

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MONDAY, AUGUST 15, 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 AUGUST 1, 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

None.

CITIZEN COMMENTS AND QUESTIONS

CONSENT AGENDA

1. Proposed Special Assessment Project – Lee Street. Authorize Resolution No. 2 setting a public hearing for Tuesday, September 6, 2022 for proposed Special Assessment District No. 2023-03 for Lee Street from Clark Avenue to Ada Street for street resurfacing.
2. Proposed Special Assessment Project – Center Street. Authorize Resolution No. 2 setting a public hearing for Tuesday, September 6, 2022 for proposed Special Assessment District No. 2023-04 for Center Street from King Street to North Street for street resurfacing.
3. Traffic Control Order – PFC Cantu Annual 5k Run/Walk. Consider request from Jennifer Clarke, event organizer, for the partial closure of various streets in the northeast quadrant of the City for the PFC Cantu Annual 5k Run/Walk from 8:00 a.m.-12:00 noon on Sunday, August 28, 2022, waive the insurance requirement, and approve Traffic Control Order No. 1480 formalizing the permission.
Master Plan Implementation Goals: 4.2, 4.6, 5.12

4. Recreation Service Agreement – Soccer & Tee-Ball Leagues. Approve a Recreation Service Agreement with the Shiawassee Family YMCA for use of the Hugh Parker Soccer Complex for soccer and tee-ball leagues for a five year period expiring December 31, 2027.
Master Plan Implementation Goals: 1.19, 4.6, 7.1
5. Professional Services Agreement – Topographic Survey Services for FY2024 Safe Routes to School Project. Waive competitive bidding requirements, authorize Addendum No. 2023-01 to the General Engineering Services Contract with Fleis & Vandenbrink Engineering, Inc. for topographic survey services for the FY2024 Safe Routes to School Project in the amount of \$10,500.00, and further authorize payment upon satisfactory completion of the project or portion thereof.
Master Plan Implementation Goals: 5.21
6. Professional Services Agreement – 2023 Sanitary Sewer Repairs Project – Engineering Services. Waive competitive bidding requirements, authorize professional services agreement with OHM Advisors for design and construction engineering services for the 2023 Sanitary Sewer Repairs Project in the amount of \$108,128.00, and approve payment to the engineer upon satisfactory completion of the project or portion thereof.
Master Plan Implementation Goals: 3.4
7. Professional Services Agreement – 2023 DWSRF Water Main Replacement Project – Engineering Services. Approve Addendum No. 2023-02-OHM to the General Engineering Services Contract with OHM Advisors for limited design engineering in the amount of \$7,900.00 and construction engineering services in the amount of \$116,998.00 (contingent upon receipt of a FY2023 DWSRF loan) for the City's 2023 DWSRF Water Main Replacement Project, and further approve payment to the engineer upon satisfactory completion of the project or portion thereof.
Master Plan Implementation Goals: 3.4, 3.7, 6.6
8. Professional Services Agreement – Palmer 3A Well House Construction Project - Engineering Services. Approve Addendum No. 3 to the Utilities General Engineering Contract with OHM Advisors to provide engineering and bidding administration services in the amount not to exceed \$159,000.00 for the Palmer 3A Wellhouse Project, contingent upon receipt of DWSRF funding for the project, and further approve payment to the engineer upon satisfactory completion of the project or portion thereof.
Master Plan Implementation Goals: 1.5, 3.4
9. Professional Services Agreement – Juniper 1 Well House Construction Project - Engineering Engineering. Approve Addendum No. 4 to the Utilities General Engineering Contract with OHM Advisors to provide engineering and bidding administration services in the amount not to exceed \$149,000.00 for the Juniper 1 Wellhouse Project, contingent upon receipt of DWSRF funding for the project, and further approve payment to the engineer upon satisfactory completion of the project or portion thereof.
Master Plan Implementation Goals: 1.5, 3.4
10. Bid Award - Bentley Park Pickleball Courts. Accept low bid of McKearney Asphalt & Sealing, Inc. for the reconfiguration of the tennis and pickleball courts at Bentley Park to increase the number of pickleball courts in the amount of \$20,000.00, and authorize payment to the contractor upon satisfactory completion of the project.
11. Bid Award – MDOT TWA M-71 Resurfacing Project. Accept low bid of Rieth-Riley Construction Co., Inc. for the MDOT Transportation Work Authorization Program project to resurface M-71 in the amount of \$669,101.00, contingent upon MDOT Administrative Board approval, and approve payment up to the contract amount upon completion of the project or portion thereof.

12. Warrant No. 620. Authorize Warrant No. 620 as follows:

Vendor	Description	Fund	Amount
MML Workers Compensation Fund	Workers Compensation Policy July 2022-2023, Payment 2 of 4	Multi	\$30,756.00

ITEMS OF BUSINESS

1. On-Premises Tasting Room Permit Request – Barrister Brewing Co, LLC. Consider recommendation of the request from Barrister Brewing Co, LLC for an On-Premises Tasting Room Permit to be located at 902 West Main Street to the Michigan Liquor Control Commission.

COMMUNICATIONS

1. Brad A. Barrett, Finance Director. Financial Report – June 2022
2. Tanya Buckelew, Planning & Building Director. July 2022 Building Department Report.
3. Tanya Buckelew, Planning & Building Director. July 2022 Code Violations Report.
4. Tanya Buckelew, Planning & Building Director. July 2022 Inspections Report.
5. Tanya Buckelew, Planning & Building Director. July 2022 Certificates Issued Report.
6. Kevin D. Lenkart, Public Safety Director. July 2022 Police Report.
7. Kevin D. Lenkart, Public Safety Director. July 2022 Fire Report.
8. Owosso Brownfield Redevelopment Authority. Minutes of June 23, 2022.
9. WWTP Review Board. Minutes of June 30, 2022 Special Meeting.
10. Downtown Historic District Commission. Minutes of July 20, 2022.
11. Downtown Development Authority/Main Street. Minutes of July 20, 2022.
12. WWTP Review Board. Minutes of July 26, 2022.
13. Parks & Recreation Commission. Minutes of July 27, 2022.
14. Parks & Recreation Commission. Minutes of August 3, 2022 Special Meeting.
15. Owosso Historical Commission. Minutes of August 8, 2022.
16. Downtown Development Authority/Main Street. Minutes of August 9, 2022.

CITIZEN COMMENTS AND QUESTIONS

NEXT MEETING

Tuesday, September 06, 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 15, 2022. Citizens may view and listen to the meeting using the following link and phone numbers.

**OWOSSO CITY COUNCIL
Monday, August 15, 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/83175760910?pwd=MnRxQzQ2SSStlaUdyWjFUMTl3c1RrQT09>
- **Meeting ID: 831 7576 0910**
- **Password: 447707**
- **One tap mobile**

+13017158592,,83175760910#,,,,*447707# US (Washington DC)

+13092053325,,83175760910#,,,,*447707# US

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 15, 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>

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**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MINUTES OF AUGUST 1, 2022
7:30 P.M.
VIRGINIA TEICH CITY COUNCIL CHAMBERS**

PRESIDING OFFICER: MAYOR CHRISTOPHER T. EVELETH

OPENING PRAYER: COUNCILMEMBER NICHOLAS L. PIDEK

PLEDGE OF ALLEGIANCE: MAYOR CHRISTOPHER T. EVELETH

PRESENT: Mayor Christopher T. Eveleth, Mayor Pro-Tem Susan J. Osika, Councilmembers Janae L. Fear, Jerome C. Haber, Daniel A. Law, Nicholas L. Pidek, 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 18, 2022

Motion by Mayor Pro-Tem Osika to approve the Minutes of the Regular Meeting of July 18, 2022 as presented.

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

PROCLAMATIONS / SPECIAL PRESENTATIONS

None.

PUBLIC HEARINGS

Proposed Special Assessment District No. 2022-02 – Hazards and Nuisances

City Manager Nathan R. Henne explained the Proposed Special Assessment was for the demolition of 900 Ada Street in the amount of \$19,007.00 to be paid back over a 10-year period with 6% interest compounded. A judgement was received from the Circuit court for the approval of demolition.

Motion by Mayor Pro-Tem Osika to approve 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. 110-2022

**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.

Motion supported by Councilmember Law.

Roll Call Vote.

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

NAYS: None.

CITIZEN COMMENTS AND QUESTIONS

Tom Manke, Owosso Township resident, detailed the recent 7th Annual Organic Cruise had around 9,000 attendees with an estimated 400-500 cars. He has photos and videos on his Facebook page for those interested.

Linda Haddix, 1306 S. Meadow Dr., Lennon, 48449, explained that on July 5, 2022 her vehicle was towed by the Owosso Police Department. She requested Maximum Towing perform the service, but was told the City's no-preference service provider, Allstar Towing, would be used. She was able to recover her vehicle by 9:00am the next day and was charged \$175; the company would only allow cash payment. She found the entire process to be unfair and unnecessarily restrictive. She filed a complaint and has provided receipts to the City Attorney, City Manager, Councilmember Law and Mayor Eveleth's office. She mentioned she was made aware of a similar situation where a vehicle was towed and the owner was allowed to request Maximum Towing.

City Attorney Scott Gould stated he has not had a chance to respond to the complaint, he will have to contact the County's Prosecutors office for any directive that was given at the time of the incident.

Chief Lenkart responded to Ms. Haddix that he did not get a copy of her complaint but that footage of the incident in question was reviewed and that proper policy was followed by the Police Department. The vehicle was already hooked and loaded on to Allstar's tow truck when Maximum Towing was requested. Once a vehicle is hooked to a tow truck it is considered property of the tow company for the purpose of impounding. He will send her a letter for her own record stating the same.

