

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MONDAY, JULY 06, 2020
7:30 P.M.**

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

AGENDA

OPENING PRAYER:

PLEDGE OF ALLEGIANCE:

ROLL CALL:

APPROVAL OF THE AGENDA:

APPROVAL OF THE MINUTES OF REGULAR MEETING OF JUNE 15, 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

1. Sanitary Sewer Inflows & Infiltration. Presentation regarding sanitary sewer inflows and infiltration.

PUBLIC HEARINGS

None.

CITIZEN COMMENTS AND QUESTIONS

CITY MANAGER REPORT

1. Project Status Report

CONSENT AGENDA

1. First Reading and Set Public Hearing – Rezoning 715 S. Washington Street. Conduct first reading and set a public hearing for Monday, August 3, 2020 at 7:30 p.m. for the purpose of receiving citizen comment regarding the proposal to rezone the property located at 715 S. Washington Street from R-2 Two-Family Residential District to B-1 Local Business District.

2. First Reading and Set Public Hearing – Retirement Ordinance Amendment. Conduct first reading and set a public hearing for Monday, August 3, 2020 at 7:30 p.m. for the purpose of receiving citizen comment regarding the proposed amendment to Chapter 2, Administration, Article VII, Municipal Employees' Pensions, to transfer authority from the Retirement Board to MERS.
3. Boards and Commissions Appointment. Approve the following Mayoral Boards and Commissions appointment:

Name	Board/Commission	Term Expires
Tad Morris	Planning Commission filling unexpired term of B. Kirkland	06-30-2023

4. Change Order - Public Safety Vehicle Equipment Changeover. Approve Change Order No. 1 to the contract with Mid Michigan Emergency Equipment Sales and Service L.L.C. for the removal, supply, and installation of public safety equipment in the new police utility vehicle in the amount of \$1,351.00, for an additional light bar and further authorize payment to the vendor.
5. Bid Award - Sand and Gravel, Selection #1. Accept the low bid of Constine Gravel Company for Class II Backfill Sand in the amount of \$6.25 per ton, 22A gravel in the amount of \$10.25 per ton, 21 AA limestone in the amount of \$22.00 per ton, and 6A limestone in the amount of \$25.75 per ton for the fiscal year ending June 30, 2021, authorize payment in accordance with unit prices up to 2,500 tons, 1,000 tons, 300 tons, and 100 tons respectively for a total amount not to exceed \$35,050.00.
6. Bid Award - Sand and Gravel, Selection #2. Accept the low bid of Ocenasek, Inc. for H1 limestone chip in the amount of \$32.40 per ton for the fiscal year ending June 30, 2021, authorize payment in accordance with the unit price up to 200 tons for a total amount not to exceed \$6,480.00.
7. Purchase Authorization - Police Utility Vehicle. Waive competitive bidding requirements, authorize a joint purchase from Owosso Motors, Inc. d/b/a Signature Auto Group of Owosso via Macomb County Contract No. 21-18 for one 2020 Ford Police Utility Vehicle in the amount of \$35,679.00, and further authorize payment up to the quoted amount upon satisfactory delivery of said vehicle.
8. Check Register – May 2020. Affirm check disbursements totaling \$864,122.53 for May 2020.

ITEMS OF BUSINESS

1. Election Inspector Pay. Consider increasing pay rates for election inspectors.

COMMUNICATIONS

1. Glenn M. Chinavare, Director of Public Services. Water Service Line Replacement Program.
2. Cheryl A. Grice, Finance Director. Revenue & Expenditure Report – May 2020.
3. Downtown Development Authority/Main Street. Minutes of June 3, 2020.
4. Planning Commission. Minutes of June 22, 2020.
5. Waste Water Treatment Plant Review Board. Minutes of June 23, 2020.

CITIZEN COMMENTS AND QUESTIONS

NEXT MEETING

Monday, July 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

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 JUNE 15, 2020
7:30 P.M.
VIRTUAL MEETING**

Mayor Christopher T. Eveleth announced that due to the Governor's orders on social distancing and EO 2020-15 this meeting is being held as a virtual meeting.

He went on to state the following: This evening we have two public hearings scheduled, those wishing to comment as a part of a public hearing need to indicate they would like to comment by typing "Comment TAX" along with their name in the chat dialogue if they wish to participate in the public hearing for the OPRA Tax Abatement or by typing "Comment S A" for those wishing to participate in the public hearing for the proposed special assessment project. Lastly, if you are joining us by telephone you may raise your hand for either public hearing by typing *9 on your phone; those wishing to comment must indicate so by 7:35 p.m.

After the public hearing opportunity will be provided for citizens wishing to comment on any topic.

PRESIDING OFFICER: MAYOR CHRISTOPHER T. EVELETH

OPENING PRAYER: COUNCILMEMBER NICHOLAS L. PIDEK

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.

APPROVE AGENDA

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

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

APPROVAL OF THE MINUTES OF REGULAR MEETING OF JUNE 1, 2020

Motion by Mayor Pro-Tem Osika to approve the Minutes of the Regular Meeting of June 1, 2020 as presented.

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

PROCLAMATIONS / SPECIAL PRESENTATIONS

None.

PUBLIC HEARINGS

Obsolete Property Rehabilitation Exemption Certificate - 300 W. Main Street

A public hearing was scheduled to be conducted to receive citizen comment regarding the application from Owosso REI Group, LLC for an Obsolete Property Rehabilitation Exemption Certificate for their property at 300 W. Main Street. Unfortunately, the applicant was not in attendance at the meeting as required by the City's Tax Abatement Policy. The hearing will be rescheduled for another day when the applicant can be present.

Proposed Special Assessment Project

Gould Street, from Oliver Street to Moore Street

City Manager Henne gave a PowerPoint presentation detailing what work is being proposed and how the special assessment estimates are determined.

A public hearing was conducted to receive citizen comment regarding Resolution No. 3 for proposed Special Assessment District No. 2021-01 for Gould Street from Oliver Street to Moore Street for street rehabilitation.

Terry Weeden, regarding the property at 909 N. Gould Street, said her mother found the special assessment notice that she received to be quite upsetting, as did she. She said her mother would not be able to afford the special assessment and asked if there was a way the debt could be forgiven. Mayor Eveleth responded that there are hardship exemptions available, or payment could be split up over a period of 10 years. He went on to explain the special assessment process and the fact that it helps the City to get more projects done.

Cody Black, 809 N. Gould Street, said there were lots of heavy trucks traveling the street as of late, if such trucks were using the street why is he getting assessed for the cost. Mayor Eveleth explained that the cost for street projects is split between the tax payers and residents. He went on to say that all property owners, no matter if they are tax-exempt or not, share in the cost of special assessment projects.

David Kimble, 910 Queen Street, via email, indicated that he believes the street is in fine shape and does not need to be repaved. He said there are other streets that are in much worse shape and asked that the project not move forward.

Sharon Kimble, 910 Queen Street, via email, said the street does not need to be repaved. She said there were many other streets in town in worse shape and asked that the project not move forward.

Motion by Councilmember Bailey to approve Resolution No. 3 for the Gould Street special assessment project as follows:

RESOLUTION NO. 96-2020

**AUTHORIZING SPECIAL ASSESSMENT RESOLUTION NO. 3
ESTABLISHING SPECIAL ASSESSMENT DISTRICT NO. 2021-01
GOULD STREET, FROM OLIVER STREET TO MOORE STREET
FOR STREET REHABILITATION**

WHEREAS, the City Council, after due and legal notice, has met and having heard all persons to be affected by the proposed public improvement more particularly hereinafter described; and

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

NOW, THEREFORE, BE IT RESOLVED THAT:

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

GOULD STREET, A PUBLIC STREET, FROM OLIVER STREET TO MOORE STREET
STREET REHABILITATION

2. The City Council hereby approves the plans for the aforesaid public improvement as prepared and presented by the City Manager and determines the estimated cost of said public improvement to be \$1,428,244.50 and approves said estimated cost and determines that the estimated life of said public improvement is twenty (20) years.
3. The City Council determines that of said total estimated cost, the sum of \$186,302.53 be paid by special assessment upon the property specially benefited, as more particularly hereinafter described, and that the sum of \$1,241,941.97 of said total estimated cost shall be the obligation of the City at large because of benefit to the City at large.
4. The City Council hereby designates the following described property as the special assessment district upon which the special assessment shall be levied:

Gould Street, a Public Street, from Oliver Street to Moore Street For Street Rehabilitation

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

Motion supported by Mayor Pro-Tem Osika.

Roll Call Vote.

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

NAYS: None.

CITIZEN COMMENTS AND QUESTIONS

Tom Manke, 2910 W. M-21, commended whoever was in charge of the flowers downtown saying they look great. He also inquired about the possibility of getting rid of masks since the County currently had only 6 or 8 cases of COVID-19.

Eddie Urban, 601 Glenwood Avenue, read aloud an article from The Independent declaring Owosso the most patriotic city in Michigan for 2020 as determined by the percentage of current and former service members living in the jurisdiction.

John McCorkle, 315 Prindle Street, inquired whether the poverty exemption for special assessments was based on the federal poverty level and if the City would look into installing speed limit signs on Prindle Street to discourage speeding.

Mayor Eveleth said a lot has happened over the course of the last two weeks and he is proud of how the community handled itself.

Mayor Pro-Tem Osika said the hanging baskets downtown look beautiful.

Councilmember Fear announced that on June 20th – 27th the Owosso Pride group will be asking local businesses to show their support for the LGBT+ community. She also encouraged the community to stop by and see them at the Farmers' Market on Saturday.

Mayor Eveleth thanked the City administration for working so hard to make the recent protest safe and organized for all involved. Councilmember Haber echoed his comments.

CONSENT AGENDA

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

First Reading and Set Public Hearing - Rezoning Trebor. Conduct first reading and set a public hearing for Monday, July 20, 2020 to receive citizen comment regarding the request to rezone the property 425 & 429 Hamblin Street from R-2, Two Family Residential District, to I-1, Light Industrial District as follows:

RESOLUTION NO. 97-2020

TO SET A PUBLIC HEARING TO CONSIDER AMENDING CHAPTER 38 ZONING OF THE CODE OF ORDINANCES TO REZONE THE PARCELS AT 425 & 429 HAMBLIN STREET AND AMEND THE ZONING MAP

WHEREAS, the city council of the city of Owosso received a petition from Carrie Cobb and Trebor to rezone the parcels located at 425 & 429 Hamblin Street, parcel nos. 050-430-000-002-00 and 050-430-000-003-00, from R-2 Two-Family Residential District to I-1 Light Industrial District; and

WHEREAS, the planning commission subsequently published the request and mailed notices of the request to surrounding property owners, held a public hearing on the request, and deliberated on the request; and

WHEREAS, city staff has recommended approval of the request as proposed and the planning commission has recommended the combination of the lots while maintaining the current zoning designations; and

WHEREAS, the item must now be considered by the city council and a public hearing by the council is required before any such ordinance amendment can be acted upon.

NOW THEREFORE BE IT RESOLVED THAT THE CITY OF OWOSSO ORDAINS:

SECTION 1. OFFICIAL ZONING MAP AMENDMENT. That the following requested amendments to Chapter 38, Zoning, Sec. 38-27, *Zoning Districts and Map*, be denied based on spot zoning.

Parcel Address	Current Zoning	Amended Zoning
425 Hamblin St	R-2 Two-Family Residential District	I-1 Light Industrial District
Parcel number: 050-430-000-002-00		
N 45' OF S 136' LOT 13 (EX E 59 ½') LOUISA MERELLS ADD		
429 Hamblin St	R-2 Two-Family Residential District	I-1 Light Industrial District
Parcel number: 050-430-000-003-00		
LOT 13 (EX E S 136' & E 59 ½') LOUISA MERELLS ADD		

SECTION 2. PUBLIC HEARING. A public hearing is set for Monday, July 20, 2020 at 7:30 p.m. for the purpose of hearing citizen comment regarding the proposed ordinance amendment.

SECTION 3. NOTICE. Council hereby directs staff to supply a public notice concerning the rezoning to a newspaper of general circulation within the city.

SECTION 4. AVAILABILITY. This ordinance may be purchased or inspected in the city clerk's office, Monday through Friday between the hours of 9:00 a.m. and 5:00 p.m.

SECTION 5. EFFECTIVE DATE. This amendment shall become effective twenty days after passage.

First Reading and Set Public Hearing - Rezoning N. Washington Street. Conduct first reading and set a public hearing for Monday, July 20, 2020 to receive citizen comment regarding the request to rezone the property on North Washington Street from RM-1, Multiple Family Residential District – Low Rise, to RM-1, Multiple Family Residential District – Low Rise with Planned Unit Development (PUD) overlay as detailed:

RESOLUTION NO. 98-2020

**TO SET A PUBLIC HEARING TO CONSIDER AMENDING CHAPTER 38 ZONING
OF THE CODE OF ORDINANCES TO REZONE THE PARCEL ON THE
SW CORNER OF N. WASHINGTON & WESLEY STREETS
AND AMEND THE ZONING MAP**

WHEREAS, the city council of the city of Owosso received a petition from Bailey Park Homes, L3C, developer of the real property identified as N. Washington Street, parcel number 050-535-000-001-00 to rezone the parcel from RM-1 Multiple-Family Residential District-Low Rise to RM-1 Multiple-Family Residential District-Low Rise with Planned Unit Development (PUD) Overlay; and

WHEREAS, the planning commission subsequently published the request and mailed notices of the request to surrounding property owners, held a public hearing on the request, and deliberated on the request; and

WHEREAS, the city staff and planning commission recommend, without reservations or conditions, the rezoning of N. Washington Street as petitioned; and

WHEREAS, the item must now be considered by the city council and a public hearing by the council is required before any such ordinance amendment can be acted upon.

NOW THEREFORE BE IT RESOLVED THAT THE CITY OF OWOSSO ORDAINS:

SECTION 1. OFFICIAL ZONING MAP AMENDMENT. That Chapter 38, Zoning, Sec. 38-27, Zoning Districts and Map, reflect the following change, to be noted on the official map and filed with the city clerk:

Parcel Address	Current Zoning	Amended Zoning
N. Washington Street, described as follows:	RM-1 Multiple-Family Residential District-Low Rise	RM-1 Multiple-Family Residential District-Low Rise with Planned Unit Development (PUD) Overlay
Parcel number: 050-535-000-001-00		
COM 358' N & 33' W OF INTER S LN SEC 12 & C/L N WASH ST TH W 231' N 6' W 133.7' N 279' E 364.21' S 284' TO POB PART OF SE 1/4 SE 1/4 SEC 12T7N R2E		

SECTION 2. PUBLIC HEARING. A public hearing is set for Monday, July 20, 2020 at 7:30 p.m. for the purpose of hearing citizen comment regarding the proposed ordinance amendment.

SECTION 3. NOTICE. Council hereby directs staff to supply a public notice concerning the rezoning to a newspaper of general circulation within the city.

SECTION 4. AVAILABILITY. This ordinance may be purchased or inspected in the city clerk's office, Monday through Friday between the hours of 9:00 a.m. and 5:00 p.m.

SECTION 5. EFFECTIVE DATE. This amendment shall become effective twenty days after passage.

Warrant No. 585. Authorize Warrant No. 585 as follows:

Vendor	Description	Fund	Amount
Michigan Municipal Risk Management Authority	Building and property insurance-1 st of 3 installments for FY 20/21	Various	\$128,135.50
Michigan Municipal League Workers' Compensation Fund	Workers' Compensation contributions-1 st of 4 installments for FY 20/21	Various	\$23,110.00
Standard & Poor's Financial Services LLC	Analytical services rendered in connection with the Sewage Disposal System Revenue Bonds	Sewer & WWTP	\$13,500.00

Check Register – May 2020. Affirm check disbursements totaling \$1,498,072.45 for May 2020.

Motion supported by Councilmember Law.

Roll Call Vote.

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

NAYS: None.

ITEMS OF BUSINESS

City Budget Amendment - Final

City Manager Henne noted that the amendment before Council this evening is revenue neutral.

Motion by Councilmember Pidek to adopt Amendment No. 3-Final to the 2019-2020 Budget as follows:

	ACCOUNT NUMBER	ACCOUNT DESCRIPTION	CURRENT BUDGET	REQUESTED INCREASE (DECREASE)	AMENDED BUDGET
		General Fund			
1	101-335-833.400	Equipment Maintenance	5,000	11,575	16,575
	101-000-664.664	Interest Income	75,000	11,575	86,575
		Record Repair of Tower - approved 5-18-20			
2	101-441-702.100	Salaries	71,985	5,500	77,485
	101-201-860.000	Education and Training	2,700	(1,500)	1,200
	101-000-664.664	Interest Income	86,575	4,000	90,575

3	101-300-702.300	Police Overtime	48,500	10,000	58,500
	101-000-501.506	Grant-Federal	-	10,000	10,000
	101-258-818.000	Information & Technology	86,695	10,000	96,695
	101-000-501.506	Grant-Federal	10,000	10,000	20,000
		Record Projected Cost of Activity for May and June			
		Other Funds			
4	202-000-695.672	Special Assessment	100,000	150,000	250,000
	202-451-818.000	Construction	1,550,000	150,000	1,700,000
	203-000-695.672	Special Assessment	61,000	175,000	236,000
	203-451-818.000	Construction	,636,682	175,000	1,811,682
		Record Special Assessments to receive and construction activity expected as of 6/30/20			
5	276-000-401.407	Tax Capture Revenue-Qdoba	-	10,000	10,000
	276-730-801.000	Professional Services-Admin	-	1,500	1,500
	283-000-401.407	Tax Capture Revenue-TiAl	14,787	12,213	27,000
	283-964-969.000	Developer Reimbursement	-	12,213	12,213
	288-000-401.407	Tax Capture Revenue-Cargil	111,495	68,505	180,000
	288--905-980.991	Principal	31,770	68,505	100,275
	292-000-401.407	Tax Capture Revenue-Woodard Loft	91,560	25,440	117,000
	292-964-969.000	Developer Reimbursement	90,560	25,440	116,000
	295-000-401.407	Tax Capture-Armory	1,840	66,896	68,736
	295-964-969.000	Developer Reimbursement	1,090	61,564	62,654
	295-730-801.000	Professional Services Exp	750	5,332	6,082
		Record Brownfield Activity			
6	591-000-695.698	Other Financing Sources	-	700,000	700,000
	591-901-972.000	Mains and Hydrants	425,000	700,000	1,125,000
		Record Enterprise Capital Outlay Activity-DWRF reimb. projection as of 6/30/20			

Motion supported by Mayor Pro-Tem Osika.

Roll Call Vote.

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

NAYS: None.

Grants Management Policy*

City Manager Henne noted that adoption of this policy was before the Council this evening because the City anticipates receiving over \$750,000.00 in federal funds this year.

Motion by Councilmember Bailey to authorize adoption of a grants management policy as recommended by Federal Uniform Grant Guidance.

Motion supported by Councilmember Fear.

Roll Call Vote.

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

NAYS: None.

Fifth Monday Meeting

Mayor Eveleth indicated he had spoken with Councilmember Bailey earlier and she would be ok with moving the sanitary sewer overflow discussion to the July 6th meeting.

City Manager Henne agreed, saying the discussion may be easier to do in person.

Mayor Eveleth asked if anyone objected to not scheduling a 5th Monday meeting for June 29, no objections were noted. The sanitary sewer I & I discussion will take place at the July 6th meeting.

COMMUNICATIONS

N. Bradley Hissong, Building Official. May 2020 Building Department Report.

Kevin D. Lenkart, Public Safety Director. May 2020 Police Report.

Kevin D. Lenkart, Public Safety Director. May 2020 Fire Report.

NEXT MEETING

Monday, June 29, 2020 5th Monday meeting

Monday, July 6, 2020 Regular meeting

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 8:28 p.m.

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

Christopher T. Eveleth, Mayor

Amy K. Kirkland, City Clerk

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



City of Owosso

Private Sector Sewer Inflow & Infiltration

Background

Private Sector Separation Program

The city of Owosso **conducted** a private sector inspection program during 2006 through 2008. Initiatives focused on roof drains, sump pumps, and cross connections between storm and sanitary sewer pipes. General notices were mailed to property owners along with quarterly water/sewer billings, advising of the detection program requirements as well as the smoke testing procedures. Video tapes were used to verify illicit connection locations, and the findings were subsequently logged under; manholes, storm or catch basin, roof or area drain, and cleanouts. \$600,000 in SRF funding, subsequent to an S-2 Grant received November 1, 2006, was acquired to abate these illicit connections as well as to repair and line manhole structures in and around the Shiawassee River. Many of these identified sources were **abated, but not all**. Additionally, where missing or damaged cleanout caps were identified on private property, these were easily **replaced or plugged** by city crews at time of discovery.

Background

Private Sector Separation Program

In 2010, the city initiated efforts to address private sector Inflow & Infiltration (I&I) separation, and focused on inflow reduction from roof drains in the downtown area, as well as other residential sources identified through smoke testing. Previous flow monitoring data for the downtown sewer district indicated sharp inflow peaks on the order of 800 gallons per minute (GPM) during intense rains, and indicating over 1.5 acres of impervious surface contribution to the sanitary sewer system. Roof drains from six downtown area flat roof properties were re-routed out of the sanitary system to storm sewers. The remaining 7 identified roof drain contributing properties were scheduled to be separated in 2011.

Background

Private Sector Separation Program

The Owosso City Council approved an allocation of \$100,000 from the Sewer Fund to finance a residential footing drain demonstration program, with the City reimbursing the property owner for the full cost of pre-approved elements for the cost of the separation. The \$100,000 was projected to finance 20 separations if the average cost was \$5,000 per location. The city had limited success in lining up potential participants in 2008. Only two demonstrations were completed. Both were complex problems requiring unique approaches, multiple subcontractors and extensive city time involvement. However, both were completed at a City cost, not including administrative time, of less than \$5,000. At this cost it was believed footing drain separations would be cost-effective.

