

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MONDAY, DECEMBER 02, 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 SPECIAL MEETING OF NOVEMBER 12, 2019:

APPROVAL OF THE MINUTES OF REGULAR MEETING OF NOVEMBER 18, 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

1. Giving Tuesday Proclamation. A Proclamation of the Mayor's Office declaring Tuesday, December 3, 2019 as Giving Tuesday in the City of Owosso.

PUBLIC HEARINGS

1. OPRA District – 114-116 W. Main Street. Conduct a public hearing to receive citizen comment regarding the application from Ruesswood REI Group, LLC to establish an Obsolete Property Rehabilitation District for the property located at 114-116 W. Main Street.

CITIZEN COMMENTS AND QUESTIONS

CITY MANAGER REPORT

CONSENT AGENDA

1. Set Public Hearing - Obsolete Property Rehabilitation Exemption Certificate – 114-116 W. Main Street. Set a public hearing for Monday, December 16, 2019 to receive citizen comment regarding the application from Ruesswood REI Group, LLC for an Obsolete Property Rehabilitation Exemption Certificate for their property at 114-116 W. Main Street.

2. 2020 Schedule of Meetings. Adopt the 2020 Boards and Commissions Meeting Schedule.
3. New Year's Eve Block Party Permission. Approve request from Owosso Main Street for the closure of Main Street Plaza (Lot #13) on Tuesday, December 31, 2019 at 8:00 p.m. until Tuesday, January 1, 2020 at 1:30 a.m. as well as the closure of South Washington Street from Main Street to Jerome Avenue on Tuesday, December 31, 2019 at 10:00 p.m. until Tuesday, January 1, 2020 at 1:30 a.m. for the New Year's Eve Block Party, waive the insurance requirement, and approve Traffic Control Order No. 1431 formalizing the request.
4. Christmas on Main Permission. Approve request from Owosso Main Street for the closure of Main Street Plaza (Lot #13) on Saturday, December 14, 2019 from 8:00 a.m. until 5:00 p.m. for the Christmas on Main event, waive the insurance requirement, and approve Traffic Control Order No. 1432 formalizing the request.
5. Contract Amendment – South Washington Street Reconstruction Project - Engineering Services Contract. Approve Amendment No. 3 to the contract with Eng., Inc. for additional engineering services for the South Washington Street Reconstruction Project, due to unforeseen underground issues and some weather related impacts requiring additional time for construction oversight and MDOT compliance, in the amount of \$3,930.00.

ITEMS OF BUSINESS

1. Proposed Special Assessment District No. 2019-01 - Hazards and Nuisances. Consider approval of Special Assessment District No. 2019-01, Hazards and Nuisances roll, as it relates to unpaid costs incurred in the altering, repairing, tearing down, abating or removing of hazards and nuisances.
2. Water & Sewer Rate Proposal. Consider a resolution adopting water and sewer rates beginning January 1, 2020.
3. Notice of Intent to Issue Revenue Bonds and Right to Referendum. Adopt resolution of Notice of Intent to Issue Revenue Bonds and Right to Referendum thereof for the proposed issuance of bonds to finance the 2020 DWRP projects.

COMMUNICATIONS

1. Downtown Development Authority/Main Street. Minutes of November 6, 2019.

CITIZEN COMMENTS AND QUESTIONS

NEXT MEETING

Monday, December 16, 2019

BOARDS AND COMMISSIONS OPENINGS

Brownfield Redevelopment Authority – County Representative – term expires 06-30-2020
 Building Board of Appeals – Alternate - term expires June 30, 2022
 Building Board of Appeals – Alternate - term expires June 30, 2021
 Brownfield Redevelopment Authority – term expires June 30, 2022
 Downtown Loan Committee – Bank Representative - term expires June 30, 2021
 Historical Commission – term expires December 31, 2022
 Historical Commission – 2 terms expire December 31, 2020
 Planning Commission – term expires June 30, 2020
 Planning Commission – term expires June 30, 2022

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
SPECIAL MEETING OF THE CITY COUNCIL
MINUTES OF NOVEMBER 12, 2019
6:30 P.M.**

**Meeting to be held at the Public Safety Building
202 South Water Street**

PRESIDING OFFICER: MAYOR CHRISTOPHER T. EVELETH

PLEDGE OF ALLEGIANCE: COUNCILMEMBER JANA L. FEAR

OPENING PRAYER: COUNCILMEMBER NICHOLAS L. PIDEK

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

ABSENT: Councilmember Loreen F. Bailey.

This special meeting of the City Council was called to discuss possible improvements to the Refuse Ordinance.

OPENING COMMENTS

Mayor Eveleth noted that City Council had received lots of feedback on the idea of moving to a single hauler. In response to that feedback the Council has agreed to table the idea. This evening's discussion will be dedicated to reviewing the problems that the City was attempting to solve and receiving comment on possible solutions and ideas that may help resolve some of the issues of concern.

PRESENTATION OF ORDINANCE / SUGGESTIONS FOR UPDATES

Prior to making his presentation City Manager Nathan R. Henne gave a bit of background about what led up to this evening's discussion. City Council meets in January of each year to discuss the issues they would like to tackle during the year. The single hauler trash discussion stemmed from the goal-setting meeting held in January of 2019. Now that single hauler service is off the table he said he would like to take advantage of tonight's opportunity to clear up any misinformation and listen to any suggestions that are brought forward.

Mr. Henne gave an overview of the current trash ordinance, current trash collection practices, and issues with code enforcement. Under the current ordinance trash collection is not required and represents an independent relationship between the citizen and the hauler. The City's only method to enforce the ordinance is via the code enforcement process involving the delivery of a notice of violation, giving the citizen the opportunity to remedy the problem, and the issuance of a ticket if the problem remains after a given time. This process is repeated twice with the ticket going from \$75.00 for the first offense to \$250.00 for the second. If the issue still remains unaddressed a misdemeanor ticket is issued and a suit is filed in court, with many court cases stretching over a period of months. Possible improvements to the code enforcement process could include: immediate issuance of tickets for violations, increasing the fine for violations; and hiring a full-time code enforcement officer.

Next City Manager Henne listed a few examples of possible changes to the ordinance itself: mandating trash service; require rentals to provide trash service; mandating trash service after a trash-related

violation; and splitting the City into sections, assigning one hauler to each area. He went on to note that curbside recycling would be extremely difficult to implement and enforce.

DISCUSSION

Prior to beginning the discussion portion of the meeting facilitator Carrie Rathbun-Hawks noted the guidelines for the evening's discussion as follows:

Guidelines

- *The single-hauler discussion has been tabled and significant public input received. The forum is meant to gather input for how the trash ordinance might be improved.*
- *City council and haulers each have five minutes to ask questions of each other and discuss ideas for how the ordinance might be updated.*
- *Audience members have three minutes each to share their ideas and ask questions. Council will respond after all comments are heard, as needed. In the interest of time and allowing as many people to speak as possible, each person will be limited to one time at the podium.*
- *Courtesy, respect and constructive comments are appreciated!*

City Councilmembers:

Each Councilmember was afforded an opportunity to speak, with all six present choosing to do so. A brief summary of the comments is as follows: being open to what everyone has to say; tightening up the code, including raising fines; considering mandating service; considering moving to a full-time code enforcement officer; the desire not to put anyone out of business; keeping the lines of communication open to mediate disinformation; listening with an open mind; environmental concerns of multiple haulers; and the lack of recycling services.

Refuse Haulers:

Representatives from Granger, Kelly's Refuse, Premier Waste Services, Specialty Salvage, and Waste Management were present to participate in the discussion and each were given the opportunity to make a statement. A brief summary of the comments is as follows: the need to speed up the enforcement process; working with local haulers to do an annual spring clean-up; moving to zero tolerance in code enforcement; ticketing rental owners and renters for violations; the lack of a secondary market for recyclables; the belief that garbage trucks tear up the streets; the City setting a poor example in regard to up-keep; problem areas around town; listening to resident's concerns; and satisfaction that so many people came out to discuss the topic.

Specialty Salvage presented a video on the difficulty trash haulers experience with recycling, including the fact that much of the current materials gathered for recycling end up in landfills because there is no secondary market for the product.

Public:

The following members of the public spoke in regard to the topic at hand:

Mike Cline, 204 Stratford Drive
Arnie Dunchock, 909 Marguerite Drive
Richard Bowen, 217 Curwood Castle Drive
Marsha Lyttle, 624 N. Saginaw Street
Tom Manke, 2910 W. M-21
Brian Suggs, 1012 Ryan Street
Arthur Matzkanin, 1304 N. Washington Street

Burton Fox, 216 E. Oliver Street
Thomas Skinner, 121 Ardelean Drive
Greg Weinert, 530 Martin Street
Brenda Burnett, 1019 Adams Street
Eugene Depeal, 725 Huntington Drive
Bob Marsh, 221 Osburn Street
John McCorkle, 315 Prindle Street
Karla Purdy, manager of 8 apartment units in the City
Jim Zimmerman, 913 Adams Street

The following is a brief summary of citizen comments: residents are against higher taxes; hire a full-time code enforcement officer; have Councilmembers, Police, and Fire Department members report violations; have people show proof of garbage service; holding tenants responsible for code enforcement issues; the desire for quick code enforcement results; the possibility of any type of recycling being offered; hiring a full-time code-enforcement officer; how a single hauler might reduce code violations; the belief that school buses do more damage to City streets than garbage trucks; requiring trash service in the landlord's name; adjusting the pick-up times for commercial refuse pick-up to reflect the residential time limits; stepping up code enforcement; maintaining the multiple hauler system; blaming landlords for tenant code violations; increasing fines for violations; requiring landlords to pay for trash service; helping folks that can't take care of garbage themselves; ensuring City staff perform adequate code enforcement so the problem won't get worse; belief that local haulers do a great job; satisfaction with the current system; taking recyclables to a service provider; the lack of competition if the City moves to a single hauler; stepping up enforcement to combat trash problems; decreasing time limits and increasing fines for violations; requiring landlords to provide trash service; moving to a full-time code enforcement officer; requiring other City employees to report code violations; and using fines from code violations to pay for a full-time code enforcement officer.

City Council Response:

The Mayor and Councilmembers thanked everyone for coming and providing constructive feedback, saying the group has a lot to consider going forward.

Councilmember Fear indicated she was interested in learning more about recycling at a future meeting.

Councilmember Law summed things up saying this opportunity to hear from citizens and haulers was really nice. He encouraged people to continue making their comments known, saying "your voice does matter".

NEXT STEPS

Facilitator Carrie Rathbun-Hawks indicated that all of the comments from this evening's meeting will be compiled and considered by Council to determine how best to move forward. She thanked everyone for coming and reminded them that the government of the City belongs to them.

NEXT MEETING

Monday, November 18, 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, 2019
Historical Commission – 2 terms expire December 31, 2020
Parks & Recreation Commission – term expires June 30, 2021
Planning Commission – term expires June 30, 2020
Planning Commission – term expires June 30, 2022
Shiawassee District Library – term expires June 30, 2023

ADJOURNMENT

The meeting adjourned at 8:00 p.m.

Christopher T. Eveleth, Mayor

Amy K. Kirkland, City Clerk

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MINUTES OF NOVEMBER 18, 2019
7:30 P.M.**

PRESIDING OFFICER: MAYOR CHRISTOPHER T. EVELETH

OPENING PRAYER: TOM MANKE

PLEDGE OF ALLEGIANCE: MAYOR CHRISTOPHER T. EVELETH

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

ABSENT: Councilmember Daniel A. Law.

APPROVAL OF THE MINUTES OF REGULAR MEETING OF NOVEMBER 4, 2019

Motion by Councilmember Pidek to approve the Minutes of the Regular Meeting of November 4, 2019 as presented.

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

PROCLAMATIONS / SPECIAL PRESENTATIONS

None.

PUBLIC HEARINGS

Proposed Special Assessment District No. 2019-01 - Hazards and Nuisances

A public hearing was conducted to receive citizen comment regarding proposed Special Assessment District No. 2019-01, Hazards and Nuisances, as it relates to unpaid costs incurred in the altering, repairing, tearing down, abating or removing of hazards and nuisances.

The following person commented in regard to the proposed special assessment roll:

Davina Inman, 1417 Frederick Street, said she purchased the property in February and took possession of it after the heat had been left off in the bank owned house and the water meter froze. She said the bill for a new meter should have gone to the bank, not her.

There being no one else to be heard, the public hearing was closed.

City Manager Henne suggested Council postpone consideration of the roll until the December 2nd meeting to allow staff to determine if the property at 1417 Frederick Street should remain on the list and who should be billed for the new water meter.

Motion by Mayor Pro-Tem Osika to postpone consideration of the proposed roll for Special Assessment District No. 2019-01-Hazards & Nuisances until the meeting of December 2, 2019.

Motion supported by Councilmember Haber.

Roll Call Vote.

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

NAYS: None.

ABSENT: Councilmember Law.

CITIZEN COMMENTS AND QUESTIONS

Tom Manke, 2910 W. M-21, asked what the poverty exemption item was for.

Eddie Urban, 601 Glenwood Avenue, said he got stuck in Gladwin last Tuesday due to the weather. He said he has been working on cleaning up his yard and he can't understand why he can't have a privacy fence like other residents.

City Manager Nathan R. Henne indicated he would explain poverty exemptions in detail when the Council reached that item on the agenda.

CITY MANAGER REPORT

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

CONSENT AGENDA

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

Set Public Hearing – OPRA District – 114-116 W. Main Street. Set a public hearing for Monday, December 2, 2019 to receive citizen comment regarding the application from Ruesswood REI Group, LLC to establish an Obsolete Property Rehabilitation District for the property located at 114-116 W. Main Street as follows:

RESOLUTION NO. 168-2019

**SETTING A PUBLIC HEARING TO CONSIDER ESTABLISHING
AN OBSOLETE PROPERTY REHABILITATION DISTRICT
FOR THE PROPERTY LOCATED AT 114 W. MAIN STREET**

WHEREAS, a request was received October 29, 2019 along with an Application for Tax Abatement from Randy Woodworth of Ruesswood REI Group, LLC to create an Obsolete Property Rehabilitation District, described as:

LOT 8 & W 2/3 OF LOT 7 BLK 22 OF ORIGINAL PLAT; and

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

WHEREAS, the act permits the city of Owosso to establish an Obsolete Property Rehabilitation District if certain requirements are met; and

WHEREAS, an Obsolete Property Rehabilitation District may consist of one or more parcels of land; and

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

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

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

FIRST: the Owosso City Council sets a public hearing for Monday, December 2, 2019 on or about 7:30 p.m. in the council chambers for the purpose of hearing comments from those within the proposed district, and any other resident or taxpayer, of the city of Owosso.