Councilmember Teich inquired about the requirement of cash payment and if it was acceptable practice.

Chief Lenkart responded that is their option as a private company to accept money in any manner they see fit.

Mayor Eveleth will have City Clerk Amy Kirkland look into stipulations for future bids that payments for services cannot be a cash only option.

Jeff Turner, 204 Oakwood Ave., expressed he was not impressed by the way Cruise attendees behaved. He stated they were spinning tires in the streets and causing damage that is then paid by City Tax payers; he also believes people were possibly drinking outside of the allowed social district.

Mike Cline, 204 Stratford Dr., advised he noticed a new shed was being constructed at a Councilmember's house without a proper permit. He produced a copy of an Accessory Structure permit from the Building Department and advised the fee was \$75 and would like this individual to acknowledge their wrongdoing.

Councilmember Pidek responded to Mr. Cline that he made an error in not obtaining a permit for his shed construction. He welcomes any constructive criticism, reminders, and open discussion with residents about their concerns and is thankful that neighbors are watching for any non-compliance of City procedures.

CONSENT AGENDA

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

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 as follows:

RESOLUTION NO. 111-2022

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.

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 from the base level to AclaraONE with Premier support level, for the additional amount of \$26,050.00 as follows:

RESOLUTION NO. 112-2022

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.

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

RESOLUTION NO. 113-2022

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 an amount not to exceed \$45,000.00 over the course of years two and three of the ACE contract.

THIRD: The above expenses shall be paid from the Water Fund 591.200.818.000 and Sewer Fund 590.200.818.000.

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

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

Antique Bicycle Swap Meet and Ride Traffic Control Order. Approve request from Rick Morris of Westtown 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

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

Check Register – July 2022. Affirm check disbursements totaling \$1,328,253.64 for July 2022.

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

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

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

Motion supported by Councilmember Fear.

Roll Call Vote.

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

NAYS: None.

ITEMS OF BUSINESS

OMS/DDA Revolving Fund Loan & Grant Program Manual Revisions

City Manager Nathan Henne provided an explanation that the manual revisions will ensure the following:

1. The fund balance does not drop below \$250,000, currently it sits at \$562,000.
2. There is an application and processing fee of \$350.
3. A requirement of a business plan for business development loans if the applicants business is less than 1 year old.
4. Requires complete loan repayment if there is a transfer of property ownership before the loan term has expired.
5. A new grant of up to \$12,500 to assist eligible applicants in the removal or filling in of vaults under the sidewalks.
6. Overall interest rate is to be set at Prime +1.

Councilmember Pidek agreed these are good changes for the program. He doesn't agree with the interest rate of Prime +1 but understands the need for an increase and acknowledged that the DDA reviews these charges annually for what works and possibly what needs amended.

Mayor Pro-Tem Osika confirmed that at the last DDA meeting there was a lengthy discussion held regarding the interest rate being set at Prime +1 and that in a year it will be revisited for discussion once more on the impact it has had.

Motion by Councilmember Fear to approve the proposed revisions to the OMS/DDA Revolving Fund Loan & Grant Program Manual and corresponding applications as recommended by the OMS/DDA Board as follows:

RESOLUTION NO. 114-2022

**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 the 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.

Motion supported by Councilmember Law.

Roll Call Vote.

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

NAYS: None.

OPRA/BRA Development Agreement - 123 N. Washington Street

City Manager Nathan Henne explained the resolution is to approve the required development agreement per the Tax Abatement Policy; this is for the recently approved Obsolete Property Rehabilitation certificate and Brownfield plan issued for the 123 N. Washington Street redevelopment project. The agreement requires developers to complete the project as approved in the plan and failure to complete the project per the agreement can result in charge back for the abated taxes up to that point.

Motion by Mayor Pro-Tem Osika to approve OPRA/BRA Development Agreement for the 123 N. Washington Street Project as follows:

RESOLUTION NO. 115-2022

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

WHEREAS, the City of Owosso, Shiawassee County, Michigan, approved 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 nine (9) 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

Motion supported by Councilmember Pidek.

Roll Call Vote.

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

NAYS: None.

Master Plan Implementation Goals: 1.9, 1.19, 3.21, 4.3, 4.7, 4.14

Changing Special Assessment Annual Installment Dates. Consider approval of changing the special assessment annual installment dates.

City Manager Nathan Henne explained that the resolution will amend the annual installment date for all special assessments to February 28. This date change will save on labor and postage cost because it will be going out with the annual tax bills.

Mayor Eveleth expressed that the change was a great idea and gave credit to staff for making small adjustments that will save money and time.

Motion by Councilmember Pidek to approve the Special Assessment Annual Installment Dates as follows:

RESOLUTION NO. 116-2022

**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 Nos.:

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	ALLENDAL-LE-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 Rolls known as Special Assessment Roll-Hazards and Nuisances District Nos.:

050 2022-01	216 S ELM
050 2022-02	900 ADA STREET

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.

Motion supported by Councilmember Law.

Roll Call Vote.

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

NAYS: None.

JARS Location Transfer Request

City Manager Nathan Henne stated this is a location transfer only, the new location has complied with City Ordinance in regards to location distances to schools, residential districts and other dispensaries.

Councilmember Pidek asked Councilmember's Law and Fear directly about the Ordinance surrounding Marijuana as they both sit on the Planning Commission, who helped create the Ordinance. He inquired as to how well they believe the Ordinance is working.

Councilmember Fear says the Planning Commission used careful consideration when creating the Ordinance. The goal was to try and make sure that the Marijuana businesses were wide spread and that each part of town had a new business. She questions if the 100ft requirement from similar businesses is far enough now that two of them will be so close; Planning Commission can and will review the Ordinance and could be open to a change in distance requirements.

Councilmember Law expressed he doesn't see an issue with the move and believes the downtown area could use a boost. He believes with any product, there is always oversaturation and that some companies could potentially fade out.

Mayor Pro-Tem Osika stated that this move is positive due to the fact that JARS will be renovating a building that has long been an eyesore; just as they did for their current location that will now be move-in ready for a new business.

Motion by Mayor Pro-Tem Osika to approve the location transfer request from JARS Cannabis to relocate the Provisioning Center and Adult Retail location from 901 W. Main Street to 200 E. Main Street.

Motion supported by Councilmember Law.

Roll Call Vote.

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

NAYS: None.

OZ Ownership Transfer Request

Consider approval of the

City Manager Nathan Henne explained the resolution is for a license transfer, the location will stay the same and is simply a change of ownership. The \$5,000 transfer application fee was paid and the change is code compliant.

Motion by Councilmember Law to approve the license ownership transfer request from Sandds Operations, LLC to Jacob Ownbey for the Provisioning Center and Adult Retail location at 117 E. Main Street.

Motion supported by Mayor Pro-Tem Osika.

Roll Call Vote.

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

NAYS: None.

Demolition Authorization & Contract Approval – 1122 S Cedar Street and 917 S Park Street.

City Manager Nathan Henne updated that Smalley Construction Inc. was awarded the bid for a total cost of \$15,600. A Circuit Court Order was issued on May 9, 2022 and June 16, 2022 allowing demolition of both vacant and dilapidated structures.

Mayor Pro-Tem Osika asked if there was a timeline of demolition for 1122 S. Cedar, this property is directly across the street from Bryant School and she would like to see it gone before school resumes.

City Manager Nathan Henne stated a discussion can be had with the contractor as to a start date for 1122 S. Cedar Street since contracts have been signed.

Motion by Mayor Pro-Tem Osika to authorize the 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 as follows:

RESOLUTION NO. 117-2022

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.

Motion supported by Councilmember Fear.

Roll Call Vote.

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

NAYS: None.

Master Plan Implementation Goals: 1.1, 1.13, 2.6

COMMUNICATIONS

Planning Commission: Minutes of July 25, 2022

CITIZEN COMMENTS AND QUESTIONS

Linda Haddix of 1306 S. Meadow Dr., Lennon, 48449 responded to Chief Lenkart; she claims her vehicle was not loaded onto Allstar at the time of her request. She once again reiterated the responding officer told her she had no choice but to use Allstar. She still doesn't understand the requirement of cash payment and feels this is an unfair practice by the tow company. Once more relayed the story of an incident the following day that was similar to hers but this individual was able to use Maximum Towing, she is very upset and states she could have picked her vehicle up and the tow could've been avoided. However, she argues these options were not given to her.

Tom Manke, Owosso Township resident, pressed Council as to why the City is allowing the Farmers Market / Moonlight Market to discriminate against vendors. He read aloud a City Ordinance that strictly prohibits discrimination.

Mayor Eveleth reminded everyone the City does not control anything that happens on private property, this includes the Armory. It is outside the confines of a street closure permit for the Farmers Market. The Farmers Market is required to have an appeals option on their application for those who have been denied vendor placement.

City Manager Henne confirmed an appeals option is listed on the application for the Farmers Market and Moonlight Market.

Councilmember Law addressed the issues happening within the Market, he believes it will work itself out but until then he will attend the Farmers Market held in Caledonia Township. He shared a picture in memorial of his step daughter, Michelle.

Mike Cline, 204 Stratford Drive, thanked Councilmember Pidek for coming forth and admitting to not having a permit for his shed construction. He still feels that all sitting Councilmembers should know and follow City Ordinances.

ADJOURNMENT

Motion by Councilmember Law for adjournment at 8:21 p.m.