Assumptions 2017 Wastewater Asset Management Plan

- 1,000 footing drains in the city that connect to the wastewater collection system.
- 200 sump pumps in the city that are illegally connected to the wastewater collection system. This represents about 800 GPM during wet weather conditions.
- Each footing drain can contribute up to 4 GPM during wet weather conditions.
- 1 million gallon retention tank can eliminate the equivalent of 450 footing drains.

Options for Addressing Wet Weather flows

1) I & I Source Removal

- sump pumps
- footing drains

1) Storage

- 1 million gallon retention tank

1) Transport & Treatment

- expand WWTP

Probable Cost of Options

I & I Source Removal

- Sump pumps at property owner expense. Illegal by Sewer Use Ordinance.
- Footing Drains \$12K cost per removal, plus engineering & contingencies of \$4.67K per drain. Assuming 1,000 footing drains, this represents a removal cost of \$16,670,000.
- Combined I&I removal from the collection system by the elimination of 200 sump pumps and 1,000 footing drains is estimated to be 4,800 GPM, which would eliminate the need for a 1 million gallon storage tank.

Storage Tank

- \$3.5 million for a 1 million gallon storage/retention tank

Transport & Treatment

- Too expensive. Requires upsizing the 27" & 30" interceptor from N. M-52 to the WWTP to store more capacity, with an estimated cost at or well above \$14.4 million. Then construction of an equalization basin to handle the upsized interceptor capacity flow transported to the WWTP at about same cost as the proposed retention basin.

Alternative Analysis

Two techniques/options for addressing wet weather flows in a sanitary sewer system considered for this analysis are (1) inflow & infiltration (I&I) source removal, and (2) storage. Transport and treatment was not considered a viable option due to the anticipated high cost of relieving the interceptor and expanding the treatment plant.

Source removal also involves locating defects in the sewer system that are potential sources of I&I, which typically include manholes, pipes, broken property cleanouts, roof drains, and of course footing drains and sump pumps. Typical repairs for most of these defects include manhole rehabilitation, service lead repairs (private property responsibility usually), spot lining pipe repairs, grouting of pipe cracks, and grouting of pipe joints, pipe replacements.

Another solution is to provide sufficient storage in the system at an appropriate location to limit flows downstream to the available capacity. This allows water above sewer capacity to be retained during peak flows and be released back into the system when capacity is available. This would allow a community to utilize their existing sewer system and treatment plant capacity, while preventing or limiting the occurrence of Sanitary Sewer Overflows (SSO's).

Recommendations

1. Continue ongoing initiatives to repair collection system and eliminate I&I and other structural defects. Planned repairs are:
 - \$800,000.00 high priority rehabilitation contract with Inland Waters.
 - \$1.4 million SRF loan project to continue high priority repairs during 2020 thru 2021.
 - Continue planned system repairs as identified in annual operating budgets after completion of SRF project.
2. Develop a Private Sector I&I Program to remove sump pumps and footing drains.
3. Construct a storage tank to balance collection system and eliminate SSO's.

City of Owosso

Sanitary Sewer Overflow History

2009-2020

Date	Total Event Rainfall	Total Discharge to Shiawassee River (gallons)*	Comments
April 28-29, 2009	2.8"	500,000	
April 28-29, 2011	2.4"	500,000	
May 15, 2011	2.8"	200,000	
May 18-20, 2011	3.2"	1,000,000	
June 22, 2011	2.7"	40,000	
April 12, 2013	4.7"	140,000	
April 18-20, 2013	2.5"	770,000	
August 27-28, 2013	3.7"	100,000	
December 22-24, 2013	2.0"	4,000,000	Complete power outage at WWTP for 2 day period; result of severe ice storm
May 15, 2014	3.6"	500,000	
March 31, 2016	2.0"	2,500	
April 6, 2017	3.0"	325,000	
February 20-23, 2018	2.8"	1,700,000	4" existing snow melt in addition to the 2.8" rain
June 10, 2019	3.3"	1,000,000	
January 11, 2020	2.7"	250,000	
May 18 - 20, 2020	4.7"	3,100,000	

*Total reflects discharge from various surcharging manholes



MEMORANDUM

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

DATE: July 2, 2020

TO: Mayor Eveleth and the Owosso City Council

FROM: Nathan Henne, City Manager

SUBJECT: Rezoning Request for 715 S Washington Street; Parcel 050-651-032-001-00

RECOMMENDATION:

Staff and the Planning Commission recommends setting a public hearing for Monday, August 3, 2020 at 7:30 p.m. to receive citizen comment and consider the rezoning request.

BACKGROUND:

The Planning Commission held a public hearing at its regularly scheduled meeting on June 22, 2020 to hear a petition to rezone parcel 050-651-032-001-00, also known as 715 S Washington Street from R-2 Two-Family Residential District to B-1 Local Business District.

The proposed rezoning would allow for the expansion of a local business – Josh's Frogs – animal breeding facility. This location would not involve retail customers. Traffic would consist of approximately 20 employees.

The Planning Commission, after mailing notices and holding a public hearing, voted to approve the rezoning request at its regular meeting on June 22, 2020.

RESOLUTION NO.

**TO SET A PUBLIC HEARING TO CONSIDER AMENDING CHAPTER 38 ZONING
OF THE CODE OF ORDINANCES
TO REZONE THE PARCEL AT 715 S WASHINGTON STREET AND AMEND THE ZONING MAP**

WHEREAS, the city council of the city of Owosso received a petition from Josh Willard, Josh's Frogs, at the real property identified as 715 S. Washington Street, parcel number 050-651-032-001-00 to rezone the parcel from R-2 Two-Family Residential District to B-1 Local Business District; and

WHEREAS, the planning commission subsequently published the request and mailed notices of the request to surrounding property owners, held a public hearing on the request, and deliberated on the request; and

WHEREAS, the city staff and planning commission recommend, without reservations or conditions, the rezoning of 715 S. Washington Street as petitioned; and

WHEREAS, the item must now be considered by the city council and a public hearing by the council is required before any such ordinance amendment can be acted upon.

NOW THEREFORE BE IT RESOLVED THAT THE CITY OF OWOSSO ORDAINS:

SECTION 1. OFFICIAL ZONING MAP AMENDMENT. That Chapter 38, Zoning, Sec. 38-27, *Zoning Districts and Map*, reflect the following change, to be noted on the official map and filed with the city clerk:

Parcel Address	Current Zoning	Amended Zoning
715 S. Washington Street described as follows:	R-2 Two-Family Residential District	B-1 Local Business District

Parcel number: 050-651-032-001-00
Legal/Tax Description: LOTS 5 6 7 8 9 & 10 (EX N 20' OF LOTS 5 & 6 & ALLEY ABUTTING SD LOTS 5 & 6) BLK 32 A L WILLIAMS ADD

SECTION 2. PUBLIC HEARING. A public hearing is set for Monday, August 3, 2020 at 7:30 p.m. for the purpose of hearing citizen comment regarding the proposed ordinance amendment.

SECTION 3. NOTICE. Council hereby directs staff to supply a public notice concerning the rezoning to a newspaper of general circulation within the city.

SECTION 4. AVAILABILITY. This ordinance may be purchased or inspected in the city clerk's office, Monday through Friday between the hours of 9:00 a.m. and 5:00 p.m.

SECTION 5. EFFECTIVE DATE. This amendment shall become effective twenty days after passage.

OFFICIAL NOTICE OF PROPOSED REZONING
VIRTUAL MEETING

City of Owosso is inviting you to a scheduled Planning Commission Zoom meeting on June 22, 2020 at 6:30 pm.

Join Zoom Meeting

<https://us02web.zoom.us/j/82239418627?pwd=a2tPMFZuQWFpMG92OU9Ka0xTbTFiQT09>

Meeting ID: 822 3941 8627

Password: 167256

One tap mobile

+16465588656,,82239418627#,,1#,167256# US (New York)

+13017158592,,82239418627#,,1#,167256# US (Germantown)

Dial by your location

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Germantown)

+1 312 626 6799 US (Chicago)

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 822 3941 8627

Password: 167256

A Public Hearing will be held on a proposal to rezone the property described below. The proposed rezoning would allow for the expansion of a local business – Josh's Frogs – animal breeding facility. This location would not involve retail customers. Traffic would consist of approximately 20 employees.

APPLICANT: #PREZ 2020-02	Joshua Williard, Owner of Josh's Frogs 222 South Elm Street Owosso, MI 48867
PROPERTY OWNER:	West Michigan District Wesleyan Church 715 S Washington Street Owosso MI, 48867
PROPERTY ADDRESS:	715 S Washington Street
PROPOSED REZONING:	FROM: R-2 Two-Family Residential District TO: B-1 Local Business District
PROPERTY DESCRIPTION:	Parcel number: 050-651-032-001-00 Legal/Tax Description: LOTS 5 6 7 8 9 & 10 (EX N 20' OF LOTS 5 & 6 & ALLEY ABUTTING SD LOTS 5 & 6) BLK 32 A L WILLIAMS ADD
LOT SIZE:	1.079 acres Frontage: 178 feet Depth: 264 feet
MEETING INFORMATION:	Owosso City Planning Commission regular meeting on Monday, June 22, 2020. This is a Virtual Meeting.
WRITTEN COMMENTS:	Written comments may be submitted to the building department office at city hall or by email to building@ci.owosso.mi.us any time prior to the meeting. Further information on this case is on file in the Building Department for your review.

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

OWOSSO



APPLICATION FOR REZONING

CITY OF OWOSSO

301 W. Main Street, Owosso, Michigan 48867, TX 989-725-0540, FX 989-723-8854

Note to Applicants:

1. In order that this application may be processed, the applicant must completely fill in the application and make a non-refundable payment of Three Hundred Dollars (\$300) to the Treasurer's Office, to cover costs associated with the processing.
2. The applicant or his/her representative must be present at the Planning Commission and City Council public hearings for action to be taken on this request.

TO THE OWOSSO CITY COUNCIL:

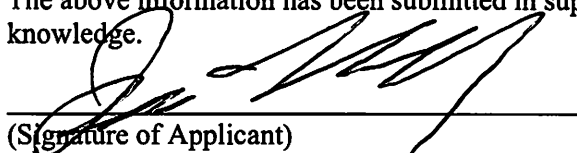
I, (we), the undersigned, do hereby respectfully make application and petition the City Council to amend the Zoning Ordinance and change the Zoning Map as hereinafter requested,

1. PROPERTY TO BE REZONED: Street Address 715 S. Washington, Owosso, MI 48867
Description: (lot, block or metes and bounds) Block 32 Lots 5,6,7,8,9,10: Church building and parking Lot
050-651-032-001-00
Frontage in Feet 242' Depth in Feet 263.87' 178 x 264
2. PROPERTY OWNERSHIP: (Name, Address, and Phone Number) 1.079
West Michigan District Wesleyan Church, 715 South Washington, Owosso, MI 48867 PH. 616-827-9451
3. ZONING REQUEST Current Zoning R2 Requested Zoning B1
Proposed Use of the Property Animal Breeding Facility

Indicate why, in your opinion, the requested change is consistent with the Ordinance in prompting and protecting the public health, safety, peace, morals, comfort, convenience and general welfare of the inhabitants of the City of Owosso:

Our business at this location will not involve retail customers. Traffic will be workers (expected 20) and the occasional tour group. No new signage planned except replacing current signage.

The above information has been submitted in support of the rezoning and is accurate and truthful to the best of our knowledge.


(Signature of Applicant)

222 South Elm, Owosso, MI 48867

(Address)
517-375-3773

(Signature of Co-Applicant)

(Phone)

- ☐ Legal Representative
☐ Owner
☐ Option to Purchase

FOR OFFICIAL USE ONLY

Case # PCE 2020-02
Receipt # 511019
Date Filed 5/27/2020
Description Checked ✓

Zoom meeting
Planning Commission Hearing Date 6/22/2020
Action Taken _____
City Council Hearing Date _____
Action Taken _____

Page 8/11
PTC.1

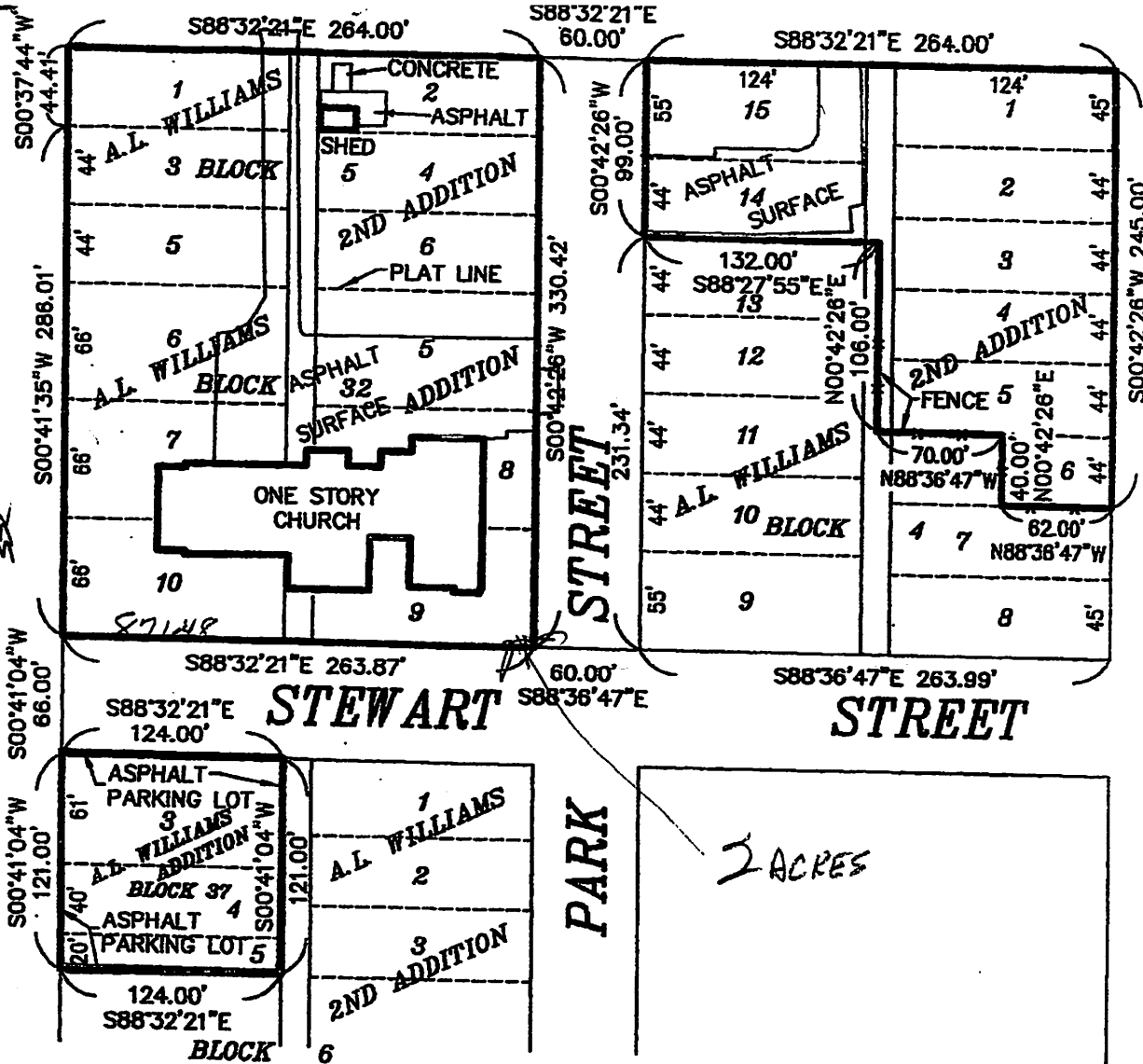
DATE: 10/10/2000

Subject: [illegible]

80-2-2-21
ENC
100,000

WASHINGTON STREET

332



SAGINAW STREET

We hereby certify that we have examined the property herein described; that the improvements as shown are entirely within the property lines; and that there are no existing encroachments upon the lands described, other than as shown.

43560

Mark L. VanRaemdonck
Mark L. VanRaemdonck, PS 24622

LANDMARK

SURVEYING

204 N. SHIAWASSEE ST.
OWOSSO, MI 48867

PHONE (989) 725-8725
FAX (989) 725-2452



June 17, 2020

Planning Commission
City of Owosso
301 W. Main Street
Owosso, Michigan 48867

Subject: Rezoning Request
Location: 715 S. Washington at the southeast intersection of S. Washington and Stewart Street
Size of Site: 1.5 acres
Request: To rezone roughly 1.5 acres from R-2, Single-Family Residential to B-1, Local Business District.
Applicant: Josh Willard, Josh's Frogs

Dear Planning Commissioners:

At your request, we have reviewed the above application from Josh Willard, owner of Josh's Frogs to rezone 1.5 acres of the subject property from R-2, Single-Family Residential to B-1, Local Business District. The applicant is proposing to expand his existing business into the vacant church located on the property. Josh's Frogs has been a staple business in the City of Owosso for a number of years, and this site presents the ideal space for growth of this company.

Our comments are based on a review of the information submitted by the applicant, a site visit, meetings with the applicant, discussions with the Planning Commission, and conformance to the City's Master Plan and Zoning Ordinance. In reaching a decision on the application, the Planning Commission should consider our comments along with those from other staff and consultants, relevant input from the public at the public hearing, additional information provided by the applicant, and your own findings based on ordinance standards as part of your deliberation and recommendation to City Council.

LOCATION AND DESCRIPTION

The subject parcel is located at the located at 715 S. Washington Street at the intersection of Stewart Street. The site is the location of a former church that has been recently vacated.

EXISTING LAND USE, ZONING AND FUTURE LAND USE

	Existing Land Use	Zoning	Master Plan
Subject Site	Vacant Church	R-2, Single Family Residential	Single Family Residential
North	Single Family	R-1 & R-2	Single Family
South	Single Family	R-1 & R-2	Single Family
East	Single Family	R-1 One Family Residential	Residential
West	Commercial	B-4 General Business District	Commercial

***The map below is the existing zoning map for the City of Owosso**



DISCUSSION

In considering any petition for an amendment to the official zoning map, the planning commission and city council shall consider the following criteria in making its findings, recommendations and decision:

1. Consistency with the goals, policies, and future land use map of the City of Owosso Master Plan. If conditions upon which the master plan was developed (such as market factors, demographics, infrastructure, traffic and environmental issues) have changed significantly since the master plan was adopted, as determined by the city, the planning commission and council shall consider the consistency with recent development trends in the area.

Finding – It is our opinion that this rezoning would not significantly impact the neighborhood, conflict with the overall goals of the Master Plan, or impact the intent of the Zoning Ordinance.

2. Compatibility of the site's physical, geological, hydrological, and other environmental features with the host of uses permitted in the proposed zoning district.

Finding – This site would be compatible with the host of uses permitted under the B-1 Zoning Classification.

3. Evidence the applicant cannot receive a reasonable return on investment through developing the property with at least one (1) use permitted under the current zoning.

Finding – To our knowledge, no evidence exists showing that the applicant could not receive a reasonable return on investment through developing the property as residential. In this case, the applicant will not be changing any of the exterior facility, or existing signage and would keep all business operations confined within the building. The existing parking lot will provide ample parking for the limited number of employees (15-20) that will be located on site.

4. The compatibility of all the potential uses allowed in the proposed zoning district with surrounding uses and zoning in terms of land suitability, impacts on the environment, density, nature of use, traffic impacts, aesthetics, infrastructure and potential influence on property values.

Finding – The B-1 Local Business District is intended to meet the day-to-day convenience shopping and service needs of persons residing in adjacent residential areas. The uses in this district are minimal in intensity and are not intended to be a disruption to existing residential areas. The uses in this district are far more compatible and less intense than the B-4 zoning that is located directly east of this property fronting along S. Washington.

5. The capacity of the city's infrastructure and services sufficient to accommodate the uses permitted in the requested district without compromising the "health, safety, and welfare."

Finding – Services to this site are sufficient to meet the needs of the proposed use.

6. The apparent demand for the types of uses permitted in the requested zoning district in relation to the amount of land currently zoned and available to accommodate the demand.

Finding – There are very few properties within the city that are zoned B-1, which is the lowest commercial zoning district that still permits the proposed use.

7. The request has not previously been submitted within the past one (1) year, unless conditions have changed, or new information has been provided.

Finding – This application has not been previously before the City.

RECOMMENDATION

Based upon the above comments, **we recommend approval of the rezoning request for Josh's Frogs to be located at 715 S. Washington Street based on the following items;**

1. That the request is not in conflict with the Master Plan or the Zoning Ordinance;
2. The site is compatible with uses in the proposed B-1 Zoning District;
3. The applicant is not rezoning just to increase the return on investment of the property;
4. That infrastructure to the site is sufficient; and
5. The request has not been previously submitted to the City for consideration;

We look forward to discussing this with you at your May Planning Commission meeting. If you have any further questions, please contact us at 810-734-0000.

Sincerely,

CIB Planning

A handwritten signature in black ink, appearing to read "Justin Sprague", is written over the printed name and title.

Justin Sprague
Vice President



MEMORANDUM

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

DATE: July 1, 2020

TO: Mayor Eveleth and the Owosso City Council

FROM: Amy K. Kirkland, City Clerk

SUBJECT: Retirement Board Ordinance Amendments

RECOMMENDATION:

I recommend Council set a public hearing for August 3, 2020 to receive citizen comment on the proposed amendments to the Retirement Ordinance

BACKGROUND:

Effective June 1, 2020 the assets of the City of Owosso Employees' Retirement System were transferred to MERS. Now the Retirement Ordinance must be amended to reflect that change as well as instill authority to administer the system with MERS. The attached changes leave intact the provisions governing benefits.

RESOLUTION NO.