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

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

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

Name	Board/Commission	Term Expires
Jamie Burke	Shiawassee District Library Board	06-30-2023
Kevin Maginity	Parks & Recreation Commission (filling unexpired term of R. Woodworth)	06-30-2021

Living Nativity Scene Permission. Approve request from First United Methodist Church for the closure of North Street from Water Street to Hickory Street for a Live Nativity Scene Saturday, December 7, 2019 from 5:30pm until 9:30pm and authorize Traffic Control Order No. 1429 formalizing the action.

Glow Owosso Permission. Approve request from Owosso Main Street for use of various streets in the downtown and High School area and the closure of Main Street Plaza at various times on November 29, 2019 for Owosso Glow events, waive the insurance requirement, and approve Traffic Control Order No. 1430 formalizing the request.

Flexible Spending Account Terms Adoption. Authorize acceptance of the terms governing the Flexible Spending Accounts available to City employees, with an effective date of January 1, 2020 as follows:

RESOLUTION NO. 169-2019

ADOPTING THE CITY OF OWOSSO FLEXIBLE SPENDING PLAN

WHEREAS, the city of Owosso, a Michigan municipal corporation, provides a cafeteria plan for its employees;

WHEREAS, under the tax laws of the United States of America the city council must adopt a resolution for the calendar year effective January 1, 2020 and subsequent years.

NOW THEREFORE, the city council of the city of Owosso, Michigan (the employer) resolves:

FIRST: that the form of Cafeteria Plan including a Dependent Care Flexible Spending Account

and Health Flexible Spending Account effective January 1, 2020 presented and attached is approved and adopted and that the duly authorized agents of the city are hereby authorized and directed to execute and deliver to the Administrator of the Plan one or more counterparts of the Plan.

SECOND: that the Administrator is instructed to take such actions that they deem necessary and proper to implement the Plan, and to set up adequate accounting and administrative procedures to provide benefits under the Plan.

THIRD: the undersigned certifies that attached as Exhibit A, are true copies of the *City of Owosso Flexible Spending Plan* approved and adopted in this resolution.

FOURTH: that all prior resolutions and documents for the *City of Owosso Flexible Spending Plan* are rescinded as of January 1, 2020.

Contract Extension – IT/Network Engineering Services. Authorize extension of the contract with Logicalis, Inc. for the provision of network administrator services for the 2020 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 detailed below:

RESOLUTION NO. 170-2019

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, 2020 through December 31, 2020.

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, 2020.

SECOND: The mayor and city clerk are instructed and authorized to sign the document substantially in form attached as Staffing Statement of Work 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, 2020.

Purchase Authorization – WWTP Cargo Van. Waive competitive bidding requirements, authorize a joint purchase from Owosso Motors, Inc. d/b/a Signature Auto Group of Owosso via State of Michigan Contract No. 071B7700180 for one 2020 Ford F-150 Transit Cargo Van in the amount of \$28,540.00, further authorize a contingency of \$750.00 to be used upon administrative consent, and approve payment up to the quoted amount, plus the contingency, upon satisfactory delivery of said vehicle.

Warrant No. 577. Authorize Warrant No. 577 as follows:

Vendor	Description	Fund	Amount
Michigan Municipal League Workers' Compensation Fund Inc.	Worker's Compensation Insurance- 3 of 4 installments for FY 19/20	Various	\$27,947.00

Check Register – October 2019. Affirm check disbursements totaling \$2,438,570.48 for October 2019.

Motion supported by Councilmember Pidek.

Roll Call Vote.

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

NAYS: None.

ABSENT: Councilmember Law.

ITEMS OF BUSINESS

Retirement System Funds Transfer

City Manager Henne noted that the item before Council this evening would complete the transition of the Police Patrol unit to the MERS retirement system.

Motion by Councilmember Bailey to accept the transfer of the Police Patrol unit and its corresponding retirees to the MERS System in the amount of \$4,953,970.00.

Motion supported by Councilmember Fear.

Roll Call Vote.

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

NAYS: None.

ABSENT: Councilmember Law.

Obsolete Property Rehabilitation Exemption Certificate Revocation - 300 W. Main Street

Motion by Councilmember Fear to revoke Obsolete Property Rehabilitation Exemption Certificate #3-16-0011 issued to Owosso REI Group, LLC for the property located at 300 West Main Street due to a lack of follow-through on the project as detailed below:

RESOLUTION NO. 171-2019

**AUTHORIZING THE REVOCATION OF
OBSOLETE PROPERTY REHABILITATION EXEMPTION CERTIFICATE # 3-16-0011**

WHEREAS, Obsolete Property Rehabilitation Exemption application was approved by the City Council of the City of Owosso on May 16, 2016 for real property located at 300 W Main Street; and

WHEREAS, the State Tax Commission considered and approved Certificate # 3-16-0011 on December 13, 2016; and

WHEREAS, the rehabilitation of the facility failed to proceed in good faith with the operation of the facility; and

WHEREAS, per Act 146 of 2000, 125.2792, section 12, the City of Owosso has determined the rehabilitation has not proceeded in a manner consistent with the purposes of the act; and

WHEREAS, owner of this facility, was notified by certified first class mail on October 15, 2019 of the intention of the City of Owosso to revoke the Obsolete Property Rehabilitation Exemption Certificate # 3-16-0011.

NOW, THEREFORE, BE IT RESOLVED, by the Council of the City of Owosso, Michigan that Obsolete Property Rehabilitation Exemption Certificate # 3-16-0011 for the property at 300 W. Main Street, Owosso is hereby revoked.

Motion supported by Mayor Pro-Tem Osika.

Roll Call Vote.

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

NAYS: None.

ABSENT: Councilmember Law.

Industrial Facilities Exemption Certificate Revocation – 300 W. Main Street

Motion by Councilmember Fear to recommend revocation of Industrial Facilities Exemption Certificate #2016-123 issued to Owosso REI Group, LLC for the property located at 300 West Main Street due to a lack of follow-through on the project as follows:

RESOLUTION NO. 172-2019

**RECOMMENDING THE REVOCATION OF
INDUSTRIAL FACILITIES EXEMPTION CERTIFICATE # 2016-123
FOR REAL AND PERSONAL PROPERTY
LOCATED AT 300 W. MAIN STREET**

WHEREAS, an Industrial Facilities Exemption application was approved by the City Council of the City of Owosso on September 19, 2016 for real and personal property located at 300 W. Main Street; and

WHEREAS, the State Tax Commission considered and approved Certificate # 2016-123 on December 13, 2016; and

WHEREAS, Section 15 of Public Act 198 of 1974 provides that the legislative body of the governmental unit which approved the application for the certificate may request the State Tax Commission to revoke the industrial facilities exemption certificate if it finds, among other things, that the holder of the exemption has not proceeded in good faith with the operation of the facility in a manner consistent with the purposes of the public act and in absence of circumstances that are beyond the control of the holder of the exemption certificate; and

WHEREAS, the City of Owosso Council finds that the rehabilitation of the facility has failed to proceed in good faith with the operation of the facility; and

WHEREAS, the owner, Owosso REI Group, LLC., has been notified by certified mail of the intention of the City of Owosso to revoke Industrial Facilities Exemption Certificate # 2016-123.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Owosso hereby requests that the State Tax Commission revoke Industrial Facilities Exemption Certificate No. 2016-123 for Owosso REI Group, LLC. for real property in the amount of \$274,032 and personal property in the amount of \$289,750 located at 300 W. Main St and that the City Clerk submit the resolution to the State Tax Commission for issuance of an official order of revocation.

Motion supported by Councilmember Pidek.

Roll Call Vote.

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

NAYS: None.

ABSENT: Councilmember Law.

2020 Income Threshold Poverty Exemptions

City Manager Henne explained the nature of poverty exemption thresholds saying they are the limits set by Council used to determine (along with an asset test) whether a homeowner would qualify for a property tax exemption in that year.

After a brief discussion the Council moved as follows:

Motion by Councilmember Bailey to adopt the 2020 Income Threshold Poverty Exemptions, as required by Public Act No. 390 of 1994, using a blended version of the federal poverty income standards and 40% of the median income for Shiawassee County as follows:

2020 Income Standards Poverty Threshold

Number of persons residing in homestead	Annual allowable income
1 person	\$18,160
2 persons	\$20,760
3 persons	\$23,360
4 persons	\$25,920
5 persons	\$30,170
6 persons	\$34,590
7 persons	\$39,010
8 persons	\$43,430
Each additional person, add	\$4,420

Income of students under the age of 18 years, **shall not** be included as income

Motion supported by Councilmember Fear.

Roll Call Vote.

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

NAYS: None.

ABSENT: Councilmember Law.

DWRF 2020 Project Approval & Funding Request

Motion by Mayor Pro-Tem Osika to approve the water utility projects selected for the 2020 project year and request funding of said projects via the Drinking Water Revolving Fund as follows:

RESOLUTION NO. 173-2019

AUTHORIZING RESOLUTION NO. 2 TO APPROVE SUBMISSION AND FUNDING OF THE 2020 DRINKING WATER REVOLVING FUND PROJECT PLANS

WHEREAS, the City of Owosso recognizes the need to make improvements to its existing water treatment and distribution system; and

WHEREAS, the City of Owosso authorized OHM Advisors to prepare a Project Plan, which recommended improvements to water treatment facilities and water main infrastructure, projected at a cost of \$15,300,000 over a five year project period beginning in 2020, and

WHEREAS, the City of Owosso is seeking funding from the Michigan Drinking Water Revolving Fund for said major repairs; and

WHEREAS, the City Council approved Resolution No. 1 on April 15, 2019 formally adopting Project Plan Alternative #1 and designating an authorized representative for the plan as step one to obtain DWRF funding; and

WHEREAS, the City of Owosso Director of Public Services & Utilities has selected two segments of the project plan for submission to the MDEQ/EGLE for review and funding approval for the 2020 project year, and

WHEREAS, City Council approval is required for project submission and funding request.

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

FIRST: The City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to approve the 2020 Project Plans for improvements to water mains and the Water Treatment Facility.

SECOND: The City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to acquire funding from the MDEQ/EGLE DWRF for the 2020 project plan capital improvements in the projected amount of \$3,498,079.00.

Motion supported by Councilmember Haber.

Roll Call Vote.

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

NAYS: None.

ABSENT: Councilmember Law.

SRF 2020 Project Approval & Funding Request

Motion by Mayor Pro-Tem Osika to approve the sanitary sewer system and treatment facilities projects selected for the 2020 project year and request funding of said projects via the State Revolving Fund as detailed:

RESOLUTION NO. 174-2019

AUTHORIZING RESOLUTION NO. 2 TO APPROVE SUBMISSION AND FUNDING OF THE 2020 SANITARY SEWER STATE REVOLVING FUND (SRF) PROJECT PLANS

WHEREAS, the City of Owosso has prepared a project plan to make improvements to the City's sanitary sewer collection system, rehabilitate manholes, and construct a new 1,000,000 gallon retention basin with a projected cost of \$4,917,400.00, and a five year project period beginning in 2020; and

WHEREAS, the City of Owosso has also prepared a project plan to make infrastructure improvements at the wastewater treatment facility with a projected cost of \$5,567,000.00, and a five year project period beginning in 2020; and

WHEREAS, these improvements are required to comply with regulatory requirements and to increase the reliability of service to residents and customers, and

WHEREAS, the City of Owosso wishes to apply to the State Revolving Fund for a low interest loan to fund the project; and

WHEREAS, the City Council approved Resolution No. 1 on June 3, 2019 adopting the project plan for sanitary sewer collection improvements and designating an authorized representative for the plan as step one to obtain SRF funding; and

WHEREAS, the City Council approved Resolution No. 1 on June 17, 2019 adopting the project plan for waste water treatment plant improvements and designating an authorized representative for the plan as the first step in obtaining SRF funding; and

WHEREAS, the City of Owosso Director of Public Services & Utilities has selected three segments of the approved project plans for submission to the MDEQ/EGLE for review and funding approval for the 2020 project year; and

WHEREAS, City Council approval is required for this project submission and funding request.

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

FIRST: The City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to approve the 2020 project plans for improvements to the sanitary sewer collection system and the wastewater treatment facility.

SECOND: The City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to acquire funding from the MDEQ/EGLE for the 2020 project plan capital improvements at the projected amount of \$3,378,438.00.

Motion supported by Councilmember Pidek.

Roll Call Vote.

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

NAYS: None.

ABSENT: Councilmember Law.

COMMUNICATIONS

Cheryl A. Grice, Finance Director. October 2019 Revenue & Expenditure Report.
N. Bradley Hissong, Building Official. 2019 Liquor License Inspection Report.
N. Bradley Hissong, Building Official. October 2019 Building Department Report.
N. Bradley Hissong, Building Official. October 2019 Code Violations Report.
N. Bradley Hissong, Building Official. October 2019 Certificates Issued Report.
N. Bradley Hissong, Building Official. October 2019 Inspections Report.
Kevin D. Lenkart, Public Safety Director. October 2019 Police Report.
Kevin D. Lenkart, Public Safety Director. October 2019 Fire Report.
Brownfield Redevelopment Authority. Minutes of October 6, 2019.
Historical Commission. Minutes of October 15, 2019.
Historical Commission. Minutes of November 12, 2019.

CITIZEN COMMENTS AND QUESTIONS

Tom Manke, 2910 W. M-21, sought further clarification on the poverty exemptions asking if taxes would automatically be waived for those that meet the income thresholds. It was noted the process is not automatic, application is required.

Eddie Urban, 601 Glenwood Avenue, mentioned that he has lots of stuff for sale including old bikes, hand tools, outboard motors, and antique chain saws.

Mayor Pro-Tem Osika welcomed Leadership Shiawassee attendees Brent Singer and Trafton Jean to the meeting.

City Manager Henne noted that an application for poverty exemption has to be completed prior to the March Board of Review.

NEXT MEETING

Monday, December 02, 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, 2019
Historical Commission – 2 terms expire December 31, 2020
Parks & Recreation Commission – term expires June 30, 2021
Planning Commission – term expires June 30, 2020
Planning Commission – term expires June 30, 2022

ADJOURNMENT

Motion by Mayor Pro-Tem Osika for adjournment at 8:12 p.m.

