4,536.00	0.00	0.00	4,536.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	6,404.70	756.62	(6,404.70)	100.00

PERIOD ENDING 10/31/2018

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

GL NUMBER	DESCRIPTION	2018-19	YTD BALANCE	ACTIVITY FOR		AVAILABLE	% BDGT USED
		AMENDED BUDGET	10/31/2018	MONTH	10/31/2018	BALANCE	
			NORMAL (ABNORMAL)	INCREASE	(DECREASE)	NORMAL (ABNORMAL)	
Fund 275 - HOUSING & REDEVELOPMENT							
Revenues							
Dept 000 - 214							
275-000-501.521	GRANT-MSHDA:RR	108,800.00	0.00	0.00		108,800.00	0.00
275-000-664.664	INTEREST INCOME	0.00	4.41	1.53		(4.41)	100.00
275-000-671.674	DONATIONS	80,000.00	0.00	0.00		80,000.00	0.00
Total Dept 000 - 214		188,800.00	4.41	1.53		188,795.59	0.00
TOTAL REVENUES		188,800.00	4.41	1.53		188,795.59	0.00
Expenditures							
Dept 690 - GENERAL SERVICES							
275-690-801.000	PROFESSIONAL SERVICES: ADMINISTRATIVE	28,800.00	0.00	0.00		28,800.00	0.00
275-690-818.200	RENTAL REHABILITATION	160,000.00	0.00	0.00		160,000.00	0.00
Total Dept 690 - GENERAL SERVICES		188,800.00	0.00	0.00		188,800.00	0.00
TOTAL EXPENDITURES		188,800.00	0.00	0.00		188,800.00	0.00
Fund 275 - HOUSING & REDEVELOPMENT:							
TOTAL REVENUES		188,800.00	4.41	1.53		188,795.59	0.00
TOTAL EXPENDITURES		188,800.00	0.00	0.00		188,800.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	4.41	1.53		(4.41)	100.00

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GL NUMBER	DESCRIPTION	2018-19	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	10/31/2018 NORMAL (ABNORMAL)	MONTH 10/31/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 283 - OBRA FUND-DISTRICT#3-CONAGRA						
Revenues						
Dept 000 - 214						
283-000-401.407	OBRA:TAX CAPTURE	14,497.00	625.86	625.86	13,871.14	4.32
Total Dept 000 - 214		14,497.00	625.86	625.86	13,871.14	4.32
TOTAL REVENUES		14,497.00	625.86	625.86	13,871.14	4.32
Expenditures						
Dept 730 - PROFESSIONAL SERVICES						
283-730-801.000	PROFESSIONAL SERVICES: ADMINISTRATIVE	750.00	0.00	0.00	750.00	0.00
Total Dept 730 - PROFESSIONAL SERVICES		750.00	0.00	0.00	750.00	0.00
Dept 905 - DEBT SERVICE						
283-905-980.991	PRINCIPAL	13,747.00	0.00	0.00	13,747.00	0.00
Total Dept 905 - DEBT SERVICE		13,747.00	0.00	0.00	13,747.00	0.00
TOTAL EXPENDITURES		14,497.00	0.00	0.00	14,497.00	0.00
Fund 283 - OBRA FUND-DISTRICT#3-CONAGRA:						
TOTAL REVENUES		14,497.00	625.86	625.86	13,871.14	4.32
TOTAL EXPENDITURES		14,497.00	0.00	0.00	14,497.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	625.86	625.86	(625.86)	100.00

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

GL NUMBER	DESCRIPTION	2018-19	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		AMENDED BUDGET	10/31/2018	MONTH 10/31/2018	BALANCE	
Fund 288 - OBRA FUND-DISTRICT #17 CARGILL (PREV #8)						
Revenues						
Dept 000 - 214						
288-000-401.407	OBRA:TAX CAPTURE	109,309.00	0.00	0.00	109,309.00	0.00
Total Dept 000 - 214		109,309.00	0.00	0.00	109,309.00	0.00
TOTAL REVENUES		109,309.00	0.00	0.00	109,309.00	0.00
Expenditures						
Dept 905 - DEBT SERVICE						
288-905-980.991	PRINCIPAL	31,252.00	0.00	0.00	31,252.00	0.00
288-905-980.995	INTEREST	78,057.00	0.00	0.00	78,057.00	0.00
Total Dept 905 - DEBT SERVICE		109,309.00	0.00	0.00	109,309.00	0.00
TOTAL EXPENDITURES		109,309.00	0.00	0.00	109,309.00	0.00
Fund 288 - OBRA FUND-DISTRICT #17 CARGILL (PREV #8):						
TOTAL REVENUES		109,309.00	0.00	0.00	109,309.00	0.00
TOTAL EXPENDITURES		109,309.00	0.00	0.00	109,309.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00

PERIOD ENDING 10/31/2018

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

GL NUMBER	DESCRIPTION	2018-19	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	10/31/2018 NORMAL (ABNORMAL)	MONTH 10/31/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 289 - OBRA:DISTRICT#9(ROBBIN'S LOFT)						
Revenues						
Dept 000 - 214						
289-000-401.407	OBRA:TAX CAPTURE	2,929.00	160.34	160.34	2,768.66	5.47
Total Dept 000 - 214		2,929.00	160.34	160.34	2,768.66	5.47
TOTAL REVENUES		2,929.00	160.34	160.34	2,768.66	5.47
Expenditures						
Dept 730 - PROFESSIONAL SERVICES						
289-730-801.000	PROFESSIONAL SERVICES: ADMINISTRATIVE	1,100.00	0.00	0.00	1,100.00	0.00
Total Dept 730 - PROFESSIONAL SERVICES		1,100.00	0.00	0.00	1,100.00	0.00
Dept 964 - TAX REIMBURSEMENTS						
289-964-969.000	DEVELOPER REIMBURSEMENT	1,829.00	0.00	0.00	1,829.00	0.00
Total Dept 964 - TAX REIMBURSEMENTS		1,829.00	0.00	0.00	1,829.00	0.00
TOTAL EXPENDITURES		2,929.00	0.00	0.00	2,929.00	0.00
Fund 289 - OBRA:DISTRICT#9(ROBBIN'S LOFT):						
TOTAL REVENUES		2,929.00	160.34	160.34	2,768.66	5.47
TOTAL EXPENDITURES		2,929.00	0.00	0.00	2,929.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	160.34	160.34	(160.34)	100.00

PERIOD ENDING 10/31/2018

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

GL NUMBER	DESCRIPTION	2018-19	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		AMENDED BUDGET	10/31/2018	MONTH 10/31/2018	BALANCE	
			NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	USED
Fund 291 - OBRA FUND-DIST#11(CAPITOL BOWL)						
Revenues						
Dept 000 - 214						
291-000-401.407	OBRA:TAX CAPTURE	1,364.00	0.00	0.00	1,364.00	0.00
291-000-671.676	DONATIONS	8,904.00	0.00	0.00	8,904.00	0.00
Total Dept 000 - 214		10,268.00	0.00	0.00	10,268.00	0.00
TOTAL REVENUES		10,268.00	0.00	0.00	10,268.00	0.00
Expenditures						
Dept 730 - PROFESSIONAL SERVICES						
291-730-801.000	PROFESSIONAL SERVICES: ADMINISTRATIVE	875.00	0.00	0.00	875.00	0.00
Total Dept 730 - PROFESSIONAL SERVICES		875.00	0.00	0.00	875.00	0.00
Dept 964 - TAX REIMBURSEMENTS						
291-964-969.000	DEVELOPER REIMBURSEMENT	9,393.00	0.00	0.00	9,393.00	0.00
Total Dept 964 - TAX REIMBURSEMENTS		9,393.00	0.00	0.00	9,393.00	0.00
TOTAL EXPENDITURES		10,268.00	0.00	0.00	10,268.00	0.00
Fund 291 - OBRA FUND-DIST#11(CAPITOL BOWL):						
TOTAL REVENUES		10,268.00	0.00	0.00	10,268.00	0.00
TOTAL EXPENDITURES		10,268.00	0.00	0.00	10,268.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00



PERIOD ENDING 10/31/2018

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

GL NUMBER	DESCRIPTION	2018-19	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	10/31/2018 NORMAL (ABNORMAL)	MONTH 10/31/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 292 - OBRA FUND-DIST#12(WOODARD LOFT						
Revenues						
Dept 000 - 214						
292-000-401.407	OBRA:TAX CAPTURE	94,800.00	1,454.50	1,454.50	93,345.50	1.53
Total Dept 000 - 214		94,800.00	1,454.50	1,454.50	93,345.50	1.53
TOTAL REVENUES		94,800.00	1,454.50	1,454.50	93,345.50	1.53
Expenditures						
Dept 730 - PROFESSIONAL SERVICES						
292-730-801.000	PROFESSIONAL SERVICES: ADMINISTRATIVE	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 730 - PROFESSIONAL SERVICES		1,000.00	0.00	0.00	1,000.00	0.00
Dept 964 - TAX REIMBURSEMENTS						
292-964-969.000	DEVELOPER REIMBURSEMENT	93,800.00	0.00	0.00	93,800.00	0.00
Total Dept 964 - TAX REIMBURSEMENTS		93,800.00	0.00	0.00	93,800.00	0.00
TOTAL EXPENDITURES		94,800.00	0.00	0.00	94,800.00	0.00
Fund 292 - OBRA FUND-DIST#12(WOODARD LOFT:						
TOTAL REVENUES		94,800.00	1,454.50	1,454.50	93,345.50	1.53
TOTAL EXPENDITURES		94,800.00	0.00	0.00	94,800.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	1,454.50	1,454.50	(1,454.50)	100.00