**SETTING A PUBLIC HEARING TO
AMEND CHAPTER 2, ADMINISTRATION,
ARTICLE VII, MUNICIPAL EMPLOYEES' PENSIONS**

WHEREAS, the City of Owosso, Shiawassee County, Michigan has an independent pension system covering a portion of its employees; and

WHEREAS, the City has transferred custody and administration of the system to the Municipal Employees' Retirement System of Michigan; and

WHEREAS, the ordinance governing the pension system must be amended to reflect said changes; and

WHEREAS, a public hearing shall be scheduled to receive citizen comment regarding the amendments.

NOW THEREFORE BE IT RESOLVED, THAT THE CITY OF OWOSSO ORDAINS:

SECTION 1. AMENDMENT. That Chapter 2, Administration, Article VII, *Municipal Employees' Pensions*, Section 2-401, Name and establishment shall be amended as follows:

Sec. 2-401. - Name and establishment.

(a) The city employees' retirement system, hereinafter called the "retirement system," is hereby established for the purpose of providing retirement allowances and survivor benefits for the employees of the city and their eligible dependents. The retirement system shall be maintained for the exclusive benefit of members and is intended to comply with the requirements of section 457(a) of the Internal Revenue Code of 1986, as amended from time to time (the "code"), with the requirements of any regulations issued thereunder, and with the requirements of any other applicable law. The trustees of the trust established as part of this retirement system are defined in section 2-403.

In accordance with the terms of the retirement system, the trustees have the ability at any time, and from time to time, to amend the retirement system.

To be administered effective December 31, 2005, this retirement system is amended and restated in its entirety to comply with the requirements of the Internal Revenue Code of 1986, as amended by the Uruguay Round Agreements Act, the Small Business Job Protection Act of 1996, the Taxpayer Relief Act of 1997, the Uniformed Services Employment and Reemployment Rights Act of 1996, the Internal Revenue Service Restructuring and Reform Act of 1998, the Community Renewal Tax Relief Act of 2000, the Economic Growth and Tax Relief Reconciliation Act of 2001 and all applicable rulings and regulations issued thereunder.

(B)(b) As of June 1, 2020, or as soon thereafter as the transfer to the Michigan Employee Retirement System ("MERS") of all assets takes place, the Board of Trustees established by the aforesaid Chapter 2, Article VII, Section 2-403, as amended, and now existing pursuant thereto shall cease to exist. The previous authority to administer the retirement system established by this chapter for all active City employees and City retirees, both past and future, and all other active employees previously covered by this ordinance will be administrated and managed by MERS effective June 1, 2020. Any reference in this ordinance to the duties of the Board of Trustees shall be performed by MERS.

(c) The balance of the assets currently held by the Trustees belonging to the City of Owosso Retirement System established by the aforesaid Chapter 2, Article VII, as amended, shall be transferred to MERS on or before June 1, 2020, but remain the assets of the City of Owosso Retirement System and shall be administered by MERS as established under this

chapter. When transferred, MERS shall credit said assets to the various funds and accounts provided for in this chapter, according to the purpose for which such assets were held and credited in the retirement system created under the aforesaid Chapter 2, Article VII, as amended.

SECTION 2. ADDITION. That the definition for MERS shall be added to Chapter 2, Administration, Article VII, *Municipal Employees' Pensions*, Section 2-402, Definitions as follows:

MERS means Municipal Employee Retirement System. The Municipal Employees' Retirement System of Michigan is an independent, professional retirement services company that administers the retirement plans for Michigan's local units of government on a not-for-profit basis.

SECTION 3. REPEAL & REPLACE. That Chapter 2, Administration, Article VII, *Municipal Employees' Pensions*, Section 2-403, Board of Trustees, be repealed in its entirety and restated as follows:

Sec. 2-403. - Board of trustees.

- ~~(a) There is hereby created a board of trustees (the "board") in whom is vested the general administration, management, and responsibility for the proper operation of the retirement system and for making effective the provisions of this article. The board shall consist of seven (7) trustees as follows:~~
- ~~(1) The mayor or a councilman who is not eligible to participate in the retirement system as a member or retirant;~~
 - ~~(2) A second councilman who is not eligible to participate in the retirement system as a member or retirant;~~
 - ~~(3) A citizen who has the qualifications required by the Charter for holding an elective city office and who is not eligible to participate in the retirement system as a member or retirant, to be appointed by the council;~~
 - ~~(4) A police officer member to be chosen by the police officer members;~~
 - ~~(5) A firefighter member to be chosen by the firefighter members; and~~
 - ~~(6) Two (2) general city members: One (1) general city member to be chosen by non-unionized general city members and one (1) general city member to be chosen by the unionized general city members.~~
 - ~~(7) If there are no active members of the employee groups listed in subsections (4), (5) and (6) above able or willing to serve, a retired member of the group may be elected by active and retired members of such group.~~
- ~~(b) The choosing of the trustees provided for in paragraphs (4), (5), and (6), above, shall be held in the month of May in each year under such rules and regulations as the board shall, from time to time, adopt.~~
- (a) The City established, with the creation of the City Pension, a board of trustees (the "board") in whom was vested the general administration, management, and responsibility for the proper operation of the retirement.**
- 1) The MERS shall have the responsibility for the general administration and management of the system, and for making effective and construing the provisions of this chapter. It shall have the power to negotiate and execute legal documents provided that any such legal document be approved by the City.**
 - 2) The City Board Trustees shall cease to exist as of June 1, 2020, or as soon thereafter as all of the assets are transferred to MERS, as provided herein. Thereafter the aforementioned date or condition, any reference of the "board" hereinafter shall be construed to be MERS.**

SECTION 4. REPEAL. That Sections 2-404 through 2-408 of Chapter 2, Administration, Article VII, *Municipal Employees' Pensions*, be repealed in their entirety.

~~Sec. 2-404. Trustees' terms of office-oath.~~

~~The regular term of office of the trustees provided for in subsections 2-403(a)(3), (4), (5), and (6) shall be for four (4) years. The term of office shall expire at the end of each four (4) year period subsequent to July 1, 1965, for the police officer member Trustee; July 1, 1966, for the first general city member trustee; July 1, 1967, for the fire fighter member trustee; and July 1, 1968 for the second general city member trustee. The citizen (non-employee) trustee shall serve at the pleasure of the council. Each trustee shall, within ten (10) days after trustee has been appointed or chosen, as the case may be, take the oath of office which shall be administered by the city clerk.~~

~~Sec. 2-405. — Vacancy on board — How filled.~~

~~If a vacancy occurs on the board, the vacancy shall be filled, within sixty (60) days from and after the date of the vacancy, in the same manner as required for making appointments or choices to position of trustee.~~

~~Sec. 2-406. — Board meetings.~~

~~The board shall hold meetings regularly, at least one (1) in each quarter in each year, and shall designate the time and place thereof, by rule. The board shall adopt its own rules of procedure and shall keep a record of its proceedings. Such rules shall become effective when a copy thereof is filed with the city clerk. A copy of such rules shall also be placed in the Owosso Public Library. All meetings of the board shall be public. The trustees shall serve without compensation for their service as such.~~

~~Sec. 2-407. — Quorum — Each trustee entitled to vote.~~

~~Five (5) trustees shall constitute a quorum at any meeting of the board. Each trustee shall be entitled to one (1) vote on each question before the board, at least five (5) concurring votes shall be necessary for a decision by the trustees.~~

~~Sec. 2-408. — Retirement system officers.~~

- ~~(a) — The officers of the board shall be a chairman and a vice chairman, elected by the board from the current trustees.~~
- ~~(b) — The city clerk shall serve as secretary to the board, and the city clerk shall be the administrative officer of the retirement system.~~
- ~~(c) — The city treasurer shall be treasurer of the retirement system and the custodian of its assets. All payments from moneys of the retirement system shall be made by the city treasurer according to charter provisions and any ordinance relating thereto which is adopted by the council. No payment shall be made unless it shall have been previously authorized by a specific or continuing resolution of the board.~~
- ~~(d) — The board shall appoint an actuary who shall be the technical advisor to the board on matters regarding the operation of the retirement system, and the actuary chosen shall perform such other duties as are required of the actuary under this article.~~
- ~~(e) — The board shall appoint as medical director a physician who is not eligible to participate in the retirement system as a member or retirant. The medical director shall be responsible to and shall hold office at the pleasure of the board. The medical director shall arrange for and pass upon all medical examinations required under this article.~~

~~The medical director shall investigate all essential statements and certificates of a medical nature made by or on behalf of a member or retirant, and the medical director shall report in writing to the board the conclusions on medical matters referred to the medical director by the board.~~

~~(f) The board may employ such professional and other services as are required for the proper operation of the retirement system. The compensation for such services shall be fixed by the board subject to the approval of the council.~~

~~(g) The city attorney shall be the legal advisor to the board. A copy of all written opinions rendered by the city attorney to the board shall be filed with the city clerk.~~

SECTION 5. REPLACE. That references to the "board" be replaced with "MERS" in Sections 2-409, 2-414, and 2-432 through 2-435 as follows:

Sec. 2-409. - Records of retirement system—Annual report.

- (a) The city clerk shall keep, or cause to be kept, in convenient form, such data as shall be necessary for an actuarial valuation of the assets and liabilities of the retirement system. The ~~board~~ **MERS** shall render a report to the city manager and the council or their designee within ninety (90) days after the close of each fiscal year of the city showing the fiscal transactions of the retirement system for the year ending the preceding June 30, and the last balance sheet showing the financial condition of the retirement system by means of an actuarial valuation of the assets and liabilities of the retirement system.
- (b) The board shall from time to time adopt such mortality, service, and other tables of experience, and a rate or rates of regular interest, as are necessary to maintain the operation of the retirement system on an actuarial basis.

Sec. 2-414. - Eligible domestic relations orders.

An eligible domestic relations order ("EDRO") is a signed domestic relations order issued by a state court which creates, recognizes or assigns to an alternate payee(s) the right to receive all or part of a member's retirement system benefit that is or will become payable to the member. An alternate payee is a spouse, former spouse, child, or other dependent of a member who is treated as a beneficiary under the retirement system as a result of the EDRO. The board may establish EDRO procedures, but in the absence of such procedures, the board will determine if a domestic relations order is an EDRO in accordance with the following:

- (1) ~~Board of trustees'~~ **MERS** determination: Promptly upon receipt of a domestic relations order, the board will notify the participant and any alternate payee(s) named in the order of such receipt and will include a copy of this section. Within a reasonable time after receipt of the order, the board will make a determination as to whether or not the order is a EDRO as defined in MCL 38.1701 et seq. and will promptly notify the member and any alternate payee(s) in writing of the determination. If the order is determined to be an EDRO, the retirement system shall begin the payment of the benefit with the next monthly payment or upon retirement of the participant.
- (2) Specific requirements of an EDRO: In order for a domestic relations order to be an EDRO, it must specifically state all of the following:
 - a. The name, last known mailing address (if any) and the social security number of the member and each alternate payee(s) covered by the order;
 - b. The dollar amount or percentage of the benefit to be paid to each alternate payee, or the manner in which the amount or percentage is to be determined;
 - c. The number of payments or period to which such order applies; and
 - d. The name of the plan to which the order applies.

The domestic relations order will not be deemed an EDRO if it requires the retirement system to provide any type or form of benefit, or any option not already provided for in the retirement system, or increased benefits determined on the basis of the actuarial value, or benefits in

excess of the member's retirement system benefit, or payment of benefits to an alternate payee(s) required to be paid to another alternate payee under another EDRO.

- (3) Disputed orders: If there is a question as to whether or not a domestic relations order is a EDRO, there will be a delay in any payout to any payee(s) including the member, until the status is resolved. If the retirement system determines that the order is not an EDRO, the retirement system shall promptly notify the alternate payee(s) of this determination. The notification shall specify the reasons the order was not determined to be an EDRO. This determination does not prohibit the alternate payee(s) or the court from filing an amended order with the retirement system for redetermination.
- (4) Death of alternate payee(s): If an alternate payee(s) dies before receiving any payment of a benefit pursuant to an EDRO, that interest reverts to the member.

Sec. 2-432. - Expense fund.

The expense fund shall be the fund to which shall be credited all money provided by the city to pay the administration expense of the retirement system, and from which shall be paid all expenses necessary in connection with the administration of the retirement system. The ~~board~~**MERS** shall, annually, certify to the council, according to budget procedure, the amount of appropriation necessary to administer the retirement system during the ensuing fiscal year. The council shall appropriate such amount to the credit of the expense fund.

Sec. 2-433. - Investment of assets.

- (a) The ~~board~~**MERS** shall be the trustees of the assets of the retirement system, which shall be invested in a trust. The trustees shall have full power to invest and reinvest such assets subject to the provisions of Act No. 314 of the Public Acts of 1965, as amended, and as it might from time to time be amended or replaced by successor acts.
- (b) The ~~board~~**MERS** shall have full power to hold, purchase, sell, assign, transfer, and dispose of any investments in which any of the moneys of the retirement system have been invested as well as the proceeds of such investments and any moneys belonging to the system. There shall be kept on deposit available cash not exceeding five (5) percent of the total assets of the retirement system. The trustees shall ensure that all investments, amounts, property and rights held under the trust fund are held for the exclusive benefit of members and their beneficiaries. The trust fund shall be held in trust pursuant to the trust agreement for the exclusive benefit of members and their beneficiaries and defraying reasonable expenses of the retirement system and of the trust fund. It shall be impossible, prior to the satisfaction of all liabilities with respect to members and their beneficiaries, for any part of the assets and income of the trust fund to be used for, or diverted to, purposes other than for the exclusive benefit of participants and their beneficiaries.
- (c) The description of the various funds of the retirement system shall be interpreted to refer to the accounting records of the retirement system and not to the segregation of assets in the funds of the retirement system.

Sec. 2-434. - Income fund; crediting of regular interest.

- (a) The income fund shall be the fund to which shall be credited all regular interest, dividends and other income derived from investments of the retirement system, all gifts and bequests received by the system, all unclaimed accumulated contributions as provided in this article, and all other moneys received by the retirement system the disposition of which is not specifically provided in this article. There shall be transferred from the income fund all amounts required to credit regular interest to the members savings fund, retirement reserve fund and pension reserve fund, as provided in this article. Whenever the board determines the balance in the income fund is more than sufficient to cover current charges to the fund such excess, or any part thereof, may be used to provide contingency reserves or to meet special requirements of the other funds of the retirement system. Whenever the

balance in the income fund is insufficient to meet the charges to the fund the amount of the insufficiency shall be transferred from the pension reserve fund to the income fund. A member's accumulated contributions transferred from the members savings fund to the income fund may be paid from the income fund upon claim for same approved by the board ~~board~~ **MERS**.

- (b) The ~~board~~ **MERS** shall, at the end of each fiscal year, allow and credit regular interest on the members' individual balances in the members savings fund, computed on the individual balances at the beginning of the fiscal year; and on the mean balances during the fiscal year in the pension reserve fund and retirement reserve fund.

Sec. 2-435. - Assignments prohibited.

The right of a person to a pension, to the return of accumulated contributions, the pension itself, any option benefit, any other right accrued or accruing to any person under the provisions of this article, and any moneys belonging to the retirement system shall not be subject to execution, garnishment, attachment, the operation of bankruptcy or insolvency law, or any other process of law whatsoever, and shall be unassignable, except as is specifically provided in this article. If a member is covered by a group insurance or prepayment plan participated in by the city, and should member be permitted to, and elect to, continue such coverage as a retirant, member may authorize the ~~board~~ **MERS** to have deducted from member's pension the payments required of member to continue coverage under such group insurance or prepayment plan. The city shall have the right of set off for any claim arising from embezzlement by or fraud of a member, retirant or beneficiary.

SECTION 6. PUBLIC HEARING. A public hearing is set for Monday, August 3, 2020 at 7:30 p.m. for the purpose of hearing citizen comment regarding the proposed amendments to Chapter 2, Administration, of the Code of the City of Owosso.

SECTION 7. AVAILABILITY. This ordinance may be purchased or inspected in the city clerk's office, Monday through Friday between the hours of 9:00 a.m. and 5:00 p.m.

SECTION 8. EFFECTIVE DATE. This amendment shall become effective 20 days after approval.



OWOSSO PUBLIC SAFETY

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

MEMORANDUM

DATE: June 25, 2020
TO: City Council
FROM: Kevin Lenkart
RE: Change Order for Police Vehicle Equipment and Installation

Recommendation:

Approval of the Change Order to increase the dollar amount for 2020 Police Vehicle Change Order from \$9,134.00 to \$10,485.00.

Background:

On October 26, 2019 City Council approved \$9,134.00 for the purchase of equipment and labor to changeover a 2020 Ford Police vehicle. During the installation, an exterior light bar was purchased resulting in additional charge of \$1,351.00. Upon approval, the final price will be \$10,485.00.

Request council approve payment to Mid-Michigan Emergency Equipment Sales and Service L.L.C., for the purchase of equipment and labor to changeover 2020 Ford Police vehicle in the amount of \$10,485.00.

RESOLUTION NO.

**AUTHORIZING CHANGE ORDER NO. 1
THE CONTRACT FOR VEHICLE EQUIPMENT CHANGEOVER WITH
MID MICHIGAN EMERGENCY EQUIPMENT SALES AND SERVICE L.L.C.**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, approved a Contract with Mid Michigan Emergency Equipment Sales and Service L.L.C. on October 26, 2019 for the purchase, installation and changeover of equipment into the new police vehicle in the amount of \$9,134.00; and

WHEREAS, the purchase of an additional light bar was required to complete the process and ready the vehicle for service; and

WHEREAS, the Director of Public Safety has reviewed the proposal submitted by with Mid Michigan Emergency Equipment Sales and Service L.L.C. as requested, and has determined the price of the additional equipment to be fair and reasonable.

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 change the contract with Mid Michigan Emergency Equipment Sales and Service L.L.C. for an additional cost to the city of Owosso in the amount of \$1,351.00 for one extra light bar.
- SECOND: The mayor and city clerk are requested and authorized to sign Change Order No. 1 to Contract between the City of Owosso, Michigan and with Mid Michigan Emergency Equipment Sales and Service L.L.C.
- THIRD: The Accounts Payable department is authorized to make payment up to the contract amount, including the change order, totaling \$10,485.00.

**Mid Michigan Emergency Equipment
Sales and Service LLC**

5860 Horstmeyer
Lansing, MI 48911

517-896-6114



Bill To
City of Owosso ATTN: Kevin Lenkart 301 W. Main Owosso, MI 48867 989-725-0580

INVOICE	
Date	Invoice #
6/19/2020	2236
P.O. No.	Terms
000042884	Net 30

Item	Qua...	Description	Rate	Amount
		Unit #4 VIN #1FM5K8ABOLGB23349		
ENT2B3(J)	2	Dual Color Intersector Red/Blue	195.00	390.00
ENFSGS3R	1	Red LED "C" Piller Light	140.00	140.00
ENFSGS3B	1	Blue LED "C" Piller Light	140.00	140.00
INTG44	1	Federal Signal Integrity 44" Light Bar with Options	2,350.00	2,350.00
C-VS-1400-INUT	1	Console	327.00	327.00
C-CUP-2-1A15	1	Dual Cup Holder	44.00	44.00
C-ARM-104	1	Havis Post Style Arm Rest	140.00	140.00
MMEECCM	1	Computer Console Mount	45.00	45.00
7160-0220	1	Computer Swing Arm	237.00	237.00
LCK040Y	1	Dual Gun Rack	242.00	242.00
SC-6	1	Santa Cruz Standard Universal Gun Lock	350.00	350.00
475-0065	1	Prisoner Screen	795.00	795.00
475-0968	1	Prisoner Screen Extension panels	115.00	115.00
S-4702UINT20	1	Cargo Screen W/ Bio Seat	1,334.00	1,334.00

Total
Sales Tax (6.0%)
Payments/Credits

Balance Due

**Mid Michigan Emergency Equipment
Sales and Service LLC**

5860 Horstmeyer
Lansing, MI 48911

517-896-6114



Bill To
City of Owosso ATTN: Kevin Lenkart 301 W. Main Owosso, MI 48867 989-725-0580

INVOICE	
Date	Invoice #
6/19/2020	2236
P.O. No.	Terms
000042884	Net 30

Item	Qua...	Description	Rate	Amount
ENFSSS3J	2	Dual Color LED Lights Red/Blue License Plate Lights	140.00	280.00
ENFSGS3J	4	Red/Blue Rear Hatch Lights	140.00	560.00
FDRSFPIU-SA	1	Electronic Tray	435.00	435.00
CG-X	1	Havis Charge Guards	115.00	115.00
0002-0332-015	1	Ignition Relay	45.00	45.00
CB-40	1	40-AMP Circuit Breakers	15.00	15.00
Misc.	1	Wire and Connectors	220.00	220.00
Labor		Install All Listed Emergency Equipment as well as Two Way Radio, Computer Equipment, Video Equipment,Radar and Antennas	1,750.00	1,750.00
		Additional Equipment Needed to Complete Project		
AP-C-Q-S1-BL	1	800 MHZ Antenna and Cable	95.00	95.00
CCG-Q-S222-BL	1	Antenna	255.00	255.00
ECVDMLTAL00	1	Dome Light Red/Clear	66.00	66.00

Thank You For Your Business

Total	\$10,485.00
Sales Tax (6.0%)	\$0.00
Payments/Credits	\$0.00
Balance Due	\$10,485.00



MEMORANDUM

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

DATE: June 24, 2020

TO: Owosso City Council

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

SUBJECT: 2020-2021 Sand and Gravel Bid

RECOMMENDATION:

Award of the sand and gravel Bid to Constine Gravel Company of Owosso, Michigan at the low bid of \$6.25 per ton for Class II Sand, \$10.25 per ton for 22A Gravel, \$22.00 per ton for 21AA Limestone, and 25.75 per ton for 6A Limestone for a total bid price of \$35,050.00 for fiscal year 2020-2021.

Award of sand and gravel bid to Ocenasek Trucking of Perry, Michigan at the low bid price of \$32.40 per ton for H1 Limestone Chip for a total of \$6,480.00 for fiscal year 2020-2021.