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

Christopher T. Eveleth, Mayor

Molly Hier, Planning & Building Dept Executive Secretary



MEMORANDUM

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

DATE: August 15, 2022

TO: Owosso City Council

FROM: Clayton Wehner, Director of Engineering

SUBJECT: Lee Street – Special Assessment Resolution No. 2

Each year the city considers a street program to improve select city streets. Streets are selected for inclusion in the program either by citizen initiated petition or by selection by the city. A resurfacing project for **Lee Street, from Clark Avenue to Ada Street**, has been initiated by citizen petition. The reconstruction and resurfacing of streets is funded in part via special assessment. Special Assessment is the process by which a portion of the cost for making a local improvement is assessed against a property owner based upon the value that the property receives from the improvement. The city assumes the remaining portion of the cost (public benefit portion). In recent years, the city has spread this amount as 60% public benefit and 40% property benefit. The city usually finances special assessments for property owners over a 10, 15, or 20 year period (determined by method of construction) at 6% interest. The property owner can pay an assessment in one lump sum or in installments over the 10, 15, or 20 year period.

The special assessment process has five steps, each having its own purpose and accompanying resolution.

Step One/Resolution No. 1 identifies the special assessment district(s), directs the city manager to estimate project costs and the amounts to be specially assessed, and determines the life of the proposed improvements. Resolution No. 1 for the proposed improvement was approved by City Council at its **September 7, 2021** meeting.

Step Two/Resolution No. 2 sets the date for the hearing of necessity for the project. It directs notices to be sent to each affected property owner detailing the proposed project, notifying them of the public hearing date, and the estimated amount of their assessment. City Council is asked to act upon Resolution No. 2 on **August 15, 2022** for the proposed improvement, setting a public hearing for Tuesday, **September 6, 2022**.

Step Three/Resolution No. 3 documents the hearing of necessity. This hearing provides affected residents with the opportunity to comment on whether they feel the project is necessary and of the proper scale. After hearing citizen comment on the project the city council has three options: 1) If council agrees that the project should proceed as proposed, the district is established and staff is directed to go on with the next steps of the proposed project, including obtaining bids; 2) If council agrees the project should go forward, but with some adjustments they may direct staff to make those adjustments and proceed; 3) If council determines the project is not warranted and should not proceed at all they would simply fail to act on Resolution No. 3, effectively stopping the process.

Step Four/Resolution No. 4 takes place after the bids are received. Estimated assessment amounts are adjusted if necessary to reflect the actual cost as dictated by the bids received. A second public hearing is set to allow property owners to comment on their particular assessment. Each property owner is sent a second notice containing the date and time of the public hearing and the amount of the proposed assessment for their property.

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

Tonight the council will be considering Resolution No. 2 for the proposed district as a part of the Consent Agenda. The project is planned to be constructed in 2023.

Staff recommends authorization of Resolution No. 2 for the following district, setting the hearing of necessity for Tuesday, **September 6, 2022**:

Lee Street, a Public Street, from Clark Avenue to Ada Street

Attachments: Resolution No. 2 - Lee Street
Special Assessment Roll - Lee Street
Engineer's Estimate - Lee Street
Special Assessment District Map – Lee Street

Special Assessment Resolution No. 2 for Lee Street

Special Assessment District No. 2023-03

Lee Street, a Public Street, from Clark Avenue to Ada Street

RESOLUTION NO.

**LEE STREET
FROM CLARK AVENUE TO ADA STREET
SPECIAL ASSESSMENT RESOLUTION NO. 2**

WHEREAS, the City Council has ordered the City Manager to prepare a report for public improvement, more particularly hereinafter described; and

**LEE STREET, A PUBLIC STREET, FROM CLARK AVENUE TO ADA STREET;
STREET RESURFACING**

WHEREAS, the City Manager prepared said report and the same has been filed with the City Council as required by the Special Assessment Ordinance of the City of Owosso and the Council has reviewed said report.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The plans and estimate of cost and the report of the City Manager for said public improvement shall be filed in the office of the City Clerk and shall be available for public examination.
2. The City Council hereby determines that the Public Improvement hereinafter set forth may be necessary.
3. The City Council hereby approves the estimate of cost of said public improvement to be \$182,655.60 and determines that \$44,536.25 thereof shall be paid by special assessment imposed on the lots and parcels of land more particularly hereinafter set forth, which lots and parcels of land are hereby designated to be all of the lots and parcels of land to be benefited by said improvements and determines that \$138,119.35 of the cost thereof shall be paid by the City at large because of benefit to the City at large.
4. The City Council hereby determines that the portion of the cost of said public improvement to be specially assessed shall be assessed in accordance with the benefits to be received.
5. The City Council shall meet at the Owosso City Hall Council Chambers on Tuesday, September 6, 2022 for the purpose of hearing all persons to be affected by the proposed public improvement.
6. The City Clerk is hereby directed to cause notice of the time and place of the hearing to be published once in The Argus Press, the official newspaper of the City of Owosso, not less than seven (7) days prior to the date of said hearing and shall further cause notice of said hearing to be sent by first class mail to each owner of property subject to assessment, as indicated by the records in the City Assessor's Office as shown on the general tax roll of the City, at least (10) full days before the time of said hearing, said notice to be mailed to the addresses shown on said general tax rolls of the City.
7. The notice of said hearing to be published and mailed shall be in substantially the following form:

**NOTICE OF SPECIAL ASSESSMENT HEARING
CITY OF OWOSSO, MICHIGAN**

TO THE OWNERS OF THE FOLLOWING DESCRIBED PROPERTY:

Lee Street, a Public Street, from Clark Avenue to Ada Street

TAKE NOTICE that the City Council intends to acquire and construct the following described public improvement: **Street Resurfacing.**

The City Council intends to defray apart or all of the cost of the above-described public improvement by special assessment against the above described property.

TAKE FURTHER NOTICE that City Council has caused plans and an estimate of the cost and report for the above described public improvement to be prepared and made by the City Manager and the same is on file with the City Clerk and available for public examination.

TAKE FURTHER NOTICE that the City Council will meet at the Owosso City Hall Council Chambers, Owosso, Michigan at 7:30 o'clock p.m. on Tuesday, September 6, 2022 for the purpose of hearing any person to be affected by the proposed public improvement.



City of Owosso

Proposed Special Assessment No. 2023-03

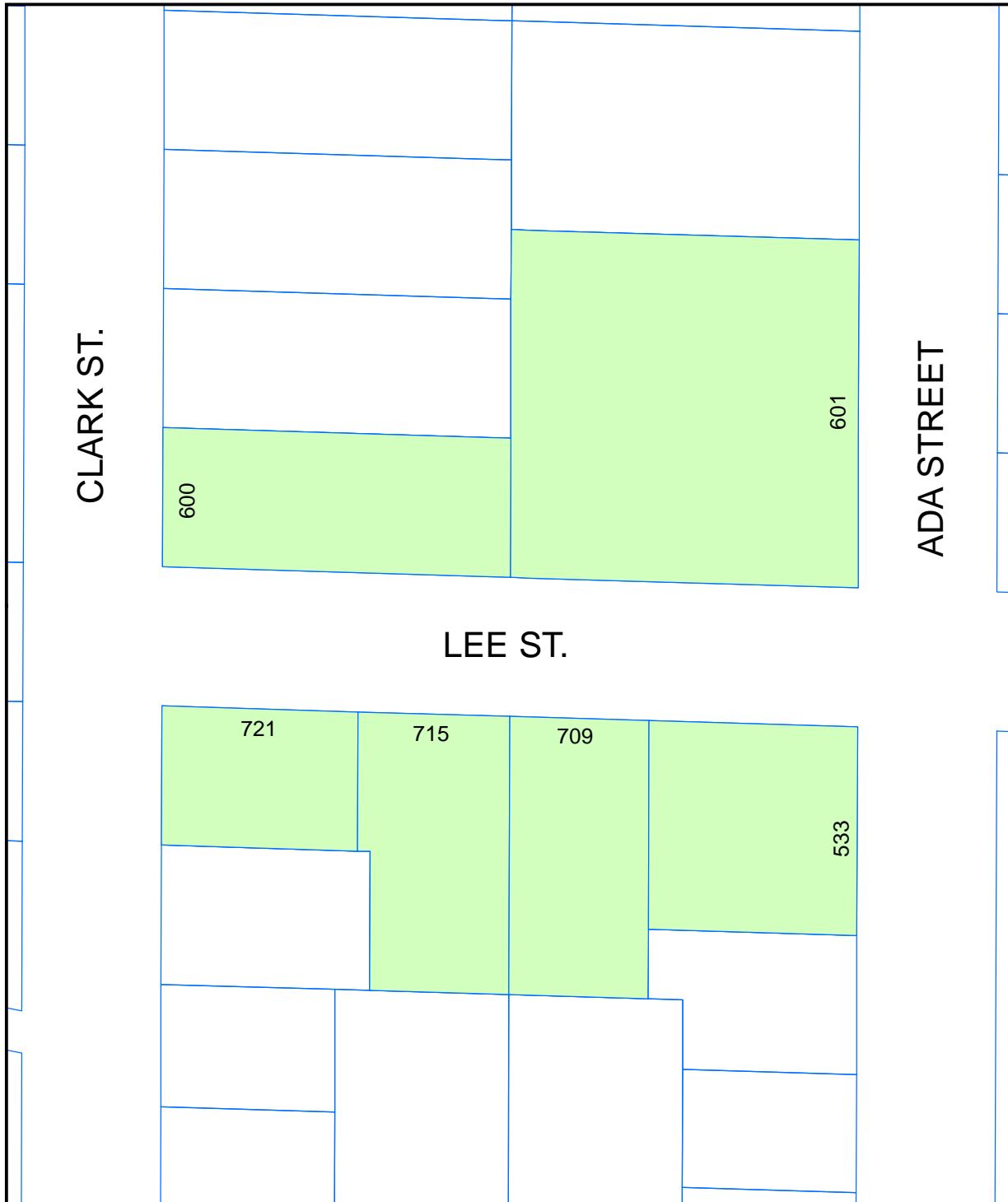
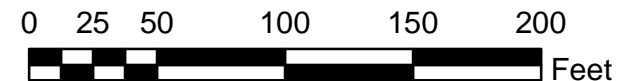
Lee Street
from Clark St. to Ada St.



