

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MONDAY, APRIL 20, 2020
7:30 P.M.**

**Meeting to be held as a Virtual Meeting due to the COVID-19 pandemic, under the authority of
Executive Order No. 2020-15 of the Office of the Governor of the State of Michigan.**

AGENDA

OPENING PRAYER:

PLEDGE OF ALLEGIANCE:

ROLL CALL:

APPROVAL OF THE AGENDA:

APPROVAL OF THE MINUTES OF REGULAR MEETING OF APRIL 6, 2020:

ADDRESSING THE CITY COUNCIL

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

PROCLAMATIONS / SPECIAL PRESENTATIONS

None.

PUBLIC HEARINGS

None.

CITIZEN COMMENTS AND QUESTIONS

CONSENT AGENDA

1. Set Public Hearing - 2020-2021 City Budget. Set required Public Hearing pursuant to Chapter 8 of the City Charter for Monday, May 4, 2020 to receive citizen comment regarding proposed 2020-2021 City Budget.
2. DDA/Main Street RLF Emergency Response Loans. Approve the loan of \$35,000.00 in emergency response funds to 7 businesses in the downtown to assist them in weathering the mandatory shut-down of non-essential businesses during the COVID-19 pandemic.

3. General Engineering Services Contracts. Consider contracting with the Spicer Group, Fleis & Vandenbrink Engineering, Inc., ENG, Inc., and Orchard Hiltz & McCliment to provide professional engineering services for future engineering projects in accordance with the City Purchasing Policy for a period, renewed annually, through June 30, 2023.
4. Bid Award – 2020 SRF Project – Sewer Collection System Improvements, Contract No. 1. Authorize bid award to Insituform Technologies, Inc. for sanitary sewer and manhole trenchless rehabilitation as it relates to the 2020 SRF Project in the amount of \$789,053.50, and further authorize payment to the contractor upon satisfactory completion of the work or portion thereof.
5. Bid Award & Change Order – 2020 SRF Project – Sewer Collection System Improvements, Contract No. 2. Authorize bid award to Champagne & Marx Excavating, Inc. for sanitary sewer and manhole reconstruction as it relates to the 2020 SRF Project in the amount of \$530,203.40, further authorize Change Order No. 1 decreasing the scope of the project by \$154,596.24, for a total contract of \$376,299.12, and approve payment to the contractor upon satisfactory completion of the work or portion thereof.
6. Warrant No. 584. Authorize Warrant No. 584 as follows:

Vendor	Description	Fund	Amount
Gould Law, P.C.	Professional Services-3/10/20-4/13/20	General	\$10,333.96
Waste Management	Landfill Charges-3/16/20-3/31/20	Various	\$10,635.94

7. Check Register – March 2020. Affirm check disbursements totaling \$2,592,233.07 for March 2020.

ITEMS OF BUSINESS

1. Authorize Virtual Bid Openings. Consider allowing bids to be received via email and authorizing virtual bid openings until such time as the local state of emergency for COVID-19 is lifted.
2. City Budget Amendment. Adopt Amendment No. 1 to the 2019-2020 Budget.
3. Ordinance Adoption – Bonding for SRF Financing – Sewer Collection System. Consider adoption of an ordinance to authorize and provide for the issuance of revenue bonds for SRF financing of the cost of acquisition and construction of improvements to the City's sewer collection system under the provisions of Act 94, Public Acts of Michigan, 1933, as amended.
4. Ordinance Adoption – Bonding for SRF Financing – WWTP. Consider adoption of an ordinance to authorize and provide for the issuance of revenue bonds for SRF financing of the cost of acquisition and construction of improvements to the Waste Water Treatment Plant under the provisions of Act 94, Public Acts of Michigan, 1933, as amended.
5. OPRA Development Agreement – 114 W. Main Street, Third Floor. Consider approval of the development agreement with Woodworth Properties, LLC for the residential development project and corresponding tax abatement for the third floor of the property at 114 West Main Street.

COMMUNICATIONS

1. DDA/Main Street Board of Directors Resignation. Bobbi Fuller, Blossom Boutique.
2. N. Bradley Hissong, Building Official. March 2020 Building Department Report.
3. N. Bradley Hissong Building Official. March 2020 Code Violations Report.
4. N. Bradley Hissong Building Official. March 2020 Inspection Report.
5. Kevin D. Lenkart, Public Safety Director. March 2020 Police Report.
6. Kevin D. Lenkart, Public Safety Director. March 2020 Fire Report.

7. Employees Retirement System Board. Minutes of February 26, 2020.
8. Parks & Recreation Commission. Minutes of March 3, 2020.

NEXT MEETING

Monday, May 04, 2020

BOARDS AND COMMISSIONS OPENINGS

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

ADJOURNMENT

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

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MINUTES OF APRIL 6, 2020
7:30 P.M.**

Mayor Eveleth announced that the meeting would be held as a Virtual Meeting due to the COVID-19 pandemic, under the authority of Executive Order No. 2020-15 of the Office of the Governor of the State of Michigan. Opportunity will be provided for citizen comment, those wishing to speak must indicate so by 7:35 p.m.

PRESIDING OFFICER: MAYOR CHRISTOPHER T. EVELETH

OPENING PRAYER: COUNCILMEMBER JEROME C. HABER

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, Daniel A. Law, and Nicholas L. Pidek.

ABSENT: None.

Mayor Eveleth explained the agenda has been adjusted to accommodate action on emergency related items first and the 2nd session of citizen comments has been removed from the agenda due to the constraints of holding the meeting virtually.

APPROVE AGENDA

Motion by Councilmember Haber to approve the agenda as presented.

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

APPROVAL OF THE MINUTES OF REGULAR MEETING OF MARCH 16, 2020

Motion by Councilmember Law to approve the Minutes of the Regular Meeting of March 16, 2020 as presented.

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

PROCLAMATIONS / SPECIAL PRESENTATIONS

None.

PUBLIC HEARINGS

None.

Mayor Eveleth detailed the process for citizens wishing to speak to be recognized.

CITIZEN COMMENTS AND QUESTIONS

There initially were no citizens wishing to comment.

Mayor Eveleth relayed a message from Tom Cook of the Cook Family Foundation announcing the County's Essential Needs Hotline (989-743-2460) for those looking for COVID-19 information or in need of assistance. He further indicated that the United Way had created the Raise Up Shiawassee fund to provide assistance to local individuals in need.

City Manager Henne introduced Jane Settingington as a citizen wishing to speak. Ms. Settingington said she would like to hire someone to take care of her lawn while she and her family are out of town but she was concerned that whoever she hires would be hassled as someone that is out and about unnecessarily. There was discussion among Council and staff regarding the initial lack of communication from the State regarding what services are considered essential. Since that time the Governor's Office has clarified that brush pick up is an essential service and as such the City would be agreeable to including lawn care in that definition.

Councilmember Bailey commended SEDP president Justin Horvath for his tireless efforts to support local businesses during the COVID-19 pandemic.

CITY MANAGER REPORT

City Manager Henne briefly updated Council on the status of the Matthews Building saying the City had issued the second round of tickets last week. The owner of the property is contesting the first round of tickets in court, but a court date has yet to be established. He also detailed the City's daily operation during the pandemic.

ITEMS OF BUSINESS

Affirm Emergency Declaration and Addendum

Motion by Councilmember Pidek to affirm the local emergency declaration, and addendum, proclaimed by the Mayor on March 17, 2020, invoking PA 390 of 1976 as follows:

RESOLUTION NO. 43-2020

RESOLUTION AFFIRMING LOCAL DECLARATION OF EMERGENCY FOR COVID-19 (CORONAVIRUS)

WHEREAS, Mayor Christopher T. Eveleth declared a local state of emergency in response to COVID-19 on March 17, 2020 under PA 390 of 1976; and

WHEREAS, PA 390 requires the governing body to affirm any declaration of emergency in a timely manner.

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

FIRST: The City of Owosso has theretofore determined that it is advisable, necessary and in the public interest to affirm Mayor Eveleth's declaration of emergency dated March 17, 2020 and its addendum.

SECOND: Said declaration shall be effective until such time as the State of Michigan state of emergency declaration is lifted.

Motion supported by Councilmember Fear.

Roll Call Vote.

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

NAYS: None.

Emergency Suspension of Utility Bill Late Fees

Motion by Councilmember Fear to authorize suspension of late fees assessed on utility bills until such time as the local state of emergency for COVID-19 is lifted as detailed below:

RESOLUTION NO. 44-2020

RESOLUTION AUTHORIZING SUSPENSION OF UTILITY BILL LATE FEES DURING THE COVID-19 EMERGENCY

WHEREAS, the City of Owosso, Shiawassee County, Michigan, is operating under a local emergency declared as a result of COVID-19; and

WHEREAS, the Governor of the State of Michigan has issued Executive Order 2020-28, mandating that occupied residences where water has been turned off shall be turned back on; and

WHEREAS, the U.S. Centers for Disease Control and Prevention encourages hand washing as prevention against contracting COVID-19; and

WHEREAS, the suspension of late fees for water and sewer bills will help ease the economic strain caused by COVID-19 lockdowns.

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

FIRST: The City of Owosso has theretofore determined that it is advisable, necessary and in the public interest to authorize City Staff to suspend the assessment of late fees on past-due water and sewer bills.

SECOND: This resolution shall remain in effect as long as a state of emergency exists in the City due to COVID-19.

Motion supported by Councilmember Bailey.

Roll Call Vote.

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

NAYS: None.

Emergency Reconnection of Water Services

City Manager Henne noted that the City had acted to reconnect water services approximately 10 days prior to the Governor's order. Twenty-six services were reinstated, everyone that was off for non-payment is now back on.

Mr. Henne went on to say that there was some call for the City to forgive all water and sewer fees during the pandemic. He said there is no way for the City to waive them entirely and the services are simply not free to provide.

Motion by Councilmember Bailey to authorize the reconnection of water services to occupied residences where service has been turned off for non-payment until such time as the local state of emergency for COVID-19 is lifted as detailed:

RESOLUTION NO. 45-2020

RESOLUTION AUTHORIZING RECONNECTION AND REACTIVATION OF WATER SERVICE TO OCCUPIED RESIDENCES WHERE SERVICE HAS BEEN SHUT OFF

WHEREAS, the City of Owosso, Shiawassee County, Michigan, is operating under a local emergency declared as a result of COVID-19; and

WHEREAS, the Governor of the State of Michigan has issued Executive Order 2020-28, mandating that occupied residences where water service has been turned off shall be turned back on; and

WHEREAS, the U.S. Centers for Disease Control and Prevention encourages hand washing as prevention against contracting COVID-19; and

WHEREAS, the City of Owosso has been proactively working since before Order 2020-28 to reconnect occupied households where water has been turned off.

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

FIRST: The City of Owosso has theretofore determined that it is advisable, necessary and in the public interest to authorize City Staff to reinstate water service to those occupied residences that have had their water turned off.

SECOND: This resolution shall be in effect as long as a state of emergency exists in the City due to COVID-19.

Motion supported by Mayor Pro-Tem Osika.

Roll Call Vote.

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

NAYS: None.

Emergency Amendment to Sick Leave Policy

City Manager Henne noted that almost all employees of the City are considered essential, but he didn't want those that are staying home or have reduced hours will have to use up all of their sick leave due to the pandemic. This temporary amendment will keep the City in line with Federal policy and the time is being tracked on the chance that the City can be reimbursed.

Motion by Councilmember Bailey to temporarily amend the sick leave policy, effecting all City of Owosso employees, removing the requirement to use sick time if an employee self-quarantines for suspected COVID-19 or tests positive for COVID-19, until such time as the Governor's stay-at-home order for COVID-19 is lifted as follows:

RESOLUTION NO. 46-2020

**RESOLUTION TEMPORARILY AMENDING
THE SICK LEAVE POLICY FOR EMPLOYEES DUE TO COVID-19**

WHEREAS, Mayor Christopher T. Eveleth declared a local state of emergency in response to COVID-19 on March 17, 2020 under PA 390 of 1976; and

WHEREAS, Governor Whitmer issues Executive Order 2020-21 which ordered non-essential employees to stay at home; and

WHEREAS, the City of Owosso has very few non-essential employees who need to continue working – remotely or otherwise; and

WHEREAS, front-line DPW, Police, and Fire/EMS employees are still required to carry out their duties amongst the public – albeit with appropriate restrictions; and

WHEREAS, the continued efforts of essential city employees puts them at a higher risk of sickness than if they were able to stay at home.

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

FIRST: The City of Owosso has theretofore determined that it is advisable, necessary and in the public interest to temporarily amend the city's sick leave policy to not require employees to utilize their accrued sick and vacation time should they contract COVID-19 or have to self-isolate due to suspected COVID-19 pending a test for same.

SECOND: That this resolution remains in effect for as long as the Governor's stay-at-home order is valid.

Motion supported by Councilmember Law.

Roll Call Vote.

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

NAYS: None.

Emergency Order Affirmation - Administrative Site Plan Approval

Councilmember Fear expressed her hope that the Planning Commission would be allowed to meet virtually if possible. Mayor Eveleth indicated he was fine with that idea, going so far as to clarify his order regarding boards and commissions meetings saying no permission was needed to hold a virtual meeting as long as the State order remains in place.

Councilmember Pidek asked if the video of the meeting would be available to the public. City Clerk Amy K. Kirkland indicated she would look into whether the video could be posted to the City website, but noted it would only be temporary so as to not undermine the minutes as the official record of the meeting.

Motion by Councilmember Pidek confirming the Mayor's emergency order to allow administrative approval of site plans that do not include rezoning, special use, or variance requests.

RESOLUTION NO. 47-2020

**RESOLUTION AUTHORIZING ADMINISTRATIVE APPROVAL OF SITE PLANS
DURING DECLARED COVID-19 EMERGENCY**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, is operating under a local emergency declared as a result of COVID-19; and

WHEREAS, the Governor of the State of Michigan has issued Executive Order 2020-4, 2020-20; and

WHEREAS, the U.S. Centers for Disease Control and Prevention discourages gatherings of 10 or more individuals; and

WHEREAS, the City of Owosso provides essential services identified in Executive Order 2020-20; and

WHEREAS, approval of site plans is impossible without the ability to hold a Planning Commission meeting; and

WHEREAS, the City's declaration of emergency limits public meetings to regular City Council meetings.

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

FIRST: The City of Owosso has theretofore determined that it is advisable, necessary and in the public interest to authorize the City Manager to approve site plans administratively until the local emergency declaration for COVID-19 is lifted.

Motion supported by Mayor Pro-Tem Osika.

Roll Call Vote.

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

NAYS: Councilmember Fear.

Emergency Amendment – Downtown Revolving Loan Fund Program Manual

City Manager Henne introduced the item saying the loans can cover up to three months of overhead costs. Borrowers will be charged 0% interest for the first 12 months and 3% thereafter. An amendment needs to be included in the motion requiring business owners to guarantee the loan.

SEDP President Justin Horvath and DDA/Main Street Director Josh Adams spoke briefly about emergency response financing put out by the Federal and local governments to help businesses weather the storm.

Mr. Adams also spoke about the intent of the Downtown Loan & Grant Fund Program, and where the money for the fund originated.

Councilmember Pidek commented that he would have liked to have seen someone offer help to businesses with accounts payable. He also indicated he would abstain from voting as he is an applicant for emergency response funds.

Motion by Councilmember Bailey to affirm the addition of Emergency Response Loans to the Downtown Revolving Loan Fund Program Manual as recommended by the DDA/Main Street Board. She further moved to include a provision requiring a guarantor on all loans be included in the manual as follows:

RESOLUTION NO. 48-2020

**RESOLUTION AUTHORIZING
THE APPROVAL OF OMS/DDA REVOLVING LOAN FUND MANUAL REVISION
ADDING EMERGENCY RESPONSE LOANS**

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

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

WHEREAS, on March 16, 2020 the OMS/DDA Board approved the addition of Emergency Response Loans to the RLF Manual. These loans were created in response to:

- The COVID-19 Pandemic
- County & State-wide “social distancing” and “community separation” guidelines related to the COVID-19 pandemic;
- The State-mandated shut-down of all non-essential businesses; and

WHEREAS, the Council would like all loans from the program to require a guarantor.

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

FIRST: The City of Owosso approves the revisions to the OMS/DDA Loan & Grant Manual to include Emergency Response Loans as presented.

SECOND: A provision requiring a guarantor for all loans be included in the manual.

Motion supported by Councilmember Fear.

Roll Call Vote.

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

NAYS: None.

ABSTAIN: Councilmember Pidek.

Scheduling of Budget Meetings

City Manager Henne noted that the proposed budget would be ready for presentation in May.

Motion by Councilmember Fear setting a special meeting to discuss the 2020-21 Proposed Budget for Tuesday, May 12, 2020 from 6:00 p.m. until 9:00 p.m.

Motion supported by Councilmember Bailey.

Roll Call Vote.

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

NAYS: None.

CONSENT AGENDA

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

Authorization of Application for Transportation Economic Development Funds. Approve resolution supporting the application to seek Transportation Economic Development Fund- Category F funds for the reconstruction of North Chipman Street from Main Street to Beehler Street and authorize the obligation of City funds for the project per the terms of the TED-F Program match requirement as follows:

RESOLUTION NO. 49-2020

AUTHORIZING APPLICATION FOR TRANSPORTATION ECONOMIC DEVELOPMENT FUNDS, CATEGORY F FOR NORTH CHIPMAN STREET FROM M-21 (MAIN STREET) TO BEEHLER STREET

WHEREAS, the City of Owosso, Shiawassee County, Michigan, Public Service Department recommends the reconstruction of North Chipman Street from M-21 (Main Street) northerly to Beehler Street; and

WHEREAS, the Michigan Department of Transportation offers its portion of state funds known as Transportation Economic Development Funds - Category F - fiscal year 2022, for this work; and

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

WHEREAS, the City of Owosso proposes to secure Transportation Economic Development Funds, Category F, for the purpose of obtaining a maximum of 80 percent (80%) MDOT Grant (capped at \$375,000.00) toward construction costs, with balance of projected costs as match being funded from the City's Major Street Funds, or other funds as obligated; as outlined in its application.

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

FIRST: The City of Owosso has theretofore determined that it is advisable, necessary and in the public interest to proceed with the proposed roadway improvements.

SECOND: The City of Owosso is actively seeking Transportation Economic Development Funds, Category F, to partially fund the reconstruction of North Chipman Street from M-21 (Main Street) northerly to Beehler Street and is willing to participate in this program.

THIRD: That the proper city officials are authorized to sign the application documents and staff is authorized to obligate city funds as its match of the project cost.

FOURTH: The city's portion of costs shall be paid from the City's Public Act 51 Major Streets Fund or other funds as obligated.

DDA/Main Street RLF Emergency Response Loans. Approve the loan of \$51,800.00 in emergency response funds to 11 businesses in the downtown to assist them in weathering the mandatory shut-down of non-essential businesses during the COVID-19 pandemic as detailed:

RESOLUTION NO. 50-2020

**AUTHORIZING
RELEASE OF OMS/DDA REVOLVING LOAN FUNDS
FOR EMERGENCY RESPONSE LOANS TO DOWNTOWN BUSINESSES: COVID-19 ROUND 1**

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

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

WHEREAS, on March 16, 2020 the OMS/DDA Board approved the addition of Emergency Response Loans to the RLF Manual. These loans were created to this deferment action is in response to:

- The COVID-19 Pandemic;
- County & State-wide “social distancing” and “community separation” guidelines related to the COVID-19 pandemic;
- The State-mandated shut-down of all non-essential businesses.

WHEREAS, on March 30, 2020 the OMS/DDA Revolving Loan Committee reviewed and approved 11 applications totaling \$51,800.00 in Emergency Response Loans.

WHEREAS, on April 1, 2020 the OMS/DDA Board of Directors approved the Revolving Loan Committee’s recommendations.

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

FIRST: The City of Owosso approves the loan of **\$5,000.00** in emergency response funds to the following listed applicants according to the terms & specifications determined by the OMS/DDA Loan & Grant Manual.

- BK Gilbert Enterprises LLC; 113 W. Main Street
- 10 Computer Repair & More L.L.C.; 203 W. Main Street
- Ashleigh’s Dance Shack, LLC; 206B W. Main Street
- SAW Investors LLC; 216 W. Main Street
- O. Marie’s LLC; 218 W. Main Street
- M.A. Hanna Corp. of Michigan; 220 W. Main Street
- Foster Coffee Company, LLC; 115 S. Washington Street
- Imerman Company (Norm Henry Shoes); 117-119 S. Washington Street
- Trecha Enterprises AB, LLC, Assumed Name: Capitol Bowl (of Owosso); 219 S. Washington Street
- Woodworth Commercial LLC; 120 W. Exchange Street

SECOND: The City of Owosso approves the loan of **\$1,800.00** in emergency response funds to the following listed applicant according to the terms & specifications determined by the OMS/DDA Loan & Grant Manual.

- The Tux & Bridal Boutique; 113 E. Main Street

OMS/DDA RLF Loan Funding Approval – AZee Business Solutions. Approve the application from AZee Business Solutions, LLC requesting a loan from the OMS/DDA Revolving Loan Fund in the amount of \$27,000.00 for interior and exterior renovations for their location at 215 N. Water Street, Suite 124B as shown below:

RESOLUTION NO. 51-2020

**AUTHORIZING
RELEASE OF OMS/DDA REVOLVING LOAN FUND LOAN FUNDS TO
AZEE BUSINESS SOLUTIONS, LLC
FOR ELIGIBLE EXPENSES AT 215 N. WATER STREET, SUITE 124B**

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

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

WHEREAS, on March 28, 2020 a loan application was submitted to the OMS/DDA for a loan request from AZee Business Solutions, LLC for \$50,000.00 for the purchase of equipment and other costs associated with business expansion at 215 N. Water Street.

WHEREAS, on March 30, 2020 the OMS/DDA Revolving Loan Committee reviewed and approved the application, giving it an overall score of 50. This score reaches the 30 points required for consideration. The Committee determined the loan award for \$27,000.00.

WHEREAS, on April 1, 2020 the OMS/DDA Board of Directors approved the Revolving Loan Committee recommendations.

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

FIRST: The City of Owosso approves the loan of \$27,000.00 to AZee Business Solutions, LLC for business expansion costs associated with 215 N. Water Street according to the terms & specifications determined by the OMS/DDA Loan & Grant Manual.

SECOND: The accounts payable department is hereby authorized to release \$27,000.00 to AZee Business Solutions, LLC for the purpose stated.

OMS/DDA RLF Grant Funding Approval – The Home Office Realty Investments, LLC. Approve the application from The Home Office Realty Investments, LLC requesting a grant from the OMS/DDA Revolving Loan Fund in the amount of \$1,500.00 for architectural services of the vacant upper-level residential unit at 113 S. Washington Street as follows:

RESOLUTION NO. 52-2020

**RESOLUTION AUTHORIZING
RELEASE OF OMS/DDA REVOLVING LOAN FUND GRANT MONIES TO
THE HOME OFFICE REALTY INVESTMENTS, LLC.
FOR ELIGIBLE EXPENSES AT 113 S. WASHINGTON STREET**

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

and

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

WHEREAS, on February 7, 2020 a grant application was submitted to the OMS/DDA for a grant request from The Home Office Realty Investments, LLC. for \$1,500.00 for architectural services of the vacant upper-level residential unit at 113 S. Washington Street.

WHEREAS, on February 25, 2020 the OMS/DDA Design & Business Vitality Committee reviewed and approved the application, giving it an overall score of 35. This score is well above the 30 points required for consideration.

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

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

FIRST: The City of Owosso approves the grant of \$1,500.00 to The Home Office Realty Investments, LLC for architectural services associated with vacant upper-level residential unit at 113 S. Washington Street according to the terms & specifications determined by the OMS/DDA Loan & Grant Manual.

SECOND: The accounts payable department is hereby authorized to release \$1,500.00 to The Home Office Realty Investments, LLC for the purpose stated.

OMS/DDA RLF Loan Funding Approval – J. Harrison Property, LLC. Approve the application from J. Harrison Property, LLC requesting a loan from the OMS/DDA Revolving Loan Fund in the amount of \$9,400.00 for interior build-out costs associated with a new business locating within the second-floor of 113 W. Exchange Street as detailed below:

RESOLUTION NO. 53-2020

**AUTHORIZING RELEASE OF
OMS/DDA REVOLVING LOAN FUND LOAN MONIES TO
J. HARRISON PROPERTY, LLC
FOR ELIGIBLE EXPENSES AT 113 W. EXCHANGE STREET**

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

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

WHEREAS, on March 27, 2020 a loan application was submitted to the OMS/DDA for a loan request from J. Harrison Property, LLC for \$9,400.00 for interior build-out costs associated with a new business locating within the second-floor of 113 W. Exchange Street.

WHEREAS, on March 30, 2020 the OMS/DDA Revolving Loan Committee reviewed and approved the application, giving it an overall score of 40. This score is well above the 30 points required for consideration. The Committee determined the loan award for \$9,400.00.

WHEREAS, on April 1, 2020 the OMS/DDA Board of Directors approved the Revolving Loan Committee recommendations.

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

FIRST: The City of Owosso approves the loan of \$9,400.00 to J. Harrison Property, LLC for interior buildout costs associated with 113 W. Exchange Street according to the terms & specifications determined by the OMS/DDA Loan & Grant Manual.

SECOND: The accounts payable department is hereby authorized to release \$9,400.00 to J. Harrison Property, LLC for the purpose stated.

OMS/DDA RLF Loan Funding Approval – MA Hanna Corp. of Michigan. Approve the application from MA Hanna Corp. of Michigan requesting a loan from the OMS/DDA Revolving Loan Fund in the amount of \$6,000.00 for exterior brick restoration costs associated with 220 W. Main Street as detailed:

RESOLUTION NO. 54-2020

**AUTHORIZING RELEASE OF
OMS/DDA REVOLVING LOAN FUND LOAN MONIES TO
MA HANNA CORP. OF MICHIGAN
FOR ELIGIBLE EXPENSES WORK AT 220 W. MAIN STREET**

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

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

WHEREAS, on March 17, 2020 a loan application was submitted to the OMS/DDA for a loan request from MA Hanna Corp. of Michigan for \$6,000.00 for exterior brick restoration costs associated with 220 W. Main Street.

WHEREAS, on March 30, 2020 the OMS/DDA Revolving Loan Committee reviewed and approved the application, giving it an overall score of 30. This score reaches the 30 points required for consideration. The Committee determined the loan award for \$6,000.00.

WHEREAS, on April 1, 2020 the OMS/DDA Board of Directors approved the Revolving Loan Committee recommendations.

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

FIRST: The City of Owosso approves the loan of \$6,000.00 to MA Hanna Corp. of Michigan for exterior brick restoration costs at 220 W. Main Street according to the terms & specifications determined by the OMS/DDA Loan & Grant Manual.

SECOND: The accounts payable department is hereby authorized to release \$6,000.00 to MA Hanna Corp. of Michigan for the purpose stated.

OMS/DDA RLF Grant & Loan Funding Approval – Mowinski Properties, LLC. Approve the application from Mowinski Properties, LLC requesting a grant in the amount of \$31,000.00 and a loan in the amount of \$50,000.00 from the OMS/DDA Revolving Loan Fund for redevelopment of 4 upper-level residential units, fire suppression, and architectural services at 800 W. Main Street as follows:

RESOLUTION NO. 55-2020

**AUTHORIZING RELEASE OF
OMS/DDA REVOLVING LOAN FUND LOAN & GRANT MONIES TO
MOWINSKI PROPERTIES LLC
FOR ELIGIBLE EXPENSES AT 800 W. MAIN STREET**

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

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

WHEREAS, on February 19, 2020 an application was submitted to the OMS/DDA for a grant & loan request from Mowinski Properties LLC for \$31,000.00 (grant) and \$50,000.00 (loan) for redevelopment of 4 upper-level residential units, fire suppression, and architectural services at 800 W. Main Street.

WHEREAS, on February 25, 2020 the OMS/DDA Design & Business Vitality Committee reviewed and approved the application, giving it an overall score of 45. This score is well above the 30 points required for consideration.

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

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

FIRST: The City of Owosso approves the grant of \$31,000.00 and loan of \$50,000.00 to Mowinski Properties LLC for redevelopment of 4 upper-level residential units, fire suppression, and architectural service at 800 W. Main Street according to the terms & specifications determined by the OMS/DDA Loan & Grant Manual.

SECOND: The accounts payable department is hereby authorized to release \$81,000.00 to Mowinski Properties LLC for the purpose stated.

OMS/DDA RLF Loan Funding Approval – Kleeman Properties, LLC dba Owosso Cookie Company.

Approve the application from Kleeman Properties, LLC dba Owosso Cookie Company requesting a loan from the OMS/DDA Revolving Loan Fund in the amount of \$30,000.00 for interior build-out costs, signage, equipment purchases, and inventory costs associated with their business located at 101 N. Washington Street as detailed:

RESOLUTION NO. 56-2020

**AUTHORIZING RELEASE OF
OMS/DDA REVOLVING LOAN FUND LOAN MONIES TO
KLEEMAN PROPERTIES, LLC DBA OWOSSO COOKIE COMPANY
FOR ELIGIBLE EXPENSES AT 101 N. WASHINGTON STREET**

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

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

WHEREAS, on February 10, 2020 a loan application was submitted to the OMS/DDA for a loan request from Kleeman Properties, LLC dba Owosso Cookie Company for \$50,000.00 for interior build-out costs, signage, equipment purchases, and inventory costs associated with their business located at 101 N. Washington Street.

WHEREAS, on February 25, 2020 the OMS/DDA Design & Business Vitality Committee reviewed and approved the application, giving it an overall score of 42. This score is well above the 30 points required for consideration. The Committee determined the loan award for \$30,000.00.

WHEREAS, on March 4, 2020 the OMS/DDA Board of Directors approved the Design & Business Vitality Committee recommendations.

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

FIRST: The City of Owosso approves the loan of \$30,000.00 to Kleeman Properties, LLC dba Owosso Cookie Company for interior buildout costs, signage, and equipment costs at 101 N. Washington Street according to the terms & specifications determined by the OMS/DDA Loan & Grant Manual.

SECOND: The accounts payable department is hereby authorized to release \$30,000.00 to Kleeman Properties, LLC dba Owosso Cookie Company for the purpose stated.

OMS/DDA RLF Loan Funding Approval – The Vintage Barrel, LLC. Approve the application from The Vintage Barrel, LLC requesting a loan from the OMS/DDA Revolving Loan Fund in the amount of \$20,000.00 for interior build-out costs, signage, equipment purchases, and inventory costs associated with their business located at 109 N. Washington Street as follows:

RESOLUTION NO. 57-2020

**AUTHORIZING RELEASE OF
OMS/DDA REVOLVING LOAN FUND LOAN MONIES TO
THE VINTAGE BARREL, LLC
FOR ELIGIBLE EXPENSES AT 109 N. WASHINGTON STREET**

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

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

WHEREAS, on February 17, 2020 a loan application was submitted to the OMS/DDA for a loan request from The Vintage Barrel, LLC for \$50,000.00 for interior build-out costs, signage, equipment purchases, and inventory costs associated with their business located at 109 N. Washington Street.

WHEREAS, on February 25, 2020 the OMS/DDA Design & Business Vitality Committee reviewed and approved the application, giving it an overall score of 40. This score is well above the 30 points required for consideration. The Committee determined the loan award for \$20,000.00.

WHEREAS, on March 4, 2020 the OMS/DDA Board of Directors approved the Design & Business Vitality Committee recommendations.

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

Michigan that:

FIRST: The City of Owosso approves the loan of \$20,000.00 to The Vintage Barrel, LLC for interior buildout costs, signage, and equipment costs at 109 N. Washington Street according to the terms & specifications determined by the OMS/DDA Loan & Grant Manual.

SECOND: The accounts payable department is hereby authorized to release \$20,000.00 to The Vintage Barrel, LLC for the purpose stated.

State Trunkline Maintenance Contract. Approve Contract No. 2019-0748 with the Michigan Department of Transportation governing the maintenance of state highways within the City limits, with an effective term of October 1, 2019 to September 30, 2024 and authorize the Director of Public Services to sign said contract as follows:

RESOLUTION NO. 58-2020

AUTHORIZING THE EXECUTION OF A CONTRACT WITH THE MICHIGAN DEPARTMENT OF TRANSPORTATION FOR MAINTENANCE OF STATE TRUNKLINES WITHIN THE CITY LIMITS

WHEREAS, within the city limits of Owosso, Shiawassee County, Michigan, there are several state trunklines (M-21, M-52, M-71) and bridges owned by the State of Michigan; and

WHEREAS, these trunklines require constant maintenance and the Michigan Department of Transportation (MDOT) has found that contracting with the City for maintenance of said trunklines and bridges is in the best interest of the public; and

WHEREAS, MDOT has presented the City with Contract No. 2019-0748 formalizing the responsibilities and duties of each party, with a term from October 1, 2019 through September 30, 2024.

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

FIRST: The State Trunkline Maintenance Contract No. 2019-0748 with the Michigan Department of Transportation for the term of October 1, 2019 through September 30, 2024 is hereby approved.

SECOND: That Director of Public Services Glenn M. Chinavare is hereby designated as the Contract Administrator.

THIRD: That the Director of Public Services Glenn M. Chinavare is hereby authorized to execute the document as attached, Exhibit A, State Trunkline Maintenance Contract No. 2019-0748.

Contract Amendment – 2020 Street Program Engineering Services Contract. Approve Amendment No. 2 to the 2020 Street Program Engineering Services Contract with OHM Advisors, adding \$178,110.00 for engineering design and water main construction administrative services for the 2021 DWRP Project Plan, and authorize payment to the engineer up to the contract amount, including Amendment Nos. 1 & 2 as follows:

RESOLUTION NO. 59-2020

**AUTHORIZING THE EXECUTION OF AMENDMENT NO. 2 TO
ADDENDUM NO. 10, 2020 STREET PROGRAM – ENGINEERING SERVICES CONTRACT
WITH ORCHARD, HILTZ & MCCLIMENT, INC. D/B/A OHM ADVISORS**

WHEREAS, the city of Owosso, Shiawassee County, Michigan, entered into an agreement with Orchard, Hiltz & McCliment, Inc. d/b/a OHM Advisors for the provision of engineering services for the 2020 Street Program by the adoption of Resolution No. 101-2019 on July 1, 2019; and

WHEREAS, the city and Director of Public Services & Utilities desires to expand the contract to include additional services for providing water main design and construction administration services for water main replacements as defined in the Drinking Water Revolving Fund (DWRF) 2021 Project Plan.

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

- FIRST: The City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to expand the contract approved by Resolution No. 101-2019 on July 1, 2019 with Orchard, Hiltz & McCliment, Inc. d/b/a OHM Advisors, to include additional services in the amount of \$47,660.00 for engineering design of 2021 DWRF project water mains, and further services in the amount of \$130,450.00 for 2021 DWRF construction administration services.
- SECOND: The accounts payable department is authorized to submit payment to OHM Advisors, in the amount of \$178,110.00 for 2021 DWRF water main engineering design and construction administration services.
- THIRD: The above additional services in the amount of \$178,110.00 shall be paid from the FY2019-2020 and FY2020-2021 Water Funds Accounts 591-901-972.000 upon satisfactory completion of the work or portion thereof.

Emergency Repair Authorization – Sanitary Sewer. Authorize payment to Champagne & Marx Excavating, Inc. for emergency repair of the sanitary sewer line along Center Street in the amount of \$20,608.74 as follows:

RESOLUTION NO. 60-2020

**AUTHORIZING EMERGENCY REPAIR OF SANITARY SEWER PIPE PROVIDED BY
CHAMPAGNE AND MARX EXCAVATING, INC. OF SAGINAW, MICHIGAN**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, is required to provide wastewater collection services to city customers in compliance with city ordinances and the NPDES discharge permit issued by the state of Michigan, and

WHEREAS, the ability to provide uninterrupted wastewater collection services during a trenchless slip lining rehabilitation process was compromised when the slip lining material became hardened blocking the flow of wastewater, and

WHEREAS, emergency repairs were required to correct the blockage and restore normal wastewater collection services, and

WHEREAS, the City Director of Public Services and Utilities determined the necessity for the emergency repair, acquired the necessary services to restore wastewater collection services, and has reviewed the cost of emergency services provided by Champagne & Marx Excavating, and recommends authorizing payment for these services in the amount of \$20,608.74.

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 was necessary to repair the sanitary sewer line along Center Street on an emergency basis utilizing a construction company providing services at the hospital in the amount of \$20,608.74.
- SECOND: The contract for said emergency repair is in the form of a Champagne and Marx Excavating, Inc. invoice and a City Purchase Order.
- THIRD: The accounts payable department is authorized to submit payment to Champagne and Marx Excavating, Inc. in the amount of \$20,608.74.
- FOURTH: The above expenses shall be paid from the FY2019-2020 sewer fund account no. 590-901.973.000.

Bid Rejection – Retaining Wall Project. Reject the bid received for the 2020 Retaining Wall Project as the response was not within budget parameters and the bidder did not meet minimum qualifications as follows:

RESOLUTION NO. 61-2020

**AUTHORIZING THE REJECTION OF ALL BIDS FOR
THE 2020 RETAINING WALL PROJECT**

WHEREAS, the city of Owosso sought bids for reconstruction of its retaining wall along the Shiawassee River, adjacent to City Hall; and

WHEREAS, the one bid received is in excess of the engineer's estimate and available funds to perform said work; and

WHEREAS, the bidder did not fulfill the qualifications and experience requirements as set forth within the bid documents.

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 reject the bid received from Gordon Construction Services, Inc.
- SECOND: The City of Owosso Public Services Department is to revise the bid documents so as to increase bidder interest while yet producing a quality product to the public.
- THIRD: City staff shall produce a new set of interested bidders that meet the quality standards as set forth within the bid documents.

Purchase Authorization – Network Switches. Authorize the purchase of one Cisco Catalyst 9400 network switch and two Cisco Catalyst 9200L network switches in the amount of \$49,226.18, and further authorize payment to the vendor upon satisfactory implementation of the equipment as follows:

RESOLUTION NO. 62-2020

**APPROVAL OF PROPOSAL # 2020-86025V2 PROVIDED BY LOGICALIS, INC.
FOR IMPLEMENTATION OF THE CORE AND EDGE SWITCH UPGRADE**

TO THE CITY OF OWOSSO COMPUTER NETWORK

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 updates from time-to-time to stay current and connected; and

WHEREAS, the city contracts with Logicalis, Inc. for this core and edge switch upgrade; and

WHEREAS, the city council must adopt a resolution authorizing the terms of the quotation # 2020-86025v2.

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 upgrade the city's core and edge switches this fiscal year.

SECOND: The mayor and city clerk are instructed and authorized to sign the document substantially in form attached as Core & Edge Upgrade: Cisco C9400 and C9200L Switches, Quotation # 2020-86025v2 between the City of Owosso and Logicalis, Inc.

THIRD: The accounts payable department is authorized to pay Logicalis, Inc. for half of the professional services component upon initiation of the project, and pay for remaining work satisfactorily performed in a total amount not to exceed \$49,226.18.

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

Purchase Authorization – Aclara Customer Portal. Authorize purchase of the Aclara ACE Customer Portal System in the amount of \$80,000.00 to facilitate 24/7 customer access to current water billing information, and further authorize payment to the vendor upon satisfactory implementation of the program as follows:

RESOLUTION NO. 63-2020

APPROVAL OF PROPOSAL PROVIDED BY ACLARA OF ST. LOUIS, MISSOURI FOR IMPLEMENTATION OF THE ACE CUSTOMER PORTAL SYSTEM FOR USE IN THE WATER BILLING DEPARTMENT

WHEREAS, the city of Owosso, Shiawassee County, Michigan, entered into a contract for the installation of an automatic meter reading (AMR) Fixed Network Administrator system with Aclara by the adoption of Resolution 37-2017 on March 20, 2017; and

WHEREAS, the city and Director of Public Services & Utilities desires to add and implement a new customer service to water billing information called Aclara Adaptive Consumer Engagement (ACE) system to allow customers to better understand and manage their water billing account.

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 implement the ACE system in the amount of \$80,000.00.

SECOND: The accounts payable department is authorized to submit payment to Aclara of St. Louis, Missouri in the amount not to exceed \$80,000.00.

THIRD: The above expenses shall be paid from the FY2019-2020 Water Fund and Sewer Fund 591-901-972.000 and Sewer Fund 590-901-973.000.

Warrant No. 583. Authorize Warrant No. 583 as follows:

Vendor	Description	Fund	Amount
Caledonia Charter Township	Caledonia Utility Fund payment-1/1/20-3/31/20	Water	\$32,619.65
Owosso Charter Township	Owosso Charter Township 2011 Water Agreement payment-1/1/20-3/31/20	Water	\$14,042.14

Motion supported by Councilmember Law.

Roll Call Vote.

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

NAYS: None.

ABSTAIN: Councilmember Pidek.

COMMUNICATIONS

Cheryl A. Grice, Finance Director. Revenue & Expenditure Report – February 2020.

Historical Commission. Minutes of February 10, 2020.

Planning Commission. Minutes of February 24, 2020.

Waste Water Treatment Plant Review Board. Minutes of February 25, 2020.

DDA/Main Street Board. Minutes of March 4, 2020.

Historical Commission. Minutes of March 9, 2020.

DDA/Main Street Board. Minutes of March 16, 2020.

DDA/Main Street Board. Minutes of April 1, 2020.

Mayor Eveleth thanked all those serving on the front lines and those designated as essential staff. He encouraged people to follow the Shiawassee County Health Department website for updates on the status of COVID-19 in Shiawassee County.

City Manager Henne, on behalf of County Commissioner Marlene Webster, announced that May 11 – 14, 2020 is County Commissioner Week.

NEXT MEETING

Monday, April 20, 2020

BOARDS AND COMMISSIONS OPENINGS

Brownfield Redevelopment Authority – County Representative – term expires 06-30-2020

Building Board of Appeals – Alternate - term expires June 30, 2022

Building Board of Appeals – Alternate - term expires June 30, 2021

Brownfield Redevelopment Authority – term expires June 30, 2022

Historical Commission – 2 terms expire December 31, 2020
Planning Commission – term expires June 30, 2020

ADJOURNMENT

Motion by Councilmember Bailey for adjournment at 8:27 p.m.

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

Christopher T. Eveleth, Mayor

Amy K. Kirkland, City Clerk



MEMORANDUM

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

DATE: April 14, 2020

TO: Owosso City Council

FROM: Josh Adams; Executive Director, Owosso Main Street/DDA

SUBJECT: OMS/DDA Revolving Loan Fund – Emergency Response Loan Approval

RECOMMENDATION:

Approval of the of 7 OMS/DDA Revolving Loan Fund – Emergency Response Loans application totaling 35,000.00 - according to the OMS/DDA Revolving Loan & Grant Manual specifications.

BACKGROUND:

On Monday, March 16, 2020 during a Special Board Meeting, the Owosso Main Street/DDA (OMS/DDA) Board of Directors voted to update the Revolving Loan Fund Manual to include Emergency Response Loans.

The creation of the Emergency Response Loan is in response to:

- The COVID-19 Pandemic
- County & State-wide “social distancing” and “community separation” guidelines related to the pandemic.
- State-mandated shutdown of all non-essential businesses.

As a result, many businesses have seen a dramatic loss of sales and have had to shut down. OMS/DDA’s creation of these emergency loans will temporality lift some of the financial burden from the businesses within the City as they try to navigate these uncertain times.

FISCAL IMPACTS:

Dollars will be disbursed from the OMS/DDA Revolving Loan Fund.

RESOLUTION NO.

AUTHORIZING RELEASE OF OMS/DDA REVOLVING LOAN FUNDS FOR EMERGENCY RESPONSE LOANS TO DOWNTOWN BUSINESSES: COVID-19 ROUND 2

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

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

WHEREAS, on March 16, 2020 the OMS/DDA Board approved the addition of Emergency Response Loans to the RLF Manual. These loans were created to This deferment action is in response to:

- The COVID-19 Pandemic
- County & State-wide “social distancing” and “community separation” guidelines related to the COVID-19 pandemic;
- The State-mandated shut-down of all non-essential businesses.

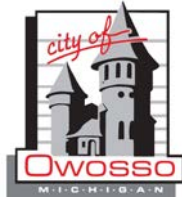
WHEREAS, on April 13, 2020 the OMS/DDA Revolving Loan Committee reviewed and approved 7 applications totaling **\$35,000.00** in Emergency Response Grants.

WHEREAS, on April 14, 2020 the OMS/DDA Board of Directors approved the Revolving Loan Committee’s recommendations.

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

FIRST: The City of Owosso approves the loan of **\$5,000.00** to below listed applicants according to the terms & specifications determined by the OMS/DDA Loan & Grant Manual.

- Aamazon Legal Services, PLLC; 401 S. Shiawassee Street
- Cutting Edge Salon & Spa; 110 N. Washington Street
- Elite Pet Styling; 216 W. Exchange Street
- IHM Enterprises, LLC.; 116 W. Main Street
- R & B Music and Sound, LLC.; 109 N. Ball Street
- Liquid Rainbow, Inc.; 905 W. Main Street
- Town to Town Gourmet Pastries; 900 W. Main Street



**CITY OF OWOSSO, MICHIGAN
OWOSSO MAIN STREET/DDA (OMS)
REVOLVING LOAN FUND (RLF) & GRANT PROGRAM
EMERGENCY RESPONSE RATIONALE WORKSHEET**

301 W Main Street, Owosso, MI | 989.494.3344 | downtownowosso@gmail.com | www.downtownowosso.org

*APPLICATION MUST SCORE **30** OR MORE POINTS TO BE CONSIDERED ELIGIBLE FOR A LOAN.*

APPLICANT NAME: AAMAZON LEGAL SERVICES, PLLC./BARBARA BAKEROMEROD DATE REVIEWED: 4/13/20

PROJECT ADDRESS: 401 S. SHIAWASSEE STREET

PROJECT SCOPE OF WORK: EMERGENCY RESPONSE LOAN

EMERGENCY: COVID-19 PANDEMIC

LOAN REQUEST: \$5,000.00

Rationale Worksheet

Criteria	Score Range	Score	Explanation/Feedback:
Did the applicant provide documentation showing monthly expenses (rent, utilities, etc.)?	0-10	10	Provided rent, utilities, & insurance
Does the applicant prove that their business/property has been negatively effected by the emergency?	0-10	10	<ul style="list-style-type: none">- The COVID-19 Pandemic- County & State-wide "social distancing" and "community separation" guidelines related to the pandemic.- State-mandated shutdown of all non-essential businesses
Is the applicant in "good standing" with the State of Michigan (LARA)?	0-5	5	Clear
Does the applicant pass a standard Register of Action background check?	0-5	5	Clear
Is the business/property located within a B Zoning District?	0-5	5	Yes
TOTAL=		35	

APPROVAL ☒ / SPECIAL NOTATIONS: _____

ADDITIONAL NOTES:

PROMISSORY NOTE

\$5,000.00

Dated: _____

At: Owosso, Michigan

FOR VALUE RECEIVED, the undersigned promises to pay to the order of the City of Owosso, a Michigan municipal corporation, at its office at 301 West Main Street, Owosso, Michigan 48867, the principal sum of FIVE THOUSAND AND NO/100 DOLLARS (\$5,000.00), THE BALANCE OF A LOAN ISSUED in lawful money of the United States of America with interest thereon to be computed from July 1, 2020 starting at a rate per annum which is zero percent (0%) through month twelve, then a rate per annum which is three percent (3%) starting at month thirteen through month twenty-four. From this date forward Principal and Interest shall be payable in 24 monthly installments of \$214.91 each, commencing on August 1, 2020 and continuing on the same day of each succeeding MONTH thereafter until July 1, 2030 when the final payment of outstanding principal and interest is due and payable. The attached amortization table shall become the required payment schedule from this date forward.

Notwithstanding anything to the contrary contained herein, at no time shall the interest payable be greater than the maximum permitted by law.

