

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MONDAY, AUGUST 01, 2022
7:30 P.M.**

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

AGENDA

OPENING PRAYER:

PLEDGE OF ALLEGIANCE:

ROLL CALL:

APPROVAL OF THE AGENDA:

APPROVAL OF THE MINUTES OF REGULAR MEETING OF JULY 18, 2022:

ADDRESSING THE CITY COUNCIL

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

PROCLAMATIONS / SPECIAL PRESENTATIONS

None.

PUBLIC HEARINGS

1. Proposed Special Assessment District No. 2022-02 – Hazards and Nuisances. Conduct a public hearing to receive citizen comment regarding proposed Special Assessment District No. 2022-02, Hazards and Nuisances, as it relates to unpaid costs incurred in the altering, repairing, tearing down, abating or removing of hazards and nuisances at 900 Ada Street.

CITIZEN COMMENTS AND QUESTIONS

CONSENT AGENDA

1. Bid Award – Meter Pit Parts. Accept the low bid from Etna Supply for meter pit parts and authorize payment in accordance with unit prices not to exceed \$46,725.00.
2. AclaraONE System Support Level Upgrade. Approval of the proposal from Aclara of St. Louis, Missouri to upgrade the current water meter reading system and support level with Base to AclaraONE with Premier support level, for the additional amount of \$26,050.00.

3. Aclara ACE Customer Portal. Approval of the proposal from Aclara of St. Louis, Missouri annual service provider fees for the Aclara Adaptive Consumer Engagement (ACE) customer access portal system in the amount of \$45,000.00
4. Traffic Control Order – Vintage Motorcycle Days. Consider request from Owosso Main Street/DDA for closure of Main Street Plaza and South Washington Street from Main Street to Jerome Avenue and Comstock St. from Water St. to Washington St. on Saturday, August 27, 2022 from 6:00 am until 6:00 pm for Owosso Vintage Motorcycle Days and approve Traffic Control Order No. 1475 formalizing the request. **Master Plan Implementation Goals: 1.7, 1.17, 4.2, 4.6, 5.9, 5.12**
5. ArtWalk Permission. Approve the application of Owosso Main Street/DDA for use of Main Street Plaza and closure of S. Washington Street from Main Street to Comstock Street on September 10, 2022 from 10:00 am to 10:00 pm for the ArtWalk event, waive the insurance requirement, and authorize Traffic Control Order No. 1476 formalizing the requested closure.
Master Plan Implementation Goals: 1.7, 1.17, 4.2, 4.6, 5.9, 5.12
6. Antique Bicycle Swap Meet and Ride Traffic Control Order. Approve request from Rick Morris of Westown Merchant's Association for closure of Lot #11, 800 West Main Street, for an Antique Bicycle Show and Swap Meet on Sunday, August 14, 2022 from 8:00 am until 3:00 pm and approve Traffic Control Order No. 1477 formalizing the request.
Master Plan Implementation Goals: 1.7, 1.17, 4.2, 4.6, 5.9, 5.12
7. Moonlight Market. Approve the request from Josephine Brown, Executive Director of the Downtown Owosso Farmers Market, for the street closure from Curwood Castle Drive from M-52 to Bradley Street the Moonlight Market event and approve Traffic Control Order No. 1479 formalizing the request. **Master Plan Implementation Goals: 1.7, 1.17, 4.2, 4.6, 5.9, 5.12**
8. Check Register – July 2022. Affirm check disbursements totaling \$1,328,253.64 for July 2022.
9. Warrant No. 618. Authorize Warrant No. 618 as follows:

| Vendor | Description | Fund | Amount |
|---|------------------------------------|------------------|-------------|
| Waste Management | Service Period 6/16/2022-6/30/2022 | WWTP/ Streets | \$10,597.21 |
| Shiawassee Economic Development Partnership | 2022-2023 Annual Investment | General | \$20,000.00 |

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

| Name | Board/Commission | Term Expires |
|------------------|---------------------|--------------|
| Stephen Schlaack | Planning Commission | 06-30-2025 |

ITEMS OF BUSINESS

1. OMS/DDA Revolving Fund Loan & Grant Program Manual Revisions. Consider approval of revisions to the OMS/DDA Revolving Fund Loan & Grant Program Manual and corresponding applications as recommended by the OMS/DDA Board.
2. OPRA/BRA Development Agreement 123 N Washington. Consider approval of the OPRA and Brownfield Development Agreement for 123 N Washington St Project.
Master Plan Implementation Goals: 1.9, 1.19, 3.21, 4.3, 4.7, 4.14
3. Changing Special Assessment Annual Installment Dates. Consider approval of changing the special assessment annual installment dates.

4. JARS Location Transfer Request. Consider approval of the location transfer request from JARS Cannabis to relocate the Provisioning Center and Adult Retail location from 901 W Main St to 200 E Main St.
5. OZ Ownership Transfer Request. Consider approval of the license ownership transfer request from Sandds Operations, LLC to Jacob Ownbey for the Provisioning Center and Adult Retail location at 117 E Main St.
6. Demolition Authorization & Contract Approval – 1122 S Cedar Street and 917 S Park Street. Authorize demolition of the structures at 1122 S Cedar Street and 917 S Park Street and approve bid award to Smalley Construction, Inc. in the amount of \$15,600, and further authorize payment to the contractor upon satisfactory completion of the work or portion thereof.
Master Plan Implementation Goals: 1.1, 1.13, 2.6

COMMUNICATIONS

1. Planning Commission. Minutes of July 25, 2022.

CITIZEN COMMENTS AND QUESTIONS

NEXT MEETING

Monday, August 15, 2022

BOARDS AND COMMISSIONS OPENINGS

Brownfield Redevelopment Authority – term expires June 30, 2026
Building Board of Appeals – Alternate - term expires June 30, 2025
Building Board of Appeals – Alternate - term expires June 30, 2024
Owosso Historical Commission – term expires December 31, 2023
Shiawassee District Library Board – term expires June 30, 2025
Zoning Board of Appeals – Alternate – term expires June 30, 2024
Zoning Board of Appeals – 2 terms expire 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 CAN ONLY BE VIEWED VIRTUALLY

The Owosso City Council will conduct an in-person meeting on August 1, 2022. Citizens may view and listen to the meeting using the following link and phone numbers.

**OWOSSO CITY COUNCIL
Monday, August 1, 2022
at 7:30 p.m.**

The public joining the meeting via Zoom CANNOT participate in public comment.

- **Join Zoom Meeting:**
<https://us02web.zoom.us/j/83601775499?pwd=VCtaKzRQZ2lITE5GczJiZEF5c3NKQT09>
- **Meeting ID: 836 0177 5499**
- **Password: 732335**
- **One tap mobile**

+13126266799,,83601775499#,,,,*732335# US (Chicago)
+16465588656,,83601775499#,,,,*732335# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)
+1 646 558 8656 US (New York)
+1 301 715 8592 US (Washington DC)
+1 346 248 7799 US (Houston)
+1 669 900 9128 US (San Jose)
+1 253 215 8782 US (Tacoma)

- **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 August 1, 2022 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.

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MINUTES OF JULY 18, 2022
7:30 P.M.
VIRGINIA TEICH CITY COUNCIL CHAMBERS**

PRESIDING OFFICER: MAYOR CHRISTOPHER T. EVELETH

OPENING PRAYER: COUNCILMEMBER JEROME C. HABER

PLEDGE OF ALLEGIANCE: COUNCILMEMBER ROBERT J. TEICH, JR.

PRESENT: Mayor Christopher T. Eveleth, Mayor Pro-Tem Susan J. Osika, Councilmembers Janae L. Fear, Jerome C. Haber, Daniel A. Law, Nicholas L. Pidek (arrived at 7:33 p.m.), and Robert J. Teich, Jr.

ABSENT: None.

APPROVE AGENDA

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

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

APPROVAL OF THE MINUTES OF REGULAR MEETING OF JULY 5, 2022

Motion by Mayor Pro-Tem Osika to approve the Minutes of the Regular Meeting of July 5, 2022 as presented.

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

PROCLAMATIONS / SPECIAL PRESENTATIONS

None.

PUBLIC HEARINGS

None.

CITIZEN COMMENTS AND QUESTIONS

Lisa Biskupski-Pangborn, 1991 Herman Street, introduced herself as a candidate for County Commission in District 6.

Madhu Anderson, Bath Township resident, introduced herself as a candidate for State Senate in the 28th District.

Brent Singer, 325 Priest Road, introduced himself as a candidate for County Commission in District 1.

Tom Manke, 2910 W. M-21, repeated his comments from a previous meeting asking for Council's support for the proposed project to redevelop 123 N. Washington Street, specifically the Brownfield Plan being considered this evening.

Mayor Pro-Tem Osika invited everyone to attend the Books at Bryant event on Tuesday, July 19th from 7:00 – 8:00 p.m. There will be a book give-away, emergency vehicles on display, and free ice cream for the kids. She also announced the Christmas in July at the Steam Railroading Institute on July 23rd. The free experience will offer miniature train rides and a nighttime screening of The Polar Express movie.

Councilmember Law announced the 2nd annual Shiawassee Firefighter's Memorial Pig Roast will be held Saturday, July 30th at 3:00 p.m. at the Conservation Club Pavilion. Tickets are \$20 per person and the event will feature live music, a silent auction, and 50/50 raffle.

CONSENT AGENDA

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

Proposed Special Assessment District No. 2022-02 – Hazards and Nuisances. Authorize Resolution No. 1 setting a public hearing for Monday, August 1, 2022 at 7:30 p.m. to receive citizen comment regarding proposed Special Assessment District No. 2022-02, Hazards and Nuisances, as it relates to unpaid costs incurred in the altering, repairing, tearing down, abating or removing of hazards and nuisances at 900 Ada Street as follows:

RESOLUTION NO. 105-2022

SPECIAL ASSESSMENT DISTRICT NO. 2022-02 HAZARDS AND NUISANCES 900 ADA STREET

WHEREAS, the Assessor has prepared a special assessment roll for the purpose of specially assessing that portion of the unpaid costs incurred in the altering, repairing, tearing down, abating or removing of hazards and nuisances more particularly hereinafter described to the properties specially benefited by said public improvement, and the same has been presented to the Council by the City Clerk.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Said special assessment roll is hereby accepted and shall be filed in the office of the City Clerk for public examination.
2. The Council shall meet at the Owosso City Hall, Owosso, Michigan at 7:30 o'clock p.m., on Monday, August 1, 2022 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.

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 – HAZARDS AND NUISANCES

**CITY OF OWOSSO
COUNTY OF SHIAWASSEE, MICHIGAN**

TO THE OWNERS OF THE OF THE FOLLOWING DESCRIBED PROPERTY:

| PARCEL NUMBER | ADDRESS | BALANCE |
|--------------------|----------------|--------------|
| 050-310-002-003-00 | 900 Ada Street | \$ 19,007.00 |

TAKE NOTICE that a Special Assessment Roll-Hazards and Nuisances has been prepared for the purpose of defraying the unpaid costs incurred in the altering, repairing, tearing down, abating or removing of hazards and nuisances on the above described property.

TAKE NOTICE THAT ANY HAZARDS/NUISANCES INVOICES OR CHARGES REMAINING UNPAID AS OF THEIR DUE DATE WILL BE INCLUDED ON THIS ROLL.

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

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 Monday, August 1, 2022 for the purpose of reviewing said Special Assessment Roll - Hazards and Nuisances and for the purpose of considering all objections to said roll submitted in writing. If you have questions regarding this notice, please contact the City Treasurer's Office at 725- 0599.

***Professional Services Agreement – WWTP Improvements Phase 1 – Engineering Services.**

Authorize professional services agreement with Fishbeck for engineering services for the WWTP Improvements Phase 1 Project in the amount of \$1,049,500.00, with Tasks 3 & 4 contingent upon receipt of CWSRF funding for the project, and further approve payment to the engineer upon satisfactory completion of the project or portion thereof as follows:

RESOLUTION NO. 106-2022

**APPROVAL OF ADDENDUM NO. 5 TO THE AGREEMENT BETWEEN
THE CITY OF OWOSSO AND FISHBECK FOR ENGINEERING DESIGN
AND CONSTRUCTION ADMINISTRATION SERVICES
FOR PHASE 1 IMPROVEMENTS
AT THE WASTEWATER TREATMENT PLANT**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, will fund from the Wastewater Treatment Plant Replacement Fund for engineering services for the Phase 1 Improvements at the WWTP; and

WHEREAS, key components of the secondary and tertiary treatment processes at the WWTP have reached, or are beyond, the end of their useful lives, including the tricking filters, pressure filters,

intermediate clarifiers, and disinfection system; and Fishbeck of Lansing, Michigan has provided a proposal for the necessary engineering services to replace this aged equipment; and

WHEREAS, the Director of Public Services & Utilities has reviewed the proposal and verified the engineering services as necessary for the design, bid specification development, and construction administration services to replace the aged equipment, and hereby recommends authorizing Fishbeck to provide these engineering services in the amount of \$1,049,500.00.

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

- FIRST: it has heretofore been determined that it is advisable, necessary and in the public interest to contract with Fishbeck for engineering design and construction administration services to replace the aged equipment at the Wastewater Treatment Plant (to be known as the WWTP Improvements Phase 1 Project).
- SECOND: the mayor and city clerk are instructed and authorized to sign the document, substantially in the form attached as WWTP Improvements Phase 1 Project – Engineering Services contract, in the amount of \$1,049,500.00.
- THIRD: the accounts payable department is authorized to submit payment to Fishbeck for work satisfactorily performed in an amount not to exceed \$1,049,500.00.
- FOURTH: Task 3 – Bidding Phase Services and Task 4 – Construction Administration are contingent upon the City securing loan funding for construction of the project through the State's CWSRF program.
- FIFTH: the above expenses shall be paid from the Wastewater Plant Fund 599-901-977.000.

***Purchase Authorization - Public Safety Vehicle Equipment Changeover.** Waive competitive bidding requirements, authorize contract with Mid Michigan Emergency Equipment Sales and Service L.L.C. for the removal, supply, and installation of public safety equipment in the new police utility vehicle in the amount of \$10,963.50, and further authorize payment to the vendor upon satisfactory completion of the work as follows:

RESOLUTION NO. 107-2022

RESOLUTION AUTHORIZING THE EXECUTION OF A CONTRACT FOR REMOVAL, SUPPLY, AND INSTALLATION OF PUBLIC SAFETY EQUIPMENT IN A NEW POLICE VEHICLE WITH MID MICHIGAN EMERGENCY EQUIPMENT SALES AND SERVICE L.L.C.

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has purchased a new police vehicle that needs to have equipment and DVR cameras installed in it; and

WHEREAS, the new vehicle will require additional new public safety equipment to be properly outfitted for service; and

WHEREAS, the City of Owosso received a quote from Mid-Michigan Emergency Equipment Sales and Service L.L.C. for the removal of the old equipment, supply of select pieces of new equipment, and the installation of all said equipment; and it is hereby determined that this company is qualified to perform the work requested; and

WHEREAS, a waiver of the bidding requirements is requested as professional services are exempt from competitive bidding.

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 contract with Mid-Michigan Emergency Equipment Sales and Service L.L.C. for the removal, purchase, and installation of public safety equipment in City Police vehicles in the amount of \$10,963.50.
- SECOND: The mayor and city clerk are instructed and authorized to sign the document substantially in the form attached, Contract for Services between the City of Owosso, Michigan and Mid-Michigan Emergency Equipment Sales and Service L.L.C.
- THIRD: The Accounts Payable Department is hereby authorized to issue payment to Mid Michigan Emergency Equipment Sales and Service L.L.C. in the amount of \$10,963.50 upon delivery of the equipment and satisfactory completion of the work.
- FOURTH: The above expenses shall be paid from the Police equipment fund 101-300-978.000.

Purchase Authorization – AF-4500 Polymer. Waive competitive bidding requirements and authorize sole source purchase of bulk AF-4500 Polymer from Polydyne, Inc. in the amount of \$0.24/lb., with an estimated annual contract of \$46,000.00, and further authorize payment based on unit prices for actual quantities required for the fiscal year ending June 30, 2023 as follows:

RESOLUTION NO. 108-2022

RESOLUTION AUTHORIZING THE EXECUTION OF A PURCHASE ORDER FOR AF-4500 WITH POLYDYNE INC.

WHEREAS, the City of Owosso, Shiawassee County, Michigan, requires AF-4500 in bulk deliveries for use in conditioning wastewater sludge for dewatering by centrifuge at the Wastewater Treatment Plant; and

WHEREAS, the City of Owosso has determined that Polydyne Inc. of Riceboro, GA is the only firm qualified to provide such product in conditioning wastewater sludge for dewatering by centrifuge at Wastewater Treatment Plant; and

WHEREAS, waiver of the purchasing policy formal Bid requirements is requested, in order to initiate procurement upon approval and authorization.

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

- FIRST: The City of Owosso has theretofore determined that it is advisable, necessary and in the public interest to purchase AF 4500 from Polydyne Inc., at the price of \$0.24 per pound with an estimated annual usage of 190,000 pounds.
- SECOND: The accounts payable department is authorized to submit payment to Polydyne Inc. of Riceboro, GA, the estimated amount of \$46,000.00, which may exceed based on usage and actual need, for FY2022-2023.
- THIRD: The above expenses shall be paid from the WWTP fund following delivery, and chargeable to account 599-548-743.200.

Neighborhood Block Party Permission. Approve request from Jaimi Redmond for the closure of N. Gilbert Street from Oliver Street to Queen Street on Saturday, August 27, 2022, from 3:00 p.m. until 10:00 p.m. for a neighborhood block party, waiver of the insurance requirement, and authorization Traffic Control Order No. 1474 formalizing the action.

Warrant No. 618. Authorize Warrant No. 618 as follows:

| Vendor | Description | Fund | Amount |
|-------------------|------------------------------------|-------|-------------|
| J & H Oil Company | Gasoline Usage as of June 15, 2022 | Multi | \$10,296.72 |
| J & H Oil Company | Gasoline Usage as of June 30, 2022 | Multi | \$11,750.76 |

Motion supported by Councilmember Law.

Roll Call Vote.

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

NAYS: None.

ITEMS OF BUSINESS

***Proposed Brownfield Plan #22 – 123 N. Washington Street Project**

City Manager Nathan R. Henne noted that the developers for this project plan to invest approximately \$2.9 million in the complete rehabilitation of the Fifth Third Bank building, including the construction of nine new apartments. The request this evening is for the approval of a 20-year Brownfield Plan which will be layered on top of the previously approved 12-year OPRA tax exemption for the property. The Plan proposes the collection of approximately \$402,000 in tax increment funds for the developers in the last eight years of the Plan's term. He went on to note that according to the City's current Tax Abatement Policy the project only qualifies for an 11-year exemption, but the project is not financially realistic and would not take place without approval of the full 20-year term. He further expressed what a valuable asset the rehabilitated building will be to the downtown. Lastly, he noted that he continues to work on amending the Tax Abatement Policy to incorporate incentives for the creation of new housing.

Mayor Pro-Tem Osika said she supported the project and said she was comfortable granting a 20-year term for the proposed Brownfield Plan.

Councilmember Pidek echoed the City Manager's comments saying this is a sizeable investment in the downtown and the City needs to work with people that are willing to invest in the community.

Motion by Councilmember Pidek to approve proposed Brownfield Redevelopment Plan #22 – 123 N. Washington Street Project for a period of 20 years as follows:

RESOLUTION NO. 109-2022

RESOLUTION AUTHORIZING APPROVAL OF BROWNFIELD PLAN #22: "123 N WASHINGTON STREET REDEVELOPMENT PROJECT"

WHEREAS, the Brownfield Redevelopment Authority (the "Authority") of the City of Owosso, pursuant to and in accordance with the provisions of the Brownfield Redevelopment Financing Act, being Act 381 of

the Public Acts of the State of Michigan of 1996, as amended (the "Act"), has prepared and recommended for approval by the City Council a Brownfield Plan entitled District #22, "123 N Washington St Redevelopment Project" (the "Plan"), pursuant to and in accordance with Section 13 of the Act; and

WHEREAS, the Authority has, at least ten (10) days but not more than forty (40) days before the meeting of the Authority at which this resolution has been considered, provided notice to and fully informed all taxing jurisdictions which are affected by the Financing Plan (the "Taxing Jurisdictions") about the fiscal and economic implications of the proposed Financing Plan, and the Authority has previously provided to the Taxing Jurisdictions a reasonable opportunity to express their views and recommendations regarding the Financing Plan and in accordance with Sections 13 (10) and 14 (1) of the Act; and

WHEREAS, the Authority has made the following determinations and findings:

- A. The Plan constitutes a public purpose under the Act;
- B. The Plan meets all of the requirements for a Brownfield Plan set forth in Section 13 of the Act;
- C. The proposed method of financing the costs of the eligible activities, as described in the Plan is feasible and the Authority has the ability to arrange the financing;
- D. The costs of the eligible activities proposed in the Plan are reasonable and necessary to carry out the purposes of the Act;
- E. The amount of captured taxable value estimated to result from the adoption of the Plan is reasonable; and
- F. Line item cost details are eligible expenses that serve a public good.
- G. Local redevelopment area details are accurate.

WHEREAS, as a result of its review of the Plan and upon consideration of their views and recommendations of the Taxing Jurisdictions, the Authority requests the Plan be approved by the City Council of the City of Owosso.

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

FIRST: it has heretofore been determined that it is advisable, necessary and in the public interest to approve the 20-year Brownfield Plan #22 "123 N Washington Redevelopment Project."

Motion supported by Mayor Pro-Tem Osika.

Roll Call Vote.

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

NAYS: None.

COMMUNICATIONS

Randy Horton, Zoning Board of Appeals. Letter of Resignation.

Brad A. Barrett, Finance Director. Financial Report – May 2022

Tanya Buckelew, Planning & Building Director. June 2022 Building Department Report.

Tanya Buckelew, Planning & Building Director. June 2022 Code Violations Report.
Tanya Buckelew, Planning & Building Director. June 2022 Inspections Report.
Tanya Buckelew, Planning & Building Director. June 2022 Certificates Issued Report.
Kevin D. Lenkart, Public Safety Director. June 2022 Police Report.
Kevin D. Lenkart, Public Safety Director. June 2022 Fire & Ambulance Report.

CITIZEN COMMENTS AND QUESTIONS

Jim Woodworth, owner and developer of 123 N. Washington Street, thanked the Council for their support of this transformational project.

