

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
TUESDAY, FEBRUARY 16, 2021
7:30 P.M.**

Virtual Meeting

AGENDA

OPENING PRAYER:

PLEDGE OF ALLEGIANCE:

ROLL CALL:

APPROVAL OF THE AGENDA:

APPROVAL OF THE MINUTES OF REGULAR MEETING OF FEBRUARY 1, 2021:

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 five (5) minutes duration during the occasion for citizen comments and questions. Each person shall also be afforded one opportunity of up to three (3) minutes duration during each public hearing. Comments made during public hearings shall be relevant to the subject for which the public hearings are held.
5. In addition to the opportunities described above, a citizen may respond to questions posed to him or her by the Mayor or members of the Council, provided members have been granted the floor to pose such questions.

PROCLAMATIONS / SPECIAL PRESENTATIONS

None.

PUBLIC HEARINGS

1. Special Assessment District No. 2021-01 – Gould Street. Conduct a public hearing to receive citizen comment regarding authorization of Resolution No. 5 for Special Assessment District No. 2021-01 for Gould Street, from Oliver Street to Moore Street for street rehabilitation.

CONSENT AGENDA

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

Name	Board/Commission	Term Expires
Dean Smith	Shiawassee Airport Board	12-31-2023
Carl Ludington*	Building Board of Appeals	06-30-2023
Sam McLaren*	Building Board of Appeals	06-30-2023
Barbara Baker Omerod*	Council on Aging	06-30-2023
Bill Gilbert*	Downtown Development Authority/ Main Street Board	06-30-2024

Name	Board/Commission	Term Expires
Jon Moore*	Downtown Development Authority/ Main Street Board	06-30-2024
Scott Newman*	Downtown Historic District Commission	06-30-2023
Matthew VanEpps*	Downtown Historic District Commission	06-30-2023
Deb Adams	Historical Commission	12-31-2022
Julie Omer*	LDFA/Brownfield Authority	06-30-2024
Gregory Brodeur	LDFA/Brownfield Authority	06-30-2024
Jerome Haber	LDFA/Brownfield Authority To fill unexpired term of L. Bailey	06-30-2022
Randy Horton*	Zoning Board of Appeals	06-30-2023

* Indicates reappointment

2. Traffic Control Order No. 1442. Approve Traffic Control Order No. 1442 for no parking on the west side of Ada Street between Oliver and Lee Streets between 12:30pm and 1:30pm on school days.
3. Warrant No. 597. Authorize Warrant No. 597 as follows:

Vendor	Description	Fund	Amount
Logicalis	Cisco smart net renewal	General	\$11,180.07

4. Check Register – January 2021. Affirm check disbursements totaling \$3,439,621.25 for January 2021.

ITEMS OF BUSINESS

1. Property Exemption Policy Adoption. Consider adoption of the Property Exemption Policy & Procedures to comply with State Tax Commission Guideline 2020-1.
2. Personal Property Canvass Policy Adoption. Consider adoption of the Personal Property Canvass Policy & Procedures to comply with State Tax Commission Guideline 2020-1.
3. Grant Acceptance – Coronavirus Emergency Supplemental Funding Grant. Consider acceptance of the Coronavirus Emergency Supplemental Funding Grant to help pay for supplies and services necessary to fight the Coronavirus pandemic.
4. Downtown Social District Approval. Consider the formation and implementation of a Social District and Commons area within Downtown Owosso to allow outdoor service of alcohol in select predetermined locations.
5. OMS/DDA Loan & Grant Manual Revisions. Consider adding a deferment framework to the OMS/DDA Loan & Grant Manual governing the use of downtown revolving loan and grant funds.

COMMUNICATIONS

1. Sara Adams, Owosso Historical Commission. Letter of Resignation.
2. Cheryl A. Grice, Finance Director. January 2021 Revenue & Expenditure Report.
3. N. Bradley Hissong, Building Official. January 2021 Building Department Report.
4. N. Bradley Hissong Building Official. January 2021 Code Violations Report.
5. N. Bradley Hissong Building Official. January 2021 Inspections Report.
6. N. Bradley Hissong Building Official. January 2021 Certificates Issued Report.
7. Kevin D. Lenkart, Public Safety Director. July 2016 Police Report.
8. Kevin D. Lenkart, Public Safety Director. January 2021 Fire & EMS Report.

9. Planning Commission. Minutes of January 25, 2021.
10. WWTP Review Board. Minutes of January 26, 2021.
11. Parks & Recreation. Minutes of January 27, 2021.
12. Downtown Development Authority. Minutes of February 3, 2021.
13. Owosso Historical Commission. Minutes of February 8, 2021.

NEXT MEETING

Monday, March 01, 2021

BOARDS AND COMMISSIONS OPENINGS

Brownfield Redevelopment Authority – County Representative – term expires June 30, 2024
Brownfield Redevelopment Authority – terms expire June 30, 2022
Brownfield Redevelopment Authority – term expires June 30, 2026
Building Board of Appeals – Alternate - term expires June 30, 2022
Building Board of Appeals – Alternate - term expires June 30, 2021
Building Board of Appeals – term expires June 30, 2022
Downtown Development Authority – 2 terms expire June 30, 2021
Downtown Historic District Commission—term expires June 30, 2022
Owosso Historical Commission – 2 terms expire December 31, 2021
Owosso Historical Commission – term expires December 31, 2022
Owosso Historical Commission – 2 terms expire December 31, 2023
Shiawassee District Library - term expires June 30, 2024
Zoning Board of Appeals – Alternate – term expires June 30, 2021
Zoning Board of Appeals – term expires June 30, 2023

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.

PLEASE TAKE NOTICE THAT THE FOLLOWING MEETING WILL BE A VIRTUAL MEETING

Due to the COVID-19 pandemic, the Owosso City Council will conduct a virtual meeting February 16, 2021, consistent with the Open Meetings Act of the State of Michigan.

**OWOSSO CITY COUNCIL
Tuesday, February 16, 2021
at 7:30 p.m.**

The public may attend and participate in public comment.

- **Join Zoom Meeting:**
<https://us02web.zoom.us/j/85702059810?pwd=ekN4NHhSdkJtbTlNRkxoVmV4YVkvZz09>
- **Meeting ID:** 857 0205 9810
- **Password:** 581549
- **One tap mobile**
+13017158592,,85702059810#,,,581549# US (Washington DC)
+13126266799,,85702059810#,,,581549# US (Chicago)
- **Dial by your location**
+1 301 715 8592 US (Washington DC)
+1 312 626 6799 US (Chicago)
+1 646 558 8656 US (New York)
+1 253 215 8782 US (Tacoma)
+1 346 248 7799 US (Houston)
+1 669 900 9128 US (San Jose)
- **For video instructions visit:**
 - o Signing up and Downloading Zoom <https://youtu.be/qsy2Ph6kSf8>
 - o Joining a Zoom Meeting <https://youtu.be/hlkCmbvAHQQ>
 - o Joining and Configuring Audio and Video <https://youtu.be/-s76QHshQnY>
- **Helpful notes for participants:** [Helpful Hints](#)
- **Meeting packets are published on the City of Owosso website** <http://www.ci.owosso.mi.us>

Any person who wishes to contact members of the City Council to provide input or ask questions on any business coming before the Council on February 16, 2021 may do so by calling or e-mailing the City Clerk's Office prior to the meeting at (989)725-0500 or city.clerk@ci.owosso.mi.us. Contact information for individual Council members can be found on the City website at: <http://www.ci.owosso.mi.us/Government/City-Council>

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.

WARNING: According to the State Attorney General, interrupting a public meeting in Michigan with hate speech or profanity could result in criminal charges under several State statutes relating to Fraudulent Access to a Computer or Network (MCL 752.797) and/or Malicious Use of Electronics Communication (MCL 750.540). Per the US Attorney for Eastern Michigan, Federal charges may include disrupting a public meeting, computer intrusion, using a computer to commit a crime, hate crimes, fraud, or transmitting threatening communications.

City of Owosso related meetings are being monitored and violations of statutes will be prosecuted.

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MINUTES OF FEBRUARY 1, 2021
7:30 P.M.
VIRTUAL MEETING**

PRESIDING OFFICER: MAYOR CHRISTOPHER T. EVELETH

OPENING PRAYER: COUNCILMEMBER JEROME C. HABER

PLEDGE OF ALLEGIANCE: CITY MANAGER NATHAN R. HENNE

PRESENT: Mayor Christopher T. Eveleth, Councilmembers Janae L. Fear, Jerome C. Haber, Daniel A. Law, Nicholas L. Pidek, and Robert J. Teich, Jr.

ABSENT: Mayor Pro-Tem Susan J. Osika.

APPROVE AGENDA

Motion by Councilmember Pidek to approve the agenda with the following change correcting the public hearing date Consent Item 1.

1. ~~Special Assessment District No. 2021-01. Authorize Resolution No. 4 setting a public hearing for Monday, May 7, 2018~~ **Tuesday, February 16, 2021** to receive citizen comment regarding the proposed special assessment roll for Special Assessment District No. 2021-01 for Gould Street, from Oliver Street to Moore Street for rehabilitation.

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

APPROVAL OF THE MINUTES OF REGULAR MEETING OF JANUARY 19, 2021

Motion by Councilmember Pidek to approve the Minutes of the Regular Meeting of January 19, 2021 as presented.

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

PROCLAMATIONS / SPECIAL PRESENTATIONS

None.

PUBLIC HEARINGS

None.

CITIZEN COMMENTS AND QUESTIONS

There were no citizen comments.

Councilmember Fear thanked Jayne Brown for stepping up to serve on the Board of Review. She also pointed out there are 15 open seats on boards and commissions and she would always like to see more women involved.

Councilmember Pidek asked that a list of appointments be distributed to Council.

CONSENT AGENDA

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

Special Assessment District No. 2021-01 – N. Gould Street. Authorize Resolution No. 4 setting a public hearing for Tuesday, February 16, 2021 to receive citizen comment regarding the proposed special assessment roll for Special Assessment District No. 2021-01 for Gould Street, from Oliver Street to Moore Street for rehabilitation as follows:

RESOLUTION NO. 24-2021

GOULD STREET, A PUBLIC STREET, FROM OLIVER STREET TO MOORE STREET SPECIAL ASSESSMENT RESOLUTION NO. 4

WHEREAS, the Assessor has prepared a special assessment roll for the purpose of specially assessing that portion of the cost of the public improvements more particularly hereinafter described to the properties specially benefited by said public improvement, and the same has been presented to the Council by the City Clerk.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Said special assessment roll is hereby accepted and shall be filed in the office of the City Clerk for public examination.
2. The Council shall meet at the Owosso City Hall, Owosso, Michigan at 7:30 p.m., on Tuesday, February 16, 2021 for the purpose of hearing all persons interested in said special assessment roll and reviewing the same.
3. The City Clerk is directed to publish the notice of said hearings once in the *Argus Press*, the official newspaper of the City of Owosso, not less than ten (10) days prior to said hearing and shall further cause notice of said hearing to be sent by first class mail to each owner of the property subject to assessment, as indicated by the records in the City Assessor's office as shown on the general tax rolls of the City, at least ten (10) days before the time of said hearing, said notice to be mailed to the addresses shown on said general tax rolls of the City.
4. The notice of said hearing to be published and mailed shall be in substantially the following form:

NOTICE OF HEARING TO REVIEW SPECIAL ASSESSMENT ROLL CITY OF OWOSSO, COUNTY OF SHIAWASSEE, MICHIGAN

TO THE OWNERS OF THE FOLLOWING DESCRIBED PROPERTY:

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

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

Street Rehabilitation

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

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

TAKE FURTHER NOTICE that the City Council will meet at the Owosso City Hall, Owosso, Michigan at 7:30 p.m. on Tuesday, February 16, 2021 for the purpose of reviewing said special assessment roll and for the purpose of considering all objections to said roll submitted in writing.

Proposed Special Assessment Project – Garfield Avenue. Authorize Resolution No. 1 for proposed Special Assessment District No. 2021-03 for Garfield Avenue from Corunna Avenue to the south end for street resurfacing as follows:

RESOLUTION NO. 25-2021

**GARFIELD AVENUE
FROM SOUTH END TO CORUNNA AVENUE
SPECIAL ASSESSMENT RESOLUTION NO. 1**

WHEREAS, the City Council of the City of Owosso deems it necessary to acquire and construct the following described improvement:

**Garfield Avenue from south end to Corunna Avenue:
Street Resurfacing**

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The matter of making said public improvement is hereby referred to the City Manager, who shall prepare a report thereon, which shall include plans and detailed estimates of the cost thereof and a description of the special assessment district and such other pertinent information as will permit the City Council to decide the cost, extent and necessity of the public improvement and what proportion of the cost should be paid by the City at large.
2. The City Manager shall present said report to the City Council when same has been prepared.

Proposed Special Assessment Project – Lincoln Avenue. Authorize Resolution No. 1 for proposed Special Assessment District No. 2021-04 for Lincoln Avenue from Farr Street to Monroe Street for street resurfacing as follows:

RESOLUTION NO. 26-2021

**LINCOLN AVENUE
FROM FARR AVENUE TO MONROE STREET
SPECIAL ASSESSMENT RESOLUTION NO. 1**

WHEREAS, the City Council of the City of Owosso deems it necessary to acquire and construct the following described improvement:

**Lincoln Avenue from Farr Avenue to Monroe Street:
Street Resurfacing**

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The matter of making said public improvement is hereby referred to the City Manager, who shall prepare a report thereon, which shall include plans and detailed estimates of the cost thereof and a description of the special assessment district and such other pertinent information as will permit the City Council to decide the cost, extent and necessity of the public improvement and what proportion of the cost should be paid by the City at large.
2. The City Manager shall present said report to the City Council when same has been prepared.

Proposed Special Assessment Project – McMillan Road. Authorize Resolution No. 1 for proposed Special Assessment District No. 2021-05 for McMillan Road from Industrial Drive to the south end for street resurfacing as follows:

RESOLUTION NO. 27-2021

**MCMILLAN AVENUE
FROM SOUTH END TO INDUSTRIAL DRIVE
SPECIAL ASSESSMENT RESOLUTION NO. 1**

WHEREAS, the City Council of the City of Owosso deems it necessary to acquire and construct the following described improvement:

**McMillan Avenue from south end to Industrial Drive:
Street Resurfacing**

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The matter of making said public improvement is hereby referred to the City Manager, who shall prepare a report thereon, which shall include plans and detailed estimates of the cost thereof and a description of the special assessment district and such other pertinent information as will permit the City Council to decide the cost, extent and necessity of the public improvement and what proportion of the cost should be paid by the City at large.
2. The City Manager shall present said report to the City Council when same has been prepared.

Proposed Special Assessment Project – Park Street. Authorize Resolution No. 1 for proposed Special Assessment District No. 2021-06 for Park Street from Harper Street to Ridge Street for street resurfacing as follows:

RESOLUTION NO. 28-2021

**PARK STREET
FROM HARPER STREET TO RIDGE STREET
SPECIAL ASSESSMENT RESOLUTION NO. 1**

WHEREAS, the City Council of the City of Owosso deems it necessary to acquire and construct the following described improvement:

**Park Street from Harper Street to Ridge Street:
Street Resurfacing**

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The matter of making said public improvement is hereby referred to the City Manager, who shall prepare a report thereon, which shall include plans and detailed estimates of the cost thereof and a description of the special assessment district and such other pertinent information as will permit the City Council to decide the cost, extent and necessity of the public improvement and what proportion of the cost should be paid by the City at large.
2. The City Manager shall present said report to the City Council when same has been prepared.

Proposed Special Assessment Project – Pearce Street. Authorize Resolution No. 1 for proposed Special Assessment District No. 2021-07 for Pearce Street from South Street to Francis Street for street resurfacing as follows:

RESOLUTION NO. 29-2021

**PEARCE STREET
FROM SOUTH STREET TO FRANCIS STREET
SPECIAL ASSESSMENT RESOLUTION NO. 1**

WHEREAS, the City Council of the City of Owosso deems it necessary to acquire and construct the following described improvement:

**Pearce Street from South Street to Francis Street:
Street Resurfacing**

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The matter of making said public improvement is hereby referred to the City Manager, who shall prepare a report thereon, which shall include plans and detailed estimates of the cost thereof and a description of the special assessment district and such other pertinent information as will permit the City Council to decide the cost, extent and necessity of the public improvement and what proportion of the cost should be paid by the City at large.
2. The City Manager shall present said report to the City Council when same has been prepared.

Proposed Special Assessment Project – South Street. Authorize Resolution No. 1 for proposed Special Assessment District No. 2021-08 for South Street from McMillan Road to Aiken Street for street resurfacing as follows:

RESOLUTION NO. 30-2021

**SOUTH STREET
FROM MCMILLAN AVENUE TO AIKEN ROAD
SPECIAL ASSESSMENT RESOLUTION NO. 1**

WHEREAS, the City Council of the City of Owosso deems it necessary to acquire and construct the following described improvement:

South Street from McMillan Avenue to Aiken Road:

Street Resurfacing

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The matter of making said public improvement is hereby referred to the City Manager, who shall prepare a report thereon, which shall include plans and detailed estimates of the cost thereof and a description of the special assessment district and such other pertinent information as will permit the City Council to decide the cost, extent and necessity of the public improvement and what proportion of the cost should be paid by the City at large.
2. The City Manager shall present said report to the City Council when same has been prepared.

Boards and Commissions Appointment. Approve the following Mayoral Boards and Commissions appointment:

Name	Board/Commission	Term Expires
Jayne Brown	Board of Review	12-31-2025

RLF Loan/Grant Resolution Revision. Revise Resolution No. 13-2021 to change the name of the recipient from Heritage Properties of Northern Michigan, LLC to Brianna Leigh Equities, LLC as follows:

RESOLUTION NO. 13.1-2021

**RESOLUTION AUTHORIZING
THE APPROVAL OF THE RELEASE OF OMS/DDA REVOLVING LOAN FUND GRANT AND LOAN
TO
~~HERITAGE PROPERTIES OF N. MI. LLC~~
BRIANNA LEIGH EQUITIES, LLC.
FOR WORK AT 210 S. WATER STREET**

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

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

WHEREAS, on December 8, 2020 a loan and grant application was submitted to the OMS/DDA for a grant request from Brianna Leigh Equities, LLC. A grant request for \$3,000.00 for interior architectural services and a \$50,000.00 loan for interior redevelopment activities for 210 S. Water Street.

WHEREAS, on December 28, 2020 the OMS/DDA Design & Business Vitality – Revolving Loan Sub-Committee reviewed and approved the application, giving it an overall score of 35. This score is above the 30 points required for consideration. The Revolving Loan Sub-Committee recommended a grant of \$3,000.00 to Brianna Leigh Equities, LLC. for interior architectural services and a \$50,000.00 loan for interior redevelopment activities for 210 S. Water Street.

WHEREAS, on January 6, 2021 the OMS/DDA Board of Directors approved the recommendation.

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

FIRST: The City of Owosso approves the grant of \$3,000.00 to Brianna Leigh Equities, LLC. for interior architectural services and a \$50,000.00 loan for interior redevelopment activities

for 210 S. Water Street according to the terms & specifications determined by the OMS/DDA Loan & Grant Manual.

SECOND: The accounts payable department is authorized to release said loan and grant funds to Brianna Leigh Equities, LLC in the amount of \$53,000.00.

Check Register – December 2020*. Affirm check disbursements totaling \$973,186.24 for December 2020.

Motion supported by Councilmember Fear.

Roll Call Vote.

AYES: Councilmembers Pidek, Fear, Teich, Law, Haber, and Mayor Eveleth.

NAYS: None.

ABSENT: Mayor Pro-Tem Osika.

ITEMS OF BUSINESS

Lot Split Authorization —VL South Street/Krouse Road

Motion by Councilmember Teich to authorize division of a City lot under Michigan Subdivision Control Act for the 30-acre vacant lot at South Street/Krouse Road as follows:

Parent Parcel

Part of the East 1/2 of the Northwest 1/4 of Section 26, Township 7 North. Range 2 East. City of Owosso. Shiawassee County, Michigan, described as follows:

Commencing at the North 1/4 Corner of Section 26, Town 7 North. Range 2 East; thence South 89 degrees 34 minutes 52 seconds West along the North line of Section 26, also the centerline of Krouse Road (66 feet wide-AKA South Street), 340.61 feet to the Point of Beginning; thence South 00 degrees 08 minutes 19 seconds West 333.00 feet; thence North 89 degrees 34 minutes 52 seconds East 317.47 feet; thence South 36 degrees 53 minutes 19 seconds West, along the Northwestern right-of-way of the Huron and Eastern Railroad (77 feet wide). 1167.35 feet to the beginning of a curve concave to the southeast having a radius of 5,595.00 feet; thence southwesterly, along the arc of said curve and continuing along said northwesterly right-of-way of the Huron and Eastern Railroad, 1196.66 feet, through a central angle of 12 degrees 15 minutes 16 seconds (chord bears South 30 degrees 45 minutes 41 seconds West 1194.38 feet); thence North 00 degrees 16 minutes 55 seconds East, along the West line of the East half of the Northwest 1/4 of section 26. 1672.96 feet; thence North 89 degrees 34 minutes 52 seconds East 214.52 feet; thence North 00 degrees 16 minutes 55 seconds East 610.55 feet; thence North 89 degrees 34 minutes 52 seconds East, along the North line of said Section 26 and the centerline of Krouse Road (AKA South Street) 769.22 feet to the Point of Beginning. Subject to the rights of the public over the Northerly 33 feet thereof as occupied by Krouse Road (AKA South Street) and containing 31.37 acres.

Parcel 1

Part of the East 1/2 of the Northwest 1/4 of Section 26, Township 7 North, Range 2 East, City of Owosso, Shiawassee County, Michigan, described as follows:

Commencing at the North 1/4 Corner of Section 26, Town 7 North, Range 2 East; thence South 89 degrees 34 minutes 52 seconds West along the North line of Section 26, also the centerline of Krouse Road (66 feet wide - AKA South Street), 340.61 feet; thence South 00 degrees 08 minutes 19 seconds West 60.00 feet to the Point of Beginning; thence continuing South 00 degrees 08 minutes 19 seconds West 273.00 feet; thence North 89 degrees 34 minutes 52 seconds East 317.47 feet thence South 36 degrees 53 minutes 19 seconds West, along the Northwestern right-of-way of the Huron and Eastern Railroad (77 feet wide), 348.90 feet; thence South 89 degrees 34 minutes 52 seconds West 457.37 feet; thence North 00 degrees 25 minutes 08 seconds West 550.50 feet; thence North 89 degrees 34 minutes 52 seconds East 354.03 feet to the Point of Beginning. Contains 5.80 acres.

Parcel 2

Part of the East 1/2 of the Northwest 1/4 of Section 26, Township 7 North, Range 2 East, City of Owosso, Shiawassee County, Michigan, described as follows:

Commencing at the North 1/4 Corner of Section 26, Town 7 North, Range 2 East; thence South 89 degrees 34 minutes 52 seconds West along the North line of Section 26, also the centerline of Krouse Road (66 foot wide - AKA South Street), 340.61 feet; thence South 00 degrees 08 minutes 19 seconds West 60.00 feet; thence South 89 degrees 34 minutes 52 seconds West 414.03 feet to the Point of Beginning; thence South 00 degrees 25 minutes 08 seconds East 550.50 feet; thence South 89 degrees 34 minutes 52 seconds West 362.08 feet; thence North 00 degrees 16 minutes 55 seconds East 550.54 feet; thence North 89 degrees 34 minutes 52 seconds East 355.34 feet to the Point of Beginning. Contains 4.53 acres.

Parcel 3

Part of the East 1/2 of the Northwest 1/4 of Section 26. Township 7 North. Range 2 East. City of Owosso, Shiawassee County. Michigan, described as follows:

Commencing at the North 1/4 Corner of Section 26, Town 7 North, Range 2 East; thence South 89 degrees 34 minutes 52 seconds West along the North line of Section 26. also the centerline of Krouse Road (66 feet wide - AKA South Street), 340.61 feet; thence South 00 degrees 08 minutes 19 seconds West 60.00 feet; thence South 89 degrees 34 minutes 52 seconds West 354.03 feet to the Point of Beginning; thence South 00 degrees 25 minutes 08 seconds East 550.50 feet thence North 89 degrees 34 minutes 52 seconds East 457.37 feet; thence South 36 degrees 53 minutes 19 seconds West, along the Northwestern right-of-way of the Huron and Eastern Railroad (77 feet wide), 818.44 feet to the beginning of a curve concave to the southeast having a radius of 5,595.00 feet; thence southwesterly, along the arc of said curve and continuing along said northwesterly right-of-way of the Huron and Eastern Railroad, 1196.66 feet, through a central angle of 12 degrees 15 minutes 16 seconds (chord bears South 30 degrees 45 minutes 41 seconds West 1194.38 feet); thence North 00 degrees 16 minutes 55 seconds East, along the West line of the East half of the Northwest 1/4 of section 26, 1672.96 feet; thence North 89 degrees 34 minutes 52 seconds East 576.59 feet; thence North 00 degrees 25 minutes 08 seconds West 550.50 feet; thence North 89 degrees 34 minutes 52 seconds East 60.00 feet to the Point of Beginning Contains 19.98 acres

Right-Of-Way Parcel

Part of the East 1/2 of the Northwest 1/4 of Section 26, Township 7 North, Range 2 East, City of Owosso, Shiawassee County, Michigan, described as follows:

Commencing at the North 1/4 Corner of Section 26, Town 7 North, Range 2 East; thence South 89 degrees 34 minutes 52 seconds West, along the North line of Section 26, also the centerline of Krouse Road (66 feet wide - AKA South Street), 340.61 feet to the Point of Beginning; thence South 00 degrees 08 minutes 19 seconds West 60.00 feet; thence South 89 degrees 34 minutes 52 seconds West 769.37 feet; thence North 00 degrees 16 minutes 55 seconds East 60.01 feet; thence North 89 degrees 34 minutes 52 seconds East, along the North line of Section 26, also the centerline of Krouse Road (66 feet wide - AKA South Street). 769.22 feet to the Point of Beginning. Contains 1.06 acres.

Motion supported by Councilmember Pidek.

Roll Call Vote.

AYES: Councilmembers Haber, Pidek, Fear, Teich, Law, and Mayor Eveleth.

NAYS: None.

ABSENT: Mayor Pro-Tem Osika.

MDOT Cost Sharing Agreement – N. Gould Street Rehabilitation

Motion by Councilmember Pidek to approve a cost sharing agreement with the Michigan Department of Transportation for the rehabilitation of Gould Street from Oliver Street to Moore Street in the amount of \$804,625.00 and further approve payment up to the contract amount upon presentation of an approved invoice(s) as follows:

RESOLUTION NO. 31-2021

RESOLUTION AUTHORIZING EXECUTION OF MDOT COST AGREEMENT FOR IMPROVEMENTS OF GOULD STREET FROM OLIVER STREET NORTHERLY TO MOORE STREET

WHEREAS, Gould Street, from Oliver Street to Moore Street, is a part of the National Functional Classification Road system; and

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

WHEREAS, the City has applied for, and is now approved to receive, Federal Small Urban Program Funds to assist in road improvements of this road; and

WHEREAS, after review, city staff recommends approval of MDOT Cost Agreement No. 20-5466 for the proposed hot mix asphalt paving work along Gould Street from Oliver Street northerly to Moore Street; including intersection improvements, storm drainage, concrete curb and gutter, concrete sidewalk and ramp, permanent signing, and pavement marking work; and all together with necessary related work (also referred to as 'project'); and

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

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

- FIRST: The city of Owosso has theretofore determined that it is advisable, necessary and in the public interest to approve MDOT Contract No. 20-5466 for the proposed road improvements of Gould Street, from Oliver Street northerly to Moore Street.
- SECOND: That the City of Owosso is willing to participate in the project and cost as illustrated within said contract.
- THIRD: That the Mayor and City Clerk are hereby authorized to sign the Agreement as attached.
- FOURTH: The City Council hereby directs staff to allocate \$804,625.00 from the 2016 Unlimited Obligation Bond Proceeds Fund and to receive another \$375,000.00 from Federal Small Urban Grant Program Funds for a total of \$1,179,625.00 to fund this project, and directs the City Manager to proceed with the project, in accordance with the MDOT Contract Agreement.

Motion supported by Councilmember Fear.

Roll Call Vote.

AYES: Councilmembers Fear, Haber, Teich, Law, Pidek, and Mayor Eveleth.

NAYS: None.

ABSENT: Mayor Pro-Tem Osika.

Closed Session

Motion by Councilmember Fear to approve holding closed session after Communications for the purpose of consulting with an attorney regarding trial or settlement strategy in connection with specific pending litigation.

Motion supported by Councilmember Pidek.

Roll Call Vote.

AYES: Councilmembers Pidek, Fear, Law, Haber, Teich, and Mayor Eveleth.

NAYS: None.

ABSENT: Mayor Pro-Tem Osika.

COMMUNICATIONS

Nathan R. Henne, City Manager. City Manager Report – February 2021.

Nathan R. Henne, City Manager. 2020 Planning Commission Annual Report.

RECESSED TO CLOSED SESSION AT 7:46 P.M.

RETURNED FROM CLOSED SESSION AT 8:14 P.M.

SETTLEMENT APPROVAL

Motion by Councilmember Teich to approve the settlement as detailed in closed session.

Motion supported by Councilmember Law.

Roll Call Vote.

AYES: Councilmembers Fear, Pidek, Teich, Law, Haber, and Mayor Eveleth.

NAYS: None.

ABSENT: Mayor Pro-Tem Osika.

APPROVAL OF THE MINUTES OF CLOSED SESSION OF JANUARY 19, 2021

Motion by Councilmember Haber to approve the Minutes of the Closed Session of January 19, 2021 as presented.

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

NEXT MEETING

Tuesday, February 16, 2021

BOARDS AND COMMISSIONS OPENINGS

Brownfield Redevelopment Authority – County Representative – term expires June 30, 2024
Brownfield Redevelopment Authority – terms expire June 30, 2022
Brownfield Redevelopment Authority – term expires June 30, 2026
Building Board of Appeals – Alternate - term expires June 30, 2022
Building Board of Appeals – Alternate - term expires June 30, 2021
Building Board of Appeals – term expires June 30, 2022
Downtown Development Authority – 2 terms expire June 30, 2021
Downtown Historic District Commission—term expires June 30, 2022
Owosso Historical Commission – 2 terms expire December 31, 2021
Owosso Historical Commission – term expires December 31, 2022
Owosso Historical Commission – 2 terms expire December 31, 2023
Shiawassee District Library - term expires June 30, 2024
Zoning Board of Appeals – Alternate – term expires June 30, 2021
Zoning Board of Appeals – term expires June 30, 2023

ADJOURNMENT

Motion by Councilmember Pidek for adjournment at 8:17 p.m.

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

Christopher T. Eveleth, Mayor

Amy K. Kirkland, City Clerk



MEMORANDUM

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

DATE: February 8, 2021

TO: Owosso City Council

FROM: Glenn Chinavare, Director of Public Services & Utilities

SUBJECT: Resolution No. 5 for Gould Street Rehabilitation; Special Assessment Roll

RECOMMENDATION:

Approval of Resolution No. 5 which documents the public hearing, finalizes the special assessment roll, and sets the terms of payment.

BACKGROUND:

The public hearing for Special Assessment District No. 2021-01 and the subject project will be conducted on February 16, 2021 and bringing us to Step Five as follows:

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

Tonight the council will be considering Resolution No. 5 for the following public improvement:

Gould Street, Public Street, from Oliver Street to Moore Street

Attachment/s: Gould Street Resolution No. 5

RESOLUTION NO.
DISTRICT NO. 2021-01
GOULD STREET
FROM OLIVER STREET TO MOORE STREET
SPECIAL ASSESSMENT RESOLUTION NO. 5

WHEREAS, the City Council has met, after due and legal notice, and reviewed the special assessment roll prepared for the purpose of defraying the special assessment district's share of the following described public improvement:

Gould Street from Oliver Street to Moore Street
Street Rehabilitation

and;

WHEREAS, all interested parties were heard and after carefully reviewing said special assessment roll the Council deems said special assessment roll to be fair, just and equitable and that each of the assessments contained thereon results in the special assessment being in accordance with the benefits to be derived by the parcel of land assessed.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Said special assessment roll as prepared by the City Assessor in the amount of \$140,595.50 is hereby confirmed and shall be known as Special Assessment Roll No. 2021-01.
2. Said special assessment roll shall be divided into ten installments, the first of which shall be due and payable on September 1, 2021, and the subsequent installments shall be due on September 1st of each and every year thereafter. Payment of the amount of the special assessment may be made in full without interest or penalty by November 1, 2021.
3. The installments of the special assessment rolls shall bear interest at the rate of 6% per annum; provided, however, if the bonds are issued in anticipation of said special assessments, then such unpaid special assessment shall bear interest at a rate of interest equal to 1% above the average rate of interest borne by said bonds. Such interest shall commence on September 1, 2021 and shall be paid annually on each installment due date.
4. Said special assessment roll shall be placed on file in the office of the City Clerk who shall attach her warrant to a certified copy thereof within ten (10) days commanding the Assessor to spread the various sums shown thereon as directed by the City Council.

11-Jan-21

RESO 4

N GOULD STREET FROM OLIVER ST TO MOORE ST ENGINEER'S ESTIMATE

DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT	ELIGIBLE AMOUNT	CITY COST 60 PERCENT	ASSESSMENT	ASSESSMENT
							AT 40% RESIDENTIAL	AT 40% COMMERCIAL
Mobilization, Max \$107,200	1	LSUM	\$107,200.00	\$ 107,200.00	\$ 107,200.00	\$ 64,320.00	\$ 42,880.00	\$ 42,880.00
Dr Structure, Rem	24	Ea	\$400.00	\$ 9,600.00		\$ -	\$ -	\$ -
Sewer, Rem, Less than 24 inch	2013	Ft	\$2.00	\$ 4,026.00		\$ -	\$ -	\$ -
Sewer, Rem, 24 inch to 48 inch	43	Ft	\$5.00	\$ 215.00		\$ -	\$ -	\$ -
Curb and Gutter, Rem	2758	Ft	\$5.00	\$ 13,790.00	\$ 13,790.00	\$ 8,274.00	\$ 5,516.00	\$ 5,516.00
Pavt, Rem	394	Syd	\$7.00	\$ 2,758.00		\$ -	\$ -	\$ -
Sidewalk, Rem	436	Syd	\$7.00	\$ 3,052.00		\$ -	\$ -	\$ -
Embankment, CIP	128	Cyd	\$8.00	\$ 1,024.00		\$ -	\$ -	\$ -
Excavation, Earth	2355	Cyd	\$13.00	\$ 30,615.00		\$ -	\$ -	\$ -
Non Haz Contaminated Material Handling and Disposal, LM	40	Cyd	\$70.00	\$ 2,800.00		\$ -	\$ -	\$ -
Subgrade Undercutting, Type II	250	Cyd	\$25.00	\$ 6,250.00		\$ -	\$ -	\$ -
Erosion Control, Inlet Protection, Fabric Drop	21	Ea	\$100.00	\$ 2,100.00	\$ 2,100.00	\$ 1,260.00	\$ 840.00	\$ 840.00
Subbase, CIP	107	Cyd	\$20.00	\$ 2,140.00		\$ -	\$ -	\$ -
Aggregate Base, 8 inch, Modified	10939	Syd	\$13.55	\$ 148,223.45		\$ -	\$ -	\$ -
Maintenance Gravel	300	Ton	\$30.00	\$ 9,000.00	\$ 9,000.00	\$ 5,400.00	\$ 3,600.00	\$ 3,600.00
Approach, CI II, LM	20	Cyd	\$40.00	\$ 800.00		\$ -	\$ -	\$ -
Geotextile, Separator, Modified	9952	Syd	\$2.10	\$ 20,899.20		\$ -	\$ -	\$ -
Sewer, SDR-26, 4 inch, Tr Det B, Modified	16	Ft	\$71.00	\$ 1,136.00		\$ -	\$ -	\$ -
Sewer, SDR-26, 6 inch, Tr Det B, Modified	26	Ft	\$72.00	\$ 1,872.00		\$ -	\$ -	\$ -
Sewer, SDR-26, 10 inch, Tr Det B, Modified	415	Ft	\$73.00	\$ 30,295.00		\$ -	\$ -	\$ -
Sewer, SDR-26, 12 inch, Tr Det B, Modified	357	Ft	\$76.50	\$ 27,310.50		\$ -	\$ -	\$ -
Sewer, SDR-26, 15 inch, Tr Det B, Modified	627	Ft	\$81.00	\$ 50,787.00		\$ -	\$ -	\$ -
Sewer, SDR-26, 18 inch, Tr Det B, Modified	513	Ft	\$88.00	\$ 45,144.00		\$ -	\$ -	\$ -
Sewer, SDR-26, 24 inch, Tr Det B, Modified	42	Ft	\$120.00	\$ 5,040.00		\$ -	\$ -	\$ -
Sanitary Service, Conflict	5	Ea	\$1,000.00	\$ 5,000.00		\$ -	\$ -	\$ -
Abandoned Gas Main, Conflict	10	Ea	\$200.00	\$ 2,000.00		\$ -	\$ -	\$ -
Dr Structure Cover, Adj, Case 1	7	Ea	\$475.00	\$ 3,325.00	\$ 3,325.00	\$ 1,995.00	\$ 1,330.00	\$ 1,330.00
Dr Structure, Adj, Add Depth	10	Ft	\$200.00	\$ 2,000.00				
Dr Structure Cover, EJ 1040 w/ Vented Cover	7	Ea	\$750.00	\$ 5,250.00	\$ 5,250.00	\$ 3,150.00	\$ 2,100.00	\$ 2,100.00
Dr Structure Cover, EJ 1040 w/ Solid Gasket Sealed Cover	7	Ea	\$800.00	\$ 5,600.00	\$ 5,600.00	\$ 3,360.00	\$ 2,240.00	\$ 2,240.00
Dr Structure Cover, EJ 7000	17	Ea	\$800.00	\$ 13,600.00	\$ 13,600.00	\$ 8,160.00	\$ 5,440.00	\$ 5,440.00
Dr Structure, 36 inch dia, Modified	15	Ea	\$1,800.00	\$ 27,000.00		\$ -	\$ -	\$ -
Dr Structure, 48 inch dia, Modified	8	Ea	\$2,200.00	\$ 17,600.00		\$ -	\$ -	\$ -
Dr Structure, 72 inch dia, Modified	1	Ea	\$4,700.00	\$ 4,700.00		\$ -	\$ -	\$ -
Dr Structure, Tap, 4 inch	9	Ea	\$250.00	\$ 2,250.00		\$ -	\$ -	\$ -
Dr Structure, Tap, 10 inch	10	Ea	\$300.00	\$ 3,000.00				
Dr Structure, Tap, 12 inch	2	Ea	\$400.00	\$ 800.00				
Dr Structure, Temp Lowering	7	Ea	\$200.00	\$ 1,400.00	\$ 1,400.00	\$ 840.00	\$ 560.00	\$ 560.00
Dr Structure Collar, Modified	14	Ea	\$500.00	\$ 7,000.00	\$ 7,000.00	\$ 4,200.00	\$ 2,800.00	\$ 2,800.00
HMA Surface, Rem	9960	Syd	\$3.00	\$ 29,880.00	\$ 29,880.00	\$ 17,928.00	\$ 11,952.00	\$ 11,952.00
Hand Patching	14	Ton	\$104.00	\$ 1,456.00		\$ -	\$ -	\$ -
HMA, 3E3 @ 3"	1699	Ton	\$58.20	\$ 98,881.80	\$ 98,881.80	\$ 59,329.08	\$ 6,592.12	\$ 32,960.60
HMA, 4E3 @ 2"	1132	Ton	\$61.75	\$ 69,901.00	\$ 69,901.00	\$ 41,940.60	\$ 27,960.40	\$ 27,960.40
HMA, 5E3 @ 1.5"	849	Ton	\$66.80	\$ 56,713.20	\$ 56,713.20	\$ 34,027.92	\$ 22,685.28	\$ 22,685.28
HMA Approach	224	Ton	\$87.15	\$ 19,521.60		\$ -	\$ -	\$ -
Cement	2	Ton	\$200.00	\$ 400.00		\$ -	\$ -	\$ -

DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT	ELLIGIBLE AMOUNT	CITY COST 60 PERCENT	ASSESSMENT AT 40%	ASSESSMENT AT 40%
							RESIDENTIAL	COMMERCIAL
Driveway, Nonreinf Conc, 6 inch	376	Syd	\$40.00	\$ 15,040.00		\$ -	\$ -	\$ -
Driveway, Nonreinf Conc, 7 inch	26	Syd	\$42.00	\$ 1,092.00		\$ -	\$ -	\$ -
Curb and Gutter, Conc, Det F4, Modified	2762	Ft	\$15.00	\$ 41,430.00	\$ 41,430.00	\$ 24,858.00	\$ 16,572.00	\$ 16,572.00
Detectable Warning Surface, Modified	60	Ft	\$72.00	\$ 4,320.00		\$ -	\$ -	\$ -
Curb Ramp Opening, Conc	70	Ft	\$23.00	\$ 1,610.00		\$ -	\$ -	\$ -
Sidewalk Ramp, Conc, 4 inch	899	Sft	\$5.75	\$ 5,169.25		\$ -	\$ -	\$ -
Sidewalk Ramp, Conc, 7 inch	656	Sft	\$7.25	\$ 4,756.00		\$ -	\$ -	\$ -
Sidewalk, Conc, 4 inch	1194	Sft	\$4.25	\$ 5,074.50		\$ -	\$ -	\$ -
Sidewalk, Conc, 6 inch	1752	Sft	\$4.55	\$ 7,971.60		\$ -	\$ -	\$ -
Sidewalk, Conc, 7 inch	210	Sft	\$7.25	\$ 1,522.50		\$ -	\$ -	\$ -
Barricade, Type III, High Intensity, Double Sided, Lighted, Furn	12	Ea	\$97.00	\$ 1,164.00		\$ -	\$ -	\$ -
Barricade, Type III, High Intensity, Double Sided, Lighted, Oper	12	Ea	\$1.94	\$ 23.28		\$ -	\$ -	\$ -
Minor Traf Devices	1	LSUM	\$12,500.00	\$ 12,500.00	\$ 12,500.00	\$ 7,500.00	\$ 5,000.00	\$ 5,000.00
Traf Regulator Control	1	LSUM	\$5,000.00	\$ 5,000.00		\$ -	\$ -	\$ -
Plastic Drum, Fluorescent, Furn	50	Ea	\$28.13	\$ 1,406.50		\$ -	\$ -	\$ -
Plastic Drum, Fluorescent, Oper	50	Ea	\$0.97	\$ 48.50		\$ -	\$ -	\$ -
Sign, Type B, Temp, Prismatic, Furn	353	Sft	\$3.80	\$ 1,341.40		\$ -	\$ -	\$ -
Sign, Type B, Temp, Prismatic, Oper	353	Sft	\$0.15	\$ 52.95		\$ -	\$ -	\$ -
Pedestrian Type II Barricade, Temp	20	Ea	\$69.84	\$ 1,396.80		\$ -	\$ -	\$ -
Turf Establishment, Performance	865	Syd	\$5.00	\$ 4,325.00		\$ -	\$ -	\$ -
Gate Box, Adj, Temp, Case 1	9	Ea	\$300.00	\$ 2,700.00		\$ -	\$ -	\$ -
Monument Box	1	Ea	\$980.00	\$ 980.00		\$ -	\$ -	\$ -
Monument Preservatoin	1	Ea	\$980.00	\$ 980.00		\$ -	\$ -	\$ -
Post, Steel, 3 lb	182	Ft	\$9.50	\$ 1,729.00		\$ -	\$ -	\$ -
Sign, Type III. Erect, Salv	12	Ea	\$35.00	\$ 420.00		\$ -	\$ -	\$ -
Sign, Type III, Rem	21	Ea	\$45.00	\$ 945.00		\$ -	\$ -	\$ -
Sign, Type IIIB	30	Sft	\$19.50	\$ 585.00		\$ -	\$ -	\$ -
Pavt Mrkg, Ovly Cold Plastic, 6 inch, Crosswalk	271	Ft	\$2.95	\$ 799.45		\$ -	\$ -	\$ -
Pavt Mrkg, Ovly Cold Plastic, 24 inch, Stop Bar	83	Ft	\$12.95	\$ 1,074.85		\$ -	\$ -	\$ -
Pavt Mrkg, Polyurea, 4 inch, Yellow	4725	Ft	\$0.99	\$ 4,677.75		\$ -	\$ -	\$ -
Post, Mailbox	5	Ea	\$100.00	\$ 500.00		\$ -	\$ -	\$ -
Audio Visual Filming	1	LSUM	\$630.00	\$ 630.00		\$ -	\$ -	\$ -
SUB TOTALS				\$1,034,621.08	\$ 477,571.00	\$ 286,542.60	\$ 158,067.80	\$ 184,436.28
ENGINEERING AT 15% ASSESSABLE COST				\$ 155,193.16	\$ 71,635.65	\$ 42,981.39	\$ 23,710.17	\$ 27,665.44
ADMINISTRATIVE AT 5% ASSESSABLE COST				\$ 51,731.05	\$ 23,878.55	\$ 14,327.13	\$ 7,903.39	\$ 9,221.81
GRAND TOTALS				\$1,241,545.30	\$ 573,085.20	\$ 343,851.12	\$ 189,681.36	\$ 221,323.54

N GOULD ST FROM OLIVER ST TO MOORE ST

SPECIAL ASSESSMENT ROLL

RESO 4

ENGINEER'S ESTIMATE ASSESSABLE AMOUNT	\$573,085.20
TOTAL ASSESSABLE FRONT FEET	4551.09

CALCULATING ASSESSABLE FRONT FOOT RATE AND AMOUNTS:

PROPERTY TYPE	RESIDENTIAL PROPERTY	COMMERCIAL PROPERTY	TOWNSHIP PROPERTY	TOTAL
TOTAL ASSEMENT PER TYPE	\$573,085.20	\$573,085.20	\$573,085.20	
CITY SHARE ≥ 60%	\$383,403.84	\$351,761.66	\$383,403.84	
PROPERTY SHARE @ ≤40%	\$189,681.36	\$221,323.54	\$189,681.36	
ASSESSABLE FRONT FOOT RATE: PROP SHARE/4551.09	\$41.68	\$48.63	\$41.68	
TOTAL FRONT FEET PER TYPE	3373.21	0.00	1177.88	4,551.09
TOTAL AMOUNT OF ASSESSMENT PER TYPE:	\$140,589.44	\$0.00	*\$49,094.04	\$140,589.44

SUMMARY: SPECIAL ASSESSMENT AMOUNTS PER SIDE OF STREET:

WEST SIDE				\$83,715.84
EAST SIDE			\$	56,879.65
TOTAL SPECIAL ASSESSMENT				\$140,595.50

*For information only. Not part of Special Assessment Roll

N GOULD ST FROM OLIVER ST TO MOORE ST

RESO 4

WEST SIDE

ADDRESS NO.	STREET	PROPERTY OWNER NAME	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT	ZONING TYPE
915	E OLIVER	ST JOSEPH CHURCH	050-111-005-017-00	414	0.75	310.50	\$41.68	\$12,941.64	R-1
531	N GOULD	VORIS, BRIAN M	050-111-005-008-00	64.8	1	64.80	\$41.68	\$2,700.86	R-1
535	N GOULD	EBE, IAN	050-111-005-004-00	66	1	66.00	\$41.68	\$2,750.88	R-1
539	N GOULD	BUNDY, JAMES & SUSAN	050-111-005-003-00	66	1	66.00	\$41.68	\$2,750.88	R-1
910	QUEEN	KIMBLE, DAVID W & SHARON R	050-111-005-002-00	49.2	0.75	36.90	\$41.68	\$1,537.99	R-1
915	QUEEN	ERVIN, JOHN R & BRENDA	050-020-000-004-00	209.44	0.75	157.08	\$41.68	\$6,547.09	R-1
916	E KING	NEWMAN, CHRISTOPHER	050-020-000-005-00	209.44	0.75	157.08	\$41.68	\$6,547.09	R-1
915	E KING	MARTIN, MICHAEL S & CYNTHIA J	050-191-000-010-00	132.29	0.75	99.22	\$41.68	\$4,135.39	R-1
701	HUNTINGTON	MOORE, THOMAS H	050-191-000-011-00	132	0.75	99.00	\$41.68	\$4,126.32	R-1
700	HUNTINGTON	JANKOVIC, GENE & BETTY J	050-191-000-035-00	96.51	0.75	72.38	\$41.68	\$3,016.90	R-1
805	N GOULD	SCHERER, RAYMOND A	050-196-000-001-00	74.77	0.75	56.08	\$41.68	\$2,337.31	R-1
809	N GOULD	BLACK, CODY T & SARA M	050-196-000-002-00	66	1	66.00	\$41.68	\$2,750.88	R-1
813	N GOULD	NORMAN, LORI J	050-196-000-003-00	66	1	66.00	\$41.68	\$2,750.88	R-1
817	N GOULD	PENDERGRAFF, MARK T & PAIGE	050-196-000-004-00	66	1	66.00	\$41.68	\$2,750.88	R-1
821	N GOULD	HRCKA, DENNIS L JR & JOAN	050-196-000-005-00	66	1	66.00	\$41.68	\$2,750.88	R-1
825	N GOULD	WALKER, GERALD B	050-196-000-006-00	66	1	66.00	\$41.68	\$2,750.88	R-1
829	N GOULD	DEISLER, PATRICIA A TRUSTEE	050-196-000-007-00	66	1	66.00	\$41.68	\$2,750.88	R-1
901	N GOULD	OLIVER, JACK E & JANET S	050-196-000-008-00	66	1	66.00	\$41.68	\$2,750.88	R-1
905	N GOULD	WEBER, SHAWN M	050-196-000-009-00	66	1	66.00	\$41.68	\$2,750.88	R-1
909	N GOULD	JANES, MARY A FAMILY TRUST	050-196-000-010-00	66	1	66.00	\$41.68	\$2,750.88	R-1
913	N GOULD	ROBLEDO, HERMAN & SUSAN REV LIV TR	050-196-000-011-00	66	1	66.00	\$41.68	\$2,750.88	R-1
917	N GOULD	STEWART, JAMES A & JUANITA L	050-196-000-012-00	66	1	66.00	\$41.68	\$2,750.88	R-1
912	MOORE	LANGDON, BRUCE A & GLENDA J	050-194-000-020-00	130	0.75	97.50	\$41.68	\$4,063.80	R-1
				2370.45		2008.54		\$83,715.84	

EAST SIDE

ADDRESS NO.	STREET	PROPERTY OWNER NAME	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT	ZONING TYPE
CALEDONIA TOWNSHIP				1177.88	1	1177.88	\$41.68	*\$49,094.04	R-1B
828	N GOULD	CITY OF OWOSSO	050-540-000-001-00	1302.8	1	1302.80	\$41.68	\$54,300.70	R-1
		OSBURN LAKES RES SITE CONDOMINIUM	050-540-000-003-00	82.5	0.75	61.88	\$41.68	\$2,578.95	R-1
				2563.18		2542.56		\$56,879.65	(Does not includ

*For information only. Not part of Special Assessment Roll



Gould Street Special Assessment

-Oliver to Moore-

Gould Street Condition

Oliver to Moore

NAME	GOULD	GOULD	GOULD	GOULD
FROM	E. OLIVER	QUEEN	E. KING	HUNTINGTON
TO	QUEEN	E. KING	HUNTINGTON	MOORE
LENGTH	726	484	330	1093
YRPAVE	1976	1976	1976	1976
PAVE COND 11	2	2	2	2
PAVE COND 10	3	3	3	3
PAVE COND 09	4	4	4	4
PASER 2014	7	7	7	7
PASER 2017	6	6	6	6
MINIMUM TREATMENT	RESURFACE	RESURFACE	RESURFACE	RESURFACE

Gould Street Traffic Count

Oliver to Moore

NAME	GOULD	GOULD	GOULD	GOULD
FROM	E. OLIVER	QUEEN	E. KING	HUNTINGTON
TO	QUEEN	E. KING	HUNTINGTON	MOORE
CLASS	MAJOR	MAJOR	MAJOR	MAJOR
ADT	5280	5834	3854	2540
ADTDATE	7/28/2015	5/3/2005	5/3/2005	7/27/2015

NOTE: Traffic counts are used to determine a road's engineering needs (strength of the road) rather than the necessity of a project.

Gould Street

Oliver to Moore

Total Project Cost	Assessment-Eligible Portion	Grant Portion
\$1,241,545.30	\$573,085.20	\$375,000.00

Assessment-Eligible Cost Responsibilities

Total Eligible Cost	City Share	Residential Share (\$41.68/ft)	*Township Share (\$41.68/ft)
\$573,085.20	\$383,401.72	\$140,589.44	\$49,076.04
100%	67%	24%	9%
4,551.09'		3,373.21'	1,177.88'

Total Project Cost Responsibility Breakdown

Grand Total Cost	City Share (Assessment Cost + At Large)	Residential Share	Grant Share	*Township Share (For info only! Township volunteered to pay)
100%	55%	11%	30%	4%

How we arrive at price per linear foot

- Calculated based on:
 - Width of street
 - Thickness of asphalt to be applied (inches)
 - And removal of old existing
 - Curb and gutter replacement/repair
 - And removal of old existing
 - Driveways (if needed)
- What is NOT included in assessments
 - *Utility replacements: Water, Sewer, Storm*
 - *Road base material and placement*
 - *Sidewalks*
 - *Driveway openings*



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

MEMORANDUM

DATE: February 4, 2021

TO: City Council

FROM: Kevin Lenkart
Director of Public Safety

RE: Traffic Control Order # 1442

Owosso Public Schools (Central Elementary) has requested to have Ada Street, between Oliver street and Lee Street to have no parking on the west side of the street between 12:30 pm and 1:30 pm during school hours. This traffic control order will ensure the safe departure for students by reducing the congestion of vehicles in the area.

The Public Safety Department has issued Traffic Control Order No. 1442 in response to the request.

This TCO is a revision of TCO # 1345, issued in January 2016. The new hours will comply with the new dismissal time at Central School.

CITY OF OWOSSO

TRAFFIC CONTROL ORDER

(SECTION 2.53 UNIFORM TRAFFIC CODE)

ORDER NO.

DATE

TIME

1442

2/4/21

2:00 pm

REQUESTED BY

Kevin Lenkart – Director of Public Safety

TYPE OF CONTROL

Parking

LOCATION OF CONTROL

Owosso Public Schools – Central Elementary
Ada Street between Oliver Street and Lee Street

APPROVED BY COUNCIL

_____, 20 ____

REMARKS

Ada Street between Oliver Street and Lee Street:

No parking on the west side of the street between 12:30 pm and 1:30 pm during school hours.



Warrant 597
January 12, 2021

Vendor	Description	Fund	Amount
Logicalis	Cisco smart net renewal	General	\$11,180.07
Total			\$11,180.07

CHECK REGISTER FOR CITY OF OWOSSO
CHECK DATE FROM 01/01/2021 - 01/31/2021

Check Date	Check	Vendor Name	Description	Amount
Bank 1 GENERAL FUND (POOLED CASH)				
01/08/2021	133407	AFLAC	PAYROLL DEDUCTIONS	\$ 722.38
01/08/2021	133408	ANDERSON, MARC	2020 Win Tax Refund 050-580-000-100-00	\$ 18.00
01/08/2021	133409	BROCK BRIAN	UB refund for account: 1752500016	\$ 150.92
01/08/2021	133410	SIMMINGTON THOMAS	UB refund for account: 4240500002	\$ 174.33
01/08/2021	133411	TONY SCHMIDT REALTY INC	UB refund for account: 5236250002	\$ 156.65
01/08/2021	133412	CHAPTER 13 TRUSTEE AT FLINT	PAYROLL DEDUCTION	\$ 115.40
01/08/2021	133413	CORELOGIC CENTRALIZED REFUNDS	2020 Win Tax Refund 050-668-000-007-00	\$ 6,973.13
01/08/2021	133414	JUDY ELAINE CRAIG	COURIER SERVICE	\$ 180.00
01/08/2021	133415	CUMMINS SALES AND SERVICE	REPAIR TO BREAKER ON ENGINE 1	\$ 3,831.38
01/08/2021	133416	D & D TRUCK & TRAILER PARTS	PARTS	\$ 828.36
01/08/2021	133417	DELUX TROPHIES & AWARDS	WALL PLATES	\$ 242.00
01/08/2021	133418	DOWNTOWN DEVELOPMENT AUTHORITY	TAX COLLECTION DISBURSEMENT	\$ 81.44
01/08/2021	133419	FIRST BANKCARD	ZOOM	\$ 15.89
01/08/2021	133420	H2O COMPLIANCE SERVICES INC	INSPECTION SERVICES FOR CROSS CONNECTION	\$ 731.25
01/08/2021	133421	HOME DEPOT CREDIT SERVICES	SUPPLIES/MATERIALS	\$ 342.93
01/08/2021	133422	INTERNATIONAL ASSO FOR PROPERTY AND EVIDENCE	2021 MEMBERSHIP-STEPHANIE GOETZINGER	\$ 50.00
01/08/2021	133423	J HARRISON PROPERTIES LLC	REFUND	\$ 832.52
01/08/2021	133424	LERETA LLC	2020 Win Tax Refund 050-490-000-053-00	\$ 2,836.28
01/08/2021	133425	MICHIGAN MUNICIPAL LEAGUE	UNEMPLOYMENT COMPENSATION	\$ 29.21
01/08/2021	133426	MICHIGAN STATE FIREMEN'S ASSOCIATION	FIRE AND EMERGENCY SERVICES INSTRUCTOR TRAINING	\$ 85.12
01/08/2021	133427	MISDU	PAYROLL DEDUCTIONS	\$ 1,341.38
01/08/2021	133428	OMENTUM INVESTMENTS LLC	REFUND	\$ 94.48
01/08/2021	133429	OWOSSO PUBLIC SCHOOLS	TAX DISBURSEMENT COLLECTION	\$ 982,627.94
01/08/2021	133430	OWOSSO READY MIX COMPANY	BLOCKS	\$ 30.00
01/08/2021	133431	OWOSSO-WATER FUND	WATER/SEWER BILLS	\$ 4,387.65
01/08/2021	133432	PROFESSIONAL ANSWERING SERVICES	JANUARY 2021-TELEPHONE ANSWERING SERVICE	\$ 75.00
01/08/2021	133433	SAW INVESTORS LLC	REFUND	\$ 143.90
01/08/2021	133434	SHIAWASSEE COUNTY TREASURER	OWOSSO DRAIN PAYMENTS	\$ 208.45
01/08/2021	133435	SHIAWASSEE COUNTY TREASURER	TAX COLLECTION DISBURSEMENT	\$ 720,258.37
01/08/2021	133436	SHIAWASSEE COUNTY TREASURER	MOBILE HOME TAX DISBURSEMENT	\$ 385.00
01/08/2021	133437	SHIAWASSEE DISTRICT LIBRARY	SATA PAYROLL SERVICES	\$ 112,447.00
01/08/2021	133438	STANDARD INSURANCE COMPANY	GROUP LIFE INSURANCE	\$ 5,217.83
01/08/2021	133439	STATE OF MICHIGAN-EGLE	LAB SAMPLES	\$ 858.00
01/08/2021	133440	STATE OF MICHIGAN	SEX OFFENDER REGISTRATION FEE	\$ 30.00
01/08/2021	133441	TRACTOR SUPPLY COMPANY	PARTS	\$ 15.28
01/08/2021	133442	WELLS FARGO REAL ESTATE TAX SERVICE	2020 Win Tax Refund 050-580-000-042-00	\$ 1,265.23
01/08/2021	133443	WIN'S ELECTRICAL SUPPLY OF OWOSSO	SUPPLIES	\$ 133.52
01/08/2021	6269(A)	ABSOPURE WATER COMPANY LLC	WATER FOR LAB USE.	\$ 102.00
01/08/2021	6270(A)	THE ACCUMED GROUP	DEC 2020 AMBULANCE BILLING SERVICES	\$ 4,464.02
01/08/2021	6271(A)	ACLARA TECHNOLOGIES LLC	UPGRADE TO CURRENT WATER METER READING SYSTEM	\$ 19,500.00
01/08/2021	6272(A)	BIDNET	AUCTION FEES FOR SALE OF VEHICLE	\$ 99.75
01/08/2021	6273(A)	C D W GOVERNMENT, INC.	SUPPLIES	\$ 307.01
01/08/2021	6274(A)	CENTRON DATA SERVICES, INC.	WATER/SEWER BILLS PRINTING AND MAILING SERVICES	\$ 4,268.38
01/08/2021	6275(A)	CONSUMERS ENERGY	GAS/ELECTRIC SERVICE	\$ 16,787.50

01/08/2021	6276(A)	CRAWFORD CONTRACTING INC	2019 ST RESURFACING PROGRAM-CONTRACT # 3	\$ 1,553.30
01/08/2021	6277(A)	CRAWFORD CONTRACTING INC	2020 WATER MAIN REPLACEMENT PROJECT	\$ 54,168.96
01/08/2021	6278(A)	CRAWFORD CONTRACTING INC	2020 STREET PROGRAM & 2020 DWRF WATER MAINS	\$ 226,802.77
01/08/2021	6279(A)	CRUISERS INC	PRINTER FOR NEW VEHICLE OPD #03	\$ 547.67
01/08/2021	6280(A)	DELAU FIRE & SAFETY INC	SEMI ANNUAL INSPECTION OF SERVER ROOM	\$ 225.00
01/08/2021	6281(A)	EMPLOYEE BENEFIT CONCEPTS INC	JAN 2021-FSA ADMIN FEE	\$ 115.50
01/08/2021	6282(A)	ETNA SUPPLY COMPANY	TUBE ROUNDER TOOL	\$ 92.00
01/08/2021	6283(A)	FAMILY FARM & HOME	SUPPLIES	\$ 118.47
01/08/2021	6284(A)	GALL'S INC	UNIFORM ACCESSORIES (FLASHLIGHTS (3)	\$ 313.90
01/08/2021	6285(A)	GOULD LAW PC	PROFESSIONAL SERVICES	\$ 10,267.40
01/08/2021	6286(A)	GOYETTE MECHANICAL	MAINTENANCE CONTRACT FOR BOILER IN PUBLIC SAFETY BUILDING	\$ 172.28
01/08/2021	6287(A)	GRAND RIVER CONSTRUCTION INC	WASTEWATER TREATMENT PLANT HEADWORKS IMPROVEMENTS	\$ 412,128.00
01/08/2021	6288(A)	GRAYMONT WESTERN LIME INC	BULK PEBBLE QUICK LIME	\$ 13,728.06
01/08/2021	6289(A)	JON STEWART HARRIS	ELECTRICAL INSPECTIONS	\$ 4,845.00
01/08/2021	6290(A)	J & H OIL COMPANY	FUEL-PE 12/31/20	\$ 3,098.65
01/08/2021	6291(A)	KENT COMMUNICATIONS INC	PERSONAL PROPERTY STATEMENT PROCESSING AND MAILING SERVICES	\$ 2,702.90
01/08/2021	6292(A)	LANSING UNIFORM CO.	VESTS & COVERS	\$ 1,775.00
01/08/2021	6293(A)	LUDINGTON ELECTRIC, INC.	TROUBLESHOOTING	\$ 170.00
01/08/2021	6294(A)	MANER COSTERISAN & ELLIS PC	ACCOUNTING SERVICES	\$ 3,839.50
01/08/2021	6295(A)	MCMASTER-CARR SUPPLY CO	PARTS	\$ 54.45
01/08/2021	6296(A)	MEYER ELECTRIC INC	TROUBLESHOOTING	\$ 575.00
01/08/2021	6297(A)	MSA SAFETY SALES LLC	PARTS	\$ 789.57
01/08/2021	6298(A)	NEOGEN CORPORATION	LAB SUPPLIES	\$ 1,351.20
01/08/2021	6299(A)	OFFICE DEPOT	SUPPLIES	\$ 305.36
01/08/2021	6300(A)	OFFICE SOURCE	SUPPLIES	\$ 64.88
01/08/2021	6301(A)	OLIN CORPORATION	SODIUM HYPOCHLORITE	\$ 3,181.01
01/08/2021	6302(A)	ORCHARD HILTZ & MCCLIMENT INC	ENGINEERING SERVICES	\$ 22,530.25
01/08/2021	6303(A)	PACE ANALYTICAL SERVICES INC	WASTEWATER ANALYSES	\$ 210.00
01/08/2021	6304(A)	PASSPORT LABS INC	PARKING TICKET MANAGEMENT SYSTEM SERVICE	\$ 176.56
01/08/2021	6305(A)	PENCHURA LLC	BENCH FOR CASTLE PARK-PAID FOR BY DONATION	\$ 2,083.00
01/08/2021	6306(A)	PROLIME CORPORATION	REMOVAL OF SPENT LIME RESIDUALS FROM WTP	\$ 24,842.00
01/08/2021	6307(A)	PVS NOLWOOD CHEMICALS INC	SODIUM METABISULFITE	\$ 2,966.43
01/08/2021	6308(A)	RUBOB'S INC	PUBLIC SAFETY DRY CLEANING-DEC 2020	\$ 258.45
01/08/2021	6309(A)	SHERIDAN SURVEYING CO	BOTTOM SURVEY AT WTP	\$ 1,000.00
01/08/2021	6310(A)	SIGNATURE AUTO GROUP-OWOSSO MOTORS	OPD VEHICLE REPAIRS	\$ 2,795.75
01/08/2021	6311(A)	STAPLES BUSINESS CREDIT	SUPPLIES	\$ 375.86
01/08/2021	6312(A)	STRYKER SALES CORPORATION	AMBULANCE MEDICAL SUPPLIES	\$ 446.25
01/08/2021	6313(A)	JESSICA UNANGST	REIMBURSEMENT	\$ 28.95
01/08/2021	6314(A)	UNITED PARCEL SERVICE	SHIPPING	\$ 7.97
01/08/2021	6315(A)	VERIZON WIRELESS	MODEM FEES-11/11/20-12/10/20	\$ 480.12
01/08/2021	6316(A)	WEST SHORE FIRE INC	SCBA REPAIR	\$ 508.33
01/22/2021	133444	MARK D AGNEW	INSTALL SIGNS/DECALS AT CITY HALL	\$ 225.00
01/22/2021	133445	H K ALLEN PAPER CO	SUPPLIES	\$ 534.60
01/22/2021	133446	THE ARGUS-PRESS	PRINTING	\$ 363.75
01/22/2021	133447	BARTZ EXCAVATING	BD Bond Refund	\$ 250.00
01/22/2021	133448	BOWEN, BROOKE/KIMBERLY	UB refund for account: 2489190004	\$ 329.88
01/22/2021	133449	MARKS RUTH	UB refund for account: 3765570001	\$ 24.68
01/22/2021	133450	MARKS RUTH	UB refund for account: 2574240001	\$ 15.91
01/22/2021	133451	CALEDONIA CHARTER TOWNSHIP	PAYMENT PER WATER DISTRICT AGREEMENT	\$ 31,870.57
01/22/2021	133452	CHAPTER 13 TRUSTEE AT FLINT	PAYROLL DEDUCTION	\$ 115.40

01/22/2021	133453	COLLARD MASONRY	BD Bond Refund	\$	150.00
01/22/2021	133454	COMPRESSOR ENGINEERING GROUP	COMP CLEAN II	\$	1,065.39
01/22/2021	133455	CORDIER EXCAVATING	BD Bond Refund	\$	1,250.00
01/22/2021	133456	DAYSTARR COMMUNICATIONS	PHONE AND INTERNET SERVICE	\$	1,115.97
01/22/2021	133457	DOWNTOWN DEVELOPMENT AUTHORITY	COMMUNITY DEVELOPMENT SERVICES	\$	12,289.98
01/22/2021	133458	EARLES, MICHAEL	BD Bond Refund	\$	50.00
01/22/2021	133459	FINLEY RICK	JUDGEMENT-FIVE PARCELS	\$	1,498.01
01/22/2021	133460	FRAELICH BROTHERS CONSTRUCTION	BD Bond Refund	\$	50.00
01/22/2021	133461	GA HUNT	BD Bond Refund	\$	200.00
01/22/2021	133462	HANNEMAN & FINEIS	BD Bond Refund	\$	50.00
01/22/2021	133463	HOSKING EXCAVATING	BD Bond Refund	\$	50.00
01/22/2021	133464	INTERNATIONAL ASSO FOR PROPERTY AND EVIDENCE	2021 MEMBERSHIP FOR ERIC CHERRY	\$	50.00
01/22/2021	133465	KEVES CONCRETE	BD Bond Refund	\$	300.00
01/22/2021	133466	LA CONSTRUCTION	BD Bond Refund	\$	50.00
01/22/2021	133467	LINK EXCAVATING SERVICES LLC	BD Bond Refund	\$	50.00
01/22/2021	133468	MCKEARNEY ASPHALT & SEALING INC	BD Bond Refund	\$	50.00
01/22/2021	133469	MICHAEL'S PLUMBING	BD Bond Refund	\$	50.00
01/22/2021	133470	MISDU	PAYROLL DEDUCTIONS	\$	1,341.38
01/22/2021	133471	NATIONAL HOSE TESTING SPECIALTIES INC	2020 GROUND LADDER TESTING	\$	1,075.85
01/22/2021	133472	OWOSSO CHARTER TOWNSHIP TREAS & OUTDOORS PLUS INC	PER CONSERVATION EASEMENT AGREEMENT	\$	282.69
01/22/2021	133473	OWOSSO COMMUNITY AIRPORT	FY 20/21-ANNUAL CONTRIBUTION FROM THE CITY	\$	4,069.50
01/22/2021	133474	PESCADOR LLC	BD Bond Refund	\$	50.00
01/22/2021	133475	ROWELL, SCOTT F	BD Bond Refund	\$	100.00
01/22/2021	133476	SEIFERT CONCRETE	BD Bond Refund	\$	50.00
01/22/2021	133477	SHIAWASSEE COUNTY TREASURER	DRAIN ASSESSMENT-OWOSSO DRAIN	\$	45,432.37
01/22/2021	133478	SHIAWASSEE FAMILY YMCA	PAYROLL DEDUCTION-MEMBERSHIPS	\$	113.90
01/22/2021	133479	SITE WERX EXCAVATING LLC	BD Bond Refund	\$	50.00
01/22/2021	133480	SPARTAN STORES LLC	SUPPLIES	\$	35.62
01/22/2021	133481	VALLEY LUMBER	MATERIALS	\$	78.28
01/22/2021	133482	VICTORY HEATING & COLLING	BD Bond Refund	\$	50.00
01/22/2021	133483	VICTORY HEATING AND COOLING	BD Bond Refund	\$	50.00
01/22/2021	133484	WAKELAND OIL COMPANY	CAR WASHES	\$	126.00
01/22/2021	133485	WALDORF AND SONS, INC.	BD Bond Refund	\$	50.00
01/22/2021	133486	WHITE, CHAD	BD Bond Refund	\$	50.00
01/22/2021	133487	WJH LLC	BD Bond Refund	\$	50.00
01/22/2021	133488	ZAYO GROUP LLC	BD Bond Refund	\$	50.00
01/22/2021	6317(A)	AMAZON CAPITAL SERVICES	CABLES	\$	239.49
01/22/2021	6318(A)	APPLIED SPECIALTIES INC	LIMECURE-25	\$	4,603.50
01/22/2021	6319(A)	APPRIVER LLC	ANNUAL RENEWAL-1/14/21-1/14/22	\$	777.60
01/22/2021	6320(A)	B S & A SOFTWARE	PAYROLL TRAINING	\$	500.00
01/22/2021	6321(A)	BISBEE INFRARED SERVICES INC	ANNUAL INFRARED INSPECTION	\$	550.00
01/22/2021	6322(A)	CAPITAL CONSULTANTS	ENGINEERING SERVICES	\$	43,176.71
01/22/2021	6323(A)	CARRIER & GABLE, INC.	PARTS	\$	145.59
01/22/2021	6324(A)	COBAN TECHNOLOGIES INC	CAMERA FOR NEW OPD VEHICLE #03	\$	5,634.00
01/22/2021	6325(A)	CONSTINE GRAVEL COMPANY	CLASS II SAND	\$	625.63
01/22/2021	6326(A)	CONSUMERS ENERGY	GAS/ELECTRIC SERVICE	\$	46,385.15
01/22/2021	6327(A)	Void Reason: Created From Check Run Process			void
01/22/2021	6328(A)	DALTON ELEVATOR LLC	CYLINDER RENT/SUPPLIES	\$	719.44
01/22/2021	6329(A)	ELECTION SOURCE	ANNUAL TABULATOR MODEM CELLULAR SERVICE	\$	600.00
01/22/2021	6330(A)	ETNA SUPPLY COMPANY	WATER INVENTORY	\$	276.10

01/22/2021	6331(A)	FRONT LINE SERVICES INC	REPAIRS TO TOWER 1	\$	747.50
01/22/2021	6332(A)	GILBERT'S DO IT BEST HARDWARE & APPLIANCE	SUPPLIES	\$	167.19
01/22/2021	6333(A)	J & H OIL COMPANY	FUEL-PE 1/15/21	\$	4,795.24
01/22/2021	6334(A)	LOGICALIS INC	DEC 20-NETWORK ADMINISTRATOR/ENGINEERING SERVICES	\$	2,597.00
01/22/2021	6335(A)	LOGICALIS INC	DEC 20-NETWORK ADMINISTRATOR/ENGINEERING SERVICES	\$	3,185.00
01/22/2021	6336(A)	LYNN PEAVEY COMPANY	EVIDENCE SUPPLIES	\$	91.45
01/22/2021	6337(A)	MCMASER-CARR SUPPLY CO	HEAT EXCHANGER	\$	537.44
01/22/2021	6338(A)	MCNAUGHTON-MCKAY ELECTRIC COMPANY	LIGHT FIXTURE W/BULBS	\$	62.00
01/22/2021	6339(A)	MEMORIAL HEALTHCARE CENTER	NEW EMPLOYEE DRUG SCREEN	\$	56.25
01/22/2021	6340(A)	MICH BUSINESS POWERED BY MDPA	FEBRUARY 2021-COBRA ADMIN FEE	\$	50.00
01/22/2021	6341(A)	MICHIGAN MUNICIPAL LEAGUE	AD FOR DIRECTOR OF PUBLIC UTILITIES	\$	147.48
01/22/2021	6342(A)	MICHIGAN WATER ENVIRONMENT ASSOCIATION	VIRTUAL IPP SEMINAR-TIM GUYSKY	\$	350.00
01/22/2021	6343(A)	MPH INDUSTRIES, INC.	RADAR	\$	799.00
01/22/2021	6344(A)	MUNICODE	CLERK-CODE OF ORDINANCES SUPPLEMENT PAGES	\$	2,012.95
01/22/2021	6345(A)	GENUINE PARTS COMPANY	PARTS/SUPPLIES	\$	649.20
01/22/2021	6346(A)	NATIONAL VISION ADMINISTRATORS LLC	JANUARY 21-VISION INSURANCE PREMIUM	\$	542.56
01/22/2021	6347(A)	OFFICE SOURCE	SUPPLIES	\$	15.99
01/22/2021	6348(A)	OWOSSO CHARTER TOWNSHIP	PAYMENT PER WATER AGREEMENT	\$	14,976.72
01/22/2021	6349(A)	PVS TECHNOLOGIES, INC.	FERRIC CHLORIDE	\$	5,106.73
01/22/2021	6350(A)	REPUBLIC SERVICES INC	JAN 2021-REFUSE SERVICE	\$	414.48
01/22/2021	6351(A)	SAFEUILT MICHIGAN LLC	BUILDING DEPARTMENT SERVICES-DEC 20	\$	10,849.40
01/22/2021	6352(A)	SEIFERT CONCRETE LLC	2020 SIDEWALK RESTORATION PROGRAM	\$	8,303.12
01/22/2021	6353(A)	SIGNATURE AUTO GROUP-OWOSSO MOTORS	REPAIRS TO OPD VEHICLES	\$	1,553.45
01/22/2021	6354(A)	SPRINT SOLUTIONS INC	CELL PHONE SERVICE/EQUIPMENT	\$	739.89
01/22/2021	6355(A)	TETRA TECH INC	DEVELOPMENT OF A WATER TREATMENT PLANT SCADA SYSTEM	\$	13,885.00
01/22/2021	6356(A)	U S BANK	2018 UTGO BONDS ADMIN FEE	\$	500.00
01/22/2021	6357(A)	JESSICA UNANGST	REIMBURSEMENT	\$	50.75
01/22/2021	6358(A)	UNITED PARCEL SERVICE	SHIPPING	\$	50.67
01/22/2021	6359(A)	USA BLUE BOOK	PARTS	\$	1,907.87
01/25/2021	133489	J F CAVANAUGH COMPANY	WTP WASH WATER PUMP & PIPING REPLACEMENT	\$	91,258.85
01/26/2021	6360(A)	GRAND RIVER CONSTRUCTION INC	WASTEWATER TREATMENT PLANT HEADWORKS IMPROVEMENTS	\$	<u>368,689.50</u>

1 TOTALS:

(1 Check Voided)

Total of 174 Disbursements:	\$	<u>3,439,621.25</u>
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Bank 10 OWOSSO HISTORICAL FUND

01/08/2021	5398	DAYSTARR COMMUNICATIONS	PHONE AND INTERNET SERVICE	\$	155.35
01/08/2021	5399	ALBERT W MARTENIS III	JANUARY 2021	\$	3,800.00
01/08/2021	5400	NO MOW PROBLEMS LAWN CARE	GOULD HOUSE PLOWING-DEC 20	\$	40.00
01/08/2021	5401	OWOSSO-WATER FUND	WATER/SEWER BILLS	\$	248.06
01/22/2021	5402	CONSUMERS ENERGY	GAS/ELECTRIC SERVICE	\$	574.81
01/22/2021	5403	DAYSTARR COMMUNICATIONS	PHONE AND INTERNET SERVICE	\$	<u>159.03</u>

10 TOTALS:

Total of 6 Disbursements:	\$	<u>4,977.25</u>
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REPORT TOTALS:

(1 Check Voided)

Total of 180 Disbursements:

\$ 3,444,598.50



MEMORANDUM

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

DATE: February 5, 2021

TO: Mayor Eveleth, Owosso City Council and City Manager Henne

FROM: Michael Dowler, Assessor

SUBJECT: Assessing Department Policies

RECOMMENDATION:

Assessor recommends the approval of the Property Exemption Policy & Procedures and Personal Property Canvass Policy & Procedures to be in compliance with STC Guideline 2020-1.

BACKGROUND:

Public Act 660 of 2018 Assessing Reform provides that the State Tax Commission(STC) adopt and publish guidelines that include minimum standards and model policies to be followed for substantial compliance and shall identify those deficiencies that may lead to a finding of noncompliance and those deficiencies that are technical. The State Tax Commission adopted Guideline 2020-1 effective November 19, 2020 that states under Technical Deficiencies number 8 that the local unit needs to "have a policy in place for conducting an annual personal property canvass and sufficient personal property records according to developed policy and statutory requirements". Also, Guideline 2020-1 effective November 19, 2020 states under Technical Deficiencies number 10 that the local unit has "an adequate process for determining whether to grant or deny exemptions according to statutory requirements."

Thank you in advance for your cooperation in this matter and as always, if you have any further questions, please feel free to contact me.

FISCAL IMPACTS:

None

**City of Owosso Assessing Department
Property Exemption Policy & Procedures**

The Michigan Constitution of 1963 (as amended) and the General Property Tax Act (PA 206 of 1893, as amended) set forth that all real and personal property located within the State of Michigan is subject to ad valorem property taxation, unless expressly exempt.

Real and personal property exemptions are identified and authorized within specific sections and subsections of Section 211.7 and Section 211.9 of the Michigan Compiled laws. Further, Michigan Courts have set that the burden of proof of exemption entitlement rests with the claimant/applicant. A claimant/applicant's 501(c)(3) status is not a determining factor for exemption [American Concrete Institute v State Tax Commission, 12 Mich AppS9S;163 NW2d 508 (1968)].

