

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MONDAY, FEBRUARY 04, 2019
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 JANUARY 22, 2019:

ADDRESSING THE CITY COUNCIL

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

PROCLAMATIONS / SPECIAL PRESENTATIONS

None.

PUBLIC HEARINGS

1. Proposed Special Assessment Project – Ryan Street. Conduct a public hearing to receive citizen comment regarding Resolution No. 3 for proposed Special Assessment District No. 2019-10 for Ryan Street from Chipman Street to Cedar Street for street reconstruction.

CITIZEN COMMENTS AND QUESTIONS

CITY MANAGER REPORT

1. Project Status Report

CONSENT AGENDA

1. Special Assessment District No. 2019-14. Authorize Resolution No. 4 setting a public hearing for Tuesday, February 19, 2019 to receive citizen comment regarding Special Assessment District No. 2019-14 for Williams Street, from Shiawassee Street to Washington Street for street rehabilitation.

2. Boards and Commissions Appointments. Approve the following Mayoral Boards and Commissions appointments:

Name	Board/Commission	Term Expires
Brent Mowinski	Downtown Loan Committee (bus own)	06-30-2019
Nicholas Pidek	Downtown Loan Committee (bus own)	06-30-2020
Lori Bailey	Downtown Loan Committee (Council rep)	06-30-2021
Bradley Kirkland	Downtown Loan Committee (bank rep)	06-30-2019
Craig Bishop	Downtown Loan Committee (bank rep)	06-30-2020

3. Purchase Authorization – Water Line Push Camera. Waive competitive bidding requirements, authorize purchase of one 330 ft Verisight Pro Plus Camera from Bell Equipment Company in the amount of \$23,500.00, and further authorize payment in full to the vendor upon satisfactory delivery of the equipment with 50% of said price to potentially be reimbursed via an MMRMA RAP Grant.
4. Purchase Authorization - DPW Fleet Pickup Trucks. Waive competitive bidding requirements, authorize the purchase of one Ford F150 4x2 pickup and one Ford F250 4x4 pickup truck for the DPW fleet from Signature Ford Lincoln Mercury in the amount of \$68,489.00 utilizing State Contract No. 071 B7700180/Macomb County Contracts 71-15 & 21-18, approve a contingency of \$5,000.00 for estimated shipping and handling and unplanned configuration changes, and further authorize payment to the vendor upon satisfactory delivery of said vehicles.
5. MDOT Cost Agreement No. 18-5568. Authorize the execution of MDOT Cost Agreement No. 18-5568 for the reconstruction of S. Washington Street from Gute Street to Corunna Avenue.

ITEMS OF BUSINESS

1. Surface Transportation Program Fund Application - North Street. Approve grant application to the Michigan Department of Transportation for Surface Transportation Program funds to assist in the reconstruction of North Street from Shiawassee Street to Hickory Street, authorize participation in the Small Urban Program, and further authorize commitment of City funds in the amount of \$183,000 plus the cost of project design engineering and construction administration.
2. Surface Transportation Program Fund Application - Gould Street. Approve grant application to the Michigan Department of Transportation for Surface Transportation Program funds to assist in the reconstruction of Gould Street from Oliver Street to Moore Street, authorize participation in the Small Urban Program, and further authorize commitment of City funds in the amount of \$305,000 plus the cost of project design engineering and construction administration.

COMMUNICATIONS

1. Cheryl A. Grice, Finance Director. Revenue & Expenditure Report – December 2018.
2. Downtown Development Authority/Main Street. Minutes of January 9, 2019.
3. Mid-Shiawassee County WWTP Review Board. Minutes of January 29, 2019.

CITIZEN COMMENTS AND QUESTIONS

NEXT MEETING

Tuesday, February 19, 2019

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 – 2 terms expire 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. The City of Owosso Website address is www.ci.owosso.mi.us.

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MINUTES OF JANUARY 22, 2019
7:30 P.M.**

PRESIDING OFFICER: MAYOR PRO-TEM SUSAN J. OSIKA

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

PLEDGE OF ALLEGIANCE: TOM MANKE

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

ABSENT: Mayor Christopher T. Eveleth.

A moment of silence was held in observance of the tragic death of James Stewart, son of Circuit Court Judge Matthew Stewart.

APPROVE AGENDA

Motion by Councilmember Haber to approve the agenda with the following change:

Add one Special Presentation.

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

APPROVAL OF THE MINUTES OF REGULAR MEETING OF JANUARY 7, 2019

Motion by Councilmember Bailey to approve the Minutes of the Regular Meeting of January 7, 2019 as presented.

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

PROCLAMATIONS / SPECIAL PRESENTATIONS

Enjoy Award Presentation (This item was added to the agenda.)

City Manager Nathan R. Henne noted that the Friends of the Shiawassee River was holding their Annual Meeting & Celebration this evening and there were at least five people that couldn't attend because of their commitment to be here for the City Council meeting. , on behalf of the Friends of the Shiawassee River, presented City Clerk Amy K. Kirkland with the Enjoy Award recognizing her efforts during Friends' events that allow others to enjoy themselves. Clerk Kirkland said she was surprised and honored. She thanked the Friends of the River for the award.

PUBLIC HEARINGS

None.

CITIZEN COMMENTS AND QUESTIONS

Tom Manke, 2910 W. M-21, spoke about human trafficking activity in town and what he thought were efforts by police in the county to keep the problem from the public.

Dan Smith, 1210 Corunna Avenue, indicated he owns a small business on Corunna Avenue and has had the City clean up and bill him for trash removal twice now. He accepted responsibility for one but not the other because he was not notified ahead of time. City Manager Henne agreed to meet with Mr. Smith to talk about the situation and see what sort of resolution could be reached.

County Commissioner John Horvath, District 2, updated the Council on discussions at the county level, specifically noting his reservations about increasing the emergency manager's hours to full time.

CONSENT AGENDA

Mayor Pro-Tem Osika asked that the Council remove Consent 3. Boards & Commissions Appointments from the Consent Agenda.

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

Proposed Special Assessment Project – Ryan Street. Authorize Resolution No. 2 setting a public hearing for Monday, February 4, 2019 for proposed Special Assessment District No. 2019-10 for Ryan Street from Chipman Street to Cedar Street for street reconstruction as follows:

RESOLUTION NO. 06-2019

RYAN STREET FROM CHIPMAN STREET TO CEDAR 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

RYAN STREET, A PUBLIC STREET, FROM CHIPMAN STREET TO CEDAR STREET;
STREET RECONSTRUCTION

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 \$530,810.40 and determines that \$107,385.96 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 \$423,424.44 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, February 4, 2019 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:

**Ryan Street, a Public Street, from Chipman Street to Cedar Street
Street Reconstruction**

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, February 4, 2019 for the purpose of hearing any person to be affected by the proposed public improvement.

Property Lease – Tillable Acreage - Twenty One-Day Posting. Authorize twenty-one (21) day posting period for the lease of approximately 10 acres of city owned tillable land near Hopkins Lake to Shawnee Creek Farms for \$500.00 for the 2019 farming season as detailed below:

RESOLUTION NO. 07-2019

**AUTHORIZING 21-DAY POSTING FOR
A CROP FARMING CASH RENT AGREEMENT
WITH MATT DUTCHER AND KEVIN DUTCHER D/B/A SHAWNEE CREEK FARMS**

WHEREAS, the city of Owosso, Michigan ("City") is a municipal corporation organized under the provisions of the Home Rule City Act, Public Act 279 of 1909, as amended, and is governed by the provisions of the Owosso City Charter adopted April 6, 1964, as amended ("Charter"); and

WHEREAS, the city owns certain tillable acreage near Hopkins Lake that would be suitable for farming; and

WHEREAS, the city is not currently utilizing the land and desires to lease the land for farming purposes; and

WHEREAS, Matt and Kevin Dutcher, doing-business-as Shawnee Creek Farms, have expressed an interest in leasing the land for a one-year period; and

WHEREAS, Charter Section 14.3 (b)(2) provides for a twenty one day posting period to allow public inspection of the proposed lease.

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 as owner of property that is suitable for farming that a cash rent agreement has been proposed for such land be leased to Matt Dutcher and Kevin Dutcher d/b/a Shawnee Creek Farms which farms adjacent land.

SECOND: the city council approves the posting of said agreement for a period of at least 21-days to allow for public inspection.

Boards and Commissions Appointments. (This item was removed from the agenda.)

Memorial Healthcare Gala Permission. Approve request from Owosso Community Players for the closure of South Park Street from Comstock Street to Main Street on Saturday, February 2, 2019, and the first Saturday in February hereafter, from 5:00 p.m. until 11:00 p.m. for handicap and valet parking for the annual Memorial Healthcare Gala, waive the insurance requirement, and approve Traffic Control Order No. 1411 formalizing the request.

Contract Amendment - 2018 Street Program Engineering Services Contract. Approve Amendment No. 6 to the 2018 Street Program Engineering Services Contract with Fleis & Vandenbrink Engineering, Inc. adding \$20,400.00 for additional construction monitoring and administration services for wrap-up of the Hanover and Harding Street projects, and authorize payment to the contractor up to the contract amount, including Amendment Nos. 1-6 as follows:

RESOLUTION NO. 08-2019

AUTHORIZING CHANGE ORDER NO. 6 TO ADDENDUM NO. 4 TO THE CONTRACT FOR ENGINEERING SERVICES WITH FLEIS & VANDENBRINK ENGINEERING, INC. FOR THE 2018 STREET PROGRAM ENGINEERING SERVICES CONTRACT

WHEREAS, the City of Owosso, Shiawassee County, Michigan, approved a Contract with Fleis & Vandenbrink Engineering Inc. on July 3, 2017 for Engineering Survey and Design Services for the 2018 Street Program in the amount of \$251,000.00; and

WHEREAS, City Council approved Amendments No 1 thru 5 totaling \$188,835.00 to the Contract with Fleis & Vandenbrink Engineering, Inc. for additional engineering services and making the current Contract amount \$439,835.00; and

WHEREAS, the city requests additional services of the consultant in the amount of \$20,400.00 to provide construction engineering and administration services for the City's 2018 Street Resurfacing Program-Contract 1, that are beyond the original contractual scope of services; and

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 amend the contract with Fleis & Vandenbrink Engineering Inc. for a cost to the city of Owosso of \$20,400.00 as outlined within its proposal.
- SECOND: The mayor and city clerk are requested and authorized to sign Contract Change Order No. 6 to Addendum No. 4 to the Contract between the City of Owosso, Michigan and Fleis & Vandenbrink Engineering, Inc.
- FOURTH: The Accounts Payable department is authorized to make payment up to the amended amount of \$460,235.00 to Fleis & Vandenbrink Engineering, Inc. upon successful completion of stated work.
- FIFTH: The above expenses shall be paid from the 2016 Unlimited Obligation Bond Proceeds Account No. 202-451-818.000.

Change Order – 2017 Street Resurfacing Program Contract. Authorize Change Order No. 3 to the 2017 Street Resurfacing Program Contract with Malley Construction, Inc. adding \$12,920.00 to the total contract amount to correct line item quantities and additions that were not correctly posted to reflect the additional work completed, and further authorize payment to the contractor as detailed:

RESOLUTION NO. 09-2019

**AUTHORIZING CHANGE ORDER NO. 3
TO THE CONTRACT BETWEEN THE CITY OF OWOSSO AND
MALLEY CONSTRUCTION INCORPORATED
FOR 2017 STREET RESURFACING PROGRAM CONTRACT**

WHEREAS, the city of Owosso, Shiawassee County, Michigan, approved a contract with Malley Construction, Inc. on August 7, 2017 for street, watermain, and storm sewer improvements for various streets; altogether part of the 2017 Street Resurfacing Program; and

WHEREAS, during the course of the contract the City requested changes in work from Malley Construction, Inc. formalized in Change Order Nos. 1 & 2; and

WHEREAS, errors in the unit price extensions were discovered in Change Order No. 2, resulting in Malley Construction, Inc. being underpaid for the work performed; and

WHEREAS, proposed Change Order No. 3 formally corrects the errors and authorizes payment to the contractor according to unit prices.

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

- FIRST: It is advisable, necessary and in the public interest to approve Change Order No. 3 amending the 2017 Street Resurfacing Program Contract with Malley Construction Inc. to correct mathematical errors discovered in Change Order No. 2.
- SECOND: The mayor and city clerk are instructed and authorized to sign the document substantially in form attached as Exhibit B, Contract Change Order No. 3 (Final) in the amount of \$12,920.00; a net increase to the Contract revising the current total contract amount from \$2,967,984.93 to \$2,980,904.93.

THIRD: The accounts payable department is authorized to pay Malley Construction, Inc. for work satisfactorily completed up to the revised amount of the Contract, including Change Order No. 3, in the total amount of \$2,980,904.93.

FOURTH: The above additional expenses in the amount of \$12,920.00 shall be paid from the Water Fund Account No. 591-901-972.000.

Change Order – Survey & Identification of Lead and Galvanized Water Service Lines Contract.

Authorize Change Order No. 1 to the contract with Greenscape General Contracting, LLC for the Survey & Identification of Lead and Galvanized Water Service Lines (part of the Pilot Drinking Water Grant project) increasing the amount by \$14,100.00 for additional site inspections required to complete the contract and further authorize payment to the contractor for the contract amount, including Change Order No. 1 as follows:

RESOLUTION NO. 10-2019

APPROVAL OF CHANGE ORDER NO.1 TO AGREEMENT BETWEEN THE CITY OF OWOSSO AND GREENSCAPE GENERAL CONTRACTING FOR SURVEY AND IDENTIFICATION OF LEAD AND GALVANIZED WATER SERVICE LINES

WHEREAS, the city of Owosso, Shiawassee County, Michigan, entered into an agreement with the Michigan Department of Environment Quality (MDEQ) on April 2, 2018 to implement a Pilot Drinking Water Infrastructure Grant for the purpose of identifying lead and galvanized water service lines in the city of Owosso water distribution system; and

WHEREAS, the city of Owosso entered into a services agreement with Greenscape General Contracting as approved at its regularly scheduled council meeting of September 17, 2018 for the survey and identification of lead and galvanized water service lines; and

WHEREAS, the Director of Public Services & Utilities added additional locations for the survey and identification of lead and galvanized water service lines, which increased the contract level of effort for site investigation and site restoration services.

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

FIRST: The city of Owosso has heretofore determined that it is advisable, necessary and in the public interest to enter into change order No.1 in the amount of \$14,100.00 with Greenscape General Contracting for providing additional survey and identification services of lead and galvanized water service lines in accordance with MDEQ Pilot Drinking Water Grant compliance guidelines.

SECOND: The accounts payable department is authorized to submit payment to Greenscape General Contracting in an amount of \$23,550.00 plus change order No.1 in the amount of \$14,100.00 for a total not to exceed \$37,650.00.

THIRD: The above expenses shall be paid for from the waster fund account 591-901-972.000.

Change Orders – 2018 Street Resurfacing Program, Contract No. 1. Authorize Change Order Nos. 2 & 3 to 2018 Street Resurfacing Program, Contract No. 1 with Rhode Brothers Excavating, Inc. decreasing the amount of the contract by \$158,583.61 for reductions in the unit quantities used and penalties for exceeding completion deadlines as shown below:

RESOLUTION NO. 11-2019

**AUTHORIZING CHANGE ORDER NOS. 2 & 3
TO THE CONTRACT BETWEEN THE CITY OF OWOSSO AND
ROHDE BROS. EXCAVATING, INC.
FOR 2018 STREET RESURFACING PROGRAM-CONTRACT NO. 1**

WHEREAS, the city of Owosso, Shiawassee County, Michigan, approved a contract with Rohde Bros. Excavating, Inc. on May 7, 2018 for resurfacing various streets of the 2018 Street Resurfacing Program-Contract No. 1; and

WHEREAS, the City has requested changes in work from Rohde Bros. Excavating, Inc. with regards to its water main and road construction as described within Change Order Nos. 2 & 3; and

WHEREAS, Rohde Bros. Excavating, Inc. agrees to the work item quantities and pricing of both change orders, and the final contract amount as set forth in Change Order No.3.

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

- FIRST: The City of Owosso has determined it is advisable, necessary and in the public interest to amend the 2018 Street Resurfacing Program Contract No. 1 with Rohde Bros. Excavating, Inc. as described within Change Order Nos. 2 & 3.
- SECOND: The mayor and city clerk are instructed and authorized to sign the documents substantially in form attached as Exhibits B and C, Contract Change Order Nos. 2 & 3 in the amount of (\$158,583.61), a net decrease revising the total Contract amount from \$1,292,405.00 to \$1,133,821.39.
- THIRD: The accounts payable department is authorized to pay Rohde Bros. Excavating, Inc. for work satisfactorily completed up to the revised Contract amount that includes Change Order Nos. 2 & 3 in the amount of \$1,133,821.39.
- FOURTH: The projected expenses paid from the 2016 Unlimited Obligation Bond Proceeds Account (\$101,617.11) and City Water Main & Hydrants Account No. 591-901-972.000 (\$56,966.50), shall be decreased by these amounts.

Change Order – Gould House Ceiling Repair – Electrical Contract. Authorize Change Order No. 1 to the Gould House Ceiling Repair Project – Electrical Contract with Ludington Electric, Inc. increasing the amount of the contract by \$800.00 for revisions to the lighting system, and further authorize payment to the contractor up to the revised contract amount of \$3,612.00 as follows:

RESOLUTION NO. 12-2019

**AUTHORIZING CHANGE ORDER NO. 1
TO THE CONTRACT BETWEEN THE CITY OF OWOSSO - HISTORICAL COMMISSION
AND LUDINGTON ELECTRIC, INC.
FOR THE GOULD HOUSE CEILING REPAIR PROJECT – ELECTRICAL CONTRACT**

WHEREAS, the City Council, at the recommendation of the Owosso Historical Commission, Shiawassee County, Michigan, approved a contract with Ludington Electric, Inc. for electrical work in the Great Room of the Amos Gould House; and

WHEREAS, upon further examination of the ceiling it became evident that a different lighting system was needed in order to maintain the structural integrity of the ceiling; and

WHEREAS, Ludington Electric, Inc. has since provided a recommendation for another lighting system that is more in alignment with the historical nature of the home at an additional cost.

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

- FIRST: It is advisable, necessary and in the public interest to amend the Gould House Ceiling Repair Project – Electrical Contract with Ludington Electric, Inc. as described in Change Order No. 1.
- SECOND: The mayor and city clerk are instructed and authorized to approve the document attached as Change Order No. 1 in the amount of \$800; revising the total contract amount from \$2,812.00 to \$3,612.00.
- THIRD: The accounts payable department is authorized to pay Ludington Electric, Inc. for work satisfactorily completed up to the revised contract amount of \$3,612.00.
- FOURTH: A special thank you is given to Ludington Electric, Inc. for their donation of \$1,000 of in-kind services for this project.

Change Order – Parking Ticket Management System Service Agreement. Authorize Change Order No. 1 to the Parking Ticket Management System Service Agreement with Complus Data Innovations, Inc. changing the terms of authorization from an annual allocation to a fee per ticket issued of \$2.41 and further authorize the accounts payable department to pay the vendor for actual quantities required as detailed below:

RESOLUTION NO. 13-2019

AUTHORIZING CHANGE ORDER NO. 1 TO THE SERVICE AGREEMENT WITH COMPLUS DATA INNOVATIONS, INC. FOR THE PARKING TICKET MANAGEMENT SYSTEM SERVICE AGREEMENT

WHEREAS, the City of Owosso, Shiawassee County, Michigan approve a service agreement with Complus Data Innovations, Inc. on July 16, 2018 for the provision of a parking ticket management system; and

WHEREAS, since its implementation the City has seen a significant increase in the number of parking tickets issued; and

WHEREAS, due to the number of tickets issued the annual allocation for this system is anticipated to be exhausted by the end of February making a change order to increase the contract amount necessary; and

WHEREAS, the City desires to avoid a similar situation in the future, recommending a change in the way the contract and payment for services rendered are authorized from an annual allocation to a per ticket issued fee.

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

- FIRST: It is advisable, necessary and in the public interest to approve Change Order No. 1 amending Council's terms of authorization from an annual allocation of \$6,025.00 to a fee per ticket issued of \$2.41.
- SECOND: Passage of this resolution shall serve as documentation of said change and shall apply to

the contract retroactive to its start.

THIRD: The accounts payable department is authorized to pay Complus Data Innovations, Inc. in accordance with the contract unit price of \$2.41 per ticket issued for actual quantities required.

Bid Rejection – Tree & Stump Removal Services Bid. Reject the bids received for the Tree & Stump Removal Services Bid as none of the responses were within budget parameters as detailed:

RESOLUTION NO. 14-2019

AUTHORIZATION TO REJECT ALL BIDS RECEIVED FOR TREE AND STUMP REMOVAL SERVICES

WHEREAS, the city of Owosso, Shiawassee County, Michigan, advertised for competitive tree and stump removal services; and

WHEREAS, all dollar amounts for bids received were higher than FY2018-2019 funding parameters could support; and

WHEREAS, it is the recommendation of the Director of Public Services & Utilities to reject all bids for lack of available funding.

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

FIRST: It is advisable, necessary and in the public interest to reject all bids received for the 2019 tree and stump removal services bid.

Bid Award – Lead & Galvanized Water Service Line Replacement Contract. Approve bid award to Green Tech Systems, LLC for the replacement of lead and galvanized water service lines in the amount of \$257,904.00, authorize a contingency amount of \$25,000, and further authorize payment to the contractor up to the contract amount plus the contingency (with prior written approval) upon satisfactory completion of the work or a portion thereof as follows:

RESOLUTION NO. 15-2019

AUTHORIZATION TO ENTER INTO AN AGREEMENT WITH GREEN TECH SYSTEMS, LLC OF KAWKAWLIN, MICHIGAN FOR REPLACEMENT OF LEAD & GALVANIZED WATER SERVICE LINES

WHEREAS, the city of Owosso, Shiawassee County, Michigan, entered into an agreement with the Michigan Department of Environment Quality (MDEQ) on April 2, 2018 to implement a Pilot Drinking Water Infrastructure Grant for the purpose of identifying and replacing lead and galvanized water service lines in the city of Owosso water distribution system; and

WHEREAS, the city and Director of Public Services & Utilities desires to enter into an agreement with Green Tech Systems, LLC for the replacement of lead and galvanized water service lines, in accordance with MDEQ Pilot Drinking Water Grant compliance guidelines.

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 enter into an agreement with Green Tech Systems, LLC for providing

construction replacement services of lead and galvanized water service lines in accordance with MDEQ Pilot Drinking Water Grant compliance guidelines.

SECOND: The accounts payable department is authorized to submit payment to Green Tech Systems, LLC in an amount not to exceed \$257,904.00 for construction replacement services, plus an additional contingency amount of \$25,000.00 with prior authorization, for a total of \$282,904.00.

THIRD: The above expenses shall be paid for from the Water Fund account 591-901-972.000 pending 100% reimbursement from MDEQ Grant funds.

Bid Award – Sanitary & Storm Sewer Rehabilitation Contract. Approve bid award to Inland Waters Pollution Control, Inc. for the repair and rehabilitation of severely deteriorated sanitary sewer and storm sewer lines involved in the 2019 Street Resurfacing Program in the amount of 769,005.50, authorize a contingency amount of \$60,000.00, and further authorize payment to the contractor up to the contract amount plus the contingency (with prior written approval) upon satisfactory completion of the work or a portion thereof as follows:

RESOLUTION NO. 16-2019

AUTHORIZATION TO ENTER INTO A SERVICES CONTRACT WITH INLAND WATERS POLLUTION CONTROL, INC OF DETROIT, MICHIGAN FOR SANITARY AND STORM SEWER REHABILITATION SERVICES

WHEREAS, the city of Owosso, Shiawassee County, Michigan, entered into an agreement with Orchard, Hiltz & McClement, Inc. d/b/a OHM Advisors by the adoption of Resolution 95-2018 on June, 18, 2018, for development of bid specifications and providing construction management of critical sanitary and storm sewer piping repairs; and

WHEREAS, the city and OHM Advisors advertised and received competitive bids for critical sanitary and storm sewer piping repairs, and have received qualified bids from several contractors; and

WHEREAS, the Director of Public Services & Utilities has reviewed the bids received and the recommendation provided by OHM Advisors, and has determined that Inland Waters Pollution Control, Inc. of Detroit, Michigan has provided the lowest, responsive, and responsible bid for performing sanitary and storm sewer rehabilitation construction services for the city of Owosso.

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

FIRST: The city of Owosso has heretofore determined that it is advisable, necessary and in the public interest to contract with Inland Waters Pollution Control, Inc. of Detroit, Michigan for the provision of sanitary and storm sewer rehabilitation services to coincide with the 2019 Street Rehabilitation Program.

SECOND: The accounts payable department is authorized to submit payment to Inland Waters Pollution Control Inc. in an amount not to exceed \$769,005.50, plus contingency of \$60,000.00, for a total of \$829,005.50.

THIRD: The above expenses shall be paid for from the Wastewater Fund, 2016 Street Bond Fund, and the Street Maintenance Fund.

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

ITEMS OF BUSINESS

MDEQ Sewer Revolving Fund Project Application – Sanitary Sewer Retention Basin & Lift Station

Utilities Director Glenn M. Chinavare noted that such applications are competitive in nature and require significant documentation, hence the recommendation to contract for professional services. He went on to say that the applications that will be developed will cast a wide net in regard to the projects submitted for funding, the intent being to avoid the need to start the process over should the scope of a project change slightly. The City may not take on all, or any, of the projects that are approved for funding by the MDEQ depending on which projects are approved and whether other funding is available. Any projects that are tapped to receive funding will be presented to Council for approval of the scope and cost.

Motion by Councilmember Pidek to approve Addendum No. 10 to the Professional Engineering Services Contract with Orchard, Hiltz, & McCliment, Inc. for the development and submission of an MDEQ Sewer Revolving Fund Project Application for a sanitary sewer retention basin and lift station in the amount of \$30,000.00, and authorize payment up to the addendum amount upon satisfactory submission of deliverables as formalized below:

RESOLUTION NO. 17-2019

AUTHORIZING THE EXECUTION OF ADDENDUM NO. 10 TO AN AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES WITH ORCHARD, HILTZ & MCCLIMENT, INC. D/B/A OHM ADVISORS

WHEREAS, the city of Owosso, Shiawassee County, Michigan, entered into an agreement with Orchard, Hiltz & McClement, Inc. d/b/a OHM Advisors by the adoption of Resolution No. 69-2017 on May 15, 2017; and

WHEREAS, the city and Director of Public Services & Utilities recommends making application to the Michigan Department of Environmental Quality (MDEQ) for a Sewer Revolving Fund (SRF) loan to secure financing for construction of a 1.0 million gallon retention basin; and

WHEREAS, OHM Advisors has provided a proposal for developing a project application for submission to the MDEQ in the amount of \$30,000.00; and

WHEREAS, the Director of Public Services has reviewed the proposal and has determined that the project proposal is fair and reasonable, and necessary for securing SRF funding for construction of a 1.0 million retention basin, in order to pursue compliance with a Michigan Department of Environmental Quality (MDEQ) Consent Order regarding Sanitary Sewer Overflows (SSO's).

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 expand the contract approved by Resolution No. 69-2017 on May 15, 2017 with Orchard, Hiltz & McClement, Inc. d/b/a OHM Advisors to include engineering services for the development and submission of a MDEQ SRF Project Application to secure funding for the engineering design and construction of a retention basin at 1000 Bradley Street and a pump station located at 1122 Beehler Street.

SECOND: The accounts payable department is authorized to submit payment to OHM Advisors in an amount not to exceed \$30,000.00 for said engineering services.

THIRD: The above expenses shall be paid for from the Wastewater Fund Account.

Motion supported by Councilmember Law.

Roll Call Vote.

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

NAYS: None.

ABSENT: Mayor Eveleth.

MDEQ Sewer Revolving Fund Project Application – WWTP Process Equipment Upgrades

It was noted that the following item is similar to the last but concentrates on the processes at the Wastewater Treatment Plant. Recommended projects were determined utilizing the asset management plan that came about as a result of the SAW Grant.

Motion by Councilmember Bailey to approve Addendum No. 5 to the SAW Grant Preparation Contract with Capital Consultants, Inc. d/b/a c2ae for the development and submission of an MDEQ Sewer Revolving Fund Project Application for process equipment upgrades at the Waste Water Treatment Plant in the amount of \$70,000.00, and authorize payment up to the addendum amount upon satisfactory submission of deliverables as detailed below:

RESOLUTION NO. 18-2019

**AUTHORIZING ADDENDUM NO. 5 TO THE AGREEMENT
FOR PROFESSIONAL ENGINEERING SERVICES
WITH CAPITAL CONSULTANTS, INC. D/B/A C2AE**

WHEREAS, the city of Owosso, Shiawassee County, Michigan, entered into an agreement with Capital Consultants, Inc. d/b/a C2AE by the adoption of Resolution No. 115-2013 on October 21, 2013; and

WHEREAS, the city and Director of Public Services & Utilities recommends making application to the Michigan Department of Environmental Quality (MDEQ) for a Sewer Revolving Fund (SRF) loan to secure financing for various capital process equipment upgrades at the Wastewater Treatment Plant; and

WHEREAS, C2AE has provided a proposal for developing a project application for submission to the MDEQ in the amount of \$70,000.00; and

WHEREAS, the Director of Public Services has reviewed the proposal and has determined that the project proposal is fair and reasonable, and necessary for securing SRF funding for Phase I and Phase II of process equipment replacements as identified in the Wastewater Treatment Plant Asset Management Plan.

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

FIRST: The city of Owosso has heretofore determined that it is advisable, necessary and in the public interest to contract with Capital Consultants, Inc. d/b/a C2AE for engineering services to develop and submit a project plan to the MDEQ to secure low interest SRF loan financing for various capital process equipment replacements as identified in the Wastewater Treatment Plant Asset Management Plan.

SECOND: The accounts payable department is authorized to submit payment to Capital Consultants, Inc. d/b/a C2AE in the amount not to exceed \$70,000.00.

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

Motion supported by Councilmember Pidek.

Roll Call Vote.

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

NAYS: None.

ABSENT: Mayor Eveleth.

Contract Extension – IT/Network Engineering Services

The next two items were postponed from the January 7, 2019 meeting at the request of Councilmember Pidek.

In response to Councilmember Pidek's concerns City Manager Henne indicated he had looked into how other communities handle their IT services. Most comparable cities have full time IT on staff, while smaller communities contract for services. Currently the City pays significantly less for its IT services than other communities. He said he would be happy to look into including funding in the upcoming budget for an IT audit or exploring a change in services once this contract has expired. Going so far as to suggest including a discussion of the City's IT services at the upcoming special meeting.

Councilmember Pidek indicated that all of his questions had been answered and he was OK with moving forward.

Councilmember Law noted that as someone that works in the IT industry he found the price quoted to be very reasonable.

Councilmember Fear said that in the future she would like to explore whether a local company could provide the services required.

Motion by Councilmember Law to authorize extension of the contract with Logicalis, Inc. for the provision of network administrator services for the 2019 calendar year in an amount not to exceed \$90,000.00, and further authorize payment to the vendor for services rendered up to the contract amount as follows:

RESOLUTION NO. 19-2019

ADOPTING THE LOGICALIS, INC. PROJECT CHANGE REQUEST FOR JEFF KISH

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

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

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

WHEREAS, the city council must adopt a resolution authorizing the terms of the contract for the calendar year effective January 1, 2019 through December 31, 2019.

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

- FIRST: The City of Owosso has determined it is advisable, necessary and in the public interest to continue the contract with Logicalis, Inc. for network administrator services for the year beginning January 1, 2019.
- SECOND: The mayor and city clerk are instructed and authorized to sign the document substantially in form attached as Project Change Request between the City of Owosso and Logicalis, Inc.
- THIRD: The accounts payable department is authorized to pay Logicalis, Inc. for work satisfactorily performed in an amount not to exceed \$90,000.00.
- FOURTH: The above expenses shall be paid from Account No. 101-258-818000.
- FIFTH: All prior resolutions and documents for the *Logicalis Network Administrator Services and/or Staffing SOW* are rescinded as of January 1, 2019.

Motion supported by Councilmember Bailey.

Roll Call Vote.

- AYES: Councilmember Pidek, Mayor Pro-Tem Osika, Councilmembers Law, Haber, Bailey, and Fear.
- NAYS: None.
- ABSENT: Mayor Eveleth.

Contract Authorization - Firewall Upgrade

Motion by Councilmember Bailey to waive competitive bidding requirements and approve contract with Logicalis, Inc. for hardware, software, and professional services required to update the City's IT firewall in the amount of \$13,765.83, and further approve payment upon satisfactory completion of the project or portion thereof as follows:

RESOLUTION NO. 20-2019

ADOPTING THE LOGICALIS, INC. ASA UPGRADE OPTION QUOTATION # 2018-27783V2 FOR UPGRADE OF THE CITY'S IT FIREWALL

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

WHEREAS, said network is protected by a firewall designed to shield it from cyber-attacks and threats; and

WHEREAS, said firewall requires updating from time-to-time to ensure it is capable of protecting the network from the latest threats; and

WHEREAS, the Code of Ordinances of the City of Owosso provides an exception to the competitive bidding requirements when professional services are sought; and

WHEREAS, the city obtained a quote from its network engineering provider, Logicalis, Inc., for a firewall upgrade; and

WHEREAS, city staff has found the quotation to be reasonable and appropriate.

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

FIRST: The City of Owosso has determined it is advisable, necessary and in the public interest to waive the competitive bidding requirements and upgrade the city's current IT firewall system to ensure it remains able to defend the city network from the latest cyber-threats.

SECOND: The mayor and city clerk are instructed and authorized to sign the document substantially in form attached as ASA Upgrade Option Quotation # 2018-27783v2 between the City of Owosso and Logicalis, Inc.

THIRD: The accounts payable department is authorized to pay Logicalis, Inc. for work satisfactorily performed in an amount not to exceed \$13,765.83.

FOURTH: The above expenses shall be paid from Account No. 401-000-980.100.

Motion supported by Councilmember Haber.

Roll Call Vote.

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

NAYS: None.

ABSENT: Mayor Eveleth.

Set Council Retreat

City Manager Henne indicated this special meeting will be the Council's opportunity to set policy goals for the coming year. He said he would like to start holding a similar retreat each year to develop goals that will direct the budget and provide clear objectives for staff.

Motion by Councilmember Bailey to schedule a special Council meeting for Tuesday, January 29, 2019 at 5:30 p.m. in the Armory Conference Room for the purpose of conducting a goal setting session.

Motion supported by Councilmember Fear.

Roll Call Vote.

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

NAYS: None.

ABSENT: Mayor Eveleth.

COMMUNICATIONS

N. Bradley Hissong, Building Official. December 2018 Building Department Report.

N. Bradley Hissong Building Official. December 2018 Code Violations Report.

N. Bradley Hissong Building Official. December 2018 Certificates Issued Report.

N. Bradley Hissong Building Official. December 2018 Inspections Report.

Kevin D. Lenkart, Public Safety Director. December 2018 Police Report.
Kevin D. Lenkart, Public Safety Director. December 2018 Fire Report.
Historical Commission. Minutes of December 10, 2018.
Shiawassee Firefighter Memorial Board. Minutes of December 15, 2018.

CITIZEN COMMENTS AND QUESTIONS

Tom Manke, 2910 W. M-21, commented on the BBC's recent visit to the area, citizen sentiment that the economy has improved, and the hire of a part time individual to collect fees owed to the County by former prisoners.

Councilmember Bailey thanked the City for serving as the fiduciary for Community Cats since its inception and announced that the organization would now be functioning under the Shiawassee Humane Society. She again expressed her thanks saying the organization would never have gotten off the ground without the help of the City and City staff.

NEXT MEETING

Monday, February 04, 2019

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 – 2 terms expire 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 Bailey for adjournment at 8:14 p.m.

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

Susan J. Osika, Mayor Pro-Tem

Amy K. Kirkland, City Clerk



MEMORANDUM

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

DATE: January 28, 2019

TO: Owosso City Council

FROM: Glenn Chinavare, Director of Public Services

SUBJECT: Ryan Street Reconstruction – 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. **Ryan Street, from Chipman Street to Cedar Street**, is proposed by the city for street reconstruction. 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 **January 22, 2019** 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 **February 4, 2019**.

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

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

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

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

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

Special Assessment District No. 2019-10
Ryan Street, Public Street, from Chipman Street to Cedar Street

RESOLUTION NO.

**AUTHORIZING SPECIAL ASSESSMENT RESOLUTION NO. 3
ESTABLISHING SPECIAL ASSESSMENT DISTRICT NO. 2019-10
RYAN STREET, FROM CHIPMAN STREET TO CEDAR STREET
FOR STREET RECONSTRUCTION**

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:

**RYAN STREET, A PUBLIC STREET, FROM CHIPMAN STREET TO CEDAR STREET
STREET RECONSTRUCTION**

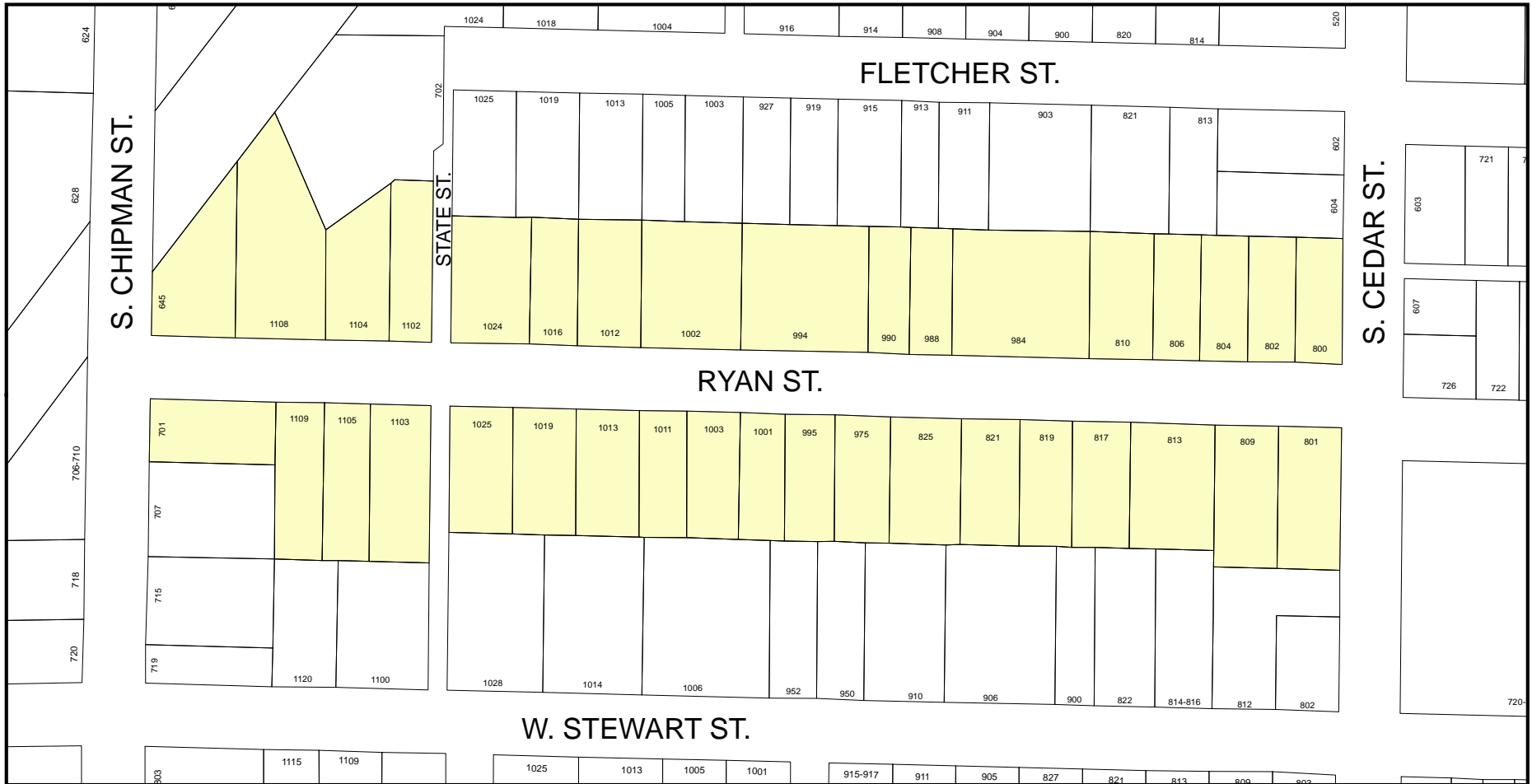
2. The City Council hereby approves the plans for the aforesaid public improvement as prepared and presented by the City Manager and determines the estimated cost of said public improvement to be \$530,810.40 and approves said estimated cost and determines that the estimated life of said public improvement is twenty (20) years.
3. The City Council determines that of said total estimated cost, the sum of \$107,385.96 be paid by special assessment upon the property specially benefited, as more particularly hereinafter described, and that the sum of \$423,424.44 of said total estimated cost shall be the obligation of the City at large because of benefit to the City at large.
4. The City Council hereby designates the following described property as the special assessment district upon which the special assessment shall be levied:

**Ryan Street, a Public Street, from Chipman Street to Cedar Street
Street Reconstruction**

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



Ryan Street from S. Chipman St. to S. Cedar St.