As to this note and all other instruments securing the indebtedness, the undersigned and any endorsers severally waive all applicable exemption rights, whether under the State Constitution, homestead laws or otherwise, and also severally waive valuation and appraisal, presentment, protest and demand, notice of protest demand and dishonor and nonpayment of this note, and expressly agree that the maturity of this note, or any payment hereunder, may be extended from time to time without in any way affecting the liability of the undersigned or said endorsers.

Any default in the payment of principal and/or interest required by this note or other instruments securing this note shall be a default hereunder entitling the holder to accelerate the indebtedness hereunder (notwithstanding any provisions contained in the evidence thereof to the contrary), exercise any one or more of the rights and remedies granted to the City of Owosso, Michigan. By execution of this agreement, the parties consent to venue in the County of Shiawassee, Michigan of any action brought to enforce the terms of this agreement or to collect any moneys due under it.

This note is to be construed according to the laws of the State of Michigan.

AAMAZON LEGAL SERVICES,
PLLC.

BY: _____

ITS: _____

CITY OF OWOSSO

BY: _____

Christopher T. Eveleth

ITS: Mayor

DDA Loan Amortization Schedule

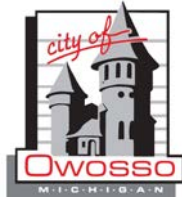
Enter values	
Loan amount	\$ 5,000.00
Annual interest rate	3.00 %
Loan period in years	2
Number of payments per year	12
Start date of loan	7/1/20
Optional extra payments	\$

Loan summary	
Scheduled payment	\$ 214.91
Scheduled number of payment	24
Actual number of payment	24
Total early payments	\$ -
Total interest	\$ 44.67



Lender name: AAmazon Legal Services, PLLC

Pmt No.	Payment Date	Beginning Balance	Scheduled Payment	Extra Payment	Total Payment	Principal	Interest	Ending Balance	Cumulative Interest
1	8/1/20	\$ 5,000.00	\$ 214.91	\$ -	\$ 214.91	\$ 214.91	\$ -	\$ 4,785.09	\$ -
2	9/1/20	4,785.09	214.91	-	214.91	214.91	0.00	4,570.19	0.00
3	10/1/20	4,570.19	214.91	-	214.91	214.91	0.00	4,355.28	0.00
4	11/1/20	4,355.28	214.91	-	214.91	214.91	0.00	4,140.38	0.00
5	12/1/20	4,140.38	214.91	-	214.91	214.91	0.00	3,925.47	0.00
6	1/1/21	3,925.47	214.91	-	214.91	214.91	0.00	3,710.56	0.00
7	2/1/21	3,710.56	214.91	-	214.91	214.91	0.00	3,495.66	0.00
8	3/1/21	3,495.66	214.91	-	214.91	214.91	0.00	3,280.75	0.00
9	4/1/21	3,280.75	214.91	-	214.91	214.91	0.00	3,065.85	0.00
10	5/1/21	3,065.85	214.91	-	214.91	214.91	0.00	2,850.94	0.00
11	6/1/21	2,850.94	214.91	-	214.91	214.91	0.00	2,636.03	0.00
12	7/1/21	2,636.03	214.91	-	214.91	208.32	6.59	2,427.72	6.59
13	8/1/21	2,427.72	214.91	-	214.91	208.84	6.07	2,218.88	12.66
14	9/1/21	2,218.88	214.91	-	214.91	209.36	5.55	2,009.52	18.21
15	10/1/21	2,009.52	214.91	-	214.91	209.88	5.02	1,799.64	23.23
16	11/1/21	1,799.64	214.91	-	214.91	210.41	4.50	1,589.23	27.73
17	12/1/21	1,589.23	214.91	-	214.91	210.93	3.97	1,378.30	31.70
18	1/1/22	1,378.30	214.91	-	214.91	211.46	3.45	1,166.84	35.15
19	2/1/22	1,166.84	214.91	-	214.91	211.99	2.92	954.85	38.07
20	3/1/22	954.85	214.91	-	214.91	212.52	2.39	742.33	40.45
21	4/1/22	742.33	214.91	-	214.91	213.05	1.86	529.28	42.31
22	5/1/22	529.28	214.91	-	214.91	213.58	1.32	315.70	43.63
23	6/1/22	315.70	214.91	-	214.91	214.12	0.79	101.58	44.42
24	7/1/22	101.58	214.91	-	101.58	101.33	0.25	0.00	44.67



**CITY OF OWOSSO, MICHIGAN
OWOSSO MAIN STREET/DDA (OMS)
REVOLVING LOAN FUND (RLF) & GRANT PROGRAM
EMERGENCY RESPONSE RATIONALE WORKSHEET**

301 W Main Street, Owosso, MI | 989.494.3344 | downtownowosso@gmail.com | www.downtownowosso.org

*APPLICATION MUST SCORE **30** OR MORE POINTS TO BE CONSIDERED ELIGIBLE FOR A LOAN.*

APPLICANT NAME: CUTTING EDGE SALON & SPA/JACKIE SHENK DATE REVIEWED: 4/13/20

PROJECT ADDRESS: 110 N. WASHINGTON STREET

PROJECT SCOPE OF WORK: EMERGENCY RESPONSE LOAN

EMERGENCY: COVID-19 PANDEMIC

LOAN REQUEST: \$5,000.00

Rationale Worksheet

Criteria	Score Range	Score	Explanation/Feedback:
Did the applicant provide documentation showing monthly expenses (rent, utilities, etc.)?	0-10	10	Provided their lease
Does the applicant prove that their business/property has been negatively effected by the emergency?	0-10	10	<ul style="list-style-type: none">- The COVID-19 Pandemic- County & State-wide "social distancing" and "community separation" guidelines related to the pandemic.- State-mandated shutdown of all non-essential businesses
Is the applicant in "good standing" with the State of Michigan (LARA)?	0-5	5	Clear
Does the applicant pass a standard Register of Action background check?	0-5	5	Clear
Is the business/property located within a B Zoning District?	0-5	5	Yes
TOTAL=		35	

APPROVAL ☒ / SPECIAL NOTATIONS: _____

ADDITIONAL NOTES:

PROMISSORY NOTE

\$5,000.00

Dated: _____

At: Owosso, Michigan

FOR VALUE RECEIVED, the undersigned promises to pay to the order of the City of Owosso, a Michigan municipal corporation, at its office at 301 West Main Street, Owosso, Michigan 48867, the principal sum of FIVE THOUSAND AND NO/100 DOLLARS (\$5,000.00), THE BALANCE OF A LOAN ISSUED in lawful money of the United States of America with interest thereon to be computed from July 1, 2020 starting at a rate per annum which is zero percent (0%) through month twelve, then a rate per annum which is three percent (3%) starting at month thirteen through month twenty-four. From this date forward Principal and Interest shall be payable in 24 monthly installments of \$214.91 each, commencing on August 1, 2020 and continuing on the same day of each succeeding MONTH thereafter until July 1, 2030 when the final payment of outstanding principal and interest is due and payable. The attached amortization table shall become the required payment schedule from this date forward.

Notwithstanding anything to the contrary contained herein, at no time shall the interest payable be greater than the maximum permitted by law.

As to this note and all other instruments securing the indebtedness, the undersigned and any endorsers severally waive all applicable exemption rights, whether under the State Constitution, homestead laws or otherwise, and also severally waive valuation and appraisal, presentment, protest and demand, notice of protest demand and dishonor and nonpayment of this note, and expressly agree that the maturity of this note, or any payment hereunder, may be extended from time to time without in any way affecting the liability of the undersigned or said endorsers.

Any default in the payment of principal and/or interest required by this note or other instruments securing this note shall be a default hereunder entitling the holder to accelerate the indebtedness hereunder (notwithstanding any provisions contained in the evidence thereof to the contrary), exercise any one or more of the rights and remedies granted to the City of Owosso, Michigan. By execution of this agreement, the parties consent to venue in the County of Shiawassee, Michigan of any action brought to enforce the terms of this agreement or to collect any moneys due under it.

This note is to be construed according to the laws of the State of Michigan.

JACKIE LEE SHENK

CITY OF OWOSSO

BY: _____

BY: _____

ITS: _____

Christopher T. Eveleth
ITS: Mayor

DDA Loan Amortization Schedule

Enter values	
Loan amount	\$ 5,000.00
Annual interest rate	3.00 %
Loan period in years	2
Number of payments per year	12
Start date of loan	7/1/20
Optional extra payments	\$

Lender name: Jackie Lee Shenk

Loan summary	
Scheduled payment	\$ 214.91
Scheduled number of payment	24
Actual number of payment	24
Total early payments	\$ -
Total interest	\$ 44.67



Pmt No.	Payment Date	Beginning Balance	Scheduled Payment	Extra Payment	Total Payment	Principal	Interest	Ending Balance	Cumulative Interest
1	8/1/20	\$ 5,000.00	\$ 214.91	\$ -	\$ 214.91	\$ 214.91	\$ -	\$ 4,785.09	\$ -
2	9/1/20	4,785.09	214.91	-	214.91	214.91	0.00	4,570.19	0.00
3	10/1/20	4,570.19	214.91	-	214.91	214.91	0.00	4,355.28	0.00
4	11/1/20	4,355.28	214.91	-	214.91	214.91	0.00	4,140.38	0.00
5	12/1/20	4,140.38	214.91	-	214.91	214.91	0.00	3,925.47	0.00
6	1/1/21	3,925.47	214.91	-	214.91	214.91	0.00	3,710.56	0.00
7	2/1/21	3,710.56	214.91	-	214.91	214.91	0.00	3,495.66	0.00
8	3/1/21	3,495.66	214.91	-	214.91	214.91	0.00	3,280.75	0.00
9	4/1/21	3,280.75	214.91	-	214.91	214.91	0.00	3,065.85	0.00
10	5/1/21	3,065.85	214.91	-	214.91	214.91	0.00	2,850.94	0.00
11	6/1/21	2,850.94	214.91	-	214.91	214.91	0.00	2,636.03	0.00
12	7/1/21	2,636.03	214.91	-	214.91	208.32	6.59	2,427.72	6.59
13	8/1/21	2,427.72	214.91	-	214.91	208.84	6.07	2,218.88	12.66
14	9/1/21	2,218.88	214.91	-	214.91	209.36	5.55	2,009.52	18.21
15	10/1/21	2,009.52	214.91	-	214.91	209.88	5.02	1,799.64	23.23
16	11/1/21	1,799.64	214.91	-	214.91	210.41	4.50	1,589.23	27.73
17	12/1/21	1,589.23	214.91	-	214.91	210.93	3.97	1,378.30	31.70
18	1/1/22	1,378.30	214.91	-	214.91	211.46	3.45	1,166.84	35.15
19	2/1/22	1,166.84	214.91	-	214.91	211.99	2.92	954.85	38.07
20	3/1/22	954.85	214.91	-	214.91	212.52	2.39	742.33	40.45
21	4/1/22	742.33	214.91	-	214.91	213.05	1.86	529.28	42.31
22	5/1/22	529.28	214.91	-	214.91	213.58	1.32	315.70	43.63
23	6/1/22	315.70	214.91	-	214.91	214.12	0.79	101.58	44.42
24	7/1/22	101.58	214.91	-	101.58	101.33	0.25	0.00	44.67



**CITY OF OWOSSO, MICHIGAN
OWOSSO MAIN STREET/DDA (OMS)
REVOLVING LOAN FUND (RLF) & GRANT PROGRAM
EMERGENCY RESPONSE RATIONALE WORKSHEET**

301 W Main Street, Owosso, MI | 989.494.3344 | downtownowosso@gmail.com | www.downtownowosso.org

*APPLICATION MUST SCORE **30** OR MORE POINTS TO BE CONSIDERED ELIGIBLE FOR A LOAN.*

APPLICANT NAME: ELITE PET STYLING/DONIELLE HART DATE REVIEWED: 4/13/20

PROJECT ADDRESS: 216 W. EXCHANGE STREET

PROJECT SCOPE OF WORK: EMERGENCY RESPONSE LOAN

EMERGENCY: COVID-19 PANDEMIC

LOAN REQUEST: \$5,000.00

Rationale Worksheet

Criteria	Score Range	Score	Explanation/Feedback:
Did the applicant provide documentation showing monthly expenses (rent, utilities, etc.)?	0-10	10	Provided lease & profit/loss documentation
Does the applicant prove that their business/property has been negatively effected by the emergency?	0-10	10	<ul style="list-style-type: none">- The COVID-19 Pandemic- County & State-wide "social distancing" and "community separation" guidelines related to the pandemic.- State-mandated shutdown of all non-essential businesses
Is the applicant in "good standing" with the State of Michigan (LARA)?	0-5	5	Clear
Does the applicant pass a standard Register of Action background check?	0-5	5	Clear
Is the business/property located within a B Zoning District?	0-5	5	Yes
TOTAL=		35	

APPROVAL ☒ / SPECIAL NOTATIONS: _____

ADDITIONAL NOTES:

PROMISSORY NOTE

\$5,000.00

Dated: _____

At: Owosso, Michigan

FOR VALUE RECEIVED, the undersigned promises to pay to the order of the City of Owosso, a Michigan municipal corporation, at its office at 301 West Main Street, Owosso, Michigan 48867, the principal sum of FIVE THOUSAND AND NO/100 DOLLARS (\$5,000.00), THE BALANCE OF A LOAN ISSUED in lawful money of the United States of America with interest thereon to be computed from July 1, 2020 starting at a rate per annum which is zero percent (0%) through month twelve, then a rate per annum which is three percent (3%) starting at month thirteen through month twenty-four. From this date forward Principal and Interest shall be payable in 24 monthly installments of \$214.91 each, commencing on August 1, 2020 and continuing on the same day of each succeeding MONTH thereafter until July 1, 2030 when the final payment of outstanding principal and interest is due and payable. The attached amortization table shall become the required payment schedule from this date forward.

Notwithstanding anything to the contrary contained herein, at no time shall the interest payable be greater than the maximum permitted by law.

As to this note and all other instruments securing the indebtedness, the undersigned and any endorsers severally waive all applicable exemption rights, whether under the State Constitution, homestead laws or otherwise, and also severally waive valuation and appraisal, presentment, protest and demand, notice of protest demand and dishonor and nonpayment of this note, and expressly agree that the maturity of this note, or any payment hereunder, may be extended from time to time without in any way affecting the liability of the undersigned or said endorsers.

Any default in the payment of principal and/or interest required by this note or other instruments securing this note shall be a default hereunder entitling the holder to accelerate the indebtedness hereunder (notwithstanding any provisions contained in the evidence thereof to the contrary), exercise any one or more of the rights and remedies granted to the City of Owosso, Michigan. By execution of this agreement, the parties consent to venue in the County of Shiawassee, Michigan of any action brought to enforce the terms of this agreement or to collect any moneys due under it.

This note is to be construed according to the laws of the State of Michigan.

ELITE PET STYLING

BY: _____

ITS: _____

CITY OF OWOSSO

BY: _____

Christopher T. Eveleth

ITS: Mayor

DDA Loan Amortization Schedule

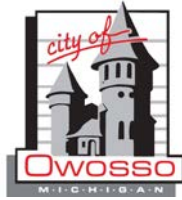
Enter values	
Loan amount	\$ 5,000.00
Annual interest rate	3.00 %
Loan period in years	2
Number of payments per year	12
Start date of loan	7/1/20
Optional extra payments	\$

Lender name: Elite Pet Styling

Loan summary	
Scheduled payment	\$ 214.91
Scheduled number of payment	24
Actual number of payment	24
Total early payments	\$ -
Total interest	\$ 44.67



Pmt No.	Payment Date	Beginning Balance	Scheduled Payment	Extra Payment	Total Payment	Principal	Interest	Ending Balance	Cumulative Interest
1	8/1/20	\$ 5,000.00	\$ 214.91	\$ -	\$ 214.91	\$ 214.91	\$ -	\$ 4,785.09	\$ -
2	9/1/20	4,785.09	214.91	-	214.91	214.91	0.00	4,570.19	0.00
3	10/1/20	4,570.19	214.91	-	214.91	214.91	0.00	4,355.28	0.00
4	11/1/20	4,355.28	214.91	-	214.91	214.91	0.00	4,140.38	0.00
5	12/1/20	4,140.38	214.91	-	214.91	214.91	0.00	3,925.47	0.00
6	1/1/21	3,925.47	214.91	-	214.91	214.91	0.00	3,710.56	0.00
7	2/1/21	3,710.56	214.91	-	214.91	214.91	0.00	3,495.66	0.00
8	3/1/21	3,495.66	214.91	-	214.91	214.91	0.00	3,280.75	0.00
9	4/1/21	3,280.75	214.91	-	214.91	214.91	0.00	3,065.85	0.00
10	5/1/21	3,065.85	214.91	-	214.91	214.91	0.00	2,850.94	0.00
11	6/1/21	2,850.94	214.91	-	214.91	214.91	0.00	2,636.03	0.00
12	7/1/21	2,636.03	214.91	-	214.91	208.32	6.59	2,427.72	6.59
13	8/1/21	2,427.72	214.91	-	214.91	208.84	6.07	2,218.88	12.66
14	9/1/21	2,218.88	214.91	-	214.91	209.36	5.55	2,009.52	18.21
15	10/1/21	2,009.52	214.91	-	214.91	209.88	5.02	1,799.64	23.23
16	11/1/21	1,799.64	214.91	-	214.91	210.41	4.50	1,589.23	27.73
17	12/1/21	1,589.23	214.91	-	214.91	210.93	3.97	1,378.30	31.70
18	1/1/22	1,378.30	214.91	-	214.91	211.46	3.45	1,166.84	35.15
19	2/1/22	1,166.84	214.91	-	214.91	211.99	2.92	954.85	38.07
20	3/1/22	954.85	214.91	-	214.91	212.52	2.39	742.33	40.45
21	4/1/22	742.33	214.91	-	214.91	213.05	1.86	529.28	42.31
22	5/1/22	529.28	214.91	-	214.91	213.58	1.32	315.70	43.63
23	6/1/22	315.70	214.91	-	214.91	214.12	0.79	101.58	44.42
24	7/1/22	101.58	214.91	-	101.58	101.33	0.25	0.00	44.67



**CITY OF OWOSSO, MICHIGAN
OWOSSO MAIN STREET/DDA (OMS)
REVOLVING LOAN FUND (RLF) & GRANT PROGRAM
EMERGENCY RESPONSE RATIONALE WORKSHEET**

301 W Main Street, Owosso, MI | 989.494.3344 | downtownowosso@gmail.com | www.downtownowosso.org

*APPLICATION MUST SCORE **30** OR MORE POINTS TO BE CONSIDERED ELIGIBLE FOR A LOAN.*

APPLICANT NAME: IHM ENTERPRISES, LLC./MICHAEL IHM DATE REVIEWED: 4/13/20

PROJECT ADDRESS: 116 W. MAIN STREET

PROJECT SCOPE OF WORK: EMERGENCY RESPONSE LOAN

EMERGENCY: COVID-19 PANDEMIC

LOAN REQUEST: \$5,000.00

Rationale Worksheet

Criteria	Score Range	Score	Explanation/Feedback:
Did the applicant provide documentation showing monthly expenses (rent, utilities, etc.)?	0-10	10	Provided lease, tax return, & utilities
Does the applicant prove that their business/property has been negatively effected by the emergency?	0-10	10	<ul style="list-style-type: none">- The COVID-19 Pandemic- County & State-wide "social distancing" and "community separation" guidelines related to the pandemic.- State-mandated shutdown of all non-essential businesses
Is the applicant in "good standing" with the State of Michigan (LARA)?	0-5	5	Clear
Does the applicant pass a standard Register of Action background check?	0-5	5	Clear
Is the business/property located within a B Zoning District?	0-5	5	Yes
TOTAL=		35	

APPROVAL ☒ / SPECIAL NOTATIONS: _____

ADDITIONAL NOTES:

PROMISSORY NOTE

\$5,000.00

Dated: _____

At: Owosso, Michigan

FOR VALUE RECEIVED, the undersigned promises to pay to the order of the City of Owosso, a Michigan municipal corporation, at its office at 301 West Main Street, Owosso, Michigan 48867, the principal sum of FIVE THOUSAND AND NO/100 DOLLARS (\$5,000.00), THE BALANCE OF A LOAN ISSUED in lawful money of the United States of America with interest thereon to be computed from July 1, 2020 starting at a rate per annum which is zero percent (0%) through month twelve, then a rate per annum which is three percent (3%) starting at month thirteen through month twenty-four. From this date forward Principal and Interest shall be payable in 24 monthly installments of \$214.91 each, commencing on August 1, 2020 and continuing on the same day of each succeeding MONTH thereafter until July 1, 2030 when the final payment of outstanding principal and interest is due and payable. The attached amortization table shall become the required payment schedule from this date forward.

Notwithstanding anything to the contrary contained herein, at no time shall the interest payable be greater than the maximum permitted by law.

As to this note and all other instruments securing the indebtedness, the undersigned and any endorsers severally waive all applicable exemption rights, whether under the State Constitution, homestead laws or otherwise, and also severally waive valuation and appraisal, presentment, protest and demand, notice of protest demand and dishonor and nonpayment of this note, and expressly agree that the maturity of this note, or any payment hereunder, may be extended from time to time without in any way affecting the liability of the undersigned or said endorsers.

Any default in the payment of principal and/or interest required by this note or other instruments securing this note shall be a default hereunder entitling the holder to accelerate the indebtedness hereunder (notwithstanding any provisions contained in the evidence thereof to the contrary), exercise any one or more of the rights and remedies granted to the City of Owosso, Michigan. By execution of this agreement, the parties consent to venue in the County of Shiawassee, Michigan of any action brought to enforce the terms of this agreement or to collect any moneys due under it.

This note is to be construed according to the laws of the State of Michigan.

IHM ENTERPRISES. LLC.

CITY OF OWOSSO

BY: _____

BY: _____

ITS: _____

Christopher T. Eveleth

ITS: Mayor

DDA Loan Amortization Schedule

Enter values	
Loan amount	\$ 5,000.00
Annual interest rate	3.00 %
Loan period in years	2
Number of payments per year	12
Start date of loan	7/1/20
Optional extra payments	\$

Lender name: Ihm Enterprises, LLC

Loan summary	
Scheduled payment	\$ 214.91
Scheduled number of payment	24
Actual number of payment	24
Total early payments	\$ -
Total interest	\$ 44.67



Pmt No.	Payment Date	Beginning Balance	Scheduled Payment	Extra Payment	Total Payment	Principal	Interest	Ending Balance	Cumulative Interest
1	8/1/20	\$ 5,000.00	\$ 214.91	\$ -	\$ 214.91	\$ 214.91	\$ -	\$ 4,785.09	\$ -
2	9/1/20	4,785.09	214.91	-	214.91	214.91	0.00	4,570.19	0.00
3	10/1/20	4,570.19	214.91	-	214.91	214.91	0.00	4,355.28	0.00
4	11/1/20	4,355.28	214.91	-	214.91	214.91	0.00	4,140.38	0.00
5	12/1/20	4,140.38	214.91	-	214.91	214.91	0.00	3,925.47	0.00
6	1/1/21	3,925.47	214.91	-	214.91	214.91	0.00	3,710.56	0.00
7	2/1/21	3,710.56	214.91	-	214.91	214.91	0.00	3,495.66	0.00
8	3/1/21	3,495.66	214.91	-	214.91	214.91	0.00	3,280.75	0.00
9	4/1/21	3,280.75	214.91	-	214.91	214.91	0.00	3,065.85	0.00
10	5/1/21	3,065.85	214.91	-	214.91	214.91	0.00	2,850.94	0.00
11	6/1/21	2,850.94	214.91	-	214.91	214.91	0.00	2,636.03	0.00
12	7/1/21	2,636.03	214.91	-	214.91	208.32	6.59	2,427.72	6.59
13	8/1/21	2,427.72	214.91	-	214.91	208.84	6.07	2,218.88	12.66
14	9/1/21	2,218.88	214.91	-	214.91	209.36	5.55	2,009.52	18.21
15	10/1/21	2,009.52	214.91	-	214.91	209.88	5.02	1,799.64	23.23
16	11/1/21	1,799.64	214.91	-	214.91	210.41	4.50	1,589.23	27.73
17	12/1/21	1,589.23	214.91	-	214.91	210.93	3.97	1,378.30	31.70
18	1/1/22	1,378.30	214.91	-	214.91	211.46	3.45	1,166.84	35.15
19	2/1/22	1,166.84	214.91	-	214.91	211.99	2.92	954.85	38.07
20	3/1/22	954.85	214.91	-	214.91	212.52	2.39	742.33	40.45
21	4/1/22	742.33	214.91	-	214.91	213.05	1.86	529.28	42.31
22	5/1/22	529.28	214.91	-	214.91	213.58	1.32	315.70	43.63
23	6/1/22	315.70	214.91	-	214.91	214.12	0.79	101.58	44.42
24	7/1/22	101.58	214.91	-	101.58	101.33	0.25	0.00	44.67

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*APPLICATION MUST SCORE **30** OR MORE POINTS TO BE CONSIDERED ELIGIBLE FOR A LOAN.*

APPLICANT NAME: R & B MUSIC AND SOUND, LLC./RACHEAL WINCH DATE REVIEWED: 4/13/20

PROJECT ADDRESS: 109 N. BALL STREET

PROJECT SCOPE OF WORK: EMERGENCY RESPONSE LOAN

EMERGENCY: COVID-19 PANDEMIC

LOAN REQUEST: \$5,000.00

Rationale Worksheet

Criteria	Score Range	Score	Explanation/Feedback:
Did the applicant provide documentation showing monthly expenses (rent, utilities, etc.)?	0-10	10	Rent & utility bills provided
Does the applicant prove that their business/property has been negatively effected by the emergency?	0-10	10	<ul style="list-style-type: none"> - The COVID-19 Pandemic - County & State-wide "social distancing" and "community separation" guidelines related to the pandemic. - State-mandated shutdown of all non-essential businesses
Is the applicant in "good standing" with the State of Michigan (LARA)?	0-5	0	Business listed "Not in Good Standing". Owner has provided information that indicates that this is due to not completing their annual files on time.
Does the applicant pass a standard Register of Action background check?	0-5	5	Clear
Is the business/property located within a B Zoning District?	0-5	5	Yes
TOTAL=		30	

APPROVAL ☒ / SPECIAL NOTATIONS: _____

ADDITIONAL NOTES:

PROMISSORY NOTE

\$5,000.00

Dated: _____

At: Owosso, Michigan

FOR VALUE RECEIVED, the undersigned promises to pay to the order of the City of Owosso, a Michigan municipal corporation, at its office at 301 West Main Street, Owosso, Michigan 48867, the principal sum of FIVE THOUSAND AND NO/100 DOLLARS (\$5,000.00), THE BALANCE OF A LOAN ISSUED in lawful money of the United States of America with interest thereon to be computed from July 1, 2020 starting at a rate per annum which is zero percent (0%) through month twelve, then a rate per annum which is three percent (3%) starting at month thirteen through month twenty-four. From this date forward Principal and Interest shall be payable in 24 monthly installments of \$214.91 each, commencing on August 1, 2020 and continuing on the same day of each succeeding MONTH thereafter until July 1, 2030 when the final payment of outstanding principal and interest is due and payable. The attached amortization table shall become the required payment schedule from this date forward.

Notwithstanding anything to the contrary contained herein, at no time shall the interest payable be greater than the maximum permitted by law.

As to this note and all other instruments securing the indebtedness, the undersigned and any endorsers severally waive all applicable exemption rights, whether under the State Constitution, homestead laws or otherwise, and also severally waive valuation and appraisal, presentment, protest and demand, notice of protest demand and dishonor and nonpayment of this note, and expressly agree that the maturity of this note, or any payment hereunder, may be extended from time to time without in any way affecting the liability of the undersigned or said endorsers.

Any default in the payment of principal and/or interest required by this note or other instruments securing this note shall be a default hereunder entitling the holder to accelerate the indebtedness hereunder (notwithstanding any provisions contained in the evidence thereof to the contrary), exercise any one or more of the rights and remedies granted to the City of Owosso, Michigan. By execution of this agreement, the parties consent to venue in the County of Shiawassee, Michigan of any action brought to enforce the terms of this agreement or to collect any moneys due under it.

This note is to be construed according to the laws of the State of Michigan.

R & B SOUND AND MUSIC, LLC.

CITY OF OWOSSO

BY: _____

BY: _____

ITS: _____

Christopher T. Eveleth
ITS: Mayor

DDA Loan Amortization Schedule

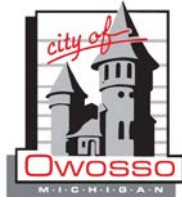
Enter values	
Loan amount	\$ 5,000.00
Annual interest rate	3.00 %
Loan period in years	2
Number of payments per year	12
Start date of loan	7/1/20
Optional extra payments	\$

Lender name: R&B Music and Sound, LLC

Loan summary	
Scheduled payment	\$ 214.91
Scheduled number of payment	24
Actual number of payment	24
Total early payments	\$ -
Total interest	\$ 44.67



Pmt No.	Payment Date	Beginning Balance	Scheduled Payment	Extra Payment	Total Payment	Principal	Interest	Ending Balance	Cumulative Interest
1	8/1/20	\$ 5,000.00	\$ 214.91	\$ -	\$ 214.91	\$ 214.91	\$ -	\$ 4,785.09	\$ -
2	9/1/20	4,785.09	214.91	-	214.91	214.91	0.00	4,570.19	0.00
3	10/1/20	4,570.19	214.91	-	214.91	214.91	0.00	4,355.28	0.00
4	11/1/20	4,355.28	214.91	-	214.91	214.91	0.00	4,140.38	0.00
5	12/1/20	4,140.38	214.91	-	214.91	214.91	0.00	3,925.47	0.00
6	1/1/21	3,925.47	214.91	-	214.91	214.91	0.00	3,710.56	0.00
7	2/1/21	3,710.56	214.91	-	214.91	214.91	0.00	3,495.66	0.00
8	3/1/21	3,495.66	214.91	-	214.91	214.91	0.00	3,280.75	0.00
9	4/1/21	3,280.75	214.91	-	214.91	214.91	0.00	3,065.85	0.00
10	5/1/21	3,065.85	214.91	-	214.91	214.91	0.00	2,850.94	0.00
11	6/1/21	2,850.94	214.91	-	214.91	214.91	0.00	2,636.03	0.00
12	7/1/21	2,636.03	214.91	-	214.91	208.32	6.59	2,427.72	6.59
13	8/1/21	2,427.72	214.91	-	214.91	208.84	6.07	2,218.88	12.66
14	9/1/21	2,218.88	214.91	-	214.91	209.36	5.55	2,009.52	18.21
15	10/1/21	2,009.52	214.91	-	214.91	209.88	5.02	1,799.64	23.23
16	11/1/21	1,799.64	214.91	-	214.91	210.41	4.50	1,589.23	27.73
17	12/1/21	1,589.23	214.91	-	214.91	210.93	3.97	1,378.30	31.70
18	1/1/22	1,378.30	214.91	-	214.91	211.46	3.45	1,166.84	35.15
19	2/1/22	1,166.84	214.91	-	214.91	211.99	2.92	954.85	38.07
20	3/1/22	954.85	214.91	-	214.91	212.52	2.39	742.33	40.45
21	4/1/22	742.33	214.91	-	214.91	213.05	1.86	529.28	42.31
22	5/1/22	529.28	214.91	-	214.91	213.58	1.32	315.70	43.63
23	6/1/22	315.70	214.91	-	214.91	214.12	0.79	101.58	44.42
24	7/1/22	101.58	214.91	-	101.58	101.33	0.25	0.00	44.67



**CITY OF OWOSSO, MICHIGAN
OWOSSO MAIN STREET/DDA (OMS)
REVOLVING LOAN FUND (RLF) & GRANT PROGRAM
EMERGENCY RESPONSE RATIONALE WORKSHEET**

301 W Main Street, Owosso, MI | 989.494.3344 | downtownowosso@gmail.com | www.downtownowosso.org

*APPLICATION MUST SCORE **30** OR MORE POINTS TO BE CONSIDERED ELIGIBLE FOR A LOAN.*

APPLICANT NAME: LIQUID RAINBOW, INC./TIMOTHY LAW DATE REVIEWED: 4/13/20

PROJECT ADDRESS: 905 W. MAIN STREET

PROJECT SCOPE OF WORK: EMERGENCY RESPONSE LOAN

EMERGENCY: COVID-19 PANDEMIC

LOAN REQUEST: \$5,000.00

Rationale Worksheet

Criteria	Score Range	Score	Explanation/Feedback:
Did the applicant provide documentation showing monthly expenses (rent, utilities, etc.)?	0-10	10	Provided loan, insurance, & water bills
Does the applicant prove that their business/property has been negatively effected by the emergency?	0-10	10	<ul style="list-style-type: none">- The COVID-19 Pandemic- County & State-wide "social distancing" and "community separation" guidelines related to the pandemic.- State-mandated shutdown of all non-essential businesses
Is the applicant in "good standing" with the State of Michigan (LARA)?	0-5	5	Clear
Does the applicant pass a standard Register of Action background check?	0-5	5	Clear
Is the business/property located within a B Zoning District?	0-5	5	Yes
TOTAL=			

APPROVAL ☒ / SPECIAL NOTATIONS: _____

ADDITIONAL NOTES:

PROMISSORY NOTE

\$5,000.00

Dated: _____

At: Owosso, Michigan

FOR VALUE RECEIVED, the undersigned promises to pay to the order of the City of Owosso, a Michigan municipal corporation, at its office at 301 West Main Street, Owosso, Michigan 48867, the principal sum of FIVE THOUSAND AND NO/100 DOLLARS (\$5,000.00), THE BALANCE OF A LOAN ISSUED in lawful money of the United States of America with interest thereon to be computed from July 1, 2020 starting at a rate per annum which is zero percent (0%) through month twelve, then a rate per annum which is three percent (3%) starting at month thirteen through month twenty-four. From this date forward Principal and Interest shall be payable in 24 monthly installments of \$214.91 each, commencing on August 1, 2020 and continuing on the same day of each succeeding MONTH thereafter until July 1, 2030 when the final payment of outstanding principal and interest is due and payable. The attached amortization table shall become the required payment schedule from this date forward.

Notwithstanding anything to the contrary contained herein, at no time shall the interest payable be greater than the maximum permitted by law.

As to this note and all other instruments securing the indebtedness, the undersigned and any endorsers severally waive all applicable exemption rights, whether under the State Constitution, homestead laws or otherwise, and also severally waive valuation and appraisal, presentment, protest and demand, notice of protest demand and dishonor and nonpayment of this note, and expressly agree that the maturity of this note, or any payment hereunder, may be extended from time to time without in any way affecting the liability of the undersigned or said endorsers.

Any default in the payment of principal and/or interest required by this note or other instruments securing this note shall be a default hereunder entitling the holder to accelerate the indebtedness hereunder (notwithstanding any provisions contained in the evidence thereof to the contrary), exercise any one or more of the rights and remedies granted to the City of Owosso, Michigan. By execution of this agreement, the parties consent to venue in the County of Shiawassee, Michigan of any action brought to enforce the terms of this agreement or to collect any moneys due under it.

This note is to be construed according to the laws of the State of Michigan.

LIQUID RAINBOW, INC.

BY: _____

ITS: _____

CITY OF OWOSSO

BY: _____

Christopher T. Eveleth

ITS: Mayor

DDA Loan Amortization Schedule

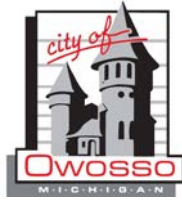
Enter values	
Loan amount	\$ 5,000.00
Annual interest rate	3.00 %
Loan period in years	2
Number of payments per year	12
Start date of loan	7/1/20
Optional extra payments	\$

Lender name: Liquid Rainbow, Inc.

Loan summary	
Scheduled payment	\$ 214.91
Scheduled number of payment	24
Actual number of payment	24
Total early payments	\$ -
Total interest	\$ 44.67



Pmt No.	Payment Date	Beginning Balance	Scheduled Payment	Extra Payment	Total Payment	Principal	Interest	Ending Balance	Cumulative Interest
1	8/1/20	\$ 5,000.00	\$ 214.91	\$ -	\$ 214.91	\$ 214.91	\$ -	\$ 4,785.09	\$ -
2	9/1/20	4,785.09	214.91	-	214.91	214.91	0.00	4,570.19	0.00
3	10/1/20	4,570.19	214.91	-	214.91	214.91	0.00	4,355.28	0.00
4	11/1/20	4,355.28	214.91	-	214.91	214.91	0.00	4,140.38	0.00
5	12/1/20	4,140.38	214.91	-	214.91	214.91	0.00	3,925.47	0.00
6	1/1/21	3,925.47	214.91	-	214.91	214.91	0.00	3,710.56	0.00
7	2/1/21	3,710.56	214.91	-	214.91	214.91	0.00	3,495.66	0.00
8	3/1/21	3,495.66	214.91	-	214.91	214.91	0.00	3,280.75	0.00
9	4/1/21	3,280.75	214.91	-	214.91	214.91	0.00	3,065.85	0.00
10	5/1/21	3,065.85	214.91	-	214.91	214.91	0.00	2,850.94	0.00
11	6/1/21	2,850.94	214.91	-	214.91	214.91	0.00	2,636.03	0.00
12	7/1/21	2,636.03	214.91	-	214.91	208.32	6.59	2,427.72	6.59
13	8/1/21	2,427.72	214.91	-	214.91	208.84	6.07	2,218.88	12.66
14	9/1/21	2,218.88	214.91	-	214.91	209.36	5.55	2,009.52	18.21
15	10/1/21	2,009.52	214.91	-	214.91	209.88	5.02	1,799.64	23.23
16	11/1/21	1,799.64	214.91	-	214.91	210.41	4.50	1,589.23	27.73
17	12/1/21	1,589.23	214.91	-	214.91	210.93	3.97	1,378.30	31.70
18	1/1/22	1,378.30	214.91	-	214.91	211.46	3.45	1,166.84	35.15
19	2/1/22	1,166.84	214.91	-	214.91	211.99	2.92	954.85	38.07
20	3/1/22	954.85	214.91	-	214.91	212.52	2.39	742.33	40.45
21	4/1/22	742.33	214.91	-	214.91	213.05	1.86	529.28	42.31
22	5/1/22	529.28	214.91	-	214.91	213.58	1.32	315.70	43.63
23	6/1/22	315.70	214.91	-	214.91	214.12	0.79	101.58	44.42
24	7/1/22	101.58	214.91	-	101.58	101.33	0.25	0.00	44.67



**CITY OF OWOSSO, MICHIGAN
OWOSSO MAIN STREET/DDA (OMS)
REVOLVING LOAN FUND (RLF) & GRANT PROGRAM
EMERGENCY RESPONSE RATIONALE WORKSHEET**

301 W Main Street, Owosso, MI | 989.494.3344 | downtownowosso@gmail.com | www.downtownowosso.org

*APPLICATION MUST SCORE **30** OR MORE POINTS TO BE CONSIDERED ELIGIBLE FOR A LOAN.*

APPLICANT NAME: TOWN TO TOWN GOURMET PASTRIES/SUSAN OGINSKI SR. DATE REVIEWED: 4/13/20

PROJECT ADDRESS: 900 W. MAIN STREET

PROJECT SCOPE OF WORK: EMERGENCY RESPONSE LOAN

EMERGENCY: COVID-19 PANDEMIC

LOAN REQUEST: \$5,000.00

Rationale Worksheet

Criteria	Score Range	Score	Explanation/Feedback:
Did the applicant provide documentation showing monthly expenses (rent, utilities, etc.)?	0-10	10	Provided lease & utilities
Does the applicant prove that their business/property has been negatively effected by the emergency?	0-10	10	<ul style="list-style-type: none">- The COVID-19 Pandemic- County & State-wide "social distancing" and "community separation" guidelines related to the pandemic.- State-mandated shutdown of all non-essential businesses
Is the applicant in "good standing" with the State of Michigan (LARA)?	0-5	5	Clear
Does the applicant pass a standard Register of Action background check?	0-5	5	Clear
Is the business/property located within a B Zoning District?	0-5	5	Yes
TOTAL=		35	

APPROVAL ☒ / SPECIAL NOTATIONS: _____

ADDITIONAL NOTES:

PROMISSORY NOTE

\$5,000.00

Dated: _____

At: Owosso, Michigan

FOR VALUE RECEIVED, the undersigned promises to pay to the order of the City of Owosso, a Michigan municipal corporation, at its office at 301 West Main Street, Owosso, Michigan 48867, the principal sum of FIVE THOUSAND AND NO/100 DOLLARS (\$5,000.00), THE BALANCE OF A LOAN ISSUED in lawful money of the United States of America with interest thereon to be computed from July 1, 2020 starting at a rate per annum which is zero percent (0%) through month twelve, then a rate per annum which is three percent (3%) starting at month thirteen through month twenty-four. From this date forward Principal and Interest shall be payable in 24 monthly installments of \$214.91 each, commencing on August 1, 2020 and continuing on the same day of each succeeding MONTH thereafter until July 1, 2030 when the final payment of outstanding principal and interest is due and payable. The attached amortization table shall become the required payment schedule from this date forward.

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Any default in the payment of principal and/or interest required by this note or other instruments securing this note shall be a default hereunder entitling the holder to accelerate the indebtedness hereunder (notwithstanding any provisions contained in the evidence thereof to the contrary), exercise any one or more of the rights and remedies granted to the City of Owosso, Michigan. By execution of this agreement, the parties consent to venue in the County of Shiawassee, Michigan of any action brought to enforce the terms of this agreement or to collect any moneys due under it.

This note is to be construed according to the laws of the State of Michigan.

TOWN TO TOWN GOURMET
PASTRIES

BY: _____

ITS: _____

CITY OF OWOSSO

BY: _____

Christopher T. Eveleth

ITS: Mayor

DDA Loan Amortization Schedule

Enter values	
Loan amount	\$ 5,000.00
Annual interest rate	3.00 %
Loan period in years	2
Number of payments per year	12
Start date of loan	7/1/20
Optional extra payments	\$

Loan summary	
Scheduled payment	\$ 214.91
Scheduled number of payment	24
Actual number of payment	24
Total early payments	\$ -
Total interest	\$ 44.67



Lender name: Town To Town Gourmet Pastries

Pmt No.	Payment Date	Beginning Balance	Scheduled Payment	Extra Payment	Total Payment	Principal	Interest	Ending Balance	Cumulative Interest
1	8/1/20	\$ 5,000.00	\$ 214.91	\$ -	\$ 214.91	\$ 214.91	\$ -	\$ 4,785.09	\$ -
2	9/1/20	4,785.09	214.91	-	214.91	214.91	0.00	4,570.19	0.00
3	10/1/20	4,570.19	214.91	-	214.91	214.91	0.00	4,355.28	0.00
4	11/1/20	4,355.28	214.91	-	214.91	214.91	0.00	4,140.38	0.00
5	12/1/20	4,140.38	214.91	-	214.91	214.91	0.00	3,925.47	0.00
6	1/1/21	3,925.47	214.91	-	214.91	214.91	0.00	3,710.56	0.00
7	2/1/21	3,710.56	214.91	-	214.91	214.91	0.00	3,495.66	0.00
8	3/1/21	3,495.66	214.91	-	214.91	214.91	0.00	3,280.75	0.00
9	4/1/21	3,280.75	214.91	-	214.91	214.91	0.00	3,065.85	0.00
10	5/1/21	3,065.85	214.91	-	214.91	214.91	0.00	2,850.94	0.00
11	6/1/21	2,850.94	214.91	-	214.91	214.91	0.00	2,636.03	0.00
12	7/1/21	2,636.03	214.91	-	214.91	208.32	6.59	2,427.72	6.59
13	8/1/21	2,427.72	214.91	-	214.91	208.84	6.07	2,218.88	12.66
14	9/1/21	2,218.88	214.91	-	214.91	209.36	5.55	2,009.52	18.21
15	10/1/21	2,009.52	214.91	-	214.91	209.88	5.02	1,799.64	23.23
16	11/1/21	1,799.64	214.91	-	214.91	210.41	4.50	1,589.23	27.73
17	12/1/21	1,589.23	214.91	-	214.91	210.93	3.97	1,378.30	31.70
18	1/1/22	1,378.30	214.91	-	214.91	211.46	3.45	1,166.84	35.15
19	2/1/22	1,166.84	214.91	-	214.91	211.99	2.92	954.85	38.07
20	3/1/22	954.85	214.91	-	214.91	212.52	2.39	742.33	40.45
21	4/1/22	742.33	214.91	-	214.91	213.05	1.86	529.28	42.31
22	5/1/22	529.28	214.91	-	214.91	213.58	1.32	315.70	43.63
23	6/1/22	315.70	214.91	-	214.91	214.12	0.79	101.58	44.42
24	7/1/22	101.58	214.91	-	101.58	101.33	0.25	0.00	44.67



MEMORANDUM

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

DATE: April 14, 2020
TO: Mayor Eveleth and the Owosso City Council
FROM: Glenn Chinavare, Director of Public Services
SUBJECT: General Engineering Services Agreements

RECOMMENDATION:

Request approval of four agreements for general engineering services with:

1. Spicer Group (St Johns, MI)
2. Fleis & Vandenbrink (Grand Blanc, MI)
3. ENG (Lansing, MI)
4. OHM (Saginaw, MI)

The above proposed agreements have been approved by the city manager as to substance and form.

BACKGROUND:

On March 17, 2014, City Council approved the QBS process for General Engineering Services. These services are necessary to support the City's engineering staff in carrying out the duties and responsibilities of the Engineering Division whenever workload demands the addition of a consultant's staff and expertise. The process is reviewed every three years. All four firms have provided quality work to the city for the three year period that will expire on June 30, 2020. City staff recommends entering into extended agreements with all four firms to be renewed annually through June 30, 2023.

Attached are extended annual agreements for all four for period July 1, 2020 thru June 30, 2021.

FISCAL IMPACTS:

City staff will request individual quotes/proposals from each of the four firms whenever need arises for a specific engineering service. Quotes/proposals provided are evaluated and administered in accordance with the city of Owosso's Purchasing Policy.

ATTACHMENTS:

- (1) Resolution for General Engineering Services
- (2) Annual Agreement Spicer Group
- (3) Annual Agreement Fleis & Vandenbrink Engineering, Inc.
- (4) Annual Agreement ENG, Inc.
- (5) Annual Agreement OHM

Document originated by: Glenn Chinavare, Director of Public Services

RESOLUTION NO.

**AUTHORIZING THE EXECUTION OF AGREEMENTS
FOR PROFESSIONAL ENGINEERING SERVICES WITH
SPICER GROUP,
FLEIS & VANDENBRINK ENGINEERING, INC.
ENG, INC
OHM ADVISORS**

WHEREAS, the city of Owosso, Michigan, has determined that it is advisable, necessary and in the public interest to secure professional engineering services for various public improvement projects in the city; and

WHEREAS, a quality based selection process was developed to select qualified engineering firms, and on March 17, 2014, City Council approved the QBS process for General Engineering Services, and

WHEREAS, Spicer Group, Fleis & Vandenbrink Engineering Inc., ENG, Inc., and OHM Advisors have been determined as most qualified to perform engineering services through this process.

NOW THEREFORE BE IT RESOLVED by the city of Owosso, county of Shiawassee, state of Michigan:

- FIRST: That the city of Owosso has heretofore determined that it is advisable, necessary and in the public interest to employ the firms of Spicer Group, Fleis & Vandenbrink Engineering Inc., ENG, Inc., and OHM Advisors to provide professional engineering services for future engineering projects.
- SECOND: That the mayor and city clerk of the city of Owosso are hereby instructed and authorized to sign the document attached as; Exhibit C-SG-7, Renewal of Agreement for Professional Engineering Services with Spicer Group.
- THIRD: That the mayor and city clerk of the city of Owosso are hereby instructed and authorized to sign the document attached as; Exhibit C-FV-7, Renewal of Agreement for Professional Engineering Services with Fleis & Vandenbrink Engineering Inc.
- FOURTH: That the mayor and city clerk of the city of Owosso are hereby instructed and authorized to sign the document attached as; Exhibit C-ENG-4, Renewal of Agreement for Professional Engineering Services with ENG, Inc.; and
- FIFTH: That the mayor and city clerk of the city of Owosso are hereby instructed and authorized to sign the document attached as; Exhibit C-OHM-3, Renewal of Agreement for Professional Engineering Services with OHM Advisors.
- SIXTH: That the city manager of the city of Owosso is hereby instructed to receive cost proposals/quotes from each of the four firms as specified above for future projects, and to make recommendations to the City Council for acceptance and award of proposed future project services in accordance with the city of Owosso Purchasing Policy for a period renewed annually through June 30, 2023.