In order for an exemption of ad valorem property to be approved and added to the assessment roll, the following procedures will be followed:

1. A completed "Ad Valorem Property Tax Exemption Application" must be filed with the City's assessing office. (filed on or before December 31st)
2. All attachments/documents must be submitted with the application
 - Copy of instrument by which property was acquired (proof of ownership)
 - Copy of Articles of Incorporation
 - Copy of By-Laws
 - Copy of any pamphlet, other information, or literature describing the functions of the organization
 - Copies of all leases including sub-leases in effect at the subject property during the previous calendar year
3. A file will be created for the review and approval process
4. A field inspection of the property will be completed
5. If necessary, the City's attorney will be asked to review the file and give an opinion
6. The official notification of the taxable status will be the annual assessment change notice
7. Taxpayers may appeal the assessor's determination at the March Board of Review

Date Adopted: _____

**City of Owosso Assessing Department
Personal Property Canvass Policy & Procedures**

REQUIREMENTS

State Tax Commission Supervising Preparation of the Assessment Roll Requirements

The assessor or the assessor's assistant(s) must perform the following specific duties annually; (h) Conduct personal property canvasses.

Pursuant to MCL 211.10e, the assessor or the assessor's assistant(s) must use and maintain the following assessment records; (b) Personal property record card system.

PROCEDURES

The following procedures will be followed annually to meet the requirements of conducting a personal property canvass and maintaining a personal property record card system.

- A Personal Property file will be started to collect personal property leads from any source
- While performing fieldwork, appraisers will note businesses (new and existing) that they come across
- Building permits will be reviewed for any new commercial/industrial business or change of use to commercial/industrial
- Beginning December 1st, the business district(s) will be desk reviewed and visited to note changes and add new accounts/parcel numbers
- All personal property accounts/parcel numbers will have a related real property number entered in the database
- A property identification number will be assigned to every 5076 form that is filed
- Personal Property accounts/parcel numbers will NOT be inactivated until either written verification from owner or confirmed by a sight visit
- Personal Property Statements will be sent to every account/parcel number in the database

Date Adopted: _____



MEMORANDUM

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

DATE: February 8, 2021, 2021

TO: Mayor Eveleth and the Owosso City Council

FROM: City Manager

SUBJECT: Department of Justice CESF Grant Contract

BACKGROUND:

The City of Owosso was eligible to apply for a Department of Justice Coronavirus Emergency Supplemental Funding (CESF) grant in the amount of \$11,220. This grant was used to purchase supplies for COVID-19 response: hand sanitizer, masks, cleaning supplies, cleaning equipment, contractual services, etc. The grant amount was set by the DOJ for every eligible city in the state.

RECOMMENDATION:

Authorize signature of the 2020 CESF Grant Contract for \$11,220.

RESOLUTION NO.

**RESOLUTION AUTHORIZING SIGNATURE OF CORONAVIRUS EMERGENCY
SUPPLEMENTAL FUNDING GRANT AGREEMENT**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has been awarded \$11,220 through a U.S. Department of Justice Coronavirus Emergency Supplemental Funding (CESF) grant; and

WHEREAS, the City of Owosso applied for this grant funding to help pay for necessary supplies and services to better respond to the Coronavirus pandemic; and

WHEREAS, The City of Owosso has documented all eligible supplies in the amount of \$11,220.

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

FIRST: The mayor is instructed and authorized to sign the document substantially in the form attached, Coronavirus Emergency Supplemental Funding Grant Contract between the Michigan State Police and the Owosso Police Department.

THIRD: The above expenses shall be paid into the General Fund, 101-000-501.505.

CORONAVIRUS EMERGENCY SUPPLEMENTAL FUNDING (CESF) GRANT CONTRACT

Grant Agreement

hereinafter referred to as the "Agreement"

between

Michigan State Police

hereinafter referred to as the "Department"

and

Owosso Police Department

**Recipient
Federal ID: 38-6004723**

hereinafter referred to as the "Contractor"
for

MSP Project Number: CESF-0259-2020

I. Period of Agreement:

This Agreement shall commence on **3/01/2020** and continue through **9/30/2021**.

This Agreement is in full force and effect for the period specified.

II. Funding Source and Agreement Amount:

This Agreement is designated as a subrecipient relationship with the following stipulations:

- A. Including federal funds and required local match, the total amount of this Agreement is \$11,220.00.
- B. The Department, under the terms of this Agreement, will provide federal pass-through funding not to exceed \$11,220.00.
- C. The Catalog of Federal Domestic Assistance (CFDA) number is 16.034.
- D. The CFDA Title is Coronavirus Emergency Supplemental Funding (CESF).
- E. The federal agency name is U.S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance.
- F. The federal grant award number is 2020-VD-BX-0434.
- G. The federal program title is FY 20 Coronavirus Emergency Supplemental Funding Program.

III. Grant Summary:

The City of Owosso has responded and continues to respond to COVID-19 by making building improvements, purchasing sanitation supplies and services, and creating IT solutions to continue the business of public service to the community.

IV. Program Budget:

The agreed upon Program Budget for this Agreement is referenced herein as Attachment 1, which is part of this Agreement through reference. Any change to the Program Budget, by either the Contractor or Department, requires a formal Amendment submitted to the Department.

Budget deviation allowances are not permitted.

V. Amendments:

Any change proposed by the Contractor which would affect the Department funding of any project, in whole or in part, must be submitted in writing to the Department for approval immediately upon determining the need for such change. Changes made to this Agreement are only valid if accepted by both the Contractor and the Department.

VI. Contractor Responsibilities:

The Contractor, in accordance with the general purposes and objectives of this Agreement, will:

A. Publication Rights:

1. The Contractor shall give recognition to the Department in any and all publications, papers and presentations arising from the program (including from subcontractors) herein by placing the following disclaimer on any and all publications, papers and presentations:

This project is supported by Michigan's FY 20 Coronavirus Emergency Supplemental Funding Program # 2020-VD-BX-0434, awarded by the Bureau of Justice Assistance, Office of Justice Programs, U.S. Department of Justice (DOJ), and administered by the Michigan State Police (MSP). Points of view or opinions contained within this document do not necessarily represent the official position or policies of the DOJ or the MSP.

2. The Department shall, in return, give recognition to the Contractor when applicable.
3. Where activities supported by this Agreement produce books, films, or other such copyrightable materials issued by the Contractor, the Contractor may copyright such but shall acknowledge that the Department reserves a royalty-free, non-exclusive, and irrevocable license to reproduce, publish, and use such materials and to authorize others to reproduce and use such materials. This cannot include service recipient information or personal identification data.
4. Any copyrighted materials or modifications bearing acknowledgment of the Department's name must be approved by the Department prior to reproduction and use of such materials.

B. Reporting Responsibilities:

Failure to comply with any reporting responsibilities identified in this Agreement may result in withholding grant payment(s) or the cancellation of grant award. The Contractor's lack of compliance will also be taken into account when considering future grant applications to, and awards from, the Department.

C. Uniform Crime Report (UCR):

The Contractor, and all of its subcontractors, must comply with 1968 PA 319, as amended. This law requires county sheriff's departments, as well as city, village, and township police departments to submit monthly UCR data to the Department.

D. Financial Reporting Requirements:

Financial reporting requirements shall be followed as defined within this section.

1. Reimbursement Method/Mechanism:

- a. All Contractors must register as a vendor to receive State of Michigan payments as Electronic Funds Transfers (EFT)/Direct Deposits. Vendor registration information is available on the State of Michigan SIGMA Vendor Self Service (VSS) website located at <https://sigma.michigan.gov/webapp/PRDVSS2X1/AltSelfService>.
- b. This Agreement is reimbursement only. The Contractor must document that expenditures have been paid by local sources before requesting reimbursement from the Department.
- c. Reimbursement from the Department is based upon the understanding that Department funds will be paid up to the total Department allocation as agreed upon in the approved Budget.

Department funds are the first source after the application of fees and earmarked sources unless a specific local match condition exists.

- d. Should the Contractor discover an error in a previous reimbursement request, the Contractor shall immediately notify the Department and refund to the Department any funds not authorized for use under this Agreement and any payments or funds advanced to the Contractor in excess of allowable reimbursable expenses.

2. **Financial Status Report (FSR) Submission:**

Once the Agreement has been signed and accepted, regardless of when this occurs, the Contractor is responsible for preparing and submitting an FSR for each quarter of the Agreement period. The various FSRs are outlined below:

a. **FSR:**

FSRs must be prepared and submitted to the Department no later than 20 days after the close of each reporting period. An example is found in Attachment 2, which is part of this agreement through reference. Each reporting period's reimbursement request may only contain expenses from that reporting period. Reimbursement requests that include more than one reporting period's expenditures may not be granted and will be returned to the Contractor for explanation and/or correction and re-submission.

b. **Obligation Report:**

An Obligation Report, based on annual guidelines, is a one-time FSR and must be submitted by the specified due date. In this report, the Contractor will provide to the Department an estimate of total expenditures for the date-specific Agreement period. The information from this report will be used to record the Department's year-end accounts payables and receivables for this Agreement.

c. **Final FSR:**

A Final FSR is due 20 days following the end of the fiscal year or Agreement period specified. Final FSRs not received from the Contractor by the due date may result in the loss of funding requested on the Obligation Report and/or a potential reduction in the subsequent year's award, if/when applicable.

3. **Unobligated Funds:**

Any unobligated balance of funds held by the Contractor at the end of the Agreement period will be returned to the Department or treated in accordance with instructions provided by the Department.

4. **Program Income:**

The DOJ regulations allow Contractors to keep funds (program income) derived from grant activities, so long as these funds are used for the same purposes as the grant project. In the absence of such regulations, these funds would be required to be returned to the DOJ.

Program income means the gross income earned by the Contractor during the Agreement period as a direct result of the grant project.

All income generated as a direct result of a Department-funded project shall be deemed program income.

Program income may be used to further program objectives under this Agreement or may be refunded to the Department. Program income must be used for the purposes of, and under the conditions applicable to, the award specified in this Agreement. Program income may only be used for allowable program costs.

Asset forfeiture and treatment/lab fees are the most prominent program income derived from grant activity. The DOJ regulations require that program income be held in the custody of a governmental entity, with reporting on those funds to the State Administrative Agency (the Department).

When applicable, Program Income Reports (GCSD-208B) are to be filed quarterly with Contractor's FSR.

Any program not earning program income must fill out and submit to the Department a Program Income Waiver Report (GCSD-208A) within 30 days of the acceptance of this Agreement.

5. **Audits:**

This section applies to Contractors designated as subrecipients. Contractors designated as vendors are exempt from the provisions of this section.

a. **Single Audit:**

Contractors that expend \$750,000 or more in federal funds in a fiscal year after December 26, 2014, must submit a Single Audit prepared consistent with the Single Audit Act Amendments of 1996, and Office of Management and Budget (OMB) Circular A-133, "Audits of States, Local Governments, and Non-Profit Organizations," as revised or 2 C.F.R. 200.501. Contractors must also submit a Corrective Action Plan for any audit findings that impact Department-funded programs and a management letter (if issued) with a response.

b. **Financial Statement Audit:**

Contractors exempt from the Single Audit requirements that receive \$500,000 or more **in total funding** from the Department in state and federal grant funding must submit to the Department a Financial Statement Audit prepared in accordance with generally accepted auditing standards (GAAS). Contractors exempt from the Single Audit requirements that receive less than \$500,000 of total Department grant funding must submit to the Department a Financial Statement Audit prepared in accordance with GAAS if the audit includes disclosures that may negatively impact Department-funded programs including, but not limited to fraud, financial statement misstatements, and violations of contract and grant provisions.

c. **Due Date and Submission Information:**

The required audit and any other required submissions (e.g., Corrective Action Plan and management letter with a response), must be submitted to the Department within nine months after the end of the Contractor's fiscal year to:

Michigan Department of State Police
Grants and Community Services Division
Attn: Grants Coordination Unit
P.O. Box 30634
Lansing, Michigan 48909-0634

d. **Penalty:**

i. **Delinquent Single Audit or Financial Statement Audit:**

If the Contractor does not submit the required Single Audit reporting package, management letter (if issued) with a response, and Corrective Action Plan; or the Financial Statement Audit and management letter (if issued) with a response within nine months after the end of the Contractor's fiscal year and an extension has not been approved by the cognizant or oversight agency for audit, the Department may withhold from the current funding an amount equal to five percent of the audit year's grant funding (not to exceed \$200,000) until the required filing is received by the Department. The Department may retain the amount withheld if the Contractor is more than 120 days delinquent in meeting the filing requirements and an extension has not been approved by the cognizant or oversight agency for audit. The Department may terminate the current grant if the Contractor is more than 180 days delinquent in meeting the filing requirements and an extension has not been approved by the cognizant or oversight agency for audit.

ii. **Delinquent Audit Status Notification Letter:**

Failure to submit the Audit Status Notification Letter, when required, may result in withholding from the current funding an amount equal to one percent of the audit year's grant funding until the Audit Status Notification Letter is received.

e. **Other Audits:**

The Department or federal agencies may also conduct or arrange for "agreed upon procedures" or additional audits to meet their needs.

E. **Equipment Purchases and Title:**

Any Contractor equipment purchases supported in whole or in part through this Agreement must be listed in an Equipment Inventory Schedule (attachment 5). Equipment means tangible, non-expendable, personal property having useful life of more than one year and an acquisition cost of \$5,000 or more per unit. Title to items having a unit acquisition cost of less than \$5,000 shall vest with the Contractor upon acquisition. The Department reserves the right to retain or transfer the title to all items of equipment having a unit acquisition cost of \$5,000 or more, to the extent that the Department's proportionate interest in such equipment supports such retention or transfer of title.

All purchases supported in whole or in part through this Agreement must use procurement procedures that conform to the Contractor's local requirements.

F. **Record Maintenance/Retention:**

Maintain adequate program and fiscal records and files, including source documentation to support program activities and all expenditures made under the terms of this Agreement, as required. Assure that all terms of this Agreement will be appropriately adhered to and that records and detailed documentation for the project or program identified in this Agreement will be maintained (may be off site) for a period of not less than four years from the date of grant closure, the date of submission of the Final FSR, or until litigation and audit findings have been resolved. All retention record guidelines set by the local jurisdiction (Contractor) must be adhered to if they require additional years beyond retention guidelines stated herein.

G. **Authorized Access:**

Permit upon reasonable notification and at reasonable times, access by authorized representatives of the Department, Program Evaluators (contracted by the Department), Federal Grantor Agency, Comptroller General of the United States and State Auditor General, or any of their duly authorized representatives, to records, files, and documentation related to this Agreement, to the extent authorized by applicable state or federal law, rule, or regulation.

The Department may conduct on-site monitoring visit(s) and/or grant audit(s) any time during the grant period. All grant records and personnel must be made available during any visit, including subcontractors, if requested.

The Department may request that a funded program be evaluated by an outside evaluation team contracted by the Department. Contractors shall work cooperatively with the evaluation team in such a manner that the program be able to be fully reviewed and assessed.

H. **Subcontractor/Vendor Monitoring:**

The Contractor must ensure that each of its subcontractors comply with the Single Audit Act of 1984, as amended, 31 U.S.C. 7501 *et seq.* requirements and must issue management decisions on audit findings of their subcontractors as required by OMB Circular A-133. The Contractor is responsible for reviewing all single audit adverse findings and ensuring that corrective actions are implemented. The Contractor will ensure subcontractors forward all single audits covering grant funds administered through the Department to the Contractor.

The Contractor must ensure that subcontractors are expending grant funds appropriately as approved and as specified through this Agreement and must conduct monitoring activities to ensure compliance with all associated laws, regulations, and provisions as well as ensure that performance goals are achieved. The Contractor must ensure compliance for for-profit subcontractors as required by OMB Circular A-133, Section 210(e). The Contractor must ensure that transactions with vendors comply with laws, regulations, and provisions of contracts or grant agreements in compliance with OMB Circular A-133, Section 210(f).

1. **Subcontracts:**

Assure for any subcontracted service, activity, or product:

- a. That the Contractor will submit copies of all executed subcontracts within 60 days of the execution of this Agreement. Subcontracts should cover all personnel contained in the "contractual" line item within the grant budget. Each listed agency shall have its own subcontract signed by the Contractor and an employee of the subcontracted agency that is authorized to enter into legally binding contracts for the entity receiving funds. The failure to submit these documents to the Department within 60 days may result in withholding future payment or other penalties, as determined by the Department.
- b. That a written subcontract is executed by all affected parties prior to the initiation of any new subcontract activity. Exceptions to this policy may be granted by the Department upon written request within 30 days of execution of this Agreement.
- c. That any executed subcontract to this Agreement shall require the subcontractor to comply with all applicable terms and conditions of this Agreement, including all Certifications and Assurances referenced in this Agreement.
- d. That, in the event of a conflict between this Agreement and the provisions of the subcontract, the provisions of this Agreement shall prevail. A conflict between this Agreement and a subcontract, however, shall not be deemed to exist where the subcontract:
 - i. Contains additional non-conflicting provisions not set forth in this Agreement;
 - ii. Restates provisions of this Agreement to afford the Contractor the same or substantially the same rights and privileges as the Department; or,
 - iii. Requires the subcontractor to perform duties and/or services in less time than that afforded the Contractor in this Agreement.
- e. That the subcontract does not affect the Contractor's accountability to the Department for the subcontracted activity.
- f. That any billing or request for reimbursement for subcontract costs is supported by a valid subcontract and adequate source documentation on costs and services. All subcontractors must submit requests for reimbursement to the Contractor in a timely manner such that the Contractor can include these requests on the proper reporting period FSR. **Subcontractors must be paid within 30 days of receipt of invoice by the subcontractor.**

I. **Notification of Modifications:**

The Contractor must provide timely notification to the Department, in writing, of any action by its governing board or any other funding source that would require or result in significant modification in the provision of services, funding, or compliance with operational procedures.

J. **Software Compliance:**

The Contractor must ensure software compliance and compatibility with the Department's data systems for services provided under this Agreement including, but not limited to: stored data, databases and interfaces for the production of work products, and reports. All required data under this Agreement shall be provided in an accurate and timely manner without interruption, failure, or errors due to the inaccuracy of the Contractor's business operations for processing date/time data.

K. **Notification of Criminal or Administrative Investigations/Charges:**

If any employee of the Contractor associated with this grant project becomes aware of a criminal or administrative investigation or charge that directly or indirectly involves grant funds referenced in this Agreement, the Contractor shall immediately notify the Department's contract manager in writing that such an investigation is ongoing or that a charge has been issued.

VII. Department Responsibilities:

The Department, in accordance with the general purposes, objectives, and terms and conditions of this Agreement, will provide reimbursement based upon appropriate reports, records, and documentation maintained by the Contractor.

VIII. Department Contract Manager/Administrator of the Agreement:

The individual acting on behalf of the Department in administering this Agreement as the Contract Manager is:

Ms. Nancy Becker Bennett, Division Director
Michigan State Police
Grants and Community Services Division
P.O. Box 30634
Lansing, MI 48909-0634

Telephone: (517) 898-9496
Email: becker@nichigan.gov

IX. Agreement Suspension/Termination:

The Department and/or the Contractor may suspend and/or terminate this Agreement without further liability or penalty to the Department for any of the following reasons:

- A. This Agreement may be suspended by the Department if any of the terms of this Agreement are not adhered to. Suspension requires immediate action by the Contractor to comply with the terms of this Agreement; otherwise, termination by the Department may occur.
- B. Failure of the Contractor to make satisfactory progress toward the project completion.
- C. Proposing or implementing substantial plan changes to the extent that, if originally submitted, the application would not have been selected for funding.
- D. Filing false certification in this Agreement or other report or document.
- E. This Agreement may be terminated by either party by giving 15 days written notice to the other party. Such written notice will provide valid, legal reasons for termination along with the effective date.
- F. This Agreement may be terminated immediately if the Contractor, an official of the Contractor, or an owner is convicted of any activity referenced in Section VI, M, of this Agreement during the term of this Agreement or any extension thereof.

X. Final Reporting Upon Termination:

Should this Agreement be terminated by either party, within 30 days after the termination, the Contractor shall provide the Department with all financial, performance, and other reports required as a condition of this Agreement. The Department will make payments to the Contractor for allowable reimbursable costs not covered by previous payments or other state or federal programs. The Contractor shall immediately refund to the Department any funds not authorized for use and any payments or funds advanced to the Contractor in excess of allowable reimbursable expenditures.

XI. Severability:

If any provision of this Agreement or any provision of any document attached to or incorporated by reference is waived or held to be invalid, such waiver or invalidity shall not affect other provisions of this Agreement.

XII. Liability:

- A. To the extent allowed by law, all liability to third parties, loss, or damage as a result of claims, demands, costs, or judgments arising out of activities, such as direct service delivery, to be carried out by the Contractor in the performance of this Agreement shall be the responsibility of the Contractor, and not the responsibility of the Department, if the liability, loss, or damage is caused by, or arises out of, the actions or failure to act on the part

of the Contractor, any subcontractor, or anyone directly or indirectly employed by the Contractor, provided that nothing herein shall be construed as a waiver of any governmental immunity that has been provided to the Contractor or its employees by statute or court decisions.

- B. All liability to third parties, loss or damage as a result of claims, demands, costs, or judgments arising out of activities, such as the provision of policy and procedural direction, to be carried out by the Department in the performance of this Agreement shall be the responsibility of the Department, and not the responsibility of the Contractor, if the liability, loss, or damage is caused by, or arises out of, the action or failure to act on the part of any Department employee or agent, provided that nothing herein shall be construed as a waiver of any governmental immunity by the state of Michigan, its agencies (the Department), or employees as provided by statute or court decisions.
- C. In the event that liability to third parties, loss, or damage arises as a result of activities conducted jointly by the Contractor and the Department in fulfillment of their responsibilities under this Agreement, such liability, loss, or damage shall be borne by the Contractor and the Department in relation to each party's responsibilities under these joint activities, provided that nothing herein shall be construed as a waiver of any governmental immunity by the Contractor, the state of Michigan, its agencies (the Department), or their employees, respectively, as provided by statute or court decisions.

XIII. Special Conditions:

- A. This Agreement is valid upon approval and execution by the Department.
- B. This Agreement is conditionally approved subject to and contingent upon the availability of funds.
- C. The Department will not assume any responsibility or liability for costs incurred by the Contractor prior to the start of the Period of Agreement (March 1, 2020).
- D. All special conditions placed on the Department by the Department of Justice federal grant award document for grant 2020-VD-BX-0434 are agreed to by the Contractor. A copy of award 2020-VD-BX-0434 is included as an attachment for reference.
- E. The Contractor agrees to cooperate with any assessments, national evaluation efforts, or information or data collection requests, including, but not limited to, the provision of any information required for the assessment or evaluation of any activities within this project.

XIV. Certifications and Assurances:

These Certifications and Assurances are applicable to the Contractor and all subcontractors of the Contractor. It is the Contractor's responsibility to ensure that subcontractors are adhering to the Certifications and Assurances. Failure to do so may result in termination of grant funding or other remedies.

- A. **Certifications:**
Contractors should refer to the regulations cited below to determine the certification to which they are required to attest. Acceptance of this Agreement provides for compliance with certification requirements under 28 C.F.R. Part 69, "New Restrictions on Lobbying," 28 C.F.R. Part 67, "Government-wide Debarment and Suspension (Non-procurement)," and 28 C.F.R. Part 83, "Government-wide Requirements for Drug-Free Workplace (Grants)."
- B. **Lobbying:**
As required by Section 1352, Title 31 of the U.S. Code, and implemented at 28 C.F.R. Part 69, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 28 C.F.R. Part 69, the Contractor certifies that:

1. No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the making of any federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal grant or cooperative agreement;
2. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this federal grant or cooperative agreement, the Contractor shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions; and,
3. The Contractor shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all sub-recipients shall certify and disclose accordingly.

C. Debarment, Suspension, and Other Responsibility Matters (Direct Recipient):

Pursuant to Executive Order 12549 (Debarment and Suspension), and implemented at 2 C.F.R. Part 2867, for prospective participants in primary covered transactions, as defined at 28 C.F.R. Part 2867, Section 2867.20(a):

1. The Contractor certifies that it and its principals:
 - a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of federal benefits by a state or federal court, or voluntarily excluded from covered transactions by any federal department or agency;
 - b. Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - c. Have not within a two-year period preceding this application been convicted of a felony criminal violation under any federal law, unless such felony criminal conviction has been disclosed in writing to the Office of Justice Programs (OJP) at ojpcompliance@usdoj.gov, and, after such disclosure, the applicant has received a specific written determination from OJP that neither suspension nor debarment of the applicant is necessary to protect the interests of the Department and U.S. Government in this case.
 - d. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and,
 - e. Have not within a three-year period preceding this application had one or more public transactions (federal, state, or local) terminated for cause or default.

D. Federal Taxes:

If the applicant is a corporation, the applicant certifies that either (1) the corporation has no unpaid federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability, or (2) the corporation has provided written notice of such an unpaid tax liability (or liabilities) to OJP at ojpcompliance@usdoj.gov, and after such disclosure, the applicant has

received a specific written determination from OJP that neither suspension nor debarment of the applicant is necessary to protect the interests of the Department and U.S. Government in this case.

E. Drug-Free Workplace:

1. As required by the Drug-Free Workplace Act of 1988, and implemented at 28 C.F.R. Part 83, Subpart F, as defined at 28 C.F.R. Sections 83.620 and 83.650 the Contractor certifies that it will provide a drug-free workplace by:
 - a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Contractor's workplace and specifying the actions that will be taken against employees for violation of such prohibition.
 - b. Establishing an ongoing drug-free awareness program to inform employees about:
 - i. The dangers of drug abuse in the workplace;
 - ii. The Contractor's policy of maintaining a drug-free workplace;
 - iii. Any available drug counseling, rehabilitation, and employee assistance programs; and,
 - iv. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.
 - c. Making it a requirement that each employee who will be engaged in the performance of the grant be given a copy of the statement required by paragraph (a) of this section.
 - d. Notifying the employee in the statement required by paragraph (a) of this section that, as a condition of employment under the grant, the employee will:
 - i. Abide by the terms of the statement; and,
 - ii. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction.
 - e. Notifying the agency, in writing, within ten calendar days after receiving notice under subparagraph (d) (ii) of this section from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to:

Department of Justice
Office of Justice Programs
Attn: Control Desk
810 7th Street, N.W.
Washington, D.C. 20531
- Notice shall include the identification number(s) of each affected grant.
- f. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(ii) of this section, with respect to any employee who is so convicted:
 - i. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or,
 - ii. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency.
- g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of subparagraphs (a), (b), (c), (d), (e), and (f) above.

F. Standard Assurances:

The Contractor hereby assures and certifies compliance with all applicable federal statutes, regulations, policies, guidelines, and requirements, including OMB Circulars A-21, A-87, A-102, A-110, A-122, A-133; Executive Order 12372 (Intergovernmental Review of Federal Programs); and, 28 C.F.R. Parts 66 or 70 (administrative requirements for grants and cooperative agreements). The Contractor also specifically assures and certifies that:

1. It has the legal authority to apply for federal assistance and the institutional, managerial, and financial capability (including funds sufficient to pay any required non-federal share of project cost) to ensure proper planning, management, and completion of the project described in this application.
2. It will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
3. It will give the awarding agency or the Government Accountability Office, through any authorized representative, access to and the right to examine all paper or electronic records related to the financial assistance. It will comply with all lawful requirements imposed by the awarding agency, specifically including any applicable regulations, such as 28 C.F.R. Parts 18, 22, 23, 30, 35, 38, 42, 61 and 63, and the award term in 2 C.F.R. § 175.15(b).
4. It will assist the awarding agency, if necessary, in assuring compliance with section 106 of the National Historic Preservation Act of 1966, 16 U.S.C. § 470, Executive Order 11593 (Protection and Enhancement of the Cultural Environment), the Archeological and Historical Preservation Act of 1974, 16 U.S.C. § 469 a-1 *et seq.*, and the National Environmental Policy Act of 1969, 42 U.S.C. § 4321.
5. It will comply with Executive Order 13279 (Equal Protection of the Laws for Faith-Based and Community Organizations), Executive Order 13559 (Fundamental Principles and Policymaking Criteria for Partnerships With Faith-based and Other Neighborhood Organizations), and the DOJ regulations on the Equal Treatment for Faith-Based Organizations, 28 C.F.R. Part 38, which prohibits recipients from using DOJ financial assistance on inherently or explicitly religious activities and from discriminating in the delivery of services on the basis of religion. Programs and activities must be carefully structured to ensure that DOJ financial assistance is not being used for literature, classes, meetings, counseling sessions, or other activities that support twelve-step programs, which are considered to be religious in nature. The twelve-step programs must take place at a separate time or location from the activities supported with DOJ financial assistance and the participation of beneficiaries in twelve-step programs is strictly voluntary. It must make clear to any and all vendors and program participants that twelve-step programming is separate and distinct from DOJ-funded activities. It must also ensure that participants are not compelled to participate in twelve-step programs and cannot penalize a participant who chooses not to participate in a twelve-step program. It must ensure that employees fully funded by the DOJ are not involved with twelve-step programs whereby they are instructing or indoctrinating clients on the twelve steps. Employees of the Contractor or subcontractor shall clearly document the number of hours spent on secular activities associated with the DOJ-funded program and ensure that time spent on twelve-step programs is completely separate from time spent on permissible secular activities. In addition, at least one secular program must be provided as an alternative to twelve-step programming.
6. It will provide meaningful access to grant-funded programs and activities to Limited English Proficient (LEP) persons in accordance with Title VI of the Civil Rights Act of 1964 and the Omnibus Crime Control and Safe Streets Act of 1968, 42 U.S.C § 3789d. For a detailed discussion of the requirement to provide meaningful access to LEP persons, refer to the guidance issued by the DOJ on this matter entitled, "Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons," 67 FR 4155-01 (June 18, 2002).

It will comply and require any and all subcontractors to comply with any applicable statutorily-imposed nondiscrimination requirements, including the Omnibus Crime Control and Safe Streets Act of 1968, 42 U.S.C. § 3789d; the Victims of Crime Act of 1984, 42 U.S.C. § 10604(e); the Juvenile Justice and Delinquency Prevention Act of 2002, 42 U.S.C. § 5672(b); the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*; the DOJ implementing regulations at 28 C.F.R. Part 42, Subpart C; the DOJ implementing regulations at 28 C.F.R. Part 42, Subpart D; Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794); the DOJ implementing regulations at 28 C.F.R. Part 42, Subpart G; Title II of the Americans with Disabilities Act of 1990 (42 U.S.C. § 12132); the DOJ implementing regulations at 28 C.F.R. Part 35; the Rehabilitation Act of 1973, 29 U.S.C. § 794; the Americans with Disabilities Act of 1990, 42 U.S.C. § 12131-34; Title IX of the Education Amendments of 1972, 20 U.S.C. §§ 1681, 1683, 1685-86; and, the Age Discrimination Act of 1975, 42 U.S.C. §§ 6101-07; The DOJ regulations on the Equal Treatment for Faith-Based Organizations, 28 C.F.R. Part 38; The Michigan Elliott-Larsen Civil Rights Act, MCL 37.2101 *et seq.*; and the Michigan Persons With Disabilities Civil Rights Act, MCL 37.1101 *et seq.*

a. **Notification:**

It may not discriminate in employment on the basis of race, color, national origin, religion, sex, and disability and may not discriminate in the delivery of services or benefits on the basis of race, color, national origin, religion, sex, disability, and age. These laws also prohibit retaliation against an individual for taking action or participating in action to secure rights protected by these laws. It shall notify all clients, customers, program participants, or consumers of the types of prohibited discrimination, as well as the complaint procedures, in writing. Notification may include placing posters in an area that may be easily viewed by all and/or providing a paper copy to each of the listed types of individuals. It shall forward all discrimination complaints to the Department as described in the complaint procedures in Attachment 3. Subcontractors, clients, customers, program participants, or consumers may also report complaints to the Office of Justice Programs (OJP)/Office for Civil Rights (OCR) or the Michigan Department of Civil Rights (MDCR) directly, as outlined in Attachment 3, but the Contractor shall notify the Department of the complaint as soon as the complaint is known. In the event that a Federal or State court, or Federal or State Administrative Agency, makes a finding of discrimination after a due process hearing on the grounds of race, color, religion, national origin, sex, or disability against the Contractor or subcontractor, the Contractor shall forward a copy of the finding to the OJP/OCR and the Department.

b. **Training:**

Any and all DOJ-funded employees of the Contractor and subcontractors shall receive periodic training at least once every contract year regarding the responsibility of the entities to comply with applicable federal civil rights laws as a recipient of federal funds. The Department shall provide the Contractor with access to training developed by the OJP/OCR, which may be found at <https://www.ojp.gov/about/ocr/ocr-training-videos/video-ocr-training.htm>. The DOJ-funded employees of the Contractor shall complete the required training within 90 days of the start date of this Agreement and certify that the required training has been completed by signing the OCR Compliance Training Form. New employees shall complete the required training and provide a signed OCR Compliance Training Form to the Department within 90 days of the date of hire.

c. **Monitoring:**

The Department shall ensure that the Contractor is complying with all applicable civil rights laws and procedures by completing the Federal Civil Rights Compliance Checklist, see Attachment 4, with the Contractor during site monitoring visits and desk audits.

7. For the purposes of the Coronavirus Emergency Supplemental Funding Program, the development and implementation of an Equal Employment Opportunity Plan (EEO) is not an applicable requirement.
8. If the Contractor is a governmental entity:

- a. It will comply with the requirements of the Uniform Relocation Assistance and Real Property Acquisitions Policies Act of 1970, 42 U.S.C. § 4601 *et seq.*, which governs the treatment of persons displaced as a result of federal and federally-assisted programs; and,
- b. It will comply with requirements of 5 U.S.C. §§ 1501-08 and §§ 7324-26, which limit certain political activities of state or local government employees whose principal employment is in connection with an activity financed in whole or in part by federal assistance.

G. Non-Supplanting:

It is imperative that the Contractor understand that the nonsupplanting requirement mandates that grant funds may be used only to supplement (increase) a Contractor's budget, and may not supplant (replace) state, local, or tribal funds that a Contractor, inclusive of any subcontractors, otherwise would have spent on positions and/or any other items approved in the Grant Budget if it had not received a grant award.

This means that if your agency plans to:

1. Hire new positions (including filling existing vacancies that are no longer funded in your agency's budget), it must hire these additional positions on or after the official grant award start date, above its current budgeted (funded) level of positions.
2. Rehire personnel who have already been laid off (at the time of application) as a result of state, local, or tribal budget cuts, it must rehire the personnel on or after the official grant award start date, and maintain documentation showing the date(s) that the positions were laid off and rehired.
3. Maintain personnel who are (at the time of application) currently scheduled to be laid off on a future date as a result of state, local, or tribal budget cuts, it must continue to fund the personnel with its own funds from the grant award start date until the date of the scheduled lay-off and maintain documentation showing the date(s) and reason(s) for the lay-off. For example, if the grant award start date is July 1 and the lay-off is scheduled for October 1, then the grant funds may not be used to fund the officers until October 1, the date of the scheduled layoff.

Please note that as long as your agency can document the date that the lay-off(s) would occur if the grant funds were not available, it may transfer the personnel to the grant funding on or immediately after the date of the lay-off without formally completing the administrative steps associated with a lay-off for each individual personnel.

4. Documentation that may be used to prove that scheduled lay-offs are occurring for local economic reasons that are unrelated to the availability of grant funds may include (but are not limited to) council or departmental meeting minutes, memoranda, notices, or orders discussing the lay-offs; notices provided to the individual personnel regarding the date(s) of the layoffs; and/or budget documents ordering departmental and/or jurisdiction-wide budget cuts. These records must be maintained with your agency's grant records.

H. Hatch Political Activity Act and Intergovernmental Personnel Act:

The Contractor will comply with the Hatch Act of 1939, 5 U.S.C. 1501-08, and the Intergovernmental Personnel Act of 1970, as amended by Title VI of the Civil Service Reform Act of 1978, 42 U.S.C. 4728. Federal funds cannot be used for partisan political purposes of any kind by any person or organization involved in the administration of federally-assisted programs.

I. Health Insurance Portability and Accountability Act of 1996:

To the extent that the Health Insurance Portability and Accountability Act (HIPAA) of 1996 is pertinent to the services that the Contractor provides to the Department under this Agreement, the Contractor assures that it is in compliance with the HIPAA requirements including the following:

1. The Contractor must not share any protected health data and information provided by the Department that falls within the HIPAA requirements except to a subcontractor, as appropriate under this Agreement.
2. The Contractor must require the subcontractor not to share any protected health data and information from the Department that falls under the HIPAA requirements in the terms and conditions of the subcontract.
3. The Contractor must only use the protected health data and information for the purposes of this Agreement.
4. The Contractor must have written policies and procedures addressing the use of protected health data and information that falls under the HIPAA requirements. The policies and procedures must meet all applicable federal and state requirements including the HIPAA regulations. These policies and procedures must include restricting access to the protected health data and information by the Contractor's employees.
5. The Contractor must have a policy and procedure to report to the Department unauthorized use or disclosure of protected health data and information that falls under the HIPAA requirements of which the Contractor becomes aware.
6. Failure to comply with any of these contractual requirements may result in the termination of this Agreement in accordance with Section XI, Agreement Suspension/Termination, above.
7. In accordance with the HIPAA requirements, the Contractor is liable for any claim, loss, or damage relating to unauthorized use or disclosure of protected health data and information received by the Contractor from the Department or any other source.

XV. Unallowable Expenses and Activities:

- Costs in applying for this grant (e.g., consultants, grant writers).
- Any expenses incurred prior to the date of this Agreement.
- Any administrative costs not directly related to the administration of this Agreement.
- Indirect cost rates or indirect administrative expenses (only direct costs permitted).
- Personnel, including law enforcement officers, not connected to the project to which this Agreement refers.
- Hazard pay.
- Lobbying or advocacy for particular legislative or administrative reform.
- Fundraising and any salaries or expenses associated with it.
- Legal fees.
- All travel including first class or out-of-state travel, unless prior approval by the Department is received.
- Promotional items, unless prior approval by the Department is received.
- One-time events, prizes, or entertainment (e.g., tours, excursions, amusement parks, sporting events), unless prior approval by the Department is received.
- Honorariums.
- Contributions and donations.
- Management or administrative training or conferences, unless prior approval by the Department is received.
- Management studies or research and development (costs related to evaluation are permitted).
- Fines and penalties.
- Losses from uncollectible bad debts.
- Purchases of land.
- Memberships and agency dues, unless a specific requirement of the project, unless prior approval by the Department is received.

- Compensation to federal employees.
- Military-type equipment such as armored vehicles, explosive devices, and other items typically associated with the military arsenal.
- Purchasing of vehicles, vessels, or aircraft, including unmanned aerial systems, commonly referred to as UAS or drones.
- New construction.
- Service contracts and training beyond the expiration of this Agreement.
- Informant fees, rewards, or buy money.
- Expert witness fees.
- Canines and horses, including any food and/or supplies relating to the upkeep of such animals.
- Livescan devices for applicant prints including any related supplies.
- Weapons, including tasers and any supplies for weapons.
- Food, refreshments, and snacks.

Note: No funding can be used to purchase food and/or beverages for any meeting, conference, training, or other event. Exceptions to this restriction may be made only in cases where such sustenance is not otherwise available (e.g., extremely remote areas), or where a special presentation at a conference requires a plenary address where there is no other time for sustenance to be attained. Such an exception would require prior approval from the Department and the DOJ. This restriction does not apply to water provided at no cost, but does apply to any and all other refreshments, regardless of the size or nature of the meeting. Additionally, this restriction does not impact direct payment of per diem amounts to individuals in a travel status under your organization's travel policy.

XVI. Conditions on Expenses:

Costs must be reasonable and necessary. If required by the local jurisdiction, costs must be sustained by competitive bids. All contracts and subcontracts require prior approval by the Department. If detailed information is not included as part of the application process, the Contractor must submit a request seeking approval once the subcontractors are identified.

Individual consultant fees are limited to \$650 (excluding travel, lodging, and meal costs) per day, which includes legal, medical, psychological, and accountant consultants. If the rate will exceed \$650 for an eight-hour day, prior written approval is required from the Department. Compensation for individual consultant services is to be responsible and consistent with that paid for similar services in the marketplace.