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

GL NUMBER	DESCRIPTION	2018-19	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	10/31/2018 NORMAL (ABNORMAL)	MONTH 10/31/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 295 - OBRA-DIST#15 -ARMORY BUILDING						
Revenues						
Dept 000 - 214						
295-000-401.407	OBRA:TAX CAPTURE	1,803.00	0.00	0.00	1,803.00	0.00
Total Dept 000 - 214		1,803.00	0.00	0.00	1,803.00	0.00
TOTAL REVENUES		1,803.00	0.00	0.00	1,803.00	0.00
Expenditures						
Dept 730 - PROFESSIONAL SERVICES						
295-730-801.000	PROFESSIONAL SERVICES: ADMINISTRATIVE	750.00	0.00	0.00	750.00	0.00
Total Dept 730 - PROFESSIONAL SERVICES		750.00	0.00	0.00	750.00	0.00
Dept 964 - TAX REIMBURSEMENTS						
295-964-969.000	DEVELOPER REIMBURSEMENT	1,053.00	0.00	0.00	1,053.00	0.00
Total Dept 964 - TAX REIMBURSEMENTS		1,053.00	0.00	0.00	1,053.00	0.00
TOTAL EXPENDITURES		1,803.00	0.00	0.00	1,803.00	0.00
Fund 295 - OBRA-DIST#15 -ARMORY BUILDING:						
TOTAL REVENUES		1,803.00	0.00	0.00	1,803.00	0.00
TOTAL EXPENDITURES		1,803.00	0.00	0.00	1,803.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00

User: CAGrice

DB: Owosso

PERIOD ENDING 10/31/2018

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

GL NUMBER	DESCRIPTION	2018-19	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	NORMAL (ABNORMAL)	MONTH 10/31/2018	BALANCE	
Fund 297 - HISTORICAL FUND						
Revenues						
Dept 000 - 214						
297-000-600.600	SALES	5,000.00	1,924.00	462.00	3,076.00	38.48
297-000-664.664	INTEREST INCOME	70.00	218.06	19.10	(148.06)	311.51
297-000-664.667	RENTS	1,000.00	0.00	0.00	1,000.00	0.00
297-000-664.668	RENTAL INCOME	13,200.00	1,000.00	0.00	12,200.00	7.58
297-000-671.675	DONATIONS-PRIVATE	25,000.00	16,054.33	9,828.33	8,945.67	64.22
297-000-671.678	FUNDRAISER/MEMBERSHIPS	10,000.00	0.00	0.00	10,000.00	0.00
297-000-695.101	GENERAL FUND TRANSFER	33,000.00	11,000.00	2,750.00	22,000.00	33.33
297-000-695.699	APPROPRIATION OF FUND BALANCE	1,846.00	0.00	0.00	1,846.00	0.00
Total Dept 000 - 214		89,116.00	30,196.39	13,059.43	58,919.61	33.88
TOTAL REVENUES		89,116.00	30,196.39	13,059.43	58,919.61	33.88
Expenditures						
Dept 797 - HISTORICAL COMMISSION						
297-797-728.000	OPERATING SUPPLIES	600.00	60.66	60.66	539.34	10.11
297-797-728.200	SUPPLIES-HISTORIC COLLECTION	350.00	679.82	375.00	(329.82)	194.23
297-797-801.000	PROFESSIONAL SERVICES: ADMINISTRATIVE	1,000.00	2,635.00	1,848.00	(1,635.00)	263.50
297-797-810.000	INSURANCE & BONDS	1,250.00	929.12	0.00	320.88	74.33
297-797-856.000	MISCELLANEOUS	3,500.00	1,699.17	520.70	1,800.83	48.55
297-797-869.000	PROMOTION	5,000.00	1,247.05	967.05	3,752.95	24.94
297-797-870.000	EXHIBITIONS	5,000.00	1,362.49	0.00	3,637.51	27.25
Total Dept 797 - HISTORICAL COMMISSION		16,700.00	8,613.31	3,771.41	8,086.69	51.58
Dept 798 - CASTLE						
297-798-702.200	WAGES	34,367.00	12,109.82	2,697.00	22,257.18	35.24
297-798-702.400	WAGES - SEASONAL-DOCENTS	12,000.00	4,144.17	937.00	7,855.83	34.53
297-798-715.000	SOCIAL SECURITY (FICA)	3,547.00	1,243.44	278.01	2,303.56	35.06
297-798-717.000	UNEMPLOYMENT INSURANCE	45.00	14.43	14.43	30.57	32.07
297-798-719.000	WORKERS' COMPENSATION	180.00	36.00	0.00	144.00	20.00
297-798-728.000	OPERATING SUPPLIES	500.00	0.00	0.00	500.00	0.00
297-798-810.000	INSURANCE & BONDS	577.00	520.01	0.00	56.99	90.12
297-798-820.000	UTILITIES	5,000.00	789.59	354.65	4,210.41	15.79
297-798-831.000	BUILDING MAINTENANCE	6,000.00	738.11	361.91	5,261.89	12.30
297-798-856.000	MISCELLANEOUS	1,000.00	660.37	313.52	339.63	66.04
Total Dept 798 - CASTLE		63,216.00	20,255.94	4,956.52	42,960.06	32.04
Dept 799 - GOULD HOUSE						
297-799-810.000	INSURANCE & BONDS	700.00	520.01	0.00	179.99	74.29
297-799-820.000	UTILITIES	4,300.00	632.89	318.37	3,667.11	14.72
297-799-831.000	BUILDING MAINTENANCE	2,500.00	1,024.20	1,002.50	1,475.80	40.97
297-799-831.200	BLDG MAINTENANCE-RENTAL	500.00	0.00	0.00	500.00	0.00
297-799-856.000	MISCELLANEOUS	1,200.00	240.00	125.00	960.00	20.00
Total Dept 799 - GOULD HOUSE		9,200.00	2,417.10	1,445.87	6,782.90	26.27

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

GL NUMBER	DESCRIPTION	2018-19		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED	BUDGET	10/31/2018	MONTH	10/31/2018	NORMAL	BALANCE (ABNORMAL)	
Fund 297 - HISTORICAL FUND									
Expenditures									
TOTAL EXPENDITURES		89,116.00		31,286.35		10,173.80		57,829.65	35.11
Fund 297 - HISTORICAL FUND:									
TOTAL REVENUES		89,116.00		30,196.39		13,059.43		58,919.61	33.88
TOTAL EXPENDITURES		89,116.00		31,286.35		10,173.80		57,829.65	35.11
NET OF REVENUES & EXPENDITURES		0.00		(1,089.96)		2,885.63		1,089.96	100.00

PERIOD ENDING 10/31/2018

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

GL NUMBER	DESCRIPTION	2018-19	YTD BALANCE	ACTIVITY FOR		AVAILABLE	% BDGT
		AMENDED BUDGET	10/31/2018	MONTH	10/31/2018	BALANCE	
			NORMAL (ABNORMAL)	INCREASE	(DECREASE)	NORMAL (ABNORMAL)	USED
Fund 325 - DEBT SERVICE-2010 GO BONDS							
Revenues							
Dept 000 - 214							
325-000-401.403	GENERAL PROPERTY TAX	83,382.00	0.00		0.00	83,382.00	0.00
Total Dept 000 - 214		83,382.00	0.00		0.00	83,382.00	0.00
TOTAL REVENUES		83,382.00	0.00		0.00	83,382.00	0.00
Expenditures							
Dept 905 - DEBT SERVICE							
325-905-980.991	PRINCIPAL	50,000.00	50,000.00		50,000.00	0.00	100.00
325-905-980.995	INTEREST	33,382.00	17,116.25		17,116.25	16,265.75	51.27
Total Dept 905 - DEBT SERVICE		83,382.00	67,116.25		67,116.25	16,265.75	80.49
TOTAL EXPENDITURES		83,382.00	67,116.25		67,116.25	16,265.75	80.49
Fund 325 - DEBT SERVICE-2010 GO BONDS:							
TOTAL REVENUES		83,382.00	0.00		0.00	83,382.00	0.00
TOTAL EXPENDITURES		83,382.00	67,116.25		67,116.25	16,265.75	80.49
NET OF REVENUES & EXPENDITURES		0.00	(67,116.25)		(67,116.25)	67,116.25	100.00

PERIOD ENDING 10/31/2018

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

GL NUMBER	DESCRIPTION	2018-19	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	10/31/2018 (NORMAL (ABNORMAL))	MONTH 10/31/2018 (INCREASE (DECREASE))	BALANCE (NORMAL (ABNORMAL))	
Fund 327 - DEBT SERVICE						
Revenues						
Dept 000 - 214						
327-000-401.403	GENERAL PROPERTY TAX	418,819.00	452,943.15	571.70	(34,124.15)	108.15
327-000-401.430	INDUSTRIAL/COMMERCIAL FACILITIES TAX	0.00	4,358.95	4,358.95	(4,358.95)	100.00
327-000-401.431	OBSOLETE PROPERTY REHAB TAXES(OPRA)	0.00	619.22	619.22	(619.22)	100.00
327-000-401.432	NEIGHBORHOOD ENTERPRISE ZONE REHAB TAXE	0.00	1,452.72	1,452.72	(1,452.72)	100.00
Total Dept 000 - 214		418,819.00	459,374.04	7,002.59	(40,555.04)	109.68
TOTAL REVENUES		418,819.00	459,374.04	7,002.59	(40,555.04)	109.68
Expenditures						
Dept 905 - DEBT SERVICE						
327-905-980.991	PRINCIPAL	260,000.00	35,000.00	35,000.00	225,000.00	13.46
327-905-980.995	INTEREST	158,069.00	79,213.75	79,213.75	78,855.25	50.11
327-905-980.998	PAYING AGENT FEES	750.00	750.00	250.00	0.00	100.00
Total Dept 905 - DEBT SERVICE		418,819.00	114,963.75	114,463.75	303,855.25	27.45
TOTAL EXPENDITURES		418,819.00	114,963.75	114,463.75	303,855.25	27.45
Fund 327 - DEBT SERVICE:						
TOTAL REVENUES		418,819.00	459,374.04	7,002.59	(40,555.04)	109.68
TOTAL EXPENDITURES		418,819.00	114,963.75	114,463.75	303,855.25	27.45
NET OF REVENUES & EXPENDITURES		0.00	344,410.29	(107,461.16)	(344,410.29)	100.00

PERIOD ENDING 10/31/2018

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

GL NUMBER	DESCRIPTION	2018-19		YTD BALANCE	ACTIVITY FOR		AVAILABLE	% BDGT
		AMENDED	BUDGET	10/31/2018	MONTH	10/31/2018	BALANCE	
				NORMAL (ABNORMAL)	INCREASE	(DECREASE)	NORMAL (ABNORMAL)	USED
Fund 368 - 2009 SPECIAL ASSESSMENT								
Revenues								
Dept 000 - 214								
368-000-664.664	INTEREST INCOME		0.00	202.50		108.00	(202.50)	100.00
Total Dept 000 - 214			0.00	202.50		108.00	(202.50)	100.00
TOTAL REVENUES			0.00	202.50		108.00	(202.50)	100.00
Fund 368 - 2009 SPECIAL ASSESSMENT:								
TOTAL REVENUES			0.00	202.50		108.00	(202.50)	100.00
TOTAL EXPENDITURES			0.00	0.00		0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES			0.00	202.50		108.00	(202.50)	100.00