BACKGROUND:

The city requires approximately 2,500 tons of Class II sand, and 1,000 tons of 22A gravel meeting MDOT specifications for back filling of open cut excavations within the street right of way and off road city owned properties. Limestone 21AA (300 ton) is used for subbase compaction on street cut/patch repairs, Limestone 6A (100 ton) is used for utility open trench cut bed compaction, and Limestone H1 chip (200 ton) is used in the Durapatch Unit for pothole repairs.

FISCAL IMPACTS:

Use of Sand and Gravel shall be paid from the Water and Wastewater Annual Operating Fund, and Local and Major Street Annual Operating Funds in the amount of \$41,530.00. This year's pricing is 5% higher than the 2019-2020 bid prices.

Attachments: (1) Resolution
(2) Bid Tab

RESOLUTION NO.

AUTHORIZING THE PURCHASE AND DELIVERY OF A SAND AND GRAVEL FROM CONSTINE GRAVEL COMPANY OF OWOSSO, MICHIGAN AND OCENASEK TRUCKING OF PERRY, MICHIGAN

WHEREAS, the city of Owosso, Shiawassee County, Michigan requires backfill sand to fill underground trenches and gravel for use in permanent street patches and other city properties; and

WHEREAS, the city sought bids for Class II backfill sand, 22A gravel, 21AA gravel, 21AA Limestone, 6A limestone, and H1 limestone chip fiscal year 2020-2021; and

WHEREAS, it is hereby determined that Constine Gravel Company and Ocenasek Trucking is qualified to provide such products and have submitted the lowest responsible and responsive bid; and

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

FIRST: The City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to award the Sand and Gravel Bids to Constine Gravel Company of Owosso, Michigan in the amount of \$6.25 per ton for Class II Sand, \$10.25 per ton for 22A gravel, \$22.00 per ton for 21AA Limestone, and \$25.75 per ton for 6A limestone for fiscal year ending June 30, 2021.

SECOND The City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to award Gravel Bids to Ocenasek Trucking of Perry, Michigan in the amount of \$32.40 per ton for H1 Limestone Chip for fiscal year ending June 30, 2021.

THIRD: The mayor and city clerk are instructed and authorized to sign the necessary documents for providing sand and gravel deliveries to the City of Owosso, Michigan.

FOURTH: The accounts payable department is authorized to pay Constine Gravel Company up to the bid amount of \$35,050.00.

FIFTH: The accounts payable department is authorized to pay Ocenasek Trucking up to bid amount of \$6,480.00.

SIXTH: The above expenses shall be paid from the Water and Wastewater Annual Operating Fund, and Local and Major Street Annual Operating Funds.

CITY OF OWOSSO BID TABULATION SHEET

DATE 6/23/2020

DEPT. DPW

SUBJECT: 2020-2021 Sand, Gravel and
Limestone BidConstine Gravel Company
2625 West M21
Owosso, MI 48867
989-723-6043Ocenasek, Inc.
5817 W. Britton Rd.
Perry, MI 48872
517-625-3242Fuoss Gravel Company
777 Busha Rd.
Owosso, MI 48867

ITEM #	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	State Certified Class II Backfill Sand	2,500	Ton	\$ 6.25	\$ 15,625.00	6.30	\$ 15,750.00	\$ 6.49	\$ 16,225.00
2	State Certified 22A Gravel	1,000	Ton	\$ 10.25	\$ 10,250.00	11.00	\$ 11,000.00	\$ 10.49	\$ 10,490.00
3	Limestone 21AA	300	Ton	\$ 22.00	\$ 6,600.00	26.50	\$ 7,950.00	\$ 20.99	\$ 6,297.00
4	Limestone 6A	100	Ton	\$ 25.75	\$ 2,575.00	31.00	\$ 3,100.00	\$ 23.99	\$ 2,399.00
5	Limestone H1	200	Ton	No Bid	No Bid	32.40	\$ 6,480.00	No Bid	No Bid
**Staff Recommends the bid to be awarded as follows: Constine Gravel Co: Item #1 State Certified Class II Backfill Sand Item #2 State Certified 22A Item #3 Limestone 21AA Item #4 Limestone 6A Ocenasek Trucking : Item #5 Limestone Chip H1					\$ 35,050.00		\$ 44,280.00		\$ 35,411.00

DEPT
HEAD

GENERAL LIABILITY INSURANCE

EXPIRATION DATE:

Ocenasek: 11/1/2020

Constine: 9/30/2020

AWARDED:

PURCH.
AGENT:

WORKERS COMPENSATION INSURANCE

EXPIRATION DATE:

Ocenasek: 8/28/2020

Constine: 4/30/2021

COUNCIL
APPROVED:

STAFF

REC.:

*See Box

SOLE PROPRIETORSHIP

EXPIRATION DATE:

N/A

PO NUMBER:



OWOSSO PUBLIC SAFETY

Director of Public Safety
Kevin Lenkart

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

MEMORANDUM

TO: City Council

FROM: Kevin Lenkart
Chief of Public Safety

SUBJECT: New Police Vehicles

DATE: July 6, 2020

Request council approve the purchase of one new police vehicle.

Recommend council waive the competitive bid process.

Owosso City Ordinance section 2-345(3) exception to competitive bidding states: Where the council shall determine that the public interest will best be served by joint purchase with, or purchase from, another unit of government.

Signature Auto Group of Owosso MI was awarded the Macomb County bid for police vehicles. The bid meets the definition of the aforementioned Section 2-345(3) a joint purchase with another governmental unit. The State bid price from Signature Auto Group is \$35,679.00.

The vehicle purchased will be a 2021 Ford Police Utility at a cost of \$35,679.00. The purchase will replace one marked police vehicle.

Recommend council approve the bid from Signature Auto Group.

RESOLUTION NO.

**RESOLUTION AUTHORIZING THE PURCHASE OF A POLICE UTILITY VEHICLE
FROM SIGNATURE AUTO GROUP OF OWOSSO
VIA MACOMB COUNTY CONTRACT NO. 21-18**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has a police department requiring the use of police vehicles; and

WHEREAS, the City of Owosso may waive competitive bidding requirements when purchasing equipment in coordination with another municipality.

WHEREAS, the City of Owosso desires to purchase one new police vehicle from Owosso Motors, Inc. d/b/a Signature Auto Group of Owosso, holder of the Contract No. 21-18 for police vehicles with Macomb County; and it is hereby determined that Signature Auto Group of Owosso is qualified to provide such vehicles and that it has submitted the responsible and responsive bid; and

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

- FIRST: The City of Owosso has theretofore determined that it is advisable, necessary and in the public interest to purchase one 2021 Ford Interceptor Utility Police Vehicle from Signature Auto Group of Owosso, utilizing Macomb County Contract No. 21-18, for a cost to the City of Owosso of \$35,679.00.
- SECOND: The Finance Director and the Director of Public Safety are hereby instructed and authorized to sign necessary documents to complete the purchase.
- THIRD: payment to Signature Auto Group in the amount of \$35,679.00 is authorized upon delivery of the police vehicle.
- FOURTH: The above expenses shall be paid from the Police Division Capital Outlay fund 101-300-978.000.



June 17, 2020

City of Owosso Police Department
Attn: Director Kevin Lenkart
202 South Water Street
Owosso, MI 48867

Dear Director Kevin Lenkart:

Price on 2021 Vehicle Macomb County Contract Bid:

2021 Ford Police Interceptor Utility AWD in Black **\$35,679.00 ea**

Service Contract: 36,000 miles or 36 months factory bumper to bumper warranty and 100,000 miles or 60 months powertrain warranty.

Delivery date: About 120 days from receipt of your PO.

Order Cutoff Date: TBD.

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

Payment requirements: All departments to pay on delivery of vehicle. 10-day grace period will be given if previous arrangements have been made. An \$8.00 per day floor plan will be charged if payment is not at the dealership within 10 days of delivery of the vehicle (s).

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

Respectfully Submitted,

Bill Campbell

Bill Campbell
Government & Fleet Sales

Macomb County Bid Price (Bid #21-18, MY2020) in the State of Michigan 2021 Utility Police Interceptor Major Standard Equipment

MECHANICAL

- Axle Ratio – 3.73 (AWD)
- Brakes – 4-Wheel Heavy-Duty Disc w/H.D. Front and Rear Calipers
- Column Shifter
- DC/DC converter – 220-Amp (in lieu of alternator)
- Drivetrain – All-Wheel-Drive
- Electric Power-Assist Steering (EPAS) – Heavy-Duty
- Engine – 3.3L V6 Direct-Injection Hybrid Engine System
- Engine – V6 Direct-Injection FFV with 10-Speed Automatic Transmission (136-MPH Top Speed)
- Note: Deletes Regenerative Braking and Lithium-Ion Battery Pack; adds 250-Amp Alternator, replaces H7
- AGM battery (800 CCA/80-amp) with H7 SLI battery (730 CCA/80-amp) and replaces 19-gallon tank with 21.4-gallon tank
- 3.0L V6 EcoBoost® with 10-Speed Automatic Transmission – (148-MPH Top Speed)
- Note: Deletes Regenerative Braking and Lithium-Ion Battery Pack; adds 250-Amp Alternator, replaces H7 AGM battery (800 CCA/80-amp) with H7 SLI battery (730 CCA/80-amp) and replaces 19-gallon tank with 21.4-gallon tank
- Engine Hour Idle Meter
- Engine Hour Meter
- Engine Oil Cooler
- Fuel Tank – 19-gallons
- H7 AGM Battery (800 CCA/80-amp)
- Lithium-Ion Battery Pack
- Suspension – independent front & rear
- Transmission – 10-speed automatic

EXTERIOR

- Antenna, Roof-mounted
- Cladding – Lower bodyside cladding MIC
- Door Handles – Black (MIC)
- Exhaust True Dual (down-turned)
- Front-Door-Lock Cylinders (Front Driver / Passenger / Liftgate)
- Glass – 2nd Row, Rear Quarter and Liftgate Privacy Glass
- Grille – Black (MIC)
- Headlamps – Automatic, LED Low-and-High-Beam
- Note: Includes Front Headlamp / Police Interceptor Housing (with LED wig-wag feature)
- Pre-drilled hole for side marker police use, does not include LED strobe, but includes LED wig-wag functionality (eliminates need to drill housing assemblies and provides LED wig-wag feature)
- Pre-molded side warning LED holes with standard sealed capability (does not include LED installed lights)
- Wig-wag default is traditional ping-pong pattern; can be programmed to triple-burst pattern or ping-pong / triple-burst
- Note: Must be wired to vehicle's light controller to enable wig-wag functionality; recommend Ready for the Road Package (67H) or Ultimate Wiring Package (67U)

- Liftgate – Manual 1-Piece – Fixed Glass w/Door-Lock Cylinder
- Mirrors – Black Caps (MIC), Power Electric Remote, Manual Folding with Integrated Spotter (integrated blind spot mirrors not included when equipped with BLIS®)
- Spare – Full size 18" Tire w/TPMS
- Spoiler – Painted Black
- Tailgate Handle – (MIC)
- Tail lamps – LED
- Tires – 255/60R18 A/S BSW
- Wheel-Lip Molding – Black (MIC)
- Wheels – 18" x 8.0 painted black steel with wheel hub cover
- Windshield – Acoustic Laminated

INTERIOR/COMFORT

- Cargo Hooks
- Climate Control – Dual-Zone Electronic Automatic Temperature Control (DEATC)
- Door-Locks
- Power
- Rear-Door Handles and Locks Operable
- Fixed Pedals (Driver Dead Pedal)
- Floor – Flooring – Heavy-Duty Thermoplastic Elastomer
- Glove Box – Locking/non-illuminated
- Grab Handles – (1 – Front-passenger side, 2-Rear)

INTERIOR/COMFORT (continued)

- Liftgate Release Switch located in overhead console (45 second timeout feature)
- Lighting
- Overhead Console
- Red/White Task Lighting in Overhead Console
- 3rd row overhead map light
- Mirror – Day/night Rear View
- Particulate Air Filter
- Powerpoints – (1) First Row
- Rear-door closeout panels
- Rear-window Defrost
- Scuff Plates – Front & Rear
- Seats
- 1st Row Police Grade Cloth Trim, Dual Front Buckets with reduced bolsters
- 1st Row – Driver 6-way Power track (fore/aft. Up/down, tilt with manual recline, 2-way manual lumbar)
- 1st Row – Passenger 2-way manual track (fore/aft. with manual recline)
- Built-in steel intrusion plates in both driver/passenger seatbacks
- 2nd Row Vinyl, 35/30/35 Split Bench Seat (manual fold-flat, no tumble) – fixed seat track
- Speed (Cruise) Control
- Speedometer – Calibrated (includes digital readout)
- Steering Wheel – Manual / Tilt / Telescoping, Urethane wheel finish w/Silver Painted Bezels with Speed Controls and 4-user configurable latching switches
- Sun visors, color-keyed, non-illuminated
- Universal Top Tray – Center of I/P for mounting aftermarket equipment
- Windows, Power, 1-touch Up/Down Front Driver/Passenger-Side with disable feature

SAFETY/SECURITY

- AdvanceTrac® w/RSC® (Roll Stability Control™)
- Airbags, dual-stage driver & front-passenger, side seat, passenger-side knee, Roll Over Protection Airbags and Safety Canopy®
- Anti-Lock Brakes (ABS) with Traction Control
- Brakes – Police calibrated high-performance regenerative braking system
- Belt-Minder® (Front Driver / Passenger)
- Child-Safety Locks (capped)
- Individual Tire Pressure Monitoring System (TPMS)
- LATCH (Lower Anchors and Tethers for Children) system on rear outboard seat locations
- Rearview Camera with Washer viewable in 4.2" center stack.
- Seat Belts, Pretensioner/Energy-Management System w/adjustable height in 1st Row
- SOS Post-Crash Alert System™

FUNCTIONAL

- Audio
- AM/FM / MP3 Capable / Clock / 4-speakers
- Bluetooth® interface
- 4.2" Color LCD Screen Center-Stack "Smart Display"
- Note: Standard radio does not include USB Port or Aux. Audio Input Jack; Aux. Audio Input Jack requires SYNC 3®
- Easy Fuel® Capless Fuel-Filler
- Ford Telematics™ – Includes Ford Modem and complimentary 2-year trial subscription
- Front door tether straps (driver/passenger)
- Power pigtail harness
- Recovery Hooks; two in front and trailer bar in rear
- Simple Fleet Key (w/o microchip, easy to replace; 4-keys)
- Two-way radio pre-wire
- Two (2) 50 amp battery ground circuits – power distribution junction block (behind 2nd row passenger seat floorboard)
- Wipers – Front Speed-Sensitive Intermittent; Rear Dual Speed Wiper Wipers – Front

WARRANTY

- 3 Year / 36,000 Miles Bumper / Bumper
- 8 Year / 100,000 Miles Hybrid Unique Components
- POWERTRAIN CARE EXTENDED SERVICE PLAN**
- 5-year/100,000-mile Powertrain CARE Extended Service Plan (zero deductible) – Standard

Police Interceptor Utility Base Prices

<input checked="" type="checkbox"/> Utility All Wheel Drive (3.3L V6 Direct-Injection FFV, 136 MPH, 99B/44U) K8A/500A	\$31,544.00
<input type="checkbox"/> Utility All Wheel Drive (3.0L V6 EcoBoost, 148 MPH, 99C/44U) K8A/500A	\$35,356.00
<input type="checkbox"/> Utility All Wheel Drive (3.3L V6 Direct-Injection Hybrid Eng., 136 MPH, 99W/44B) K8A/500A	\$34,659.00

VEHICLE COLOR: Order Code	Interior Trim Color Charcoal Black (96)	
Arizona Beige Clearcoat Metallic	[E3]	[]
Medium Brown Metallic	[BU]	[]
Dark Toreador Red Clearcoat Metallic	[JL]	[]
Dark Blue	[LK]	[]
Norsea Blue Clearcoat Metallic	[KR]	[]
Royal Blue	[LM]	[]
Light Blue Metallic	[LN]	[]
Vermillion Red	[E4]	[]
Smokestone Clearcoat Metallic	[HG]	[]
Silver Grey Metallic	[TN]	[]
Iconic Silver Clearcoat Metallic	[JS]	[]
Agate Black	[UM]	[x]
Oxford White Clearcoat	[YZ]	[]
Blue Metallic	[FT]	[]
Sterling Grey Metallic	[UJ]	[]
Medium Titanium Clearcoat Metallic	[YG]	[]
Carbonized Grey	[M7]	[]

INTERCEPTOR OPTIONAL FEATURES:

Flooring/Seats

	Code	\$Cost
<input type="checkbox"/> 1st and 2nd row carpet floor covering	16C	125.00
<input type="checkbox"/> 2nd Row Cloth Seats	F6/ 88F	60.00
<input type="checkbox"/> Power passenger seat (6-way) w/manual recline and lumbar	87P	325.00
<input type="checkbox"/> Rear Console Plate (Not available with Interior Upgrade Pkg – 65U)	85R	45.00
<input checked="" type="checkbox"/> Interior Upgrade Package	65U	390.00

- 1st and 2nd Row Carpet Floor Covering
- Cloth Seats – Rear
- Center Floor Console less shifter w/unique Police console finish plate
- Includes Console and Top Plate with 2 cup holders
- Floor Mats, front and rear (carpeted)
- Deletes the standard console mounting plate (85D)
- SYNC® 3
 - Enhanced Voice Recognition Communications and Entertainment System
 - 4.2" Color LCD Screen Center-Stack "Smart Display"
 - AppLink®
 - 911 Assist®

Note: SYNC® AppLink® lets you control some of your favorite compatible mobile apps with your voice. It is compatible with select smartphone platforms.

Lamps/Lighting

<input checked="" type="checkbox"/> Dark Car Feature – Courtesy lamp disable when any door is opened	43D	20.00
<input type="checkbox"/> Daytime Running Lamps	942	45.00
<input type="checkbox"/> Side Marker Lights in Skull Caps	63B/60A	340.00
<input type="checkbox"/> Rear Quarter Glass Side Marker Lights	63L	575.00
<input type="checkbox"/> Front Warning Auxiliary Light (Driver side – Red / Passenger side – Blue)	21L/60A	600.00
<input type="checkbox"/> Rear Auxiliary Liftgate Lights (Red/Blue LED Lights; located beneath liftgate glass in applique panel)	43A	395.00
<input type="checkbox"/> Front Interior Windshield Warning Lights (Red/Blue with take down)	96W	1145.00
<input type="checkbox"/> Rear Spoiler Traffic Warning Light	96T	1495.00
<input type="checkbox"/> Dome Lamp – Red/White in Cargo Area	17T	50.00
<input type="checkbox"/> Pre-wiring for grille lamp, siren, and speaker	60A	50.00
<input checked="" type="checkbox"/> Spot Lamp – Driver Only (LED Bulbs) (Unity)	51R	395.00
<input type="checkbox"/> Spot Lamp – Driver Only (LED Bulbs) (Whelen)	51T	420.00
<input type="checkbox"/> Spot Lamp – Dual (driver and passenger) (LED Bulbs) (Unity)	51S	620.00
<input type="checkbox"/> Spot Lamp – Dual (driver and passenger) (LED Bulbs) (Whelen)	51V	665.00

Body

[] Glass – Solar Tint 2nd and 3rd Row (Deletes Privacy Glass)	92G	120.00
[] Glass – Solar Tint 2nd Row (Privacy Glass on Rear Quarter and Liftgate Window)	92R	85.00
[] Deflector Plate	76D	335.00

Wheels

[] Wheel Covers (18" Full Face Wheel Cover)	65L	60.00
[] 18" Painted Aluminum Wheel	64E	475.00

Misc

[] Engine Block Heater	41H	90.00
[] License Plate Bracket – Front	153	N/C
[] Badge Delete (Police Interceptor Badge Only)	16D	N/C
[] 100 Watt Siren/Speaker (includes bracket and pigtail)	18X	300.00
[] Aux Air Conditioning	17A	610.00
[] Noise Suppression Bonds (Ground Straps)	60R	100.00
[] Low-Band Frequency Noise Suppression Kit (Recommended when Using two-way radio communication devices that operate in the 39 – 46 MHz range (Channels 1-9). Provides noise suppression for in-car two-way radio communication devices in the 39-46 MHz frequency range.	68E	195.00
[] OBD-II Split Connector – Allows up to 2 devices to be connected to the vehicle's OBD-II port	61B	55.00
[] My Speed Fleet Management	43S	60.00

Audio/Video

[] Rear View Camera (Includes Electrochromic Rear View Mirror – Video is displayed in rear view mirror) Note: This option would replace the camera that comes standard in the 4" center stack area.	87R	N/C
[] Rear Camera On-Demand – allows driver to enable rear camera on-demand	19V	230.00

Doors/Windows

[x] Global Lock / Unlock feature (Door-panel switches will lock/unlock all doors and rear liftgate. Eliminates the overhead console liftgate unlock switch) ***** OLD STYLE REAR HATCH LOCK / UNLOCK *****	18D	N/C
[] Hidden Door Lock Plunger, Rear Door Handle and Rear Windows Inoperable	52P	160.00
[x] Rear Door Handles Inoperable/Locks Inoperable and Rear Windows Inop.	68G	75.00
[x] Lock system; Single Key/All Vehicles Keyed Alike	59J	50.00
Keyed Alike 1284x= 59B Keyed Alike 1294x= 59C Keyed Alike 0135x= 59D		
Keyed Alike 1435x= 59E Keyed Alike 0576x= 59F Keyed Alike 0151x= 59G		
Keyed Alike 1111x= 59J		