XVII. Conflict of Interest:

The Contractor and the Department are subject to the provisions of 1968 PA 317, as amended, MCL 15.321 *et seq.*, and 1973 PA 196, as amended, MCL 15.341 *et seq.*

XVIII. State of Michigan Agreement:

This is a state of Michigan agreement and is governed by the laws of Michigan. Any dispute arising as a result of this Agreement shall be resolved in the state of Michigan.

XIX. Compliance with Applicable Laws:

The Contractor will comply with applicable federal and state laws, guidelines, rules, and regulations in carrying out the terms of this Agreement. The Contractor will also comply with all applicable general administrative requirements such as OMB Circulars covering cost principles, grant/agreement principles, and audits in carrying out the terms of this Agreement.

XX. Special Certification:

The individual electronically accepting this Agreement certifies by his/her acceptance that he/she is authorized to sign this Agreement on behalf of the Contractor.

XXI. Contractor Signature:

The Authorized Official's signature below represents the Contractor's legal acceptance of the terms of this Agreement, including Certifications and Assurances.

Name of Contractor's Authorized Official	Signature of Contractor's Authorized Official	Date
Name of Department's Authorized Official Ms. Nancy Becker Bennett	Signature of Department's Authorized Official	Date



MEMORANDUM

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

DATE: February 9, 2021

TO: Owosso City Council

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

SUBJECT: Downtown Social District Approval

RECOMMENDATION:

Approval of the formation and implementation of a Social District and Commons area within Downtown Owosso.

BACKGROUND:

The COVID-19 pandemic has caused unprecedented economic disruption worldwide and within our local business community. While nearly all businesses have been negatively impacted, restaurants and bars have been especially hard-hit.

Restaurants and bars are key contributors to the vitality of downtown and have been unable to offer dine-in service at 100% occupancy for over 10 months. It is expected that these establishments will continue to be restricted to approximately half of their pre-COVID level. It is also essential for these businesses to provide environments that meet consumer health expectations. For these reasons, demand for outdoor dining is expected to increase even throughout spring and summer of 2021. Previously established outdoor dining areas almost certainly will be inadequate to meet the increased demand, since the seating capacity of those areas will be reduced by the requirement for increased physical distancing between parties.

On July 1st, 2020 the Michigan legislature amended 1998 PA 58 to allow local governmental units to establish within their boundaries a Social District and within the Social District a Commons area where patrons of properly permitted, licensed alcohol providers may be outside with a single open container. To promote the continued development and economic vitality of Downtown Owosso, while promoting public health and social distancing, Owosso Main Street/DDA proposes the creation of a Social District as defined by 1998 PA 58 – Sec. 551 and the creation of a Commons area within the Social District as described below. A map with the proposed boundaries of the Social District is attached to this document.

Owosso Main Street/DDA is proposing the formation of one (1) Commons area. This proposed area is as follows:

- *Downtown Commons*
 - The area the sidewalk of Washington Street from Mason Street (north) to Jerome Street (south), and the entirety of public parking lot known as Main Street Plaza; the sidewalk of Exchange Street from Park Street (east) to Water Street (west), and the entirety of the area around the downtown water

fountain; the sidewalk of Comstock Street from Saginaw Street (east) to Washington Street (west).

- Please see the attached map for visual reference.

Boundaries of the Commons area will be clearly marked by signs indicating that beverages may not leave the Commons area and additional signage within the Commons area outline the expected rules of conduct. The Commons would be available to the customers of properly permitted Qualified Licensees during the following times:

Monday through Saturday from 10:00am to 10:00PM

Sunday from 12:00PM to 10:00PM

To comply with Sec 551. (2) the OMS/DDA will acquire and provide branded beverage containers to holders of a Social District Permit for the sale of alcoholic liquor to be consumed within the Commons area. Any revenue derived from the provision of beverage containers will be used for the administration and maintenance of the Commons area including signage and trash collection and or for maintenance and administration of the Social District. As administrator of the Social District, the OMS/DDA will be the only provider of beverage containers to be used in the Commons area.

OMS/DDA will seek to utilize the public sidewalks, alleyways and parking lots within the Commons area to promote social distancing and as venues for seating, dining and entertainment. We envision an environment where patrons can move freely within the Commons area and wander into shops and dining establishments. Pursuant to 551 (4) the beverage containers may not be removed from the Commons area and may not be taken into any establishment other than where they were purchased. Therefore, OMS/DDA will plan to provide compostable PLA plastic cups and designated cup collection stations throughout the Commons area.

Boundaries of the Commons area will be clearly marked by signs indicating that beverages may not leave the Commons area with additional signage within the Commons area outline the expected rules of conduct.

Beverages to be consumed in the Commons area may only be purchase by properly permitted, licensed providers that are within or contiguous to the Commons area.

Beverages to be consumed in the commons may only be sold in the official Commons branded beverage containers. These are proposed to be single use 16oz compostable PLA plastic cups.

Beverage cup collection stations will be near the entry to any Permitted provider and otherwise dispersed throughout the Commons area.

Signage will be placed at the borders of the Commons area to remind patrons not to remove beverage cups from the Commons.

Except as defined by Sec.551 all laws regarding public intoxication and open containers still apply in the Commons are.

FISCAL IMPACTS:

All Social District expenses will be covered by OMS/DDA.

RESOLUTION NO.

RESOLUTION DESIGNATING A SOCIAL DISTRICT CONTAINING A COMMONS AREA AND ADOPTING A MANAGEMENT PLAN IN ORDER TO ALLOW CERTAIN ON PREMISES LIQUOR LICENSES EXPANDED USE OF SHARED AREAS FOR CONSUMPTION OF ALCOHOL PURSUANT TO PUBLIC ACT 124 OF 2020

WHEREAS, the Michigan Liquor Control Code was recently amended by 2020 Public Act 124 (the Act) to allow the governing body of a local governmental unit to designate social districts and commons areas which may be used by qualified licensees to obtain a social district permit from the Michigan Liquor Control Commission (MLCC) to utilize expanded areas for the consumption of alcohol; and

WHEREAS, if the governing body of a local governmental unit designates a social district that contains a commons areas, the governing body must define and clearly mark the commons area with signs, establish local management and maintenance plans including, but not limited to, hours of operation for submittal to the MLCC, and maintain the commons areas in a manner that protects the health and safety of the community; and

WHEREAS, the City continues to recognize that the recent public health emergency caused by the COVID-19 global pandemic has caused the shutdown of certain businesses for varying amounts of time, and when open, other social distancing recommendations and requirements have resulted in reduced occupancies that have impacted City businesses and the people employed by them; and

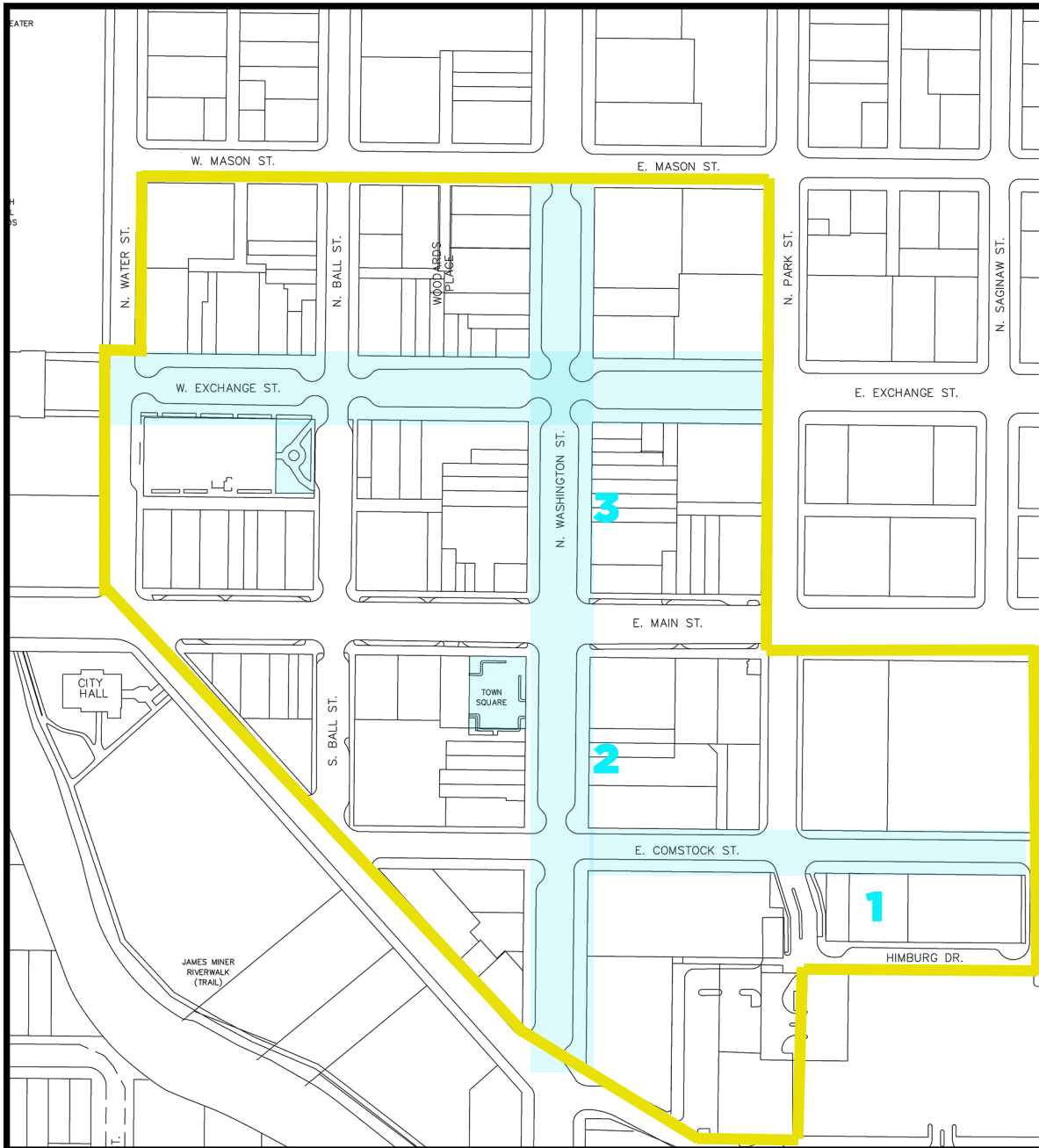
WHEREAS, the City Council finds that designating social districts and commons areas pursuant to the Act is in the best interests of the citizens of the City of Owosso, especially in light of COVID-19 restrictions on indoor gatherings and social distancing recommendations; and

WHEREAS, Social District and the Commons Area boundaries are indicated by the Downtown Social District Map with the exception of the premises of the qualified licensees; and

WHEREAS, the City Council directs Owosso Downtown Development Authority (DDA), to create a logo which bears the name of the Downtown Social District and Downtown Commons area, and cause that logo to be printed on signs that clearly mark and define the Downtown Commons area; and

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

FIRST: The City of Owosso designates the social district and commons area as provided on the attached maps, establishes the attached management and maintenance plan, and authorizes the DDA to take all such actions necessary in order to implement this Resolution and comply with the Act.



Social District
Boundary



Commons Area
Boundaries

ESTD 2021

DOWNTOWN
-COMMONS-
CUISINE & DRINKS

- 1 - Roma's Backdoor
- 2- Lily Pearls Lounge
- 3 - Niche Bar & Lounge



Social District Permit Information



Local Governmental Approval Required Before You Apply

The city, township, or village where your business is located must have first designated a Social District before you may apply. Your licensed business must be contiguous to the commons area inside the Social District to qualify. Check with your local governmental unit to see if you qualify.

Your licensed business must also be approved individually by the city, township, or village before you apply for a Social District Permit. A local governmental unit approval form is attached to this application.

The governing body of a local governmental unit may designate a Social District within its jurisdiction that contains a commons area in which the patrons of qualified licensees may consume alcoholic liquor (beer, wine, mixed spirit drink, spirits, or mixed drinks/cocktails) in the commons area.

At least two (2) qualified licensees must have their licensed premises contiguous to a commons area for the area to qualify to be part of a social district.

The local governmental unit must define and clearly mark the commons area with signs. The local governmental unit must establish a management plan, including the hours of operation, for the commons area. These plans must be submitted to the Commission.

A qualified licensee may apply to the Commission for a Social District Permit using the attached application. The licensee must first obtain approval from the governing body of the local governmental unit before applying for the permit.

A licensee that has been issued a Social District Permit may sell alcoholic liquor for on-premises consumption on its licensed premises only, but then customers may remove the alcoholic liquor from the premises to be consumed in the commons area. A licensee must not sell alcoholic liquor in the commons area.

The commons area is not considered part of any licensee's licensed premises. Nevertheless, a licensee that has been issued a Social District Permit must make every effort to ensure that it does not sell alcoholic liquor to a minor or intoxicated person.

Any alcoholic liquor sold to customers for consumption in the commons area by a licensee with a Social District Permit must comply with all of the following:

- The serving container must prominently display the licensee's trade name or logo or some other mark that is unique to the licensee that sold the alcohol.
- The serving container must prominently display a logo or some other mark that is unique to the commons area.
- The serving container is not made of glass.
- The serving container does not have a liquid capacity over 16 ounces.

A customer that purchases alcoholic liquor to be consumed in a commons area must not transport that alcoholic liquor onto the licensed premises of another licensee contiguous to the commons area from which the customer did not purchase the alcoholic liquor. A licensee shall not allow alcoholic liquor purchased from another licensee to be brought onto its licensed premises.

A customer that purchases alcoholic liquor to be consumed in a commons area must not transport that alcoholic liquor outside of the commons area.

Qualified licensees for Social District Permits are:

- A retailer licensee that is licensed to sell alcoholic liquor for consumption on the premises, such as a Class C, Tavern, A-Hotel, B-Hotel, Club, G-1, or G-2. A Special License issued to a nonprofit organization is not a qualified licensee.
- A manufacturer with an On-Premises Tasting Room Permit.
- A manufacturer with an Off-Premises Tasting Room License or a Joint Off-Premises Tasting Room License. For Joint Off-Premises Tasting Room Licenses, all licensees that have licenses at that same location must be approved for and issued a Social District Permit.



Social District Permit Application

Part 1 - Licensee Information

Individuals, please state your legal name. Corporations or Limited Liability Companies, please state your name as it appears on your Articles of Incorporation / Organization.

Licensee name:		
Address:		
City:	State:	Zip Code:
Contact Name:	Phone:	Email:

Part 2 - Required Documents & Fees

<input type="checkbox"/> Local Governmental Unit Approval <i>Approval from the local governmental unit (city council, township board, village council) is required to be submitted with this application (See page 2 for approval form)</i>	
<input type="checkbox"/> \$70.00 Inspection Fee (MLCC Fee Code 4036) <input type="checkbox"/> \$250.00 Social District Permit Fee (MLCC Fee Code 4081)	TOTAL DUE: <div style="border: 1px solid black; width: 100px; height: 20px; margin: 5px auto;"></div> <p style="text-align: center;">Make checks payable to State of Michigan</p>

Leave Blank - MLCC Use Only

Part 3 - Signature of Licensee

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. Approval of this application by the Michigan Liquor Control Commission does not waive any of these requirements. The licensee must obtain all other required state and local licenses, permits, and approvals for this business before using this permit for the sale of alcoholic liquor on the licensed premises.

I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing **false** or **fraudulent** information is a violation of the Liquor Control Code pursuant to MCL 436.2003.

The person signing this form has demonstrated that they have authorization to do so and have attached appropriate documentation as proof.

Print Name of Licensee & Title

Signature of Licensee

Date

Please return this completed form and fees to:
Michigan Liquor Control Commission
Mailing address: P.O. Box 30005, Lansing, MI 48909
Hand deliveries: Constitution Hall - 525 W. Allegan Street, Lansing, MI 48933
Overnight deliveries: 2407 N. Grand River Avenue, Lansing, MI 48906
Fax with Credit Card Authorization to: 517-284-8557



Local Governmental Unit Approval For Social District Permit

Instructions for Governing Body of Local Governmental Unit:

A qualified licensee that wishes to apply for a Social District Permit must first obtain approval from the governing body of the local governmental unit where the licensee is located and for which the local governmental unit has designated a social district with a commons area that is clearly marked and shared by and contiguous to the licensed premises of at least two (2) qualified licensees, pursuant to MCL 436.1551. Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a _____ meeting of the _____ council/board
(regular or special) (name of city, township, or village)

called to order by _____ on _____ at _____
(date) (time)

the following resolution was offered:

Moved by _____ and supported by _____

that the application from _____
(name of licensee - if a corporation or limited liability company, please state the company name)

for a **Social District Permit** is _____ by this body for consideration for approval by the
(recommended/not recommended)

Michigan Liquor Control Commission.

If not recommended, state the reason: _____

Vote

Yeas: _____

Nays: _____

Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the _____
council/board at a _____ meeting held on _____
(regular or special) (date) (name of city, township, or village)

I further certify that the licensed premises of the aforementioned licensee are contiguous to the commons area designated by the council/board as part of a social district pursuant to MCL 436.1551.

Print Name of Clerk

Signature of Clerk

Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.



Michigan Department of Licensing and Regulatory Affairs
Finance and Administrative Services
Revenue Services

LARA Revenue Services **is not** a part of
the Michigan Liquor Control
Commission (see note below).

Credit Card Authorization Form

**** FAX COMPLETED FORM TO SECURE FAX LINE: 517-284-8557 ****

**** DO NOT EMAIL OR MAIL THIS FORM ****

Requests with credit card payments that are not faxed to the above secure fax line will be destroyed along with the credit card authorization in order to ensure the security of applicants' personal credit card numbers.

****IF YOU ARE NOT SUBMITTING AN APPLICATION FORM WITH THIS CREDIT CARD AUTHORIZATION, YOU MUST PROVIDE AN ITEMIZATION OF THE FEES FOR WHICH YOU ARE SUBMITTING PAYMENT OR YOUR PAYMENT WILL NOT BE PROCESSED****

Name on Card: _____

Payment Amount: _____

Billing Address: _____

Card Number: _____

City: _____ State: _____ Zip Code: _____

Check One:

Phone: _____

☐ MasterCard

☐ Visa

☐ Discover

Email: _____

Security Code/CVV Code: _____

Applicant/Licensee Name: _____ Request or Business ID #: _____

Expiration Date: _____

Payment is for: _____

Signature _____

IF YOU ARE NOT SUBMITTING AN APPLICATION FORM WITH THIS CREDIT CARD AUTHORIZATION, YOU MUST PROVIDE AN ITEMIZATION OF THE FEES FOR WHICH YOU ARE SUBMITTING PAYMENT OR YOUR PAYMENT WILL NOT BE PROCESSED.

Credit Card Payment Itemization:

Fee Type	Fee Amount	MLCC Fee Code
<input type="checkbox"/> Inspection Fee(s):	_____	4036
<input type="checkbox"/> Social District Permit Fee:	_____	4081

LARA Revenue Services **is not** a part of the Michigan Liquor Control Commission (MLCC). Receipt of payment and application forms by LARA Revenue Services does not constitute receipt of an application by the MLCC. **Applications submitted through LARA Revenue Services may take up to two (2) additional business days to be received by the MLCC after receipt by LARA Revenue Services.**

For requests that require a timely receipt of an application by the MLCC to be processed, such as Special Licenses and temporary requests, please ensure that your application will be received in adequate time to be processed by the MLCC after the payment is received and processed by LARA Revenue Services.

Downtown Owosso Social District Guidelines

WITHIN THE DOWNTOWN COMMONS AREA, PATRONS OF PARTICIPATING RESTAURANTS AND BARS MAY CARRY AN OPEN ALCOHOLIC BEVERAGE UP TO 16OZ. IN A DESIGNATED CONTAINER.

GUIDELINES:

- Those 21 years and older can purchase an alcoholic beverage in a designated cup from a participating establishment and carry and consume in the district's common areas.
- Drink from designated containers ONLY
- Only alcohol purchased from a Social District permit holder may be consumed in the Downtown Commons Area. No outside alcohol!
- Alcoholic beverages purchased at one establishment cannot be taken into any other establishment. They must remain outdoors.
- Stay within the designated Commons Area. Look for signs indicating boundaries.
- Designated cups are not reusable.
- Drink responsibly and have fun.

NOTE: All State of Michigan and City of Owosso laws apply. Including, but not limited to those prohibiting public intoxication, impaired driving, open containers and serving alcohol to minors.



Downtown Owosso Social District Frequently Asked Questions:

Q: What are the boundaries of the Downtown Owosso Social District and the Downtown Commons Area?

A: A map showing the Social District and Common Area boundaries are can be seen at: downtownowosso.org

Q: What businesses can serve within the Downtown Commons Area?

A: There are currently 3 businesses that are eligible to participate in the Downtown Commons Area. For an up-to-date list, visit downtownowosso.org

Q: What are the operating hours of the Downtown Area?

A: Commons Area hours will operate seven days a week. Monday through Saturday from 10am to 10pm and Sunday from 12pm to 10pm.

Q: Can I walk anywhere with my drink?

A: No. Patrons must stay within the designated boundary. Leaving the Commons Area with an alcoholic beverage violates State and local law.

Q: Can I take my drink into other businesses?

A: Patrons can enjoy their beverage in public spaces within the boundaries of the Downtown Commons Area. Patrons may not take drinks served at one location into another bar or restaurant, or onto their patio space. Some non-alcoholic serving businesses located within the boundary may choose to allow patrons to enter their establishments with drinks.

Q: Can I bring my own alcoholic beverage, pour it into a designated Downtown Commons Area container, and walk around in the Commons Area?

A: No, the only drinks allowed are those purchased from businesses participating in the Commons Area program. No cans, glass bottles, or outside drinks are permitted within the boundaries per State and local law.

Note: All State of Michigan and City of Owosso laws apply, including but not limited to those prohibiting public intoxication, impaired driving, open containers and serving alcohol to minors.

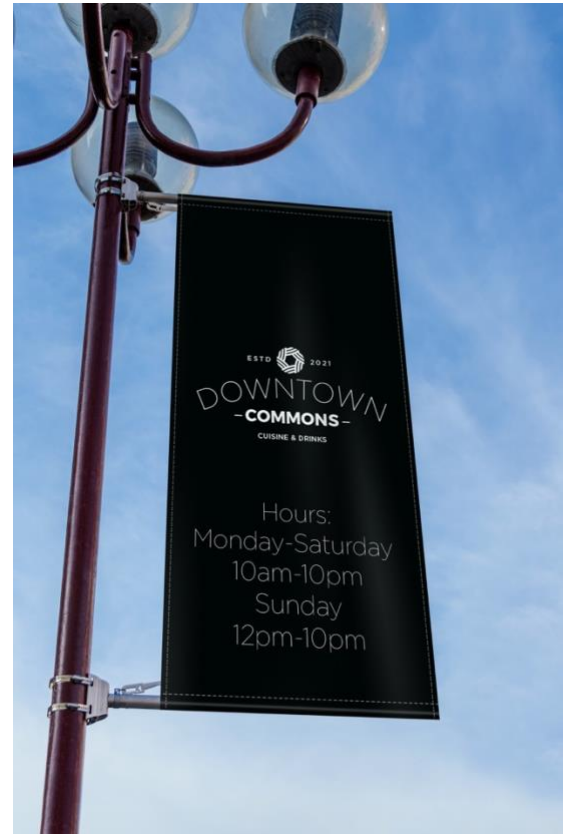


Downtown Owosso Social District Container & Signage Mock-ups:

Container Mock-Up: Patrons of participating restaurants and bars may carry an open alcoholic beverage up to 16oz. in a designated container. OMS/DDA will work with participating restaurants and bars to obtain a vendor for acquiring the designated containers.



Signage Mock-Ups: The boundaries of the Commons Area will be properly indicated using various signage options including pole signs, banners, and sandwich board signs.





Downtown Owosso Social District

Owosso Main Street/DDA and the City of Owosso is proud to be one of many cities in the State of Michigan to qualify as a Social District that contains a Commons Area (Downtown Commons) where our visitors can consume alcoholic beverages. We hope this act of hospitality will add to your experience and contribute to a relaxing visit with us. Here is what you need to know in order to enjoy our Commons Area according to State and Local laws and ordinances.

- Alcoholic beverages that are consumed in the Commons Areas of Downtown Owosso must be purchased from establishments that have received a special Social District permit issued by the State. Right now, those establishments include Niche Bar & Lounge, Lily Pearls Lounge, and Romas Backdoor. Under State law, alcohol brought into the District of purchased at any other business within the District may not be consumed in the Commons Area.
- Bars and restaurants may sell alcoholic beverages for consumption in the Commons Area between the hours of 10:00am to 10:00pm Monday through Saturday, and 12:00pm to 10:00pm on Sundays.
- The Social District boundary is indicated in yellow and the Commons Area is indicated in blue on the map. Please note that alcohol may be consumed on sidewalks, but it may not be consumed in the street unless a proper Traffic Control Order is approved by City Council. It is State law that alcohol may not be consumed on or in any street area that has been closed to traffic. So, when you come to a corner and want to cross the street, please just carry your cup and do not sip until you get back to the sidewalk.
- Also, please follow the policies of individual business owners regarding taking your drinking into a store. Some merchants do not allow taking an alcoholic beverage purchased at one establishment to another establishment for consumption, so please help us by not attempting to do this. State law also does not allow taking an alcoholic beverage into a restaurant that does not have a liquor license of its own.
- Questions? Call or email the OMS/DDA Director at 989.494.3344 or downtownowosso@gmail.com
- Above all, have a good time and enjoy your visit to Downtown Owosso.





MEMORANDUM

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

DATE: December 16, 2020

TO: Owosso City Council

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

SUBJECT: OMS/DDA Revolving Loan Fund – Revisions

RECOMMENDATION:

Approval of the OMS/DDA Loan & Grant Manual revisions.

BACKGROUND:

During their February Board Meeting, the OMS/DDA Board of Directors approved a deferment framework for existing revolving loan holders. These deferments guidelines allow loan holders deferment flexibility during economic hardship.

For example, food service businesses have been hit hard due to pandemic restrictions. This deferment framework will allow revolving loan holders an option and process to defer monthly payments of their loan to aid them in catching up as restrictions are lifted.

FISCAL IMPACTS:

Loan repayment into the OMS/DDA Revolving Loan Fund would be delayed if deferment is issued.

RESOLUTION NO.

**RESOLUTION AUTHORIZING
THE APPROVAL OF OMS/DDA REVOLVING LOAN FUND MANUAL REVISIONS**

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

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

WHEREAS, on Wednesday, February 3, 2021 during the Regular Board Meeting, the OMS/DDA Board of Directors approved a deferment framework for existing revolving loan holders that allows deferment flexibility during economic hardship.

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

FIRST: The City of Owosso approves the revisions to the OMS/DDA Loan & Grant Manual.



OWOSSO OMS/DDA REVOLVING LOAN AND GRANT PROGRAM

MANUAL AND PROCESS DESCRIPTION

This manual and process version will be applicable from July 1, 2020 through June 30, 2021

INTRODUCTION

This program is available to B1 – B4 zoned for-profit businesses, landowners, and corporations within the city limits.

Owosso Main Street/Downtown Development Authority (OMS/DDA) is available to apply for loan dollars for projects within the district.

OMS/DDA administers the program as authorized by the city council.

The program is administered on a year-by-year basis.

The Economic Vitality (EV) Committee of OMS/DDA leads the program and is responsible to recommend updates to the program on a fiscal year basis.

The fiscal year is from July 1st of the current year through June 30th of the subsequent year.

If applicable, the EV committee will present recommendations for updates to the OMS/DDA Board each year at the March OMS/DDA Board meeting.

The OMS/DDA Board will approve or reject the recommended changes at the April Board meeting.

With or without changes, this Program Process and Manual will be approved by the OMS/DDA Board and made available for use by July 1st of each year.

All loans will be made at 3% fixed rate per year.

Loan length will be ten years or less.

Loan maximums are up to \$50,000 per project.

Grant maximums are up to \$50,000 per project.

Loans and/or grants may be made on the same project.

Loans are paid prior to project start; grants are paid upon project completion.

Repayment of loans will begin upon project completion.

Loans and/or grants cannot be issued to projects that have either started or have been completed prior to approval of program application.

ELIGIBLE PROJECT TYPES

1. Building access improvements including elevators – loans or grants
2. Preservation of historic buildings
3. Upper story housing development
4. Retail space build outs and upgrading
5. Acquisition and improvement of blighted properties
6. Signage purchase or restoration
7. Environmental studies
8. Small Business start-up costs (working capital only): {Examples of eligible working capital include: purchase of a point of sale system, marketing expenses, or inventory of retail goods.}
9. Match on Main approved projects
10. Emergency Response Implementation

INELIGIBLE PROJECT TYPES

1. Re-financing of debt owed to private sector entities such as banks, credit unions, etc.
2. Projects or part of projects unrelated to the scope described in the program application
3. Employee wages or benefits, rent, mortgage payments, utilities, machine leases, vehicle leases, taxes and insurance, professional fees, credit card processing fees and other soft costs.
4. Payment of taxes, utilities, or other similar obligations

APPLICATION PROCESS STEPS

1. Obtain the application form from the OMS/DDA website (downtownowosso.org) and complete it
2. If there are questions about completing the form, contact the OMS/DDA office at 989-494-3344
3. Submit by email the application form to: downtownowosso@gmail.com
4. The EV committee of the OMS/DDA Board will review at their next meeting and advise applicant whether your application was accepted for further consideration.
5. If your application was not accepted, you will be provided with the rationale for the decision and if applicable, things to do to make the application acceptable to move forward
6. If your application was for a grant, approval determination is by the OMS/DDA Board
7. If your application was for a loan, preliminary approval determination is by the OMS/DDA Board
8. Upon preliminary approval by the OMS/DDA Board, the application is sent to the loan committee
9. Upon review, the loan committee will request additional information as they deem necessary
10. If approved by the OMS/DDA Board for grants, and the loan committee for loans, a project plan with timing will be submitted to OMS/DDA
 - A. all projects must be completed in two years or less
 - B. the OMS/DDA EV committee will monitor project progress
 - C. if projects are not completed in two years, loans payment will begin regardless
11. Once approved by OMS/DDA Board, the application will go before Owosso City Council for final approval.

CRITERIA FOR ELIGIBLE PROJECT TYPES

1. Building Access Projects

- A. The building must be multi-story and have 4,000 or more square feet per floor
- B. For shared elevator projects, adjoining building floor size can be included to achieve 4,000 square feet if necessary
- C. Projects may include barrier free lavatories, aisle and doorway widening, and ramps
- D. Architectural services for building access are eligible for a grant of up to \$5,000
- E. Elevators for building access are eligible for a grant of up to \$25,000

2. Preservation of Historic Buildings

- A. If applicable, the project plan must be approved by the Historic District Commission prior to submission to the loan committee

3. Upper Story Housing Development

- A. The upper story must have 800 square feet or more; “micro loft” projects will be considered
- B. Air conditioning and cable wiring in each room except bathrooms must be included
- C. Fire suppression must be included, and the fire suppression plan must be approved by the city building inspector prior submission to the loan committee
- D. Fire suppression is eligible for a grant of up to \$25,000 for projects with two or more upper floor residential units
- E. Architectural services are eligible for a grant of up to \$1,500 for each residential unit, with a maximum grant of \$12,000 per project
- F. Elevators for upper story housing development are eligible for a grant of up to \$25,000

4. Retail Space Build Outs and Upgrading

- A. Projects may include mechanical and electrical systems, roof work, partitions, windows, doors, painting, and sign repair
- B. Architectural services are eligible for a grant of up to \$3,000 per project

5. Acquisition and Improvement of Blighted Properties

- A. A description of the plans for the property must be included with the application form
- B. If preliminarily approved by OMS/DDA, a detailed plan with timing must be submitted to OMS/DDA for further review prior to submission of the application to the loan committee

6. Signage Purchase or Restoration

- A. Building must be 50 years or older
- B. If in the historic district, the plan must be approved by the Historic District Commission prior to submission to the loan committee

7. Environment Studies

- A. The building or site must have a brownfield plan
- B. The building or site must be contaminated or suspected of being contaminated
- C. Phase I and Phase II studies are eligible

8. Emergency Response Implementation

Business & Property Owner Aid:

- A. These funds will be issued in temporary, 6-month durations Initiated by local, state, and/or national emergencies (natural or economical) - beyond the control of local business & property owners
- B. Eligible loan purposes include rent, utilities, payroll, and site restoration
- C. Loan amounts allowed up to \$5,000.00. **Applications greater than \$5,000.00 can be reviewed.**
- D. Loans can be awarded to meet the emergency need of up to 3 months of eligible expenses
- E. Loan interest will be 0% if paid back within 12-months of award. Interest of 3% will start accumulating **after** the twelfth month.

Pre-existing Revolving Loans:

- F. Existing RLF loan payments maybe deferred up to 6-months
 - Deferments will be issued on a case-to-case basis depending on the Emergency Response circumstance.
 - All deferments must be approved by the OMS/DDA Board and City Council
 - Loan deferments must be requested by the loan holder in written form via letter or email, providing reasoning for deferment. Other information may be requested by the Revolving Loan Committee to aid in their determination.
 - Requests for deferment should be reviewed by the Revolving Loan Committee.
 - Upon review from the Loan Committee, if recommendation is determined, the loan request will be sent to City Council for final approval.
 - Program-wide deferments can be considered during city, state, and/or country-wide Emergency Response declarations. Program-wide deferments require both OMS/DDA and City Council approval.

CONCLUSIONS, QUESTIONS, AND CONTINUOUS IMPROVEMENT

The Owosso Main Street Board of Directors will determine committee members.

The committee consists of a city council representative, business owners, property owners, representatives from traditional lending institutions, and Owosso Main Street volunteers.

The loan committee will make approval decisions based on criteria established by the committee as applicable to the project description.

If the loan committee does not grant project approval, it will submit rationale to OMS/DDA.

OMS/DDA may then approve the project and is empowered to work with the applicant to determine and apply and necessary conditions and/or documents to assure project success.

Questions on the program manual, process, or any other aspect of the program may be directed to the OMS/DDA office at 989-494-3344 or downtownwosso@gmail.com.

Each year, lead by the OMS/DDA EV committee, the OMS/DDA Board will update and republish the manual and process based on continuous improvement input and recommendations.

From: [Sara Adams](#)
To: [Amy K. Kirkland](#)
Subject: OHC resigantion
Date: Sunday, February 7, 2021 10:27:00 PM

To whom it may concern,

I, Sara Adams, am resigning from my position as a Commissioner on the Owosso Historical Commission effective Monday, February 8th, 2021. I appreciate the time that I have had to serve on the commission as it was a wonderful experience. I wish you all very well. Thank you!