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

Christopher T. Eveleth, Mayor

Amy K. Kirkland, City Clerk



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

MEMORANDUM

DATE: December 2, 2019

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

FROM: Treena Chick, Assessor

RE: Obsolete Property Rehabilitation District – 114 W. Main St.

The city manager received a request from Randy Woodworth of Ruesswood REI Group LLC, to establish an Obsolete Property Rehabilitation District. An application for tax abatement under the city's policy was also filed. The project proposes to renovate the second and third floors to create a multi-use building containing office space on the second floor and 9-10 residential apartments on the third floor.

The description of the district being requested is:

LOT 8 & W 2/3 OF LOT 7 BLK 22 OF ORIGINAL PLAT

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

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

- (1) A local governmental unit, by resolution of its legislative body, may establish a commercial redevelopment district, which may consist of 1 or more parcels or tracts of land or a portion thereof, if at the time of adoption of the resolution the property within the district is any of the following:

- (a) Obsolete property in an area characterized by obsolete commercial property or commercial housing property.
- (b) Commercial property that is obsolete property that was owned by a qualified local governmental unit on the effective date of this act, and subsequently conveyed to a private owner.

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

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

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

(i) Has been declared a nuisance in accordance with a local housing, building, plumbing, fire, or other related code or ordinance.

(ii) Is an attractive nuisance to children because of physical condition, use, or occupancy.

(iii) Is a fire hazard or is otherwise dangerous to the safety of persons or property.

(iv) Has had the utilities, plumbing, heating, or sewerage permanently disconnected, destroyed, removed, or rendered ineffective so that the property is unfit for its intended use.

(v) Is tax reverted property owned by a qualified local governmental unit, by a county, or by this state.

The sale, lease, or transfer of tax reverted property by a qualified local governmental unit, county, or this state after the property's inclusion in a brownfield plan shall not result in the loss to the property of the status as blighted property for purposes of PA 145 of 2000. (See MCL 125.2652)

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

"Facility" as defined in PA 451 of 1994 means any area, place, or property where a hazardous substance in excess of the concentrations which satisfy the requirements of section 20120a(1)(a) or (17) or the cleanup criteria for unrestricted residential use under part 213 has been released, deposited, disposed of, or otherwise comes to be located. Facility does not include any area, place, or

property at which response activities have been completed which satisfy the cleanup criteria for the residential category provided for in section 20120a(1)(a) and (17) or at which corrective action has been completed under part 213 which satisfies the cleanup criteria for unrestricted residential use. (See MCL 324.20101)

(iii) Functionally obsolete.

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

According to the qualifications for an Obsolete Property Rehabilitation District this property does meet the required obsolescence. The property is functionally obsolete due to the lack of modern electrical, plumbing, and mechanical systems as well as the poor condition of the walls, floors, and ceilings.

I recommend approving the district to allow a public hearing to consider an application for an Obsolete Property Rehabilitation Exemption Certificate.

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

RESOLUTION NO.

**TO APPROVE ESTABLISHING AN
OBSOLETE PROPERTY REHABILITATION DISTRICT
FOR THE PROPERTY COMMONLY KNOWN AS
114-116 W. MAIN STREET**

WHEREAS, request was received October 29, 2019, from Randy Woodworth of Ruesswood REI Group, LLC Development to establish an obsolete rehabilitation district described as: LOT 8 & W 2/3 OF LOT 7 BLK 22 OF ORIGINAL PLAT- *114 W Main St*

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

WHEREAS, the act permits the city of Owosso to establish an obsolete property rehabilitation district; and

WHEREAS, a public hearing was held for the purpose of hearing comments from those within the proposed district, and any other resident or taxpayer, of the city of Owosso; and

WHEREAS, the city clerk has given notification as required by law and this act, and

WHEREAS, the city council has determined that the qualifications of the act are satisfied.

NOW, THEREFORE, BE IT RESOLVED by the city council of the city of Owosso, Shiawassee County, Michigan that on this date, December 2, 2019, in accordance with the Obsolete Rehabilitation Act, Act 146 of 2000, the said district detailed above is hereby approved.



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MEMORANDUM

DATE: December 2, 2019

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

FROM: Treena Chick, Assessor

RE: Obsolete Property Rehabilitation Exemption Certificate – 114 W. Main

As mentioned in a memo on November 7, 2019, the city manager received a request from Randy Woodworth of Ruesswood REI Group LLC, owner of 114 W. Main St., to establish an Obsolete Property Rehabilitation District. Also received was an application for an Obsolete Property Rehabilitation Exemption. The council will consider approval of an Obsolete Property Rehabilitation District early in the meeting on December 2, 2019. Anticipating approval of the district, this item sets the public hearing to consider the application for tax exemption.

The project proposes to completely renovate the second and third floors to create a multi-use building containing office space on the second floor and 9-10 residential apartments on the third floor.

It is recommended by staff that the city council set a public hearing for December 16, 2019, for input from the public both within and out of the district. The city clerk will send notice to all taxing jurisdictions as required by the statute and the city's tax abatement policy.

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

RESOLUTION NO.

**SETTING A PUBLIC HEARING TO CONSIDER APPLICATION FOR
AN OBSOLETE PROPERTY REHABILITATION EXEMPTION CERTIFICATE
FOR THE PROPERTY COMMONLY KNOWN AS 114-116 W. MAIN STREET**

WHEREAS, the City of Owosso received application for an Obsolete Property Rehabilitation Exemption Certificate on October 21, 2019 from Randy Woodworth of Ruesswood REI Group LLC; and

WHEREAS, the City of Owosso approved a request to establish an Obsolete Property Rehabilitation District on December 2, 2019 for the property described as:

LOT 8 & W 2/3 OF LOT 7 BLK 22 OF ORIGINAL PLAT; and

WHEREAS, it must be determined that approval of the Obsolete Property Rehabilitation Certificate would be beneficial to the City of Owosso, as well as local and regional economy.

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

- FIRST: the Owosso City Council sets public hearing for December 16, 2019 on or about 7:30 p.m. in the council chambers for the purpose of hearing comments for those within the district, and any other resident or taxpayer, of the City of Owosso.
- SECOND: the city clerk gives the notifications as required by law.
- THIRD: the city staff is directed to investigate and determine if the qualifications of the act are satisfied and report findings at the hearing.

**CITY OF OWOSSO
SCHEDULE OF REGULAR MEETINGS
FOR THE CALENDAR YEAR BEGINNING JANUARY 1, 2020**

NOTICE IS HEREBY GIVEN, pursuant to the provisions of Act 267, Public Acts of 1976, of the schedule of Regular Meetings of the City of Owosso, County of Shiawassee, State of Michigan for the calendar year beginning January 1, 2020. The Board, dates, time and place of said regular meetings shall be as follows:

CITY COUNCIL					
The 1 st and 3 rd Monday of each month, except as noted – 7:30 p.m., local prevailing time					
<i>Dates in italic text denote a 5th Monday meeting</i>					
Owosso City Hall, Council Chambers					
JAN 06	MAR 02	MAY 04	JUL 06	SEP 08*	NOV 02
JAN 21*	MAR 16	MAY 18	JUL 20	SEP 21	NOV 16
FEB 03	<i>MAR 30</i>	JUN 01	AUG 03	OCT 05	<i>NOV 30</i>
FEB 18*	APR 06	JUN 15	AUG 17	OCT 19	DEC 07
	APR 20		AUG 31		DEC 21
DOWNTOWN DEVELOPMENT AUTHORITY / OWOSSO MAIN STREET			DOWNTOWN HISTORIC DISTRICT COMMISSION		
The 1 st Wednesday of each month, except as noted – 7:30 a.m., local prevailing time			The 3 rd Wednesday of each month - 6:00 p.m., local prevailing time		
Owosso City Hall, Council Chambers			Owosso City Hall, Conference Room		
JAN 02*	MAY 06	SEP 02	JAN 15	MAY 20	SEP 16
FEB 05	JUN 03	OCT 07	FEB 19	JUN 17	OCT 21
MAR 04	JUL 01	NOV 04	MAR 18	JUL 15	NOV 18
APR 01	AUG 05	DEC 02	APR 15	AUG 19	DEC 16
EMPLOYEES RETIREMENT SYSTEM BOARD			OWOSSO HISTORICAL COMMISSION		
The 4 th Wednesday of even months, except as noted - 7:15 a.m., local prevailing time			The 2 nd Monday of each month, except as noted – 6:00 p.m., local prevailing time		
Owosso City Hall, Council Chambers			Curwood Castle, 226 Curwood Castle Drive		
FEB 26	JUN 24	OCT 28	JAN 13	MAY 11	SEP 14
APR 22	AUG 26	DEC 9*	FEB 10	JUN 08	OCT 13*
			MAR 09	JUL 13	NOV 09
			APR 13	AUG 10	DEC 14
PARKS & RECREATION COMMISSION			PLANNING COMMISSION		
The 4 th Wednesday of each month, except as noted – 7:30 p.m., local prevailing time			The 4 th Monday of each month, except as noted – 6:30 p.m., local prevailing time		
Owosso City Hall, Council Chambers			Owosso City Hall, Council Chambers		
JAN 22	MAY 27	SEP 23	JAN 27	MAY 26*	SEP 28
FEB 26	JUN 24	OCT 28	FEB 24	JUN 22	OCT 26
MAR 25	JUL 22	NOV 25	MAR 23	JUL 27	NOV 23
APR 22	AUG 26	DEC 09*	APR 27	AUG 24	DEC 14*
ZONING BOARD OF APPEALS			* = Rescheduled due to legal holiday on regular meeting date or other scheduling conflict		
The 3 rd Tuesday of each month, except as noted – 9:30 a.m., local prevailing time					
Owosso City Hall, Council Chambers					
JAN 21	MAY 19	SEP 15			
FEB 18	JUN 16	OCT 20			
MAR 17	JUL 21	NOV 17			
APR 21	AUG 18	DEC 15			

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



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MEMORANDUM

DATE: November 20, 2019

TO: City Council

FROM: Kevin Lenkart
Director of Public Safety

RE: Traffic Control Order # 1431

Josh Adams, Owosso Main Street/DDA Executive Director, is requesting a street and lot closure for the Annual NYE Block Party and NYE Event Activities.

LOCATION:

Main Street Plaza
&
Washington Street from Main Street to Jerome Street

DATE/TIME:

Main Street Plaza
Tuesday, December 31, 2019 – January 1, 2020
8:00 pm – 1:30 am

Washington Street
Tuesday, December 31, 2019 – January 1, 2020
10:00 pm – 1:30 am

The Public Safety Department has issued Traffic Control Order No. 1431 in accordance with the Rules for the Issuance of Certain Traffic Control Orders. Staff recommends waiver of the insurance requirement, approval of the application, and authorization of a traffic control order formalizing the action.

CITY OF OWOSSO
TRAFFIC CONTROL ORDER

(SECTION 2.53 UNIFORM TRAFFIC CODE)

ORDER NO.	DATE	TIME
1431	11/20/19	9:00 am

REQUESTED BY
Kevin Lenkart – Director of Public Safety

TYPE OF CONTROL
Street and lot closure

LOCATION OF CONTROL
Main Street Plaza
&
Washington Street from Main Street to Jerome Street

EVENT:
NYE Block Party and NYE Block Party Event Activities

Main Street Plaza
Tuesday, December 31, 2019 – January 1, 2020
8:00 pm – 1:30 am

S. Washington Street
Tuesday, December 31, 2019 – January 1, 2020
10:00 pm – 1:30 am

APPROVED BY COUNCIL
_____, 20 ____

REMARKS



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

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

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

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

Name of individual or group: Owosso Main Street/DDA Date: 11/11/19

Primary Contact Person Name: Josh Adams Title: Executive Director Address: 301 W. Main Street Owosso, MI 48867 Phone: 989.277.1553

Requested Date(s): Tuesday, December 31st Requested Hours: 10:00pm-1:30am

Area Requested (Parking Lot - Parade Route): Washington Street from Main Street to Jerome Street

Detailed description of the use for which the request is made: Request for Owosso Main Street/DDA's NYE Block Party

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

Do Not Write Below This Line - For Officials Use Only

Approved [] Not Approved [] Date: Traffic Control Order Number

Cc: DDA - Director WCIA - Chairperson



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

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

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

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

Name of individual or group: Owosso Main Street/DDA Date: 11/11/19

Primary Contact Person Name: Josh Adams Title: Executive Director Address: 301 W. Main Street Owosso, MI 48867 Phone: 989.277.1553

Requested Date(s): Tuesday, December 31st Requested Hours: 8:00pm-1:30am

Area Requested (Parking Lot - Parade Route): Main Street Plaza

Detailed description of the use for which the request is made: Request for Owosso Main Street/DDA's NYE Block Party event activities