Safety & Security

[] Ballistic Door Panels – Driver Front Door Only (Level 3)	90D	1585.00
[] Ballistic Door Panels – Driver & Pass Front Doors (Level 3)	90E	3170.00
[] Ballistic Door Panels – Driver Front Door Only (Level 4+)	90F	2415.00
[] Ballistic Door Panels – Driver & Pass Front Doors (Level 4+)	90G	4830.00
[] BLIS® – Blind Spot Monitoring with Cross Traffic Alert	55B/54Z	545.00
[] Police Perimeter Alert – detects motion in an approximately 270-degree radius on sides and back of vehicle; if movement is determined to be a threat, chime will sound at level I. Doors will lock and windows will automatically go up at level II. Includes visual display in instrument cluster with tracking.	68B	675.00
[] Pre-Collision Assist with Pedestrian Detection (includes Forward Collision Warning and Automatic Emergency Braking and unique disable switch for Law Enforcement use) Note: Not available with option 96W	76P	145.00
[] Mirrors– Heated, Non BLIS	549	60.00
[] Lockable Gas Cap for Easy Fuel Capless Fuel-Filler	19L	20.00
[] Perimeter Anti-Theft Alarm – Activated by Hood, Door, or Decklid	593/55F	460.00
[] Remote Keyless Entry w/4 Key Fobs (w/o Keypad)	55F	340.00
[] Police Engine Idle Feature	47A	260.00
[] Extra Key \$6.00x__=	Parts	6.00 ea
[] Remote Starter (Must Order Keyless Entry 55F)	Parts	550.00
[] Reverse Sensing	76R	275.00
[] Class III Trailer Tow Lighting Package (4-pin and 7-pin connectors and wiring)	52T	80.00
[] H8 AGM Battery (900 CCA/92-amp)	19K	110.00
[] Gun Vault (Not Available with (17A) Aux Air Conditioning)	63V	245.00

<p>[] 12.1" Integrated Computer Screen</p> <ul style="list-style-type: none"> • Includes 12.1" touchscreen display in center stack and allows for operation of laptop in remote location to free up cabin space in front passenger area • Includes Audio Video extender (AVX) box, (2) AVX cables, (2) USB cables and (1) HDMI cable • Includes SYNC 3 ® 	47E	2745.00
<p>[] Front Headlamp Lighting Solution</p> <ul style="list-style-type: none"> • Includes LED Low beam/High beam headlamp, Wig-wag function and Red/Blue/White LED side warning lights (driver's side White/Red / passenger side White/Blue) • Includes pre-wire for grille LED lights, siren and speaker (60A) • Wiring, LED lights included. Controller "not" included <p>Note: Not available with option: 67H</p> <p>Note: Recommend using Ultimate Wiring Package (67U)</p>	66A	895.00
<p>[] Police Wire Harness Connector Kit – Front/Rear</p> <p>For connectivity to Ford PI Package solutions includes:</p> <ul style="list-style-type: none"> • Front <ul style="list-style-type: none"> – (2) Male 4-pin connectors for siren – (5) Female 4-pin connectors for lighting/siren/speaker – (1) 4-pin IP connector for speakers – (1) 4-pin IP connector for siren controller connectivity – (1) 8-pin sealed connector – (1) 14-pin IP connector • Rear <ul style="list-style-type: none"> – (2) Male 4-pin connectors for siren – (5) Female 4-pin connectors for lighting/siren/speaker – (1) 4-pin IP connector for speakers – (1) 4-pin IP connector for siren controller connectivity – (1) 8-pin sealed connector – (1) 14-pin IP connector <p>Note: Note: See Upfitters guide for further detail www.fordpoliceinterceptorupfit.com</p>	67V	185.00
<p>[] Tail lamp/Police Interceptor Housing Only</p> <ul style="list-style-type: none"> • Pre-existing holes with standard twist lock sealed capability (does not include LED Strobe lights) (eliminates need to drill housing assemblies) <p>Note: Not available with options: 66B and 67H</p>	86T	60.00
<p>[] Tail Lamp Lighting Solution</p> <ul style="list-style-type: none"> • Includes LED lights plus two (2) rear integrated hemispheric lighthouse white LED side Warning lights in taillamps • LED lights only. Wiring, controller "not" included <p>Note: Not available with option: 67H</p> <p>Note: Recommend using Ultimate Wiring Package (67U)</p>	66B	430.00
<p>[] Rear Lighting Solution</p> <ul style="list-style-type: none"> • Includes two (2) backlit flashing linear high-intensity LED lights (driver's side red / passenger side blue) mounted to inside liftgate glass • Includes two (2) backlit flashing linear high-intensity LED lights (driver's side red / Passenger side blue) installed on inside lip of liftgate (lights activate when liftgate is open) • LED lights only. Wiring, controller "not" included <p>Note: Not available with option: 67H</p> <p>Note: LED lights only – does "not" include wiring or controller</p> <p>Note: Recommend using Ultimate Wiring Package (67U)</p>	66C	455.00
<p>[] Ultimate Wiring Package</p> <ul style="list-style-type: none"> • Rear console mounting plate (85R) – contours through 2nd row; channel for wiring • Pre-wiring for grille LED lights, siren and speaker (60A) • Wiring harness I/P to rear cargo area (overlay) – Two (2) light cables – supports up to six (6) LED lights (engine compartment/grille) – One (1) 10-amp siren/speaker circuit engine cargo area • Rear hatch/cargo area wiring – supports up to six (6) rear LED lights • Does "not" include LED lights, side connectors or controller – Recommend Police Wire Harness Connector Kit 67V <p>Note: Not available with options: 65U, 67H</p>	67U	560.00

[x] Ready for the Road Package All-in Complete Package 67H 3595.00

All-in Complete Package – Includes Police Interceptor Packages: 66A, 66B, 66C, plus

- Whelen Cencom Light Controller Head with dimmable backlight
- Whelen Cencom Relay Center / Siren / Amp w/Traffic Advisor control (mounted behind 2nd row seat)
- Light Controller / Relay Cencom Wiring (wiring harness) w/additional input/output pigtails
- High current pigtail
- Whelen Specific WECAN Cable (console to cargo area) connects Cencom to Control Head
- Pre-wiring for grille LED lights, siren and speaker (60A)
- Rear console plate (85R) – contours through 2nd row; channel for wiring
- Grille linear LED Lights (Red / Blue) and harness
- 100-Watt Siren / Speaker
- Hidden Door-Lock Plunger w/Rear-door controls inoperable (locks, handles and windows) (52P)

Note: Not available with options: 66A, 66B, 66C, 67U and 65U

Extended Warranty Option's (\$0.00 Deductible) 100,000 Mile Coverage

[] 5-Year Premium Care Warranty (500 Plus Components Coverage) 2745.00

Total Price \$35,679.00 ea

CHECK REGISTER FOR CITY OF OWOSSO
CHECK DATE FROM 06/01/2020 - 06/30/2020

Check Date	Check	Vendor Name	Description	Amount
Bank 1 GENERAL FUND (POOLED CASH)				
06/12/2020	132601	WHIPPLE SUSAN	refund	\$ 25.00
06/12/2020	132602	MARK D AGNEW	SKATE PARK SIGN REPAIR	\$ 75.00
06/12/2020	132603	ANGEL HANDS OUTREACH	BD Payment Refund	\$ 25.00
06/12/2020	132604	APOLLO FIRE EQUIPMENT	BOOTS	\$ 630.84
06/12/2020	132605	THE ARGUS-PRESS	PRINTING OF LEGAL NOTICES ETC	\$ 356.25
06/12/2020	132606	BMA OF OWOSSO	UB refund for account: 3199070001	\$ 2,440.59
06/12/2020	132607	OLDHAM WILLIAM	UB refund for account: 3665090018	\$ 43.24
06/12/2020	132608	KINGSBURY JANINE	UB refund for account: 5228570004	\$ 44.21
06/12/2020	132609	THOMLEY RUSSELL	UB refund for account: 3362070003	\$ 25.22
06/12/2020	132610	CHAPTER 13 TRUSTEE AT FLINT	PAYROLL DEDUCTION	\$ 115.40
06/12/2020	132611	CITY OF OWOSSO	BD Bond Refund	\$ 8,295.00
06/12/2020	132612	JUDY ELAINE CRAIG	MAY 20-COURIER SERVICES	\$ 180.00
06/12/2020	132613	D & D TRUCK & TRAILER PARTS	PARTS	\$ 524.70
06/12/2020	132614	DOMINION VOTING SYSTEMS INC	BACK UP BATTERY	\$ 137.41
06/12/2020	132615	DOWNTOWN DEVELOPMENT AUTHORITY	SHIAWASSEE COUNTY DELINQUENT TAX PAYOUT	\$ 2,157.30
06/12/2020	132616	FIRST BANKCARD	NASSCO PACP, PACP, MACP & LACP TRAINING	\$ 975.00
06/12/2020	132617	FIRST DUE FIRE SUPPLY	HELMET SHIELD	\$ 131.64
06/12/2020	132618	H20 COMPLIANCE SERVICES INC	INSPECTION SERVICES FOR CROSS CONNECTION	\$ 731.25
06/12/2020	132619	DAVID HAUT	REIMBURSEMENT	\$ 130.00
06/12/2020	132620	HI QUALITY GLASS, INC	MATERIALS FOR FRONT DESK AT CITY HALL	\$ 530.00
06/12/2020	132621	HOME DEPOT CREDIT SERVICES	SUPPLIES/MATERIALS	\$ 565.63
06/12/2020	132622	LEXISNEXIS RISK COPLOGIC SOLUTIONS	ANNUAL SUPPORT/MAINT-3/1/20-2/28/21	\$ 858.60
06/12/2020	132623	LLOYD MILLER & SONS, INC	PARTS	\$ 321.51
06/12/2020	132624	MCGUIRK SAND-GRAVEL INC	2020 STREET PROGRAM & 2020 DWRF WATER MAIN	\$ 13,306.55
06/12/2020	132625	MISDU	PAYROLL DEDUCTIONS	\$ 1,703.90
06/12/2020	132626	MARK A MITCHELL	REIMBURSEMENT	\$ 10.58
06/12/2020	132627	OWOSSO BOLT & BRASS CO	PARTS	\$ 133.34
06/12/2020	132628	OWOSSO PUBLIC SCHOOLS	BD Payment Refund	\$ 25.00
06/12/2020	132629	PROFESSIONAL ANSWERING SERVICES	JUNE 2020-TELEPHONE ANSWERING SERVICE	\$ 79.40
06/12/2020	132630	RED VALVE COMPANY INC	PARTS	\$ 1,620.54
06/12/2020	132631	S&P GLOBAL RATINGS	PROFESSIONAL SERVICES-SRF BONDS	\$ 13,500.00
06/12/2020	132632	SAFETY-KLEEN SYSTEMS INC	WWTP-QUARTERLY REPLACE/RECYCLE OF PARTS	\$ 275.00
06/12/2020	132633	SHIAWASSEE DISTRICT LIBRARY	DISBURSEMENTS	\$ 23,795.85
06/12/2020	132634	SPARTAN STORES LLC	CLEAN UP GIFT KITS FOR SEWER BACKUPS	\$ 126.55
06/12/2020	132635	STATE OF MICHIGAN	TRAFFIC SIGNAL MAINTENANCE 4/1/20-4/30/20	\$ 1,617.98
06/12/2020	132636	STEINKE, SHELIA	BD Payment Refund	\$ 25.00

06/12/2020	132637	STEPHENSON, COLIN M. F.	BD Payment Refund	\$ 25.00
06/12/2020	132638	TISHER, STEVEN R.	BD Payment Refund	\$ 25.00
06/12/2020	132639	TRACTOR SUPPLY COMPANY	PARTS	\$ 23.98
06/12/2020	132640	VALLEY LUMBER	MATERIALS	\$ 4.79
06/12/2020	132641	WIN'S ELECTRICAL SUPPLY OF OWOSSO	PARTS	\$ 183.58
06/12/2020	5589(A)	THE ACCUMED GROUP	AMBULANCE BILLING SERVICES & STATE REPORTING	\$ 3,438.94
06/12/2020	5590(A)	ACLARA TECHNOLOGIES LLC	ANNUAL SOFTWARE MAINTENANCE 4 OF 5 YEAR	\$ 6,050.00
06/12/2020	5591(A)	ALRO STEEL CORP	PARTS	\$ 506.18
06/12/2020	5592(A)	AMAZON CAPITAL SERVICES	PARTS	\$ 118.11
06/12/2020	5593(A)	BELL EQUIPMENT COMPANY	BROOMS FOR SWEEPER	\$ 208.00
06/12/2020	5594(A)	BODMAN PLC	LABOR RELATIONS	\$ 987.50
06/12/2020	5595(A)	BOUND TREE MEDICAL LLC	AMBULANCE MEDICAL SUPPLIES	\$ 958.01
06/12/2020	5596(A)	C D W GOVERNMENT, INC.	BACKUP EXECT SOFTWARE RENEWAL-5/15/20-5/14/21	\$ 824.82
06/12/2020	5597(A)	C E & A PROFESSIONAL SERVICES INC	RANDOM DOT DRUG TESTING	\$ 369.98
06/12/2020	5598(A)	C M P DISTRIBUTORS INC	TRAINING SUPPLIES	\$ 171.00
06/12/2020	5599(A)	CAPITAL CONSULTANTS	ENGINEERING SERVICES	\$ 5,850.07
06/12/2020	5600(A)	CINTAS CORPORATION #308	FLOOR MATS	\$ 46.08
06/12/2020	5601(A)	COMMUNITY IMAGE BUILDERS	PROFESSIONAL SERVICES	\$ 4,504.00
06/12/2020	5602(A)	CONSUMERS ENERGY	GAS/ELECTRIC SERVICE	\$ 46,616.87
06/12/2020	5603(A)	VOID		\$ - V
06/12/2020	5604(A)	CRAWFORD CONTRACTING INC	2020 STREET PROGRAM & 2020 DWRF WATER MAIN	\$ 118,964.34
06/12/2020	5605(A)	D & G EQUIPMENT INC	PARTS	\$ 533.91
06/12/2020	5606(A)	DALTON ELEVATOR LLC	SUPPLIES	\$ 528.84
06/12/2020	5607(A)	DETROIT SALT COMPANY LLC	ROAD SALT	\$ 12,489.09
06/12/2020	5608(A)	EJ USA INC	PARTS	\$ 299.96
06/12/2020	5609(A)	EMILY PANTARA CONSULTING	PROFESSIONAL SERVICES	\$ 3,150.00
06/12/2020	5610(A)	EMPLOYEE BENEFIT CONCEPTS INC	JUNE 20-FSA ADMIN FEE	\$ 105.00
06/12/2020	5611(A)	ENVIRONMENTAL RESOURCE ASSOCIATES	LAB SUPPLIES	\$ 334.12
06/12/2020	5612(A)	FLEIS & VANDENBRINK ENGINEERING INC	ENGINEERING SERVICES	\$ 7,205.00
06/12/2020	5613(A)	GALL'S INC.	FLASHLIGHTS (3)	\$ 312.90
06/12/2020	5614(A)	GILBERT'S DO IT BEST HARDWARE	SUPPLIES	\$ 119.85
06/12/2020	5615(A)	GOULD LAW PC	PROFESSIONAL SERVICES	\$ 7,582.64
06/12/2020	5616(A)	GRAYMONT WESTERN LIME INC	BULK PEBBLE QUICK LIME	\$ 13,579.28
06/12/2020	5617(A)	HACH COMPANY	LAB SUPPLIES	\$ 670.07
06/12/2020	5618(A)	HAMILTON ELECTRIC CO., INC.	TERTIARY PUMP MOTOR REHAB	\$ 2,755.00
06/12/2020	5619(A)	JON STEWART HARRIS	TRAINING	\$ 834.84
06/12/2020	5620(A)	HOSPITAL NETWORK HEALTHCARE SERVICE	MEDICAL WASTE DISPOSAL	\$ 40.00
06/12/2020	5621(A)	J & H OIL COMPANY	FUEL PE 5/31/20	\$ 2,396.56
06/12/2020	5622(A)	JCI JONES CHEMICALS INC	SODIUM HYPOCHLORITE	\$ 3,416.72
06/12/2020	5623(A)	LOGICALIS INC	MAY 2020-NETWORK ADMINISTRATOR/ENGINEERING	\$ 9,408.00
06/12/2020	5624(A)	MATHESON TRI-GAS INC	BULK CARBON DIOXIDE	\$ 2,023.40
06/12/2020	5625(A)	MEI TOTAL ELEVATOR SOLUTIONS	CITY HALL ELEVATOR SERVICE	\$ 137.80

06/12/2020	5626(A)	MEMORIAL HEALTHCARE CENTER	MEDICAL SERVICES	\$	533.25
06/12/2020	5627(A)	MICHIGAN PAVING & MATERIALS CO	AM SEAL SP FOR CHIP SEALING	\$	832.59
06/12/2020	5628(A)	MODERN CRANE TECHNOLOGIES	CRANE INSPECTIONS AT WWTP	\$	500.00
06/12/2020	5629(A)	MUNICODE	ADMIN SUPPORT FEE-6/1/20-5/31/21	\$	350.00
06/12/2020	5630(A)	1ST CHOICE AUTO PARTS INC	PARTS	\$	784.65
06/12/2020	5631(A)	NATIONAL VISION ADMINISTRATORS LLC	JUNE 20-VISION INSURANCE PREMIUM	\$	523.34
06/12/2020	5632(A)	NEWAY MANUFACTURING INC	DISCS (50)	\$	500.00
06/12/2020	5633(A)	OFFICE DEPOT	SUPPLIES	\$	462.45
06/12/2020	5634(A)	PACE ANALYTICAL SERVICES INC	WASTEWATER ANALYSES	\$	275.00
06/12/2020	5635(A)	PHENOVA INC	LAB SUPPLIES	\$	988.00
06/12/2020	5636(A)	POLICE OFFICERS LABOR COUNCIL	PAYROLL DEDUCTION-DUES	\$	854.25
06/12/2020	5637(A)	REPUBLIC SERVICES INC	JUNE 2020-REFUSE SERVICE	\$	387.36
06/12/2020	5638(A)	S L H METALS INC	PARTS	\$	631.09
06/12/2020	5639(A)	SIGNATURE AUTO GROUP-OWOSSO MOTORS	2020 FORD F-150 TRANSIT CARGO VAN FOR THE WWTP	\$	28,788.78
06/12/2020	5640(A)	STAPLES BUSINESS CREDIT	SUPPLIES	\$	314.17
06/12/2020	5641(A)	WITMER PUBLIC SAFETY GROUP INC	HOODS/GLOVES	\$	429.79
06/12/2020	5642(A)	THOMAS JANITORIAL INC	COVID19 CLEANING OF PUBLIC SAFETY VEHICLES	\$	300.00
06/12/2020	5643(A)	VERSALIFT MIDWEST LLC	ANNUAL BOOM INSPECTIONS	\$	1,095.00
06/12/2020	5644(A)	WASTE MANAGEMENT OF MICHIGAN INC	LANDFILL DISPOSAL-5/16/20-5/31/20	\$	9,297.05
06/26/2020	132642	AFLAC	PAYROLL DEDUCTION-AFLAC PREMIUM	\$	812.94
06/26/2020	132643	ASCENSION MICHIGAN CORPORATE SERVICE	ACLS UPDATE TRAINING	\$	525.00
06/26/2020	132644	HUFF KELLIE	UB refund for account: 1669500002	\$	113.38
06/26/2020	132645	HENDRICKS, EMILY	UB refund for account: 1837500003	\$	120.61
06/26/2020	132646	GOODMAN ALEXANDER	UB refund for account: 5846170013	\$	124.30
06/26/2020	132647	KOZAN ANGELA	UB refund for account: 1426500007	\$	91.12
06/26/2020	132648	DUNCAN KIMBERLY	UB refund for account: 3864070008	\$	84.98
06/26/2020	132649	HARRIS MARY	UB refund for account: 1814500009	\$	95.17
06/26/2020	132650	CARLTON TREE SERVICE	BD Bond Refund	\$	50.00
06/26/2020	132651	CHAPTER 13 TRUSTEE AT FLINT	PAYROLL DEDUCTION	\$	115.40
06/26/2020	132652	DOWNTOWN DEVELOPMENT AUTHORITY	DISBURSEMENTS	\$	5,427.59
06/26/2020	132653	DOWNTOWN DEVELOPMENT AUTHORITY	DELINQUENT SPECIAL ACT TAX DISTRIBUTION	\$	105.08
06/26/2020	132654	DOWNTOWN DEVELOPMENT AUTHORITY	2019 AD VELOREM BALANCE TO SETTLE	\$	3.40
06/26/2020	132655	CHRISTOPHER EVELETH	COUNCIL PAY	\$	240.00
06/26/2020	132656	JANAE L FEAR	COUNCIL PAY	\$	130.00
06/26/2020	132657	FRAELICH BROTHERS CONSTRUCTION	BD Payment Refund	\$	310.00
06/26/2020	132658	JEROME C HABER	COUNCIL PAY	\$	130.00
06/26/2020	132659	HUNTINGTON COMMUNITY DEV CORP	WOODARD STATION BROWNFIELD REIMBURSEMENT	\$	111,500.75
06/26/2020	132660	JOHNS, ROBERT L & MARY E, TRUST	BD Payment Refund	\$	25.00
06/26/2020	132661	LAMPHERE'S	PLUMBING REPAIRS	\$	2,112.78
06/26/2020	132662	DANIEL A. LAW	COUNCIL PAY	\$	130.00
06/26/2020	132663	MISDU	PAYROLL DEDUCTIONS	\$	1,703.90
06/26/2020	132664	NORTH AMERICAN OVERHEAD DOOR INC	SUPPLIES	\$	27.96