Sincerely,
Sara Adams

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

GL NUMBER	DESCRIPTION	2020-21		YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BDGT USED
		AMENDED	BUDGET	01/31/2021 (ABNORMAL)	MONTH 01/31/2021 INCREASE (DECREASE)	NORMAL	(ABNORMAL)	
Fund 101 - GENERAL FUND								
000 - REVENUE		8,033,132.00		6,198,040.61	198,525.04	1,835,091.39		77.16
TOTAL REVENUES		8,033,132.00		6,198,040.61	198,525.04	1,835,091.39		77.16
101 - CITY COUNCIL		5,300.00		940.00	0.00	4,360.00		17.74
171 - CITY MANAGER		226,078.00		130,228.04	17,445.68	95,849.96		57.60
201 - FINANCE		274,929.00		158,080.24	24,184.66	116,848.76		57.50
209 - ASSESSING		159,669.00		92,979.13	14,682.23	66,689.87		58.23
210 - CITY ATTORNEY		117,917.00		69,097.79	10,267.40	48,819.21		58.60
215 - CLERK		281,689.00		198,116.15	21,066.96	83,572.85		70.33
226 - HUMAN RESOURCES		226,051.00		150,737.97	44,240.62	75,313.03		66.68
253 - TREASURY		155,169.00		87,521.35	10,797.05	67,647.65		56.40
258 - INFORMATION & TECHNOLOGY		107,359.00		49,004.38	6,816.87	58,354.62		45.65
265 - BUILDING & GROUNDS		137,714.00		71,558.95	11,189.63	66,155.05		51.96
299 - GENERAL ADMIN		312,700.00		264,678.16	2,445.56	48,021.84		84.64
300 - POLICE		2,257,817.00		1,224,559.97	154,978.81	1,033,257.03		54.24
335 - FIRE		2,118,690.00		1,167,264.26	148,025.33	951,425.74		55.09
370 - BUILDING AND SAFETY		253,052.00		130,163.69	24,074.84	122,888.31		51.44
441 - PUBLIC WORKS		719,100.00		347,030.14	68,589.46	372,069.86		48.26
528 - LEAF AND BRUSH COLLECTION		226,363.00		195,163.85	1,895.96	31,199.15		86.22
585 - PARKING		42,448.00		6,730.96	3,863.31	35,717.04		15.86
728 - COMMUNITY DEVELOPMENT		67,372.00		34,366.12	13,050.52	33,005.88		51.01
756 - PARKS		227,433.00		131,466.13	36,473.76	95,966.87		57.80
966 - TRANSFERS OUT		116,282.00		95,781.60	7,402.83	20,500.40		82.37
TOTAL EXPENDITURES		8,033,132.00		4,605,468.88	621,491.48	3,427,663.12		57.33

User: CAGrice

DB: Owosso

PERIOD ENDING 01/31/2021

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

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	01/31/2021 NORMAL (ABNORMAL)	MONTH 01/31/2021 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		8,033,132.00	6,198,040.61	198,525.04	1,835,091.39	77.16
TOTAL EXPENDITURES		8,033,132.00	4,605,468.88	621,491.48	3,427,663.12	57.33
NET OF REVENUES & EXPENDITURES		0.00	1,592,571.73	(422,966.44)	(1,592,571.73)	100.00
Fund 202 - MAJOR STREET FUND						
000 - REVENUE		2,531,360.00	568,245.58	94,582.41	1,963,114.42	22.45
TOTAL REVENUES		2,531,360.00	568,245.58	94,582.41	1,963,114.42	22.45
451 - CONSTRUCTION		1,462,386.00	959,114.94	77,567.60	503,271.06	65.59
463 - STREET MAINTENANCE		371,000.00	144,746.83	6,191.45	226,253.17	39.02
473 - BRIDGE MAINTENANCE		12,400.00	0.00	0.00	12,400.00	0.00
474 - TRAFFIC SERVICES-MAINTENANCE		25,000.00	2,591.66	400.64	22,408.34	10.37
478 - SNOW & ICE CONTROL		87,000.00	35,880.48	28,745.80	51,119.52	41.24
480 - TREE TRIMMING		67,000.00	10,438.94	4,132.65	56,561.06	15.58
482 - ADMINISTRATION & ENGINEERING		175,892.00	86,611.86	13,498.96	89,280.14	49.24
485 - LOCAL STREET TRANSFER		288,882.00	173,409.68	29,322.77	115,472.32	60.03
486 - TRUNKLINE SURFACE MAINTENANCE		4,000.00	7,173.74	0.00	(3,173.74)	179.34
488 - TRUNKLINE SWEEPING & FLUSHING		3,300.00	2,008.25	0.00	1,291.75	60.86
490 - TRUNKLINE TREE TRIIM & REMOVAL		400.00	0.00	0.00	400.00	0.00
491 - TRUNKLINE STORM DRAIN, CURBS		5,500.00	4,022.67	0.00	1,477.33	73.14
492 - TRUNKLINE ROADSIDE CLEANUP		600.00	33.62	0.00	566.38	5.60
494 - TRUNKLINE TRAFFIC SIGNS		800.00	584.84	0.00	215.16	73.11
496 - TRUNKLINE TRAFFIC SIGNALS		200.00	0.00	0.00	200.00	0.00
497 - TRUNKLINE SNOW & ICE CONTROL		27,000.00	6,131.87	4,626.27	20,868.13	22.71
TOTAL EXPENDITURES		2,531,360.00	1,432,749.38	164,486.14	1,098,610.62	56.60
Fund 202 - MAJOR STREET FUND:						
TOTAL REVENUES		2,531,360.00	568,245.58	94,582.41	1,963,114.42	22.45

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REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

Page: 3/15

User: CAGrice

PERIOD ENDING 01/31/2021

DB: Owosso

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

G/L NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 01/31/2021 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 01/31/2021 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 202 - MAJOR STREET FUND						
TOTAL EXPENDITURES		2,531,360.00	1,432,749.38	164,486.14	1,098,610.62	56.60
NET OF REVENUES & EXPENDITURES		0.00	(864,503.80)	(69,903.73)	864,503.80	100.00
Fund 203 - LOCAL STREET FUND						
000 - REVENUE		1,512,157.00	378,247.68	63,945.04	1,133,909.32	25.01
TOTAL REVENUES		1,512,157.00	378,247.68	63,945.04	1,133,909.32	25.01
451 - CONSTRUCTION		787,367.00	743,553.50	41,739.66	43,813.50	94.44
463 - STREET MAINTENANCE		445,000.00	191,994.51	14,835.52	253,005.49	43.14
474 - TRAFFIC SERVICES-MAINTENANCE		5,400.00	4,143.15	268.53	1,256.85	76.73
478 - SNOW & ICE CONTROL		85,000.00	17,147.44	14,388.33	67,852.56	20.17
480 - TREE TRIMMING		90,000.00	43,343.40	14,484.03	46,656.60	48.16
482 - ADMINISTRATION & ENGINEERING		99,390.00	50,793.66	7,503.56	48,596.34	51.11
TOTAL EXPENDITURES		1,512,157.00	1,050,975.66	93,219.63	461,181.34	69.50
Fund 203 - LOCAL STREET FUND:						
TOTAL REVENUES		1,512,157.00	378,247.68	63,945.04	1,133,909.32	25.01
TOTAL EXPENDITURES		1,512,157.00	1,050,975.66	93,219.63	461,181.34	69.50
NET OF REVENUES & EXPENDITURES		0.00	(672,727.98)	(29,274.59)	672,727.98	100.00
Fund 208 - PARK/RECREATION SITES FUND						
000 - REVENUE		169,992.00	120,196.91	743.35	49,795.09	70.71
TOTAL REVENUES		169,992.00	120,196.91	743.35	49,795.09	70.71
756 - PARKS		127,815.00	50,090.94	(31,199.74)	77,724.06	39.19
TOTAL EXPENDITURES		127,815.00	50,090.94	(31,199.74)	77,724.06	39.19
Fund 208 - PARK/RECREATION SITES FUND:						
TOTAL REVENUES		169,992.00	120,196.91	743.35	49,795.09	70.71
TOTAL EXPENDITURES		127,815.00	50,090.94	(31,199.74)	77,724.06	39.19
NET OF REVENUES & EXPENDITURES		42,177.00	70,105.97	31,943.09	(27,928.97)	166.22
Fund 248 - DOWNTOWN FACADE PROGRAM						
000 - REVENUE		0.00	(0.52)	(0.34)	0.52	100.00

User: CAGrice

DB: Owosso

PERIOD ENDING 01/31/2021

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

GL NUMBER	DESCRIPTION	2020-21		YTD BALANCE	ACTIVITY FOR		AVAILABLE	% BDGT
		AMENDED	BUDGET	01/31/2021	MONTH	01/31/2021	BALANCE	
				NORMAL (ABNORMAL)	INCREASE	(DECREASE)	NORMAL (ABNORMAL)	USED
Fund 248 - DOWNTOWN FACADE PROGRAM								
TOTAL REVENUES		0.00		(0.52)		(0.34)	0.52	100.00
Fund 248 - DOWNTOWN FACADE PROGRAM:								
TOTAL REVENUES		0.00		(0.52)		(0.34)	0.52	100.00
TOTAL EXPENDITURES		0.00		0.00		0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00		(0.52)		(0.34)	0.52	100.00
Fund 273 - OMS/DDA REVLG LOAN FUND								
000 - REVENUE		32,000.00		82,751.30		10,893.37	(50,751.30)	258.60
TOTAL REVENUES		32,000.00		82,751.30		10,893.37	(50,751.30)	258.60
200 - GEN SERVICES		1,500.00		121,120.16		0.00	(119,620.16)	8,074.68
TOTAL EXPENDITURES		1,500.00		121,120.16		0.00	(119,620.16)	8,074.68
Fund 273 - OMS/DDA REVLG LOAN FUND :								
TOTAL REVENUES		32,000.00		82,751.30		10,893.37	(50,751.30)	258.60
TOTAL EXPENDITURES		1,500.00		121,120.16		0.00	(119,620.16)	8,074.68
NET OF REVENUES & EXPENDITURES		30,500.00		(38,368.86)		10,893.37	68,868.86	125.80
Fund 275 - HOUSING & REDEVELOPMENT								
000 - REVENUE		0.00		(0.06)		(0.04)	0.06	100.00
TOTAL REVENUES		0.00		(0.06)		(0.04)	0.06	100.00
Fund 275 - HOUSING & REDEVELOPMENT:								
TOTAL REVENUES		0.00		(0.06)		(0.04)	0.06	100.00
TOTAL EXPENDITURES		0.00		0.00		0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00		(0.06)		(0.04)	0.06	100.00
Fund 276 - OBRA FUND DISTRICT #16 - QDOBA								
000 - REVENUE		21,803.00		0.38		0.54	21,802.62	0.00
TOTAL REVENUES		21,803.00		0.38		0.54	21,802.62	0.00
730 - PROFESSIONAL SERVICES		515.00		515.00		0.00	0.00	100.00
905 - DEBT SERVICE		28,171.00		0.00		0.00	28,171.00	0.00
TOTAL EXPENDITURES		28,686.00		515.00		0.00	28,171.00	1.80

PERIOD ENDING 01/31/2021

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

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	01/31/2021 NORMAL (ABNORMAL)	MONTH 01/31/2021 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 276 - OBRA FUND DISTRICT #16 - QDOBA						
Fund 276 - OBRA FUND DISTRICT #16 - QDOBA:						
TOTAL REVENUES		21,803.00	0.38	0.54	21,802.62	0.00
TOTAL EXPENDITURES		28,686.00	515.00	0.00	28,171.00	1.80
NET OF REVENUES & EXPENDITURES		(6,883.00)	(514.62)	0.54	(6,368.38)	7.48
Fund 277 - OBRA FUND DISTRICT #20 - J&H OIL						
000 - REVENUE		17,093.00	17,092.57	0.00	0.43	100.00
TOTAL REVENUES		17,093.00	17,092.57	0.00	0.43	100.00
901 - CAPITAL OUTLAY		17,093.00	17,092.57	0.00	0.43	100.00
TOTAL EXPENDITURES		17,093.00	17,092.57	0.00	0.43	100.00
Fund 277 - OBRA FUND DISTRICT #20 - J&H OIL:						
TOTAL REVENUES		17,093.00	17,092.57	0.00	0.43	100.00
TOTAL EXPENDITURES		17,093.00	17,092.57	0.00	0.43	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00
Fund 283 - OBRA FUND-DISTRICT#3-TIAL						
000 - REVENUE		23,600.00	603.11	0.00	22,996.89	2.56
TOTAL REVENUES		23,600.00	603.11	0.00	22,996.89	2.56
730 - PROFESSIONAL SERVICES		750.00	0.00	0.00	750.00	0.00
905 - DEBT SERVICE		21,703.00	0.00	0.00	21,703.00	0.00
964 - TAX REIMBURSEMENTS		1,147.00	0.00	0.00	1,147.00	0.00
TOTAL EXPENDITURES		23,600.00	0.00	0.00	23,600.00	0.00
Fund 283 - OBRA FUND-DISTRICT#3-TIAL:						
TOTAL REVENUES		23,600.00	603.11	0.00	22,996.89	2.56
TOTAL EXPENDITURES		23,600.00	0.00	0.00	23,600.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	603.11	0.00	(603.11)	100.00
Fund 288 - OBRA FUND-DISTRICT #17 CARGILL (PREV #8)						
000 - REVENUE		190,000.00	0.00	0.00	190,000.00	0.00
TOTAL REVENUES		190,000.00	0.00	0.00	190,000.00	0.00
730 - PROFESSIONAL SERVICES		9,902.00	9,901.50	0.00	0.50	99.99

User: CAGrice

DB: Owosso

PERIOD ENDING 01/31/2021

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

GL NUMBER	DESCRIPTION	2020-21		YTD BALANCE	ACTIVITY FOR		AVAILABLE		% BDGT USED
		AMENDED	BUDGET	01/31/2021	MONTH	01/31/2021	NORMAL	BALANCE	
Fund 288 - OBRA FUND-DISTRICT #17 CARGILL (PREV #8)									
905 - DEBT SERVICE		180,098.00		0.00		0.00		180,098.00	0.00
TOTAL EXPENDITURES		190,000.00		9,901.50		0.00		180,098.50	5.21
Fund 288 - OBRA FUND-DISTRICT #17 CARGILL (PREV #8):									
TOTAL REVENUES		190,000.00		0.00		0.00		190,000.00	0.00
TOTAL EXPENDITURES		190,000.00		9,901.50		0.00		180,098.50	5.21
NET OF REVENUES & EXPENDITURES		0.00		(9,901.50)		0.00		9,901.50	100.00
Fund 289 - OBRA:DISTRICT#9(ROBBIN'S LOFT)									
000 - REVENUE		3,343.00		463.83		0.00		2,879.17	13.87
TOTAL REVENUES		3,343.00		463.83		0.00		2,879.17	13.87
730 - PROFESSIONAL SERVICES		1,200.00		0.00		0.00		1,200.00	0.00
TOTAL EXPENDITURES		1,200.00		0.00		0.00		1,200.00	0.00
Fund 289 - OBRA:DISTRICT#9(ROBBIN'S LOFT):									
TOTAL REVENUES		3,343.00		463.83		0.00		2,879.17	13.87
TOTAL EXPENDITURES		1,200.00		0.00		0.00		1,200.00	0.00
NET OF REVENUES & EXPENDITURES		2,143.00		463.83		0.00		1,679.17	21.64
Fund 291 - OBRA FUND-DIST#11(CAPITOL BOWL)									
000 - REVENUE		6,450.00		274.14		0.00		6,175.86	4.25
TOTAL REVENUES		6,450.00		274.14		0.00		6,175.86	4.25
730 - PROFESSIONAL SERVICES		864.00		0.00		0.00		864.00	0.00
964 - TAX REIMBURSEMENTS		5,586.00		0.00		0.00		5,586.00	0.00
TOTAL EXPENDITURES		6,450.00		0.00		0.00		6,450.00	0.00
Fund 291 - OBRA FUND-DIST#11(CAPITOL BOWL):									
TOTAL REVENUES		6,450.00		274.14		0.00		6,175.86	4.25
TOTAL EXPENDITURES		6,450.00		0.00		0.00		6,450.00	0.00
NET OF REVENUES & EXPENDITURES		0.00		274.14		0.00		(274.14)	100.00
Fund 292 - OBRA FUND-DIST#12(WOODARD LOFT)									
000 - REVENUE		112,160.00		2,724.24		0.00		109,435.76	2.43
TOTAL REVENUES		112,160.00		2,724.24		0.00		109,435.76	2.43

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User: CAGrice
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PERIOD ENDING 01/31/2021

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

		YTD BALANCE		ACTIVITY FOR		AVAILABLE		
GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	01/31/2021 NORMAL (ABNORMAL)	MONTH 01/31/2021 INCREASE (DECREASE)	01/31/2021 NORMAL (ABNORMAL)	BALANCE	% BDDT USED	
Fund 292 - OBRA FUND-DIST#12(WOODARD LOFT								
730 - PROFESSIONAL SERVICES		1,000.00	0.00	0.00		1,000.00	0.00	
964 - TAX REIMBURSEMENTS		111,160.00	0.00	0.00		111,160.00	0.00	
TOTAL EXPENDITURES		112,160.00	0.00	0.00		112,160.00	0.00	
Fund 292 - OBRA FUND-DIST#12(WOODARD LOFT:								
TOTAL REVENUES		112,160.00	2,724.24	0.00		109,435.76	2.43	
TOTAL EXPENDITURES		112,160.00	0.00	0.00		112,160.00	0.00	
NET OF REVENUES & EXPENDITURES		0.00	2,724.24	0.00		(2,724.24)	100.00	
Fund 295 - OBRA-DIST#15 -ARMORY BUILDING								
000 - REVENUE		75,000.00	0.00	0.00		75,000.00	0.00	
TOTAL REVENUES		75,000.00	0.00	0.00		75,000.00	0.00	
730 - PROFESSIONAL SERVICES		3,861.00	3,860.50	0.00		0.50	99.99	
964 - TAX REIMBURSEMENTS		71,139.00	0.00	0.00		71,139.00	0.00	
TOTAL EXPENDITURES		75,000.00	3,860.50	0.00		71,139.50	5.15	
Fund 295 - OBRA-DIST#15 -ARMORY BUILDING:								
TOTAL REVENUES		75,000.00	0.00	0.00		75,000.00	0.00	
TOTAL EXPENDITURES		75,000.00	3,860.50	0.00		71,139.50	5.15	
NET OF REVENUES & EXPENDITURES		0.00	(3,860.50)	0.00		3,860.50	100.00	
Fund 297 - HISTORICAL FUND								
000 - REVENUE		82,554.00	31,055.89	4,595.28		51,498.11	37.62	
TOTAL REVENUES		82,554.00	31,055.89	4,595.28		51,498.11	37.62	
797 - HISTORICAL COMMISSION		63,354.00	20,637.10	4,231.75		42,716.90	32.57	
798 - CASTLE		8,700.00	4,362.26	588.26		4,337.74	50.14	
799 - GOULD HOUSE		9,500.00	5,372.47	645.38		4,127.53	56.55	
800 - COMSTOCK/WOODARD		1,000.00	220.75	5.97		779.25	22.08	
TOTAL EXPENDITURES		82,554.00	30,592.58	5,471.36		51,961.42	37.06	
Fund 297 - HISTORICAL FUND:								

PERIOD ENDING 01/31/2021

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

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
			01/31/2021 (ABNORMAL)	MONTH 01/31/2021 INCREASE (DECREASE)	BALANCE (ABNORMAL)	
Fund 297 - HISTORICAL FUND						
	TOTAL REVENUES	82,554.00	31,055.89	4,595.28	51,498.11	37.62
	TOTAL EXPENDITURES	82,554.00	30,592.58	5,471.36	51,961.42	37.06
	NET OF REVENUES & EXPENDITURES	0.00	463.31	(876.08)	(463.31)	100.00
Fund 298 - HISTORICAL SITES FUND						
000 - REVENUE		139,992.00	120,191.35	742.48	19,800.65	85.86
	TOTAL REVENUES	139,992.00	120,191.35	742.48	19,800.65	85.86
798 - CASTLE		113,000.00	0.00	0.00	113,000.00	0.00
799 - GOULD HOUSE		12,000.00	0.00	0.00	12,000.00	0.00
	TOTAL EXPENDITURES	125,000.00	0.00	0.00	125,000.00	0.00
Fund 298 - HISTORICAL SITES FUND:						
	TOTAL REVENUES	139,992.00	120,191.35	742.48	19,800.65	85.86
	TOTAL EXPENDITURES	125,000.00	0.00	0.00	125,000.00	0.00
	NET OF REVENUES & EXPENDITURES	14,992.00	120,191.35	742.48	(105,199.35)	801.70
Fund 325 - DEBT SERVICE-2010 GO BONDS						
000 - REVENUE		89,233.00	75,186.25	0.00	14,046.75	84.26
	TOTAL REVENUES	89,233.00	75,186.25	0.00	14,046.75	84.26
905 - DEBT SERVICE		89,233.00	75,186.25	0.00	14,046.75	84.26
	TOTAL EXPENDITURES	89,233.00	75,186.25	0.00	14,046.75	84.26
Fund 325 - DEBT SERVICE-2010 GO BONDS:						
	TOTAL REVENUES	89,233.00	75,186.25	0.00	14,046.75	84.26
	TOTAL EXPENDITURES	89,233.00	75,186.25	0.00	14,046.75	84.26
	NET OF REVENUES & EXPENDITURES	0.00	0.00	0.00	0.00	0.00
Fund 327 - DEBT SERVICE						
000 - REVENUE		804,733.00	752,835.19	2,954.30	51,897.81	93.55
	TOTAL REVENUES	804,733.00	752,835.19	2,954.30	51,897.81	93.55
905 - DEBT SERVICE		804,733.00	208,266.25	500.00	596,466.75	25.88
	TOTAL EXPENDITURES	804,733.00	208,266.25	500.00	596,466.75	25.88

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

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
			01/31/2021 (ABNORMAL)	MONTH 01/31/2021 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 327 - DEBT SERVICE						
Fund 327 - DEBT SERVICE:						
TOTAL REVENUES		804,733.00	752,835.19	2,954.30	51,897.81	93.55
TOTAL EXPENDITURES		804,733.00	208,266.25	500.00	596,466.75	25.88
NET OF REVENUES & EXPENDITURES		0.00	544,568.94	2,454.30	(544,568.94)	100.00
Fund 368 - 2009 SPECIAL ASSESSMENT						
000 - REVENUE		0.00	796.50	540.00	(796.50)	100.00
TOTAL REVENUES		0.00	796.50	540.00	(796.50)	100.00
Fund 368 - 2009 SPECIAL ASSESSMENT:						
TOTAL REVENUES		0.00	796.50	540.00	(796.50)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	796.50	540.00	(796.50)	100.00
Fund 372 - 2011 SPECIAL ASSESSMENT						
000 - REVENUE		0.00	4,621.79	745.27	(4,621.79)	100.00
TOTAL REVENUES		0.00	4,621.79	745.27	(4,621.79)	100.00
Fund 372 - 2011 SPECIAL ASSESSMENT:						
TOTAL REVENUES		0.00	4,621.79	745.27	(4,621.79)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	4,621.79	745.27	(4,621.79)	100.00
Fund 374 - 2012 SPECIAL ASSESSMENT						
000 - REVENUE		0.00	9,938.87	2,482.38	(9,938.87)	100.00
TOTAL REVENUES		0.00	9,938.87	2,482.38	(9,938.87)	100.00
Fund 374 - 2012 SPECIAL ASSESSMENT:						
TOTAL REVENUES		0.00	9,938.87	2,482.38	(9,938.87)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	9,938.87	2,482.38	(9,938.87)	100.00
Fund 376 - 2013 SPECIAL ASSESSMENT						
000 - REVENUE		0.00	3,298.29	0.00	(3,298.29)	100.00
TOTAL REVENUES		0.00	3,298.29	0.00	(3,298.29)	100.00

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

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
			01/31/2021 NORMAL (ABNORMAL)	MONTH 01/31/2021 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 376 - 2013 SPECIAL ASSESSMENT						
Fund 376 - 2013 SPECIAL ASSESSMENT:						
TOTAL REVENUES		0.00	3,298.29	0.00	(3,298.29)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	3,298.29	0.00	(3,298.29)	100.00
Fund 382 - 2016 SPECIAL ASSESSMENT						
000 - REVENUE		0.00	4,247.37	0.00	(4,247.37)	100.00
TOTAL REVENUES		0.00	4,247.37	0.00	(4,247.37)	100.00
Fund 382 - 2016 SPECIAL ASSESSMENT:						
TOTAL REVENUES		0.00	4,247.37	0.00	(4,247.37)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	4,247.37	0.00	(4,247.37)	100.00
Fund 383 - 2017 SPECIAL ASSESSMENTS						
000 - REVENUE		0.00	28,648.31	5,778.49	(28,648.31)	100.00
TOTAL REVENUES		0.00	28,648.31	5,778.49	(28,648.31)	100.00
Fund 383 - 2017 SPECIAL ASSESSMENTS:						
TOTAL REVENUES		0.00	28,648.31	5,778.49	(28,648.31)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	28,648.31	5,778.49	(28,648.31)	100.00
Fund 384 - 2018 SPECIAL ASSESSMENTS						
000 - REVENUE		0.00	107,667.13	6,188.05	(107,667.13)	100.00
TOTAL REVENUES		0.00	107,667.13	6,188.05	(107,667.13)	100.00
Fund 384 - 2018 SPECIAL ASSESSMENTS:						
TOTAL REVENUES		0.00	107,667.13	6,188.05	(107,667.13)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	107,667.13	6,188.05	(107,667.13)	100.00
Fund 385 - 2019 SPECIAL ASSESSMENTS						
000 - REVENUE		0.00	76,782.41	15,039.85	(76,782.41)	100.00

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

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	01/31/2021 (ABNORMAL)	MONTH 01/31/2021 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 385 - 2019 SPECIAL ASSESSMENTS						
TOTAL REVENUES		0.00	76,782.41	15,039.85	(76,782.41)	100.00
Fund 385 - 2019 SPECIAL ASSESSMENTS:						
TOTAL REVENUES		0.00	76,782.41	15,039.85	(76,782.41)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	76,782.41	15,039.85	(76,782.41)	100.00
Fund 386 - 2020 SPECIAL ASSESSMENTS						
000 - REVENUE		0.00	238,891.17	5,570.86	(238,891.17)	100.00
TOTAL REVENUES		0.00	238,891.17	5,570.86	(238,891.17)	100.00
Fund 386 - 2020 SPECIAL ASSESSMENTS:						
TOTAL REVENUES		0.00	238,891.17	5,570.86	(238,891.17)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	238,891.17	5,570.86	(238,891.17)	100.00
Fund 397 - 2009 LTGO DEBT						
000 - REVENUE		78,885.00	14,067.50	0.00	64,817.50	17.83
TOTAL REVENUES		78,885.00	14,067.50	0.00	64,817.50	17.83
905 - DEBT SERVICE		78,885.00	14,067.50	0.00	64,817.50	17.83
TOTAL EXPENDITURES		78,885.00	14,067.50	0.00	64,817.50	17.83
Fund 397 - 2009 LTGO DEBT:						
TOTAL REVENUES		78,885.00	14,067.50	0.00	64,817.50	17.83
TOTAL EXPENDITURES		78,885.00	14,067.50	0.00	64,817.50	17.83
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00
Fund 401 - CAPITAL PROJECT FUND						
000 - REVENUE		68,143.00	68,143.00	0.00	0.00	100.00
TOTAL REVENUES		68,143.00	68,143.00	0.00	0.00	100.00
000 - REVENUE		68,143.00	59,384.80	6,181.67	8,758.20	87.15
TOTAL EXPENDITURES		68,143.00	59,384.80	6,181.67	8,758.20	87.15

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

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	01/31/2021 (NORMAL (ABNORMAL))	MONTH 01/31/2021 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 401 - CAPITAL PROJECT FUND						
Fund 401 - CAPITAL PROJECT FUND:						
TOTAL REVENUES		68,143.00	68,143.00	0.00	0.00	100.00
TOTAL EXPENDITURES		68,143.00	59,384.80	6,181.67	8,758.20	87.15
NET OF REVENUES & EXPENDITURES		0.00	8,758.20	(6,181.67)	(8,758.20)	100.00
Fund 411 - CAPITAL PROJECTS-STREET PROGRAM						
000 - REVENUE		1,000,000.00	1,392.45	123.49	998,607.55	0.14
TOTAL REVENUES		1,000,000.00	1,392.45	123.49	998,607.55	0.14
270 - ADMINISTRATIVE		0.00	1,145.00	0.00	(1,145.00)	100.00
966 - TRANSFERS OUT		1,000,000.00	0.00	0.00	1,000,000.00	0.00
TOTAL EXPENDITURES		1,000,000.00	1,145.00	0.00	998,855.00	0.11
Fund 411 - CAPITAL PROJECTS-STREET PROGRAM:						
TOTAL REVENUES		1,000,000.00	1,392.45	123.49	998,607.55	0.14
TOTAL EXPENDITURES		1,000,000.00	1,145.00	0.00	998,855.00	0.11
NET OF REVENUES & EXPENDITURES		0.00	247.45	123.49	(247.45)	100.00
Fund 466 - CAPITAL PROJECTS-BUILDING AUTH						
000 - REVENUE		0.00	(1.22)	(0.82)	1.22	100.00
TOTAL REVENUES		0.00	(1.22)	(0.82)	1.22	100.00
Fund 466 - CAPITAL PROJECTS-BUILDING AUTH:						
TOTAL REVENUES		0.00	(1.22)	(0.82)	1.22	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	(1.22)	(0.82)	1.22	100.00
Fund 494 - CAPITAL PROJECTS FUND						
000 - REVENUE		10,250.00	(1.20)	(0.81)	10,251.20	(0.01)
TOTAL REVENUES		10,250.00	(1.20)	(0.81)	10,251.20	(0.01)
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		10,250.00	(1.20)	(0.81)	10,251.20	0.01
TOTAL EXPENDITURES		10,000.00	0.00	0.00	10,000.00	0.00

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User: CAGrice
DB: Owosso
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PERIOD ENDING 01/31/2021

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

		2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	
GL NUMBER	DESCRIPTION	AMENDED BUDGET	NORMAL (ABNORMAL)	MONTH 01/31/2021 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	% BDGT USED
<hr/>						
Fund 494 - CAPITAL PROJECTS FUND						
NET OF REVENUES & EXPENDITURES		250.00	(1.20)	(0.81)	251.20	0.48
<hr/>						
Fund 497 - CAPITAL PROJECTS-SUBDIVISION						
000 - REVENUE		0.00	28,332.23	0.00	(28,332.23)	100.00
<hr/>						
TOTAL REVENUES		0.00	28,332.23	0.00	(28,332.23)	100.00
<hr/>						
Fund 497 - CAPITAL PROJECTS-SUBDIVISION:						
TOTAL REVENUES		0.00	28,332.23	0.00	(28,332.23)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	28,332.23	0.00	(28,332.23)	100.00
<hr/>						
Fund 588 - TRANSPORTATION FUND						
000 - REVENUE		76,000.00	78,938.11	310.86	(2,938.11)	103.87
<hr/>						
TOTAL REVENUES		76,000.00	78,938.11	310.86	(2,938.11)	103.87
<hr/>						
200 - GEN SERVICES		76,000.00	64,047.97	0.00	11,952.03	84.27
<hr/>						
TOTAL EXPENDITURES		76,000.00	64,047.97	0.00	11,952.03	84.27
<hr/>						
Fund 588 - TRANSPORTATION FUND:						
TOTAL REVENUES		76,000.00	78,938.11	310.86	(2,938.11)	103.87
TOTAL EXPENDITURES		76,000.00	64,047.97	0.00	11,952.03	84.27
NET OF REVENUES & EXPENDITURES		0.00	14,890.14	310.86	(14,890.14)	100.00
<hr/>						
Fund 590 - SEWER FUND						
000 - REVENUE		3,352,244.00	989,337.38	(3,963.35)	2,362,906.62	29.51
<hr/>						
TOTAL REVENUES		3,352,244.00	989,337.38	(3,963.35)	2,362,906.62	29.51
<hr/>						
200 - GEN SERVICES		1,784,986.00	1,041,323.22	36,993.68	743,662.78	58.34
<hr/>						
549 - SEWER OPERATIONS		347,241.00	87,591.87	8,870.91	259,649.13	25.23
<hr/>						
901 - CAPITAL OUTLAY		1,440,000.00	412,416.49	20,482.00	1,027,583.51	28.64
<hr/>						
905 - DEBT SERVICE		71,294.00	4,897.33	0.00	66,396.67	6.87
<hr/>						
TOTAL EXPENDITURES		3,643,521.00	1,546,228.91	66,346.59	2,097,292.09	42.44
<hr/>						
Fund 590 - SEWER FUND:						

PERIOD ENDING 01/31/2021

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

GL NUMBER	DESCRIPTION	2020-21 AMENDED BUDGET	YTD BALANCE 01/31/2021 NORMAL (ABNORMAL)	ACTIVITY FOR MONTH 01/31/2021 INCREASE (DECREASE)	AVAILABLE BALANCE NORMAL (ABNORMAL)	% BDGT USED
Fund 590 - SEWER FUND						
	TOTAL REVENUES	3,352,244.00	989,337.38	(3,963.35)	2,362,906.62	29.51
	TOTAL EXPENDITURES	3,643,521.00	1,546,228.91	66,346.59	2,097,292.09	42.44
	NET OF REVENUES & EXPENDITURES	(291,277.00)	(556,891.53)	(70,309.94)	265,614.53	191.19
Fund 591 - WATER FUND						
000 - REVENUE		6,907,249.00	2,794,549.23	1,155.94	4,112,699.77	40.46
	TOTAL REVENUES	6,907,249.00	2,794,549.23	1,155.94	4,112,699.77	40.46
200 - GEN SERVICES		516,441.00	284,705.38	38,973.88	231,735.62	55.13
552 - WATER UNDERGROUND		970,176.00	439,193.54	73,077.17	530,982.46	45.27
553 - WATER FILTRATION		1,147,443.00	633,331.55	110,205.74	514,111.45	55.20
901 - CAPITAL OUTLAY		3,522,219.00	1,487,455.17	273,227.37	2,034,763.83	42.23
905 - DEBT SERVICE		547,453.00	468,516.62	0.00	78,936.38	85.58
	TOTAL EXPENDITURES	6,703,732.00	3,313,202.26	495,484.16	3,390,529.74	49.42
Fund 591 - WATER FUND:						
	TOTAL REVENUES	6,907,249.00	2,794,549.23	1,155.94	4,112,699.77	40.46
	TOTAL EXPENDITURES	6,703,732.00	3,313,202.26	495,484.16	3,390,529.74	49.42
	NET OF REVENUES & EXPENDITURES	203,517.00	(518,653.03)	(494,328.22)	722,170.03	254.85
Fund 599 - WASTEWATER FUND						
000 - REVENUE		4,491,000.00	1,348,720.66	63,184.79	3,142,279.34	30.03
	TOTAL REVENUES	4,491,000.00	1,348,720.66	63,184.79	3,142,279.34	30.03
548 - WASTEWATER OPERATIONS		1,789,427.00	974,381.00	115,778.59	815,046.00	54.45
901 - CAPITAL OUTLAY		2,731,000.00	1,442,523.94	823,994.21	1,288,476.06	52.82
905 - DEBT SERVICE		35,000.00	0.00	0.00	35,000.00	0.00
	TOTAL EXPENDITURES	4,555,427.00	2,416,904.94	939,772.80	2,138,522.06	53.06
Fund 599 - WASTEWATER FUND:						
	TOTAL REVENUES	4,491,000.00	1,348,720.66	63,184.79	3,142,279.34	30.03
	TOTAL EXPENDITURES	4,555,427.00	2,416,904.94	939,772.80	2,138,522.06	53.06
	NET OF REVENUES & EXPENDITURES	(64,427.00)	(1,068,184.28)	(876,588.01)	1,003,757.28	1,657.98

Fund 661 - FLEET MAINTENANCE FUND

PERIOD ENDING 01/31/2021

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

GL NUMBER	DESCRIPTION	2020-21	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	01/31/2021	MONTH 01/31/2021	BALANCE	
			NORMAL (ABNORMAL)	INCREASE (DECREASE)	NORMAL (ABNORMAL)	
Fund 661 - FLEET MAINTENANCE FUND						
000 - REVENUE		720,000.00	400,375.42	(10,001.37)	319,624.58	55.61
	TOTAL REVENUES	720,000.00	400,375.42	(10,001.37)	319,624.58	55.61
891 - FLEET MAINTENANCE		371,919.00	170,376.42	27,823.87	201,542.58	45.81
901 - CAPITAL OUTLAY		453,000.00	449,528.69	0.00	3,471.31	99.23
	TOTAL EXPENDITURES	824,919.00	619,905.11	27,823.87	205,013.89	75.15
Fund 661 - FLEET MAINTENANCE FUND:						
	TOTAL REVENUES	720,000.00	400,375.42	(10,001.37)	319,624.58	55.61
	TOTAL EXPENDITURES	824,919.00	619,905.11	27,823.87	205,013.89	75.15
	NET OF REVENUES & EXPENDITURES	(104,919.00)	(219,529.69)	(37,825.24)	114,610.69	209.24
	TOTAL REVENUES - ALL FUNDS	30,548,373.00	14,546,653.85	464,135.06	16,001,719.15	47.62
	TOTAL EXPENDITURES - ALL FUNDS	30,722,300.00	15,640,706.16	2,389,577.96	15,081,593.84	50.91
	NET OF REVENUES & EXPENDITURES	(173,927.00)	(1,094,052.31)	(1,925,442.90)	920,125.31	629.03

From:	Building Department
To:	Owosso City Council
Report Month:	January 2021

Category	Estimated Cost	Permit Fee	Number of Permits
Electrical	\$0	\$1,652	12
FENCE	\$0	\$80	1
INDUSTRIAL PHASE 2 AND 3	\$3,024,870	\$31,713	1
Mechanical	\$0	\$2,395	16
Plumbing	\$0	\$992	6
RES. ADD/ALTER/REPAIR	\$1,000	\$105	1
ROOF	\$26,279	\$415	2
ROW-UTILITY	\$0	\$160	6
SIDING	\$10,000	\$80	1
SIGN	\$0	\$162	1
VACANT PROPERTY REGISTRATION	\$0	\$200	2
WINDOWS	\$8,197	\$210	2
ZONING COMPLIANCE NEW BUSINESS	\$0	\$50	1
Totals	\$3,070,346	\$38,214	52

2020 COMPARISON TOTALS

<i>January 2020</i>

\$973,221

\$25,227

84

From:	Building Department
To:	Owosso City Council
Report Month:	JANUARY 2021
Quadrant:	North East

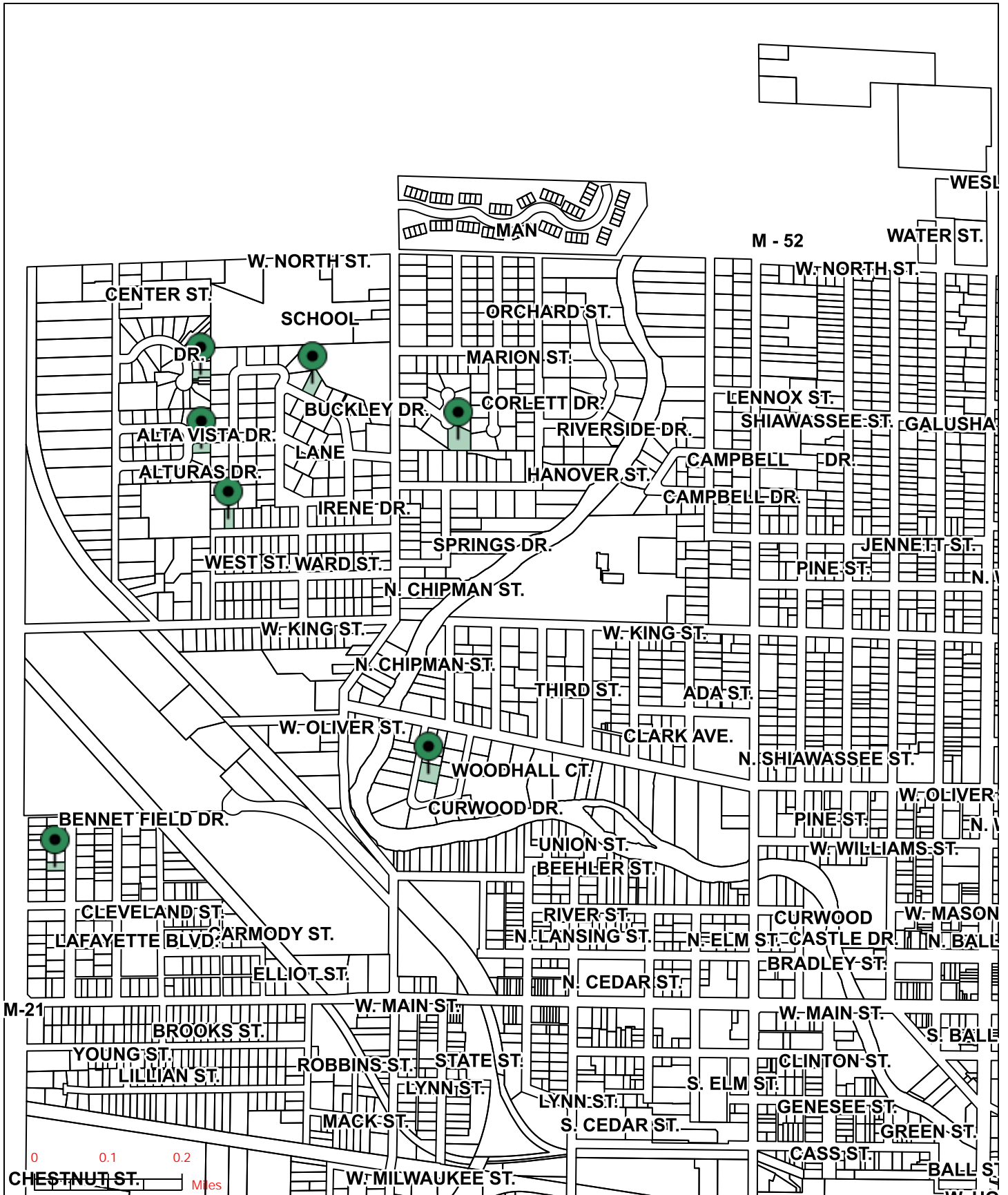
Category	Estimated Cost	Permit Fee	Number of Permits
Electrical	\$0	\$720	6
Mechanical	\$0	\$555	4
Plumbing	\$0	\$240	2
RES. ADD/ALTER/REPAIR	\$1,000	\$105	1
ROOF	\$26,279	\$415	2
ROW-UTILITY	\$0	\$120	4
ZONING COMPLIANCE NEW BUSINESS	\$0	\$50	1
Totals	\$27,279	\$2,205	20

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From:	Building Department
To:	Owosso City Council
Report Month:	JANUARY 2021
Quadrant:	North West

Category	Estimated Cost	Permit Fee	Number of Permits
Electrical	<i>\$0</i>	<i>\$105</i>	<i>1</i>
Mechanical	<i>\$0</i>	<i>\$485</i>	<i>4</i>
ROW-UTILITY	<i>\$0</i>	<i>\$20</i>	<i>1</i>
WINDOWS	<i>\$2,500</i>	<i>\$80</i>	<i>1</i>
Totals	<i>\$2,500</i>	<i>\$690</i>	<i>7</i>

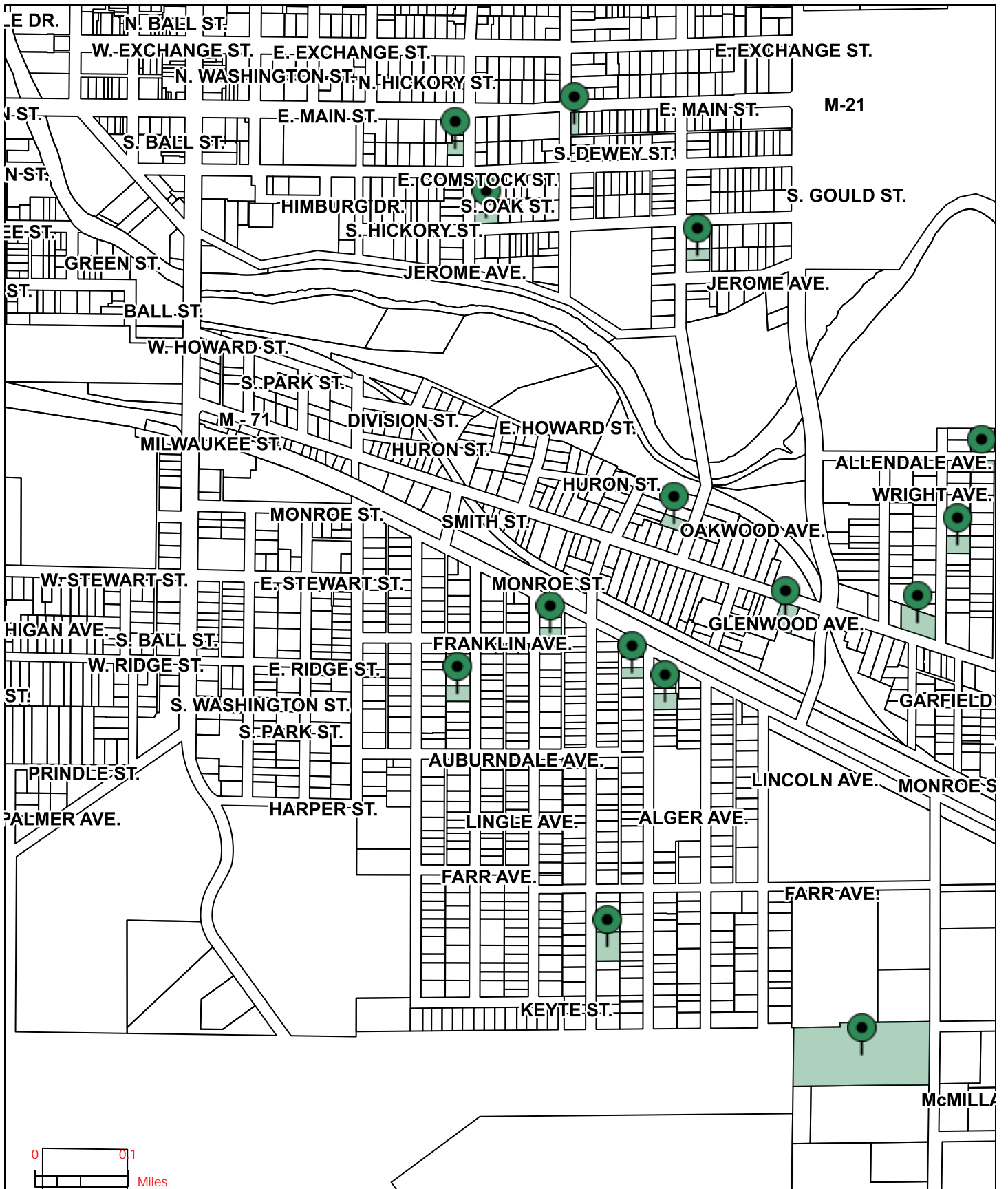
PERMITS JAN. 2021 NW QUADRANT



From:	Building Department
To:	Owosso City Council
Report Month:	JANUARY 2021
Quadrant:	South East