Legend

-  Special Assessment Parcels
-  Other City of Owosso Parcels

501 Street Address Number



LEE STREET FROM CLARK TO ADA
29-Jun-22

ENGINEER'S ESTIMATE

RESO 2

DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	AMOUNT	ELLIGIBLE AMOUNT	CITY COST 60 PERCENT	ASSESSMENT AT 40% RESIDENTIAL	ASSESSMENT AT 40% COMMERCIAL
Mobilization, Max ___, (Road, Storm, Sanitary)	LSUM	1	\$13,000.00	\$ 13,000.00	\$ 13,000.00	\$ 7,800.00	\$ 5,200.00	\$ 5,200.00
Dr Structure, Rem	Ea	2	\$400.00	\$ 800.00		\$ -	\$ -	\$ -
Sewer, Rem, Less than 24 inch	Ft	82	\$5.00	\$ 410.00		\$ -	\$ -	\$ -
Curb and Gutter, Rem	Ft	189	\$7.00	\$ 1,323.00	\$ 1,323.00	\$ 793.80	\$ 529.20	\$ 529.20
Pavt, Rem	Syd	54	\$8.00	\$ 432.00	\$ 432.00	\$ 259.20	\$ 172.80	\$ 172.80
Sidewalk, Rem	Syd	290	\$8.00	\$ 2,320.00	\$ 2,320.00	\$ 1,392.00	\$ 928.00	\$ 928.00
Embankment, CIP	Cyd	54	\$12.00	\$ 648.00		\$ -	\$ -	\$ -
Excavation, Earth	Cyd	268	\$15.00	\$ 4,020.00		\$ -	\$ -	\$ -
Subgrade Undercutting, Type II	Cyd	25	\$25.00	\$ 625.00		\$ -	\$ -	\$ -
Erosion Control, Inlet Protection, Fabric Drop	Ea	6	\$100.00	\$ 600.00	\$ 600.00	\$ 360.00	\$ 240.00	\$ 240.00
Subbase, CIP	Cyd	46	\$25.00	\$ 1,150.00		\$ -	\$ -	\$ -
Aggregate Base, 4 inch, Modified	Syd	61	\$10.00	\$ 610.00		\$ -	\$ -	\$ -
Aggregate Base, 8 inch, Modified	Syd	1196	\$14.00	\$ 16,744.00		\$ -	\$ -	\$ -
Maintenance Gravel	Ton	25	\$30.00	\$ 750.00	\$ 750.00	\$ 450.00	\$ 300.00	\$ 300.00
Approach, Cl II, LM	Cyd	15	\$50.00	\$ 750.00	\$ 750.00	\$ 450.00	\$ 300.00	\$ 300.00
Geotextile, Separator, Modified	Syd	1196	\$2.00	\$ 2,392.00		\$ -	\$ -	\$ -
Sewer, SDR-26, 4 inch, Tr Det B, Modified	Ft	21	\$45.00	\$ 945.00		\$ -	\$ -	\$ -
Sewer, SDR-26, 8 inch, Tr Det B, Modified	Ft	32	\$55.00	\$ 1,760.00		\$ -	\$ -	\$ -
Sewer, SDR-26, 10 inch, Tr Det B, Modified	Ft	70	\$60.00	\$ 4,200.00		\$ -	\$ -	\$ -
Sanitary Serv Conflict	Ea	2	\$1,350.00	\$ 2,700.00		\$ -	\$ -	\$ -
Abandoned Gas Main Conflict	Ea	2	\$500.00	\$ 1,000.00		\$ -	\$ -	\$ -
Dr Structure Cover, Adj, Case 1	Ea	2	\$500.00	\$ 1,000.00	\$ 1,000.00	\$ 600.00	\$ 400.00	\$ 400.00
Dr Structure, Tap, 10 inch	Ea	1	\$1,000.00	\$ 1,000.00		\$ -	\$ -	\$ -
Dr Structure Cover, EJ 7000	Ea	2	\$750.00	\$ 1,500.00	\$ 1,500.00	\$ 900.00	\$ 600.00	\$ 600.00
Dr Structure Cover, EJ 1040 w/ Solid Gasket Sealed Cover	Ea	2	\$700.00	\$ 1,400.00	\$ 1,400.00	\$ 840.00	\$ 560.00	\$ 560.00
Dr Structure Cover, EJ 1040 w/ Vented Cover	Ea	1	\$700.00	\$ 700.00	\$ 700.00	\$ 420.00	\$ 280.00	\$ 280.00
Dr Structure, 36 inch dia, Modified	Ea	2	\$1,500.00	\$ 3,000.00		\$ -	\$ -	\$ -
Dr Structure, 48 inch dia, Sanitary, Modified	Ea	1	\$2,000.00	\$ 2,000.00		\$ -	\$ -	\$ -
Dr Structure, Temp Lowering	Ea	1	\$225.00	\$ 225.00	\$ 225.00	\$ 135.00	\$ 90.00	\$ 90.00
HMA Surface, Rem	Syd	1179	\$3.00	\$ 3,537.00	\$ 3,537.00	\$ 2,122.20	\$ 1,414.80	\$ 1,414.80
Hand Patching	Ton	10	\$130.00	\$ 1,300.00	\$ 1,300.00	\$ 780.00	\$ 520.00	\$ 520.00
HMA, 3EML	Ton	217	\$100.00	\$ 21,700.00	\$ 21,700.00	\$ 13,020.00	\$ 7,233.33	\$ 8,680.00
HMA, 5EML	Ton	109	\$125.00	\$ 13,625.00	\$ 13,625.00	\$ 8,175.00	\$ 5,450.00	\$ 5,450.00
Cement	Ton	2	\$200.00	\$ 400.00		\$ -	\$ -	\$ -
Driveway, Nonreinf Conc, 6 inch	Syd	59	\$45.00	\$ 2,655.00	\$ 2,655.00	\$ 1,593.00	\$ 1,062.00	\$ 1,062.00
Curb and Gutter, Conc, Det F4, Modified	Ft	181	\$20.00	\$ 3,620.00	\$ 3,620.00	\$ 2,172.00	\$ 1,448.00	\$ 1,448.00
Detectable Warning Surface, Modified	Ft	20	\$75.00	\$ 1,500.00		\$ -	\$ -	\$ -
Curb Ramp Opening, Conc	Ft	28	\$25.00	\$ 700.00		\$ -	\$ -	\$ -
Sidewalk, Conc, 4 inch	Sft	2311	\$4.00	\$ 9,244.00	\$ 9,244.00	\$ 5,546.40	\$ 3,697.60	\$ 3,697.60
Sidewalk, Conc, 6 inch	Sft	344	\$5.00	\$ 1,720.00	\$ 1,720.00	\$ 1,032.00	\$ 688.00	\$ 688.00
Curb Ramp, Conc, 4 inch	Sft	322	\$6.50	\$ 2,093.00		\$ -	\$ -	\$ -
Curb Ramp, Conc, 7 inch	Sft	174	\$7.50	\$ 1,305.00		\$ -	\$ -	\$ -
Barricade, Type III, High Intensity, Double Sided, Furn & Oper	Ea	4	\$100.00	\$ 400.00		\$ -	\$ -	\$ -
Minor Traf Devices, Max \$5,000	LSUM	1	\$5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 3,000.00	\$ 2,000.00	\$ 2,000.00
Plastic Drum, High Intensity, Furn & Oper	Ea	15	\$20.00	\$ 300.00		\$ -	\$ -	\$ -
Sign, Type B, Temp, Prismatic, Furn & Oper	Sft	130	\$5.00	\$ 650.00		\$ -	\$ -	\$ -
Pedestrian Type II Barricade, Temp	Ea	10	\$125.00	\$ 1,250.00		\$ -	\$ -	\$ -
Turf Establishment, Performance	Syd	500	\$6.00	\$ 3,000.00		\$ -	\$ -	\$ -
Sign, Type III. Erect, Salv	Ea	2	\$60.00	\$ 120.00		\$ -	\$ -	\$ -
Sign, Type III, Rem	Ea	2	\$45.00	\$ 90.00		\$ -	\$ -	\$ -
Miscellaneous Work Items	LSUM	1	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 6,000.00	\$ 4,000.00	\$ 4,000.00
SUB TOTALS				\$ 152,213.00	\$ 96,401.00	\$ 57,840.60	\$ 37,113.73	\$ 38,560.40
ENGINEERING AT 15% ASSESSABLE COST				\$ 22,831.95	\$ 14,460.15	\$ 8,676.09	\$ 5,567.06	\$ 5,784.06
ADMINISTRATIVE AT 5% ASSESSABLE COST				\$ 7,610.65	\$ 4,820.05	\$ 2,892.03	\$ 1,855.69	\$ 1,928.02
GRAND TOTALS				\$ 182,655.60	\$ 115,681.20	\$ 69,408.72	\$ 44,536.48	\$ 46,272.48