06/26/2020	132665	SUSAN J. OSIKA	COUNCIL PAY	\$ 130.00
06/26/2020	132666	OWOSSO PUBLIC SCHOOLS	DELINQUENT PERSONAL PROPERTY DISBURSEMENT	\$ 3,998.07
06/26/2020	132667	NICHOLAS L PIDEK	COUNCIL PAY	\$ 120.00
06/26/2020	132668	SC ENVIRONMENTAL SERVICES LLC	DEMO OF STRUCTURE AT 424 GROVER ST	\$ 18,498.50
06/26/2020	132669	SHIAWASSEE COUNTY TREASURER	DISTRIBUTION	\$ 2,005.84
06/26/2020	132670	SHIAWASSEE COUNTY TREASURER	DELINQUENT PERSONAL PROPERTY TAX	\$ 137.87
06/26/2020	132671	SHIAWASSEE COUNTY TREASURER	KONA VILLA 2019 PILOT	\$ 3,963.63
06/26/2020	132672	SHIAWASSEE COUNTY TREASURER	DELINQUENT SPECIAL ACT TAX DISTRIBUTION	\$ 77.89
06/26/2020	132673	SHIAWASSEE COUNTY TREASURER	2019 AD VELOREM BALANCE TO SETTLE	\$ 18.83
06/26/2020	132674	SHIAWASSEE DISTRICT LIBRARY	OVER-CAPTURE DISBURSEMENT	\$ 709.81
06/26/2020	132675	SPENCER, MARIANNE L.	BD Payment Refund	\$ 25.00
06/26/2020	132676	SPRINT COMMUNICATIONS	CELL PHONE SERVICE/EQUIPMENT-5/7/20-6/6/20	\$ 730.51
06/26/2020	132677	STATE OF MICHIGAN	2019 KONA VILLA PILOT	\$ 10,006.37
06/26/2020	132678	STATE OF MICHIGAN	DELINQUENT SPECIAL ACT TAX DISTRIBUTION	\$ 5,701.07
06/26/2020	132679	STATE OF MICHIGAN	DELINQUENT LAND BANK 50% TAX DISTRIBUTION	\$ 39.04
06/26/2020	132680	STATE OF MICHIGAN	SRF COLLECTION-FILING FEE	\$ 257.00
06/26/2020	132681	STATE OF MICHIGAN	SRF WWTP-FILING FEE	\$ 429.00
06/26/2020	132682	STATE OF MICHIGAN	QUALITY ASSURANCE ASSESSMENT-4/1/20-6/30	\$ 1,473.16
06/26/2020	132683	TRACY THOMPSON	REFUND	\$ 17.96
06/26/2020	132684	TIAL PRODUCTS INC	ELIGIBLE DEVELOPER EXPENSES	\$ 1,147.42
06/26/2020	132685	TRANE US INC	INSPECTION	\$ 746.00
06/26/2020	132686	TRECHA ENTERPRISES AB, LLC	ELIGIBLE DEVELOPER EXPENSES	\$ 364.13
06/26/2020	5645(A)	AMAZON CAPITAL SERVICES	SUPPLIES	\$ 100.45
06/26/2020	5646(A)	AXON ENTERPRISE INC	TASER CARTRIDGES	\$ 1,320.00
06/26/2020	5647(A)	LOREEN F BAILEY	COUNCIL PAY	\$ 120.00
06/26/2020	5648(A)	BODMAN PLC	LABOR RELATIONS	\$ 48.75
06/26/2020	5649(A)	BOUND TREE MEDICAL LLC	AMBULANCE MEDICAL SUPPLIES	\$ 1,604.22
06/26/2020	5650(A)	C D W GOVERNMENT, INC.	FILE SERVER AND OPERATING SYSTEM	\$ 4,203.00
06/26/2020	5651(A)	CINTAS CORPORATION #308	FLOOR MATS	\$ 46.08
06/26/2020	5652(A)	CRAWFORD CONTRACTING INC	2020 STREET PROGRAM & 2020 DWRF WATER MAINS	\$ 161,364.78
06/26/2020	5653(A)	DELAU FIRE & SAFETY INC	SEMI-ANNUAL INSPECTION/BATTERY INSPECTION	\$ 315.00
06/26/2020	5654(A)	DETROIT SALT COMPANY LLC	ROAD SALT	\$ 15,409.30
06/26/2020	5655(A)	DORNBOS SIGN INC	SIGNS/SUPPLIES	\$ 856.72
06/26/2020	5656(A)	ELECTION SOURCE	CHART CREATION	\$ 170.00
06/26/2020	5657(A)	ETNA SUPPLY COMPANY	INVENTORY & REPAIR ITEMS	\$ 2,903.20
06/26/2020	5658(A)	FASTENAL COMPANY	PARTS	\$ 594.40
06/26/2020	5659(A)	FLEIS & VANDENBRINK ENGINEERING INC	ENGINEERING SERVICES	\$ 2,195.00
06/26/2020	5660(A)	GOYETTE MECHANICAL	MAINTENANCE FOR BOILER IN PUBLIC SAFETY	\$ 172.29
06/26/2020	5661(A)	J & H OIL COMPANY	FUEL PE 6/15/20	\$ 2,796.82
06/26/2020	5662(A)	KENDALL ELECTRIC, INC.	REACTORS TO FINISH THE INSTALL OF NEW GENERATOR	\$ 3,532.87
06/26/2020	5663(A)	AMY K KIRKLAND	REIMBURSEMENT	\$ 84.79
06/26/2020	5664(A)	LOGICALIS INC	CISCO CORE NETWORK SWITCHES	\$ 8,001.56

06/26/2020	5665(A)	LUDINGTON ELECTRIC, INC.	ELECTRICAL SERVICES	\$ 233.75
06/26/2020	5666(A)	MEYER ELECTRIC INC	ELECTRICAL SERVICES	\$ 560.00
06/26/2020	5667(A)	MICHIGAN PAVING & MATERIALS CO	AM SEAL SP FOR CHIP SEALING	\$ 832.41
06/26/2020	5668(A)	MILLER CANFIELD PADDOCK & STONE PLC	PROFESSIONAL SERVICES	\$ 49,000.00
06/26/2020	5669(A)	OFFICE SOURCE	SUPPLIES	\$ 91.77
06/26/2020	5670(A)	PACE ANALYTICAL SERVICES INC	WASTEWATER ANALYSES	\$ 275.00
06/26/2020	5671(A)	PATRIOT DIAMOND INC.	PARTS	\$ 625.00
06/26/2020	5672(A)	REEVES WHEEL ALIGNMENT, INC	VEHICLE REPAIRS	\$ 2,459.07
06/26/2020	5673(A)	ROBERT W BAIRD & CO INCORPORATED	LOAN FACILITATION FEES-SRF-WWTP	\$ 20,250.00
06/26/2020	5674(A)	ROBERT W BAIRD & CO INCORPORATED	LOAN FACILITATION SERVICES-SRF-SEWER	\$ 16,500.00
06/26/2020	5675(A)	RUBOB'S INC	MAY 20-OPD DRY CLEANING	\$ 288.95
06/26/2020	5676(A)	SIGNATURE AUTO GROUP-OWOSSO MOTORS	OPD VEHICLE REPAIRS	\$ 629.86
06/26/2020	5677(A)	SUMMIT COMPANIES	ANNUAL EXTINGUISHER INSPECTION	\$ 110.00
06/26/2020	5678(A)	MACOMB GROUP INC	PARTS	\$ 440.00
06/26/2020	5679(A)	THOMAS JANITORIAL INC	COVID19 CLEANING OF PUBLIC SAFETY VEHICLES	\$ 150.00
06/26/2020	5680(A)	UNITED PARCEL SERVICE	SHIPPING FEES	\$ 13.23
06/26/2020	5681(A)	USA BLUE BOOK	LAB SUPPLIES	\$ 439.11
06/26/2020	5682(A)	VERIZON WIRELESS	MODEM FEES-5/11/20-6/20/20	\$ 155.38
06/26/2020	5683(A)	WASTE MANAGEMENT OF MICHIGAN INC	LANDFILL DISPOSAL CHARGES-6/1/20-6/15/20	<u>\$ 9,056.07</u>

1 TOTALS:

(1 Check Voided)

Total of 180 Disbursements:	<u>\$ 863,709.77</u>
-----------------------------	----------------------

Bank 10 OWOSSO HISTORICAL FUND

06/12/2020	5355	CONSUMERS ENERGY	GAS/ELECTRIC SERVICE	\$ 252.76
06/12/2020	5356	NO MOW PROBLEMS LAWN CARE	MAY 2020 MOWING-GOULD HOUSE	<u>\$ 160.00</u>

10 TOTALS:

Total of 2 Disbursements:	<u>\$ 412.76</u>
---------------------------	------------------

REPORT TOTALS:

(1 Check Voided)

Total of 182 Disbursements:	<u>\$ 864,122.53</u>
-----------------------------	----------------------



MEMORANDUM

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

DATE: July 1, 2020
TO: Mayor Eveleth and the Owosso City Council
FROM: Amy K. Kirkland, City Clerk
SUBJECT: Election Inspector Pay

RECOMMENDATION:

I recommend the pay rate for election inspectors be increased as detailed.

BACKGROUND:

The pay rate for election inspectors was last adjusted in 2006 and is overdue for an increase. Other local jurisdictions are paying anywhere from \$12-\$15 per hour. In an effort to keep our workers from jumping ship and going to another jurisdiction and to reward them for the increase in responsibilities they've experienced I am requesting the pay rates be increased as follows:

Election Inspector	\$13.00/hr
Election Inspector – Minor	\$10.00/hr
Chairperson bonus	\$50.00
Vice Chair bonus	\$25.00
Receiving Board	\$50.00

FISCAL IMPACTS:

The requested changes have been incorporated into the budget for 2020-2021.



MEMORANDUM

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

DATE: June 30, 2020

TO: Mayor Eveleth and the Owosso City Council

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

SUBJECT: Communication – Water Service Line Replacement Program

PURPOSE: Advise city council of the regulatory requirement to comply with the Lead and Copper Rule Lead Service Line (LSL) replacements, and to provide a program summary for implementation of the same. LSL replacements involve lead or galvanized water service line materials.

Be advised that the Michigan Plumbing Code still authorizes the use of galvanized piping for water services. However, the city only authorizes the use of K-copper or high density PVC piping materials for water services.

Current estimate of LSL's (both city side and private property side) is 4,232. The Lead & Copper Rule requires 5% removal per year for 20 years. This 5% + or - will vary year to year based on scheduled street and water main projects, private property owner notifications, and available funding. The city will fall short of the 5% requirement during the first year of program implementation for 2020.

Staff will also prepare a Water Use Ordinance update to address the new regulatory requirements, and submit this to council in the near future for approval and adoption.

Attachment/s: (1) LSL Program Summary

Water Service Line Replacement Program

The City of Owosso submitted a State of Michigan required Preliminary Distribution System Materials Inventory (PDSMI) December 20, 2019. This preliminary inventory of private property and city owned water service lines was later updated in March of 2020, to complete close out of a State of Michigan Pilot Drinking Water Grant. This Grant provided funding to the city to assist in the identification of lead and galvanized water service lines (LSL will be used to denote both metal types containing concentrations of lead). The purpose of the PDSMI and the Pilot Grant is to develop an Asset Management Plan that will identify and verify all documented and/or suspected LSL's connected to the city water distribution system service area. Pilot Grant field work accomplished in 2018 and 2019 resulted in the removal of LSL's at 51 city locations. Additionally, water main replacement projects routinely replace water services from the main to the property line regardless of material type. LSL's ceased to be installed by the 1960's for most Michigan communities including Owosso.

- Continuation of the LSL field work identification process is on hold pending delivery of needed equipment and continuation of COVID restrictions. Field work data (when able to obtain) will be used to further develop the LSL Asset Management Plan.
- Private property LSL replacements will commence beginning in 2021 at no expense to property owners.
- Property owners identified as having a LSL during street or water main construction will be contacted by city staff to address health and safety precautions and replacement scheduling.
- Property owners, who have **confirmed** on their own (licensed plumber or contractor confirmation) their water service line as a LSL, should contact the city as soon as possible to report. Contact the City Water Treatment Plant Superintendent at 989-725-0560 or email at David.Haut@ci.owosso.mi.us.
- Private property owners having replaced their LSL's between January 1, 2020 through June 30, 2021, may submit for reimbursement beginning July 1, 2021. Documentation required for reimbursement approval is as follows:
 - ✓ Copy of water permit issued by city of Owosso
 - ✓ Copy of paid invoice to licensed plumber or contractor
 - ✓ Contractor provided photos shall be required for 1) LSL replaced, 2) new service line installed, and 3) new service line connection to internal building plumbing.

Requests for reimbursements are accepted at the Public Services Office, located at 301 W. Main Street, Owosso, MI.

Water Permits issued will provide detailed installation specification requirements. Permits can be obtained at the Public Services Office located at 301 W. Main Street, Owosso, MI.

The LSL replacement program is an unfunded mandate imposed by the Michigan Department of Environment Great Lakes, and Energy (EGLE). These new rules are promulgated under the Michigan Safe Drinking Water Act, 1976 PA 399 as revised in 2018, and as addressed in Rule R 325.11604(c) (v) of the administrative rules. The LSL Asset Management & Replacement Plan will be implemented over a 20 year period of time, with an estimated cost of \$28 million dollars.

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

GL NUMBER	DESCRIPTION	2019-20		YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BDGT USED
		AMENDED	BUDGET	05/31/2020 (NORMAL (ABNORMAL))	MONTH 05/31/2020 INCREASE (DECREASE)	NORMAL	(ABNORMAL)	
Fund 101 - GENERAL FUND								
000 - REVENUE		8,002,423.00		6,943,501.14	177,894.64	1,058,921.86		86.77
TOTAL REVENUES		8,002,423.00		6,943,501.14	177,894.64	1,058,921.86		86.77
101 - CITY COUNCIL		5,300.00		3,096.23	0.00	2,203.77		58.42
171 - CITY MANAGER		175,888.00		157,855.42	16,634.97	18,032.58		89.75
201 - FINANCE		273,420.00		236,745.58	19,361.54	36,674.42		86.59
209 - ASSESSING		140,445.00		125,525.13	10,278.88	14,919.87		89.38
210 - CITY ATTORNEY		115,000.00		105,170.91	15,391.52	9,829.09		91.45
215 - CLERK		281,729.00		243,912.59	23,046.42	37,816.41		86.58
226 - HUMAN RESOURCES		216,500.00		194,591.36	17,024.29	21,908.64		89.88
253 - TREASURY		153,215.00		135,292.70	13,628.22	17,922.30		88.30
258 - INFORMATION & TECHNOLOGY		101,695.00		88,012.70	20,622.98	13,682.30		86.55
265 - BUILDING & GROUNDS		135,288.00		129,952.97	17,892.60	5,335.03		96.06
299 - GENERAL ADMIN		339,240.00		327,676.41	2,062.03	11,563.59		96.59
300 - POLICE		2,065,565.00		1,916,574.31	162,822.98	148,990.69		92.79
335 - FIRE		2,086,067.00		1,846,248.64	159,164.60	239,818.36		88.50
370 - BUILDING AND SAFETY		223,836.00		204,841.94	28,979.41	18,994.06		91.51
441 - PUBLIC WORKS		613,857.00		571,445.73	49,779.17	42,411.27		93.09
528 - LEAF AND BRUSH COLLECTION		221,363.00		196,196.62	18,850.25	25,166.38		88.63
585 - PARKING		33,030.00		25,358.96	1,654.50	7,671.04		76.78
728 - COMMUNITY DEVELOPMENT		86,914.00		72,176.71	4,233.16	14,737.29		83.04
756 - PARKS		230,600.00		156,193.44	16,702.39	74,406.56		67.73
966 - TRANSFERS OUT		503,471.00		332,521.63	3,333.33	170,949.37		66.05
TOTAL EXPENDITURES		8,002,423.00		7,069,389.98	601,463.24	933,033.02		88.34

PERIOD ENDING 05/31/2020

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

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	05/31/2020 NORMAL (ABNORMAL)	MONTH 05/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		8,002,423.00	6,943,501.14	177,894.64	1,058,921.86	86.77
TOTAL EXPENDITURES		8,002,423.00	7,069,389.98	601,463.24	933,033.02	88.34
NET OF REVENUES & EXPENDITURES		0.00	(125,888.84)	(423,568.60)	125,888.84	100.00
Fund 202 - MAJOR STREET FUND						
000 - REVENUE		2,991,762.00	2,144,968.13	111,345.33	846,793.87	71.70
TOTAL REVENUES		2,991,762.00	2,144,968.13	111,345.33	846,793.87	71.70
451 - CONSTRUCTION		1,550,000.00	1,050,306.76	92,363.34	499,693.24	67.76
463 - STREET MAINTENANCE		236,000.00	211,208.44	9,742.89	24,791.56	89.50
473 - BRIDGE MAINTENANCE		11,470.00	1,651.00	1,651.00	9,819.00	14.39
474 - TRAFFIC SERVICES-MAINTENANCE		24,800.00	26,074.02	1,800.79	(1,274.02)	105.14
478 - SNOW & ICE CONTROL		117,000.00	110,573.20	6,036.00	6,426.80	94.51
480 - TREE TRIMMING		54,000.00	91,672.65	105.05	(37,672.65)	169.76
482 - ADMINISTRATION & ENGINEERING		213,676.00	145,001.62	13,882.48	68,674.38	67.86
484 - TRUNKLINE SUPERVISOR		1,000.00	0.00	0.00	1,000.00	0.00
485 - LOCAL STREET TRANSFER		339,166.00	299,891.29	30,506.69	39,274.71	88.42
486 - TRUNKLINE SURFACE MAINTENANCE		5,000.00	1,013.49	0.00	3,986.51	20.27
488 - TRUNKLINE SWEEPING & FLUSHING		2,550.00	3,467.82	1,031.35	(917.82)	135.99
490 - TRUNKLINE TREE TRIIM & REMOVAL		600.00	0.00	0.00	600.00	0.00
491 - TRUNKLINE STORM DRAIN, CURBS		8,500.00	92.96	0.00	8,407.04	1.09
492 - TRUNKLINE ROADSIDE CLEANUP		690.00	64.90	0.00	625.10	9.41
494 - TRUNKLINE TRAFFIC SIGNS		800.00	431.74	0.00	368.26	53.97
496 - TRUNKLINE TRAFFIC SIGNALS		800.00	5.30	0.00	794.70	0.66
497 - TRUNKLINE SNOW & ICE CONTROL		23,000.00	26,548.48	0.00	(3,548.48)	115.43
502 - TRUNKLINE LEAVE & INS BENEFITS		5,000.00	0.00	0.00	5,000.00	0.00
TOTAL EXPENDITURES		2,594,052.00	1,968,003.67	157,119.59	626,048.33	75.87

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

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	05/31/2020 NORMAL (ABNORMAL)	MONTH 05/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 202 - MAJOR STREET FUND						
Fund 202 - MAJOR STREET FUND:						
TOTAL REVENUES		2,991,762.00	2,144,968.13	111,345.33	846,793.87	71.70
TOTAL EXPENDITURES		2,594,052.00	1,968,003.67	157,119.59	626,048.33	75.87
NET OF REVENUES & EXPENDITURES		397,710.00	176,964.46	(45,774.26)	220,745.54	44.50
Fund 203 - LOCAL STREET FUND						
000 - REVENUE		2,620,874.00	2,493,282.23	66,672.96	127,591.77	95.13
TOTAL REVENUES		2,620,874.00	2,493,282.23	66,672.96	127,591.77	95.13
451 - CONSTRUCTION		1,636,682.00	1,312,975.12	41,414.38	323,706.88	80.22
463 - STREET MAINTENANCE		399,000.00	329,160.33	15,626.25	69,839.67	82.50
474 - TRAFFIC SERVICES-MAINTENANCE		9,300.00	2,301.95	142.48	6,998.05	24.75
478 - SNOW & ICE CONTROL		100,000.00	56,121.34	7,545.00	43,878.66	56.12
480 - TREE TRIMMING		76,000.00	84,423.19	1,480.64	(8,423.19)	111.08
482 - ADMINISTRATION & ENGINEERING		124,699.00	83,871.21	7,645.26	40,827.79	67.26
TOTAL EXPENDITURES		2,345,681.00	1,868,853.14	73,854.01	476,827.86	79.67
Fund 203 - LOCAL STREET FUND:						
TOTAL REVENUES		2,620,874.00	2,493,282.23	66,672.96	127,591.77	95.13
TOTAL EXPENDITURES		2,345,681.00	1,868,853.14	73,854.01	476,827.86	79.67
NET OF REVENUES & EXPENDITURES		275,193.00	624,429.09	(7,181.05)	(349,236.09)	226.91
Fund 208 - PARK/RECREATION SITES FUND						
000 - REVENUE		125,000.00	119,147.81	15.67	5,852.19	95.32
TOTAL REVENUES		125,000.00	119,147.81	15.67	5,852.19	95.32
Fund 208 - PARK/RECREATION SITES FUND:						
TOTAL REVENUES		125,000.00	119,147.81	15.67	5,852.19	95.32
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		125,000.00	119,147.81	15.67	5,852.19	95.32
Fund 248 - DOWNTOWN FACADE PROGRAM						
000 - REVENUE		359,726.00	181,105.47	3,152.16	178,620.53	50.35
TOTAL REVENUES		359,726.00	181,105.47	3,152.16	178,620.53	50.35