Mike Cline, 204 Stratford Drive, asked someone to look into the RV that is parked over the sidewalk near the intersection of Monroe Street and Broadway Avenue.

NEXT MEETING

Monday, August 01, 2022

BOARDS AND COMMISSIONS OPENINGS

Brownfield Redevelopment Authority – term expires June 30, 2026
Building Board of Appeals – Alternate - term expires June 30, 2025
Building Board of Appeals – Alternate - term expires June 30, 2024
Owosso Historical Commission – term expires December 31, 2023
Planning Commission – term expires June 30, 2023
Planning Commission – term expires June 30, 2025
Shiawassee District Library Board – term expires June 30, 2025
Zoning Board of Appeals – Alternate – term expires June 30, 2024
Zoning Board of Appeals – 2 terms expire June 30, 2023

ADJOURNMENT

Motion by Councilmember Law for adjournment at 7:50 p.m.

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

Christopher T. Eveleth, Mayor

Amy K. Kirkland, City Clerk

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



MEMORANDUM

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

DATE: August 1, 2022

TO: City Council

FROM: Amy K. Kirkland, City Clerk

SUBJECT: Public Hearing - Special Assessment District No. 2022- 02 – Hazards & Nuisances for 900 Ada Street

RECOMMENDATION:

Authorize Special Assessment Resolution No. 2 (of 2) establishing a special assessment for the property at 900 Ada Street to recoup the costs incurred in the Court Ordered Demolition of the structure on the property.

BACKGROUND:

In February of 2019, the Building Department received a complaint from the Water Department in regards to the conditions of the interior and exterior of the house located at 900 Ada Street. At this time, the water was shut off due to no power and pipes were freezing and breaking. The occupants were unable to afford the repairs. It was determined the occupants were family members of the owner and the City attempted to locate the owner only to find she had been deceased for a number of years. The City contacted DHS for further assistance with the occupants and moving them to safe place. Once the house was vacated (by April of 2019), the City posted the house (red-tagged) no occupancy was allowed. The inspector had determined the structure was unfit for occupancy and dangerous due to the water damage from broken pipes (soaked flooring, ceilings collapsed) and the extreme amount of human waste both inside and outside of the house. At this time, the City DPW performed an emergency clean up of the exterior areas of the house and garage.

The City proceeded to monitor the house and pursue legal action to remedy the house situation and possibly proceed with demolition. There were numerous attempted break ins to both the house and garage and the City's DPW had boarded up entrances. In addition, it was determined that the living relatives of the property owner, were not able to make good judgements/decisions on their own, which led to the City obtaining an order allowing demolition on September 24, 2021 from the Shiawassee County Circuit Court.

After the bidding process, the City accepted the low bid from Bolle Contracting and the house was removed in April of 2022.

Total charges incurred, including demolition fees and legal fees came to \$19,007.00

City Council approved the first resolution in the process at the July 18, 2022 meeting. Notice of the hearing has been mailed to the property owner. Notices were also published in The Argus Press and posted to the City's website.

Resolution No. 2 will be considered tonight after the public hearing has been conducted. If approved, it

will record the comments presented at the public hearing, approve the assessment roll (with any changes made by Council), create a lien on the property, set the time period over which payment will be accepted, set the interest rate on installments, and set the annual due date for payments.

FISCAL IMPACTS:

Staff is suggesting the assessment be spread out over a 10-year period. The property is currently in tax foreclosure and slated for the August 25th auction.

RESOLUTION NO.

**AUTHORIZING THE ROLL FOR
SPECIAL ASSESSMENT DISTRICT NO. 2022- 02 - HAZARDS & NUISANCES
FOR 900 ADA STREET**

WHEREAS, the City Council has met, after due and legal notice, and reviewed the Special Assessment Roll for Hazards and Nuisances District No. 2022-02 prepared for the purpose of defraying the unpaid costs incurred in the altering, repairing, tearing down, abating or removing of hazards and nuisances on the following described property:

| PARCEL# | SERVICE ADDRESS | TYPE | AMOUNT |
|--------------------|-----------------|---|--------------|
| 050-310-002-003-00 | 900 Ada Street | Demolition of structure including court costs & consulting fees | \$ 19,007.00 |

and

WHEREAS, after hearing all persons interested therein and after carefully reviewing said Special Assessment Roll-Hazards and Nuisances the Council deems said Special Assessment Roll-Hazards and Nuisances to be fair, just and equitable and that the assessment contained thereon results in the special assessment being in accordance with the unpaid costs incurred in the altering, repairing, tearing down, abating or removing of hazards and nuisances of said property.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Said Special Assessment Roll-Hazards and Nuisances as prepared by the City Assessor in the amount of \$19,007.00 is hereby confirmed and shall be known as Special Assessment Roll-Hazards and Nuisances District No. 2022- 02.
2. Pursuant to MCL 211.78k(c) said special assessment roll shall be divided into ten (10) equal annual installments, the first of which shall be due and payable on September 1, 2022, 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, 2022.
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, 2022 and shall be paid annually on each installment due date.
4. Said Special Assessment Roll-Hazards and Nuisances District No. 2022-02 shall be placed on file in the office of the City Clerk who shall attach his warrant to a certified copy thereof within ten (10) days commanding the Assessor to spread the various sums shown thereon as directed by the City Council.



MEMORANDUM

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

DATE: August 1, 2022

TO: Owosso City Council

FROM: Ryan E. Suchanek, Director of Public Services & Utilities

SUBJECT: Meter Pit Parts Bid

RECOMMENDATION:

Approval of the low responsive bid from Etna Supply (Grand Rapids, MI) for the Meter Pit Parts bid in the amount of \$46,725.00.

BACKGROUND:

On July 12, 2022, the City received bids for Meter Pit Parts. The parts are necessary for replacing and installing meter pits in conjunction with noncompliant water service line replacements. The City is expected to replace around 600 noncompliant water service lines within this year and the additional following two (2) years. Thus additional meter pit parts are needed in inventory. Two contractor bids were received, with Etna Supply confirmed as the low responsible bidder.

FISCAL IMPACTS:

The parts will be funded by the Account No. 591-000-101.000, in the amount of \$46,725.00.

Attachments: (1) Resolution, Meter Pit Parts Bid
(2) Bid Tabulation Meter Pit Parts Bid

RESOLUTION NO.

**AUTHORIZING THE EXECUTION OF AN AGREEMENT
WITH ETNA SUPPLY FOR METER PIT PARTS**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has determined that it is in the best interest of the public to replace noncompliant water service lines; and

WHEREAS, meter pits will be required to be replaced as part of replacing noncompliant water service lines and additional meter pit parts are needed; and

WHEREAS, the City has sufficient funds to purchase said parts from its water funds; and

WHEREAS, the City of Owosso sought bids for the Meter Pit Parts, and a bid was received from Etna Supply and it is hereby determined Etna Supply is qualified to provide said parts and that it has submitted the lowest responsible and responsive bid.

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

- FIRST: The City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to purchase from Etna Supply for the Meter Pit Parts bid.
- SECOND: The Mayor and City Clerk are instructed and authorized to sign the documents for the creation of a purchase order for services between the City of Owosso, Michigan and Etna Supply, in an amount not to exceed \$46,725.00.
- THIRD: The accounts payable department is authorized to pay Etna Supply for materials supplied up to the purchase order amount of \$46,725.00.
- FOURTH: The above expenses shall be paid from the account no. 591-000-101.000.

CITY OF OWOSSO BID TABULATION SHEET

DATE 7/12/2022

DEPT. DPW

SUBJECT: 2022-2023 Meter Pit Parts Bid

Etna Supply
4901 Clay Avenue SW
Grand Rapids, MI 49548
616-514-5223

Ferguson Waterworks
4040 Eagles Nest Dr.
Flushing, MI 48433
810-691-2823

| ITEM # | DESCRIPTION | EST. QTY | UNIT | UNIT PRICE | TOTAL | UNIT PRICE | TOTAL | UNIT PRICE | TOTAL |
|--------|---|-------------|------|---------------|-------------------------------|---------------|--------------|---------------|-------|
| 1 | Ring & Cover w/Antenna Mount, Cast Ring with Plastic Cover Ford Part #A32PR-BR | 150 | EA | \$ 85.00 | \$ 12,750.00 | \$ 86.00 | \$ 12,900.00 | | \$ - |
| 2 | Coppersetter 5/8 Coppersetter 70 L/Saddle Nut Ford Part #71-33-81-L-NL | 150 | EA | \$ 135.00 | \$ 20,250.00 | \$ 135.00 | \$ 20,250.00 | | |
| 3 | 3/4 Inch Curb Stop 3/4" FIP x 1: CTS-QJ Ford Part #B41-343-Q-NL | 150 | EA | \$ 73.00 | \$ 10,950.00 | \$ 73.00 | \$ 10,950.00 | | |
| 4 | Coupling 3/4" MIP x 1" CTS-QJ Ford Part # C84-34-Q-NL | 150 | EA | \$ 18.50 | \$ 2,775.00 | \$ 19.00 | \$ 2,850.00 | | |
| | | | | | *Prices firm until 9/12/2022* | | | | |
| Total: | | | | | \$ 46,725.00 | | \$ 46,950.00 | | |

TOTAL BID PRICING ADJUSTED FOR LOCAL PURCHASING PREFERENCE:\$2,500

N/A

N/A

DEPT
HEAD

GENERAL LIABILITY INSURANCE

AWARDED:

EXPIRATION DATE:

N/A

PURCH.
AGENT:

WORKERS COMPENSATION INSURANCE

COUNCIL

EXPIRATION DATE:

N/A

APPROVED:

STAFF
REC.:

SOLE PROPRIETORSHIP

EXPIRATION DATE:

N/A

PO NUMBER:

591.600.101000



MEMORANDUM

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

DATE: August 1, 2022
TO: City Council
FROM: Ryan E. Suchanek, Director of Public Services
SUBJECT: Automatic Meter Reading System (AMR) - AclaraONE System Support Level Upgrade

RECOMMENDATION:

Approval of the proposal from Aclara of St. Louis, Missouri to upgrade the current water meter reading system and support level with Base to AclaraONE with Premier support level, for the additional amount of \$26,050.00.

BACKGROUND:

The existing water meter reading system (NCC/STAR) was previously phased out. The AclaraONE System was implemented in order to provide much improved system management reports and troubleshooting capabilities for metered accounts. The original NCC/STAR System with Base support level would not support the new MTU's being produced. Thus in order to continue using and/or adding new meters/MTU's to our, we had to upgrade to the AclaraONE product with Premier support level.

The original agreement that was approved by City Council on March 20, 2017 included the NCC with Base. Below is a comparison of the original approved amounts side by side to compare to the new AclaraONE with Premier amounts:

| | NCC/STAR-Base | AclaraONE-Premier |
|-------------------------------|---------------|-------------------|
| Maintenance Annual Fee Year 1 | \$5,400.00 | |
| Maintenance Annual Fee Year 2 | \$5,400.00 | \$6,050.00 |
| Maintenance Annual Fee Year 3 | \$5,400.00 | \$11,800.00 |
| Maintenance Annual Fee Year 4 | \$5,400.00 | \$15,700.00 |
| Maintenance Annual Fee Year 5 | \$5,400.00 | \$19,500.00 |

The NCC/STAR-Base Year 1 was already utilized, thus the differences start for Year 2. The total for the original NCC/STAR-Base support level (for 5 years) was \$27,000.00. The total for AclaraONE-Premier support level is \$53,050.00. The difference for the last 4 years is \$26,050.00.

FISCAL IMPACTS:

System upgrade will be funded from the Water Fund 591-901-972.000 and Sewer Fund 590-901-973.000.

Attachments: (1) Resolution
(2) Aclara Amendment NO.1 to Maintenance Agreement
(3) Aclara Amendment NO.1 to Aclara Software License Agreement

RESOLUTION NO.

**APPROVAL OF PROPOSAL PROVIDED BY ACLARA OF ST. LOUIS, MISSOURI
TO UPGRADE THE WATER METER READING SYSTEM TO ACLARA ONE
FOR USE IN THE WATER BILLING DEPARTMENT**

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

WHEREAS, the City and Director of Public Services & Utilities sees the need to upgrade the AMR system to AclaraONE with Premier support level to avoid obsolescence of system support and to enhance management reporting tools and metered account troubleshooting capabilities not available in the prior NCC/STAR AMR system.

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

FIRST: The City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to upgrade the existing NCC/STAR AMR Fixed Network Administrator system with Base to the AclaraONE with Premier AMR system for the additional amount of \$26,050.00.

SECOND: The accounts payable department is authorized to submit payment to Aclara of St. Louis, Missouri in the total amount not to exceed \$58,450.00 for AMR maintenance services.

THIRD: The above expenses shall be paid from the Water Fund and Sewer Fund.

**AMENDMENT NO. 1
TO
ACLARA SOFTWARE LICENSE AGREEMENT**

This Amendment No. 1 is entered into and becomes effective the date last signed below, and is by and between Aclara Technologies LLC ("Aclara") formerly Aclara RF Systems Inc. and the City of Owosso, MI ("Owosso") hereinafter ("Licensee").

WHEREAS, Aclara and Licensee are parties to a certain Software License Agreement effective March 22, 2017 (hereinafter, the "Agreement"), which the Parties desire to amend as further described herein; and

WHEREAS, Licensee has requested and Aclara has agreed to upgrade software licenses pursuant to the license granted herein certain computer software applications for use by Licensee in connection with the purchased equipment and maintenance services for a hosted solution as more fully described below; and

WHEREAS, Licensee has requested to purchase and Aclara has agreed sell a software license pursuant to the consumer facing applications for use by Licensee in connection with services for a hosted solution as more fully described below; and

NOW THEREFORE, in consideration of the mutual covenants contained herein and in the Master Agreement, and intending to be legally bound, the Parties agree as follows:

1. Schedule D Hosted Services to the Software License Agreement attached hereto is hereby incorporated into the Agreement.
2. Attachment A to the Software License Agreement hereby deleted in its entirety and replaced with Attachment A attached hereto is hereby incorporated into the Agreement.
3. Except as modified in this Amendment No. 1, the Agreement will remain in full force and effect.

IN WITNESS WHEREOF, the Parties have executed this Amendment No. 1 to the Software License Agreement as of the Effective Date.

Aclara Technologies LLC

By: _____

Name: _____

Title: _____

Date: _____

City of Owosso

By:  _____

Name: Glenn M. Chinavare

Title: Director of Public Services & Utilities

Date: May 4, 2020

SCHEDULE D HOSTED SERVICES OFFERED

1. Aclara will provide the Hosted Solution in a secure, 24/7 environment according to the terms established herein.
2. Aclara will use commercially reasonable efforts to provide a high level of site uptime. It is our goal to provide at least 98% overall software system uptime, at a primary hosting facility designed for 99.8% availability. This goal excludes scheduled maintenance and upgrades, failure caused by the Internet or Licensee software, events of force majeure, or downtime caused by any other factor beyond Aclara's reasonable control.
3. Aclara will use commercially reasonable efforts to prevent more than 1 hour of continuous down time during business hours (defined as 6:30AM to 6:30 PM CST) every day; and to prevent more than 6 hours of continuous down time during non-business hours (defined as the hours between 6:31 PM to 6:29 AM (CST), with the same exclusions as noted above.
4. Generally, Aclara performs all scheduled system maintenance and upgrades during non-business hours. Aclara will provide Licensee with as much advanced notice of scheduled downtime as reasonably possible.
5. During any period of downtime of the Hosted Solution of more than one hour in duration, Aclara will provide notice to users by posting a web page that indicates that the site is temporarily unavailable due to routine maintenance and to please come back later.
6. Aclara will provide e-mail notice to appropriate Customer staff if there will be more than one hour of down time of the Hosted Solution. Notice will include at least a brief description of the reason for the down time and an estimate of the time when Customer can expect the site to be up and available.
7. Aclara agrees that it will protect the hosted data according to commercially acceptable standards and no less rigorously than it protects its own confidential information, but in no case less than reasonable care. Aclara shall develop, implement, maintain and use appropriate administrative, technical and physical security measures which may include but not be limited to encryption techniques, to preserve the confidentiality, integrity and availability of all such hosted data.
8. Aclara will use commercially reasonable efforts to ensure that all hardware (including servers, routers, and other related equipment) on which the applications are deployed are attached to backup power systems sufficient to maintain the site's availability for so long as any power outage could reasonably be expected to occur, based on the experience of Aclara at its deployment location.
9. Aclara will provide Customer access to a client portal that will be used to report issues and review maintenance and upgrade schedule. Customer agrees to make good faith efforts to notify Aclara in advance whenever unusually heavy traffic is expected because of promotions or other factors.

ATTACHMENT A TO
EXHIBIT C, SOFTWARE LICENSE AGREEMENT
SOFTWARE LICENSED FOR ACLARAONE™ & ACLARAACE™ PLATFORM

I. ACLARA SOFTWAREIA. Base Software

| <u>Vendor-Supplier</u> | <u>Software Description</u> | <u>Computer Equipment Model Type</u> | <u>Qty</u> | <u>Licensing Parameters</u> | <u>Qty</u> | <u>Product Owner</u> |
|------------------------|-----------------------------|--------------------------------------|------------|--------------------------------|--------------------|----------------------|
| Aclara | AclaraONE™ Water | SW-3010H | 1 | Maximum Endpoints ¹ | 7,500 ² | |
| Aclara | AclaraACE™ Platform | SW-5010H | 1 | | | |
| | | SW-5090H | | | | |
| | | SW-5045H | | | | |

II. THIRD PARTY SOFTWARE - NOT INCLUDED IN THIS SOFTWARE LICENSE AGREEMENT

| <u>Vendor-Supplier</u> | <u>Software Description</u> | <u>Model Type</u> | <u>Qty</u> | <u>Licensing Parameters Parameter</u> | <u>Qty</u> |
|------------------------|-----------------------------|-------------------|------------|---------------------------------------|------------|
| Microsoft | Windows Operating System | INTEL | 1 | Not specified by Aclara | NA |
| Microsoft | SQL Server | INTEL | 1 | Not specified by Aclara | NA |

III. THIRD PARTY SOFTWARE - - INCLUDED IN THIS SOFTWARE LICENSE AGREEMENT

| <u>Vendor-Supplier</u> | <u>Software Description</u> | <u>Computer Equipment Model Type</u> | <u>Qty</u> | <u>Licensing Parameters Parameter</u> | <u>Qty</u> | <u>Product Owner</u> |
|------------------------|-----------------------------|--------------------------------------|------------|---------------------------------------|------------|----------------------|
| N/A | | | | | | |

¹ Maximum Endpoints count the aggregate sum of all Aclara electric hardware devices controlled (e.g. meters + DRUs +CSTs +IHDs).

² If License exceeds the quantity of maximum Endpoints for the quantity stated above, Customer will move to the next tier and an additional license fee will be charged based on Aclara's current price in effect for that tier. Additional Maintenance fee will also apply.

**ATTACHMENT A TO
EXHIBIT C, SOFTWARE LICENSE AGREEMENT
SOFTWARE LICENSED FOR ACLARAONE™ & ACLARAACE™ PLATFORM**

| <u>IV. COMPONENTS INCLUDED IN THIS LICENSE AND ASSOCIATED FEES:</u> | | <u>ONE TIME FEE</u> |
|--|---|----------------------------|
| IV.A | AclaraONE™ Software Implementation Fee | \$19,500.00 |
| IV.B | AclaraACE Platform CSR Implementation Fee | \$15,000.00 |
| IV.C | AclaraACE Platform User Management Implementation Fee | \$15,000.00 |
| IV.D | AclaraACE Platform Website AML Implementation Fee | \$50,000.00 |
| IV.E | Existing Customer Incentive Credit | (\$29,500.20) ⁴ |

V. PER-METER INCREMENTAL LICENSE FEE ABOVE "MAXIMUM ENDPOINT":

If License exceeds the quantity of maximum Endpoints for the quantity stated above, Licensee will move to the next tier and an additional license fee will be charged based on Aclara's current price in effect for that tier. Additional Maintenance fee will also apply.

VI. ANNUAL MAINTENANCE SERVICES FEES:

| <u>Item No.</u> | <u>Level of Services Fees</u> | |
|------------------------|--------------------------------------|-------------|
| VI.A | Hosted AclaraONE™ Water Year 1 | \$ 6,050.00 |
| VI.B | Hosted AclaraONE™ Water Year 2 | \$11,800.00 |
| VI.C | Hosted AclaraONE™ Water Year 3 | \$15,700.00 |
| VI.D | Hosted AclaraONE™ Water Year 4 | \$19,500.00 |

Annual Maintenance Fees are provided for a term of 48 months and are automatically renewable for 12 month Renewal Periods, subject to up to a 5% annual adjustment beginning in Year 5. Please see Aclara Maintenance Agreement for complete pricing, terms and conditions and details of Services Levels.

⁴ Credited amount.

ATTACHMENT A TO
EXHIBIT C, SOFTWARE LICENSE AGREEMENT
SOFTWARE LICENSED FOR ACLARAONE™ & ACLARAACE™ PLATFORM

VII. ANNUAL SERVICE PROVIDER FEES:

| <u>Item No.</u> | <u>Level of Services Fees</u> | |
|-----------------|---|--------------|
| VII.A | AclaraACE™ Platform (CSR, User Management & Website AMI) Year 1 | \$ 22,500.00 |
| VII.B | AclaraACE™ Platform (CSR, User Management & Website AMI) Year 2 | \$ 22,500.00 |
| VII.C | AclaraACE™ Platform (CSR, User Management & Website AMI) Year 3 | \$ 22,500.00 |



MEMORANDUM

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

DATE: August 1, 2022

TO: City Council

FROM: Ryan E. Suchanek, Director of Public Services

SUBJECT: Automatic Meter Reading System (AMR) - Aclara ACE Customer Portal

RECOMMENDATION:

Approval of the proposal from Aclara of St. Louis, Missouri annual service provider fees for the Aclara Adaptive Consumer Engagement (ACE) customer access portal system in the amount of \$45,000.00.

BACKGROUND:

City Council approved the new Automatic Meter Reading (AMR) Fixed Network Administrator system with Aclara by the adoption of Resolution 37-2017 on March 20, 2017. City council subsequently approved an upgrade to the AMR system at its March 2, 2020 council meeting, which will assist in the facilitating of the ACE customer access portal system integration.