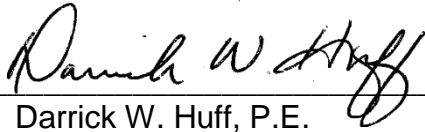
EXHIBIT C-SG-7

**RENEWAL OF
AGREEMENT FOR
PROFESSIONAL ENGINEERING SERVICES WITH
SPICER GROUP, INC.**

IN WITNESS WHEREOF the parties hereto have hereunto set their hands and seals the day and date noted, renewing the contract "Agreement for Professional Engineering Services with Spicer Group, Inc." for the term of July 1, 2020 through June 30, 2021.

For the engineer:
Spicer Group, Inc.

For the owner:
City of Owosso, Michigan

By: 
Darrick W. Huff, P.E.
Principal

By: _____
Christopher T. Eveleth
Mayor

By: _____

By: _____
Amy K. Kirkland
City Clerk

Executed: April 1, 2020

Executed: _____, 2020

EXHIBIT C-FV-7

RENEWAL OF
AGREEMENT FOR
PROFESSIONAL ENGINEERING SERVICES WITH
FLEIS & VANDENBRINK ENGINEERING, INC.

IN WITNESS WHEREOF the parties hereto have hereunto set their hands and seals the day and date noted, renewing the contract "Agreement for Professional Engineering Services with Fleis & VandenBrink Engineering, Inc." for the term of July 1, 2020 through June 30, 2021.

For the engineer:
Fleis & VandenBrink Engineering, Inc.

For the owner:
City of Owosso, Michigan

By: 
Gary O. Bartow
Group Manager

By: _____
Christopher T. Eveleth
Mayor

By: _____

By: _____
Amy K. Kirkland
City Clerk

Executed: April 1, 2020

Executed: _____, 2020

EXHIBIT C-ENG-4

RENEWAL OF
AGREEMENT FOR
PROFESSIONAL ENGINEERING SERVICES WITH
ENG, INC.

IN WITNESS WHEREOF the parties hereto have hereunto set their hands and seals the day and date noted, renewing the contract "Agreement for Professional Engineering Services with ENG, Inc." for the term of July 1, 2020 through June 30, 2021.

For the engineer:
ENG, Inc.

For the owner:
City of Owosso, Michigan

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

By: _____
Christopher T. Eveleth
Mayor

By: _____

By: _____
Amy K. Kirkland
City Clerk

Executed: April 01, 2020

Executed: _____, 2020

EXHIBIT C-OHM-3

**RENEWAL OF
AGREEMENT FOR
PROFESSIONAL ENGINEERING SERVICES WITH
OHM ADVISORS**

IN WITNESS WHEREOF the parties hereto have hereunto set their hands and seals the day and date noted, renewing the contract "Agreement for Professional Engineering Services with OHM Advisors" for the term of July 1, 2020 through June 30, 2021.

For the engineer:
OHM Advisors

For the owner:
City of Owosso, Michigan

By: _____

By: _____
Christopher T. Eveleth
Mayor

By: _____

By: _____
Amy K. Kirkland
City Clerk

Executed: _____, 2020

Executed: _____, 2020



MEMORANDUM

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

DATE: April 16, 2020

TO: City Council

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

SUBJECT: 2020 State Revolving Fund (SRF) Project - Waste Water Collection System Improvements

RECOMMENDATION:

Approval of the low responsive bid from Insituform Technologies, Inc. of Chesterfield, Missouri for Contract No. 1 Sanitary Sewer and Manhole Trenchless Rehabilitation, in the amount of \$789,053.50.

Approval of the low responsive bid from Champagne & Marx Excavating, Inc. of Saginaw, Michigan for Contract No. 2 Sanitary Sewer and Manhole Reconstruction, in the amount of \$376,299.00.

BACKGROUND:

Council approved 2020 SRF Program projects at its regular scheduled council meeting on November 18, 2019. Rehabilitation and reconstruction of sanitary sewer and manhole components for the 2020 SRF projects were identified as critical repairs and replacements during the 2015 thru 2017 SAW Grant project.

Contract No. 1 - Sanitary Sewer and Manhole Trenchless Rehabilitation

Three bids were received, the lowest bid was from Insituform Technologies, Inc. Insituform Technologies is a leader in the industry for trenchless sewer rehabilitation, and is well recognized for their work.

Contract No. 2 - Sanitary Sewer and Manhole Reconstruction

Only one bid, from Champagne & Marx Excavating in the amount of \$530,203.40, was received for the open cut reconstruction work as Contract No. 2. Staff has since negotiated with the contractor and reduced some of the scope of services to be performed in Contract No.2 in order to come within budget parameters of the SRF loan. The work removed from the original bid specifications is contained in Change Order No. 1.

OHM Advisors and the Owosso city engineer have good working history with Champagne & Marx Excavating. In addition, Champagne & Marx is currently doing work for the Owosso Memorial Hospital facility expansion, and was the only contractor in the area that responded for an emergency repair in March of this year on Center Street. Champagne & Marx is qualified to perform these sanitary sewer collection reconstruction services, and is highly recommended by city staff and project engineer OHM Advisors.

FISCAL IMPACTS:

\$789,053.50 plus contingency of \$60,000.00 to be provided from the FY2020-2021 Capital Budget replacement fund 590-901-973.000 for Insituform Technologies.

\$376,299.00 plus contingency of \$45,000.00 to be provided from the FY2020-2021 Capital Budget replacement fund 590-901-973.000 for Champagne & Marx Excavating.

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

Attachments: (1) Resolution
(2) Resolution, 2020 SRF Collection System

(3) Bid Tab/s
(4) OHM Recommendation/s

RESOLUTION NO.

**AUTHORIZING CONTRACT AGREEMENTS WITH INSITUFORM TECHNOLOGIES, INC. OF
CHESTERFIELD, MISSOURI, AND
CHAMPAGNE & MARX EXCAVATING, INC. OF SAGINAW, MICHIGAN
FOR WASTEWATER COLLECTION SYSTEM REHABILITATION AND RECONSTRUCTION SERVICES**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has budgeted from the Wastewater Capital Replacement Fund for the rehabilitation and reconstruction of sanitary sewer collection system piping and manholes, and

WHEREAS, these replacement projects were approved by city council on November 18, 2019 as a 2020 State Revolving Fund (SRF) Program project, and

WHEREAS, the City of Owosso Director of Public Services and Utilities has reviewed the Bid proposals and verified the required rehabilitation and reconstruction of sanitary sewer collection pipes and manholes as necessary and in the best interest of the city of Owosso, and

WHEREAS, Insituform Technologies, Inc. of Chesterfield Missouri has provided the low responsive and responsible bid in the amount of \$789,053.50, and is considered qualified to perform such rehabilitation services, and

WHEREAS, Champagne & Marx, Inc. of Saginaw, Michigan has provided the responsive and responsible bid in the amount of \$376,299.00, and is considered qualified to perform such reconstruction 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 contract with Insituform Technologies, Inc. for the sanitary sewer and manhole rehabilitation services necessary to complete the contract requirements.
- SECOND The city of Owosso has heretofore determined that it is advisable, necessary and in the public interest to contract with Champagne & Marx Excavating, Inc. for the sanitary sewer and manhole reconstruction services necessary to complete the contract requirements.
- THIRD: The accounts payable department is authorized to submit payment to Insituform Technologies, Inc. in the amount of \$789,053.50 plus a contingency amount of \$60,000.00 with prior written approval, for a total of \$849,053.50.
- FOURTH The accounts payable department is authorized to submit payment to Champagne & Marx, Inc. in the amount of \$376,299.00 plus a contingency amount of \$45,000.00 with prior written approval, for a total of \$421,299.00.
- FOURTH: The above expenses shall be paid from account 590-901-973.000.

**A RESOLUTION TO TENTATIVELY AWARD
A CONSTRUCTION CONTRACT
FOR WASTEWATER SYSTEM IMPROVEMENTS**

WHEREAS, the City of Owosso (legal name of applicant) wishes to construct improvements to its existing wastewater treatment and collection system; and

WHEREAS, the wastewater system improvements project formally adopted on November 18, 2019 (date of final project plan adoption) will be funded through Michigan's State Revolving Fund (SRF) (SRF and/or SWQIF Programs); and

WHEREAS, the City of Owosso (legal name of applicant) has sought and received construction bids for the proposed improvements and has received a low bid in the amount of \$789,053.50 from Insituform Technologies, LLC (name of the contractor); and

WHEREAS, the project engineer, OHM Advisors, has recommended awarding the contract to the low bidder.

NOW THEREFORE BE IT RESOLVED, that the City of Owosso (legal name of applicant) tentatively awards the contract for construction of the proposed wastewater system improvements project to Insituform Technologies, LLC (name of the contractor), contingent upon successful financial arrangements with the State Revolving Fund (SRF) (SRF and/or SWQIF Programs).

Yeas:

Nays:

Abstain:

Absent:

I certify that the above Resolution was adopted by City of Owosso (the governing body of the applicant) on _____.

BY:

Name and Title (please print or type)

Signature

Date



April 14, 2020

Mr. Glenn Chinavare
Public Utilities Director
City of Owosso
301 W. Main Street
Owosso, MI 48867

RE: Sanitary Rehab Contract I – SRF Project # 5699-01
Recommendation to Award Contract

Dear Mr. Chinavare:

Please find enclosed a copy of the bid tabulation for bids opened and read on April 7, 2020. Insituform Technologies USA, LLC was the low bidder with a bid amount of \$789,053.50.

Based on the qualifications package submitted by the contractor, OHM Advisors recommends the award of the contract to Insituform Technologies USA, in the amount of \$789,053.50.

If any additional information is needed regarding this matter, please feel free to contact me at 810 429-8289.

Sincerely,
OHM Advisors

A handwritten signature in black ink, appearing to be "LF", written over a horizontal line.

Louis P. Fleury, PE
Principal

Enclosure

BID TABULATION
CITY OF OWOSSO SANITARY SEWER REHAB - CONTRACT 1
SRF PROJECT #5699-01
 April 14, 2020



				Engineer's Estimate		Insituform Technologies		Inland Waters Pollution Control		Granite Inliner, LLC	
ITEM	DESCRIPTION	QTY	UNIT	Bid Unit Price	Bid Price	Bid Unit Price	Bid Price	Bid Unit Price	Bid Price	Bid Unit Price	Bid Price
1	Mobilization	1	LS	\$40,000.00	\$40,000.00	\$ 16,793.10	\$16,793.10	\$ 30,000.00	\$30,000.00	\$ 10,000.00	\$10,000.00
2	Traffic Maintenance and Control	1	LS	\$30,000.00	\$30,000.00	\$ 7,145.80	\$7,145.80	\$ 3,550.00	\$3,550.00	\$ 10,000.00	\$10,000.00
3	Sanitary Sewer CIPP Lining, 8 inch	8200	FT	\$30.00	\$246,000.00	\$ 31.60	\$259,120.00	\$ 32.00	\$262,400.00	\$ 33.00	\$270,600.00
4	Sanitary Sewer CIPP Lining, 10 inch	1400	FT	\$50.00	\$70,000.00	\$ 34.40	\$48,160.00	\$ 42.00	\$58,800.00	\$ 37.00	\$51,800.00
5	Sanitary Sewer CIPP Lining, 12 inch	730	FT	\$65.00	\$47,450.00	\$ 39.90	\$29,127.00	\$ 45.00	\$32,850.00	\$ 40.00	\$29,200.00
6	Sanitary Sewer CIPP Lining, 24 inch	640	FT	\$110.00	\$70,400.00	\$ 107.30	\$68,672.00	\$ 150.00	\$96,000.00	\$ 90.00	\$57,600.00
7	Sewer Rehab, Spot Repair, 8 inch	160	FT	\$250.00	\$40,000.00	\$ 409.20	\$65,472.00	\$ 400.00	\$64,000.00	\$ 560.00	\$89,600.00
8	Sewer Rehab, Spot Repair, 10 inch	60	FT	\$300.00	\$18,000.00	\$ 414.40	\$24,864.00	\$ 425.00	\$25,500.00	\$ 580.00	\$34,800.00
9	Sanitary Lateral Connection, Post CIPP Grouting	400	Ea	\$530.00	\$212,000.00	\$ 352.20	\$140,880.00	\$ 600.00	\$240,000.00	\$ 680.00	\$272,000.00
10	Sewer Rehab, Grout Joint, 6 inch	40	Ea	\$75.00	\$3,000.00	\$ 108.80	\$4,352.00	\$ 175.00	\$7,000.00	\$ 350.00	\$14,000.00
11	Sewer Rehab, Grout Joint, 8 inch	210	Ea	\$100.00	\$21,000.00	\$ 108.80	\$22,848.00	\$ 175.00	\$36,750.00	\$ 250.00	\$52,500.00
12	Manhole, Interior Lining, Polyurea	30	Ft	\$260.00	\$7,800.00	\$ 238.30	\$7,149.00	\$ 243.00	\$7,290.00	\$ 300.00	\$9,000.00
13	Manhole, Replace Chimney	50	Ft	\$800.00	\$40,000.00	\$ 828.70	\$41,435.00	\$ 700.00	\$35,000.00	\$ 1,500.00	\$75,000.00
14	Heavy Cleaning	120	Hr	\$600.00	\$72,000.00	\$ 398.80	\$47,856.00	\$ 220.00	\$26,400.00	\$ 1.00	\$120.00
15	Surface Restoration, Seeding	1	LS	\$1,000.00	\$1,000.00	\$ 5,179.60	\$5,179.60	\$ 1,500.00	\$1,500.00	\$ 1,500.00	\$1,500.00
TOTAL OF ALL BID ITEMS (AUDITED)				\$918,650.00		\$789,053.50		\$927,040.00		\$977,720.00	
TOTAL OF ALL BID ITEMS (AS-READ)						\$789,053.50		\$927,040.00		\$977,720.00	



City of Owosso Sanitary and Sewer Rehabilitation - Contract 1

Item	Description	Qty	Unit	Engineer's Cost Opinion		Insituform Technologies		Inland Waters Pollution Control		Granite Inliner, LLC	
				Unit Price	Cost	Bid Unit Price	Bid Price	Bid Unit Price	Bid Price	Bid Unit Price	Bid Price
1	Mobilization (\$40,000 max)	1	LS	40,000.00	40,000.00	16,793.10	16,793.10	30,000.00	30,000.00	10,000.00	10,000.00
2	Traffic Maintenance and Control	1	LS	30,000.00	30,000.00	7,145.80	7,145.80	3,550.00	3,550.00	10,000.00	10,000.00
3	Sanitary Sewer CIPP Lining, 8"	8200	FT	30.00	246,000.00	31.60	259,120.00	32.00	262,400.00	33.00	270,600.00
4	Sanitary Sewer CIPP Lining, 10"	1400	FT	50.00	70,000.00	34.40	48,160.00	42.00	58,800.00	37.00	51,800.00
5	Sanitary Sewer CIPP Lining, 12"	730	FT	65.00	47,450.00	39.90	29,127.00	45.00	32,850.00	40.00	29,200.00
6	Sanitary Sewer CIPP Lining, 24"	640	FT	110.00	70,400.00	107.30	68,672.00	150.00	96,000.00	90.00	57,600.00
7	Sewer Rehab, Spot Repair, 8"	160	FT	250.00	40,000.00	409.20	65,472.00	400.00	64,000.00	560.00	89,600.00
8	Sewer Rehab, Spot Repair, 10"	60	FT	300.00	18,000.00	414.40	24,864.00	425.00	25,500.00	580.00	34,800.00
9	Sanitary Lateral Connection, Post CIPP Grouting	400	Ea	530.00	212,000.00	352.20	140,880.00	600.00	240,000.00	680.00	272,000.00
10	Sewer Rehab, Grout Joint, 6"	40	Ea	75.00	3,000.00	108.80	4,352.00	175.00	7,000.00	350.00	14,000.00
11	Sewer Rehab, Grout Joint, 8"	210	Ea	100.00	21,000.00	108.80	22,848.00	175.00	36,750.00	250.00	52,500.00
12	Manhole, Interior Lining, Polyurea	30	Ft	260.00	7,800.00	238.30	7,149.00	243.00	7,290.00	300.00	9,000.00
13	Manhole, Replace Chimney	50	Ft	800.00	40,000.00	828.70	41,435.00	700.00	35,000.00	1,500.00	75,000.00
14	Heavy Cleaning	120	Hr	600.00	72,000.00	398.80	47,856.00	220.00	26,400.00	1.00	120.00
15	Surface Restoration, Seeding	1	LS	1,000.00	1,000.00	5,179.60	5,179.60	1,500.00	1,500.00	1,500.00	1,500.00
TOTAL OF ALL BID ITEMS (AUDITED)					\$918,650.00		\$789,053.50		\$927,040.00		\$977,720.00
TOTAL OF ALL BID ITEMS (AS-READ)							\$789,053.50		\$927,040.00		\$977,720.00

DEPT.
HEAD

GENERAL LIABILITY INSURANCE

EXPIRATION DATE: 7/1/2020

AWARDED:

PURCH.
AGENT:

WORKERS COMPENSATION INSURANCE

EXPIRATION DATE: 7/1/2020

COUNCIL
APPROVED:

STAFF

REC.: Insituform Technologies, LLC

SOLE PROPRIETORSHIP

EXPIRATION DATE: N/A

PO NUMBER:

**A RESOLUTION TO TENTATIVELY AWARD
A CONSTRUCTION CONTRACT
FOR WASTEWATER SYSTEM IMPROVEMENTS**

WHEREAS, the City of Owosso (legal name of applicant) wishes to construct improvements to its existing wastewater treatment and collection system; and

WHEREAS, the wastewater system improvements project formally adopted on November 18, 2019 (date of final project plan adoption) will be funded through Michigan's State Revolving Fund (SRF) (SRF and/or SWQIF Programs); and

WHEREAS, the City of Owosso (legal name of applicant) has sought and received construction bids for the proposed improvements and has received a low bid in the amount of \$ 376,299.00 from Champagne & Marx Excavating, Inc (name of the contractor); and

WHEREAS, the project engineer, OHM Advisors, has recommended awarding the contract to the low bidder.

NOW THEREFORE BE IT RESOLVED, that the City of Owosso (legal name of applicant) tentatively awards the contract for construction of the proposed wastewater system improvements project to Champagne & Marx Excavating, Inc. (name of the contractor), contingent upon successful financial arrangements with the State Revolving Fund (SRF) (SRF and/or SWQIF Programs).

Yeas:

Nays:

Abstain:

Absent:

I certify that the above Resolution was adopted by City of Owosso (the governing body of the applicant) on _____.

BY:

Name and Title (please print or type)

Signature

Date

Date of Issuance: 4/15/20	Effective Date: 4/21/20
Owner: CITY OF OWOSSO	Owner's Contract No.: 0020190050
Contractor: Champagne & Marx Excavating, Inc.	Contractor's Project No.:
Engineer: OHM Advisors	Engineer's Project No.: 0020190050
Project: Sewer Replacement	Contract Name: Sanitary Sewer Improvements 2020 Contract #2- Sewer Replacement

The Contract is modified as follows upon execution of this Change Order:

Description: Deduct project scope to include only the following:

1. Meadow Drive Replacement
2. Oliver Street Replacement
3. S. Shiawassee Repair (10 ft section)
4. M-21 Repair (8 ft. section)

Attachments: [See bid estimate attached]

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES [note changes in Milestones if applicable]
Original Contract Price: \$ 530,895.36	Original Contract Times: Substantial Completion: _____ Ready for Final Payment: _____ days or dates
[Increase] [Decrease] from previously approved Change Orders No. ____ to No. ____: \$ n/a	[Increase] [Decrease] from previously approved Change Orders No. ____ to No. ____: Substantial Completion: _____ Ready for Final Payment: _____ days
Contract Price prior to this Change Order: \$ 530,895.36	Contract Times prior to this Change Order: Substantial Completion: _____ Ready for Final Payment: _____ days or dates
[Increase] [Decrease] of this Change Order: \$ (154,596.24)	[Increase] [Decrease] of this Change Order: Substantial Completion: _____ Ready for Final Payment: _____ days or dates
Contract Price incorporating this Change Order: \$ 376,299.12	Contract Times with all approved Change Orders: Substantial Completion: _____ Ready for Final Payment: _____ days or dates

RECOMMENDED:		ACCEPTED:		ACCEPTED:	
By: _____	By: _____	By: _____	By: _____	By: _____	By: _____
Engineer (if required)	Owner (Authorized Signature)	Contractor (Authorized Signature)			
Title: Principal	Title: _____	Title: President			
Date: 04/15/2020	Date: _____	Date: 04/15/2020			

SANITARY SEWER IMPROVEMENTS 2020 CONTRACT #2**SEWER REPLACEMENT****CHANGE ORDER #1 - CONTRACT REDUCTION ESTIMATE**

April 15, 2020



Champagne & Marx Excavating Inc.

ITEM	DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL
1	Mobilization (\$20,000 max)	1	LS	\$18,278.34	\$18,278.34
2	Traffic Maintenance and Control	1	LS	\$38,053.38	\$38,053.38
3	Pavt, Rem	1360	Syd	\$6.20	\$8,432.00
4	Maintenance Aggregate, 21AA	500	Ton	\$48.09	\$24,045.00
5	Sanitary Sewer Repair, Open Cut Trench, _ inch	612	Ft	\$151.60	\$92,779.20
6	HMA, Repair	1360	Syd	\$143.17	\$194,711.20
TOTAL BID ESTIMATE FOR REVISED SCOPE OF WORK					\$376,299.12



April 14, 2020

Mr. Glenn Chinavare
Public Utilities Director
City of Owosso
301 W. Main Street
Owosso, MI 48867

RE: Sanitary Sewer Replacement Contract II – SRF Project # 5699-01
Recommendation to Award Contract

Dear Mr. Chinavare:

Please find enclosed a copy of the bid tabulation for bid results on April 7, 2020 for the above referenced project. There was only one bid received from Champagne & Marx Excavating, Inc. with a bid price of \$530,895.36 (as audited).

Both OHM Advisors and City staff have worked successfully in the past with this contractor. Based on that, OHM Advisors recommends the award of the contract to Champagne & Marx Excavating, Inc. with a bid price of \$530,895.36 (as audited).

If any additional information is needed regarding this matter, please feel free to contact me at 810 429-8289.

Sincerely,
OHM Advisors

A handwritten signature in black ink, appearing to be "LF", written over a horizontal line.

Louis P. Fleury, PE
Principal

Enclosure

BID TABULATION**CITY OF OWOSSO SANITARY SEWER REPLACEMENT - CONTRACT II****SRF PROJECT # 5699-01**

April 14, 2020



				Engineers Estimate		Champagne & Marx Excavating Inc.	
ITEM	DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	Mobilization (\$20,000 max)	1	LS	\$20,000.00	\$20,000.00	\$18,278.34	\$18,278.34
2	Traffic Maintenance and Control	1	LS	\$30,000.00	\$30,000.00	\$38,053.38	\$38,053.38
3	Pavt, Rem	2020	Syd	\$10.00	\$20,200.00	\$6.20	\$12,524.00
4	Maintenance Aggregate, 21AA	500	Ton	\$30.00	\$15,000.00	\$48.09	\$24,045.00
5	Sanitary Sewer Repair, Open Cut Trench, _ inch	900	Ft	\$150.00	\$135,000.00	\$151.60	\$136,440.00
6	Sanitary Manhole, Conflict	3	Ea	\$5,000.00	\$15,000.00	\$4,117.08	\$12,351.24
7	HMA, Repair	2020	Syd	\$86.00	\$173,720.00	\$143.17	\$289,203.40
TOTAL OF ALL BID ITEMS (AUDITED)					\$408,920.00	\$530,895.36	
TOTAL OF ALL BID ITEMS (AS READ)						\$530,203.40 *	

**City of Owosso Sanitary and Sewer
Replacement - Contract 2**

OHM

				Engineers Estimate		Champagne & Marx Excavating Inc.		Champagne & Marx Revised Scope of Work	
ITEM DESCRIPTION		QTY	UNIT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	Mobilization (\$20,000 max)	1	LS	\$20,000.00	\$20,000.00	\$18,278.34	\$18,278.34	\$18,278.34	\$18,278.34
2	Traffic Maintenance and Control	1	LS	\$30,000.00	\$30,000.00	\$38,053.38	\$38,053.38	\$38,053.38	\$38,053.38
3	Pavt, Rem	2020	Syd	\$10.00	\$20,200.00	\$6.20	\$12,524.00	\$6.20	\$8,432.00
4	Maintenance Aggregate, 21AA	500	Ton	\$30.00	\$15,000.00	\$48.09	\$24,045.00	\$48.09	\$24,045.00
5	Sanitary Sewer Repair, Open Cut Trench,-inch	900	Ft	\$150.00	\$135,000.00	\$151.60	\$136,440.00	\$151.60	\$92,779.20
6	Sanitary Manhole, Conflict	3	Ea	\$5,000.00	\$15,000.00	\$4,117.08	\$12,351.24	N/A	
7	HMA, Repair	2020	Syd	\$86.00	\$173,720.00	\$143.17	\$289,203.40	\$143.17	\$194,711.20
TOTAL OF ALL BID ITEMS (AUDITED)					\$408,920.00	\$530,895.36		Revised Amount	\$376,299.12
TOTAL OF ALL BID ITEMS (AS READ)						\$530,203.40 *			

DEPT
HEAD

Charles M. Dismore

GENERAL LIABILITY INSURANCE
EXPIRATION DATE: _____

AWARDED: _____

PURCH.
AGENT:

Cheryl Hice

WORKERS COMP INSURANCE
EXPIRATION DATE: _____

COUNCIL
APPROVED: _____

STAFF

REC.: Champagne & Marx Excavating, Inc.

SOLE PROPRIETORSHIP
EXPIRATION DATE: _____

N/A

PO NUMBER: _____



Warrant 584
April 14, 2020

Vendor	Description	Fund	Amount
Gould Law, P.C.	Professional services-3/10/20-4/13/20	General	\$10,333.96
Waste Management	Landfill charges -3/16/20-3/31/20	various	\$10,635.94
Total			\$20,969.90

CHECK REGISTER FOR CITY OF OWOSSO
CHECK DATE FROM 03/01/2020 - 03/31/2020

Check Date	Check	Vendor Name	Description	Amount
GENERAL FUND (POOLED CASH)				
03/02/2020	132285	GOSAYNIE GARY G	OVERPAYMENT	\$ 77.68
03/02/2020	132286	CHAPTER 13 TRUSTEE AT FLINT	PAYROLL DEDUCTION-GARNISHMENT	\$ 115.40
03/02/2020	132287	DOWNTOWN DEVELOPMENT AUTHORITY	TAX DISBURSEMENT	\$ 1,068.67
03/02/2020	132288	FIRST CHURCH OF CHRIST	TEMP EASEMENT	\$ 1.00
03/02/2020	132289	MICHIGAN RURAL WATER ASSOCIATION	REGISTRATION-DAVID HAUT	\$ 180.00
03/02/2020	132290	MISDU	PAYROLL DEDUCTIONS	\$ 1,703.90
03/02/2020	132291	OWOSSO PUBLIC SCHOOLS	TAX DISBURSEMENT	\$ 1,265,664.52
03/02/2020	132292	POSTMASTER	BULK MAILING FOR STREET MILLAGE	\$ 906.55
03/02/2020	132293	SHIAWASSEE COUNTY HEALTH DEPARTMENT	PERMITS FOR PROJECTS	\$ 562.00
03/02/2020	132294	SHIAWASSEE COUNTY TREASURER	TAX DISBURSEMENT	\$ 561,479.63
03/02/2020	132295	SHIAWASSEE DISTRICT LIBRARY	TAX DISBURSEMENT-FEB 1-15, 2020	\$ 89,725.99
03/02/2020	132296	SHIAWASSEE FAMILY YMCA	PAYROLL DEDUCTIONS-MEMBERSHIPS	\$ 197.20
03/06/2020	132297	ELDEN G BUCHHOLZ	2019 Win Tax Refund 050-601-000-041-00	\$ 7.25
03/06/2020	132298	AFLAC	PAYROLL DEDUCTION-AFLAC PREMIUM	\$ 860.34
03/06/2020	132299	H K ALLEN PAPER CO	SUPPLIES	\$ 453.66
03/06/2020	132300	ALLIED 100 LLC	PEDIATRIC ADVANCE LIFE SUPPORT PROVIDER MANUAL	\$ 552.00
03/06/2020	132301	SAWER MOLLIE	UB refund for account: 3256570008	\$ 6.24
03/06/2020	132302	MILLER MICHAEL	UB refund for account: 1905000002	\$ 28.61
03/06/2020	132303	LANGDON BRUCE	UB refund for account: 5070570002	\$ 191.14
03/06/2020	132304	SIMPSON DAVID	UB refund for account: 1028500002	\$ 158.65
03/06/2020	132305	FORD DAWN	UB refund for account: 2778090003	\$ 100.00
03/06/2020	132306	DURANY DANIEL	UB refund for account: 2037840007	\$ 26.73
03/06/2020	132307	PELKEY DREW	UB refund for account: 1038000010	\$ 41.99
03/06/2020	132308	C & S MOTORS, INC.	WWTP DUMP TRUCK REPAIRS	\$ 1,104.20
03/06/2020	132309	CENTER FOR TECHNOLOGY & TRAINING	CULVERT CONDITION EVALUATION TRAINING	\$ 10.00
03/06/2020	132310	JUDY ELAINE CRAIG	COURIER SERVICE	\$ 171.00
03/06/2020	132311	D & D TRUCK & TRAILER PARTS	PARTS/SUPPLIES	\$ 1,487.83
03/06/2020	132312	DELL EQUIPMENT FUNDING LP	2019 Win Tax Refund 050-900-610-919-00	\$ 14.32
03/06/2020	132313	FIRST BANKCARD	CONFERENCES-KEVIN LENKART & OFD	\$ 865.30
03/06/2020	132314	FIRST BANKCARD	LODGING/MEALS-NATHAN HENNE	\$ 226.94
03/06/2020	132315	FRONTIER TRUCK PARTS	PARTS	\$ 2,250.00
03/06/2020	132316	H2O COMPLIANCE SERVICES INC	INSPECTION SERVICES FOR CROSS CONNECTION PROGRAM	\$ 731.25
03/06/2020	132317	HEALTHY LIVING BY HOLLIE LLC	2019 Win Tax Refund 050-580-000-013-00	\$ 10.96
03/06/2020	132318	HOME DEPOT CREDIT SERVICES	PARTS/SUPPLIES	\$ 376.67
03/06/2020	132319	JC INTERIOR DESIGNS	VOID	\$ -
03/06/2020	132320	MICHIGAN ASSOCIATION OF CHIEFS OF POLICE	MEMBERSHIP FOR ERIC CHERRY	\$ 100.00
03/06/2020	132321	MICHIGAN ELECTION RESOURCES	ABSENT VOTER COUNTING BOARD	\$ 54.87
03/06/2020	132322	MICHIGAN MUNICIPAL LEAGUE	CODE ENFORCEMENT OFFICIAL AD	\$ 87.72
03/06/2020	132323	OWOSSO BOLT & BRASS CO	PARTS/SUPPLIES	\$ 78.82
03/06/2020	132324	NICHOLAS L PIDEK	REISSUED CHECK	\$ 140.00

03/06/2020	132325	PROFESSIONAL ANSWERING SERVICES	MARCH 20-ANSWERING SERVICE	\$	75.00
03/06/2020	132326	RADIO SHACK DEALER 22-H074	SUPPLIES	\$	53.15
03/06/2020	132327	ANDREW REED	MEAL WHILE AT TRAINING	\$	14.78
03/06/2020	132328	SMARTSIGN	SAFETY LABELS	\$	115.65
03/06/2020	132329	STATE OF MICHIGAN	SEX OFFENDER REGISTRATION FEES	\$	390.00
03/06/2020	132330	STATION PROPERTIES LLC	2019 Win Tax Refund 050-760-000-055-00	\$	16.47
03/06/2020	132331	TERRY M BACK	TIRES	\$	1,000.00
03/06/2020	132332	THRIVE ENTERPRISES, LLC	BD Payment Refund	\$	2,500.00
03/06/2020	132333	TOTAL ENERGY SYSTEMS LLC	COOLANT FOR GENERATOR	\$	98.32
03/06/2020	132334	VALLEY LUMBER	MATERIALS	\$	239.69
03/06/2020	132335	WIN'S ELECTRICAL SUPPLY OF OWOSSO	SUPPLIES	\$	80.62
03/06/2020	132336	ZORO TOOLS INC	PARTS/SUPPLIES	\$	874.75
03/06/2020	132337	JC INTERIOR DESIGNS	SOURCING PROJECT FOR WORK TO BE DONE AT WWTP	\$	2,800.00
03/06/2020	132338	JC INTERIOR DESIGNS	INITIAL CONSULTATION	\$	300.00
03/06/2020	5292(A)	BODMAN PLC	LABOR RELATIONS-PATROL GRIEVANCES	\$	341.25
03/06/2020	5293(A)	CINTAS CORPORATION #308	FLOOR MATS	\$	46.08
03/06/2020	5294(A)	CONSUMERS ENERGY	GAS/ELECTRIC USAGE	\$	50,498.86
03/06/2020	5295(A)	ROXANE K CRAMER	ELECTION WORK	\$	212.50
03/06/2020	5296(A)	D & G EQUIPMENT INC	PARTS	\$	145.98
03/06/2020	5297(A)	DALTON ELEVATOR LLC	CYLINDER RENT/SUPPLIES	\$	472.97
03/06/2020	5298(A)	DETROIT SALT COMPANY LLC	ROAD SALT	\$	18,684.43
03/06/2020	5299(A)	EMPLOYEE BENEFIT CONCEPTS INC	MARCH 2020-FSA ADMIN FEE	\$	105.00
03/06/2020	5300(A)	FASTENAL COMPANY	PARTS	\$	111.51
03/06/2020	5301(A)	FRONT LINE SERVICES, INC.	REPAIRS TO ENGINE 1	\$	1,017.72
03/06/2020	5302(A)	GILBERT'S DO IT BEST HARDWARE & APP	SUPPLIES	\$	356.02
03/06/2020	5303(A)	GOYETTE MECHANICAL	REPAIR TO GARAGE HEATING UNIT	\$	458.24
03/06/2020	5304(A)	GRAINGER, INC.	SUPPLIES	\$	139.78
03/06/2020	5305(A)	GRAYMONT WESTERN LIME INC	BULK PEBBLE QUICK LIME	\$	6,532.24
03/06/2020	5306(A)	JON STEWART HARRIS	ELECTRICAL PLAN REVIEW/INSPECTIONS	\$	650.00
03/06/2020	5307(A)	J & H OIL COMPANY	FUEL PE 2/29/20	\$	3,612.58
03/06/2020	5308(A)	J & M TREE SERVICE	2019 CITY TREE REMOVAL SERVICES	\$	15,175.00
03/06/2020	5309(A)	JCI JONES CHEMICALS INC	SODIUM HYPOCHLORITE	\$	3,466.70
03/06/2020	5310(A)	KENT COMMUNICATIONS INC	2020 ASSESSMENT NOTICES	\$	3,191.57
03/06/2020	5311(A)	KEVIN LENKART	MACP CONFERENCE LODGING	\$	146.00
03/06/2020	5312(A)	LOGICALIS INC	CISCO SMARTNET MAINTENANCE RENEWAL -NETWORK ENGINEERING	\$	15,662.76
03/06/2020	5313(A)	LUDINGTON ELECTRIC, INC.	ELECTRICAL WORK	\$	75.00
03/06/2020	5314(A)	MEI TOTAL ELEVATOR SOLUTIONS	CITY HALL ELEVATOR SERVICE-2/20/20	\$	137.80
03/06/2020	5315(A)	NATIONAL VISION ADMINISTRATORS LLC	MARCH 2020 VISION INSURANCE PREMIUM	\$	526.01
03/06/2020	5316(A)	NEOFUNDS BY NEOPOST	FUNDS FOR POSTAGE MACHINE	\$	2,000.00
03/06/2020	5317(A)	OFFICE DEPOT	SUPPLIES	\$	1,056.06
03/06/2020	5318(A)	OFFICE SOURCE	SUPPLIES	\$	280.00
03/06/2020	5319(A)	PACE ANALYTICAL SERVICES INC	WASTEWATER ANALYSES	\$	210.00
03/06/2020	5320(A)	PHP INSURANCE COMPANY	MARCH 2020-HEALTH INSURANCE PREMIUM	\$	84,150.58
03/06/2020	5321(A)	PRINTING SYSTEMS, INC.	ELECTION SUPPLIES	\$	71.95
03/06/2020	5322(A)	REEVES WHEEL ALIGNMENT, INC	VEHICLE REPAIR/MAINTENANCE	\$	523.56
03/06/2020	5323(A)	REPUBLIC SERVICES INC	MARCH 20-REFUSE SERVICE	\$	387.36

03/06/2020	5324(A)	SIGNATURE AUTO GROUP-OWOSSO MOTORS	VHEICLE REPAIR/MAINTENANCE	\$	134.77
03/06/2020	5325(A)	STAPLES BUSINESS CREDIT	SUPPLIES	\$	1,048.51
03/06/2020	5326(A)	SUMMIT COMPANIES	ANNUAL FIRE EXTINGUISHER INSPECTIONS/REPAIRS	\$	1,182.86
03/06/2020	5327(A)	JESSICA UNANGST	GIFT CARD PAID FOR BY EMPLOYEE DONATIONS	\$	40.00
03/06/2020	5328(A)	USA BLUE BOOK	SUPPLIES	\$	393.44
03/06/2020	5329(A)	WASTE MANAGEMENT OF MICHIGAN INC	LANDFILL DISPOSAL CHARGES	\$	13,631.86
03/13/2020	132339	CHAPTER 13 TRUSTEE AT FLINT	PAYROLL DEDUCTION-GARNISHMENT	\$	115.40
03/13/2020	132340	RONALD DANKERT	BOARD OF REVIEW MEETINGS	\$	150.00
03/13/2020	132341	DETROIT CAREGIVERS CENTER ASSOCIATION	BD Payment Refund	\$	2,500.00
03/13/2020	132342	DOWNTOWN DEVELOPMENT AUTHORITY	2019 SPECIAL ACT TAX DISBURSEMENT	\$	559.54
03/13/2020	132343	JERRY L JONES	BOARD OF REVIEW MEETINGS	\$	150.00
03/13/2020	132344	MISDU	PAYROLL DEDUCTIONS	\$	1,703.90
03/13/2020	132345	MICHAEL O'LEARY	BOARD OF REVIEW MEETINGS	\$	100.00
03/13/2020	132346	OWOSSO PUBLIC SCHOOLS	2019 SPECIAL ACT DISTRIBUTION	\$	87,420.67
03/13/2020	132347	MIKE SELLECK	BOARD OF REVIEW MEETINGS	\$	100.00
03/13/2020	132348	SHIAWASSEE COUNTY TREASURER	MOBILE HOME TAX DISBURSEMENT	\$	710.00
03/13/2020	132349	SHIAWASSEE COUNTY TREASURER	2020 DOG LICENSES	\$	190.00
03/13/2020	132350	SHIAWASSEE COUNTY TREASURER	SPECIAL ACT TAX COLLECTION	\$	6,003.30
03/13/2020	132351	SHIAWASSEE COUNTY TREASURER	TAX DISBURSEMENT	\$	53,214.74
03/13/2020	132352	SHIAWASSEE DISTRICT LIBRARY	2019 SPECIAL ACT TAX DISBURSEMENT	\$	8,665.12
03/13/2020	132353	STATE OF MICHIGAN	50% TAX REVERTED LAND BANK PROPERTY	\$	6.85
03/13/2020	132354	STATE OF MICHIGAN	2019 SPECIAL ACT TAX DISBURSEMENT	\$	45,778.04
03/20/2020	132355	H K ALLEN PAPER CO	SUPPLIES	\$	673.00
03/20/2020	132356	AMERICAN SPEEDY PRINTING	POSTCARD MAILER FOR STREET MILLAGE	\$	735.00
03/20/2020	132357	THE ARGUS-PRESS	PRINTING OF LEGAL NOTICES ETC	\$	730.00
03/20/2020	132358	ELITE VR LLC	UB refund for account: 5692600003	\$	10.02
03/20/2020	132359	PHELPS J	UB refund for account: 5638570001	\$	72.09
03/20/2020	132360	FRANTZ JOHN	UB refund for account: 2158450003	\$	60.32
03/20/2020	132361	DEROSSETT, ASHTON	UB refund for account: 1969000014	\$	20.75
03/20/2020	132362	CONKLIN CODY	UB refund for account: 3776070009	\$	114.74
03/20/2020	132363	PORRITT ALBERT C	UB refund for account: 3245570001	\$	143.24
03/20/2020	132364	DAYSTARR COMMUNICATIONS	APRIL 2020-PHONE AND BROADBAND INTERNET	\$	1,058.45
03/20/2020	132365	EMPCO INC	EMPLOYMENT AD	\$	72.00
03/20/2020	132366	MICHIGAN CO INC	RAGS	\$	243.80
03/20/2020	132367	ORDWAY'S BODY SHOP INC	MEDIC 3 ACCIDENT REPAIR	\$	955.18
03/20/2020	132368	OWOSSO BOLT & BRASS CO	PARTS	\$	338.01
03/20/2020	132369	S&P GLOBAL RATINGS	ANALYTICAL SERVICES	\$	12,600.00
03/20/2020	132370	SPRINT COMMUNICATIONS	CELL PHONE SERVICE-2/7/20-3/6/20	\$	717.65
03/20/2020	132371	TERRY M BACK	MOUNT TWO TIRES	\$	95.00
03/20/2020	132372	THE TOWN TUB, INC.	FUEL	\$	33.69
03/20/2020	132373	ZORO TOOLS INC	SUPPLIES	\$	122.07
03/20/2020	132374	AMERICAN SPEEDY PRINTING	TIME CARDS (3000)	\$	298.00
03/20/2020	132375	JOAN AUE	ELECTION WORKER	\$	195.00
03/20/2020	132376	LORRAINE AUSTIN	ELECTION WORK	\$	125.00
03/20/2020	132377	CATHERINE V BAUMGARDNER	ELECTION WORK	\$	155.00
03/20/2020	132378	TERRY BEACH	ELECTION WORK	\$	160.00

03/20/2020	132379	LINDA BEEMAN	ELECTION WORK	\$	115.00
03/20/2020	132380	BROOKE BREWBAKER	ELECTION WORK	\$	180.00
03/20/2020	132381	JEAN E CLINE	ELECTION WORK	\$	162.50
03/20/2020	132382	SHELLEY COOK	ELECTION WORK	\$	40.00
03/20/2020	132383	DOUGLAS CRAIG	ELECTION WORK	\$	160.00
03/20/2020	132384	AIMEE DELONG	ELECTION WORK	\$	30.00
03/20/2020	132385	FREDERICK G DIBEAN	ELECTION WORK	\$	200.00
03/20/2020	132386	JACKIE DRAKE	ELECTION WORK	\$	165.00
03/20/2020	132387	MICHAEL ECKMYRE	ELECTION WORK	\$	200.00
03/20/2020	132388	JOHN L. FORBES	ELECTION WORK	\$	180.00
03/20/2020	132389	LINDA GESSNER	ELECTION WORK	\$	155.00
03/20/2020	132390	LINDA SUE HARRIS	ELECTION WORK	\$	157.50
03/20/2020	132391	REBECCA HATHAWAY	ELECTION WORK	\$	160.00
03/20/2020	132392	MORGAN HESLIP	ELECTION WORK	\$	160.00
03/20/2020	132393	BONNIE IRBY	ELECTION WORK	\$	170.00
03/20/2020	132394	MEREDITH KEATING	ELECTION WORK	\$	172.50
03/20/2020	132395	LINDA KEMP	ELECTION WORK	\$	160.00
03/20/2020	132396	LINDA L KENNEY	ELECTION WORK	\$	90.00
03/20/2020	132397	CAROLYN KOENIG	ELECTION WORK	\$	85.00
03/20/2020	132398	CATHERINE KOHAGEN	ELECTION WORK	\$	25.00
03/20/2020	132399	EDWARD KOHAGEN	ELECTION WORK	\$	25.00
03/20/2020	132400	MICHAEL KOHAGEN	ELECTION WORK	\$	25.00
03/20/2020	132401	PATRICIA ANNE KOHAGEN	ELECTION WORK	\$	30.00
03/20/2020	132402	CAROLYN LAWRENCE	ELECTION WORK	\$	85.00
03/20/2020	132403	FRANK LIVINGSTON	ELECTION WORK	\$	105.00
03/20/2020	132404	BILLY LUNDY	ELECTION WORK	\$	30.00
03/20/2020	132405	KAREN MARUMOTO	ELECTION WORK	\$	55.00
03/20/2020	132406	SHARON MCALLISTER	ELECTION WORK	\$	105.00
03/20/2020	132407	RUTH ANN MELLENTINE	ELECTION WORK	\$	160.00
03/20/2020	132408	GLORIA NEMETS	ELECTION WORK	\$	120.00
03/20/2020	132409	CAROLYN LEE O'CONNELL	ELECTION WORK	\$	165.00
03/20/2020	132410	ALICE LYN PETERSON	ELECTION WORK	\$	167.50
03/20/2020	132411	MARIELLEN PETO	ELECTION WORK	\$	200.00
03/20/2020	132412	LINDA PINCIK	ELECTION WORK	\$	195.00
03/20/2020	132413	GERALDINE MARGARET RAMOS	ELECTION WORK	\$	132.50
03/20/2020	132414	SHARON REUTHER	ELECTION WORK	\$	160.00
03/20/2020	132415	EUSTASIA REYNA	ELECTION WORK	\$	85.00
03/20/2020	132416	BERNETTE ROE	ELECTION WORK	\$	105.00
03/20/2020	132417	JUDY SENK	ELECTION WORK	\$	162.50
03/20/2020	132418	JAMES SHIPLEY	ELECTION WORK	\$	150.00
03/20/2020	132419	MARGARET ELLEN SOWLE	ELECTION WORK	\$	105.00
03/20/2020	132420	STATE OF MICHIGAN	EMS AND VHEICLE APPLICATION FES	\$	200.00
03/20/2020	132421	KARYL SULLIVAN	ELECTION WORK	\$	155.00
03/20/2020	132422	LARRY SULLIVAN	ELECTION WORK	\$	170.00
03/20/2020	132423	IONE THOMAS	ELECTION WORK	\$	125.00
03/20/2020	132424	HECTOR M VALDEZ JR	ELECTION WORK	\$	165.00