**LEE STREET FROM CLARK TO ADA
LOCAL STREET**

SPECIAL ASSESSMENT ROLL 2023-03

RESO 2

ENGINEER'S ESTIMATE ASSESSABLE AMOUNT	\$115,681.20
TOTAL ASSESSABLE FRONT FEET	529.50

CALCULATING ASSESSABLE FRONT FOOT RATE AND AMOUNTS:

PROPERTY TYPE	RESIDENTIAL PROPERTY	COMMERCIAL PROPERTY	TOTAL
TOTAL ASSEMENT PER TYPE	\$115,681.20	\$115,681.20	
CITY SHARE $\geq 60\%$	\$71,144.72	\$69,408.72	
PROPERTY SHARE @ $\leq 40\%$	\$44,536.48	\$46,272.48	
ASSESSABLE FRONT FOOT RATE: PROP SHARE/529.50	\$84.11	\$87.39	
TOTAL FRONT FEET PER TYPE	529.50	0.00	
TOTAL AMOUNT OF ASSESSMENT PER TYPE:	\$44,536.48	\$0.00	\$44,536.48

SUMMARY: SPECIAL ASSESSMENT AMOUNTS PER SIDE OF STREET:

NORTH SIDE	\$20,817.23
SOUTH SIDE	\$23,719.02
TOTAL SPECIAL ASSESSMENT	<u>\$44,536.25</u>

LEE STREET FROM CLARK TO ADA
LOCAL STREET

SPECIAL ASSESSMENT ROLL NO. 2023-03

RESO 2

NORTH SIDE

ADDRESS NO.	STREET	PROPERTY OWNER NAME	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT	ZONING TYPE
600	CLARK	JONES, MATHEW P & INITA L	050-670-001-016-00	165	0.75	123.75	\$84.11	\$10,408.61	R-1
601	ADA	BALDWIN, DAVID A & BETHANY N TRUST	050-670-001-013-00	165	0.75	123.75	\$84.11	\$10,408.61	R-1
				330		247.50		\$20,817.23	

SOUTH SIDE

ADDRESS NO.	STREET	PROPERTY OWNER NAME	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT	ZONING TYPE
721	LEE	KURTZ, THOMAS E. & ATHENA S.	050-660-003-011-00	93	0.75	69.75	\$84.11	\$5,866.67	R-1
715	LEE	COFFEY, WESLEY J. & VALERIE A.	050-660-003-012-00	72	1	72.00	\$84.11	\$6,055.92	R-1
709	LEE	WHITE, BARBARA E	050-660-003-005-00	66	1	66.00	\$84.11	\$5,551.26	R-1
533	ADA	SPENCER, DENNY	050-660-003-004-00	99	0.75	74.25	\$84.11	\$6,245.17	R-1
				330		282.00		\$23,719.02	

Total Assessable Front Footage: 529.50



MEMORANDUM

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

DATE: August 15, 2022

TO: Owosso City Council

FROM: Clayton Wehner, Director of Engineering

SUBJECT: Center Street – Special Assessment Resolution No. 2

Each year the city considers a street program to improve selected city streets. Streets are selected for inclusion in the program either by citizen initiated petition or by selection by the city. **Center Street, from King Street to North Street**, is proposed by the city for street resurfacing. Reconstruction and or resurfacing of these streets is funded in part via special assessment. Special Assessment is the process by which a portion of the cost for making a local improvement is assessed against a property owner based upon the value that the property receives from the improvement. The city assumes the remaining portion of the cost (public benefit portion). In recent years, the city has spread this amount as 60% public benefit and 40% property benefit. The city usually finances special assessments for property owners over a 10, 15, or 20 year period (determined by method of construction) at 6% interest. The property owner can pay an assessment in one lump sum or in installments over the 10, 15, or 20 year period.

The special assessment process has five steps, each having its own purpose and accompanying resolution.

Step One/Resolution No. 1 identifies the special assessment district(s), directs the city manager to estimate project costs and the amounts to be specially assessed, and determines the life of the proposed improvements. Resolution No. 1 for the proposed improvement was approved by City Council at its **July 5, 2022** meeting.

Step Two/Resolution No. 2 sets the date for the hearing of necessity of the project. It directs notices to be sent to each affected property owner detailing the proposed project, notifying them of the public hearing date, and the estimated amount of their assessment. City Council is asked to act upon Resolution No. 2 on **August 15, 2022** for the proposed improvement, setting a public hearing for Tuesday, **September 6, 2022**.

Step Three/Resolution No. 3 documents the hearing of necessity. This hearing provides affected residents with the opportunity to comment on whether they feel the project is necessary and of the proper scale. After hearing citizen comment on the project the city council has three options: 1) If council agrees that the project should proceed as proposed, the district is established and staff is directed to go on with the next steps of the proposed project, including obtaining bids; 2) If council agrees the project should go forward, but with some adjustments they may direct staff to make those adjustments and proceed; 3) If council determines the project is not warranted and should not proceed at all they would simply fail to act on Resolution No. 3, effectively stopping the process.

Step Four/Resolution No. 4 takes place after the bids are received. Estimated assessment amounts are adjusted if necessary to reflect the actual cost as dictated by the bids received. A second public hearing is set to allow property owners to comment on their particular assessment. Each property owner is sent a second notice containing the date and time of the public hearing and the amount of the proposed assessment for their property.

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

Tonight the council will be considering Resolution No. 2 for the proposed district as a part of the Consent Agenda. The project is planned to be constructed in 2023.

Staff recommends authorization of Resolution No. 2 for the following district, setting the hearing of necessity for Tuesday, **September 6, 2022**:

Center Street, a Public Street, from King Street to North Street

Attachments: Resolution No. 2 - Center Street
Special Assessment Roll - Center Street
Engineer's Estimate - Center Street
Special Assessment District Map – Center Street

Special Assessment Resolution No. 2 for Center Street

Special Assessment District No. 2023-04

Center Street, a Public Street, from King Street to North Street

RESOLUTION NO.

**CENTER STREET
FROM KING STREET TO NORTH STREET
SPECIAL ASSESSMENT RESOLUTION NO. 2**

WHEREAS, the City Council has ordered the City Manager to prepare a report for public improvement, more particularly hereinafter described; and

**CENTER STREET, A PUBLIC STREET, FROM KING STREET TO NORTH STREET;
STREET RESURFACING**

WHEREAS, the City Manager prepared said report and the same has been filed with the City Council as required by the Special Assessment Ordinance of the City of Owosso and the Council has reviewed said report.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The plans and estimate of cost and the report of the City Manager for said public improvement shall be filed in the office of the City Clerk and shall be available for public examination.
2. The City Council hereby determines that the Public Improvement hereinafter set forth may be necessary.
3. The City Council hereby approves the estimate of cost of said public improvement to be \$560,432.40 and determines that \$132,814.59 thereof shall be paid by special assessment imposed on the lots and parcels of land more particularly hereinafter set forth, which lots and parcels of land are hereby designated to be all of the lots and parcels of land to be benefited by said improvements and determines that \$427,617.81 of the cost thereof shall be paid by the City at large because of benefit to the City at large.
4. The City Council hereby determines that the portion of the cost of said public improvement to be specially assessed shall be assessed in accordance with the benefits to be received.
5. The City Council shall meet at the Owosso City Hall Council Chambers on Tuesday, September 6, 2022 for the purpose of hearing all persons to be affected by the proposed public improvement.
6. The City Clerk is hereby directed to cause notice of the time and place of the hearing to be published once in The Argus Press, the official newspaper of the City of Owosso, not less than seven (7) days prior to the date of said hearing and shall further cause notice of said hearing to be sent by first class mail to each owner of property subject to assessment, as indicated by the records in the City Assessor's Office as shown on the general tax roll of the City, at least (10) full days before the time of said hearing, said notice to be mailed to the addresses shown on said general tax rolls of the City.
7. The notice of said hearing to be published and mailed shall be in substantially the following form:

**NOTICE OF SPECIAL ASSESSMENT HEARING
CITY OF OWOSSO, MICHIGAN**

TO THE OWNERS OF THE FOLLOWING DESCRIBED PROPERTY:

Center Street, a Public Street, from King Street to North Street

TAKE NOTICE that the City Council intends to acquire and construct the following described public improvement: **Street Resurfacing.**

The City Council intends to defray apart or all of the cost of the above-described public improvement by special assessment against the above described property.

TAKE FURTHER NOTICE that City Council has caused plans and an estimate of the cost and report for the above described public improvement to be prepared and made by the City Manager and the same is on file with the City Clerk and available for public examination.

TAKE FURTHER NOTICE that the City Council will meet at the Owosso City Hall Council Chambers, Owosso, Michigan at 7:30 o'clock p.m. on Tuesday, September 6, 2022 for the purpose of hearing any person to be affected by the proposed public improvement.