Legend

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



1 inch = 165 feet



22-Jan-19

RYAN STREET ENGINEER'S ESTIMATE- Resolution #2

DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	AMOUNT	ELLIGIBLE AMOUNT	CITY COST 60 PERCENT	ASSESSMENT AT 40% RESIDENTIAL	ASSESSMENT AT 40% COMMERCIAL
MOBILIZATION, MAX_____	LSUM	1.00	\$ 21,000.00	\$ 21,000.00	\$ 21,000.00	\$ 12,600.00	\$ 8,400.00	\$ 8,400.00
DR STRUCTURE, REM	EA	11.00	\$ 350.00	\$ 3,850.00				
SEWER, REM, LESS THAN 24 INCH	LFT	677.00	\$ 10.00	\$ 6,770.00				
FLOWABLE FILL, 8 INCH	LFT	716.00	\$ 5.00	\$ 3,580.00				
CURB AND GUTTER, REM	LFT	2633.00	\$ 7.00	\$ 18,431.00	\$ 6,082.23	\$ 3,649.34	\$ 2,432.89	\$ 2,432.89
PAVT, REM	SYD	352.00	\$ 8.00	\$ 2,816.00	\$ 2,816.00	\$ 1,689.60	\$ 1,126.40	\$ 1,126.40
SIDEWALK, REM	SYD	63.00	\$ 8.00	\$ 504.00				
SUBGRADE UNDERCUTTING, TYPE II	CYD	50.00	\$ 25.00	\$ 1,250.00				
EXCAVATION, EARTH	CYD	1713.00	\$ 8.00	\$ 13,704.00				
EMBANKMENT, CIP	CYD	209.00	\$ 10.00	\$ 2,090.00				
EROSION CONTROL, INLET PROTECTION, FABRIC DROP	EA	14.00	\$ 100.00	\$ 1,400.00	\$ 1,400.00	\$ 840.00	\$ 560.00	\$ 560.00
MAINTENANCE GRAVEL	TON	20.00	\$ 25.00	\$ 500.00	\$ 500.00	\$ 300.00	\$ 200.00	\$ 200.00
DR STRUCTURE COVER, TEMP LOWERING	EA	6.00	\$ 250.00	\$ 1,500.00	\$ 1,500.00	\$ 900.00	\$ 600.00	\$ 600.00
HMA SURFACE, REM	SYD	4574.00	\$ 3.00	\$ 13,722.00	\$ 6,861.00	\$ 4,116.60	\$ 2,744.40	\$ 2,744.40
AGGREGATE BASE, 8 INCH, MOD	SYD	3905.00	\$ 12.00	\$ 46,860.00				
GEOTEXTILE SEPARATOR	SYD	3905.00	\$ 2.00	\$ 7,810.00				
SEWER TAP, 12 INCH	EA	2.00	\$ 200.00	\$ 400.00				
SEWER TAP, 24 INCH	EA	1.00	\$ 300.00	\$ 300.00				
SEWER, SDR-26, 10 INCH, TRENCH DET B-MOD	LFT	214.00	\$ 45.00	\$ 9,630.00				
SEWER, SDR-26, 12 INCH, TRENCH DET B-MOD	LFT	355.00	\$ 50.00	\$ 17,750.00				
SEWER, SDR-26, 24 INCH, TRENCH DET B-MOD	LFT	362.00	\$ 80.00	\$ 28,960.00				
DR STRUCTURE COVER, ADJ, CASE 1	EA	6.00	\$ 475.00	\$ 2,850.00	\$ 2,850.00	\$ 1,710.00	\$ 1,140.00	\$ 1,140.00
DR STRUCTURE COVER, EJ 1060	EA	6.00	\$ 600.00	\$ 3,600.00	\$ 3,600.00	\$ 2,160.00	\$ 1,440.00	\$ 1,440.00
DR STRUCTURE COVER, EJ 1120 W/ GASKET SEAL	EA	5.00	\$ 650.00	\$ 3,250.00	\$ 3,250.00	\$ 1,950.00	\$ 1,300.00	\$ 1,300.00
DR STRUCTURE COVER, EJ 7000	EA	12.00	\$ 700.00	\$ 8,400.00	\$ 8,400.00	\$ 5,040.00	\$ 3,360.00	\$ 3,360.00
DR STRUCTURE, 36 INCH DIA. MOD	EA	12.00	\$ 1,400.00	\$ 16,800.00				
DR STRUCTURE, 48 INCH DIA. MOD	EA	6.00	\$ 1,800.00	\$ 10,800.00				
HMA, 2C@3.0"	TON	644.00	\$ 75.00	\$ 48,300.00	\$ 48,300.00	\$ 28,980.00	\$ 16,093.56	\$ 19,320.00
HMA, 5E3@ 1.5"	TON	322.00	\$ 85.00	\$ 27,370.00	\$ 27,370.00	\$ 16,422.00	\$ 10,948.00	\$ 10,948.00
DRIVEWAY, NONREINF CONC, 6 INCH	SYD	664.00	\$ 45.00	\$ 29,880.00	\$ 29,880.00	\$ 17,928.00	\$ 11,952.00	\$ 11,952.00

DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	AMOUNT	ELLIGIBLE AMOUNT	CITY COST 60 PERCENT	ASSESSMENT AT 40% RESIDENTIAL	ASSESSMENT AT 40% COMMERCIAL
DRIVEWAY OPENING, CONC, DET M	LFT	45.00	\$ 15.00	\$ 675.00				
CURB AND GUTTER, CONC, DET F4	LFT	2633.00	\$ 20.00	\$ 52,660.00	\$ 52,660.00	\$ 31,596.00	\$ 21,064.00	\$ 21,064.00
DETECTABLE WARNING SURFACE	LFT	30.00	\$ 35.00	\$ 1,050.00				
SIDEWALK RAMP, CONC, 4 INCH	SFT	515.00	\$ 5.00	\$ 2,575.00				
MINOR TRAF DEVICES	LSUM	1.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 3,000.00	\$ 2,000.00	\$ 2,000.00
BARRICADE, TYPE III, HIGH INTENSITY, FURN & OPER	EA	4.00	\$ 100.00	\$ 400.00				
PEDESTRIAN TYPE II BARRICADE, TEMP	EA	4.00	\$ 150.00	\$ 600.00				
PLASTIC DRUM, HIGH INTENSITY, FURN & OPER	EA	50.00	\$ 20.00	\$ 1,000.00				
SIGN, TYPE B, TEMP, PRISMATIC, FURN & OPER	SFT	174.00	\$ 5.00	\$ 870.00				
TURF ESTABLISHMENT, PERFORMANCE	SYD	2487.00	\$ 5.00	\$ 12,435.00				
VALVE BOX, ADJ	EA	5.00	\$ 200.00	\$ 1,000.00				
MISCELLANEOUS WORK ITEMS	LSUM	1.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 6,000.00	\$ 4,000.00	\$ 4,000.00
SUB TOTALS				\$ 442,342.00	\$ 231,469.23	\$ 138,881.54	\$ 89,361.25	\$ 92,587.69
ENGINEERING AT 15% ASSESSABLE COST				\$ 66,351.30	\$ 34,720.38	\$ 20,832.23	\$ 13,404.19	\$ 13,888.15
ADMINISTRATIVE AT 5% ASSESSABLE COST				\$ 22,117.10	\$ 11,573.46	\$ 6,944.08	\$ 4,468.06	\$ 4,629.38
GRAND TOTALS				\$ 530,810.40	\$ 277,763.08	\$ 166,657.85	\$ 107,233.50	\$ 111,105.23

RYAN STREET - Estimated Assessment Calculations

ENGINEER'S ESTIMATE ASSESSABLE AMOUNT	\$277,763.08
TOTAL ASSESSABLE FRONT FEET RESIDENTIAL	2248.26
TOTAL ASSESSABLE FRONT FEET COMMERCIAL	99.00
TOTAL ASSESSABLE FRONT FEET	2347.26

CALCULATING ASSESSABLE FRONT FOOT RATE AND AMOUNTS:

PROPERTY TYPE	RESIDENTIAL PROPERTY	COMMERCIAL PROPERTY	TOTAL
TOTAL ELIGIBLE PER TYPE	\$277,763.08	\$277,763.08	
CITY SHARE $\geq 60\%$	\$170,529.58	\$166,657.85	
PROPERTY SHARE @ $\leq 40\%$	\$107,233.50	\$111,105.23	
ASSESSABLE FRONT FOOT RATE: PROP SHARE/TOTAL FRONT FEET	\$45.68	\$47.33	
TOTAL FRONT FEET PER TYPE	2248.26	99.00	
TOTAL AMOUNT OF ASSESSMENT PER TYPE:	\$102,710.72	\$4,686.08	\$107,396.80

SUMMARY: SPECIAL ASSESSMENT AMOUNTS PER SIDE OF STREET:

NORTH SIDE	\$53,925.47
SOUTH SIDE	\$53,460.49
TOTAL SPECIAL ASSESSMENT	<u>\$107,385.96</u>

SPECIAL ASSESSMENT ROLL

RYAN ST FROM CHIPMAN TO CEDAR

ESTIMATED SPECIAL ASSESSMENT ROLL

NORTH

ADDRESS NO.	STREET	PROPERTY OWNER NAME	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT	PROPERTY TYPE
645	S CHIPMAN	MADRIGAL, ELAINE M	113-006-001	78	0.75	58.50	\$45.68	\$2,672.28	R1
1108	RYAN	TISHER, STEVEN R	113-006-005	95.08	1	95.08	\$45.68	\$4,343.25	R1
1104	RYAN	DAWES, JOSEPH M; SEMKE, JESSICA K	113-006-002	66	1	66.00	\$45.68	\$3,014.88	R1
1102	RYAN	ROOT, SAMUEL S & LARINDA S	113-006-003	44	1	44.00	\$45.68	\$2,009.92	R1
1024	RYAN	PIERCE, CLAUDE J	113-002-017	82	1	82.00	\$45.68	\$3,745.76	R1
1016	RYAN	REIDSEMA, BRIAN D & CYNTHIA J	113-002-018	50	1	50.00	\$45.68	\$2,284.00	R1
1012	RYAN	SUGGS, BRIAN S & LYNETTE J	113-002-019	66	1	66.00	\$45.68	\$3,014.88	R1
1002	RYAN	THOMPSON, DORIS E	113-002-020	104.3	1	104.30	\$45.68	\$4,764.42	R1
994	RYAN	ALBRING, BRANDIE	113-002-021	132	1	132.00	\$45.68	\$6,029.76	R1
990	RYAN	ALBRANT, JOHANNA G; WALTON, MELISSA	113-002-022	44	1	44.00	\$45.68	\$2,009.92	R1
988	RYAN	LANE, LILA L	113-002-023	44	1	44.00	\$45.68	\$2,009.92	R1
984	RYAN	FERRIS, CAROL A; DURFEE, LINDA L	113-002-024	143	1	143.00	\$45.68	\$6,532.24	R1
810	RYAN	STOUT, JENNIFER M	113-002-026	66	1	66.00	\$45.68	\$3,014.88	R1
806	RYAN	MACKENZIE, MICHAEL & AMANDA	113-002-027	49.5	1	49.50	\$45.68	\$2,261.16	R1
804	RYAN	FRANTZ, LORI A	113-002-028	49.5	1	49.50	\$45.68	\$2,261.16	R1
802	RYAN	KLCO, JOSPH JR & MARY ELLE	113-002-029	49.5	1	49.50	\$45.68	\$2,261.16	R1
800	RYAN	DANIELS, JEFFERY	113-002-030	49.5	0.75	37.13	\$45.68	\$1,695.87	R1
				1212.38		1180.51		\$53,925.47	

SOUTH

ADDRESS NO.	STREET	PROPERTY OWNER NAME	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT	PROPERTY TYPE
701	S CHIPMAN	KEYES, SHERYL L & DAVID A	113-007-001	132	0.75	99.00	\$47.33	\$4,685.67	B1
1109	RYAN	CARPENTER, SEAN	113-007-007	50.25	1	50.25	\$45.68	\$2,295.42	R1
1105	RYAN	SCOTT, MATTHEW C	113-007-008	47.75	1	47.75	\$45.68	\$2,181.22	R1
1103	RYAN	BURL, PHILLIP E & MARIE E	113-007-009	57	1	57.00	\$45.68	\$2,603.76	R1
1025	RYAN	CALLARD, WILLIAM R & LOIS C	113-001-014	66	1	66.00	\$45.68	\$3,014.88	R1
1019	RYAN	HOLLEY, SANDRA K	113-001-013	66	1	66.00	\$45.68	\$3,014.88	R1
1013	RYAN	PARDY, THERESA	113-001-012	66	1	66.00	\$45.68	\$3,014.88	R1
1011	RYAN	KINGSLEY, ANNIE L; MILLER-ALLEY, PAULA A	113-001-011	49.5	1	49.50	\$45.68	\$2,261.16	R1
1003	RYAN	SIMMINGTON LLC	113-001-010	54.75	1	54.75	\$45.68	\$2,500.98	R1
1001	RYAN	BRONSON, DONALD R	113-001-009	47	1	47.00	\$45.68	\$2,146.96	R1
995	RYAN	CALDER, DIANE TRUST	113-001-007	52	1	52.00	\$45.68	\$2,375.36	R1
975	RYAN	CALDER, DONALD R & DIANE M	113-001-008	58	1	58.00	\$45.68	\$2,649.44	R1
825	RYAN	CALLARD, TINA	113-001-006	74	1	74.00	\$45.68	\$3,380.32	R1
821	RYAN	WOOD, GARY & JUNE ET AL	113-001-005	61	1	61.00	\$45.68	\$2,786.48	R1
819	RYAN	SLAMA, DANIEL R & DANIELLE	113-001-004	55	1	55.00	\$45.68	\$2,512.40	R1
817	RYAN	SCOTT, AMANDA N	113-001-003	60	1	60.00	\$45.68	\$2,740.80	R1
813	RYAN	DCT INVESTMENTS LLC	113-001-002	88	1	88.00	\$45.68	\$4,019.84	R1
809	RYAN	BUBLITZ, TRACY	113-001-028	66	1	66.00	\$45.68	\$3,014.88	R1
801	RYAN	HORN, HOWARD J & MARY ANN	113-001-029	66	0.75	49.50	\$45.68	\$2,261.16	R1
				1216.25		1166.75		\$53,460.49	

TOTAL ASSESSABLE FRONT FOOTAGE

2347.26

RYAN STREET ANALYSIS

Following are some important features of the existing Ryan Street:

- Street is classified as a local street.
- Street is included within current five-year street program plan.
- Daily traffic volume is about 500 vehicles suggesting it mostly services the street's residents.
- Street width is 32' edge-to-edge plus curb and gutter both sides of street.
- Parallel parking is allowed on both sides of street. Street parking is for short-term use and prohibited for overnight use per city ordinance.
- Every household along the street has ample off-street parking area. The street parking is for sporadic overflow use.
- Storm sewer is poor and undersized at east end. New storm sewer is recommended.
- Street condition rating is poor. Curb and gutter is poor. Recommended fix is reconstruction.

Whenever we are at the point of reconstructing a street, we should design the street in accordance with our Complete Streets policy (attached). The Complete Streets concept came about from numerous studies and opinions of urban planners that suggest oversized streets (width) create an unhealthy environment to the neighborhood. They hypothesize that wider low volume streets promote speeding and unsafe conditions for residents, especially pedestrians. Complete Streets requires us to evaluate and blend the proposed street to the surrounding neighborhood.

For Ryan Street, a proposed 26'-wide street is recommended. The proposed road will yet allow sufficient space for coexistence of a parked vehicle and two travel lanes. One parking lane (recommend south side but can be changed to north side) will satisfy street parking needs for the neighborhood. Residents will benefit from the added green space in place of pavement. Safety enhancements of a narrowed street will be realized. The City will realize some benefits with a 26'-wide Ryan Street; a road that better fits with its Complete Streets policy; enhancing quality to the neighborhood, preserving landscape features (trees) that otherwise may be injured by the street work, and overall maintenance cost. Difference in construction cost between a 26'-wide and 32' wide Ryan Street is about \$50,000.00. Should City Council decide on a 32'-wide street with parking on both sides, then that additional cost should be considered a luxury and question then is whether it should be assessed at 100% towards the property owner.

RESOLUTION NO. 99-2011

**SUPPORTING THE MICHIGAN DEPARTMENT OF TRANSPORTATION (MDOT)
COMPLETE STREETS INITIATIVE
AS OUTLINED IN PUBLIC ACT 134, AND PUBLIC ACT 135, OF 2010**

WHEREAS, complete streets mean roadways planned, designed, and constructed to provide appropriate access to all legal users in a manner that promotes safe and efficient movement of people and goods, whether by car, truck, transit, assistive device, foot, or bicycle;

WHEREAS, a complete streets policy means a document that provides guidance for the planning, design, and construction of roadways or an interconnected network of transportation facilities being constructed or reconstructed and designated for a transportation purpose that promotes complete streets and meets all of the following requirements:

- (i) is sensitive to the needs of the city of Owosso;
- (ii) considers the functional class of the roadway and project costs and allows for appropriate exemptions;
- (iii) considers the varying mobility needs of all legal users of the roadway, of all ages and abilities;

WHEREAS, increasing walking and bicycling offers improved health benefits for the population and makes Owosso a more livable community;

WHEREAS, the Michigan legislature has passed complete streets legislation that requires the Michigan Department of Transportation and local governments to consider all users in transportation-related projects;

WHEREAS, complete streets support economic growth and community stability by providing accessible and efficient connections between home, school, work, recreation, and retail destinations by improving pedestrian and vehicular environments throughout communities;

WHEREAS, complete streets enhance safe walking and bicycling options for school-age children, in recognition of the national Safe Routes to Schools program; and

WHEREAS, the city of Owosso recognizes the importance of street infrastructure and modifications such as sidewalks, crosswalks, shared-use paths, bicycle lanes, signage, and accessible curb ramps that enable safe, convenient, and comfortable travel for all users;

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

FIRST: to the extent feasible, the city of Owosso will incorporate complete streets design considerations and practices as a routine part of infrastructure planning and implementation.

SECOND: the city of Owosso supports the continued development of Owosso's master plan, parks and recreation plan, and capital improvements plan and program that support ease of use, safety, and accessibility for all users within the city of Owosso.

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 June 6, 2011 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





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MEMORANDUM

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

DATE: January 28, 2019

TO: Owosso City Council

FROM: Glenn Chinavare, Director of Public Services & Utilities

SUBJECT: Setting Public Hearing for Special Assessment Roll for Williams Street Rehabilitation

RECOMMENDATION:

Approval of Resolution No. 4 which sets the second public hearing for the Williams Street Rehabilitation Project.

BACKGROUND:

This public hearing is intended to provide affected residents with the opportunity to comment regarding their individual assessments.

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. City Council sets the second public hearing at its **February 4, 2019** meeting.

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 it is felt all the assessments are fair and equitable the resolution may be passed as written.

Tonight the council will be considering Resolution No. 4 for the proposed district as a part of the Consent Agenda. Staff recommends authorization of Resolution No. 4 setting a public hearing for Tuesday, **February 19, 2019** to receive citizen comment regarding the proposed special assessment roll for the following public improvement:

Williams Street, a Public Street, from Shiawassee Street to Washington Street

Attachment(s): Williams Street Resolution No. 4
Special Assessment Roll

RESOLUTION NO.
WILLIAMS STREET
FROM SHIAWASSEE STREET TO WASHINGTON STREET
SPECIAL ASSESSMENT RESOLUTION NO. 4

WHEREAS, the Assessor has prepared a special assessment roll for the purpose of specially assessing that portion of the cost of the public improvements 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 Tuesday, February 19, 2019 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.
4. 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
CITY OF OWOSSO, COUNTY OF SHIAWASSEE, MICHIGAN

TO THE OWNERS OF THE FOLLOWING DESCRIBED PROPERTY:

WILLIAMS STREET, A PUBLIC STREET, FROM SHIAWASSEE STREET TO WASHINGTON STREET

TAKE NOTICE that a Special Assessment roll has been prepared for the purpose of defraying the Special Assessment district's share of the cost of the following described improvements:

STREET REHABILITATION

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

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 assessments 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 Tuesday, February 19, 2019 for the purpose of reviewing said special assessment roll and for the purpose of considering all objections to said roll submitted in writing.

OWOSSO



**SPECIAL ASSESSMENT ROLL
DISTRICT NO. 2019-14
WILLIAMS STREET**

WILLIAMS STREET FROM SHIAWASSE TO WASHINGTON

SPECIAL ASSESSMENT ROLL

RESO #4

NORTH SIDE

ADDRESS NO.	STREET	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT	ZONING TYPE
508	WILLIAMS	470-001-006	130.62	1	130.62	\$46.41	\$6,062.07	RM-1
502	WILLIAMS	470-001-005	130.62	0.75	97.965	\$46.41	\$4,546.56	RM-1
422-424	WILLIAMS	470-002-010	61	0.75	45.75	\$46.41	\$2,123.26	RM-1
416	WILLIAMS	470-002-009	61	1	61	\$46.41	\$2,831.01	RM-1
408	WILLIAMS	470-002-008	56	1	56	\$46.41	\$2,598.96	RM-1
402-404	WILLIAMS	470-002-007	66	0.75	49.5	\$46.41	\$2,297.30	RM-1
318	WILLIAMS	470-003-007	122	0.75	91.5	\$46.41	\$4,246.52	RM-1
310	WILLIAMS	470-003-008	61	1	61	\$46.41	\$2,831.01	RM-1
401	N WATER	470-003-009	61	0.75	45.75	\$46.41	\$2,123.26	RM-1
402	N WATER	470-004-011	122	0.75	91.5	\$46.41	\$4,246.52	RM-1
210	WILLIAMS	470-004-008	32	1	32	\$46.41	\$1,485.12	RM-1
403	N BALL	470-004-012	94	0.75	70.5	\$46.41	\$3,271.91	RM-1
404-410	N BALL	470-005-001	122	0.75	91.5	\$57.70	\$5,279.55	OS-1
110	WILLIAMS	470-005-007	56	1	56	\$57.70	\$3,231.20	OS-1
401	N WASHINGTON	470-005-008	66	0.75	49.5	\$57.70	\$2,856.15	OS-1
			1241.24		1030.085		\$50,030.37	

SOUTH SIDE

ADDRESS NO.	STREET	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT	ZONING TYPE
521	WILLIAMS	470-037-001	66	1	66	\$46.41	\$3,063.06	RM-2
509	WILLIAMS	470-037-002	66	1	66	\$46.41	\$3,063.06	RM-2
505	WILLIAMS	470-037-003	78	1	78	\$46.41	\$3,619.98	RM-2
501	WILLIAMS	470-037-004	65	1	65	\$46.41	\$3,016.65	RM-2
415	WILLIAMS	470-037-005	55	1	55	\$46.41	\$2,552.55	RM-2
409	WILLIAMS	470-038-003	115.5	1	115.5	\$46.41	\$5,360.36	RM-2
405	WILLIAMS	470-038-004	57.75	1	57.75	\$46.41	\$2,680.18	RM-2
401	WILLIAMS	470-038-005	57.75	1	57.75	\$46.41	\$2,680.18	RM-2
327	WILLIAMS	470-038-006	99	1	99	\$46.41	\$4,594.59	RM-2
321	WILLIAMS	470-038-007	82.5	1	82.5	\$46.41	\$3,828.83	RM-2
317	WILLIAMS	470-038-008	43.7	1	43.7	\$46.41	\$2,028.12	RM-2
303-311	WILLIAMS	470-038-009	138.8	0.75	104.1	\$46.41	\$4,831.28	RM-2
332-334	N WATER	470-013-003	93	0.75	69.75	\$57.70	\$4,024.58	B-3
215	WILLIAMS	470-013-004	33	1	33	\$57.70	\$1,904.10	B-3
331	N BALL	470-013-001	122	0.75	91.5	\$57.70	\$5,279.55	B-3
327-329	N WASHINGTON	470-012-001	264	0.75	198	\$57.70	\$11,424.60	OS-1
			1437		1282.55		\$63,951.65	

SEE SHEET TWO FOR EXPLANATION OF ASSESSMENT ROLL

**POST BID ASSESSMENT CALCULATIONS
WILLIAMS STREET**

WILLIAMS STREET FROM SHIAWASSEE TO WASHINGTON		SPECIAL ASSESSMENT ROLL		RESO #4
ENGINEER'S ESTIMATE ASSESSABLE AMOUNT		\$300,331.50		
TOTAL ASSESSABLE FRONT FEET		2312.64		
CALCULATING ASSESSABLE FRONT FOOT RATE AND AMOUNTS:				
PROPERTY TYPE	RESIDENTIAL PROPERTY	COMMERCIAL PROPERTY	TOTAL	
CITY SHARE ≥ 60%	\$200,163.25	\$200,163.25		
PROPERTY SHARE @ ≤40%	\$107,329.40	\$133,442.17		
TOTAL	\$307,492.65	\$333,605.42		
ASSESSABLE FRONT FOOT RATE	\$46.41	\$57.70		
TOTAL FRONT FEET PER TYPE	1723.39	589.25		
TOTAL AMOUNT OF ASSESSMENT PER TYPE:	\$79,982.31	\$34,000.52	\$113,982.83	
TOTAL ASSESSMENT AMOUNTS PER SIDE OF STREET:				
NORTH SIDE				\$50,030.37
SOUTH SIDE				<u>\$63,951.65</u>
TOTAL BOTH SIDES				\$113,982.02

ENGINEER'S ESTIMATE - POST BID
WILLIAMS STREET

24-Jan-19

WILLIAMS STREET ENGINEER'S ESTIMATE - POST BID, RESO #4

WORK ITEM	UNIT	WILLIAMS QUANTITIES	UNIT PRICE	AMOUNT	ELLIGIBLE AMOUNT	CITY COST 60 PERCENT	ASSESSMENT AT 40% RESIDENTIAL	ASSESSMENT AT 40% COMMERCIAL
MOBILIZATION, MAX	LSUM	0.91	\$ 32,972.00	\$ 30,004.52	\$ 30,004.52	\$ 18,002.71	\$ 12,001.81	\$ 12,001.81
DR STRUCTURE, REM	EA	26	\$ 300.00	\$ 7,800.00				
SEWER, REM, LESS THAN 24 INCH	LFT	1725	\$ 10.00	\$ 17,250.00				
CURB AND GUTTER, REM	LFT	1005	\$ 4.00	\$ 4,020.00	\$ 4,020.00	\$ 2,412.00	\$ 1,608.00	\$ 1,608.00
PAVT, REM	SYD	235	\$ 5.00	\$ 1,175.00	\$ 1,175.00	\$ 705.00	\$ 470.00	\$ 470.00
SIDEWALK, REM	SYD	436	\$ 6.00	\$ 2,616.00				
SUBGRADE UNDERCUTTING, TYPE II	CYD	150	\$ 25.00	\$ 3,750.00				
MACHINE GRADING, MOD	STA	31	\$ 900.00	\$ 27,900.00				
EROSION CONTROL, INLET PROTECTION, FABRIC DROP	EA	20	\$ 85.00	\$ 1,700.00	\$ 1,700.00	\$ 1,020.00	\$ 680.00	\$ 680.00
EROSION CONTROL, SILT FENCE	FT	200	\$ 2.00	\$ 400.00	\$ 400.00	\$ 240.00	\$ 160.00	\$ 160.00
MAINTENANCE GRAVEL	TON	255	\$ 10.00	\$ 2,550.00	\$ 2,550.00	\$ 1,530.00	\$ 1,020.00	\$ 1,020.00
APPROACH, CL II, LM	CYD	10	\$ 40.00	\$ 400.00	\$ 400.00	\$ 240.00	\$ 160.00	\$ 160.00
SANITARY SERV CONFLICT	EA	5	\$ 1,000.00	\$ 5,000.00				
DR STRUCTURE COVER, TEMP LOWERING	EA	7	\$ 200.00	\$ 1,400.00	\$ 1,400.00	\$ 840.00	\$ 560.00	\$ 560.00
HMA SURFACE, REM	SYD	5160	\$ 4.00	\$ 20,640.00	\$ 20,640.00	\$ 12,384.00	\$ 8,256.00	\$ 8,256.00
SAWCUTTING	LFT	200	\$ 3.00	\$ 600.00				
AGGREGATE BASE, 6 INCH, MOD	SYD	1509	\$ 14.00	\$ 21,126.00				
AGGREGATE BASE, 8 INCH, MOD	SYD	0	\$ 15.25	\$ -				
AGGREGATE BASE, 9 INCH, MOD	SYD	3650	\$ 16.00	\$ 58,400.00				
GEOTEXTILE SEPARATOR	SYD	5159	\$ 1.50	\$ 7,738.50				
SEWER, SDR-26, 10 INCH, TRENCH DET B-MOD	LFT	345	\$ 45.00	\$ 15,525.00				
SEWER, SDR-26, 12 INCH, TRENCH DET B-MOD	LFT	231	\$ 50.00	\$ 11,550.00				
SEWER, SDR-26, 15 INCH, TRENCH DET B-MOD	LFT	32	\$ 59.00	\$ 1,888.00				
SEWER, SDR-26, 18 INCH, TRENCH DET B-MOD	LFT	10	\$ 65.00	\$ 650.00				
SEWER, SDR-26, 24 INCH, TRENCH DET B-MOD	LFT	872	\$ 90.00	\$ 78,480.00				
SEWER, SDR-26, 30 INCH, TRENCH DET A-MOD	LFT	145	\$ 145.00	\$ 21,025.00				
SEWER, SDR-26, 30 INCH, TRENCH DET B-MOD	LFT	507	\$ 130.00	\$ 65,910.00				
SEWER BULKHEAD, 12 INCH	EACH	6	\$ 200.00	\$ 1,200.00				
SEWER BULKHEAD, 15 INCH	EACH	2	\$ 200.00	\$ 400.00				
SEWER BULKHEAD, 18 INCH	EACH	3	\$ 200.00	\$ 600.00				
DR STRUCTURE TAP, 10 INCH	EACH	3	\$ 750.00	\$ 2,250.00				
DR STRUCTURE TAP, 12 INCH	EACH	1	\$ 800.00	\$ 800.00				
DR STRUCTURE COVER, ADJ, CASE 1	EACH	8	\$ 450.00	\$ 3,600.00	\$ 3,600.00	\$ 2,160.00	\$ 1,440.00	\$ 1,440.00
DR STRUCTURE COLLAR, MODIFIED	EACH	17	\$ 650.00	\$ 11,050.00				
DR STRUCTURE COVER, EJ 1060	EA	13	\$ 550.00	\$ 7,150.00	\$ 7,150.00	\$ 4,290.00	\$ 2,860.00	\$ 2,860.00
DR STRUCTURE COVER, EJ 1120 W/ GASKET SEAL	EA	5	\$ 600.00	\$ 3,000.00	\$ 3,000.00	\$ 1,800.00	\$ 1,200.00	\$ 1,200.00
DR STRUCTURE COVER, EJ 7000	EA	14	\$ 725.00	\$ 10,150.00	\$ 10,150.00	\$ 6,090.00	\$ 4,060.00	\$ 4,060.00

ENGINEER'S ESTIMATE - POST BID
WILLIAMS STREET

WILLIAMS STREET ENGINEER'S ESTIMATE - POST BID, RESO #4

WORK ITEM	UNIT	WILLIAMS QUANTITIES	UNIT PRICE	AMOUNT	ELLIGIBLE AMOUNT	CITY COST 60 PERCENT	ASSESSMENT AT 40% RESIDENTIAL	ASSESSMENT AT 40% COMMERCIAL
DR STRUCTURE, 36 INCH DIA. MOD	EA	11	\$ 1,500.00	\$ 16,500.00				
DR STRUCTURE, 48 INCH DIA. MOD	EA	8	\$ 1,950.00	\$ 15,600.00				
DR STRUCTURE, 60 INCH DIA. MOD	EA	7	\$ 3,000.00	\$ 21,000.00				
DR STRUCTURE, 72 INCH DIA. MOD	EA	1	\$ 6,000.00	\$ 6,000.00				
DR STRUCTURE, ADD DEPTH, 48 INCH, 8'-15' DEPTH	FT	4	\$ -	\$ -				
DR STRUCTURE, ADD DEPTH, 60 INCH, 8'-15' DEPTH	FT	18	\$ -	\$ -				
DR STRUCTURE, ADD DEPTH, 72 INCH, 8'-15' DEPTH	FT	3	\$ -	\$ -				
CULV END SECT, METAL, 30 INCH	EACH	1	\$ -	\$ -				
RIPRAP, HEAVY, LM	CYD	10	\$ 125.00	\$ 1,250.00				
HAND PATCHING	TON	10	\$ 115.00	\$ 1,150.00				
HMA, 2C@ 4.5"	TON	1405	\$ 88.00	\$ 123,640.00	\$ 123,640.00	\$ 74,184.00	\$ 27,695.36	\$ 49,456.00
HMA, 5E3@ 1.5"	TON	469	\$ 90.00	\$ 42,210.00	\$ 42,210.00	\$ 25,326.00	\$ 16,884.00	\$ 16,884.00
HMA APPROACH	TON	15	\$ 115.00	\$ 1,725.00	\$ 1,725.00	\$ 1,035.00	\$ 690.00	\$ 690.00
CEMENT	TON	2	\$ 250.00	\$ 500.00	\$ 500.00	\$ 300.00	\$ 200.00	\$ 200.00
DRIVEWAY, NONREINF CONC, 6 INCH	SYD	165	\$ 45.00	\$ 7,425.00				
CURB AND GUTTER, CONC, DET F4, MOD	LFT	1005	\$ 20.00	\$ 20,100.00	\$ 20,100.00	\$ 12,060.00	\$ 8,040.00	\$ 8,040.00
DETECTABLE WARNING SURFACE	LFT	145	\$ 70.00	\$ 10,150.00				
SIDEWALK RAMP, CONC, 4 INCH	SFT	2465	\$ 6.00	\$ 14,790.00				
SIDEWALK, CONC, 4 INCH	SFT	1075	\$ 4.50	\$ 4,837.50				
SIDEWALK, CONC, 6 INCH	SFT	415	\$ 5.50	\$ 2,282.50				
MINOR TRAF DEVICES	LSUM	0.91	\$ 4,000.00	\$ 3,640.00	\$ 3,640.00	\$ 2,184.00	\$ 1,456.00	\$ 1,456.00
BARRICADE, TYPE III, HIGH INTENSITY, FURN & OPER	EA	8	\$ 60.00	\$ 480.00				
PEDESTRIAN TYPE II BARRICADE, TEMP	EA	20	\$ 60.00	\$ 1,200.00				
LIGHTED ARROW, TYPE C, FURN AND OPER	EA	2	\$ 400.00	\$ 800.00				
PLASTIC DRUM, HIGH INTENSITY, FURN & OPER	EA	80	\$ 11.00	\$ 880.00				
SIGN, TYPE B, TEMP, PRISMATIC, FURN & OPER	SFT	450	\$ 4.25	\$ 1,912.50				
TURF ESTABLISHMENT, PERFORMANCE	SYD	1492	\$ 5.00	\$ 7,460.00				
TREE, REM, 6 INCH TO 18 INCH	EACH	2	\$ 800.00	\$ 1,600.00				
VALVE BOX, ADJ	EA	4	\$ 175.00	\$ 700.00				
ABANDONED GAS MAIN CONFLICT	EA	10	\$ 250.00	\$ 2,500.00				
SUB TOTALS				\$ 760,030.52	\$ 278,004.52	\$ 166,802.71	\$ 89,441.17	\$ 111,201.81
ENGINEERING AT 15% ASSESSABLE COST				\$ 114,004.58	\$ 41,700.68	\$ 25,020.41	\$ 13,416.18	\$ 16,680.27
ADMINISTRATIVE AT 5% ASSESSABLE COST				\$ 38,001.53	\$ 13,900.23	\$ 8,340.14	\$ 4,472.06	\$ 5,560.09
GRAND TOTALS				\$ 912,036.62	\$ 333,605.42	\$ 200,163.25	\$ 107,329.40	\$ 133,442.17



MEMORANDUM

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

DATE: January 31, 2019

TO: City Council

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

SUBJECT: Purchase of Push-Pull Camera - Water Filtration Facility

RECOMMENDATION:

Authorization to purchase one Verisight Pro Camera from Bell Equipment of Lake Orion, Michigan for use in televising and inspection of water piping and process equipment.

BACKGROUND:

The requested equipment is eligible for Risk Avoidance Program (RAP) grant funding from our insurance carrier Michigan Municipal Risk Management Authority (MMRMA). This equipment is eligible for a 50% grant up to \$20,000.00. The Verisight Pro Camera is available at a cost of \$23,500.00 from Bell Equipment. This is the same type of camera purchased in 2016 for wastewater televising and inspection operations, also approved by MMRMA for 50% reimbursement with RAP grant funds. MMRMA reviews RAP requests by committee quarterly each calendar year.