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

GL NUMBER	DESCRIPTION	2019-20		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDG USE
		AMENDED	BUDGET	05/31/2020	MONTH	05/31/2020	NORMAL	BALANCE	
Fund 248 - DOWNTOWN FACADE PROGRAM									
200 - GEN SERVICES		16,950.00		5,300.00		0.00		11,650.00	31.27
901 - CAPITAL OUTLAY		342,776.00		342,775.25		0.00		0.75	100.00
TOTAL EXPENDITURES		359,726.00		348,075.25		0.00		11,650.75	96.76
Fund 248 - DOWNTOWN FACADE PROGRAM:									
TOTAL REVENUES		359,726.00		181,105.47		3,152.16		178,620.53	50.35
TOTAL EXPENDITURES		359,726.00		348,075.25		0.00		11,650.75	96.76
NET OF REVENUES & EXPENDITURES		0.00		(166,969.78)		3,152.16		166,969.78	100.00
Fund 273 - OMS/DDA REVLG LOAN FUND									
000 - REVENUE		512,337.00		30,187.24		199.76		482,149.76	5.89
TOTAL REVENUES		512,337.00		30,187.24		199.76		482,149.76	5.89
200 - GEN SERVICES		502,675.00		502,351.00		20,000.00		324.00	99.94
965 - OTHER FINANCING SOURCES (USES)		9,662.00		0.00		0.00		9,662.00	0.00
TOTAL EXPENDITURES		512,337.00		502,351.00		20,000.00		9,986.00	98.05
Fund 273 - OMS/DDA REVLG LOAN FUND :									
TOTAL REVENUES		512,337.00		30,187.24		199.76		482,149.76	5.89
TOTAL EXPENDITURES		512,337.00		502,351.00		20,000.00		9,986.00	98.05
NET OF REVENUES & EXPENDITURES		0.00		(472,163.76)		(19,800.24)		472,163.76	100.00
Fund 275 - HOUSING & REDEVELOPMENT									
000 - REVENUE		0.00		13.44		0.19		(13.44)	100.00
TOTAL REVENUES		0.00		13.44		0.19		(13.44)	100.00
Fund 275 - HOUSING & REDEVELOPMENT:									
TOTAL REVENUES		0.00		13.44		0.19		(13.44)	100.00
TOTAL EXPENDITURES		0.00		0.00		0.00		0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00		13.44		0.19		(13.44)	100.00
Fund 276 - OBRA FUND DISTRICT #16 - QDOBA									
000 - REVENUE		0.00		60.03		0.81		(60.03)	100.00
TOTAL REVENUES		0.00		60.03		0.81		(60.03)	100.00
730 - PROFESSIONAL SERVICES		0.00		490.00		0.00		(490.00)	100.00

User: CAGrice

DB: Owosso

PERIOD ENDING 05/31/2020

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

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	05/31/2020 NORMAL (ABNORMAL)	MONTH 05/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 276 - OBRA FUND DISTRICT #16 - QDOBA						
TOTAL EXPENDITURES		0.00	490.00	0.00	(490.00)	100.00
Fund 276 - OBRA FUND DISTRICT #16 - QDOBA:						
TOTAL REVENUES		0.00	60.03	0.81	(60.03)	100.00
TOTAL EXPENDITURES		0.00	490.00	0.00	(490.00)	100.00
NET OF REVENUES & EXPENDITURES		0.00	(429.97)	0.81	429.97	100.00
Fund 283 - OBRA FUND-DISTRICT#3-TIAL						
000 - REVENUE		14,787.00	625.79	0.00	14,161.21	4.23
TOTAL REVENUES		14,787.00	625.79	0.00	14,161.21	4.23
730 - PROFESSIONAL SERVICES		750.00	0.00	0.00	750.00	0.00
905 - DEBT SERVICE		14,037.00	0.00	0.00	14,037.00	0.00
TOTAL EXPENDITURES		14,787.00	0.00	0.00	14,787.00	0.00
Fund 283 - OBRA FUND-DISTRICT#3-TIAL:						
TOTAL REVENUES		14,787.00	625.79	0.00	14,161.21	4.23
TOTAL EXPENDITURES		14,787.00	0.00	0.00	14,787.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	625.79	0.00	(625.79)	100.00
Fund 288 - OBRA FUND-DISTRICT #17 CARGILL (PREV #8)						
000 - REVENUE		111,495.00	0.00	0.00	111,495.00	0.00
TOTAL REVENUES		111,495.00	0.00	0.00	111,495.00	0.00
730 - PROFESSIONAL SERVICES		107.00	6,384.00	0.00	(6,277.00)	5,966.36
905 - DEBT SERVICE		111,388.00	0.00	0.00	111,388.00	0.00
TOTAL EXPENDITURES		111,495.00	6,384.00	0.00	105,111.00	5.73
Fund 288 - OBRA FUND-DISTRICT #17 CARGILL (PREV #8):						
TOTAL REVENUES		111,495.00	0.00	0.00	111,495.00	0.00
TOTAL EXPENDITURES		111,495.00	6,384.00	0.00	105,111.00	5.73
NET OF REVENUES & EXPENDITURES		0.00	(6,384.00)	0.00	6,384.00	100.00
Fund 289 - OBRA:DISTRICT#9(ROBBIN'S LOFT)						
000 - REVENUE		2,988.00	173.25	0.00	2,814.75	5.80

PERIOD ENDING 05/31/2020

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

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED	
		AMENDED BUDGET	05/31/2020	MONTH 05/31/2020	BALANCE		
		NORMAL	(ABNORMAL)	INCREASE	(DECREASE)	NORMAL	(ABNORMAL)
Fund 289 - OBRA:DISTRICT#9(ROBBIN'S LOFT)							
TOTAL REVENUES		2,988.00	173.25		0.00	2,814.75	5.80
730 - PROFESSIONAL SERVICES		1,100.00	0.00		0.00	1,100.00	0.00
964 - TAX REIMBURSEMENTS		1,888.00	0.00		0.00	1,888.00	0.00
TOTAL EXPENDITURES		2,988.00	0.00		0.00	2,988.00	0.00
Fund 289 - OBRA:DISTRICT#9(ROBBIN'S LOFT):							
TOTAL REVENUES		2,988.00	173.25		0.00	2,814.75	5.80
TOTAL EXPENDITURES		2,988.00	0.00		0.00	2,988.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	173.25		0.00	(173.25)	100.00
Fund 291 - OBRA FUND-DIST#11(CAPITOL BOWL)							
000 - REVENUE		11,097.00	155.15		0.00	10,941.85	1.40
TOTAL REVENUES		11,097.00	155.15		0.00	10,941.85	1.40
730 - PROFESSIONAL SERVICES		875.00	0.00		0.00	875.00	0.00
TOTAL EXPENDITURES		875.00	0.00		0.00	875.00	0.00
Fund 291 - OBRA FUND-DIST#11(CAPITOL BOWL):							
TOTAL REVENUES		11,097.00	155.15		0.00	10,941.85	1.40
TOTAL EXPENDITURES		875.00	0.00		0.00	875.00	0.00
NET OF REVENUES & EXPENDITURES		10,222.00	155.15		0.00	10,066.85	1.52
Fund 292 - OBRA FUND-DIST#12(WOODARD LOFT)							
000 - REVENUE		91,560.00	2,542.34		0.00	89,017.66	2.78
TOTAL REVENUES		91,560.00	2,542.34		0.00	89,017.66	2.78
730 - PROFESSIONAL SERVICES		1,000.00	0.00		0.00	1,000.00	0.00
964 - TAX REIMBURSEMENTS		90,560.00	0.00		0.00	90,560.00	0.00
TOTAL EXPENDITURES		91,560.00	0.00		0.00	91,560.00	0.00
Fund 292 - OBRA FUND-DIST#12(WOODARD LOFT):							
TOTAL REVENUES		91,560.00	2,542.34		0.00	89,017.66	2.78
TOTAL EXPENDITURES		91,560.00	0.00		0.00	91,560.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	2,542.34		0.00	(2,542.34)	100.00

PERIOD ENDING 05/31/2020

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

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	NORMAL (ABNORMAL)	MONTH 05/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 295 - OBRA-DIST#15 -ARMORY BUILDING						
000 - REVENUE		68,736.00	68,736.18	0.00	(0.18)	100.00
TOTAL REVENUES		68,736.00	68,736.18	0.00	(0.18)	100.00
730 - PROFESSIONAL SERVICES		6,082.00	721.50	0.00	5,360.50	11.86
964 - TAX REIMBURSEMENTS		62,654.00	62,654.28	0.00	(0.28)	100.00
TOTAL EXPENDITURES		68,736.00	63,375.78	0.00	5,360.22	92.20
Fund 295 - OBRA-DIST#15 -ARMORY BUILDING:						
TOTAL REVENUES		68,736.00	68,736.18	0.00	(0.18)	100.00
TOTAL EXPENDITURES		68,736.00	63,375.78	0.00	5,360.22	92.20
NET OF REVENUES & EXPENDITURES		0.00	5,360.40	0.00	(5,360.40)	100.00
Fund 297 - HISTORICAL FUND						
000 - REVENUE		86,204.00	70,033.46	3,983.81	16,170.54	81.24
TOTAL REVENUES		86,204.00	70,033.46	3,983.81	16,170.54	81.24
797 - HISTORICAL COMMISSION		61,054.00	40,358.98	5,738.41	20,695.02	66.10
798 - CASTLE		11,650.00	10,890.13	505.88	759.87	93.48
799 - GOULD HOUSE		12,500.00	14,783.54	533.56	(2,283.54)	118.27
800 - COMSTOCK/WOODARD		1,000.00	721.99	87.00	278.01	72.20
TOTAL EXPENDITURES		86,204.00	66,754.64	6,864.85	19,449.36	77.44
Fund 297 - HISTORICAL FUND:						
TOTAL REVENUES		86,204.00	70,033.46	3,983.81	16,170.54	81.24
TOTAL EXPENDITURES		86,204.00	66,754.64	6,864.85	19,449.36	77.44
NET OF REVENUES & EXPENDITURES		0.00	3,278.82	(2,881.04)	(3,278.82)	100.00
Fund 298 - HISTORICAL SITES FUND						
000 - REVENUE		125,000.00	119,110.55	14.37	5,889.45	95.29
TOTAL REVENUES		125,000.00	119,110.55	14.37	5,889.45	95.29
798 - CASTLE		113,000.00	200.00	0.00	112,800.00	0.18
799 - GOULD HOUSE		12,000.00	8,685.00	0.00	3,315.00	72.38
800 - COMSTOCK/WOODARD		0.00	2,141.00	0.00	(2,141.00)	100.00

PERIOD ENDING 05/31/2020

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

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	05/31/2020 (NORMAL (ABNORMAL))	MONTH 05/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 298 - HISTORICAL SITES FUND						
TOTAL EXPENDITURES		125,000.00	11,026.00	0.00	113,974.00	8.82
Fund 298 - HISTORICAL SITES FUND:						
TOTAL REVENUES		125,000.00	119,110.55	14.37	5,889.45	95.29
TOTAL EXPENDITURES		125,000.00	11,026.00	0.00	113,974.00	8.82
NET OF REVENUES & EXPENDITURES		0.00	108,084.55	14.37	(108,084.55)	100.00
Fund 325 - DEBT SERVICE-2010 GO BONDS						
000 - REVENUE		91,453.00	91,438.85	0.00	14.15	99.98
TOTAL REVENUES		91,453.00	91,438.85	0.00	14.15	99.98
905 - DEBT SERVICE		91,453.00	91,452.50	0.00	0.50	100.00
TOTAL EXPENDITURES		91,453.00	91,452.50	0.00	0.50	100.00
Fund 325 - DEBT SERVICE-2010 GO BONDS:						
TOTAL REVENUES		91,453.00	91,438.85	0.00	14.15	99.98
TOTAL EXPENDITURES		91,453.00	91,452.50	0.00	0.50	100.00
NET OF REVENUES & EXPENDITURES		0.00	(13.65)	0.00	13.65	100.00
Fund 327 - DEBT SERVICE						
000 - REVENUE		811,106.00	795,883.78	17,947.53	15,222.22	98.12
TOTAL REVENUES		811,106.00	795,883.78	17,947.53	15,222.22	98.12
905 - DEBT SERVICE		811,106.00	811,106.26	0.00	(0.26)	100.00
TOTAL EXPENDITURES		811,106.00	811,106.26	0.00	(0.26)	100.00
Fund 327 - DEBT SERVICE:						
TOTAL REVENUES		811,106.00	795,883.78	17,947.53	15,222.22	98.12
TOTAL EXPENDITURES		811,106.00	811,106.26	0.00	(0.26)	100.00
NET OF REVENUES & EXPENDITURES		0.00	(15,222.48)	17,947.53	15,222.48	100.00
Fund 368 - 2009 SPECIAL ASSESSMENT						
000 - REVENUE		0.00	958.50	121.50	(958.50)	100.00
TOTAL REVENUES		0.00	958.50	121.50	(958.50)	100.00

PERIOD ENDING 05/31/2020

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

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	05/31/2020 NORMAL (ABNORMAL)	MONTH 05/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 368 - 2009 SPECIAL ASSESSMENT						
Fund 368 - 2009 SPECIAL ASSESSMENT:						
TOTAL REVENUES		0.00	958.50	121.50	(958.50)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	958.50	121.50	(958.50)	100.00
Fund 370 - 2010 SPECIAL ASSESSMENT						
000 - REVENUE		0.00	164.50	0.00	(164.50)	100.00
TOTAL REVENUES		0.00	164.50	0.00	(164.50)	100.00
Fund 370 - 2010 SPECIAL ASSESSMENT:						
TOTAL REVENUES		0.00	164.50	0.00	(164.50)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	164.50	0.00	(164.50)	100.00
Fund 372 - 2011 SPECIAL ASSESSMENT						
000 - REVENUE		0.00	6,695.54	0.00	(6,695.54)	100.00
TOTAL REVENUES		0.00	6,695.54	0.00	(6,695.54)	100.00
Fund 372 - 2011 SPECIAL ASSESSMENT:						
TOTAL REVENUES		0.00	6,695.54	0.00	(6,695.54)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	6,695.54	0.00	(6,695.54)	100.00
Fund 374 - 2012 SPECIAL ASSESSMENT						
000 - REVENUE		0.00	14,068.08	0.00	(14,068.08)	100.00
TOTAL REVENUES		0.00	14,068.08	0.00	(14,068.08)	100.00
Fund 374 - 2012 SPECIAL ASSESSMENT:						
TOTAL REVENUES		0.00	14,068.08	0.00	(14,068.08)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	14,068.08	0.00	(14,068.08)	100.00
Fund 376 - 2013 SPECIAL ASSESSMENT						
000 - REVENUE		0.00	2,405.47	0.00	(2,405.47)	100.00
TOTAL REVENUES		0.00	2,405.47	0.00	(2,405.47)	100.00

PERIOD ENDING 05/31/2020

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

GL NUMBER	DESCRIPTION	2019-20 AMENDED BUDGET	YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
			05/31/2020 NORMAL (ABNORMAL)	MONTH 05/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)			
Fund 376 - 2013 SPECIAL ASSESSMENT								
Fund 376 - 2013 SPECIAL ASSESSMENT:								
TOTAL REVENUES		0.00	2,405.47	0.00	(2,405.47)	100.00		
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00		
NET OF REVENUES & EXPENDITURES		0.00	2,405.47	0.00	(2,405.47)	100.00		
Fund 382 - 2016 SPECIAL ASSESSMENT								
000 - REVENUE		0.00	4,406.19	0.00	(4,406.19)	100.00		
TOTAL REVENUES		0.00	4,406.19	0.00	(4,406.19)	100.00		
Fund 382 - 2016 SPECIAL ASSESSMENT:								
TOTAL REVENUES		0.00	4,406.19	0.00	(4,406.19)	100.00		
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00		
NET OF REVENUES & EXPENDITURES		0.00	4,406.19	0.00	(4,406.19)	100.00		
Fund 383 - 2017 SPECIAL ASSESSMENTS								
000 - REVENUE		0.00	68,028.62	0.00	(68,028.62)	100.00		
TOTAL REVENUES		0.00	68,028.62	0.00	(68,028.62)	100.00		
Fund 383 - 2017 SPECIAL ASSESSMENTS:								
TOTAL REVENUES		0.00	68,028.62	0.00	(68,028.62)	100.00		
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00		
NET OF REVENUES & EXPENDITURES		0.00	68,028.62	0.00	(68,028.62)	100.00		
Fund 384 - 2018 SPECIAL ASSESSMENTS								
000 - REVENUE		0.00	188,602.72	12.24	(188,602.72)	100.00		
TOTAL REVENUES		0.00	188,602.72	12.24	(188,602.72)	100.00		
Fund 384 - 2018 SPECIAL ASSESSMENTS:								
TOTAL REVENUES		0.00	188,602.72	12.24	(188,602.72)	100.00		
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00		
NET OF REVENUES & EXPENDITURES		0.00	188,602.72	12.24	(188,602.72)	100.00		
Fund 385 - 2019 SPECIAL ASSESSMENTS								
000 - REVENUE		0.00	194,783.02	231.22	(194,783.02)	100.00		

PERIOD ENDING 05/31/2020

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

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	05/31/2020 NORMAL (ABNORMAL)	MONTH 05/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 385 - 2019 SPECIAL ASSESSMENTS						
TOTAL REVENUES		0.00	194,783.02	231.22	(194,783.02)	100.00
Fund 385 - 2019 SPECIAL ASSESSMENTS:						
TOTAL REVENUES		0.00	194,783.02	231.22	(194,783.02)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	194,783.02	231.22	(194,783.02)	100.00
Fund 397 - 2009 LTGO DEBT						
000 - REVENUE		76,023.00	76,022.50	0.00	0.50	100.00
TOTAL REVENUES		76,023.00	76,022.50	0.00	0.50	100.00
905 - DEBT SERVICE		76,023.00	76,022.50	0.00	0.50	100.00
TOTAL EXPENDITURES		76,023.00	76,022.50	0.00	0.50	100.00
Fund 397 - 2009 LTGO DEBT:						
TOTAL REVENUES		76,023.00	76,022.50	0.00	0.50	100.00
TOTAL EXPENDITURES		76,023.00	76,022.50	0.00	0.50	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00
Fund 401 - CAPITAL PROJECT FUND						
000 - REVENUE		376,089.00	376,044.89	0.00	44.11	99.99
TOTAL REVENUES		376,089.00	376,044.89	0.00	44.11	99.99
000 - REVENUE		410,439.00	185,976.84	3,437.28	224,462.16	45.31
TOTAL EXPENDITURES		410,439.00	185,976.84	3,437.28	224,462.16	45.31
Fund 401 - CAPITAL PROJECT FUND:						
TOTAL REVENUES		376,089.00	376,044.89	0.00	44.11	99.99
TOTAL EXPENDITURES		410,439.00	185,976.84	3,437.28	224,462.16	45.31
NET OF REVENUES & EXPENDITURES		(34,350.00)	190,068.05	(3,437.28)	(224,418.05)	553.33
Fund 411 - CAPITAL PROJECTS-STREET PROGRAM						
000 - REVENUE		2,274,807.00	34,391.14	990.55	2,240,415.86	1.51
TOTAL REVENUES		2,274,807.00	34,391.14	990.55	2,240,415.86	1.51
270 - ADMINISTRATIVE		0.00	1,051.00	0.00	(1,051.00)	100.00
966 - TRANSFERS OUT		2,947,710.00	2,947,710.00	0.00	0.00	100.00

PERIOD ENDING 05/31/2020

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

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	05/31/2020 NORMAL (ABNORMAL)	MONTH 05/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 411 - CAPITAL PROJECTS-STREET PROGRAM						
TOTAL EXPENDITURES		2,947,710.00	2,948,761.00	0.00	(1,051.00)	100.04
Fund 411 - CAPITAL PROJECTS-STREET PROGRAM:						
TOTAL REVENUES		2,274,807.00	34,391.14	990.55	2,240,415.86	1.51
TOTAL EXPENDITURES		2,947,710.00	2,948,761.00	0.00	(1,051.00)	100.04
NET OF REVENUES & EXPENDITURES		(672,903.00)	(2,914,369.86)	990.55	2,241,466.86	433.10
Fund 466 - CAPITAL PROJECTS-BUILDING AUTH						
000 - REVENUE		0.00	305.58	4.32	(305.58)	100.00
TOTAL REVENUES		0.00	305.58	4.32	(305.58)	100.00
Fund 466 - CAPITAL PROJECTS-BUILDING AUTH:						
TOTAL REVENUES		0.00	305.58	4.32	(305.58)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	305.58	4.32	(305.58)	100.00
Fund 494 - CAPITAL PROJECTS FUND						
000 - REVENUE		10,000.00	302.90	4.28	9,697.10	3.03
TOTAL REVENUES		10,000.00	302.90	4.28	9,697.10	3.03
270 - ADMINISTRATIVE		10,000.00	0.00	0.00	10,000.00	0.00
TOTAL EXPENDITURES		10,000.00	0.00	0.00	10,000.00	0.00
Fund 494 - CAPITAL PROJECTS FUND:						
TOTAL REVENUES		10,000.00	302.90	4.28	9,697.10	3.03
TOTAL EXPENDITURES		10,000.00	0.00	0.00	10,000.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	302.90	4.28	(302.90)	100.00
Fund 497 - CAPITAL PROJECTS-SUBDIVISION						
000 - REVENUE		0.00	10,674.50	0.00	(10,674.50)	100.00
TOTAL REVENUES		0.00	10,674.50	0.00	(10,674.50)	100.00
Fund 497 - CAPITAL PROJECTS-SUBDIVISION:						
TOTAL REVENUES		0.00	10,674.50	0.00	(10,674.50)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00

PERIOD ENDING 05/31/2020

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

GL NUMBER	DESCRIPTION	2019-20	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	05/31/2020 (ABNORMAL)	MONTH 05/31/2020 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 497 - CAPITAL PROJECTS-SUBDIVISION						
NET OF REVENUES & EXPENDITURES		0.00	10,674.50	0.00	(10,674.50)	100.00
Fund 588 - TRANSPORTATION FUND						
000 - REVENUE		75,279.00	79,006.30	2,616.18	(3,727.30)	104.95
TOTAL REVENUES		75,279.00	79,006.30	2,616.18	(3,727.30)	104.95
200 - GEN SERVICES		75,279.00	62,938.74	0.00	12,340.26	83.61
TOTAL EXPENDITURES		75,279.00	62,938.74	0.00	12,340.26	83.61
Fund 588 - TRANSPORTATION FUND:						
TOTAL REVENUES		75,279.00	79,006.30	2,616.18	(3,727.30)	104.95
TOTAL EXPENDITURES		75,279.00	62,938.74	0.00	12,340.26	83.61
NET OF REVENUES & EXPENDITURES		0.00	16,067.56	2,616.18	(16,067.56)	100.00
Fund 590 - SEWER FUND						
000 - REVENUE		2,801,735.00	1,468,642.62	1,764.56	1,333,092.38	52.42
TOTAL REVENUES		2,801,735.00	1,468,642.62	1,764.56	1,333,092.38	52.42
200 - GEN SERVICES		1,648,648.00	1,451,280.37	113,063.49	197,367.63	88.03
549 - SEWER OPERATIONS		562,292.00	173,997.18	9,112.26	388,294.82	30.94
901 - CAPITAL OUTLAY		540,000.00	199,831.01	107,861.01	340,168.99	37.01
905 - DEBT SERVICE		50,795.00	50,794.66	0.00	0.34	100.00
TOTAL EXPENDITURES		2,801,735.00	1,875,903.22	230,036.76	925,831.78	66.96
Fund 590 - SEWER FUND:						
TOTAL REVENUES		2,801,735.00	1,468,642.62	1,764.56	1,333,092.38	52.42
TOTAL EXPENDITURES		2,801,735.00	1,875,903.22	230,036.76	925,831.78	66.96
NET OF REVENUES & EXPENDITURES		0.00	(407,260.60)	(228,272.20)	407,260.60	100.00
Fund 591 - WATER FUND						
000 - REVENUE		3,614,094.00	2,852,415.39	55,833.98	761,678.61	78.92
TOTAL REVENUES		3,614,094.00	2,852,415.39	55,833.98	761,678.61	78.92
200 - GEN SERVICES		465,284.00	478,813.01	50,781.86	(13,529.01)	102.91
552 - WATER UNDERGROUND		612,939.00	481,322.75	46,095.40	131,616.25	78.53