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

GL NUMBER	DESCRIPTION	2018-19		YTD BALANCE	ACTIVITY FOR		AVAILABLE	% BDGT
		AMENDED	BUDGET	10/31/2018	MONTH	10/31/2018	BALANCE	
				NORMAL (ABNORMAL)	INCREASE	(DECREASE)	NORMAL (ABNORMAL)	USED
Fund 370 - 2010 SPECIAL ASSESSMENT								
Revenues								
Dept 000 - 214								
370-000-401.445	INTEREST & PENALTIES ON TAXES	0.00		63.98		17.49	(63.98)	100.00
Total Dept 000 - 214		0.00		63.98		17.49	(63.98)	100.00
TOTAL REVENUES		0.00		63.98		17.49	(63.98)	100.00
Fund 370 - 2010 SPECIAL ASSESSMENT:								
TOTAL REVENUES		0.00		63.98		17.49	(63.98)	100.00
TOTAL EXPENDITURES		0.00		0.00		0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00		63.98		17.49	(63.98)	100.00



PERIOD ENDING 10/31/2018

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

GL NUMBER	DESCRIPTION	2018-19		YTD BALANCE	ACTIVITY FOR		AVAILABLE	% BDGT
		AMENDED	BUDGET	10/31/2018	MONTH	10/31/2018	BALANCE	
				NORMAL (ABNORMAL)	INCREASE	(DECREASE)	NORMAL (ABNORMAL)	USED
Fund 372 - 2011 SPECIAL ASSESSMENT								
Revenues								
Dept 000 - 214								
372-000-401.404	SPECIAL ASSESSMENTS	0.00		1,718.54		1,092.00	(1,718.54)	100.00
372-000-401.445	INTEREST & PENALTIES ON TAXES	0.00		200.57		141.19	(200.57)	100.00
Total Dept 000 - 214			0.00	1,919.11		1,233.19	(1,919.11)	100.00
TOTAL REVENUES			0.00	1,919.11		1,233.19	(1,919.11)	100.00
Fund 372 - 2011 SPECIAL ASSESSMENT:								
TOTAL REVENUES			0.00	1,919.11		1,233.19	(1,919.11)	100.00
TOTAL EXPENDITURES			0.00	0.00		0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES			0.00	1,919.11		1,233.19	(1,919.11)	100.00

PERIOD ENDING 10/31/2018

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

GL NUMBER	DESCRIPTION	2018-19		YTD BALANCE	ACTIVITY FOR		AVAILABLE	% BDGT
		AMENDED	BUDGET	10/31/2018	MONTH	10/31/2018	BALANCE	
				NORMAL (ABNORMAL)	INCREASE	(DECREASE)	NORMAL (ABNORMAL)	USED
Fund 374 - 2012 SPECIAL ASSESSMENT								
Revenues								
Dept 000 - 214								
374-000-401.404	SPECIAL ASSESSMENTS	0.00		3,779.65	1,304.37		(3,779.65)	100.00
374-000-401.445	INTEREST & PENALTIES ON TAXES	0.00		579.80	313.05		(579.80)	100.00
Total Dept 000 - 214		0.00		4,359.45	1,617.42		(4,359.45)	100.00
TOTAL REVENUES		0.00		4,359.45	1,617.42		(4,359.45)	100.00
Fund 374 - 2012 SPECIAL ASSESSMENT:								
TOTAL REVENUES		0.00		4,359.45	1,617.42		(4,359.45)	100.00
TOTAL EXPENDITURES		0.00		0.00	0.00		0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00		4,359.45	1,617.42		(4,359.45)	100.00

PERIOD ENDING 10/31/2018

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

GL NUMBER	DESCRIPTION	2018-19		YTD BALANCE	ACTIVITY FOR		AVAILABLE	% BDGT
		AMENDED	BUDGET	10/31/2018	MONTH	10/31/2018	BALANCE	
				NORMAL (ABNORMAL)	INCREASE	(DECREASE)	NORMAL (ABNORMAL)	USED
Fund 376 - 2013 SPECIAL ASSESSMENT								
Revenues								
Dept 000 - 214								
376-000-401.404	SPECIAL ASSESSMENTS	0.00		3,519.04		1,248.95	(3,519.04)	100.00
376-000-401.445	INTEREST & PENALTIES ON TAXES	0.00		442.92		87.43	(442.92)	100.00
Total Dept 000 - 214		0.00		3,961.96		1,336.38	(3,961.96)	100.00
TOTAL REVENUES		0.00		3,961.96		1,336.38	(3,961.96)	100.00
Fund 376 - 2013 SPECIAL ASSESSMENT:								
TOTAL REVENUES		0.00		3,961.96		1,336.38	(3,961.96)	100.00
TOTAL EXPENDITURES		0.00		0.00		0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00		3,961.96		1,336.38	(3,961.96)	100.00

PERIOD ENDING 10/31/2018

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

GL NUMBER	DESCRIPTION	2018-19		YTD BALANCE	ACTIVITY FOR		AVAILABLE	% BDGT
		AMENDED	BUDGET	10/31/2018	MONTH	10/31/2018	BALANCE	
				NORMAL (ABNORMAL)	INCREASE	(DECREASE)	NORMAL (ABNORMAL)	USED
Fund 378 - 2014 SPECIAL ASSESSMENT								
Revenues								
Dept 000 - 214								
378-000-401.404	SPECIAL ASSESSMENTS	0.00		2,823.72		753.34	(2,823.72)	100.00
378-000-401.445	INTEREST & PENALTIES ON TAXES	0.00		178.49		49.05	(178.49)	100.00
Total Dept 000 - 214		0.00		3,002.21		802.39	(3,002.21)	100.00
TOTAL REVENUES		0.00		3,002.21		802.39	(3,002.21)	100.00
Fund 378 - 2014 SPECIAL ASSESSMENT:								
TOTAL REVENUES		0.00		3,002.21		802.39	(3,002.21)	100.00
TOTAL EXPENDITURES		0.00		0.00		0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00		3,002.21		802.39	(3,002.21)	100.00

PERIOD ENDING 10/31/2018

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

GL NUMBER	DESCRIPTION	2018-19		YTD BALANCE	ACTIVITY FOR		AVAILABLE	% BDGT
		AMENDED	BUDGET	10/31/2018	MONTH	10/31/2018	BALANCE	
				NORMAL (ABNORMAL)	INCREASE	(DECREASE)	NORMAL (ABNORMAL)	USED
Fund 382 - 2016 SPECIAL ASSESSMENT								
Revenues								
Dept 000 - 214								
382-000-401.404	SPECIAL ASSESSMENTS	0.00		1,967.30		1,437.51	(1,967.30)	100.00
382-000-401.445	INTEREST & PENALTIES ON TAXES	0.00		1,457.02		1,043.79	(1,457.02)	100.00
Total Dept 000 - 214		0.00		3,424.32		2,481.30	(3,424.32)	100.00
TOTAL REVENUES		0.00		3,424.32		2,481.30	(3,424.32)	100.00
Fund 382 - 2016 SPECIAL ASSESSMENT:								
TOTAL REVENUES		0.00		3,424.32		2,481.30	(3,424.32)	100.00
TOTAL EXPENDITURES		0.00		0.00		0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00		3,424.32		2,481.30	(3,424.32)	100.00

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

GL NUMBER	DESCRIPTION	2018-19	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		AMENDED BUDGET	10/31/2018	MONTH 10/31/2018	BALANCE	
Fund 383 - 2017 SPECIAL ASSESSMENTS						
Revenues						
Dept 000 - 214						
383-000-401.404	SPECIAL ASSESSMENTS	0.00	73,833.05	33,845.17	(73,833.05)	100.00
383-000-401.445	INTEREST & PENALTIES ON TAXES	0.00	3,793.27	1,547.89	(3,793.27)	100.00
Total Dept 000 - 214		0.00	77,626.32	35,393.06	(77,626.32)	100.00
TOTAL REVENUES		0.00	77,626.32	35,393.06	(77,626.32)	100.00
Fund 383 - 2017 SPECIAL ASSESSMENTS:						
TOTAL REVENUES		0.00	77,626.32	35,393.06	(77,626.32)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	77,626.32	35,393.06	(77,626.32)	100.00

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

GL NUMBER	DESCRIPTION	2018-19		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED	BUDGET	10/31/2018	MONTH	10/31/2018	NORMAL	(ABNORMAL)	
Fund 384 - 2018 SPECIAL ASSESSMENTS									
Revenues									
Dept 000 - 214									
384-000-401.404	SPECIAL ASSESSMENTS		0.00		223,278.36		203,050.06	(223,278.36)	100.00
Total Dept 000 - 214			0.00		223,278.36		203,050.06	(223,278.36)	100.00
TOTAL REVENUES			0.00		223,278.36		203,050.06	(223,278.36)	100.00
Fund 384 - 2018 SPECIAL ASSESSMENTS:									
TOTAL REVENUES			0.00		223,278.36		203,050.06	(223,278.36)	100.00
TOTAL EXPENDITURES			0.00		0.00		0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES			0.00		223,278.36		203,050.06	(223,278.36)	100.00

PERIOD ENDING 10/31/2018

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

GL NUMBER	DESCRIPTION	2018-19		YTD BALANCE	ACTIVITY FOR		AVAILABLE	% BDGT
		AMENDED	BUDGET	10/31/2018	MONTH	10/31/2018	BALANCE	
				NORMAL (ABNORMAL)	INCREASE	(DECREASE)	NORMAL (ABNORMAL)	USED
Fund 397 - 2009 LTGO DEBT								
Revenues								
Dept 000 - 214								
397-000-671.674	DDA CONTRIBUTION	78,115.00		16,182.50		0.00	61,932.50	20.72
Total Dept 000 - 214		78,115.00		16,182.50		0.00	61,932.50	20.72
TOTAL REVENUES		78,115.00		16,182.50		0.00	61,932.50	20.72
Expenditures								
Dept 905 - DEBT SERVICE								
397-905-980.991	PRINCIPAL	45,000.00		0.00		0.00	45,000.00	0.00
397-905-980.995	INTEREST	32,365.00		16,182.50		16,182.50	16,182.50	50.00
397-905-980.998	PAYING AGENT FEES	750.00		0.00		0.00	750.00	0.00
Total Dept 905 - DEBT SERVICE		78,115.00		16,182.50		16,182.50	61,932.50	20.72
TOTAL EXPENDITURES		78,115.00		16,182.50		16,182.50	61,932.50	20.72
Fund 397 - 2009 LTGO DEBT:								
TOTAL REVENUES		78,115.00		16,182.50		0.00	61,932.50	20.72
TOTAL EXPENDITURES		78,115.00		16,182.50		16,182.50	61,932.50	20.72
NET OF REVENUES & EXPENDITURES		0.00		0.00		(16,182.50)	0.00	0.00