Waiver of competitive bid process in accordance with the city of Owosso purchasing policy is hereby requested. This particular equipment is specialized for its intended application, and is the only one of its type staff has found to be acceptable for vertical and horizontal turns through process equipment piping at the treatment works.

FISCAL IMPACTS:

Initial cost \$23,500.00. Net cost after RAP funding \$11,750.00. Equipment expense to be charged to the Water Fund Account.

Document originated by:

Glenn M. Chinavare, Director of Public Services & Utilities

Attachment: (1) Resolution
(2) Bell Equipment Quote
(3) RAP Application
(4) MMRMA application acceptance

RESOLUTION NO.

**AUTHORIZING PURCHASE OF CAMERA EQUIPMENT
FROM BELL EQUIPMENT COMPANY OF LAKE ORION, MICHIGAN
FOR USE AT THE WATER TREATMENT FACILITY**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has identified a need for the purchase of a Verisight Pro video inspection camera from Bell Equipment Company of Lake Orion, Michigan for use at the Water Treatment Facility and other drinking water infrastructure; and

WHEREAS, purchase of this equipment will significantly assist in the identification of systemic problems in piping systems to avoid future claims and/or more expensive repairs when discovered, as well as aid in complying with the Michigan Department of Environmental Quality (MDEQ) Asset Management Program; and

WHEREAS, waiver of competitive bidding process is hereby requested as the selected equipment is specialized for its intended application, and is the only one of its type staff has found to be acceptable for vertical and horizontal turns through process equipment piping at the treatment works; and

WHEREAS, the purchase of this equipment is eligible for 50% reimbursement from the City's insurance carrier Michigan Municipal Risk Management Authority, to be considered at the Membership Committee's next meeting on March 6, 2019.

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 procure one 330' Verisight Pro Plus with pan & tilt camera from Bell Equipment Company for use at the Water Treatment Facility.
- SECOND: The accounts payable department is authorized to submit payment to Bell Equipment Company in the amount of \$23,500.00 plus shipping and handling of \$300.00 for a total of \$23,800.00.
- THIRD: The above expenses shall be paid from account no. 591-901-977.000.

Bell
Equipment Company

Michigan Office:
78 Northpointe Drive
Lake Orion, Michigan 48359
Phone: (248) 370-0000
Fax: (248) 370-0011

Ohio Office:
850 Science Blvd.
Gahanna, OH
Phone 614-655-0022

Owosso Verisight Pro with Pan & Tilt

1 – 330' Verisight Pro Plus	\$10,500
1 – Verisight Pro Plus 360 Pan & Tilt Camera	\$13,000

Total - \$ 23,500

Provided with free Training and Delivery.



RISK AVOIDANCE PROGRAM (RAP) CERTIFICATION AND ACCREDITATION PROGRAM (CAP) APPLICATION

Project Name: Portable Pipeline Video Camera

Applicant Member/Municipality: City of Owosso

Department Involved: Public Services

Address: 301 W. Main Street - Owosso, MI 48867

Project Contact: Glenn M. Chinavare, Director of Public Services

Phone: 989-725-0555

E-mail: glenn.chinavare@ci.owosso.mi.us

*MMRMA will email confirmation of receipt and date of application review. If you do not receive this information, please check with MMRMA to ensure your application was received.

Alternate Contact (If Any): Cheryl Grice

Phone: 989-725-0575

E-mail: cheryl.grice@ci.owosso.mi.us

MMRMA Member Representative: Cheryl Grice

Project Start: February 2019

Project End: On going

Provide a description of project (if necessary attach separate pages):

The video camera will be used for drinking water piping applications only, to inspect process piping at the Water Treatment Facility as well as water distribution mains in the community.



Identify the risk exposure that is to be mitigated and provide additional data (loss runs, claims, incident reports, other) to document the problem.

PHYSICAL TREATMENT PLANT OPERATIONS: Treated water goes through a series of processes before being pumped into the distribution system. Lime, CO₂, and chlorine are the primary chemical treatments used within the treatment process. Lime collects and coats the interior of process piping (much like an arterial blockage), and impacts the ability to pump required volumes of drinking water to customers on demand. These piping arrangements need annual inspection to determine interior diameters and potential restrictions, that would require complex contract services to remove these deposits.

CO₂ is used for adjusting the Ph of process water. CO₂ can have an aggressive/corrosive impact on water characteristics, and therefore these same piping arrangements must be examined inside and out to evaluate corrosion.

The inability to deliver water in accordance with municipal agreements, could result in litigation for just cause. An internal piping rupture could shut down the plant operations and/or create a life threatening situation should an employee be near the piping at time of rupture. At present, the 5 million gallon per day plant is only able to pump about 1.8 million gallons per day with optimum treatment and up to 2.7 million gallons per day with limited treatment.

WATER DISTRIBUTION SYSTEMS: Distribution piping systems are very vulnerable to poor water quality issues and construction errors. In addition, the State of Michigan Department of Environmental Quality began mandating all municipal water supply providers implement asset management plans to maintain and protect resources for producing and delivering drinking water. These new regulations have created the requirement to prove the implementation of asset management practices and to take a more aggressive approach to documenting the same.

Video inspections of new water mains laid (but not yet energized with water) can identify debris in the pipe that would interfere with regulated disinfection processes as well as private property water services blockages from this same debris if gone undetected. The video inspection would also identify separation of joints and/or poor fusing of joints during a directional boring and pull operation.

The video camera would also be used to enter existing water mains to determine interior condition, in response to water quality complaints, location of hard to find breakage, and to determine replacement or cleaning as an alternative to a costly remove and replace.

What are the project goals and plan of action to resolve the risk exposure?

1. Video inspect all physical treatment plant internal process piping (16 to 20 inch diameter) to identify extent of blockage and or restrictions, and develop bid specifications for the immediate cleaning and/or replacement of problem piping sections.
2. Perform a follow-up video inspection on internal physical plant piping in one year to determine the frequency required for future inspections and/or contracted cleaning.
3. Inspect sections of water main having low chlorine residuals and/or water quality complaints to determine reason of poor quality water and extent of contributing sediment restrictions.
4. Inspect directional bore water main processes to verify structural integrity of pipe.



Does the plan duplicate or incorporate previous attempts to solve the problem? (If yes, please explain.)

No.

If benefits of the project will aid or involve other departments, members or organizations, please describe (Letters of support are encouraged; please attach.):

The city of Owosso provides drinking water distribution system maintenance to:
City of Owosso residents and industry
City of Corunna
Owosso Charter Township
Caledonia Charter Township



List other departments, organizations, or MMRMA members involved (if any):

None.

Additional Information:

Reference attached quote for equipment.
MDEQ Letter



RAP & CAP GRANT BUDGET WORKSHEET

Total Project Cost: \$ \$23,500.00

Other sources contributing funds: (Please list below)

Organization:	Amount:
Water Fund	\$11,750.00

Total from other source: \$ \$11,750.00
(include grant money from other organizations)

RAP FUNDS REQUESTED: \$ \$11,750.00

1. Supporting documentation including quotes, bids, invoices, meeting minutes, or other information further supporting the budget MUST be attached.
2. Large project funding requests should include an itemized list of budget expenses that cross-reference supporting attachments.
3. MMRMA requires at least 50% contribution by the member municipality (not including funds received from other sources such as community foundations and other grants).

Signature of applicant: _____ **Date:** January 11, 2019

Print Name (Member Representative): Cheryl Grice **Title:** Director of Finance

Signature (Member Representative): _____ **Date:** _____

Submit completed applications to: Cara Kowal, Manager of RM Services
Email: ckowal@mmrma.org
Fax: 734-513-0318
Mail: 14001 Merriman Road
Livonia, MI 48154

Glenn M. Chinavare

From: Cara Kowal, <ckowal@mmrma.org>
Sent: Wednesday, January 23, 2019 1:28 PM
To: Glenn M. Chinavare
Subject: RAP Grant Application – Portable Pipeline Video Camera

The RAP application submitted for your project on **Portable Pipeline Video Camera** is acknowledged. Your submission will be considered by the MMRMA Membership Committee at their next scheduled meeting on **March 6, 2019**.

Please visit the MMRMA website for up-to-date news and current forms regarding the Risk Avoidance Program (RAP) or Certification and Accreditation Program (CAP) Grants or contact Cara Kowal, Manager of Risk Management Services, at ckowal@mmrma.org.

Cara Kowal, ARM, CPCU
Manager of Risk Management Services
Michigan Municipal Risk Management Authority
14001 Merriman
Livonia, Michigan 48154
734-513-0300

RAP GRANT DEADLINES:
Friday, February 1, 2019

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MEMORANDUM

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

DATE: January 31, 2019
TO: Owosso City Council
FROM: Glenn Chinavare, Director of Public Services & Utilities
SUBJECT: Purchase of Pickup Trucks - MiDeal State Contract & Macomb County Contract #71-15

RECOMMENDATION:

Approval to purchase two (2) each pickup trucks from Signature Ford of Owosso, Michigan, and waiver of the competitive bidding process in accordance with the city of Owosso Purchasing Policy to take advantage of MiDeal State Contract competitive pricing.

BACKGROUND:

The Fleet Motor Pool will purchase two (2) new pickup trucks and replace two older vehicles having expended their useful service life as follows:

- New 2019 F-150 4 X 2 Pickup (base price plus accessories).....\$35,380.00
 - Replaces Unit No. E-01 2001 Dodge Dakota in fair to poor condition
- New 2019 Ford F-250 4 X 4 Pickup (base price plus accessories).....\$33,109.00
 - Replaces Unit No. 309 - 1997 F-250 in poor condition

Both vehicles to be purchased through State of Michigan Contract Number: 071B7700180, which expires November 30, 2022.

FISCAL IMPACTS:

Two (2) each pickups from Signature Ford totaling \$68,489.00, plus additional costs estimated at \$5,000.00 to cover transportation & delivery expenses and unplanned configuration changes. Funds will be expended from the Fleet Motor Pool Replacement Account 661-901-979.000.

Attachments: (1) Resolution
(2) Signature Ford Contract Price
(3) MiDeal Contract

RESOLUTION NO.

**AUTHORIZING PURCHASE OF FLEET VEHICLES (PICKUPS)
FROM OWOSSO MOTORS, INC. D/B/A SIGNATURE FORD LINCOLN MERCURY
UTILIZING CONTRACT # 071B7700180**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has budgeted from the Fleet Motor Pool Replacement Fund for the replacement of two pickup trucks used for the maintenance of streets and grounds, and

WHEREAS, existing pickup trucks No. 309 & E-01 having expended their useful life and are too costly to continue maintaining, and

WHEREAS, City Code Section 2-345(3) provides for an exception to competitive bidding when the best interest of the city would be served by jointly purchasing with another governmental unit, and

WHEREAS, the City of Owosso desires to purchase two replacement pickup trucks, and it is in the best interest of the City to utilize State of Michigan Contract No. 071B7700180/Macomb County Contracts 71-15 & 21-18 held by Owosso Motors, Inc. d/b/a Signature Ford Lincoln Mercury, for said purchase; and

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

FIRST: The City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to purchase the following vehicles from Signature Ford Lincoln Mercury using State of Michigan Contract No. 071B7700180 and priced according to the Macomb County Contract stated:

- a. One Ford F150 4x2 Regular Cab Pickup with 6.5' box, via Macomb County Contract 71-15 in the amount of \$35,380.00
- b. One Ford F250 4x4 Crew Cab Pickup with 6.75' box, via Macomb County Contract 21-18 in the amount of \$33,109.00

SECOND: The Director of Public Services is hereby instructed and authorized to sign any necessary documents to complete said purchase.

THIRD: The accounts payable department is authorized to submit payment to Owosso Motors, Inc. d/b/a Signature Ford Lincoln Mercury in the amount of \$68,844.00, plus contingency funds in the amount of \$5,000.00 for transportation & delivery expenses and unplanned configuration changes for a total of \$73,489.00.

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



January 21, 2019

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

Dear Mark Mitchell:

Price on 2019 Vehicle State of Michigan Contract# 07187700180 and Macomb County Contract# 71-15 Bid:

2019 Ford F150 Regular Cab 4x2 Pickup 6 1/2' Box in Race Red \$35,380.00 ea

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

Order Cutoff Date: TBD.

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

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

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

Respectfully Submitted,

Bill Campbell

Bill Campbell
Government & Fleet Sales

1960 E Main St Owosso, MI 48867, 888-92-FLEET (888.923.5338) Fax 517-625-5832

Macomb#71-15 T.1, T.2, T.3 2019 F-150 Reg. Cab, SuperCab XL Major Standard Equipment

MECHANICAL

- 3.3L V6 PFDI with Auto Start-Stop Technology and Flex-Fuel Capability (standard 4x2/4x4, NA with 157" or 163.7" WB)
 - 2.7L V6 EcoBoost® with Auto Start-Stop Technology (standard 4x2 with 157" or 163.7" WB)
 - 5.0L V8 with Auto Start-Stop Technology and Flex-Fuel Capability (standard 4x4 with 157" or 163.7" WB)
 - 4x4 Electronic Shift-On-the-Fly (ESOF) with Neutral Towing Capability
 - Axle, Front - Independent Front Suspension (IFS)
 - Brakes - 4-Wheel Disc with ABS
 - Electronic Six-Speed Automatic Transmission with Selectable Drive Modes: Normal/Tow/Haul/Sport (standard w/3.3L V6 PFDI)
 - Electronic Ten-Speed Automatic Transmission with Selectable Drive Modes: Normal/Tow/Haul/Snow-/Wet/Eco/Select/Sport (standard w/3.0L V6 Power Stroke® Turbo Diesel, 3.5L V6 EcoBoost®, 2.7L V6 EcoBoost®, & 5.0L V8 engines)
 - Fail-Safe Cooling
 - Jack
 - Electric Parking Brake
 - SelectShift® Automatic Transmission with Progressive Range Select
 - Shock Absorbers, Gas - Heavy-Duty, Front
 - Shock Absorbers, Gas - Heavy-Duty, Outboard Mounted, Rear
 - Springs, Front - Coil
 - Springs, Rear - Leaf, Two-Stage Variable Rate
 - Stabilizer Bar, Front
 - Steering - Power, Rack-and-Pinion
- ### EXTERIOR
- 170 Degree Rear-Door (SuperCab)
 - Automatic High Beam
 - Bumper and Fascia, Front - Black
 - Bumper, Rear - Black
 - Cargo Lamp - integrated with Center High-mounted Stop Lamp (CHMSL)
 - Daytime Running Lamps (DRL) (On/Off Cluster Controllable)
 - Easy Fuel® Capless Fuel-Filler
 - Exhaust - Single Rear
 - F-150 Fender Badge
 - Fuel Tank
 - Standard Range 23 Gallon (Regular Cab and SuperCab)
 - Fully Boxed Steel Frame
 - Grille - Black Two Bar Style with Black Nostrils and Black Surround
 - Handles, Black - Door and Tailgate with Black Bezel
 - Hooks - Pickup Box Tie-Down, four (4)
 - Hooks - Front Tow 4x4, two (2)
 - Mirrors, Sideview - Manual-folding, Manual Glass with Black Skull Caps
 - Spare Tire Carrier - Rear Under Frame
 - Spare Tire/Wheel Lock
 - Stone Cuffs, Front & Rear
 - Tailgate - removable with key lock
 - Tires
 - 245/70R 17 BSW all-season tires (A/S) BSW 4x2
 - 265/70R 17 OWL all-terrain tires (A/T) 4x4
 - Trailer Sway Control
 - Trailer Towing - 4-pin wiring, ball mounting provisions in rear bumper

- Wheels - 17" Silver Steel
- ### WIPERS - Intermittent speed
- ### INTERIOR/COMFORT
- 1st Row Manual Windows
 - 2nd Row Fixed Windows (SuperCab)
 - 2.3" Productivity Screen in Instrument Cluster
 - 4.2" Center-stack Screen w/Audio Controls
 - Air Conditioning Registers - Black Vanes with Chrome Knob
 - Auxiliary Audio Input Jack (NA w/SYNC®)
 - Black Vinyl Floor Covering
 - Cupholder, deployable - under 20th seat
 - Dome Light
 - Fade-to-Off Interior Lighting
 - Gauges and Meters - Fuel, Oil Pressure, Transmission Temperature and Engine Coolant Temperature Gauges, Speedometer, Odometer and Tachometer
 - Grab Handles
 - Front - A-Pillar, Driver and Passenger Side
 - Horn - Dual-Note
 - Manual Air Conditioning, Single Zone
 - Manual Locks
 - Outside Temperature Display
 - Powerport 12V - Front
 - Rear-window with Fixed Glass and Solar Trim
 - Rearview Mirror, Day/Night
 - Scuff Plate, Driver and Front-Passenger Doors
 - Seat, Front
 - Vinyl 40/20/40
 - 2-Way manual driver/passenger
 - Armrest
 - Seat, Rear
 - Vinyl
 - 60/40 flip-up split seat (SuperCab)
 - Steering Wheel, Black Urethane - Manual Tilt/Telescoping and Manual Locking
 - Visor, Driver Side, Visor with Mirror, Passenger-Side
- ### SAFETY/SECURITY
- AdvanceTrac® w/RSC® (Roll Stability Control™)
 - Airbags
 - Driver and Passenger Front Airbags
 - Driver and Passenger Seat-Mounted Side Airbags
 - Safety Canopy® Side-Curtain Airbags (1st and 2nd row coverage)
 - Curve Control
 - Halogen Headlamps
 - Rainlamp Wiper Activated Headlamps
 - Rear View Camera with Dynamic Hitch Assist
 - Seat Belts, Active Restraint System (ARS) Three-point Manual Lap/Shoulder Belts with Height Adjusters, Pretensioners & Energy Mgmt Retractors on Outboard Front Positions. Includes Autolock Features for Child Seats
 - SecuriLock® Passive Anti-Theft System (PATS)
 - SOS Post-Crash Alert System™
 - Tire Pressure Monitoring System (TPMS)
- ### DRIVER ASSIST TECHNOLOGY
- Autolamp - Auto On/Off Headlamps
 - Pre-Collision Assist with Automatic Emergency Braking FUNCTIONAL
 - AM/FM Stereo (speakers, four (4) with Regular Cab, six (6) with SuperCab)

Ford

XL 100A Regular Cab 8 Ft. Box

[] Base Price F1C 4x2 (3.3L PFDI V6 engine 6100 GVWR 1900 PAYLOAD) 99B/44G	\$19,670.00
[] Base Price F1C 4x2 (2.7L V6 EcoBoost™ engine 6100 GVWR 1800 PAYLOAD) 99B/44G	\$20,888.00
[] Base Price F1C 4x2 (5.0L 4V FFV V8 engine 6750 GVWR 2360 PAYLOAD) 99S/44G (T.2)	\$20,946.00
[] Base Price F1C 4x2 (3.5L V6 EcoBoost™ engine 7050 GVWR 2060 PAYLOAD) 99A/44G	\$22,252.00
[] Base Price F1E 4x4 (3.3 PFDI V6 engine 6100 GVWR 1670 PAYLOAD) 99B/44G	\$23,239.00
[] Base Price F1E 4x4 (2.7L V6 EcoBoost™ engine 6250 GVWR 1700 PAYLOAD) 99P/44G	\$24,037.00
[] Base Price F1E 4x4 (5.0L 4V FFV V8 engine 6950 GVWR 2300 PAYLOAD) 99S/44G (T.3)	\$24,045.00
[] Base Price F1E 4x4 (3.5L V6 EcoBoost™ engine 7050 GVWR 2330 PAYLOAD) 99A/44G	\$25,401.00

XL 100A Super Cab 6.5 Ft. Box

[] Base Price X1C, 4x2 (3.3L PFDI V6 engine 6100 GVWR 1680 PAYLOAD) 99B/44G	\$20,880.00
[] Base Price X1C, 4x2 (2.7L V6 EcoBoost™ engine 6250 GVWR 1740 PAYLOAD) 99P/44G	\$21,678.00
[X] Base Price X1C, 4x2 (5.0L 4V FFV V8 engine 6900 GVWR 2330 PAYLOAD) 99S/44G	\$22,556.00
[] Base Price X1C, 4x2 (3.5L V6 EcoBoost™ engine 6900 GVWR 2280 PAYLOAD) 99A/44G	\$23,042.00
[] Base Price X1E, 4x4 (3.3L PFDI V6 engine 6300 GVWR 1660 PAYLOAD) 99B/44G	\$23,907.00
[] Base Price X1E, 4x4 (2.7L V6 EcoBoost™ engine 6500 GVWR 1740 PAYLOAD) 99P/44G	\$24,743.00
[] Base Price X1E, 4x4 (5.0L 4V FFV V8 engine 7050 GVWR 2230 PAYLOAD) 99S/44G	\$25,583.00
[] Base Price X1E, 4x4 (3.5L V6 EcoBoost™ engine 7050 GVWR 2170 PAYLOAD) 99A/44G	\$26,069.00

XL 100A Super Cab 8 Ft. Box

[] Base Price X1C, 4x2 (2.7L V6 EcoBoost™ engine 6500 GVWR 1910 PAYLOAD) 99P/44G	\$21,982.00
[] Base Price X1C, 4x2 (5.0L 4V FFV V8 engine 7000 GVWR 2330 PAYLOAD) 99S/44G	\$22,833.00
[] Base Price X1C, 4x2 (3.5L V6 EcoBoost™ engine 7050 GVWR 2290 PAYLOAD) 99A/44G	\$23,345.00
[] Base Price X1E, 4x4 (5.0L 4V FFV V8 engine 7000 GVWR 2060 PAYLOAD) 99S/44G	\$25,847.00
[] Base Price X1E, 4x4 (3.5L V6 EcoBoost™ engine 7050 GVWR 2030 PAYLOAD) 99A/44G	\$26,358.00

XL 100A Heavy Duty Payload Package (627) 8 Ft. Box

Package Includes: 17" Silver Steel Heavy Duty Wheels, Upgraded springs, radiator and auxiliary transmission oil cooler, 9.75" gear set, 3.73 Electronic Locking Rear Axle, Trailer Towing package, and LT245/70R17E BSW All-Terrain Tires

Regular Cab Heavy Duty Payload Package

[] Base Price F1C, 4x2 (5.0L 4V FFV V8 engine 7600 GVWR 3070 PAYLOAD) 99S/44G	\$23,577.00
[] Base Price F1C, 4x2 (3.5L V6 EcoBoost™ engine 7600 GVWR 3040 PAYLOAD) 99A/44G	\$24,809.00
[] Base Price F1E, 4x4 (5.0L 4V FFV V8 engine 7600 GVWR 2680 PAYLOAD) 99S/44G	\$26,676.00
[] Base Price F1E, 4x4 (3.5L V6 EcoBoost™ engine 7600 GVWR 2820 PAYLOAD) 99A/44G	\$27,358.00

Super Cab Heavy Duty Payload Package

[] Base Price X1C, 4x2 (5.0L 4V FFV V8 engine 7600 GVWR 2790 PAYLOAD) 99S/44G	\$24,620.00
[] Base Price X1C, 4x2 (3.5L V6 EcoBoost™ engine 7600 GVWR 2770 PAYLOAD) 99A/44G	\$25,302.00
[] Base Price X1E, 4x4 (5.0L 4V FFV V8 engine 7600 GVWR 2540 PAYLOAD) 99S/44G	\$27,634.00
[] Base Price X1E, 4x4 (3.5L V6 EcoBoost™ engine 7600 GVWR 2520 PAYLOAD) 99A/44G	\$28,315.00

Available Options	Option Code	Price
[] Cloth 40/20/40 Split Bench Seats	CG	N/C
[X] Cloth 40/Console/40 Front Bucket Seats w/Center Console (SuperCab Only)WG		295.00
[] Manual Driver Lumbar	90L	40.00
[X] XL MID PACKAGE (XL Power Equipment Group (Power Windows, Power Door-Locks with Flip Key and Integrated Key Transmitter keyless-entry (includes Autolock), Power Tailgate Lock, Perimeter Alarm, Illuminated Entry, Manual-folding, Power Glass Sideview Mirrors with Black Skull Caps, MyKey®, 4.2" Productivity Screen with compass in instrument cluster, SYNC®, and Cruise Control)	101A	1505.00
[X] 110V/440W Power Outlet (Only Available with XL MID Package 101A and Super Cab)	91V	200.00
[] 36 Gallon Fuel Tank	655	445.00
[] LT245/70R17E BSW All-Terrain (A/T) Tires	T7C	295.00
[] CNG/Propane Gaseous Engine Prep Pack (req. 99S 5.0L V8 engine)	98G	315.00
[] Trailer Tow Package	53A	995.00
[] Trailer Towing Package with Integrated Trailer Brake Controller	53A/67T	1270.00
[] Reverse Sensing System (Must Order Trailer Towing Package)	76R	275.00
[X] Axle Locking Rear	XL	570.00
[] Front / Rear Chrome Bumper with Fog Lamps	17C	315.00
[] Chrome Appearance Package (17" Silver Painted Aluminum Wheels, Chrome Front and Rear Bumpers and Fog Lamps)	86A	775.00
[] Cruise Control	50S	225.00
[] Cruise Control with SYNC	50S/52P	645.00
[] Power Equipment Group, Power Locks/Windows, w/Keyless Entry, Power Mirrors, Reg. Cab Only	85A	970.00
[] Power Equipment Group, Power Locks/Windows, w/Keyless Entry, Power Mirrors, SuperCab Only	85A	1170.00
[] 8-Way Power Drivers Seat (Must have Power Equipment Group (85A)	91P	350.00
[] Mirrors Sideview Manual-folding, Power Glass with Heat, Turn Signal Auto-Dimming Feature (Driver's Side), High-Intensity LED Security Approach Lamps, LED Side-mirror Spotlights and Black Skull Caps	54R/59S	480.00
[] Only Available with Power Equipment Group (85A)		
[] Trailer Tow Mirrors Sideview Manual-folding, Manual Telescoping Power Glass with Heat, Turn Signal Auto-Dimming Feature (Driver's Side), High-Intensity LED Security Approach Lamps, LED Side-mirror Spotlights and Black Skull Caps. Only Available with Trailer Tow (53A), Power Equipment Group (85A) & Rear Defroster (57Q/924)	54Y/59S	570.00
[] Skid Plates 4x4 Only	413	160.00
[] Snow Plow Prep (4x4, and Available w/5.0L Engine Only)	68P	50.00
[] Rear Window, Privacy Glass with Defroster	57Q/924	320.00
[X] Black Platform Running Boards	18B	250.00
[] Fog Lamps	59S	140.00
[X] Tailgate Step	63T	375.00
[] Pickup Box Access Steps (6.5' or 8' styleside box only)	63S	325.00
[X] Daytime Running Lights	942	50.00
[] Engine Block Heater	41H	90.00
[X] Back up Alarm System	85H	125.00
[] Front License Plate Holder	153	N/C
[] Color-Coordinated Carpet w/Carpeted Floor Mats	168	145.00
[X] Spray in Bedliner	96W	495.00
[] Bed Liner - Plastic, Drop-in (NA w/ Cable Lock - 47S)	96P	350.00
[X] BoxLink (includes Four (4) premium locking cleats)	55B	80.00
[] LED Warning Strobes - Amber (Includes Center High-Mounted Stop Light	94S	675.00
[X] Mud Flaps Front and Rear	Parts	200.00

TOTAL \$26,406.00 en

Colors & Trim Availability:

Exterior

Agate Black
Oxford White
Magnetic
Race Red
Blue Jeans
Ingot Silver
Stone Gray
Velocity Blue
SPECIAL PAINT
School Bus Yellow Add \$660.00
Omaha Orange Add \$660.00

Interior (Med. Earth Grey)(AG)

(UM) []
(YZ) []
(J7) []
(PQ) [X]
(N1) []
(UX) []
(D1) []
(E7) []
[BI] []
[MB] []



Monroe Truck Equipment
2400 Reo Drive
Flint, MI 48507
Ph./Fax: 810-853-6833/810-238-5009
www.MonroeTruck.com

Sourcewell



QUOTATION # 7DB005071

Job Order #: _____
Quote Date: 1/16/2019
Quote valid until: 2/15/2019
Terms: NET 30
Salesperson: HAWKINS, JOSH (MUNI)
Quoted by: Dave Beaudoin
Email: dbeaudoin@monroetruck.com

Customer: SIGNATURE FORD Contact: _____ Dealer Code: 48525
1960 E M 21 Phone: 989-725-2888 Fax: 989-725-5454 Sourcewell Member #: _____
OWOSSO, MI 48867-9063 Email: _____ P.O. Number: _____

Re-Assign (Required for all pool units): ☐ Fleet ☐ Retail
MSO/MCO (ONLY check if legally required): ☐ MSO ☐ MCO

Accepted by: _____ Date: _____
Customer must fill out all information above before the order can be processed.

Chassis Information

Year: 2018 Make: FORD Model: _____ Chassis Color: _____ Cab Type: REGULAR
Single/Dual: SRW CA: _____ CT: -1.0 Wheelbase: 122.0 Engine: GAS F.O. Number #: _____ Vin: _____

Comments: OWOSSO

Monroe Truck Equipment, Inc. is pleased to offer the following quote for your review:

Description	Amount
ARE V SERIES CAB HIGH FIBERGLASS TOPPER	
- 3RD BRAKE LIGHT	
- 1/2 REAR SOLID PAINTED DOOR W/ FOLDABLE T-LOCK	
- SIDE SOLID PAINTED WORK DOORS W/ FOLDABLE T-LOCKS	
- SIDE TOOLBOXES: (1) PER SIDE	
- LED LIGHT REAR AND DUAL ROPE LIGHTS	
- PAINTED RED	
- INSTALLED	
(4) STROBE LIGHTS: WHELEN, L.E.D. ION T-SERIES	
- GREEN / AMBER SPLIT	
- (2) MOUNTED IN FRONT GRILL	
- (2) MOUNTED IN REAR OF TOPPER IN UPPER CORNERS; (1) EACH SIDE	
STROBE LIGHT: WHELEN, L.E.D. LIGHT-BAR	
- GREEN / AMBER SPLIT	
- MOUNTED ON TOPPER TOWARDS FRONT	
(2) WHELEN, LED STROBE LIGHTS, AMBER	
- MOUNTED ABOVE FRONT FENDERS	
- (1) EACH SIDE	
WHELEN LED DIRECTIONAL ARROW	
- MOUNTED ON TOPPER AT REAR	
DECKED 2 DRAWER PICKUP TRUCK BED STORAGE SYSTEM	
- 2 separate weatherproof, covered full bed length drawers keep contents protected from the elements	
- Drawers roll out at waist level to provide safe, easy access to tools, gear and other supplies	
- High-density polyethylene plus galvanized and stainless steel construction for exceptional durability	
- Delivers uncompromising strength-to-weight ratio, with a payload capacity of 200 lbs. per drawer	
Installed	

Quote Total: \$8,974.00

Additional Options:

Description	Amount	Add to quote? Yes / No
-------------	--------	---------------------------

Notes:

4

- * Terms are Due Upon Receipt unless prior credit arrangements are made at the time of order.
- * Please note if chassis is furnished, it is as a convenience and terms are Net Due on Receipt of Chassis.
- * State and Federal taxes will be added where applicable. Out-of-state municipal entities may be subject to Wisconsin sales tax.
- * Restocking fees may be applicable for cancelled orders.
- * MTE is not responsible or liable for equipment that does not meet local/state regulations if those laws are not made known at time of order.



January 29, 2019

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

Dear Mark Mitchell:

Price on 2019 Vehicle State of Michigan Contract# 071B7700180 and Macomb County Contract# 21-18 Bid:

2019 Ford F250 Crew Cab 4x4 Pickup 6 3/4' Box w/Lighting in White \$33,109.00 ea

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

Order Cutoff Date: TBD.

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

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

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

Respectfully Submitted,

Bill Campbell

Bill Campbell
Government & Fleet Sales

1950 E Main St Owosso, MI 48867, 888-92-FLEET (888.923.5338) Fax 517-625-5832

Macomb#71-15 T.4, T.5, T.6, T.7, T.8, T.9 2019 F-250 Reg. Cab, SuperCab, Crew Cab Major Standard Equipment

MECHANICAL

- Brakes – Four-Wheel Disc Anti-Lock Brake System
- Engine 6.2L 2 Valve Gas SOHC EFI NA V8 (Flex-Fuel)
- Fuel Tanks
 - 29 Gallon (Diesel Engine) — 142" or 148" Wheelbase
 - 34 Gallon (Diesel Engine) — 160" or 164" Wheelbase
 - 34 Gallon (Gas Engine) — NA 176" Wheelbase
 - 48 Gallon (Gas and Diesel Engine) — 176" Wheelbase
- TongShifit-3 six-speed automatic w/SelectShift®

EXTERIOR

- Bumpers – front & rear, black painted
- Doors
 - Two (Regular Cab only)
 - Four (SuperCab/Crew Cab only)
- Fender vents – front
- Front License Plate Bracket
- Glass – solar-untinted
- Grille – black painted
- Handles – door & tailgate, black
- Jack
 - 2-Ton mechanical (2500/350 SRW)
- Lamps – pickup box and cargo area
- Moldings – tailgate and box-rail
- Tailgate – Removable white lock & Tailgate Lift Assist
- "Three-Blink" lane change signal
- Tow hooks – front, two (2)
- Trailer Sway Control
- Trailer Tow Package – 7-wire harness w/relays & 7/4 pin connector
- Tires-LT245/75R17E BSW MS (S)
- Wheels F-250/F-350 SRW – 17" Argent Painted Steel w/painted hub cover/center ornaments
 - Spare tire, wheel, lock & carrier
- Windshield wipers – intermittent

INTERIOR/COMFORT

- 2.3" Productivity Screen in IP Cluster
- Air conditioning – manual, single zone
- Cabin Air Particulate Filter
- Convenience
 - Coat hooks – LH/RH color-coordinated
 - Dash top tray
 - Dome Lamp – LH/RH door activated & I/P switch operated widely
 - Handles, grab – driver & front-passenger
 - Handles, roof/ride – front-passenger (also over rear-doors on Crew Cab)
 - Map lights – dual (front and rear w/Crew Cab)
- Powerpoint, auxiliary
- Door-trim – armrest/grab handle & reflector
- Floor covering – Black, full length vinyl
- Headliner – color-coordinated cloth
- Hood release
- Horn – dual electric
- Instrumentation – Multi-function switch message center w/ice Blue® Lighting
 - Instrument panel – color-coordinated w/hood glove box, 4 air registers w/positive shut off, powerpoint
 - Instrumentation – Multi-function switch message center w/ice Blue® Lighting
- Mirror – rearview 11.3" day/night
- Outside Temperature Display
- Overhead console w/dual storage bins and map lights (NA Regular Cab)

- Powerpoint – auxiliary two (2) in instrument panel
- Scuff plates – front, color-coordinated
- Seats – Front, HD vinyl, 40/20/40 split bench w/center armrest, cupholder and storage (manual lumbar – driver's side), front center-seat w/integrated restraint
- Steering – power
- Steering – damper
- Steering wheel – black vinyl with tilt and telescoping steering wheel/column; includes three (3) button message control
- Sun visors – color-coordinated vinyl, driver w/pocket, passenger w/uncovered mirror
- Window – Rear, fixed
- Windshield Wipers – intermittent
- SAFETY/SECURITY
 - AdvanceTrac® with RSC® (Roll Stability Control)
 - Airbags
 - Driver and Passenger frontal and side airbag/curtain
 - Passenger side airbag deactivation switch
 - Belt-Minder® (front safety belt reminder)
 - chime & flashing warning light on I/P if belts not buckled
 - Child restraints (Regular Cab, front-passenger and all rear-seating positions)
 - Center High-mounted Stop Lamp (CHMSL)
 - Driver and passenger frontal and side airbag/curtain, passenger side deactivation Switch
 - Headlamps – Quad beam, jewel effect halogen
 - Individual Tire Pressure Monitoring System
 - Mirrors – manually telescoping two-way fold trailer tow w/h manual glass
 - Safety belts – weight adjustment D-ring
 - Safety Canopy® System
 - SecuriLock® Passive Anti-Theft System, includes MyKey® owner controls feature (PATS)
 - SOS Post-Crash Alert System™
 - Stationary Elevated Idle Control
 - Underhood service light
- DRIVER ASSIST
 - AutoLamp (Auto On/Off Headlamps) with RainLamp Wiper Activated Headlamps
 - Hill Start Assist
 - Rear View Camera
- FUNCTIONAL
 - Audio – AM/FM stereo (speakers, four (4) w/Reg. Cab, six (6) w/Super and Crew Cabs)
 - Axle
 - Twin I-beam front axle w/coil spring suspension (narrow front track) – 4x2 (F-250 and F-350)
 - Mono-beam front axle w/coil spring suspension (narrow front track) – 4x4 (F-250 and F-350)
 - Rear – Non-Limited-Slip (F-250/F-350)
 - Battery
 - Gas engine – 650-CCA, 72-AH (XL only)
 - Diesel engine – 750-CCA, 78-AH, dual (6.7L Power Stroke® Diesel engine)
 - Electronic Shift on the Fly 4x4
 - Heavy-Duty Alternator (157 AMP)
 - Intelligent Oil-Life Monitor® (6.7L Power Stroke® Diesel engine)
 - Oil minder system (6.2L Gas engine)
 - Shock absorbers – heavy-duty gas
 - Stabilizer bar – front

9950# GVWR Regular Cab 8 Ft. Box, 142"WB, 10000# GVWR		
[] Base Price 4x2 (I-2A/600a), (T.4)	\$21,696.00	
[] Base Price 4x4 (F2B/600a), (T.6)	\$24,249.00	
[] Base Price 4x4 (F2B/600a), (T.9) (6.7L Diesel Engine)	\$32,844.00	

10000# GVWR SuperCab 5 3/4 Ft. SHORT Box, 148"WB, 10000# GVWR		
[] Base Price 4x2 (X2A/600a)	\$23,915.00	
[] Base Price 4x4 (X2B/600a), (T.7)	\$26,202.00	

10000# GVWR SuperCab 8 Ft. Box, 164"WB, 10000# GVWR		
[] Base Price 4x2 (X2A/600a), (T.5)	\$23,921.00	
[] Base Price 4x4 (X2B/600a) (T.8)	\$26,382.00	

10000# GVWR Crew Cab 5 3/4 Ft. SHORT Box, 160" WB, 10000# GVWR		
[] Base Price 4x2 (W2A/600a)	\$25,321.00	
[X] Base Price 4x4 (W2B/600a)	\$27,778.00	

10000# GVWR Crew Cab 8 Ft. Box, 176" WB, 10000# GVWR		
[] Base Price 4x2 (W2A/600a)	\$25,501.00	
[] Base Price 4x4 (W2B/600a)	\$27,962.00	