The ACE system provides city residents access via cell phone or personal computer to access their water billing account for water usage at any time. ACE offers a variety of modules for consumer access, such as billing history, savings resources, usage, and alerts & notifications.

The \$80,000.00 one-time system implementation & integration fee was approved by City Council at its April 6, 2020. Staff had also successfully negotiated for reduced annual system maintenance fees in the three year period following the system implementation. The annual service fee for each year is \$22,500.00, for a total of \$67,500.00. Year one was paid last year via a warrant by City Council's approval. Leaving year two and three, for a total left of \$45,000.00.

FISCAL IMPACTS:

System upgrade will be funded from the Water Fund 591-200-818.000 and Sewer Fund 590-200-818.000.

Attachments: (1) Resolution
(2) Aclara Amendment NO.1 to Aclara Software License Agreement

RESOLUTION NO.

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

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

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

WHEREAS, an annual service provider fee is required for system maintenance.

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

- FIRST: The City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to maintain the ACE system in the amount of \$45,000.00.
- SECOND: The accounts payable department is authorized to submit payment to Aclara of St. Louis, Missouri in the amount not to exceed \$45,000.00.
- THIRD: The above expenses shall be paid from the Water Fund 591.200.818.000 and Sewer Fund 590.200.818.000.



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

MEMORANDUM

DATE: July 19, 2022

TO: City Council

FROM: Kevin Lenkart
Director of Public Safety

RE: Traffic Control Order # 1475

Beth Kuiper, Owosso Main Street/DDA Director, is requesting the following street/lot closure for the annual Downtown Owosso Vintage Motorcycle Days.
The City insurance policy will cover this event.

LOCATION:

S. Washington St. from Main St. to Jerome St., Comstock St. from Water St. to Washington St., and the Main Street Plaza

DATE:

August 27, 2022

TIME:

6:00 am – 6:00 pm

The Public Safety Department has issued Traffic Control Order # 1475 in accordance with the Rules for the Issuance of Certain Traffic Control Orders. Staff recommends approval and further authorization of a traffic control order formalizing the action.

CITY OF OWOSSO

TRAFFIC CONTROL ORDER

(SECTION 2.53 UNIFORM TRAFFIC CODE)

ORDER NO.

DATE

TIME

1475

7/19/2022

10:00 am

REQUESTED BY

Kevin Lenkart – Director of Public Safety

TYPE OF CONTROL

Street/Lot Closure

LOCATION OF CONTROL

S. Washington St. from Main St. to Jerome St., Comstock St. from Water St. to Washington St., and the Main Street Plaza

EVENT:

Downtown Owosso Vintage Motorcycle Days

DATE: August 27, 2022

6:00 am - 6:00 pm

APPROVED BY COUNCIL

_____, 20 ____

REMARKS



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

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

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

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

Name of individual or group: _____ Date: _____

Primary Contact Person

Name: _____

Title: _____

Address: _____

Phone: _____

Requested Date(s): _____ Requested Hours: _____

Area Requested (Parking Lot - Parade Route): _____

Detailed description of the use for which the request is made: _____

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

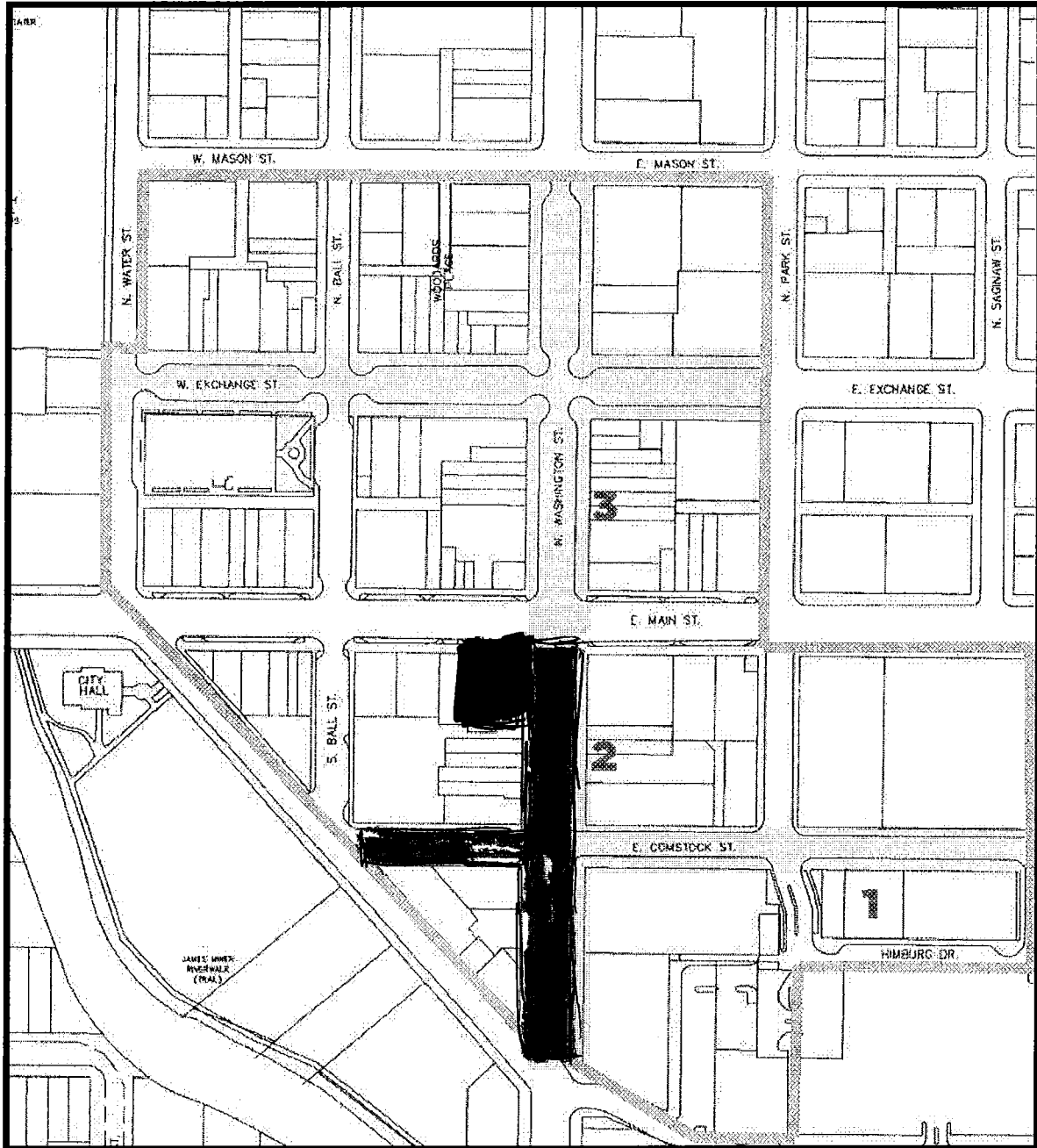
.....
Do Not Write Below This Line - For Officials Use Only

Approved ☐ Not Approved ☐ Date: _____ Traffic Control Order Number _____

Cc: DDA - Director
WCIA - Chairperson

VINTAGE NOODLYCE DAYS 2022

SOCIAL DOWNTOWN OWOSSO DISTRICT MAP



1 =
MAIN ST.
↳ TO
SILVER
ON S.
WASHINGTON

2 =
COMSTOCK
ST.
WATER TO
WASHINGTON

3 =
MAIN
ST.
PLAZA



Social District
Boundary



Commons Area
Boundaries

ESTD 2021

DOWNTOWN
COMMONS
CUISINE & DRINKS

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



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

MEMORANDUM

DATE: July 19, 2022
TO: City Council
FROM: Kevin Lenkart
Director of Public Safety
RE: Traffic Control Order # 1476

Beth Kuiper, Owosso Main Street/DDA Director, is requesting the following street/lot closure for the Downtown Owosso Art Walk.
The City insurance policy will cover this event.

LOCATION:

S. Washington St. from Main St. to Comstock St. and the Main Street Plaza

DATE:

September 10, 2022

TIME:

10:00 am – 10:00 pm

The Public Safety Department has issued Traffic Control Order # 1476 in accordance with the Rules for the Issuance of Certain Traffic Control Orders. Staff recommends approval and further authorization of a traffic control order formalizing the action.

CITY OF OWOSSO

TRAFFIC CONTROL ORDER

(SECTION 2.53 UNIFORM TRAFFIC CODE)

ORDER NO.

DATE

TIME

1476

7/19/2022

10:00 a.m.

REQUESTED BY

Kevin Lenkart – Director of Public Safety

TYPE OF CONTROL

Street/Lot Closure

LOCATION OF CONTROL

S. Washington St. from Main St. to Comstock St. and the
Main Street Plaza

EVENT/DATES:

Downtown Owosso Art Walk

DATE: September 10, 2022

TIME: 10:00 a.m. – 10:00 p.m.

APPROVED BY COUNCIL

_____, 20 ____

REMARKS



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

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

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

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

Name of individual or group: Owosso Main Street Date: 7/16/22

Primary Contact Person
Name: Beth Kuiper
Title: DDA Director
Address: 301 W. Main St.
Owosso, MI 48867
Phone: 989-277-1705

Requested Date(s): 9/10/2022 Requested Hours: 10am - 10pm

Area Requested (Parking Lot - Parade Route): Please see attached map

Detailed description of the use for which the request is made: Downtown Owosso Artwalk

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

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Do Not Write Below This Line - For Officials Use Only

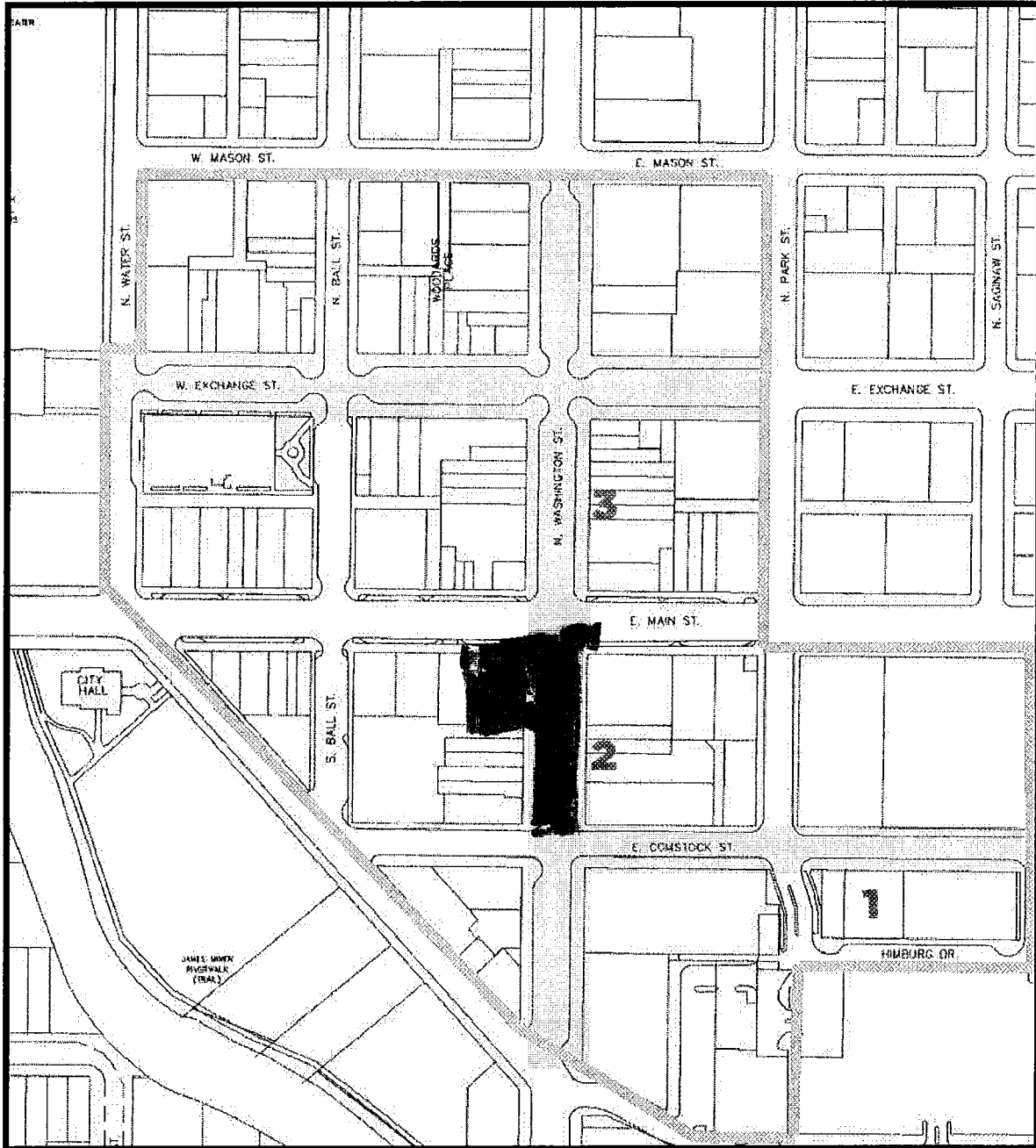
Approved ☐ Not Approved ☐ Date: _____ Traffic Control Order Number _____

Cc: DDA - Director
WCIA - Chairperson

ART WALK 2022

SOCIAL
DOWNTOWN
OWOSSO
DISTRICT

MAP



MAIN
ST.

PLAZA'S

S.

WASHINGTON

MAIN TO

COMSTOCK



Social District
Boundary



Commons Area
Boundaries

ESTD 2021

DOWNTOWN
COMMONS
CULINE & DRINKS

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



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

MEMORANDUM

DATE: July 20, 2022
TO: City Council
FROM: Kevin Lenkart
Director of Public Safety
RE: Traffic Control Order # 1477

Rick Morris, Owosso Westtown Merchants member, has requested the following lot closure for the Antique Bicycle Show and Swap Meet.
The insurance waiver is requested for this event.

LOCATION:

**800 W. Main St. Parking Lot
Lot #11**

DATE:

August 14, 2022

TIME:

8:00 am – 3:00 pm

The Public Safety Department has issued Traffic Control Order # 1477 in accordance with the Rules for the Issuance of Certain Traffic Control Orders. Staff recommends approval and further authorization of a traffic control order formalizing the action.

CITY OF OWOSSO

TRAFFIC CONTROL ORDER

(SECTION 2.53 UNIFORM TRAFFIC CODE)

ORDER NO.

DATE

TIME

1477

7/20/2022

10:00 am

REQUESTED BY

Kevin Lenkart – Director of Public Safety

TYPE OF CONTROL

Parking Lot Closure

LOCATION OF CONTROL

800 W. Main St. Parking Lot
Lot #11

EVENT/DATES:

Antique Bicycle Show and Swap Meet
August 14, 2022
8:00 am - 3:00 pm

APPROVED BY COUNCIL

_____, 20 ____

REMARKS



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

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

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

Name of individual or group: Owosso Westtown Merchants Date: 7-11-22
 Primary Contact: RICK MORRIS Title: _____
 Address: 814 W. MAIN ST
OWOSSO
 Phone: 989-725-8373 Email: houseofwheelsinc@gmail.com
 Requested Date(s): AUGUST 14TH 2022 Requested Hours: 8AM-3PM
 Area Requested (Parking Lot - Parade Route): 800 BLOCK OF WEST MAIN ST.
BEHIND STORE FRONTS

Detailed description of the use for which the request is made: ANTIQUE BICYCLE SHOW +
SWAP MEET

- ☒ Attach copies of any rules or policies applicable to persons participating in the event.
- ☒ Attach a map of the route with any barricades marked that are required for street/lot closure.
- ☐ A Certificate of Insurance and Endorsement acceptable to the City evidencing General Liability insurance for the event or activity in the minimum amount of \$1,000,000 per occurrence. Coverage shall be endorsed to name the City of Owosso as additional insured and be primary and non-contributory to any other insurance the City has.
- or
- ☒ The City Council may waive such insurance requirement if it determines that insurance coverage is unavailable or cannot be obtained at a reasonable cost and the event or activity is in the public interest or fulfills a legitimate and recognized public purpose.

Do Not Write Below This Line - For Officials Use Only

Approved ☐ Not Approved ☐ Date: _____ Traffic Control Order Number _____



2022 Release Form

All riders must sign this release. A parent's signature is required for applicants under 18. Riders under 16 must be accompanied by an adult.

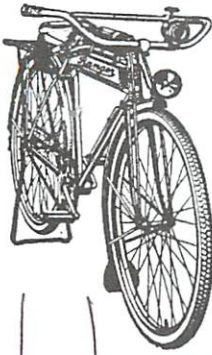
I agree that the House of Wheels, Inc. or Westtown Merchants Association and anyone associated with them will not be liable for any loss, injury or death related to Owosso Bike Fest or activities associated with it. I know that there are risks associated with these activities and I willingly accept these risks. I know that the ride organizer's sole function is planning the ride and that the ride organizer's sole function is planning the ride and that it is my responsibility to know and obey all laws and ensure my own safety; I am physically fit and able to participate.

Last name (printed)

First name (printed)

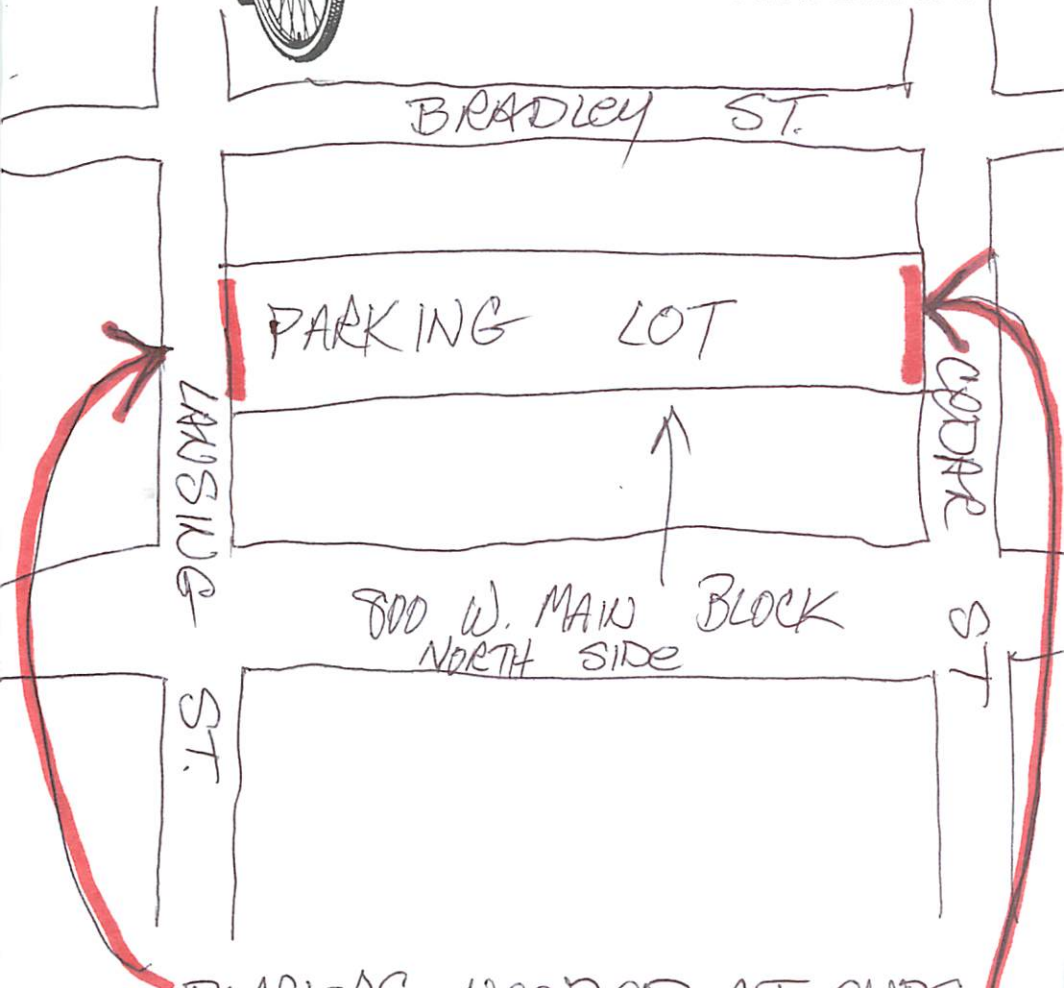
Signature

Guardian signature



The **HOUSE OF
WHEELS**
Inc.

814 W. Main
Owosso, Michigan 48867
989.725.8373



BARRIERS NEEDED AT ENDS
OF PARKING LOT AS
HIGHLIGHTED



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

MEMORANDUM

DATE: July 27, 2022

TO: City Council

FROM: Kevin Lenkart
Director of Public Safety

RE: Traffic Control Order # 1479

Josephine Brown, Executive Director of the Downtown Owosso Farmers Market, has requested the following street closure for the Moonlight Market event. Proof of insurance for this event is attached.

LOCATION:

Curwood Castle Drive from M-52 to Bradley Street

DATE:

August 11, 2022

TIME:

2:00 pm – 10:00 pm

The Public Safety Department has issued Traffic Control Order # 1479 in accordance with the Rules for the Issuance of Certain Traffic Control Orders. Staff recommends approval and further authorization of a traffic control order formalizing the action.

CITY OF OWOSSO

TRAFFIC CONTROL ORDER

(SECTION 2.53 UNIFORM TRAFFIC CODE)

ORDER NO.

DATE

TIME

1479

7/27/2022

10:30 am

REQUESTED BY:

Kevin Lenkart – Director of Public Safety

TYPE OF CONTROL:

Street Closure

LOCATION OF CONTROL:

Curwood Castle Dr. from M-52 to Bradley St.