PERIOD ENDING 10/31/2018

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

GL NUMBER	DESCRIPTION	2018-19	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT
		AMENDED BUDGET	10/31/2018	MONTH 10/31/2018	BALANCE	
			NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	USED
Fund 401 - CAPITAL PROJECT FUND						
Revenues						
Dept 000 - 214						
401-000-699.101	TRANFERS IN - GENERAL FUND	358,840.00	261,701.98	0.00	97,138.02	72.93
Total Dept 000 - 214		358,840.00	261,701.98	0.00	97,138.02	72.93
TOTAL REVENUES		358,840.00	261,701.98	0.00	97,138.02	72.93
Expenditures						
Dept 000 - 214						
401-000-975.000	BUILDING IMPROVEMENTS	25,000.00	0.00	0.00	25,000.00	0.00
401-000-980.000	EQUIPMENT	40,000.00	1,828.98	0.00	38,171.02	4.57
401-000-980.100	COMPUTERS	44,570.00	1,300.48	0.00	43,269.52	2.92
401-000-981.000	VEHICLES	249,270.00	245,471.15	30,561.00	3,798.85	98.48
Total Dept 000 - 214		358,840.00	248,600.61	30,561.00	110,239.39	69.28
TOTAL EXPENDITURES		358,840.00	248,600.61	30,561.00	110,239.39	69.28
Fund 401 - CAPITAL PROJECT FUND:						
TOTAL REVENUES		358,840.00	261,701.98	0.00	97,138.02	72.93
TOTAL EXPENDITURES		358,840.00	248,600.61	30,561.00	110,239.39	69.28
NET OF REVENUES & EXPENDITURES		0.00	13,101.37	(30,561.00)	(13,101.37)	100.00

PERIOD ENDING 10/31/2018

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

GL NUMBER	DESCRIPTION	2018-19	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	10/31/2018 NORMAL (ABNORMAL)	MONTH 10/31/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 411 - CAPITAL PROJECTS-STREET PROGRAM						
Revenues						
Dept 000 - 214						
411-000-664.664	INTEREST INCOME	0.00	4,547.40	1,716.03	(4,547.40)	100.00
411-000-698.000	PROCEEDS FROM BOND ISSUANCE	4,900,000.00	0.00	0.00	4,900,000.00	0.00
Total Dept 000 - 214		4,900,000.00	4,547.40	1,716.03	4,895,452.60	0.09
TOTAL REVENUES		4,900,000.00	4,547.40	1,716.03	4,895,452.60	0.09
Expenditures						
Dept 965 - OTHER FINANCING SOURCES (USES)						
411-965-995.000	OTHER FINANCING SOURCES (USES)	2,286,700.00	0.00	0.00	2,286,700.00	0.00
Total Dept 965 - OTHER FINANCING SOURCES (USES)		2,286,700.00	0.00	0.00	2,286,700.00	0.00
Dept 966 - TRANSFERS OUT						
411-966-999.202	TRANSFER TO MAJOR STREET	1,691,800.00	500,000.00	500,000.00	1,191,800.00	29.55
411-966-999.203	TRANSFER TO LOCAL STREET	921,500.00	250,000.00	250,000.00	671,500.00	27.13
Total Dept 966 - TRANSFERS OUT		2,613,300.00	750,000.00	750,000.00	1,863,300.00	28.70
TOTAL EXPENDITURES		4,900,000.00	750,000.00	750,000.00	4,150,000.00	15.31
Fund 411 - CAPITAL PROJECTS-STREET PROGRAM:						
TOTAL REVENUES		4,900,000.00	4,547.40	1,716.03	4,895,452.60	0.09
TOTAL EXPENDITURES		4,900,000.00	750,000.00	750,000.00	4,150,000.00	15.31
NET OF REVENUES & EXPENDITURES		0.00	(745,452.60)	(748,283.97)	745,452.60	100.00

PERIOD ENDING 10/31/2018

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

GL NUMBER	DESCRIPTION	2018-19		YTD BALANCE	ACTIVITY FOR		AVAILABLE	% BDGT
		AMENDED	BUDGET	10/31/2018	MONTH	10/31/2018	BALANCE	
				NORMAL (ABNORMAL)	INCREASE	(DECREASE)	NORMAL (ABNORMAL)	USED
Fund 466 - CAPITAL PROJECTS-BUILDING AUTH								
Revenues								
Dept 000 - 214								
466-000-664.664	INTEREST INCOME		0.00	83.46		28.40	(83.46)	100.00
Total Dept 000 - 214			0.00	83.46		28.40	(83.46)	100.00
TOTAL REVENUES			0.00	83.46		28.40	(83.46)	100.00
Fund 466 - CAPITAL PROJECTS-BUILDING AUTH:								
TOTAL REVENUES			0.00	83.46		28.40	(83.46)	100.00
TOTAL EXPENDITURES			0.00	0.00		0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES			0.00	83.46		28.40	(83.46)	100.00

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

GL NUMBER	DESCRIPTION	2018-19		YTD BALANCE	ACTIVITY FOR		AVAILABLE	% BDGT
		AMENDED	BUDGET	10/31/2018	MONTH	10/31/2018	BALANCE	
				NORMAL (ABNORMAL)	INCREASE	(DECREASE)	NORMAL (ABNORMAL)	USED
Fund 494 - CAPITAL PROJECTS FUND								
Revenues								
Dept 000 - 214								
494-000-664.664	INTEREST INCOME		0.00	82.84		28.18	(82.84)	100.00
Total Dept 000 - 214			0.00	82.84		28.18	(82.84)	100.00
TOTAL REVENUES			0.00	82.84		28.18	(82.84)	100.00
Fund 494 - CAPITAL PROJECTS FUND:								
TOTAL REVENUES			0.00	82.84		28.18	(82.84)	100.00
TOTAL EXPENDITURES			0.00	0.00		0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES			0.00	82.84		28.18	(82.84)	100.00

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

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
			10/31/2018 NORMAL (ABNORMAL)	MONTH 10/31/2018 INCREASE (DECREASE)	NORMAL (ABNORMAL)	BALANCE		
Fund 497 - CAPITAL PROJECTS-SUBDIVISION								
Revenues								
Dept 000 - 214								
497-000-671.673	SALE OF FIXED ASSETS	0.00	35,268.90		0.00		(35,268.90)	100.00
Total Dept 000 - 214		0.00	35,268.90		0.00		(35,268.90)	100.00
TOTAL REVENUES		0.00	35,268.90		0.00		(35,268.90)	100.00
Fund 497 - CAPITAL PROJECTS-SUBDIVISION:								
TOTAL REVENUES		0.00	35,268.90		0.00		(35,268.90)	100.00
TOTAL EXPENDITURES		0.00	0.00		0.00		0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	35,268.90		0.00		(35,268.90)	100.00

PERIOD ENDING 10/31/2018

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

GL NUMBER	DESCRIPTION	2018-19	YTD BALANCE	ACTIVITY FOR		AVAILABLE	% BDGT
		AMENDED BUDGET	10/31/2018	MONTH	10/31/2018	BALANCE	
			NORMAL (ABNORMAL)	INCREASE	(DECREASE)	NORMAL (ABNORMAL)	USED
Fund 588 - TRANSPORTATION FUND							
Revenues							
Dept 000 - 214							
588-000-401.403	GENERAL PROPERTY TAX	0.00	5.43	1.02		(5.43)	100.00
588-000-695.101	GENERAL FUND TRANSFER	24,547.00	22,408.04	0.00		2,138.96	91.29
588-000-695.699	APPROPRIATION OF FUND BALANCE	52,831.00	0.00	0.00		52,831.00	0.00
Total Dept 000 - 214		77,378.00	22,413.47	1.02		54,964.53	28.97
TOTAL REVENUES		77,378.00	22,413.47	1.02		54,964.53	28.97
Expenditures							
Dept 200 - GEN SERVICES							
588-200-818.000	CONTRACTUAL SERVICES	77,378.00	75,315.23	0.00		2,062.77	97.33
Total Dept 200 - GEN SERVICES		77,378.00	75,315.23	0.00		2,062.77	97.33
TOTAL EXPENDITURES		77,378.00	75,315.23	0.00		2,062.77	97.33
Fund 588 - TRANSPORTATION FUND:							
TOTAL REVENUES		77,378.00	22,413.47	1.02		54,964.53	28.97
TOTAL EXPENDITURES		77,378.00	75,315.23	0.00		2,062.77	97.33
NET OF REVENUES & EXPENDITURES		0.00	(52,901.76)	1.02		52,901.76	100.00