CENTER ST FROM KING TO NORTH
LOCAL STREET

SPECIAL ASSESSMENT ROLL 2023-04

RESO 2

WEST SIDE

ADDRESS NO.	STREET	PROPERTY OWNER NAME	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT	PROPERTY TYPE
		GREAT LAKES CENTRAL RAILROAD INC	050-450-000-040-00	388	0.75	291.00	\$29.50	\$8,584.50	I-1
711	CENTER	RAPPUHN, ELWIN L	050-450-000-038-00	150.4	1	150.40	\$27.61	\$4,152.54	R-1
717	CENTER	RIETH, ANGELA	050-450-000-037-00	70	1	70.00	\$27.61	\$1,932.70	R-1
723	CENTER	FROSTY, DONALD A & ELIZABETH	050-450-000-036-00	70	1	70.00	\$27.61	\$1,932.70	R-1
757	CENTER	MORRICE, RYAN T & TEAL M	050-450-000-065-00	70	1	70.00	\$27.61	\$1,932.70	R-1
761	CENTER	MORRICE, RYAN T & TEAL M	050-450-000-035-00	114	1	114.00	\$27.61	\$3,147.54	R-1
765	CENTER	MCNEW, LORA M	050-450-000-058-00	130	1	130.00	\$27.61	\$3,589.30	R-1
787	CENTER	GONYOU, VINCENT J & DAWN D	050-450-000-057-00	214	1	214.00	\$27.61	\$5,908.54	R-1
815	CENTER	KEEZER, LOREN & ANGELA	050-450-000-031-00	132	1	132.00	\$27.61	\$3,644.52	R-1
821	CENTER	DIDUR, BRUCE W & KATHLEEN	050-450-000-041-00	132	1	132.00	\$27.61	\$3,644.52	R-1
829	CENTER	BURKHARDT, BRIAN	050-450-000-030-00	132	1	132.00	\$27.61	\$3,644.52	R-1
841	CENTER	KLOCKZIEM, TERESA L	050-450-000-029-00	132	1	132.00	\$27.61	\$3,644.52	R-1
975	CENTER	BEATTIE, HELEN E	050-450-000-028-00	132	1	132.00	\$27.61	\$3,644.52	R-1
985	CENTER	LAMBERT, GARY & KIM	050-450-000-027-00	132	1	132.00	\$27.61	\$3,644.52	R-1
1025	CENTER	TEJKL, PATRICK	050-450-000-026-00	132	1	132.00	\$27.61	\$3,644.52	R-1
1029	CENTER	HALLER, PAUL G & CAROL G	050-450-000-025-00	132	1	132.00	\$27.61	\$3,644.52	R-1
1215	CENTER	PORUBSKY, STEPHEN M & CHARLENE M	050-450-000-024-00	132	1	132.00	\$27.61	\$3,644.52	R-1
1221	CENTER	LISKOWYCZ, DANIEL	050-450-000-023-00	141	1	141.00	\$27.61	\$3,893.01	R-1
1601	NORTH	GOETZINGER, ALLAN M JR	050-450-000-056-00	123	0.75	92.25	\$27.61	\$2,547.02	R-1
				2658.4		2530.65		\$70,421.24	

EAST SIDE

ADDRESS NO.	STREET	PROPERTY OWNER NAME	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT	PROPERTY TYPE
1470	W KING	THOMPSON, RUSSELL & KITTEN	050-450-000-059-00	12.5	0.75	9.38	\$27.61	\$258.84	R-1
720	CENTER	VIOLET, BRIANNA & LAFFERTY, JUSTIN	050-450-000-060-00	224.24	1	224.24	\$27.61	\$6,191.27	R-1
	CENTER	HERMANN, KATHERINE L TRUST	050-450-000-064-00	77.15	1	77.15	\$27.61	\$2,130.11	R-1
730	CENTER	LOPEZ, ERMA S	050-450-000-019-00	100.15	1	100.15	\$27.61	\$2,765.14	R-1
802	CENTER	SPENCER, DICK & ROXANNE	050-450-000-018-00	120.88	1	120.88	\$27.61	\$3,337.50	R-1
804	CENTER	HUNT, TODD	050-450-000-021-00	165	1	165.00	\$27.61	\$4,555.65	R-1
810	CENTER	CHURCH, RICHARD & SANDRA	050-450-000-011-00	150	1	150.00	\$27.61	\$4,141.50	R-1
812	CENTER	SELLECK, JOAN J TRUST	050-450-000-051-00	82	1	82.00	\$27.61	\$2,264.02	R-1
814	CENTER	SAWICKI, VALERIA	050-450-000-050-00	82	1	82.00	\$27.61	\$2,264.02	R-1
816	CENTER	LEWIS, KIRK L & TINA L	050-450-000-049-00	82	1	82.00	\$27.61	\$2,264.02	R-1
1533	ALTURAS	WHITE, BARBARA E ET AL TRUST	050-290-000-016-00	99	0.75	74.25	\$27.61	\$2,050.04	R-1
1532	ALTURAS	WITTUM, WINFIELD V	050-290-000-017-00	99	0.75	74.25	\$27.61	\$2,050.04	R-1
1533	ALTA VISTA	SKINNER, KENNETH JR & JILL	050-290-000-026-00	99	0.75	74.25	\$27.61	\$2,050.04	R-1
1532	ALTA VISTA	FOSTER, GARY A & PAULA M	050-290-000-001-00	99	0.75	74.25	\$27.61	\$2,050.04	R-1
820	CENTER	RAY, PAULA GALLOWAY TRUST	050-450-000-009-00	198	1	198.00	\$27.61	\$5,466.78	R-1
900	CENTER	BEGGS, JIMMY	050-425-000-001-00	139.75	0.75	104.81	\$27.61	\$2,893.87	R-1
1000	CENTER	HUTCHISON, CHRISTOPHER; COOK, BET	050-425-000-022-00	223.27	0.75	167.45	\$27.61	\$4,623.36	R-1
1546-48	HIAWATHA	KREGGER, KEVIN L & JANENA	050-425-000-021-00	33	0.75	24.75	\$27.61	\$683.35	R-1
	CENTER	TOMAN, FREDERICK J & KIMBERLY M	050-450-000-007-00	66	1	66.00	\$27.61	\$1,822.26	R-1
1210	CENTER	HUDSON, EDWARD J & JERRI C	050-450-000-006-00	82	1	82.00	\$27.61	\$2,264.02	R-1
1220	CENTER	ELKINS, MATTHEW & DEBORAH	050-450-000-005-00	82	1	82.00	\$27.61	\$2,264.02	R-1
1230	CENTER	SCHOENMEYER, DANN A TRUST	050-450-000-004-00	82	1	82.00	\$27.61	\$2,264.02	R-1
1515	NORTH	HANSEN, ROBERT & JACQUELINE	050-450-000-001-00	84	0.75	63.00	\$27.61	\$1,739.43	R-1
				2481.94		2259.81		\$62,393.35	

TOTAL ASSESSABLE FRONT FOOTAGE: 4790.46

**CENTER ST FROM KING TO NORTH
LOCAL STREET**

SPECIAL ASSESSMENT ROLL 2023-04

RESO 2

ENGINEER'S ESTIMATE ASSESSABLE AMOUNT:	\$393,842.40
TOTAL ASSESSABLE FRONT FEET:	4790.46

CALCULATING ASSESSABLE FRONT FOOT RATE AND AMOUNTS:

PROPERTY TYPE	RESIDENTIAL PROPERTY	COMMERCIAL PROPERTY	TOTAL
TOTAL ASSEMENT PER TYPE	\$393,842.40	\$393,842.40	
CITY SHARE $\geq 60\%$	\$261,596.16	\$252,546.72	
PROPERTY SHARE @ $\leq 40\%$	\$132,246.24	\$141,295.68	
ASSESSABLE FRONT FOOT RATE: PROP SHARE/4790.46	\$27.61	\$29.50	
TOTAL FRONT FEET PER TYPE	4499.46	291.00	
TOTAL AMOUNT OF ASSESSMENT PER TYPE:	\$124,212.85	\$8,583.11	\$132,795.95

SUMMARY: SPECIAL ASSESSMENT AMOUNTS PER SIDE OF STREET:

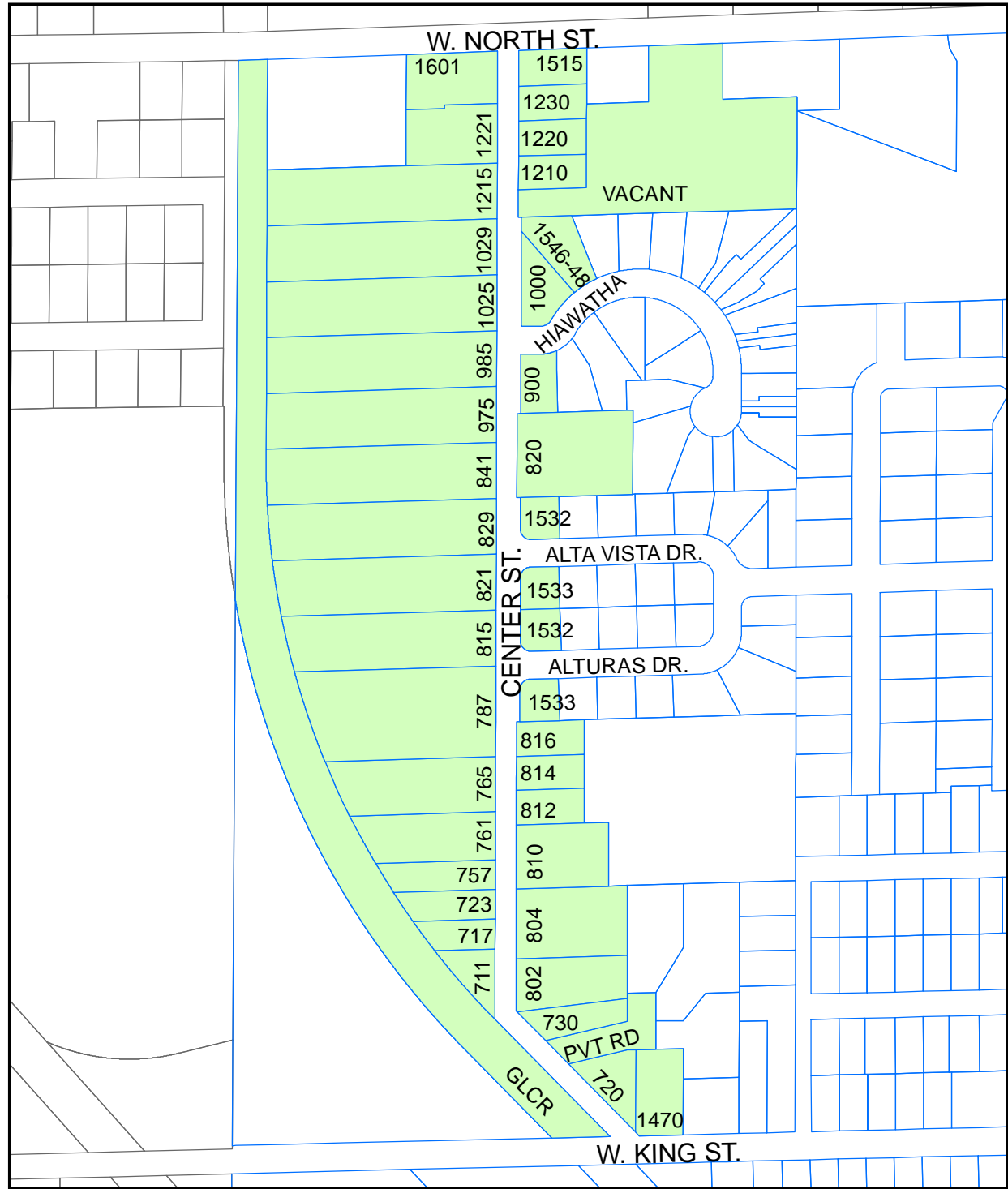
WEST SIDE	\$70,421.24
EAST SIDE	\$62,393.35
TOTAL SPECIAL ASSESSMENT	<u>\$132,814.59</u>