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

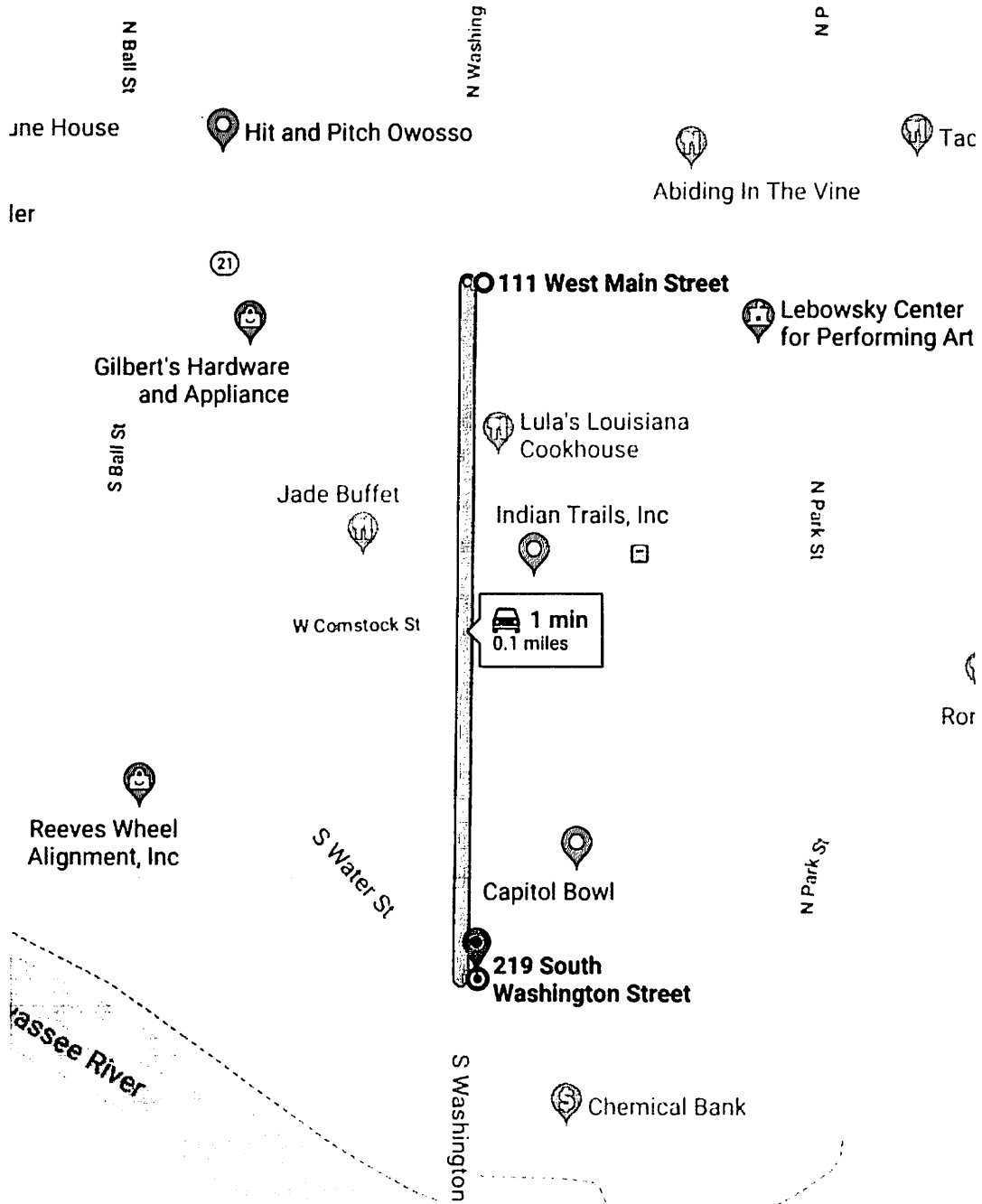
Do Not Write Below This Line - For Officials Use Only

Approved [] Not Approved [] Date: Traffic Control Order Number

Cc: DDA - Director WCIA - Chairperson



NYE Road Closure





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

MEMORANDUM

DATE: November 20, 2019

TO: City Council

FROM: Kevin Lenkart
Director of Public Safety

RE: Traffic Control Order # 1432

Josh Adams, Owosso Main Street/DDA Executive Director, is requesting a lot closure for the Christmas on Main event.

LOCATION:

Main Street Plaza

DATE/TIME:

Saturday, December 14, 2019
8:00 am – 5:00 pm

The Public Safety Department has issued Traffic Control Order No. 1432 in accordance with the Rules for the Issuance of Certain Traffic Control Orders. Staff recommends approval of the application, waiver of the insurance requirement, and authorization of a traffic control order formalizing the action.

CITY OF OWOSSO

TRAFFIC CONTROL ORDER

(SECTION 2.53 UNIFORM TRAFFIC CODE)

ORDER NO.	DATE	TIME
1432	11/20/19	10:00 am

REQUESTED BY
Kevin Lenkart – Director of Public Safety

TYPE OF CONTROL
Lot Closure

LOCATION OF CONTROL
Main Street Plaza (Lot #13)

EVENT:
Christmas on Main Street
Saturday, December 14, 2019
8:00 am – 5:00 pm

APPROVED BY COUNCIL
_____, 20 ____

REMARKS



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

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

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

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

Name of individual or group: Owosso Main Street/DDA Date: 11/11/19

Primary Contact Person Name: Josh Adams Title: Executive Director Address: 301 W. Main Street Owosso, MI 48867 Phone: 989.277.1553

Requested Date(s): Saturday, December 14th Requested Hours: 8:00am-5:00pm

Area Requested (Parking Lot - Parade Route): Main Street Plaza

Detailed description of the use for which the request is made: Request for Owosso Main Street/DDA's event - Christmas on Main. The lot will be used for Christmas activities including the ice rink.

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

Do Not Write Below This Line - For Officials Use Only

Approved [] Not Approved [] Date: Traffic Control Order Number

Cc: DDA - Director WCIA - Chairperson



MEMORANDUM

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

DATE: November 20, 2019

TO: Owosso City Council

FROM: Glenn Chinavare, Director of Public Services

SUBJECT: Amendment No. 3 – ENG, Inc. for Washington Street Project

RECOMMENDATION

Approval of Amendment No. 3 to the contract with ENG Engineering & Surveying, Incorporated (Consultant) for additional design engineering and construction engineering services in the amount of \$3,930.00.

BACKGROUND

On March 5, 2018, City Council awarded a contract to ENG Engineering & Surveying, Inc. in the amount of \$104,392.50 for professional engineering services for the 2019 Washington Street Project. City Council approved Amendment Nos.1 and 2 in the amount of \$24,602.50 for additional engineering design and construction oversight services as previously requested by city staff.

Staff requests additional engineering services from the Consultant, due to unforeseen underground issues and some weather related impacts requiring additional time for construction oversight and MDOT compliance. ENG Engineering & Surveying, Inc. submitted a proposal to perform said services due to changed field conditions, in the amount of \$3,930.00. Staff recommends approval of the proposal from the Consultant.

FISCAL IMPACTS

Funds for requested services are to be paid from the Major Street Construction Account No. 202-451-818.000-SWASHWATRO.

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

Attachments: (1) Resolution - Amendment No.3 - ENG Engineering & Surveying, Inc.
(2) Request for Contract Amendment - ENG Engineering & Surveying, Inc.
(3) Amendment No. 3 to the Contract with ENG Engineering & Surveying, Inc.

RESOLUTION NO.

**AUTHORIZING AMENDMENT NO. 3
TO THE 2019 SOUTH WASHINGTON STREET RECONSTRUCTION PROJECT
ENGINEERING SERVICES CONTRACT WITH ENG., INC. FOR
ADDITIONAL ENGINEERING SERVICES**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, approved a Contract with Eng., Inc. on March 5, 2018 for Engineering Survey and Design Services for the South Washington Street Reconstruction Project; and

WHEREAS, the city requests additional services of the consultant to provide engineering design and construction oversight services for pavement reconstruction along Washington Street, from Gute Street to M-21 (Corunna Avenue) that is beyond the original contractual scope of 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 amend the contract with Eng., Inc. for a cost to the city of Owosso in the amount of \$3,930.00 for additional construction engineering oversight services, as outlined within the attached proposal.
- SECOND: The mayor and city clerk are requested and authorized to sign Contract Amendment No. 3 to the Contract between the City of Owosso, Michigan and Eng., Inc.
- THIRD: The Accounts Payable department is authorized to make payment up to the amended contract amount of \$132,925.00 to Eng., Inc. upon successful completion of stated work.
- FOURTH: The above expenses shall be paid from the Major Street Construction Account No. 202-451-818.000-SWASHWATRO.

**AMENDMENT NO. 3 TO
A CONTRACT FOR SERVICES WITH
ENG., INC.
FOR THE SOUTH WASHINGTON STREET RECONSTRUCTION PROJECT ENGINEERING SERVICES
CONTRACT**

This amendment is attached and made part of the contract for services for the South Washington Street Reconstruction Project Engineering Services Contract, authorized by City Council March 5, 2018, between the city of Owosso, Michigan (City) and Eng., Inc. (Contractor).

**SOUTH WASHINGTON STREET RECONSTRUCTION PROJECT ENGINEERING SERVICES
CONTRACT**

PROJECT SCOPE OF WORK

The project scope of work is amended as follows;

Eng., Inc. will perform construction inspection and administration for reconstructing road base along Washington Street, from Gute Street to Stewart Street as described in its letter dated November 11, 2019, as attached. This work is a change in scope from the original Eng. Proposal.

SCHEDULE

The schedule for the project is amended as follows:

No Change as to Schedule

CHANGE IN FEE

The change in fee is amended as follows:

Fee Change is a net increase of \$3,930.00

IN WITNESS WHEREOF the parties hereto have hereunto set their hands and seals the day and date first above written.

For the Contractor:

By: Gregory L. Minshall
Gregory L. Minshall, PE

Its: PRESIDENT
President

By: _____

Its: _____

Executed: November 11, _____, 2019

For the City:

By: _____
Christopher T. Eveleth, Mayor

By: _____
Amy K. Kirkland, City Clerk

Executed: _____, 2019



With offices in Lansing
and Grand Haven
engdot.com

4063 Grand Oak Drive
Suite A109
Lansing, MI 48911
517.887.1100

16930 Robbins Road
Suite 105
Grand Haven, MI 49417
616.743.7070

November 11, 2019

Mr. Randy J. Chesney, PE
City Engineer
301 W. Main Street
Owosso, MI 48867

RE: Request for Contract Amendment
Additional Services – Construction Phase

Dear Mr. Chesney:

Eng., Inc. is requesting a Contract Amendment for the following additional services for the Washington Street from Gute Street to M-71 (Corunna Avenue) project.

During the construction phase of the project, an Extension of Contract Time was issued to the Contractor to extend the construction duration an extra week. During this extra week of construction, we had additional inspection and project management time as stated below. Additionally, throughout the construction phase, the Contractor worked more hours than originally anticipated which required additional construction inspection time. Because of this, we have expended our initial construction engineering budget and will need additional time to complete the project as itemized below.

Our level of effort for the additional construction engineering is as follows:

1. Additional inspection and project management time for extra week of construction.

Project Manager	3 hours =	\$ 285.00
Inspector	17 hours =	\$1,275.00

 2. Additional time necessary for project closeout.

Project Manager	6 hours =	\$ 570.00
Inspector	24 hours =	<u>\$1,800.00</u>
- Total Cost for this Amendment..... \$3,930.00
Total Cost of Contract with this Amendment..... \$132,925.00

Thank you for your consideration.

Sincerely,

Eng., Inc.

Erik J. Morris, PE
Project Engineer

Gregory L. Minshall, PE
President

RESOLUTION NO.

**AUTHORIZING THE ROLL FOR
SPECIAL ASSESSMENT DISTRICT NO. 2019-01, HAZARDS & NUISANCES**

WHEREAS, the Council, after due and legal notice, has met and having heard all interested parties at the November 18, 2019 meeting, motion by xxx to adopt Special Assessment Resolution No. 2 for the annual hazards & nuisances roll, as follows:

Parcel #	Address	Type of Nuisance	Balance
050-621-002-006-00	321 STATE ST	CLEAN UP	\$765.00
050-390-004-012-00	1260 ADAMS ST	MOWING	\$150.00
050-010-024-003-00	1210 CORUNNA AVE	CLEAN UP	\$170.67
050-010-024-003-00	1210 CORUNNA AVE	CLEAN UP	\$256.74
050-602-006-009-00	823 TRACY ST	CLEAN UP	\$495.33
050-602-017-004-00	1417 FREDERICK ST	METER REPLACEMENT	\$297.72
050-470-017-005-00	220 N PARK ST	METER REPLACEMENT	\$297.72
050-310-002-003-00	900 ADA ST	CLEAN UP	\$2,106.24
050-010-017-030-00	614 ALGER AVE	MOWING	\$150.00
050-240-003-020-00	652 N PARK ST	MOWING	\$170.00
050-390-004-012-00	1260 ADAMS ST	MOWING	\$150.00
050-010-018-007-00	740 WOODLAWN	MOWING	\$150.00
050-420-009-006-00	831 GRAND AVE	MOWING	\$170.00
050-660-011-011-00	216 N LANSING ST	MOWING	\$150.00
050-010-022-003-00	980 CORUNNA AVE	ORDINANCE VIOLATION	\$50.00
050-240-003-020-00	652 N PARK ST	MOWING	\$170.00
050-420-011-015-00	755 BROADWAY AVE	MOWING	\$170.00
050-390-004-012-00	1260 ADAMS ST	MOWING	\$150.00
050-390-004-012-00	1260 ADAMS ST	MOWING	\$150.00
050-050-000-039-00	118 S CEDAR ST	MOWING	\$150.00
050-420-011-015-00	755 BROADWAY AVE	MOWING	\$170.00
050-010-016-006-00	629 ALGER AVE	MOWING	\$170.00
050-710-001-012-00	915 CORUNNA AVE	MOWING	\$210.00
050-390-004-012-00	1260 ADAMS ST	MOWING	\$150.00
050-651-006-007-00	320 CASS ST	CLEAN UP	\$293.22
050-420-011-011-00	719 BROADWAY	CLEAN UP	\$502.96

\$7,815.60

and

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

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Said Special Assessment Roll-Hazards and Nuisances as prepared by the City Assessor in the amount of \$7,815.60 is hereby confirmed and shall be known as Special Assessment Roll- Hazards and Nuisances No. 2019-01.
2. Said Special Assessment Roll-Hazards and Nuisances No. 2019-01 shall be placed on file in the office of the City Clerk who shall attach his warrant to a certified copy thereof within ten (10) days commanding the Assessor to spread the various sums shown thereon as directed by the City Council.



DATE: November 25, 2019

TO: City Council

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

SUBJECT: Proposed Water & Sewer Rate Schedule for 2020

RECOMMENDATION:

Adoption of revised water and sewer rates per proposed resolution, and authorization to charge customers for said rates beginning the January 1, 2020.

BACKGROUND:

Attachment (1) is the proposed water and sewer rate schedule for the year beginning January 2020. The proposed rate changes are in line with current capital and operating cost projections.

The Water Main Capital Charge (based on meter size) will remain the same at \$24.00 per quarter for residential customers, and remain the same for all other larger size meters normally for commercial accounts. The capital charge is intended to generate additional revenue for planned water main and lead service line replacements.

The in-town Water Demand Charge (based on meter size) will remain the same at \$38.00 per quarter for residential customers, and remain the same for all other larger size meters normally for commercial accounts. The demand charge is intended to generate the necessary funds for debt servicing.

The out-of-town Water Demand Charge (based on meter size) will remain the same at \$76.00 per quarter for residential customers. Twenty five (25%) percent of the revenue received is returned to the townships for water distribution system improvements.