03/20/2020	132425	ROANN M WARNER	ELECTION WORK	\$	185.00
03/20/2020	132426	DEBRA WHIPPLE	ELECTION WORK	\$	35.00
03/20/2020	132427	JENNIFER ZIETZ	ELECTION WORK	\$	190.00
03/20/2020	5330(A)	ALS LABORATORY GROUP	WASTEWATER ANALYSES	\$	25.00
03/20/2020	5331(A)	AMAZON CAPITAL SERVICES	BACKUP TAPES	\$	145.95
03/20/2020	5332(A)	THE BANK OF NEW YORK MELLON NA	SEWER STATE REVOLVING FUNDS PMT	\$	45,397.33
03/20/2020	5333(A)	BOUND TREE MEDICAL LLC	AMBULANCE MEDICAL SUPPLIES	\$	1,714.14
03/20/2020	5334(A)	CAPITAL CONSULTANTS	ENGINEERING SERVICES	\$	6,021.50
03/20/2020	5335(A)	CINTAS CORPORATION #308	FLOOR MATS	\$	46.08
03/20/2020	5336(A)	COBAN TECHNOLOGIES INC	REMOTE SETUP FOR NEW POLICE SERVER & CAMERA FOR NEW CAR	\$	7,410.00
03/20/2020	5337(A)	COMMUNITY IMAGE BUILDERS	PROFESSIONAL SERVICES	\$	5,023.70
03/20/2020	5338(A)	CONSUMERS ENERGY	GAS/ELECTRIC USAGE	\$	14,208.34
03/20/2020	5339(A)	VOID		\$	-
03/20/2020	5340(A)	ENGINEERED PROTECTION SYSTEMS INC	ALARM SYSTEM MONITORING	\$	150.00
03/20/2020	5341(A)	ENVIRONMENTAL RESOURCE ASSOCIATES	LAB SUPPLIES	\$	334.12
03/20/2020	5342(A)	ETNA SUPPLY COMPANY	WATER INVENTORY	\$	952.00
03/20/2020	5343(A)	FAMILY FARM & HOME	SUPPLIES	\$	204.68
03/20/2020	5344(A)	FASTENAL COMPANY	PARTS	\$	114.49
03/20/2020	5345(A)	AMBER FULLER	BOARD OF REVIEW MEETINGS	\$	150.00
03/20/2020	5346(A)	GOULD LAW PC	PROFESSIONAL SERVICES-2/11/20-3/9/20	\$	11,287.89
03/20/2020	5347(A)	GRAINGER, INC.	SUPPLIES	\$	24.45
03/20/2020	5348(A)	HANNA INSTRUMENTS USA INC	PARTS	\$	77.91
03/20/2020	5349(A)	HURON & EASTERN RAILWAY COMPANY INC	JAN-DEC 2019 SIGNAL MAINTENANCE	\$	8,254.00
03/20/2020	5350(A)	J & H OIL COMPANY	FUEL PE 3/15/20	\$	2,511.26
03/20/2020	5351(A)	JACK DOHENY SUPPLIES INC	PARTS FOR #238	\$	474.19
03/20/2020	5352(A)	MCNAUGHTON-MCKAY ELECTRIC COMPANY	LIGHT FIXTURES/BULBS	\$	186.00
03/20/2020	5353(A)	MEMORIAL HEALTHCARE CENTER	NEW EMPLOYEE DRUG SCREEN	\$	56.25
03/20/2020	5354(A)	MID MICHIGAN EMERGENCY EQUIPMENT	ANTENNA REPAIR TO UNIT #08	\$	75.00
03/20/2020	5355(A)	OFFICE DEPOT	SUPPLIES	\$	352.20
03/20/2020	5356(A)	OFFICE SOURCE	SUPPLIES	\$	152.93
03/20/2020	5357(A)	ORCHARD HILTZ & MCCLIMENT INC	ENGINEERING SERVICES	\$	23,127.50
03/20/2020	5358(A)	PASSPORT LABS INC	FEB 20-PARKING TICKET MANAGEMENT SYSTEM	\$	230.17
03/20/2020	5359(A)	POLICE OFFICERS LABOR COUNCIL	PAYROLL DEDUCTIONS-UNION DUES	\$	854.25
03/20/2020	5360(A)	PVS TECHNOLOGIES, INC.	FERRIC CHLORIDE	\$	5,146.66
03/20/2020	5361(A)	RUBOB'S INC	PUBLIC SAFETY DRY CLEANING	\$	299.50
03/20/2020	5362(A)	SAFEBUILT MICHIGAN LLC	FEB 20-BUILDING DEPARTMENT SERVICES	\$	11,537.90
03/20/2020	5363(A)	SIGNATURE AUTO GROUP-OWOSSO MOTORS	VEHICLE REPAIRS	\$	8,687.72
03/20/2020	5364(A)	TRANSCAT INC	PARTS	\$	187.55
03/20/2020	5365(A)	TRUMBULL MANUFACTURING INC	METER PIT LIDS	\$	1,414.30
03/20/2020	5366(A)	UNITED PARCEL SERVICE	SHIPPING CHARGES	\$	40.02
03/20/2020	5367(A)	WEST SHORE FIRE, INC.	CYLINDERS/HYDROTEST	\$	900.00
03/20/2020	5368(A)	THE ACCUMED GROUP	FEB 20-AMBULANCE BILLING SERVICES	\$	5,361.68
03/20/2020	5369(A)	ALS LABORATORY GROUP	WASTEWATER ANALYSES	\$	1,823.50
03/20/2020	5370(A)	NANCY L BLAIR	ELECTION WORK	\$	192.50
03/20/2020	5371(A)	ROXANE K CRAMER	ELECTION WORK	\$	425.00
03/20/2020	5372(A)	STEVEN PAUL KOHAGEN	ELECTION WORK	\$	25.00

03/20/2020	5373(A)	LANSING UNIFORM CO.	UNIFORMS	\$	265.75
03/20/2020	5374(A)	MEYER ELECTRIC INC	TROUBLESHOOTING	\$	380.00
03/20/2020	5375(A)	NCL OF WISCONSIN INC	WASTEWATER ANALYSES	\$	67.53
03/20/2020	5376(A)	PACE ANALYTICAL SERVICES INC	WASTEWATER ANALYSES	\$	275.00
03/20/2020	5377(A)	WITMER PUBLIC SAFETY GROUP INC	GLOVES	\$	100.98
03/20/2020	5378(A)	VERIZON WIRELESS	MODEM FEES	\$	155.26
03/20/2020	5379(A)	VERIZON WIRELESS	MODEM FEES	\$	580.01
03/20/2020	5380(A)	WASTE MANAGEMENT OF MICHIGAN INC	LANDFILL DISPOSAL CHARGES-3/1/20-3/15/20	\$	8,909.65
03/23/2020	132428	CHEMICAL BANK	2010 GO BONDS	\$	<u>15,186.25</u>

1 TOTALS:

(2 Checks Voided)

Total of 231 Disbursements:

\$ 2,592,233.07

Bank 10 OWOSSO HISTORICAL FUND

03/06/2020	5332	CONSUMERS ENERGY	GAS/ELECTRIC USAGE	\$	408.51
03/06/2020	5333	DELUX TROPHIES & AWARDS	NAME BADGE FOR WILSON	\$	10.00
03/06/2020	5334	KELLI EDSON	CLEANING SERVICES-CURWOOD CASTLE	\$	250.00
03/06/2020	5335	KELLI EDSON	CLEANING SERVICES-GOULD HOUSE	\$	300.00
03/06/2020	5336	ENGINEERED PROTECTION SYSTEMS INC	ALARM SERVICE	\$	57.13
03/06/2020	5337	NO MOW PROBLEMS LAWN CARE	FEB 20 SNOW PLOWING AT GOULD HOUSE	\$	120.00
03/20/2020	5338	FINLEY RICK	ROOM FOR JANICE DURHAM	\$	200.00
03/20/2020	5339	CONSUMERS ENERGY	GAS/ELECTRIC USAGE	\$	376.13
03/20/2020	5340	DAYSTARR COMMUNICATIONS	APRIL 20-PHONE/INTERNET SERVICE	\$	154.95
03/20/2020	5341	KELLI EDSON	CLEANING SERVICE-CURWOOD CASTLE	\$	75.00
03/20/2020	5342	ALBERT W MARTENIS III	APRIL 20-HISTORICAL DIRECTOR SERVICES	\$	2,250.00
03/20/2020	5343	THE HISTORICAL SOCIETY OF MICHIGAN	MEMBERSHIP RENEWAL-6/1/20-5/31/21	\$	<u>65.00</u>

10 TOTALS:

Total of 12 Disbursements:

\$ 4,266.72

REPORT TOTALS:

(2 Checks Voided)

Total of 243 Disbursements:

\$ 2,596,499.79



MEMORANDUM

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

DATE: April 20, 2020
TO: City Council
FROM: City Manager
SUBJECT: COVID-19 EMERGENCY MEASURE – Authorize Virtual Bid Openings

RECOMMENDATION:

Authorize City staff to conduct bid openings virtually and for contractors to submit bids electronically.

BACKGROUND:

City Ordinance 3-44(5) requires that any bid opening must take place publicly at a time and place designated in the initial bid notice. The ordinance does not allow virtual bid opening and requires bids to be submitted in physical paper copy. However, COVID-19 social distancing measures put in place by the State of Michigan prohibit any such in-person public meetings. The Governor's Executive Orders 2020-15 and 2020-48 allowing cities to holding public meetings virtually.

FISCAL IMPACTS:

None

RESOLUTION NO.

**RESOLUTION AUTHORIZING VIRTUAL BID OPENINGS DURING COVID-19
EMERGENCY**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, City ordinance 2-344(5) requires all bid openings to be held publicly and all bids to be submitted as a sealed physical copy; and

WHEREAS, the City of Owosso is authorized by the State of Michigan to continue certain essential services during the COVID-19 emergency; and

WHEREAS, bid openings are required for any purchase over \$10,000; and

WHEREAS, City staff have created the infrastructure necessary to receive bids via email and hold bid openings virtually.

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

FIRST: The City of Owosso has theretofore determined that it is advisable, necessary and in the public interest to authorize the City Clerk to hold bid openings virtually.

SECOND: That such bids may be submitted via email.



301 W. MAIN • OWOSSO, MICHIGAN 48867-2958 • (989) 725-0570 • FAX (989) 723-8854

MEMORANDUM

DATE: April 20, 2020

TO: Owosso City Council

FROM: Cheryl Grice, CPA, Finance Director

SUBJECT: FY20 Budget Amendments

Please find attached eleven FY19-20 budget amendments. These amendments are necessary to be compliant with the state's budget act. These are the first budget amendments of the fiscal year. They are being done to reflect actual spending. It is important to amend the budget when revenues and expenditures vary from the projections initially made.

Explanations accompany the budget amendments. These budget amendments include revenue and expense adjustments. In most cases revenues have been adjusted to cover any additional expenses. The exception is for the IAFF Fire Contract signed earlier in FY2019-20 and not FY2018-19. Six funds are being amended at this time.

RECOMMENDATION:

Recommend approval of the April 20, 2020 budget amendments for period ending 3/31/20.

RESOLUTION NO.

**CITY OF OWOSSO
ADOPTION OF AMENDED 2019-2020 BUDGET**

WHEREAS, the City Council of Owosso has adopted a General Appropriations Act Budget for 2019-2020 by Resolution, and

WHEREAS, Section 9 of the General Appropriations Act requires a departmental budget which stipulates that no transfers of departmental appropriations shall be made without prior approval of the Council, and

WHEREAS, MCL 141.437 states that the local legislative body of the local unit shall amend a general appropriations act budget as soon as it becomes apparent that a deviation from the original general appropriations act budget is necessary, and

WHEREAS, the Finance Director has made recommendations that include proposals for measures necessary to provide revenues sufficient to meet expenditures of the fund, and

WHEREAS, the City Council of Owosso has determined these changes in the 2019-2020 Owosso Budget (Act) are needed and necessary to monitor the financial operations of the City and to ensure the appropriations do not exceed the expenditures.

NOW THEREFORE BE IT RESOLVED that the City Council of Owosso hereby adopts the amended revenues and expenditures listed below to be reflected in the 2019-2020 Amended Annual Budget (Act).

**CITY OF OWOSSO BUDGET AMENDMENTS
Period Projected Ending 03/31/2020 To be Approved 04/20/2020**

To reflect spending, collections and labor changes

General Fund

	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	CURRENT BUDGET	INCREASE (DECREASE)	AMENDED BUDGET
<u>1</u>	101-299-818.000	Wage/Classification Study	13,900	29,160	43,060
	101-000-539.573	Local Community Stabilization	55,000	4,160	59,160
	101-000-450.470	Marijuana License Fee	5,000	25,000	30,000
		Reflect Council approval of Wage/Classification Study 8-5-19			
<u>2</u>	101-335-702.100	Fire Salaries	1,064,472	89,000	1,153,472
	101-335-718.000	Retirement	196,130	16,000	212,130
	101-335-718.100	MERS	-	8,000	8,000
	101-335-719.000	Worker's Compensation	29,404	5,000	34,404
	101-000-695.699	Appropriation of Fund Balance	-	118,000	118,000
		IAFF settlement retro back to FY19-November 2019 contract approval			
<u>3</u>	101-300-702.100	Police Salaries	1,138,094	35,946	1,174,040
	101-300-718.100	MERS	234,593	12,500	247,093
	101-335-818.000	Contractual Services	62,760	5,900	68,660
	101-000-501.505	Federal Grant-Dept of Justice	-	1,950	1,950
	101-000-539.529	State Sources	-	4,640	4,640
	101-000-671.687	Insurance Refunds	70,000	47,756	117,756
		Police correction to budget and Fire QAAP invoice not budgeted			

<u>4</u>	101-171-702.100	City Manager Salaries	102,743	20,250	122,993
	101-171-715.000	Social Security	7,860	1,150	9,010
	101-171-718.200	Defined Contribution	15,412	1,430	16,842
	101-000-671.687	Insurance Refunds	117,756	7,000	124,756
	101-000-539.573	Local Community Stabilization	59,160	15,830	74,990
		Record Assistant costs and Manager contractual costs		-	
<u>5</u>	101-209-728.000	Assessing Supplies	2,000	(1,594)	406
	101-966-999.400	Transfer to Capital Projects Fund	290,395	1,594	291,989
		Record Assessor's Request for Computer Equipment			
					-
	Other Funds				-
<u>6</u>	401-000-981.000	Vehicles	50,600	84,100	134,700
	401-000-671.687	Insurance Refunds	-	84,100	84,100
		Record Ambulance Insurance Recovery - repair of vehicle		-	
					-
<u>7</u>	401-000-699.101	Transfer in from General Fund	290,395	1,594	291,989
	401-000-980.100	Computers	70,695	1,594	72,289
		Record Assessor's Request for Computer Equipment			
<u>8</u>	208-756-974.000	System Improvements	125,000	(125,000)	-
		Reduce parks expenditures to be completed in FY21		-	
					-
<u>9</u>	248-000-501.506	Grant-Federal	6,250	167,835	174,085
	248-000-664.664	Interest Income	-	980	980
	248-000-671.675	Donations-Private	-	2,880	2,880
	248-901-965.540	Capital Contributions-Façade	165,236	177,540	342,776
	248-000-695.699	Appropriation of Fund Balance	165,236	5,845	171,081
		Record Façade Activity			
<u>10</u>	273-200-818.000	Contractual Services	11,162	246,989	258,151
	273-000-671.675	Loan Repayments	4,162	16,691	20,853
	273-000-664.664	Interest Income	7,000	1,328	8,328
	273-000-695.699	Appropriation of Fund Balance	-	228,970	228,970
		Record OMS/DDA loans and grants activity thru 3/31/20		-	
					-
<u>11</u>	295-000-401.407	Tax Capture Revenue	1,840	66,896	68,736
	295-000-964.969	Tax Reimbursements Exp	1,090	61,564	62,654
	295-000-730.801	Professional Services Exp	750	5,332	6,082
		Record Armory Brownfield Activity			



301 W. MAIN • OWOSSO, MICHIGAN 48867-2958 • (989) 725-0570 • FAX (989) 723-8854

MEMORANDUM

DATE: April 20, 2020
TO: Owosso City Council

FROM: Glenn Chinavare, Public Service Director
Cheryl Grice, Finance Director

SUBJECT: Ordinances Providing Acquisition and Construction of Improvements to the Sewer Collection System and the Waste Water Treatment Plant and Provide Issuance of two 2020 Revenue Bonds – SRF Financing.

RECOMMENDATION:

Recommend approval of two ordinances to allow the city to obtain SRF Financing for 2020. This is a required step in the financing of the replacement and rehabilitation of sewer pipes and manholes along with any related site improvements of the sewer collection system and the improvements and repairs to the City's waste water treatment plant including head works screw pumps and motors, grit chamber mechanical parts and other related site improvements. The city's bond attorney has advised us that the ordinance authorizes the issuance of the bonds.

BACKGROUND:

City council previously approved the SRF projects for 2020 at its regular scheduled meeting held on November 18, 2019 and authorized publication of notice of Intent at its regular scheduled meeting held on February 18, 2020.

FISCAL IMPACTS:

Proposed funding in the amount not-to-exceed \$1,340,000.00 for the Sewer Collection Fund and in the amount not-to-exceed \$2,145,000 for the Waste Water Treatment Fund. Both issues will be 20 year bonds at 2% interest against the city of Owosso Sewer Collection Fund and Waste Water Treatment Fund respectively.

CITY OF OWOSSO

ORDINANCE NO. _____

AN ORDINANCE TO PROVIDE FOR THE ACQUISITION AND CONSTRUCTION OF IMPROVEMENTS TO THE SEWER SYSTEM OF THE CITY OF OWOSSO; TO PROVIDE FOR THE ISSUANCE OF REVENUE BONDS; TO PRESCRIBE THE FORM OF THE REVENUE BONDS; TO PROVIDE FOR THE COLLECTION OF REVENUES FROM THE SYSTEM SUFFICIENT FOR THE PURPOSE OF PAYING THE COSTS OF OPERATION AND MAINTENANCE OF THE SYSTEM AND TO PAY THE PRINCIPAL OF AND INTEREST ON THE REVENUE BONDS; TO PROVIDE FOR SECURITY FOR THE REVENUE BONDS; TO PROVIDE FOR THE SEGREGATION AND DISTRIBUTION OF THE REVENUES; TO PROVIDE FOR THE RIGHTS OF THE HOLDERS OF THE REVENUE BONDS IN ENFORCEMENT THEREOF; AND TO PROVIDE FOR OTHER MATTERS RELATING TO THE REVENUE BONDS AND THE SYSTEM.

THE CITY OF OWOSSO ORDAINS:

SECTION 1. Definitions. Whenever used in this Ordinance, except when otherwise indicated by the context, the following terms when capitalized shall have the following meanings:

- (a) “Act 94” means Act 94, Public Acts of Michigan, 1933, as amended.
- (b) “Additional Revenue Bonds” means Revenue Bonds, including Revenue Bonds of prior and senior or equal standing and priority of lien with the Series 2020 Bond, issued under Section 20 of this Ordinance.
- (c) “Adjusted Net Revenues” means for any operating year the excess of revenues over expenses for the System determined in accordance with generally accepted accounting principles, to which shall be added depreciation, amortization, interest expense on Bonds and payments to the City in lieu of taxes, to which may be made the following adjustments.
 - (i) Revenues may be augmented by the amount of any rate increases adopted prior to the issuance of Additional Revenue Bonds or to be placed into effect before the time principal or interest on the Additional Revenue Bonds becomes payable from Revenues as applied to quantities of service furnished during the operating year or portion thereof that the increased rates were not in effect.
 - (ii) Revenues may be augmented by amounts which may be derived from rates and charges to be paid (a) as a result of new customers who have been identified by an agreement to purchase service from the System who had not been serviced during the preceding twelve months or (b) as a result of any other new customer or expansion of service to any existing customers or (c) as a result of potential customers which exist in a new service area who will be serviced by the

acquisition of the repairs, extensions, enlargements and improvements to said System which have been made during the preceding twelve months or which will be acquired in whole or in part from the proceeds of Additional Revenue Bonds.

- (iii) If there is a bond reserve account to be funded from the proceeds of Additional Revenue Bonds, then the Revenues may be augmented by an amount equal to the investment income representing interest on investments estimated to be received each operating year from the addition to the bond reserve account to be funded from the proceeds of the Additional Revenue Bonds being issued.

The adjustment of revenues and expenses by the factors set forth in (i), (ii) and (iii) above shall be reported upon by professional engineers or certified public accountants or other experts not in the regular employment of the City.

- (d) “Authorized Officer” means the Finance Director or/and the Public Utilities Director of the City or, in the event that neither of them are available at the time that it becomes necessary to take actions directed or authorized under this Ordinance, the City Manager or a person designated by the Finance Director or the City Manager.
- (e) “Bonds” means any Bonds which may be issued by the City for the purpose of making repairs, extensions, enlargements and improvements to the System, for the payment of which the City intends to use Net Revenues.
- (f) “City” means the City of Owosso, County of Shiawassee, State of Michigan.
- (g) “EGLE” means the Michigan Department of Environment, Great Lakes and Energy, or any successor agency which administers loans from the State of Michigan State Revolving Fund (SRF) program.
- (h) “Ordinance” refers collectively to this ordinance, and any other ordinance amendatory to or supplemental to this Ordinance.
- (i) “Outstanding Revenue Bonds” means, as of any given date, Series 2020 Bond and any Additional Revenue Bonds of equal or prior standing hereafter issued and delivered under this Ordinance except:
 - (i) Bonds (or portions of Bonds) paid off at or prior to such date;
 - (ii) Bonds (or portions of Bonds) for the payment or redemption of which moneys or Sufficient Government Obligations equal to the principal amount or redemption price, as the case may be, with interest to the date of maturity or redemption date, shall be held in trust under this Ordinance and set aside for such payment or redemption (whether at or prior to the maturity or redemption date) provided that if such Bonds are to be redeemed, notice of such redemption shall have been given as provided in the Bond or provision shall have been made for the giving of such notice; and

- (iii) Bonds in lieu of or in substitution for which other Bonds shall have been delivered.
- (j) “Revenue Bonds” means, as of any given date, the Series 2020 Bond and any Additional Revenue Bonds of equal or prior standing hereafter issued and delivered under this Ordinance.
- (k) “Revenues” and “Net Revenues” mean the revenues and net revenues of the System and shall be construed as defined in Section 3 of Act 94, including with respect to “Revenues” the earnings derived from the investment of moneys in the various funds and accounts established by this Ordinance, and other revenues derived from or pledged to operation of the System.
- (l) “Series 2020 Bond” means the Sewer System Revenue Bond, Series 2020 authorized by this Ordinance.
- (m) “Series 2020 Project” means the improvements to the City's sewer system including, but not limited to, replacement and rehabilitation of sewer pipes and manholes, together with any appurtenances and attachments and any related site improvements.
- (n) “Sufficient Government Obligations” means direct obligations of the United States of America or obligations the principal and interest on which is fully guaranteed by the United States of America, not redeemable at the option of the issuer, the principal and interest payments upon which, without reinvestment of the interest, come due at such times and in such amounts as to be fully sufficient to pay the interest as it comes due on the Bonds and the principal and redemption premium, if any, on the Bonds as it comes due whether on the stated maturity date or upon earlier redemption. Securities representing such obligations shall be placed in trust with a bank or trust company, and if any Bond is to be called for redemption prior to maturity, irrevocable instructions to call the Bond for redemption shall be given.
- (o) “System” means the entire Sewer System of the City including the facilities acquired and constructed with the proceeds of the Series 2020 Bond, and such other facilities as are now existing including all appurtenances, enlargements, extensions, repairs and improvements thereto hereafter made.

SECTION 2. Necessity; Approval of Plans and Specifications. It is hereby determined to be a necessary public purpose of the City to acquire and construct the Series 2020 Project in accordance with the plans and specifications prepared by the City's consulting engineers, which plans and specifications are hereby approved.

SECTION 3. Costs; Useful Life. The cost of the Series 2020 Project is estimated to be not-to-exceed One Million Three Hundred Forty Thousand Dollars (\$1,340,000) including the payment of incidental expenses as specified in Section 4 of this ordinance, which estimate of cost is hereby approved and confirmed, and the period of usefulness of the Series 2020 Project is estimated to be not less than twenty-five (25) years.

SECTION 4. Payment of Project Cost; Series 2020 Bond Authorized. To pay the cost of acquiring and constructing the Series 2020 Project, including payment of legal, engineering, financial and other expenses incident thereto and incident to the issuance and sale of the Series 2020 Bond, the City shall borrow a sum of not-to-exceed One Million Three Hundred Forty Thousand Dollars (\$1,340,000), as finally determined by an Authorized Officer at the time of sale of the Series 2020 Bond, and issue its Series 2020 Bond pursuant to the provisions of Act 94. The remaining cost of the Series 2020 Project, if any, shall be defrayed from City funds on hand and legally available for such use.

SECTION 5. Issuance of Series 2020 Bond; Details. The Series 2020 Bond shall be designated as the "SEWER SYSTEM REVENUE BOND, SERIES 2020." The Series 2020 Bond shall be payable solely out of the Net Revenues and other moneys pledged under this Ordinance, and shall not be a general obligation of the City.

The Series 2020 Bond shall be issued in the form of one or more fully-registered, nonconvertible bonds, dated as of the date of delivery, payable in annual principal installments on October 1 from October 1, 2021 through October 1, 2040 or on such other dates as determined by the order of the EGLE and approved by the Michigan Finance Authority and an Authorized Officer, provided that the final payment on the Series 2020 Bond shall occur within the period of usefulness of the Series 2020 Project as set forth in Section 3 of this Ordinance. Final determination of the Principal Amount and the payment dates and amounts of principal installments of the Series 2020 Bond shall be evidenced by execution of a Purchase Contract (the "Purchase Contract") between the City and the Michigan Finance Authority providing for sale of the Series 2020 Bond, and an Authorized Officer is authorized and directed to execute and deliver the Purchase Contract.

The Series 2020 Bond shall bear interest at a rate or rates to be determined by an Authorized Officer at the time of execution of the Purchase Contract, but in any event not exceeding the maximum amount permitted by law, payable semiannually beginning October 1, 2020 or on such other dates as determined in the Purchase Contract. In addition, if required by the Michigan Finance Authority, the Series 2020 Bond will bear additional interest, under the terms required by Michigan Finance Authority, in the event of a default by the City in the payment of principal or interest on the Series 2020 Bond when due. The Series 2020 Bond principal amount is expected to be drawn down by the City periodically, and interest on each installment of the principal amount shall accrue from the date such principal installment is drawn down by the City. Principal installments of the Series 2020 Bond will be subject to prepayment prior to maturity as permitted by the Michigan Finance Authority and approved by an Authorized Officer.

The Mayor and City Clerk are authorized to execute the Series 2020 Bond by manual or facsimile signature. At least one signature on the Series 2020 Bond shall be a manual signature. The Series 2020 Bond may be transferred by the bondholder as provided in the Series 2020 Bond as executed.

SECTION 6. Payment of Series 2020 Bond; Security. The Series 2020 Bond and the interest thereon shall be payable solely and only from the Net Revenues, and to secure such payment, there is hereby created a statutory lien upon the whole of the Net Revenues which shall continue

until payment in full of the principal of and interest on the Series 2020 Bond, or, until sufficient cash or Sufficient Government Obligations have been deposited in trust for payment in full of the principal of and interest on the Series 2020 Bond to maturity, or, if called for redemption, to the date fixed for redemption, together with the amount of the redemption premium, if any. Upon deposit of cash or Sufficient Government Obligations, as provided in the previous sentence, the statutory lien shall be terminated with respect to the Series 2020 Bond, the holder of the Series 2020 Bond shall have no further rights under this Ordinance except for payment from the deposited funds, and the Series 2020 Bond shall be considered to be defeased and shall no longer be considered to be outstanding under this Ordinance.

SECTION 7. State Revenue Sharing Pledge. If required by the Michigan Finance Authority, as additional security for repayment of the Series 2020 Bond, the City Council agrees to pledge the state revenue sharing payments that the City is eligible to receive from the State of Michigan under Act 140, Public Acts of Michigan, 1971, as amended, to the Michigan Finance Authority as purchaser and holder of the Series 2020 Bond. Either of the Authorized Officers are authorized to execute and deliver a revenue sharing pledge agreement between the City and the Michigan Finance Authority.

SECTION 8. Bondholders' Rights; Receiver. The holder or holders of the Revenue Bonds representing in the aggregate not less than twenty percent (20%) of the entire principal amount of Outstanding Revenue Bonds, may, by suit, action, mandamus or other proceedings, protect and enforce the statutory lien upon the Net Revenues of the System, and may, by suit, action, mandamus or other proceedings, enforce and compel performance of all duties of the officers of the City, including the fixing of sufficient rates, the collection of Revenues, and the proper segregation and application of the Revenues of the System. The statutory lien upon the Net Revenues, however, shall not be construed as to compel the sale of the System or any part of the System.

If there is a default in the payment of the principal of or interest on the Revenue Bonds, any court having jurisdiction in any proper action may appoint a receiver to administer and operate the System on behalf of the City and under the direction of the court, and by and with the approval of the court to perform all of the duties of the officers of the City more particularly set forth herein and in Act 94.

The holder or holders of the Revenue Bonds shall have all other rights and remedies given by Act 94 and law, for the payment and enforcement of the Revenue Bonds and the security therefor.

SECTION 9. Management; Operating Year. The operation, repair and management of the System and the acquisition and construction of the Series 2020 Project shall continue to be under the supervision and control of the City Council. The City Council may employ such person or persons in such capacity or capacities as it deems advisable to carry on the efficient management and operation of the System. The City Council may make such rules and regulations as it deems advisable and necessary to assure the efficient management and operation of the System. The System shall be operated on the basis of an operating year which shall coincide with the City's fiscal year.

SECTION 10. No Free Service or Use. No free service or use of the System, or service or use of the System at less than cost, shall be furnished by the System to any person, firm or corporation, public or private, or to any public agency or instrumentality, including the City.

SECTION 11. Fixing and Revising Rates; Rate Covenant. The rates and charges for service furnished by and the use of the System and the methods of collection and enforcement of the collection of the rates shall be those in effect on the date of adoption of this Ordinance. The rates now in effect are estimated to be sufficient to provide for the payment of the expenses of administration and operation and such expenses for maintenance of the System as are necessary to preserve the System in good repair and working order, to provide for the payment of the principal of and interest on the Bonds as the same become due and payable, and to provide for all other obligations, expenditures and funds for the System required by law and this Ordinance. It is hereby covenanted and agreed to fix and maintain rates for services furnished by the System at all times sufficient to provide for the payment of the expenses of administration and operation and such expenses for maintenance of the System as are necessary to preserve the System in good repair and working order, and to provide for all other obligations, expenditures and funds for the System required by law including, specifically to provide for payment of principal of, interest, and premium, if any, on the Bonds.

The rates and charges for operation, maintenance, replacement and administration hereby established shall be based upon a methodology which complies with the applicable federal and state statutes and regulations. The amount of the rates and charges shall be sufficient to provide for debt service and for the expenses of operation, maintenance, replacement and administration of the system as necessary to preserve the same in good repair and working order. The amount of the rates and charges shall be reviewed annually and revised when necessary to ensure system expenses are met and that all users pay their proportionate share of operation, maintenance, equipment replacement and administration expenses.

SECTION 12. Funds and Accounts; Flow of Funds. All Revenues of the System shall be set aside as collected and credited to an account to be designated SEWER SYSTEM RECEIVING ACCOUNT (the "Receiving Account"). The Revenues credited to the Receiving Account are pledged for the purpose of the following funds and shall be transferred or debited from the Receiving Account periodically in the manner and at the times and in the order of priority hereinafter specified, provided that no transfer shall be required to be made to a fund on any date if the amount on deposit in the fund is sufficient to meet the requirements of this Ordinance:

- A. OPERATION AND MAINTENANCE ACCOUNT: Out of the Revenues credited to the Receiving Account there shall be first set aside in, or credited to, the OPERATION AND MAINTENANCE ACCOUNT (the "Operation and Maintenance Account"), periodically a sum sufficient to provide for the payment of expenses of administration and operation of the System and such current expenses for the maintenance of the System as may be necessary to preserve the System in good repair and working order.

A budget, showing in detail the estimated costs of administration, operation and maintenance of the System for the next ensuing operating year, shall be prepared by the City Council at least 30 days prior to the commencement of each ensuing operating year. No payments shall be made to the City from moneys credited to the Operation and

Maintenance Account except for services directly rendered to the System by the City or its personnel.

- B. **REVENUE BOND AND INTEREST REDEMPTION ACCOUNT:** There shall be established and maintained a separate depository account designated **REVENUE BOND AND INTEREST REDEMPTION ACCOUNT** (the “Revenue Bond Redemption Account”), the moneys on deposit therein from time to time to be used solely for the purpose of paying the principal of, redemption premiums (if any) and interest on the Revenue Bonds.

Out of the Revenues remaining in the Receiving Account, after provision for the Operation and Maintenance Account, there shall be set aside periodically in the Revenue Bond Redemption Account a sum sufficient to provide for the payment when due of the current principal of and interest on such Revenue Bonds including any amounts necessary to maintain any reserve account established within the Revenue Bond Redemption Account.

The amount to be set aside for the payment of principal and interest on any date shall not exceed the amount which, when added to the money on deposit in the Revenue Bond Redemption Account, including investment income thereon and on any bond reserve account which may be established on a future date, is necessary to pay principal and interest due on the Revenue Bonds on the next succeeding principal payment date.

The City may establish a separate bond reserve account in the Revenue Bond Redemption Account. If the City issues senior lien revenue bonds as described in this Ordinance, then the City may establish a senior lien Revenue Bond Redemption Account.

- C. **REPLACEMENT AND IMPROVEMENT ACCOUNT:** Out of the remaining Revenues in the Receiving Account, after meeting the requirements of the Operation and Maintenance Account and the Revenue Bond Redemption Account, including any reserve account maintained therein, there may be next set aside in or credited to the **REPLACEMENT AND IMPROVEMENT ACCOUNT** (the “Replacement and Improvement Account”), which Replacement and Improvement Account may have several subaccounts therein, such sums periodically as the City may deem advisable to be used for additions, improvements, enlargements or extensions to the System, including the planning thereof.
- D. **GENERAL OBLIGATION BOND PAYMENT ACCOUNT:** Out of the Revenues remaining in the Receiving Account after meeting the requirements of the Operation and Maintenance Account, the Revenue Bond Redemption Account, and the Replacement and Improvement Account, there shall be next set aside in, or credited to, the General Obligation Bond Payment Account, amounts which shall be proportionately sufficient to provide for payment of principal, interest and premiums, if any, on the City’s General Obligation Limited Tax Sewer System Improvement Bond, Series 2008 dated June 23, 2008, and any other general obligation bonds issued by the City for improvements to the System. Amounts in the General Obligation Bond Payment Account shall be withdrawn as necessary to pay the principal of and interest and premium on the general obligation

bonds issued by the City as the same become due; the moneys withdrawn for payment of the general obligation bonds issued by the City shall be deposited in the Debt Retirement Account created for the general obligation bonds, if established.

- E. **SURPLUS MONEYS:** Thereafter, any Revenues in the Receiving Account after satisfying all the foregoing requirements of this Section may, at the discretion of the City, remain in the Receiving Account, or be transferred to the Replacement and Improvement Account, or be used for any other purpose permitted by law.

SECTION 13. Priority of Funds. In the event the moneys in the Receiving Account are insufficient to provide for the current requirements of the Operation and Maintenance Account, the Revenue Bond Redemption Account, the Replacement and Improvement Account or the General Obligation Bond Payment Account, any moneys or securities in other funds of the System, except the proceeds of sale of Bonds, shall be credited or transferred, first, to the Operation and Maintenance Account, second to the Revenue Bond Redemption Account, including any reserve account maintained therein, third, to the Replacement and Improvement Account, and finally, to the General Obligation Bond Payment Account.

SECTION 14. Depository and Funds on Hand. Pursuant to Section 24 of Act 94, moneys in the several funds and the accounts established pursuant to this Ordinance, except moneys in either the Revenue Bond Payment Account (including any bond reserve account which may be established on a future date) or the General Obligation Bond Payment Account (either, a “Bond Payment Account”) may be kept in one or more bank accounts at a bank or banks designated by resolution of the City, and if kept in one bank account the moneys shall be allocated among the several funds on the books and records of the City in the manner and at the times provided in this Ordinance.

SECTION 15. Investments. Moneys in the funds and accounts established herein and moneys derived from the proceeds of sale of the Bonds may be invested by the City Treasurer on behalf of the City in the obligations and instruments permitted for investment by Section 24 of Act 94, as the same may be amended from time to time. If the moneys invested are kept in one account, as provided in this Ordinance, then the monies shall be allocated among the several funds on the books and records of the City in the manner and at the times provided in this Ordinance. Investment of moneys in a Bond Payment Account being accumulated for payment of the next maturing principal or interest payment of Bonds shall be limited to obligations bearing maturity dates prior to the date of the next maturing principal or interest payment on such Bonds. In the event investments are made, any securities representing the same shall be kept on deposit with the bank or trust company having on deposit the fund or funds or account from which the purchase was made. Profit realized or interest income earned on investment of funds in the Receiving Account, Operation and Maintenance Account and Replacement and Improvement Account shall be deposited in or credited to the Receiving Account at the end of each fiscal year. Profit realized on interest income earned on investment of moneys in a Bond Payment Account shall be credited as received to such Bond Payment Account.

SECTION 16. Bond Proceeds. The proceeds of the sale of the Series 2020 Bond as received by the City shall be deposited in an account separate from other money of the City and held in a bank or banks qualified to act as depository of the proceeds of sale under the provisions of

Section 15 of Act 94 designated “2020 SRF #5699-01 PROJECT CONSTRUCTION ACCOUNT” (the “2020 Construction Account”). Moneys in the 2020 Construction Account shall be applied solely in payment of the cost of the Series 2020 Project including any engineering, legal and other expenses incident thereto and to the costs of issuance of the Series 2020 Bond. Any balance remaining in the 2020 Construction Account after completion of the Series 2020 Project may be used for any other improvements to the System if such use is permitted by state law and will not cause the interest on the Series 2020 Bond to be included in gross income for federal income tax purposes within the meaning of the Internal Revenue Code. Any remaining balance shall be paid into the Revenue Bond Redemption Account and used as permitted by state law.

SECTION 17. Revenue Bond Form. The Series 2020 Bond shall be in substantially the following form subject to such changes, including references to additional security, as may be required by the Michigan Finance Authority:

[FORM OF BOND TO BE COMPLETED AFTER BOND SALE]

UNITED STATES OF AMERICA

STATE OF MICHIGAN

COUNTY OF SHIAWASSEE

CITY OF OWOSSO

SEWER SYSTEM REVENUE BOND, SERIES 2020

SRF #5699-01

Registered Owner: Michigan Finance Authority

Principal Amount: [amount]

Date of Original Issue: [date]

The CITY OF OWOSSO, County of Shiawassee, State of Michigan (the “City” or the “Issuer”), for value received, acknowledges itself to owe, and for value received hereby promises to pay, but only out of the hereinafter described Net Revenues of the City’s Sewer System (hereinafter defined), to the Michigan Finance Authority (the “Authority”), or registered assigns, the Principal Amount shown above, or such portion thereof as shall have been advanced to the City pursuant to a Purchase Contract between the City and the Authority and a Supplemental Agreement by and among the City, the Authority and the State of Michigan acting through the Department of Environment, Great Lakes and Energy, in lawful money of the United States of America, unless prepaid prior thereto as hereinafter provided.

During the time the Principal Amount is being drawn down by the City under this bond, the Authority will periodically provide to the City a statement showing the amount of principal that has been advanced and the date of each advance, which statement shall constitute prima facie evidence of the reported information; provided that no failure on the part of the Authority to provide such a statement or to reflect a disbursement or the correct amount of a disbursement shall relieve the City of its obligation to repay the outstanding Principal Amount actually advanced, all accrued interest thereon, and any other amount payable with respect thereto in accordance with the terms of this bond.

The Principal Amount shall be payable on the dates and in the annual principal installment amounts set forth on Schedule I attached hereto and made a part hereof, as Schedule I may be adjusted if less than \$[amount] is disbursed to the City, or if the City prepays a portion of the Principal Amount as provided below with the prior written consent of the Authority, with interest on the principal installments from the date each installment is delivered to the holder hereof until paid at the rate of 2.00% per annum. Interest is first payable on [date], and semiannually thereafter, and principal is payable on the first day of [month] commencing [date] (as identified in the Purchase Contract) and annually thereafter.

Principal installments of this bond are subject to prepayment by the City prior to maturity only with the prior written consent of the Authority and on such terms as may be required by the Authority.

Notwithstanding any other provision of this bond, as long as the Authority is the owner of this bond, (a) this bond is payable as to principal, premium, if any, and interest at [Bank], or at such other place as shall be designated in writing to the City by the Authority (the "Authority's Depository"); (b) the City agrees that it will deposit with the Authority's Depository payments of the principal of, premium, if any, and interest on this bond in immediately available funds by 12:00 noon at least five business days prior to the date on which any such payment is due whether by maturity, redemption or otherwise; in the event that the Authority's Depository has not received the City's deposit by 12:00 noon on the scheduled day, the City shall immediately pay to the Authority as invoiced by the Authority an amount to recover the Authority's administrative costs and lost investment earnings attributable to that late payment; and (c) written notice of any redemption of this bond shall be given by the City and received by the Authority's Depository at least 40 days prior to the date on which such redemption is to be made.

Additional Interest

In the event of a default in the payment of principal or interest hereon when due, whether at maturity, by redemption or otherwise, the amount of such default shall bear interest (the "additional interest") at a rate equal to the rate of interest which is two percent above the Authority's cost of providing funds (as determined by the Authority) to make payment on the bonds of the Authority issued to provide funds to purchase this bond but in no event in excess of the maximum rate of interest permitted by law. The additional interest shall continue to accrue until the Authority has been fully reimbursed for all costs incurred by the Authority (as determined by the Authority) as a consequence of the City's default. Such additional interest shall be payable on the interest payment date following demand of the Authority. In the event that (for reasons other than the default in the payment of any municipal obligation purchased by the Authority) the investment of amounts in the reserve account established by the Authority for the bonds of the Authority issued to provide funds to purchase this bond fails to provide sufficient available funds (together with any other funds which may be made available for such purpose) to pay the interest on outstanding bonds of the Authority issued to fund such account, the City shall and hereby agrees to pay on demand only the City's pro rata share (as determined by the Authority) of such deficiency as additional interest on this bond.

For prompt payment of principal and interest on this bond, the City has irrevocably pledged the revenues of its Sewer System, including all appurtenances, extensions and improvements thereto (the "System"), after provision has been made for reasonable and necessary expenses of operation, maintenance and administration (the "Net Revenues"), and a statutory lien thereon is hereby recognized and created.

This bond is a single, fully-registered, non-convertible bond issued in the Principal Amount pursuant to Ordinance No. [XX] duly adopted by the City Council of the City (the "Ordinance"), and under and in full compliance with the Constitution and statutes of the State of Michigan, including specifically Act 94, Public Acts of Michigan, 1933, as amended, for the purpose of paying the cost of acquiring and constructing improvements to the System.

For a complete statement of the revenues from which and the conditions under which this bond is payable, a statement of the conditions under which additional bonds of superior and equal standing may hereafter be issued and the general covenants and provisions pursuant to which this bond is issued, reference is made to the Ordinance. The Ordinance is on file at the

office of the City Clerk and reference is made to the Ordinance and any and all supplements thereto and modifications and amendments thereof, if any, and to Act 94 for a more complete description of the pledges and covenants securing this bond, the nature, extent and manner of enforcement of such pledges, the rights and remedies of the registered owner of this bond with respect thereto and the terms and conditions upon which this bond is issued and may be issued thereunder.

THIS BOND IS A SELF-LIQUIDATING BOND AND IS NOT A GENERAL OBLIGATION OF THE CITY AND DOES NOT CONSTITUTE AN INDEBTEDNESS OF THE CITY WITHIN ANY CONSTITUTIONAL, STATUTORY OR CHARTER LIMITATION, AND IS PAYABLE BOTH AS TO PRINCIPAL AND INTEREST, SOLELY FROM THE NET REVENUES OF THE SYSTEM AND CERTAIN FUNDS AND ACCOUNTS ESTABLISHED UNDER THE ORDINANCE. THE PRINCIPAL AND INTEREST ON THIS BOND ARE SECURED BY THE STATUTORY LIEN HEREINBEFORE DESCRIBED.

The City has reserved the right, on the conditions stated in the Ordinance, to issue additional bonds of prior and senior or equal standing and priority of lien with this bond as to the Net Revenues.

The City has covenanted and agreed, and does hereby covenant and agree, to fix and maintain at all times while any bonds payable from the Net Revenues of the System shall be outstanding, such rates for service furnished by the System as shall be sufficient to provide for payment of the principal of and interest on the bonds payable from the Net Revenues of the System, as and when the same shall become due and payable, to provide for the payment of expenses of administration and operation and such expenses for maintenance of the System as are necessary to preserve the same in good repair and working order, and to provide for such other expenditures and funds for the System as are required by the Ordinance.

This bond is transferable only upon the books of the City by the registered owner in person or the registered owner's attorney duly authorized in writing, upon the surrender of this bond together with a written instrument of transfer satisfactory to the City, duly executed by the registered owner or the registered owner's attorney, and thereupon a new bond or bonds in the same aggregate principal amount and of the same maturity shall be issued to the transferee in exchange therefor as provided in the Ordinance, and upon payment of the charges, if any, therein prescribed.

It is hereby certified and recited that all acts, conditions and things required by law to be done precedent to and in the issuance of this bond have been done and performed in regular and due time and form as required by law.

IN WITNESS WHEREOF, the City, by its City Council, has caused this bond to be executed by its Mayor and its City Clerk and the corporate seal or a facsimile to be impressed or printed hereon, all as of the Date of Original Issue.

CITY OF OWOSSO

(seal)

By [Mayor to sign bond]
Mayor

Countersigned:

Its [City Clerk to sign bond]
City Clerk

Name of Issuer: City of Owosso
 Project No.: SRF 5699-01
 Approved Amt: \$[amount]

SCHEDULE I

Based on the schedule provided below unless revised as provided in this paragraph, repayment of principal of the bond shall be made until the full amount advanced to the Issuer is repaid. In the event the Order of Approval issued by the Department of Environment, Great Lakes and Energy (the "Order") approves a principal amount of assistance less than the amount of the bond delivered to the Authority, the Authority shall only disburse principal up to the amount stated in the Order. In the event (1) that the payment schedule approved by the Issuer and described below provides for payment of a total principal amount greater than the amount of assistance approved by the Order, or (2) that less than the principal amount of assistance approved by the Order is disbursed to the Issuer by the Authority, the Authority shall prepare a new payment schedule which shall be effective upon receipt by the Issuer.

Due Date	Amount of Principal Installment Due
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Interest on the bond shall accrue on that portion of principal disbursed by the Authority to the Issuer from the date such portion is disbursed, until paid, at the rate of 2.00% per annum, payable [date], and semi-annually thereafter.

The Issuer agrees that it will deposit with [Bank], or at such other place as shall be designated in writing to the Issuer by the Authority (the "Authority's Depository") payments of the principal of, premium, if any, and interest on this bond in immediately available funds by 12:00 noon at least five business days prior to the date on which any such payment is due whether by maturity, redemption or otherwise. In the event that the Authority's Depository has not received the Issuer's deposit by 12:00 noon on the scheduled day, the Issuer shall immediately pay to the Authority as invoiced by the Authority an amount to recover the Authority's administrative costs and lost investment earnings attributable to that late payment.

* Not to exceed amount. Loan reductions at close out will result in a proportional decrease.

SECTION 18. General Covenants. The City covenants and agrees with the holders of the Bonds that as long as any of the Bonds remain Outstanding and unpaid as to either principal or interest:

- (a) The City will maintain the System in good repair and working order and will operate the same efficiently and will faithfully and punctually perform all duties with reference to the System required by the Constitution and laws of the State of Michigan, and the City's Charter and ordinances.
- (b) The City will keep proper books of record and account separate from all other records and accounts of the City, in which shall be made full and correct entries of all transactions relating to the System in accordance with state law. The City shall have an annual audit of the books of record and account of the System for the preceding operating year made each year by an independent certified public accountant. The auditor shall comment on the manner in which the City is complying with the requirements of the Ordinance with respect to setting aside and investing moneys and meeting the requirements for acquiring and maintaining insurance. The audit shall be completed and so made available not later than six (6) months after the close of each operating year except as such period may be extended in conformance with the rules of the Michigan Department of Treasury.
- (c) The City will maintain and carry, for the benefit of the holders of the Bonds, insurance on all physical properties of the System and liability insurance, of the kinds and in the amounts normally carried by municipalities engaged in the operation of sewer systems, including self-insurance. All moneys received for losses under any such insurance policies shall be applied solely to the replacement and restoration of the property damaged or destroyed, and to the extent not so used, shall be used for the purpose of redeeming or purchasing Bonds.
- (d) The City will not sell, lease or dispose of the System, or any substantial part, until all of the Revenue Bonds have been paid in full, both as to principal and interest or provision made as herein provided. The City will operate the System as economically as possible, will make all repairs and replacements necessary to keep the System in good repair and working order, and will not do or suffer to be done any act which would affect the System in such a way as to have a material adverse effect on the security for the Revenue Bonds.
- (e) The City will not grant any franchise or other rights to any person, firm or corporation to operate a System that will compete with the System and the City will not operate a system that will compete with the System.
- (f) The City will cause the Series 2020 Project to be acquired and constructed promptly and in accordance with the plans and specifications therefor.
- (g) The City shall, to the extent permitted by law, take all actions within its control necessary to maintain the exclusion of the interest on the Series 2020 Bond from gross income for federal income tax purposes under the Internal Revenue Code of 1986, as amended, including, but not limited to, actions relating to any required rebate of arbitrage earnings

and the expenditure and investment of bond proceeds and moneys deemed to be bond proceeds, and to prevent the Series 2020 Bond from being or becoming a “private activity bond” as that term is used in Section 141 of the Internal Revenue Code.