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PERIOD ENDING 10/31/2018

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

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 10/31/2018 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 10/31/2018 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 590 - SEWER FUND						
Revenues						
Dept 000 - 214						
590-000-401.446	PENALTIES - LATE CHARGES	28,000.00	7,125.80	19.26	20,874.20	25.45
590-000-450.477	SWR:PERMITS/INSPECTION FEE	500.00	170.00	40.00	330.00	34.00
590-000-600.601	METERED SALES	1,600,000.00	371,029.13	(4,774.26)	1,228,970.87	23.19
590-000-664.664	INTEREST INCOME	5,000.00	5,173.78	1,862.35	(173.78)	103.48
590-000-671.694	MISCELLANEOUS	0.00	2,330.00	400.00	(2,330.00)	100.00
590-000-695.699	APPROPRIATION OF FUND BALANCE	247,003.00	0.00	0.00	247,003.00	0.00
Total Dept 000 - 214		1,880,503.00	385,828.71	(2,452.65)	1,494,674.29	20.52
TOTAL REVENUES		1,880,503.00	385,828.71	(2,452.65)	1,494,674.29	20.52
Expenditures						
Dept 200 - GEN SERVICES						
590-200-702.100	SALARIES	74,326.00	19,840.33	6,208.98	54,485.67	26.69
590-200-715.000	SOCIAL SECURITY (FICA)	5,686.00	1,528.13	477.34	4,157.87	26.88
590-200-716.100	HEALTH INSURANCE	19,138.00	1,614.36	903.05	17,523.64	8.44
590-200-716.200	DENTAL INSURANCE	1,109.00	62.47	36.98	1,046.53	5.63
590-200-716.300	OPTICAL INSURANCE	158.00	8.60	5.41	149.40	5.44
590-200-716.400	LIFE INSURANCE	402.00	116.01	19.82	285.99	28.86
590-200-716.500	DISABILITY INSURANCE	954.00	215.66	59.53	738.34	22.61
590-200-717.000	UNEMPLOYMENT INSURANCE	0.00	12.98	12.98	(12.98)	100.00
590-200-718.200	DEFINED CONTRIBUTION	2,748.00	785.88	256.05	1,962.12	28.60
590-200-719.000	WORKERS' COMPENSATION	954.00	106.00	0.00	848.00	11.11
590-200-728.000	OPERATING SUPPLIES	1,500.00	163.16	53.99	1,336.84	10.88
590-200-801.000	PROFESSIONAL SERVICES: ADMINISTRATIVE	3,000.00	0.00	0.00	3,000.00	0.00
590-200-810.000	INSURANCE & BONDS	21,961.00	7,427.27	0.00	14,533.73	33.82
590-200-818.000	CONTRACTUAL SERVICES	8,198.00	5,022.76	1,306.53	3,175.24	61.27
590-200-850.000	BAD DEBT EXPENSE	500.00	0.00	0.00	500.00	0.00
590-200-860.000	EDUCATION & TRAINING	0.00	217.74	0.00	(217.74)	100.00
590-200-890.200	OPERATION & MAINTENANCE	1,000,000.00	375,571.25	93,824.95	624,428.75	37.56
590-200-890.300	REPLACEMENT	145,000.00	46,787.03	0.00	98,212.97	32.27
590-200-899.101	GF CONTRIBUTION	100,800.00	29,385.00	7,346.25	71,415.00	29.15
Total Dept 200 - GEN SERVICES		1,386,434.00	488,864.63	110,511.86	897,569.37	35.26
Dept 549 - SEWER OPERATIONS						
590-549-702.200	WAGES	63,341.00	5,249.12	1,093.40	58,091.88	8.29
590-549-702.300	OVERTIME	7,200.00	1,013.64	54.40	6,186.36	14.08
590-549-703.000	OTHER COMPENSATION	0.00	7,454.62	248.23	(7,454.62)	100.00
590-549-715.000	SOCIAL SECURITY (FICA)	6,376.00	2,362.51	445.57	4,013.49	37.05
590-549-716.000	FRINGES	(13,000.00)	(13,487.65)	(3,423.24)	487.65	103.75
590-549-716.100	HEALTH INSURANCE	27,559.00	9,146.72	2,286.68	18,412.28	33.19
590-549-716.200	DENTAL INSURANCE	1,029.00	313.80	77.64	715.20	30.50
590-549-716.300	OPTICAL INSURANCE	128.00	40.24	10.06	87.76	31.44
590-549-716.400	LIFE INSURANCE	163.00	52.80	13.20	110.20	32.39
590-549-716.500	DISABILITY INSURANCE	0.00	137.68	34.42	(137.68)	100.00
590-549-717.000	UNEMPLOYMENT INSURANCE	50.00	0.00	0.00	50.00	0.00
590-549-718.000	RETIREMENT	20,608.00	8,654.93	1,491.81	11,953.07	42.00
590-549-718.200	DEFINED CONTRIBUTION	1,472.00	548.50	114.54	923.50	37.26
590-549-719.000	WORKERS' COMPENSATION	1,668.00	378.00	0.00	1,290.00	22.66

PERIOD ENDING 10/31/2018

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GL NUMBER	DESCRIPTION	2018-19	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	10/31/2018 NORMAL (ABNORMAL)	MONTH 10/31/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 590 - SEWER FUND						
Expenditures						
590-549-728.000	OPERATING SUPPLIES	2,000.00	1,525.54	0.00	474.46	76.28
590-549-751.000	GAS & OIL	6,000.00	2,308.88	751.07	3,691.12	38.48
590-549-818.000	CONTRACTUAL SERVICES	90,000.00	31,565.25	75.98	58,434.75	35.07
590-549-833.000	EQUIPMENT MAINTENANCE	1,000.00	0.00	0.00	1,000.00	0.00
590-549-833.200	SEWER REPAIR	5,000.00	1,275.00	0.00	3,725.00	25.50
590-549-833.300	SERVICE LINE REPAIR SEPARATION-SSO	5,000.00	0.00	0.00	5,000.00	0.00
590-549-836.000	LIFT STATION MAINTENANCE	5,000.00	1,733.29	209.10	3,266.71	34.67
590-549-836.100	LIFT STATION UTILITIES	5,000.00	791.03	274.00	4,208.97	15.82
590-549-843.000	EQUIPMENT RENTAL	35,000.00	2,385.84	437.20	32,614.16	6.82
590-549-860.000	EDUCATION & TRAINING	1,500.00	0.00	0.00	1,500.00	0.00
Total Dept 549 - SEWER OPERATIONS		272,094.00	63,449.74	4,194.06	208,644.26	23.32
Dept 901 - CAPITAL OUTLAY						
590-901-973.000	CAPITAL OUTLAY - SEWERS	170,000.00	16,040.75	0.00	153,959.25	9.44
Total Dept 901 - CAPITAL OUTLAY		170,000.00	16,040.75	0.00	153,959.25	9.44
Dept 905 - DEBT SERVICE						
590-905-980.991	PRINCIPAL	40,000.00	0.00	0.00	40,000.00	0.00
590-905-980.995	INTEREST	11,975.00	5,897.33	0.00	6,077.67	49.25
Total Dept 905 - DEBT SERVICE		51,975.00	5,897.33	0.00	46,077.67	11.35
TOTAL EXPENDITURES		1,880,503.00	574,252.45	114,705.92	1,306,250.55	30.54
Fund 590 - SEWER FUND:						
TOTAL REVENUES		1,880,503.00	385,828.71	(2,452.65)	1,494,674.29	20.52
TOTAL EXPENDITURES		1,880,503.00	574,252.45	114,705.92	1,306,250.55	30.54
NET OF REVENUES & EXPENDITURES		0.00	(188,423.74)	(117,158.57)	188,423.74	100.00



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

GL NUMBER	DESCRIPTION	2018-19	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	10/31/2018 (ABNORMAL)	MONTH 10/31/2018 (DECREASE)	BALANCE (ABNORMAL)	
Fund 591 - WATER FUND						
Revenues						
Dept 000 - 214						
591-000-401.446	PENALTIES - LATE CHARGES	40,000.00	10,666.46	228.07	29,333.54	26.67
591-000-450.477	WTR:PERMITS/INSPECTION FEE	20,000.00	10,575.00	760.00	9,425.00	52.88
591-000-550.000	CAPITAL CONTRIBUTION-STATE	1,000,000.00	43,833.73	43,833.73	956,166.27	4.38
591-000-600.601	METERED SALES	2,180,000.00	606,987.68	(50,188.51)	1,573,012.32	27.84
591-000-600.602	METERED SALES-WHOLESALE-USAGE	245,000.00	70,629.38	21,525.12	174,370.62	28.83
591-000-600.604	WATER MAIN REPLACEMENT CHARGE	325,000.00	103,750.00	255.11	221,250.00	31.92
591-000-600.640	MATERIAL & SERVICE	10,000.00	3,808.00	435.00	6,192.00	38.08
591-000-664.664	INTEREST INCOME	5,600.00	3,791.00	174.66	1,809.00	67.70
591-000-671.688	HYDRANT RENTAL	0.00	19,065.00	19,065.00	(19,065.00)	100.00
591-000-671.694	MISCELLANEOUS	3,000.00	580.00	110.00	2,420.00	19.33
591-000-671.695	MISCELLANEOUS WATER CHARGES	10,000.00	175.00	55.00	9,825.00	1.75
Total Dept 000 - 214		3,838,600.00	873,861.25	36,253.18	2,964,738.75	22.77
TOTAL REVENUES		3,838,600.00	873,861.25	36,253.18	2,964,738.75	22.77
Expenditures						
Dept 200 - GEN SERVICES						
591-200-702.100	SALARIES	83,883.00	27,852.95	7,061.36	56,030.05	33.20
591-200-715.000	SOCIAL SECURITY (FICA)	6,417.00	2,131.87	540.45	4,285.13	33.22
591-200-716.100	HEALTH INSURANCE	23,641.00	3,637.06	1,188.89	20,003.94	15.38
591-200-716.200	DENTAL INSURANCE	1,279.00	102.61	46.68	1,176.39	8.02
591-200-716.300	OPTICAL INSURANCE	180.00	13.67	6.67	166.33	7.59
591-200-716.400	LIFE INSURANCE	441.00	130.20	23.00	310.80	29.52
591-200-716.500	DISABILITY INSURANCE	1,078.00	254.75	69.39	823.25	23.63
591-200-717.000	UNEMPLOYMENT INSURANCE	20.00	12.99	12.99	7.01	64.95
591-200-718.200	DEFINED CONTRIBUTION	3,106.00	919.10	291.29	2,186.90	29.59
591-200-719.000	WORKERS' COMPENSATION	1,078.00	106.00	0.00	972.00	9.83
591-200-728.000	OPERATING SUPPLIES	1,500.00	642.10	151.32	857.90	42.81
591-200-810.000	INSURANCE & BONDS	45,000.00	31,936.30	0.00	13,063.70	70.97
591-200-818.000	CONTRACTUAL SERVICES	15,197.00	7,773.42	2,039.77	7,423.58	51.15
591-200-845.000	LEASE	1,700.00	874.08	0.00	825.92	51.42
591-200-856.000	MISCELLANEOUS	0.00	184.10	184.10	(184.10)	100.00
591-200-860.000	EDUCATION & TRAINING	2,200.00	205.58	(12.16)	1,994.42	9.34
591-200-899.101	GF CONTRIBUTION	234,100.00	68,244.68	17,061.17	165,855.32	29.15
Total Dept 200 - GEN SERVICES		420,820.00	145,021.46	28,664.92	275,798.54	34.46
Dept 552 - WATER UNDERGROUND						
591-552-702.100	SALARIES	26,408.00	8,352.75	1,860.20	18,055.25	31.63
591-552-702.200	WAGES	209,615.00	48,271.37	8,675.72	161,343.63	23.03
591-552-702.400	WAGES - TEMPORARY	0.00	64.75	0.00	(64.75)	100.00
591-552-703.000	OTHER COMPENSATION	0.00	18,348.97	2,371.59	(18,348.97)	100.00
591-552-715.000	SOCIAL SECURITY (FICA)	19,586.00	7,193.88	1,395.20	12,392.12	36.73
591-552-716.000	FRINGES	(13,000.00)	(15,297.11)	(4,377.16)	2,297.11	117.67
591-552-716.100	HEALTH INSURANCE	56,308.00	26,043.32	6,510.83	30,264.68	46.25
591-552-716.200	DENTAL INSURANCE	2,440.00	1,058.97	262.01	1,381.03	43.40
591-552-716.300	OPTICAL INSURANCE	333.00	149.96	37.49	183.04	45.03
591-552-716.400	LIFE INSURANCE	326.00	194.84	48.71	131.16	59.77
591-552-716.500	DISABILITY INSURANCE	1,898.00	714.01	178.50	1,183.99	37.62