Available Standard Options	Option	Price Reg. & Super/Crewcab
[] 6.7L Power Stroke 4V Diesel V8 (B20)/TorqShift 6-Spd Auto.	99T/44W	8,595.00
[] CNG/LPG Fuel Capable Engine (w/ 6.2L only)	98F	315.00
[] Engine Block Heater	41H	100.00
[X] Seats, 40/20/40 Split Bench Cloth	1S	100.00/315.00
[] Seal, Vinyl High Back Buckets (Regular Cab only)	LS	355.00
[] Seats, Cloth High Back Buckets	4S	515.00/615.00
[] Tires, LT245/75R17E All-Terrain (5)	TBM	165.00
[] Tires, LT265/70R17E OWL All-Terrain (4)(Spare is BSW)	TCO	455.00
[] CNG/LPG Prep Fuel Capable Engine	98F	315.00
[] Engine Idle Shutdown (avail. w/6.7L diesel Only)	63T	250.00
[] Operator Commanded Regeneration (OCR) (6.7L Diesel Only)	98R	250.00
[X] Power Windows, Locks, Heated Mirrors, and Remote Keyless Entry	90L/54K	915.00/1125.00cc
[X] Powercode Remote Start System(Req. Power Equip. Grp.)	76S	195.00
[] Dual Alternators, Diesel only (total of 377 amps)	67B	115.00
[] Extra-Extra Heavy Duty Alternator 240 amp (Gas Engine Only)	67E	85.00
[] Dual Batteries (78 Amp.) (Gas Engine Only)	86M	210.00
[X] 110V/400W Outlet	43C	75.00
[] Keys Extra (Regular) \$75.00 x __=	Sig	75.00 ea
[] Keys Extra (With Power Group) \$220.00 x __=	Sig	220.00 ea
[X] Trailer Brake Controller	52B	270.00
[] Transmission Power Take-Off Provision	62R	280.00
[] Manual Shift on Stop 4-Wheel Drive System (Floor Shift Lever)	21M	N/C
[X] Cab Steps Molded Black	18B	320.00/445.00
[] Privacy Glass with Heated Backlight/Rear Window Defrost	43B/924	90.00
[] Reverse Vehicle Aid Sensor	76R	245.00

[X] Roof Clearance Lights	592	80.00
[] Tailgate Step, Incl. Tailgate Assist, Step & Handle	85G	375.00
[X] Speed Control	525	235.00
[X] Upfitter Switches (6) located in overhead console)	66S	165.00
[] Upfitter Interface Module	18A	295.00
[] 9900 GVWR Package	68D	100.00
[] 4x4 Off-Road Pkg (Incl. Skid Plates, E-Locking Axle & AT Tires)	17X/X3E/TBM	950.00
[] Snow Plow Prep Package(N/A with 67H)	473	185.00
[] Camper Package	471	160.00
[X] Snow Plow/Camper Package	47B	245.00
[] Suspension Package, Heavy Service(N/A with 473)	67H	125.00
[] XL Decor Group (Chrome front and rear step bumper, Bright chrome hub covers and center ornaments)	17F	220.00
[] XL Value Pkg (Chrome front and rear step bumper, Bright chrome hub covers and center ornaments, SYNC & Cruise Control	96V	1000.00
[] STX APPEARANCE PACKAGE (AM/FM Stereo MP3 player 17S (speakers, four (4) with Regular Cab, six (6) with SuperCab and Crew Cab), Bright Chrome Grille, Bright Hub Covers, Chrome Front and Rear Step Bumpers, Cruise Control, STX Fender Vent Badge, SYNC@ 18" Sparkle Silver Painted Cast Aluminum Wheels (648), and LT275/65R18E BSW A/S (TCH)	17S	1690.00
[] SYNC Bluetooth System	585	550.00
[] SYNC 3 with Ultimate Trailer Tow Camera System (Requires Power Equipment Group 90L/54K)	913/585/874	1710.00
[] Pickup Box Delete(8' box only)	66D	(465.00)
[] Rearview Camera Prep Kit for Box Delete (Includes Loose Camera, Wiring Bundle, and Electrochromic Mirror w/Video Display)	872	470.00
[] Heavy Service Package for Pickup Box Delete Only	63R	125.00
[] Spare Tire & Rim (for Box delete only)	512	295.00
[] Axle, Electronic Locking	X3	390.00
[X] Daytime running Lights	942	45.00
[] Skid Plate Package	41P	100.00
[] Box Link Cleats	66B	75.00
[] Drop in Plastic Bedliner	85L	350.00
[X] Tough Bed(Spray-in-bedliner)	85S	540.00
[] Bed Mat(N/A w/85S Tough Bed Spray-in-Bedliner)	85M	180.00
[X] Splash Guards/Mud Flaps	61S/62S	130.00
[] Wheel Well Liner (Front)	61L	180.00
[] Wheel Well Liner Front and Rear	61N	325.00
[X] Exterior Backup Alarm	76C	140.00
[] LED Box Light (Not Available with LED Warning Strobes 91S)	66L	60.00
[X] LED Warning Strobes-Amber	91S	655.00

Total Price \$32,438.00 ea

Exterior Colors

Race Red
 Blue Jeans Metallic
 Ingot Silver Metallic
 Agate Black
 Oxford White
 Magnetic Metallic
 Stone Gray
SPECIAL PAINT
 School Bus Yellow Add \$660.00
 Omaha Orange Add \$660.00
 Green Gem Add \$660.00

Colors for F-250**Interior Steel (Grey)**

[PQ]	[x]
[N1]	[]
[UX]	[]
[UM]	[]
[Z1]	[]
[J7]	[]
[D1]	[]
[BY]	[]
[MB]	[]
[W6]	[]



Monroe Truck Equipment
 2400 Reo Drive
 Flint, MI 48507
 Pk/Fax: 810-853-6833/810-238-5009
 www.MonroeTruck.com

Sourcewell

**QUOTATION
7DB005073**

Job Order #: _____
 Quote Date: 1/16/2019
 Quote valid until: 2/15/2019
 Terms: NET 30
 Salesperson: HAWKINS, JOSH (MUN)
 Quoted by: Dave Beaudoin
 Email: dbeaudoin@monroetruck.com

Customer: SIGNATURE FORD Contact: _____ Dealer Code: 48525
 1960 E M 21 Phone: 989-725-2880 Fax: 989-725-5454 Sourcewell Member #: _____
 OWOSSO, MI 48867-9063 Email: _____ P.O. Number: _____
 Re-Assign (Required for all pool units): ☐ Fleet ☐ Retail
 MSO/MCO (ONLY check if legally required): ☐ MSO ☐ MCO

Accepted by: _____ Date: _____
Customer must fill out all information above before the order can be processed.

Chassis Information

Year: 2019	Make: FORD	Model:	Chassis Color:	Cab Type: REGULAR
Single/Dual: SRW	CA: 56.0	CT: 1.0	Wheelbase: 142.0	Engine: GAS
F.O. Number #:			VIN:	

Comments: CITY OF OWOSSO

Monroe Truck Equipment, Inc. is pleased to offer the following quote for your review:

Description	Amount
(2) STROBE LIGHTS: WHOLEN, L.E.D., 2-CORNER (A) STROBE	
- (1) AMBER	
- (1) GREEN	
- BOTH MOUNTED IN FRONT GRILL	

STROBE LIGHT: WHOLEN, L.E.D. LIGHT-BAH
 - GREEN / AMBER SPLIT
 - MOUNTED UNTO ACARI MOUNT

Quote Total: \$1,611.00

Additional Options:

Description	Amount	Add to quote? Yes / No

Notes:

- * Terms are Due Upon Receipt unless prior credit arrangements are made at the time of order.
- * Please note if chassis is furnished, it is as a convenience and terms are Net Due on Receipt of Chassis.
- * State and Federal taxes will be added where applicable. Out-of-state municipal entities may be subject to Wisconsin sales tax.
- * Restocking fees may be applicable for cancelled orders.
- * MTE is not responsible or liable for equipment that does not meet local/state regulations if those laws are not made known at time of order.



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

CONTRACT CHANGE NOTICE

Change Notice Number **2**

to

Contract Number **071B7700180**

CONTRACTOR	Owosso Motors Inc./dba Signature Ford
	1960 East Main Street
	Owosso, MI 48867
	Bill Campbell
	888-923-5338 229
	bcampbell@signatureautogroup.com
	*****1557

STATE	Program Manager	Scott Poyer	SW
		517-284-6448	
		poyers@Michigan.gov	
	Contract Administrator	Yvon Dufour	DTMB
		(517) 284-6996	
		dufoury@michigan.gov	

CONTRACT SUMMARY				
VEHICLES - PATROL, PASSENGER, TRUCKS AND VANS				
INITIAL EFFECTIVE DATE	INITIAL EXPIRATION DATE	INITIAL AVAILABLE OPTIONS	EXPIRATION DATE BEFORE CHANGE(S) NOTED BELOW	
August 1, 2017	November 30, 2022	1 - 2 Year	November 30, 2022	
PAYMENT TERMS		DELIVERY TIMEFRAME		
ALTERNATE PAYMENT OPTIONS			EXTENDED PURCHASING	
<input type="checkbox"/> P-Card <input type="checkbox"/> Direct Voucher (DV) <input type="checkbox"/> Other			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
MINIMUM DELIVERY REQUIREMENTS				
DESCRIPTION OF CHANGE NOTICE				
OPTION	LENGTH OF OPTION	EXTENSION	LENGTH OF EXTENSION	REVISED EXP. DATE
<input type="checkbox"/>		<input type="checkbox"/>		November 30, 2022
CURRENT VALUE		VALUE OF CHANGE NOTICE	ESTIMATED AGGREGATE CONTRACT VALUE	
\$2,000,001.00		\$0.00	\$2,000,001.00	
DESCRIPTION				
Effective 10/01/2017, the following amendment is hereby incorporated into the contract. 2018 model year vehicles have been awarded per attached Schedule D - Pricing. All other terms, conditions, specifications and pricing remain the same. Per agency request, and DTMB Procurement approval.				



MEMORANDUM

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

DATE: January 28, 2019

TO: Owosso City Council

FROM: Glenn Chinavare, Director of Public Services & Utilities

SUBJECT: Cost Agreement between MDOT and city of Owosso for road and safety improvements along Washington Street from Gute Street northerly to M-71 (Corunna Avenue)

RECOMMENDATION:

Approval of MDOT Cost Agreement No. 18-5568 for the proposed road improvements along Washington Street from Gute Street northerly to M-71 (Corunna Avenue).

BACKGROUND:

On August 1, 2016, City Council approved city staff recommendation to make application to MDOT for Federal Highway Safety Improvement Program (HSIP) funds for the proposed rehabilitation of Washington Street from Gute Street to M-71 (Corunna Avenue). The state of Michigan offers these funds for improvements along eligible roads of the federal-aid road system, such as Washington Street. Proposed work includes asphalt paving, intersection improvements, storm drainage, concrete curb and gutter, concrete sidewalk and ramp, water main installation, sanitary sewer repair, permanent signing, and pavement marking work; and all together with necessary related work (also referred to as 'project'). The City is responsible to design and oversee the project in accordance with MDOT standards. The state agrees to reimburse the city for its share of federal funds, in accordance with the agreement.

FISCAL IMPACTS:

The total estimated cost for this project is \$1,193,200.00 and of that amount, Federal HSIP funds will pay \$600,000.00. The City's estimated share is \$593,200.00. The City will also be responsible for any cost overruns exceeding the estimated cost for the project. Funds for the City's estimated share of cost will be taken from the 2016 Unlimited Obligation Bond Proceeds (\$491,900.00), Water Fund (\$91,300.00), Wastewater Fund (\$10,000.00) and other funds as appropriate. These amounts will be adjusted after MDOT receives bids and awards a contract to the successful bidder.

Attachments: (1) Resolution
(2) MDOT Cost Agreement

RESOLUTION NO.

RESOLUTION AUTHORIZING EXECUTION OF MDOT COST AGREEMENT FOR ROAD IMPROVEMENTS OF WASHINGTON STREET FROM GUTE STREET NORTHERLY TO M-71 (CORUNNA AVENUE)

WHEREAS, Washington Street, from Gute Street to M-71 (Corunna Avenue), is a part of the federal-aid road system; and

WHEREAS, the City is required to provide a safe and expedient road system for users which requires proper maintenance of the roadway; and

WHEREAS, the City has applied for, and is now approved to receive, Federal Highway Safety Improvement Program Funds to assist with necessary improvements to this street; and

WHEREAS, after review, city staff recommends approval of MDOT Cost Agreement No. 18-5568 for the proposed hot mix asphalt paving work along Washington Street from Gute Street northerly to M-71 (Corunna Avenue); including intersection improvements, storm drainage, concrete curb and gutter, concrete sidewalk and ramp, water main installation, sanitary sewer repair, permanent signing and pavement marking work; and all together with necessary related work (also referred to as 'project'); and

WHEREAS, the Michigan Department of Transportation requires the city of Owosso adopt a resolution indicating its willingness to participate in the street improvements of Washington Street as set forth in the agreement.

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

FIRST: The City of Owosso has theretofore determined that it is advisable, necessary and in the public interest to approve MDOT Contract No. 18-5568 for the proposed reconstruction of Washington Street, from Gute Street northerly to M-71 (Corunna Avenue).

SECOND: The City of Owosso is willing to participate in the project and cost as illustrated within said Contract.

THIRD: That the Mayor and City Clerk are hereby authorized to sign the Contract as attached.

FOURTH: The City Council hereby directs staff to allocate \$593,200.00 from the 2016 Unlimited Obligation Bond Proceeds Fund, Water Fund, and Wastewater Fund, and to receive another \$600,000.00 from Federal Highway Safety Improvement Program Funds for a total of \$1,193,200.00 to fund this project, and directs the City Manager to proceed with the project, in accordance with the said MDOT Contract.

HSIP

DA

Control Section	HSIP 76000
Job Number	203457CON
Project	1900(235)
CFDA No.	20.205 (Highway Research Planning & Construction)
Contract No.	18-5568

PART I

THIS CONTRACT, consisting of PART I and PART II (Standard Agreement Provisions), is made and entered into this date of _____, by and between the MICHIGAN DEPARTMENT OF TRANSPORTATION, hereinafter referred to as the "DEPARTMENT"; and the CITY OF OWOSSO, a Michigan municipal corporation, hereinafter referred to as the "REQUESTING PARTY"; for the purpose of fixing the rights and obligations of the parties in the City of Owosso, Michigan, hereinafter referred to as the "PROJECT" and estimated in detail on EXHIBIT "I", dated January 2, 2019, attached hereto and made a part hereof:

PART A - FEDERAL PARTICIPATION

Hot mix asphalt resurfacing work along Washington Street from Gute Street northerly to Highway M-71; including concrete curb and gutter, storm sewer, and concrete sidewalk ramp upgrade work; and all together with necessary related work.

PART B - NO FEDERAL PARTICIPATION

Sanitary sewer and watermain installation work, related testing, and audio-visual filming work within the limits as described in PART A; and all together with necessary related work.

WITNESSETH:

WHEREAS, pursuant to Federal law, monies have been provided for the performance of certain improvements on public roads; and

WHEREAS, the reference "FHWA" in PART I and PART II refers to the United States Department of Transportation, Federal Highway Administration; and

WHEREAS, the PROJECT, or portions of the PROJECT, at the request of the REQUESTING PARTY, are being programmed with the FHWA, for implementation with the use of Federal Funds under the following Federal program(s) or funding:

HIGHWAY SAFETY IMPROVEMENT PROGRAM

WHEREAS, the parties hereto have reached an understanding with each other regarding the performance of the PROJECT work and desire to set forth this understanding in the form of a written contract.

NOW, THEREFORE, in consideration of the premises and of the mutual undertakings of the parties and in conformity with applicable law, it is agreed:

1. The parties hereto shall undertake and complete the PROJECT in accordance with the terms of this contract.

2. The term "PROJECT COST", as herein used, is hereby defined as the cost of the physical construction necessary for the completion of the PROJECT, including any other costs incurred by the DEPARTMENT as a result of this contract, except for construction engineering and inspection.

No charges will be made by the DEPARTMENT to the PROJECT for any inspection work or construction engineering

The costs incurred by the REQUESTING PARTY for preliminary engineering, construction engineering, construction materials testing, inspection, and right-of-way are excluded from the PROJECT COST as defined by this contract.

3. The DEPARTMENT is authorized by the REQUESTING PARTY to administer on behalf of the REQUESTING PARTY all phases of the PROJECT including advertising and awarding the construction contract for the PROJECT or portions of the PROJECT. Such administration shall be in accordance with PART II, Section II of this contract.

Any items of the PROJECT COST incurred by the DEPARTMENT may be charged to the PROJECT.

4. The REQUESTING PARTY, at no cost to the PROJECT or to the DEPARTMENT, shall:

A. Design or cause to be designed the plans for the PROJECT.

B. Appoint a project engineer who shall be in responsible charge of the PROJECT and ensure that the plans and specifications are followed.

- C. Perform or cause to be performed the construction engineering, construction materials testing, and inspection services necessary for the completion of the PROJECT.

The REQUESTING PARTY will furnish the DEPARTMENT proposed timing sequences for trunkline signals that, if any, are being made part of the improvement. No timing adjustments shall be made by the REQUESTING PARTY at any trunkline intersection, without prior issuances by the DEPARTMENT of Standard Traffic Signal Timing Permits.

5. The PROJECT COST shall be met in accordance with the following:

PART A

Federal Highway Safety Improvement Program Funds shall be applied to the eligible items of the PART A portion of the PROJECT COST up to the lesser of: (1) \$600,000 or (2) an amount such that 90 percent, the normal Federal participation ratio for such funds, for the PART A portion of the PROJECT is not exceeded at the time of the award of the construction contract. The balance of the PART A portion of the PROJECT COST, after deduction of Federal Funds, shall be charged to and paid by the REQUESTING PARTY in the manner and at the times hereinafter set forth.

PART B

The PART B portion of the PROJECT COST is not eligible for Federal participation and shall be charged to and paid 100 percent by the REQUESTING PARTY in the manner and at the times hereinafter set forth.

Any items of PROJECT COST not reimbursed by Federal Funds will be the sole responsibility of the REQUESTING PARTY.

6. A working capital deposit by the REQUESTING PARTY will not be required for this PROJECT.

In order to fulfill the obligations assumed by the REQUESTING PARTY under the provisions of this contract, the REQUESTING PARTY shall make prompt payments of its share of the PROJECT COST upon receipt of progress billings from the DEPARTMENT as herein provided. All payments will be made within 30 days of receipt of billings from the DEPARTMENT. Billings to the REQUESTING PARTY will be based upon the REQUESTING PARTY'S share of the actual costs incurred less Federal Funds earned as the PROJECT progresses.

7. Upon completion of construction of the PROJECT, the REQUESTING PARTY will promptly cause to be enacted and enforced such ordinances or regulations as may be necessary to prohibit parking in the roadway right-of-way throughout the limits of the PROJECT.

8. The performance of the entire PROJECT under this contract, whether Federally funded or not, will be subject to the provisions and requirements of PART II that are applicable to a Federally funded project.

In the event of any discrepancies between PART I and PART II of this contract, the provisions of PART I shall prevail

Buy America Requirements (23 CFR 635.410) shall apply to the PROJECT and will be adhere to, as applicable, by the parties hereto.

9. The REQUESTING PARTY certifies that a) it is a person under the Natural Resources and Environmental Protection Act, MCL 324.20101 et seq., as amended, (NREPA) and is not aware of and has no reason to believe that the property is a facility as defined in the NREPA; b) the REQUESTING PARTY further certifies that it has completed the tasks required by MCL 324.20126 (3)(h); c) it conducted a visual inspection of property within the existing right of way on which construction is to be performed to determine if any hazardous substances were present; and at sites on which historically were located businesses that involved hazardous substances, it performed a reasonable investigation to determine whether hazardous substances exist. This reasonable investigation should include, at a minimum, contact with local, state and federal environmental agencies to determine if the site has been identified as, or potentially as, a site containing hazardous substances; d) it did not cause or contribute to the release or threat of release of any hazardous substance found within the PROJECT limits.

The REQUESTING PARTY also certifies that, in addition to reporting the presence of any hazardous substances to the Department of Environmental Quality, it has advised the DEPARTMENT of the presence of any and all hazardous substances which the REQUESTING PARTY found within the PROJECT limits, as a result of performing the investigation and visual inspection required herein. The REQUESTING PARTY also certifies that it has been unable to identify any entity who may be liable for the cost of remediation. As a result, the REQUESTING PARTY has included all estimated costs of remediation of such hazardous substances in its estimated cost of construction of the PROJECT.

10. If, subsequent to execution of this contract, previously unknown hazardous substances are discovered within the PROJECT limits, which require environmental remediation pursuant to either state or federal law, the REQUESTING PARTY, in addition to reporting that fact to the Department of Environmental Quality, shall immediately notify the DEPARTMENT, both orally and in writing of such discovery. The DEPARTMENT shall consult with the REQUESTING PARTY to determine if it is willing to pay for the cost of remediation and, with the FHWA, to determine the eligibility, for reimbursement, of the remediation costs. The REQUESTING PARTY shall be charged for and shall pay all costs associated with such remediation, including all delay costs of the contractor for the PROJECT, in the event that remediation and delay costs are not deemed eligible by the FHWA. If the REQUESTING PARTY refuses to participate in the cost of remediation, the DEPARTMENT shall terminate the

PROJECT. The parties agree that any costs or damages that the DEPARTMENT incurs as a result of such termination shall be considered a PROJECT COST.

11. If federal and/or state funds administered by the DEPARTMENT are used to pay the cost of remediating any hazardous substances discovered after the execution of this contract and if there is a reasonable likelihood of recovery, the REQUESTING PARTY, in cooperation with the Department of Environmental Quality and the DEPARTMENT, shall make a diligent effort to recover such costs from all other possible entities. If recovery is made, the DEPARTMENT shall be reimbursed from such recovery for the proportionate share of the amount paid by the FHWA and/or the DEPARTMENT and the DEPARTMENT shall credit such sums to the appropriate funding source.

12. The DEPARTMENT'S sole reason for entering into this contract is to enable the REQUESTING PARTY to obtain and use funds provided by the state and/or the Federal Highway Administration pursuant to Title 23 of the United States Code.

Any and all approvals of, reviews of, and recommendations regarding contracts, agreements, permits, plans, specifications, or documents, of any nature, or any inspections of work by the DEPARTMENT or its agents pursuant to the terms of this contract are done to assist the REQUESTING PARTY in meeting program guidelines in order to qualify for available funds. Such approvals, reviews, inspections and recommendations by the DEPARTMENT or its agents shall not relieve the REQUESTING PARTY and the local agencies, as applicable, of their ultimate control and shall not be construed as a warranty of their propriety or that the DEPARTMENT or its agents is assuming any liability, control or jurisdiction.

The providing of recommendations or advice by the DEPARTMENT or its agents does not relieve the REQUESTING PARTY and the local agencies, as applicable of their exclusive jurisdiction of the highway and responsibility under MCL 691.1402 et seq., as amended.

When providing approvals, reviews and recommendations under this contract, the DEPARTMENT or its agents is performing a governmental function, as that term is defined in MCL 691.1401 et seq., as amended, which is incidental to the completion of the PROJECT.

13. The DEPARTMENT, by executing this contract, and rendering services pursuant to this contract, has not and does not assume jurisdiction of the highway, described as the PROJECT for purposes of MCL 691.1402 et seq., as amended. Exclusive jurisdiction of such highway for the purposes of MCL 691.1402 et seq., as amended, rests with the REQUESTING PARTY and other local agencies having respective jurisdiction.

14. The REQUESTING PARTY shall approve all of the plans and specifications to be used on the PROJECT and shall be deemed to have approved all changes to the plans and specifications when put into effect. It is agreed that ultimate responsibility and control over the PROJECT rests with the REQUESTING PARTY and local agencies, as applicable.

15. The REQUESTING PARTY agrees that the costs reported to the DEPARTMENT for this contract will represent only those items that are properly chargeable in accordance with this contract. The REQUESTING PARTY also certifies that it has read the contract terms and has made itself aware of the applicable laws, regulations, and terms of this contract that apply to the reporting of costs incurred under the terms of this contract.

16. Each party to this contract will remain responsible for any and all claims arising out of its own acts and/or omissions during the performance of the contract, as provided by this contract or by law. In addition, this is not intended to increase or decrease either party's liability for or immunity from tort claims. This contract is also not intended to nor will it be interpreted as giving either party a right of indemnification, either by contract or by law, for claims arising out of the performance of this contract.

17. The parties shall promptly provide comprehensive assistance and cooperation in defending and resolving any claims brought against the DEPARTMENT by the contractor, vendors or suppliers as a result of the DEPARTMENT'S award of the construction contract for the PROJECT. Costs incurred by the DEPARTMENT in defending or resolving such claims shall be considered PROJECT COSTS.

18. The DEPARTMENT shall require the contractor who is awarded the contract for the construction of the PROJECT to provide insurance in the amounts specified and in accordance with the DEPARTMENT'S current Standard Specifications for Construction and to:

- A. Maintain bodily injury and property damage insurance for the duration of the PROJECT.
- B. Provide owner's protective liability insurance naming as insureds the State of Michigan, the Michigan State Transportation Commission, the DEPARTMENT and its officials, agents and employees, the REQUESTING PARTY and any other county, county road commission, or municipality in whose jurisdiction the PROJECT is located, and their employees, for the duration of the PROJECT and to provide, upon request, copies of certificates of insurance to the insureds. It is understood that the DEPARTMENT does not assume jurisdiction of the highway described as the PROJECT as a result of being named as an insured on the owner's protective liability insurance policy.
- C. Comply with the requirements of notice of cancellation and reduction of insurance set forth in the current standard specifications for construction and to provide, upon request, copies of notices and reports prepared to those insured.

19. This contract shall become binding on the parties hereto and of full force and effect upon the signing thereof by the duly authorized officials for the parties hereto and upon the adoption of the necessary resolutions approving said contract and authorizing the signatures thereto of the respective officials of the REQUESTING PARTY, a certified copy of which resolution shall be attached to this contract.

IN WITNESS WHEREOF, the parties hereto have caused this contract to be executed the day and year first above written.

CITY OF OWOSSO

MICHIGAN DEPARTMENT
OF TRANSPORTATION

By _____
Title:

By _____
Department Director MDOT

By _____
Title:



January 2, 2019

EXHIBIT I

CONTROL SECTION	HSIP 76000
JOB NUMBER	203457CON
PROJECT	1900(235)

ESTIMATED COST

CONTRACTED WORK

	<u>PART A</u>	<u>PART B</u>	<u>TOTAL</u>
Estimated Cost	\$1,091,900	\$101,300	\$1,193,200

COST PARTICIPATION

GRAND TOTAL ESTIMATED COST	\$1,091,900	\$101,300	\$1,193,200
Less Federal Funds*	<u>\$ 600,000</u>	<u>\$ -0-</u>	<u>\$ 600,000</u>
BALANCE (REQUESTING PARTY'S SHARE)	\$ 491,900	\$101,300	\$ 593,200

*Federal Funds for the PART A portion of the PROJECT are limited to an amount as described in Section 5.

NO DEPOSIT

DOT

TYPE B
BUREAU OF HIGHWAYS
03-15-93

PART II

STANDARD AGREEMENT PROVISIONS

SECTION I COMPLIANCE WITH REGULATIONS AND DIRECTIVES

SECTION II PROJECT ADMINISTRATION AND SUPERVISION

SECTION III ACCOUNTING AND BILLING

SECTION IV MAINTENANCE AND OPERATION

SECTION V SPECIAL PROGRAM AND PROJECT CONDITIONS

SECTION I

COMPLIANCE WITH REGULATIONS AND DIRECTIVES

- A. To qualify for eligible cost, all work shall be documented in accordance with the requirements and procedures of the DEPARTMENT.
- B. All work on projects for which reimbursement with Federal funds is requested shall be performed in accordance with the requirements and guidelines set forth in the following Directives of the Federal-Aid Policy Guide (FAPG) of the FHWA, as applicable, and as referenced in pertinent sections of Title 23 and Title 49 of the Code of Federal Regulations (CFR), and all supplements and amendments thereto.
 - 1. Engineering
 - a. FAPG (6012.1): Preliminary Engineering
 - b. FAPG (23 CFR 172): Administration of Engineering and Design Related Service Contracts
 - c. FAPG (23 CFR 635A): Contract Procedures
 - d. FAPG (49 CFR 18.22): Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments—Allowable Costs
 - 2. Construction
 - a. FAPG (23 CFR 140E): Administrative Settlement Costs-Contract Claims
 - b. FAPG (23 CFR 140B): Construction Engineering Costs
 - c. FAPG (23 CFR 17): Recordkeeping and Retention Requirements for Federal-Aid Highway Records of State Highway Agencies
 - d. FAPG (23 CFR 635A): Contract Procedures
 - e. FAPG (23 CFR 635B): Force Account Construction
 - f. FAPG (23 CFR 645A): Utility Relocations, Adjustments and Reimbursement

- g. FAPG (23 CFR 645B): Accommodation of Utilities (PPM 30-4.1)
 - h. FAPG (23 CFR 655F): Traffic Control Devices on Federal-Aid and other Streets and Highways
 - i. FAPG (49 CFR 18.22): Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments--Allowable Costs
3. Modification Or Construction Of Railroad Facilities
- a. FAPG (23 CFR 140I): Reimbursement for Railroad Work
 - b. FAPG (23 CFR 646B): Railroad Highway Projects
- C. In conformance with FAPG (23 CFR 630C) Project Agreements, the political subdivisions party to this contract, on those Federally funded projects which exceed a total cost of \$100,000.00 stipulate the following with respect to their specific jurisdictions:
- 1. That any facility to be utilized in performance under or to benefit from this contract is not listed on the Environmental Protection Agency (EPA) List of Violating Facilities issued pursuant to the requirements of the Federal Clean Air Act, as amended, and the Federal Water Pollution Control Act, as amended.
 - 2. That they each agree to comply with all of the requirements of Section 114 of the Federal Clean Air Act and Section 308 of the Federal Water Pollution Control Act, and all regulations and guidelines issued thereunder.
 - 3. That as a condition of Federal aid pursuant to this contract they shall notify the DEPARTMENT of the receipt of any advice indicating that a facility to be utilized in performance under or to benefit from this contract is under consideration to be listed on the EPA List of Violating Facilities.
- D. Ensure that the PROJECT is constructed in accordance with and incorporates all committed environmental impact mitigation measures listed in approved environmental documents unless modified or deleted by approval of the FHWA.
- E. All the requirements, guidelines, conditions and restrictions noted in all other pertinent Directives and Instructional Memoranda of the FHWA will apply to this contract and will be adhered to, as applicable, by the parties hereto.

SECTION II

PROJECT ADMINISTRATION AND SUPERVISION

- A. The DEPARTMENT shall provide such administrative guidance as it determines is required by the PROJECT in order to facilitate the obtaining of available federal and/or state funds.
- B. The DEPARTMENT will advertise and award all contracted portions of the PROJECT work. Prior to advertising of the PROJECT for receipt of bids, the REQUESTING PARTY may delete any portion or all of the PROJECT work. After receipt of bids for the PROJECT, the REQUESTING PARTY shall have the right to reject the amount bid for the PROJECT prior to the award of the contract for the PROJECT only if such amount exceeds by ten percent (10%) the final engineer's estimate therefor. If such rejection of the bids is not received in writing within two (2) weeks after letting, the DEPARTMENT will assume concurrence. The DEPARTMENT may, upon request, readvertise the PROJECT. Should the REQUESTING PARTY so request in writing within the aforesaid two (2) week period after letting, the PROJECT will be cancelled and the DEPARTMENT will refund the unused balance of the deposit less all costs incurred by the DEPARTMENT.
- C. The DEPARTMENT will perform such inspection services on PROJECT work performed by the REQUESTING PARTY with its own forces as is required to ensure compliance with the approved plans & specifications.
- D. On those projects funded with Federal monies, the DEPARTMENT shall as may be required secure from the FHWA approval of plans and specifications, and such cost estimates for FHWA participation in the PROJECT COST.
- E. All work in connection with the PROJECT shall be performed in conformance with the Michigan Department of Transportation Standard Specifications for Construction, and the supplemental specifications, Special Provisions and plans pertaining to the PROJECT and all materials furnished and used in the construction of the PROJECT shall conform to the aforesaid specifications. No extra work shall be performed nor changes in plans and specifications made until said work or changes are approved by the project engineer and authorized by the DEPARTMENT.

- F. Should it be necessary or desirable that portions of the work covered by this contract be accomplished by a consulting firm, a railway company, or governmental agency, firm, person, or corporation, under a subcontract with the REQUESTING PARTY at PROJECT expense, such subcontracted arrangements will be covered by formal written agreement between the REQUESTING PARTY and that party.

This formal written agreement shall: include a reference to the specific prime contract to which it pertains; include provisions which clearly set forth the maximum reimbursable and the basis of payment; provide for the maintenance of accounting records in accordance with generally accepted accounting principles, which clearly document the actual cost of the services provided; provide that costs eligible for reimbursement shall be in accordance with clearly defined cost criteria such as 49 CFR Part 18, 48 CFR Part 31, 23 CFR Part 140, OMB Circular A-87, etc. as applicable; provide for access to the department or its representatives to inspect and audit all data and records related to the agreement for a minimum of three years after the department's final payment to the local unit.

All such agreements will be submitted for approval by the DEPARTMENT and, if applicable, by the FHWA prior to execution thereof, except for agreements for amounts less than \$100,000 for preliminary engineering and testing services executed under and in accordance with the provisions of the "Small Purchase Procedures" FAPG (23 CFR 172), which do not require prior approval of the DEPARTMENT or the FHWA.

Any such approval by the DEPARTMENT shall in no way be construed as a warranty of the subcontractor's qualifications, financial integrity, or ability to perform the work being subcontracted.

- G. The REQUESTING PARTY, at no cost to the PROJECT or the DEPARTMENT, shall make such arrangements with railway companies, utilities, etc., as may be necessary for the performance of work required for the PROJECT but for which Federal or other reimbursement will not be requested.
- H. The REQUESTING PARTY, at no cost to the PROJECT, or the DEPARTMENT, shall secure, as necessary, all agreements and approvals of the PROJECT with railway companies, the Railroad Safety & Tariffs Division of the DEPARTMENT and other concerned governmental agencies other than the FHWA, and will forward same to the DEPARTMENT for such reviews and approvals as may be required.
- I. No PROJECT work for which reimbursement will be requested by the REQUESTING PARTY is to be subcontracted or performed until the DEPARTMENT gives written notification that such work may commence.

- J. The REQUESTING PARTY shall be responsible for the payment of all costs and expenses incurred in the performance of the work it agrees to undertake and perform.
- K. The REQUESTING PARTY shall pay directly to the party performing the work all billings for the services performed on the PROJECT which are authorized by or through the REQUESTING PARTY.
- L. The REQUESTING PARTY shall submit to the DEPARTMENT all paid billings for which reimbursement is desired in accordance with DEPARTMENT procedures.
- M. All work by a consulting firm will be performed in compliance with the applicable provisions of 1980 PA 299, Subsection 2001, MCL 339.2001; MSA 18.425(2001), as well as in accordance with the provisions of all previously cited Directives of the FHWA.
- N. The project engineer shall be subject to such administrative guidance as may be deemed necessary to ensure compliance with program requirement and, in those instances where a consultant firm is retained to provide engineering and inspection services, the personnel performing those services shall be subject to the same conditions.
- O. The DEPARTMENT, in administering the PROJECT in accordance with applicable Federal and State requirements and regulations, neither assumes nor becomes liable for any obligations undertaken or arising between the REQUESTING PARTY and any other party with respect to the PROJECT.
- P. In the event it is determined by the DEPARTMENT that there will be either insufficient Federal funds or insufficient time to properly administer such funds for the entire PROJECT or portions thereof, the DEPARTMENT, prior to advertising or issuing authorization for work performance, may cancel the PROJECT, or any portion thereof, and upon written notice to the parties this contract shall be void and of no effect with respect to that cancelled portion of the PROJECT. Any PROJECT deposits previously made by the parties on the cancelled portions of the PROJECT will be promptly refunded.
- Q. Those projects funded with Federal monies will be subject to inspection at all times by the DEPARTMENT and the FHWA.

SECTION III
ACCOUNTING AND BILLING

A. Procedures for billing for work undertaken by the REQUESTING PARTY:

1. The REQUESTING PARTY shall establish and maintain accurate records, in accordance with generally accepted accounting principles, of all expenses incurred for which payment is sought or made under this contract, said records to be hereinafter referred to as the "RECORDS". Separate accounts shall be established and maintained for all costs incurred under this contract.

The REQUESTING PARTY shall maintain the RECORDS for at least three (3) years from the date of final payment of Federal Aid made by the DEPARTMENT under this contract. In the event of a dispute with regard to the allowable expenses or any other issue under this contract, the REQUESTING PARTY shall thereafter continue to maintain the RECORDS at least until that dispute has been finally decided and the time for all available challenges or appeals of that decision has expired.

The DEPARTMENT, or its representative, may inspect, copy, or audit the RECORDS at any reasonable time after giving reasonable notice.

If any part of the work is subcontracted, the REQUESTING PARTY shall assure compliance with the above for all subcontracted work.

In the event that an audit performed by or on behalf of the DEPARTMENT indicates an adjustment to the costs reported under this contract, or questions the allowability of an item of expense, the DEPARTMENT shall promptly submit to the REQUESTING PARTY, a Notice of Audit Results and a copy of the audit report which may supplement or modify any tentative findings verbally communicated to the REQUESTING PARTY at the completion of an audit.

Within sixty (60) days after the date of the Notice of Audit Results, the REQUESTING PARTY shall: (a) respond in writing to the responsible Bureau or the DEPARTMENT indicating whether or not it concurs with the audit report, (b) clearly explain the nature and basis for any disagreement as to a disallowed item of expense and, (c) submit to the DEPARTMENT a written explanation as to any questioned or no opinion expressed item of expense, hereinafter referred to as the "RESPONSE". The RESPONSE shall be clearly stated and provide any supporting documentation necessary to resolve any disagreement or questioned or no opinion expressed item of expense. Where the documentation is voluminous, the REQUESTING PARTY may supply appropriate excerpts and make alternate

arrangements to conveniently and reasonably make that documentation available for review by the DEPARTMENT. The RESPONSE shall refer to and apply the language of the contract. The REQUESTING PARTY agrees that failure to submit a RESPONSE within the sixty (60) day period constitutes agreement with any disallowance of an item of expense and authorizes the DEPARTMENT to finally disallow any items of questioned or no opinion expressed cost.

The DEPARTMENT shall make its decision with regard to any Notice of Audit Results and RESPONSE within one hundred twenty (120) days after the date of the Notice of Audit Results. If the DEPARTMENT determines that an overpayment has been made to the REQUESTING PARTY, the REQUESTING PARTY shall repay that amount to the DEPARTMENT or reach agreement with the DEPARTMENT on a repayment schedule within thirty (30) days after the date of an invoice from the DEPARTMENT. If the REQUESTING PARTY fails to repay the overpayment or reach agreement with the DEPARTMENT on a repayment schedule within the thirty (30) day period, the REQUESTING PARTY agrees that the DEPARTMENT shall deduct all or a portion of the overpayment from any funds then or thereafter payable by the DEPARTMENT to the REQUESTING PARTY under this contract or any other agreement, or payable to the REQUESTING PARTY under the terms of 1951 PA 51, as applicable. Interest will be assessed on any partial payments or repayment schedules based on the unpaid balance at the end of each month until the balance is paid in full. The assessment of interest will begin thirty (30) days from the date of the invoice. The rate of interest will be based on the Michigan Department of Treasury common cash funds interest earnings. The rate of interest will be reviewed annually by the DEPARTMENT and adjusted as necessary based on the Michigan Department of Treasury common cash funds interest earnings. The REQUESTING PARTY expressly consents to this withholding or offsetting of funds under those circumstances, reserving the right to file a lawsuit in the Court of Claims to contest the DEPARTMENT'S decision only as to any item of expense the disallowance of which was disputed by the REQUESTING PARTY in a timely filed RESPONSE.