The in-town Water Usage Charge will increase from \$2.20 to \$2.26 per meter unit (100 cubic feet or about 750 gallons). The out-of-town Water Usage Rate would increase from \$4.40 to \$4.52 per unit (with 25% of the revenue received being returned to the Townships for water distribution system improvements). The wholesale rate charged the City of Corunna will increase by same percentages as the City and neighboring Townships. City of Corunna usage/commodity rate will increase from \$3.23 per 1000 gallons to \$3.32 per 1,000 gallons.

The in-town Sewer Demand Charge (based on meter size) will increase from \$30.00 to \$32.00 per quarter for residential customers, with larger increases proportional to meter size for all other accounts. The demand charge is intended to generate the necessary funds for debt servicing.

The Sewer Usage Charge would increase from \$2.60 to \$2.80 per unit of metered water. This applies to City of Owosso customers only, as the Townships and Corunna separately bill their own customers. Costs for the Mid-County Wastewater Treatment Plant are shared on a wholesale basis between the 4 mid-County local units of government. The increase in the Sewer Usage Charge is necessary to cover the City share (about 70%) of the cost of the plant operation.

The changes to the Water & Sewer Rate Schedule are itemized in attachment (2).

The increased water/sewer rate components will become effective on December 18, 2019 as result of the scheduled season holidays and established payment due dates.

The fourth quarter billing for calendar year 2019 will be through December 17, 2019, the date all meters will be read. This will allow sufficient time for bills to be mailed out during the last week of December and to stay on schedule for customer payment due dates into the new year of 2020.

FISCAL IMPACTS:

These above changes will result in an overall 4.0% increase in a typical residential water/sewer bill. Projects directly impacted by the proposed rate increases for 2020 are:

Replacement of Water Mains:

Summit Street..... Abbott to Rubelman	Street construction these projects. These projects have
Clark Street..... Oliver to King	break history, shallow depth, and/or 4-inch cast pipe.
S. Cedar Street..... South to Hampton	
North Street..... Gould to N. Hickory	
Cleveland Street.....N. Chestnut to Brooks	No street construction these projects. These projects
Lafayette Street..... Main to Cleveland	have break history, aged 4-inch cast pipe, and/or
Robbins Street..... Mack to South End	noncompliant materials.
Morris Street.....Mack to North End	

Water Treatment Plant:

Filter Backwash Pumps.....	1940 existing installation.
16-inch High Service Line.....	severely corroded and high risk for rupture.

Wastewater Treatment Plant:

Influent Screw Pumps.....	badly worn, not performing to capacity, and costly to maintain.
Influent Grit Removal System...	existing is inoperable - propose upgrade to more efficient system.

Wastewater Collection System:

High Priority Sanitary Sewer & Manhole Repairs.....	deteriorated structures at high risk of collapse or eminent failure creating flow blockages.
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Document originated by:

Glenn M. Chinavare, Director of Public Services & Utilities

Attachment: (1) Resolution
(2) Annual Owosso Rate Comparisons

RESOLUTION NO.

**WATER AND SEWER RATE SCHEDULE
FOR THE CITY BEGINNING FIRST QUARTER JANUARY 2020**

"Pursuant to Sections 34-248. Water Rates, and 34-249. Sewer Rates, of Article V, of Chapter 34, of the Owosso City Code, the City Council does hereby resolve that the rate schedule for water and sewer service shall be in effect for the City beginning December 18, 2019 and continuing thereafter until modified or replaced by further Council action. Bills issued with a nominal ending bill date of December 17, 2019 shall be billed under the previous rate schedule. All previous resolutions or parts thereof, insofar as the same may be in conflict herewith, are hereby repealed following the effective date of this schedule."

**CITY OF OWOSSO
WATER AND SEWER RATE SCHEDULE
FOR THE CITY BEGINNING FIRST QUARTER JANUARY 2020**

I. QUARTERLY WATER AND SEWER RATES

In-town quarterly water service charges consist of: a demand charge based on water meter size (see table below), a capital charge dedicated for water main replacement, and a metered usage charge. One meter unit is equal to 100 cubic feet of water or about 750 gallons. Rates for retail out-of-town water service are double the in-town rate, except that the capital charge does not apply to out-of-town customers where the respective Township separately finances water main replacement. Twenty five percent of the out-of-town revenue is collected for and transferred to the respective Township for use in replacing and improving their water distribution system.

Quarterly sewer charges consist of a demand charge based on the water meter size (see table below) and a sewer usage charge based on metered water consumption. The City has no retail out-of-town sewer service.

Bills are issued on a quarterly basis and, if not paid by the due date as shown on the billing, a late payment charge of ten percent (10%) of the current amount due may be added for failure to make prompt payment.

QUARTERLY WATER SERVICE CHARGE:

- In-town: In-town Water Usage Charge of **\$2.26** per meter unit plus In-town Water Demand Charge plus Capital Charge from Table below.
- Out-of-town: Out-of-town Water Usage Charge of **\$4.52** per meter unit plus Out-of-town Water Demand Charge from Table below.

QUARTERLY SEWER SERVICE CHARGE:

Sewer Usage Charge of **\$2.80** per unit plus Sewer Demand Charge from Table below.

For residential customers without metered water service, the quarterly sewer charge shall be **\$99.20** per residential unit.

**WATER AND SEWER RATE SCHEDULE
FOR THE CITY BEGINNING FIRST QUARTER JANUARY 2020
(page 2 of 3)**

QUARTERLY DEMAND CHARGE TABLES

A. Potable Water & Sewer Service

Water Meter Size	Water Demand	Water CAPITAL	Sewer Demand	Combined In-Town	Water Only (Out-of-town)
5/8"	\$38.00	\$ 24.00	\$ 32.00	\$ 94.00	\$ 76.00
3/4"	57.00	37.00	48.00	142.00	114.00
1"	95.00	61.00	80.00	236.00	190.00
1.5"	190.00	122.00	159.00	471.00	380.00
2"	304.00	195.00	255.00	754.00	608.00
3"	570.00	336.00	478.00	1,384.00	1,140.00
4"	950.00	611.00	797.00	2,358.00	1,900.00
6"	1,900.00	1,222.00	1,594.00	4,716.00	3,800.00

For a residential user with a second 5/8" meter on a single service line for water only irrigation service, the user shall be charged a single water demand and capital charge for a 5/8" meter as a separate/additional metered service on a year round basis.

The demand charge for multiple residential units served by a single water meter shall be based on actual meter size provided the meter meets the minimum size requirement per the following table:

<u>Number of Apartments</u>	<u>Minimum Meter Size</u>
1 - 3	5/8"
4 - 7	3/4"
8 - 11	1"
12 - 15	1&1/2"
16 - 24	2"
24 - 48	3"
Over 48	4"

B. Fire Protection Service

<u>Sprinkler Service</u>	<u>Quarterly Water Charge</u>		<u>Out-of-Town DEMAND</u>
	<u>In-Town DEMAND</u>	<u>CAPITAL</u>	
<u>Riser Size</u> 3 inch	\$ 38.00	\$ 24.00	\$ 76.00
4 inch	\$ 57.00	\$ 37.00	\$ 114.00
6 inch	\$ 95.00	\$ 61.00	\$ 190.00
8 inch	\$ 190.00	\$ 122.00	\$ 380.00
10 inch	\$ 304.00	\$ 195.00	\$ 608.00

II. HYDRANT RENTAL CHARGES

Hydrants located outside the City of Owosso and private hydrants maintained by the City of Owosso shall be subject to an annual hydrant rental charge of \$165.00.

**WATER AND SEWER RATE SCHEDULE
FOR THE CITY BEGINNING FIRST QUARTER JANUARY 2020
(page 3 of 3)**

III. BULK WATER CHARGES

For users with an active city water service connection, bulk water delivered by the city from hydrants or other approved outlets for such purposes as pool filling, shall be charged at the standard metered usage rate given in Section I. above along with actual labor and equipment costs with a minimum charge of \$50.00.

Other bulk water sales, such as filling tank trucks, shall be charged at the rate of \$10.00 per thousand gallons with a \$50.00 minimum charge, which includes up to 5,000 gallons, if during the normal workday at an established city delivery point. After hours bulk water sales and/or sales at other than established city delivery points, shall be charged at the rate of \$10.00 per thousand gallons plus actual labor and equipment costs.

For customers who do not prepay a \$10 service charge shall apply for invoicing.

(Note: These charges do not apply to water supplied for fire fighting).

IV. INCREMENTAL WATER AND SEWER USAGE CHARGES FOR BILLING
ADJUSTMENTS RELATED TO PLUMBING LEAKS

The incremental water and sewer usage charges shall be 50% of the normal usage charge. These incremental usage rates are for the purpose of making adjustments to significantly high bills attributable to plumbing leaks and may be applied in accordance with Guidelines separately approved by the Owosso City Council.

V. EXTRA STRENGTH WASTEWATER SURCHARGES

Extra strength wastewater surcharges shall apply to those users of the City wastewater treatment system approved for the discharge of extra strength wastewater in accordance with Section 34-170. of the Owosso City Code. The surcharge rate shall be applied to loadings in excess of the base or normal strength loading.

EXTRA STRENGTH WASTEWATER SURCHARGE SCHEDULE

<u>PARAMETER</u>	<u>BASE</u>	<u>SURCHARGE</u>
BOD-5	220 MG/L	\$0.11/pound in excess of base
TSS	300 MG/L	\$0.17/pound in excess of base
TP	10 MG/L	\$1.50/pound in excess of base
NH3-N	20 MG/L	\$0.80/pound in excess of base

(Note: BOD-5 = Biochemical Oxygen Demand; TSS = Total Suspended Solids; TP = Total Phosphorous; NH3-N = Ammonia Nitrogen; MG/L = Milligrams per Liter)."

Owosso Water & Sewer									
Rate History & Projections									
"Typical" 4 person Residential Customer									
FY 2019-20									
(Changing rates are in bold)									
	Actual	Actual	Actual	Actual	Actual	Actual	Approved	Proposed	
	FY2012-13	FY2013-14	FY2014-15	FY2015-16	FY2016-17	FY2017-18	FY2018-19	FY2019-20	
"Typical" family of four City Residential Customer									
Water Demand Charge per quarter	\$ 30.00	\$ 30.00	\$ 31.00	\$ 32.00	\$ 32.00	\$ 34.00	\$ 38.00	\$ 38.00	\$ 38.00
Water Main Replacement Charge (applied in City only)	\$ 10.00	\$ 12.00	\$ 12.00	\$ 12.00	\$ 13.00	\$ 15.00	\$ 24.00	\$ 24.00	\$ 24.00
Water Usage Rate per 100cf	\$ 1.50	\$ 1.60	\$ 1.70	\$ 1.80	\$ 1.90	\$ 2.00	\$ 2.20	\$ 2.20	\$ 2.26
Water Usage Charge for 24 units per quarter	\$ 36.00	\$ 38.40	\$ 40.80	\$ 43.20	\$ 45.60	\$ 48.00	\$ 52.80	\$ 52.80	\$ 54.24
Quarterly Water Charge	\$ 76.00	\$ 80.40	\$ 83.80	\$ 87.20	\$ 90.60	\$ 97.00	\$ 114.80	\$ 114.80	\$ 116.24
% increase	19.5%	5.8%	4.2%	4.1%	3.9%	7.1%	18.4%	18.4%	1.3%
Sewer Demand Charge per quarter	\$ 25.00	\$ 25.00	\$ 26.00	\$ 26.00	\$ 26.00	\$ 28.00	\$ 30.00	\$ 30.00	\$ 32.00
Sewer Usage Rate per 100cf	\$ 1.90	\$ 2.00	\$ 2.10	\$ 2.20	\$ 2.30	\$ 2.40	\$ 2.60	\$ 2.60	\$ 2.80
Sewer Usage Charge for 24 units per quarter	\$ 45.60	\$ 48.00	\$ 50.40	\$ 52.80	\$ 55.20	\$ 57.60	\$ 62.40	\$ 62.40	\$ 67.20
Quarterly Sewer Charge	\$ 70.60	\$ 73.00	\$ 76.40	\$ 78.80	\$ 81.20	\$ 85.60	\$ 92.40	\$ 92.40	\$ 99.20
% increase	3.5%	3.4%	4.7%	3.1%	3.0%	5.4%	7.9%	7.9%	7.4%
Total In City Quarterly Water & Sewer	\$ 146.60	\$ 153.40	\$ 160.20	\$ 166.00	\$ 171.80	\$ 182.60	\$ 207.20	\$ 207.20	\$ 215.44
% increase	11.2%	4.6%	4.4%	3.6%	3.5%	6.3%	13.5%	13.5%	4.0%
Out-of-Town Residential Customer (Water only)									
Water Demand Charge per quarter	\$ 60.00	\$ 60.00	\$ 62.00	\$ 64.00	\$ 64.00	\$ 68.00	\$ 76.00	\$ 76.00	\$ 76.00
Proposed Water Main Replacement Charge	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Water Usage Rate per 100cf	\$ 3.00	\$ 3.20	\$ 3.40	\$ 3.60	\$ 3.80	\$ 4.00	\$ 4.40	\$ 4.40	\$ 4.52
Water Usage Charge for 24 units per quarter	\$ 72.00	\$ 76.80	\$ 81.60	\$ 86.40	\$ 91.20	\$ 96.00	\$ 105.60	\$ 105.60	\$ 108.48
Quarterly Water Charge	\$ 132.00	\$ 136.80	\$ 143.60	\$ 150.40	\$ 155.20	\$ 164.00	\$ 181.60	\$ 181.60	\$ 184.48
% increase	3.8%	3.6%	5.0%	4.7%	3.2%	5.7%	10.7%	10.7%	1.6%



City of Owosso

2020 Water and Sewer Rates

Rate Determination

- Water and Sewer Funds are enterprise funds
 - should be self sufficient
- City Manager, Finance Director, and Utilities Director analyze Water and Sewer Funds
- Make Determination of rate to keep fund balanced and enable planned and ongoing capital investment
- **Proposed increase of 4.0%** to maintain system integrity and to make needed improvements to sewer collection system and treatment plants

Rate Determination

- Rate increase applied to the following services provided by Utilities Department
 - Water Rates
 - Sewer Rates
 - Sprinkling Meters
 - Flat Rate Sewer Customers
 - Fire Protection Lines
 - Township Customers (Retail)
 - Corunna Customers (Wholesale)
- Townships charged twice the in-city water rate
- Corunna charge wholesale at 110% water usage rate
- Sewer
 - Charged to city customers based on meter size (demand rate) and usage
 - Charged to townships and Corunna based on long-term contract from 1980's. Revenue received based on 1) incoming flow treated at wastewater treatment plant, 2) capital contribution based on plant capacity reserved.