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PERIOD ENDING 10/31/2018

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

GL NUMBER	DESCRIPTION	2018-19	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	10/31/2018 (ABNORMAL)	MONTH 10/31/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 591 - WATER FUND						
Expenditures						
591-552-717.000	UNEMPLOYMENT INSURANCE	120.00	0.00	0.00	120.00	0.00
591-552-718.000	RETIREMENT	36,888.00	14,082.51	2,641.10	22,805.49	38.18
591-552-718.200	DEFINED CONTRIBUTION	6,908.00	2,648.39	521.80	4,259.61	38.34
591-552-719.000	WORKERS' COMPENSATION	6,282.00	3,130.00	0.00	3,152.00	49.82
591-552-728.000	OPERATING SUPPLIES	7,000.00	794.59	(1,843.03)	6,205.41	11.35
591-552-751.000	GAS & OIL	17,000.00	5,522.04	1,471.84	11,477.96	32.48
591-552-818.000	CONTRACTUAL SERVICES	17,000.00	9,648.75	731.25	7,351.25	56.76
591-552-820.100	ELECTRICITY	3,600.00	645.98	169.64	2,954.02	17.94
591-552-820.200	GAS	4,000.00	156.46	58.81	3,843.54	3.91
591-552-820.300	TELEPHONE	2,500.00	1,069.95	270.74	1,430.05	42.80
591-552-833.000	EQUIPMENT MAINTENANCE	4,500.00	290.25	96.75	4,209.75	6.45
591-552-833.200	EQUIPMENT MAINT-HYDRANTS & MAINS	70,000.00	19,917.29	302.22	50,082.71	28.45
591-552-833.300	EQUIP MAINT. METER & SERV	85,000.00	42,408.40	3,667.56	42,591.60	49.89
591-552-843.000	EQUIPMENT RENTAL	3,000.00	21,467.11	8,671.29	(18,467.11)	715.57
591-552-860.000	EDUCATION & TRAINING	2,500.00	756.25	0.00	1,743.75	30.25
Total Dept 552 - WATER UNDERGROUND		570,212.00	217,633.68	33,723.06	352,578.32	38.17
Dept 553 - WATER FILTRATION						
591-553-702.100	SALARIES	74,385.00	24,428.88	5,440.50	49,956.12	32.84
591-553-702.200	WAGES	244,605.00	70,000.61	15,312.45	174,604.39	28.62
591-553-702.300	OVERTIME	16,000.00	13,322.86	4,564.10	2,677.14	83.27
591-553-702.400	WAGES - TEMPORARY	0.00	10,852.30	2,512.00	(10,852.30)	100.00
591-553-702.600	UNIFORMS	4,200.00	3,500.00	0.00	700.00	83.33
591-553-702.800	ACCRUED SICK LEAVE	0.00	526.97	0.00	(526.97)	100.00
591-553-715.000	SOCIAL SECURITY (FICA)	25,642.00	9,266.60	2,103.08	16,375.40	36.14
591-553-716.000	FRINGES	3,000.00	436.83	97.00	2,563.17	14.56
591-553-716.100	HEALTH INSURANCE	73,951.00	20,094.26	5,197.41	53,856.74	27.17
591-553-716.200	DENTAL INSURANCE	2,917.00	1,031.88	267.18	1,885.12	35.37
591-553-716.300	OPTICAL INSURANCE	374.00	147.60	38.00	226.40	39.47
591-553-716.400	LIFE INSURANCE	489.00	315.48	78.87	173.52	64.52
591-553-716.500	DISABILITY INSURANCE	2,381.00	919.58	255.86	1,461.42	38.62
591-553-717.000	UNEMPLOYMENT INSURANCE	170.00	0.00	0.00	170.00	0.00
591-553-718.000	RETIREMENT	21,192.00	8,206.53	1,514.64	12,985.47	38.72
591-553-718.200	DEFINED CONTRIBUTION	11,217.00	3,790.82	886.33	7,426.18	33.80
591-553-719.000	WORKERS' COMPENSATION	6,355.00	2,684.00	0.00	3,671.00	42.23
591-553-728.000	OPERATING SUPPLIES	4,000.00	1,993.24	821.86	2,006.76	49.83
591-553-728.100	LAB SUPPLIES	16,500.00	6,793.67	1,503.40	9,706.33	41.17
591-553-743.000	CHEMICALS	125,000.00	35,947.20	6,223.86	89,052.80	28.76
591-553-751.000	GAS & OIL	2,000.00	456.70	201.62	1,543.30	22.84
591-553-818.000	CONTRACTUAL SERVICES	35,600.00	0.00	0.00	35,600.00	0.00
591-553-820.100	ELECTRICITY	125,000.00	43,611.52	18,712.35	81,388.48	34.89
591-553-820.200	GAS	4,500.00	0.00	0.00	4,500.00	0.00
591-553-820.300	TELEPHONE	4,000.00	1,452.19	384.30	2,547.81	36.30
591-553-820.500	REFUSE	1,000.00	132.32	33.08	867.68	13.23
591-553-831.000	BUILDING MAINTENANCE	6,000.00	3,843.36	2,626.22	2,156.64	64.06
591-553-833.000	EQUIPMENT MAINTENANCE	30,000.00	4,326.35	1,800.63	25,673.65	14.42
591-553-833.100	EQUIP MAINT - WELLS	10,000.00	3,308.00	1,308.00	6,692.00	33.08
591-553-834.000	MAINTENANCE	0.00	900.00	0.00	(900.00)	100.00
591-553-860.000	EDUCATION & TRAINING	2,000.00	837.75	0.00	1,162.25	41.89
Total Dept 553 - WATER FILTRATION		852,478.00	273,127.50	71,882.74	579,350.50	32.04

PERIOD ENDING 10/31/2018

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GL NUMBER	DESCRIPTION	2018-19	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	NORMAL (ABNORMAL)	MONTH 10/31/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 591 - WATER FUND						
Expenditures						
Dept 901 - CAPITAL OUTLAY						
591-901-972.000	MAINS & HYDRANTS	671,500.00	709,371.04	154,924.30	(37,871.04)	105.64
591-901-977.000	COL - EQUIPMENT	30,000.00	101,439.58	19,881.49	(71,439.58)	338.13
Total Dept 901 - CAPITAL OUTLAY		701,500.00	810,810.62	174,805.79	(109,310.62)	115.58
Dept 905 - DEBT SERVICE						
591-905-980.991	PRINCIPAL	492,745.00	385,000.00	385,000.00	107,745.00	78.13
591-905-980.995	INTEREST	105,262.00	33,931.25	33,931.25	71,330.75	32.24
Total Dept 905 - DEBT SERVICE		598,007.00	418,931.25	418,931.25	179,075.75	70.05
Dept 965 - OTHER FINANCING SOURCES (USES)						
591-965-995.000	OTHER FINANCING SOURCES (USES)	695,583.00	0.00	0.00	695,583.00	0.00
Total Dept 965 - OTHER FINANCING SOURCES (USES)		695,583.00	0.00	0.00	695,583.00	0.00
TOTAL EXPENDITURES		3,838,600.00	1,865,524.51	728,007.76	1,973,075.49	48.60
Fund 591 - WATER FUND:						
TOTAL REVENUES		3,838,600.00	873,861.25	36,253.18	2,964,738.75	22.77
TOTAL EXPENDITURES		3,838,600.00	1,865,524.51	728,007.76	1,973,075.49	48.60
NET OF REVENUES & EXPENDITURES		0.00	(991,663.26)	(691,754.58)	991,663.26	100.00