EVENT/DATES:

Moonlight Market Event

August 11, 2022

2:00 pm - 10:00 pm

APPROVED BY COUNCIL

_____, 20 ____

REMARKS



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

301 W. MAIN OWOSSO, MICHIGAN 48867-2958 • (989) 725-0580 • FAX 725-0526

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

Name of individual or group: Downtown Owosso Farmers Market Date: 7/27/2022
Primary Contact: Josephine Brown Title: Executive Director
Address: 215 N. Water St.
Owosso, MI 48867
Phone: 517-881-0369 Email: dofarmersmarket@gmail.com

Requested Date(s): August 11, 2022 Requested Hours: 2pm to 10pm

Area Requested (Parking Lot - Parade Route): Curwood Castle Drive from M-52 to Bradley

Name of event and detailed description of the use for which the request is made: Moonlight Market, an annual nightly
artesian market filled with vendors, food trucks, and family friendly entertainment

- ☐ Attach copies of any rules or policies applicable to persons participating in the event.
- ☐ Attach a map of the route with any barricades marked that are required for street/lot closure.
- ☐ A Certificate of Insurance and Endorsement acceptable to the City evidencing General Liability insurance for the event or activity in the minimum amount of \$1,000,000 per occurrence. Coverage shall be endorsed to name the City of Owosso as additional insured and be primary and non-contributory to any other insurance the City has.
- or
- ☐ The City Council may waive such insurance requirement if it determines that insurance coverage is unavailable or cannot be obtained at a reasonable cost and the event or activity is in the public interest or fulfills a legitimate and recognized public purpose.

.....
Do Not Write Below This Line - For Officials Use Only

Approved ☐ Not Approved ☐ Date: _____ Traffic Control Order Number _____

Cc: DDA – Director; WCIA - Chairperson



CERTIFICATE OF PROPERTY INSURANCE

DATE (MM/DD/YYYY)
07/24/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

| PRODUCER Next First Insurance Agency, Inc. PO Box 60787 Palo Alto, CA 94306 | CONTACT NAME: PHONE (A/C, No, Ext): (855) 222-5919 FAX (A/C, No): E-MAIL ADDRESS: support@nextinsurance.com PRODUCER CUSTOMER ID: | | | | | | | | | | | | | | |
|--|--|-------------------------------|--------|--|-------|--------------------|--|--------------------|--|--------------------|--|--------------------|--|--------------------|--|
| INSURED Downtown Owosso Farmers Market 215 N Water St Owosso, MI 48867 | <table><tr><th>INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr><tr><td>INSURER A : Next Insurance US Company</td><td>16285</td></tr><tr><td>INSURER B :</td><td></td></tr><tr><td>INSURER C :</td><td></td></tr><tr><td>INSURER D :</td><td></td></tr><tr><td>INSURER E :</td><td></td></tr><tr><td>INSURER F :</td><td></td></tr></table> | INSURER(S) AFFORDING COVERAGE | NAIC # | INSURER A : Next Insurance US Company | 16285 | INSURER B : | | INSURER C : | | INSURER D : | | INSURER E : | | INSURER F : | |
| INSURER(S) AFFORDING COVERAGE | NAIC # | | | | | | | | | | | | | | |
| INSURER A : Next Insurance US Company | 16285 | | | | | | | | | | | | | | |
| INSURER B : | | | | | | | | | | | | | | | |
| INSURER C : | | | | | | | | | | | | | | | |
| INSURER D : | | | | | | | | | | | | | | | |
| INSURER E : | | | | | | | | | | | | | | | |
| INSURER F : | | | | | | | | | | | | | | | |

COVERAGES**CERTIFICATE NUMBER:** 532206236**REVISION NUMBER:**

LOCATION OF PREMISES / DESCRIPTION OF PROPERTY (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE | | POLICY NUMBER | POLICY EFFECTIVE DATE (MM/DD/YYYY) | POLICY EXPIRATION DATE (MM/DD/YYYY) | COVERED PROPERTY | LIMITS |
|----------|-------------------------------------|--|------------------|------------------------------------|-------------------------------------|---|-------------|
| A | <input checked="" type="checkbox"/> | PROPERTY | NXT9FDCX73-00-CP | 05/01/2022 | 05/01/2023 | <input type="checkbox"/> BUILDING | \$ |
| | | CAUSES OF LOSS | | | | <input checked="" type="checkbox"/> PERSONAL PROPERTY | \$15,000.00 |
| | | <input type="checkbox"/> BASIC | | | | <input checked="" type="checkbox"/> BUSINESS INCOME | \$Included |
| | | <input type="checkbox"/> BROAD | | | | <input checked="" type="checkbox"/> EXTRA EXPENSE | \$Included |
| | <input checked="" type="checkbox"/> | SPECIAL | | | | <input type="checkbox"/> RENTAL VALUE | \$ |
| | | <input type="checkbox"/> EARTHQUAKE | | | | <input type="checkbox"/> BLANKET BUILDING | \$ |
| | | <input type="checkbox"/> WIND | | | | <input type="checkbox"/> BLANKET PERS PROP | \$ |
| | | <input type="checkbox"/> FLOOD | | | | <input type="checkbox"/> BLANKET BLDG & PP | \$ |
| | | | | | | | \$ |
| | | | | | | | \$ |
| | <input type="checkbox"/> | INLAND MARINE | TYPE OF POLICY | | | <input type="checkbox"/> EQUIPMENT | \$ |
| | | CAUSES OF LOSS | POLICY NUMBER | | | <input type="checkbox"/> MISC TOOLS | \$ |
| | | <input type="checkbox"/> NAMED PERILS | | | | <input type="checkbox"/> BORROWED TOOLS | \$ |
| | | <input type="checkbox"/> OPEN PERILS | | | | | \$ |
| | <input type="checkbox"/> | CRIME | | | | | \$ |
| | | TYPE OF POLICY | | | | | \$ |
| | <input type="checkbox"/> | BOILER & MACHINERY / EQUIPMENT BREAKDOWN | | | | | \$ |
| | | | | | | | \$ |
| | | | | | | | \$ |
| | | | | | | | \$ |

SPECIAL CONDITIONS / OTHER COVERAGES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Proof of Insurance.

CERTIFICATE HOLDERCity of Owosso
Exchange St & Ball St
Owosso, MI 48867**LIVE CERTIFICATE**

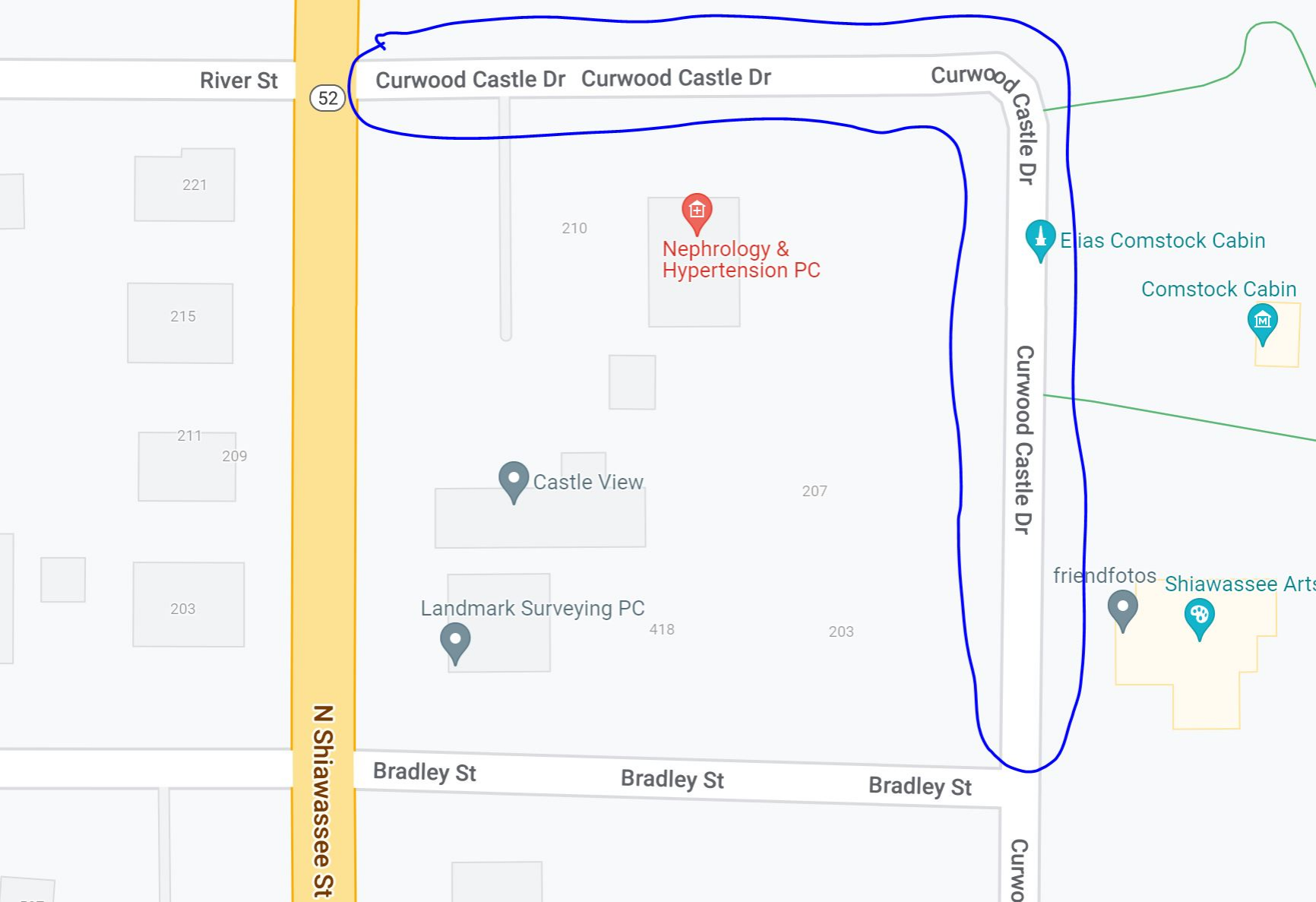
Click or scan to view

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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River St

52

Curwood Castle Dr Curwood Castle Dr

Curwood Castle Dr

Curwood Castle Dr

N Shiawasse St

Bradley St

Bradley St

Bradley St

Curwo

221

215

211

209

203

210

Nephrology &
Hypertension PC

Castle View

207

Landmark Surveying PC

418

203

Elias Comstock Cabin

Comstock Cabin

friendfotos

Shiawassee Arts

07/25/2022 11:32 AM
User: BBarrett
DB: Owosso

CHECK REGISTER FOR CITY OF OWOSSO
CHECK DATE FROM 06/28/2022 - 07/25/2022

Page: 1/8

| Check Date | Check | Vendor | Vendor Name | Description | Amount |
|-----------------------------------|--------|-----------|-------------------------------------|--|----------------------|
| Bank 1 GENERAL FUND (POOLED CASH) | | | | | |
| 07/08/2022 | 134952 | 100477 | KIMBERLY A KIWALA | RECORDING SERVICES FOR PUBLIC HEARING | 57.00 |
| 07/08/2022 | 134953 | 01115 | H K ALLEN PAPER CO | JANATORIAL SUPPLIES FOR DPW QPO# 27660 CITY HALL JANITORIAL SUPPLIES QPO 27318 | 136.00 463.00 |
| | | | | | 599.00 |
| 07/08/2022 | 134954 | 01253 | AMERICAN SPEEDY PRINTING | SUPPLIES FOR DPW QPO#26306 | 299.00 |
| 07/08/2022 | 134955 | 100504 | BOLLE CONTRACTING | DEMO OF 900 ADA ST PER CONTRACT | 16,500.00 |
| 07/08/2022 | 134956 | REFUND UB | LEAF JASON | UB refund for account: 2580510020 | 245.00 |
| 07/08/2022 | 134957 | REFUND UB | OLESNABAGE MARGARET | UB refund for account: 2151690002 | 15.79 |
| 07/08/2022 | 134958 | 06695 | CORUNNA MILLS FEED LLC | BAGS OF GRASS SEED FOR DPW QPO27454 | 400.00 |
| 07/08/2022 | 134959 | 06721 | JUDY ELAINE CRAIG | MAIL COURIER FOR JUNE 2022 | 189.00 |
| 07/08/2022 | 134960 | 08233 | DELTA DENTAL PLAN OF MICHIGAN INC | DENTAL INSURANCE JULY 2022 | 4,168.20 |
| 07/08/2022 | 134961 | 09141 | DURAND AUTO PARTS | LUBRICANT & DEGREASER FOR DPW QPO# 27410 | 180.96 |
| 07/08/2022 | 134962 | 02222 | CHRISTOPHER EVELETH | COUNCIL PAYROLL | 260.00 |
| 07/08/2022 | 134963 | 100182 | JANAE L FEAR | COUNCIL PAYROLL | 150.00 |
| 07/08/2022 | 134964 | 12351 | H20 COMPLIANCE SERVICES INC | CROSS CONNECTION SERVICES MAY 2022 CROSS CONNECTION SERVICES JUNE 2022 | 731.25 731.25 |
| | | | | | 1,462.50 |
| 07/08/2022 | 134965 | 100181 | JEROME C HABER | COUNCIL PAYROLL | 150.00 |
| 07/08/2022 | 134966 | 01451 | DAVID HAUT | EMPLOYEE REIMBURSEMENT - ENROLLMENT IN WA | 164.00 |
| 07/08/2022 | 134967 | 48019 | HI-TEMP HEATING & COOLING INC | REMOVAL OF HEATER & GAS LINE IN WWTP QPO | 1,264.00 |
| 07/08/2022 | 134968 | 100538 | HUNTINGTON NATONAL BANK -CREDITCARD | CREDIT CARD USAGE JUNE 2022 | 950.00 |
| 07/08/2022 | 134969 | 22130 | INDUSTRIAL SUPPLY OF OWOSSO INC | DRILL BIT FOR WWTP QPO27468 V-BELTS FOR WWTP QPO27466 | 16.95 194.50 |
| | | | | | 211.45 |
| 07/08/2022 | 134970 | 01549 | DANIEL A. LAW | COUNCIL PAYROLL | 130.00 |
| 07/08/2022 | 134971 | 100563 | LED LIGHTS LLC | CITY HALL LIGHTS QPO# 26791 | 1,513.65 |
| 07/08/2022 | 134972 | 38620 | OWOSSO BOLT & BRASS CO | 6" CLAY X 4" PLASTIC FOR DPW QPO27452 | 17.99 |
| 07/08/2022 | 134973 | 38660 | OWOSSO PUBLIC SCHOOLS | DELINQUENT PERSONAL PROPERTY DISBURSEMENT | 839.30 |
| 07/08/2022 | 134974 | 39466 | PETTY CASH - WWTP | PETTY CASH WWTP JUNE 2022 | 180.68 |
| 07/08/2022 | 134975 | 39460 | PETTY CASH- CLERK'S OFFICE | PETTY CASH CITY CLERK | 272.97 |
| 07/08/2022 | 134976 | 100180 | NICHOLAS L PIDEK | COUNCIL PAYROLL | 150.00 |
| 07/08/2022 | 134977 | 06954 | RAIN DECK LLC | ACTIVATRION SENSORS DPW QPO27436 | 604.33 |
| 07/08/2022 | 134978 | 37534 | SHIAWASSEE COUNTY TREASURER | 2022 TAX COLLECTION 7-1-22 | 1,245.63 |
| 07/08/2022 | 134979 | 37534 | SHIAWASSEE COUNTY TREASURER | MOBILE HOME TAX DISBURSEMENT JUNE 2022 | 427.50 |
| 07/08/2022 | 134980 | 37534 | SHIAWASSEE COUNTY TREASURER | DELINQUENT PERSONAL PROPERTY TAX | 478.59 |
| 07/08/2022 | 134981 | MISC | SPARKY'S ELECTRIC LLC | BD Payment Refund | 80.00 |
| 07/08/2022 | 134982 | 48721 | STANDARD INSURANCE COMPANY | GROUP LIFE INSURANCE | 5,652.83 |
| 07/08/2022 | 134983 | 32093 | STATE OF MICHIGAN | REGISTRATION FEE | 180.00 |
| 07/08/2022 | 134984 | 09971 | ROBERT J TEICH JR | COUNCIL PAYROLL | 130.00 |
| 07/08/2022 | 134985 | 50220 | TRACTOR SUPPLY CREDIT PLAN | STUMP STOP FOR DPW QPO27431 | 14.99 |
| 07/08/2022 | 134986 | 100561 | TRI TERRA | ENVIRONMENTAL CONSULTING SERVICES - CDBG ENVIRONMENTAL CONSULTING SERVICES - CDBG | 2,447.50 2,352.50 |
| | | | | | 4,800.00 |
| 07/08/2022 | 134987 | 06939 | UNIVERSITY ENTERPRISES INC | COURSE PACKAGE WTP QPO25193 | 310.00 |
| 07/08/2022 | 134988 | 54630 | VALLEY LUMBER | QUICKRETE FOR SPLASH PAD | 39.98 |
| 07/08/2022 | 134989 | 58065 | WIN'S ELECTRICAL SUPPLY OF OWOSSO | SUPPLIES FOR BENNETT BALLFIELD SUPPLIES FOR OAKWOOD BALL FIELD | 16.70 312.06 |

| Check Date | Check | Vendor | Vendor Name | Description | Amount |
|------------|----------|--------|-------------------------------------|--|------------|
| | | | | | 328.76 |
| 07/08/2022 | 134990 | 100279 | ZORO TOOLS INC | SUPPLIES FOR WWTP QPO27560 | 88.72 |
| | | | | NOTEBOOKS FOR WWTP QPO#27560 | 6.12 |
| | | | | SAFETY GLASSES FOR WWTP QPO27560 | 26.28 |
| | | | | | 121.12 |
| 07/08/2022 | 8074 (A) | 100058 | ABSOPURE WATER COMPANY LLC | WATER FOR LAB USE ONLY. | 124.00 |
| 07/08/2022 | 8075 (A) | 00239 | THE ACCUMED GROUP | EMS SERVICE JUNE 2022 | 8,632.85 |
| 07/08/2022 | 8076 (A) | 01704 | AIS CONSTRUCTION EQUIPMENT | RENTAL FOR 450KLGP DOZER - UNDER MIDEAL | 2,062.62 |
| 07/08/2022 | 8077 (A) | 13000 | ALS LABORATORY GROUP | WASTEWATER ANALYSES-7/1/21-6/30/22-ESTIM | 540.00 |
| 07/08/2022 | 8078 (A) | 07971 | AMAZON CAPITAL SERVICES | JUNE 2022 - AMAZON ORDER | 39.85 |
| | | | | MAY 2022 - AMAZON ORDER | 9.50 |
| | | | | | 49.35 |
| 07/08/2022 | 8079 (A) | 01675 | BIOTRAID ENVIRONMENTAL INC | ODOR NEUTRALIZER FOR WWTP QPO27081 | 271.70 |
| 07/08/2022 | 8080 (A) | 04055 | BOUND TREE MEDICAL LLC | SUPPLIES FOR OFD QPO 27621 | 993.96 |
| 07/08/2022 | 8081 (A) | 05213 | C D W GOVERNMENT, INC. | REPLACEMENT BATTERY CARTRIDGE FOR IT QPO | 91.91 |
| | | | | WINDOWS SERVER FOR IT QPO27322 | 756.10 |
| | | | | VMARE VSPHERE FOR IT QPO27324 | 659.69 |
| | | | | | 1,507.70 |
| 07/08/2022 | 8082 (A) | 62000 | C E & A PROFESSIONAL SERVICES INC | RANDOM DOT DRUG TESTS JUNE 2022 | 378.73 |
| 07/08/2022 | 8083 (A) | 03689 | CARROT-TOP INDUSTRIES INC | ROPE FOR FLAGPOLE FOR CITY HALL QPO27448 | 54.22 |
| 07/08/2022 | 8084 (A) | 100212 | COMMUNITY IMAGE BUILDERS | FULL RE-WRITE OF THE CITY OF OWOSSO'S ZO | 1,417.50 |
| | | | | PLANNING, ZONING & DEVELOPMENT ADVISORY | 869.50 |
| | | | | | 2,287.00 |
| 07/08/2022 | 8085 (A) | 04412 | CONSUMERS CONCRETE CORP | MANHOLE BLOCKS FOR DPW INVENTORY QPO2745 | 1,647.80 |
| 07/08/2022 | 8086 (A) | 02302 | DELL MARKETING LP | OPTIFLEX 7090 & MONITOR QPO27307 | 973.55 |
| | | | | DELL LATITUDE IT QPO 27306 - FINANCE DEP | 1,027.00 |
| | | | | DELL DOCK FOR IT QPO 27306 - FINANCE DEP | 124.00 |
| | | | | | 2,124.55 |
| 07/08/2022 | 8087 (A) | 03641 | ELECTION SOURCE | VOTING SUPPLIES 6/15/22 | 511.15 |
| 07/08/2022 | 8088 (A) | 16300 | GILBERT'S DO IT BEST HARDWARE & APP | HARDWARE STORE JUNE 2022 PURCHASES | 41.94 |
| | | | | HARDWARE STORE JUNE 2022 PURCHASES | 22.98 |
| | | | | HARDWARE STORE JUNE 2022 PURCHASES | 18.98 |
| | | | | HARDWARE STORE JUNE 2022 PURCHASES | 95.92 |
| | | | | HARDWARE STORE JUNE 2022 PURCHASES | 23.93 |
| | | | | HARDWARE STORE JUNE 2022 PURCHASES | 19.47 |
| | | | | HARDWARE STORE JUNE 2022 PURCHASES | 9.99 |
| | | | | HARDWARE STORE JUNE 2022 PURCHASES | 39.99 |
| | | | | HARDWARE STORE JUNE 2022 PURCHASES | 52.97 |
| | | | | HARDWARE STORE JUNE 2022 PURCHASES | 25.99 |
| | | | | HARDWARE STORE JUNE 2022 PURCHASES | 14.48 |
| | | | | HARDWARE STORE JUNE 2022 PURCHASES | 19.99 |
| | | | | | 386.63 |
| 07/08/2022 | 8089 (A) | 16728 | GLAESER DAWES CORP | CENTER STREET WATER MAIN REPLACEMENT | 275,962.19 |
| 07/08/2022 | 8090 (A) | 100062 | GOULD LAW PC | PROFESSIONAL LEGAL SERVICES FOR CITY 5/1 | 11,750.76 |
| 07/08/2022 | 8091 (A) | 100227 | JON STEWART HARRIS | ELECTRICAL PLAN REVIEWS JUNE 2022 | 125.00 |