Category	Estimated Cost	Permit Fee	Number of Permits
Electrical	\$0	\$722	4
INDUSTRIAL PHASE 2 AND 3	\$3,024,870	\$31,713	1
Mechanical	\$0	\$1,065	6
Plumbing	\$0	\$632	3
ROW-UTILITY	\$0	\$20	1
SIDING	\$10,000	\$80	1
SIGN	\$0	\$162	1
VACANT PROPERTY REGISTRATION	\$0	\$100	1
Totals	\$3,034,870	\$34,494	18

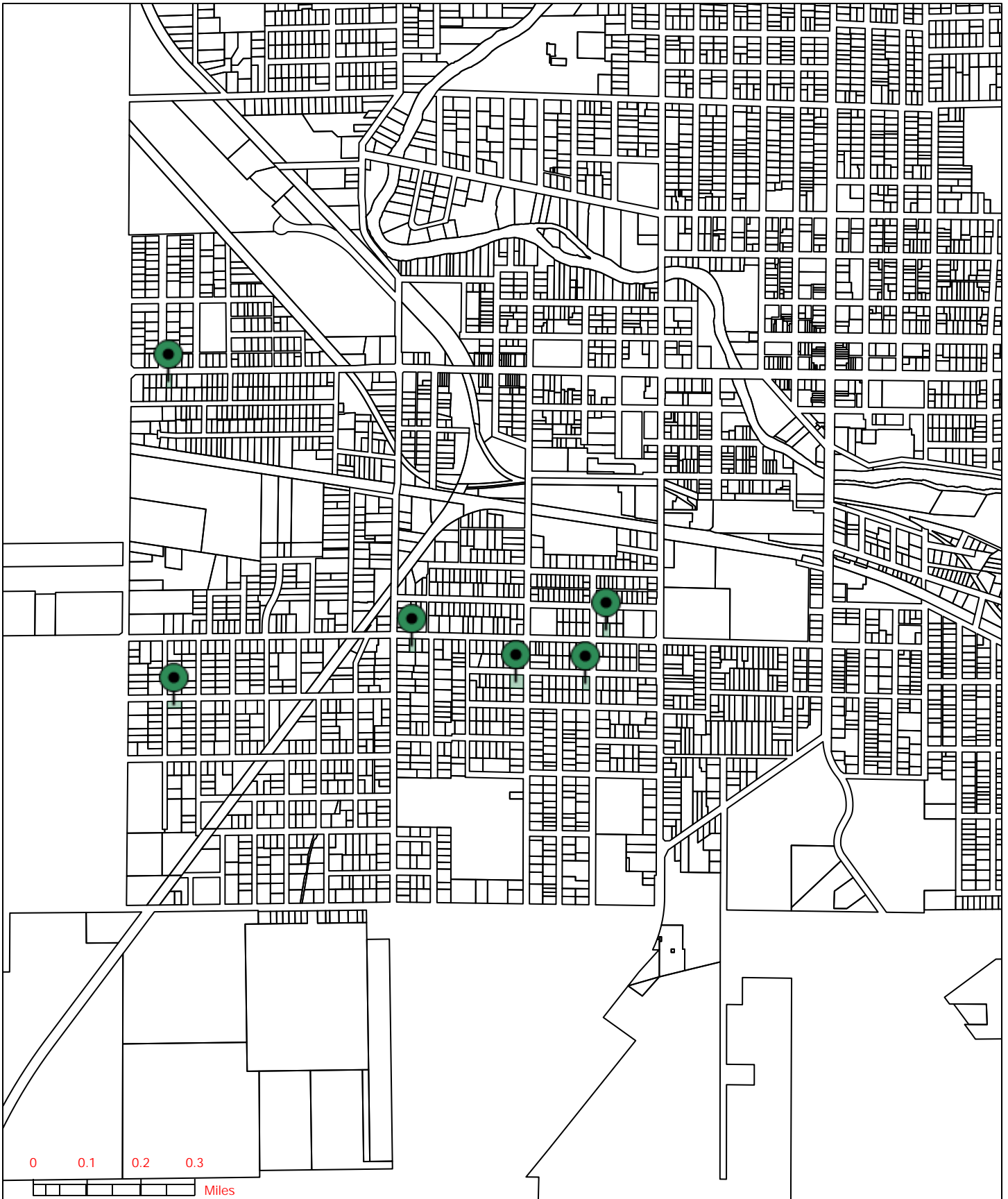
PERMITS JAN. 2021 SE QUADRANT



From:	Building Department
To:	Owosso City Council
Report Month:	JANUARY 2021
Quadrant:	South West

Category	Estimated Cost	Permit Fee	Number of Permits
Electrical	<i>\$0</i>	<i>\$105</i>	<i>1</i>
FENCE	<i>\$0</i>	<i>\$80</i>	<i>1</i>
Mechanical	<i>\$0</i>	<i>\$290</i>	<i>2</i>
Plumbing	<i>\$0</i>	<i>\$120</i>	<i>1</i>
VACANT PROPERTY REGISTRATION	<i>\$0</i>	<i>\$100</i>	<i>1</i>
WINDOWS	<i>\$5,697</i>	<i>\$130</i>	<i>1</i>
Totals	<i>\$5,697</i>	<i>\$825</i>	<i>7</i>

PERMITS JAN. 2021 SW QUADRANT



NE QUADRANT

JANUARY 2021

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
<u>ACCESSORY STRUCTURES</u>								
ENF 21-0025	914 E MASON ST	INSPECTED PROPERTY	LETTER SENT	01/12/2021	01/12/2021	02/15/2021		N
Total Entries				1				
<u>APPLIANCES</u>								
ENF 21-0048	309 N HICKORY ST	RESOLVED	CLOSED	01/13/2021	01/28/2021		01/28/2021	Y
Total Entries				1				
<u>AUTO REP/JUNK VEH</u>								
ENF 21-0010	222 N DEWEY ST	CONTACT WITH OCCUPANT	EXTENSION GRANTED	01/07/2021	01/13/2021	02/18/2021		Y
ENF 21-0137	1025 ADAMS ST	CONTACT WITH OWNER	INSPECTION PENDING	01/27/2021	02/02/2021	02/11/2021		N
Total Entries				2				
<u>EXTERIOR PAINT/SIDING</u>								
ENF 20-0043	409 E MASON ST	LETTER SENT	PENDING WEATHER	01/17/2020	01/07/2021	04/01/2021		N
ENF 20-0044	418 E MASON ST	LETTER SENT	PENDING WEATHER	01/17/2020	01/07/2021	04/01/2021		N
ENF 20-0046	703 E MASON ST	CONTACT WITH OWNER	PENDING WEATHER	01/17/2020	01/07/2021	04/01/2021		VAC
ENF 20-0119	221 E OLIVER ST	CONTACT WITH OWNER	PENDING WEATHER	02/24/2020	01/07/2021	04/01/2021		N
ENF 20-0040	220 E MASON ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	01/17/2020	01/08/2021	04/01/2021		Y
ENF 20-0142	527 E MASON ST	INSPECTED PROPERTY	PENDING WEATHER	03/05/2020	01/08/2021	04/01/2021		N
ENF 20-0210	519 E MASON ST	INSPECTED PROPERTY	PENDING WEATHER	05/18/2020	01/08/2021	04/01/2021		Y
ENF 20-0042	320 E MASON ST	INSPECTED PROPERTY	PENDING WEATHER	01/17/2020	01/12/2021	04/01/2021		N
ENF 21-0024	420 E EXCHANGE ST	INSPECTED PROPERTY	PENDING WEATHER	01/12/2021	01/12/2021	04/01/2021		N
ENF 21-0032	1025 N WATER ST	INSPECTED PROPERTY	PENDING WEATHER	01/12/2021	01/12/2021	04/01/2021		Y
ENF 21-0034	1020 N WATER ST	INSPECTED PROPERTY	PENDING WEATHER	01/12/2021	01/12/2021	04/01/2021		Y
ENF 21-0036	1218 N SHIAWASSEE ST	INSPECTED PROPERTY	PENDING WEATHER	01/12/2021	01/12/2021	04/01/2021		N

NE QUADRANT

JANUARY 2021

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 21-0083	121 W EXCHANGE ST	LETTER SENT	PENDING WEATHER	01/20/2021	01/20/2021	04/01/2021		COMM
				Total Entries	13			
FURNITURE OUTSIDE								
ENF 21-0049	215 E WILLIAMS ST	RESOLVED	CLOSED	01/13/2021	01/19/2021		01/19/2021	Y
ENF 21-0078	615 N WASHINGTON ST	RESOLVED	CLOSED	01/19/2021	01/28/2021		01/28/2021	Y
				Total Entries	2			
GARBAGE & DEBRIS								
ENF 20-1070	905 DINGWALL DR	LETTER SENT	CLOSED	12/16/2020	01/05/2021		01/05/2021	N
ENF 20-1076	523 E MASON ST	RESOLVED	CLOSED	12/18/2020	01/06/2021		01/06/2021	N
ENF 20-1049	600 N WASHINGTON ST	LETTER SENT	CLOSED	12/10/2020	01/07/2021		01/07/2021	Y
ENF 20-1098	714 N WASHINGTON ST	LETTER SENT	INSPECTED PROPERTY	12/22/2020	01/11/2021		01/11/2021	Y
ENF 20-0966	1028 N DEWEY ST	INSPECTED PROPERTY	CLOSED	11/17/2020	01/13/2021		01/21/2021	N
ENF 20-1086	625 N SAGINAW ST	RESOLVED	CLOSED	12/22/2020	01/14/2021		01/14/2021	N
ENF 20-0878	643 N HICKORY ST	INSPECTED PROPERTY	EXTENSION GRANTED	10/26/2020	01/20/2021	02/17/2021		N
ENF 20-1009	413 LAVEROCK ALLEY	INSPECTED PROPERTY	PENDING WEATHER	12/04/2020	01/21/2021	04/01/2021		N
ENF 20-0862	611 QUEEN ST	CONTACT WITH OWNER	EXTENSION GRANTED	10/19/2020	01/25/2021	04/01/2021		N
ENF 21-0125	810 E EXCHANGE ST	COMPLAINT LOGGED	INSPECTION PENDING	01/26/2021	01/25/2021	02/05/2021		N
ENF 20-1056	556 RANDOLPH ST	INSPECTED PROPERTY	EXTENSION GRANTED	12/11/2020	01/26/2021	03/01/2021		N
ENF 20-1058	815 N WATER ST	RESOLVED	CLOSED	12/11/2020	01/26/2021		01/26/2021	Y
ENF 21-0136	432 E EXCHANGE ST	INSPECTED PROPERTY	LETTER SENT	01/27/2021	01/27/2021	02/08/2021		N
ENF 21-0139	324 N SAGINAW ST	INSPECTED PROPERTY	LETTER SENT	01/28/2021	01/28/2021	02/18/2021		Y
ENF 20-0965	1010 N DEWEY ST	INSPECTED PROPERTY	CONTACT WITH HOMEOWNER	11/17/2020	01/29/2021	02/17/2021		N

NE QUADRANT

JANUARY 2021

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 21-0127	718 N DEWEY ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	01/26/2021	02/01/2021	02/10/2021		Y
				Total Entries	16			
GARBAGE CANS								
ENF 20-1122	1249 ADAMS ST	INSPECTED PROPERTY	CLOSED	12/28/2020	01/05/2021		01/05/2021	N
ENF 21-0004	1420 SUMMIT ST	INSPECTED PROPERTY	LETTER SENT	01/06/2021	01/27/2021	02/17/2021		N
				Total Entries	2			
GARBAGE/JUNK IN ROW								
ENF 20-1021	1010 N DEWEY ST	LETTER SENT	CLOSED	12/08/2020	01/05/2021		01/05/2021	N
ENF 20-1119	724 N DEWEY ST	INSPECTED PROPERTY	CLOSED	12/28/2020	01/05/2021		01/05/2021	N
ENF 20-1120	705 HUNTINGTON DR	INSPECTED PROPERTY	CLOSED	12/28/2020	01/05/2021		01/05/2021	N
ENF 20-1121	1024 N WATER ST	INSPECTED PROPERTY	CLOSED	12/28/2020	01/05/2021		01/05/2021	N
ENF 20-0987	514 N DEWEY ST	LETTER SENT	CLOSED	11/24/2020	01/06/2021		01/06/2021	N
ENF 20-1087	401 E KING ST	INSPECTED PROPERTY	CLOSED	12/22/2020	01/07/2021		01/07/2021	N
ENF 21-0022	307 E EXCHANGE ST	RESOLVED	CLOSED	01/12/2021	01/13/2021		01/20/2021	Y
ENF 21-0005	208 E NORTH ST	RESOLVED	CLOSED	01/06/2021	01/14/2021		01/14/2021	Y
ENF 21-0001	727 E MASON ST	INSPECTED PROPERTY	LETTER SENT	01/04/2021	01/19/2021	02/04/2021		Y
ENF 21-0009	921 N WASHINGTON ST	RESOLVED	CLOSED	01/07/2021	01/19/2021		01/19/2021	Y
ENF 21-0016	424 N SAGINAW ST	RESOLVED	CLOSED	01/11/2021	01/19/2021		01/19/2021	Y
ENF 21-0017	1101 N WASHINGTON ST	RESOLVED	CLOSED	01/11/2021	01/19/2021		01/19/2021	N
ENF 21-0018	600 N WASHINGTON ST	RESOLVED	CLOSED	01/11/2021	01/19/2021		01/19/2021	Y
ENF 21-0019	432 E MASON ST	RESOLVED	CLOSED	01/11/2021	01/19/2021		01/19/2021	Y
ENF 21-0079	653 N PARK ST	INSPECTED PROPERTY	RECHECK	01/19/2021	01/28/2021	02/04/2021		Y
ENF 21-0080	803 E MASON ST	RESOLVED	CLOSED	01/19/2021	01/28/2021		01/28/2021	N

NE QUADRANT

JANUARY 2021

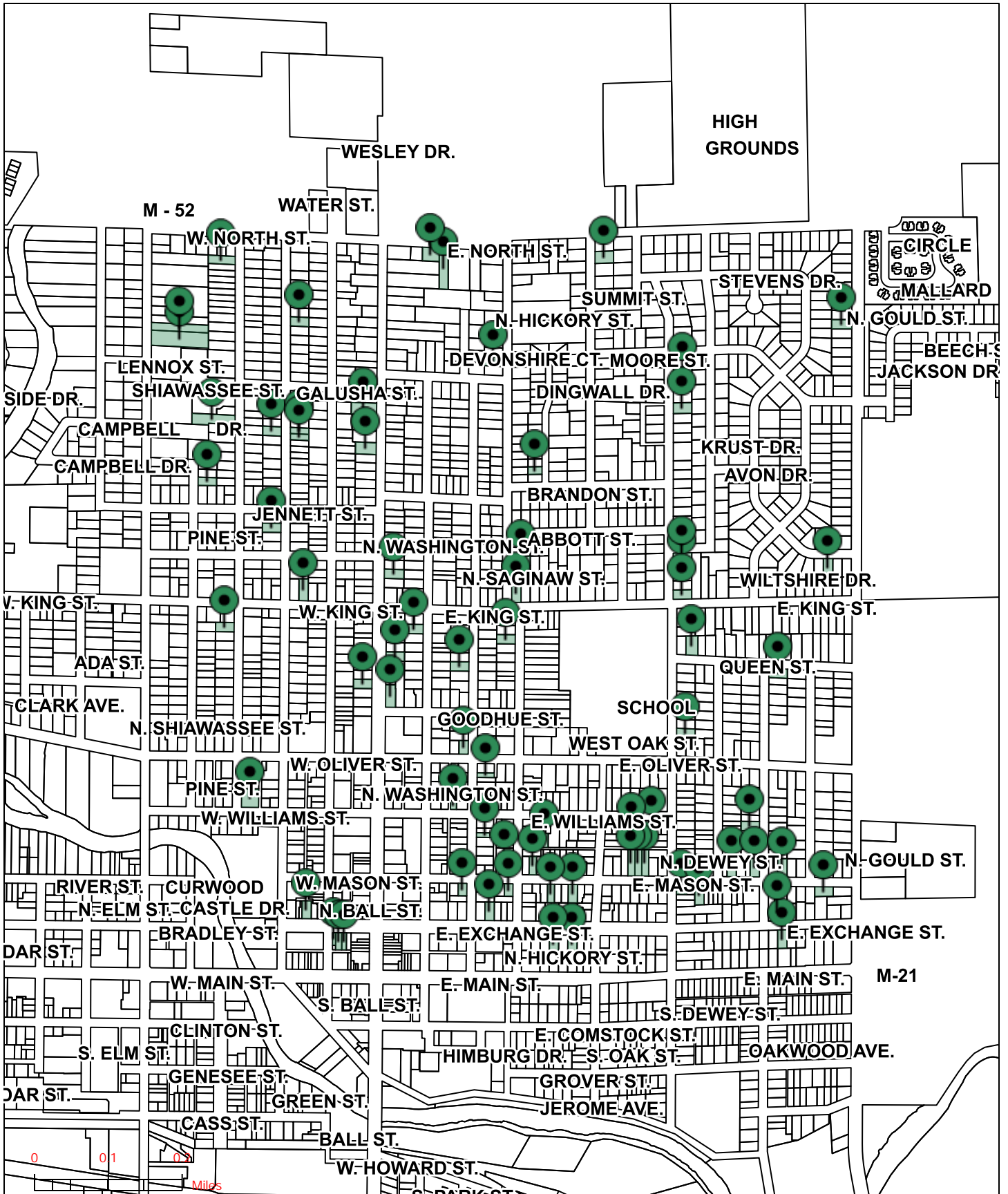
Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 21-0082	518 E WILLIAMS ST	RESOLVED	CLOSED	01/20/2021	01/28/2021		01/28/2021	Y
ENF 21-0119	1229 N GOULD ST	RESOLVED	CLOSED	01/25/2021	02/01/2021		03/01/2021	N
ENF 21-0120	728 N HICKORY ST	RESOLVED	CLOSED	01/26/2021	02/01/2021		02/01/2021	N
Total Entries				19				
HOUSE NUMBERS								
ENF 21-0029	320 E MASON ST	COMPLAINT LOGGED	LETTER SENT	01/12/2021	01/12/2021	02/15/2021		N
ENF 20-1077	530 E WILLIAMS ST	RESOLVED	CLOSED	12/18/2020	01/20/2021		01/20/2021	VAC
Total Entries				2				
MULTIPLE VIOLATIONS								
ENF 20-1048	212 W EXCHANGE ST	2ND NOTICE SENT	INSPECTED PROPERTY	12/10/2020	01/11/2021	02/17/2021		COMM
ENF 20-0917	117 W EXCHANGE ST	LETTER SENT	INSPECTION PENDING	11/03/2020	01/20/2021	04/01/2021		COMM
ENF 20-1016	119 W EXCHANGE	LETTER SENT	INSPECTION PENDING	12/07/2020	01/20/2021	04/01/2021		COMM
ENF 20-1103	920 PINE ST	RESOLVED	CLOSED	12/23/2020	01/21/2021		01/21/2021	N
ENF 20-0936	616 E MASON ST	CONTACT WITH OWNER	EXTENSION GRANTED	11/09/2020	01/25/2021	04/01/2021		N
ENF 21-0077	634 N WASHINGTON ST	CONTACT WITH OWNER	EXTENSION GRANTED	01/19/2021	01/25/2021	02/15/2021		N
ENF 20-1019	1207 N HICKORY ST	CONTACT WITH OWNER	CLOSED	12/08/2020	01/28/2021		01/28/2021	N
Total Entries				7				
RENTAL REGISTRATION								
ENF 21-0068	318 W WILLIAMS ST	COMPLAINT LOGGED	LETTER SENT	01/14/2021	01/14/2021	02/11/2021		Y
ENF 21-0069	321 RANDOLPH ST	RENTAL REG FORM SUBMITTED	RESOLVED	01/14/2021	01/22/2021		01/22/2021	Y
Total Entries				2				
SIGN VIOLATION								
ENF 21-0109	649 ADAMS ST	COMPLAINT LOGGED	LETTER SENT	01/22/2021	01/22/2021	02/04/2021		N

NE QUADRANT

JANUARY 2021

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 21-0110	210 W KING ST	COMPLAINT LOGGED	LETTER SENT	01/22/2021	01/22/2021	02/04/2021		Y
ENF 21-0111	206 E NORTH ST	COMPLAINT LOGGED	LETTER SENT	01/22/2021	01/22/2021	02/04/2021		N
ENF 21-0112	1220 N WATER ST	COMPLAINT LOGGED	LETTER SENT	01/22/2021	01/22/2021	02/04/2021		N
ENF 21-0113	1216 N SHIAWASSEE ST	COMPLAINT LOGGED	LETTER SENT	01/22/2021	01/22/2021	02/04/2021		N
ENF 21-0126	702 N DEWEY ST	RESOLVED	CLOSED	01/26/2021	01/25/2021		01/25/2021	N
Total Entries				6				
VACANT STRUCTURES								
ENF 20-0961	805 E EXCHANGE ST	INSPECTED PROPERTY	LETTER SENT	11/13/2020	01/27/2021	04/01/2021		VAC
Total Entries				1				
WINDOWS								
ENF 20-1017	123 W EXCHANGE ST	LETTER SENT	INSPECTION PENDING	12/07/2020	01/20/2021	04/01/2021		COMM
Total Entries				1				
Total Records:		75			Total Pages:		5	

ENFORCEMENTS JAN. 2021 NE QUADRANT



NW QUADRANT

JANUARY 2021

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
<u>APPLIANCES</u>								
ENF 20-1106	307 N LANSING ST	RESOLVED	CLOSED	12/23/2020	01/21/2021		01/21/2021	N
				Total Entries	1			
<u>AUTO REP/JUNK VEH</u>								
ENF 20-1050	804 W OLIVER ST	RESOLVED	CLOSED	12/10/2020	01/20/2021		01/20/2021	N
				Total Entries	1			
<u>BUILDING VIOL</u>								
ENF 21-0086	1120 W MAIN ST	VIOLATION EXISTS	INSPECTION PENDING	01/21/2021	02/01/2021	02/15/2021		COMM
				Total Entries	1			
<u>EXTERIOR PAINT/SIDING</u>								
ENF 21-0038	1542 W MAIN ST	INSPECTED PROPERTY	PENDING WEATHER	01/12/2021	01/12/2021	04/01/2021		N
				Total Entries	1			
<u>FRONT YARD PARKING</u>								
ENF 21-0046	710 RIVER ST	RESOLVED	CLOSED	01/13/2021	01/13/2021		01/13/2021	Y
				Total Entries	1			
<u>GARBAGE & DEBRIS</u>								
ENF 20-1091	1432 CLEVELAND ST	LETTER SENT	CLOSED	12/22/2020	01/05/2021		01/05/2021	N
ENF 21-0003	641 N SHIAWASSEE ST	DISMISSED	CLOSED	01/05/2021	01/05/2021		01/05/2021	Y
ENF 21-0047	706 RIVER ST	COMPLAINT LOGGED	INSPECTION PENDING	01/13/2021	01/13/2021	02/17/2021		Y
ENF 20-1090	128 LAFAYETTE BL	RESOLVED	CLOSED	12/22/2020	01/19/2021		01/19/2021	N
ENF 20-1104	221 N LANSING ST	RESOLVED	CLOSED	12/23/2020	01/19/2021		01/19/2021	N
ENF 20-1092	120 N BROOKS ST	LETTER SENT	CLOSED	12/22/2020	01/28/2021		01/29/2021	N
ENF 20-1093	207 N LANSING ST	RESOLVED	CLOSED	12/22/2020	01/28/2021		01/28/2021	N
				Total Entries	7			

NW QUADRANT

JANUARY 2021

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
<u>GARBAGE/JUNK IN ROW</u>								
ENF 20-1123	207 N CEDAR ST	INSPECTED PROPERTY	CLOSED	12/28/2020	01/05/2021		01/05/2021	N
ENF 20-1081	717 RIVER ST	RESOLVED	CLOSED	12/18/2020	01/26/2021		01/26/2021	Y
ENF 21-0020	641 N SHIAWASSEE ST	RESOLVED	CLOSED	01/11/2021	01/28/2021		01/28/2021	Y
Total Entries				3				
<u>HEALTH & SAFETY</u>								
ENF 21-0134	1110 W MAIN ST	INSPECTED PROPERTY	DEMO PENDING	01/26/2021	01/26/2021	03/10/2021		VAC
Total Entries				1				
<u>MULTIPLE VIOLATIONS</u>								
ENF 20-1095	1448 STINSON ST	LETTER SENT	INSPECTION COMPLETE	12/22/2020	01/05/2021		01/05/2021	N
Total Entries				1				
<u>RENTAL REGISTRATION</u>								
ENF 21-0052	1014 BEEHLER ST	RENTAL REG FORM SUBMITTED	RESOLVED	01/14/2021	01/14/2021		01/22/2021	Y
ENF 21-0076	408 CURWOOD CASTLE DR	RENTAL REG FORM SUBMITTED	RESOLVED	01/14/2021	01/22/2021		01/22/2021	Y
ENF 21-0056	1225 HANOVER ST	COMPLAINT LOGGED	LETTER SENT	01/14/2021	02/01/2021	03/01/2021		Y
Total Entries				3				
<u>SIGN VIOLATION</u>								
ENF 21-0114	619 N SHIAWASSEE ST	COMPLAINT LOGGED	LETTER SENT	01/22/2021	01/22/2021	02/04/2021		N
ENF 21-0115	1200 HANOVER ST	COMPLAINT LOGGED	LETTER SENT	01/22/2021	01/22/2021	02/04/2021		N
ENF 21-0116	1407 W KING ST	COMPLAINT LOGGED	LETTER SENT	01/22/2021	01/22/2021	02/04/2021		N
ENF 21-0121	717 W KING ST	COMPLAINT LOGGED	LETTER SENT	01/26/2021	01/25/2021	02/08/2021		N
ENF 21-0122	1221 N CHIPMAN ST	COMPLAINT LOGGED	LETTER SENT	01/26/2021	01/25/2021	02/08/2021		N
Total Entries				5				

02/03/21

NW QUADRANT

Code Enforcement Activity

JANUARY 2021

3/3

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
Total Records:		25				Total Pages:	3	

This is a detailed street map of the West Side of Chicago, showing numerous streets and green circular markers indicating specific locations. The map includes a scale bar at the bottom left indicating distances in miles (0, 0.1, 0.2).

Streets shown include:

- W. NORTH ST.
- CENTER ST.
- ORCHARD ST.
- MARION ST.
- CORLETT DR.
- IRVING ST.
- BUCKLEY DR.
- ALTA VISTA DR.
- ALTURAS DR.
- LANE
- RIVERSIDE DR.
- HANOVER ST.
- CAMPBELL DR.
- SHIAWASSEE ST.
- GALUSHA ST.
- JENNETT ST.
- N. WASHINGTON ST.
- PINE ST.
- W. NORTH ST.
- W. KING ST.
- N. CHIPMAN ST.
- THIRD ST.
- ADA ST.
- CLARK AVE.
- N. SHIAWASSEE ST.
- W. OLIVER ST.
- WOODHALL CT.
- CURWOOD DR.
- UNION ST.
- BEEHLER ST.
- RIVER ST.
- N. LANSING ST.
- BRADLEY ST.
- N. CEDAR ST.
- W. MAIN ST.
- STATE ST.
- LYNN ST.
- S. CEDAR ST.
- CLINTON ST.
- GENESEE ST.
- GREEN ST.
- CASS ST.
- BALL ST.
- W. HOWARD
- W. MILWAUKEE ST.
- MACK ST.
- MORRIS ST.
- ROBBINS ST.
- YOUNG ST.
- LILLIAN ST.
- BROOKS ST.
- ELLIOT ST.
- CARMODY ST.
- CLEVELAND ST.
- AFAYETTE BLVD.
- BENNET FIELD DR.
- W. WILLIAMS ST.
- W. MASON ST.
- N. BALE ST.
- S. BALE ST.
- W. OLIVER ST.
- PINE ST.
- N. SHIAWASSEE ST.
- ADA ST.
- CLARK AVE.
- THIRD ST.
- N. CHIPMAN ST.
- W. OLIVER ST.
- W. KING ST.
- WEST ST. WARD ST.
- IRENE DR.
- SPRINGS DR.
- CAMPBELL DR.
- SHIAWASSEE ST.
- LENNOX ST.
- WATER ST.
- WESLEY DR.

Green circular markers are located at:

- Intersection of W. North St. and Center St.
- Intersection of W. North St. and Orchard St.
- Intersection of W. North St. and Marion St.
- Intersection of W. North St. and Corlett Dr.
- Intersection of W. North St. and Irving St.
- Intersection of W. North St. and Buckley Dr.
- Intersection of W. North St. and Alta Vista Dr.
- Intersection of W. North St. and Alturas Dr.
- Intersection of W. North St. and Lane
- Intersection of W. North St. and Riverside Dr.
- Intersection of W. North St. and Hanover St.
- Intersection of W. North St. and Campbell Dr.
- Intersection of W. North St. and Shiawassee St.
- Intersection of W. North St. and Galusha St.
- Intersection of W. North St. and Jennett St.
- Intersection of W. North St. and N. Washington St.
- Intersection of W. North St. and Pine St.
- Intersection of W. North St. and W. North St.
- Intersection of W. North St. and W. King St.
- Intersection of W. North St. and N. Chipman St.
- Intersection of W. North St. and Third St.
- Intersection of W. North St. and Ada St.
- Intersection of W. North St. and Clark Ave.
- Intersection of W. North St. and N. Shiawassee St.
- Intersection of W. North St. and W. Oliver St.
- Intersection of W. North St. and Woodhall Ct.
- Intersection of W. North St. and Curwood Dr.
- Intersection of W. North St. and Union St.
- Intersection of W. North St. and Beehler St.
- Intersection of W. North St. and River St.
- Intersection of W. North St. and N. Lansing St.
- Intersection of W. North St. and Bradley St.
- Intersection of W. North St. and N. Cedar St.
- Intersection of W. North St. and W. Main St.
- Intersection of W. North St. and State St.
- Intersection of W. North St. and Lynn St.
- Intersection of W. North St. and S. Cedar St.
- Intersection of W. North St. and Clinton St.
- Intersection of W. North St. and Genesee St.
- Intersection of W. North St. and Green St.
- Intersection of W. North St. and Cass St.
- Intersection of W. North St. and Ball St.
- Intersection of W. North St. and W. Howard
- Intersection of W. North St. and W. Milwaukee St.
- Intersection of W. North St. and Mack St.
- Intersection of W. North St. and Morris St.
- Intersection of W. North St. and Robbins St.
- Intersection of W. North St. and Young St.
- Intersection of W. North St. and Lillian St.
- Intersection of W. North St. and Brooks St.
- Intersection of W. North St. and Elliot St.
- Intersection of W. North St. and Carmody St.
- Intersection of W. North St. and Cleveland St.
- Intersection of W. North St. and Afayette Blvd.
- Intersection of W. North St. and Bennet Field Dr.
- Intersection of W. North St. and W. Williams St.
- Intersection of W. North St. and W. Mason St.
- Intersection of W. North St. and N. Bale St.
- Intersection of W. North St. and S. Bale St.
- Intersection of W. North St. and W. Oliver St.
- Intersection of W. North St. and Pine St.
- Intersection of W. North St. and N. Shiawassee St.
- Intersection of W. North St. and Ada St.
- Intersection of W. North St. and Clark Ave.
- Intersection of W. North St. and Third St.
- Intersection of W. North St. and N. Chipman St.
- Intersection of W. North St. and W. King St.
- Intersection of W. North St. and West St. Ward St.
- Intersection of W. North St. and Irene Dr.
- Intersection of W. North St. and Springs Dr.
- Intersection of W. North St. and Campbell Dr.
- Intersection of W. North St. and Shiawassee St.
- Intersection of W. North St. and Lennox St.
- Intersection of W. North St. and Water St.
- Intersection of W. North St. and Wesley Dr.

SE QUADRANT

JANUARY 2021

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
AUTO REP/JUNK VEH								
ENF 21-0043	606 LINCOLN AVE	RESOLVED	CLOSED	01/12/2021	01/19/2021		01/19/2021	N
Total Entries				1				
EXTERIOR PAINT/SIDING								
ENF 20-0077	636 GRAND AVE	RESOLVED	CLOSED	01/28/2020	01/07/2021		01/07/2021	N
ENF 20-0123	711 BROADWAY AVE	RESOLVED	CLOSED	02/24/2020	01/07/2021		01/07/2021	Y
ENF 20-0048	419 CASS ST	INSPECTED PROPERTY	CLOSED	01/17/2020	01/08/2021		01/08/2021	N
ENF 21-0027	1105 S SHIAWASSEE ST	INSPECTED PROPERTY	PENDING WEATHER	01/12/2021	01/12/2021	04/01/2021		N
ENF 21-0033	826 LINGLE AVE	INSPECTED PROPERTY	PENDING WEATHER	01/12/2021	01/12/2021	04/01/2021		N
ENF 21-0035	732 LINGLE AVE	INSPECTED PROPERTY	PENDING WEATHER	01/12/2021	01/12/2021	04/01/2021		N
ENF 21-0037	620 LINGLE AVE	INSPECTED PROPERTY	PENDING WEATHER	01/12/2021	01/12/2021	04/01/2021		Y
ENF 21-0039	609 BROADWAY AVE	INSPECTED PROPERTY	PENDING WEATHER	01/12/2021	01/12/2021	04/01/2021		Y
ENF 21-0040	758 WOODLAWN AVE	INSPECTED PROPERTY	PENDING WEATHER	01/12/2021	01/12/2021	04/01/2021		N
Total Entries				9				
FURNITURE OUTSIDE								
ENF 21-0011	1210 CORUNNA AVE	RESOLVED	CLOSED	01/08/2021	01/20/2021		01/20/2021	COMM
ENF 21-0031	916 LINGLE AVE	RESOLVED	CLOSED	01/12/2021	02/02/2021		02/02/2021	N
Total Entries				2				
GARBAGE & DEBRIS								
ENF 20-1068	712 CORUNNA AVE	INSPECTED PROPERTY	CLOSED	12/15/2020	01/05/2021		01/05/2021	Y
ENF 21-0013	614 ALGER AVE	RESOLVED	CLOSED	01/11/2021	01/19/2021		02/01/2021	Y
ENF 20-1027	530 HARRISON AVE	RESOLVED	CLOSED	12/09/2020	01/21/2021		01/21/2021	N
ENF 20-1043	502 KEYTE ST	LETTER SENT	INSPECTED PROPERTY	12/10/2020	01/22/2021		01/22/2021	N

SE QUADRANT

JANUARY 2021

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 20-1034	809 ALGER AVE	RESOLVED	CLOSED	12/09/2020	01/28/2021		01/28/2021	N
ENF 21-0055	621 GLENWOOD AVE	LETTER SENT	INSPECTION PENDING	01/14/2021	01/28/2021	02/11/2021		N
ENF 21-0085	808 GRAND AVE	LETTER SENT	INSPECTION PENDING	01/21/2021	01/28/2021	02/11/2021		N

Total Entries	7
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GARBAGE/JUNK IN ROW

ENF 20-1124	627 ALGER AVE	INSPECTED PROPERTY	CLOSED	12/29/2020	01/05/2021		01/05/2021	N
ENF 20-1075	901 GRAND AVE	INSPECTED PROPERTY	CLOSED	12/18/2020	01/06/2021		01/06/2021	Y
ENF 20-1128	809 GRAND AVE	INSPECTED PROPERTY	CLOSED	12/30/2020	01/06/2021		01/06/2021	N
ENF 20-1129	303 E RIDGE ST	INSPECTED PROPERTY	CLOSED	12/30/2020	01/06/2021		01/06/2021	N
ENF 20-1084	855 GRAND AVE	INSPECTED PROPERTY	CLOSED	12/21/2020	01/08/2021		01/08/2021	N
ENF 20-1085	808 GRAND AVE	LETTER SENT	CLOSED	12/21/2020	01/13/2021		01/13/2021	N
ENF 21-0012	504 E HOWARD ST	RESOLVED	CLOSED	01/08/2021	01/14/2021		01/14/2021	N
ENF 20-1127	804 GRAND AVE	RESOLVED	CLOSED	12/30/2020	01/21/2021		01/21/2021	N
ENF 21-0006	629 LINGLE AVE	RESOLVED	CLOSED	01/07/2021	01/21/2021		01/21/2021	N
ENF 20-1126	760 ALGER AVE	RESOLVED	CLOSED	12/30/2020	01/22/2021		01/22/2021	N
ENF 21-0014	801 MICHIGAN AVE	RESOLVED	CLOSED	01/11/2021	01/25/2021		01/25/2021	N
ENF 21-0028	806 S PARK ST	INSPECTED PROPERTY	CLOSED	01/12/2021	01/25/2021		01/25/2021	N
ENF 20-1116	308 CASS ST	RESOLVED	CLOSED	12/23/2020	01/26/2021		01/26/2021	N
ENF 20-1117	409 MICHIGAN AVE	RESOLVED	CLOSED	12/23/2020	01/26/2021		01/26/2021	Y
ENF 20-1131	409 HUGGINS ST	RESOLVED	CLOSED	12/30/2020	01/28/2021		01/28/2021	Y
ENF 21-0066	619 FRAZER AVE	LETTER SENT	INSPECTION PENDING	01/14/2021	01/28/2021	02/11/2021		Y
ENF 21-0140	218 S OAK ST	COMPLAINT LOGGED	INSPECTION PENDING	01/28/2021	01/28/2021	02/04/2021		Y

Total Entries	17
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SE QUADRANT