SECTION 19. Conditions Permitting Issuance of Senior or Prior Lien Bonds. The City reserves the right to issue Additional Revenue Bonds of senior or prior standing and priority of lien on the Net Revenues of the System to the Series 2020 Bond (the “Senior Lien Bonds”). If Senior Lien Bonds are issued, then Net Revenues of the System would be used first to pay debt service on the Senior Lien Bonds prior to providing for payment of the Series 2020 Bond.

SECTION 20. Additional Revenue Bonds. The right is reserved in accordance with the provisions of Act 94, to issue Additional Revenue Bonds payable from the Revenues of the System which shall be of equal standing and priority of lien on the Net Revenues of the System with the Series 2020 Bond, or senior or prior standing and priority of lien as described in Section 19 above, but only for the following purposes and under the following terms and conditions:

- (a) To complete the Series 2020 Project in accordance with the plans and specifications for the Series 2013 Project. Such Additional Revenue Bonds shall not be authorized unless the engineers in charge of construction shall execute a certificate evidencing the fact that additional funds are needed to complete the Series 2020 Project in accordance with the plans and specifications and stating the amount that will be required to complete the Series 2020 Project. If such certificate is executed and filed with the City, it shall be the duty of the City to provide for and issue Additional Revenue Bonds in the amount stated in the certificate to be necessary to complete the Series 2020 Project in accordance with the plans and specifications, plus the amount necessary to pay costs of issuance, or to provide for part or all of such amount from other sources.
- (b) For subsequent repairs, extensions, enlargements and improvements to the System, or for the purpose of refunding any Outstanding Revenue Bonds, or for both purposes, and paying costs of issuing such bonds including deposits which may be required to be made to a bond reserve account, if any. Bonds shall not be issued pursuant to this subparagraph (b) unless the Adjusted Net Revenues of the System for the preceding twelve-month operating year shall be at least equal to one hundred percent (100%) of the maximum amount of principal and interest thereafter maturing in any operating year on the then Outstanding Revenue Bonds and on the Additional Revenue Bonds then being issued. If the Additional Revenue Bonds are to be issued in whole or in part for refunding Outstanding Revenue Bonds, the annual principal and interest requirements shall be determined by deducting from the principal and interest requirements for each operating year the annual principal and interest requirements of any Revenue Bonds to be refunded from the proceeds of the Additional Revenue Bonds. For purposes of this subparagraph (b) the City may elect to use as the last preceding operating year any operating year ending not more than sixteen months prior to the date of delivery of the Additional Revenue Bonds. Determination by the City as to existence of conditions permitting the issuance of Additional Revenue Bonds shall be conclusive. No Additional Revenue Bonds shall be issued pursuant to the authorization contained in this

subparagraph if the City shall then be in default in making its required payments to the Operation and Maintenance Account or the Revenue Bond Redemption Account.

- (c) For refunding all or a part of the Outstanding Revenue Bonds and paying costs of issuing such Additional Revenue Bonds including deposits which may be required to be made to a bond reserve account, if any. No Additional Revenue Bonds shall be issued pursuant to this subsection unless the maximum amount of principal and interest maturing in any operating year after giving effect to the refunding shall be less than the maximum amount of principal and interest maturing in any operating year prior to giving effect to the refunding.

SECTION 21. Amendments Without Consent of Registered Owners. The City, from time to time and at any time, subject to the conditions and restrictions contained in this Ordinance, may enact one or more supplemental or amendatory ordinances or resolutions or both which thereafter shall form a part hereof, for any one or more or all of the following purposes:

- (a) To issue Additional Revenue Bonds or junior lien bonds;
- (b) To add to the covenants and agreements of the City contained in this Ordinance other covenants and agreements thereafter to be observed, or to surrender, restrict or limit any right or power herein reserved to or conferred upon the City;
- (c) To make such provisions for the purpose of curing any ambiguity, or of curing, correcting or supplementing any defective provisions contained in this Ordinance, or in regard to matters or questions arising under this Ordinance, as the City may deem necessary or desirable and not inconsistent with this Ordinance and which shall not have material, adverse effect on the interests of the registered owners of the Outstanding Revenue Bonds; and
- (d) To increase the size or scope of the System.

Any amendment or supplemental ordinance or resolution authorized by the provisions of this Section may be enacted by the City without the consent of or notice to the registered owners of any of the Outstanding Revenue Bonds, notwithstanding any of the provisions of Section 24 below.

SECTION 22. Amendments Requiring Consent of Registered Owners. The City, from time to time and at any time, subject to the conditions and restrictions contained in this Ordinance, may enact one or more supplemental or amendatory ordinances or resolutions or both which thereafter shall form a part hereof, for the purpose of adding any provisions to or changing in any manner or eliminating any of the provisions of this Ordinance or of any supplemental ordinance, provided, however, that no such supplemental ordinance shall (i) extend the fixed maturity of any bond, change a mandatory redemption requirement for any bond, or reduce the rate of interest thereon or extend the time of payment of interest, or reduce the amount of the principal thereof, or reduce or extend the time for payment of any premium payable on the redemption thereof, without the consent of the registered owner of each bond so affected, or (ii) deprive the registered owners of the Outstanding Revenue Bonds (except as aforesaid) of the right to

payment of the bonds from the Net Revenues, without the consent of the registered owners of all the Outstanding Revenue Bonds.

It shall not be necessary for the consent of the registered owners under this Section to approve the particular form of any proposed supplemental ordinance, but it shall be sufficient if such consent shall approve the substance thereof.

SECTION 23. Negotiated Sale; Application to EGLE and Michigan Finance Authority. The City Council has considered the option of selling the Series 2020 Bond through a competitive sale and a negotiated sale and determines that it is in the best interest of the City to negotiate the sale of the Series 2020 Bond to the Michigan Finance Authority because the State Revolving Fund financing program provides significant savings to the City compared to competitive sale in the municipal bond market. Either of the Authorized Officers are authorized to apply to the Michigan Finance Authority and to the EGLE for placement of the Series 2020 Bond with the Michigan Finance Authority. The actions taken by the Authorized Officers with respect to the Series 2020 Bond prior to the adoption of this ordinance are ratified and confirmed. The Authorized Officers are authorized to sell the Series 2020 Bond to the Michigan Finance Authority and to execute and deliver the Purchase Contract, the Supplemental Agreement and the Issuer's Certificate in the forms provided by the Michigan Finance Authority. Either of the Authorized Officers are further authorized to execute and deliver such contracts, documents and certificates as are necessary or advisable to qualify the Series 2020 Bond for the State Revolving Fund program.

SECTION 24. Approval of Bond Details. The Authorized Officers are authorized to determine final bond details for the Series 2020 Bond to the extent necessary or convenient to complete the transaction authorized by this ordinance, to exercise the authority and make the determinations authorized pursuant to Section 7a(1)(c) of Act 94, including but not limited to determinations regarding interest rates, prices, discounts, maturities, principal amounts, denominations, dates of issuance, interest payment dates, redemption rights, the place of delivery and payment, and other matters.

SECTION 25. Repeal, Savings Clause. All ordinances, resolutions or orders, or parts thereof, in conflict with the provisions of this ordinance are, to the extent of such conflict, repealed.

SECTION 26. Severability; Paragraph Headings; and Conflict. If any section, paragraph, clause or provision of this ordinance shall be held invalid, the invalidity of such section, paragraph, clause or provision shall not affect any of the other provisions of this ordinance. The paragraph headings in this ordinance are furnished for convenience of reference only and shall not be considered to be part of this ordinance.

SECTION 27. Publication and Recordation. This Ordinance shall be published in full in the *Argus-Press* or other newspaper of general circulation in the City qualified under State law to publish legal notices, promptly after its adoption, and shall be recorded in the Ordinance Book of the City and such recording authenticated by the signatures of the Mayor and the City Clerk.

SECTION 28. Effective Date. This Ordinance is hereby determined to be immediately necessary for the preservation of the peace, health and safety of the residents of the City, and is

adopted to provide for the adequate operation of the System, which was established under Act 94 and therefore, pursuant to Section 6 of said Act 94, shall be in full force and effect from and after its passage and publication as required by law.

Adopted and signed this 20th day of April, 2020.

Signed _____
Mayor

Signed _____
City Clerk

CITY OF OWOSSO

ORDINANCE NO. _____

AN ORDINANCE TO PROVIDE FOR THE ACQUISITION AND CONSTRUCTION OF IMPROVEMENTS TO THE WASTEWATER TREATMENT SYSTEM OF THE CITY OF OWOSSO; TO PROVIDE FOR THE ISSUANCE OF REVENUE BONDS; TO PRESCRIBE THE FORM OF THE REVENUE BONDS; TO PROVIDE FOR THE COLLECTION OF REVENUES FROM THE SYSTEM SUFFICIENT FOR THE PURPOSE OF PAYING THE COSTS OF OPERATION AND MAINTENANCE OF THE SYSTEM AND TO PAY THE PRINCIPAL OF AND INTEREST ON THE REVENUE BONDS; TO PROVIDE FOR SECURITY FOR THE REVENUE BONDS; TO PROVIDE FOR THE SEGREGATION AND DISTRIBUTION OF THE REVENUES; TO PROVIDE FOR THE RIGHTS OF THE HOLDERS OF THE REVENUE BONDS IN ENFORCEMENT THEREOF; AND TO PROVIDE FOR OTHER MATTERS RELATING TO THE REVENUE BONDS AND THE SYSTEM.

THE CITY OF OWOSSO ORDAINS:

SECTION 1. Definitions. Whenever used in this Ordinance, except when otherwise indicated by the context, the following terms when capitalized shall have the following meanings:

- (a) “Act 94” means Act 94, Public Acts of Michigan, 1933, as amended.
- (b) “Additional Revenue Bonds” means Revenue Bonds, including Revenue Bonds of prior and senior or equal standing and priority of lien with the Series 2020 Bond, issued under Section 20 of this Ordinance.
- (c) “Adjusted Net Revenues” means for any operating year the excess of revenues over expenses for the System determined in accordance with generally accepted accounting principles, to which shall be added depreciation, amortization, interest expense on Bonds and payments to the City in lieu of taxes, to which may be made the following adjustments.
 - (i) Revenues may be augmented by the amount of any rate increases adopted prior to the issuance of Additional Revenue Bonds or to be placed into effect before the time principal or interest on the Additional Revenue Bonds becomes payable from Revenues as applied to quantities of service furnished during the operating year or portion thereof that the increased rates were not in effect.
 - (ii) Revenues may be augmented by amounts which may be derived from rates and charges to be paid (a) as a result of new customers who have been identified by an agreement to purchase service from the System who had not been serviced during the preceding twelve months or (b) as a result of any other new customer or expansion of service to any existing customers or (c) as a result of potential

customers which exist in a new service area who will be serviced by the acquisition of the repairs, extensions, enlargements and improvements to said System which have been made during the preceding twelve months or which will be acquired in whole or in part from the proceeds of Additional Revenue Bonds.

- (iii) If there is a bond reserve account to be funded from the proceeds of Additional Revenue Bonds, then the Revenues may be augmented by an amount equal to the investment income representing interest on investments estimated to be received each operating year from the addition to the bond reserve account to be funded from the proceeds of the Additional Revenue Bonds being issued.

The adjustment of revenues and expenses by the factors set forth in (i), (ii) and (iii) above shall be reported upon by professional engineers or certified public accountants or other experts not in the regular employment of the City.

- (d) “Authorized Officer” means the Finance Director or/and the Public Utilities Director of the City or, in the event that neither of them are available at the time that it becomes necessary to take actions directed or authorized under this Ordinance, the City Manager or a person designated by the Finance Director or the City Manager.
- (e) “Bonds” means any Bonds which may be issued by the City for the purpose of making repairs, extensions, enlargements and improvements to the System, for the payment of which the City intends to use Net Revenues.
- (f) “City” means the City of Owosso, County of Shiawassee, State of Michigan.
- (g) “EGLE” means the Michigan Department of Environment, Great Lakes and Energy, or any successor agency which administers loans from the State of Michigan State Revolving Fund (SRF) program.
- (h) “Ordinance” refers collectively to this ordinance, and any other ordinance amendatory to or supplemental to this Ordinance.
- (i) “Outstanding Revenue Bonds” means, as of any given date, Series 2020 Bond and any Additional Revenue Bonds of equal or prior standing hereafter issued and delivered under this Ordinance except:
 - (i) Bonds (or portions of Bonds) paid off at or prior to such date;
 - (ii) Bonds (or portions of Bonds) for the payment or redemption of which moneys or Sufficient Government Obligations equal to the principal amount or redemption price, as the case may be, with interest to the date of maturity or redemption date, shall be held in trust under this Ordinance and set aside for such payment or redemption (whether at or prior to the maturity or redemption date) provided that if such Bonds are to be redeemed, notice of such redemption shall have been given as provided in the Bond or provision shall have been made for the giving of such notice; and

- (iii) Bonds in lieu of or in substitution for which other Bonds shall have been delivered.
- (j) “Revenue Bonds” means, as of any given date, the Series 2020 Bond and any Additional Revenue Bonds of equal or prior standing hereafter issued and delivered under this Ordinance.
- (k) “Revenues” and “Net Revenues” mean the revenues and net revenues of the System and shall be construed as defined in Section 3 of Act 94, including with respect to “Revenues” the earnings derived from the investment of moneys in the various funds and accounts established by this Ordinance, and other revenues derived from or pledged to operation of the System.
- (l) “Series 2020 Bond” means the Wastewater Treatment System Revenue Bond, Series 2020 authorized by this Ordinance.
- (m) “Series 2020 Project” means the improvements and repairs to the City's wastewater treatment plant including installation of new headworks screw pumps and motors, and grit chamber mechanical parts, together with any appurtenances and attachments and any related site improvements.
- (n) “Sufficient Government Obligations” means direct obligations of the United States of America or obligations the principal and interest on which is fully guaranteed by the United States of America, not redeemable at the option of the issuer, the principal and interest payments upon which, without reinvestment of the interest, come due at such times and in such amounts as to be fully sufficient to pay the interest as it comes due on the Bonds and the principal and redemption premium, if any, on the Bonds as it comes due whether on the stated maturity date or upon earlier redemption. Securities representing such obligations shall be placed in trust with a bank or trust company, and if any Bond is to be called for redemption prior to maturity, irrevocable instructions to call the Bond for redemption shall be given.
- (o) “System” means the entire Wastewater Treatment System of the City including the facilities acquired and constructed with the proceeds of the Series 2020 Bond, and such other facilities as are now existing including all appurtenances, enlargements, extensions, repairs and improvements thereto hereafter made.

SECTION 2. Necessity; Approval of Plans and Specifications. It is hereby determined to be a necessary public purpose of the City to acquire and construct the Series 2020 Project in accordance with the plans and specifications prepared by the City's consulting engineers, which plans and specifications are hereby approved.

SECTION 3. Costs; Useful Life. The cost of the Series 2020 Project is estimated to be not-to-exceed Two Million One Hundred Forty-Five Thousand Dollars (\$2,145,000) including the payment of incidental expenses as specified in Section 4 of this ordinance, which estimate of cost is hereby approved and confirmed, and the period of usefulness of the Series 2020 Project is estimated to be not less than twenty-five (25) years.

SECTION 4. Payment of Project Cost; Series 2020 Bond Authorized. To pay the cost of acquiring and constructing the Series 2020 Project, including payment of legal, engineering, financial and other expenses incident thereto and incident to the issuance and sale of the Series 2020 Bond, the City shall borrow a sum of not-to-exceed Two Million One Hundred Forty-Five Thousand Dollars (\$2,145,000), as finally determined by an Authorized Officer at the time of sale of the Series 2020 Bond, and issue its Series 2020 Bond pursuant to the provisions of Act 94. The remaining cost of the Series 2020 Project, if any, shall be defrayed from City funds on hand and legally available for such use.

SECTION 5. Issuance of Series 2020 Bond; Details. The Series 2020 Bond shall be designated as the “WASTEWATER TREATMENT SYSTEM REVENUE BOND, SERIES 2020.” The Series 2020 Bond shall be payable solely out of the Net Revenues and other moneys pledged under this Ordinance, and shall not be a general obligation of the City.

The Series 2020 Bond shall be issued in the form of one or more fully-registered, nonconvertible bonds, dated as of the date of delivery, payable in annual principal installments on October 1 from October 1, 2021 through October 1, 2040 or on such other dates as determined by the order of the EGLE and approved by the Michigan Finance Authority and an Authorized Officer, provided that the final payment on the Series 2020 Bond shall occur within the period of usefulness of the Series 2020 Project as set forth in Section 3 of this Ordinance. Final determination of the Principal Amount and the payment dates and amounts of principal installments of the Series 2020 Bond shall be evidenced by execution of a Purchase Contract (the “Purchase Contract”) between the City and the Michigan Finance Authority providing for sale of the Series 2020 Bond, and an Authorized Officer is authorized and directed to execute and deliver the Purchase Contract.

The Series 2020 Bond shall bear interest at a rate or rates to be determined by an Authorized Officer at the time of execution of the Purchase Contract, but in any event not exceeding the maximum amount permitted by law, payable semiannually beginning October 1, 2020 or on such other dates as determined in the Purchase Contract. In addition, if required by the Michigan Finance Authority, the Series 2020 Bond will bear additional interest, under the terms required by Michigan Finance Authority, in the event of a default by the City in the payment of principal or interest on the Series 2020 Bond when due. The Series 2020 Bond principal amount is expected to be drawn down by the City periodically, and interest on each installment of the principal amount shall accrue from the date such principal installment is drawn down by the City. Principal installments of the Series 2020 Bond will be subject to prepayment prior to maturity as permitted by the Michigan Finance Authority and approved by an Authorized Officer.

The Mayor and City Clerk are authorized to execute the Series 2020 Bond by manual or facsimile signature. At least one signature on the Series 2020 Bond shall be a manual signature. The Series 2020 Bond may be transferred by the bondholder as provided in the Series 2020 Bond as executed.

SECTION 6. Payment of Series 2020 Bond; Security. The Series 2020 Bond and the interest thereon shall be payable solely and only from the Net Revenues, and to secure such payment, there is hereby created a statutory lien upon the whole of the Net Revenues which shall continue

until payment in full of the principal of and interest on the Series 2020 Bond, or, until sufficient cash or Sufficient Government Obligations have been deposited in trust for payment in full of the principal of and interest on the Series 2020 Bond to maturity, or, if called for redemption, to the date fixed for redemption, together with the amount of the redemption premium, if any. Upon deposit of cash or Sufficient Government Obligations, as provided in the previous sentence, the statutory lien shall be terminated with respect to the Series 2020 Bond, the holder of the Series 2020 Bond shall have no further rights under this Ordinance except for payment from the deposited funds, and the Series 2020 Bond shall be considered to be defeased and shall no longer be considered to be outstanding under this Ordinance.

SECTION 7. State Revenue Sharing Pledge. If required by the Michigan Finance Authority, as additional security for repayment of the Series 2020 Bond, the City Council agrees to pledge the state revenue sharing payments that the City is eligible to receive from the State of Michigan under Act 140, Public Acts of Michigan, 1971, as amended, to the Michigan Finance Authority as purchaser and holder of the Series 2020 Bond. Either of the Authorized Officers are authorized to execute and deliver a revenue sharing pledge agreement between the City and the Michigan Finance Authority.

SECTION 8. Bondholders' Rights; Receiver. The holder or holders of the Revenue Bonds representing in the aggregate not less than twenty percent (20%) of the entire principal amount of Outstanding Revenue Bonds, may, by suit, action, mandamus or other proceedings, protect and enforce the statutory lien upon the Net Revenues of the System, and may, by suit, action, mandamus or other proceedings, enforce and compel performance of all duties of the officers of the City, including the fixing of sufficient rates, the collection of Revenues, and the proper segregation and application of the Revenues of the System. The statutory lien upon the Net Revenues, however, shall not be construed as to compel the sale of the System or any part of the System.

If there is a default in the payment of the principal of or interest on the Revenue Bonds, any court having jurisdiction in any proper action may appoint a receiver to administer and operate the System on behalf of the City and under the direction of the court, and by and with the approval of the court to perform all of the duties of the officers of the City more particularly set forth herein and in Act 94.

The holder or holders of the Revenue Bonds shall have all other rights and remedies given by Act 94 and law, for the payment and enforcement of the Revenue Bonds and the security therefor.

SECTION 9. Management; Operating Year. The operation, repair and management of the System and the acquisition and construction of the Series 2020 Project shall continue to be under the supervision and control of the City Council. The City Council may employ such person or persons in such capacity or capacities as it deems advisable to carry on the efficient management and operation of the System. The City Council may make such rules and regulations as it deems advisable and necessary to assure the efficient management and operation of the System. The System shall be operated on the basis of an operating year which shall coincide with the City's fiscal year.

SECTION 10. No Free Service or Use. No free service or use of the System, or service or use of the System at less than cost, shall be furnished by the System to any person, firm or corporation, public or private, or to any public agency or instrumentality, including the City.

SECTION 11. Fixing and Revising Rates; Rate Covenant. The rates and charges for service furnished by and the use of the System and the methods of collection and enforcement of the collection of the rates shall be those in effect on the date of adoption of this Ordinance. The rates now in effect are estimated to be sufficient to provide for the payment of the expenses of administration and operation and such expenses for maintenance of the System as are necessary to preserve the System in good repair and working order, to provide for the payment of the principal of and interest on the Bonds as the same become due and payable, and to provide for all other obligations, expenditures and funds for the System required by law and this Ordinance. It is hereby covenanted and agreed to fix and maintain rates for services furnished by the System at all times sufficient to provide for the payment of the expenses of administration and operation and such expenses for maintenance of the System as are necessary to preserve the System in good repair and working order, and to provide for all other obligations, expenditures and funds for the System required by law including, specifically to provide for payment of principal of, interest, and premium, if any, on the Bonds.

The rates and charges for operation, maintenance, replacement and administration hereby established shall be based upon a methodology which complies with the applicable federal and state statutes and regulations. The amount of the rates and charges shall be sufficient to provide for debt service and for the expenses of operation, maintenance, replacement and administration of the system as necessary to preserve the same in good repair and working order. The amount of the rates and charges shall be reviewed annually and revised when necessary to ensure system expenses are met and that all users pay their proportionate share of operation, maintenance, equipment replacement and administration expenses.

SECTION 12. Funds and Accounts; Flow of Funds. All Revenues of the System shall be set aside as collected and credited to an account to be designated WASTEWATER TREATMENT SYSTEM RECEIVING ACCOUNT (the "Receiving Account"). The Revenues credited to the Receiving Account are pledged for the purpose of the following funds and shall be transferred or debited from the Receiving Account periodically in the manner and at the times and in the order of priority hereinafter specified, provided that no transfer shall be required to be made to a fund on any date if the amount on deposit in the fund is sufficient to meet the requirements of this Ordinance:

- A. OPERATION AND MAINTENANCE ACCOUNT: Out of the Revenues credited to the Receiving Account there shall be first set aside in, or credited to, the OPERATION AND MAINTENANCE ACCOUNT (the "Operation and Maintenance Account"), periodically a sum sufficient to provide for the payment of expenses of administration and operation of the System and such current expenses for the maintenance of the System as may be necessary to preserve the System in good repair and working order.

A budget, showing in detail the estimated costs of administration, operation and maintenance of the System for the next ensuing operating year, shall be prepared by the City Council at least 30 days prior to the commencement of each ensuing operating year.

No payments shall be made to the City from moneys credited to the Operation and Maintenance Account except for services directly rendered to the System by the City or its personnel.

- B. **REVENUE BOND AND INTEREST REDEMPTION ACCOUNT:** There shall be established and maintained a separate depository account designated **REVENUE BOND AND INTEREST REDEMPTION ACCOUNT** (the “Revenue Bond Redemption Account”), the moneys on deposit therein from time to time to be used solely for the purpose of paying the principal of, redemption premiums (if any) and interest on the Revenue Bonds.

Out of the Revenues remaining in the Receiving Account, after provision for the Operation and Maintenance Account, there shall be set aside periodically in the Revenue Bond Redemption Account a sum sufficient to provide for the payment when due of the current principal of and interest on such Revenue Bonds including any amounts necessary to maintain any reserve account established within the Revenue Bond Redemption Account.

The amount to be set aside for the payment of principal and interest on any date shall not exceed the amount which, when added to the money on deposit in the Revenue Bond Redemption Account, including investment income thereon and on any bond reserve account which may be established on a future date, is necessary to pay principal and interest due on the Revenue Bonds on the next succeeding principal payment date.

The City may establish a separate bond reserve account in the Revenue Bond Redemption Account. If the City issues senior lien revenue bonds as described in this Ordinance, then the City may establish a senior lien Revenue Bond Redemption Account.

- C. **REPLACEMENT AND IMPROVEMENT ACCOUNT:** Out of the remaining Revenues in the Receiving Account, after meeting the requirements of the Operation and Maintenance Account and the Revenue Bond Redemption Account, including any reserve account maintained therein, there may be next set aside in or credited to the **REPLACEMENT AND IMPROVEMENT ACCOUNT** (the “Replacement and Improvement Account”), which Replacement and Improvement Account may have several subaccounts therein, such sums periodically as the City may deem advisable to be used for additions, improvements, enlargements or extensions to the System, including the planning thereof.
- D. **GENERAL OBLIGATION BOND PAYMENT ACCOUNT:** Out of the Revenues remaining in the Receiving Account after meeting the requirements of the Operation and Maintenance Account, the Revenue Bond Redemption Account, and the Replacement and Improvement Account, there shall be next set aside in, or credited to, the General Obligation Bond Payment Account, amounts which shall be proportionately sufficient to provide for payment of principal, interest and premiums, if any, on any general obligation bonds issued by the City for improvements to the System. Amounts in the General Obligation Bond Payment Account shall be withdrawn as necessary to pay the principal of and interest and premium on the general obligation bonds issued by the City as the

same become due; the moneys withdrawn for payment of the general obligation bonds issued by the City shall be deposited in the Debt Retirement Account created for the general obligation bonds, if established.

- E. **SURPLUS MONEYS:** Thereafter, any Revenues in the Receiving Account after satisfying all the foregoing requirements of this Section may, at the discretion of the City, remain in the Receiving Account, or be transferred to the Replacement and Improvement Account, or be used for any other purpose permitted by law.

SECTION 13. Priority of Funds. In the event the moneys in the Receiving Account are insufficient to provide for the current requirements of the Operation and Maintenance Account, the Revenue Bond Redemption Account, the Replacement and Improvement Account or the General Obligation Bond Payment Account, any moneys or securities in other funds of the System, except the proceeds of sale of Bonds, shall be credited or transferred, first, to the Operation and Maintenance Account, second to the Revenue Bond Redemption Account, including any reserve account maintained therein, third, to the Replacement and Improvement Account, and finally, to the General Obligation Bond Payment Account.

SECTION 14. Depository and Funds on Hand. Pursuant to Section 24 of Act 94, moneys in the several funds and the accounts established pursuant to this Ordinance, except moneys in either the Revenue Bond Payment Account (including any bond reserve account which may be established on a future date) or the General Obligation Bond Payment Account (either, a "Bond Payment Account") may be kept in one or more bank accounts at a bank or banks designated by resolution of the City, and if kept in one bank account the moneys shall be allocated among the several funds on the books and records of the City in the manner and at the times provided in this Ordinance.

SECTION 15. Investments. Moneys in the funds and accounts established herein and moneys derived from the proceeds of sale of the Bonds may be invested by the City Treasurer on behalf of the City in the obligations and instruments permitted for investment by Section 24 of Act 94, as the same may be amended from time to time. If the moneys invested are kept in one account, as provided in this Ordinance, then the monies shall be allocated among the several funds on the books and records of the City in the manner and at the times provided in this Ordinance. Investment of moneys in a Bond Payment Account being accumulated for payment of the next maturing principal or interest payment of Bonds shall be limited to obligations bearing maturity dates prior to the date of the next maturing principal or interest payment on such Bonds. In the event investments are made, any securities representing the same shall be kept on deposit with the bank or trust company having on deposit the fund or funds or account from which the purchase was made. Profit realized or interest income earned on investment of funds in the Receiving Account, Operation and Maintenance Account and Replacement and Improvement Account shall be deposited in or credited to the Receiving Account at the end of each fiscal year. Profit realized on interest income earned on investment of moneys in a Bond Payment Account shall be credited as received to such Bond Payment Account.

SECTION 16. Bond Proceeds. The proceeds of the sale of the Series 2020 Bond as received by the City shall be deposited in an account separate from other money of the City and held in a bank or banks qualified to act as depository of the proceeds of sale under the provisions of

Section 15 of Act 94 designated “2020 SRF #5691-01 PROJECT CONSTRUCTION ACCOUNT” (the “2020 Construction Account”). Moneys in the 2020 Construction Account shall be applied solely in payment of the cost of the Series 2020 Project including any engineering, legal and other expenses incident thereto and to the costs of issuance of the Series 2020 Bond. Any balance remaining in the 2020 Construction Account after completion of the Series 2020 Project may be used for any other improvements to the System if such use is permitted by state law and will not cause the interest on the Series 2020 Bond to be included in gross income for federal income tax purposes within the meaning of the Internal Revenue Code. Any remaining balance shall be paid into the Revenue Bond Redemption Account and used as permitted by state law.

SECTION 17. Revenue Bond Form. The Series 2020 Bond shall be in substantially the following form subject to such changes, including references to additional security, as may be required by the Michigan Finance Authority:

[FORM OF BOND TO BE COMPLETED AFTER BOND SALE]

UNITED STATES OF AMERICA

STATE OF MICHIGAN

COUNTY OF SHIAWASSEE

CITY OF OWOSSO

WASTEWATER TREATMENT SYSTEM REVENUE BOND, SERIES 2020

SRF #5691-01

Registered Owner: Michigan Finance Authority

Principal Amount: [amount]

Date of Original Issue: [date]

The CITY OF OWOSSO, County of Shiawassee, State of Michigan (the “City” or the “Issuer”), for value received, acknowledges itself to owe, and for value received hereby promises to pay, but only out of the hereinafter described Net Revenues of the City’s Wastewater Treatment System (hereinafter defined), to the Michigan Finance Authority (the “Authority”), or registered assigns, the Principal Amount shown above, or such portion thereof as shall have been advanced to the City pursuant to a Purchase Contract between the City and the Authority and a Supplemental Agreement by and among the City, the Authority and the State of Michigan acting through the Department of Environment, Great Lakes and Energy, in lawful money of the United States of America, unless prepaid prior thereto as hereinafter provided.

During the time the Principal Amount is being drawn down by the City under this bond, the Authority will periodically provide to the City a statement showing the amount of principal that has been advanced and the date of each advance, which statement shall constitute prima facie evidence of the reported information; provided that no failure on the part of the Authority to provide such a statement or to reflect a disbursement or the correct amount of a disbursement shall relieve the City of its obligation to repay the outstanding Principal Amount actually advanced, all accrued interest thereon, and any other amount payable with respect thereto in accordance with the terms of this bond.

The Principal Amount shall be payable on the dates and in the annual principal installment amounts set forth on Schedule I attached hereto and made a part hereof, as Schedule I may be adjusted if less than \$[amount] is disbursed to the City, or if the City prepays a portion of the Principal Amount as provided below with the prior written consent of the Authority, with interest on the principal installments from the date each installment is delivered to the holder hereof until paid at the rate of 2.00% per annum. Interest is first payable on [date], and semiannually thereafter, and principal is payable on the first day of [month] commencing [date] (as identified in the Purchase Contract) and annually thereafter.

Principal installments of this bond are subject to prepayment by the City prior to maturity only with the prior written consent of the Authority and on such terms as may be required by the Authority.

Notwithstanding any other provision of this bond, as long as the Authority is the owner of this bond, (a) this bond is payable as to principal, premium, if any, and interest at [Bank], or at such other place as shall be designated in writing to the City by the Authority (the “Authority’s Depository”); (b) the City agrees that it will deposit with the Authority’s Depository payments of the principal of, premium, if any, and interest on this bond in immediately available funds by 12:00 noon at least five business days prior to the date on which any such payment is due whether by maturity, redemption or otherwise; in the event that the Authority’s Depository has not received the City’s deposit by 12:00 noon on the scheduled day, the City shall immediately pay to the Authority as invoiced by the Authority an amount to recover the Authority’s administrative costs and lost investment earnings attributable to that late payment; and (c) written notice of any redemption of this bond shall be given by the City and received by the Authority’s Depository at least 40 days prior to the date on which such redemption is to be made.

Additional Interest

In the event of a default in the payment of principal or interest hereon when due, whether at maturity, by redemption or otherwise, the amount of such default shall bear interest (the “additional interest”) at a rate equal to the rate of interest which is two percent above the Authority’s cost of providing funds (as determined by the Authority) to make payment on the bonds of the Authority issued to provide funds to purchase this bond but in no event in excess of the maximum rate of interest permitted by law. The additional interest shall continue to accrue until the Authority has been fully reimbursed for all costs incurred by the Authority (as determined by the Authority) as a consequence of the City’s default. Such additional interest shall be payable on the interest payment date following demand of the Authority. In the event that (for reasons other than the default in the payment of any municipal obligation purchased by the Authority) the investment of amounts in the reserve account established by the Authority for the bonds of the Authority issued to provide funds to purchase this bond fails to provide sufficient available funds (together with any other funds which may be made available for such purpose) to pay the interest on outstanding bonds of the Authority issued to fund such account, the City shall and hereby agrees to pay on demand only the City’s pro rata share (as determined by the Authority) of such deficiency as additional interest on this bond.

For prompt payment of principal and interest on this bond, the City has irrevocably pledged the revenues of its Wastewater Treatment System, including all appurtenances, extensions and improvements thereto (the “System”), after provision has been made for reasonable and necessary expenses of operation, maintenance and administration (the “Net Revenues”), and a statutory lien thereon is hereby recognized and created.

This bond is a single, fully-registered, non-convertible bond issued in the Principal Amount pursuant to Ordinance No. [XX] duly adopted by the City Council of the City (the “Ordinance”), and under and in full compliance with the Constitution and statutes of the State of Michigan, including specifically Act 94, Public Acts of Michigan, 1933, as amended, for the purpose of paying the cost of acquiring and constructing improvements to the System.

For a complete statement of the revenues from which and the conditions under which this bond is payable, a statement of the conditions under which additional bonds of superior and equal standing may hereafter be issued and the general covenants and provisions pursuant to which this bond is issued, reference is made to the Ordinance. The Ordinance is on file at the

office of the City Clerk and reference is made to the Ordinance and any and all supplements thereto and modifications and amendments thereof, if any, and to Act 94 for a more complete description of the pledges and covenants securing this bond, the nature, extent and manner of enforcement of such pledges, the rights and remedies of the registered owner of this bond with respect thereto and the terms and conditions upon which this bond is issued and may be issued thereunder.

THIS BOND IS A SELF-LIQUIDATING BOND AND IS NOT A GENERAL OBLIGATION OF THE CITY AND DOES NOT CONSTITUTE AN INDEBTEDNESS OF THE CITY WITHIN ANY CONSTITUTIONAL, STATUTORY OR CHARTER LIMITATION, AND IS PAYABLE BOTH AS TO PRINCIPAL AND INTEREST, SOLELY FROM THE NET REVENUES OF THE SYSTEM AND CERTAIN FUNDS AND ACCOUNTS ESTABLISHED UNDER THE ORDINANCE. THE PRINCIPAL AND INTEREST ON THIS BOND ARE SECURED BY THE STATUTORY LIEN HEREINBEFORE DESCRIBED.

The City has reserved the right, on the conditions stated in the Ordinance, to issue additional bonds of prior and senior or equal standing and priority of lien with this bond as to the Net Revenues.

The City has covenanted and agreed, and does hereby covenant and agree, to fix and maintain at all times while any bonds payable from the Net Revenues of the System shall be outstanding, such rates for service furnished by the System as shall be sufficient to provide for payment of the principal of and interest on the bonds payable from the Net Revenues of the System, as and when the same shall become due and payable, to provide for the payment of expenses of administration and operation and such expenses for maintenance of the System as are necessary to preserve the same in good repair and working order, and to provide for such other expenditures and funds for the System as are required by the Ordinance.

This bond is transferable only upon the books of the City by the registered owner in person or the registered owner's attorney duly authorized in writing, upon the surrender of this bond together with a written instrument of transfer satisfactory to the City, duly executed by the registered owner or the registered owner's attorney, and thereupon a new bond or bonds in the same aggregate principal amount and of the same maturity shall be issued to the transferee in exchange therefor as provided in the Ordinance, and upon payment of the charges, if any, therein prescribed.

It is hereby certified and recited that all acts, conditions and things required by law to be done precedent to and in the issuance of this bond have been done and performed in regular and due time and form as required by law.

IN WITNESS WHEREOF, the City, by its City Council, has caused this bond to be executed by its Mayor and its City Clerk and the corporate seal or a facsimile to be impressed or printed hereon, all as of the Date of Original Issue.

CITY OF OWOSSO

(seal) By [Mayor to sign bond]
Mayor

Countersigned:

Its [City Clerk to sign bond]
City Clerk

Name of Issuer: City of Owosso
 Project No.: SRF 5691-01
 Approved Amt: \$[amount]

SCHEDULE I

Based on the schedule provided below unless revised as provided in this paragraph, repayment of principal of the bond shall be made until the full amount advanced to the Issuer is repaid. In the event the Order of Approval issued by the Department of Environment, Great Lakes and Energy (the “Order”) approves a principal amount of assistance less than the amount of the bond delivered to the Authority, the Authority shall only disburse principal up to the amount stated in the Order. In the event (1) that the payment schedule approved by the Issuer and described below provides for payment of a total principal amount greater than the amount of assistance approved by the Order, or (2) that less than the principal amount of assistance approved by the Order is disbursed to the Issuer by the Authority, the Authority shall prepare a new payment schedule which shall be effective upon receipt by the Issuer.

Due Date	Amount of Principal Installment Due
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Interest on the bond shall accrue on that portion of principal disbursed by the Authority to the Issuer from the date such portion is disbursed, until paid, at the rate of 2.00% per annum, payable [date], and semi-annually thereafter.

The Issuer agrees that it will deposit with [Bank], or at such other place as shall be designated in writing to the Issuer by the Authority (the “Authority’s Depository”) payments of the principal of, premium, if any, and interest on this bond in immediately available funds by 12:00 noon at least five business days prior to the date on which any such payment is due whether by maturity, redemption or otherwise. In the event that the Authority’s Depository has not received the Issuer’s deposit by 12:00 noon on the scheduled day, the Issuer shall immediately pay to the Authority as invoiced by the Authority an amount to recover the Authority’s administrative costs and lost investment earnings attributable to that late payment.

* Not to exceed amount. Loan reductions at close out will result in a proportional decrease.

SECTION 18. General Covenants. The City covenants and agrees with the holders of the Bonds that as long as any of the Bonds remain Outstanding and unpaid as to either principal or interest:

- (a) The City will maintain the System in good repair and working order and will operate the same efficiently and will faithfully and punctually perform all duties with reference to the System required by the Constitution and laws of the State of Michigan, and the City's Charter and ordinances.
- (b) The City will keep proper books of record and account separate from all other records and accounts of the City, in which shall be made full and correct entries of all transactions relating to the System in accordance with state law. The City shall have an annual audit of the books of record and account of the System for the preceding operating year made each year by an independent certified public accountant. The auditor shall comment on the manner in which the City is complying with the requirements of the Ordinance with respect to setting aside and investing moneys and meeting the requirements for acquiring and maintaining insurance. The audit shall be completed and so made available not later than six (6) months after the close of each operating year except as such period may be extended in conformance with the rules of the Michigan Department of Treasury.
- (c) The City will maintain and carry, for the benefit of the holders of the Bonds, insurance on all physical properties of the System and liability insurance, of the kinds and in the amounts normally carried by municipalities engaged in the operation of wastewater treatment systems, including self-insurance. All moneys received for losses under any such insurance policies shall be applied solely to the replacement and restoration of the property damaged or destroyed, and to the extent not so used, shall be used for the purpose of redeeming or purchasing Bonds.
- (d) The City will not sell, lease or dispose of the System, or any substantial part, until all of the Revenue Bonds have been paid in full, both as to principal and interest or provision made as herein provided. The City will operate the System as economically as possible, will make all repairs and replacements necessary to keep the System in good repair and working order, and will not do or suffer to be done any act which would affect the System in such a way as to have a material adverse effect on the security for the Revenue Bonds.
- (e) The City will not grant any franchise or other rights to any person, firm or corporation to operate a System that will compete with the System and the City will not operate a system that will compete with the System.
- (f) The City will cause the Series 2020 Project to be acquired and constructed promptly and in accordance with the plans and specifications therefor.
- (g) The City shall, to the extent permitted by law, take all actions within its control necessary to maintain the exclusion of the interest on the Series 2020 Bond from gross income for federal income tax purposes under the Internal Revenue Code of 1986, as amended, including, but not limited to, actions relating to any required rebate of arbitrage earnings

and the expenditure and investment of bond proceeds and moneys deemed to be bond proceeds, and to prevent the Series 2020 Bond from being or becoming a “private activity bond” as that term is used in Section 141 of the Internal Revenue Code.

SECTION 19. Conditions Permitting Issuance of Senior or Prior Lien Bonds. The City reserves the right to issue Additional Revenue Bonds of senior or prior standing and priority of lien on the Net Revenues of the System to the Series 2020 Bond (the “Senior Lien Bonds”). If Senior Lien Bonds are issued, then Net Revenues of the System would be used first to pay debt service on the Senior Lien Bonds prior to providing for payment of the Series 2020 Bond.

SECTION 20. Additional Revenue Bonds. The right is reserved in accordance with the provisions of Act 94, to issue Additional Revenue Bonds payable from the Revenues of the System which shall be of equal standing and priority of lien on the Net Revenues of the System with the Series 2020 Bond, or senior or prior standing and priority of lien as described in Section 19 above, but only for the following purposes and under the following terms and conditions:

- (a) To complete the Series 2020 Project in accordance with the plans and specifications for the Series 2013 Project. Such Additional Revenue Bonds shall not be authorized unless the engineers in charge of construction shall execute a certificate evidencing the fact that additional funds are needed to complete the Series 2020 Project in accordance with the plans and specifications and stating the amount that will be required to complete the Series 2020 Project. If such certificate is executed and filed with the City, it shall be the duty of the City to provide for and issue Additional Revenue Bonds in the amount stated in the certificate to be necessary to complete the Series 2020 Project in accordance with the plans and specifications, plus the amount necessary to pay costs of issuance, or to provide for part or all of such amount from other sources.
- (b) For subsequent repairs, extensions, enlargements and improvements to the System, or for the purpose of refunding any Outstanding Revenue Bonds, or for both purposes, and paying costs of issuing such bonds including deposits which may be required to be made to a bond reserve account, if any. Bonds shall not be issued pursuant to this subparagraph (b) unless the Adjusted Net Revenues of the System for the preceding twelve-month operating year shall be at least equal to one hundred percent (100%) of the maximum amount of principal and interest thereafter maturing in any operating year on the then Outstanding Revenue Bonds and on the Additional Revenue Bonds then being issued. If the Additional Revenue Bonds are to be issued in whole or in part for refunding Outstanding Revenue Bonds, the annual principal and interest requirements shall be determined by deducting from the principal and interest requirements for each operating year the annual principal and interest requirements of any Revenue Bonds to be refunded from the proceeds of the Additional Revenue Bonds. For purposes of this subparagraph (b) the City may elect to use as the last preceding operating year any operating year ending not more than sixteen months prior to the date of delivery of the Additional Revenue Bonds. Determination by the City as to existence of conditions permitting the issuance of Additional Revenue Bonds shall be conclusive. No Additional Revenue Bonds shall be issued pursuant to the authorization contained in this

subparagraph if the City shall then be in default in making its required payments to the Operation and Maintenance Account or the Revenue Bond Redemption Account.

- (c) For refunding all or a part of the Outstanding Revenue Bonds and paying costs of issuing such Additional Revenue Bonds including deposits which may be required to be made to a bond reserve account, if any. No Additional Revenue Bonds shall be issued pursuant to this subsection unless the maximum amount of principal and interest maturing in any operating year after giving effect to the refunding shall be less than the maximum amount of principal and interest maturing in any operating year prior to giving effect to the refunding.

SECTION 21. Amendments Without Consent of Registered Owners. The City, from time to time and at any time, subject to the conditions and restrictions contained in this Ordinance, may enact one or more supplemental or amendatory ordinances or resolutions or both which thereafter shall form a part hereof, for any one or more or all of the following purposes:

- (a) To issue Additional Revenue Bonds or junior lien bonds;
- (b) To add to the covenants and agreements of the City contained in this Ordinance other covenants and agreements thereafter to be observed, or to surrender, restrict or limit any right or power herein reserved to or conferred upon the City;
- (c) To make such provisions for the purpose of curing any ambiguity, or of curing, correcting or supplementing any defective provisions contained in this Ordinance, or in regard to matters or questions arising under this Ordinance, as the City may deem necessary or desirable and not inconsistent with this Ordinance and which shall not have material, adverse effect on the interests of the registered owners of the Outstanding Revenue Bonds; and
- (d) To increase the size or scope of the System.

Any amendment or supplemental ordinance or resolution authorized by the provisions of this Section may be enacted by the City without the consent of or notice to the registered owners of any of the Outstanding Revenue Bonds, notwithstanding any of the provisions of Section 24 below.

SECTION 22. Amendments Requiring Consent of Registered Owners. The City, from time to time and at any time, subject to the conditions and restrictions contained in this Ordinance, may enact one or more supplemental or amendatory ordinances or resolutions or both which thereafter shall form a part hereof, for the purpose of adding any provisions to or changing in any manner or eliminating any of the provisions of this Ordinance or of any supplemental ordinance, provided, however, that no such supplemental ordinance shall (i) extend the fixed maturity of any bond, change a mandatory redemption requirement for any bond, or reduce the rate of interest thereon or extend the time of payment of interest, or reduce the amount of the principal thereof, or reduce or extend the time for payment of any premium payable on the redemption thereof, without the consent of the registered owner of each bond so affected, or (ii) deprive the registered owners of the Outstanding Revenue Bonds (except as aforesaid) of the right to

payment of the bonds from the Net Revenues, without the consent of the registered owners of all the Outstanding Revenue Bonds.

It shall not be necessary for the consent of the registered owners under this Section to approve the particular form of any proposed supplemental ordinance, but it shall be sufficient if such consent shall approve the substance thereof.

SECTION 23. Negotiated Sale; Application to EGLE and Michigan Finance Authority. The City Council has considered the option of selling the Series 2020 Bond through a competitive sale and a negotiated sale and determines that it is in the best interest of the City to negotiate the sale of the Series 2020 Bond to the Michigan Finance Authority because the State Revolving Fund financing program provides significant savings to the City compared to competitive sale in the municipal bond market. Either of the Authorized Officers are authorized to apply to the Michigan Finance Authority and to the EGLE for placement of the Series 2020 Bond with the Michigan Finance Authority. The actions taken by the Authorized Officers with respect to the Series 2020 Bond prior to the adoption of this ordinance are ratified and confirmed. The Authorized Officers are authorized to sell the Series 2020 Bond to the Michigan Finance Authority and to execute and deliver the Purchase Contract, the Supplemental Agreement and the Issuer's Certificate in the forms provided by the Michigan Finance Authority. Either of the Authorized Officers are further authorized to execute and deliver such contracts, documents and certificates as are necessary or advisable to qualify the Series 2020 Bond for the State Revolving Fund program.