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| | | | | ELECTRICAL INSPECTIONS JUNE 2022 | 500.00 |
| | | | | | 625.00 |
| 07/08/2022 | 8092 (A) | 100474 | HUTSON INC OF MICHIGAN | HELMET FOR ZACH RYAN | 89.99 |
| | | | | BRUSH CUTTER #908 AND TEETH FOR DPW QPO2 | 661.98 |
| | | | | LIMIT STOP FOR BRUSH CUTTER #908 DPW QPO | 22.49 |
| | | | | | 774.46 |
| 07/08/2022 | 8093 (A) | 100127 | KENT COMMUNICATIONS INC | 2022 SUMMER TAX BILLS-PRINTING AND MAILI | 1,155.36 |
| | | | | WATER AND SEWER BILLS 4TH QUARTER W/ POS | 2,769.00 |
| | | | | | 3,924.36 |
| 07/08/2022 | 8094 (A) | 04715 | KODIAK EMERGENCY EQUIPMENT INC | MEDIC 3 REPAIR OFD QPO27623 | 908.02 |
| | | | | REPAIRS ON MEDIC 3 OFD QPO 27627 | 353.90 |
| | | | | | 1,261.92 |
| 07/08/2022 | 8095 (A) | 03613 | LOGICALIS INC | CISCO MERAKI DEMO GEAR PURCHASE - QUOTE | 7,402.18 |
| | | | | MICROSOFT 365 MIGRATION PROJECT QUOTATIO | 4,673.75 |
| | | | | NETWORK ADMINISTRATOR/ENGINEERING SERVIC | 6,400.00 |
| | | | | NETWORK ADMINISTRATOR/ENGINEERING SERVIC | 1,600.00 |
| | | | | | 20,075.93 |
| 07/08/2022 | 8096 (A) | 03977 | MALLEY CONSTRUCTION INC | 2022 STREET PROGRAM-CONTRACT 1-MAPLE AVE | 2,430.00 |
| 07/08/2022 | 8097 (A) | 31430 | MCMASTER-CARR SUPPLY CO | HOSE AND BAND CLAMPS FOR WWTP QPO27467 | 1,025.73 |
| 07/08/2022 | 8098 (A) | 31640 | MERIT LABORATORIES INC | ANNUAL WATER TESTING SERVICES-ESTIMATED | 120.00 |
| | | | | ANNUAL WATER TESTING SERVICES-ESTIMATED | 200.00 |
| | | | | | 320.00 |
| 07/08/2022 | 8099 (A) | 100564 | MERLE BOES INC | V220 GREASE PAILS FOR WWTP QPO27465 | 1,047.46 |
| 07/08/2022 | 8100 (A) | 33210 | MUNICIPAL EMPLOYEES RETIREMENT SYST | MERS EMPLOYER CONTRIBUTIONS JUNE 2022 | 92,700.00 |
| 07/08/2022 | 8101 (A) | 33790 | GENUINE PARTS COMPANY | BOXED MINIS FOR DPW | 8.30 |
| 07/08/2022 | 8102 (A) | 04471 | NATIONAL VISION ADMINISTRATORS LLC | VISION INSURANCE JULY 2022 | 573.19 |
| 07/08/2022 | 8103 (A) | 100335 | NEOGEN CORPORATION | COMPARATOR FOR WTP QPO27229 | 49.50 |
| | | | | COLITAG TESTING KIT FOR WTP QPO27229 | 242.54 |
| | | | | | 292.04 |
| 07/08/2022 | 8104 (A) | 36718 | OFFICE DEPOT | MAY 2022 SUPPLIES | 69.45 |
| | | | | MAY 2022 SUPPLIES | 8.59 |
| | | | | MAY 2022 SUPPLIES | 22.95 |
| | | | | | 100.99 |
| 07/08/2022 | 8105 (A) | 100066 | OLIN CORPORATION | SODIUM HYPOCHLORITE (NAOCI) FOR THE OWOS | 4,008.71 |
| | | | | SODIUM HYPOCHLORITE (NAOCI) FOR THE OWOS | 1,155.25 |
| | | | | | 5,163.96 |
| 07/08/2022 | 8106 (A) | 05905 | SUSAN J. OSIKA | COUNCIL PAYROLL | 150.00 |
| 07/08/2022 | 8107 (A) | 39785 | PHP INSURANCE COMPANY | HEALTH INSURANCE JUNE 2022 | 102,927.14 |
| 07/08/2022 | 8108 (A) | 100465 | POWERDMS INC | DOCUMENT MANAGEMENT-7/1/22-6/30/23 | 5,896.55 |
| 07/08/2022 | 8109 (A) | 100213 | PREMIER SAFETY | REPAIR GAS DETECTOR WWTP QPO27563 | 536.06 |
| 07/08/2022 | 8110 (A) | 39005 | PVS TECHNOLOGIES, INC. | FERRIC CHLORIDE (FEC13) FOR THE OWOSSO W | 5,122.55 |

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| 07/08/2022 | 8111 (A) | 00193 | QUADIENT FINANCE USA INC | POSTAGE AND SUPPLIES JUNE 2022 WITHOUT L | 2,050.88 |
| 07/08/2022 | 8112 (A) | 44247 | RAILROAD MANAGEMENT COMPANY LLC | LICENSE FEES #0090155 2022-2023 | 511.94 |
| | | | | LICENSE FEE #0090168 2022-2023 | 511.94 |
| | | | | | 1,023.88 |
| 07/08/2022 | 8113 (A) | 5690 | SAFETY-KLEEN SYSTEMS INC | WWTP-QUARTERLY REPLACE/RECYCLE OF PARTS | 367.06 |
| 07/08/2022 | 8114 (A) | 47535 | SHIAWASSEE DISTRICT LIBRARY | DELINQUENT PERSONAL PROPERTY DISBURSEMEN | 80.34 |
| 07/08/2022 | 8115 (A) | 47617 | SIGNATURE AUTO GROUP-OWOSSO MOTORS | E-3 REPORT FOR OFD QPO 27626 | 331.27 |
| 07/08/2022 | 8116 (A) | 100530 | TAYLOR AND MORGAN CPA PC | ONSITE ACCOUNTING SERVICES AND ANNUAL AU | 3,568.50 |
| 07/08/2022 | 8117 (A) | 23891 | JESSICA UNANGST | EMPLOYEE REIMBURSEMENT FOR RECERTIFICATIO | 269.00 |
| 07/08/2022 | 8118 (A) | 100080 | E H WACHS | WIRE BLADE FOR DPW QPO# 27442 | 600.14 |
| 07/08/2022 | 8119 (A) | 55030 | WASTE MANAGEMENT OF MICHIGAN INC | WASTE MANAGEMENT SERVICES 5/16/22-5/31/2 | 15,900.06 |
| 07/22/2022 | 134991 | 01108 | ALFA LAVAL INC | CENTRIFUGE BEARING REBUILD QUOTE 2621212 | 1,422.90 |
| | | | | CENTRIFUGE BEARING REBUILD QUOTE 2621212 | 648.94 |
| | | | | | 2,071.84 |
| 07/22/2022 | 134992 | 02621 | BANDIT INDUSTRIES, INC. | SIGHT GAGE FOR DPW QPO27665 | 108.68 |
| 07/22/2022 | 134993 | MISC | CALVARY BAPTIST CHURCH | BD Payment Refund | 25.00 |
| 07/22/2022 | 134994 | 07808 | D & D TRUCK & TRAILER PARTS | PARTS/SUPPLIES DPW 7/6/22 | 87.85 |
| 07/22/2022 | 134995 | 03649 | DAYSTARR COMMUNICATIONS | INTERNET & PHONE FOR CURWOOD CASTLE | 80.06 |
| | | | | PHONE AND INTERNET JUNE 2022 | 1,180.04 |
| | | | | | 1,260.10 |
| 07/22/2022 | 134996 | 100194 | FIREPENNY | FIRE GLOVES FOR OFD QPO 19184 | 179.90 |
| 07/22/2022 | 134997 | 19645 | HOME DEPOT CREDIT SERVICES | HOME DEPOT PURCHASES JUNE 2022 | 1,354.81 |
| 07/22/2022 | 134998 | 22130 | INDUSTRIAL SUPPLY OF OWOSSO INC | DRILL PRESS FOR WWTP QPO 27470 | 1,787.00 |
| | | | | PIPE TAP FOR WTP QPO 27516 | 18.95 |
| | | | | | 1,805.95 |
| 07/22/2022 | 134999 | 100562 | NASH NURSERIES LLC | RED MAPLE FOR CITY HALL QPO 27308 | 224.96 |
| 07/22/2022 | 135000 | 28640 | LAMPHERE'S | CITY HALL REPAIRS BG QPO27328 | 1,823.35 |
| | | | | CITY HALL REPAIRS BG QPO27327 | 339.75 |
| | | | | | 2,163.10 |
| 07/22/2022 | 135001 | 32073 | LLOYD MILLER & SONS, INC | TRACTOR PARTS FOR DPW QPO27438 | 759.69 |
| 07/22/2022 | 135002 | MISC | MAURER HEATING & COOLING | BD Payment Refund | 110.00 |
| 07/22/2022 | 135003 | 100459 | MICHIGAN MUNICIPAL LEAGUE (UIA) | UNEMPLOYMENT QUARTERLY PAYMENT 2ND QUATE | 473.60 |
| 07/22/2022 | 135004 | MISC | MOGG, DAVID L | 2022 Sum Tax Refund 050-111-001-014-00 | 327.66 |
| 07/22/2022 | 135005 | 35200 | NORTH AMERICAN OVERHEAD DOOR INC | REPAIR OVERHEAD DOOR | 134.99 |
| | | | | REPAIR WWTP DOOR QPO27469 | 140.00 |
| | | | | | 274.99 |
| 07/22/2022 | 135006 | 100516 | NORTHERN TOOL & EQUIPMENT | 12V CHARGER FOR DPW QPO 26950 | 114.40 |
| 07/22/2022 | 135007 | 100200 | PROFESSIONAL ANSWERING SERVICES | TELEPHONE ANSWERING SERVICE JUNE 2022 | 78.30 |
| 07/22/2022 | 135008 | MISC | SHAW, MARGE | BD Payment Refund | 25.00 |
| 07/22/2022 | 135009 | 47519 | SHIAWASSEE AREA TRANSPORTATION AGEN | LOCAL FUNDING FY2022 | 61,663.86 |
| 07/22/2022 | 135010 | 37534 | SHIAWASSEE COUNTY TREASURER | 2022 SUMMMER TAX COLLECTION JULY | 360,285.15 |
| 07/22/2022 | 135011 | 06984 | SLOAN'S SEPTIC TANK SERVICE INC | PORTABLE TOILET THRU 7/25 | 1,560.00 |
| 07/22/2022 | 135012 | 07548 | SPARTAN STORES LLC | VG'S PURCHASES JUNE 2022 | 140.90 |
| 07/22/2022 | 135013 | 100553 | STATE SPRING ALIGNMENT AND BRAKE | PART AND LABOR - DUMP TRUCK #430 | 2,406.82 |
| 07/22/2022 | 135014 | 54630 | VALLEY LUMBER | HOPKINS LAKE WALK-WAY | 62.53 |

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| | | | | ROUTINE PURCHASES NOT TO EXCEED \$2000-IN | 8.99 |
| | | | | ROUTINE PURCHASES NOT TO EXCEED \$2000-IN | 11.28 |
| | | | | | <u>82.80</u> |
| 07/22/2022 | 135015 | 08240 | VIC BOND SALES, INC. - OWOSSO | O-RING FOR WTP QPO 27518 | 1.39 |
| 07/22/2022 | 135016 | 48269 | WAKELAND OIL COMPANY | CAR WASHES 6/30/2022 | 462.00 |
| 07/22/2022 | 135017 | 58065 | WIN'S ELECTRICAL SUPPLY OF OWOSSO | BALLAST FOR BENNETT BALL FIELD | 139.60 |
| 07/22/2022 | 135018 | 100344 | GLENN D BRITTAIN | ELECTION OFFICE HELP 07/05/22 - 07/15/2 | 438.75 |
| 07/22/2022 | 135019 | 35200 | NORTH AMERICAN OVERHEAD DOOR INC | REPAIR DOOR FOR WWTP QPO 27469 | 172.50 |
| 07/22/2022 | 8120 (E) | 100479 | MAILCHIMP | ESSENTIALS PLAN | 11.00 |
| 07/22/2022 | 8121 (A) | 03441 | ACLARA TECHNOLOGIES LLC | SUPPLIES FOR DPW QPO26640 | 545.20 |
| 07/22/2022 | 8122 (A) | 07971 | AMAZON CAPITAL SERVICES | JULY 2022 - AMAZON ORDER | 491.94 |
| 07/22/2022 | 8123 (A) | 01725 | APOLLO FIRE EQUIPMENT COMPANY | STRUCTURAL FIREFIGHTING GEAR CONTRACT-1 | 4,309.06 |
| | | | | LEATHER BOOTS FOR OFD 27624 | 371.07 |
| | | | | GLOVES FOR OFD QPO 27625 | 195.93 |
| | | | | HELMETS FOR OFD QPO 27625 | 307.47 |
| | | | | LEATHER BOOTS FOR OPD QPO 27610 | <u>371.07</u> |
| | | | | | 5,554.60 |
| 07/22/2022 | 8124 (A) | 01718 | THE ARGUS-PRESS | PRINTING OF LEGAL NOTICES ETC-7/1/21- 6/ | 348.10 |
| 07/22/2022 | 8125 (A) | 100051 | BEAVER RESEARCH COMPANY | HAND CLEANER FOR DPW QPO27445 | 144.73 |
| 07/22/2022 | 8126 (A) | 32000 | BELL EQUIPMENT | SPROCKET FOR DPW | 77.43 |
| 07/22/2022 | 8127 (A) | 01511 | CMP DISTRIBUTORS INC | POLICE SUPPLIES QPO#27614 | 185.95 |
| 07/22/2022 | 8128 (A) | 06674 | CONSUMERS ENERGY | 1412 CHIPPEWA TRAIL JUNE22 | 15,558.15 |
| | | | | 1111 ALLENDALE JUNE 22 | 8,873.91 |
| | | | | 1410 CHIPPEWA TRAIL JUNE22 | 16.67 |
| | | | | 515 WASHINGTON JUNE 22 | 64.78 |
| | | | | 1111 ALLENDALE JUNE 22 | 116.16 |
| | | | | 300 MONROE JUNE22 | 42.39 |
| | | | | 522 MILWAUKEE UNIT A JUNE22 | 219.87 |
| | | | | 1890 DOWLING DR JUNE22 | 90.13 |
| | | | | 650 MOORE ST JUNE 22 | 41.98 |
| | | | | 532 N CHIPMAN ST JUNE22 | 42.67 |
| | | | | 514 N WASHINGTON JUNE 22 | 36.73 |
| | | | | 525 OAKWOOD AVE JUNE22 | 51.53 |
| | | | | 1418 WALNUT ST JUNE 22 | 245.09 |
| | | | | 1410 PALMER AVE JUNE22 | 197.18 |
| | | | | 106 W EXCHANGE STREET UNIT 2 | 180.53 |
| | | | | 118 W EXCHANGE ST JUNE22 | 21.79 |
| | | | | 207 W EXCHANGE STREET JUNE 22 | 237.62 |
| | | | | 101 W COMSTOCK ST 2 JUNE 22 | 132.16 |
| | | | | 527OAKWOOD JUNE22 | 556.33 |
| | | | | 1233 E OLIVER ST JUNE22 | 249.25 |
| | | | | 190 E COMSTOCK JUNE22 | 198.66 |
| | | | | 1260 N HINTZ RD JUNE22 | 279.13 |
| | | | | STREET LIGHTS JUNE22 | 8,738.75 |
| | | | | LED STREET LIGHTS JUNE 22 | 4,502.60 |
| | | | | 202 S WATER STREET JUNE22 | 161.45 |
| | | | | 224 CURWOOD CASTLE DR JUNE22 | 116.34 |
| | | | | TRAFFIC LIGHTS 301 MAIN JUNE22 | 11.60 |
| | | | | AREA LIGHTS JUNE 22 | 14.71 |
| | | | | 501 OSKWOOD AVE JUNE22 | 120.73 |
| | | | | 1510 PALMER AVE PUMP 2 JUNE22 | 2,354.90 |
| | | | | 1590 PALMER AVE PUMP 3 JUNE 22 | 168.49 |
| | | | | 204 S WATER ST JUNE22 | 48.20 |
| | | | | 1175 FARR AVE JUNE22 | 42.67 |
| | | | | 540 N CHESTNUT ST JUNE 22 | 84.60 |
| | | | | 828 N GOULD ST JUNE 22 | 51.39 |

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| | | | | 100 S PARK STREET JUNE22 | 124.90 |
| | | | | 100 E MASON ST JUNE 22 | 29.24 |
| | | | | 190 E COMSTOCK ST UNIT B JUNE 22 | 166.92 |
| | | | | 190 E COMSTOCK UNIT C JUNE 22 | 29.94 |
| | | | | 609 WRIGHT AVE JUNE 22 | 62.45 |
| | | | | 107 S WATER STREET JUNE 22 | 29.24 |
| | | | | 109 N WATER STREET JUNE 22 | 37.14 |
| | | | | 219 N WATER STREET JUNE 22 | 38.38 |
| | | | | 301 W MAIN STREET JUNE 22 | 758.39 |
| | | | | 301 W MAIN STREET JUNE22 | 992.18 |
| | | | | 207 EXCHANGE ST #2 JUNE22 | 261.24 |
| | | | | 106 W EXCHANGE ST 1 JUNE 22 | 32.70 |
| | | | | 101 W COMSTOCKST JUNE22 | 29.66 |
| | | | | 100 S BALL STREET JUNE22 | 80.18 |
| | | | | 214 CURWOOD CASTLE DR JUNE22 | 136.11 |
| | | | | 424 CHESTNUT ST JUNE22 | 153.96 |
| | | | | 1506 SOUTH ST JUNE22 | 40.31 |
| | | | | 623 SHIAWASEE STREET JUNE22 | 139.97 |
| | | | | 625 SHIAWASEE STREET JUNE 22 | 33.39 |
| | | | | 625 SHIAWASEE STREET JUNE 22 | 54.98 |
| | | | | 522 MILWAUKEE ST JUNE22 | 107.86 |
| | | | | 522 MILWAUKEE ST UNIT A2 JUNE22 | 438.86 |
| | | | | | <u>47,647.14</u> |
| 07/22/2022 | 8129(A) | 06674 | VOID | | |
| 07/22/2022 | 8130(A) | 04491 | CSH ELECTRIC MOTOR SUPPLY | MOTOR REPAIR FOR WTP QPO27512 | 353.11 |
| 07/22/2022 | 8131(A) | 07825 | DALTON ELEVATOR LLC | CYLINDER RENTAL/OXYGEN/SUPPLIES-ESTIMATE | 11.55 |
| | | | | CYLINDER RENTAL/OXYGEN/SUPPLIES-ESTIMATE | 11.55 |
| | | | | CYLINDER RENTAL/OXYGEN/SUPPLIES-ESTIMATE | 349.25 |
| | | | | CYLINDER RENTAL/OXYGEN/SUPPLIES-ESTIMATE | 3.70 |
| | | | | CYLINDER RENTAL/OXYGEN/SUPPLIES-ESTIMATE | 9.96 |
| | | | | CYLINDER RENTAL/OXYGEN/SUPPLIES-ESTIMATE | 349.25 |
| | | | | CYLINDER RENTAL/OXYGEN/SUPPLIES-ESTIMATE | 3.70 |
| | | | | CYLINDER RENTAL/OXYGEN/SUPPLIES-ESTIMATE | 9.96 |
| | | | | CO2 FOR DPW QPO 27669 | 65.20 |
| | | | | | <u>814.12</u> |
| 07/22/2022 | 8132(A) | 22099 | DORNBOS SIGN INC | SIGNS FOR DPW QPO27434 | 1,985.48 |
| | | | | SIGNS FOR DPW QPO27443 | 1,238.68 |
| | | | | CONES & BARRICADES FOR DPW QPO27450 | 585.50 |
| | | | | U-CHANNEL POSTS # 2508 DPW INVENTORY | 379.75 |
| | | | | | <u>4,189.41</u> |
| 07/22/2022 | 8133(A) | 09850 | DUBOIS COOPER ASSOCIATES INC | OIL AND AIR FILTERS FOR WWTP QPO27464 | 439.00 |
| 07/22/2022 | 8134(A) | 02365 | EMPLOYEE BENEFIT CONCEPTS INC | MONTHLY ADMIN FEE JUNE 2022 | 104.50 |
| | | | | JULY 2022 FSA ADMIN HR QPO 27329 | 100.00 |
| | | | | | <u>204.50</u> |
| 07/22/2022 | 8135(A) | 100059 | ENG INC | ENGINEERING SERVICES-2022 STREET PROGRAM | 1,478.32 |
| | | | | ENGINEERING-2023 NORTH STREET PROJECT-CO | 3,760.00 |
| | | | | | <u>5,238.32</u> |
| 07/22/2022 | 8136(A) | 13802 | FERGUSON ENTERPRISES LLC | METER PIT PARTS PER BID. | 328.00 |
| 07/22/2022 | 8137(A) | 06687 | FLEIS & VANDENBRINK ENGINEERING INC | 2021 GOULD STREET PROJECT-ENGINEERING & | 965.20 |
| 07/22/2022 | 8138(A) | 100062 | GOULD LAW PC | LEGAL SERVICES 06/14/22 - 07/11/22 | 8,126.12 |