Water and Sewer Billing

- Demand charge for water and sewer
 - Quarterly charge
 - Based on meter size
 - Water has a ‘capital charge’ as well but only for in-city customers
 - Townships take care of own infrastructure capital via existing water agreements with the City
 - Out-of-town water meters charged double the demand rate for in-town meters
- Usage charge based on usage for both water and sewer
 - Based on 1 unit = 100 cubic feet of water = 750 gallons
 - Metered irrigation units not charged a sewer consumption rate. Out-of-town meters charged double the city usage rate in effect for water

Water and Sewer Billing

Current In-Town charges for 5/8" meter

- Water
 - Demand: \$38.00
 - Capital (in-city only): \$24.00
 - Dedicated for water main replacement
 - Usage: \$2.20 per unit (750 gallons)
- Sewer
 - Demand: \$30.00
 - Usage: \$2.60
- Combined Water/Sewer: \$92.00
- Average usage for family of 4 = 24 units
- Average bill for family of 4 = \$207.20

**Corunna buys Owosso water at a wholesale rate of 110% of in-city usage charge because they handle their own billing and capital maintenance

Current out-of-town charges for 5/8" meter (twps)

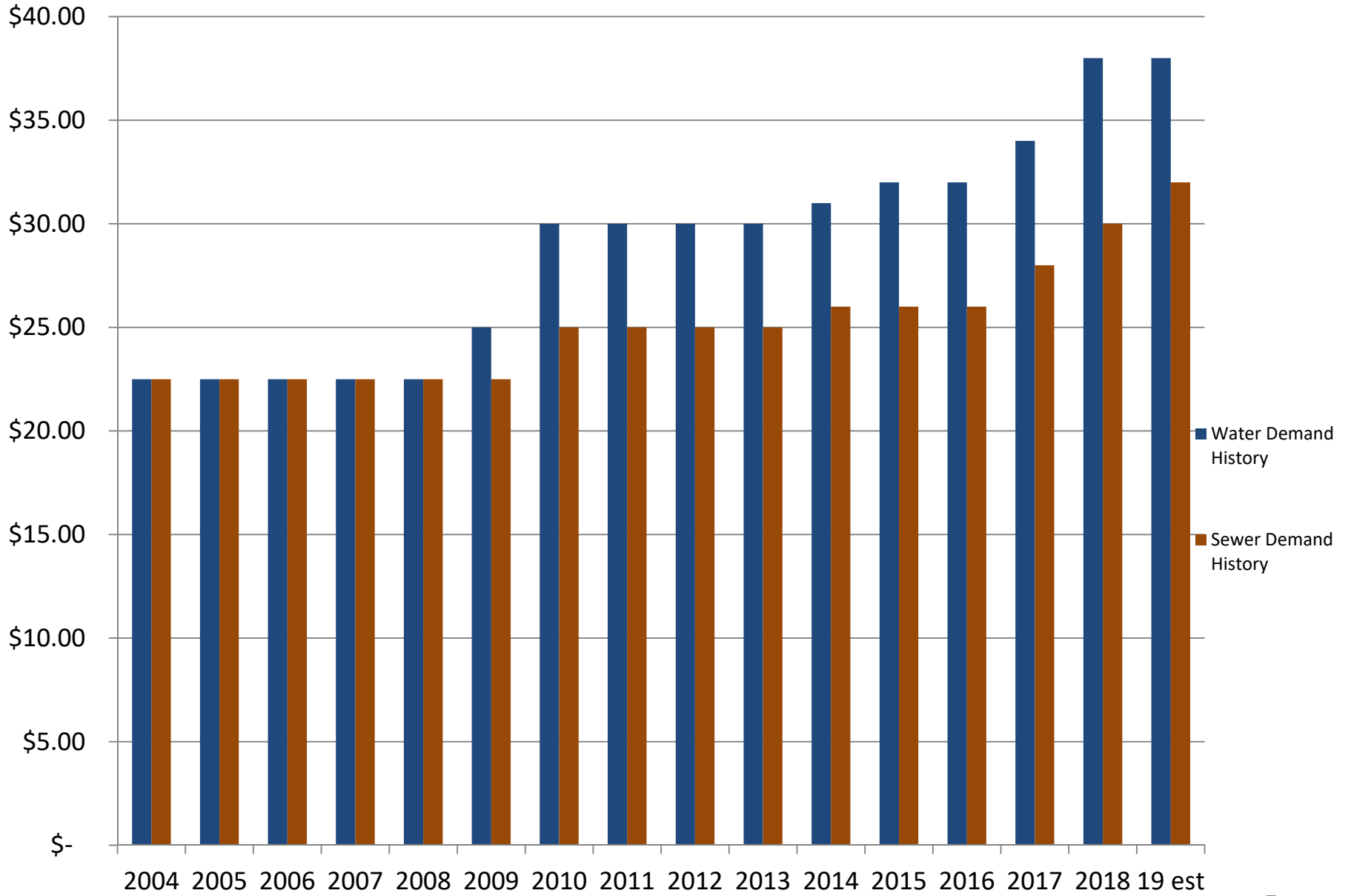
- Water
 - Demand: \$76.00
 - Usage: \$4.40
- Sewer
 - No “retail” out-of-town sewer service
 - Sewer billed to townships and Corunna based on flow and reserved capacity for capital contribution to the treatment plant via existing long-term contract

Water System Profile

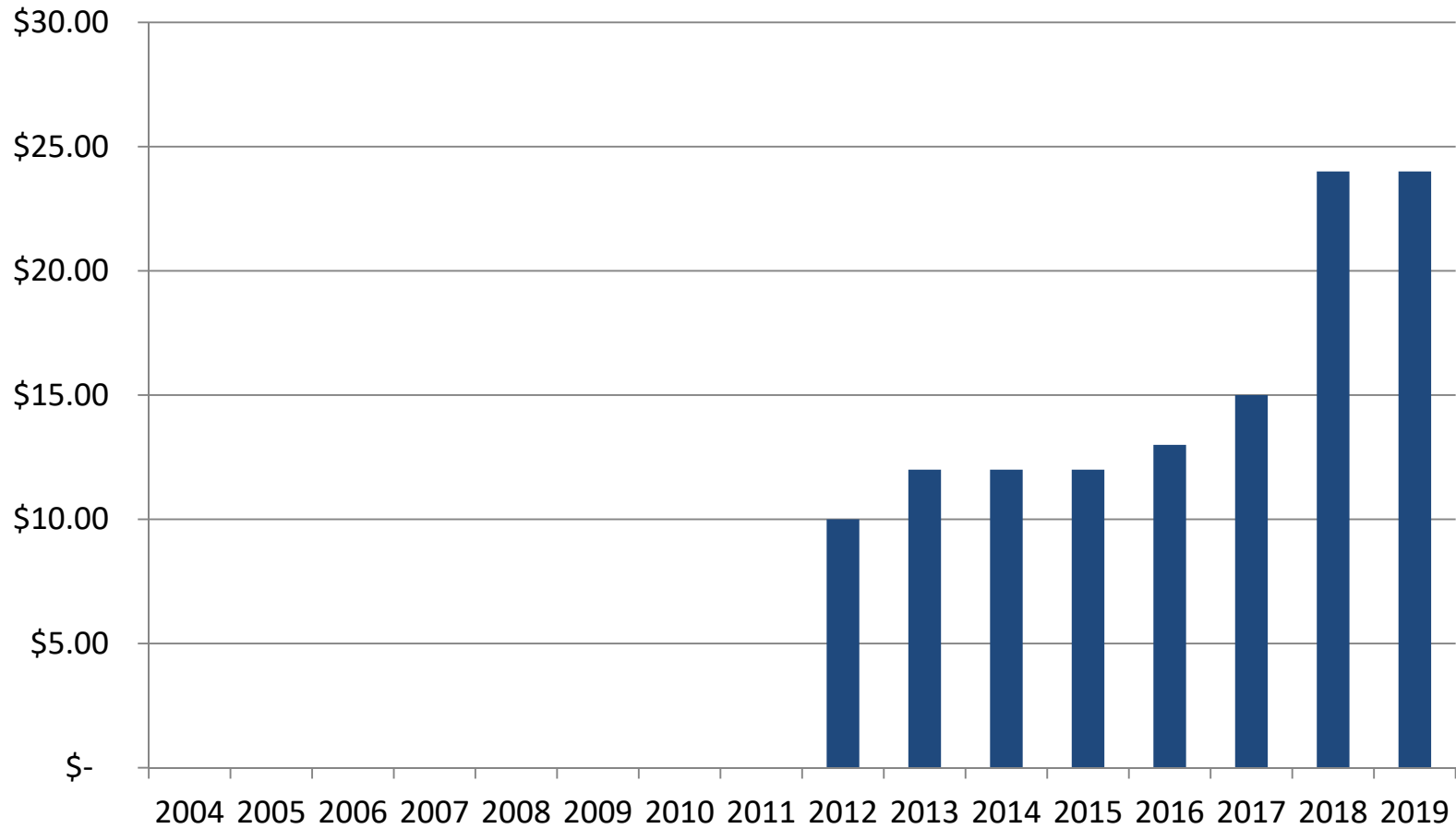
- Number of Accounts in System

– City	=	5,678
– Owosso Twp	=	215
– Caledonia Twp	=	510
– TOTAL	=	6,403

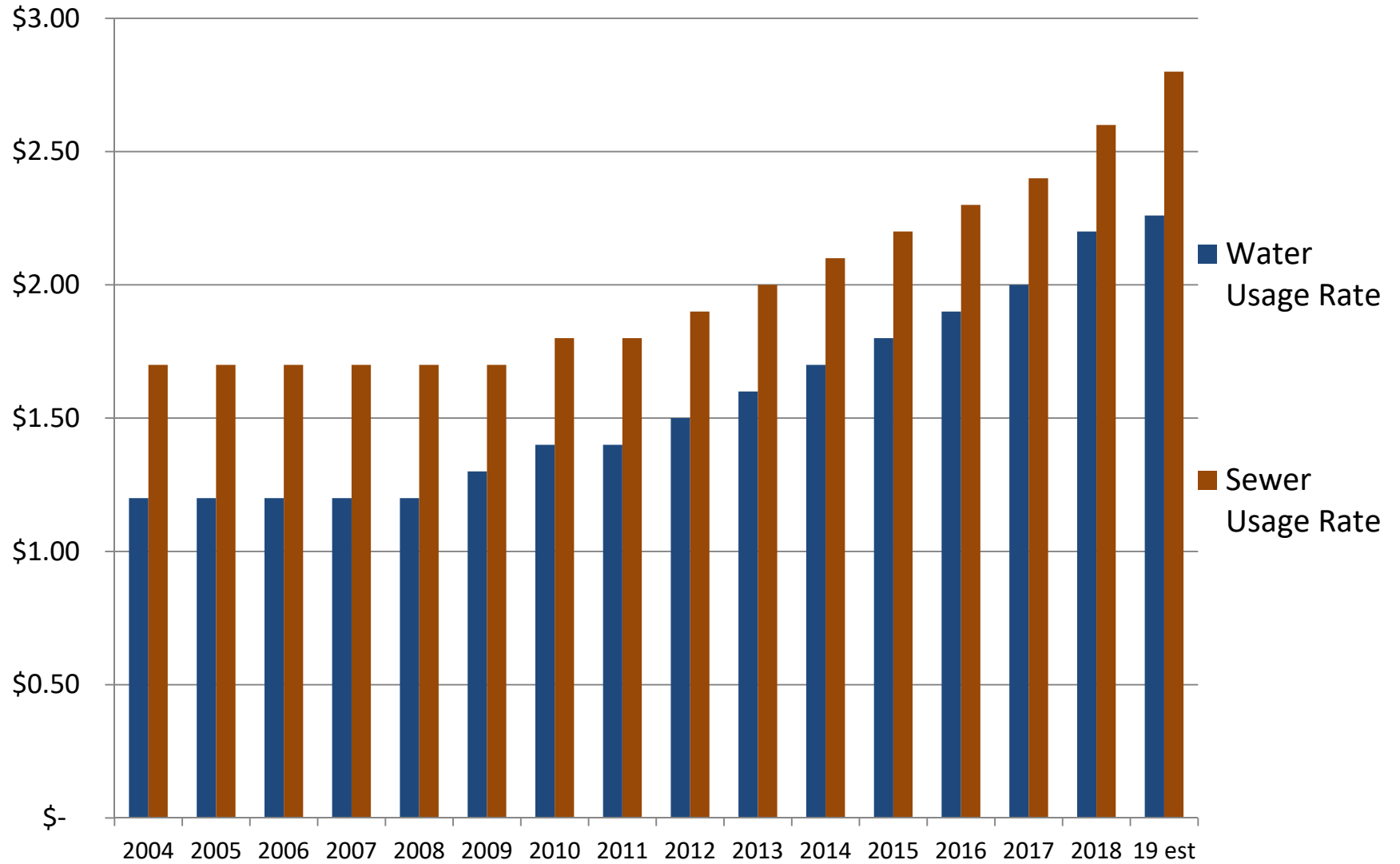
Residential (5/8") Demand Rate 15 Year History