SECTION 24. Approval of Bond Details. The Authorized Officers are authorized to determine final bond details for the Series 2020 Bond to the extent necessary or convenient to complete the transaction authorized by this ordinance, to exercise the authority and make the determinations authorized pursuant to Section 7a(1)(c) of Act 94, including but not limited to determinations regarding interest rates, prices, discounts, maturities, principal amounts, denominations, dates of issuance, interest payment dates, redemption rights, the place of delivery and payment, and other matters.

SECTION 25. Repeal, Savings Clause. All ordinances, resolutions or orders, or parts thereof, in conflict with the provisions of this ordinance are, to the extent of such conflict, repealed.

SECTION 26. Severability; Paragraph Headings; and Conflict. If any section, paragraph, clause or provision of this ordinance shall be held invalid, the invalidity of such section, paragraph, clause or provision shall not affect any of the other provisions of this ordinance. The paragraph headings in this ordinance are furnished for convenience of reference only and shall not be considered to be part of this ordinance.

SECTION 27. Publication and Recordation. This Ordinance shall be published in full in the *Argus-Press* or other newspaper of general circulation in the City qualified under State law to publish legal notices, promptly after its adoption, and shall be recorded in the Ordinance Book of the City and such recording authenticated by the signatures of the Mayor and the City Clerk.

SECTION 28. Effective Date. This Ordinance is hereby determined to be immediately necessary for the preservation of the peace, health and safety of the residents of the City, and is

adopted to provide for the adequate operation of the System, which was established under Act 94 and therefore, pursuant to Section 6 of said Act 94, shall be in full force and effect from and after its passage and publication as required by law.

Adopted and signed this 20th day of April, 2020.

Signed _____
Mayor

Signed _____
City Clerk



MEMORANDUM

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

DATE: April 20, 2020
TO: City Council
FROM: City Manager
SUBJECT: Approve OPRA Development Agreement for 114 W Main Street 3rd Floor

RECOMMENDATION:

Authorize the Mayor and City Clerk to sign the Obsolete Property Tax Abatement Development Agreement with Woodworth Properties, LLC for the 3rd floor residential redevelopment project at 114 W Main Street.

BACKGROUND:

On January 21, 2020 the Owosso City Council approved an OPRA certificate for 12 years for the 3rd floor of 114 W Main Street. This project originally included the construction of 10 new downtown residential units per conversations with the property owner. The enclosed plans indicate only 7 units. However, this does not change the term of the OPRA certificate according to the scoring rubric in the City's Tax Abatement Policy. The project will cost \$813,200 according to the owner and the building plans.

FISCAL IMPACTS:

This development agreement locks the city and the owner into the project subject to the City's Abatement Policy and applicable state law. Fiscal impacts were outlined in the memo included in the council packet for Jan 21, 2020 when council approved the OPRA certificate for the project. The total amount of taxes abated over the life of the certificate is \$158,587. The agreement stipulates that if the certificate is rescinded, taxes abated up to the date of rescission can be reimbursed to the city.

RESOLUTION NO.

**RESOLUTION APPROVING THE OPRA DEVELOPMENT AGREEMENT FOR
114 WEST MAIN STREET**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, awarded an Obsolete Property Tax Abatement certificate to Woodworth Properties, LLC (Owner) for the 3rd floor residential redevelopment project at 114 W Main Street at the regular council meeting of January 21, 2020; and

WHEREAS, the City of Owosso Tax Abatement Policy requires the Owner and the City sign a development agreement for any abatement granted; and

WHEREAS, the project includes the addition of seven (7) new downtown residential units with a total cost of \$813,200; and

WHEREAS, the redevelopment meets the requirements of the Tax Abatement Policy and serves to further the goals of the City's master plan and the DDA's downtown development goals.

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

FIRST: The mayor and city clerk are instructed and authorized to sign the document substantially in the form attached, OPRA Development Agreement between the City of Owosso and Woodworth Properties, LLC for the third floor residential redevelopment project at 114 West Main Street.

OPRA DEVELOPMENT AGREEMENT

Between

City of Owosso

And

WOODWORTH PROPERTIES, LLC

a Michigan limited liability company, as Owner

Dated: April ____, 2020

DEVELOPMENT AGREEMENT

THIS DEVELOPMENT AGREEMENT (“**Agreement**”) is made as of the __ day of April, 2020 (“Effective Date”) between The City of Owosso, a Michigan municipality (“**City**”) and Woodworth Properties, LLC, a Michigan limited liability company (“**Owner**”). City and Owner are sometimes collectively referred to herein as the “Parties.”

This Agreement is based upon the following recitals:

A. Owner owns the real property located on the northeast corner of Main Street (State Highway 21) and Ball Street in the City of Owosso, Shiawassee County, Michigan, herein by this reference (the “Property”) with the following legal description:

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

B. Owner desires to develop seven (7) residential units on the third floor of the building (the “Project”) at 114 W Main Street;

C. The City desires the Owner complete this project in accordance with their building plan to benefit the City and its residents;

D. An Obsolete Property Rehabilitation Act (PA 146 of 2000) certificate was issued for the Project by the Owosso City Council on January 21, 2020;

E. The execution and delivery of this Agreement by the City and Owner shall validate both Parties intent on renovating this Property in accordance with the Project and by the terms set forth in this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, and for other valuable consideration, the receipt and adequacy of which is hereby mutually acknowledged, the Parties agree as follows:

1. Property Development. Owner agrees to develop the Project and to organize, supervise, monitor and manage the Project, subject to and in accordance with the plans and specifications for the Project (the “Plans and Specifications”) which are attached as Exhibit A to this Agreement, to Completion. Completion shall mean the full and final completion of the improvements and the balance of the Project, in a good and workmanlike manner, lien free (which may include liens removed by the posting of bond acceptable to remove such lien from title) and material defect free on or before the Completion Date in compliance with all requirements, including, without limitation, rules and regulations promulgated and adopted in connection therewith to the extent they relate to construction, substantially in accordance with the Plans and Specifications, and in accordance with the terms of this Agreement and to a qualitative standard (including, without limitation, as to construction standards and materials) at least equivalent to the standard achieved at comparable projects of similar size with similarly situated amenities located in the Owosso, Michigan metropolitan statistical area, as evidenced by issuance of a final certificate of occupancy for all applicable components of the Project

2. Capital Requirements. The Owner will be expending \$813,200 to complete the Project.

3. Timeline. Owner is required to complete the project within twenty-four (24) months according to the requirements set forth in the City's Tax Abatement Policy and Public Act 146 of 2000. Failure to do so will result in recession of the OPRA certificate.

4. Remedies. In the event that the Project fails to meet the requirements of the City's Tax Abatement Policy the City shall have the right to rescind the OPRA certificate subject to Article VII of the City's Tax Abatement Policy and be reimbursed for any abatement accrued up to date of rescission.

5. Good Faith. Owner hereby covenants that it shall perform its actions, obligations and duties in connection with this Agreement in good faith and put forth its best effort to fulfill its obligations under this Agreement.

6. Applicable Law. This Agreement and the rights and obligations of the Parties hereunder will be governed by the laws of the State of Michigan. For the purposes of construction, the Parties have drafted this Agreement in concert and neither Party alone will be deemed to have drafted any particular provision.

7. Entire Agreement. This Agreement embodies the entire agreement and understanding between the Parties relating to the transaction discussed herein, and will be binding upon and inure to the benefit of the Parties hereto and their respective successors and assigns. This Agreement may not be amended, waived, or discharged except by a written instrument executed by the Parties.

8. Counterparts. This Agreement may be signed in one or more counterparts, and each counterpart will be considered an original Agreement. All of the counterparts will be considered one document and become a binding agreement when one or more counterparts have been signed by each of the Parties and delivered to the other. A telefacsimile or email transmission of an original signature will serve as an original.

9. Enforceability. This Agreement will become a valid and binding agreement between City and Owner in accordance with its terms upon execution by the Parties.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed as of the date first above written.

City of Owosso

Christopher T. Eveleth

Woodworth Properties, LLC

Randy Woodworth

ITS: Mayor

Dated: April _____, 2020

ITS:

Dated: April _____, 2020

Amy K. Kirkland

ITS: City Clerk

Dated: April _____, 2020

EXHIBIT A

PLANS AND SPECIFICATIONS

2015 MICHIGAN BUILDING CODE	INTERPRETATION	CITATION
USE GROUPS: MIXED	1ST FLR: M, 2ND FLR: CHANGE IN USE TO R-2	MBC 310.4
USE GROUPS: MIXED	3RD FLR: CHANGE IN USE TO R-2	MBC 310.4
CONSTRUCTION TYPE:	TYPE III-B (3-B)	MBC 602.5, TABLE 601
BASE AREA ALLOWED: UNADJUSTED	64,000 S.F. (FOR 3-B)	MBC 506.2.4, TABLE 506.2
AREA MODIFICATIONS:	FRONTAGE INCREASES NOT REQUIRED	MBC 506.2.4
BASE AREA ALLOWED, ADJUSTED		MBC 506.2.4, TABLE 506.2
BASE AREA PROPOSED:	13,103 S.F. ± 64,000 OK	CALCULATION
SEPARATION OF OCCUPANCIES	1 HOUR SEPARATION BETWEEN R AND M	MBC TABLE 508.4
OCCUPANCY LOAD, S.F./PERSON	RESIDENTIAL: 200 S.F./PERSON 13,103 S.F. / 200 G.S.F. : 67 PERSONS	MBC TABLE 1004.1.2
SUPPORTING CONSTRUCTION	SHALL BE PROTECTED TO AFFORD REQUIRED FIRE-RESISTANCE RATING OF HORIZONTAL ASSEMBLY	MBC 711.2.3
AFSS AUTO. FIRE SPRINKLER SYSTEM	REQUIRED FOR R OCCUPANCY THROUGHOUT	MBC 903.2.8
FIRE ALARM SYSTEM	REQUIRED FOR 3 STORY R-2	MBC 907.2.9.1
SMOKE ALARM SYSTEM	REQUIRED FOR R OCCUPANCY	MBC 907.2.9.2
SMOKE ALARM LOCATIONS	OUTSIDE & INSIDE, BEDROOMS, EACH STORY	MBC 907.2.11.2
SMOKE ALARM LOCATIONS	NOT LESS THAN 3' OUTSIDE BATHROOMS	MBC 907.2.11.2
EMERGENCY LIGHTING SYSTEM	REQUIRED AT EACH EXIT AND ALONG PATHWAY TO MINIMUM FOOT CANDLES	MBC 1008.3.5
CORRIDOR FIRE RESISTANCE RATING	0.5 HOUR RATING REQUIRED FOR R OCCUPANCIES WHEN SPRINKLED	MBC TABLE 1020.1

BUILDING & SYSTEMS ARE TO COMPLY WITH
2015 MICHIGAN BUILDING, 2015 PLUMBING, 2015 MECHANICAL & 2014 NEC ELECTRICAL CODES
NOTES:
1. ENTIRE FLOOR TO BE AUTOMATIC FIRE SPRINKLED PER CERTIFIED FIRM.
2. USE A UL ASSEMBLY FOR THE CEILING BELOW TO ACHIEVE 1 HR RATED ASSEMBLY EQ. TO UL L202, UL L206, UL L212, UL L501, UL L502, OR UL L508.
3. ADD EITHER 3" FLOOR UNDERLAYMENT OR LIGHTWEIGHT CEMENTITIOUS TOPPING OVER EXISTING SUBFLOOR AS PART OF THE UL 1 HOUR ASSEMBLY

GENERAL NOTES:

- Dimensions are to face of rough framing, and to outside actual face of masonry or concrete, concrete, and to center of structural members, unless otherwise indicated.
- Dimensions take precedence over scaled estimates. Use current documents only. Measure existing conditions.
- Comply with current issues of any architectural, civil, structural, mechanical and electrical drawings, specifications and notes, as well as all codes and code analyses. Remove all past date issues from site.
- General contractor to confirm all existing conditions, assumptions, and dimensions, and to report any discrepancies or questions to the architect before final bidding of work.
- At least three days prior to any excavation, call "Miss Dig" at 1-800-482-7171, and any other authority which has information regarding buried and overhead utilities, which are to be clearly marked so as to prevent accidental contact and injury.
- Install all manufactured goods in strict accordance with manufacturer's instructions.
- Owner has elected to specify all materials per contract with Architect. See Owner for additional information.

STRUCTURAL NOTES:

EXCAVATION NOTES:

- Foundations are designed to bear on native, virgin soil with bearing capacity of 2000 psf at 3'-6" below finish grade minimum. If soil of lesser capacity is encountered consult with architect; wider or deeper or different footings may be required. Do not place any foundations on the frozen subgrade.
- Backfill should be placed in layers not exceeding 9" of loose thickness, with each layer being compacted to at least 95% of the maximum density (ASTM D-1557).
- The backfill soils shall consist of well-graded sand, conforming to Michigan Department of State Highways Classification of Porous Grade "A" or equivalent.
- Backfill shall be placed on existing soil in a reasonably dry condition.
- Do not backfill until structure is completely framed or proper shoring is in place.
- Contractor shall provide any earth retention or shoring that may be required. Earth retention or shoring shall be designed and detailed by a professional engineer registered in the state of Michigan, and shall be the sole responsibility of the contractor.

CONCRETE NOTES:

- Any concrete work shall conform to ACI 301-84, concrete with ASTM C150.
- Foundations: 3000 P.S.I. 28 day comp. strength concrete with 6% entrained air.
- Floor slabs: 4000 P.S.I. 28 day comp. strength. Delay finishing as required. All control joints for floor slabs shall be cut 3 to 12 hours after concrete has set. Interior slabs require a continuous 6 mil polyethylene vapor barrier directly below. Exterior slabs require entrained air, non-slip broom or other approved finish.
- Calcium chlorides are not permitted. Admixtures must be approved by architect.
- Slump limits: Not less than 2" nor more than 4". Test as required.
- Exposed concrete edges shall be rounded with a 1/2" radius.

MASONRY NOTES:

- Any concrete masonry units shall conform to ASTM C-90 with a prism strength on net area 1900 PSI (Grade N Type I). Masonry work shall conform to ACI 531.
- Any face brick shall conform to ASTM C216-90A, Grade SW. Submit to architect.
- All mortar shall conform w/ ASTM C270. All grout shall conform w/ ASTM C416, and 3000 psi 28 day comp. strength.
- Joints shall be type S and shall be 3/8" thick and tooled concave, unless otherwise indicated.
- Control joints in walls shall be spaced at 20 feet maximum and at all inside corners.
- All walls shall have Duro-Wall or equivalent truss-type horizontal reinforcing installed at 16" O.C. vertically, fully lapped at corners and intersections.
- For exterior wythe: No furrowing allowed, head joints shall have full width cover.

REINFORCING STEEL NOTES:

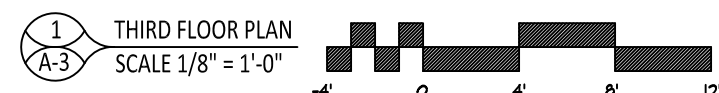
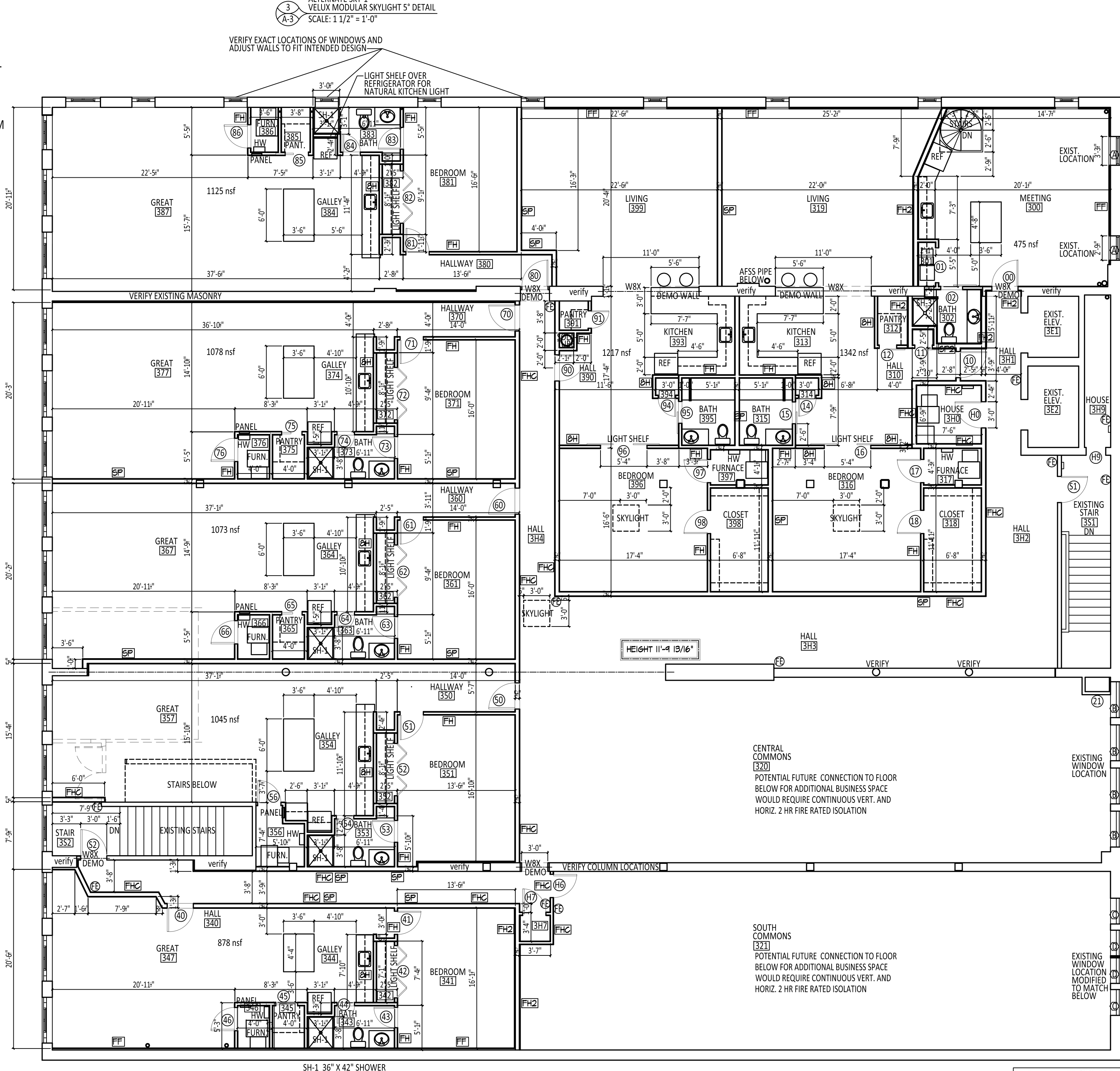
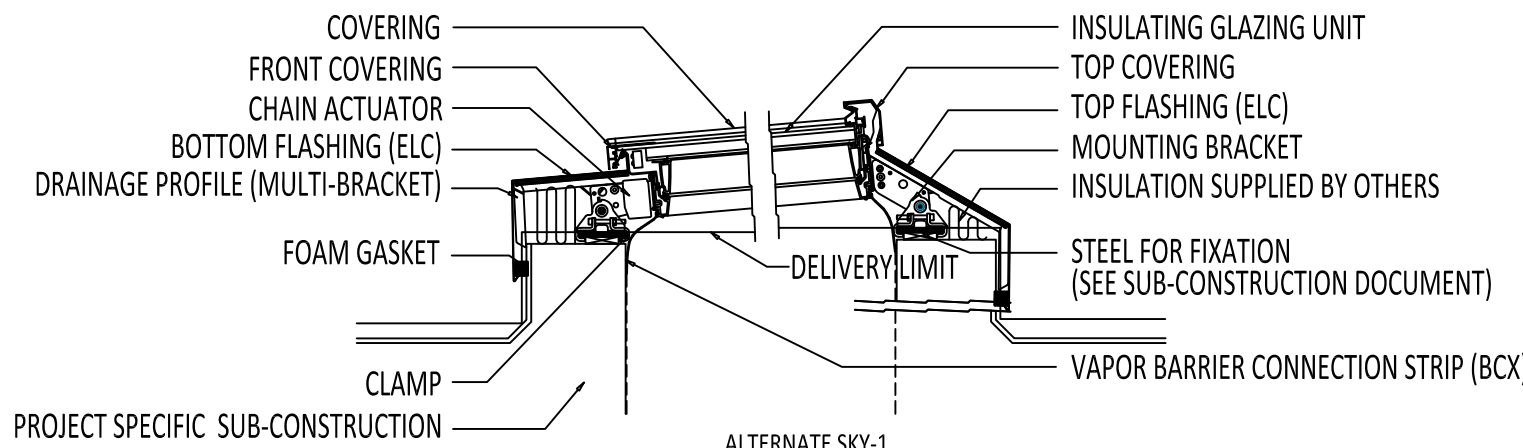
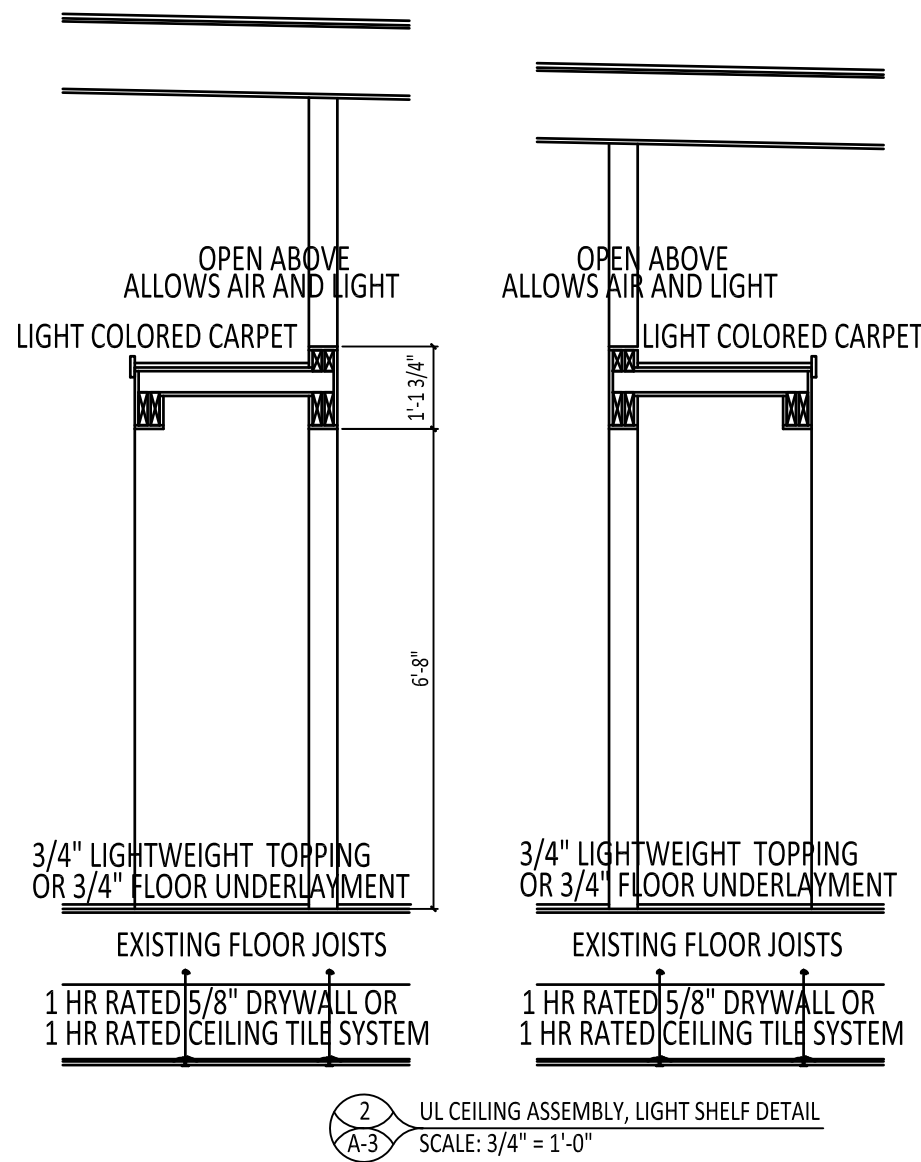
- Any reinforcing bars, dowels, and ties shall conform with ASTM - 615 Grade 60 and shall be free of dirt, mud and rust. All reinforcing shall be placed and securely tied in place sufficiently ahead of placing concrete to allow inspection and correction, if necessary, without delaying the concrete operations.
- Provide bent corner bars in all walls, footing etc. of the same size and number as the continuous reinforcement. Provide details at corners and openings.
- All splices for reinforcing shall be a minimum of 32 bar diameters.
- All slabs shall have welded wire fabric conforming with ASTM A-185 and shall be 6 x 6 - W14 x W1.4 unless otherwise noted. Lap one full mesh and wire together.

STRUCTURAL STEEL NOTES:

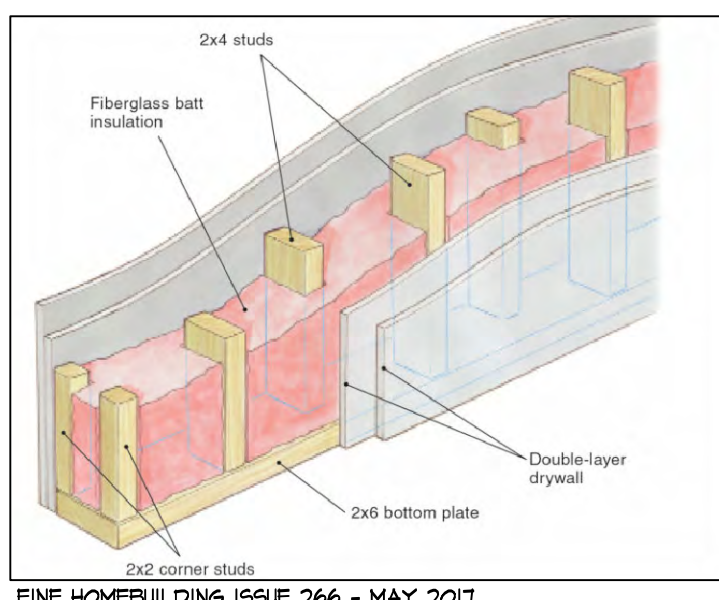
- Any structural and miscellaneous steel shall conform to ASTM A-36 min. Fabricate and erect per American Institute of Steel Construction (AISC), Manual of Steel Construction, 8th or 9th Edition. Submit shop drawings to architect for approval.
- Shop and field welding shall be per AWS D1.1-latest edition Structural Welding Code, by the American Welding Society (AWS). ETOXX electrodes shall be used for welded shop and field connections. Field weld shall be applied to surfaces free of grease, primer, paint, dirt and other deleterious material. Test as required.
- Structural bolts shall be high strength, conforming with ASTM A325, diameter as indicated (or 3/4" min.). All anchor bolts shall conform with ASTM A307; embed 15" min. Bolt every sill plate with 2 bolts minimum. Align with rod spacing.
- Grout is required under base plates as shown in the details. Grout shall be a standard non-shrink, non-metallic grout such as EUCO-NE or equivalent.
- Provide temporary shoring, bracing, etc. required to maintain alignment of steel elements until framing is built into the entire system. The contractor assumes full responsibility for the safe erection and temporary bracing of the structural steel.

WOOD NOTES:

- Any dimensional lumber shall conform to NFPA and NWFA specifications. All products shall bear grade stamps. Moisture content not to exceed 19%. Provide Hem-Fir #2 or better (headers to be culled out as #1s) or the species indicated. Submit manufactured lumber data and truss shop drawings for approval prior to fabrication. Provide temporary bracing for trusses as required during erection.
- Any sheathing shall be APA Rated Sheathing Exposure I, in thickness indicated (or 3/4") Apply sheathing to supports with face grain perpendicular to supports. Give when possible, and stagger all joints. Nail or screw in accordance with APA standards (Walls and Roofing: Minimum 8d nails @ 6" o.c. @ all panel edges and 12" o.c. @ intermediate supports. Floors: 16d nails @ same pattern as above.) Equivalent Paslode alternatives acceptable.
- Typical bearing wall framing is 2 x 4 @ 16" o.c. unless noted otherwise.
- Nail all multiple ply beams together w/ two rows of 16d nails @ 12" o.c., all sides.
- Bolts shall conform to ASTM A325. Submit shops on fabricated steel connections.
- Provide 1" x 4" cross-bridging not over 8'-0" o.c. for all joists and rafters, with 2x solid blocking between members at all supports. Firestop all vertical spaces and studs >8'.
- All framing shall comply with NFPA "Manual of House Framing" and APA E-30.
- Provide plywood corner braces -min. full height of wall, at all walls and corners.



These drawings are provided as part of a Limited Design Service, and are not intended to be complete construction drawings. Additional information regarding materials and methods are to be determined by the Contractor, Sub-contractors and/or Owner.



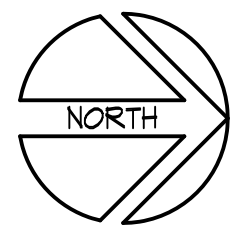
Randy Woodworth,
Woodworth Commercial

116 West: Mixed Use 3 Story Building

Rick A. Hebert, Project Supervisor

116 West Main Street Onosso, MI 48867

Date: February 27, 2020



Dingens
ARCHITECTS

Jed Dingens, AIA, LEED AP
203 W. State St.
Corvina, MI 48817
(984) 743-6004
(984) 277-5919 Cell

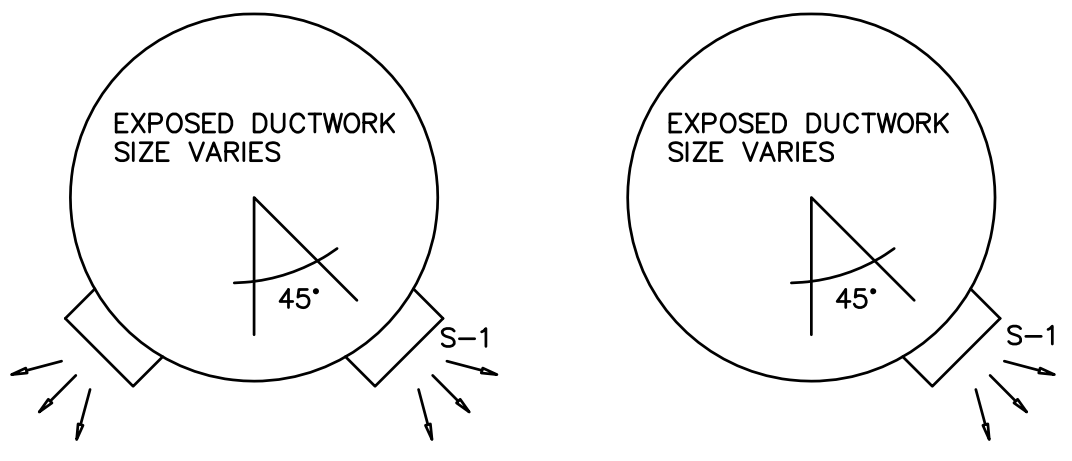
LIMITED SERVICES



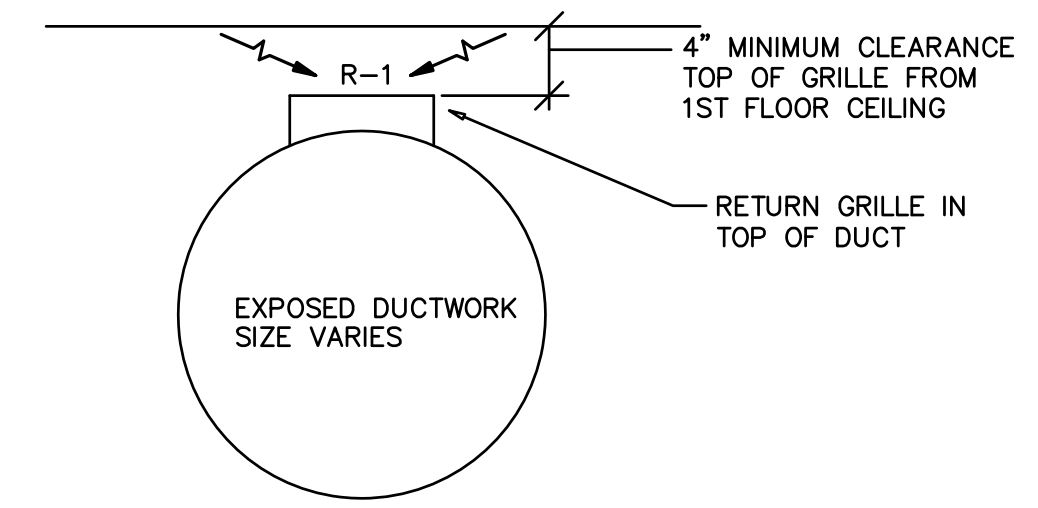
THIRD FLOOR PLAN
AND DETAILS

Sheet: A-3

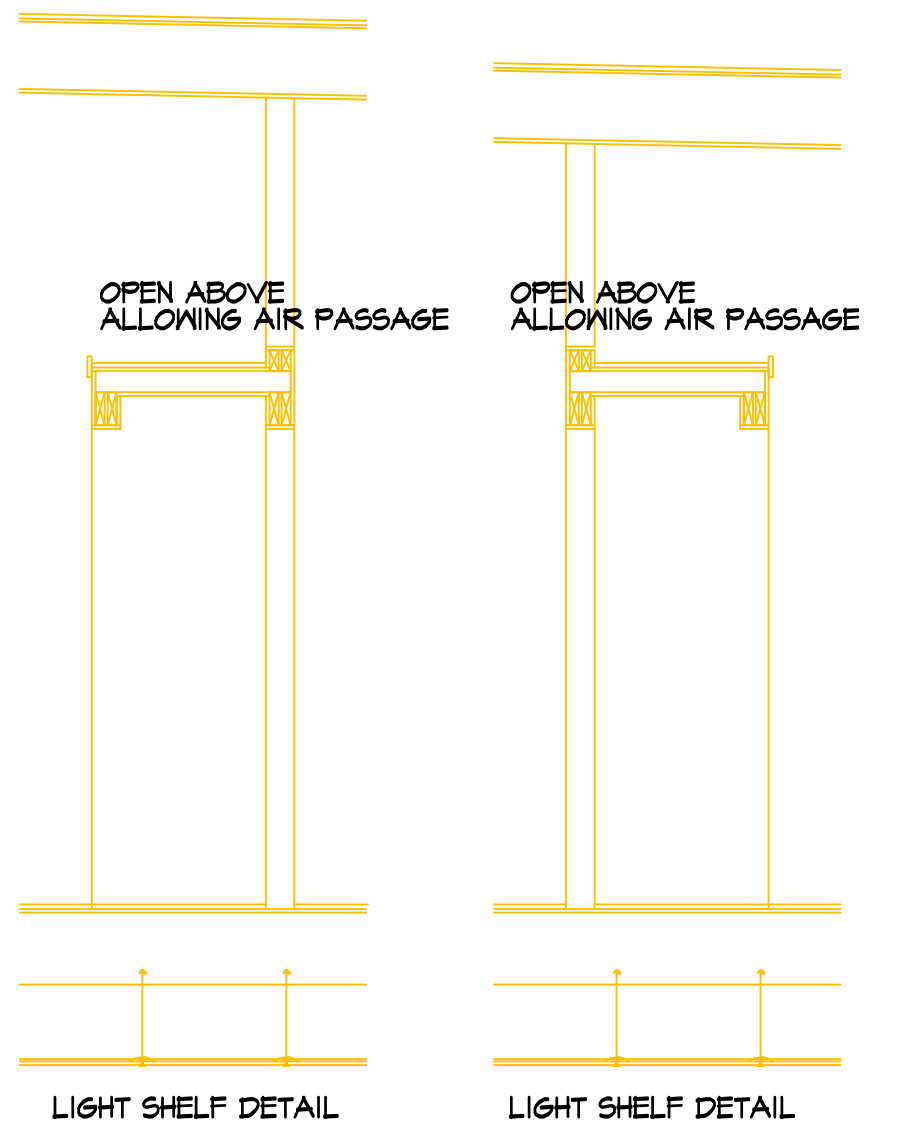
CEILING DAMPER: LOVERED DOWNDRAFT DAMPER 10%-90% FOR 6" ROUND END
FLOOR DAMPER: LOVERED FLOOR DAMPER 10%-90% BOOT UP
EXPOSED ROUND FEEDER DUCTS TO BE SPIRAL



TYPICAL DIFFUSER INSTALLATION DETAIL
NO SCALE



TYPICAL RETURN GRILLE INSTALLATION DETAIL
NO SCALE

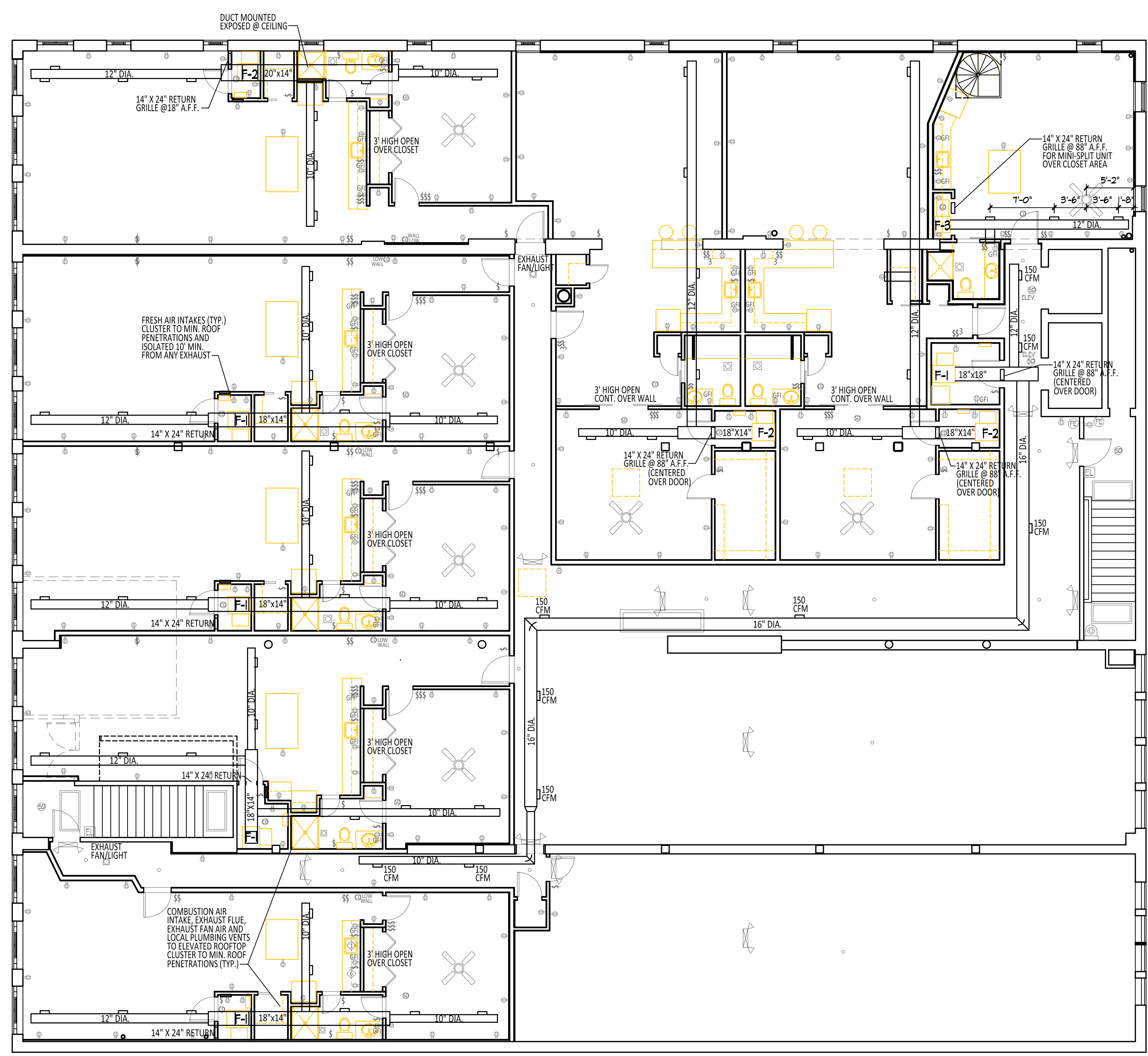


- HVAC DESIGN NOTES:
1. HVAC DESIGN DIRECTION AND CONSTRUCTION BY JED DINGENS, DINGENS ARCHITECTS, CORUNNA, AND KEVIN MAURER OF MAURER HEATING AND COOLING, ONOSSO. OWNER HAS CHOSEN TO SPECIFY ALL MATERIALS BY CONTRACT WITH DESIGNER. SEE OWNER FOR ADDITIONAL INFORMATION.
 2. FOR ENTIRE THIRD FLOOR HALLWAYS, 110 CFM FRESH AIR CONFIRM FRESH AIR ASHREA 62.1 AND OAD3-185 OPERATION AND VOLUME.
 3. MAIN DUCT RUNS ARE ALL EXPOSED GRADE SPIRAL IN SIZES INDICATED; BRANCH DUCT RUNS TO 6" METAL DUCTS W/ MIN. R-6 INSULATION WHERE IN UNCONDITIONED SPACE. ALL DIFFUSERS ADJUSTABLE.
 4. A/C CONDENSERS TO BE ON ELEVATED ROOF CURBS, AND ORGANIZED IN GROUPS OF 2 TO 4 WHERE PRACTICAL.

FRESH AIR INTAKES CLUSTER TO MIN. ROOF PENETRATIONS AND ISOLATED 10' MIN. FROM ANY EXHAUST
COMBUSTION AIR INTAKE EXHAUST FLUE EXHAUST FAN AIR AND LOCAL PLUMBING VENTS TO ELEVATED ROOFTOP CLUSTER TO MIN. ROOF PENETRATIONS (TYP.)