The REQUESTING PARTY shall comply with the Single Audit Act of 1984, as amended, including, but not limited to, the Single Audit Amendments of 1996 (31 USC 7501-7507).

The REQUESTING PARTY shall adhere to the following requirements associated with audits of accounts and records:

- a. Agencies expending a total of \$500,000 or more in federal funds, from one or more funding sources in its fiscal year, shall comply with the requirements of the federal Office of Management and Budget (OMB) Circular A-133, as revised or amended.

The agency shall submit two copies of:

The Reporting Package
The Data Collection Form
The management letter to the agency, if one issued by the audit firm

The OMB Circular A-133 audit must be submitted to the address below in accordance with the time frame established in the circular, as revised or amended.

b. Agencies expending less than \$500,000 in federal funds must submit a letter to the Department advising that a circular audit was not required. The letter shall indicate the applicable fiscal year, the amount of federal funds spent, the name(s) of the Department federal programs, and the CFDA grant number(s). This information must also be submitted to the address below.

c. Address: Michigan Department of Education
Accounting Service Center
Hannah Building
608 Allegan Street
Lansing, MI 48909

d. Agencies must also comply with applicable State laws and regulations relative to audit requirements.

e. Agencies shall not charge audit costs to Department's federal programs which are not in accordance with the OMB Circular A-133 requirements.

f. All agencies are subject to the federally required monitoring activities, which may include limited scope reviews and other on-site monitoring.

2. Agreed Unit Prices Work - All billings for work undertaken by the REQUESTING PARTY on an agreed unit price basis will be submitted in accordance with the Michigan Department of Transportation Standard Specifications for Construction and pertinent FAPG Directives and Guidelines of the FHWA.
3. Force Account Work and Subcontracted Work - All billings submitted to the DEPARTMENT for Federal reimbursement for items of work performed on a force account basis or by any subcontract with a consulting firm, railway company, governmental agency or other party, under the terms of this contract, shall be prepared in accordance with the provisions of the pertinent FHPM Directives and the procedures of the DEPARTMENT. Progress billings may be submitted monthly during the time work is being performed provided, however, that no bill of a lesser amount than \$1,000.00 shall be submitted unless it is a final

or end of fiscal year billing. All billings shall be labeled either "Progress Bill Number _____", or "Final Billing".

4. Final billing under this contract shall be submitted in a timely manner but not later than six months after completion of the work. Billings for work submitted later than six months after completion of the work will not be paid.
5. Upon receipt of billings for reimbursement for work undertaken by the REQUESTING PARTY on projects funded with Federal monies, the DEPARTMENT will act as billing agent for the REQUESTING PARTY, consolidating said billings with those for its own force account work and presenting these consolidated billings to the FHWA for payment. Upon receipt of reimbursement from the FHWA, the DEPARTMENT will promptly forward to the REQUESTING PARTY its share of said reimbursement.
6. Upon receipt of billings for reimbursement for work undertaken by the REQUESTING PARTY on projects funded with non-Federal monies, the DEPARTMENT will promptly forward to the REQUESTING PARTY reimbursement of eligible costs.

B. Payment of Contracted and DEPARTMENT Costs:

1. As work on the PROJECT commences, the initial payments for contracted work and/or costs incurred by the DEPARTMENT will be made from the working capital deposit. Receipt of progress payments of Federal funds, and where applicable, State Critical Bridge funds, will be used to replenish the working capital deposit. The REQUESTING PARTY shall make prompt payments of its share of the contracted and/or DEPARTMENT incurred portion of the PROJECT COST upon receipt of progress billings from the DEPARTMENT. Progress billings will be based upon the REQUESTING PARTY'S share of the actual costs incurred as work on the PROJECT progresses and will be submitted, as required, until it is determined by the DEPARTMENT that there is sufficient available working capital to meet the remaining anticipated PROJECT COSTS. All progress payments will be made within thirty (30) days of receipt of billings. No monthly billing of a lesser amount than \$1,000.00 will be made unless it is a final or end of fiscal year billing. Should the DEPARTMENT determine that the available working capital exceeds the remaining anticipated PROJECT COSTS, the DEPARTMENT may reimburse the REQUESTING PARTY such excess. Upon completion of the PROJECT, payment of all PROJECT COSTS, receipt of all applicable monies from the FHWA, and completion of necessary audits, the REQUESTING PARTY will be reimbursed the balance of its deposit.

2. In the event that the bid, plus contingencies, for the contracted, and/or the DEPARTMENT incurred portion of the PROJECT work exceeds the estimated cost therefor as established by this contract, the REQUESTING PARTY may be advised and billed for the additional amount of its share.

C. General Conditions:

1. The DEPARTMENT, in accordance with its procedures in existence and covering the time period involved, shall make payment for interest earned on the balance of working capital deposits for all projects on account with the DEPARTMENT. The REQUESTING PARTY in accordance with DEPARTMENT procedures in existence and covering the time period involved, shall make payment for interest owed on any deficit balance of working capital deposits for all projects on account with the DEPARTMENT. This payment or billing is processed on an annual basis corresponding to the State of Michigan fiscal year. Upon receipt of billing for interest incurred, the REQUESTING PARTY promises and shall promptly pay the DEPARTMENT said amount.
2. Pursuant to the authority granted by law, the REQUESTING PARTY hereby irrevocably pledges a sufficient amount of funds received by it from the Michigan Transportation Fund to meet its obligations as specified in PART I and PART II. If the REQUESTING PARTY shall fail to make any of its required payments when due, as specified herein, the DEPARTMENT shall immediately notify the REQUESTING PARTY and the State Treasurer of the State of Michigan or such other state officer or agency having charge and control over disbursement of the Michigan Transportation Fund, pursuant to law, of the fact of such default and the amount thereof, and, if such default is not cured by payment within ten (10) days, said State Treasurer or other state officer or agency is then authorized and directed to withhold from the first of such monies thereafter allocated by law to the REQUESTING PARTY from the Michigan Transportation Fund sufficient monies to remove the default, and to credit the REQUESTING PARTY with payment thereof, and to notify the REQUESTING PARTY in writing of such fact.
3. Upon completion of all work under this contract and final audit by the DEPARTMENT or the FHWA, the REQUESTING PARTY promises to promptly repay the DEPARTMENT for any disallowed items of costs previously disbursed by the DEPARTMENT. The REQUESTING PARTY pledges its future receipts from the Michigan Transportation Fund for repayment of all disallowed items and, upon failure to make repayment for any disallowed items within ninety (90) days of demand made by the DEPARTMENT, the DEPARTMENT is hereby authorized to withhold an equal amount from the REQUESTING PARTY'S share of any future distribution of Michigan Transportation Funds in settlement of said claim.

4. The DEPARTMENT shall maintain and keep accurate records and accounts relative to the cost of the PROJECT and upon completion of the PROJECT, payment of all items of PROJECT COST, receipt of all Federal Aid, if any, and completion of final audit by the DEPARTMENT and if applicable, by the FHWA, shall make final accounting to the REQUESTING PARTY. The final PROJECT accounting will not include interest earned or charged on working capital deposited for the PROJECT which will be accounted for separately at the close of the State of Michigan fiscal year and as set forth in Section C(1).
5. The costs of engineering and other services performed on those projects involving specific program funds and one hundred percent (100%) local funds will be apportioned to the respective portions of that project in the same ratio as the actual direct construction costs unless otherwise specified in PART I.

SECTION IV

MAINTENANCE AND OPERATION

- A. Upon completion of construction of each part of the PROJECT, at no cost to the DEPARTMENT or the PROJECT, each of the parties hereto, within their respective jurisdictions, will make the following provisions for the maintenance and operation of the completed PROJECT:

1. All Projects:

Properly maintain and operate each part of the project, making ample provisions each year for the performance of such maintenance work as may be required, except as qualified in paragraph 2b of this section.

2. Projects Financed in Part with Federal Monies:

- a. Sign and mark each part of the PROJECT, in accordance with the current Michigan Manual of Uniform Traffic control Devices, and will not install, or permit to be installed, any signs, signals or markings not in conformance with the standards approved by the FHWA, pursuant to 23 USC 109(d).

- b. Remove, prior to completion of the PROJECT, all encroachments from the roadway right-of-way within the limits of each part of the PROJECT.

With respect to new or existing utility installations within the right-of-way of Federal Aid projects and pursuant to FAPG (23 CFR 645B): Occupancy of non-limited access right-of-way may be allowed based on consideration for traffic safety and necessary preservation of roadside space and aesthetic quality. Longitudinal occupancy of non-limited access right-of-way by private lines will require a finding of significant economic hardship, the unavailability of practicable alternatives or other extenuating circumstances.

- c. Cause to be enacted, maintained and enforced, ordinances and regulations for proper traffic operations in accordance with the plans of the PROJECT.
- d. Make no changes to ordinances or regulations enacted, or traffic controls installed in conjunction with the PROJECT work without prior review by the DEPARTMENT and approval of the FHWA, if required.

- B. On projects for the removal of roadside obstacles, the parties, upon completion of construction of each part of the PROJECT, at no cost to the PROJECT or the DEPARTMENT, will, within their respective jurisdictions, take such action as is necessary to assure that the roadway right-of-way, cleared as the PROJECT, will be maintained free of such obstacles.
- C. On projects for the construction of bikeways, the parties will enact no ordinances or regulations prohibiting the use of bicycles on the facility hereinbefore described as the PROJECT, and will amend any existing restrictive ordinances in this regard so as to allow use of this facility by bicycles. No motorized vehicles shall be permitted on such bikeways or walkways constructed as the PROJECT except those for maintenance purposes.
- D. Failure of the parties hereto to fulfill their respective responsibilities as outlined herein may disqualify that party from future Federal-aid participation in projects on roads or streets for which it has maintenance responsibility. Federal Aid may be withheld until such time as deficiencies in regulations have been corrected, and the improvements constructed as the PROJECT are brought to a satisfactory condition of maintenance.

SECTION V

SPECIAL PROGRAM AND PROJECT CONDITIONS

- A. Those projects for which the REQUESTING PARTY has been reimbursed with Federal monies for the acquisition of right-of-way must be under construction by the close of the twentieth (20th) fiscal year following the fiscal year in which the FHWA and the DEPARTMENT projects agreement covering that work is executed, or the REQUESTING PARTY may be required to repay to the DEPARTMENT, for forwarding to the FHWA, all monies distributed as the FHWA'S contribution to that right-of-way.
- B. Those projects for which the REQUESTING PARTY has been reimbursed with Federal monies for the performance of preliminary engineering must be under construction by the close of the tenth (10th) fiscal year following the fiscal year in which the FHWA and the DEPARTMENT projects agreement covering that work is executed, or the REQUESTING PARTY may be required to repay to the DEPARTMENT, for forwarding to the FHWA, all monies distributed as the FHWA'S contribution to that preliminary engineering.
- C. On those projects funded with Federal monies, the REQUESTING PARTY, at no cost to the PROJECT or the DEPARTMENT, will provide such accident information as is available and such other information as may be required under the program in order to make the proper assessment of the safety benefits derived from the work performed as the PROJECT. The REQUESTING PARTY will cooperate with the DEPARTMENT in the development of reports and such analysis as may be required and will, when requested by the DEPARTMENT, forward to the DEPARTMENT, in such form as is necessary, the required information.
- D. In connection with the performance of PROJECT work under this contract the parties hereto (hereinafter in Appendix "A" referred to as the "contractor") agree to comply with the State of Michigan provisions for "Prohibition of Discrimination in State Contracts", as set forth in Appendix A, attached hereto and made a part hereof. The parties further covenant that they will comply with the Civil Rights Acts of 1964, being P.L. 88-352, 78 Stat. 241, as amended, being Title 42 U.S.C. Sections 1971, 1975a-1975d, and 2000a-2000h-6 and the Regulations of the United States Department of Transportation (49 C.F.R. Part 21) issued pursuant to said Act, including Appendix "B", attached hereto and made a part hereof, and will require similar covenants on the part of any contractor or subcontractor employed in the performance of this contract.
- E. The parties will carry out the applicable requirements of the DEPARTMENT'S Disadvantaged Business Enterprise (DBE) program and 49 CFR, Part 26, including, but not limited to, those requirements set forth in Appendix C.

APPENDIX A
PROHIBITION OF DISCRIMINATION IN STATE CONTRACTS

In connection with the performance of work under this contract; the contractor agrees as follows:

1. In accordance with Public Act 453 of 1976 (Elliott-Larsen Civil Rights Act), the contractor shall not discriminate against an employee or applicant for employment with respect to hire, tenure, treatment, terms, conditions, or privileges of employment or a matter directly or indirectly related to employment because of race, color, religion, national origin, age, sex, height, weight, or marital status. A breach of this covenant will be regarded as a material breach of this contract. Further, in accordance with Public Act 220 of 1976 (Persons with Disabilities Civil Rights Act), as amended by Public Act 478 of 1980, the contractor shall not discriminate against any employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment or a matter directly or indirectly related to employment because of a disability that is unrelated to the individual's ability to perform the duties of a particular job or position. A breach of the above covenants will be regarded as a material breach of this contract.
2. The contractor hereby agrees that any and all subcontracts to this contract, whereby a portion of the work set forth in this contract is to be performed, shall contain a covenant the same as hereinabove set forth in Section 1 of this Appendix.
3. The contractor will take affirmative action to ensure that applicants for employment and employees are treated without regard to their race, color, religion, national origin, age, sex, height, weight, marital status, or any disability that is unrelated to the individual's ability to perform the duties of a particular job or position. Such action shall include, but not be limited to, the following: employment; treatment; upgrading; demotion or transfer; recruitment; advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.
4. The contractor shall, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, national origin, age, sex, height, weight, marital status, or disability that is unrelated to the individual's ability to perform the duties of a particular job or position.
5. The contractor or its collective bargaining representative shall send to each labor union or representative of workers with which the contractor has a collective bargaining agreement or other contract or understanding a notice advising such labor union or workers' representative of the contractor's commitments under this Appendix.
6. The contractor shall comply with all relevant published rules, regulations, directives, and orders of the Michigan Civil Rights Commission that may be in effect prior to the taking of bids for any individual state project.

7. The contractor shall furnish and file compliance reports within such time and upon such forms as provided by the Michigan Civil Rights Commission; said forms may also elicit information as to the practices, policies, program, and employment statistics of each subcontractor, as well as the contractor itself, and said contractor shall permit access to the contractor's books, records, and accounts by the Michigan Civil Rights Commission and/or its agent for the purposes of investigation to ascertain compliance under this contract and relevant rules, regulations, and orders of the Michigan Civil Rights Commission.
8. In the event that the Michigan Civil Rights Commission finds, after a hearing held pursuant to its rules, that a contractor has not complied with the contractual obligations under this contract, the Michigan Civil Rights Commission may, as a part of its order based upon such findings, certify said findings to the State Administrative Board of the State of Michigan, which State Administrative Board may order the cancellation of the contract found to have been violated and/or declare the contractor ineligible for future contracts with the state and its political and civil subdivisions, departments, and officers, including the governing boards of institutions of higher education, until the contractor complies with said order of the Michigan Civil Rights Commission. Notice of said declaration of future ineligibility may be given to any or all of the persons with whom the contractor is declared ineligible to contract as a contracting party in future contracts. In any case before the Michigan Civil Rights Commission in which cancellation of an existing contract is a possibility, the contracting agency shall be notified of such possible remedy and shall be given the option by the Michigan Civil Rights Commission to participate in such proceedings.
9. The contractor shall include or incorporate by reference, the provisions of the foregoing paragraphs (1) through (8) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Michigan Civil Rights Commission; all subcontracts and purchase orders will also state that said provisions will be binding upon each subcontractor or supplier.

Revised June 2011

APPENDIX B
TITLE VI ASSURANCE

During the performance of this contract, the contractor, for itself, its assignees, and its successors in interest (hereinafter referred to as the "contractor"), agrees as follows:

1. **Compliance with Regulations:** For all federally assisted programs, the contractor shall comply with the nondiscrimination regulations set forth in 49 CFR Part 21, as may be amended from time to time (hereinafter referred to as the Regulations). Such Regulations are incorporated herein by reference and made a part of this contract.
2. **Nondiscrimination:** The contractor, with regard to the work performed under the contract, shall not discriminate on the grounds of race, color, sex, or national origin in the selection, retention, and treatment of subcontractors, including procurements of materials and leases of equipment. The contractor shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices, when the contractor covers a program set forth in Appendix B of the Regulations.
3. **Solicitation for Subcontracts, Including Procurements of Materials and Equipment:** All solicitations made by the contractor, either by competitive bidding or by negotiation for subcontract work, including procurement of materials or leases of equipment, must include a notification to each potential subcontractor or supplier of the contractor's obligations under the contract and the Regulations relative to nondiscrimination on the grounds of race, color, or national origin.
4. **Information and Reports:** The contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto and shall permit access to its books, records, accounts, other sources of information, and facilities as may be determined to be pertinent by the Department or the United States Department of Transportation (USDOT) in order to ascertain compliance with such Regulations or directives. If required information concerning the contractor is in the exclusive possession of another who fails or refuses to furnish the required information, the contractor shall certify to the Department or the USDOT, as appropriate, and shall set forth the efforts that it made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of the contractor's noncompliance with the nondiscrimination provisions of this contract, the Department shall impose such contract sanctions as it or the USDOT may determine to be appropriate, including, but not limited to, the following:
 - a. Withholding payments to the contractor until the contractor complies; and/or
 - b. Canceling, terminating, or suspending the contract, in whole or in part.

6. **Incorporation of Provisions:** The contractor shall include the provisions of Sections (1) through (6) in every subcontract, including procurement of material and leases of equipment, unless exempt by the Regulations or directives issued pursuant thereto. The contractor shall take such action with respect to any subcontract or procurement as the Department or the USDOT may direct as a means of enforcing such provisions, including sanctions for non-compliance, provided, however, that in the event a contractor becomes involved in or is threatened with litigation from a subcontractor or supplier as a result of such direction, the contractor may request the Department to enter into such litigation to protect the interests of the state. In addition, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

Revised June 2011

APPENDIX C

TO BE INCLUDED IN ALL FINANCIAL ASSISTANCE AGREEMENTS WITH LOCAL AGENCIES

Assurance that Recipients and Contractors Must Make (Excerpts from US DOT Regulation 49 CFR 26.13)

- A. Each financial assistance agreement signed with a DOT operating administration (or a primary recipient) must include the following assurance:**

The recipient shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of any US DOT-assisted contract or in the administration of its DBE program or the requirements of 49 CFR Part 26. The recipient shall take all necessary and reasonable steps under 49 CFR Part 26 to ensure nondiscrimination in the award and administration of US DOT-assisted contracts. The recipient's DBE program, as required by 49 CFR Part 26 and as approved by US DOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to the recipient of its failure to carry out its approved program, the department may impose sanctions as provided for under Part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801 et seq.).

- B. Each contract MDOT signs with a contractor (and each subcontract the prime contractor signs with a subcontractor) must include the following assurance:**

The contractor, sub recipient or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of US DOT-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the recipient deems appropriate.



MEMORANDUM

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

DATE: January 29, 2019

TO: Owosso City Council

FROM: Glenn Chinavare, Director of Public Service Department

SUBJECT: Application for Surface Transportation Program for the reconstruction of North Street from M-52 (Shiawassee Street) to Hickory Street.

RECOMMENDATION:

Approval of application to MDOT for proposed road improvements along North Street from M-52 (Shiawassee Street) easterly to Hickory Street as the first step in seeking federal Small Urban Program funds for the project.

BACKGROUND:

The Michigan Department of Transportation has announced a call for projects for its FY2021-23 Small Urban Program. MDOT reports that sufficient federal funds should be available for street projects on the Federal-Aid road system. The City proposes to enter an application, specifically to reconstruct North Street from M-52 (Shiawassee Street) easterly to Hickory Street. Work scope includes pavement replacement, curb and gutter repairs, ADA sidewalk ramps at intersections, sidewalk repair, storm sewer, permanent pavement markings and signing; altogether with related work. This work will improve traffic flow and safety for both vehicular and pedestrian traffic.

FISCAL IMPACTS:

The total estimated cost for this project is \$530,000.00; of which Small Urban funds, if approved by MDOT, will pay \$347,000.00. The City's share would be \$183,000.00 funded from its Major Streets Fund and other funds as appropriated. The City will be responsible for providing full design engineering and construction administration services for the project. Approval of the attached resolution will indicate Council's support for the project and the funding required of the City. MDOT requires the submission of such a resolution prior to consideration of any application for funds.

This type funding normally reimburses up to 80% of actual project costs. However, Owosso is capped for urban funding for this project at \$347,000.00 as negotiated. MDOT appropriates \$375,000.00 per year of the pass through federal funds to this Regional Planning District area, which must be shared with SATA, city of Corunna, and the Shiawassee County Road Commission. If MDOT does not approve the project and/or the necessary Small Urban Program funds, then it will be delayed until sufficient funds are made available.

This memo is originated by: Glenn Chinavare, Director of Public Service Department.

Attachments: (1) Resolution
(2) MDOT Application
(3) Map
(4) Letter of Support

RESOLUTION NO.

**AUTHORIZING APPLICATION FOR MDOT SMALL URBAN FUNDS
FOR NORTH STREET FROM M-52 (SHIAWASSEE STREET) TO HICKORY STREET**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, Public Service Department recommends the reconstruction of North Street from M-52 (Shiawassee Street) easterly to Hickory Street; and

WHEREAS, the Michigan Department of Transportation offers a portion of federal funds known as Small Urban Program funds for this type of work; and

WHEREAS, roadway improvements that are eligible for these funds must be located on the federal-aid highway system and within the federal urban area boundary, such as North Street in the City of Owosso; and

WHEREAS, the City of Owosso proposes to procure Small Urban Program funds for the purpose of providing a maximum of 80 percent (80%) federal match to the City's Major Street Funds or other funds as obligated; as outlined in its application.

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

- FIRST: The City of Owosso has theretofore determined that it is advisable, necessary and in the public interest to proceed with the proposed roadway improvements.
- SECOND: The City of Owosso is actively seeking Small Urban Program funds to partially fund the reconstruction of North Street from M-52 (Shiawassee Street) easterly to Hickory Street and is willing to participate in the Small Urban program.
- THIRD: The proper city officials are authorized to sign the application documents and are further authorized to obligate city funds for the required match of the project cost.
- FOURTH: The city's portion of costs shall be paid from the City's Public Act 51 Major Streets Fund or other funds as obligated.

MDOT SMALL URBAN PROGRAM PROJECT APPLICATION

 Clear Form

ALL FIELDS MUST BE COMPLETED

REQUESTING AGENCY INFORMATION

AGENCY NAME City of Owosso	CONTACT PERSON Glenn Chinavare, Director	TELEPHONE NUMBER (989) 725-0550
STREET ADDRESS 301 W. Main Street	CITY/ZIP Owosso, MI 48867	E-MAIL ADDRESS glenn.chinavare@ci.owosso.mi.us

PROJECT INFORMATION

SMALL URBAN AREA Owosso/Corunna	SMALL URBAN AREA PRIORITY 2A	YEAR OF IMPROVEMENT 2023	
ROAD NAME/TRANSIT PROJECT North Street	PROJECT LIMITS/LOCATION M-52 to Hickory Street	LENGTH (MILES) .49	WORK TYPE CODE 11,16

DESCRIPTION

HMA pavement reconstruction (pavement replacement) with select curb and gutter repair, ADA sidewalk ramps, select sidewalk repair, storm sewer replacement, permanent pavement markings and signing; altogether with related road work items.

IS THE ROAD SEGMENT/PROJECT FEDERAL-AID ELIGIBLE? YES ☒ NO ☐

IS SIDEWALK WORK TO BE INCLUDED IN THE PARTICIPATING COSTS? YES ☒ NO ☐

IS RIGHT-OF-WAY/LAND ACQUISITION REQUIRED? YES ☐ NO ☒

If Yes, please explain: _____

DOES THE ROAD HAVE TRUCK RESTRICTIONS (Road Projects)? YES ☐ NO ☒

If Yes, please explain: _____

COST INFORMATION

Include participating construction or transit capital costs only. DO NOT include non-participating costs, including charges related to feasibility studies, design, testing, preliminary engineering, construction engineering, or right-of-way acquisition.

STP-URBAN REQUESTED \$ 347,000.00

LOCAL MATCH \$ 183,000.00

MDOT-BUS MATCH (Transit Projects) \$

OTHER (Describe: _____) \$

PARTICIPATING CONSTRUCTION/TRANSIT CAPITAL TOTAL \$ 530,000.00

OTHER COMMENTS

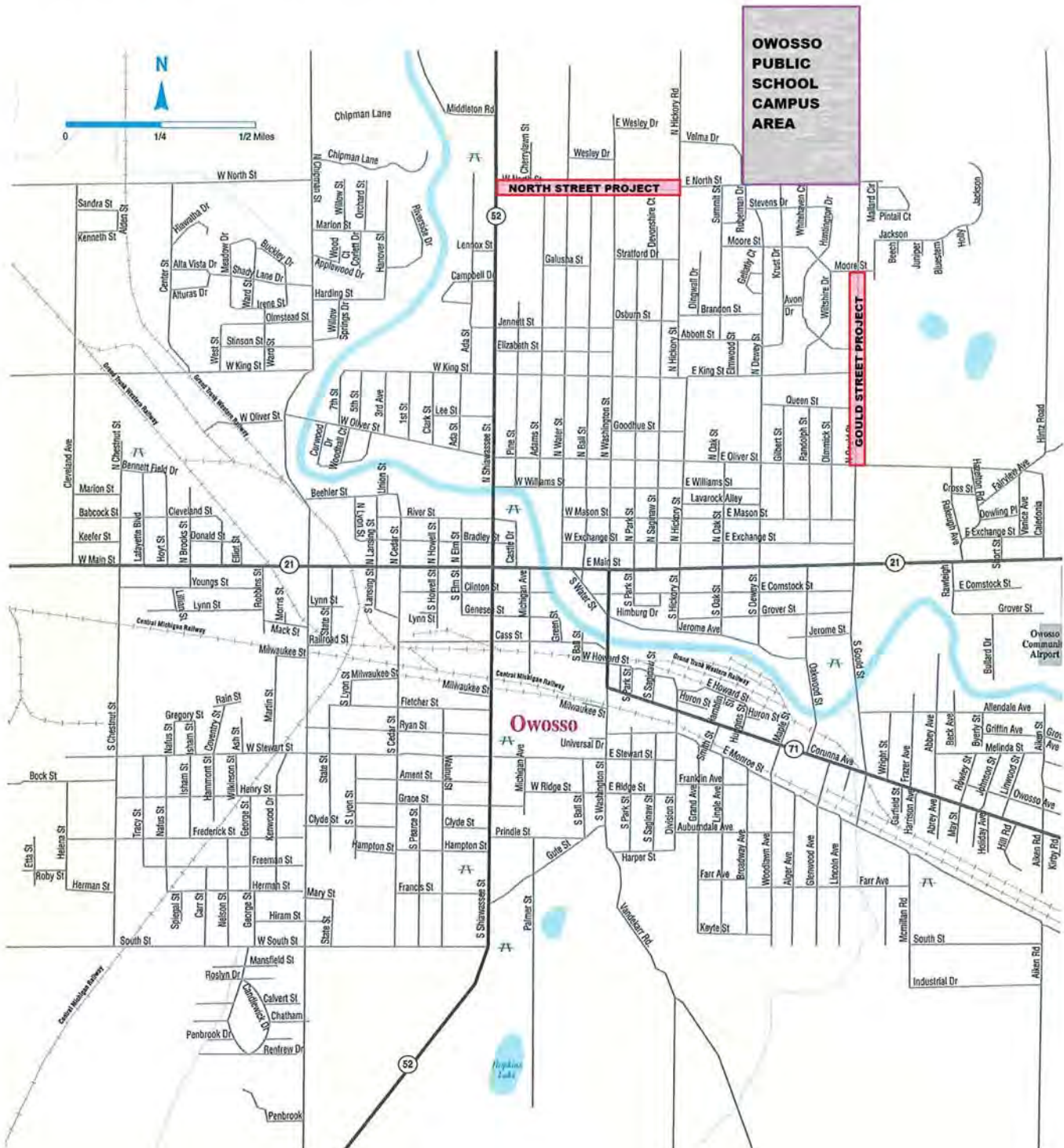
City of Owosso will furnish qualified engineering design and construction administration services at its own expense.

SUBMITTED BY
Randy Chesney

TITLE
City Engineer

DATE
01/18/19

2019 SMALL URBAN MEETING



1. NORTH STREET FROM M-52 (SHIAWASSEE ST) TO HICKORY STREET. HMA PAVEMENT REHABILITATION WITH SELECT CURB AND GUTTER REPAIR, ADA SIDEWALK RAMPS, STORM SEWER, PERMANENT PAVEMENT MARKINGS AND SIGNING; ALTOGETHER WITH RELATED WORK ITEMS. TOTAL ESTIMATED COST IS \$530,000.00 TO BE FUNDED BY FEDERAL SMALL URBAN FUNDS (\$375,000.00) AND CITY BOND AND OR PA-51 FUNDS (\$155,000.00). CITY OF OWOSSO RESPONSIBLE FOR ENGINEERING COSTS AND ANY ADDITIONAL COSTS. PROJECT WILL BE SCHEDULED IN ACCORDANCE WITH MDOT.

2. GOULD STREET FROM OLIVER STREET TO MOORE STREET. HMA PAVEMENT REHABILITATION WITH SELECT CURB AND GUTTER, DAD SIDEWALK RAMPS, STORM SEWER, PERMANENT PAVEMENT MARKINGS AND SIGNING; ALTOGETHER WITH RELATED WORK ITEMS. TOTAL ESTIMATED COST IS \$630,000 TO BE FUNDED BY SMALL URBAN FUNDS (\$375,000) AND CITY BOND AND OR PA-51 FUNDS (\$225,000.00). CITY OF OWOSSO RESPONSIBLE FOR ENGINEERING COSTS AND ANY ADDITIONAL COSTS. PROJECT WILL BE SCHEDULED IN ACCORDANCE WITH MDOT.



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

January 25, 2019

Mr. David Fairchild
Small Urban Program Coordinator, MDOT
Statewide Planning Section
P.O. Box 30050
Lansing, MI 48909

Dear Mr. Fairchild-

Please accept this letter of support from the members of the Owosso-Corunna Area Small Urban Program Project Selection Committee. We support the project prioritization as it appears below for MDOT's FY 2021--2023 Owosso-Corunna Area Small Urban Program.

The committee agreed on the following prioritization:

1. The City of Corunna receives \$375,000 for its Parmenter Rd. project from M-71 (E. McNeil St. Sta. 101 + 00) to Sta. 118 + 50.
2. A) The City of Owosso receives \$347,000 for the North St. project from M-52 to Hickory St., and B) the Shiawassee Area Transportation Agency (SATA) receives \$28,000 for computers, monitors, and associated upgrades.
3. A) SATA receives \$80,000 for a propane cutaway bus, and B) the City of Owosso receives \$295,000 for the Gould St. project from Oliver St. to Moore St.
4. SATA receives \$80,000 for a propane cutaway bus.
5. SATA receives \$80,000 for a propane cutaway bus.

Thank you for your consideration of these important Owosso-Corunna area transportation projects. We look forward to hearing from you soon.

Sincerely,


Glenn Chinavare, Director of Public Services
City of Owosso



MEMORANDUM

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

DATE: January 28, 2019

TO: Owosso City Council

FROM: Glenn Chinavare, Director of Public Services & Utilities

SUBJECT: Application for Surface Transportation Program for the reconstruction of Gould Street from Oliver Street to Moore Street.

RECOMMENDATION:

Approval of application to MDOT for proposed road improvements along Gould Street, from Oliver Street northerly to Moore Street, as the first step in seeking federal Small Urban Program funds for the project.

BACKGROUND:

The Michigan Department of Transportation has announced a call for projects for its FY2021-23 Small Urban Program. MDOT reports that sufficient federal funds should be available for street projects on the Federal-Aid road system. The City proposes to enter an application, specifically to reconstruct Gould Street from Oliver Street northerly to Moore Street. Work scope includes pavement replacement, curb and gutter repairs, ADA sidewalk ramps at intersections, sidewalk repair, storm sewer, permanent pavement markings and signing; altogether with related work. This work will improve traffic flow and safety for both vehicular and pedestrian traffic.

FISCAL IMPACTS:

The total estimated cost for this project is \$600,000.00; of which Small Urban funds, if approved by MDOT, will pay \$295,000.00. The City's share would be \$305,000.00 funded from its Major Streets Fund and other funds as appropriated. The City will be responsible for providing full design engineering and construction administration services for the project. Approval of the attached resolution will indicate Council's support for the project and the funding required of the City. MDOT requires the submission of such a resolution prior to consideration of any application for funds.

This type funding normally reimburses up to 80% of actual project costs. However, Owosso is capped for urban funding for this project at \$295,000.00 as negotiated. MDOT appropriates \$375,000.00 per year of the pass through federal funds to this Regional Planning District area, which must be shared with SATA, city of Corunna, and the Shiawassee County Road Commission. If MDOT does not approve the project and/or the necessary Small Urban Program funds, then it will be delayed until sufficient funds are made available.

This memo is originated by: Glenn Chinavare, Director of Public Service Department.

Attachments: (1) Resolution
(2) MDOT Application
(3) Map
(4) Letter of Support

RESOLUTION NO.

**AUTHORIZING APPLICATION FOR MDOT SMALL URBAN FUNDS
GOULD STREET FROM OLIVER STREET TO MOORE STREET**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, Public Service Department recommends the reconstruction of Gould Street from Oliver Street northerly to Moore Street; and

WHEREAS, the Michigan Department of Transportation offers a portion of federal funds known as Small Urban Program funds for this type of work; and

WHEREAS, roadway improvements that are eligible for these funds must be located on the federal-aid highway system and within the federal urban area boundary, such as Gould Street in the City of Owosso; and

WHEREAS, the City of Owosso proposes to procure Small Urban Program funds for the purpose of providing a maximum of 80 percent (80%) federal match to the City's Major Street Funds or other funds as obligated; as outlined in its application.

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

- FIRST: The City of Owosso has theretofore determined that it is advisable, necessary and in the public interest to proceed with the proposed roadway improvements.
- SECOND: The City of Owosso is actively seeking Small Urban Program funds to partially fund the reconstruction of Gould Street from Oliver Street northerly to Moore Street and is willing to participate in the Small Urban program.
- THIRD: The proper city officials are authorized to sign the application documents and are further authorized to obligate city funds for the required match of the project cost.
- FOURTH: The city's portion of costs shall be paid from the City's Public Act 51 Major Streets Fund or other funds as obligated.

MDOT SMALL URBAN PROGRAM PROJECT APPLICATION

 Clear Form

ALL FIELDS MUST BE COMPLETED

REQUESTING AGENCY INFORMATION

AGENCY NAME City of Owosso	CONTACT PERSON Glenn Chinavare, Director	TELEPHONE NUMBER (989) 725-0550
STREET ADDRESS 301 W. Main Street	CITY/ZIP Owosso, MI 48867	E-MAIL ADDRESS glenn.chinavare@ci.owosso.mi.us

PROJECT INFORMATION

SMALL URBAN AREA Owosso/Corunna	SMALL URBAN AREA PRIORITY 3B	YEAR OF IMPROVEMENT 2023 or per MDOT direction	
ROAD NAME/TRANSIT PROJECT Gould Street	PROJECT LIMITS/LOCATION Oliver Street to Moore Street	LENGTH (MILES) .50	WORK TYPE CODE 11, 16

DESCRIPTION

HMA pavement reconstruction (pavement replacement) with select curb and gutter repair, ADA sidewalk ramps, select sidewalk repair, storm sewer replacement, permanent pavement markings and signing; altogether with related road work items.

IS THE ROAD SEGMENT/PROJECT FEDERAL-AID ELIGIBLE? YES ☒ NO ☐

IS SIDEWALK WORK TO BE INCLUDED IN THE PARTICIPATING COSTS? YES ☒ NO ☐

IS RIGHT-OF-WAY/LAND ACQUISITION REQUIRED? YES ☐ NO ☒

If Yes, please explain: _____

DOES THE ROAD HAVE TRUCK RESTRICTIONS (Road Projects)? YES ☐ NO ☒

If Yes, please explain: _____

COST INFORMATION

Include participating construction or transit capital costs only. DO NOT include non-participating costs, including charges related to feasibility studies, design, testing, preliminary engineering, construction engineering, or right-of-way acquisition.