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| 07/22/2022 | 8139 (A) | 57691 | GRAYMONT WESTERN LIME INC | BULK PEBBLE QUICK LIME DELIVERED TO WTP- | 6,606.74 |
| 07/22/2022 | 8140 (A) | 100474 | HUTSON INC OF MICHIGAN | CHAINSAW CHAIN FOR DPW PARTS FOR DPW | 39.44 254.98 <u>294.42</u> |
| 07/22/2022 | 8141 (A) | 20695 | HYDROTEX INC | 55 GAL OF HY-TOURQUE DPW QPO27663 | 1,999.73 |
| 07/22/2022 | 8142 (A) | 05441 | J & H OIL COMPANY | GAS & FUEL 6/15/22-6/30/22 TURBINE OIL FOR WWTP GAS & FUEL 7/01/2022 - 7/15/2022 | 11,554.17 93.00 8,912.78 <u>20,559.95</u> |
| 07/22/2022 | 8143 (A) | 26456 | KENNEDY INDUSTRIES, INC. | SERVICE ON PUMP #3 WTP QPO27211 REHABILITATION OF PEERLESS SPLIT CASE CE | 1,095.00 20,645.00 <u>21,740.00</u> |
| 07/22/2022 | 8144 (A) | 100127 | KENT COMMUNICATIONS INC | WATER AND SEWER BILLS 4TH QUARTER W/ POS | 2,303.91 |
| 07/22/2022 | 8145 (A) | 28659 | LANSING UNIFORM CO. | POLICE SHIRTS AND PANTS OPD QPO 27615 POLICE UNIFORMS OPD QPO 19185 | 477.70 537.65 <u>1,015.35</u> |
| 07/22/2022 | 8146 (A) | 30620 | LUDINGTON ELECTRIC, INC. | LABOR ON SOUTHSIDE SPLASHSIDE DPW QPO276 LABOR ON LIGHTS AT BENTLY PARK DPW QPO27 LABOR AT OAKWOOD BALLPARK DPW QPO 27672 | 100.00 497.74 200.00 <u>797.74</u> |
| 07/22/2022 | 8147 (A) | 31650 | MEMORIAL HEALTHCARE CENTER | PRE-EMPLOYMENT DRUG SCREENS | 124.50 |
| 07/22/2022 | 8148 (A) | 31640 | MERIT LABORATORIES INC | ANNUAL WATER TESTING SERVICES- JUNE 2022 | 40.00 |
| 07/22/2022 | 8149 (A) | 100106 | MEYER ELECTRIC INC | WIRED A NEW MOTOR FOR WWTP QPO27459 | 257.00 |
| 07/22/2022 | 8150 (A) | 33790 | GENUINE PARTS COMPANY | BATTERY FOR IMPALA RYAN S. BRAKE PADS FOR DPW QPO BRAKE PADS FOR DPW BOXED MINI'S FOR DPW | 121.77 45.44 38.99 6.50 <u>212.70</u> |
| 07/22/2022 | 8151 (A) | 100335 | NEOGEN CORPORATION | WATER TEST KIT FOR WTP QPO 27513 | 1,990.24 |
| 07/22/2022 | 8152 (A) | 36718 | OFFICE DEPOT | MAY 2022 SUPPLIES OFFICE CHAIR FOR A/P CLERK FINANCE QPO26 | 38.99 365.00 <u>403.99</u> |
| 07/22/2022 | 8153 (A) | 100066 | OLIN CORPORATION | SODIUM HYPOCHLORITE (NAOCI) FOR THE OWOS | 4,074.26 |
| 07/22/2022 | 8154 (A) | 100280 | PASSPORT LABS INC | PARKING TICKET MANAGEMENT SYSTEM SERVICE | 4.26 |
| 07/22/2022 | 8155 (A) | 100518 | PHP MEDICARE | MEDICARE PAYMENT AUGUST 2022 | 79.00 |
| 07/22/2022 | 8156 (A) | 40750 | PRINTING SYSTEMS, INC. | VOTER INFO CARDS | 1,374.38 |
| 07/22/2022 | 8157 (A) | 39006 | PVS NOLWOOD CHEMICALS INC | SODIUM FLUORIDE BAGS FOR WTP QPO27520 | 1,904.00 |
| 07/22/2022 | 8158 (A) | 05641 | SAFEBUILT MICHIGAN LLC | BUILDING DEPARTMENT SERVICES-5/1/22 -4/3 | 11,685.63 |
| 07/22/2022 | 8159 (A) | 48400 | SPICER GROUP, INC. | 2022 BI-ANNUAL BRIDGE SAFETY INSPECTIONS | 1,200.00 |
| 07/22/2022 | 8160 (A) | 06080 | STAPP MANUFACTURING CO INC | 1" BOOM SWIVEL DPW QPO27444 | 217.61 |
| 07/22/2022 | 8161 (A) | 13407 | SUNBURST GARDENS, INC. | BROWN MULCH FOR DPW QPO27661 | 157.50 |
| 07/22/2022 | 8162 (A) | 04781 | SW CONTROLS INC | FLOWMETER FOR QPO27235 | 1,460.00 |
| 07/22/2022 | 8163 (A) | 100244 | TETRA TECH INC | DEVELOPMENT OF A WATER TREATMENT PLANT S | 15,670.00 |

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User: BABarrett
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CHECK REGISTER FOR CITY OF OWOSSO
CHECK DATE FROM 06/28/2022 - 07/25/2022

Page: 8/8

| Check Date | Check | Vendor | Vendor Name | Description | Amount |
|------------|----------|--------|----------------------------------|--|------------------|
| | | | | ENGINEERING FOR THE WASHINGTON PARK SMAR | 7,655.00 |
| | | | | | <u>23,325.00</u> |
| 07/22/2022 | 8164 (A) | 58602 | WITMER PUBLIC SAFETY GROUP INC | HELMET LIGHTS FOR OFD QPO 27611 | 510.64 |
| 07/22/2022 | 8165 (A) | 06893 | UIS SCADA, INC. | CALIBRATION ON MAG METERS PER QUOTE #210 | 1,208.00 |
| 07/22/2022 | 8166 (A) | 10762 | UNIQUE PAVING MATERIALS CORP | UPM COLD PATCH | 5,811.77 |
| 07/22/2022 | 8167 (A) | 53377 | UNITED PARCEL SERVICE | SHIPPING CHARGES | 61.81 |
| | | | | SHIPPING WTP 6-29-22 | 4.94 |
| | | | | SHIPPING JUNE 2022 | 53.37 |
| | | | | | <u>120.12</u> |
| 07/22/2022 | 8168 (A) | 53800 | USA BLUE BOOK | DISPENSOR AND SUPPLIES FOR WTP QPO27519 | 1,005.42 |
| 07/22/2022 | 8169 (A) | 55400 | VERIZON WIRELESS | PHONE SERVICE JUNE 2022 | 468.28 |
| 07/22/2022 | 8170 (A) | 55400 | VERIZON WIRELESS | PHONE SERVICE JUNE 2022 | 958.64 |
| 07/22/2022 | 8171 (A) | 100296 | VERSALIFT MIDWEST LLC | ANNUAL INSPECTIONS DPW QPO27673 | 1,115.00 |
| 07/22/2022 | 8172 (A) | 55030 | WASTE MANAGEMENT OF MICHIGAN INC | LANDFILL DISPOSAL CHARGES-BI-MONTHLY AMO | 8,425.27 |
| 07/25/2022 | 8173 (A) | 100189 | GREEN TECH SYSTEMS LLC | 2022-2024 WATER LINE REPLACEMENT PROJECT | 17,092.15 |
| 07/25/2022 | 8174 (A) | 32067 | MICHIGAN RURAL WATER ASSOCIATION | MEMBERSHIP FEE 7/1/22-6/30/23 | 935.00 |
| 07/25/2022 | 8175 (A) | 36710 | OFFICE SOURCE | OFFICE SUPPLIES FOR CLERKS OFFICE | 159.52 |
| 07/25/2022 | 8176 (A) | 40750 | PRINTING SYSTEMS, INC. | VOTER I.D. CARDS | 191.86 |
| 07/25/2022 | 8177 (A) | 100517 | PROVOX SYSTEMS INC | ANNUAL SUBSCRIPTION FEE FOR FY 22/23 PER | 4,075.00 |
| 07/25/2022 | 8178 (A) | 48026 | SMITH SAND & GRAVEL INC | 2022 STREET PATCHES PER AMENDMENT NO 1 T | 23,831.32 |
| 07/25/2022 | 8179 (A) | 53377 | UNITED PARCEL SERVICE | SHIPPING | 36.22 |
| 07/25/2022 | 8180 (A) | 53800 | USA BLUE BOOK | LAB SUPPLIES FOR WTP QPO 27230 | 1,332.55 |
| 07/25/2022 | 8181 (A) | 55030 | WASTE MANAGEMENT OF MICHIGAN INC | LANDFILL DISPOSAL CHARGES-BI-MONTHLY | 10,597.21 |
| | | | | LANDFILL DISPOSAL CHARGES-BI-MONTHLY AMO | 8,872.09 |
| | | | | | <u>19,469.30</u> |

1 TOTALS:

Total of 176 Checks:
Less 1 Void Checks:

1,328,253.64
0.00

Total of 175 Disbursements:

1,328,253.64



Warrant 618
July 26, 2022

| Date | Vendor | Description | Fund | Amount |
|------------|---|------------------------------------|----------------|----------|
| 07-01-2022 | Waste Management | Service period 6-16-22 – 6-30-2022 | WWTP / Streets | 10597.21 |
| 7-20-2022 | Shiawassee Economic Development Partnership | 2022-2023 Annual Investment | Gen | 20000.00 |
| | | | TOTAL | 30597.21 |



MEMORANDUM

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

DATE: 8/1/2022

TO: Owosso City Council

FROM: Beth Kuiper; 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 April Board Meeting, the OMS/DDA Board of Directors approved revisions from the RLF Subcommittee to the Revolving Loan Fund Manual & Applications: Monies are available until a \$250,000.00 reserve is met, \$350.00 processing fee to awarded loan and grant applicants, business development loans require a small business plan if in operation under one year, underground sidewalk vault fill-ins are eligible for a 12,500.00 grant.

During their July Board Meeting, the OMS/DDA Board of Directors approved the revision from the RLF Subcommittee to the Revolving Loan Fund Manual & Applications: All property development loans must be repaid in full if there is a transfer of the property title. The OMS/DDA recommended with the guidance of City Manager Nathan Henne to modify the recommended 5% interest rate to prime interest rate plus 1%.

FISCAL IMPACTS:

The \$350.00 processing fee will be directly deposited to the 248-200-818.000 account to cover the legal and administration costs associated with this program which are charged to the DDA.

RESOLUTION NO.

**AUTHORIZE 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; and

WHEREAS, on Thursday, February 24, 2022 during the Revolving Loan Fund Subcommittee meeting recommended the following changes to the RLF Manual and Applications: Monies are available until the \$250,000.00 reserve is met, (4) grants per year max, \$350.00 application processing fee for those awarded funds, underground sidewalk vaults are eligible for up to a \$12,500.00 grant, and all business development loans require a small business plan if operating under one year; and

WHEREAS, on Wednesday, April 6, 2022 during the Regular Board Meeting, the OMS/DDA Board of Directors approved changes to the RLF Manual and Applications; and

WHEREAS, on Friday, June 24th, 2022 during the Revolving Loan Fund Subcommittee meeting recommended the following changes to the RLF Manual and Applications: Interest rate to increase from 3% to 5% and property development funds be paid in full if there is a transfer in the property title; and

WHEREAS, on Wednesday, July 20, 2022 during the Regular Board Meeting, the OMS/DDA Board of Directors approved changes to the RLF Manual and Applications and modified the interest rate from 5% to prime interest rate plus 1%.

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, 2022 through June 30, 2023

INTRODUCTION

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

Monies are available by the OMS/DDA until the \$250,000.00 reserve is reached.

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

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

The Revolving Loan Fund 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.

The OMS/DDA Board will approve or reject the recommended changes at the April Board meeting from the RLF Sub-Committee.

The City of Owosso City Council will approve or reject the recommended changes following the April OMS/DDA 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 and grants will require a \$350.00 processing fee if awarded.

All loans will be made at prime interest rate +1% set on the date on the signed application.

Loan length will be ten years or less; dependent on lease agreement.

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

Grant maximums are up to \$50,000 per project. Only (4) grants per year will be rewarded.

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 one month after the City of Owosso's Financial Department releases the check.

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

All loans require a business plan if business has been in operation for less than one year.

All upper-story residential grants or loans require permits to be submitted with the application(s).

All property development loans must be repaid in full if there is a transfer of the property title.

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. Removal or repair of underground vaults.

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

THIS PROCESS CAN TAKE UP TO (3) MONTHS

1. Contact OMS/DDA Director, Beth Kuiper, at beth.kuiper@ci.owosso.mi.us for a preliminary meeting to discuss the program's scope.
2. Obtain and complete the application form from the OMS/DDA website (downtownowosso.org)
3. Submit by email the application form to: beth.kuiper@ci.owosso.mi.us
4. The RLF subcommittee of the OMS/DDA Board will review at their next meeting and advise applicant whether your application was accepted for further consideration. If an application is not accepted, you will be provided a rationale for the decision and steps to re-apply.
5. If your application was for a grant or loan and approved by the OMS/DDA RLF subcommittee, the OMS/DDA Board of Directors will approve or deny the application at their next meeting.
6. If your application was for a grant or loan is approved by the OMS/DDA Board of Directors, the application will then be submitted to the Owosso City Council at their next meeting.
7. Upon approval by the Owosso City Council, a loan will require a promissory note, personal guarantee, and ACH automatic payments.
8. The City of Owosso's financial department will release a check and create a coupon book for loans once all proper and completed paperwork is submitted. Invoices will not be mailed.
9. The City of Owosso's financial department will release a check for grants once all paid invoices are provided.

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 a minimum of 800 square feet; “micro loft/studio” projects will be considered
- B. Air conditioning and internet access 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 \$12,500 per unit for projects with 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

Pre-existing Revolving Loans:

- A. Existing RLF loan payments maybe deferred up to 6-months
 - Deferrals 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 Subcommittee.
- 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 subcommittee members.

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

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

If the subcommittee 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 989-277-1705 or beth.kuiper@ci.owosso.mi.us

Each year, led by the RLF subcommittee, the OMS/DDA Board will update and republish the manual and process based on continuous improvement input and recommendations.



MEMORANDUM

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

DATE: August 1, 2022

TO: City Council

FROM: City Manager

SUBJECT: Approve OPRA and Brownfield Development Agreement for 123 N Washington St Project

RECOMMENDATION:

Authorize the Mayor and City Clerk to sign the Obsolete Property Tax Abatement Development Agreement with Woodworth Investments, LLC for the 123 N Washington Street redevelopment project.

BACKGROUND:

On July 5, 2022 the Owosso City Council approved an OPRA certificate for 12 years for the project. On July 18, City Council approved a Brownfield Plan for this project to be layered onto the 12 year OPRA. This project includes the construction of 11 new downtown residential units and a façade reconstruction per plans submitted by the property owner. The project will cost \$2,932,970 – which will include \$616,126 in tax abatements and reimbursements over the course of the 20 year OPRA/Brownfield Plan.

FISCAL IMPACTS:

This development agreement locks the city and the owner into the project subject to the City's Abatement Policy and applicable state law. Fiscal impacts were outlined in the memo included in the council packet for July 5, 2022 and July 18, 2022 when council approved the OPRA certificate and Brownfield Plan for the project. The total amount of taxes abated over the life of the OPRA certificate is \$213,131. And the maximum allowable reimbursement for eligible developer expenses in the Brownfield Plan is \$402,995. The agreement stipulates that if the certificate is rescinded, taxes abated and costs reimbursed up to the date of rescission can be reimbursed to the city.

RESOLUTION NO.

**RESOLUTION APPROVING THE OPRA DEVELOPMENT AGREEMENT FOR 123 N
WASHINGTON STREET**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, awarded an Obsolete Property Tax Abatement certificate to Woodworth Investments, LLC (Owner) for the redevelopment project at 123 N Washington Street at the regular council meeting of July 5, 2022; and

WHEREAS, the City of Owosso approved a Brownfield Plan for said project at the regular council meeting of July 18, 2022; and

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

WHEREAS, the project includes the addition of eleven (11) new downtown residential units and an exterior renovation within the historic district with a total cost of \$2,932,970; and

WHEREAS, the value of the OPRA certificate is estimated at \$213,131 and the value of the Brownfield Plan is estimated at \$402,995; and

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

WHEREAS, it will be required of the owner to submit plans and a permit application to the Owosso Historic District Commission for approval of appropriate exterior design and materials subject to the United States Secretary of the Interior Historic Design Standards and applicable state and local law governing said District.

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

FIRST: The mayor and city clerk are instructed and authorized to sign the document substantially in the form attached, OPRA and Brownfield Development Agreement between the City and Woodworth Investments, LLC



MEMORANDUM

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

DATE: 8/1/2022

TO: Owosso City Council

FROM: Beth Kuiper; Executive Director, Owosso Main Street/DDA

SUBJECT: 123 N. WASHINGTON REDEVELOPMENT PROJECT - OMS/DDA Approval

RECOMMENDATION:

Approval of the 123 N. Washington Redevelopment Project Tax Capture between DDA and OBRA.

BACKGROUND:

During their July Board meeting, the OMS/DDA Board of Directors approved that increment revenues for the DDA millage on the Site (123 N. Washington, Owosso, MI 48867) shall be transferred to the City of Owosso Brownfield Redevelopment Authority, a Michigan municipal corporation, or 301 West Main Street, Owosso MI 48867 (Authority). The parties agreed that the transfer of DDA millage tax increment revenue from the Site to reimburse eligible expenses identified in the Plan and Authority administration fees begin once tax increment revenues are collected from the Site, which will occur after the official approval of the Plan by the City of Owosso and Authority. This agreement shall terminate in 2042 at the end of the Plan's Tax Increment Finance Capture period of 20 years.

FISCAL IMPACTS:

Existing DDA Millage (1.9 mills) on the site through the year 2045 be transferred from said millage on the Site to the Authority for the purpose of reimbursement to the Developer for eligible costs identified in the plan.

RESOLUTION NO. #####

**RESOLUTION AUTHORIZING
THE APPROVAL OF OMS/DDA TAX INCREMENT REVENUES FROM THE 123 N. WASHINGTON STREET
BROWNFIELD PROJECT BE TRANSFERRED TO THE CITY OF OWOSSO BROWNFIELD REDEVELOPMENT AUTHORITY**

WHEREAS, during the OMS/DDA 7/20/2022 Board of Directors meeting, an agreement was made by the OMS/DDA and the City of Owosso Brownfield Redevelopment Authority, a Michigan municipal corporation, or 301 West Main Street, Owosso, MI 48867 (Authority) that supports the City Council adopted Brownfield Redevelopment Plan (Plan) in compliance with PA 381 of 1996, as amended, for the parcel at 123 N. Washington Street, Owosso, MI (Site).

WHEREAS, the OMS/DDA has an existing millage (1.9 mills) on the site through the year 2045 and desires to transfer increment revenues from said millage on the Site to the Authority for the purpose of reimbursement to the Developer for eligible costs identified in the Plan.

WHEREAS, the agreement shall commence upon its approval by the legislative bodies of the DDA and Authority and this contract shall terminate in 2042, or at the end of the Plan's Tax Increment Finance Capture period of 20 years for eligible costs as outlined in the Plan. If the Developer's reimbursements are completed before 2042, the OMS/DDA is no longer obligated to transfer tax increment revenue to the Authority and the Agreement shall be declared null and void.

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 captured tax transfer agreement between the OMS/DDA and City of Owosso Brownfield Redevelopment Authority for the 123 N. Washington St. Brownfield project in downtown Owosso.

OPRA/BROWNFIELD DEVELOPMENT AGREEMENT

Between

CITY OF OWOSSO

and

WOODWORTH INVESTMENTS, LLC

a Michigan limited liability company, as Owner

Dated: August 1, 2022

DEVELOPMENT AGREEMENT

THIS DEVELOPMENT AGREEMENT ("Agreement") is made as of the 1st day of August, 2022 ("Effective Date") between the City of Owosso, A Michigan municipality ("City"), and Woodworth Investments, LLC, a Michigan limited liability company ("Owner"). City and Owner are sometimes collectively referred to herein as the "Parties."

This Agreement is based upon the following recitals:

- A. Owner owns the real property located at 123 N Washington Street in the City of Owosso, Shiawassee County, Michigan, herein by this reference (the "Property") with the following legal description:

W 44' OF LOT 3 & THE N 44' OF THE E 88' OF LOT 3 BLK 22 ORIGINAL PLAT

- B. Owner desires to rehabilitate the existing building to continue to accommodate a first floor commercial entity and create nine (9) new residential units on the upper floors ("the Project") at 123 N Washington Street;
- C. City desires the Owner complete this project in accordance with their building plan to benefit the City and its residents;
- D. A 12-year Obsolete Property Rehabilitation Act (PA 146 of 2000) certificate was issued for the Project by the Owosso City Council on July 5, 2022;
- E. A 20-year Brownfield Plan was recommended by the Owosso Brownfield Authority on June 23, 2022 and approved by the Owosso City Council on July 18, 2022. This plan will run concurrently with the OPRA certificate, capturing local taxes for only the last 8 years of the Brownfield Plan due to the 12 year OPRA.
- F. The execution and delivery of this Agreement by the City and Owner shall validate both Parties intent on renovating this Property in accordance with the Project and by the terms set forth in this Agreement

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

1. Property Development: Owner agrees to develop the Project and to organize, supervise, monitor, and manage the Project, subject to an in accordance with the plans and specifications for the Project (the "Plans and Specifications") which are attached as Exhibit A to this Agreement, to completion. Completion shall mean the full and final completion of the improvements and the balance of the Project, in a good and workmanlike manner, lien free (which may include liens removed by the posting of bond acceptable to remove such lien from title) and material defect free on or before the completion date in compliance with all requirements, including, without limitation, rules and regulations promulgated and

adopted in connection therewith to the extent they relate to construction, substantially in accordance with the Plans and Specifications, and in accordance with the terms of this Agreement and to a qualitative standard (including, without limitation, as to construction standards and materials) at least equivalent to the standard achieved at comparable projects of similar size with similarly situated amenities located in the Owosso, Michigan metropolitan statistical area, as evidenced by issuance of a final certificate of occupancy for all applicable components of the Project.

2. Capital Requirements: The Owner will be expending \$2,932,970 to complete the project.
3. Timeline: Owner is required to complete the project within twenty-four (24) months according to the requirements set forth in the City's Tax Abatement Policy, as amended, and Public Act 146 of 2000, as amended, and Public Act 381 of 1996, as amended. Failure to do so may result in recession of the OPRA Certificate and Brownfield Plan.
4. Remedies: In the event that the Project fails to meet the requirements of the City's Tax Abatement Policy, the City shall have the right to terminate the OPRA certificate and Brownfield Plan subject to Article VII of the City's Tax Abatement Policy and be reimbursed for any abatement accrued up to date of termination.
5. Good Faith: Owner hereby covenants that it shall perform its actions, obligations, and duties in connection with this Agreement in good faith and put forth its best effort to fulfill its obligations under this Agreement.
6. Applicable Law: This Agreement and the rights and obligations of the Parties hereunder will be governed by the laws of the State of Michigan. For the purposes of construction, the Parties have drafted this Agreement in concert and neither Party alone will be deemed to have drafted any particular provision.
7. Entire Agreement: This Agreement embodies the entire agreement and understanding between the Parties relating to the transaction discussed herein, and will be binding upon and inure to the benefit of the Parties hereto.
8. Counterparts: This Agreement may be signed in one or more counterparts, and each counterpart will be considered an original Agreement. All of the counterparts will be considered one document and become a binding agreement when one or more counterparts have been signed by each of the Parties and delivered to the other. A telefacsimile or email transaction of an original signature will serve as an original.
9. Enforceability: This Agreement will become a valid and binding agreement between City and Owner in accordance with its terms upon execution by the Parties.