- HVAC EQUIPMENT SCHEDULE: LENOX AND RHEEM ALSO ENCOURAGED
- F-1 EQUAL TO GOODMAN GCEC96 80,000 BTU 96% AFUE 2 STAGE BURNER, MULTI-SPEED 2.5 TON BLOWER FOR 1000 CFM FURNACE WITH STAINLESS STEEL HEAT EXCHANGER, SET 26" ABOVE FLOOR ON 24" PLENUM. PROVIDE AND CONNECT WITH NEW DEDICATED CONTROL IT FREE WIRE, TO TRUE 7 DAY / 24 HOUR PROGRAMMABLE THERMOSTAT, WITH SAME RANGE PROGRAMMABLE FAN CONTROL, SET ON DURING ALL OCCUPANCY. 4" METAL DUCT FROM RETURN DUCT TO EXTERIOR WITH BIRD CAGE AND BACKDRAFT DAMPER, FOR 15% FRESH AIR, MINIMUM 150 CFM
- F-2 EQUAL TO GOODMAN GCEC96 100,000 BTU 96% AFUE 2 STAGE BURNER, MULTI-SPEED 3 TON BLOWER FOR 1200 CFM FURNACE WITH STAINLESS STEEL HEAT EXCHANGER, SET 26" ABOVE FLOOR ON 24" PLENUM. PROVIDE AND CONNECT WITH NEW DEDICATED CONTROL IT FREE WIRE, TO TRUE 7 DAY / 24 HOUR PROGRAMMABLE THERMOSTAT, WITH SAME RANGE PROGRAMMABLE FAN CONTROL, SET ON DURING ALL OCCUPANCY. 4" METAL DUCT FROM RETURN DUCT TO EXTERIOR WITH BIRD CAGE AND BACKDRAFT DAMPER, FOR 15% FRESH AIR, MINIMUM 180 CFM
- F-3 MINI-SPLIT LOCATED OVER CLOSET FOR OFFICE STUDIO OPEN TO COMMERCIAL OFFICE SPACE BELOW EQUAL TO MITSUBISHI OR SANYO 36,000 BTU AIR CONDITIONER- HEAT PUMP - 36HF DUCTED

DESIGN AND SUBMITTAL OF REQUIRED MODIFICATIONS TO AUTOMATIC FIRE SPRINKLERING SYSTEM DEFERRED. CONNECT AFSS FLOW ALARM, AND ALL OTHER DETECTORS, AND COMMUNICATE W/ REGISTERED MONITORING SERVICE

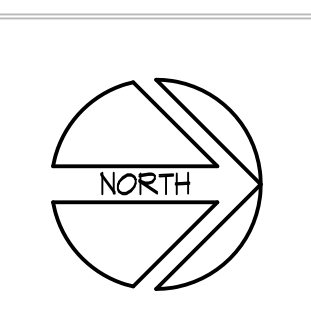


THIRD FLOOR MECHANICAL
SCALE 1/8" = 1'-0"

Randy Woodworth,
Woodworth Commercial

116 West: Mixed Use 3 Story Building
Rick A. Hebert, Project Supervisor
116 West Main Street Onosso, MI 48867

Date: February 27, 2020



Dingens ARCHITECTS

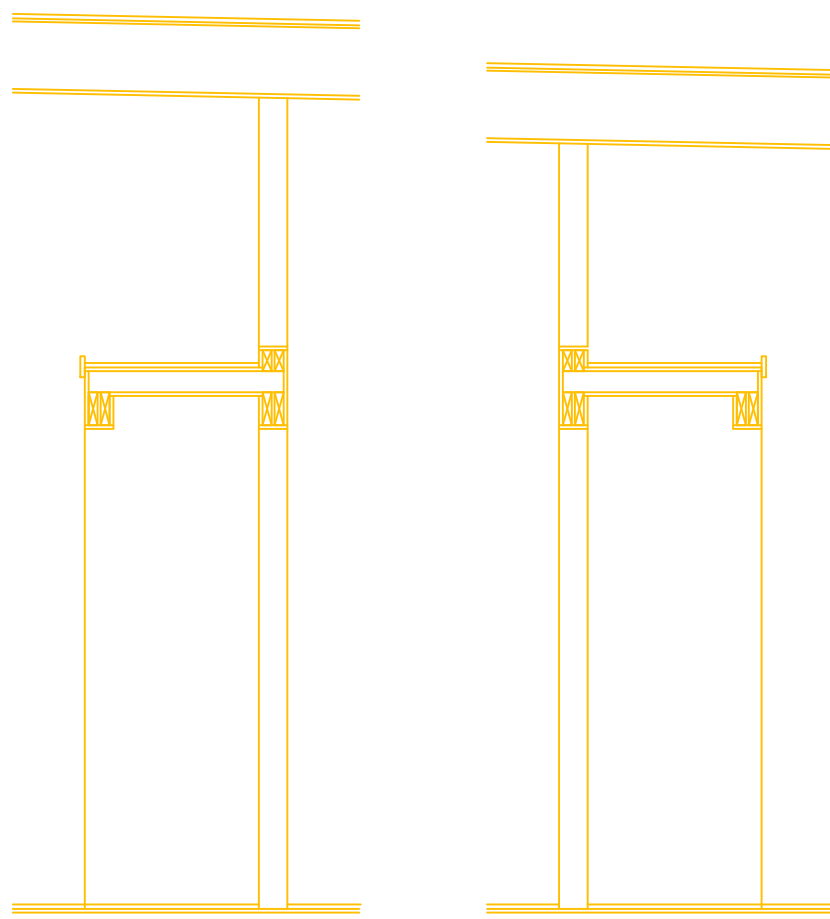
Jed Dingsen, AIA, LEED AP
205 N. State St.
Corunna, MI 48817
(984) 743-6004
(984) 277-5919 Cell

LIMITED SERVICES



THIRD FLOOR MECH.
PLAN & DETAILS

Sheet: M-3



- ELECTRICAL FIXTURE SCHEDULE: ALL LED 2700° KELVIN
- ◇ 2' X 4' 3-LAMP T-8 OR SMALLER TRI-PHOSPHOR MAXIMUM 3' HEIGHT
 - ◇ 48" 4 BLADE FAN WITH SINGLE WHITE DOME 13W LED W/ 3 SPEED CONTROL
 - ◇ MONOPONT ON ADJUSTABLE SWIVEL ON CANOPY KIT LED 13W VWF OR 4" STRIP LIGHT INSIDE CLOSET MOUNTED HIGH ABOVE STORAGE
 - ◇ RECESSED LED FLOODLIGHT, DIMMABLE 18 WATT, WHITE TRIM 2700K
 - ◇ 8" TRACK LIGHT WITH 3 ADJUSTABLE LED 26 WATT WHITE TRIM 2700K
 - ◇ UNDER COUNTER LIGHT OR DOWN PICKS AT CEILING IF OPEN SHELVES
 - ◇ DECORATIVE SURFACE LED
 - ◇ VANITY MULTI-LIGHT OVER SINK LED 9W
 - ◇ FAN / LIGHT 110 CFM TO 4" METAL DUCT / 75W RATED WITH 13W LED ON DURING ALL PERIODS OF OCCUPANCY BY 1 DAY PROGRAMMABLE TIMER
 - ◇ 2' X 4' SURFACE MOUNT BOX FLUORESCENT WITH (3) T-8 TRI-PHOSPHOR 3000° KELVIN LAMPS, 3" DEEP PARABOLIC LENS WITH 4" EGGSRATE
 - ◇ 2' X 4' LED HIGH BAY 104W 12,000 LUMENS EACH W/ AIRCRAFT STRUT & CABLE SUSPENSION AT IT AFF. COMPLETELY EQUAL TO COOPER METALUX HBLED-LD4-12-MUNV-L840-ED-V 3500 DEGREE K

- COMBO EMERGENCY / EXIT LIGHTING - HALOGEN / LED EQ. TO SURE-LITE LPXDH
- EMERGENCY LIGHTING - DUAL DEADEND HALOGEN EQ. TO SURE-LITE CC1
- EMERGENCY LIGHTING - SINGLE HEADED HALOGEN EQ. TO SURE-LITE EXT. ENTRY
- EXIT LIGHTING - LED EQ. TO SURE-LITE LPX
- SWITCH
- SWITCH - MOTION - PIR & MICROPHONCS SOUND
- SWITCH - 3 WAY
- SWITCH - MOTION CEILING - PIR & MICROPHONCS SOUND
- DUPLEX RECEPTACLE - WALL
- QUAD PLATE W/ DUPLEX RECEPTACLE IN BOX ON ONE SIDE, CABLE/TELEPHONE IN BOX ON OTHER SIDE W/ 3/4" CONDUIT STUBBED UP OR DOWN INTO OPEN SPACE, W/ WIRE FERRULE AT END
- QUAD PLATE W/ DUPLEX RECEPTACLES IN BOX ON BOTH SIDES, IN SERVICE HINGED - FLOOR - STAMPED STEEL, PAINTED
- GROUND FAULT CIRCUIT INTERRUPT
- WEATHER PROOF 6FI WITH IN-SERVICE COVER
- WFS
- THERMOSTAT

- FIRE DEVICE SCHEDULE - REQUIRED BY CODE - LAYOUT BY INSTALLER
- MANUAL PULL STATION
 - SMOKE DETECTOR - WIRELESS - 10 YEAR BATTERY
 - CARBON MONOXIDE DETECTOR - WIRELESS - 10 YEAR BATTERY
 - 200 deg. FIXED TEMPERATURE HEAT DETECTOR - WIRELESS - 10 YEAR BATTERY
 - AUDIO VISUAL UNIT
 - STROBE ONLY
 - INDICATES CANDELA RATING OF STROBE TO MEET NFPA-12 REQUIREMENTS
 - PROVIDE PROTECTIVE COVER FOR THIS DEVICE
 - FIRE ALARM CONTROL PANEL - CONSULT AUTHORITY HAVING JURISDICTION TO DETERMINE EXACT LOCATIONS
 - FIRE EXTINGUISHER 20# ABC ON HOOK MINIMUM SIZE REQUIRED

PANEL 31A - 100 A M.L.B.									
CKT.	DESCRIPTION	VOLT-AMP	BKR.	SERVICE VOLTAGE 110/220 V - 3 PHASE - 4 WIRE	CKT.	DESCRIPTION	VOLT-AMP	BKR.	SERVICE VOLTAGE 110/220 V - 3 PHASE - 4 WIRE
01	GREAT ROOM OUTLETS	800	20	1200	02	GREAT ROOM LIGHTS	20	1200	02
03	GREAT ROOM OUTLETS	800	20	1200	04	KITCHEN / HALL LIGHTS	20	1200	04
05	FURNACE OUTLET / CNX.	800	20	1200	06	BATHROOM LIGHTS	20	1200	06
07	FRIDGE OUTLET	800	20	1200	08	BEDROOM LIGHTS	20	1200	08
09	KITCHEN OUTLETS	800	20	1200	10	UNASSIGNED	20	1200	10
11	DISPOSAL OUTLET	800	20	1200	12	UNASSIGNED	20	1200	12
13	KITCHEN OUTLETS	800	20	1200	14	UNASSIGNED	20	1200	14
15	BEDROOM OUTLETS	800	20	1200	16	UNASSIGNED	20	1200	16
17	FURNACE	400	10	1200	18	UNASSIGNED	20	1200	18
19	ROOFTOP CONDENSER	10512	30	1200	20	UNASSIGNED	20	1200	20
21	UNASSIGNED	11912	30	1200	22	UNASSIGNED	20	1200	22
23	UNASSIGNED	11912	30	1200	24	UNASSIGNED	20	1200	24
TOTAL KVA/AMPS:		11912		8400	TOTAL LOAD WATTS: 25112				
PROTECTED LOAD AMPS:					DEMAND:				

PANEL 32B - 100 A M.L.B.									
CKT.	DESCRIPTION	VOLT-AMP	BKR.	SERVICE VOLTAGE 110/220 V - 3 PHASE - 4 WIRE	CKT.	DESCRIPTION	VOLT-AMP	BKR.	SERVICE VOLTAGE 110/220 V - 3 PHASE - 4 WIRE
01	GREAT ROOM OUTLETS	800	20	1200	02	GREAT ROOM LIGHTS	20	1200	02
03	GREAT ROOM OUTLETS	800	20	1200	04	KITCHEN / HALL LIGHTS	20	1200	04
05	FURNACE OUTLET / CNX.	800	20	1200	06	BATHROOM LIGHTS	20	1200	06
07	FRIDGE OUTLET	800	20	1200	08	BEDROOM LIGHTS	20	1200	08
09	KITCHEN OUTLETS	800	20	1200	10	UNASSIGNED	20	1200	10
11	DISPOSAL OUTLET	800	20	1200	12	UNASSIGNED	20	1200	12
13	KITCHEN OUTLETS	800	20	1200	14	UNASSIGNED	20	1200	14
15	BEDROOM OUTLETS	800	20	1200	16	UNASSIGNED	20	1200	16
17	FURNACE	400	10	1200	18	UNASSIGNED	20	1200	18
19	ROOFTOP CONDENSER	8160	30	1200	20	UNASSIGNED	20	1200	20
21	UNASSIGNED	15560	30	1200	22	UNASSIGNED	20	1200	22
23	UNASSIGNED	15560	30	1200	24	UNASSIGNED	20	1200	24
TOTAL KVA/AMPS:		15560		8400	TOTAL LOAD WATTS: 23460				
PROTECTED LOAD AMPS:					DEMAND:				

PANEL 33C - 100 A M.L.B.									
CKT.	DESCRIPTION	VOLT-AMP	BKR.	SERVICE VOLTAGE 110/220 V - 3 PHASE - 4 WIRE	CKT.	DESCRIPTION	VOLT-AMP	BKR.	SERVICE VOLTAGE 110/220 V - 3 PHASE - 4 WIRE
01	GREAT ROOM OUTLETS	800	20	1200	02	GREAT ROOM LIGHTS	20	1200	02
03	GREAT ROOM OUTLETS	800	20	1200	04	KITCHEN / HALL LIGHTS	20	1200	04
05	FURNACE OUTLET / CNX.	800	20	1200	06	BATHROOM LIGHTS	20	1200	06
07	FRIDGE OUTLET	800	20	1200	08	BEDROOM LIGHTS	20	1200	08
09	KITCHEN OUTLETS	800	20	1200	10	UNASSIGNED	20	1200	10
11	DISPOSAL OUTLET	800	20	1200	12	UNASSIGNED	20	1200	12
13	KITCHEN OUTLETS	800	20	1200	14	UNASSIGNED	20	1200	14
15	BEDROOM OUTLETS	800	20	1200	16	UNASSIGNED	20	1200	16
17	FURNACE	400	10	1200	18	UNASSIGNED	20	1200	18
19	ROOFTOP CONDENSER	8160	30	1200	20	UNASSIGNED	20	1200	20
21	UNASSIGNED	15560	30	1200	22	UNASSIGNED	20	1200	22
23	UNASSIGNED	15560	30	1200	24	UNASSIGNED	20	1200	24
TOTAL KVA/AMPS:		15560		8400	TOTAL LOAD WATTS: 23460				
PROTECTED LOAD AMPS:					DEMAND:				

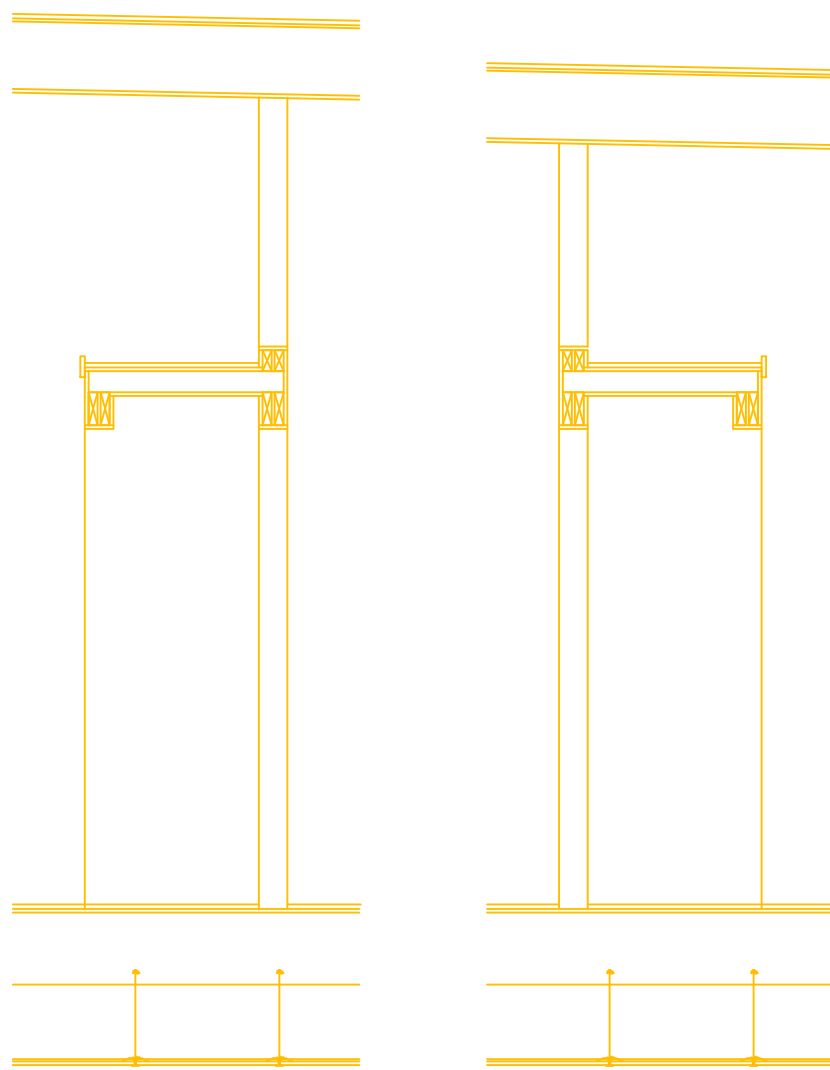
PANEL 34D - 100 A M.L.B.									
CKT.	DESCRIPTION	VOLT-AMP	BKR.	SERVICE VOLTAGE 110/220 V - 3 PHASE - 4 WIRE	CKT.	DESCRIPTION	VOLT-AMP	BKR.	SERVICE VOLTAGE 110/220 V - 3 PHASE - 4 WIRE
01	GREAT ROOM OUTLETS	800	20	1200	02	GREAT ROOM LIGHTS	20	1200	02
03	GREAT ROOM OUTLETS	800	20	1200	04	KITCHEN / HALL LIGHTS	20	1200	04
05	FURNACE OUTLET / CNX.	800	20	1200	06	BATHROOM LIGHTS	20	1200	06
07	FRIDGE OUTLET	800	20	1200	08	BEDROOM LIGHTS	20	1200	08
09	KITCHEN OUTLETS	800	20	1200	10	UNASSIGNED	20	1200	10
11	DISPOSAL OUTLET	800	20	1200	12	UNASSIGNED	20	1200	12
13	KITCHEN OUTLETS	800	20	1200	14	UNASSIGNED	20	1200	14
15	BEDROOM OUTLETS	800	20	1200	16	UNASSIGNED	20	1200	16
17	FURNACE	400	10	1200	18	UNASSIGNED	20	1200	18
19	ROOFTOP CONDENSER	8160	30	1200	20	UNASSIGNED	20	1200	20
21	UNASSIGNED	15560	30	1200	22	UNASSIGNED	20	1200	22
23	UNASSIGNED	15560	30	1200	24	UNASSIGNED	20	1200	24
TOTAL KVA/AMPS:		15560		8400	TOTAL LOAD WATTS: 23460				
PROTECTED LOAD AMPS:					DEMAND:				

PANEL 35E - 100 A M.L.B.									
CKT.	DESCRIPTION	VOLT-AMP	BKR.	SERVICE VOLTAGE 110/220 V - 3 PHASE - 4 WIRE	CKT.	DESCRIPTION	VOLT-AMP	BKR.	SERVICE VOLTAGE 110/220 V - 3 PHASE - 4 WIRE
01	GREAT ROOM OUTLETS	800	20	1200	02	GREAT ROOM LIGHTS	20	1200	02
03	GREAT ROOM OUTLETS	800	20	1200	04	KITCHEN / HALL LIGHTS	20	1200	04
05	FURNACE OUTLET / CNX.	800	20	1200	06	BATHROOM LIGHTS	20	1200	06
07	FRIDGE OUTLET	800	20	1200	08	BEDROOM LIGHTS	20	1200	08
09	KITCHEN OUTLETS	800	20	1200	10	UNASSIGNED	20	1200	10
11	DISPOSAL OUTLET	800	20	1200	12	UNASSIGNED	20	1200	12
13	KITCHEN OUTLETS	800	20	1200	14	UNASSIGNED	20	1200	14
15	BEDROOM OUTLETS	800	20	1200	16	UNASSIGNED	20	1200	16
17	FURNACE	400	10	1200	18	UNASSIGNED	20	1200	18
19	ROOFTOP CONDENSER	1600	30	1200	20	UNASSIGNED	20	1200	20
21	UNASSIGNED	8400	30	1200	22	UNASSIGNED	20	1200	22
23	UNASSIGNED	8400	30	1200	24	UNASSIGNED	20	1200	24
TOTAL KVA/AMPS:		8400		8400	TOTAL LOAD WATTS: 23460				
PROTECTED LOAD AMPS:					DEMAND:				

PANEL 36F - 100 A M.L.B.									
CKT.	DESCRIPTION	VOLT-AMP	BKR.	SERVICE VOLTAGE 110/220 V - 3 PHASE - 4 WIRE	CKT.	DESCRIPTION	VOLT-AMP	BKR.	SERVICE VOLTAGE 110/220 V - 3 PHASE - 4 WIRE
01	GREAT ROOM OUTLETS	800	20	1200	02	GREAT ROOM LIGHTS	20	1200	02
03	GREAT ROOM OUTLETS	800	20	1200	04	KITCHEN / HALL LIGHTS	20	1200	04
05	FURNACE OUTLET / CNX.	800	20	1200	06	BATHROOM LIGHTS	20	1200	06
07	FRIDGE OUTLET	800	20	1200	08	BEDROOM LIGHTS	20	1200	08
09	KITCHEN OUTLETS	800	20	1200	10	UNASSIGNED	20	1200	10
11	DISPOSAL OUTLET	800	20	1200	12	UNASSIGNED	20	1200	12
13	KITCHEN OUTLETS	800	20	1200	14	UNASSIGNED	20	1200	14
15	BEDROOM OUTLETS	800	20	1200	16	UNASSIGNED	20	1200	16
17	FURNACE	400	10	1200	18	UNASSIGNED	20	1200	18
19	ROOFTOP CONDENSER	8160	30	1200	20	UNASSIGNED	20	1200	20
21	UNASSIGNED	15560	30	1200	22	UNASSIGNED	20	1200	22
23	UNASSIGNED	15560	30	1200	24	UNASSIGNED	20	1200	24
TOTAL KVA/AMPS:		15560		8400	TOTAL LOAD WATTS: 23460				
PROTECTED LOAD AMPS:					DEMAND:				

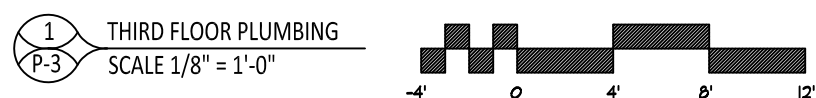
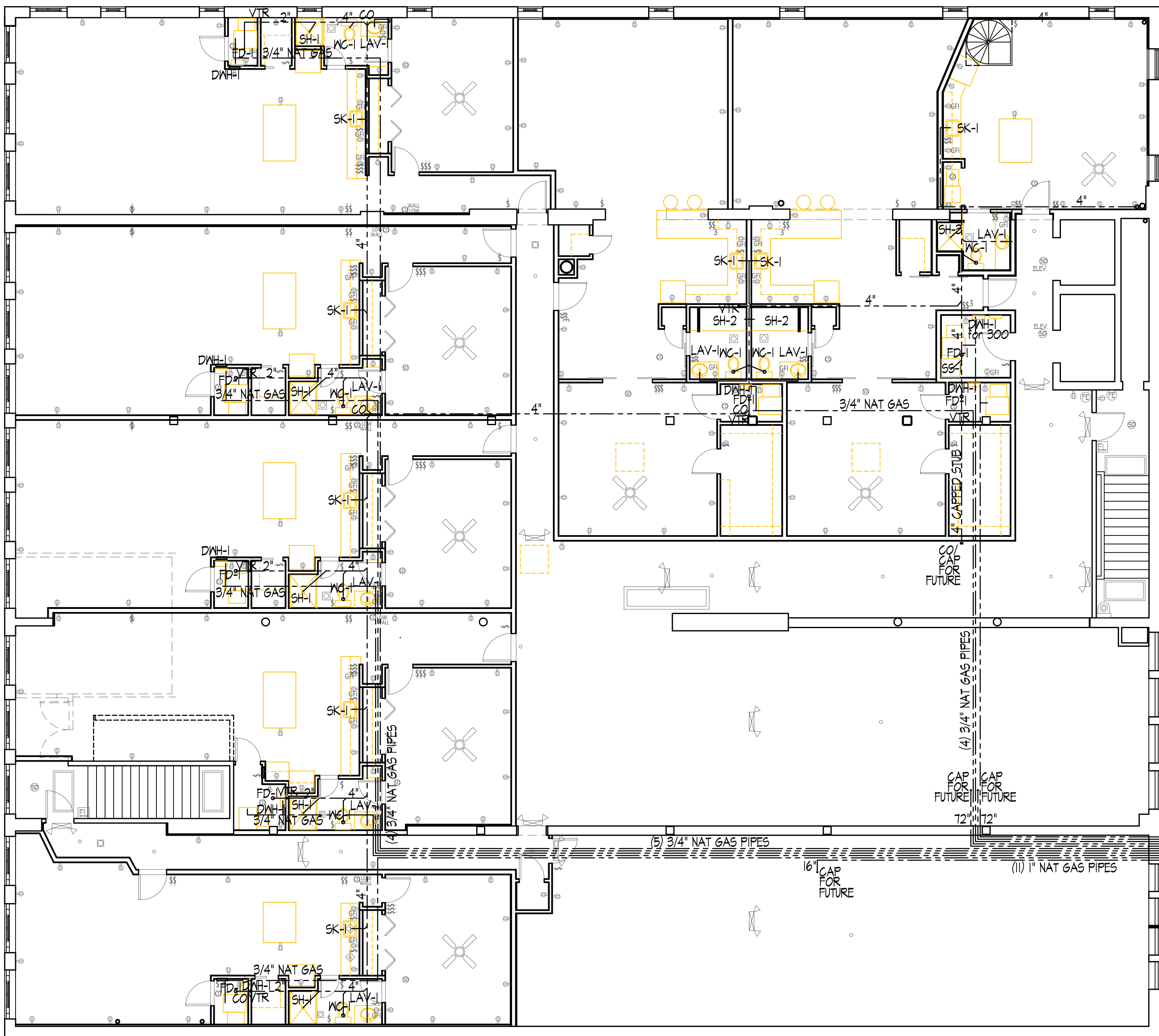
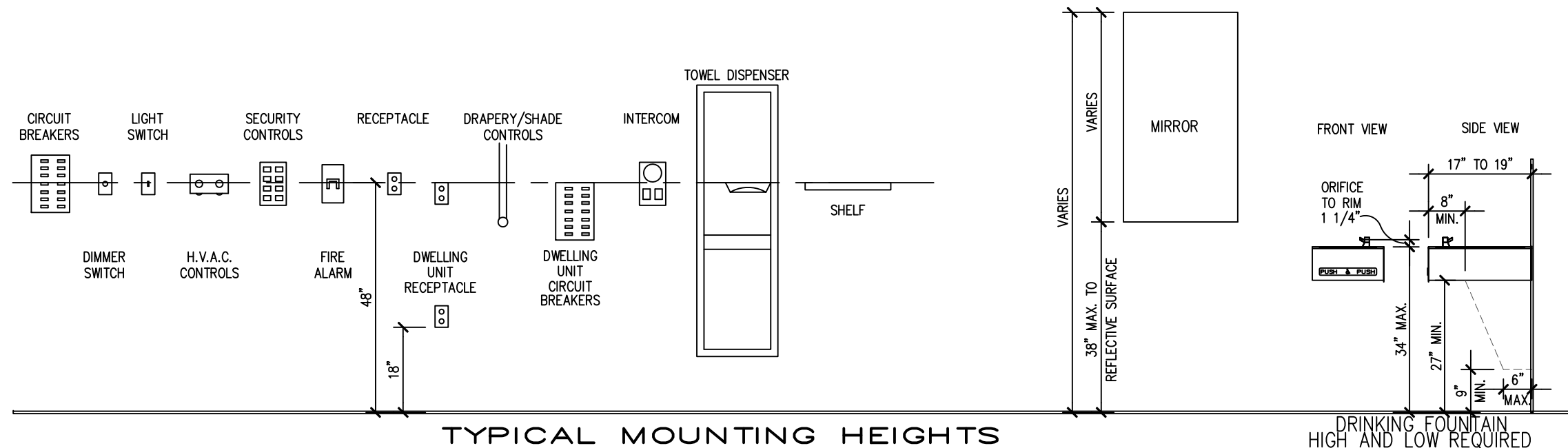
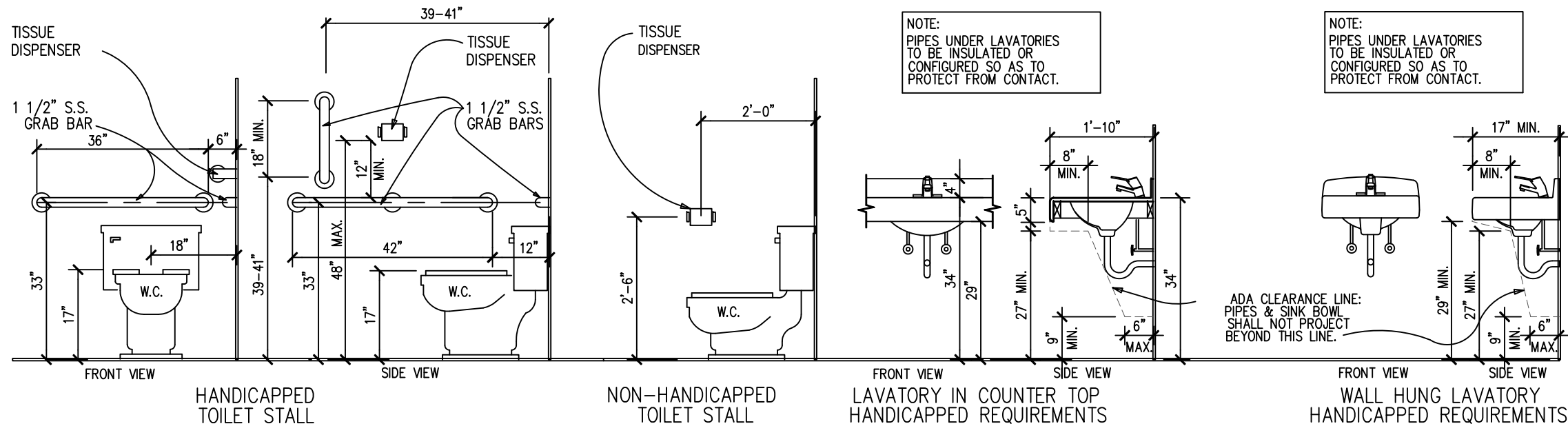
PANEL 37G - 100 A M.L.B.									
CKT.	DESCRIPTION	VOLT-AMP	BKR.	SERVICE VOLTAGE 110/220 V - 3 PHASE - 4 WIRE	CKT.	DESCRIPTION	VOLT-AMP	BKR.	SERVICE VOLTAGE 110/220 V - 3 PHASE - 4 WIRE
01	GREAT ROOM OUTLETS	800	20	1200	02	GREAT ROOM LIGHTS	20	1200	02
03	GREAT ROOM OUTLETS	800	20	1200	04	KITCHEN / HALL LIGHTS	20	1200	04
05	FURNACE OUTLET / CNX.	800	20	1200	06	BATHROOM LIGHTS	20	1200	06
07	FRIDGE OUTLET	800	20	1200	08	BEDROOM LIGHTS	20	1200	08
09	KITCHEN OUTLETS	800	20	1200	10	UNASSIGNED	20	1200	10
11	DISPOSAL OUTLET	800	20	1200	12	UNASSIGNED	20	1200	12
13	KITCHEN OUTLETS	800	20	1200	14	UNASSIGNED	20	1200	14
15	BEDROOM OUTLETS	800	20	1200	16	UNASSIGNED	20	1200	16
17	FURNACE	400	10	1200	18	UNASSIGNED	20	1200	18
19	ROOFTOP CONDENSER	8160	30	1200	20	UNASSIGNED	20	1200	20
21	UNASSIGNED	15560	30	1200	22	UNASSIGNED	20	1200	22
23	UNASSIGNED	15560	30	1200	24	UNASSIGNED	20	1200	24
TOTAL KVA/AMPS:		15560		8400	TOTAL LOAD WATTS: 23460				
PROTECTED LOAD AMPS:					DEMAND:				

PANEL 300 - 100 A M.L.B					SERVICE VOLTAGE 110/220 V - 3 PHASE - 4 WIRE				
CKT.	DESCRIPTION	VOLT-AMP	BKR.		BKR.	VOLT-AMP	DESCRIPTION	CKT.	
01	GREAT ROOM OUTLETS	800	20	1200	20	1200	GREAT ROOM LIGHTS	02	
03	GREAT ROOM OUTLETS	800	20	1200	20	1200	KITCHEN / HALL LIGHTS	04	
05	FURNACE OUTLET / CNX.	800	20	1200	20	1200	BATHROOM LIGHTS	06	
07	FRIDGE OUTLET	800	20	1200	20	1200	BEDROOM LIGHTS	08	
09	KITCHEN OUTLETS	800	20	1200	20	1200	UNASSIGNED	10	
11	DISPOSAL OUTLET	800	20	1200	20	1200	UNASSIGNED	12	
13	KITCHEN OUTLETS	800	20	1200	20	1200	UNASSIGNED	14	
15	BEDROOM OUTLETS	800	20	1200				16	
17	FURNACE	400	10	1200				18	
19	ROOFTOP CONDENSER	3504	10	1200				20	
21	UNASSIGNED							22	
23	UNASSIGNED							24	
TOTAL KW/AMPS		10304			8400	TOTAL LOAD WATTS: 18,704			
PROTECTED LOAD AMPS:						DEMAND:			



PLUMBING FIXTURE SCHEDULE

- FD-1 FLOOR DRAIN SHALL BE JONESPEC MODEL FD-2280 WITH P/V OR BAS BODY, COMPLETE WITH STEEL-THREADED INSERTS. THE ADJUSTABLE BAS HEAD IS COMPLETE WITH A NICKEL FRAME AND 5" DIAMETER NICKEL GRATE. 3" NO-HUB OUTLET. DEEP SEAL TRAP IN WASTE PLUMBING. TRAP PRIMERS.
- LAV-1 EQUAL TO A "MANSFIELD" #267, VITREOUS CHINA, CENTER MOUNTED LAVATORY WITH 4" OR 8" FAUCET CENTERS. SIZE 20" x 17" K-7605-P 3/8" ANGLE SUPPLIES W/ STOPS, K-2448 1 1/4" CAST BRASS "P" TRAP. PROVIDE SYMMONS MODEL 4-10 MECH. MIXING VALVE FAUCET PER ASSE 1070 NOT TO EXCEED 110 DEG. F. MAX. "SYMMONS" SCOT FAUCET, MODEL 5-90-2-6-FR-M SINGLE LEVER FAUCET W/ TEMP. SELECTION & BLADE TYPE HANDLE, VANDAL PROOF GRID STRAINER ASSEMBLY.
- WC-1 EQUAL TO A "MANSFIELD" ELONGATED ULTRA-LOW FLUSH TOILET, VITREOUS CHINA, TANK TYPE WATER CLOSET, MODEL #37-160, 1.6 GAL. FLUSH, GRAVITY-FED FLUSHING. FLOAT VALVE W/ VACUUM BREAKER, 211 ULF FLUSH VALVE, TANK COVER PROVIDED, CHROME-PLATED TRIP LEVER & BOLT CAPS. PROVIDE AN OPEN FRONT SOLID PLASTIC SEAT (WHITE) W/ CHECK HINGE. 3/8" ANGLE SUPPLY W/ STOPS.
- SK-1 EQUAL TO A "ELKAY-DAYTON" MODEL DSE-3322-4, COUNTER MOUNTING, STAINLESS STEEL SINK 33" LONG x 22" WIDE x 1 1/2-8" DEEP. FOUR HOLE FAUCET PUNCHING. 2" DRAIN D-5018 DRAIN FITTING. FULLY SOUND DEADENED. PROVIDE FAUCET EQUAL TO "KOHLER" GOOSENECK SPOUT, LEVER HANDLES, AERATOR, 3/8" COPPER SUPPLIES.
- SH-1 EQUAL TO PREFAB SHOWER 36" X 42" WITH DELTA SHOWER MIXER, LOW FLOW HEAD
- SH-2 EQUAL TO PREFAB SHOWER 32" X 60" WITH DELTA SHOWER MIXER, LOW FLOW HEAD ALTERNATE: BATHTUB
- SH-3 EQUAL TO PREFAB SHOWER 36" X 34" WITH DELTA SHOWER MIXER, LOW FLOW HEAD
- DWH-1 EQUAL TO A "A.O. SMITH" POWER VENTED NATURAL GAS DOMESTIC WATER HEATER, INSTANT ON, WALL MOUNT, TEMPERATURE RISE, 50 MB. SET TO 120 DEGREES F. TEMP. MODEL F-2 CONTROLS W/ ELECTRONIC CONTROL, 4 SECOND MAIN WITH RELIEF DIRECTED INTO PAN. STAMPED ALUMINUM DRAIN PAN WITH SIDE HOLE HARD PIPED TO AN AIR-GAPPED DRAIN
- SS-1 SHALL BE JONESPEC MODEL MB-2600-24 MOLDED MOP SERVICE BASIN WITH A STAINLESS STEEL DOME STRAINER/LINT BASKET AND A PVC DRAIN WITH ADJUSTABLE CAULKING NUT AND GASKET. PROVIDE MODEL FS SERVICE FAUCET, BS STAINLESS STEEL BUMPER GUARD, H HOSE AND HOSE BRACKET, MHO MOP HANGER, AND A WHO WALL GUARD PANELS.



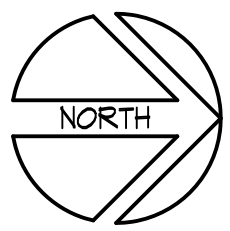
Randy Woodworth,
Woodworth Commercial

116 West: Mixed Use 3 Story Building

Rick A. Hebert, Project Supervisor

116 West Main Street Onosso, MI 48867

Date: February 27, 2020



Jed Dings, AIA, LEED AP
205 N. State St.
Corvina, MI 48817
(984) 743-6004
(984) 277-5419 Cell

Dings
ARCHITECTS



THIRD FLOOR PLUMB.
PLAN & DETAILS

Sheet: P-3

THIRD FLOOR ROOM FINISH SCHEDULE

RM. #	ROOM NAME	FLOOR	BASE	WALLS	CEILING	TRIM	REMARKS																								
		01 EG-1 BURNISHED CONCRETE	02 CPT-1 CARPET 1	03 CPT-2 CARPET 2	04 CPT-3 CARPET 3	05 CPT-4 CARPET 4	06 CT-1 CERAMIC TILE 1	07 CT-2 CERAMIC QUARRY TILE	08 FBC CARPETING CHOSEN BY CADL	09 P-1 UNFINISHED	10 VCP-1 VINYL COMPOSITION PLANK	11 VCT-1 VINYL COMPOSITION TILE	12 SEAL-1 SAND AND SEAL	13 MD-1 STAINED WOOD BASE	14 CT-2 QUARRY TILE	15 RES-1 RESILIENT 4' BASE, REPAIR TO MATCH	16 CT-1 CERAMIC TILE 1 (8' HIGH)	17 DW-1 5/8" GYP&UM BRD. (PRIME, PAINT)	18 DW-2 (2) 3/8" CURVED GYP. BRD. (PRIME, PAINT)	19 DW-3 5/8" GREEN BRD. (PRIME, PAINT)	20 H-1 1/8" HDPE SHEET (8' HIGH)	21 P-1 PAINT EXISTING REPAIR AS NEEDED	22 DW-1 5/8" GYP. BD. TYPE X OR C (PRIME, PAINT)	23 AC-1 2"x2"x 3/4" ACOUST. LATIN	24 AC-2 DW-1 WITH ACOUSTICAL Z	25 AC-3 ACOUSTICAL SPRAY-ON 1" K-	26 P-1 PAINT EXISTING	27 WOOD WINDOW TRIM (TYP.)	28 WOOD DOOR TRIM (TYP.)	29 WOOD WINDOW SILLS (TYP.)	NOTES: 1. SEE ALSO OWNER'S SPECIFICATIONS OWNER CHOSE TO SPECIFY ALL MATERIALS. 2. ALL DRYWALL ON INTERIOR WALLS TO BE 5/8" FIRE TYPE X OR C RESILIENT, ASSEMBLY F UNLESS OTHERWISE INDICATED. 3. ALL DRYWALL ON EXTERIOR WALLS/ CLG. TO BE 5/8" TYPE X W/ VAP. BARRIER PRIMER UNLESS OTHERWISE INDICATED.
THIRD FLOOR																															
300	MEETING																					22			26	27	29				
301	CLOSET																					22			26	27	29				
302	BATHROOM																					22			26	27	29				
303	RESERVED																					22			26	27	29				
304	RESERVED																					22			26	27	29				
305	RESERVED																					22			26	27	29				
306	RESERVED																					22			26	27	29				
307	RESERVED																					22			26	27	29				
308	RESERVED																					22			26	27	29				
309	RESERVED																					22			26	27	29				
310	HALL																					22			26	27	29				
311	CLOSET																					22			26	27	29				
312	PANTRY																					22			26	27	29				
313	KITCHEN																					22			26	27	29				
314	CLOSET																					22			26	27	29				
315	BATHROOM																					22			26	27	29				
316	BEDROOM																					22			26	27	29				
317	FURNACE																					22			26	27	29				
318	CLOSET																					22			26	27	29				
319	RESERVED																					22			26	27	29				
320	HALL																					22			26	27	29				
321	LOFT																					22			26	27	29				
322	GREAT																					22			26	27	29				
323	GALLERY																														

RM. #	ROOM NAME	FLOOR				BASE				WALLS				CEILING				TRIM			REMARKS										
		BC-1 BURNISHED CONCRETE	CPT-1 CARPET 1	CPT-2 CARPET 2	CPT-3 CARPET 3	CPT-4 CARPET 4	CT-1 CERAMIC TILE 1	CT-2 CERAMIC QUARRY TILE	FBC CARPETING CHOSEN BY CADL	P-1 UNFINISHED	VCP-1 VINYL COMPOSITION PLANK	VCT-1 VINYL COMPOSITION TILE	SEAL-1 SAND AND SEAL	WD-1 STAINED WOOD BASE	CT-2 QUARRY TILE	RES-1 RESILIENT 4" BASE, REPAIR TO MATCH	CT-1 CERAMIC TILE 1 (6" HIGH)	DW-1 5/8" 6TPSM BRD. (PRIME, PAINT)	DW-2 (2) 3/8" CURVED 6TP. BRD. (PRIME, PAINT)	DW-3 5/8" GREEN BRD. (PRIME, PAINT)	H-1 1/2" HDPE SHEET (8" HIGH)	P-1 PAINT EXISTING, REPAIR AS NEEDED	DW-1 5/8" 6TP. BD. TYPE X OR C (PRIME, PAINT)	AC-1 2X2X 3/4" ACOUST. LATIN	AC-2 DW-1 WITH ACOUSTICAL Z	AC-3 ACOUSTICAL SPRAY-ON 1" K-	P-1 PAINT EXISTING	WOOD WINDOW TRIM (TYP.)	WOOD DOOR TRIM (TYP.)	WOOD WINDOW SILLS (TYP.)	NOTES:
		01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	
THIRD FLOOR																															
350	HALLWAY																						22				26	27	29		
351	BEDROOM																						22				26	27	29		
352	CLOSET																						22				26	27	29		
353	BATHROOM																						22				26	27	29		
354	GALLEY																						22				26	27	29		
355	RESERVED																						22				26	27	29		
356	FURNACE																						22				26	27	29		
357	GREAT																						22				26	27	29		
358	RESERVED																						22				26	27	29		
359	RESERVED																						22				26	27	29		
360	HALLWAY																						22				26	27	29		
361	BEDROOM																						22				26	27	29		
362	CLOSET																						22				26	27	29		
363	BATHROOM																						22				26	27	29		
364	GALLEY																						22				26	27	29		
365	PANTRY																						22				26	27	29		
366	FURNACE																						22				26	27	29		
367	GREAT																						22				26	27	29		
368	RESERVED																						22				26	27	29		
369	RESERVED																						22				26	27	29		
370	HALLWAY																						22				26	27	29		
371	BEDROOM																						22				26	27	29		
372																															

Mixed Use 3 Story Building
Rick A. Hebert, Project Supervisor
116 West Main Street Onosso, MI 48867

DRAFT

SHEET: A-7

Josh Adams and Fellow DDA/Mainstreet Board Members,

It is with sincere regret to inform you that I must resign from my position with the DDA/Mainstreet Board as we are closing BLOSSOM Boutique located in Downtown Owosso, effective immediately.

Sparing you unnecessary details; our business was not meeting sales goals for the last 5 consecutive quarters. We chose to not further our debt or accept grant dollars during this unfortunate pandemic to attempt to keep an already struggling business afloat while our household is also temporarily functioning on unemployment. Our family has found peace in this decision and hope this isn't the end of our entrepreneurial journey in life.

I want to thank every one of you for your mentoring, wisdom, and support. You are a fundamental foundation to what makes our community so wonderful. Our family wishes you and yours a healthy and prosperous future.

Be well.

Bobbi Fuller

From: Building Department
To: Owosso City Council
Report Month: March 2020

Category	Estimated Cost	Permit Fee	Number of Permits
ACCESSORY STRUCTURES	\$0	\$0	1
DEMOLITION	\$0	\$360	2
Electrical	\$0	\$690	7
FENCE	\$0	\$80	2
GARAGE, DETACHED	\$19,900	\$685	4
Mechanical	\$0	\$3,950	15
NON-RES. ADD/ALTER/REPAIR	\$853,508	\$11,447	1
Plumbing	\$0	\$700	4
PORCH	\$1,000	\$80	1
RES. ADD/ALTER/REPAIR	\$5,000	\$80	1
ROOF	\$40,997	\$645	6
ROW-UTILITY	\$0	\$120	6
SIGN	\$0	\$134	2
VACANT PROPERTY REGISTRATION	\$0	\$100	1
WINDOWS	\$14,771	\$160	2
Totals	\$935,176	\$19,231	55

2019 COMPARISON TOTALS

March 2019 Totals **\$76,352** **\$9,340** **88**

BUILDING PERMITS ONLY - 20

MARCH 2020

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
<u>AUTO REP/JUNK VEH</u>								
ENF 19-0731	719 BROADWAY AV	TICKET ISSUED	CLOSED	10/17/2019	10/17/2019		03/03/2020	N
ENF 20-0081	309 STATE ST	TICKET ISSUED	CLOSED	01/30/2020	03/10/2020		03/10/2020	N
ENF 20-0104	839 E COMSTOCK ST	COMPLAINT LOGGED	LETTER SENT	02/17/2020	02/17/2020	03/30/2020		VAC
ENF 20-0117	503 STATE ST	COMPLAINT LOGGED	LETTER SENT	02/24/2020	02/24/2020	03/26/2020		VAC
ENF 20-0127	522 N SAGINAW ST	COMPLAINT LOGGED	CLOSED	02/26/2020	02/25/2020	03/16/2020	03/17/2020	N
ENF 20-0157	522 CORUNNA AV	COMPLAINT LOGGED	LETTER SENT	03/10/2020	03/09/2020	03/19/2020		Y
ENF 20-0163	1418 HENRY ST		COMPLAINT LOGGED	03/12/2020				Y
				Total Entries	7			
<u>BUILDING VIOL</u>								
ENF 19-0167	813 TRACY ST	LETTER SENT	INSPECTION PENDING	03/15/2019	04/23/2019	08/21/2019		N
ENF 20-0103	824 E MAIN ST	OBTAINED PERMIT	CLOSED	02/17/2020	02/17/2020		03/16/2020	N
ENF 20-0149	514 PINE ST	INSPECTED PROPERTY	LETTER SENT	03/05/2020	03/09/2020	04/09/2020		VAC
ENF 20-0154	326 S DEWEY ST	COMPLAINT LOGGED	LETTER SENT	03/09/2020	03/11/2020	04/13/2020		VAC
				Total Entries	4			
<u>DOG FECES</u>								
ENF 20-0138	529 CORUNNA AVE	LETTER SENT	CLOSED	03/03/2020	03/03/2020		03/09/2020	Y
				Total Entries	1			
<u>DRAIN ISSUES</u>								

MARCH 2020

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 20-0175	917 S PARK ST	LETTER SENT	COMPLAINT LOGGED	03/18/2020	03/18/2020			N
Total Entries				1				
EXTERIOR PAINT/SIDING								
ENF 20-0142	527 E MASON ST	COMPLAINT LOGGED	LETTER SENT	03/05/2020	03/05/2020	06/01/2020		N
ENF 20-0143	1407 LYNN ST	COMPLAINT LOGGED	LETTER SENT	03/05/2020	03/05/2020	06/01/2020		N
ENF 20-0144	909 CORUNNA AVE	COMPLAINT LOGGED	LETTER SENT	03/05/2020	03/05/2020	06/01/2020		N
ENF 20-0145	903 CORUNNA AV	COMPLAINT LOGGED	LETTER SENT	03/05/2020	03/05/2020	06/01/2020		N
ENF 20-0146	824 WILKINSON ST	COMPLAINT LOGGED	LETTER SENT	03/05/2020	03/05/2020	06/01/2020		N
ENF 20-0147	1323 HERMAN ST	COMPLAINT LOGGED	LETTER SENT	03/05/2020	03/05/2020	06/01/2020		Y
ENF 20-0174	213 S OAK ST	COMPLAINT LOGGED	LETTER SENT	03/18/2020		04/20/2020		N
Total Entries				7				
FENCE VIOLATION								
ENF 20-0169	702 N DEWEY ST	LETTER SENT	CLOSED	03/17/2020	03/18/2020		03/19/2020	N
Total Entries				1				
FRONT YARD PARKING								
ENF 20-0152	636 N SAGINAW ST	COMPLAINT LOGGED	CLOSED	03/09/2020	03/09/2020	03/17/2020	03/17/2020	Y
ENF 20-0153	628 N SAGINAW ST	COMPLAINT LOGGED	CLOSED	03/09/2020	03/10/2020	03/17/2020	03/17/2020	N
Total Entries				2				
GARBAGE & DEBRIS								
ENF 20-0053	612 GRAND AV	INSPECTED PROPERTY	FINAL NOTICE	01/21/2020	03/03/2020	03/10/2020		N
ENF 20-0089	725 N DEWEY ST	LETTER SENT	INSPECTION PENDING	02/11/2020	02/12/2020	03/23/2020		N
ENF 20-0126	300 S CHIPMAN ST	LETTER SENT	TICKET ISSUED	02/26/2020	02/25/2020	03/25/2020		Y
ENF 20-0130	423 HAMBLIN ST	LETTER SENT	CLOSED	02/27/2020	02/27/2020		03/12/2020	N

Code Enforcement Activity**MARCH 2020**

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 20-0134	621 N PARK ST	COMPLAINT LOGGED	CLOSED	02/28/2020	02/28/2020		03/02/2020	N
ENF 20-0150	918 E MASON ST	COMPLAINT LOGGED	LETTER SENT	03/05/2020	03/09/2020	03/19/2020		Y
ENF 20-0158	1222 HERMAN ST	COMPLAINT LOGGED	LETTER SENT	03/10/2020	03/12/2020	03/23/2020		N
ENF 20-0159	401 E KING ST	CONTACT WITH OWNER	EXTENSION GRANTED	03/10/2020	03/12/2020	03/30/2020		N
ENF 20-0160	511 PINE ST	COMPLAINT LOGGED	LETTER SENT	03/11/2020	03/11/2020	03/25/2020		N
ENF 20-0161	402 HUGGINS ST	COMPLAINT LOGGED	LETTER SENT	03/11/2020	03/11/2020	03/25/2020		N
ENF 20-0165	514 RIVER ST	COMPLAINT LOGGED	LETTER SENT	03/12/2020	03/12/2020	03/23/2020		VAC
ENF 20-0170	528 GROVER ST	COMPLAINT LOGGED	LETTER SENT	03/17/2020	03/18/2020	03/25/2020		Y
ENF 20-0173	719 BROADWAY AV	COMPLAINT LOGGED	TICKET ISSUED	03/18/2020	03/18/2020	04/01/2020		N

Total Entries 13

GARBAGE CANS

ENF 19-0868	215 N HOWELL ST	LETTER SENT	2ND NOTICE SENT	12/17/2019	02/19/2020	04/01/2020		N
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Total Entries 1

GARBAGE/JUNK IN ROW

ENF 20-0166	1401 W MAIN ST	COMPLAINT LOGGED	CLOSED	03/13/2020	03/17/2020		03/19/2020	N
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Total Entries 1

LEAVES

ENF 20-0151	526 CLYDE ST	COMPLAINT LOGGED	NO VIOLATION	03/09/2020	03/10/2020		03/10/2020	VAC
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Total Entries 1

MULTIPLE VIOLATIONS

ENF 19-0476	719 BROADWAY AV	TICKET ISSUED	CLOSED	06/19/2019	10/29/2019		03/16/2020	N
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ENF 19-0874	401 STATE ST	COMPLAINT LOGGED	LETTER SENT	12/19/2019	12/18/2019	04/01/2020		Y
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ENF 20-0063	211 N HOWELL ST	LETTER SENT	TICKET ISSUED	01/27/2020	01/27/2020	03/26/2020		N
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ENF 20-0108	1101 CLYDE ST	LETTER SENT	CLOSED	02/17/2020	02/17/2020		03/09/2020	N
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Code Enforcement Activity

MARCH 2020

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 20-0112	416 N HICKORY ST	COMPLAINT LOGGED	LETTER SENT	02/19/2020	02/19/2020	03/18/2020		N
ENF 20-0115	1229 WILLOW ST	LETTER SENT	CLOSED	02/19/2020	02/19/2020		03/02/2020	N
ENF 20-0131	418 HAMBLIN ST	COMPLAINT LOGGED	LETTER SENT	02/27/2020	02/27/2020	04/01/2020		N
ENF 20-0137	632 N WATER ST		COMPLAINT LOGGED	03/02/2020				N
ENF 20-0139	1307 HENRY ST	CONTACT WITH OWNER	LETTER SENT	03/04/2020	03/05/2020	04/09/2020		N
ENF 20-0155	328 S DEWEY ST	COMPLAINT LOGGED	LETTER SENT	03/09/2020	03/11/2020	03/26/2020		N
ENF 20-0156	405 W STEWART ST	COMPLAINT LOGGED	LETTER SENT	03/09/2020	03/12/2020	03/23/2020		N
ENF 20-0164	436 E EXCHANGE ST	COMPLAINT LOGGED	LETTER SENT	03/12/2020	03/17/2020	03/26/2020		Y
ENF 20-0167	609 BROADWAY AV	COMPLAINT LOGGED	LETTER SENT	03/16/2020	03/16/2020	03/24/2020		Y
ENF 20-0168	508 W OLIVER ST	LETTER SENT	LETTER SENT	03/16/2020	03/16/2020	05/18/2020		N
ENF 20-0176	510 RIVER ST	COMPLAINT LOGGED	LETTER SENT	03/19/2020	03/19/2020	04/22/2020		N
ENF 20-0177	719 LINGLE AV	COMPLAINT LOGGED	LETTER SENT	03/19/2020	03/19/2020	04/22/2020		N

Total Entries	16
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NO BUILDING PERMIT

ENF 20-0096	1216 N SHIAWASSEE ST	LETTER SENT	OBTAINED BLDG PERMIT	02/12/2020	02/12/2020		02/24/2020	N
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Total Entries	1
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REFRIGERATORS

ENF 20-0171	1007 S SHIAWASSEE ST	COMPLAINT LOGGED	LETTER SENT	03/17/2020	03/17/2020	03/25/2020		N
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Total Entries	1
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RENTAL UNIT VIOL

ENF 20-0011	625 MARTIN ST	LETTER SENT	2ND NOTICE SENT	01/07/2020	01/07/2020	04/08/2020		Y
ENF 20-0140	1014 LYNN ST	TICKET ISSUED	CLOSED	03/05/2020	03/04/2020		03/05/2020	Y
ENF 20-0148	1323 HERMAN ST	RENTAL REG FORM SUBMITTED	COMPLIED	03/05/2020	03/05/2020		03/16/2020	Y

MARCH 2020

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 20-0162	110 E EXCHANGE ST	COMPLAINT LOGGED	LETTER SENT	03/12/2020	03/12/2020	04/12/2020		Y
ENF 20-0172	828 ALGER AV	RECHECK	LETTER SENT	03/17/2020	03/17/2020	04/17/2020		Y
Total Entries				5				
ROW VIOLATIONS								
ENF 20-0125	421 W OLIVER ST	COMPLAINT LOGGED	LETTER SENT	02/25/2020	02/24/2020	03/19/2020		N
Total Entries				1				
ZONING								
ENF 19-0089	220 N PARK ST	INSPECTED PROPERTY	CLOSED	02/18/2019	04/05/2019		03/13/2020	COMM
ENF 20-0069	R/R R/W TRACKAGE	CONTACT WITH BUSINESS	EXTENSION GRANTED	01/28/2020	01/27/2020	04/01/2020		IND
Total Entries				2				
Total Records:		66			Total Pages:		5	

Monthly Inspection List

MARCH 2020

BOOTH, MARK

MECHANICAL & PLUMBING INSPECTOR

Total Inspections: 10

FIRE DEPARTMENT

RENTAL INSPECTORS

Total Inspections: 6

HARRIS, JON

ELECTRICAL INSPECTOR

Total Inspections: 12

HISSONG, BRAD

BUILDING OFFICIAL

Total Inspections: 49

MCILMURRAY, WALT

CODE ENFORCEMENT OFFICIAL

Total Inspections: 65

Report Summary

Grand Total Inspections: 142



OWOSSO PUBLIC SAFETY

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

MEMORANDUM

DATE: April 03, 2020
TO: Owosso City Council
FROM: Eric E. Cherry
Police Department Lieutenant
RE: March 2020 Police Reports

Attached are the statistics for the Police Department for March 2020. One report is an offense summary for the month of March, by offense type. The other report, neighborhood crime report, lists the occurred on date, case number, location, and the complaint type for reports in March. The officers completed two hundred seventy-five (275) field interviews this month, which are calls where a full criminal report is not needed. Your Owosso Police Officers arrested twenty-three (23) persons this month for twenty-eight (28) total offenses.