STP-URBAN REQUESTED \$ 295,000.00

LOCAL MATCH \$ 305,000.00

MDOT-BUS MATCH (Transit Projects) \$

OTHER (Describe: _____) \$

PARTICIPATING CONSTRUCTION/TRANSIT CAPITAL TOTAL \$ 600,000.00

OTHER COMMENTS

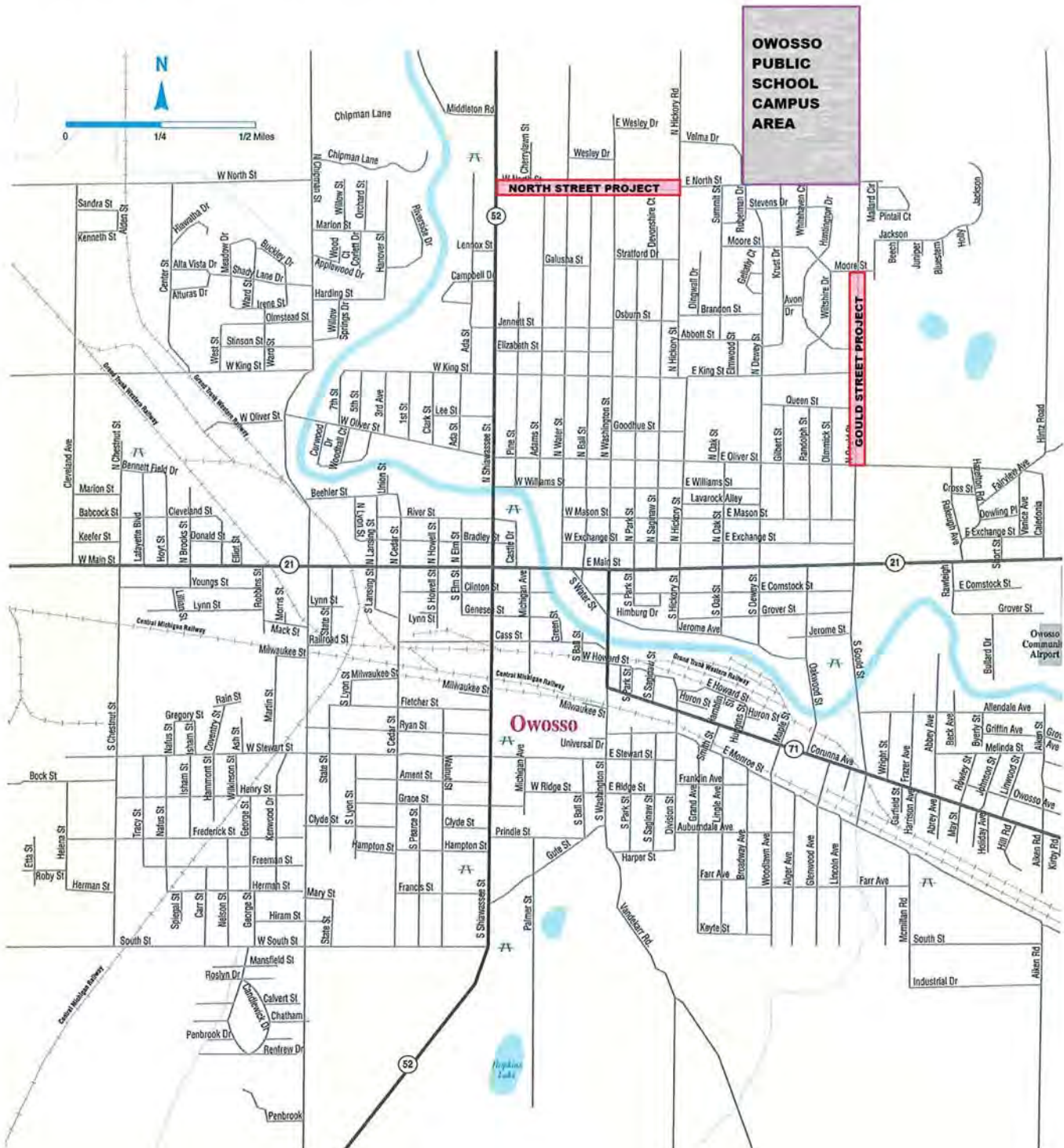
City of Owosso will furnish qualified engineering design and construction administration services at its own expense.

SUBMITTED BY
Randy Chesney

TITLE
City Engineer

DATE
01/18/19

2019 SMALL URBAN MEETING



1. NORTH STREET FROM M-52 (SHIAWASSEE ST) TO HICKORY STREET. HMA PAVEMENT REHABILITATION WITH SELECT CURB AND GUTTER REPAIR, ADA SIDEWALK RAMPS, STORM SEWER, PERMANENT PAVEMENT MARKINGS AND SIGNING; ALTOGETHER WITH RELATED WORK ITEMS. TOTAL ESTIMATED COST IS \$530,000.00 TO BE FUNDED BY FEDERAL SMALL URBAN FUNDS (\$375,000.00) AND CITY BOND AND OR PA-51 FUNDS (\$155,000.00). CITY OF OWOSSO RESPONSIBLE FOR ENGINEERING COSTS AND ANY ADDITIONAL COSTS. PROJECT WILL BE SCHEDULED IN ACCORDANCE WITH MDOT.

2. GOULD STREET FROM OLIVER STREET TO MOORE STREET. HMA PAVEMENT REHABILITATION WITH SELECT CURB AND GUTTER, DAD SIDEWALK RAMPS, STORM SEWER, PERMANENT PAVEMENT MARKINGS AND SIGNING; ALTOGETHER WITH RELATED WORK ITEMS. TOTAL ESTIMATED COST IS \$630,000 TO BE FUNDED BY SMALL URBAN FUNDS (\$375,000) AND CITY BOND AND OR PA-51 FUNDS (\$225,000.00). CITY OF OWOSSO RESPONSIBLE FOR ENGINEERING COSTS AND ANY ADDITIONAL COSTS. PROJECT WILL BE SCHEDULED IN ACCORDANCE WITH MDOT.



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

January 25, 2019

Mr. David Fairchild
Small Urban Program Coordinator, MDOT
Statewide Planning Section
P.O. Box 30050
Lansing, MI 48909

Dear Mr. Fairchild-

Please accept this letter of support from the members of the Owosso-Corunna Area Small Urban Program Project Selection Committee. We support the project prioritization as it appears below for MDOT's FY 2021--2023 Owosso-Corunna Area Small Urban Program.

The committee agreed on the following prioritization:

1. The City of Corunna receives \$375,000 for its Parmenter Rd. project from M-71 (E. McNeil St. Sta. 101 + 00) to Sta. 118 + 50.
2. A) The City of Owosso receives \$347,000 for the North St. project from M-52 to Hickory St., and B) the Shiawassee Area Transportation Agency (SATA) receives \$28,000 for computers, monitors, and associated upgrades.
3. A) SATA receives \$80,000 for a propane cutaway bus, and B) the City of Owosso receives \$295,000 for the Gould St. project from Oliver St. to Moore St.
4. SATA receives \$80,000 for a propane cutaway bus.
5. SATA receives \$80,000 for a propane cutaway bus.

Thank you for your consideration of these important Owosso-Corunna area transportation projects. We look forward to hearing from you soon.

Sincerely,


Glenn Chinavare, Director of Public Services
City of Owosso

PERIOD ENDING 12/31/2018

*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	12/31/2018 NORMAL (ABNORMAL)	MONTH 12/31/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Revenues						
Dept 000 - 214						
101-000-401.403	GENERAL PROPERTY TAX	3,450,000.00	3,069,457.57	9,260.17	380,542.43	88.97
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	0.00	(6,169.71)	125.71
101-000-401.432	NEIGHBORHOOD ENTERPRISE ZONE REHAB TAXE	129.00	179.18	0.00	(50.18)	138.90
101-000-401.443	ADMINISTRATION FEES	70,000.00	27,171.67	76.22	42,828.33	38.82
101-000-401.445	INTEREST & PENALTIES ON TAXES	20,000.00	4,479.76	407.56	15,520.24	22.40
101-000-450.452	PERMITS-BUILDING	108,144.00	46,347.30	3,790.00	61,796.70	42.86
101-000-450.453	LIQUOR LICENSES	10,000.00	10,455.50	0.00	(455.50)	104.56
101-000-450.454	PERMITS-ELECTRICAL	30,000.00	15,006.00	2,320.00	14,994.00	50.02
101-000-450.455	PERMITS-PLUMBING & MECHANICAL	38,000.00	14,243.00	3,965.00	23,757.00	37.48
101-000-450.460	MISCELLANEOUS LICENSES	10,000.00	15,728.00	2,050.00	(5,728.00)	157.28
101-000-450.477	PERMITS-HANDGUNS	500.00	390.00	50.00	110.00	78.00
101-000-450.478	DOG LICENSES	60.00	70.00	70.00	(10.00)	116.67
101-000-539.573	LOCAL COMMUNITY STABILIZATION SHARE	50,000.00	54,354.52	0.00	(4,354.52)	108.71
101-000-539.575	REVENUE SHARING-CONSTITUTIONAL	1,683,311.00	600,327.00	299,769.00	1,082,984.00	35.66
101-000-600.625	VACANT PROPERTY REGISTRATION/INSPECTION	0.00	900.00	200.00	(900.00)	100.00
101-000-600.626	CHARGE FOR SERVICES RENDERED	60,000.00	25,470.36	18,579.38	34,529.64	42.45
101-000-600.627	DUPLICATING SERVICES	500.00	1,600.89	105.00	(1,100.89)	320.18
101-000-600.628	RENTAL REGISTRATION	500.00	27,725.00	25.00	(27,225.00)	5,545.00
101-000-600.629	AMBULANCE CHARGES	200,000.00	93,316.27	13,663.48	106,683.73	46.66
101-000-600.630	AMBULANCE MILEAGE CHARGES	400,000.00	97,759.72	14,021.67	302,240.28	24.44
101-000-600.631	AMBULANCE/ ADVANCED LIFE SUPPORT CHARGE	500,000.00	197,820.52	29,695.03	302,179.48	39.56
101-000-600.633	FIRE SERVICES	2,000.00	500.00	1,000.00	1,500.00	25.00
101-000-600.642	CHARGE FOR SERVICES - SALES	4,000.00	2,705.00	30.00	1,295.00	67.63
101-000-600.647	CABLE TELEVISION FRANCHISE FEES	145,000.00	26,992.30	0.00	118,007.70	18.62
101-000-655.655	PARKING VIOLATIONS	2,972.00	6,475.00	2,840.00	(3,503.00)	217.87
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	8,879.23	1,837.15	5,120.77	63.42
101-000-664.664	INTEREST INCOME	38,000.00	40,687.91	10,946.00	(2,687.91)	107.07
101-000-664.668	RENTAL INCOME	1,000.00	2,620.00	0.00	(1,620.00)	262.00
101-000-671.673	SALE OF FIXED ASSETS	0.00	7,042.50	2,500.00	(7,042.50)	100.00
101-000-671.675	DONATIONS-PRIVATE	0.00	2,500.00	0.00	(2,500.00)	100.00
101-000-671.675-CATS000000	DONATIONS-CATS	0.00	(1,673.41)	13.85	1,673.41	100.00
101-000-671.675-FIREMEML19	DONATIONS-PRIVATE	0.00	48.25	48.25	(48.25)	100.00
101-000-671.676	DONATIONS-PUBLIC SAFETY	0.00	2,565.65	1,000.00	(2,565.65)	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	4,031.93	1,150.00	(4,031.93)	100.00
101-000-671.694	MISCELLANEOUS	20,000.00	37,736.56	19,003.36	(17,736.56)	188.68
101-000-695.675	SCHOOL REIMBURSEMENT	0.00	700.00	0.00	(700.00)	100.00
101-000-695.676	WASTEWATER UTIL. ADMIN REIMB	205,000.00	101,930.01	16,339.33	103,069.99	49.72
101-000-695.677	CITY UTILITIES ADMIN REIMB	320,000.00	160,000.02	26,666.67	159,999.98	50.00
101-000-695.695	ACT 51 ADMIN REIMBURSEMENT	122,650.00	54,757.53	14,860.24	67,892.47	44.65
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	4,879,820.45	496,282.36	2,875,945.55	62.92
TOTAL REVENUES		7,755,766.00	4,879,820.45	496,282.36	2,875,945.55	62.92
Expenditures						
Dept 101 - CITY COUNCIL						
101-101-704.000	BOARDS & COMMISSIONS	2,300.00	1,020.00	1,020.00	1,280.00	44.35

PERIOD ENDING 12/31/2018

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GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
			12/31/2018 NORMAL (ABNORMAL)	MONTH 12/31/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)			
Fund 101 - GENERAL FUND								
Expenditures								
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	951.76	0.00		(351.76)	158.63	
Total Dept 101 - CITY COUNCIL		3,900.00	1,971.76	1,020.00		1,928.24	50.56	
Dept 171 - CITY MANAGER								
101-171-702.100	SALARIES	97,000.00	48,500.12	7,461.55		48,499.88	50.00	
101-171-715.000	SOCIAL SECURITY (FICA)	7,421.00	3,712.09	571.05		3,708.91	50.02	
101-171-716.100	HEALTH INSURANCE	17,970.00	3,280.26	546.71		14,689.74	18.25	
101-171-716.200	DENTAL INSURANCE	826.00	125.06	20.70		700.94	15.14	
101-171-716.300	OPTICAL INSURANCE	118.00	15.12	2.52		102.88	12.81	
101-171-716.400	LIFE INSURANCE	306.00	148.50	24.75		157.50	48.53	
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	7,275.06	1,119.24		7,274.94	50.00	
101-171-719.000	WORKERS' COMPENSATION	266.00	177.00	59.00		89.00	66.54	
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	0.00		(1,658.93)	169.12	
Total Dept 171 - CITY MANAGER		145,488.00	67,652.14	9,895.52		77,835.86	46.50	
Dept 201 - FINANCE								
101-201-702.100	SALARIES	176,627.00	93,510.29	14,791.76		83,116.71	52.94	
101-201-702.800	ACCRUED SICK LEAVE	0.00	627.69	0.00		(627.69)	100.00	
101-201-715.000	SOCIAL SECURITY (FICA)	13,512.00	6,933.86	1,089.87		6,578.14	51.32	
101-201-716.100	HEALTH INSURANCE	28,831.00	15,806.22	2,634.37		13,024.78	54.82	
101-201-716.200	DENTAL INSURANCE	1,543.00	807.84	139.96		735.16	52.36	
101-201-716.300	OPTICAL INSURANCE	0.00	111.02	19.37		(111.02)	100.00	
101-201-716.400	LIFE INSURANCE	1,171.00	522.71	(36.63)		648.29	44.64	
101-201-716.500	DISABILITY INSURANCE	2,150.00	769.40	66.18		1,380.60	35.79	
101-201-717.000	UNEMPLOYMENT INSURANCE	55.00	40.50	0.00		14.50	73.64	
101-201-718.000	RETIREMENT	19,299.00	10,615.22	2,388.68		8,683.78	55.00	
101-201-718.200	DEFINED CONTRIBUTION	5,432.00	2,347.69	400.00		3,084.31	43.22	
101-201-719.000	WORKERS' COMPENSATION	509.00	297.00	99.00		212.00	58.35	
101-201-728.000	OPERATING SUPPLIES	2,700.00	737.93	76.86		1,962.07	27.33	
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	0.00		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	136,547.77	21,669.42		120,983.23	53.02	
Dept 209 - ASSESSING								
101-209-702.100	SALARIES	65,765.00	31,333.53	5,220.08		34,431.47	47.64	
101-209-704.000	BOARDS & COMMISSIONS	1,250.00	400.00	250.00		850.00	32.00	
101-209-715.000	SOCIAL SECURITY (FICA)	5,031.00	2,399.39	399.83		2,631.61	47.69	
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	239.56	40.56		294.44	44.86	

PERIOD ENDING 12/31/2018

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GL NUMBER	DESCRIPTION	2018-19	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	12/31/2018 NORMAL (ABNORMAL)	MONTH 12/31/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
101-209-716.500	DISABILITY INSURANCE	851.00	291.63	64.98	559.37	34.27
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	1,251.15	208.80	1,379.85	47.55
101-209-719.000	WORKERS' COMPENSATION	467.00	222.00	74.00	245.00	47.54
101-209-728.000	OPERATING SUPPLIES	1,500.00	432.63	17.49	1,067.37	28.84
101-209-802.000	ADVERTISING	350.00	28.14	0.00	321.86	8.04
101-209-818.000	CONTRACTUAL SERVICES	7,647.00	4,197.33	470.00	3,449.67	54.89
101-209-833.000	EQUIPMENT MAINTENANCE	920.00	0.00	0.00	920.00	0.00
101-209-858.000	MEMBERSHIPS & DUES	265.00	195.00	20.00	70.00	73.58
101-209-860.000	EDUCATION & TRAINING	920.00	470.00	0.00	450.00	51.09
Total Dept 209 - ASSESSING		107,899.00	41,460.36	6,765.74	66,438.64	38.43
Dept 210 - CITY ATTORNEY						
101-210-801.000	PROFESSIONAL SERVICES: ADMINISTRATIVE	60,000.00	26,276.22	3,933.22	33,723.78	43.79
101-210-801.100	PROFESSIONAL SERVICES:POLICE/COURT	60,000.00	29,687.22	4,294.22	30,312.78	49.48
Total Dept 210 - CITY ATTORNEY		120,000.00	55,963.44	8,227.44	64,036.56	46.64
Dept 215 - CLERK						
101-215-702.100	SALARIES	106,916.00	57,661.89	8,339.16	49,254.11	53.93
101-215-702.200	WAGES	100.00	114.06	0.00	(14.06)	114.06
101-215-706.000	ELECTIONS	36,000.00	31,954.61	7,004.28	4,045.39	88.76
101-215-715.000	SOCIAL SECURITY (FICA)	8,179.00	4,299.99	613.13	3,879.01	52.57
101-215-716.000	FRINGES	0.00	89.01	0.00	(89.01)	100.00
101-215-716.100	HEALTH INSURANCE	20,673.00	10,114.90	1,682.35	10,558.10	48.93
101-215-716.200	DENTAL INSURANCE	789.00	358.64	59.23	430.36	45.46
101-215-716.300	OPTICAL INSURANCE	96.00	45.18	7.51	50.82	47.06
101-215-716.400	LIFE INSURANCE	661.00	345.92	57.89	315.08	52.33
101-215-716.500	DISABILITY INSURANCE	1,468.00	658.82	110.18	809.18	44.88
101-215-717.000	UNEMPLOYMENT INSURANCE	36.00	0.00	0.00	36.00	0.00
101-215-718.000	RETIREMENT	50,539.00	28,367.35	4,047.36	22,171.65	56.13
101-215-718.200	DEFINED CONTRIBUTION	0.00	34.96	8.80	(34.96)	100.00
101-215-719.000	WORKERS' COMPENSATION	298.00	177.00	59.00	121.00	59.40
101-215-728.000	OPERATING SUPPLIES	3,175.00	313.65	38.90	2,861.35	9.88
101-215-802.000	ADVERTISING	3,600.00	1,298.20	198.75	2,301.80	36.06
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	3,851.00	0.00	449.00	89.56
101-215-858.000	MEMBERSHIPS & DUES	420.00	400.00	400.00	20.00	95.24
101-215-860.000	EDUCATION & TRAINING	600.00	0.00	0.00	600.00	0.00
Total Dept 215 - CLERK		242,150.00	140,085.18	22,626.54	102,064.82	57.85
Dept 226 - HUMAN RESOURCES						
101-226-702.100	SALARIES	137,247.00	65,556.68	9,774.27	71,690.32	47.77
101-226-715.000	SOCIAL SECURITY (FICA)	10,499.00	4,918.21	732.83	5,580.79	46.84
101-226-716.200	DENTAL INSURANCE	1,652.00	753.04	124.64	898.96	45.58
101-226-716.300	OPTICAL INSURANCE	237.00	111.72	18.62	125.28	47.14
101-226-716.400	LIFE INSURANCE	808.00	412.04	95.34	395.96	51.00
101-226-716.500	DISABILITY INSURANCE	1,605.00	778.92	129.82	826.08	48.53

PERIOD ENDING 12/31/2018

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GL NUMBER	DESCRIPTION	2018-19	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	12/31/2018	MONTH 12/31/2018	BALANCE	
Fund 101 - GENERAL FUND						
Expenditures						
101-226-717.000	UNEMPLOYMENT INSURANCE	81.00	0.00	0.00	81.00	0.00
101-226-718.000	RETIREMENT	27,044.00	13,983.34	1,991.72	13,060.66	51.71
101-226-718.200	DEFINED CONTRIBUTION	3,201.00	1,500.27	231.16	1,700.73	46.87
101-226-719.000	WORKERS' COMPENSATION	380.00	222.00	74.00	158.00	58.42
101-226-728.000	OPERATING SUPPLIES	3,000.00	288.76	139.14	2,711.24	9.63
101-226-802.000	ADVERTISING	1,500.00	219.70	219.70	1,280.30	14.65
101-226-818.000	CONTRACTUAL SERVICES	14,100.00	11,135.30	261.25	2,964.70	78.97
101-226-856.000	MISCELLANEOUS	500.00	0.00	0.00	500.00	0.00
101-226-858.000	MEMBERSHIPS & DUES	630.00	399.00	150.00	231.00	63.33
101-226-860.000	EDUCATION & TRAINING	2,000.00	1,038.58	0.00	961.42	51.93
Total Dept 226 - HUMAN RESOURCES		204,484.00	101,317.56	13,942.49	103,166.44	49.55
Dept 253 - TREASURY						
101-253-702.100	SALARIES	92,856.00	44,360.06	7,132.51	48,495.94	47.77
101-253-715.000	SOCIAL SECURITY (FICA)	7,103.00	3,297.81	530.43	3,805.19	46.43
101-253-716.100	HEALTH INSURANCE	24,960.00	11,712.03	1,943.68	13,247.97	46.92
101-253-716.200	DENTAL INSURANCE	916.00	399.39	65.99	516.61	43.60
101-253-716.300	OPTICAL INSURANCE	115.00	51.65	8.56	63.35	44.91
101-253-716.400	LIFE INSURANCE	818.00	320.41	53.34	497.59	39.17
101-253-716.500	DISABILITY INSURANCE	1,337.00	599.59	100.33	737.41	44.85
101-253-717.000	UNEMPLOYMENT INSURANCE	100.00	26.25	0.00	73.75	26.25
101-253-718.200	DEFINED CONTRIBUTION	3,714.00	1,773.30	285.30	1,940.70	47.75
101-253-719.000	WORKERS' COMPENSATION	366.00	222.00	74.00	144.00	60.66
101-253-728.000	OPERATING SUPPLIES	1,400.00	2,483.16	1,897.04	(1,083.16)	177.37
101-253-818.000	CONTRACTUAL SERVICES	12,342.00	5,402.31	1,803.51	6,939.69	43.77
101-253-858.000	MEMBERSHIPS & DUES	200.00	50.00	0.00	150.00	25.00
101-253-860.000	EDUCATION & TRAINING	2,000.00	0.00	0.00	2,000.00	0.00
101-253-862.000	OVER & SHORT	0.00	(15.00)	(15.00)	15.00	100.00
Total Dept 253 - TREASURY		148,227.00	70,682.96	13,879.69	77,544.04	47.69
Dept 258 - INFORMATION & TECHNOLOGY						
101-258-728.000	OPERATING SUPPLIES	5,000.00	1,040.93	225.40	3,959.07	20.82
101-258-818.000	CONTRACTUAL SERVICES	86,695.00	27,786.00	6,272.00	58,909.00	32.05
101-258-833.000	EQUIPMENT MAINTENANCE	11,650.00	5,408.94	3,203.94	6,241.06	46.43
Total Dept 258 - INFORMATION & TECHNOLOGY		103,345.00	34,235.87	9,701.34	69,109.13	33.13
Dept 265 - BUILDING & GROUNDS						
101-265-702.200	WAGES	38,869.00	23,290.98	2,967.72	15,578.02	59.92
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	1,597.18	212.33	1,375.82	53.72
101-265-716.000	FRINGES	950.00	1,587.69	105.42	(637.69)	167.13
101-265-716.100	HEALTH INSURANCE	6,592.00	3,280.26	546.71	3,311.74	49.76
101-265-716.200	DENTAL INSURANCE	514.00	234.54	38.82	279.46	45.63
101-265-716.300	OPTICAL INSURANCE	64.00	30.18	5.03	33.82	47.16
101-265-716.400	LIFE INSURANCE	82.00	39.60	6.60	42.40	48.29
101-265-717.000	UNEMPLOYMENT INSURANCE	20.00	0.00	0.00	20.00	0.00
101-265-718.000	RETIREMENT	18,373.00	10,604.80	1,414.14	7,768.20	57.72

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

PERIOD ENDING 12/31/2018

*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	12/31/2018 (NORMAL (ABNORMAL))	MONTH 12/31/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
101-265-719.000	WORKERS' COMPENSATION	1,067.00	726.00	242.00	341.00	68.04
101-265-728.000	OPERATING SUPPLIES	2,000.00	1,766.37	392.71	233.63	88.32
101-265-818.000	CONTRACTUAL SERVICES	0.00	300.00	50.00	(300.00)	100.00
101-265-820.100	ELECTRICITY	20,000.00	8,202.12	1,550.02	11,797.88	41.01
101-265-820.200	GAS	4,000.00	1,245.33	686.53	2,754.67	31.13
101-265-820.300	TELEPHONE	300.00	161.21	22.50	138.79	53.74
101-265-820.400	WATER & SEWER	3,500.00	487.55	0.00	3,012.45	13.93
101-265-831.000	BUILDING MAINTENANCE	17,500.00	9,214.34	317.88	8,285.66	52.65
101-265-843.000	EQUIPMENT RENTAL	2,000.00	911.08	90.03	1,088.92	45.55
Total Dept 265 - BUILDING & GROUNDS		119,804.00	63,679.23	8,648.44	56,124.77	53.15
Dept 299 - GENERAL ADMIN						
101-299-719.000	WORKERS' COMPENSATION	200.00	81.00	27.00	119.00	40.50
101-299-728.000	OPERATING SUPPLIES	22,000.00	9,214.36	1,991.08	12,785.64	41.88
101-299-810.000	INSURANCE & BONDS	135,000.00	130,347.26	31,821.81	4,652.74	96.55
101-299-818.000	CONTRACTUAL SERVICES	9,520.00	11,917.90	(11,146.00)	(2,397.90)	125.19
101-299-820.300	TELEPHONE	6,684.00	2,292.59	470.11	4,391.41	34.30
101-299-833.000	EQUIPMENT MAINTENANCE	500.00	168.00	0.00	332.00	33.60
101-299-850.000	BAD DEBT EXPENSE	90,000.00	46,714.74	0.00	43,285.26	51.91
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	47,039.00	250.00	(197.00)	100.42
101-299-860.000	EDUCATION & TRAINING	0.00	28.53	0.00	(28.53)	100.00
Total Dept 299 - GENERAL ADMIN		313,246.00	247,859.28	23,414.00	65,386.72	79.13
Dept 300 - POLICE						
101-300-702.100	SALARIES	1,139,639.00	553,303.17	81,557.93	586,335.83	48.55
101-300-702.120	SALARIES-MAGNET	64,694.00	35,105.13	4,973.10	29,588.87	54.26
101-300-702.200	WAGES	12,049.00	4,163.53	740.18	7,885.47	34.55
101-300-702.300	OVERTIME	47,200.00	21,850.18	3,065.65	25,349.82	46.29
101-300-702.400	WAGES - TEMPORARY	0.00	1,591.02	180.38	(1,591.02)	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	21,779.40	4,799.80	22,220.60	49.50
101-300-715.000	SOCIAL SECURITY (FICA)	27,302.00	13,379.95	2,132.75	13,922.05	49.01
101-300-716.000	FRINGES	0.00	49.24	0.00	(49.24)	100.00
101-300-716.100	HEALTH INSURANCE	255,919.00	97,685.20	16,178.53	158,233.80	38.17
101-300-716.200	DENTAL INSURANCE	12,204.00	5,043.73	825.27	7,160.27	41.33
101-300-716.300	OPTICAL INSURANCE	1,633.00	596.90	105.70	1,036.10	36.55
101-300-716.400	LIFE INSURANCE	3,925.00	1,892.95	320.28	2,032.05	48.23
101-300-716.500	DISABILITY INSURANCE	5,061.00	2,442.98	449.02	2,618.02	48.27
101-300-716.600	PHYSICALS	300.00	155.00	0.00	145.00	51.67
101-300-717.000	UNEMPLOYMENT INSURANCE	520.00	59.95	0.00	460.05	11.53
101-300-718.000	RETIREMENT	122,020.00	45,736.15	6,156.02	76,283.85	37.48
101-300-718.100	MUNICIPAL EMPLOYEES RETIREMENT PROGRAM	132,821.00	56,951.46	8,089.18	75,869.54	42.88
101-300-718.200	DEFINED CONTRIBUTION	1,165.00	1,292.53	266.38	(127.53)	110.95
101-300-719.000	WORKERS' COMPENSATION	22,217.00	14,292.00	4,764.00	7,925.00	64.33
101-300-728.000	OPERATING SUPPLIES	12,000.00	6,866.65	2,023.02	5,133.35	57.22
101-300-741.000	UNIFORMS & CLEANING	8,000.00	2,852.80	2,427.85	5,147.20	35.66
101-300-751.000	GAS & OIL	26,000.00	14,243.87	2,185.59	11,756.13	54.78

PERIOD ENDING 12/31/2018

*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	12/31/2018 NORMAL (ABNORMAL)	MONTH 12/31/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
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	27,631.25	9,189.35	35,128.75	44.03
101-300-820.100	ELECTRICITY	11,000.00	3,688.60	848.59	7,311.40	33.53
101-300-820.200	GAS	4,200.00	1,179.77	697.91	3,020.23	28.09
101-300-820.300	TELEPHONE	7,000.00	2,864.46	346.96	4,135.54	40.92
101-300-820.400	WATER & SEWER	2,700.00	797.30	0.00	1,902.70	29.53
101-300-820.500	REFUSE	400.00	198.49	33.08	201.51	49.62
101-300-831.000	BUILDING MAINTENANCE	5,000.00	1,974.20	385.83	3,025.80	39.48
101-300-833.000	EQUIPMENT MAINTENANCE	500.00	1,276.72	0.00	(776.72)	255.34
101-300-833.400	EQUIP MAINT - MOBILE	24,000.00	12,570.59	954.90	11,429.41	52.38
101-300-856.000	MISCELLANEOUS	200.00	1,094.15	1,020.75	(894.15)	547.08
101-300-858.000	MEMBERSHIPS & DUES	1,065.00	200.00	0.00	865.00	18.78
101-300-860.000	EDUCATION & TRAINING	16,410.00	1,611.11	101.11	14,798.89	9.82
Total Dept 300 - POLICE		2,082,004.00	964,952.59	154,819.11	1,117,051.41	46.35
Dept 335 - FIRE						
101-335-702.100	SALARIES	1,006,011.00	506,542.81	66,653.83	499,468.19	50.35
101-335-702.300	OVERTIME	125,000.00	67,139.59	10,811.15	57,860.41	53.71
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	900.00	900.00	300.00	75.00
101-335-702.800	ACCRUED SICK LEAVE	7,000.00	4,511.92	0.00	2,488.08	64.46
101-335-715.000	SOCIAL SECURITY (FICA)	18,410.00	10,308.53	1,398.95	8,101.47	55.99
101-335-716.100	HEALTH INSURANCE	240,409.00	104,214.01	16,605.09	136,194.99	43.35
101-335-716.200	DENTAL INSURANCE	6,039.00	3,332.09	522.27	2,706.91	55.18
101-335-716.300	OPTICAL INSURANCE	1,183.00	501.20	80.19	681.80	42.37
101-335-716.400	LIFE INSURANCE	4,044.00	2,185.78	342.71	1,858.22	54.05
101-335-716.500	DISABILITY INSURANCE	9,184.00	4,046.53	630.00	5,137.47	44.06
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	0.00	366.26	8.44
101-335-718.000	RETIREMENT	213,961.00	78,394.72	10,295.24	135,566.28	36.64
101-335-718.200	DEFINED CONTRIBUTION	832.00	1,160.19	178.30	(328.19)	139.45
101-335-719.000	WORKERS' COMPENSATION	28,004.00	18,204.00	6,068.00	9,800.00	65.00
101-335-728.000	OPERATING SUPPLIES	8,000.00	8,037.72	2,081.63	(37.72)	100.47
101-335-728.100	SUPPLIES	30,000.00	7,927.52	1,404.00	22,072.48	26.43
101-335-741.000	UNIFORMS & CLEANING	14,000.00	9,108.87	322.90	4,891.13	65.06
101-335-751.000	GAS & OIL	27,000.00	12,302.59	2,131.45	14,697.41	45.57
101-335-818.000	CONTRACTUAL SERVICES	82,585.00	38,079.42	4,555.33	44,505.58	46.11
101-335-820.100	ELECTRICITY	12,200.00	4,415.36	998.87	7,784.64	36.19
101-335-820.200	GAS	4,200.00	1,179.78	697.90	3,020.22	28.09
101-335-820.300	TELEPHONE	2,500.00	1,315.27	86.54	1,184.73	52.61
101-335-820.400	WATER & SEWER	2,700.00	797.30	0.00	1,902.70	29.53
101-335-820.500	REFUSE	500.00	198.53	33.09	301.47	39.71
101-335-831.000	BUILDING MAINTENANCE	6,500.00	3,117.12	397.59	3,382.88	47.96
101-335-833.000	EQUIPMENT MAINTENANCE	5,000.00	672.41	0.00	4,327.59	13.45
101-335-833.400	EQUIP MAINT - MOBILE	30,000.00	15,813.91	3,990.10	14,186.09	52.71
101-335-860.000	EDUCATION & TRAINING	7,432.00	5,797.90	350.00	1,634.10	78.01
Total Dept 335 - FIRE		1,908,977.00	922,988.81	131,535.13	985,988.19	48.35

Dept 370 - BUILDING AND SAFETY

PERIOD ENDING 12/31/2018

*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	12/31/2018 (ABNORMAL)	MONTH 12/31/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
101-370-702.100	SALARIES	59,779.00	20,560.19	3,217.69	39,218.81	34.39
101-370-702.200	WAGES	0.00	12,699.80	1,897.20	(12,699.80)	100.00
101-370-715.000	SOCIAL SECURITY (FICA)	4,573.00	2,531.19	389.26	2,041.81	55.35
101-370-716.100	HEALTH INSURANCE	18,878.00	9,430.50	1,239.47	9,447.50	49.95
101-370-716.200	DENTAL INSURANCE	831.00	337.92	42.71	493.08	40.66
101-370-716.300	OPTICAL INSURANCE	117.00	47.56	1.89	69.44	40.65
101-370-716.400	LIFE INSURANCE	144.00	69.49	11.62	74.51	48.26
101-370-716.500	DISABILITY INSURANCE	447.00	216.47	36.19	230.53	48.43
101-370-717.000	UNEMPLOYMENT INSURANCE	524.00	0.00	0.00	524.00	0.00
101-370-718.200	DEFINED CONTRIBUTION	696.00	822.42	128.71	(126.42)	118.16
101-370-719.000	WORKERS' COMPENSATION	524.00	192.00	64.00	332.00	36.64
101-370-728.000	OPERATING SUPPLIES	2,500.00	2,808.53	2,567.21	(308.53)	112.34
101-370-818.000	CONTRACTUAL SERVICES	131,596.00	52,668.35	10,426.67	78,927.65	40.02
101-370-820.300	TELEPHONE	276.00	56.43	0.00	219.57	20.45
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	1,130.00	0.00	(630.00)	226.00
Total Dept 370 - BUILDING AND SAFETY		222,620.00	103,570.85	20,022.62	119,049.15	46.52
Dept 441 - PUBLIC WORKS						
101-441-702.100	SALARIES	64,219.00	30,542.63	4,651.37	33,676.37	47.56
101-441-702.200	WAGES	59,477.00	13,666.32	3,004.31	45,810.68	22.98
101-441-702.400	WAGES - TEMPORARY	6,000.00	1,422.04	80.00	4,577.96	23.70
101-441-703.000	OTHER COMPENSATION	0.00	47,180.96	6,996.38	(47,180.96)	100.00
101-441-715.000	SOCIAL SECURITY (FICA)	35,705.00	17,394.97	2,528.86	18,310.03	48.72
101-441-716.000	FRINGES	(224,444.00)	(117,018.61)	(16,070.20)	(107,425.39)	52.14
101-441-716.100	HEALTH INSURANCE	106,045.00	52,959.56	8,424.86	53,085.44	49.94
101-441-716.200	DENTAL INSURANCE	5,217.00	2,365.77	387.52	2,851.23	45.35
101-441-716.300	OPTICAL INSURANCE	575.00	265.71	44.29	309.29	46.21
101-441-716.400	LIFE INSURANCE	1,150.00	559.16	93.18	590.84	48.62
101-441-716.500	DISABILITY INSURANCE	3,784.00	1,836.90	306.15	1,947.10	48.54
101-441-717.000	UNEMPLOYMENT INSURANCE	300.00	20.81	0.00	279.19	6.94
101-441-718.000	RETIREMENT	85,154.00	42,078.12	6,167.72	43,075.88	49.41
101-441-718.100	MUNICIPAL EMPLOYEES RETIREMENT PROGRAM	6,811.00	4,587.00	764.50	2,224.00	67.35
101-441-718.200	DEFINED CONTRIBUTION	10,971.00	5,633.35	842.49	5,337.65	51.35
101-441-719.000	WORKERS' COMPENSATION	18,635.00	11,529.00	3,843.00	7,106.00	61.87
101-441-728.000	OPERATING SUPPLIES	4,500.00	2,086.34	253.11	2,413.66	46.36
101-441-751.000	GAS & OIL	2,600.00	691.08	100.24	1,908.92	26.58
101-441-818.000	CONTRACTUAL SERVICES	30,989.00	9,481.00	0.00	21,508.00	30.59
101-441-820.100	ELECTRICITY	9,000.00	3,414.71	1,226.72	5,585.29	37.94
101-441-820.200	GAS	4,000.00	1,086.54	675.67	2,913.46	27.16
101-441-820.300	TELEPHONE	5,000.00	1,913.73	283.95	3,086.27	38.27
101-441-820.400	WATER & SEWER	1,000.00	867.57	0.00	132.43	86.76
101-441-820.500	REFUSE	1,100.00	616.14	96.75	483.86	56.01
101-441-821.000	STREET LIGHTING	200,000.00	79,767.78	16,171.47	120,232.22	39.88
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	661.45	0.00	2,338.55	22.05
101-441-831.100	STORM SEWER MAINTENANCE	24,000.00	12,076.78	8,574.60	11,923.22	50.32
101-441-836.200	TREES & GARDEN	5,000.00	122.58	0.00	4,877.42	2.45
101-441-838.000	MISCELLANEOUS OPERATIONS	4,000.00	(559.04)	(511.59)	4,559.04	(13.98)
101-441-843.000	EQUIPMENT RENTAL	40,000.00	12,543.01	1,644.41	27,456.99	31.36