CENTER STREET FROM KING TO NORTH
30-Jun-22

ENGINEER'S ESTIMATE

RESO 2

DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	AMOUNT	ELIGIBLE AMOUNT	CITY COST 60 PERCENT	ASSESSMENT AT 40% RESIDENTIAL	ASSESSMENT AT 40% COMMERCIAL
Mobilization, Max ___, (Road and Storm)	LSUM	1.0	\$41,600.00	\$ 41,600.00	\$ 41,600.00	\$ 24,960.00	\$ 16,640.00	\$ 16,640.00
Tree, Rem, 37 inch or larger	Ea	1.0	\$4,000.00	\$ 4,000.00		\$ -	\$ -	\$ -
Sewer, Rem, Less than 24 inch	Ft	160.0	\$10.00	\$ 1,600.00		\$ -	\$ -	\$ -
Curb and Gutter, Rem	Ft	374.0	\$10.00	\$ 3,740.00	\$ 3,740.00	\$ 2,244.00	\$ 1,496.00	\$ 1,496.00
Pavt, Rem	Syd	816.0	\$12.00	\$ 9,792.00	\$ 9,792.00	\$ 5,875.20	\$ 3,916.80	\$ 3,916.80
Sidewalk, Rem	Syd	35.0	\$15.00	\$ 525.00		\$ -	\$ -	\$ -
Embankment, CIP	Cyd	30.0	\$15.00	\$ 450.00		\$ -	\$ -	\$ -
Excavation, Earth	Cyd	881.0	\$15.00	\$ 13,215.00		\$ -	\$ -	\$ -
Subgrade Undercutting, Type II	Cyd	100.0	\$30.00	\$ 3,000.00		\$ -	\$ -	\$ -
Erosion Control, Inlet Protection, Fabric Drop	Ea	13.0	\$100.00	\$ 1,300.00	\$ 1,300.00	\$ 780.00	\$ 520.00	\$ 520.00
Subbase, CIP	Cyd	35.0	\$25.00	\$ 875.00		\$ -	\$ -	\$ -
Aggregate Base, 8 inch, Modified	Syd	3958.0	\$14.00	\$ 55,412.00		\$ -	\$ -	\$ -
Aggregate Base, 9 inch, Modified	Syd	255.0	\$16.00	\$ 4,080.00	\$ 4,080.00	\$ 2,448.00	\$ -	\$ 362.67
HMA Base Crushing and Shaping, Modified	Syd	3315.0	\$3.00	\$ 9,945.00	\$ 9,945.00	\$ 5,967.00	\$ -	\$ 1,326.00
Asphalt Cement Stabilized Base Course, 4 inch	Syd	3315.0	\$4.00	\$ 13,260.00	\$ 13,260.00	\$ 7,956.00	\$ -	\$ 2,652.00
Asphalt Cement Binder	Gal	5301.0	\$4.00	\$ 21,204.00	\$ 21,204.00	\$ 12,722.40	\$ -	\$ 2,827.20
Maintenance Gravel	Ton	125.0	\$30.00	\$ 3,750.00	\$ 3,750.00	\$ 2,250.00	\$ 1,500.00	\$ 1,500.00
Approach, CI II, LM	Cyd	29.0	\$70.00	\$ 2,030.00	\$ 2,030.00	\$ 1,218.00	\$ 812.00	\$ 812.00
Shld, CI I	Ton	136.0	\$40.00	\$ 5,440.00	\$ 5,440.00	\$ 3,264.00	\$ 2,176.00	\$ 2,176.00
Trenching, Modified	Sta	12.0	\$350.00	\$ 4,200.00	\$ 4,200.00	\$ 2,520.00	\$ -	\$ 373.33
Geotextile, Separator, Modified	Syd	3958.0	\$3.50	\$ 13,853.00		\$ -	\$ -	\$ -
Sewer, SDR-26, 10 inch, Tr Det B, Modified	Ft	86.0	\$80.00	\$ 6,880.00		\$ -	\$ -	\$ -
Sewer, SDR-26, 12 inch, Tr Det B, Modified	Ft	158.0	\$100.00	\$ 15,800.00		\$ -	\$ -	\$ -
Sanitary Serv Conflict	Ea	4.0	\$1,500.00	\$ 6,000.00		\$ -	\$ -	\$ -
Abandoned Gas Main Conflict	Ea	4.0	\$750.00	\$ 3,000.00		\$ -	\$ -	\$ -
Dr Structure Cover, Adj, Case 1	Ea	7.0	\$550.00	\$ 3,850.00	\$ 3,850.00	\$ 2,310.00	\$ 1,540.00	\$ 1,540.00
Dr Structure Cover, EJ 1040 w/ Solid Gasket Sealed Cover	Ea	7.0	\$800.00	\$ 5,600.00	\$ 5,600.00	\$ 3,360.00	\$ 2,240.00	\$ 2,240.00
Dr Structure Cover, EJ 6517 Ditch Grate	Ea	2.0	\$800.00	\$ 1,600.00	\$ 1,600.00	\$ 960.00	\$ 640.00	\$ 640.00
Dr Structure, 24 inch dia, Modified	Ea	2.0	\$2,000.00	\$ 4,000.00		\$ -	\$ -	\$ -
Dr Structure, Tap, 12 inch	Ea	1.0	\$500.00	\$ 500.00		\$ -	\$ -	\$ -
Dr Structure, Temp Lowering	Ea	7.0	\$300.00	\$ 2,100.00	\$ 2,100.00	\$ 1,260.00	\$ 840.00	\$ 840.00
HMA Surface, Rem	Syd	3444.0	\$4.00	\$ 13,776.00	\$ 13,776.00	\$ 8,265.60	\$ 5,510.40	\$ 5,510.40
Hand Patching	Ton	10.0	\$130.00	\$ 1,300.00	\$ 1,300.00	\$ 780.00	\$ 520.00	\$ 520.00
HMA, 13A	Ton	1796.0	\$75.00	\$ 134,700.00	\$ 134,700.00	\$ 80,820.00	\$ 53,880.00	\$ 53,880.00
Cement	Ton	2.0	\$300.00	\$ 600.00		\$ -	\$ -	\$ -
Driveway, Nonreinf Conc, 6 inch	Syd	300.0	\$50.00	\$ 15,000.00	\$ 15,000.00	\$ 9,000.00	\$ 6,000.00	\$ 6,000.00
Curb and Gutter, Conc, Det F4, Modified	Ft	403.0	\$30.00	\$ 12,090.00	\$ 12,090.00	\$ 7,254.00	\$ 4,836.00	\$ 4,836.00
Barricade, Type III, High Intensity, Double Sided, Furn & Oper	Ea	5.0	\$150.00	\$ 750.00	\$ 750.00	\$ 450.00	\$ 300.00	\$ 300.00
Minor Traf Devices, Max \$5,000	LSUM	1.0	\$5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 3,000.00	\$ 2,000.00	\$ 2,000.00
Plastic Drum, High Intensity, Furn & Oper	Ea	50.0	\$25.00	\$ 1,250.00	\$ 1,250.00	\$ 750.00	\$ 500.00	\$ 500.00
Sign, Type B, Temp, Prismatic, Furn & Oper	Sft	169.0	\$5.00	\$ 845.00	\$ 845.00	\$ 507.00	\$ 338.00	\$ 338.00
Turf Establishment, Performance	Syd	1000.0	\$6.00	\$ 6,000.00		\$ -	\$ -	\$ -
Post, Steel, 3 lb	Ft	80.0	\$8.00	\$ 640.00		\$ -	\$ -	\$ -
Sign, Type III, Erect, Salv	Ea	5.0	\$60.00	\$ 300.00		\$ -	\$ -	\$ -
Sign, Type III, Rem	Ea	5.0	\$45.00	\$ 225.00		\$ -	\$ -	\$ -
Post, Mailbox	Ea	13.0	\$150.00	\$ 1,950.00		\$ -	\$ -	\$ -
Miscellaneous Work Items	LSUM	1	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 6,000.00	\$ 4,000.00	\$ 4,000.00
SUB TOTALS				\$ 467,027.00	\$ 328,202.00	\$ 196,921.20	\$ 110,205.20	\$ 117,746.40
ENGINEERING AT 15% ASSESSABLE COST				\$ 70,054.05	\$ 49,230.30	\$ 29,538.18	\$ 16,530.78	\$ 17,661.96
ADMINISTRATIVE AT 5% ASSESSABLE COST				\$ 23,351.35	\$ 16,410.10	\$ 9,846.06	\$ 5,510.26	\$ 5,887.32
GRAND TOTALS				\$ 560,432.40	\$ 393,842.40	\$ 236,305.44	\$ 132,246.24	\$ 141,295.68






City of Owosso

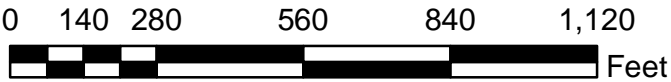
Proposed Special Assessment No. 2023-04

Center Street
from W. King St. to W. North St.