JANUARY 2021

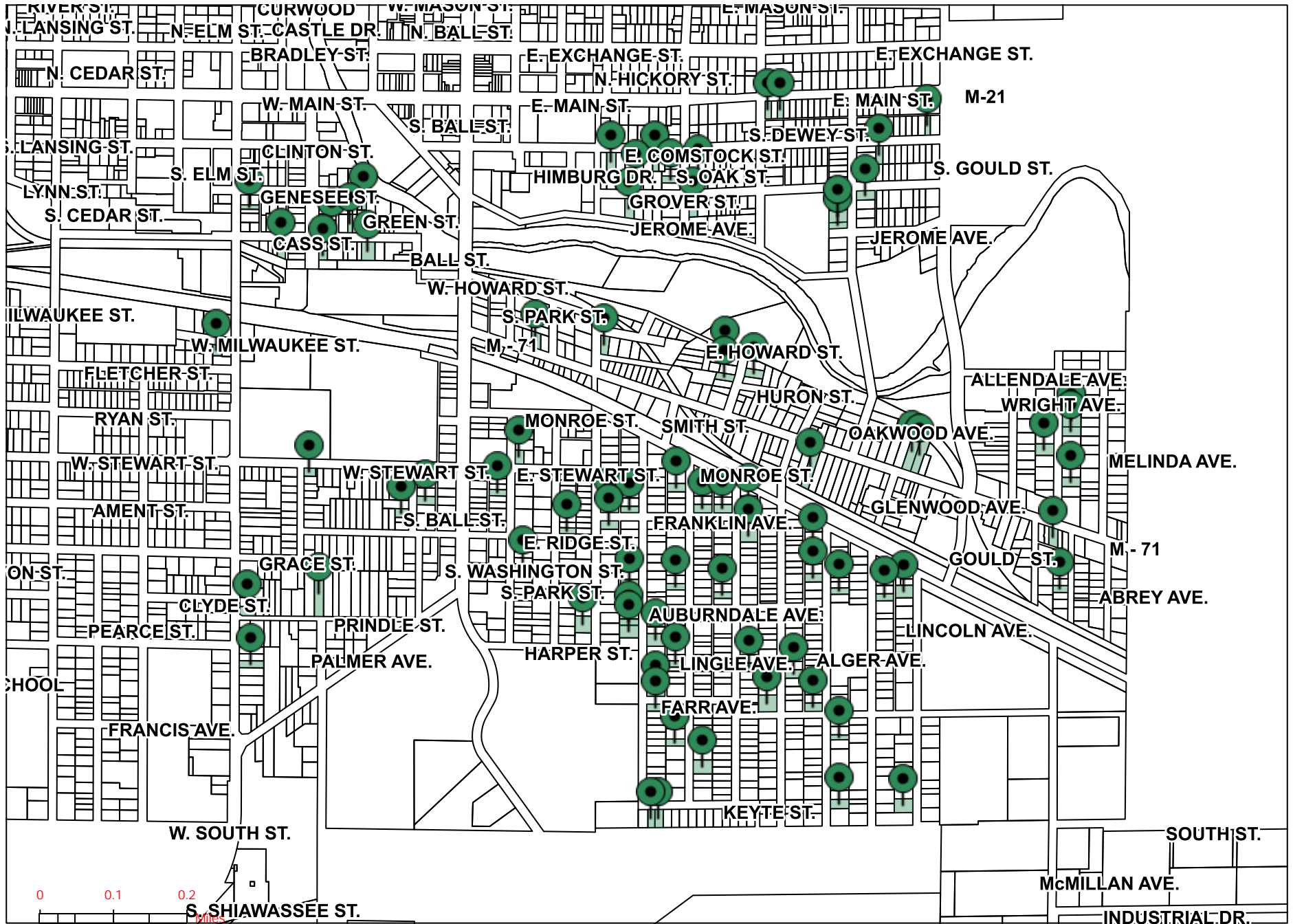
Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
HOUSE FIRE								
ENF 21-0138	623 FRAZER AVE	INSPECTED PROPERTY	LETTER SENT	01/28/2021	01/28/2021	03/29/2021		VAC
Total Entries				1				
MULTIPLE VIOLATIONS								
ENF 20-1114	812 E COMSTOCK ST	LETTER SENT	CLOSED	12/23/2020	01/13/2021		01/13/2021	N
ENF 20-1078	434 E COMSTOCK ST	RESOLVED	CLOSED	12/18/2020	01/19/2021		01/19/2021	Y
ENF 21-0123	316 OAKWOOD AVE	COMPLAINT LOGGED	LETTER SENT	01/26/2021	01/25/2021	02/24/2021		Y
Total Entries				3				
NO BUILDING PERMIT								
ENF 20-1118	602 E MAIN ST	OBTAINED PERMIT	CLOSED	12/28/2020	12/28/2020		01/05/2021	COMM
Total Entries				1				
RENTAL REGISTRATION								
ENF 21-0054	1135 S SHIAWASSEE ST	COMPLAINT LOGGED	LETTER SENT	01/14/2021	01/14/2021	02/11/2021		Y
ENF 21-0071	624 ALGER AVE	COMPLAINT LOGGED	LETTER SENT	01/14/2021	01/14/2021	02/11/2021		Y
ENF 21-0074	938 DIVISION ST	COMPLAINT LOGGED	LETTER SENT	01/14/2021	01/14/2021	02/11/2021		Y
ENF 21-0073	833 BROADWAY AVE	RENTAL REG FORM SUBMITTED	COMPLIED	01/14/2021	02/02/2021		02/02/2021	Y
Total Entries				4				
RV/CAMPER VIOLATIONS								
ENF 18-0968	511 KEYTE ST	COMPLAINT LOGGED	CLOSED	12/26/2018	12/26/2018		01/10/2019	Y
Total Entries				1				
SIGN VIOLATION								
ENF 21-0103	732 GRAND AVE	COMPLAINT LOGGED	LETTER SENT	01/21/2021	01/21/2021	02/03/2021		N
ENF 21-0107	608 E MAIN ST	COMPLAINT LOGGED	LETTER SENT	01/21/2021	01/21/2021	02/03/2021		Y
ENF 21-0124	320 OAKWOOD AVE	RESOLVED	CLOSED	01/26/2021	01/25/2021		01/25/2021	N

SE QUADRANT

JANUARY 2021

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 21-0099	815 S BALL ST	RESOLVED	CLOSED	01/21/2021	02/02/2021		02/02/2021	N
ENF 21-0100	201 E STEWART ST	RESOLVED	CLOSED	01/21/2021	02/02/2021		02/02/2021	Y
ENF 21-0101	659 DIVISION ST	RESOLVED	CLOSED	01/21/2021	02/02/2021		02/02/2021	N
ENF 21-0102	703 DIVISION ST	RESOLVED	CLOSED	01/21/2021	02/02/2021		02/02/2021	N
ENF 21-0104	609 BROADWAY AVE	RESOLVED	CLOSED	01/21/2021	02/02/2021		02/02/2021	Y
ENF 21-0105	425 GROVER ST	RESOLVED	CLOSED	01/21/2021	02/02/2021		02/02/2021	N
ENF 21-0106	420 GROVER ST	RESOLVED	CLOSED	01/21/2021	02/02/2021		02/02/2021	N
Total Entries				10				
TIRES								
ENF 21-0030	1007 LINGLE AVE	RESOLVED	CLOSED	01/12/2021	01/26/2021		01/26/2021	N
Total Entries				1				
TRAILER VIOLATIONS								
ENF 21-0002	719 FRAZER AVE	INSPECTED PROPERTY	LETTER SENT	01/05/2021	01/27/2021	02/04/2021		Y
Total Entries				1				
Total Records:		58			Total Pages:		4	

ENFORCEMENTS JAN. 2021 SE QUADRANT



SW QUADRANT

JANUARY 2021

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
AUTO REP/JUNK VEH								
ENF 21-0026	607 W STEWART ST	RESOLVED	CLOSED	01/12/2021	01/26/2021		01/26/2021	N
				Total Entries	1			
BUILDING VIOL								
ENF 21-0008	531 AMENT ST	COMPLAINT LOGGED	INSPECTION PENDING	01/07/2021	01/07/2021	03/04/2021		Y
				Total Entries	1			
EXTERIOR PAINT/SIDING								
ENF 20-0050	527 FLETCHER ST	INSPECTED PROPERTY	CLOSED	01/17/2020	01/08/2021		01/08/2021	N
ENF 20-0101	709 FLETCHER ST	INSPECTED PROPERTY	CLOSED	02/13/2020	01/08/2021		01/08/2021	N
ENF 21-0021	1100 WALNUT ST	INSPECTED PROPERTY	PENDING WEATHER	01/12/2021	01/12/2021	04/01/2021		N
ENF 21-0023	607 W STEWART ST	INSPECTED PROPERTY	PENDING WEATHER	01/12/2021	01/12/2021	04/01/2021		N
ENF 21-0041	1229 MILWAUKEE ST	INSPECTED PROPERTY	PENDING WEATHER	01/12/2021	01/12/2021	04/01/2021		Y
ENF 21-0045	1031 S CHIPMAN ST	INSPECTED PROPERTY	PENDING WEATHER	01/12/2021	01/12/2021	04/01/2021		N
				Total Entries	6			
FENCE VIOLATION								
ENF 21-0084	1326 GEORGE ST	RESOLVED	CLOSED	01/21/2021	01/21/2021		01/21/2021	N
				Total Entries	1			
GARBAGE & DEBRIS								
ENF 18-0686	527 FLETCHER ST	RESOLVED	CLOSED	09/04/2018	01/08/2021		01/08/2021	Y
				Total Entries	1			
GARBAGE & DEBRIS								
ENF 20-1083	1218 W SOUTH ST	RESOLVED	CLOSED	12/21/2020	01/19/2021		01/19/2021	Y
ENF 21-0007	610 RYAN ST	RESOLVED	CLOSED	01/07/2021	01/19/2021		01/19/2021	N
ENF 21-0042	1603 W STEWART ST	INSPECTED PROPERTY	LETTER SENT	01/12/2021	01/20/2021	02/04/2021		N

SW QUADRANT

JANUARY 2021

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 21-0060	950 W STEWART ST	INSPECTED PROPERTY	LETTER SENT	01/14/2021	01/25/2021	02/08/2021		N
ENF 21-0129	1003 FLETCHER ST	CONTACT WITH OCCUPANT	CLOSED	01/26/2021	01/25/2021		01/29/2021	Y
ENF 21-0131	719 S CHIPMAN ST	COMPLAINT LOGGED	LETTER SENT	01/26/2021	01/25/2021	02/08/2021		COMM
ENF 21-0135	1619 LYNN ST	INSPECTED PROPERTY	LETTER SENT	01/27/2021	01/27/2021	02/08/2021		Y
ENF 21-0058	822 W STEWART ST	LETTER SENT	INSPECTION PENDING	01/14/2021	01/28/2021	02/11/2021		Y
ENF 21-0015	505 S LYON ST	INSPECTED PROPERTY	LETTER SENT	01/11/2021	01/29/2021	02/11/2021		Y
ENF 21-0063	1224 FREDERICK ST	RESOLVED	CLOSED	01/14/2021	02/01/2021		02/01/2021	Y
ENF 21-0081	308 S SHIAWASSEE ST	RESOLVED	CLOSED	01/19/2021	02/01/2021		02/01/2021	Y
ENF 21-0132	417 GRACE ST	INSPECTED PROPERTY	INSPECTION PENDING	01/26/2021	02/02/2021	02/10/2021		Y

Total Entries	12
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GARBAGE/JUNK IN ROW

ENF 20-1110	215 STATE ST	INSPECTED PROPERTY	CLOSED	12/23/2020	01/05/2021		01/05/2021	Y
ENF 20-1112	534 W STEWART ST	INSPECTED PROPERTY	CLOSED	12/23/2020	01/05/2021		01/05/2021	Y
ENF 20-1132	1301 S CEDAR ST	INSPECTED PROPERTY	CLOSED	12/30/2020	01/06/2021		01/06/2021	N
ENF 21-0087	607 FLETCHER ST	COMPLAINT LOGGED	INSPECTION PENDING	01/21/2021	01/21/2021	02/05/2021		N
ENF 21-0065	1428 YOUNG ST	RESOLVED	CLOSED	01/14/2021	01/22/2021		01/22/2021	Y
ENF 21-0128	809 W STEWART ST	INSPECTED PROPERTY	RECHECK	01/26/2021	01/25/2021	02/05/2021		N
ENF 20-1109	1615 HENRY ST	RESOLVED	CLOSED	12/23/2020	01/26/2021		01/26/2021	N
ENF 21-0130	1314 W STEWART ST	RESOLVED	CLOSED	01/26/2021	02/01/2021		02/01/2021	Y

Total Entries	8
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MULTIPLE VIOLATIONS

ENF 21-0108	1520 YOUNG ST	COMPLAINT LOGGED	INSPECTION PENDING	01/22/2021	01/22/2021	02/05/2021		Y
ENF 21-0118	700 NAFUS ST	INSPECTED PROPERTY	CLOSED	01/22/2021	01/22/2021		01/22/2021	N

SW QUADRANT

JANUARY 2021

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 21-0044	1414 FREDERICK ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	01/12/2021	02/01/2021	02/23/2021		N
				Total Entries	3			
RENTAL REGISTRATION								
ENF 21-0053	1108 CLYDE ST	RENTAL REG FORM SUBMITTED	COMPLIED	01/14/2021	01/14/2021		02/01/2021	Y
ENF 21-0057	1410 W SOUTH ST	RENTAL REG FORM SUBMITTED	COMPLIED	01/14/2021	01/14/2021		02/01/2021	Y
ENF 21-0061	1504 YOUNG ST	CONTACT WITH OWNER	CLOSED	01/14/2021	01/14/2021		01/21/2021	Y
ENF 21-0067	213 S LANSING ST	COMPLAINT LOGGED	LETTER SENT	01/14/2021	01/14/2021	02/11/2021		Y
ENF 21-0070	618 WALNUT ST	COMPLAINT LOGGED	LETTER SENT	01/14/2021	01/14/2021	02/11/2021		Y
ENF 21-0072	735 GRACE ST	COMPLAINT LOGGED	LETTER SENT	01/14/2021	01/14/2021	02/11/2021		Y
ENF 21-0075	1616 HERMAN ST	COMPLAINT LOGGED	LETTER SENT	01/14/2021	01/14/2021	02/11/2021		Y
ENF 21-0062	1505 W SOUTH ST	RENTAL REG FORM SUBMITTED	RESOLVED	01/14/2021	01/22/2021		01/22/2021	Y
ENF 21-0064	1509 W SOUTH ST	RENTAL REG FORM SUBMITTED	RESOLVED	01/14/2021	01/22/2021		01/22/2021	Y
ENF 21-0059	1412 PEARCE ST	RENTAL REG FORM SUBMITTED	RESOLVED	01/14/2021	01/25/2021		01/25/2021	Y
				Total Entries	10			
SIGN VIOLATION								
ENF 21-0133	322 N CHESTNUT ST	COMPLAINT LOGGED	LETTER SENT	01/26/2021	01/26/2021	02/08/2021		N
ENF 21-0117	501 S CHESTNUT ST	CONTACT WITH OWNER	INSPECTION PENDING	01/22/2021	01/27/2021	02/04/2021		COMM
ENF 21-0141	607 W STEWART ST	DISMISSED	CLOSED	01/28/2021	01/28/2021		01/28/2021	N
ENF 21-0142	1013 W STEWART ST	DISMISSED	CLOSED	01/28/2021	01/28/2021		01/28/2021	Y
ENF 21-0088	1607 YOUNG ST	RESOLVED	CLOSED	01/21/2021	02/02/2021		02/02/2021	N
ENF 21-0089	1432 YOUNG ST	RESOLVED	CLOSED	01/21/2021	02/02/2021		02/02/2021	N
ENF 21-0090	1417 LYNN ST	RESOLVED	CLOSED	01/21/2021	02/02/2021		02/02/2021	N

SW QUADRANT

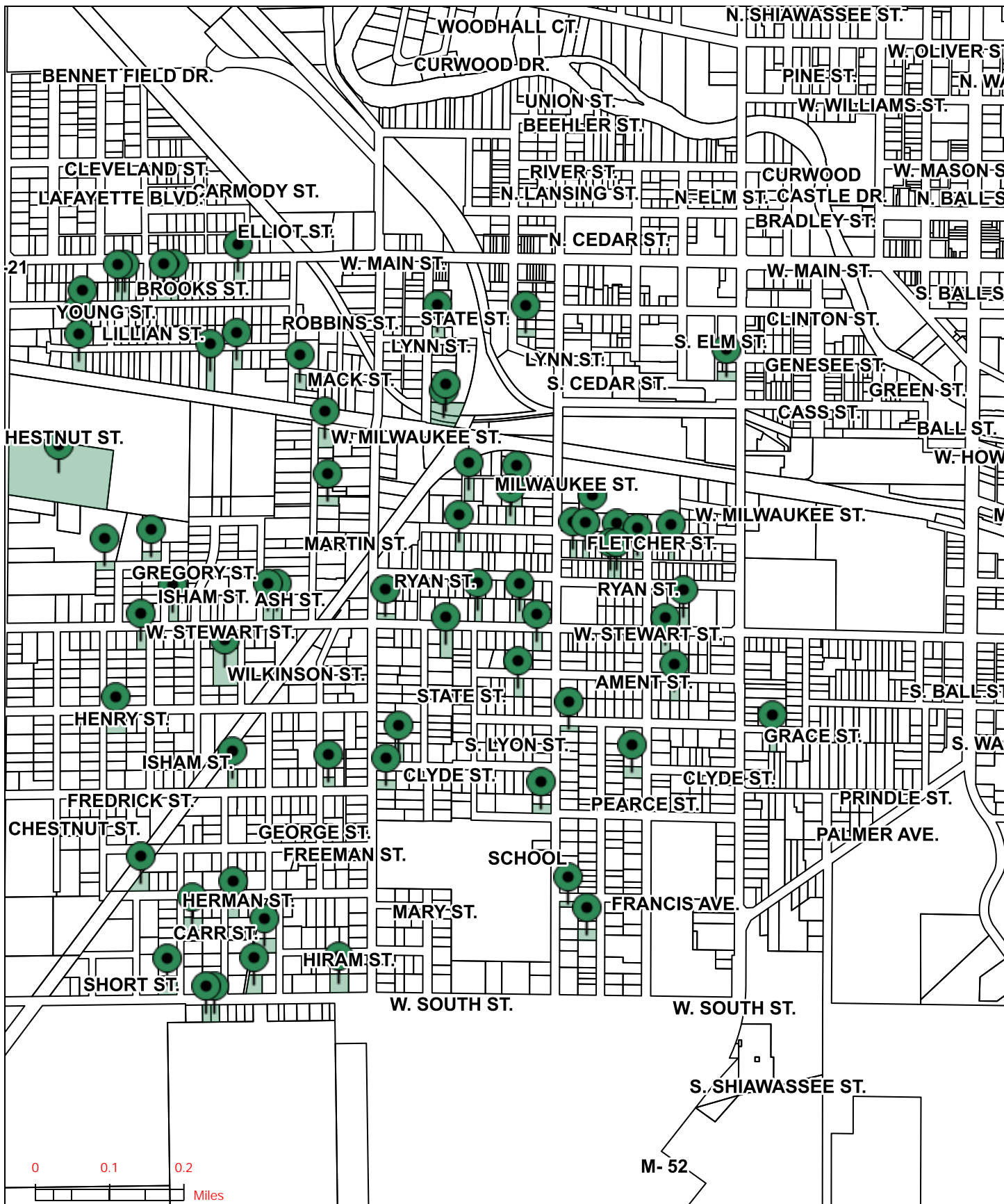
JANUARY 2021

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 21-0091	1616 LYNN ST	RESOLVED	CLOSED	01/21/2021	02/02/2021		02/02/2021	N
ENF 21-0092	1311 MACK ST	RESOLVED	CLOSED	01/21/2021	02/02/2021		02/02/2021	N
ENF 21-0093	1307 CARR ST	INSPECTED PROPERTY	LETTER SENT	01/21/2021	02/02/2021	02/10/2021		N
ENF 21-0094	823 MILWAUKEE ST	INSPECTED PROPERTY	LETTER SENT	01/21/2021	02/02/2021	02/10/2021		N
ENF 21-0095	721 FLETCHER ST	RESOLVED	CLOSED	01/21/2021	02/02/2021		02/02/2021	N
ENF 21-0096	709 FLETCHER ST	RESOLVED	CLOSED	01/21/2021	02/02/2021		02/02/2021	N
ENF 21-0097	708 FLETCHER ST	RESOLVED	CLOSED	01/21/2021	02/02/2021		02/02/2021	N
ENF 21-0098	809 W STEWART ST	RESOLVED	CLOSED	01/21/2021	02/02/2021		02/02/2021	N
				Total Entries	15			

Total Records: 58

Total Pages: 4

ENFORCEMENTS JAN. 2021 SW QUADRANT



Monthly Inspection List

JANUARY 2021

BOOTH, MARK

MECHANICAL & PLUMBING INSPECTOR

Total Inspections: 29

FREEMAN, GREG

CODE ENFORCEMENT

Total Inspections: 43

HARRIS, JON

ELECTRICAL INSPECTOR

Total Inspections: 18

HISSONG, BRAD

BUILDING OFFICIAL

Total Inspections: 51

MAYBAUGH, BRAD

CODE ENFORCEMENT

Total Inspections: 57

Report Summary

Grand Total Inspections:

198

Certificates Issued by Month for 2021

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
ADULT USE RECREATIONAL RETAIL												
0	1	0	0	0	0	0	0	0	0	0	0	1
5,000.00												5,000.00
PROVISIONING CENTER												
1	0	0	0	0	0	0	0	0	0	0	0	1
5,000.00												5,000.00
Rental - RENEWALS -												
7	4	0	0	0	0	0	0	0	0	0	0	11
175.00 100.00												275.00
RENTAL REGISTRATIONS - NEW -												
7	5	0	0	0	0	0	0	0	0	0	0	12
200.00 125.00												325.00
RESIDENTIAL DESIGNATED PARKING												
1	0	0	0	0	0	0	0	0	0	0	0	1
1,680.00												1,680.00
RESIDENTIAL PARKING PERMIT												
1	0	0	0	0	0	0	0	0	0	0	0	1
TOTALS:												
17	10	0	0	0	0	0	0	0	0	0	0	27
7,055.00 5,225.00												12,280.00



OWOSSO PUBLIC SAFETY

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

MEMORANDUM

DATE: 9 February 2020

TO: Owosso City Council

FROM: Eric E. Cherry
Police Department Lieutenant

RE: January 2021 Police Reports

Attached are the statistics for the Police Department for January 2021. One report is an offense summary for the month of January, by offense type. The other report, neighborhood crime report, lists the occurred on date, case number, location, and the complaint type for reports in January. The officers completed two hundred ninety (290) field interviews this month, which are calls where a full criminal report is not needed. Your Owosso Police Officers arrested twenty-five (25) persons this month for twenty-seven (27) total offenses.

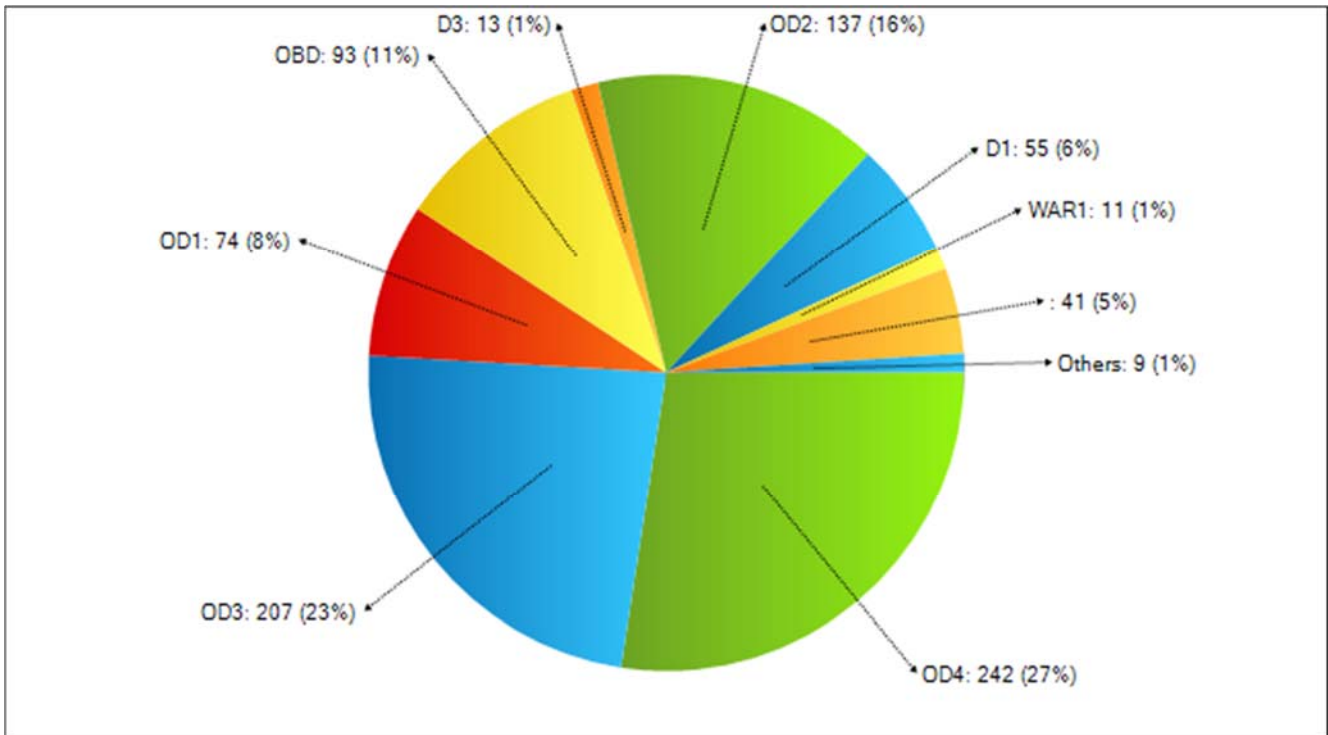
For January 2021 the police handled eight hundred eighty-two (882) police events, one hundred eight (108) were traffic stops, about twelve (12) percent of their work activity.

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

Respectfully,

Lt. Eric E. Cherry

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



OD1: Owosso City District 1 (northwest, north of M-21 and west of M-52)

OD2: Owosso City District 2 (northeast, north of M-21 and east of M-52)

OD3: Owosso City District 3 (southwest, south of M-21 and west of M-52)

OD4: Owosso City District 4 (southeast, south of M-21 and east of M-52, excluding business district and police office)

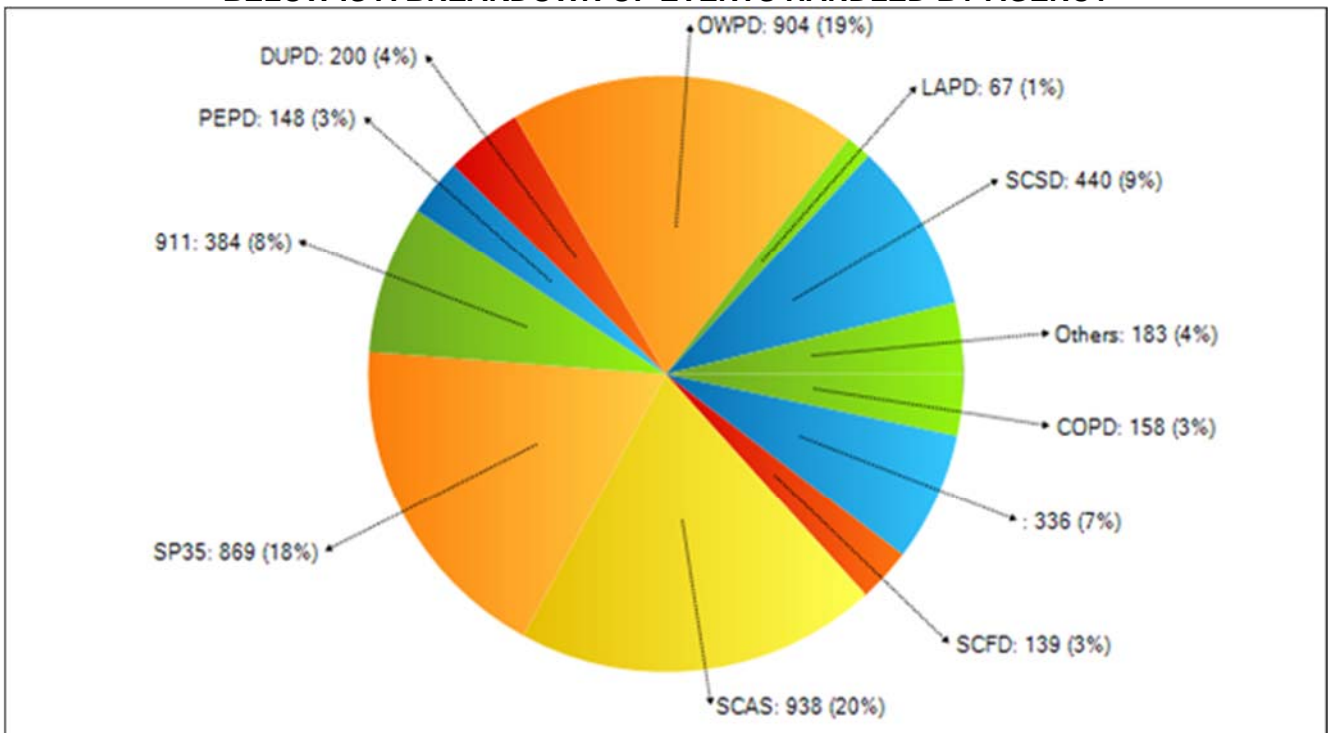
OBD: Owosso City Downtown Business District

D1: Shiawassee County northwest district (west of M-52 and north of Hibbard Road)

D3: Shiawassee County northeast district (east of M-52 and north of Hibbard Road)

Others: Included City of Corunna's 3 districts and any other area officer's responded.

BELOW IS A BREAKDOWN OF EVENTS HANDLED BY AGENCY



SCSD: Shiawassee County Sheriff's Office

PEPD: Perry City Police

Others: All Other Departments

SCAS: Shiawassee County Ambulance Services

DUPD: Durand City Police

LAPD: Laingsburg City Police

SP35: Michigan State Police Post #35

COPD: Corunna City Police

MOPD: Morrice City Police

SCFD: Shiawassee County Fire Departments

SCAC: Shiawassee County Animal Control

OWPD: Owosso City Police

911: Shiawassee County 911 Center

JANUARY NEIGHBORHOOD CRIME REPORT

Occurred Date	Case No	Location	Offense
1/7/2021	2164500032	100 block S Michigan Ave	AGGRAVATED/FELONIOUS ASSAULT
1/8/2021	2164500043	1200 block S Shiawassee St	AGGRAVATED/FELONIOUS ASSAULT
1/10/2021	2164500050	300 block N Ball St	AGGRAVATED/FELONIOUS ASSAULT
1/20/2021	2164500092	300 block E Corunna Ave	AGGRAVATED/FELONIOUS ASSAULT
1/24/2021	2164500102	Grand Ave	AGGRAVATED/FELONIOUS ASSAULT
1/27/2021	2164500124	700 block N Saginaw St	AGGRAVATED/FELONIOUS ASSAULT
1/30/2021	2164500138	200 block W North St	AGGRAVATED/FELONIOUS ASSAULT
1/5/2021	2164500024	1000 block W Lynn St	BURGLARY - UNLAWFUL ENTRY (NO INTENT)
1/17/2021	2164500081	1000 block W Hiram St	BURGLARY - UNLAWFUL ENTRY (NO INTENT)
1/8/2021	2164500046	600 block W Ryan St	BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit)
1/21/2021	2164500099	500 block S Shiawassee St	BURGLARY -ENTRY WITHOUT FORCE (Intent to Commit)
1/5/2021	2164500028	400 block N Saginaw St	BURGLARY -FORCED ENTRY
1/5/2021	2164500022	100 block S Washington St	BURGLARY -FORCED ENTRY
1/8/2021	2164500043	1200 block S Shiawassee St	BURGLARY -FORCED ENTRY
1/2/2021	2164500008	200 block E North St	CIVIL CUSTODIES - INCAPACITATION
1/7/2021	2164500034	500 block W Oliver St	CIVIL CUSTODIES - INCAPACITATION
1/7/2021	2164500037	500 block S Garfield Ave	CIVIL CUSTODIES - INCAPACITATION
1/12/2021	2164500060	600 block N Hickory St	CIVIL CUSTODIES - INCAPACITATION
1/13/2021	2164500067	800 block S Chestnut St	CIVIL CUSTODIES - INCAPACITATION
1/15/2021	2164500078	700 block S Alger Ave	CIVIL CUSTODIES - INCAPACITATION
1/21/2021	2164500094	300 block E Corunna Ave	CIVIL CUSTODIES - INCAPACITATION
1/27/2021	2164500121	300 block E Corunna Ave	CIVIL CUSTODIES - INCAPACITATION
1/21/2021	2164500093	300 block E Corunna Ave	CIVIL CUSTODIES - INSANITY (MENTAL)
1/21/2021	2164500099	500 block S Shiawassee St	DAMAGE TO PROPERTY
1/23/2021	2164500100	200 block W Mason St	DAMAGE TO PROPERTY
1/3/2021	2164500009	700 block W Lynn St	DISORDERLY CONDUCT
1/23/2021	2164500100	200 block W Mason St	DISORDERLY CONDUCT
1/29/2021	2164500129	600 block S Frazier Ave	DISORDERLY CONDUCT
1/26/2021	2164500111	600 block Frazier Ave	FIRE - UNDETERMINED FIRES
1/25/2021	2164500110	100 block S Washington St	FORGERY/COUNTERFEITING
1/27/2021	2164500123	800 block W Main St	FORGERY/COUNTERFEITING
1/13/2021	2164500086	700 block N Elmwood Ave	FRAUD

1/27/2021	2164500123	800 block W Main St	FRAUD -BAD CHECKS
1/26/2021	2164500128	300 block N Lafayette Blvd	FRAUD -IMPERSONATION
1/28/2021	2164500143	1300 block W Calvert Dr	FRAUD -WIRE FRAUD
1/11/2021	2164500064	700 block E North St	HEALTH AND SAFETY
1/13/2021	2164500095	1400 block W Main St	HEALTH AND SAFETY
1/3/2021	2164500010	2200 block S Chipman St	INSPECTIONS/INVESTIGATIONS - LOST AND FOUND PROP
1/5/2021	2164500016	200 block S Water St	INSPECTIONS/INVESTIGATIONS - LOST AND FOUND PROP
1/14/2021	2164500071	200 block E Main St	INSPECTIONS/INVESTIGATIONS - LOST AND FOUND PROP
1/15/2021	2164500073	500 block W Ament St	INSPECTIONS/INVESTIGATIONS - LOST AND FOUND PROP
1/27/2021	2164500119	2000 block S Chipman St	INSPECTIONS/INVESTIGATIONS - SUSPICIOUS SITUATIONS
1/9/2021	2164500047	500 block S Park St	LARCENY -OTHER
1/15/2021	2164500074	1400 block W Main St	LARCENY -OTHER
1/6/2021	2164500027	1600 block W South St	LARCENY -THEFT FROM BUILDING
1/30/2021	2164500139	200 block Michigan Ave	LARCENY -THEFT FROM BUILDING
1/1/2021	2164500040	700 block S Grand Ave	LARCENY -THEFT FROM MOTOR VEHICLE
1/24/2021	2164500105	900 block W Clyde St	MISCELLANEOUS - ASSIST TO FIRE DEPARTMENT
1/19/2021	2164500088	700 block W Ryan St	MISCELLANEOUS - ASSIST TO OTHER POLICE AGENCY
1/8/2021	2164500039	200 block S Water St	MISCELLANEOUS - GENERAL ASSISTANCE
1/26/2021	2164500126	600 block N Hickory St	MISCELLANEOUS - NATURAL DEATH
1/30/2021	2164500136	1400 block Mallard Cir	MISCELLANEOUS - NATURAL DEATH
1/4/2021	2164500013	100 block N Washington St	MISCELLANEOUS - NON-CRIMINAL
1/11/2021	2164500053	1200 block N Adams St	MISCELLANEOUS - NON-CRIMINAL
1/15/2021	2164500075	600 block S Grand Ave	MISCELLANEOUS - NON-CRIMINAL
1/21/2021	2164500097	800 block W Grace St	MISCELLANEOUS - NON-CRIMINAL
1/31/2021	2164500140	800 block Union Ave	MISCELLANEOUS - NON-CRIMINAL
1/31/2021	2164500144	1400 block S Chipman St	MISCELLANEOUS - NON-CRIMINAL
1/7/2021	2164500033	400 block W Genesee St	MOTOR VEHICLE THEFT
1/17/2021	2164500083	900 block E Main St	MOTOR VEHICLE THEFT
1/20/2021	2164500091	600 block S Lingle Ave	MOTOR VEHICLE THEFT
1/7/2021	2164500031	600 block N Hickory St	MOTOR VEHICLE VIOLATION
1/6/2021	2164500027	1600 block W South St	MOTOR VEHICLE, AS STOLEN PROPERTY
1/2/2021	2164500006	400 block W Comstock St	NONAGGRAVATED ASSAULT
1/2/2021	2164500007	400 block N Hickory St	NONAGGRAVATED ASSAULT
1/3/2021	2164500011	1700 block S Chipman St	NONAGGRAVATED ASSAULT

1/8/2021	2164500042	500 block W Oliver St	NONAGGRAVATED ASSAULT
1/9/2021	2164500048	300 block N Hickory St	NONAGGRAVATED ASSAULT
1/10/2021	2164500049	400 block W Howard St	NONAGGRAVATED ASSAULT
1/11/2021	2164500054	1900 block S Chipman St	NONAGGRAVATED ASSAULT
1/11/2021	2164500055	300 block E Exchange St	NONAGGRAVATED ASSAULT
1/12/2021	2164500059	800 block E King St	NONAGGRAVATED ASSAULT
1/13/2021	2164500070	600 block N Park St	NONAGGRAVATED ASSAULT
1/13/2021	2164500068	600 block N Adams St	NONAGGRAVATED ASSAULT
1/17/2021	2164500080	300 block E Main St	NONAGGRAVATED ASSAULT
1/17/2021	2164500081	1100 block W Hiram St	NONAGGRAVATED ASSAULT
1/17/2021	2164500082	200 block S Water St	NONAGGRAVATED ASSAULT
1/19/2021	2164500090	400 block S Huggins St	NONAGGRAVATED ASSAULT
1/22/2021	2164500104	200 block S Chipman St	NONAGGRAVATED ASSAULT
1/23/2021	2164500101	300 block W Ridge St	NONAGGRAVATED ASSAULT
1/25/2021	2164500107	400 block S Lyon St	NONAGGRAVATED ASSAULT
1/27/2021	2164500127	1700 block S Chipman St	NONAGGRAVATED ASSAULT
1/28/2021	2164500120	200 block S Cedar St	NONAGGRAVATED ASSAULT
1/29/2021	2164500130	700 block W Clinton St	NONAGGRAVATED ASSAULT
1/29/2021	2164500133	300 block E Corunna Ave	NONAGGRAVATED ASSAULT
1/29/2021	2164500134	400 block N Dimmick St	NONAGGRAVATED ASSAULT
1/31/2021	2164500142	1400 block Cleveland Ave	NONAGGRAVATED ASSAULT
1/3/2021	2164500012	1600 block W South St	OBSTRUCTING JUSTICE
1/6/2021	2164500026	M-21/M-13	OBSTRUCTING JUSTICE
1/7/2021	2164500036	300 block E Corunna Ave	OBSTRUCTING JUSTICE
1/19/2021	2164500089	700 block Clinton St	OBSTRUCTING JUSTICE
1/21/2021	2164500096	1400 block W Frederick St	OBSTRUCTING JUSTICE
1/21/2021	2164500096	1400 block W Frederick St	OBSTRUCTING JUSTICE
1/23/2021	2164500100	200 block W Mason St	OBSTRUCTING JUSTICE
1/24/2021	2164500106	Water St/Washington St	OBSTRUCTING JUSTICE
1/8/2021	2164500042	500 block W Oliver St	OBSTRUCTING POLICE
1/10/2021	2164500051	800 block W Grace St	OBSTRUCTING POLICE
1/22/2021	2164500098	1400 block Cleveland Ave	OTHER NON-CRIMINAL ACCIDENTS - OTHER SHOOTING
1/14/2021	2164500069	700 block W Clinton St	SEXUAL CONTACT FORCIBLE -CSC 4TH DEGREE
1/13/2021	2164500061	800 block S Alger Ave	SEXUAL PENETRATION PENIS/VAGINA -CSC 1ST DEGREE
1/23/2021	2164500112	800 block W King St	SEXUAL PENETRATION PENIS/VAGINA -CSC 1ST DEGREE
1/6/2021	2164500030	S Lillian St/W Lynn St	TRAFFIC - DRIVER LICENSE LAW VIOLATIONS