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

City of Owosso

Woodworth Investments, LLC

Christopher T. Eveleth

Randy Woodworth

ITS: Mayor

ITS: President

Dated: August ____, 2022

Dated: August ____, 2022

Amy K. Kirkland

ITS: City Clerk

Dated: August ____, 2022



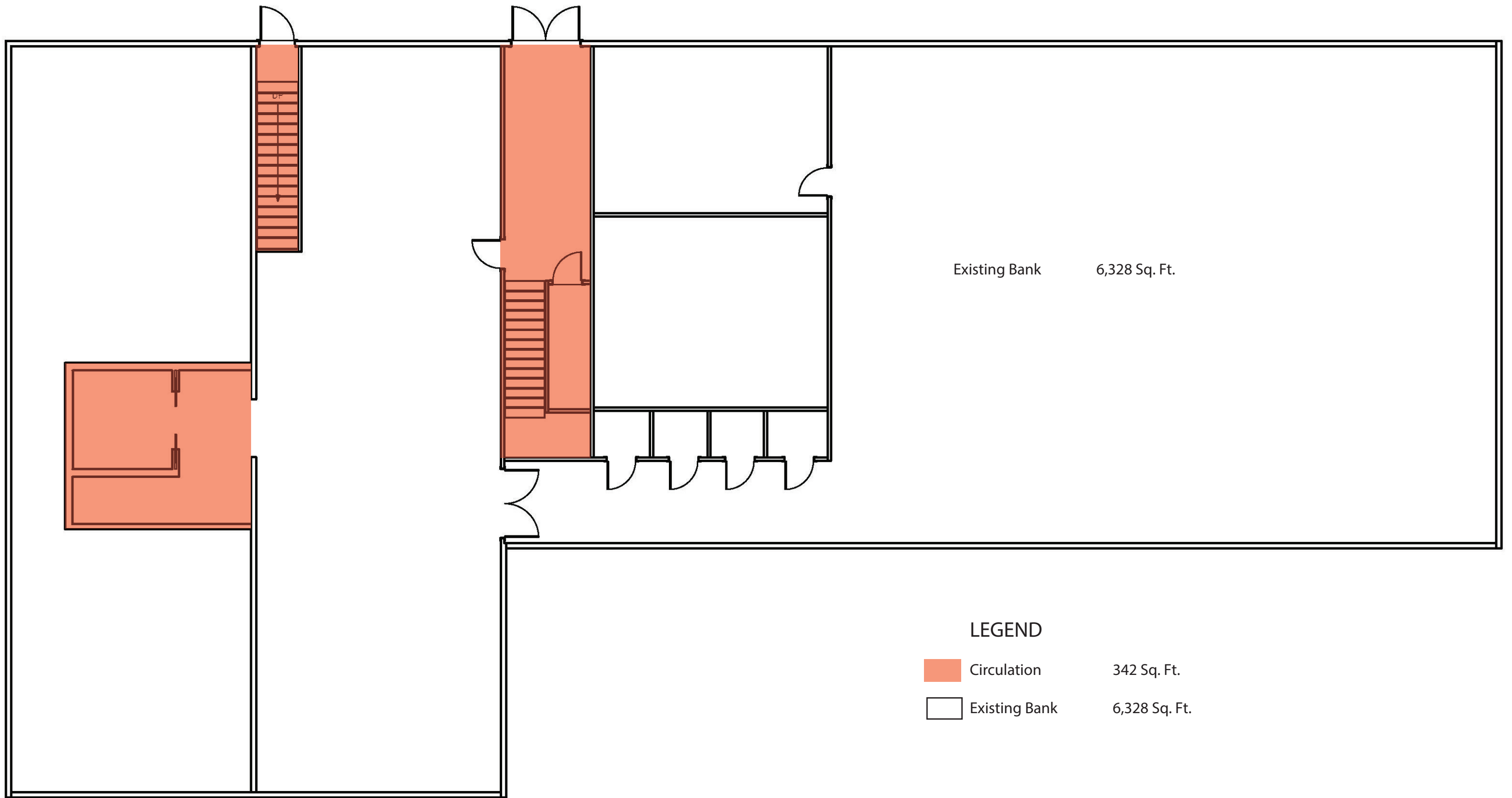
Southwest Corner of Washington Avenue and Exchange Street



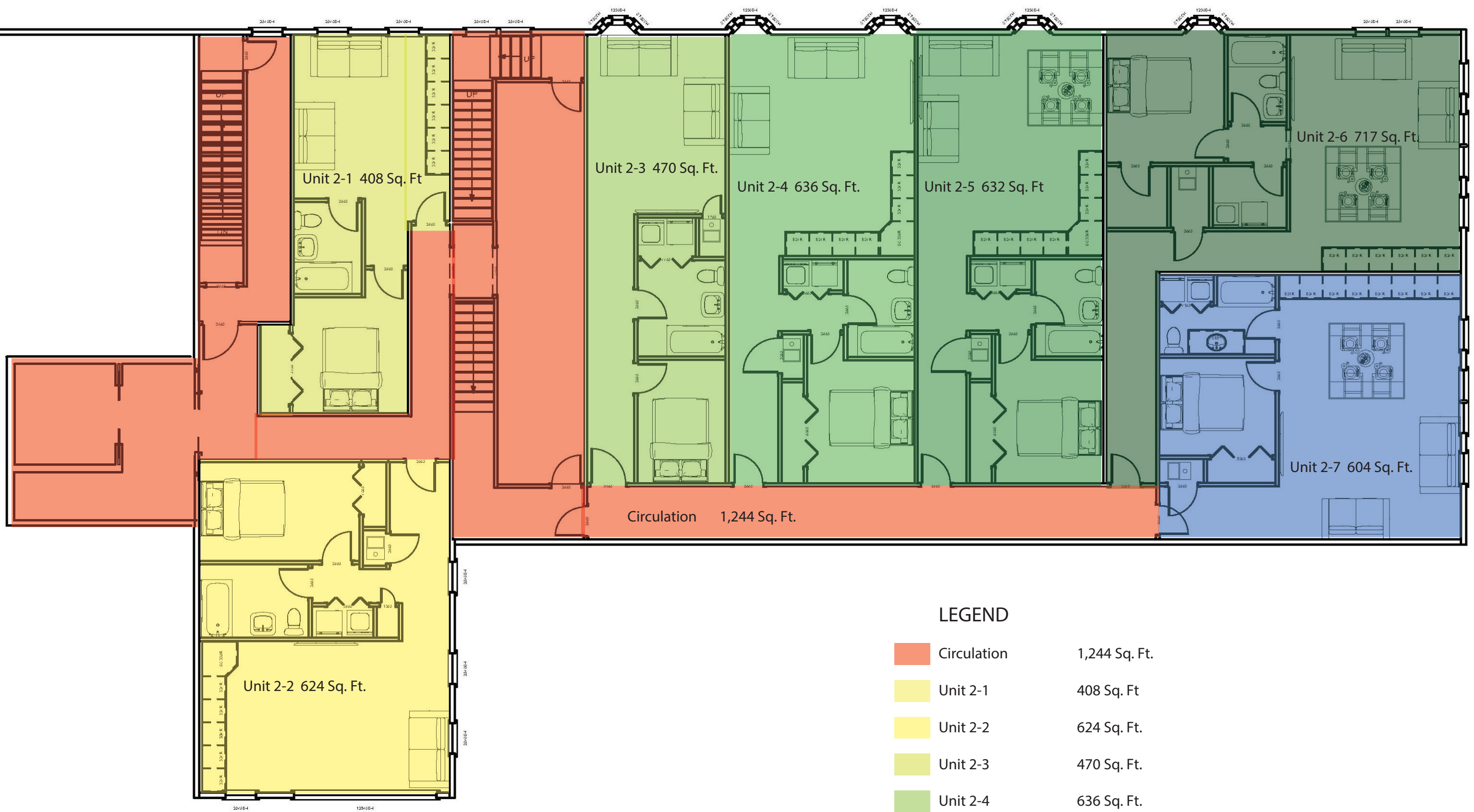
North Elevation











East Elevation



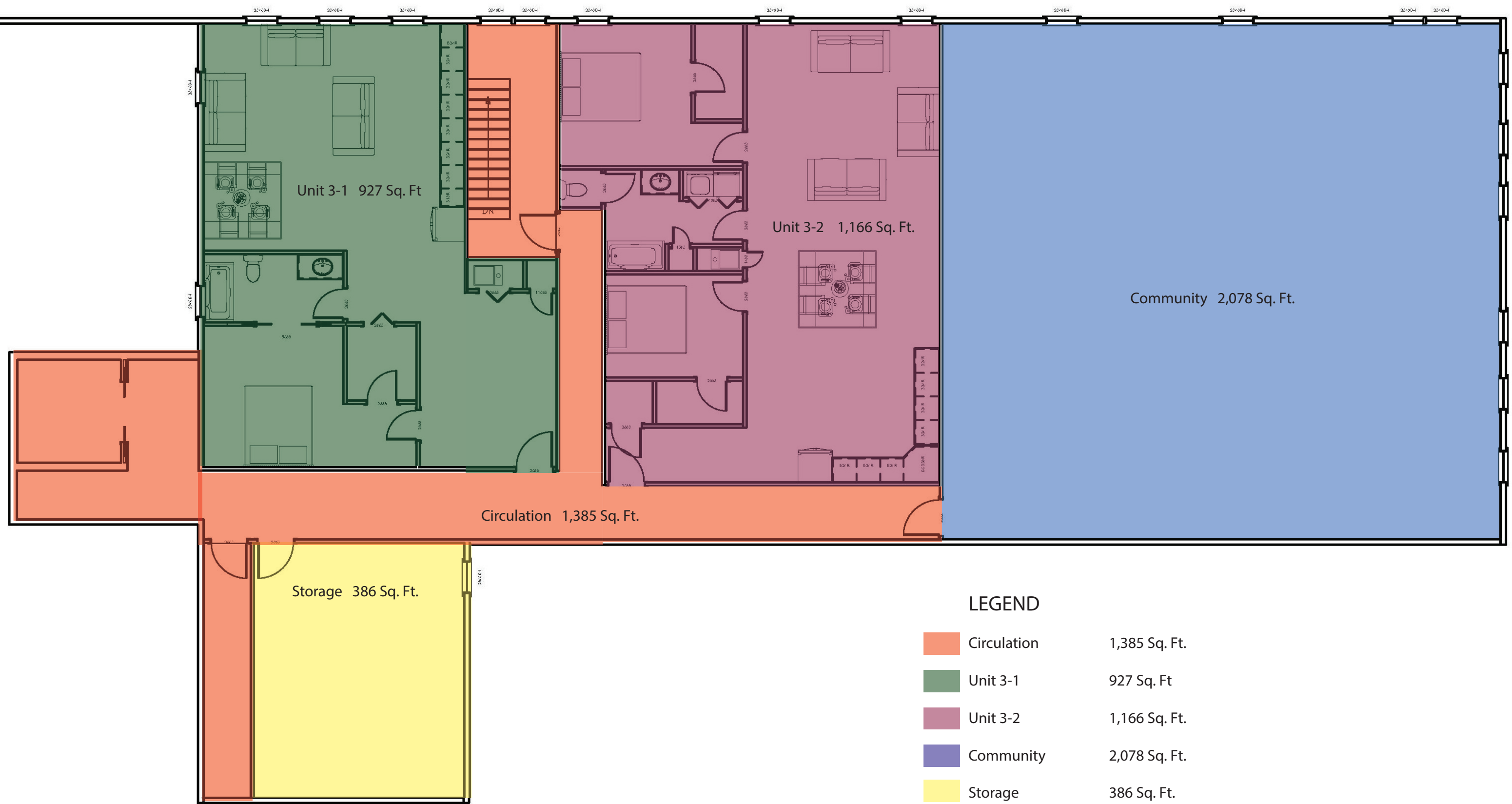
1st Floor plan








LEGEND

| | | |
|---|-------------|---------------|
|  | Circulation | 1,244 Sq. Ft. |
|  | Unit 2-1 | 408 Sq. Ft. |
|  | Unit 2-2 | 624 Sq. Ft. |
|  | Unit 2-3 | 470 Sq. Ft. |
|  | Unit 2-4 | 636 Sq. Ft. |
|  | Unit 2-5 | 632 Sq. Ft. |
|  | Unit 2-6 | 717 Sq. Ft. |
|  | Unit 2-7 | 604 Sq. Ft. |

2nd Floor plan



3rd Floor plan

| LEGEND | | |
|---|-------------|---------------|
|  | Circulation | 1,385 Sq. Ft. |
|  | Unit 3-1 | 927 Sq. Ft. |
|  | Unit 3-2 | 1,166 Sq. Ft. |
|  | Community | 2,078 Sq. Ft. |
|  | Storage | 386 Sq. Ft. |



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

MEMORANDUM

TO: City Council

FROM: Katherine Fagan, Treasurer

DATE: August 1, 2022

RE: Changing Special Assessment Annual Installment Dates

The City desires to streamline its collective tax billing by combining special assessment bills onto the December Real Property Tax Bill. Combining the two bills will reduce the redundant application of labor in processing and printing the bills and will eliminate the postage cost related to the individual special assessments mailing.

Attached you will find a memo sent to City Manager, Nathan Henne from City Attorney, Scott Gould, which outlines the effect of this change and answers associated questions.



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

MEMORANDUM

TO: Nathan Henne, City Manager

FROM: Scott J. Gould, City Attorney

DATE: May 26, 2022

RE: Changing Special Assessment Annual Installment Dates

QUESTION 1: May the City unilaterally change the annual installment date of an existing Special Assessment?

ANSWER 1: Yes, with an adopted resolution by council.

QUESTION 2: Is a public hearing required when exercising Local Ordinance 28-8?

ANSWER 2: No

QUESTION 3: Would the City be able to make said change with a single action or will each special assessment need its own?

ANSWER 3: A single action which has a resolution naming each district will suffice.

QUESTION 4: Would notices to residents affected by the change need to contain certain language?

ANSWER 4: Notice should include the new annual installment dates and the effective date and the taxpayers' option to pay according to the original schedule.

QUESTION 5: What language needs to be changed in the Special Assessment Ordinance?

ANSWER 5: No change is needed within the Special Assessment Ordinance.

QUESTION 6: What language needs to be changed in the Special Assessment resolutions that are entered into the minutes?

ANSWER 6: Please see attached example.

At the time of this Memorandum, the City has four hundred and forty-seven (447) parcels burdened with special assessments within thirty-seven (37) special assessment districts. Special Assessment billing statements are mailed in September and payment is due by the first of November. Any delinquent special assessment payment is then placed upon the December Real Property Tax Bill.

The City desires to streamline its collective tax billing by combining special assessment bills onto the December Real Property Tax Bill. Combining the two bills will reduce the redundant application of labor in processing and printing the bills and will eliminate the postage cost related to the individual special assessments mailing.

The City, by and through its local ordinance, found Chapter 28 provides guidance for the application and procedures to Special Assessments.

Sec. 28-14. - When special assessment due.

All special assessments, **except such installments thereof as the council shall make payable at a future time as provided in this chapter**, shall be due and payable upon confirmation of the special assessment roll.

Sec. 28-15. - Partial payments.

The council may provide for the payment of special assessments in annual installments...The first and subsequent installments of a special assessment roll **shall be due upon such dates as the council shall fix in the resolution confirming the special assessment.** ... Such interest shall commence on the date of the first installment and shall be paid annually on each installment due date. The full amount of all or any deferred installments, with interest accrued thereon to the date of payment, may be paid in advance of the due dates thereof...

In particular, Chapter 28 subsection 8, provides the following:

No deviation [sic] from original plans or specifications as adopted shall be permitted by any officer or employee of the city without authority of the council by resolution. A copy of the resolution authorizing such changes or deviation shall be certified by the clerk and attached to the original plans and specifications on file in his or her office.

The City seeks to change the annual installment date of the special assessments. It is not changing the tax obligation amount nor the scope of improvement or benefit provided to the tax payer. The deviation sought from the original plan or specifications is the annual installment date as fixed by the Council; the deviation is merely for clerical efficiency and costs savings.

Nothing would prohibit a taxpayer from paying their obligation as originally scheduled or paying the obligation in full. Coinciding special assessments with real property tax would only be to the timing of notice and a later fixed annual installment due date; neither of which would bring about a greater financial burden to the taxpayer. The aforementioned change will likely be advantageous to the taxpayer too; the taxpayer will have more time to make said payment. The special assessment originally due November 1st. will now be due by February 28 of the following year.

The City of Owosso's Finance Department and its plan in combining special assessment and real property tax notices and due dates is without conflict as stated by the courts in a 1982 Michigan Supreme Court case:

"The special assessments ... are clearly in the nature of a property tax," *Motz v. Detroit*, 18 Mich. 495 (1869); *Wikman v. City of Novi*, 413 Mich. 617, 322 N.W.2d 103 (Mich. 1982); See also MCL 117.4d(1)(a). "They may be collected at the same time and in the same manner as other property taxes. If unpaid, they may become a lien on the property like other property taxes, or may be collected by an action against the owner of the property." *Wikman*, 413 Mich at 635. *Petersen Fin., LLC v. City of Kentwood* (Mich. App. 2021)

To combine the notice and due dates of the independently itemized taxes (special assessment and real property tax) upon the same December statement is not prohibited by State law nor local ordinance. Local ordinance 28-8 allows for the deviation of the original plans, albeit in this case, to the advantage of the taxpayer and the City, the Council may modify the special assessment's fixed annual installment to a later date by way of a resolution.

SJG

RESOLUTION NO. _____
AUTHORIZING THE DEVIATION FROM THE
ROLL FOR SPECIAL ASSESSMENT DISTRICTS FOR
PUBLIC IMPROVEMENTS - HAZARDS & NUISANCES

WHEREAS, the City Council has met and reviewed the Special Assessment Rolls for Public Improvements and Hazards and Nuisances Districts, affected Districts listed below, prepared for the purpose of defraying the unpaid costs incurred in the improvement for the public, altering, repairing, tearing down, abating or removing of hazards and nuisances on properties within the City; and

WHEREAS, after hearing the City of Owosso's Department of Finance request for deviating from the original annual installment dates as fixed by council, and after carefully reviewing said Special Assessment Roll-Hazards and Nuisances, the Council deems said Special Assessment Roll-Public Improvements and Hazards and Nuisances to be fair, without additional burden upon the assessed, is a minor deviation from the original specifications and shall be granted as permitted by Local Ordinance 28-8.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Said Special Assessment Roll known as Special Assessment Public Improvement District No.:

| | |
|------------|--------------------------|
| 050 201304 | KRUST DR-ST RECNSTR-L |
| 050 201601 | GOULD/MAIN-CORUNNA-M |
| 050 201701 | OLIVER/WASHINGTON-OAK-M |
| 050 201703 | STEWART/CHESTNUT-CHIPMAN |
| 050 201704 | CHIPMAN/STEWART-M |
| 050 201706 | CHIPMAN/OLIVER TO KING-M |
| 050 201707 | CHIPMAN/WILLOW SPRINGS-M |
| 050 201709 | CHESTNUT/S. TO STEWART-M |
| 050 201801 | OLIVER-M |
| 050 201802 | HANOVER-L |
| 050 201803 | HARDING-L |
| 050 201804 | HOWARD-M |
| 050 201805 | OLMSTEAD-L |
| 050 201806 | STEWART-M |

| | |
|-------------|--------------------------|
| 050 201809 | INDUSTRIAL PARK-M |
| 050 2019-01 | ABREY-L |
| 050 2019-02 | ALLENDALÉ-L |
| 050 2019-07 | MONROE-M |
| 050 2019-08 | NORTH-L |
| 050 2019-09 | PALMER-L |
| 050 2019-10 | RYAN-L |
| 050 2019-11 | SEVENTH-M |
| 050 2019-13 | WASHINGTON-M |
| 050 2019-14 | WILLIAMS-M40-L60 |
| 050 2020-01 | CEDAR - S. TO HAMPTON-M |
| 050 2020-02 | CLARK-OLIVER TO KING-L |
| 050 2020-03 | NORTH HICKORY TO GOULD M |
| 050 2020-04 | SUMMIT-ABBOTT RUBELMAN |
| 050 2021-01 | GOULD ST REHAB-M |
| 050 2021-02 | GLEN WOOD AVE-L |
| 050 2021-03 | GARFIELD AVE-L |
| 050 2021-04 | LINCOLN AVE-L |
| 050 2021-05 | MCMILLAN AVENUE-L |
| 050 2021-06 | PARK STREET-L |
| 050 2021-07 | PEARCE STREET-L |
| 050 2022-03 | MAPLE AVE-L |

2. Said Special Assessment Roll known as Special Assessment Roll-Hazards and Nuisances District No.:

| | |
|-------------|-----------|
| 050 2022-01 | 216 S ELM |
|-------------|-----------|

Pursuant to Local ordinance 28-8, said special assessment rolls shall be noticed to the owners of assessed properties upon the same correspondence as the December 1st winter tax bills, and shall be due and payable by February 14th, 2023, and the subsequent installments shall be due by February

14th of each and every year thereafter. Payment of the amount of the yearly special assessment installment may be made in full without additional interest or penalty by February 14, 2023.

Said deviation relating to the aforementioned Special Assessment Roll-Public Improvements and Hazards and Nuisances Districts shall be placed on file in the office of the City Clerk who shall attach his warrant to a certified copy thereof within ten (10) days commanding the Finance Department to modify the annual installment due dates accordingly as shown thereon as directed by the City Council.



MEMORANDUM

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

DATE: July 20, 2022
TO: Owosso City Council
FROM: Tanya Buckelew, Planning & Building Director
SUBJECT: Marihuana Provisioning Center and Adult Recreational Retail Location Transfer

RECOMMENDATION:

Recommend approval of the location transfer of the Medical Marihuana Provisioning Center/Adult Use Recreational Retail Establishment from 901 W. Main Street to 200 E. Main Street. This is a location transfer request from JARS Cannabis.