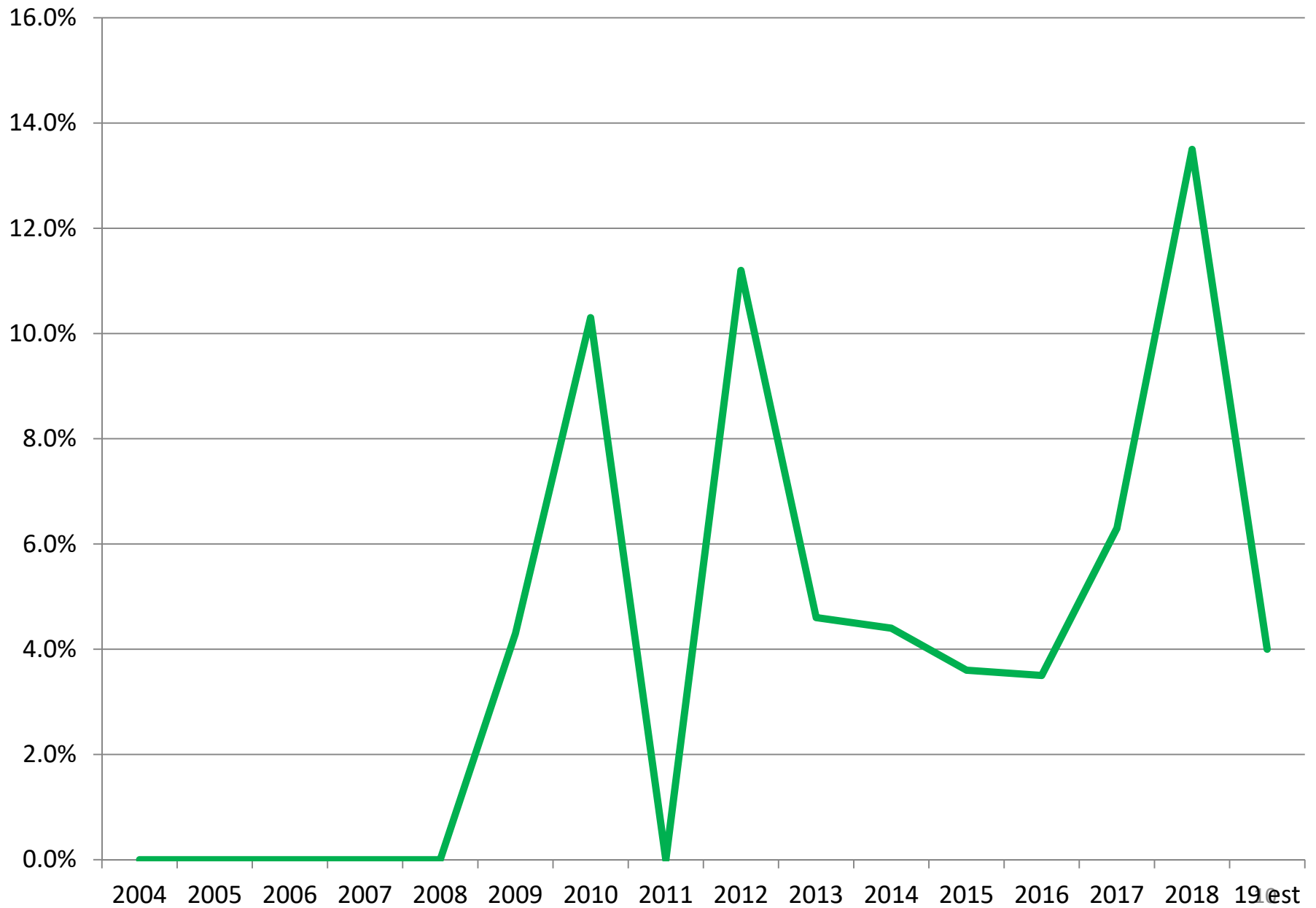
Water Capital Charge History



Residential (5/8") Usage Rate 15 Year History



Water/Sewer Combined Rate Change 15 Year History



Water Demand Charge – City:
Proposed effective Jan 1, 2020

Meter Size	Current Rate	Proposed Rate
5/8"	\$38.00	NO CHANGE
3/4"	\$57.00	NO CHANGE
1"	\$95.00	NO CHANGE
1.5"	\$190.00	NO CHANGE
2"	\$304.00	NO CHANGE
3"	\$570.00	NO CHANGE
4"	\$950.00	NO CHANGE
6"	\$1900.00	NO CHANGE

Water Demand Charge – Twps: Proposed effective Jan 1, 2020

Meter Size	Current Rate	Proposed Rate
5/8"	\$76.00	NO CHANGE
3/4"	\$114.00	NO CHANGE
1"	\$190.00	NO CHANGE
1.5"	\$380.00	NO CHANGE
2"	\$608.00	NO CHANGE
3"	\$1,140.00	NO CHANGE
4"	\$1,900.00	NO CHANGE
6"	\$3,800.00	NO CHANGE

Water Capital Charge – Proposed effective January 1, 2020

Meter Size	Current Rate	Proposed Rate
5/8"	\$24.00	NO CHANGE
3/4"	\$36.80	NO CHANGE
1"	\$60.80	NO CHANGE
1.5"	\$121.60	NO CHANGE
2"	\$195.20	NO CHANGE
3"	\$366.40	NO CHANGE
4"	\$611.20	NO CHANGE
6"	\$1,222.40	NO CHANGE

Sewer Demand Charge – Proposed effective January 1, 2020

Meter Size	Current Rate	Proposed Rate
5/8"	\$30.00	\$32.00
3/4"	\$45.00	\$48.00
1"	\$75.00	\$80.00
1.5"	\$150.00	\$161.00
2"	\$240.00	\$257.00
3"	\$771.00	\$825.00
4"	\$750.00	\$803.00
6"	\$1,500.00	\$1,605.00

Water and Sewer Usage Charge

- Water usage charge is a flat rate structure
 - Currently \$2.20 per unit in town and \$4.40 per unit out of town (townships)
 - Remember: Corunna buys water wholesale from City at 110% percent of in-town usage charge
- Sewer usage charge is a flat rate structure
 - Currently \$2.60 per unit
 - Flat rate sewer customers (those with well water but city sewer) pay a current flat rate of \$85.60 per quarter

Rate Increase for 2020

Water (Residential)

- Demand: \$38.00
 - No increase
- Capital: \$24.00
 - No increase
- Usage: \$2.20 to **\$2.26**
 - 3% increase
- OVERALL WATER INCREASE
 - 1.3%

Sewer (Residential)

- Demand: \$30.00 to **\$32.00**
 - 6.7% increase
- Usage: \$2.60 to **\$2.80**
 - 7.7% increase
- OVERALL SEWER INCREASE
 - 7.4%

COMBINED WATER/SEWER TOTAL INCREASE: 4.0%

2020 Water and Sewer Rate Increase

Residential Examples – 5/8” meter

Quarterly Billing (1 unit=100 cu ft=750 gallons)

****Usage of 24 units is average****

<u>W&S Usage Per Quarter</u>	Current Bill	Proposed Bill	Quarterly Increase
9 units (6,750 gallons)	\$135.20	\$139.54	\$4.34
18 units (13,500 gallons)	\$178.40	\$185.08	\$6.68
24 units (18,000 gallons)	\$207.20	\$215.44	\$8.24
30 units (22,500 gallons)	\$236.00	\$245.80	\$9.80

How does Owosso's utility rates compare with other communities?

Similar Systems	Quarterly Rate	Nearby Communities	Quarterly Rate
Mt. Pleasant	\$140.79	Owosso	\$215.44
Jackson	\$154.07	Perry	\$222.68
Midland	\$157.05	Corunna	\$261.09
Adrian	\$215.10	St. Johns	\$289.18
Owosso	\$215.44	Chesaning	\$293.54
Howell	\$220.75	Durand	\$309.48
Ann Arbor	\$232.97	Flint	\$486.30
East Lansing	\$261.12		
Ypsilanti	\$267.94		
Lansing	\$304.20		
Lowell	\$351.36		

Water Distribution Projects

- **FY 18/19 Completed Projects**

– New water main	1,991 ft	\$336,578
• 7 th Street (Oliver to King)	1,070 ft	\$111,693
• Washington St (M-71 to Stewart)	921 ft	\$224,884

- **FY 19/20 Projects**

– New water main	9,316 ft	\$1,716,847
• Cedar (South to Hampton)	1,400 ft	\$241,500
• Summit (Abbot to Rubelman)	1,900 ft	\$327,750
• Clark (Oliver to King)	1,050 ft	\$181,125
• North (Hickory to Gould)	2,800 ft	\$483,000
• Cleveland (Chestnut to Brooks)	927 ft	\$206,916
• Lafayette (Main to Cleveland)	669 ft	\$149,327
• Robbins (Mack to S City Lim)	230 ft	\$51,338
• Morris (Mack to N City Lim)	340 ft	\$75,891

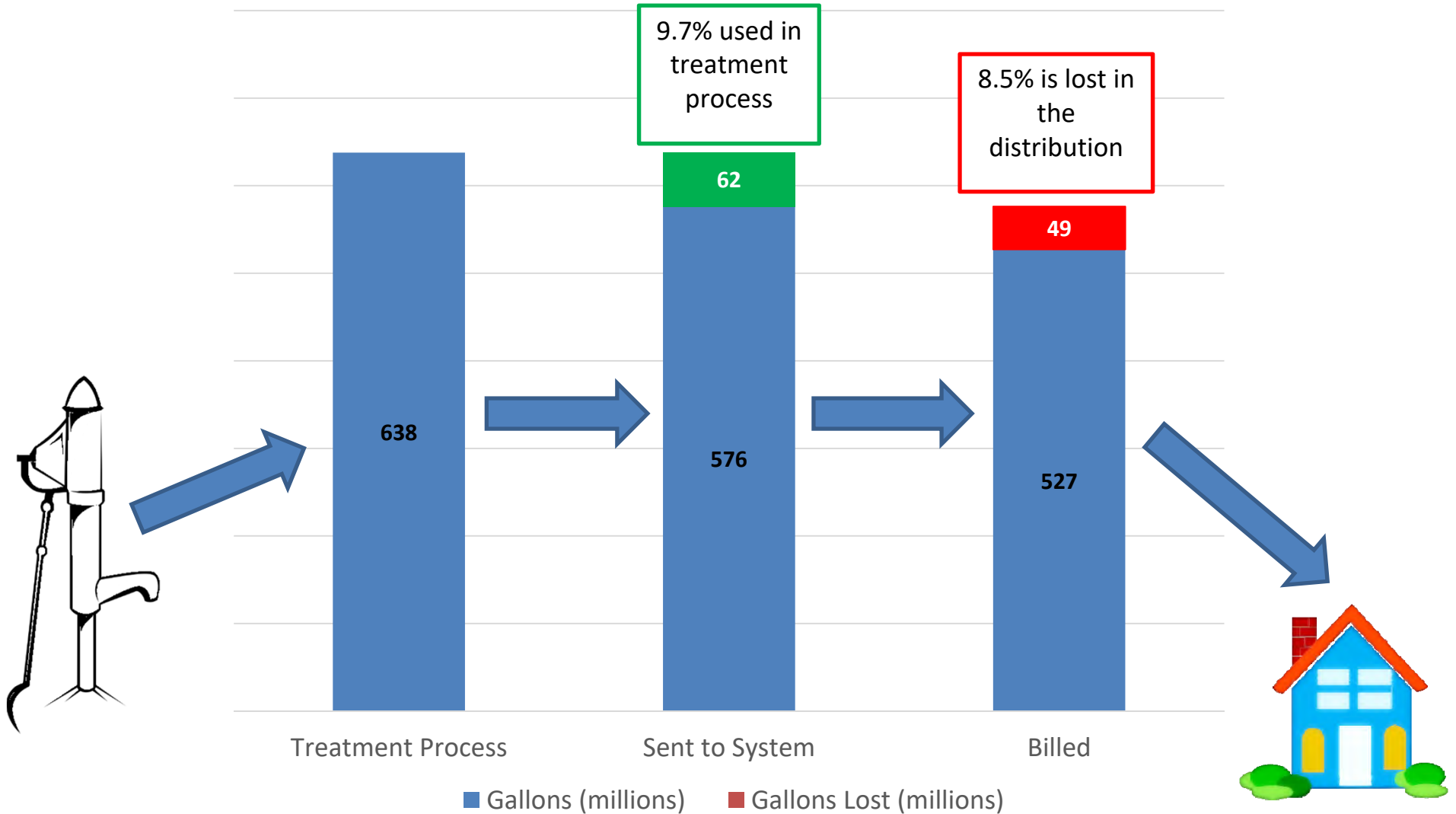
Water Treatment Plant Projects

• FY 19/20 Completed	-	\$398.673
– De-Scale Clarifier Effluent Line	-	\$52,000
– Empty Lime Pits	-	\$105,000
– Wellhead Protection Grant Match	-	\$40,000
– Osburn Well Rehab	-	\$36,500
– Hintz Well #1	-	\$165,173
• FY 20/21	-	\$1,093,780
– Hintz Well #2	-	\$155,000
– New Backwash Pumps (2)	-	\$450,614
– Replace 16 in Service Line	-	\$488,166

Water Fund Working Capital with 1.3% increase for 2020

- June 30, 2019 = \$77,151
 - 2% of annual expenses
- June 30, 2020 = \$511,513
 - 16% of annual expenses
- June 30, 2021 = \$1,533,897
 - 25% of annual expenses
- June 30, 2022 = \$2,120,532
 - 31% of annual expenses
- The health of the water fund is much better due to last year's increase. The fund is now in a healthy position.
 - Working Capital Target = 20%

FY 18/19 Water Loss in Treatment and Distribution System



- Average water loss for systems in the United States is 16% (EPA).
- Water used in the treatment process is enough to fill 93 Olympic swimming pools per year or 1 swimming pool every 4 days
- Water lost in Owosso's distribution system is enough to fill 74 Olympic swimming pools per year or 1 swimming pool every 5 days

Sewer System Projects

• FY 19/20 Completed	-	\$898,000
– Sewer main slip-lining	-	\$500,000
– Manhole rehab	-	\$20,000
– Lift station rehab	-	\$20,000
– Backup Generator	-	\$378,100
– Secondary clarifier drive	-	\$8,000
• FY 20/21 Projects	-	\$3,378,438
– Sewer main rehabilitation	-	\$1,290,238
– Screw pumps (3)	-	\$1,069,500
– Grit removal system	-	\$1,018,700

Sewer Collection Fund Working Capital Future with proposed 7.4% rate increase

- June 30, 2019 = \$1,526,752
 - 54% of annual expenses
- June 30, 2020 = \$634,267
 - 22% of annual expenses
- June 30, 2021 = \$608,331
 - 18% of annual expenses
- June 30, 2022 = \$591,452
 - 10% of annual expenses
- Health of the Sewer Collection Fund is decreasing due to the amount of work needed on the collection system. Project cuts or steeper rate increases will be necessary in the future so that the fund does not run out of working capital.
 - Working Capital Target = 20%



MEMORANDUM

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

DATE: November 25, 2019

TO: City Council

FROM: Cheryl Grice, Finance Director
Glenn M. Chinavare, Director of Public Services

SUBJECT: Resolution Authorizing Publication of Notice of Intent – DWRF Financing

RECOMMENDATION:

Approval of a resolution to publish Notice of Intent to issue revenue bonds to finance Drinking Water Revolving Fund (DWRF) projects for 2020.