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PERIOD ENDING 10/31/2018

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

GL NUMBER	DESCRIPTION	2018-19	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	NORMAL (ABNORMAL)	MONTH 10/31/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 599 - WASTEWATER FUND						
Revenues						
Dept 000 - 214						
599-000-602.100	OP & MAINT CHRG - OWOSSO	1,000,000.00	375,571.25	93,824.95	624,428.75	37.56
599-000-602.200	OP & MAINT CHRG - OWOSSO TWP	135,000.00	44,750.16	10,496.73	90,249.84	33.15
599-000-602.300	OP & MAINT CHRG - CALEDONIA TWSP	111,000.00	39,926.39	10,069.13	71,073.61	35.97
599-000-602.400	OP & MAINT CHRG - CORUNNA	175,000.00	63,752.21	16,609.19	111,247.79	36.43
599-000-603.100	REPLACEMENT CHRG - OWOSSO	142,000.00	46,787.03	0.00	95,212.97	32.95
599-000-603.200	REPLACEMENT CHRG - OWOSSO TWP	34,000.00	11,355.96	0.00	22,644.04	33.40
599-000-603.300	REPLACEMENT CHRG - CALEDONIA TWSP	26,000.00	8,970.87	0.00	17,029.13	34.50
599-000-603.400	REPLACEMENT CHRG - CORUNNA	25,000.00	7,886.14	0.00	17,113.86	31.54
599-000-664.664	INTEREST INCOME	5,000.00	6,466.04	1,147.98	(1,466.04)	129.32
599-000-671.694	MISCELLANEOUS	5,000.00	993.18	352.57	4,006.82	19.86
599-000-695.699	APPROPRIATION OF FUND BALANCE	502,762.00	0.00	0.00	502,762.00	0.00
Total Dept 000 - 214		2,160,762.00	606,459.23	132,500.55	1,554,302.77	28.07
TOTAL REVENUES		2,160,762.00	606,459.23	132,500.55	1,554,302.77	28.07
Expenditures						
Dept 548 - WASTEWATER OPERATIONS						
599-548-702.100	SALARIES	97,524.00	33,279.56	7,411.61	64,244.44	34.12
599-548-702.200	WAGES	319,705.00	112,640.27	23,214.93	207,064.73	35.23
599-548-702.300	OVERTIME	39,000.00	10,739.46	233.62	28,260.54	27.54
599-548-702.400	WAGES - TEMPORARY	4,500.00	2,999.37	537.36	1,500.63	66.65
599-548-702.600	UNIFORMS	4,200.00	4,900.00	0.00	(700.00)	116.67
599-548-702.800	ACCRUED SICK LEAVE	0.00	7,515.29	0.00	(7,515.29)	100.00
599-548-715.000	SOCIAL SECURITY (FICA)	35,108.00	12,980.44	2,378.17	22,127.56	36.97
599-548-716.000	FRINGES	5,000.00	5,252.86	2,238.49	(252.86)	105.06
599-548-716.100	HEALTH INSURANCE	65,826.00	27,487.50	6,163.14	38,338.50	41.76
599-548-716.200	DENTAL INSURANCE	5,186.00	1,248.08	308.80	3,937.92	24.07
599-548-716.300	OPTICAL INSURANCE	720.00	197.27	49.82	522.73	27.40
599-548-716.400	LIFE INSURANCE	1,240.00	427.65	106.92	812.35	34.49
599-548-716.500	DISABILITY INSURANCE	3,679.00	1,158.05	298.44	2,520.95	31.48
599-548-716.600	PHYSICALS	500.00	0.00	0.00	500.00	0.00
599-548-717.000	UNEMPLOYMENT INSURANCE	200.00	75.72	75.72	124.28	37.86
599-548-718.000	RETIREMENT	93,250.00	30,523.73	4,913.13	62,726.27	32.73
599-548-718.100	MUNICIPAL EMPLOYEES RETIREMENT PROGRAM	6,000.00	3,058.00	764.50	2,942.00	50.97
599-548-718.200	DEFINED CONTRIBUTION	8,465.00	4,104.54	803.40	4,360.46	48.49
599-548-719.000	WORKERS' COMPENSATION	4,909.00	2,172.00	0.00	2,737.00	44.25
599-548-728.000	OPERATING SUPPLIES	21,000.00	3,508.94	832.70	17,491.06	16.71
599-548-728.100	SUPPLIES	14,000.00	8,717.75	8.49	5,282.25	62.27
599-548-743.100	CHEMICALS - IRON	42,000.00	10,772.89	3,574.07	31,227.11	25.65
599-548-743.200	CHEMICALS - POLYMER	20,000.00	6,485.40	0.00	13,514.60	32.43
599-548-743.300	CHEMICALS - CHLORINE	40,000.00	6,377.37	1,854.63	33,622.63	15.94
599-548-751.000	GAS & OIL	4,000.00	1,668.97	602.90	2,331.03	41.72
599-548-801.000	PROFESSIONAL SERVICES: ADMINISTRATIVE	15,000.00	3,017.47	2,072.84	11,982.53	20.12
599-548-810.000	INSURANCE & BONDS	45,000.00	31,936.30	0.00	13,063.70	70.97
599-548-820.100	ELECTRICITY	220,000.00	51,334.05	17,106.56	168,665.95	23.33
599-548-820.200	GAS	12,000.00	448.74	185.44	11,551.26	3.74
599-548-820.300	TELEPHONE	4,000.00	1,210.49	306.37	2,789.51	30.26
599-548-820.400	WATER & SEWER	2,200.00	1,791.58	1,791.58	408.42	81.44
599-548-820.500	REFUSE	1,000.00	343.60	85.90	656.40	34.36
599-548-831.000	BUILDING MAINTENANCE	15,000.00	11,931.19	10,812.57	3,068.81	79.54

PERIOD ENDING 10/31/2018

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

GL NUMBER	DESCRIPTION	2018-19	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	10/31/2018 (NORMAL (ABNORMAL))	MONTH 10/31/2018 (INCREASE (DECREASE))	BALANCE (NORMAL (ABNORMAL))	
Fund 599 - WASTEWATER FUND						
Expenditures						
599-548-832.000	STATIONARY EQUIPMENT	6,500.00	1,586.00	0.00	4,914.00	24.40
599-548-833.000	EQUIPMENT MAINTENANCE	97,000.00	15,882.58	6,965.89	81,117.42	16.37
599-548-834.000	MAINTENANCE	110,000.00	33,704.08	11,260.17	76,295.92	30.64
599-548-834.100	HHW PROGRAM	5,000.00	0.00	0.00	5,000.00	0.00
599-548-858.000	MEMBERSHIPS & DUES	600.00	351.25	0.00	248.75	58.54
599-548-860.000	EDUCATION & TRAINING	2,000.00	690.00	0.00	1,310.00	34.50
599-548-860.100	SAFETY TRAINING	100.00	0.00	0.00	100.00	0.00
599-548-899.101	GF CONTRIBUTION	204,350.00	71,790.40	18,844.82	132,559.60	35.13
Total Dept 548 - WASTEWATER OPERATIONS		1,575,762.00	524,308.84	125,802.98	1,051,453.16	33.27
Dept 901 - CAPITAL OUTLAY						
599-901-977.000	COL - EQUIPMENT	585,000.00	39,881.32	26,402.11	545,118.68	6.82
Total Dept 901 - CAPITAL OUTLAY		585,000.00	39,881.32	26,402.11	545,118.68	6.82
TOTAL EXPENDITURES		2,160,762.00	564,190.16	152,205.09	1,596,571.84	26.11
Fund 599 - WASTEWATER FUND:						
TOTAL REVENUES		2,160,762.00	606,459.23	132,500.55	1,554,302.77	28.07
TOTAL EXPENDITURES		2,160,762.00	564,190.16	152,205.09	1,596,571.84	26.11
NET OF REVENUES & EXPENDITURES		0.00	42,269.07	(19,704.54)	(42,269.07)	100.00

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REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

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

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 10/31/2018 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 10/31/2018 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 661 - FLEET MAINTENANCE FUND						
Revenues						
Dept 000 - 214						
661-000-664.664	INTEREST INCOME	0.00	5,631.67	1,945.18	(5,631.67)	100.00
661-000-664.669	EQUIPMENT RENTAL	700,000.00	213,779.92	49,340.69	486,220.08	30.54
661-000-671.673	SALE OF FIXED ASSETS	0.00	2,310.60	2,310.60	(2,310.60)	100.00
661-000-695.699	APPROPRIATION OF FUND BALANCE	350,200.00	0.00	0.00	350,200.00	0.00
Total Dept 000 - 214		1,050,200.00	221,722.19	53,596.47	828,477.81	21.11
TOTAL REVENUES		1,050,200.00	221,722.19	53,596.47	828,477.81	21.11
Expenditures						
Dept 891 - FLEET MAINTENANCE						
661-891-702.200	WAGES	69,662.00	19,126.36	4,857.22	50,535.64	27.46
661-891-703.000	OTHER COMPENSATION	0.00	5,339.72	462.24	(5,339.72)	100.00
661-891-715.000	SOCIAL SECURITY (FICA)	3,723.00	1,397.52	232.70	2,325.48	37.54
661-891-716.000	FRINGES	17,000.00	4,556.57	1,755.62	12,443.43	26.80
661-891-716.100	HEALTH INSURANCE	17,970.00	5,964.12	1,491.03	12,005.88	33.19
661-891-716.200	DENTAL INSURANCE	514.00	156.90	38.82	357.10	30.53
661-891-716.300	OPTICAL INSURANCE	64.00	20.12	5.03	43.88	31.44
661-891-716.400	LIFE INSURANCE	82.00	26.40	6.60	55.60	32.20
661-891-717.000	UNEMPLOYMENT INSURANCE	20.00	0.00	0.00	20.00	0.00
661-891-718.000	RETIREMENT	21,543.00	9,320.40	1,564.98	12,222.60	43.26
661-891-719.000	WORKERS' COMPENSATION	1,089.00	436.00	0.00	653.00	40.04
661-891-728.000	OPERATING SUPPLIES	3,000.00	523.77	145.11	2,476.23	17.46
661-891-751.000	GAS & OIL	1,700.00	9,186.77	2,715.53	(7,486.77)	540.40
661-891-801.000	PROFESSIONAL SERVICES: ADMINISTRATIVE	1,000.00	0.00	0.00	1,000.00	0.00
661-891-810.000	INSURANCE & BONDS	27,000.00	19,383.54	0.00	7,616.46	71.79
661-891-833.000	EQUIPMENT MAINTENANCE	70,000.00	8,104.78	1,636.65	61,895.22	11.58
661-891-860.000	EDUCATION & TRAINING	500.00	0.00	0.00	500.00	0.00
661-891-899.101	GF CONTRIBUTION	31,000.00	9,037.00	2,259.25	21,963.00	29.15
Total Dept 891 - FLEET MAINTENANCE		265,867.00	92,579.97	17,170.78	173,287.03	34.82
Dept 901 - CAPITAL OUTLAY						
661-901-979.000	COL-EQUIPMENT	784,333.00	1,465.20	1,465.20	782,867.80	0.19
Total Dept 901 - CAPITAL OUTLAY		784,333.00	1,465.20	1,465.20	782,867.80	0.19
TOTAL EXPENDITURES		1,050,200.00	94,045.17	18,635.98	956,154.83	8.95
Fund 661 - FLEET MAINTENANCE FUND:						
TOTAL REVENUES		1,050,200.00	221,722.19	53,596.47	828,477.81	21.11
TOTAL EXPENDITURES		1,050,200.00	94,045.17	18,635.98	956,154.83	8.95
NET OF REVENUES & EXPENDITURES		0.00	127,677.02	34,960.49	(127,677.02)	100.00

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

GL NUMBER	DESCRIPTION	2018-19	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED BUDGET	10/31/2018	MONTH INCREASE	10/31/2018 (DECREASE)	NORMAL BALANCE	(ABNORMAL)	
TOTAL REVENUES - ALL FUNDS		28,534,650.00	8,564,238.33		2,015,451.95		19,970,411.67	30.01
TOTAL EXPENDITURES - ALL FUNDS		28,534,650.00	8,929,902.27		2,797,731.49		19,604,747.73	31.29
NET OF REVENUES & EXPENDITURES		0.00	(365,663.94)		(782,279.54)		365,663.94	100.00

**PARKS AND RECREATION COMMISSION  
REGULAR MEETING  
WEDNESDAY, October 24, 2018  
City Hall Council Chambers  
301 W. Main St. Owosso, MI 48867**

**CALL TO ORDER:** Chairman Espich called the meeting to order at 7: 00 p.m.

**PLEDGE OF ALLEGIANCE:** Was recited.

**ROLL CALL:** Was taken by Deputy City Clerk Roxane Cramer

**MEMBERS PRESENT:** Chairman Mike Espich, Vice-Chair Jeff Selbig, Commissioners Jerry Hebekeuser, Rick Morris (arrived at 7:10p.m.) Nick Seabasty, Randy Woodworth and Andrew Workman.