PERIOD ENDING 05/31/2020

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

GL NUMBER	DESCRIPTION	2019-20		YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BDGT USED
		AMENDED	BUDGET	05/31/2020 (NORMAL (ABNORMAL))	MONTH 05/31/2020 INCREASE (DECREASE)	NORMAL	(ABNORMAL)	
Fund 591 - WATER FUND								
553 - WATER FILTRATION		1,035,427.00		947,621.24	126,345.30	87,805.76		91.52
901 - CAPITAL OUTLAY		455,000.00		655,849.66	245,161.30	(200,849.66)		144.14
905 - DEBT SERVICE		611,082.00		611,081.56	150,919.06	0.44		100.00
TOTAL EXPENDITURES		3,179,732.00		3,174,688.22	619,302.92	5,043.78		99.84
Fund 591 - WATER FUND:								
TOTAL REVENUES		3,614,094.00		2,852,415.39	55,833.98	761,678.61		78.92
TOTAL EXPENDITURES		3,179,732.00		3,174,688.22	619,302.92	5,043.78		99.84
NET OF REVENUES & EXPENDITURES		434,362.00		(322,272.83)	(563,468.94)	756,634.83		74.19
Fund 599 - WASTEWATER FUND								
000 - REVENUE		2,052,374.00		1,814,595.66	135,924.70	237,778.34		88.41
TOTAL REVENUES		2,052,374.00		1,814,595.66	135,924.70	237,778.34		88.41
548 - WASTEWATER OPERATIONS		1,627,374.00		1,524,243.05	141,465.94	103,130.95		93.66
901 - CAPITAL OUTLAY		525,000.00		410,344.23	207,710.67	114,655.77		78.16
TOTAL EXPENDITURES		2,152,374.00		1,934,587.28	349,176.61	217,786.72		89.88
Fund 599 - WASTEWATER FUND:								
TOTAL REVENUES		2,052,374.00		1,814,595.66	135,924.70	237,778.34		88.41
TOTAL EXPENDITURES		2,152,374.00		1,934,587.28	349,176.61	217,786.72		89.88
NET OF REVENUES & EXPENDITURES		(100,000.00)		(119,991.62)	(213,251.91)	19,991.62		119.99
Fund 661 - FLEET MAINTENANCE FUND								
000 - REVENUE		1,215,746.00		591,407.48	49,511.37	624,338.52		48.65
TOTAL REVENUES		1,215,746.00		591,407.48	49,511.37	624,338.52		48.65
891 - FLEET MAINTENANCE		277,241.00		273,106.36	15,872.07	4,134.64		98.51
901 - CAPITAL OUTLAY		938,505.00		413,308.56	0.00	525,196.44		44.04
TOTAL EXPENDITURES		1,215,746.00		686,414.92	15,872.07	529,331.08		56.46
Fund 661 - FLEET MAINTENANCE FUND:								
TOTAL REVENUES		1,215,746.00		591,407.48	49,511.37	624,338.52		48.65
TOTAL EXPENDITURES		1,215,746.00		686,414.92	15,872.07	529,331.08		56.46

PERIOD ENDING 05/31/2020

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

GL NUMBER	DESCRIPTION	2019-20		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT
		AMENDED	BUDGET	05/31/2020	MONTH	05/31/2020	NORMAL	(ABNORMAL)	
				NORMAL (ABNORMAL)	INCREASE	(DECREASE)			USED
Fund 661 - FLEET MAINTENANCE FUND									
NET OF REVENUES & EXPENDITURES		0.00		(95,007.44)		33,639.30		95,007.44	100.00
TOTAL REVENUES - ALL FUNDS		28,522,695.00		20,844,886.44		628,242.13		7,677,808.56	73.08
TOTAL EXPENDITURES - ALL FUNDS		28,087,461.00		23,752,554.94		2,077,127.33		4,334,906.06	84.57
NET OF REVENUES & EXPENDITURES		435,234.00		(2,907,668.50)		(1,448,885.20)		3,342,902.50	668.07

MINUTES

REGULAR MEETING OF THE DOWNTOWN DEVELOPMENT AUTHORITY/MAIN STREET CITY OF OWOSSO

JUNE 3, 2020 AT 8:37 A.M.

VIRTUAL MEETING VIA ZOOM VIDEO CONFERENCING

CALL TO ORDER: The meeting was called to order by Chairman Dave Acton at 8:37 A.M.

ROLL CALL: Was taken by Recording Secretary, Debbie Hebert

MEMBERS PRESENT: Chairman Dave Acton, Vice-Chairman Bill Gilbert, Commissioner Ken Cushman, Commissioner Jon Moore, Commissioner Lance Omer, Commissioner Theresa Trecha and Commissioner Jim Woodworth.

MEMBERS ABSENT: Mayor Chris Eveleth

OTHERS PRESENT: Josh Adams, DDA Director

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

AYES: ALL. MOTION CARRIED.

MINUTES: IT WAS MOVED BY AUTHORITY MEMBER WOODWORTH AND SUPPORTED BY AUTHORITY MEMBER MOORE TO APPROVE THE MINUTES FOR MEETINGS HELD AS FOLLOWS:

March 4, 2020	March 16, 2020	April 1, 2020
April 14, 2020	April 28, 2020	May 6, 2020

AYES: ALL. MOTION CARRIED.

PUBLIC COMMENTS: None

ITEMS OF BUSINESS:

1) CHECK REGISTER – Large payment made in May, 2020 to the Streetscape Bond in the amount of \$60,000, otherwise, basic expenses.

IT WAS MOVED BY AUTHORITY CUSHMAN, SUPPORTED BY AUTHORITY MEMBER GILBERT TO APPROVE THE CHECK REGISTER FOR MARCH, APRIL AND MAY, 2020 AS PRESENTED.

AYES: ALL. MOTION CARRIED.

2) JUNE 2020 BUDGET REPORT- Update provided with adjustments of lower expenses and increase in revenues the budget will break even. If expenses are over in July meeting, a recommendation will be made to pull monies from reserve. Maintenance expenses will be monitored.

IT WAS MOVED BY AUTHORITY MOORE, SUPPORTED BY AUTHORITY MEMBER GILBERT TO APPROVE THE JUNE 2020 BUDGET REPORT.

AYES: ALL. MOTION CARRIED.

3) OMS/DDA COVID RESPONSE ACTIVITIES – DISCUSSION

A list of activities accomplished since beginning of the Covid 19 crisis was presented to the Board. Josh Adams, Director will be doing a press release with the Argus Press sharing the efforts of the DDA along with a description of the Owosso Main Street Organization and its functions.

The board praised Director Josh Adams on his numerous accomplishments toward the betterment of the businesses. Community support has increased thru his endeavors to shop local.

COMMITTEE UPDATES:

- 1) **Design and Business Vitality** – No regular meetings since beginning of May. Starting new technical service bringing in a consultant with series of virtual meetings to form recruitment team to bring new businesses. In October a “mock” business owner will be flown in and the training will be critiqued on initiating the items learned. The future will be in looking within to bring up new business. More information forthcoming.
- 2) **Promotion & Outreach** – Sidewalk sales and outdoor seating to increase.
- 3) **Business Owners Committee** – None
- 4) **Manager Update** – Invoice totaling \$36,000 received for the DDA's portion of the Electric Charging stations grant, requiring a decision in next couple of weeks to participate. There would be an investment of \$150,000 from Consumers Energy. The location of the chargers will be discussed with Consumers Energy to consider parking lot by Fountain Park.

Woodworth suggested using the RLF money with the intention to spur investment into downtown area. There is a value in being the “first to market”. The funds from the stations could payback the investment. Cushman noted that trending of electrical vehicles is prominent at this time. Acton stated we would not want to miss this opportunity. Moore suggested holding a special meeting if there are any changes from Consumers Energy.

IT WAS MOVED BY AUTHORITY MEMBER GILBERT AND SUPPORTED BY AUTHORITY MEMBER CUSHMAN TO INVEST WITH CONSUMERS ENERGY IN CHARGING STATIONS UTILIZING THE REVOLVING LOAN FUND AS A GRANT WITH POTENTIAL REVENUE FROM CHARGING STATION GOING BACK INTO THE REVOLVING LOAN FUND.

AYES: ALL. MOTION CARRIED

BOARD CONTINUING EDUCATION INFORMATION: None

PUBLIC COMMENTS: None

BOARD COMMENTS: Comments on videos received from businesses to included flash mob videos. Potential protest to be held on Saturday was discussed as peaceful protest ending prior to dark.

ADJOURNMENT: IT WAS MOVED BY AUTHORITY MEMBER OMER AND SUPPORTED BY AUTHORITY MEMBER WOODWORTH TO ADJOURN AT 9:33 A.M.

AYES: ALL. MOTION CARRIED.

**MINUTES
REGULAR MEETING OF THE OWOSSO PLANNING COMMISSION
VIRTUAL MEETING
Monday, June 22, 2020 – 6:30 P.M.**

City Manager Nathan Henne announced 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.

CALL TO ORDER: Chairman Wascher called the meeting to order at 6:30 p.m.

PLEDGE OF ALLEGIANCE: Recited

ROLL CALL: Recording Secretary Tanya Buckelew

MEMBERS PRESENT: Chairman Wascher, Vice-Chair Livingston, Secretary Fear, Commissioners Law, Robertson, Taylor and Yerian

MEMBERS ABSENT: Commissioners Jenkins

OTHERS PRESENT: Justin Sprague, CIB Planning, Josh Williard, Josh's Frogs

APPROVAL OF AGENDA:
MOTION BY VICE-CHAIR LIVINGSTON, SUPPORTED BY SECRETARY FEAR TO APPROVE THE AGENDA FOR June 22, 2020.

YEAS ALL. MOTION CARRIED.

APPROVAL OF MINUTES:
MOTION BY VICE-CHAIR LIVINGSTON, SUPPORTED BY COMMISSIONER TAYLOR TO APPROVE THE MINUTES FOR THE May 26, 2020 MEETING.

YEAS ALL. MOTION CARRIED.

PUBLIC HEARINGS:

1. 715 S. Washington Street – Rezoning Request – Southeast Corner of S. Washington and Stewart Street. R-2, Single-Family Residential to B-1, Local Business District

The following comments from Justin Sprague, CIB Planning, City of Owosso Planner:

The applicant is proposing to expand his existing business into the vacant church located on the property. Josh's Frogs has been a staple business in the City of Owosso for a number of years, and this site presents the ideal space for growth of this company.

Our comments are based on a review of the information submitted by the applicant, a site visit, meetings with the applicant, discussions with the Planning Commission, and conformance to the City's Master Plan and Zoning Ordinance. In reaching a decision on the application, the Planning Commission should consider our comments along with those from other staff and consultants, relevant input from the public at the public hearing, additional information provided by the applicant, and your own findings based on ordinance standards as part of your deliberation and recommendation to City Council.

EXISTING LAND USE, ZONING AND FUTURE LAND USE

	Existing Land Use	Zoning	Master Plan
Subject Site	Vacant Church	R-2, Single Family Residential	Single Family Residential
North	Single Family	R-1 & R-2	Single Family
South	Single Family	R-1 & R-2	Single Family
East	Single Family	R-1 One Family Residential	Residential
West	Commercial	B-4 General Business District	Commercial

1. Consistency with the goals, policies, and future land use map of the City of Owosso Master Plan. If conditions upon which the master plan was developed (such as market factors, demographics, infrastructure, traffic and environmental issues) have changed significantly since the master plan was adopted, as determined by the city, the planning commission and council shall consider the consistency with recent development trends in the area.

Finding – It is our opinion that this rezoning would not significantly impact the neighborhood, conflict with the overall goals of the Master Plan, or impact the intent of the Zoning Ordinance.

2. Compatibility of the site's physical, geological, hydrological, and other environmental features with the host of uses permitted in the proposed zoning district.

Finding – This site would be compatible with the host of uses permitted under the B-1 Zoning Classification.

3. Evidence the applicant cannot receive a reasonable return on investment through developing the property with at least one (1) use permitted under the current zoning.

Finding – To our knowledge, no evidence exists showing that the applicant could not receive a reasonable return on investment through developing the property as residential. In this case, the applicant will not be changing any of the exterior facility, or existing signage and would keep all business operations confined within the building. The existing parking lot will provide ample parking for the limited number of employees (15-20) that will be located on site.

4. The compatibility of all the potential uses allowed in the proposed zoning district with surrounding uses and zoning in terms of land suitability, impacts on the environment, density, nature of use, traffic impacts, aesthetics, infrastructure and potential influence on property values.

Finding – The B-1 Local Business District is intended to meet the day-to-day convenience shopping and service needs of persons residing in adjacent residential areas. The uses in this district are minimal in intensity and are not intended to be a disruption to existing residential areas. The uses in this district are far more compatible and less intense than the B-4 zoning that is located directly east of this property fronting along S. Washington.

5. The capacity of the city's infrastructure and services sufficient to accommodate the uses permitted in the requested district without compromising the "health, safety, and welfare."

Finding – Services to this site are sufficient to meet the needs of the proposed use.

6. The apparent demand for the types of uses permitted in the requested zoning district in relation to the amount of land currently zoned and available to accommodate the demand.

Finding – There are very few properties within the city that are zoned B-1, which is the lowest commercial zoning district that still permits the proposed use.

7. The request has not previously been submitted within the past one (1) year, unless conditions have changed, or new information has been provided.

Finding – This application has not been previously submitted before the City.

RECOMMENDATION

Based upon the above comments, **we recommend approval of the rezoning request for Josh's Frogs to be located at 715 S. Washington Street based on the following items;**

1. That the request is not in conflict with the Master Plan or the Zoning Ordinance;
2. The site is compatible with uses in the proposed B-1 Zoning District;
3. The applicant is not rezoning just to increase the return on investment of the property;
4. That infrastructure to the site is sufficient; and
5. The request has not been previously submitted to the City for consideration;

PUBLIC HEARING OPENED AT 6:38 PM

The following comments were received:

1. Justin Horvath, SEDP and neighbor of 715 S. Washington St. is in favor of the rezoning. The growth of Josh's Frogs has added jobs and bringing in dollars to the area. As a neighbor, he is in favor as it is a good fit (there are other commercial businesses in the area) and it puts the property back on the tax roll.
2. Josh Williard, owner of Josh's Frogs, stated the traffic would be from 15-20 employees and occasional school group tours.
3. K. Keyes and D. Bjorklund of 709 S. Park St. submitted the following via email (underlined) and includes – *in italic – Josh Williard's response:*
The increase in noise and traffic that comes with a business with 15-20 employees.
We feel it will be much less traffic than that which comes with a church. Work will be done inside the building and nothing we do creates much of any noise.
Will they be adding a loading dock with frequent delivery trucks? Where will this be located on the property?
No loading dock, as we will not be sending/receiving any freight. We will have a normal FedEx delivery van picking up boxes at the end of the day Monday-Thursday (the same van delivering packages to the homes in the neighborhood).
What hours will the business be open? Will employees work outside normal business hours?
Most employees will be working between 8am-6pm, with a few occasional exceptions. The business is not a retail location, and will not be open to walk-in customers.
Are there future plans to ever open a retail site as part of the business?
Nope. Possibly will host school field trips on occasion (we do a lot of educational outreach).
What short-term and long-term changes will be made to the property? Is Josh's Frogs planning on staying at this site long term or moving out within the next few years?
The vast majority of the changes will be inside the existing structure. There is talk of adding some picnic tables to the property, as well as improving the landscaping. In order to be ADA compliant, we will be excavating and adding access to the basement from the outside of the building so both floors are accessible.
Are they planning on constructing new buildings or making any additions to the current building?
There will be the ramp mentioned above with no other plans for adding other buildings or adding buildings onto the current Church. There will be some remodeling inside the current building.
How will the business handle waste disposal?
2 dumpsters (trash and recycling) will be located off of the parking lot.
Being unfamiliar with the process of amphibian/reptile/insect breeding, will odors and noise be an issue? How do you control for that?

There will be no odors or noise issues. Some of the frogs will call, but being inside of a glass enclosure and then inside of a building muffles the noise to the extent that I'm not sure you could hear it from the road if there was no other ambient noise.

Is this just a zoning change for the building itself? What will happen with the rest of the property? Zone change is only for the block that the building is on. The other plots of land owned by the church will remain zoned residential.

4. Robert Siddock, 830 S. Park St. spoke of concerns regarding the alley that many of the former church members would use to speed.
 - Josh Williard stated his employees would use the Washington Street entrance and there is plenty of parking on site.
 - Justin Sprague suggested signs stating "Alleyway is not available for commercial traffic."
 - Nathan Henne will refer to DPW.

The public hearing was closed.

Commissioner's Comments:

1. Secretary Fear had concerns with spot zoning. Would there be any screening on the east side and with waste disposal and the noise level.
 - Justin Sprague stated he had considered spot zoning but from a planning standpoint there are other commercial businesses in the area and the future Master Plan shows more commercial in the area.
 - Josh Williard stated he was planning on a dumpster, but could be flexible. The other properties could possibly be homes and is not opposed to screening the east side area from the neighbors.
 - Chairman Wascher stated when the church was there, they had a dumpster on site.

MOTION BY VICE-CHAIR LIVINGSTON SUPPORTED BY COMMISSIONER TAYLOR TO APPROVE THE REZONING REQUEST BASED ON THE ABOVE FACTS AND FINDINGS, IN ADDITION ANY DUMPSTER(S) ON SITE ARE TO HAVE THE APPROPRIATE SCREENING AS PER ORDINANCE.

YEAS: COMMISSIONER LAW, VICE-CHAIR LIVINGSTON, COMMISSIONERS ROBERTSON, TAYLOR, YERIAN AND CHAIRMAN WASCHER

NAYS: SECRETARY FEAR

RCV 6-1 MOTION CARRIED

OLD BUSINESS: NONE

NEW BUSINESS: NONE

PUBLIC COMMENTS AND COMMUNICATIONS:

1. Justin Sprague stated an updated version of the Master Plan has been submitted to the City. This new draft contains the full economic development chapters. At the July meeting, he will go thru the draft with the board.

ADJOURNMENT

MOTION BY COMMISSIONER TAYLOR, SUPPORTED BY VICE-CHAIR LIVINGSTON TO ADJOURN AT 7:11 P.M. UNTIL THE NEXT MEETING ON July 27, 2020.

YEAS ALL, MOTION CARRIED.

Janae L. Fear, Secretary

**OWOSSO MID-SHIAWASSEE COUNTY WWTP REVIEW BOARD
MEETING MINUTES**

June 23, 2020

4:30 P.M.

Virtual (via Zoom application)

1. Roll (4:35 p.m.)
Members Present: G. Chinavare, J. Sawyer
Alternates Present: D. Chrenka
Others Present: T. Guysky, WWTP Superintendent/Board Secretary
2. Minutes of the April 28, 2020 meeting: Motion by Sawyer to approve the April 28, 2020 meeting minutes with support by Chinavare. No Discussion. Motion carries 3-0.
3. Secretary's Report:
 - a) Plant Performance Summaries (April 2020 – May 2020): Guysky noted full permit compliance for April 2020 and Total Suspended Solids lbs/day 7-day average violation for May 2020, due to excessive plant flow during May 18/19 rain event.
 - b) Plant Operations (general and May SSO condition): Guysky noted efficient plant operation during low flow month of April, and good operation through higher flow month of May. He discussed the SSO conditions of May 18-20, emphasizing the benefits that will be seen following completion of the upcoming headworks project.
 - c) WWTP Project Updates: Guysky updated the board on the backup generator project, noting that final testing of the generator will be conducted Thursday, June 25. He noted the headworks project was underway, with construction likely to begin in August 2020.
4. Old Business
 - a) SRF Loan Application Status: Chinavare noted the SRF approval process is complete.
 - b) FY 2020-21 Budget Discussion/Service Unit Charges: Chinavare discussed the mechanisms for determining the Service Unit O & M and Replacement charges, referencing the guidance document he provided the Board. Motion by Sawyer to approve O & M charge of \$1,789,427 for Fiscal Year 2020-21, to be billed to service units at \$149,119 per month proportioned by metered flow. Support by Chrenka. Motion carries 3-0. Motion by Chinavare to approve Replacement Charge of \$600,000 for Fiscal Year 2020-21 to be billed to service units at \$50,000 per quarter proportioned by metered flow and \$100,000 per quarter proportioned by contract capacity. Support by Sawyer. Motion carries 3-0.
5. New Business: None
6. Citizens'/Members' Comments: None
7. Next Meeting: August 25, 2020, 4:30 p.m.
8. Adjourn: Motion to adjourn by Chinavare, with support by Chrenka. No discussion. Motion carries 3-0. Meeting adjourned at 5:00 p.m.

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