BACKGROUND:

City council previously approved DWRF projects for 2020 at its regular scheduled meeting held on November 18, 2019. Staff must now seek approval by resolution of its Notice of Intent (NOI) to issue revenue bonds for the financing of said 2020 DWRF projects. The city's bond attorney has advised that the notice will begin a 45 day referendum period during which voters have the right to petition for a vote on the bond.

The issuance and selling of revenue bonds is pursuant to Act 94, Public Acts of Michigan, 1933. Revenue bonds in an amount not to exceed Three Million Four Hundred Ninety-Five Thousand Dollars (\$3,495,000) will be issued for the purpose of financing costs to construct improvements to the City's Water Supply System including, but not limited to, replacement of water mains and acquisition and construction of improvements and repairs to the water treatment plant, together with any appurtenances and attachments and any related site improvements

FISCAL IMPACTS:

Proposed funding in the amount of \$3,495,000.00 will be 20 year bonds at 2% interest against the city of Owosso Water Fund.

Document originated by:

Cheryl Grice, Finance Director
Glenn M. Chinavare, Director of Public Services

Attachment: (1) Resolution
(2) NOI Publication & Notification

**City of Owosso
County of Shiawassee, State of Michigan**

**RESOLUTION AUTHORIZING
NOTICE OF INTENT TO ISSUE REVENUE BONDS**

A RESOLUTION TO APPROVE:

- Publication of a Notice of Intent to Issue up to \$3,495,000 of revenue bonds for improvements to the City's Water Supply System.
- Principal of and interest on the revenue bonds shall be payable from water supply system revenues.
- Anticipated funding from Michigan Drinking Water Revolving Fund.
- Voters will have 45 days after publication to petition for referendum.

WHEREAS, the City of Owosso, County of Shiawassee, State of Michigan (the "City") determines it to be necessary for the public health, safety and welfare of the City and its residents to acquire and construct improvements to the City's Water Supply System including, but not limited to, replacement of water mains and acquisition and construction of improvements and repairs to the water treatment plant, together with any appurtenances and attachments and any related site improvements (collectively, the "Project"); and

WHEREAS, the City anticipates it will obtain funding for the Project from the Michigan Drinking Water Revolving Fund (DWRP), a low interest loan financing program administered by the State of Michigan Department of Treasury and the Michigan Finance Authority; and

WHEREAS, in order to obtain loans from the DWRP Program, the City must issue bonds, and the Revenue Bond Act, Act 94, Public Acts of Michigan, 1933, as amended ("Act 94"), provides a means for financing the acquisition, construction, and improvement of public improvements such as the Project through the issuance of bonds payable from revenues of the City's Water Supply System (the "System"); and

WHEREAS, the issuance of bonds under Act 94 payable from revenues of the System in one or more series in an aggregate amount not-to-exceed Three Million Four Hundred Ninety-Five Thousand Dollars (\$3,495,000) (the "Revenue Bonds") for the purpose of financing the Project represents the most practical means to that end, and Section 33 of Act 94 requires the City to publish a notice of intent before the City can issue the Revenue Bonds.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The City Clerk is hereby authorized and directed to publish, or cause to be published, a notice of intent to issue the Revenue Bonds in the *Argus-Press*, a newspaper of general circulation in the City. The notice of intent shall be published as a one-quarter (1/4) page display advertisement in substantially the following form:

NOTICE TO ELECTORS OF THE CITY OF OWOSSO
AND TO USERS OF THE CITY'S WATER SUPPLY SYSTEM
OF INTENT TO ISSUE REVENUE BONDS
AND THE RIGHT OF REFERENDUM THEREON

PLEASE TAKE NOTICE that the City Council of the City of Owosso, County of Shiawassee, State of Michigan, intends to issue and sell revenue bonds pursuant to Act 94, Public Acts of Michigan, 1933, as amended, in an amount not to exceed Three Million Four Hundred Ninety-Five Thousand Dollars (\$3,495,000) for the purpose of paying costs to acquire and construct improvements to the City's Water Supply System including, but not limited to, replacement of water mains and acquisition and construction of improvements and repairs to the water treatment plant, together with any appurtenances and attachments and any related site improvements.

The Revenue Bonds may be issued in one or more series and may be combined with bonds issued for other purposes as shall be determined by the City Council. Each series of the Revenue Bonds will mature in annual installments not to exceed the maximum permitted by law, with interest on the unpaid balance from time to time remaining outstanding on said bonds to be payable at rates to be determined at sale of the Revenue Bonds but in no event to exceed such rates as may be permitted by law.

SOURCE OF PAYMENT OF REVENUE BONDS

THE PRINCIPAL OF AND INTEREST ON THE REVENUE BONDS SHALL BE PAYABLE solely from the revenues received by the City from the operations of the water supply system, except as provided below if the revenue bonds are sold to the Michigan Finance Authority. The revenues will consist of rates and charges billed to the users of the System, a schedule of which is available at www.ci.owosso.mi.us/utilities. The rates and charges may from time to time be revised to provide sufficient revenues to provide for the expenses of operating and maintaining the System, to pay the principal of and interest on the revenue bonds and other obligations of the System, and to provide reserves for these purposes.

ADDITIONAL POTENTIAL SOURCES OF PAYMENTS

The City anticipates that it will sell the revenue bonds to the Michigan Finance Authority. The Michigan Finance Authority may require the City to pledge for the payment of the revenue bonds money received or to be received by the City derived from imposition of taxes by the State and returned to the City as provided by law, except for money the use of which is prohibited for such purposes by the State Constitution. The City may enter into an agreement providing for the payment to the Michigan Finance Authority or a trustee of taxes collected by the State and returned to the City, and such funds may be pledged for the payment of the revenue bonds.

RIGHT OF REFERENDUM

THE REVENUE BONDS WILL BE ISSUED WITHOUT A VOTE OF THE ELECTORS UNLESS A VALID PETITION REQUESTING SUCH A VOTE SIGNED BY NOT LESS THAN 10% OF THE REGISTERED ELECTORS RESIDING WITHIN THE BOUNDARIES OF THE CITY IS FILED WITH THE CITY CLERK WITHIN FORTY-FIVE

(45) DAYS AFTER PUBLICATION OF THIS NOTICE. IF SUCH PETITION IS FILED, THE REVENUE BONDS MAY NOT BE ISSUED WITHOUT AN APPROVING VOTE OF A MAJORITY OF THE QUALIFIED ELECTORS RESIDING WITHIN THE BOUNDARIES OF THE CITY VOTING THEREON. If such petition is filed and the electors of the City voting thereon approve the issuance of the revenue bonds, then the bonds may be payable from revenues or from ad valorem taxes that may be levied on all taxable property in the City without limitation as to rate or amount.

THIS NOTICE is given pursuant to the requirements of Section 33, Act 94, Public Acts of Michigan, 1933, as amended.

Amy K. Kirkland, City Clerk
City of Owosso

2. The City Council does hereby determine that the foregoing form of notice of intent to issue the Revenue Bonds, and the manner of publication directed, is adequate notice to the electors of the City and the users of the System, and is the method best calculated to give them notice of the City's intent to issue the Revenue Bonds, the purpose of the Revenue Bonds, the source of payment of the Revenue Bonds, the security for the Revenue Bonds and the electors' right of referendum, and that the provision of forty-five (45) days within which to file a referendum petition is adequate to insure that the City's electors may exercise their legal rights of referendum, and the newspaper named for publication is hereby determined to reach the largest number of persons to whom the notice is directed.

3. The City may incur expenditures for the Project prior to receipt of proceeds of the Revenue Bonds, and may advance moneys for that purpose from the funds of the water supply system to be reimbursed from proceeds of the Revenue Bonds when available.

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

- (a) As of the date hereof, the City reasonably expects to reimburse itself with the proceeds of debt to be incurred by the City for costs of the Project that were or will be paid subsequent to sixty (60) days prior to the date hereof.
- (b) The maximum principal amount of debt expected to be issued for the Project is \$3,495,000.
- (c) The expenditures described above are "capital expenditures" as defined in Treasury Regulation § 1.150-1(b), which are any costs of a type which are properly chargeable to a capital account (or would be so chargeable with a proper election or with the application of the definition of placed in service under Treas. Reg. § 1.150-2(c)) under general Federal income tax principles (as determined at the time the expenditure is paid).

5. The City requests Robert W. Baird & Co., Incorporated to serve as Loan Facilitation Agent to assist the City in preparation and planning for the sale of the Revenue Bonds.

6. The City requests Miller, Canfield, Paddock and Stone, P.L.C. (“Miller, Canfield”) to continue as bond counsel to the City for the Revenue Bonds. The City recognizes that Miller, Canfield has represented from time to time, and currently represents, the Michigan Finance Authority and various underwriters, financial institutions and other potential participants in the financing process for unrelated projects, any of which might offer to purchase the Revenue Bonds. The City requests Miller, Canfield to continue as bond counsel, notwithstanding the potential concurrent representation of any such potential participant regarding any unrelated matter.

7. The Finance Director is authorized to apply to a rating agency for a credit assessment if necessary to comply with requirements to participate in the Michigan Drinking Water Revolving Fund program.

8. The officers, administrators, agents and attorneys of the City are authorized and directed to take all other actions necessary and convenient to facilitate preparation of the Revenue Bonds for sale. The Revenue Bonds will be sold only after the City Council approves a resolution or ordinance authorizing issuance and sale of the Revenue Bonds.

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

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Owosso, County of Shiawassee, State of Michigan, at a Regular meeting held on Monday, December 2, 2019 at 7:30 p.m., Eastern Time, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act 267.

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

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

I further certify that the following Members voted for adoption of said resolution: _____
and that _____ voted against adoption of said resolution.

City Clerk

MINUTES
REGULAR MEETING OF THE
DOWNTOWN DEVELOPMENT AUTHORITY/MAIN STREET
CITY OF OWOSSO
NOVEMBER 6, 2019 AT 7:30 A.M.
CITY COUNCIL CHAMBERS

CALL TO ORDER: The meeting was called to order by Chairman Dave Acton at 7:02 A.M.

ROLL CALL: Was taken by Recording Secretary, Debbie Hebert

MEMBERS PRESENT: Chairman Dave Acton, Vice-Chairman Bill Gilbert (8:50am), Commissioner Ken Cushman, Mayor Chris Eveleth, Commissioner Bobbi Fuller, Commissioner Jon Moore and Commissioner Theresa Trecha.

MEMBERS ABSENT: Commissioner Lance Omer, Commissioner Jim Woodworth

OTHERS PRESENT: Adam Perry, Josh Adams, DDA Director

AGENDA: IT WAS MOVED BY AUTHORITY MEMBER CUSHMAN AND SUPPORTED BY AUTHORITY MEMBER MOORE TO APPROVE THE AGENDA AS PRESENTED.

AYES: ALL. MOTION CARRIED.

MINUTES: IT WAS MOVED BY AUTHORITY MEMBER TRECHA AND SUPPORTED BY AUTHORITY MEMBER CUSHMAN TO APPROVE THE MINUTES OF REGULAR MEETING HELD OCTOBER 3, 2019 NOTING A CORRECTION OF SPELLING TO CHAIRMAN DAVE ACTON'S NAME TO ACTON.

AYES: ALL. MOTION CARRIED.

PUBLIC COMMENTS: NONE

ITEMS OF BUSINESS:

1) CHECK REGISTER

IT WAS MOVED BY AUTHORITY MEMBER MAYOR EVELETH, SUPPORTED BY AUTHORITY MEMBER FULLER TO APPROVE THE CHECK REGISTER FOR OCTOBER, 2019 AS PRESENTED.

AYES: ALL. MOTION CARRIED.

2) NOVEMBER 2019 BUDGET REPORT- Maintenance budget is high, Director Adams will discuss with Kelley's Refuse options to decrease expenses. Flower watering expense doubled. It is advisable that Design and Business Vitality review that program for next year. There will be a motivation to increase fund raising this year during Glo and NYE. Snow Queen appears to be an opportunity to raise funds with 3 possible candidates running.

3) NOTION INTRODUCTION – ADAM PERRY, Contracted Super Volunteer, presented a detailed introduction to the NOTION APP. He shared that NOTION was chosen for its functionality along with its ability to store data long term. It is available for use with Android and Apple Phones along with

PC Users. The app allows for Work Plans to be interactive between volunteers and the board. Level of Access is provided by permissions allowed per user. Concerns noting the app to be for users that are Tech savvy rather than user friendly were discussed. **Owosso DDA** is pleased to be the **ONLY** Mainstreet community providing this type of work plan coordination with administration and its volunteers.

4) ELECTRIC CAR CHARGING STATIONS – The availability of charging stations was discussed as a tool to encourage visitors to City of Owosso to park, charge and browse local businesses. A tentative plan was to form a subcommittee of Design & Business Vitality to seek out information on Voltage, Hardware, and Fee to Users. The first step will be to seek Grants available for the purpose of creating charging stations.

5) PULSE SURVEY – Director Adams will have survey to Commissioners by Friday, November 8, 2019.

6) STRATEGIC PLANNING SCHEDULE - Board Retreat to review Goals and Objectives set for Wednesday, December 11, 2019, 7:30 P.M. – 9:30 P.M. at Roma's.

COMMITTEE UPDATES:

1) Promotion & Outreach – Glo and NYE committees are meeting. Event planning is happening with both GLO and NYE. GLO is seeing earlier results than ever. 18 parade applications have been received and 50 runners have registered. Facebook numbers show 4,000 people have shown an interest in the event. More information will be coming for Christmas on Main. Organization is needed to bring businesses together.

2) Business Owners Committee – Encouraging businesses to sign up for Shopping Site. Discussion occurred surrounding the benefits of collective marketing reaching additional customers.

3) Manager Updated – See Director Report.

Board Continuing Education/Information:

- **Director Report** – Extensive detailed written report presented to Commissioners for their review. Chairman Dave Acton expressed his appreciation of the high quality of the detailed information provided covering all aspects of the functions of the DDA.

PUBLIC COMMENTS: None

BOARD COMMENTS: Commissioner Trecha shared her experience with a new form of vandalism to warn fellow business owners. On November 5th, the main power supply was shut down at Capitol Bowl by an anonymous individual. The vandalism was reported to Public Safety.

ADJOURNMENT: IT WAS MOVED BY AUTHORITY MEMBER GILBERT AND SUPPORTED BY AUTHORITY MEMBER MOORE TO ADJOURN AT 9:00 A.M.

AYES: ALL. MOTION CARRIED.