1/14/2021	2164500072	W Main St /S Chipman St	TRAFFIC - DRIVER LICENSE LAW VIOLATIONS
1/6/2021	2164500025	E Main St /S Dewey St	TRAFFIC - DRIVING ON SUSP/REVOKED/REFUSED LICENSE
1/6/2021	2164500029	S Lansing St/Main St	TRAFFIC - DRIVING ON SUSP/REVOKED/REFUSED LICENSE
1/8/2021	2164500045	700 block S Oakwood Ave	TRAFFIC - DRIVING ON SUSP/REVOKED/REFUSED LICENSE
1/13/2021	2164500066	S Washington St	TRAFFIC - DRIVING ON SUSP/REVOKED/REFUSED LICENSE
1/29/2021	2164500135	800 block S Chipman St	TRAFFIC - DRIVING ON SUSP/REVOKED/REFUSED LICENSE
1/30/2021	2164500137	Stewart St/Park St	TRAFFIC - DRIVING ON SUSP/REVOKED/REFUSED LICENSE
1/24/2021	2164500106	Water St/Washington St	TRAFFIC - NO OPERATORS LICENSE
1/26/2021	2164500117	E Exchange St /N Saginaw St	TRAFFIC - NO OPERATORS LICENSE
1/6/2021	2164500030	S Lillian St/W Lynn St	TRAFFIC - NO PROOF OF INSURANCE
1/30/2021	2164500137	Stewart St/Park St	TRAFFIC - REGISTRATION LAW VIOLATIONS
1/1/2021	2164500002	N Shiawassee St/W Main St	TRAFFIC, NON-CRIMINAL - ACCIDENT
1/1/2021	2164500003	W Main St/N Shiawassee St	TRAFFIC, NON-CRIMINAL - ACCIDENT
1/1/2021	2164500004	N M-52/W North St	TRAFFIC, NON-CRIMINAL - ACCIDENT
1/2/2021	2164500005	W Oliver St/N Shiawassee St	TRAFFIC, NON-CRIMINAL - ACCIDENT
1/4/2021	2164500015	W Main St	TRAFFIC, NON-CRIMINAL - ACCIDENT
1/5/2021	2164500018	500 block E Main St	TRAFFIC, NON-CRIMINAL - ACCIDENT
1/5/2021	2164500020	M-21/Ball St	TRAFFIC, NON-CRIMINAL - ACCIDENT
1/5/2021	2164500035	N Gould St/W North St	TRAFFIC, NON-CRIMINAL - ACCIDENT
1/7/2021	2164500038	Corunna Ave/Glenwood Ave	TRAFFIC, NON-CRIMINAL - ACCIDENT
1/10/2021	2164500052	200 block S Shiawassee St	TRAFFIC, NON-CRIMINAL - ACCIDENT
1/12/2021	2164500056	W Main St/N Chipman St	TRAFFIC, NON-CRIMINAL - ACCIDENT
1/12/2021	2164500058	500 block E Oliver St	TRAFFIC, NON-CRIMINAL - ACCIDENT
1/13/2021	2164500065	S Washington St/Universal Dr	TRAFFIC, NON-CRIMINAL - ACCIDENT
1/13/2021	2164500062	Corunna Ave	TRAFFIC, NON-CRIMINAL - ACCIDENT
1/15/2021	2164500076	W Main St/S Washington St	TRAFFIC, NON-CRIMINAL - ACCIDENT
1/18/2021	2164500085	400 block W Genesee St	TRAFFIC, NON-CRIMINAL - ACCIDENT
1/26/2021	2164500113	Monroe St/Grand Ave	TRAFFIC, NON-CRIMINAL - ACCIDENT
1/26/2021	2164500114	N Dewey St/E Oliver St	TRAFFIC, NON-CRIMINAL - ACCIDENT
1/26/2021	2164500115	Gould St/Allendale Ave	TRAFFIC, NON-CRIMINAL - ACCIDENT
1/26/2021	2164500118	1400 block E M-21	TRAFFIC, NON-CRIMINAL - ACCIDENT
1/27/2021	2164500122	N Water St	TRAFFIC, NON-CRIMINAL - ACCIDENT
1/29/2021	2164500131	M-52/King St	TRAFFIC, NON-CRIMINAL - ACCIDENT

1/8/2021	2164500044	1000 block W Fletcher St	TRAFFIC, NON-CRIMINAL - NON-TRAFFIC ACCIDENT
1/15/2021	2164500077	300 block S Elm St	TRAFFIC, NON-CRIMINAL - NON-TRAFFIC ACCIDENT
1/17/2021	2164500084	2500 block E M-21	TRAFFIC, NON-CRIMINAL - NON-TRAFFIC ACCIDENT
1/23/2021	2164500103	200 block Universal Dr	TRESPASS
1/5/2021	2164500023	S Chipman St/W Stewart St	VIOLATION - INSURANCE - OTHER COMMISSION RULES
1/10/2021	2164500051	800 block W Grace St	VIOLATION OF CONTROLLED SUBSTANCE ACT
1/25/2021	2164500108	400 block W Genesee St	VIOLATION OF CONTROLLED SUBSTANCE ACT
1/26/2021	2164500116	Hickory St/Mason St	VIOLATION OF CONTROLLED SUBSTANCE ACT
1/12/2021	2164500057	300 block E Monroe St	WEAPONS OFFENSE - OTHER
Total	144		

JANUARY OFFENSE REPORT

Offense	Total Offenses
1171 - 11001 - CSC First (1st) Degree -Penetration Penis/Vagina	2
1178 - 11008 - CSC Fourth (4th) Degree - Forcible Contact	1
1302 - 13002 - Aggravated/Felonious Assault - Family - Other Weapon	1
1304 - 13002 - Aggravated/Felonious Assault - Non-Family - Gun	1
1305 - 13002 - Aggravated/Felonious Assault - Non-Family - Other Weapon	2
1306 - 13002 - Aggravated/Felonious Assault - Non-Family - Strong Arm	1
1313 - 13001 - Assault and Battery/Simple Assault	24
1395 - 13002 - Assault, Intent to Maim	1
1399 - 13002 - Assault (Other)	1
2202 - 22001 - Burglary - Forced Entry - Residence (Including Home Invasion)	2
2203 - 22001 - Burglary - Forced Entry - Non-Residence	1
2205 - 22002 - Burglary - No Forced Entry - Non-Residence	2
2298 - 22003 - Burglary - Entering Without Permission	2
2305 - 23005 - Larceny - Personal Property from Vehicle	1
2308 - 23003 - Larceny - From Building (Includes library, office used by public, etc)	2
2309 - 23007 - Larceny - From Yards (Grounds surrounding a building)	2
2411 - 24001 - Motor Vehicle - Unauthorized Use	3
2475 - 24002 - Motor Vehicle as Stolen Property - Unauthorized Use (Includes Joyriding)	1
2505 - 25000 - Pass Counterfeited - Any Object	1
2507 - 25000 - Possess Counterfeited - Any Object	1
2604 - 26003 - Fraud - Impersonation	1
2608 - 26005 - Fraud by Wire	1
2609 - 26007 - Fraud - Identity Theft	1
2693 - 26006 - Uttering and Publishing Check	1
2902 - 29000 - Damage to Property - Private Property	2
3547 - 35001 - Methamphetamine - Possess	2
3562 - 35001 - Marijuana - Possess	1
4801 - 48000 - Resisting Officer	2
5006 - 50000 - Obstructing Justice	1
5011 - 50000 - Parole Violation	1
5012 - 50000 - Probation Violation	3
5015 - 50000 - Failure to Appear	1

5070 - 50000 - Violation of Preliminary Injunctive Order (Peace Bond)	2
5299 - 52003 - Weapons Offense (Other)	1
5311 - 53001 - Disorderly Conduct	2
5393 - 53001 - Disorderly Conduct (Other)	1
5570 - 55000 - Persons under 18 years of age in Possession or Use of Tobacco Products	1
5599 - 55000 - Health and Safety Violations (Other)	1
5707 - 57001 - Trespass (Other)	1
8271 - 54003 - Traffic - No Operators License	2
8273 - 54003 - Traffic - Driving on Susp/Revoked/Refused License	6
8275 - 54003 - Traffic - Driver License Law Violations	2
8277 - 54003 - Traffic - Registration Law Violations	1
8280 - 54003 - Traffic - No Proof of Insurance	1
8328 - 54003 - Motor Vehicle Violation	1
8930 - 89003 - Violation - Insurance - Other Commission Rules	1
9906 - 92002 - Civil Custodies - Incapacitation	8
9908 - 92004 - Civil Custodies - Insanity (Mental)	1
9910 - 93001 - Traffic, Non-Criminal - Accident	22
9911 - 93002 - Traffic, Non-Criminal - Non-Traffic Accident	3
9924 - 95006 - Fire - Undetermined Fires	1
9934 - 97003 - Other Non-Criminal Accidents - Other Shooting	1
9943 - 98007 - Inspections/Investigations - Suspicious Situations	1
9944 - 98008 - Inspections/Investigations - Lost and Found Prop	4
9947 - 99002 - Miscellaneous - Natural Death	2
9953 - 99008 - Miscellaneous - General Assistance	1
9954 - 99008 - Miscellaneous - Assist to Fire Department	1
9954 - 99009 - Miscellaneous - Non-Criminal	5
9956 - 99008 - Miscellaneous - Assist to Other Police Agency	1
Total	143

JANUARY DAILY ACTIVITY REPORTS SUMMARY REPORT

Activity	Total
Alarms	11
Appearance Citations	3
Assist Another Unit	373
Business Property Inspections	154
Community Service	8
Directed Patrols	391
District Patrol	59
Meal/Break	80
Original Arrests	10
Park Patrols	215
Parking/Municipal Citations Issued	14
Residential Property Inspections	12
School Patrols	320
Supplemental Complaints	58
Traffic Accidents	18
Traffic Citations Issued	14
Traffic Warnings	90
Training	9
Warrant Arrests	6
Written Complaints	423
Total Activities	2268



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MEMORANDUM

DATE: February 4, 2021

TO: Owosso City Council

FROM: Kevin Lenkart
Director of Public Safety

RE: January 2021 Fire & Ambulance Report

Attached are the statistics for the Owosso Fire Department (OFD) for January 2021. The Owosso Fire Department responded to 231 incidents in the month of January.

OFD responded to 17 fire calls and responded to 214 EMS calls.

Previous Month ▾

Jan 1, 2021 - Jan 31, 2021 ▾

7%

FIRE
Percentage of Total Incidents

93%

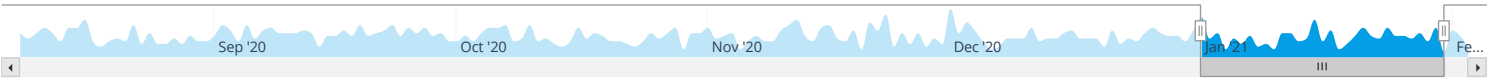
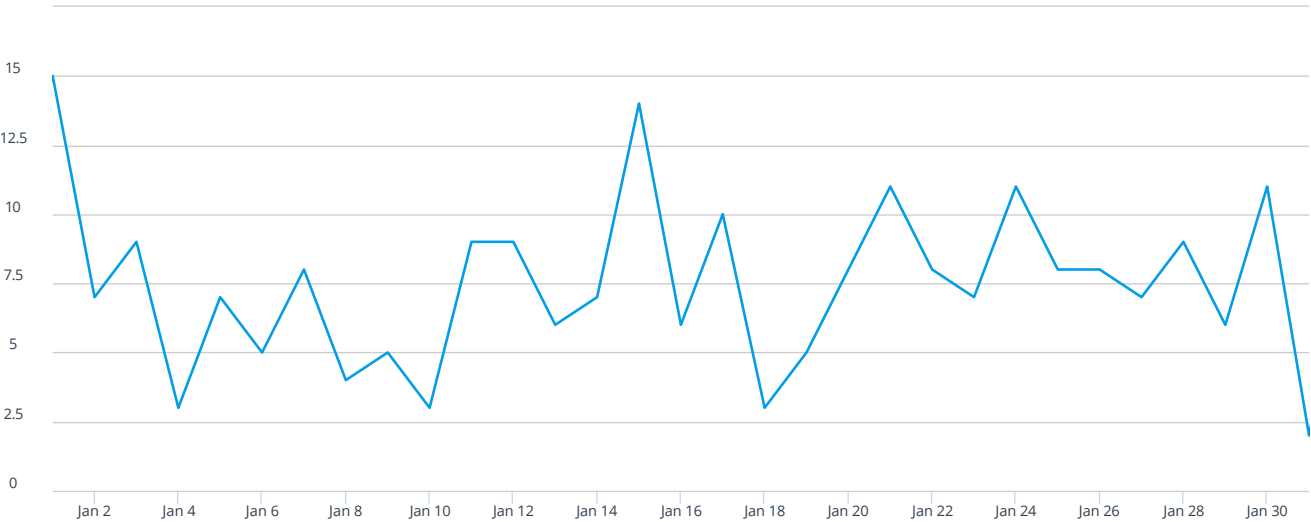
EMS
Percentage of Total Incidents

231

INCIDENTS
In Selected Time Slice

31

DAYS
In Selected Time Slice



Counts % Rows % Columns % All

Week Ending	1/3/21	1/10/21	1/17/21	1/24/21	1/31/21	2/7/21	2/14/21	2/21/21	2/28/21	3/7/21	3/14/21	3/21/21	3/28/21	Total
(11) Structure Fire			2	1	1									4
(15) Outside rubbish fire			1											1
(25) Excessive heat, scorch burns with no ignition	1													1
(31) Medical assist	1													1
(32) Emergency medical service (EMS) incident	24	34	55	52	49									214
(40) Flammable gas or liquid condition, other			1											1
(41) Combustible/f... spills & leaks			1											1
(44) Electrical wiring/equipm.. problem	2													2
(61) Dispatched and canceled en route	2				1									3
(70) False alarm and false call, other			1											1
(74) Unintentional system/detect... operation (no fire)	1	1												2
Total	31	35	61	53	51									231

MINUTES
REGULAR MEETING OF THE OWOSSO PLANNING COMMISSION
VIRTUAL MEETING
Monday, January 25, 2021 – 6:30 P.M.

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, Morris and Yerian

MEMBERS ABSENT: Commissioners Jenkins, Robertson and Taylor

OTHERS PRESENT: Justin Sprague, CIB Planning, City Manager Nathan Henne

APPROVAL OF AGENDA:

MOTION BY VICE-CHAIR LIVINGSTON, SUPPORTED BY COMMISSIONER LAW TO APPROVE THE AGENDA FOR January 25, 2021.

YEAS ALL. MOTION CARRIED.

APPROVAL OF MINUTES:

MOTION BY VICE-CHAIR LIVINGSTON, SUPPORTED BY COMMISSIONER MORRIS TO APPROVE THE MINUTES FOR THE November 23, 2020 MEETING.

YEAS ALL. MOTION CARRIED.

PUBLIC HEARINGS: NONE

OLD BUSINESS: NONE

NEW BUSINESS:

1. HIGHLAND PARK SOUTH ST/KROUSE RD SITE PLAN REVIEW

Site Plan Review for 11.09 acres of 31.37 total acres included in parcel. The proposal is to construct new marijuana grow facilities.

Justin Sprague, CIB gave a description of this review with the following comments and recommendations:

- 1. Information items.** The site plan meets the informational requirements of the ordinance.
- 2. Area and Bulk.** The proposed site was reviewed in accordance with Article 16, *Schedule of Regulations*, as described in the following table.

	Required	Provided	Comments
Highland Park – Krouse Rd/South Street (I-1)			
Front Yard Building Setback	40 ft.	62 ft.	In compliance
Side Yard Building Setback	20 ft.	94 ft. & 100 ft.	In compliance
Rear Yard Building Setback	0 ft.	288 ft.	In compliance
Maximum Building Height	40 ft.	20 ft.	In compliance

3. **Building Design & Materials.** The ordinance states that durable building materials which provide an attractive, quality appearance must be utilized. **The applicant is proposing to utilize a pre-fabricated industrial wall panels in that will be gray with white trim and will be compliant with the ordinance requirements.**
4. **Building Height.** The proposed building complies with the maximum building height.
5. **Mechanical Units.** No new mechanical units are proposed on the plan. **The applicant will need to verify this to ensure compliance and is part of the final conditions required.**
6. **Dumpster.** The proposed dumpster meets ordinance requirements.
7. **Parking Lot Requirements.** The parking lot meets dimensional requirements, and number of spaces required for this use.
8. **Landscaping.** **A Landscaping plan has not been provided. The applicant will need to submit a landscaping plan for final approval and is part of the final conditions required.**
9. **Lighting.** **A lighting plan has not been submitted. Any proposed lighting must demonstrate photo metrics at the property line as well as indicate that new lighting will be shielded and fixed at 90-degree angle towards the ground and is part of the final conditions required.**
10. **Other Approvals.** The proposed site plan must be reviewed and approved by the appropriate city departments, consultants, and agencies.

RECOMMENDATION:

Based upon the above comments, **we recommend approval of the Highland Park Site Plan, conditioned upon the following:**

1. Submission of a revised site plan that satisfactorily addresses the items in this letter, for administrative review and approval including an appropriate landscaping and lighting plan.
2. Use of materials consistent with the ordinance that are acceptable to the Planning Commission; and,
3. Review and approval by the appropriate city departments, consultants, and agencies.

Tom Beste, Highland Park North LLC Member, had additional information in regards to the wetlands and screening on west side. The wetlands will be handled with the soil erosion permit and the drain office. Mr. Beste has already been in contact with the railroad and drain commissioner. Any wetlands are in the very rear part of the property and the current proposal

is to be only working in the front area of the property facing South St/Krouse Rd. Additional screening – possibly fencing – would be used on the west side to the township resident.

Commissioner Pete Yerian was concerned he may have a conflict of interest when voting on this item as he is in the marijuana business but he currently does not have any type of relationship with Tom Beste nor Highland Park North LLC.

By a unanimous vote, the Planning Commission members allowed Commissioner Yerian to vote on the site plan review.

MOTION BY VICE-CHAIR LIVINGSTON SUPPORTED BY COMMISSIONER LAW TO APPROVE THE SITE PLAN REVIEW WITH THE FOLLOWING REQUIREMENTS:

- 1. LANDSCAPING PLAN**
- 2. LIGHTING PLAN**
- 3. MECHANICAL UNITS AND SCREENING PLAN**
- 4. REVISIONS TO THE CURRENT SITE PLAN REVIEW WILL BE REVIEWED ADMINISTRATIVELY**

YEAS: COMMISSIONERS LAW, VICE-CHAIR LIVINGSTON, COMMISSIONERS MORRIS AND YERIAN, SECRETARY FEAR AND CHAIRMAN WASCHER

NAYS: NONE

RCV 6-0 MOTION CARRIED

2. 2020 Planning Commission Annual Report

As per 125.319 (2) of the Michigan Planning Enabling Act 33 of 2008 and Redevelopment Ready Communities (MEDC) this report is present annually to the Planning Commission and the City Council for review and approval.

MOTION BY COMMISSIONER MORRIS SUPPORTED BY VICE-CHAIR LIVINGSTON TO APPROVE THE 2020 PLANNING COMMISSION ANNUAL REPORT AND REFER TO CITY COUNCIL FOR REVIEW AND APPROVAL.
YEAS ALL. MOTION CARRIED.

OTHER BOARD BUSINESS: NONE

PUBLIC COMMENTS AND COMMUNICATIONS: NONE

ADJOURNMENT

MOTION BY COMMISSIONER LAW SUPPORTED BY COMMISSIONER MORRIS TO ADJOURN AT 6:51 P.M. UNTIL THE NEXT MEETING ON February 22, 2021.
YEAS ALL, MOTION CARRIED.

Janae L. Fear, Secretary

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

January 26, 2021

4:30 P.M.

Virtual

1. Roll (4:34 P.M.)
Members Present: J. Archer, R. Holzheuer, C. Chinavare, J. Sawyer
Alternates Present: None
Others Present: T. Guysky, WWTP Superintendent/Board Secretary
B. VanZee, C2AE Consultants
2. Minutes of the October 27, 2020 meeting: Motion by Archer to approve the October 27, 2020 meeting minutes with support by Holzheuer. No Discussion. Motion carries 4-0.
3. Secretary's Report:
 - a) Plant Performance Summaries (October 2020 – December 2020): Guysky noted full permit compliance for all months. Sawyer noted a mistake on the December 2020 summary with respect to the previous years' data. Guysky will correct this and reissue.
 - b) Plant Operations: Guysky noted efficient plant operation since October 2020, and also noted ongoing difficulties maintaining old equipment and structures scheduled for replacement. One of the WWTP operator/mechanics, Tim Felker, will be leaving to pursue his own business venture, and Guysky noted that the position is likely to be filled with an in-house candidate.
 - c) WWTP Project Updates: Guysky described the headworks rehab project progress, with the focus currently on equipment replacement, as the demolition and construction on the grit removal part is mostly complete. He noted the existing low pressure blowers will be replaced with smaller, more efficient units, as the new grit system doesn't require air, leaving us with only one smaller plant process which requires such air supply. He also noted that this replacement is being done in conjunction with the headworks project, but the WWTP purchased the blowers separately and will do the install. Guysky also discussed the progress on the sludge processing equipment replacement project, with design phase recently completed.
4. Old Business:
 - a) Owosso Utilities Director Retirement/replacement: Chinavare noted he will be working remotely part-time during the City's process of hiring his replacement.
 - b) 1977 Wastewater Plant Agreement Review: Chinavare discussed his intention to continue his review of the agreement and give recommendation to the Board at a later date.
5. New Business:
 - a) Gary Schultz – new Board Alternate for Owosso Township: Guysky noted the addition of Gary Schultz as the new alternate representative for Owosso Township, replacing Dave Chrenka.

- b) WWTP Project Plan: Chinavare discussed funding options for the current project plan, which is to continue with the sludge processing replacement, construction likely to begin in 2022 and funded through SRF loan. This project will be followed by secondary/tertiary tower replacement, which is also SRF-funded. Secondary clarifier replacement is not in the current SRFproject period, but will need to immediately follow the tower replacement. Chinavare will provide board members with an updated project plan, including projected costs in the coming weeks. Brian VanZee from the consulting firm C2AE gave a description of the immediate and future needs of the plant in terms of replacement and rehab, stressing the significant deterioration of structures and equipment being utilized far past the expected service life. Guysky answered some questions from Sawyer concerning plant capacity and permit limitations during different times of the year.
- c) Annual Flow Summary: Guysky discussed the 2020 Annual Flow Summary documents distributed to the board, noting that all service units were within their allotted capacities for the June through October time period.

6. Citizens'/Members' Comments: None

7. Adjourn: Motion to adjourn by Holzheuer, with support by Archer. No discussion. Motion carries 4-0. Meeting adjourned at 5:12 p.m.

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

**PARKS AND RECREATION COMMISSION
REGULAR MEETING
WEDNESDAY, JANUARY 27, 2021
7:00PM
Virtual Meeting – via Zoom**

CALL TO ORDER: Chairman Workman called the meeting to order at 7:01 p.m.

PLEDGE OF ALLEGIANCE: Was recited

ROLL CALL: Was taken by Amy Fuller

MEMBERS PRESENT: Chairman Andrew Workman, Vice-Chair Jeff Selbig, Commissioner Carol Anne Smith, Kevin Maginity, and Commissioner Elaine Greenway

MEMBERS ABSENT: Commissioner Christopher Owens, Commissioner Paula Alexander.

OTHERS PRESENT: Amy Fuller

APPROVAL OF AGENDA: **COMMISSIONER GREENWAY MADE A MOTION TO APPROVE THE AGENDA FOR, JANUARY 27, 2021 AS PRESENTED. MOTION SUPPORTED BY VICE-CHAIR SELBIG. AYES ALL, MOTION CARRIED.**

APPROVAL OF MINUTES: **COMMISSIONER MAGINITY MADE A MOTION TO APPROVE THE MINUTES FOR, DECEMBER 9, 2020 WITH NO CHANGES. MOTION SUPPORTED BY VICE-CHAIR SELBIG. AYES ALL, MOTION CARRIED.**

PUBLIC COMMENTS: None

COMMUNICATIONS: None

OLD BUSINESS:

Park WiFi: Ms. Fuller presented a cost estimate from Ludington Electric of between \$1,000 to \$1,500 per site to install WiFi in four parks. DayStarr Communications will provide the service at no cost. The parks with electrical service are Curwood Castle Park, Bentley Park, Fayette Square and Grove Holman Park. There was discussion about the WiFi log in process including a disclaimer that the network is unsecure. The cost will be rolled into the building remodel at Grove Holman Park.

COMMISSIONER MAGINITY MADE A MOTION TO PROCEED WITH WIFI INSTALLATION AT EACH PARK. MOTION SUPPORTED BY VICE-CHAIR SELBIG. AYES ALL, MOTION CARRIED.

Middle School Canoe/Kayak Launch: Ms. Fuller reported that the project is underway. Josh Adams is helping the Chamber of Commerce apply the Consumers Energy grant to the construction of a kayak locker.

Hopkins Lake Dock: Ms. Fuller reported that the purchase order went out to the supplier today.

NEW BUSINESS:

Check Register Review: No questions or discussion.

Parks and Recreation Master Plan: Ms. Fuller called our attention to the fact that an updated fiveyear Parks and Recreation master plan will need to be submitted next year. She encouraged the commission to begin thinking about it.

Grove Holman Building: The commission reviewed the plans and drawings for the building remodel. There were questions about the layout. The commission wants to ensure that the building design is as functional as possible. Ms. Fuller indicated that the city has a designer who can help us.

Next Meeting: February 24th, 2021 @ 7:00 PM

Public/Commissioners Comments: None

ADJOURNMENT:

VICE CHAIR SELBIG MADE A MOTION TO ADJOURN AT 8:04 P.M. MOTION SUPPORTED BY COMMISSIONER MAGINITY. AYES ALL, MOTION CARRIED.

DRAFT

MINUTES
REGULAR MEETING OF THE
DOWNTOWN DEVELOPMENT AUTHORITY/MAIN STREET
CITY OF OWOSSO
FEBRUARY 3, 2021 AT 7:30 A.M.
VIRTUAL MEETING VIA ZOOM VIDEO CONFERENCING

CALL TO ORDER: The meeting was called to order by Chairman Dave Acton at 7:30 A.M.

ROLL CALL: Was taken by Recording Secretary Debbie Hebert

MEMBERS PRESENT: Chairman Dave Acton, Vice-Chairman Bill Gilbert, Commissioners: Kenn Cushman, Jon Moore, Lance Omer, and Susan Osika.

MEMBERS ABSENT: Commissioner Josh Ardelean

OTHERS PRESENT: Josh Adams, DDA Director

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

AYES: ALL. MOTION CARRIED.

MINUTES: IT WAS MOVED BY AUTHORITY MEMBER OSIKA AND SUPPORTED BY AUTHORITY MEMBER MOORE TO APPROVE THE MINUTES AS PRESENTED FOR MEETING HELD JANUARY 6, 2021.

AYES: ALL. MOTION CARRIED

PUBLIC COMMENTS: None

ITEMS OF BUSINESS:

1) CHECK REGISTER - When asked if there were any expenses out of the ordinary, Director Adams noted the Glo Parade Awards had been disbursed. Otherwise, all other items were customary expenses.

IT WAS MOVED BY AUTHORITY MEMBER OSIKA, SUPPORTED BY AUTHORITY MEMBER MOORE TO APPROVE THE CHECK REGISTER FOR JANUARY, 2021 AS PRESENTED.

AYES: ALL. MOTION CARRIED.

2) 2020/2021 Budget Report Discussion- Director Adams informed the board that the budget is on target as planned.

3) SHIACASH REPORT – Director Adams presented the board with monthly reports as requested. Commissioner Gilbert was encouraged at the number of businesses participated. Adams will ensure that the Support Agreement includes Owosso DDA/Mainstreet as a primary sponsor in printed materials and also has a monthly social media presence.

4) DOWNTOWN SOCIAL DISTRICT – The board reviewed the documents presented as Adams informed - On July 1st, 2020 the Michigan legislature amended 1998 PA 58 to allow local governmental units to establish within their boundaries a Social District and within the Social District a Commons area where patrons of properly permitted, licensed alcohol providers may be outside with a single open container. To promote the continued development and economic vitality of Downtown Owosso, while promoting public health and social distancing, Owosso Main Street/DDA proposes the creation of a Social District as defined by 1998 PA 58 – Sec. 551 and the creation of a Commons area within the Social District as described below. A map with the proposed boundaries of the Social District is attached to this document. Owosso Main Street/DDA is proposing the formation of one (1) Commons area.

Discussion surrounded specified times, containers allowed, and no-entry into other businesses with alcoholic beverages. Chief of Police Kevin Lenkart and City Manager, Nathan Henne have both been consulted. Once the plan is submitted to LARA, revisions from LARA may be recommended prior to receiving permit.

IT WAS MOVED BY AUTHORITY MEMBER OMER, SUPPORTED BY AUTHORITY MEMBER CUSHMAN TO APPROVE THE PLAN FOR THE DOWNTOWN SOCIAL DISTRICT.

AYES: ALL, MOTION CARRIED.

5) RLF Deferment Plan – The board reviewed the section in the Revolving Loan Manual addressing the deferment of existing loans. Osika requested an additional step of approval by the DDA Board prior to submitting to City Council be added.

IT WAS MOVED BY AUTHORITY MEMBER OSIKA, SUPPORTED BY AUTHORITY MEMBER CUSHMAN TO APPROVE THE RLF DEFERMENT PLAN WITH THE ADDITION OF APPROVAL BY THE DDA BOARD.

AYES: ALL, MOTION CARRIED.

6) Flowerbed Repair & Removal Bid – A bid package is being prepared for publication thru the city's Bid Coordinator. Moore noted that the bid package presented showed some flower beds reduced in size. Adams stated the bids allowed for specifications of both materials and size allowing for future planning. The bid process will follow the procedures set in place for approval of City Council.

7) Match on Main Grant – 2021 – Materials are now available for the current year's round of available grants. Adams will send materials to board members for review. The timeframe is short to submit requests by early March. Owosso DDA/Mainstreet has been the recipient of all three rounds previously offered.

COMMITTEE UPDATES:

- 1) Design and Business Vitality** – Gilbert reported that the Streetscape subcommittee received quotes for the purchase of flower baskets and watering. The flower baskets will be purchased from Farmer's Garden. Four variations of white flowers will be added. Sixteen additional but larger and more ornate baskets will be purchased from Everlastings in the Wildwood. Doug Peterson Landscaping will be watering. A reduction in cost of \$1,500 is expected. Weeding and lawn mowing quotes are being obtained.
- 2) Promotion & Outreach** – the committee is starting face to face meetings again. Chocolate Walk tickets are available via online purchase thru EventBrite. Paper tickets are now available at Apple Tree Lane.
- 3) Business Owners Committee** – On Hold.

BOARD CONTINUING EDUCATION/INFORMATION:

Directors Update Report will be sent to commissioners.

PUBLIC COMMENTS: None

BOARD COMMENTS:

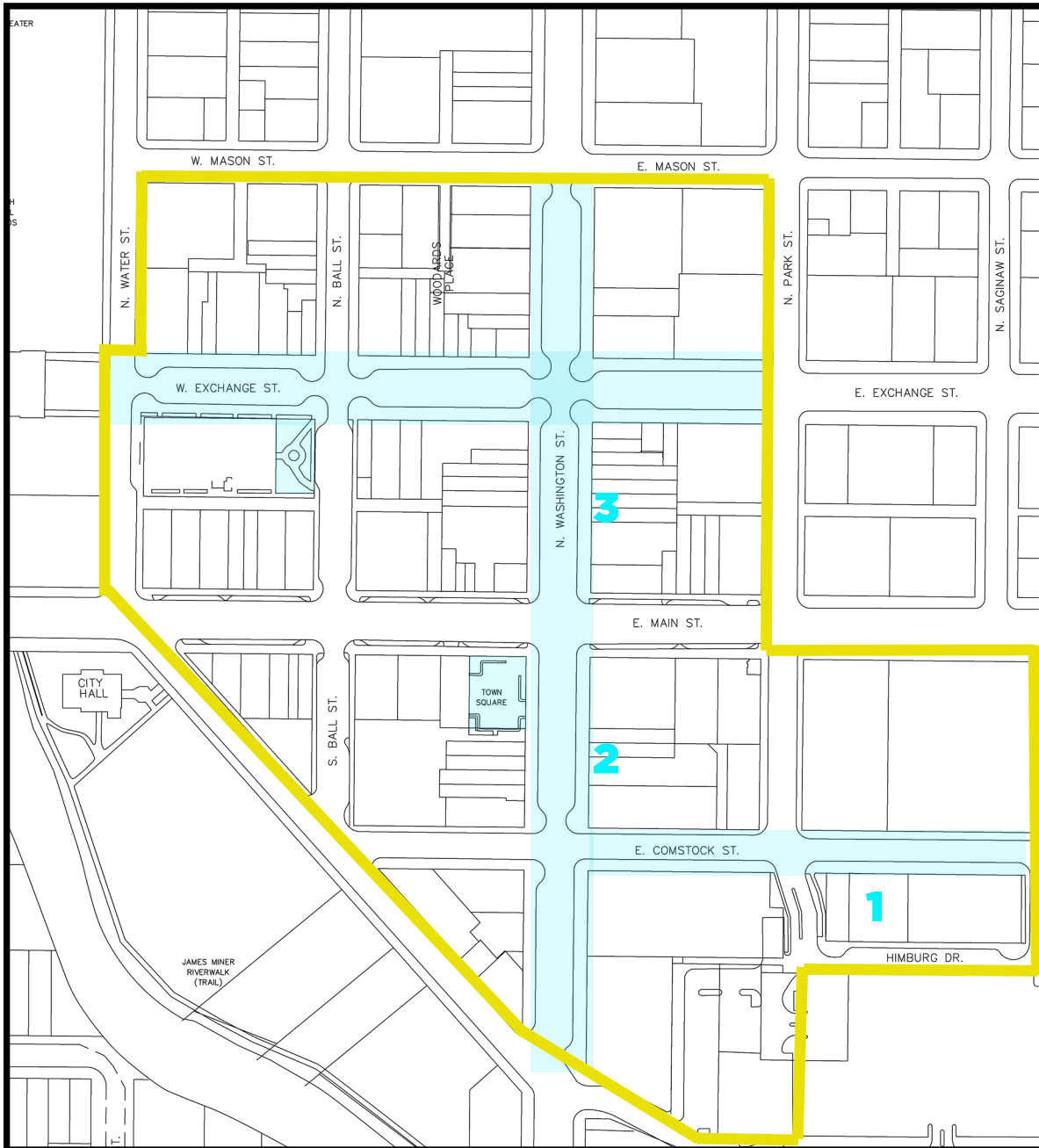
Omer offered his appreciation to Director Adams for the additional reports provided for the board's review.

Osika requested assistance from fellow commissioners to promote the Chocolate Walk. It is a customer favorite that promises to bring in local and out of town shoppers.

Gilbert expressed his gratitude for events like The Chocolate Walk, He enjoys the opportunity to obtain a new customer that may be a repeat customer for life. It is a great opportunity for all the businesses.

ADJOURNMENT: IT WAS MOVED BY AUTHORITY MEMBER GILBERT AND SUPPORTED BY AUTHORITY MEMBER OSIKA TO ADJOURN AT 8:34 A.M.

AYES: ALL. MOTION CARRIED.



Social District
Boundary



Commons Area
Boundaries

ESTD 2021

DOWNTOWN
-COMMONS-
CUISINE & DRINKS

- 1 - Roma's Backdoor
- 2- Lily Pearls Lounge
- 3 - Niche Bar & Lounge



Regular Meeting of the Owosso Historical Commission

Minutes of February 8, 2021 – 6:00 P.M.

PRESIDING OFFICER: Dave Acton – Vice Chair

MEMBERS PRESENT: Vice Chair Dave Acton, Commissioner Mark Erickson, Commissioner Gary Wilson, Mayor Pro Tem Susan Osika

MEMBERS ABSENT: Commissioner Betsy Galloway, Commissioner Sara Adams

VICE CHAIR ACTON CALLED THE MEETING TO ORDER AT 6:02 P.M.

APPROVE AGENDA

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

Motion supported by Commissioner Erickson and concurred in by unanimous vote.

ITEMS OF BUSINESS

1. Appointment of Officers for Calendar Year 2021: City Manager Henne suggested appointing three officers: Chair, Vice-Chair, and Secretary. Henne explained that he understands finding a Secretary has been difficult and that the reason he arranged the packet for this meeting was to help him in the event he would have to take minutes. Commissioner Erickson asked about the possibility of nominating “yourself” for a position or if that was not allowed. Henne explained that with so few members, this was inevitable but not an issue.
 - a. MOTION: Erickson moved to nominate Dave Acton as Chair, himself as Vice Chair, and Henne as temporary Secretary. Acton explained that the Secretary can be an employee of the city according to the bylaws. Supported by Wilson. Henne requested an updated copy of the bylaws for the City Clerk’s records.
 - b. Motion carried unanimously through voice vote.
2. Reopening of Curwood Castle: City Manager Henne updated the Commission on what City Hall has been doing in light of the State Health Department’s order that all workers who can work from home shall work from home. He went on to say that this is no longer working for City Hall because some residents can only pay their bills in cash and do not feel comfortable using the drop box for that. So City Hall is open to those residents and by appointment only for other

business. Osika explained that the Castle is usually closed during January, February, and March anyway. There was further discussion about the timing of the Castle reopening and the decreased potential of making money in sales if the Castle is opened in the winter and that now there is further cost with opening because of cleaning and sanitizing needs.

- a. MOTION: Wilson moved that this question be brought back to the Commission at their regular March meeting. Motion supported by Osika.
 - b. Motion carried unanimously through voice vote.
3. Approve the OHC Section of the City's 6-Year Capital Improvement Plan: City Manager Henne and Commissioner Wilson outlined 2 changes that were necessary to correct typos. Henne explained that this year it will be pretty simple city-wide because everything will just be moved back by one year because of initial COVID-19 uncertainties at the beginning of the fiscal year. Commissioner Erickson pointed out that \$25,000 has been budgeted this year for the Gould House roof.
 - a. MOTION: Wilson moved to accept the 6-year OHC CIP with the corrections noted. Motion supported by Erickson
 - b. Motion carried unanimously through voice vote.

FINANCIAL REVIEW AND DISCUSSION

City Manager Henne updated the commission on the January Revenue and Expenditures report, the cash balance report as of Jan 31, 2021, and the revised budget projections with no Executive Director position filled for the remainder of the 20-21 fiscal year.

PUBLIC COMMENT PERIOD

No public present

COMMISSIONER COMMENTS

Commissioner Erickson had a question about the revised budget projections to make sure that the new reality of not having to pay an Executive Director for the remainder of the year was factored in. Henne explained that it was and that the Jan 31, 2021 cash balance report is misleading because of the timing of the remaining General Fund transfer to the OHC. Henne said there will still be a need to utilize some fund balance even with the Director position not being filled.

Vice-Chair Acton asked about the future of fundraising, sales, and events. Henne commented there may be an opportunity to begin selling Castle merchandise and books online. The commission also discussed the potential of holding a home tour amid the challenges of post-COVID life. Osika brought up the possibility of having a booth at the Farmers Market when it returns. Erickson cautioned to be vigilant with the Curwood book collection to be sure the rare copies were kept. Wilson agreed commenting that most Curwood book collectors are local and there may not be the large market online that would make a large revenue difference for the commission. Commissioners agreed that an inventory of current books and merchandise was needed.

The Commission agreed to discuss the Commission's involvement in the Farmers Market at the next meeting to give Osika the opportunity to speak to the market manager. Wilson detailed past efforts to create an inventory of Curwood books from 10 years ago.

STAFF REPORT

Henne updated the Commission on the MCACA grant process, the need for community input regarding what should be done with the Gould House 1st floor, an update on the two upstairs apartments, and a recap with Erickson regarding the meeting on February 4 with the Gould House architects.

The Commission asked to have a community survey drafted before the next round of water bills so that it can be mailed to get ideas for the 1st floor of the Gould House. Henne stressed his desire to apply for MCACA this year even if the Commission is not completely ready to submit an application to the MEDC to build those relationships and get feedback. Erickson asked if we need a grant writer. Henne said no. Erickson and Henne said a special meeting might be necessary if the Commission wanted to review the survey draft.

Wilson and Acton discussed the possibility of the Commission working on an inventory of historical homes/structures in the community with specific histories. Wilson also stressed the need for a possible do-it-yourself guide to historic home preservation and restoration because Owosso has a lot of historic homes.

ADJOURNMENT

Osika moved to adjourn the meeting. Erickson supported. Voice vote was unanimous to adjourn the meeting at 7:05 P.M.