BACKGROUND:

JARS Cannabis was awarded a Medical Marihuana Facility License during the 2019 lottery process for the 901 W. Main Street location. They completely renovated the building and opened their doors in July of 2020.

They recently purchased the building at 200 E. Main Street (former bank building). The building permit application and renovation plans have been submitted and they have proposed to invest approximately \$200,000 in renovations.

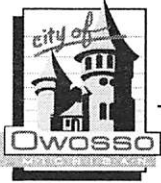
They wish to transfer locations for the opportunity of better off street parking.

Ordinance No. 817 and 818 were amended in May of 2021 to allow the transfer of Medical Marihuana Facilities Licenses and Recreational Marihuana Establishment Licenses with City Council approval.

FISCAL IMPACTS:

\$5,000 transfer application fee, plus the continued \$5,000 annual fee per license

Rec'd 07/07/2022
P2022-013



301 W. MAIN, OWOSSO, MICHIGAN 48867 (989) 725-0540

MARIHUANA LICENSE AMENDMENT APPLICATION

| TYPE OF AMENDMENT | | FEE |
|-------------------|-----------------------|---------|
| | Change of Ownership | \$5,000 |
| | Purchasing a Business | \$5,000 |
| X | Change of Location | \$5,000 |

CHANGE OF OWNERSHIP:

Entity Name:

N/A

Assumed Name (if applicable):

Change of Ownership Filing Date:

Explanation of Change Requested:

Indicate specifically the changes you want to make.

Include all individuals and entities being added or removed.

☒ Submit documentation related to the Change of Ownership

PURCHASING A BUSINESS:

Entity Name making purchase:

N/A

Assumed Name (if applicable):

Entity Name being purchased:

Purchase Date:

Will this purchase be an entity purchase and/or asset purchase?

An entity purchase includes items such as: name or FEIN.

An asset purchase includes items such as: real estate, facility fixtures, inventory, etc.

☐ Entity Purchase ☐ Asset Purchase ☐ Entity & Asset Purchase

✓ Submit documentation related to Purchasing A Business

✓ Submit new Ownership Prequalification

✓ Submit new Ownership License

CHANGE OF LOCATION:

Entity Name: H & G Ventures LLC

Assumed Name (if applicable): JARS Cannabis

Current Physical Address: 901 W Main St Owosso, MI 48867

Zoned B-3

New Physical Address: 200 E Main St Owosso, MI 48867

Zoned B-3

Reason for Change of Location: Able to secure site with better parking

✓ Submit documentation related to Change of Location (deed or lease agreement)

Person Completing Form:

Name (First, Middle, Last): Lisa Renee Dawdy

Affiliation with Entity: Staff

Email Address: lisa.dawdy@jarscannabis.com

Phone: (616) 318-2642

I attest the information I provided on this form is true and accurate and that I will comply with the requirements of the Medical Marihuana Facilities Licensing Act (MMFLA) and/or Michigan Regulation and Taxation of Marihuana Act (MRTMA) and associated rules. I understand that falsified or fraudulent information could subject the licensee to disciplinary action as provided in the MMFLA, MRTMA, and associated rules, up to and including license revocation.

Signature: 

Date: 7/5/22

FOR DEPARTMENT USE ONLY

| | |
|--|-----------------------------|
| Date Received: 07/07/2022 | |
| Staff Signature: <i>Cheryl Buckle</i> | |
| Comments: <i>Meets Zoning Requirements. Approved.</i> | |
| <i>200 E Main to be Remodeled prior to occupancy</i> | |
| City Manager Review: <i>Nathan Henne</i> | |
| Signature: <i>Nathan Henne</i> | Date: 7-20-22 |
| Comments: <i>Council approval needed.</i> | |
| City Attorney Review: <i>Scott J Gould</i> | |
| Signature: <i>Scott J Gould</i> | Date: 7/18/22 |
| Comments: <i>Application Reviewed and appears to conform to local ordinance requirement.</i> | |
| City Council Review: | Date of Meeting: 08-01-2022 |
| Comments/Motion: | |
| <input type="checkbox"/> Approved <input type="checkbox"/> Denied | |



MEMORANDUM

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

DATE: July 26, 2022

TO: Owosso City Council

FROM: Tanya Buckelew, Planning & Building Director

SUBJECT: Marihuana Provisioning Center and Adult Recreational Retail Ownership License Transfer

RECOMMENDATION:

Recommend approval of the transfer of the Medical Marihuana License and the Adult Use Recreational Retail License from Sandds Owosso, Inc. (OZ Cannabis Owosso) to Jacob Ownbey for the approved facility location at 117 E Main St. This request is for the marijuana licenses only, as OZ Cannabis does not own the building at 117 E Main St.

BACKGROUND:

Sandds Owosso, Inc. was awarded a Medical Marihuana Facility License during the 2019 lottery process and has been operating a Medical Marihuana Provisioning Center and Adult Use Recreational Retail store at 117 E Main Street since September of 2021.

Ordinance No. 817 and 818 were amended in May of 2021 to allow the transfer of Medical Marihuana Facilities Licenses and Recreational Marihuana Establishment Licenses with City Council approval.

The location will continue with the name OZ Cannabis.

FISCAL IMPACTS:

\$5,000 transfer application fee, plus the continued \$5,000 annual fee per license

Rec'd 07/26/2022
P2022-016

301 W. MAIN, OWOSSO, MICHIGAN 48867 (989) 725-0540

MARIHUANA LICENSE AMENDMENT APPLICATION

| TYPE OF AMENDMENT | | FEE |
|-------------------------------------|-----------------------|---------|
| <input checked="" type="checkbox"/> | Change of Ownership | \$5,000 |
| <input type="checkbox"/> | Purchasing a Business | \$5,000 |
| <input type="checkbox"/> | Change of Location | \$5,000 |

CHANGE OF OWNERSHIP:

Entity Name: SANDDS OWOSSO, INC

Assumed Name (if applicable): Oz Cannabis

Change of Ownership Filing Date: 7/26/2022

Explanation of Change Requested:*Indicate specifically the changes you want to make.**Include all individuals and entities being added or removed.*

We are removing the current owners: Sandds Operations, LLC - 66.67% and Gjergj Sinishtaj - 33.33%

We are adding Jacob Ownbey as 100% owner.

☒ Submit documentation related to the Change of Ownership**PURCHASING A BUSINESS:**

Entity Name making purchase:

Assumed Name (if applicable):

Entity Name being purchased:

Purchase Date:

Will this purchase be an entity purchase and/or asset purchase?

An entity purchase includes items such as: name or FEIN.

An asset purchase includes items such as: real estate, facility fixtures, inventory, etc.

☐ Entity Purchase ☐ Asset Purchase ☐ Entity & Asset Purchase

✓ Submit documentation related to Purchasing A Business

✓ Submit new Ownership Prequalification

✓ Submit new Ownership License

CHANGE OF LOCATION:

Entity Name:

Assumed Name (if applicable):

Current Physical Address:

New Physical Address:

Reason for Change of Location:

✓ Submit documentation related to Change of Location (deed or lease agreement)

Person Completing Form:

Name (First, Middle, Last): Farris Frank Haddad

Affiliation with Entity: Attorney

Email Address: farris@callfarris.com

Phone: 248-225-9405

I attest the information I provided on this form is true and accurate and that I will comply with the requirements of the Medical Marihuana Facilities Licensing Act (MMFLA) and/or Michigan Regulation and Taxation of Marihuana Act (MRTMA) and associated rules. I understand that falsified or fraudulent information could subject the licensee to disciplinary action as provided in the MMFLA, MRTMA, and associated rules, up to and including license revocation.

Signature: 

Date: 7/26/2022

FOR DEPARTMENT USE ONLY

| | |
|--|---------------|
| Date Received: 07/26/2022 | |
| Staff Signature: <i>C. J. Buckelaw</i> | |
| Comments: <i>Application approved and per ordinance - requires council approval.</i> | |
| City Manager Review: | |
| Signature: <i>N. R. He</i> | Date: 7/26/22 |
| Comments: <i>Spirit of agreement for Matthews building is being met.</i> | |
| City Attorney Review: | |
| Signature: <i>Scott Zook</i> | Date: 7/26/22 |
| Comments: <i>No objection to transfer as presented</i> | |
| City Council Review: | |
| Date of Meeting: 08/01/2022 | |
| Comments/Motion: | |
| <input type="checkbox"/> Approved <input type="checkbox"/> Denied | |



MEMORANDUM

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

DATE: July 26, 2022

TO: Owosso City Council

FROM: Tanya Buckelew, Planning & Building Director

SUBJECT: Bid Award - Demolition of 1122 S Cedar Street and 917 S Park Street Houses

RECOMMENDATION:

Recommend Council approve the demolition of the houses at 1122 S Cedar Street and 917 S Park Street and recommend approval of a contract with Smalley Construction, Inc. 1224 Locust St. Jackson, Michigan for said demolitions.

BACKGROUND:

1122 S Cedar Street has been vacant since 2017 and has a long list of code enforcement and building code violations. The owner of record is deceased and no estate was established. The City presented this case to Shiawassee Circuit Court on May 9, 2022 and a judgment was entered allowing the immediate demolition of the buildings and assess the cost of such demolition to the real property.

917 S Cedar Street has been vacant since 2020 and has a long list of code enforcement and building code violations. The owner of record is deceased and no estate was established. The City presented this case to Shiawassee Circuit Court on June 16, 2022 and a judgment was entered allowing the immediate demolition of the buildings and assess the cost of such demolition to the real property.

Bids were solicited for demolition of the structures and the lowest bid is from Smalley Construction, Inc. with a bid of \$15,600.

FISCAL IMPACTS:

The project is funded from the Building Inspection Fund 101-371-818.000

RESOLUTION NO.
AUTHORIZING THE EXECUTION OF A CONTRACT WITH
SMALLEY CONSTRUCTION, INC.
FOR
THE DEMOLITION OF THE STRUCTURES AT
1122 S CEDAR STREET AND 917 S PARK STREET

WHEREAS, the homes at 1122 S Cedar Street and 917 S Park Street were found to be in a deplorable condition. Cedar Street has been vacant since 2017 and Park Street has been vacant since 2020; and

WHEREAS, the city of Owosso, Shiawassee County, Michigan, has determined that the remains of the houses should be demolished to eliminate blight in the neighborhood and to spur residential redevelopment; and

WHEREAS, the city of Owosso presented these cases to Shiawassee Circuit Court. Cedar Street on May 9, 2022 and Park Street June 16, 2022 and a judgment was entered allowing the immediate demolition of the buildings and assess the cost of such demolition to the real property; and

WHEREAS, the city of Owosso sought bids to demolish the structures at 1122 S Cedar Street and 917 S Park Street; a bid was received from Smalley Construction, Inc. and it is hereby determined that Smalley Construction, Inc. is qualified to provide such services and that it has submitted the lowest responsible and responsive bid.

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

- FIRST: The City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to demolish the structures located at 1122 S Cedar Street and 917 S Park Street.
- SECOND: The City of Owosso has further determined that it is advisable, necessary and in the public interest to employ Smalley Construction, Inc. for said demolition.
- THIRD: The mayor and city clerk are instructed and authorized to sign the document substantially in the form attached, Contract for Demolition of 1122 S Cedar Street and 917 S Park Street with Smalley Construction, Inc. in the amount of \$15,600.00.
- FOURTH: The accounts payable department is authorized to pay Smalley Construction, Inc. for work satisfactorily completed on the project up to the bid amount.
- FIFTH: The above expenses shall be paid from 101-371-818.000

CITY OF OWOSSO BID TABULATION SHEET

DATE 7/26/2022

DEPT. Building Dept

SUBJECT: Demolition of Structures Located

1122 S Cedar & 917 S Park

Smalley Construction, Inc

1224 Locust Street

Jackson, MI 49203

844-757-3366

Bolle Contracting, LLC

408 E 4th Street

Clare, MI 48617

989-386-7311

Great Lakes Fusion, LLC

7505 E M71

Durand, MI 48429

989-288-2656

| ITEM # | DESCRIPTION | Each | LUMP SUM TOTAL | LUMP SUM TOTAL | LUMP SUM TOTAL |
|--------|--|------|-------------------|-------------------|-------------------|
| 1 | 1122 S Cedar Street , Owosso 1-story, 528 square feet | 1 | \$ 6,900.00 | \$ 7,250.00 | \$ 14,651.00 |
| 2 | Asbestos Survey Required -(Limit to exterior only as structure is unsafe for entry.) | 1 | \$ 900.00 | \$ 2,500.00 | \$ 500.00 |
| 3 | 917 S Park Street, Owosso 1 1/4 -story, 776 square feet | 1 | \$ 6,900.00 | \$ 8,100.00 | \$ 17,520.00 |
| 4 | Asbestos Survey Required - (Limit to exterior only as structure is unsafe for entry. | 1 | \$ 900.00 | \$ 2,500.00 | \$ 500.00 |
| TOTAL | | | \$ 15,600.00 | \$ 20,350.00 | \$ 33,171.00 |

TOTAL BID PRICING ADJUSTED FOR LOCAL PURCHASING PREFERENCE: \$ 16,068.00

\$ 20,960.50

DEPT
HEAD

AWARDED:

GENERAL LIABILITY INSURANCE

EXPIRATION DATE:

3/20/2023

PURCH.
AGENT:

WORKERS COMPENSATION INSURANCE

EXPIRATION DATE:

12/31/2022

COUNCIL
APPROVED:

STAFF

SOLE PROPRIETORSHIP

EXPIRATION DATE:

N/A

PO NUMBER:

REC.:

Smalley Construction Inc.

101.371.818.000
not budgeted

EXHIBIT A

Contract for Services Between

The City of Owosso

and

Smalley Construction, Inc.

Demolition – 1122 S Cedar Street and 917 S Park Street

July 2022

CONTRACT

THIS AGREEMENT is made on August ____, 2022 between the CITY OF OWOSSO, a Michigan municipal corporation, 301 W. Main Street, Owosso, Michigan 48867 ("city") and Smalley Construction, Inc. ("contractor"), a Michigan company, whose address is 1224 Locust St. Jackson, MI 49203.

Based upon the mutual promises below, the contractor and the city agree as follows:

ARTICLE I - Scope of work

The contractor agrees to provide the services listed in the proposal entitled "Demolition - 1122 S Cedar Street and 917 S Park Street", as attached, including all written modifications incorporated into any of the documents, which are incorporated as part of this contract:

- Bid documents
- Bid proposal
- Contract and exhibits
- Bonds
- General conditions
- General specifications

ARTICLE II - The Contract Sum

(A) The city shall pay to the contractor for the performance of the contract, in the lump sum as given in the proposal not to exceed sixteen thousand five hundred dollars (\$15,600.00). No additional work shall be performed unless a change order is issued by the city.

(B) The amount paid shall be equitably adjusted to cover changes in the work ordered by the city but not required by the contract documents where there is a written change order.

ARTICLE III – Assignment

This contract may not be assigned or subcontracted without the written consent of the city.

ARTICLE IV - Choice of law

This contract shall be construed, governed, and enforced in accordance with the laws of the state of Michigan. By executing this agreement, the contractor and the city agree to a venue in a court of appropriate jurisdiction sitting within Shiawassee County for purposes of any action arising under this contract.

Whenever possible, each provision of the contract will be interpreted in a manner as to be effective and valid under applicable law. The prohibition or invalidity, under applicable law, of any provision will not invalidate the remainder of the contract.

ARTICLE V - Relationship of the parties

The parties of the contract agree that it is not a contract of employment but is a contract to accomplish a specific result. Contractor is an independent contractor performing services for the city. Nothing contained in this contract shall be deemed to constitute any other relationship between the city and the contractor.

Contractor certifies that it has no personal or financial interest in the project other than the compensation it is to receive under the contract. Contractor certifies that it is not, and shall not become, overdue or in default to the city for any contract, debt, or any other obligation to the city including real or personal property taxes. City shall have the right to set off any such debt against compensation awarded for services under this agreement.

ARTICLE VI – Notice

All notices given under this contract shall be in writing, and shall be by personal delivery or by certified mail with return receipt requested to the parties at their respective addresses as specified in the contract documents or other address the contractor may specify in writing.

ARTICLE VII - Indemnification

To the fullest extent permitted by law, for any loss not covered by insurance under this contract; contractor shall indemnify, defend and hold harmless the city, its officers, employees and agents harmless from all suits, claims, judgments and expenses including attorney's fees resulting or alleged to result, in whole or in part, from any act or omission, which is in any way connected or associated with this contract, by the contractor or anyone acting on the contractor's behalf under this contract. Contractor shall not be responsible to indemnify the city for losses or damages caused by or resulting from the city's sole negligence.

ARTICLE VIII - Entire agreement

This contract represents the entire understanding between the city and the contractor and it supersedes all prior representations or agreements whether written or oral. Neither party has relied on any prior representations in entering into this contract. This contract may be altered, amended or modified only by written amendment signed by the city and the contractor.

FOR CONTRACTOR

By_____

Its:_____

Date:_____

THE CITY OF OWOSSO

By_____

Its: Christopher T. Eveleth, Mayor

Date:_____

By_____

Its: Amy K. Kirkland, City Clerk

Date:_____

MINUTES
REGULAR MEETING OF THE OWOSSO PLANNING COMMISSION
Monday, July 25, 2022 – 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 Molly Hier

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

MEMBERS ABSENT: Commissioners Jenkins and Robertson

OTHERS PRESENT: Tanya Buckelew, Planning & Building Director & Justin Sprague, CIB Planning

APPROVAL OF AGENDA:

MOTION BY VICE-CHAIR LIVINGSTON, SUPPORTED BY COMMISSIONER LAW TO APPROVE THE AGENDA FOR July 25, 2022.

YEAS ALL. MOTION CARRIED.

APPROVAL OF MINUTES:

MOTION BY VICE-CHAIR LIVINGSTON SUPPORTED BY COMMISSIONER LAW TO APPROVE THE MINUTES FOR THE May 23, 2022 MEETING.

YEAS ALL. MOTION CARRIED.

ELECTION OF OFFICERS:

MOTION BY VICE-CHAIR LIVINGSTON SUPPORTED BY SECRETARY FEAR TO ELECT WILLIAM WASCHER AS CHAIRMAN, FRANK LIVINGSTON AS VICE-CHAIRMAN, JANA FEAR AS SECRETARY.

YEAS ALL. MOTION CARRIED.

SITE PLAN REVIEWS:

1. 702 W MAIN ST

Site plan to develop a new parking lot for St. Paul's Church. The site consists of an entire block and previously was home to a school and a few other buildings that have been torn down. The new parking lot will provide 129 new parking spaces with 9 barrier free spaces. The property is currently zoned B-4, General Business, where this use is a permitted land use.

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 |
|------------------------------------|----------|----------|---------------|
| 111 N. Howell (B-4 Zoning) | | | |
| Front Yard Building Setback | 15 ft. | 15 ft. | In compliance |

3. **Dumpster.** The proposed dumpster meets ordinance requirements.
4. **Parking Lot Requirements.** This requirement has been met.
5. **Landscaping.** New landscaping is proposed in the parking lot islands as well as along Main. Plant materials are compliant with the ordinance.
6. **Buffering.** The ordinance requires a 4'6" buffering wall where the parking lot abuts residential areas, which are to the north of the site. Per the ordinance, the Planning Commission could recommend another form of screening such as landscaping or dense shrubs to shield vehicle lights from the residential areas.
7. **Lighting.** Site lighting appears to meet the ordinance standards. It is noted that all new lighting should be shielded and fixed at 90-degree angles toward the ground, not at a 45 degree or other degree angle from the pole or building.
8. **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 St. Paul Church Parking Lot Site Plan, conditioned upon the following:**

- Addition of a screening wall, fence or Planning Commission approved landscaping materials to satisfy buffering requirements of the Zoning Ordinance;
- That all light fixtures are fixed in a 90 degree to the ground, downward facing position; and
- Review and approval by the appropriate city departments, consultants, and agencies.

ADDITIONAL COMMENTS:

Justin Sprague, CIB Planning advised the required buffering is 4' 6" and would like to see additional buffering along the residential areas on Bradley Street. Allowable shrubbery options were discussed.

Terry Dumond, Director of Maintenance for St. Paul Church advised the Commission that the parking lots off Main Street and Bradley Street will be sold off.

Chairman Wascher asked if the driveway approach off Main Street and the existing garage in the newly planned parking lot will be kept and Terry stated they would be, the garage will be storage for all the maintenance equipment.

A dog-eared cedar fence is the proposed buffer along the Southside of the parking lot, the Commission agreed they would like shrubbery added as well.

MOTION BY VICE-CHAIR LIVINGSTON SUPPORTED BY COMMISSIONER LAW TO APPROVE THE SITE PLAN REVIEW FOR 702 W MAIN STREET FOR THE CREATION OF A NEW PARKING LOT, WITH THE STIPULATIONS OF LANDSCAPING ADDED TO THE FENCE ALONG BRADLEY STREET AND ANY OTHER FURTHER DEPARTMENT REQUIREMENTS WILL BE APPROVED ADMINISTRATIVELY.

YEAS: SECRETARY FEAR, COMMISSIONER LAW, VICE-CHAIR LIVINGSTON, COMMISSIONER MARTIN, TAYLOR AND CHAIRMAN WASCHER
NAYS: NONE
RCV: 6-0 MOTION CARRIED

ITEMS OF BUSINESS: NONE

COMMISSIONER/CITIZEN COMMENTS:

Secretary Fear asked for a status on the proposed development at 715 S. Washington Street.

Tanya Buckelew explained she believes the inflation we've seen this year has been the cause for delay at 715 S. Washington and the proposed Habitat for Humanity homes.

An update on the Matthews Building was also provided, the building department is waiting on the architectural report on how the remaining brick wall will be removed before anything else can be done at the site.

Commissioner Law invited everyone to the Shiawassee Conservation Association second annual Firefighter Memorial Dinner on July 30, 2022 from 3:00 – 11:00 pm. This event is public.

ADJOURNMENT:

MOTION BY VICE-CHAIR LIVINGSTON SUPPORTED BY SECRETARY FEAR TO ADJOURN AT 7:06 PM UNTIL THE NEXT MEETING ON AUGUST 22, 2022.

YEAS ALL, MOTION CARRIED

Janae Fear, Secretary