**MEMBERS ABSENT:** None.

**OTHERS PRESENT:** Main Street/DDA Manager, Josh Adams.

**APPROVAL OF AGENDA:** **COMMISSIONER WOODWORTH MADE A MOTION TO APPROVE THE AGENDA FOR OCTOBER 24, 2018 AS AMENDED.**

**REMOVE SPLASH PAD FROM BUSINESS.**

**MOTION SUPPORTED BY COMMISSIONER HEBEKEUSER.**

**AYES ALL, MOTION CARRIED.**

**APPROVAL OF MINUTES:** **COMMISSIONER WOODWORTH MADE A MOTION TO APPROVE THE MINUTES FROM SEPTEMBER 26, 2018.**

**MOTION SUPPORTED BY COMMISSIONER WORKMAN.**

**AYES ALL, MOTION CARRIED.**

**PUBLIC COMMENTS/COMMISSIONER COMMENT:**

Chairman Espich thanked Commissioners Woodworth and Seabasty for attending the Gould House Fundraising representing the Parks and Recreation Commission.

**COMMUNICATIONS:**

None.

**BUSINESS:**

**Parks and Rec Millage Update**

Chairman Espich explained to the commissioners that he was told there is help needed from the Parks and Recreation Commission at the next mailing for the Parks and Recreation/Historical Millage.

Commissioner Woodworth reported on the plans for sending out flyers for the millage.

**Skate Park Update**

Commissioner Woodworth reported that he had spoken to Randy from Pillar requesting a line item with values so there may be strategic planning. At this point he is still waiting for the list.

Mr. Adams reported on the things the city will do to prepare to build the skate park per Glenn Chinavare,



Chairman Espich presented a \$2,500.00 check from AT&T, for the skate park, to Mr. Adams.

There was discussion on the skate park survey that Commissioner Seabasty had put on line. Chairman Espich thanked him for doing the survey.

#### **Disc Golf – Update**

Mr. Adams reported he didn't have any updates but put this item on the agenda in case commission members had received an update from Tim Law.

Chairman Espich reported that he stopped by and looked at the trail. He said he thought it had been compacted. He also said that the trail coming off the ridge is the same. Commissioner Morris said that some of the people that used the trail had worked on it. Chairman Espich asked Mr. Adams to follow-up with Mark Mitchell on this.

#### **Holman Building – Update**

Mr. Adams reported that Brad Hissong, City of Owosso Building Inspector, will do an informal list of what will be needed to bring the building up to code. Mr. Adams explained to him what the plan for the building is for public restrooms, warming place and concessions.

#### **Stocking of Hopkins Lake – Update**

Mr. Adams reported that they do need application for the restocking. The first thing is to figure out what kind of species and then the DNR will decide if that is the suitable species for the pond.

#### **Polar Plunge – Discussion**

Mr. Adams wanted to know if the commission still wanted to do the Polar Plunge or maybe wait for next year.

Commissioner Morris suggested waiting and see if the millage passes.

Commissioners agreed to wait until next meeting to decide.

#### **DNR Grant Cycle - Discussion**

Mr. Adams explained the grants available. He also explained that there is a match for each of the grants. He noted some of the improvements listed in the Parks and Recreation Master Plan.

#### **Date and time and meetings next month**

Commissioners present agreed to meet on November 28, 2018 at 7 p.m.

#### **December Meeting**

Chairman Espich reminded commissioners about the meeting on December 19<sup>th</sup> at 7 p.m.

#### **PUBLIC COMMENTS / COMMISSION COMMENTS:**

None

**VICE-CHAIR SELBIG MADE A MOTION TO ADJOURN AT 7:45 P.M.**

**MOTION SUPPORTED BY COMMISSIONER WOODWORTH.  
ALL AYES, MOTION CARRIED.**

**MINUTES**  
**REGULAR MEETING OF THE**  
**DOWNTOWN DEVELOPMENT AUTHORITY/MAIN STREET**  
**CITY OF OWOSSO**  
**November 7, 2018 AT 8:00 AM**  
**CITY COUNCIL CHAMBERS**

**CALL TO ORDER:** The meeting was called to order by Chairman Dave Acton at 8:03 a.m.

**ROLL CALL:** Taken by Recording Secretary, Debbie Hebert.

**AUTHORITY MEMBERS PRESENT:** Mayor Chris Eveleth, Vice-Chairman Bill Gilbert, Ken Cushman, Jon Moore, Lance Omer, Theresa Trecha, Jim Woodworth

**MEMBERS ABSENT:** Kevin Wiles

**OTHERS PRESENT:** Josh Adams-Main Street Manager; Robert Doran-Brockway-OHC Director, Members of Lapeer DDA Main Street, Small Business Specialist, Michigan Main Street, Chuck Donaldson, MEDC.

**AGENDA:**

Approved as moved by Vice Chairman Bill Gilbert and supported by Authority Member Ken Cushman to approve the Agenda for the November 7, 2018 meeting as presented,

**AYES: ALL. MOTION CARRIED.**

**MINUTES:**

October 3, 2018 meeting was cancelled due to a lack of a quorum.

**PUBLIC COMMENTS:**

**ITEMS OF BUSINESS:**

**1) CHECK REGISTER**

Discussion and explanation of purchasing process took place. **Approved as moved by Authority Member Woodworth and supported by Authority Member Gilbert to approve the Check Register for October, 2018 as presented.**

**AYES ALL. MOTION CARRIED.**

**2) BUDGET REPORT – JOSH ADAMS, MAINSTREET MANAGER**

Discussion and review of process occurred, differentiating between hardscape and softscape items and responsibility of expenditures.

### **3) Square Account for program**

Fund raising for various committees are finding that sales could be higher if there was an avenue to process debit/card cards. Square provides customizable options to separate fund raising revenue per committee. Jon Moore will spearhead the process in a subcommittee under Design & Business Vitality

**A motion to pursue a Square Account is approved as moved by Authority Member Gilbert and supported by Authority Member Woodworth.**

**AYES ALL. MOTION CARRIED**

### **4) Façade Grant Update**

Owner background checks completed. A preconstruction meeting will be held November 9, 2018. Construction to begin and work throughout the winter.

### **5) Program Self-Assessment Tool**

Each board member will complete the online PDF by December 31, 2018 to have it compiled for the Board Retreat January 22, 2019 to be held at the Acton's home.

### **COMMITTEE UPDATES:**

- 1) Design & Business Vitality** – \$35,000 funds available to start tidying up the downtown area with a desire to find matching funds. A meeting will be arranged with City Manager Henne to further discuss the financial responsibilities of the City and DDA.
- 2) Promotion & Outreach** – Flyers are out for the upcoming events. Goal is to do one giant event each week to become a 4<sup>th</sup> Quarter destination. Tent cards are displayed throughout downtown. Benefits of rebranding are visible with new logo. Fundraising thru merchandising with new logo may now be feasible. Robert Doran-Brockway will assist in merchandise choices.
- 3) Business Owners Committee** – A meeting will be November 7<sup>th</sup> to share how businesses can participate in the Santa Express Event. The next Regular Business Owners meeting will be November 20, 2018.
- 4) Manager Updates** – Wayfinding signage is complete. Woodward has completed. Agnew is to finish inserts. Department of Public Works will install. Contracts are in the process of finalizing as discussed to replace program assistant.
- 5) BOARD CONTINUING EDUCATION/INFORMATION** – None

**PUBLIC COMMENTS:** None

**BOARD COMMENTS:** Appreciation expressed to Lapeer DDA for visiting. A question and answer period will take place after the meeting is adjourned.

### **ADJOURNMENT:**

**It was moved by Authority Member Woodworth and supported by Authority Member Moore to adjourn at 8:55 A.M.**

**AYES: ALL. MOTION CARRIED.**

## **Shiawassee County Firefighters Memorial Meeting November 17<sup>th</sup>, 2018**

Meeting called to order at 11:15am

Present: Dan Law, Ross Stanley, Sarah Moorodian, Mary Long

Absent: Patrick Bradley, Burton Fox, Tom Manke

### **Old Business:**

- 1.) Location information not available will hold over till next meeting.
- 2.) Sarah reported on 501C3. Discussed using a 501C3EZ form as it would be faster but need to limit donations to not over \$50,000. Was that plausible or do we need to go with the full form for a 501C3. Discussed and Sarah will go with the 501C3 form.
- 3.) Go Fund Me Account> Fighters Memorial donation information has been posted on the Owosso City page under Community Causes. Sarah will continue to work with Cheryl Grice, city Finance Director and follow through with completing the Go Fund Me site.
- 4.) By Laws> More work done with revising the previously worded plans. Completed all articles of the By Laws and Ross will type up the revised version for the next meeting. Will hold vote on By Laws until all members are appointed.
- 5.) Update on Membership> Ross and others will attend the next Shiawassee Firefighters Association meeting on November 27<sup>th</sup>, 2018 and report at the next meeting.

New Business: Fundraising> Ross reported on planning a Pig Roast and is working on obtaining the Conservation Club and bands donating their

time, also prices and available dates, will carry discussion over to next meeting.

Burton has purchased a quilt for a possible raffle. Sarah will check on needed paperwork for holding a raffle.

Dan will talk to Fred Nault about running for Mr. Owosso.

Meeting adjourned at 12:45pm