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

PERIOD ENDING 12/31/2018

*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	12/31/2018	MONTH 12/31/2018	BALANCE	
Fund 101 - GENERAL FUND						
Expenditures						
101-441-860.000	EDUCATION & TRAINING	1,500.00	777.75	224.00	722.25	51.85
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	240,976.56	50,803.76	285,311.44	45.79
Dept 528 - LEAF AND BRUSH COLLECTION						
101-528-702.200	WAGES	52,000.00	39,466.13	12,439.03	12,533.87	75.90
101-528-702.400	WAGES - TEMPORARY	5,000.00	2,464.00	960.00	2,536.00	49.28
101-528-715.000	SOCIAL SECURITY (FICA)	383.00	258.58	107.87	124.42	67.51
101-528-716.000	FRINGES	40,560.00	31,199.76	9,654.77	9,360.24	76.92
101-528-728.000	OPERATING SUPPLIES	2,000.00	175.00	0.00	1,825.00	8.75
101-528-818.000	CONTRACTUAL SERVICES	9,200.00	8,890.00	0.00	310.00	96.63
101-528-843.000	EQUIPMENT RENTAL	120,000.00	101,591.01	36,571.25	18,408.99	84.66
Total Dept 528 - LEAF AND BRUSH COLLECTION		229,143.00	184,044.48	59,732.92	45,098.52	80.32
Dept 585 - PARKING						
101-585-702.200	WAGES	9,000.00	2,375.06	703.43	6,624.94	26.39
101-585-716.000	FRINGES	6,030.00	1,879.52	566.47	4,150.48	31.17
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	105.12	56.20	1,894.88	5.26
101-585-843.000	EQUIPMENT RENTAL	14,000.00	2,565.25	1,529.10	11,434.75	18.32
Total Dept 585 - PARKING		35,030.00	7,134.95	2,855.20	27,895.05	20.37
Dept 728 - COMMUNITY DEVELOPMENT						
101-728-702.100	SALARIES	81,227.00	32,538.65	5,846.21	48,688.35	40.06
101-728-702.400	WAGES - TEMPORARY	0.00	77.34	19.43	(77.34)	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	2,497.43	449.50	3,716.57	40.19
101-728-716.100	HEALTH INSURANCE	2,162.00	3,381.50	712.47	(1,219.50)	156.41
101-728-716.200	DENTAL INSURANCE	77.00	133.05	26.81	(56.05)	172.79
101-728-716.300	OPTICAL INSURANCE	10.00	18.62	2.68	(8.62)	186.20
101-728-716.400	LIFE INSURANCE	706.00	241.34	47.95	464.66	34.18
101-728-716.500	DISABILITY INSURANCE	1,001.00	294.24	52.72	706.76	29.39
101-728-717.000	UNEMPLOYMENT INSURANCE	20.00	40.50	0.00	(20.50)	202.50
101-728-718.000	RETIREMENT	0.00	38.57	9.69	(38.57)	100.00
101-728-718.200	DEFINED CONTRIBUTION	3,249.00	1,301.51	233.85	1,947.49	40.06
101-728-719.000	WORKERS' COMPENSATION	319.00	132.00	44.00	187.00	41.38
101-728-728.000	OPERATING SUPPLIES	1,500.00	307.18	0.00	1,192.82	20.48
101-728-818.000	CONTRACTUAL SERVICES	67,268.00	11,341.65	4,096.66	55,926.35	16.86
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	912.77	0.00	2,211.23	29.22
Total Dept 728 - COMMUNITY DEVELOPMENT		168,667.00	53,843.35	11,541.97	114,823.65	31.92
Dept 756 - PARKS						
101-756-702.200	WAGES	60,000.00	20,962.83	169.75	39,037.17	34.94

PERIOD ENDING 12/31/2018

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GL NUMBER	DESCRIPTION	2018-19	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	12/31/2018 NORMAL (ABNORMAL)	MONTH 12/31/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
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	18,552.55	136.70	28,447.45	39.47
101-756-728.000	OPERATING SUPPLIES	2,500.00	212.00	212.00	2,288.00	8.48
101-756-818.000	CONTRACTUAL SERVICES	20,623.00	1,672.00	0.00	18,951.00	8.11
101-756-820.100	ELECTRICITY	11,000.00	3,928.06	641.08	7,071.94	35.71
101-756-820.400	WATER & SEWER	10,000.00	5,186.23	3,609.29	4,813.77	51.86
101-756-820.500	REFUSE	500.00	213.85	0.00	286.15	42.77
101-756-831.000	BUILDING MAINTENANCE	14,000.00	9,343.92	3,709.93	4,656.08	66.74
101-756-831.200	BLDG MAINTENANCE-BALLFIELDS	4,000.00	430.98	0.00	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	34,044.91	102.69	27,955.09	54.91
101-756-974.000	LAND IMPROVEMENTS	2,500.00	0.00	0.00	2,500.00	0.00
101-756-974.000-SKATEPRK18	SYSTEM IMPROVEMENTS	0.00	25,911.60	5,369.58	(25,911.60)	100.00
Total Dept 756 - PARKS		235,123.00	123,146.06	13,951.02	111,976.94	52.38
Dept 966 - TRANSFERS OUT						
101-966-999.297	TRANSFER TO HISTORICAL COMMISSION	33,000.00	16,500.00	2,750.00	16,500.00	50.00
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	300,610.02	2,750.00	281,229.98	51.67
TOTAL EXPENDITURES		7,755,766.00	3,862,723.22	587,802.35	3,893,042.78	49.80
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		7,755,766.00	4,879,820.45	496,282.36	2,875,945.55	62.92
TOTAL EXPENDITURES		7,755,766.00	3,862,723.22	587,802.35	3,893,042.78	49.80
NET OF REVENUES & EXPENDITURES		0.00	1,017,097.23	(91,519.99)	(1,017,097.23)	100.00
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	400,726.19	108,750.18	512,273.81	43.89
202-000-664.664	INTEREST INCOME	0.00	2,277.35	609.11	(2,277.35)	100.00
202-000-695.411	TRANSFER FROM STREET PROGRAM	1,691,800.00	1,246,935.17	746,935.17	444,864.83	73.70
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	1,650,617.29	856,294.46	1,134,504.71	59.27
TOTAL REVENUES		2,785,122.00	1,650,617.29	856,294.46	1,134,504.71	59.27

PERIOD ENDING 12/31/2018

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GL NUMBER	DESCRIPTION	2018-19	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	12/31/2018 NORMAL (ABNORMAL)	MONTH 12/31/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 202 - MAJOR STREET FUND						
Expenditures						
Dept 451 - CONSTRUCTION						
202-451-728.000	OPERATING SUPPLIES	0.00	188.43	13.74	(188.43)	100.00
202-451-818.000	CONTRACTUAL SERVICES	1,691,800.00	1,958,742.30	647.40	(266,942.30)	115.78
Total Dept 451 - CONSTRUCTION		1,691,800.00	1,958,930.73	661.14	(267,130.73)	115.79
Dept 463 - STREET MAINTENANCE						
202-463-702.200	WAGES	42,000.00	13,222.54	455.43	28,777.46	31.48
202-463-716.000	FRINGES	39,000.00	12,773.95	449.51	26,226.05	32.75
202-463-728.000	OPERATING SUPPLIES	35,000.00	11,421.14	440.32	23,578.86	32.63
202-463-818.000	CONTRACTUAL SERVICES	75,000.00	39,235.23	3,909.09	35,764.77	52.31
202-463-843.000	EQUIPMENT RENTAL	50,000.00	21,624.75	1,337.77	28,375.25	43.25
Total Dept 463 - STREET MAINTENANCE		241,000.00	98,277.61	6,592.12	142,722.39	40.78
Dept 473 - BRIDGE MAINTENANCE						
202-473-702.200	WAGES	200.00	96.99	0.00	103.01	48.50
202-473-716.000	FRINGES	190.00	94.74	0.00	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	0.00	52.46	34.43
Total Dept 473 - BRIDGE MAINTENANCE		2,070.00	219.27	0.00	1,850.73	10.59
Dept 474 - TRAFFIC SERVICES-MAINTENANCE						
202-474-702.200	WAGES	2,200.00	664.47	27.80	1,535.53	30.20
202-474-716.000	FRINGES	2,100.00	641.41	27.44	1,458.59	30.54
202-474-728.000	OPERATING SUPPLIES	3,500.00	218.03	38.71	3,281.97	6.23
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	1,426.89	10.34	1,073.11	57.08
202-474-843.000	EQUIPMENT RENTAL	1,000.00	545.98	14.32	454.02	54.60
Total Dept 474 - TRAFFIC SERVICES-MAINTENANCE		26,300.00	3,496.78	118.61	22,803.22	13.30
Dept 478 - SNOW & ICE CONTROL						
202-478-702.200	WAGES	20,000.00	2,839.61	2,159.82	17,160.39	14.20
202-478-716.000	FRINGES	20,000.00	2,802.69	2,131.74	17,197.31	14.01
202-478-728.000	OPERATING SUPPLIES	42,000.00	8,315.51	3,468.08	33,684.49	19.80
202-478-843.000	EQUIPMENT RENTAL	35,000.00	7,948.40	6,086.10	27,051.60	22.71
Total Dept 478 - SNOW & ICE CONTROL		117,000.00	21,906.21	13,845.74	95,093.79	18.72
Dept 480 - TREE TRIMMING						
202-480-702.200	WAGES	8,000.00	2,997.60	0.00	5,002.40	37.47
202-480-716.000	FRINGES	7,000.00	2,917.04	0.00	4,082.96	41.67
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	4,486.39	0.00	9,513.61	32.05

PERIOD ENDING 12/31/2018

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		AMENDED BUDGET	12/31/2018 NORMAL (ABNORMAL)	MONTH 12/31/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 202 - MAJOR STREET FUND						
Expenditures						
Total Dept 480 - TREE TRIMMING		39,500.00	10,901.03	0.00	28,598.97	27.60
Dept 482 - ADMINISTRATION & ENGINEERING						
202-482-702.100	SALARIES	56,407.00	31,606.41	4,268.79	24,800.59	56.03
202-482-715.000	SOCIAL SECURITY (FICA)	4,315.00	2,417.32	326.41	1,897.68	56.02
202-482-716.100	HEALTH INSURANCE	3,296.00	1,421.47	273.36	1,874.53	43.13
202-482-716.200	DENTAL INSURANCE	137.00	53.90	10.35	83.10	39.34
202-482-716.300	OPTICAL INSURANCE	16.00	6.56	1.26	9.44	41.00
202-482-716.400	LIFE INSURANCE	265.00	96.11	18.49	168.89	36.27
202-482-716.500	DISABILITY INSURANCE	423.00	150.97	29.45	272.03	35.69
202-482-718.200	DEFINED CONTRIBUTION	1,131.00	641.90	86.16	489.10	56.76
202-482-719.000	WORKERS' COMPENSATION	222.00	237.00	79.00	(15.00)	106.76
202-482-801.000	PROFESSIONAL SERVICES: ADMINISTRATIVE	2,000.00	247.00	247.00	1,753.00	12.35
202-482-999.101	CONTRIBUTION-GF ADMIN	91,300.00	40,072.62	10,875.02	51,227.38	43.89
Total Dept 482 - ADMINISTRATION & ENGINEERING		159,512.00	76,951.26	16,215.29	82,560.74	48.24
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	124,225.13	33,712.56	332,274.87	27.21
Total Dept 485 - LOCAL STREET TRANSFER		456,500.00	124,225.13	33,712.56	332,274.87	27.21
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
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

PERIOD ENDING 12/31/2018

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Fund 202 - MAJOR STREET FUND						
Expenditures						
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						
202-497-702.200	WAGES	2,500.00	517.20	382.13	1,982.80	20.69
202-497-716.000	FRINGES	2,500.00	510.47	377.16	1,989.53	20.42
202-497-728.000	OPERATING SUPPLIES	12,000.00	1,871.98	768.50	10,128.02	15.60
202-497-843.000	EQUIPMENT RENTAL	6,000.00	1,507.38	1,129.43	4,492.62	25.12
Total Dept 497 - TRUNKLINE SNOW & ICE CONTROL		23,000.00	4,407.03	2,657.22	18,592.97	19.16
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	2,300,480.07	73,802.68	484,641.93	82.60

PERIOD ENDING 12/31/2018

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		AMENDED BUDGET	12/31/2018 NORMAL (ABNORMAL)	MONTH 12/31/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 202 - MAJOR STREET FUND						
Fund 202 - MAJOR STREET FUND:						
TOTAL REVENUES		2,785,122.00	1,650,617.29	856,294.46	1,134,504.71	59.27
TOTAL EXPENDITURES		2,785,122.00	2,300,480.07	73,802.68	484,641.93	82.60
NET OF REVENUES & EXPENDITURES		0.00	(649,862.78)	782,491.78	649,862.78	100.00
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	0.00	(93,659.88)	100.00
203-000-539.569	GAS & WEIGHT TAX	333,125.00	146,849.12	39,852.25	186,275.88	44.08
203-000-664.664	INTEREST INCOME	0.00	521.19	352.85	(521.19)	100.00
203-000-695.202	MAJOR STREET TRANSFER	283,030.00	124,225.13	33,712.56	158,804.87	43.89
203-000-695.411	TRANSFER FROM CAPITAL PROJECTS	921,500.00	775,532.51	525,532.51	145,967.49	84.16
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	1,140,787.83	599,450.17	471,567.17	70.75
TOTAL REVENUES		1,612,355.00	1,140,787.83	599,450.17	471,567.17	70.75
Expenditures						
Dept 451 - CONSTRUCTION						
203-451-728.000	OPERATING SUPPLIES	0.00	13.74	13.74	(13.74)	100.00
203-451-818.000	CONTRACTUAL SERVICES	921,500.00	674,408.65	8,460.84	247,091.35	73.19
Total Dept 451 - CONSTRUCTION		921,500.00	674,422.39	8,474.58	247,077.61	73.19
Dept 463 - STREET MAINTENANCE						
203-463-702.200	WAGES	42,000.00	18,123.88	1,284.14	23,876.12	43.15
203-463-716.000	FRINGES	39,000.00	17,545.63	1,267.45	21,454.37	44.99
203-463-728.000	OPERATING SUPPLIES	30,000.00	11,014.75	1,783.59	18,985.25	36.72
203-463-818.000	CONTRACTUAL SERVICES	80,000.00	119,651.88	16,217.94	(39,651.88)	149.56
203-463-843.000	EQUIPMENT RENTAL	80,000.00	38,027.39	2,413.62	41,972.61	47.53
Total Dept 463 - STREET MAINTENANCE		271,000.00	204,363.53	22,966.74	66,636.47	75.41
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	1,524.93	1,159.92	18,475.07	7.62
203-478-716.000	FRINGES	20,000.00	1,505.11	1,144.84	18,494.89	7.53
203-478-728.000	OPERATING SUPPLIES	50,000.00	2,069.03	0.00	47,930.97	4.14

PERIOD ENDING 12/31/2018

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		AMENDED BUDGET	12/31/2018 NORMAL (ABNORMAL)	MONTH 12/31/2018 INCREASE (DECREASE)	NORMAL (ABNORMAL)			
Fund 203 - LOCAL STREET FUND								
Expenditures								
203-478-843.000	EQUIPMENT RENTAL	35,000.00	4,481.32	3,456.87	30,518.68	12.80		
Total Dept 478 - SNOW & ICE CONTROL		125,000.00	9,580.39	5,761.63	115,419.61	7.66		
Dept 480 - TREE TRIMMING								
203-480-702.200	WAGES	8,000.00	4,855.47	80.00	3,144.53	60.69		
203-480-716.000	FRINGES	7,000.00	4,675.92	78.96	2,324.08	66.80		
203-480-728.000	OPERATING SUPPLIES	2,500.00	0.00	0.00	2,500.00	0.00		
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	7,448.22	13.04	6,551.78	53.20		
Total Dept 480 - TREE TRIMMING		41,500.00	16,979.61	172.00	24,520.39	40.91		
Dept 482 - ADMINISTRATION & ENGINEERING								
203-482-702.100	SALARIES	56,407.00	31,605.20	4,268.62	24,801.80	56.03		
203-482-715.000	SOCIAL SECURITY (FICA)	4,315.00	2,416.74	326.34	1,898.26	56.01		
203-482-716.100	HEALTH INSURANCE	6,592.00	1,421.42	273.35	5,170.58	21.56		
203-482-716.200	DENTAL INSURANCE	274.00	53.91	10.35	220.09	19.68		
203-482-716.300	OPTICAL INSURANCE	32.00	6.54	1.26	25.46	20.44		
203-482-716.400	LIFE INSURANCE	530.00	96.08	18.47	433.92	18.13		
203-482-716.500	DISABILITY INSURANCE	562.00	150.90	29.43	411.10	26.85		
203-482-718.200	DEFINED CONTRIBUTION	1,131.00	641.73	86.14	489.27	56.74		
203-482-719.000	WORKERS' COMPENSATION	293.00	408.00	136.00	(115.00)	139.25		
203-482-801.000	PROFESSIONAL SERVICES: ADMINISTRATIVE	2,000.00	124.00	124.00	1,876.00	6.20		
203-482-999.101	CONTRIBUTION-GF ADMIN	33,313.00	14,684.92	3,985.23	18,628.08	44.08		
Total Dept 482 - ADMINISTRATION & ENGINEERING		105,449.00	51,609.44	9,259.19	53,839.56	48.94		
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	957,783.01	46,634.14	654,571.99	59.40		
Fund 203 - LOCAL STREET FUND:								
TOTAL REVENUES		1,612,355.00	1,140,787.83	599,450.17	471,567.17	70.75		
TOTAL EXPENDITURES		1,612,355.00	957,783.01	46,634.14	654,571.99	59.40		
NET OF REVENUES & EXPENDITURES		0.00	183,004.82	552,816.03	(183,004.82)	100.00		
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	15.42	2.13	(15.42)	100.00		
248-000-671.675	DONATIONS-PRIVATE	500,000.00	0.00	0.00	500,000.00	0.00		

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO.

PERIOD ENDING 12/31/2018

*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	12/31/2018 NORMAL (ABNORMAL)	MONTH 12/31/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 248 - DOWNTOWN FACADE PROGRAM						
Revenues						
Total Dept 000 - 214		1,018,750.00	15.42	2.13	1,018,734.58	0.00
TOTAL REVENUES		1,018,750.00	15.42	2.13	1,018,734.58	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	10,097.50	720.00	989,902.50	1.01
Total Dept 901 - CAPITAL OUTLAY		1,000,000.00	10,097.50	720.00	989,902.50	1.01
TOTAL EXPENDITURES		1,018,750.00	10,097.50	720.00	1,008,652.50	0.99
Fund 248 - DOWNTOWN FACADE PROGRAM:						
TOTAL REVENUES		1,018,750.00	15.42	2.13	1,018,734.58	0.00
TOTAL EXPENDITURES		1,018,750.00	10,097.50	720.00	1,008,652.50	0.99
NET OF REVENUES & EXPENDITURES		0.00	(10,082.08)	(717.87)	10,082.08	100.00
Fund 273 - CDBG REVOLVING LOAN FUND						
Revenues						
Dept 000 - 214						
273-000-664.664	INTEREST INCOME	0.00	3,829.88	720.32	(3,829.88)	100.00
273-000-671.675	LOAN REPAYMENTS	4,536.00	8,334.10	0.00	(3,798.10)	183.73
Total Dept 000 - 214		4,536.00	12,163.98	720.32	(7,627.98)	268.17
TOTAL REVENUES		4,536.00	12,163.98	720.32	(7,627.98)	268.17
Expenditures						
Dept 200 - GEN SERVICES						
273-200-801.000	PROFESSIONAL SERVICES: ADMINISTRATIVE	0.00	1,176.00	1,176.00	(1,176.00)	100.00
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	1,176.00	1,176.00	(176.00)	117.60
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

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GL NUMBER	DESCRIPTION	2018-19	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	12/31/2018 NORMAL (ABNORMAL)	MONTH 12/31/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 273 - CDBG REVOLVING LOAN FUND						
Expenditures						
TOTAL EXPENDITURES		4,536.00	1,176.00	1,176.00	3,360.00	25.93
Fund 273 - CDBG REVOLVING LOAN FUND:						
TOTAL REVENUES		4,536.00	12,163.98	720.32	(7,627.98)	268.17
TOTAL EXPENDITURES		4,536.00	1,176.00	1,176.00	3,360.00	25.93
NET OF REVENUES & EXPENDITURES		0.00	10,987.98	(455.68)	(10,987.98)	100.00
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	49.76	43.67	(49.76)	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	49.76	43.67	188,750.24	0.03
TOTAL REVENUES		188,800.00	49.76	43.67	188,750.24	0.03
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	49.76	43.67	188,750.24	0.03
TOTAL EXPENDITURES		188,800.00	0.00	0.00	188,800.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	49.76	43.67	(49.76)	100.00
Fund 283 - OBRA FUND-DISTRICT#3-CONAGRA						
Revenues						
Dept 000 - 214						
283-000-401.407	OBRA:TAX CAPTURE	14,497.00	625.86	0.00	13,871.14	4.32
Total Dept 000 - 214		14,497.00	625.86	0.00	13,871.14	4.32
TOTAL REVENUES		14,497.00	625.86	0.00	13,871.14	4.32
Expenditures						
Dept 730 - PROFESSIONAL SERVICES						

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

PERIOD ENDING 12/31/2018

*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	12/31/2018 NORMAL (ABNORMAL)	MONTH 12/31/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 283 - OBRA FUND-DISTRICT#3-CONAGRA						
Expenditures						
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	0.00	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	0.00	(625.86)	100.00
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 730 - PROFESSIONAL SERVICES						
288-730-801.000	PROFESSIONAL SERVICES: ADMINISTRATIVE	0.00	106.80	0.00	(106.80)	100.00
Total Dept 730 - PROFESSIONAL SERVICES		0.00	106.80	0.00	(106.80)	100.00
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	106.80	0.00	109,202.20	0.10
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	106.80	0.00	109,202.20	0.10
NET OF REVENUES & EXPENDITURES		0.00	(106.80)	0.00	106.80	100.00

PERIOD ENDING 12/31/2018

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GL NUMBER	DESCRIPTION	2018-19	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	12/31/2018 NORMAL (ABNORMAL)	MONTH 12/31/2018 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	0.00	2,768.66	5.47
Total Dept 000 - 214		2,929.00	160.34	0.00	2,768.66	5.47
TOTAL REVENUES		2,929.00	160.34	0.00	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	0.00	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	0.00	(160.34)	100.00
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

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

PERIOD ENDING 12/31/2018

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GL NUMBER	DESCRIPTION	2018-19	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	12/31/2018 NORMAL (ABNORMAL)	MONTH 12/31/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 291 - OBRA FUND-DIST#11(CAPITOL BOWL)						
Expenditures						
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
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	0.00	93,345.50	1.53
Total Dept 000 - 214		94,800.00	1,454.50	0.00	93,345.50	1.53
TOTAL REVENUES		94,800.00	1,454.50	0.00	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	0.00	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	0.00	(1,454.50)	100.00
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

PERIOD ENDING 12/31/2018

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		AMENDED BUDGET	12/31/2018 NORMAL (ABNORMAL)	MONTH 12/31/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 295 - OBRA-DIST#15 -ARMORY BUILDING						
Revenues						
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	104.69	0.00	645.31	13.96
Total Dept 730 - PROFESSIONAL SERVICES		750.00	104.69	0.00	645.31	13.96
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	104.69	0.00	1,698.31	5.81
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	104.69	0.00	1,698.31	5.81
NET OF REVENUES & EXPENDITURES		0.00	(104.69)	0.00	104.69	100.00
Fund 297 - HISTORICAL FUND						
Revenues						
Dept 000 - 214						
297-000-600.600	SALES	5,000.00	2,908.00	532.50	2,092.00	58.16
297-000-664.664	INTEREST INCOME	70.00	266.13	19.23	(196.13)	380.19
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	2,500.00	1,000.00	10,700.00	18.94
297-000-671.675	DONATIONS-PRIVATE	25,000.00	26,330.33	4,969.00	(1,330.33)	105.32
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	16,500.00	2,750.00	16,500.00	50.00
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	48,504.46	9,270.73	40,611.54	54.43
TOTAL REVENUES		89,116.00	48,504.46	9,270.73	40,611.54	54.43
Expenditures						
Dept 797 - HISTORICAL COMMISSION						
297-797-728.000	OPERATING SUPPLIES	600.00	166.34	105.68	433.66	27.72
297-797-728.200	SUPPLIES-HISTORIC COLLECTION	350.00	679.82	0.00	(329.82)	194.23
297-797-801.000	PROFESSIONAL SERVICES: ADMINISTRATIVE	1,000.00	2,844.00	111.00	(1,844.00)	284.40
297-797-810.000	INSURANCE & BONDS	1,250.00	1,238.83	309.71	11.17	99.11
297-797-856.000	MISCELLANEOUS	3,500.00	4,531.49	1,558.09	(1,031.49)	129.47
297-797-869.000	PROMOTION	5,000.00	1,662.21	126.52	3,337.79	33.24
297-797-870.000	EXHIBITIONS	5,000.00	1,362.49	0.00	3,637.51	27.25

PERIOD ENDING 12/31/2018

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		AMENDED BUDGET	12/31/2018 NORMAL (ABNORMAL)	MONTH 12/31/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 297 - HISTORICAL FUND						
Expenditures						
Total Dept 797 - HISTORICAL COMMISSION		16,700.00	12,485.18	2,211.00	4,214.82	74.76
Dept 798 - CASTLE						
297-798-702.200	WAGES	34,367.00	17,503.82	2,697.00	16,863.18	50.93
297-798-702.400	WAGES - SEASONAL-DOCENTS	12,000.00	6,011.77	919.64	5,988.23	50.10
297-798-715.000	SOCIAL SECURITY (FICA)	3,547.00	1,798.95	276.69	1,748.05	50.72
297-798-717.000	UNEMPLOYMENT INSURANCE	45.00	14.43	0.00	30.57	32.07
297-798-719.000	WORKERS' COMPENSATION	180.00	54.00	18.00	126.00	30.00
297-798-728.000	OPERATING SUPPLIES	500.00	0.00	0.00	500.00	0.00
297-798-810.000	INSURANCE & BONDS	577.00	693.35	173.34	(116.35)	120.16
297-798-820.000	UTILITIES	5,000.00	1,636.98	635.16	3,363.02	32.74
297-798-831.000	BUILDING MAINTENANCE	6,000.00	2,126.88	911.50	3,873.12	35.45
297-798-856.000	MISCELLANEOUS	1,000.00	945.13	284.76	54.87	94.51
Total Dept 798 - CASTLE		63,216.00	30,785.31	5,916.09	32,430.69	48.70
Dept 799 - GOULD HOUSE						
297-799-810.000	INSURANCE & BONDS	700.00	693.35	173.34	6.65	99.05
297-799-820.000	UTILITIES	4,300.00	1,385.26	570.70	2,914.74	32.22
297-799-831.000	BUILDING MAINTENANCE	2,500.00	1,144.20	0.00	1,355.80	45.77
297-799-831.200	BLDG MAINTENANCE-RENTAL	500.00	114.92	114.92	385.08	22.98
297-799-856.000	MISCELLANEOUS	1,200.00	285.82	0.00	914.18	23.82
297-799-869.000	PROMOTION	0.00	229.98	229.98	(229.98)	100.00
Total Dept 799 - GOULD HOUSE		9,200.00	3,853.53	1,088.94	5,346.47	41.89
TOTAL EXPENDITURES		89,116.00	47,124.02	9,216.03	41,991.98	52.88
Fund 297 - HISTORICAL FUND:						
TOTAL REVENUES		89,116.00	48,504.46	9,270.73	40,611.54	54.43
TOTAL EXPENDITURES		89,116.00	47,124.02	9,216.03	41,991.98	52.88
NET OF REVENUES & EXPENDITURES		0.00	1,380.44	54.70	(1,380.44)	100.00
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	0.00	0.00	100.00
325-905-980.995	INTEREST	33,382.00	17,116.25	0.00	16,265.75	51.27

PERIOD ENDING 12/31/2018

*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	12/31/2018 NORMAL (ABNORMAL)	MONTH 12/31/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 325 - DEBT SERVICE-2010 GO BONDS						
Expenditures						
Total Dept 905 - DEBT SERVICE		83,382.00	67,116.25	0.00	16,265.75	80.49
TOTAL EXPENDITURES		83,382.00	67,116.25	0.00	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	0.00	16,265.75	80.49
NET OF REVENUES & EXPENDITURES		0.00	(67,116.25)	0.00	67,116.25	100.00
Fund 327 - DEBT SERVICE						
Revenues						
Dept 000 - 214						
327-000-401.403	GENERAL PROPERTY TAX	418,819.00	457,920.95	1,302.35	(39,101.95)	109.34
327-000-401.430	INDUSTRIAL/COMMERCIAL FACILITIES TAX	0.00	4,358.95	0.00	(4,358.95)	100.00
327-000-401.431	OBSOLETE PROPERTY REHAB TAXES(OPRA)	0.00	619.22	0.00	(619.22)	100.00
327-000-401.432	NEIGHBORHOOD ENTERPRISE ZONE REHAB TAXE	0.00	1,452.72	0.00	(1,452.72)	100.00
Total Dept 000 - 214		418,819.00	464,351.84	1,302.35	(45,532.84)	110.87
TOTAL REVENUES		418,819.00	464,351.84	1,302.35	(45,532.84)	110.87
Expenditures						
Dept 905 - DEBT SERVICE						
327-905-980.991	PRINCIPAL	260,000.00	35,000.00	0.00	225,000.00	13.46
327-905-980.995	INTEREST	158,069.00	79,213.75	0.00	78,855.25	50.11
327-905-980.998	PAYING AGENT FEES	750.00	750.00	0.00	0.00	100.00
Total Dept 905 - DEBT SERVICE		418,819.00	114,963.75	0.00	303,855.25	27.45
TOTAL EXPENDITURES		418,819.00	114,963.75	0.00	303,855.25	27.45
Fund 327 - DEBT SERVICE:						
TOTAL REVENUES		418,819.00	464,351.84	1,302.35	(45,532.84)	110.87
TOTAL EXPENDITURES		418,819.00	114,963.75	0.00	303,855.25	27.45
NET OF REVENUES & EXPENDITURES		0.00	349,388.09	1,302.35	(349,388.09)	100.00
Fund 368 - 2009 SPECIAL ASSESSMENT						
Revenues						
Dept 000 - 214						
368-000-664.664	INTEREST INCOME	0.00	607.50	0.00	(607.50)	100.00
Total Dept 000 - 214		0.00	607.50	0.00	(607.50)	100.00

PERIOD ENDING 12/31/2018

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

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 12/31/2018 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 12/31/2018 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 368 - 2009 SPECIAL ASSESSMENT						
Revenues						
TOTAL REVENUES		0.00	607.50	0.00	(607.50)	100.00
Fund 368 - 2009 SPECIAL ASSESSMENT:						
TOTAL REVENUES		0.00	607.50	0.00	(607.50)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	607.50	0.00	(607.50)	100.00
Fund 370 - 2010 SPECIAL ASSESSMENT						
Revenues						
Dept 000 - 214						
370-000-401.445	INTEREST & PENALTIES ON TAXES	0.00	94.65	3.46	(94.65)	100.00
Total Dept 000 - 214		0.00	94.65	3.46	(94.65)	100.00
TOTAL REVENUES		0.00	94.65	3.46	(94.65)	100.00
Fund 370 - 2010 SPECIAL ASSESSMENT:						
TOTAL REVENUES		0.00	94.65	3.46	(94.65)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	94.65	3.46	(94.65)	100.00
Fund 372 - 2011 SPECIAL ASSESSMENT						
Revenues						
Dept 000 - 214						
372-000-401.404	SPECIAL ASSESSMENTS	0.00	4,231.22	905.70	(4,231.22)	100.00
372-000-401.445	INTEREST & PENALTIES ON TAXES	0.00	573.09	118.72	(573.09)	100.00
Total Dept 000 - 214		0.00	4,804.31	1,024.42	(4,804.31)	100.00
TOTAL REVENUES		0.00	4,804.31	1,024.42	(4,804.31)	100.00
Fund 372 - 2011 SPECIAL ASSESSMENT:						
TOTAL REVENUES		0.00	4,804.31	1,024.42	(4,804.31)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	4,804.31	1,024.42	(4,804.31)	100.00
Fund 374 - 2012 SPECIAL ASSESSMENT						
Revenues						
Dept 000 - 214						
374-000-401.404	SPECIAL ASSESSMENTS	0.00	8,173.54	1,283.79	(8,173.54)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

PERIOD ENDING 12/31/2018

*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	12/31/2018 NORMAL (ABNORMAL)	MONTH 12/31/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 374 - 2012 SPECIAL ASSESSMENT						
Revenues						
374-000-401.445	INTEREST & PENALTIES ON TAXES	0.00	1,485.02	308.11	(1,485.02)	100.00
Total Dept 000 - 214		0.00	9,658.56	1,591.90	(9,658.56)	100.00
TOTAL REVENUES		0.00	9,658.56	1,591.90	(9,658.56)	100.00
Fund 374 - 2012 SPECIAL ASSESSMENT:						
TOTAL REVENUES		0.00	9,658.56	1,591.90	(9,658.56)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	9,658.56	1,591.90	(9,658.56)	100.00
Fund 376 - 2013 SPECIAL ASSESSMENT						
Revenues						
Dept 000 - 214						
376-000-401.404	SPECIAL ASSESSMENTS	0.00	4,341.30	0.00	(4,341.30)	100.00
376-000-401.445	INTEREST & PENALTIES ON TAXES	0.00	780.81	0.00	(780.81)	100.00
Total Dept 000 - 214		0.00	5,122.11	0.00	(5,122.11)	100.00
TOTAL REVENUES		0.00	5,122.11	0.00	(5,122.11)	100.00
Fund 376 - 2013 SPECIAL ASSESSMENT:						
TOTAL REVENUES		0.00	5,122.11	0.00	(5,122.11)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	5,122.11	0.00	(5,122.11)	100.00
Fund 378 - 2014 SPECIAL ASSESSMENT						
Revenues						
Dept 000 - 214						
378-000-401.404	SPECIAL ASSESSMENTS	0.00	4,986.46	131.00	(4,986.46)	100.00
378-000-401.445	INTEREST & PENALTIES ON TAXES	0.00	327.59	10.48	(327.59)	100.00
Total Dept 000 - 214		0.00	5,314.05	141.48	(5,314.05)	100.00
TOTAL REVENUES		0.00	5,314.05	141.48	(5,314.05)	100.00
Fund 378 - 2014 SPECIAL ASSESSMENT:						
TOTAL REVENUES		0.00	5,314.05	141.48	(5,314.05)	100.00

PERIOD ENDING 12/31/2018

*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	12/31/2018 NORMAL (ABNORMAL)	MONTH 12/31/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 378 - 2014 SPECIAL ASSESSMENT						
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	5,314.05	141.48	(5,314.05)	100.00
Fund 382 - 2016 SPECIAL ASSESSMENT						
Revenues						
Dept 000 - 214						
382-000-401.404	SPECIAL ASSESSMENTS	0.00	3,064.41	0.00	(3,064.41)	100.00
382-000-401.445	INTEREST & PENALTIES ON TAXES	0.00	1,754.70	0.00	(1,754.70)	100.00
Total Dept 000 - 214		0.00	4,819.11	0.00	(4,819.11)	100.00
TOTAL REVENUES		0.00	4,819.11	0.00	(4,819.11)	100.00
Fund 382 - 2016 SPECIAL ASSESSMENT:						
TOTAL REVENUES		0.00	4,819.11	0.00	(4,819.11)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	4,819.11	0.00	(4,819.11)	100.00
Fund 383 - 2017 SPECIAL ASSESSMENTS						
Revenues						
Dept 000 - 214						
383-000-401.404	SPECIAL ASSESSMENTS	0.00	95,898.53	2,402.31	(95,898.53)	100.00
383-000-401.445	INTEREST & PENALTIES ON TAXES	0.00	7,014.29	463.89	(7,014.29)	100.00
Total Dept 000 - 214		0.00	102,912.82	2,866.20	(102,912.82)	100.00
TOTAL REVENUES		0.00	102,912.82	2,866.20	(102,912.82)	100.00
Fund 383 - 2017 SPECIAL ASSESSMENTS:						
TOTAL REVENUES		0.00	102,912.82	2,866.20	(102,912.82)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	102,912.82	2,866.20	(102,912.82)	100.00
Fund 384 - 2018 SPECIAL ASSESSMENTS						
Revenues						
Dept 000 - 214						
384-000-401.404	SPECIAL ASSESSMENTS	0.00	240,903.13	4,765.80	(240,903.13)	100.00
384-000-401.445	INTEREST & PENALTIES ON TAXES	0.00	140.38	140.38	(140.38)	100.00
Total Dept 000 - 214		0.00	241,043.51	4,906.18	(241,043.51)	100.00

PERIOD ENDING 12/31/2018

*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	12/31/2018 NORMAL (ABNORMAL)	MONTH 12/31/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 384 - 2018 SPECIAL ASSESSMENTS						
Revenues						
TOTAL REVENUES		0.00	241,043.51	4,906.18	(241,043.51)	100.00
Fund 384 - 2018 SPECIAL ASSESSMENTS:						
TOTAL REVENUES		0.00	241,043.51	4,906.18	(241,043.51)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	241,043.51	4,906.18	(241,043.51)	100.00
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	0.00	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	0.00	61,932.50	20.72
TOTAL EXPENDITURES		78,115.00	16,182.50	0.00	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	0.00	61,932.50	20.72
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00
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

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GL NUMBER	DESCRIPTION	2018-19	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	12/31/2018	MONTH 12/31/2018	BALANCE	
			NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	
Fund 401 - CAPITAL PROJECT FUND						
Expenditures						
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	254,678.65	495.00	(5,408.65)	102.17
Total Dept 000 - 214		358,840.00	257,808.11	495.00	101,031.89	71.84
TOTAL EXPENDITURES		358,840.00	257,808.11	495.00	101,031.89	71.84
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	257,808.11	495.00	101,031.89	71.84
NET OF REVENUES & EXPENDITURES		0.00	3,893.87	(495.00)	(3,893.87)	100.00
Fund 411 - CAPITAL PROJECTS-STREET PROGRAM						
Revenues						
Dept 000 - 214						
411-000-664.664	INTEREST INCOME	0.00	7,077.68	1,217.50	(7,077.68)	100.00
411-000-698.000	PROCEEDS FROM BOND ISSUANCE	4,900,000.00	5,100,000.00	5,100,000.00	(200,000.00)	104.08
Total Dept 000 - 214		4,900,000.00	5,107,077.68	5,101,217.50	(207,077.68)	104.23
TOTAL REVENUES		4,900,000.00	5,107,077.68	5,101,217.50	(207,077.68)	104.23
Expenditures						
Dept 270 - ADMINISTRATIVE						
411-270-801.000	PROFESSIONAL SERVICES: ADMINISTRATIVE	0.00	40,551.00	40,551.00	(40,551.00)	100.00
Total Dept 270 - ADMINISTRATIVE		0.00	40,551.00	40,551.00	(40,551.00)	100.00
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	1,246,935.17	746,935.17	444,864.83	73.70
411-966-999.203	TRANSFER TO LOCAL STREET	921,500.00	775,532.51	525,532.51	145,967.49	84.16
Total Dept 966 - TRANSFERS OUT		2,613,300.00	2,022,467.68	1,272,467.68	590,832.32	77.39
TOTAL EXPENDITURES		4,900,000.00	2,063,018.68	1,313,018.68	2,836,981.32	42.10
Fund 411 - CAPITAL PROJECTS-STREET PROGRAM:						

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

Expenditures

PERIOD ENDING 12/31/2018

*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	12/31/2018 NORMAL (ABNORMAL)	MONTH 12/31/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 497 - CAPITAL PROJECTS-SUBDIVISION						
Expenditures						
Dept 270 - ADMINISTRATIVE						
497-270-801.000	PROFESSIONAL SERVICES: ADMINISTRATIVE	0.00	9,900.00	9,900.00	(9,900.00)	100.00
Total Dept 270 - ADMINISTRATIVE		0.00	9,900.00	9,900.00	(9,900.00)	100.00
TOTAL EXPENDITURES		0.00	9,900.00	9,900.00	(9,900.00)	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	9,900.00	9,900.00	(9,900.00)	100.00
NET OF REVENUES & EXPENDITURES		0.00	25,368.90	(9,900.00)	(25,368.90)	100.00
Fund 588 - TRANSPORTATION FUND						
Revenues						
Dept 000 - 214						
588-000-401.403	GENERAL PROPERTY TAX	0.00	6.37	0.00	(6.37)	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	22,414.41	0.00	54,963.59	28.97
TOTAL REVENUES		77,378.00	22,414.41	0.00	54,963.59	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	22,414.41	0.00	54,963.59	28.97
TOTAL EXPENDITURES		77,378.00	75,315.23	0.00	2,062.77	97.33
NET OF REVENUES & EXPENDITURES		0.00	(52,900.82)	0.00	52,900.82	100.00
Fund 590 - SEWER FUND						
Revenues						
Dept 000 - 214						
590-000-401.446	PENALTIES - LATE CHARGES	28,000.00	14,962.90	(12.04)	13,037.10	53.44
590-000-450.477	SWR:PERMITS/INSPECTION FEE	500.00	210.00	20.00	290.00	42.00
590-000-600.601	METERED SALES	1,600,000.00	836,254.46	464,145.88	763,745.54	52.27
590-000-664.664	INTEREST INCOME	5,000.00	13,614.39	4,108.37	(8,614.39)	272.29
590-000-671.694	MISCELLANEOUS	0.00	2,730.00	0.00	(2,730.00)	100.00