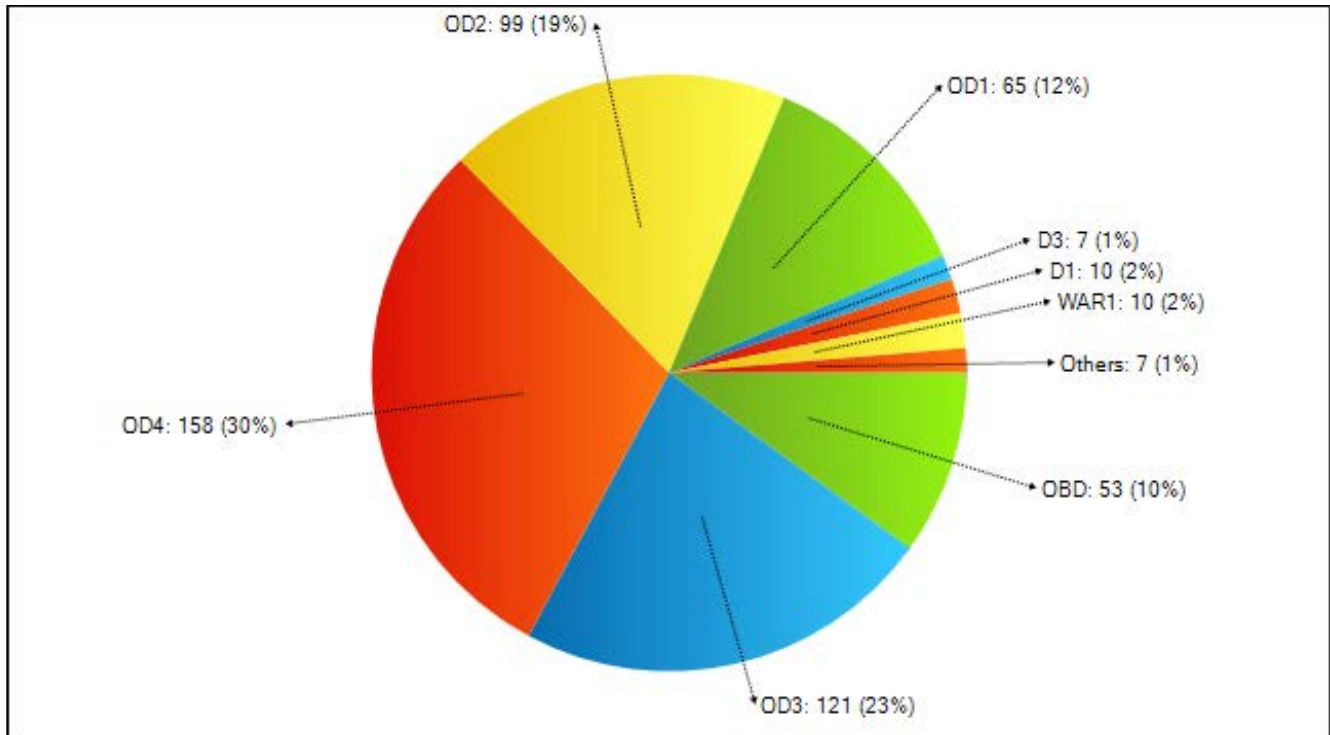
For March 2020 the police handled five hundred thirty (530) police events, fifty-five (55) were traffic stops, about ten (10) percent of their work activity.

On the following page are two (2) pie charts. One shows calls handled by Owosso City Police District; there are five (5) districts within the City of Owosso. The second pie chart shows calls throughout the county handled by agency.

Respectfully,

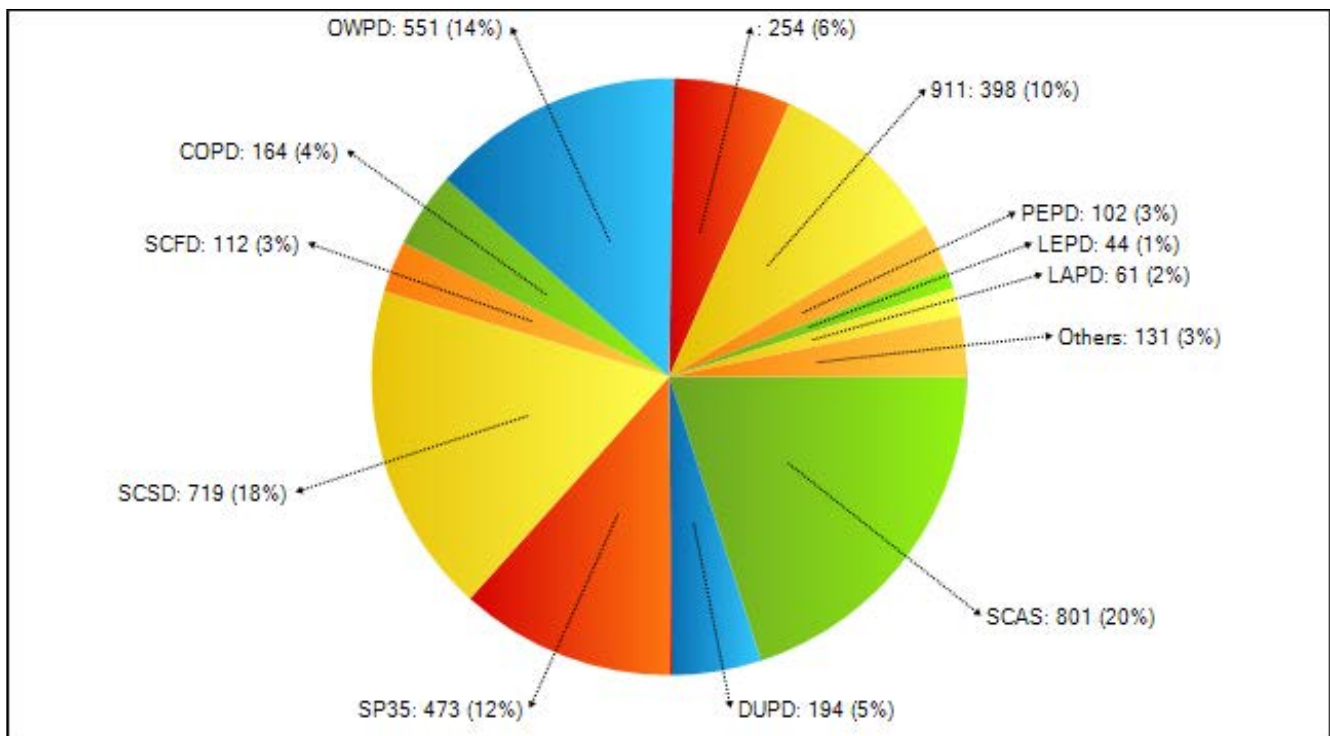
Lt. Eric E. Cherry

BELOW IS A BREAKDOWN OF POLICE EVENTS HANDLED BY OWOSSO POLICE, BY DISTRICT



OD1: Owosso City District 1 (northwest, north of M-21 and west of M-52)
 OD2: Owosso City District 2 (northeast, north of M-21 and east of M-52)
 OD3: Owosso City District 3 (southwest, south of M-21 and west of M-52)
 OD4: Owosso City District 4 (southeast, south of M-21 and east of M-52, excluding business district and police office)
 OBD: Owosso City Downtown Business District
 D1: Shiawassee County northwest district (west of M-52 and north of Hibbard Road)
 D3: Shiawassee County northeast district (east of M-52 and north of Hibbard Road)
 Others: Included City of Corunna's 3 districts and any other area officer's responded.

BELOW IS A BREAKDOWN OF EVENTS HANDLED BY AGENCY



SCSD: Shiawassee County Sheriff's Office
 OWPD: Owosso City Police
 SCAC: Shiawassee County Animal Control
 Shiawassee County Ambulance Services
 MOPD: Morrice City Police

DUPD: Durand City Police
 PEPD: Perry City Police
 Others: All Other Departments
 COPD: Corunna City Police

SCFD: Shiawassee County Fire Departments
 LAPD: Laingsburg City Police
 SP35: Michigan State Police Post #35
 911: Shiawassee County 911 Center

OWOSSO NEIGHBORHOOD CRIME REPORT, March 2020

Occurred Date	Case No	Location	Offense
3/3/2020	2064500308	S Cedar St/W Cass St	AGGRAVATED/FELONIOUS ASSAULT
3/4/2020	2064500311	800 block S Park St	AGGRAVATED/FELONIOUS ASSAULT
3/14/2020	2064500363	S Lansing St/W Main St	AGGRAVATED/FELONIOUS ASSAULT
3/14/2020	2064500365	1200 block S Walnut St	AGGRAVATED/FELONIOUS ASSAULT
3/23/2020	2064500404	N Shiawassee St/W Oliver St	AGGRAVATED/FELONIOUS ASSAULT
3/21/2020	2064500400	Bentley Park	ARSON
3/8/2020	2064500343	1200 block N Hanover St	BURGLARY - UNLAWFUL ENTRY (NO INTENT)
3/10/2020	2064500344	1000 block S Shiawassee St	BURGLARY - UNLAWFUL ENTRY (NO INTENT)
3/23/2020	2064500402	1000 block W Stewart St	BURGLARY - UNLAWFUL ENTRY (NO INTENT)
3/27/2020	2064500414	1400 block W Chatham Dr	BURGLARY - UNLAWFUL ENTRY (NO INTENT)
3/15/2020	2064500375	200 block S Oak St	BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit)
3/8/2020	2064500330	300 block E Oliver St	BURGLARY -FORCED ENTRY
3/15/2020	2064500371	100 block E Saint Mary St	BURGLARY -FORCED ENTRY
3/16/2020	2064500386	200 block W Cass St	BURGLARY -FORCED ENTRY
3/26/2020	2064500410	200 block S Oak St	BURGLARY -FORCED ENTRY
3/1/2020	2064500293	1000 block S Pearce St	CIVIL CUSTODIES - INCAPACITATION
3/2/2020	2064500299	700 block N Washington St	CIVIL CUSTODIES - INCAPACITATION
3/4/2020	2064500310	1100 block N Adams St	CIVIL CUSTODIES - INCAPACITATION
3/12/2020	2064500358	700 block E Corunna Ave	CIVIL CUSTODIES - INCAPACITATION
3/13/2020	2064500360	1000 block S Chipman St	CIVIL CUSTODIES - INCAPACITATION
3/14/2020	2064500369	700 block S Isham St	CIVIL CUSTODIES - INCAPACITATION
3/15/2020	2064500370	200 block N Elm St	CIVIL CUSTODIES - INCAPACITATION
3/21/2020	2064500397	200 block S Dewey St	CIVIL CUSTODIES - INCAPACITATION
3/23/2020	2064500405	1400 block W Mansfield Dr	CIVIL CUSTODIES - INCAPACITATION
3/16/2020	2064500380	200 block S Lansing St	CIVIL CUSTODIES - WALK AWAY - MENTAL INSTITUTE/HOSPITAL
3/5/2020	2064500339	1200 block S Shiawassee St	DAMAGE TO PROPERTY
3/8/2020	2064500330	300 block E Oliver St	DAMAGE TO PROPERTY
3/30/2020	2064500426	600 block S Glenwood Ave	DAMAGE TO PROPERTY
3/21/2020	2064500396	800 block W King St	DISORDERLY CONDUCT
3/3/2020	2064500302	Hampton St/Cedar St	FAMILY -ABUSE/NEGLECT NONVIOLENT
3/8/2020	2064500326	1200 block Penbrook Dr	FIRE - ACCIDENT (FIRE)
3/28/2020	2064500420	200 block S Dewey St	FRAUD -CREDIT CARD/AUTOMATIC TELLER MACHINE
3/2/2020	2064500296	1300 block Roslyn Dr	FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME
3/3/2020	2064500304	1200 block Hiram St	FRAUD -FALSE PRETENSE/SWINDLE/CONFIDENCE GAME
3/3/2020	2064500306	300 block W Main St	HEALTH AND SAFETY

3/4/2020	2064500357	400 block E Howard St	HEALTH AND SAFETY
3/11/2020	2064500354	300 block S Chipman St	HEALTH AND SAFETY
3/12/2020	2064500355	300 block State St	HEALTH AND SAFETY
3/26/2020	2064500411	700 block S Park St	IMMIGRATION
3/3/2020	2064500305	900 block Chipman Ln	INSPECTIONS/INVESTIGATIONS - LOST AND FOUND PROP
3/7/2020	2064500320	200 block N Curwood Castle Dr	INSPECTIONS/INVESTIGATIONS - LOST AND FOUND PROP
3/15/2020	2064500373	300 block N Park St	INSPECTIONS/INVESTIGATIONS - LOST AND FOUND PROP
3/17/2020	2064500385	200 block S Water St	INSPECTIONS/INVESTIGATIONS - LOST AND FOUND PROP
3/27/2020	2064500415	800 block W Grace St	INSPECTIONS/INVESTIGATIONS - LOST AND FOUND PROP
3/19/2020	2064500391	800 block W Stewart St	INSPECTIONS/INVESTIGATIONS - SUSPICIOUS SITUATIONS
3/10/2020	2064500347	200 block N Water St	INTIMIDATION/STALKING
3/10/2020	2064500359	600 block N Water St	LARCENY -OTHER
3/12/2020	2064500374	700 block S Nafus St	LARCENY -OTHER
3/19/2020	2064500393	500 block N Gilbert St	LARCENY -OTHER
3/1/2020	2064500292	300 block W Oliver St	LARCENY -THEFT FROM BUILDING
3/4/2020	2064500335	200 block S Water St	LARCENY -THEFT FROM MOTOR VEHICLE
3/10/2020	2064500344	1000 block S Shiawassee St	LARCENY -THEFT FROM MOTOR VEHICLE
3/21/2020	2064500401	1200 block W Main St	LARCENY -THEFT OF MOTOR VEHICLE PARTS/ACCESSORIES
3/13/2020	2064500364	700 block N Elmwood Ave	MISCELLANEOUS - ASSIST TO FIRE DEPARTMENT
3/3/2020	2064500314	700 block E North St	MISCELLANEOUS - ASSIST TO OTHER POLICE AGENCY
3/11/2020	2064500352	W Main St/N Lansing St	MISCELLANEOUS - ASSIST TO OTHER POLICE AGENCY
3/19/2020	2064500392	600 block S Norton St	MISCELLANEOUS - ASSIST TO OTHER POLICE AGENCY
3/14/2020	2064500368	400 block E King St	MISCELLANEOUS - GENERAL ASSISTANCE
3/14/2020	2064500367	500 block E Grover St	MISCELLANEOUS - GENERAL ASSISTANCE
3/24/2020	2064500407	600 block S Woodlawn Ave	MISCELLANEOUS - NATURAL DEATH
3/18/2020	2064500390	1100 block W Main St	MISCELLANEOUS - NON-CRIMINAL
3/18/2020	2064500389	1100 block W Main St	MISCELLANEOUS - NON-CRIMINAL
3/29/2020	2064500418	100 block S Michigan Ave	MISCELLANEOUS - NON-CRIMINAL
3/15/2020	2064500375	200 block S Oak St	MOTOR VEHICLE THEFT
3/7/2020	2064500325	100 block E Osburn St	MOTOR VEHICLE VIOLATION
3/14/2020	2064500366	300 block W Main St	MOTOR VEHICLE VIOLATION
3/16/2020	2064500382	Oliver St	MOTOR VEHICLE VIOLATION
3/31/2020	2064500424	1400 block W South St	MOTOR VEHICLE VIOLATION
3/7/2020	2064500334	400 block S State St	MOTOR VEHICLE, AS STOLEN PROPERTY

3/6/2020	2064500317	1200 block S Shiawassee St	NONAGGRAVATED ASSAULT
3/8/2020	2064500329	600 block N Shiawassee St	NONAGGRAVATED ASSAULT
3/8/2020	2064500331	300 block S Chipman St	NONAGGRAVATED ASSAULT
3/9/2020	2064500377	600 block Campbell Dr	NONAGGRAVATED ASSAULT
3/9/2020	2064500337	700 block N Pine St	NONAGGRAVATED ASSAULT
3/11/2020	2064500350	1600 block W Stewart St	NONAGGRAVATED ASSAULT
3/13/2020	2064500361	900 block W Main St	NONAGGRAVATED ASSAULT
3/14/2020	2064500369	700 block S Isham St	NONAGGRAVATED ASSAULT
3/16/2020	2064500383	1000 block S Shiawassee St	NONAGGRAVATED ASSAULT
3/23/2020	2064500406	600 block N Saginaw St	NONAGGRAVATED ASSAULT
3/25/2020	2064500423	400 block E Exchange St	NONAGGRAVATED ASSAULT
3/25/2020	2064500409	700 block W River St	NONAGGRAVATED ASSAULT
3/26/2020	2064500413	400 block E Mason St	NONAGGRAVATED ASSAULT
3/28/2020	2064500417	1400 block Renfrew Dr	NONAGGRAVATED ASSAULT
3/31/2020	2064500427	700 block S Park St	NONAGGRAVATED ASSAULT
3/31/2020	2064500428	600 block S Grand Ave	NONAGGRAVATED ASSAULT
3/1/2020	2064500294	500 block W Elizabeth St	OBSTRUCTING JUSTICE
3/2/2020	2064500298	Howard St/Division St	OBSTRUCTING JUSTICE
3/2/2020	2064500300	E M-21/S Gould St	OBSTRUCTING JUSTICE
3/3/2020	2064500307	S Cedar St/W Cass St	OBSTRUCTING JUSTICE
3/8/2020	2064500324	N Pine St	OBSTRUCTING JUSTICE
3/8/2020	2064500327	Chipman St/Clyde St	OBSTRUCTING JUSTICE
3/9/2020	2064500338	500 block E Exchange St	OBSTRUCTING JUSTICE
3/9/2020	2064500340	600 block W Main St	OBSTRUCTING JUSTICE
3/10/2020	2064500345	Howard St/Park St	OBSTRUCTING JUSTICE
3/11/2020	2064500353	200 block S Water St	OBSTRUCTING JUSTICE
3/18/2020	2064500387	600 block S Glenwood Ave	OBSTRUCTING JUSTICE
3/26/2020	2064500412	400 block E Mason St	OBSTRUCTING JUSTICE
3/28/2020	2064500416	200 block N Howell St	OBSTRUCTING JUSTICE
3/6/2020	2064500318	S Gould St/E Monroe St	OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS
3/8/2020	2064500324	N Pine St	OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS
3/17/2020	2064500384	700 block N Washington St	OPERATING UNDER THE INFLUENCE OF LIQUOR OR DRUGS
3/8/2020	2064500329	600 block N Shiawassee St	SEX OFFENSE -OTHER
3/2/2020	2064500301	E Corunna Ave/S Gould St	TRAFFIC - DRIVING ON SUSP/REVOKED/REFUSED LICENSE
3/8/2020	2064500328	E M-21/Dewey St	TRAFFIC - DRIVING ON SUSP/REVOKED/REFUSED LICENSE
3/11/2020	2064500351	1200 block E M-21	TRAFFIC - DRIVING ON SUSP/REVOKED/REFUSED LICENSE
3/17/2020	2064500384	700 block N Washington St	TRAFFIC - DRIVING ON SUSP/REVOKED/REFUSED LICENSE

3/5/2020	2064500312	W Main St/S Michigan Ave	TRAFFIC - NO OPERATORS LICENSE
3/6/2020	2064500318	S Gould St/E Monroe St	TRAFFIC - RECKLESS DRIVING
3/9/2020	2064500332	S Cedar St/W Milwaukee St	TRAFFIC - REGISTRATION LAW VIOLATIONS
3/2/2020	2064500295	N M-52/River St	TRAFFIC, NON-CRIMINAL - ACCIDENT
3/2/2020	2064500297	Stewart St/Chipman St	TRAFFIC, NON-CRIMINAL - ACCIDENT
3/4/2020	2064500309	W North St/N Shiawassee St	TRAFFIC, NON-CRIMINAL - ACCIDENT
3/7/2020	2064500319	N Washington St/E Exchange St	TRAFFIC, NON-CRIMINAL - ACCIDENT
3/9/2020	2064500333	500 block W Main St	TRAFFIC, NON-CRIMINAL - ACCIDENT
3/9/2020	2064500336	E Oliver St/N Oak St	TRAFFIC, NON-CRIMINAL - ACCIDENT
3/10/2020	2064500316	500 block E Oliver St	TRAFFIC, NON-CRIMINAL - ACCIDENT
3/10/2020	2064500342	E Main St/S Dewey St	TRAFFIC, NON-CRIMINAL - ACCIDENT
3/11/2020	2064500348	N Shiawassee St/W Oliver St	TRAFFIC, NON-CRIMINAL - ACCIDENT
3/13/2020	2064500362	700 block E Queen St	TRAFFIC, NON-CRIMINAL - ACCIDENT
3/16/2020	2064500376	Shiawassee St/Williams St	TRAFFIC, NON-CRIMINAL - ACCIDENT
3/16/2020	2064500379	Main St/Water St	TRAFFIC, NON-CRIMINAL - ACCIDENT
3/16/2020	2064500378	Comstock St/Oakwood St	TRAFFIC, NON-CRIMINAL - ACCIDENT
3/21/2020	2064500398	1100 block S M-52	TRAFFIC, NON-CRIMINAL - ACCIDENT
3/23/2020	2064500403	W Main St/N Chestnut St	TRAFFIC, NON-CRIMINAL - ACCIDENT
3/31/2020	2064500425	300 block W M-21	TRAFFIC, NON-CRIMINAL - ACCIDENT
3/6/2020	2064500408	600 block N Water St	TRESPASS
3/7/2020	2064500323	600 block S Washington St	TRESPASS
3/16/2020	2064500381	200 block S Cedar St	TRESPASS
3/13/2020	2064500315	800 block S Chipman St	VIOLATION - INSURANCE - OTHER COMMISSION RULES
3/7/2020	2064500321	Washington St/Howard St	VIOLATION OF CONTROLLED SUBSTANCE ACT
3/14/2020	2064500363	S Lansing St/W Main St	VIOLATION OF CONTROLLED SUBSTANCE ACT
3/19/2020	2064500395	W Getman Rd/Chippewa Trl	VIOLATION OF CONTROLLED SUBSTANCE ACT
3/21/2020	2064500399	700 block S Park St	VIOLATION OF CONTROLLED SUBSTANCE ACT
3/30/2020	2064500419	700 block S Division St	VIOLATION OF CONTROLLED SUBSTANCE ACT
3/14/2020	2064500363	S Lansing St/W Main St	WEAPONS OFFENSE - CONCEALED
Total	135		

OWOSSO OFFENSE SUMMARY, March 2020

Offense	Total Offenses
1303 - 13002 - Aggravated/Felonious Assault - Family - Strong Arm	1
1304 - 13002 - Aggravated/Felonious Assault - Non-Family - Gun	1
1305 - 13002 - Aggravated/Felonious Assault - Non-Family - Other Weapon	3
1313 - 13001 - Assault and Battery/Simple Assault	16
2072 - 20000 - Arson - Burning of Real Property	1
2202 - 22001 - Burglary - Forced Entry - Residence (Including Home Invasion)	3
2204 - 22002 - Burglary - No Forced Entry - Residence (Including Home Invasion)	1
2275 - 22001 - Burglary - Unoccupied Building or Other Structure	1
2298 - 22003 - Burglary - Entering Without Permission	4
2304 - 23006 - Larceny - Parts and Accessories from Vehicle	1
2305 - 23005 - Larceny - Personal Property from Vehicle	2
2308 - 23003 - Larceny - From Building (Includes library, office used by public, etc)	1
2309 - 23007 - Larceny - From Yards (Grounds surrounding a building)	1
2399 - 23007 - Larceny (Other)	2
2404 - 24001 - Vehicle Theft	1
2472 - 24002 - Motor Vehicle as Stolen Property - Theft and Sale	1
2602 - 26001 - Fraud - Swindle	2
2605 - 26002 - Illegal Use of Credit Card	1
2902 - 29000 - Damage to Property - Private Property	3
3547 - 35001 - Methamphetamine - Possess	4
3562 - 35001 - Marijuana - Possess	1
3605 - 36004 - Indecent Exposure	1
3806 - 38001 - Neglect Child	1
5005 - 50000 - Contempt of Court	2
5006 - 50000 - Obstructing Justice	1
5011 - 50000 - Parole Violation	1
5012 - 50000 - Probation Violation	3
5015 - 50000 - Failure to Appear	4
5070 - 50000 - Violation of Preliminary Injunctive Order (Peace Bond)	2
5289 - 52001 - Weapons Concealed (Other)	1
5311 - 53001 - Disorderly Conduct	1
5599 - 55000 - Health and Safety Violations (Other)	4
5707 - 57001 - Trespass (Other)	3

8031 - 54002 - Operating Under the Influence of Controlled Substance	1
8041 - 54002 - Operating Under the Influence of Intoxicating Liquor	2
8073 - 54003 - Traffic - Reckless Driving	1
8271 - 54003 - Traffic - No Operators License	1
8273 - 54003 - Traffic - Driving on Susp/Revoked/Refused License	4
8277 - 54003 - Traffic - Registration Law Violations	1
8328 - 54003 - Motor Vehicle Violation	4
8930 - 89003 - Violation - Insurance - Other Commission Rules	1
9220 - 92003 - Civil Custodies - Walk Away - Mental Institute/Hospital	1
9906 - 92002 - Civil Custodies - Incapacitation	9
9910 - 93001 - Traffic, Non-Criminal - Accident	16
9919 - 95001 - Fire - Accident (Fire)	1
9943 - 98007 - Inspections/Investigations - Suspicious Situations	1
9944 - 98008 - Inspections/Investigations - Lost and Found Prop	5
9947 - 99002 - Miscellaneous - Natural Death	1
9953 - 99008 - Miscellaneous - General Assistance	2
9954 - 99008 - Miscellaneous - Assist to Fire Department	1
9954 - 99009 - Miscellaneous - Non-Criminal	3
9956 - 99008 - Miscellaneous - Assist to Other Police Agency	3
Total	133

OWOSSO DAILY ACTIVITY, March 2020

Activity	Total
Alarms	8
Appearance Citations	2
Assist Another Unit	272
Business Property Inspections	38
Community Service	15
Directed Patrols	144
Original Arrests	8
OWI Arrests	1
Park Patrols	104
Parking/Municipal Citations Issued	2
Residential Property Inspections	5
School Patrols	113
Supplemental Complaints	47
Traffic Accidents	10
Traffic Citations Issued	7
Traffic Warnings	42
Training	12
Warrant Arrests	11
Written Complaints	399
Total Activities	1240



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MEMORANDUM

DATE: April 15, 2020

TO: Owosso City Council

FROM: Kevin Lenkart
Director of Public Safety

RE: March 2020 Fire & Ambulance Report

Attached are the statistics for the Owosso Fire Department (OFD) for March 2020. The Owosso Fire Department responded to 208 incidents in the month of March.

OFD responded to 21 fire calls and responded to 187 EMS calls.

**CITY OF OWOSSO
EMPLOYEES' RETIREMENT SYSTEM BOARD OF TRUSTEES
REGULAR MEETING
OWOSSO CITY HALL COUNCIL CHAMBER**

FEBRUARY 26, 2020

7:15 AM

CALL MEETING TO ORDER:

Chairperson Farrell called the meeting to order at 7:18 a.m.

ROLL CALL:

PRESENT: Trustees Richard Brewbaker, Jerome Haber, Douglas Morrice, Andrew Reed, Vice Chairperson Mark Mitchell, and Chairperson Wilfred Farrell.

ABSENT: Trustee Susan Osika.

**ALSO
PRESENT:** Graystone Consultant Brian Brice; Graystone Analyst Erik Burger; City Treasurer Katherine R. Fagan; City Attorney Scott J. Gould; and City Clerk Amy K. Kirkland.

APPROVE AGENDA:

Motion by Trustee Haberto approve the Agenda as presented.

Motion supported by Vice Chairperson Mitchell and concurred in by unanimous vote.

APPROVE MINUTES OF DECEMBER 11, 2019 REGULAR MEETING:

Motion by Trustee Brewbaker to accept the minutes of the December 11, 2019 Regular Meeting as presented.

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

CITIZEN COMMENTS:

There were no citizen comments.

CONSENT AGENDA:

City Clerk Kirkland explained Morgan Stanley's new billing procedure saying money manager fees will be deducted directly from the portfolio on a monthly basis. Consulting fees will remain in the form of a quarterly invoice.

Motion by Vice Chairperson Mitchell to approve the consent agenda as follows:

1. Approve Pension Check Reports:

a. December 2019 \$ 218,764.18

b. January 2020 \$ 220,498.58

2. **Approve Statements:**

- a. City of Owosso Employees Retirement Fund
As of November 30, 2019
- b. City of Owosso Employees Retirement Fund
As of December 31, 2019
- c. City of Owosso Employees Retirement Fund
As of January 31, 2020

3. **Payment Authorizations:**

- a. Franklin Templeton Investments
For period 10/01/2019 through 12/31/2019 \$ 6,170.38
- b. Franklin Templeton Investments – SIK, former Fifth Third equities
For period 10/01/2019 through 12/31/2019 \$ 300.00
- c. Loomis Sayles/Natixis
For period 01/01/2020 through 03/31/2020 \$ 7,327.41
- d. Morgan Stanley – Graystone Consulting
For period 01/01/2020 through 03/01/2020 \$ 16,620.12
 - Consulting Fee \$ 15,110.72
 - Mgr Fee – Aristotle \$ TBD
 - Mgr Fee – Atlanta \$ TBD
 - Mgr Fee – Causeway \$ TBD
 - Mgr Fee – Cushing \$ TBD
 - Mgr Fee – Harding \$ TBD
 - MS UMA Fee \$ 1,509.41
- e. Katherine R. Fagan, City Treasurer
Report of Checks Written – December 2019 \$ 1,538.04
(not including pension checks)
- f. Katherine R. Fagan, City Treasurer
Report of Checks Written – January 2020 \$ 1,338.04
(not including pension checks)

4. **Death Acknowledgements:**

Shirley Kline, ex-spouse, passed away January 13, 2020

Motion supported by Trustee Brewbaker and concurred in by unanimous vote.

COMMUNICATIONS:

- 1. Morgan Stanley – 1st Quarter 2020 FYI

The following communications, publications and conference announcements are on file with the City Clerk – if you would like to read them, please contact her:

- a. Pensions & Investments: *December 9, 2019*
- b. Pensions & Investments: *December 23, 2019*
- c. Pensions & Investments: *January 13, 2020*
- d. Pensions & Investments: *January 27, 2020*
- e. Pensions & Investments: *February 10, 2020*

OLD BUSINESS:

Liquidation of Former Fifth Third Securities

Analyst Burger delivered a report from Graystone regarding the future liquidation of the former Fifth Third securities held by the System and monitored by Franklin Templeton. Graystone had spoken directly with the money manager for the noted securities and they confirmed the fact that the bonds noted as "securities in kind" are unable to be sold without taking a loss of approximately \$137,000.00. The manager checks periodically to see if any of the remaining bonds can be sold, what remains is after several years of work on this endeavor.

In light of the information reported by Mr. Burger Consultant Brice suggested the Board authorize a communication to MERS informing them of the situation and asking that they receive the bonds and monitor them in much the same fashion as Franklin has. The backup to this plan would be to hold the bonds until they mature. Mr. Brice indicated he had worked with MERS previously and felt they would be able to accommodate the Board's request.

Motion by Trustee Brewbaker to direct Graystone to develop a communication to MERS explaining the "securities in kind issue" and asking them to accept the assets as is.

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

NEW BUSINESS:

2020 Budget

Trustee Brewbaker inquired whether there would be additional actuarial fees that would need to be accounted for.

Chairperson Farrell indicated there could be additional actuarial fees depending on how the transfer to MERS plays out. He also suggested leaving the conference budget line intact in the event someone wanted to attend.

Motion by Chairperson Farrell to approve the proposed budget for January – June of 2020 as follows:

	Jan-Dec 2019 Actual	Jan-June 2020 Proposed
Office Supplies	0	150.00
Audit	2,969.00	3,000.00
Actuary Fee	54,000.00	54,000.00
Conference/membership	914.96	4,000.00
Counseling Fee	126,211.70	80,000.00
Total	184,095.66	141,150.00

Motion supported by Trustee Morrice and concurred in by unanimous vote.

Interest on Active Member Accounts

City Clerk Kirkland explained that each year in July the City posts accrued interest to the accounts of all active and deferred employees in the Retirement System. According to the Retirement System Ordinance this action happens only once per year. Because the planned transfer to MERS is scheduled for June 1, 2020 the City Treasurer would like permission to post accrued interest as of May 22, 2020, effectively posting interest for the second time in the 2019-2020 fiscal year.

Motion by Trustee Brewbaker to direct the City Treasurer on May 22, 2020 to calculate interest for 11/12th of the 2019-2020 fiscal year at 5%, to be added to each active and deferred employee account in the City Retirement System.

Motion supported by Chairperson Farrell and concurred in by unanimous vote.

Cushing MLP Discussion

Consultant Brice indicated this item would be addressed in the investment consultant report.

INVESTMENT CONSULTANT REPORT:

Graystone: Fourth Quarter 2019 Investment Performance Analysis, Market Update & Cushing Discussion

Consultant Brice reviewed market trends in the 4th quarter of last year saying that stocks and bonds did quite well in 2019, with the U.S. having a particularly strong market for the year. MLPs gained 8.5% in December alone, creating an overall gain for 2019. Growth firms continued to far out-pace value firms and the technology sector dominated returns. Unfortunately, the positive performance of 2019 will not be continuing in 2020 with a significant loss in the market over the course of the last four days, contracting 7.6% from the market high on February 19, 2020. He said bonds are going up as there has been a flight to safety in light of the Corona virus pandemic. He feels the markets will be quite volatile over the next 30-60 days as the world deals with the issue. He said that while pandemics have typically been responsible for declines in the market the markets usually rebound quickly due to pent up energy. He reassured the Board that Graystone and the System's money managers will be with the Board, making the best decisions possible, until the transfer to MERS takes place.

Analyst Burger highlighted the portfolio's performance in 2019 saying it was up 21.8% for the year, with much of the gains due to asset allocation. The performance of the portfolio was summarized as follows:

Total Portfolio Performance Summary for Period Ending 12/31/2019

	QUARTER TO DATE	1 YEAR
BEGINNING TOTAL VALUE	33,863,009	31,201,368
NET CONTRIBUTIONS/WITHDRAWALS	-5,302,507	-7,221,590
INVESTMENT EARNINGS	1,850,716	6,431,441
ENDING TOTAL VALUE	30,411,218	30,411,218

Mr. Brice moved the discussion to two particular money managers, Causeway and Cushing. He noted that Causeway recently lost one of its eight portfolio managers to retirement. He is not recommending any changes at this time as he feels comfortable with the transition. He expressed concern regarding the Cushing MLP investment saying that while the firm was ahead of the benchmark in 2019 it has recently experienced a decent decline in assets under management. This could impact their resources and how they perform. They have also experienced a significant change in management with the exit of portfolio manager Libby Tedouz. Mr. Brice suggested holding the investment in spite of these concerns because the transition to MERS is a short time away and it would be extremely difficult to perform a search and hire another manager prior to the transfer. Further, it is his opinion that the investment is still preferable

than converting the investment to cash. He said they would continue to monitor the situation and let the Board know of any significant changes.

Chairperson Farrell commented that he does not see the relevance of switching managers at this time, but the System would be relying on Graystone to continue to monitor the situation.

Mr. Brice said they would be trying to find the best price for the investment that they can and that if they think the time is right they will convert the investment to cash.

Trustee Haber leaves the meeting at 8:28 a.m.

CITIZENS COMMENT:

There were no citizen comments.

Chairperson Farrell inquired that if the downward trend in the market continues will the Board hear from Graystone with a plan of action. Consultant Brice indicated they would.

Vice Chairperson Mitchell indicated that there is still no official agreement between the City and the General City, Non-Union employee group. He said there has been a little movement in the last couple of days but nothing solid. Chairperson Farrell suggested the process move forward as quickly as possible.

Trustee Brewbaker inquired whether extra meetings would be needed. Chairperson Farrell indicated that there would probably be meetings in June and August to wrap things up.

NEXT BOARD MEETING:

The next board meeting is scheduled for April 22, 2020 at 7:15am

ADJOURNMENT:

The meeting adjourned at 8:34 a.m.

Amy K. Kirkland, City Clerk

**PARKS AND RECREATION COMMISSION
REGULAR MEETING
TUESDAY, MARCH 3, 2020
City Hall Conference Room
301 W. Main St. Owosso, MI 48867**

CALL TO ORDER: Chairman Espich called the meeting to order at 7:04p.m.

PLEDGE OF ALLEGIANCE: Was recited.

ROLL CALL: Was taken by Amy Fuller.

MEMBERS PRESENT: Chairman Mike Espich, Vice-Chair Jeff Selbig, Commissioners Andrew Workman and Kevin Maginity.

MEMBERS ABSENT: Commissioners Elaine Greenway, Christopher Owens and Nick Seabasty

OTHERS PRESENT: Amy Fuller, Assistant to the City Manager, Piper Brewer, Executive Director of the Shiawassee Arts Center

APPROVAL OF AGENDA: **COMMISSIONER WORKMAN MADE A MOTION TO APPROVE THE AGENDA FOR MARCH 3, 2020 WITH THE ADDITION OF FOUR ADDITIONAL TOPICS. 1) OLD BUSINESS 2) NOVEMBER 2, 2019 MEETING 3) BASEBALL FIELD LIGHTS 4) POLAR PLUNGE**

MOTION SUPPORTED BY COMMISSIONER MAGINITY.

AYES ALL, MOTION CARRIED.

APPROVAL OF MINUTES: **COMMISSIONER MAGINITY MADE A MOTION TO APPROVE THE MINUTES FROM OCTOBER 23, 2019 WITH THE FOLLOWING EDITS 1) "All Commissioners present agreed to meet December 11 at 7 pm" – added 11, 2)"Holman Grove" – switched to "Grove Holman", 3) "Vice-Chair Owens" – changed to Commissioner Owens.**

MOTION SUPPORTED COMMISSIONER WORKMAN.

AYES ALL, MOTION CARRIED.

PUBLIC COMMENTS/COMMISSIONER COMMENT:

Piper Brewer asked for support for the Shiawassee Arts Center (SAC) to pursue a grant for landscape design and planting of Japanese flowering trees along both sides of the Shiawassee River within 200-feet of the arts center. Funding for this project would be entirely through grants applied for and managed by the SAC. **COMMISSIONER WORKMAN MADE A MOTION TO SUPPORT THE SHIAWASSEE ARTS CENTER IN PURSUING THE GRANT AND PLANTING THE TREES. MOTIONED SUPPORTED BY VICE-CHAIR SELBIG. AYES ALL, MOTION CARRIED.**

COMMUNICATIONS:

Ms. Fuller presented an email from Rick Dibeau listing his top 5 concerns with Bennett Park. 1) Parking area fixed, 2) Restrooms rehabbed, 3) Field light safety, 4) Scoreboard bulbs checked, 5) Water run-off problem.

OLD BUSINESS:

Chairman Espich asked about follow-up on a warranty for the tennis court. Mr. Fuller said she spoke with Mark Mitchell and he explained the issue is not with the most recent sealant applied (where the warranty might be) but with the concrete foundation of the courts.

Chairman Espich inquired about the \$1000 sign charge on the previous check register. Ms. Fuller said she would check into it.

Chairman Espich inquired about changes to membership requirements. Ms. Fuller stated the city attorney has been asked to revise the ordinance to allow members from outside the city limits but that the City Manager had concerns about increasing membership from 7 to 9 members. Vice-Chair Selbig mentioned trying to focus on adding members from service organizations in the future.

Chairman Espich asked for a status update on the disc golf posts. Ms. Fuller said she would ask DPW if they could paint them.

NEW BUSINESS:

November 2, 2019 Parks and Recreation Meeting

Chairman Espich, Vice-Chair Selbig, Commissioners Workman and Greenway were in attendance. Others present included Mr. Adams and Councilwoman Fear.

Chairman Espich submitted park tour notes from the November 2, 2019 meeting, along with follow up tours on November 9, 2019 (Hugh Parker Soccer Complex, Rosevear Park, and Grand Avenue Field), November 16, 2019 (Rudy Demuth Field, Bennett Field) and November 30, 2019 (Fayette Square, Adams Park, Harmon Patridge Park).

Softball Tournament Lights

Chairman Espich inquired about the status of the lights for the April Hit and Pitch tournaments.

Ms. Fuller reported that DPW is working on making sure they all work and getting a quote to address a long-term solution. Ms. Fuller will also report back on funds generated from leasing the fields.

Polar Plunge

Chairman Espich asked if the commission should do the polar plunge this year. Vice-Chair Selbig expressed that he did not think there was time.

Check Register Review: October 2019-January 2020

Commissioner Workman asked for clarification on the "2020 Public Swimming Pool Inspection". Vice-Chair Selbig asked for clarification on the "spray pad license renewals". Commissioner Espich asked for clarification on the "2019 Owosso drain assessments" and asked for totals on the millage dollars to date.

Ms. Fuller said she will follow up on these items.

Hopkins Lake Restocking

Chairman Espich reported on fundraising efforts and asked for additional ideas to raise funds for restocking the lake.

Parks Kindness Project

Commissioner Workman reported on presenting a certificate to Everett Little at the December 6, 2019 City Council meeting, thanking him for his park cleanup efforts.

DNR Grant

Ms. Fuller presented a plan to reapply for the DNR Passport Grant for the Grove Holman pool project. The deadline is April 1, 2020. Ms. Fuller purposed making changes to doorways for ADA accessibility and adding rain gardens for sustainable design. **VICE-CHAIR SELBIG MADE A MOTION TO APPLY FOR THE GRANT WITH THE PURPOSED CHANGES. MOTIONED SUPPORTED BY COMMISSIONER WORKMAN. AYES ALL, MOTION CARRIED.**

New Parks Map

Ms. Fuller presented a new map of the city parks and asked for feedback. Chairman Espich suggested adding amenities. Commissioner Workman suggested a numbered key as a good way of adding the amenities.

Capital Improvement Discussion

Chairman Espich questioned the intended use of millage dollars, capital improvements or deferred maintenance. Commissioner Workman read the millage language. Vice-Chair Selbig suggested priority areas for the millage funds to include parking and drainage at Bennett field and a dock at Hopkins Lake. **VICE-CHAIR SELBIG MADE A MOTION TO GET BIDS FOR ITEMS #4 AND #6 ON THE CITY OF OWOSSO CAPITAL IMPROVEMENT PLAN FOR PARKS AND RECREATION PROJECTS. MOTIONED SUPPORTED BY COMMISSIONER WORKMAN. AYES ALL, MOTION CARRIED.**

PUBLIC COMMENTS/COMMISSIONER COMMENT:

None

VICE-CHAIR SELBIG MADE A MOTION TO ADJOURN AT 8:45 P.M.

**MOTION SUPPORTED BY. COMMISSIONER MAGINITY
ALL AYES, MOTION CARRIED.**

DRAFT