PERIOD ENDING 12/31/2018

*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	12/31/2018 NORMAL (ABNORMAL)	MONTH 12/31/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 590 - SEWER FUND						
Revenues						
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	867,771.75	468,262.21	1,012,731.25	46.15
TOTAL REVENUES		1,880,503.00	867,771.75	468,262.21	1,012,731.25	46.15
Expenditures						
Dept 200 - GEN SERVICES						
590-200-702.100	SALARIES	74,326.00	32,726.02	6,194.26	41,599.98	44.03
590-200-715.000	SOCIAL SECURITY (FICA)	5,686.00	2,518.55	476.18	3,167.45	44.29
590-200-716.100	HEALTH INSURANCE	19,138.00	3,420.46	903.05	15,717.54	17.87
590-200-716.200	DENTAL INSURANCE	1,109.00	136.44	36.99	972.56	12.30
590-200-716.300	OPTICAL INSURANCE	158.00	19.42	5.41	138.58	12.29
590-200-716.400	LIFE INSURANCE	402.00	185.47	33.26	216.53	46.14
590-200-716.500	DISABILITY INSURANCE	954.00	360.61	69.54	593.39	37.80
590-200-717.000	UNEMPLOYMENT INSURANCE	0.00	12.98	0.00	(12.98)	100.00
590-200-718.200	DEFINED CONTRIBUTION	2,748.00	1,301.30	247.78	1,446.70	47.35
590-200-719.000	WORKERS' COMPENSATION	954.00	159.00	53.00	795.00	16.67
590-200-728.000	OPERATING SUPPLIES	1,500.00	189.84	26.68	1,310.16	12.66
590-200-801.000	PROFESSIONAL SERVICES: ADMINISTRATIVE	3,000.00	3,526.00	3,526.00	(526.00)	117.53
590-200-810.000	INSURANCE & BONDS	21,961.00	9,903.03	2,475.76	12,057.97	45.09
590-200-818.000	CONTRACTUAL SERVICES	8,198.00	5,022.76	0.00	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	235.24	0.00	(235.24)	100.00
590-200-890.200	OPERATION & MAINTENANCE	1,000,000.00	561,252.85	92,367.79	438,747.15	56.13
590-200-890.300	REPLACEMENT	145,000.00	93,315.38	46,528.35	51,684.62	64.36
590-200-899.101	GF CONTRIBUTION	100,800.00	44,077.50	7,346.25	56,722.50	43.73
Total Dept 200 - GEN SERVICES		1,386,434.00	758,362.85	160,290.30	628,071.15	54.70
Dept 549 - SEWER OPERATIONS						
590-549-702.200	WAGES	63,341.00	7,704.22	503.08	55,636.78	12.16
590-549-702.300	OVERTIME	7,200.00	1,516.82	219.62	5,683.18	21.07
590-549-703.000	OTHER COMPENSATION	0.00	9,321.98	296.48	(9,321.98)	100.00
590-549-715.000	SOCIAL SECURITY (FICA)	6,376.00	3,022.56	242.40	3,353.44	47.41
590-549-716.000	FRINGES	(13,000.00)	(16,333.67)	(1,628.02)	3,333.67	125.64
590-549-716.100	HEALTH INSURANCE	27,559.00	11,433.40	1,143.34	16,125.60	41.49
590-549-716.200	DENTAL INSURANCE	1,029.00	391.44	38.82	637.56	38.04
590-549-716.300	OPTICAL INSURANCE	128.00	50.30	5.03	77.70	39.30
590-549-716.400	LIFE INSURANCE	163.00	66.00	6.60	97.00	40.49
590-549-716.500	DISABILITY INSURANCE	0.00	137.68	0.00	(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	11,861.66	1,587.43	8,746.34	57.56
590-549-718.200	DEFINED CONTRIBUTION	1,472.00	637.58	0.00	834.42	43.31
590-549-719.000	WORKERS' COMPENSATION	1,668.00	567.00	189.00	1,101.00	33.99
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	3,222.94	498.72	2,777.06	53.72
590-549-818.000	CONTRACTUAL SERVICES	90,000.00	62,677.21	13,469.73	27,322.79	69.64
590-549-818.000-SAWGRNTSWR	SAW GRANT- SEWER	0.00	7,345.00	0.00	(7,345.00)	100.00
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

User: CAGrice

DB: OWOSSO

PERIOD ENDING 12/31/2018

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

GL NUMBER	DESCRIPTION	2018-19 AMENDED BUDGET	YTD BALANCE 12/31/2018 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 12/31/2018 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 590 - SEWER FUND						
Expenditures						
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	2,033.21	143.61	2,966.79	40.66
590-549-836.100	LIFT STATION UTILITIES	5,000.00	1,297.84	243.90	3,702.16	25.96
590-549-843.000	EQUIPMENT RENTAL	35,000.00	4,071.70	134.83	30,928.30	11.63
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	113,825.41	17,094.57	158,268.59	41.83
Dept 901 - CAPITAL OUTLAY						
590-901-973.000	CAPITAL OUTLAY - SEWERS	170,000.00	61,189.35	15,360.00	108,810.65	35.99
Total Dept 901 - CAPITAL OUTLAY		170,000.00	61,189.35	15,360.00	108,810.65	35.99
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	939,274.94	192,744.87	941,228.06	49.95
Fund 590 - SEWER FUND:						
TOTAL REVENUES		1,880,503.00	867,771.75	468,262.21	1,012,731.25	46.15
TOTAL EXPENDITURES		1,880,503.00	939,274.94	192,744.87	941,228.06	49.95
NET OF REVENUES & EXPENDITURES		0.00	(71,503.19)	275,517.34	71,503.19	100.00
Fund 591 - WATER FUND						
Revenues						
Dept 000 - 214						
591-000-401.446	PENALTIES - LATE CHARGES	40,000.00	21,949.92	(21.60)	18,050.08	54.87
591-000-450.477	WTR:PERMITS/INSPECTION FEE	20,000.00	11,165.00	20.00	8,835.00	55.83
591-000-550.000	CAPITAL CONTRIBUTION-STATE	1,000,000.00	43,833.73	0.00	956,166.27	4.38
591-000-600.601	METERED SALES	2,180,000.00	1,322,646.59	713,654.68	857,353.41	60.67
591-000-600.602	METERED SALES-WHOLESALE-USAGE	245,000.00	114,722.85	21,382.97	130,277.15	46.83
591-000-600.604	WATER MAIN REPLACEMENT CHARGE	325,000.00	268,869.24	163,531.84	56,130.76	82.73
591-000-600.640	MATERIAL & SERVICE	10,000.00	4,551.52	0.00	5,448.48	45.52
591-000-664.664	INTEREST INCOME	5,600.00	8,123.97	1,480.19	(2,523.97)	145.07
591-000-671.688	HYDRANT RENTAL	0.00	19,065.00	0.00	(19,065.00)	100.00
591-000-671.694	MISCELLANEOUS	3,000.00	800.00	110.00	2,200.00	26.67
591-000-671.695	MISCELLANEOUS WATER CHARGES	10,000.00	540.00	140.00	9,460.00	5.40
Total Dept 000 - 214		3,838,600.00	1,816,267.82	900,298.08	2,022,332.18	47.32
TOTAL REVENUES		3,838,600.00	1,816,267.82	900,298.08	2,022,332.18	47.32
Expenditures						

PERIOD ENDING 12/31/2018

*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	12/31/2018	MONTH	12/31/2018	NORMAL	(ABNORMAL)	
Fund 591 - WATER FUND								
Expenditures								
Dept 200 - GEN SERVICES								
591-200-702.100	SALARIES	83,883.00	42,391.94		7,023.86		41,491.06	50.54
591-200-715.000	SOCIAL SECURITY (FICA)	6,417.00	3,244.65		537.57		3,172.35	50.56
591-200-716.100	HEALTH INSURANCE	23,641.00	6,014.82		1,188.88		17,626.18	25.44
591-200-716.200	DENTAL INSURANCE	1,279.00	195.98		46.69		1,083.02	15.32
591-200-716.300	OPTICAL INSURANCE	180.00	26.98		6.65		153.02	14.99
591-200-716.400	LIFE INSURANCE	441.00	207.33		36.89		233.67	47.01
591-200-716.500	DISABILITY INSURANCE	1,078.00	422.11		80.31		655.89	39.16
591-200-717.000	UNEMPLOYMENT INSURANCE	20.00	12.99		0.00		7.01	64.95
591-200-718.200	DEFINED CONTRIBUTION	3,106.00	1,500.71		280.98		1,605.29	48.32
591-200-719.000	WORKERS' COMPENSATION	1,078.00	159.00		53.00		919.00	14.75
591-200-728.000	OPERATING SUPPLIES	1,500.00	782.65		41.09		717.35	52.18
591-200-801.000	PROFESSIONAL SERVICES: ADMINISTRATIVE	0.00	9,835.00		9,835.00		(9,835.00)	100.00
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	18,578.79		10,725.40		(3,381.79)	122.25
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		0.00		(184.10)	100.00
591-200-860.000	EDUCATION & TRAINING	2,200.00	2,472.08		2,249.00		(272.08)	112.37
591-200-899.101	GF CONTRIBUTION	234,100.00	102,367.02		17,061.17		131,732.98	43.73
Total Dept 200 - GEN SERVICES		420,820.00	221,206.53		49,166.49		199,613.47	52.57
Dept 552 - WATER UNDERGROUND								
591-552-702.100	SALARIES	26,408.00	12,073.14		1,860.20		14,334.86	45.72
591-552-702.200	WAGES	209,615.00	62,566.99		8,167.09		147,048.01	29.85
591-552-702.400	WAGES - TEMPORARY	0.00	64.75		0.00		(64.75)	100.00
591-552-703.000	OTHER COMPENSATION	0.00	23,907.62		2,655.90		(23,907.62)	100.00
591-552-715.000	SOCIAL SECURITY (FICA)	19,586.00	10,043.21		1,454.52		9,542.79	51.28
591-552-716.000	FRINGES	(13,000.00)	(26,476.09)		(5,182.22)		13,476.09	203.66
591-552-716.100	HEALTH INSURANCE	56,308.00	39,064.98		6,510.83		17,243.02	69.38
591-552-716.200	DENTAL INSURANCE	2,440.00	1,582.98		262.00		857.02	64.88
591-552-716.300	OPTICAL INSURANCE	333.00	224.95		37.49		108.05	67.55
591-552-716.400	LIFE INSURANCE	326.00	292.26		48.71		33.74	89.65
591-552-716.500	DISABILITY INSURANCE	1,898.00	1,071.01		178.50		826.99	56.43
591-552-717.000	UNEMPLOYMENT INSURANCE	120.00	0.00		0.00		120.00	0.00
591-552-718.000	RETIREMENT	36,888.00	19,671.75		2,924.91		17,216.25	53.33
591-552-718.200	DEFINED CONTRIBUTION	6,908.00	3,698.17		530.03		3,209.83	53.53
591-552-719.000	WORKERS' COMPENSATION	6,282.00	4,695.00		1,565.00		1,587.00	74.74
591-552-728.000	OPERATING SUPPLIES	7,000.00	2,947.05		82.88		4,052.95	42.10
591-552-751.000	GAS & OIL	17,000.00	10,238.81		1,704.17		6,761.19	60.23
591-552-818.000	CONTRACTUAL SERVICES	17,000.00	(13,669.74)		4,685.50		30,669.74	(80.41)
591-552-820.100	ELECTRICITY	3,600.00	1,020.27		202.38		2,579.73	28.34
591-552-820.200	GAS	4,000.00	792.66		497.08		3,207.34	19.82
591-552-820.300	TELEPHONE	2,500.00	1,608.67		270.45		891.33	64.35
591-552-833.000	EQUIPMENT MAINTENANCE	4,500.00	420.92		66.17		4,079.08	9.35
591-552-833.200	EQUIPMENT MAINT-HYDRANTS & MAINS	70,000.00	21,574.88		909.53		48,425.12	30.82
591-552-833.300	EQUIP MAINT. METER & SERV	85,000.00	45,294.32		2,484.71		39,705.68	53.29
591-552-843.000	EQUIPMENT RENTAL	3,000.00	36,952.34		9,632.65		(33,952.34)	1,231.74
591-552-860.000	EDUCATION & TRAINING	2,500.00	776.25		20.00		1,723.75	31.05
Total Dept 552 - WATER UNDERGROUND		570,212.00	260,437.15		41,568.48		309,774.85	45.67

PERIOD ENDING 12/31/2018

*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
			NORMAL (ABNORMAL)	MONTH 12/31/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 591 - WATER FUND						
Expenditures						
Dept 553 - WATER FILTRATION						
591-553-702.100	SALARIES	74,385.00	35,309.87	5,440.50	39,075.13	47.47
591-553-702.200	WAGES	244,605.00	104,413.14	19,200.56	140,191.86	42.69
591-553-702.300	OVERTIME	16,000.00	23,815.41	5,925.60	(7,815.41)	148.85
591-553-702.400	WAGES - TEMPORARY	0.00	15,264.10	2,004.00	(15,264.10)	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	645.66	118.69	(645.66)	100.00
591-553-715.000	SOCIAL SECURITY (FICA)	25,642.00	13,843.92	2,481.98	11,798.08	53.99
591-553-716.000	FRINGES	3,000.00	475.30	22.39	2,524.70	15.84
591-553-716.100	HEALTH INSURANCE	73,951.00	31,682.34	5,794.04	42,268.66	42.84
591-553-716.200	DENTAL INSURANCE	2,917.00	1,602.48	285.30	1,314.52	54.94
591-553-716.300	OPTICAL INSURANCE	374.00	232.91	47.31	141.09	62.28
591-553-716.400	LIFE INSURANCE	489.00	479.82	85.47	9.18	98.12
591-553-716.500	DISABILITY INSURANCE	2,381.00	1,362.06	221.24	1,018.94	57.21
591-553-717.000	UNEMPLOYMENT INSURANCE	170.00	0.00	0.00	170.00	0.00
591-553-718.000	RETIREMENT	21,192.00	12,140.77	2,419.60	9,051.23	57.29
591-553-718.200	DEFINED CONTRIBUTION	11,217.00	5,709.43	1,032.16	5,507.57	50.90
591-553-719.000	WORKERS' COMPENSATION	6,355.00	4,026.00	1,342.00	2,329.00	63.35
591-553-728.000	OPERATING SUPPLIES	4,000.00	2,794.70	237.06	1,205.30	69.87
591-553-728.100	LAB SUPPLIES	16,500.00	8,995.45	2,152.28	7,504.55	54.52
591-553-743.000	CHEMICALS	125,000.00	69,502.32	6,487.80	55,497.68	55.60
591-553-751.000	GAS & OIL	2,000.00	520.45	43.31	1,479.55	26.02
591-553-818.000	CONTRACTUAL SERVICES	35,600.00	6,591.46	534.00	29,008.54	18.52
591-553-820.100	ELECTRICITY	125,000.00	68,108.31	20,924.08	56,891.69	54.49
591-553-820.200	GAS	4,500.00	1,221.25	838.25	3,278.75	27.14
591-553-820.300	TELEPHONE	4,000.00	2,230.06	394.99	1,769.94	55.75
591-553-820.500	REFUSE	1,000.00	198.48	33.08	801.52	19.85
591-553-831.000	BUILDING MAINTENANCE	6,000.00	11,386.91	141.04	(5,386.91)	189.78
591-553-833.000	EQUIPMENT MAINTENANCE	30,000.00	7,594.23	2,275.39	22,405.77	25.31
591-553-833.100	EQUIP MAINT - WELLS	10,000.00	3,909.01	0.00	6,090.99	39.09
591-553-834.000	MAINTENANCE	0.00	920.00	20.00	(920.00)	100.00
591-553-860.000	EDUCATION & TRAINING	2,000.00	992.75	155.00	1,007.25	49.64
Total Dept 553 - WATER FILTRATION		852,478.00	439,468.59	80,657.12	413,009.41	51.55
Dept 901 - CAPITAL OUTLAY						
591-901-972.000	MAINS & HYDRANTS	671,500.00	710,922.59	2,444.33	(39,422.59)	105.87
591-901-972.000-OLIVER2016	MAINS & HYDRANTS	0.00	7,070.25	0.00	(7,070.25)	100.00
591-901-972.000-PILOT 2018	MAINS & HYDRANTS	0.00	112,858.75	32,965.00	(112,858.75)	100.00
591-901-977.000	COL - EQUIPMENT	30,000.00	144,322.91	21,593.93	(114,322.91)	481.08
Total Dept 901 - CAPITAL OUTLAY		701,500.00	975,174.50	57,003.26	(273,674.50)	139.01
Dept 905 - DEBT SERVICE						
591-905-980.991	PRINCIPAL	492,745.00	385,000.00	0.00	107,745.00	78.13
591-905-980.995	INTEREST	105,262.00	33,931.25	0.00	71,330.75	32.24
Total Dept 905 - DEBT SERVICE		598,007.00	418,931.25	0.00	179,075.75	70.05
Dept 965 - OTHER FINANCING SOURCES (USES)						

PERIOD ENDING 12/31/2018

*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	12/31/2018	MONTH	12/31/2018	NORMAL	(ABNORMAL)	
Fund 591 - WATER FUND								
Expenditures								
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	2,315,218.02		228,395.35	1,523,381.98		60.31
Fund 591 - WATER FUND:								
TOTAL REVENUES		3,838,600.00	1,816,267.82		900,298.08	2,022,332.18		47.32
TOTAL EXPENDITURES		3,838,600.00	2,315,218.02		228,395.35	1,523,381.98		60.31
NET OF REVENUES & EXPENDITURES		0.00	(498,950.20)		671,902.73	498,950.20		100.00
Fund 599 - WASTEWATER FUND								
Revenues								
Dept 000 - 214								
599-000-602.100	OP & MAINT CHRG - OWOSSO	1,000,000.00	561,252.85		92,367.79	438,747.15		56.13
599-000-602.200	OP & MAINT CHRG - OWOSSO TWP	135,000.00	68,633.86		12,473.55	66,366.14		50.84
599-000-602.300	OP & MAINT CHRG - CALEDONIA TWSP	111,000.00	50,831.79		0.00	60,168.21		45.79
599-000-602.400	OP & MAINT CHRG - CORUNNA	175,000.00	105,336.50		26,158.66	69,663.50		60.19
599-000-603.100	REPLACEMENT CHRG - OWOSSO	142,000.00	93,315.38		46,528.35	48,684.62		65.72
599-000-603.200	REPLACEMENT CHRG - OWOSSO TWP	34,000.00	22,716.69		11,360.73	11,283.31		66.81
599-000-603.300	REPLACEMENT CHRG - CALEDONIA TWSP	26,000.00	18,086.45		9,115.58	7,913.55		69.56
599-000-603.400	REPLACEMENT CHRG - CORUNNA	25,000.00	15,881.48		7,995.34	9,118.52		63.53
599-000-664.664	INTEREST INCOME	5,000.00	12,064.74		2,430.73	(7,064.74)		241.29
599-000-671.694	MISCELLANEOUS	5,000.00	1,788.70		247.96	3,211.30		35.77
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	949,908.44		208,678.69	1,210,853.56		43.96
TOTAL REVENUES		2,160,762.00	949,908.44		208,678.69	1,210,853.56		43.96
Expenditures								
Dept 548 - WASTEWATER OPERATIONS								
599-548-702.100	SALARIES	97,524.00	48,640.54		7,411.58	48,883.46		49.88
599-548-702.200	WAGES	319,705.00	160,112.99		22,950.62	159,592.01		50.08
599-548-702.300	OVERTIME	39,000.00	14,235.34		3,234.21	24,764.66		36.50
599-548-702.400	WAGES - TEMPORARY	4,500.00	4,300.67		781.30	199.33		95.57
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	18,014.53		2,606.16	17,093.47		51.31
599-548-716.000	FRINGES	5,000.00	7,027.64		864.74	(2,027.64)		140.55
599-548-716.100	HEALTH INSURANCE	65,826.00	39,813.78		6,163.14	26,012.22		60.48
599-548-716.200	DENTAL INSURANCE	5,186.00	1,865.68		308.80	3,320.32		35.98
599-548-716.300	OPTICAL INSURANCE	720.00	296.91		49.82	423.09		41.24
599-548-716.400	LIFE INSURANCE	1,240.00	641.46		106.91	598.54		51.73
599-548-716.500	DISABILITY INSURANCE	3,679.00	1,754.92		298.46	1,924.08		47.70
599-548-716.600	PHYSICALS	500.00	122.52		0.00	377.48		24.50
599-548-717.000	UNEMPLOYMENT INSURANCE	200.00	75.72		0.00	124.28		37.86
599-548-718.000	RETIREMENT	93,250.00	40,682.68		5,184.36	52,567.32		43.63

PERIOD ENDING 12/31/2018

*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	12/31/2018 (ABNORMAL)	MONTH 12/31/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 599 - WASTEWATER FUND						
Expenditures						
599-548-718.100	MUNICIPAL EMPLOYEES RETIREMENT PROGRAM	6,000.00	4,587.00	764.50	1,413.00	76.45
599-548-718.200	DEFINED CONTRIBUTION	8,465.00	5,815.70	885.23	2,649.30	68.70
599-548-719.000	WORKERS' COMPENSATION	4,909.00	3,258.00	1,086.00	1,651.00	66.37
599-548-728.000	OPERATING SUPPLIES	21,000.00	5,184.81	1,062.12	15,815.19	24.69
599-548-728.100	SUPPLIES	14,000.00	10,130.37	1,412.62	3,869.63	72.36
599-548-743.100	CHEMICALS - IRON	42,000.00	14,349.11	0.00	27,650.89	34.16
599-548-743.200	CHEMICALS - POLYMER	20,000.00	11,409.69	2,472.69	8,590.31	57.05
599-548-743.300	CHEMICALS - CHLORINE	40,000.00	9,795.39	1,845.34	30,204.61	24.49
599-548-751.000	GAS & OIL	4,000.00	2,461.60	382.83	1,538.40	61.54
599-548-801.000	PROFESSIONAL SERVICES: ADMINISTRATIVE	15,000.00	7,984.66	4,512.19	7,015.34	53.23
599-548-810.000	INSURANCE & BONDS	45,000.00	37,844.73	5,908.43	7,155.27	84.10
599-548-820.100	ELECTRICITY	220,000.00	81,167.10	14,676.31	138,832.90	36.89
599-548-820.200	GAS	12,000.00	1,764.52	1,053.80	10,235.48	14.70
599-548-820.300	TELEPHONE	4,000.00	1,825.75	309.95	2,174.25	45.64
599-548-820.400	WATER & SEWER	2,200.00	1,791.58	0.00	408.42	81.44
599-548-820.500	REFUSE	1,000.00	515.40	85.90	484.60	51.54
599-548-831.000	BUILDING MAINTENANCE	15,000.00	17,013.62	4,486.14	(2,013.62)	113.42
599-548-832.000	STATIONARY EQUIPMENT	6,500.00	7,086.00	5,500.00	(586.00)	109.02
599-548-833.000	EQUIPMENT MAINTENANCE	97,000.00	22,923.33	3,700.22	74,076.67	23.63
599-548-834.000	MAINTENANCE	110,000.00	64,700.42	13,033.33	45,299.58	58.82
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	421.25	0.00	178.75	70.21
599-548-860.000	EDUCATION & TRAINING	2,000.00	977.50	0.00	1,022.50	48.88
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	101,930.01	16,339.33	102,419.99	49.88
Total Dept 548 - WASTEWATER OPERATIONS		1,575,762.00	764,938.21	129,477.03	810,823.79	48.54
Dept 901 - CAPITAL OUTLAY						
599-901-977.000	COL - EQUIPMENT	585,000.00	99,599.06	42,549.75	485,400.94	17.03
Total Dept 901 - CAPITAL OUTLAY		585,000.00	99,599.06	42,549.75	485,400.94	17.03
TOTAL EXPENDITURES		2,160,762.00	864,537.27	172,026.78	1,296,224.73	40.01
Fund 599 - WASTEWATER FUND:						
TOTAL REVENUES		2,160,762.00	949,908.44	208,678.69	1,210,853.56	43.96
TOTAL EXPENDITURES		2,160,762.00	864,537.27	172,026.78	1,296,224.73	40.01
NET OF REVENUES & EXPENDITURES		0.00	85,371.17	36,651.91	(85,371.17)	100.00
Fund 661 - FLEET MAINTENANCE FUND						
Revenues						
Dept 000 - 214						
661-000-664.664	INTEREST INCOME	0.00	9,531.69	1,779.74	(9,531.69)	100.00
661-000-664.669	EQUIPMENT RENTAL	700,000.00	352,302.63	69,771.23	347,697.37	50.33
661-000-671.673	SALE OF FIXED ASSETS	0.00	2,005.60	0.00	(2,005.60)	100.00
661-000-695.699	APPROPRIATION OF FUND BALANCE	350,200.00	0.00	0.00	350,200.00	0.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

PERIOD ENDING 12/31/2018

*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	12/31/2018 NORMAL (ABNORMAL)	MONTH 12/31/2018 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 661 - FLEET MAINTENANCE FUND						
Revenues						
Total Dept 000 - 214		1,050,200.00	363,839.92	71,550.97	686,360.08	34.64
TOTAL REVENUES		1,050,200.00	363,839.92	71,550.97	686,360.08	34.64
Expenditures						
Dept 891 - FLEET MAINTENANCE						
661-891-702.200	WAGES	69,662.00	27,272.90	4,453.26	42,389.10	39.15
661-891-703.000	OTHER COMPENSATION	0.00	5,951.96	308.16	(5,951.96)	100.00
661-891-715.000	SOCIAL SECURITY (FICA)	3,723.00	1,890.99	235.59	1,832.01	50.79
661-891-716.000	FRINGES	17,000.00	6,258.44	1,275.98	10,741.56	36.81
661-891-716.100	HEALTH INSURANCE	17,970.00	8,946.18	1,491.03	9,023.82	49.78
661-891-716.200	DENTAL INSURANCE	514.00	234.54	38.82	279.46	45.63
661-891-716.300	OPTICAL INSURANCE	64.00	30.18	5.03	33.82	47.16
661-891-716.400	LIFE INSURANCE	82.00	39.60	6.60	42.40	48.29
661-891-717.000	UNEMPLOYMENT INSURANCE	20.00	0.00	0.00	20.00	0.00
661-891-718.000	RETIREMENT	21,543.00	12,633.16	1,583.71	8,909.84	58.64
661-891-719.000	WORKERS' COMPENSATION	1,089.00	654.00	218.00	435.00	60.06
661-891-728.000	OPERATING SUPPLIES	3,000.00	932.71	143.39	2,067.29	31.09
661-891-751.000	GAS & OIL	1,700.00	19,112.48	5,859.21	(17,412.48)	1,124.26
661-891-801.000	PROFESSIONAL SERVICES: ADMINISTRATIVE	1,000.00	1,855.00	1,855.00	(855.00)	185.50
661-891-810.000	INSURANCE & BONDS	27,000.00	25,844.72	6,461.18	1,155.28	95.72
661-891-833.000	EQUIPMENT MAINTENANCE	70,000.00	21,543.20	10,311.63	48,456.80	30.78
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	13,555.50	2,259.25	17,444.50	43.73
Total Dept 891 - FLEET MAINTENANCE		265,867.00	146,755.56	36,505.84	119,111.44	55.20
Dept 901 - CAPITAL OUTLAY						
661-901-979.000	COL-EQUIPMENT	784,333.00	175,576.20	0.00	608,756.80	22.39
Total Dept 901 - CAPITAL OUTLAY		784,333.00	175,576.20	0.00	608,756.80	22.39
TOTAL EXPENDITURES		1,050,200.00	322,331.76	36,505.84	727,868.24	30.69
Fund 661 - FLEET MAINTENANCE FUND:						
TOTAL REVENUES		1,050,200.00	363,839.92	71,550.97	686,360.08	34.64
TOTAL EXPENDITURES		1,050,200.00	322,331.76	36,505.84	727,868.24	30.69
NET OF REVENUES & EXPENDITURES		0.00	41,508.16	35,045.13	(41,508.16)	100.00
TOTAL REVENUES - ALL FUNDS						
TOTAL REVENUES - ALL FUNDS		28,534,650.00	18,013,646.74	8,723,960.99	10,521,003.26	63.13
TOTAL EXPENDITURES - ALL FUNDS		28,534,650.00	14,225,261.82	2,672,437.72	14,309,388.18	49.85
NET OF REVENUES & EXPENDITURES		0.00	3,788,384.92	6,051,523.27	(3,788,384.92)	100.00

MINUTES
REGULAR MEETING OF THE
DOWNTOWN DEVELOPMENT AUTHORITY/MAIN STREET
CITY OF OWOSSO
JANUARY 9, 2018 AT 8:00 AM
CITY COUNCIL CHAMBERS

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

ROLL CALL: Taken by Recording Secretary, Debbie Hebert.

AUTHORITY MEMBERS PRESENT: Chairman Dave Acton, Vice-Chairman Bill Gilbert (7:42 a.m.), Jon Moore, Lance Omer, Theresa Trecha, Jim Woodworth.

MEMBERS ABSENT: Mayor Chris Eveleth, Kevin Wiles

OTHERS PRESENT: Josh Adams-Main Street Manager

AGENDA:

Approved as moved by Authority Member Woodworth and supported by Authority Member Trecha to approve the Agenda for the January 9, 2019 meeting as presented,

AYES: ALL. MOTION CARRIED.

MINUTES:

A motion was made by Authority Member Woodworth to approve the minutes of the meeting held November 7, 2018 as presented and supported by Authority Member Omer.

AYES: ALL. MOTION CARRIED

PUBLIC COMMENTS: None

ITEMS OF BUSINESS:

1) CHECK REGISTER

Discussion surrounding the ice skating rink donations and expense - **Approved as moved by Authority Member Moore and supported by Authority Member Woodworth to approve the Check Register for November, 2018 as presented.**

AYES ALL. MOTION CARRIED.

2) BUDGET REPORT – JOSH ADAMS, MAINSTREET MANAGER

Adams may need to utilize reserve funds depending on spring fund raising. More promotions were done, less funds raised from Glow this past year. Maintenance expenses increased including trash pickup. Overall, events were successful and business owners benefited by them.

DDA will receive approximately \$17,000 from the Parks/Recreation and Historic Commission 2 year mileage passed. Revenue will begin in 2021.

3) MMS MASTER LEVEL CONTRACT

It was agreed that affiliation with the Michigan Main Street Program positions the board to received direct and indirect benefits.

A motion was made by Vice Chairman Bill Gilbert and supported by Lance Omer to sign the 2 year agreement to continue the Master Level Contract.

AYES ALL. MOTION CARRIED.

4) ADDITIONAL CHECK SIGNATURE

Checks must be signed by a Board Member utilizing accountability tracking sheets. At times, an additional signer would be beneficial when others are unavailable.

A motion was made by Authority Member Woodworth to approve Authority Member Jon Moore as an additional authorized check signer and supported by Authority Member Bill Gilbert.

AYES ALL. MOTION CARRIED.

5) PROGRAM ASSESSMENT TOOL - Discussion

Josh Adams issued a reminder to complete the assessment tool and submit it to him within the next week. Josh will resend the document to all.

6) BOARD RETREAT – Discussion

It will be held Thursday, January 31, 2019 at the Wesener Building. Topics will be Mission; Vision; Goals and Objectives; DDA/TIF Plan narrative with Amy Cyphert, Assistant City Manager/Community Development.

COMMITTEE UPDATES:

1) Design & Business Vitality – Did not meet in December, 2018.

Subcommittee Streetscapes should obtain bids for flower beds and tidying up downtown to begin work in May, 2018 utilizing funds from the \$35,000 of 494 Streetscape Bond. Adams will attempt to obtain MEDC matching funds grant for the \$35,000. The discussion to meet with City Manager, Nathan Henne was revisited. Members discussed who would serve on the committee. The committee will meet at 9:00 AM on January 16, 2019.

2) Promotion & Outreach – Did not meet in December, 2018.

3) Business Owners Committee

Committee scheduled to meet Tuesday, January 15th at 6:30 P.M. at Jim Woodworth's apartment development above Radio Shack. The list of Business Owner contacts will be reviewed to eliminate inappropriate contacts. The distribution list will be reviewed, purged and locked.

4) Manager Updates

Highlights of report: Wayfinding signage is complete. Department of Public Works will install large maps. Façade Grant signing is complete, next move will be by First Contracting to set up scaffolding to begin work. Information was offered about Grubstake, which is training provided to the community to invest in local business. Matching on Main was discussed.

BOARD CONTINUING EDUCATION/INFORMATION

1) Board Self-Assessment Due

2) Director Report

3) 2019 Event Calendar

PUBLIC COMMENTS: None

BOARD COMMENTS:

Sidewalk sales date on calendar is usually contingent on JC Penney. It was discussed to be proactive, choose a date and offer it to JC Penney if the local store can decide apart from Corporate. The dates of July 18, 19, 20 and 21st are the most likely dates to offer to JC Penney.

Gallagher's Frozen Yogurt is not going out of business. The business is For Sale. They will reopen in spring even if not sold.

Bagelman has closed. The owners plan to retire. There may be a future similar business reopening the building.

ADJOURNMENT:

It was moved by Vice-Chairman Bill Gilbert and supported by Authority Member Moore to adjourn at 8:41 A.M.

AYES: ALL. MOTION CARRIED.

OWOSSO MID-SHIAWASSEE COUNTY WWTP REVIEW BOARD

MEETING MINUTES

January 29, 2019

4:30 P.M.

WWTP

1. Roll
Members Present: R. Holzheuer, G. Burk, D. Chrenka
Alternates Present: T. Crawford
Others Present: T. Guysky, WWTP Superintendent/Board Secretary
2. Minutes of the September 29, 2018 meeting: Motion by Crawford to approve the September 29, 2018 meeting minutes with support by Burk. No Discussion. Motion carries 4-0.
3. Secretary's Report:
 - a) Plant Performance Summaries (April 2018): Guysky noted full permit compliance for the months of September-December 2018, with minor changes to our discharge limitations now in effect since the NPDES permit reissuance.
 - b) Operations Update: Guysky noted continuing good plant performance, with chemical and energy usage on the low side.
 - c) WWTP Staffing Update: Guysky noted an open operator position has just been filled and the plant is back to full staff. The operator position was open due to an operator bidding on an open position in the sewer maintenance department.
 - d) WWTP Project Updates: Guysky noted the sludge thickener project is proceeding roughly on schedule, with the concrete tank having just been painted and equipment installation will begin after the paint cure is complete. He noted that a return to full thickener operation is expected near the beginning of March. The plant backup generator was discussed, with Guysky giving details on the expiring Consumers Energy "dual feed" contract, and the proposed generator design. He noted that further information from Consumers Energy will be obtained so a decision can be made as to keeping the east source functional as an extreme emergency option, or whether that source equipment is demolished and that feed point used for the generator, which would allow the WWTP to utilized the existing switchgear rather than purchasing new transfer gear.
4. Old Business
 - a) OHM Advisors Regional System Flow Evaluation Update: Neither Burk nor Guysky has had the opportunity to thoroughly review the latest revision submitted by OHM, so discussion was tabled until the February meeting. There was a short discussion to follow up on the collection system tour by the board members in October 2018. No workable ideas came out of the tour with respect to sending current flow data to the WWTP. Chrenka asked if the retention basin discussed recently was strictly a City of Owosso project/expense. Burk confirmed that it is, and that the purpose of that basin is to reduce sanitary sewer overflows (SSOs) within the Owosso collection system. It won't necessarily help with the WWTP backup events, and that further retention at the plant

would likely be required if we fail to achieve system wide reduction of I/I and peak wet weather flows to the plant. Chrenka also noted that Owosso Township has formed a subcommittee for reviewing wastewater treatment plant issues including capacity allocation.

5. New Business

- a) Sewer Use Ordinances; pH Significant Noncompliance Definition: Guysky discussed the need for updating the existing Sewer Use Ordinances to add a definition for pH significant noncompliance (SNC) as it relates to industrial monitoring/ordinance enforcement. He provided the current language, which defines SNC for all parameters except pH. He also provided EPA recommended language for defining pH SNC. Guysky stated that he will have more information at future board meetings, and this was an initial discussion of the issue. There was discussion about the need to provide equivalent Municipal Civil Infractions procedures in all service units' ordinances, and to agree on assigning responsibility for issuing them to noncompliant users.
- b) 2018 WWTP Flow Summary: Burk noted that all service units were within their annual and seasonal average capacity allocation. However peak flows in February 2018 exceeded plant pumping capacity. The resulting surcharge resulted in an overflow (i.e. SSO) from the plant.
- c) FY Ending June 30, 2018 Audit Report: Burk noted the combined capital and operating reserves decreased from approx. \$2.4 million to approx. \$1.8 million during FY 2017-18. Screenings and primary clarifier projects account for the decrease, with another decrease expected in FY 2018-19, with reserves estimated at \$1.2 million at the end of the current fiscal year due to the sludge thickener and generator projects.
- d) WWTP Future Rehab Projects and Funding: Copies of the WWTP Capital Improvement Plan (CIP) were distributed, with explanation by Burk, who noted that project items #2 (sludge thickener) and #3(generator) were underway and being paid with the reserve funds. Burk noted that the City of Owosso is preparing an application for project financing through the Michigan State Revolving Fund (SRF). He noted that project phasing is being discussed, as well as whether to go with multiple, smaller SRF projects in the coming years, or to do a larger, more-encompassing project. Pros and cons of each approach were discussed by the board. Chrenka asked when the payback for the SRF would begin, and Burk stated that it would likely be around 2022. Burk explained a bit about the SRF qualifying process, and noted that the board should also consider increasing the Replacement Charge, perhaps stepping it up to \$400,000 then \$500,000 the next two years in preparation for the coming debt service and to prevent further reduction of the fund balance while financing replacements (e.g. main building re-roofing) over the next two fiscal years.

6. Citizens'/Members' Comments:

7. Next Meeting: February 26, 2019, 4:30 pm

8. Adjourn: Motion to adjourn by Crawford, with support by Chrenka. No discussion. Motion carries 4-0. Meeting adjourned at 6:05 p.m.

Respectfully submitted, Timothy J. Guysky, Secretary
Approval by Review Board – Pending