Legend

-  Special Assessment Parcels
-  Other City of Owosso Parcels
-  Owosso Township Parcels
- 501 Street Address Number





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

MEMORANDUM

DATE: August 8, 2022
TO: City Council
FROM: Kevin Lenkart
Director of Public Safety
RE: Traffic Control Order # 1480

Jennifer Clarke, organizer of the PFC Cantu 5k, has requested the following partial street closures for the 7th annual 5k walk/run.

Waiver of the insurance requirement is requested for this event.

EVENT: PFC Cantu 5K Walk/Run
DATE: August 28, 2022
TIME: 8:00 am – 12:00 pm

LOCATION:

Mason Street, from Park to Gould
Gould Street, from Mason to North
North Street, from Gould to Ball
Ball Street, from North to King
King Street, from Ball to Park
Park Street, from King to Mason

Race begins and ends at the American Legion Post

The named streets will be partially closed allowing traffic to move through the race course. Race organizers will have volunteers at critical points to ensure the safety of runners and motorists.

The Public Safety Department has issued Traffic Control Order # 1480 in accordance with the Rules for the Issuance of Certain Traffic Control Orders. Staff recommends approval of the application and further authorization of the traffic control order formalizing the action.

CITY OF OWOSSO

TRAFFIC CONTROL ORDER

(SECTION 2.53 UNIFORM TRAFFIC CODE)

ORDER NO.:

1480

DATE:

8/8/2022

TIME:

11:00 am

REQUESTED BY:

Kevin Lenkart – Director of Public Safety

TYPE OF CONTROL:

Partial Street Closure

LOCATION OF CONTROL:

Mason Street, from Park to Gould
Gould Street, from Mason to North
North Street, from Gould to Ball
Ball Street, from North to King
King Street, from Ball to Park
Park Street, from King to Mason
Race begins & ends at the American Legion Post

EVENT/DATES:

PFC Cantu 5k
August 28, 2022
8:00 am – 12:00 pm

APPROVED BY COUNCIL

_____, 20 ____

REMARKS

Race organizers will have volunteers at critical points to ensure the safety of runners and motorists.

1

Clear Form



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

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

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

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

Name of individual or group: PFC CANTU 5K Date: 8/3/2022
 Primary Contact: Jennifer Clarke Title: Organizer/mom
 Address: 4581 E. M-71
Corunna MI 48817
 Phone: 989 277 4619 Email: chancecruz2@icloud.com
 Requested Date(s): August 28 2022 Requested Hours: 8am - Noon
 Area Requested (Parking Lot - Parade Route): Mason to Dewey to Gould to North St.
North to Hickory Hickory to Pk Reverse Side →

Detailed description of the use for which the request is made: Annual 7th 5K Walk/Run
for PFC Cantu to Raise money for Local Veterans

- ☐ 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

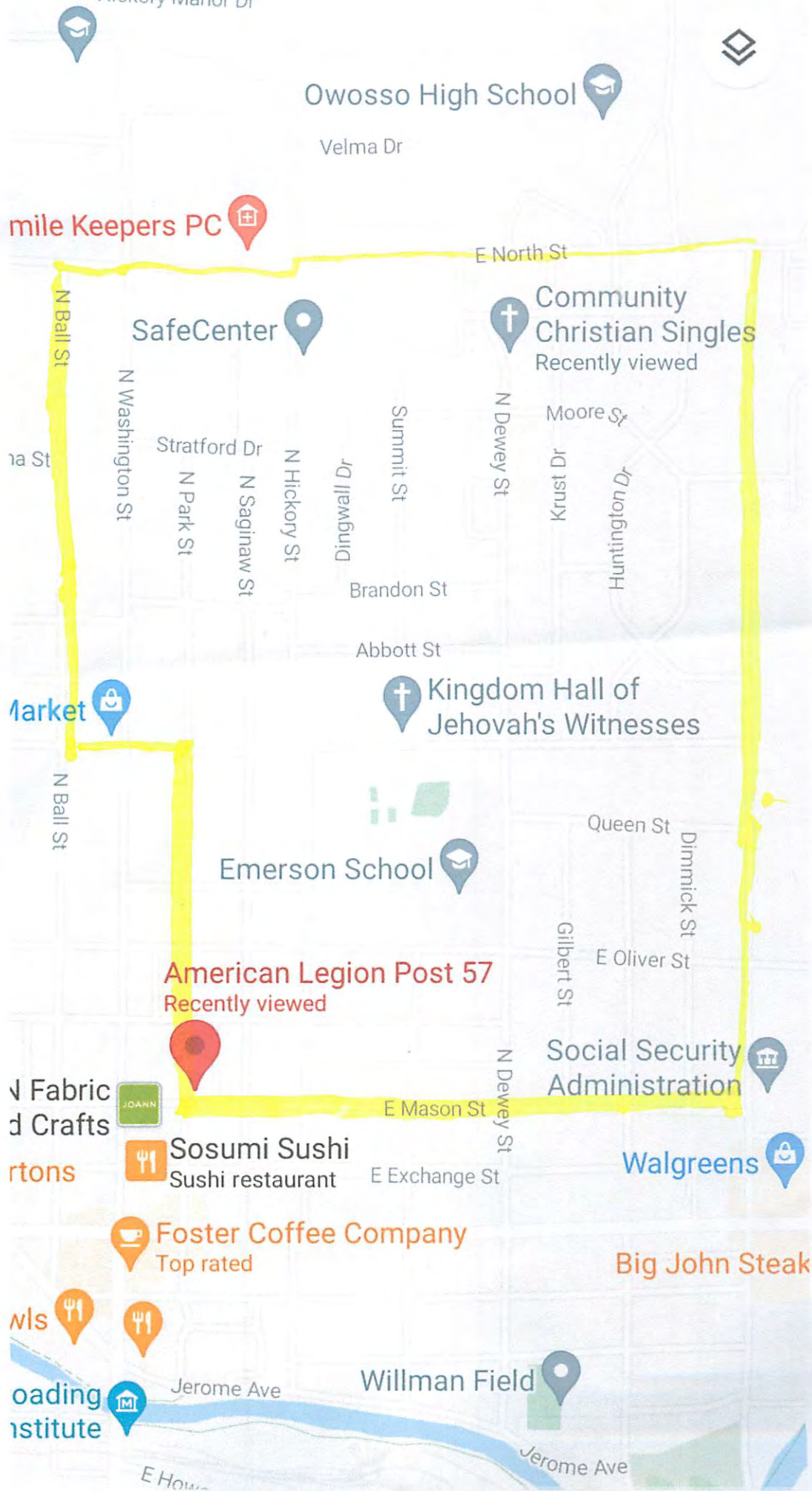
Approved ☐ Not Approved ☐ Date: _____ Traffic Control Order Number _____

Cc: DDA – Director; WCIA - Chairperson

02-07-2022

Start @ American Legion Post 57 on Mason St.
travel to Gould St. to Oliver St to North St.
~~to~~ North St. to BALL St.
BALL St. to King St.
King St. to Washington Down to Park St.
Park St to Oliver St. Down to Mason
ending back @ the American Legion Post 57

We have St signs that will lead the way
as we do every year





MEMORANDUM

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

DATE: August 10, 2022

TO: City Council

FROM: Amy Fuller, Assistant City Manager

SUBJECT: Recreation Service Agreement for Hugh Parker Soccer Complex

RECOMMENDATION:

Staff recommends approval of this five (5) year agreement as a continued effort by Shiawassee Family YMCA and the city to support physical activity and healthy living within the community.

BACKGROUND:

For many years the YMCA has conducted a soccer league at Hugh Parker Soccer Complex. The previous Recreation Service Agreement between the city and YMCA has expired. As before, the YMCA shall have use of the fields and shall permit other individuals and entities to use the premises when such use does not conflict with YMCA activities.

Attached you will find a five-year agreement allowing the YMCA use of the soccer fields at Hugh Parker Soccer Complex in exchange for their management of the soccer fields and a \$1.00 use fee.

FISCAL IMPACTS:

The City of Owosso will pay for major repairs/maintenance of Hugh Parker Soccer Complex; YMCA will be responsible for all minor maintenance as documented in the agreement.

RESOLUTION NO.

**AUTHORIZING EXECUTION OF A CONTRACT FOR RECREATION SERVICES
BETWEEN
THE CITY OF OWOSSO, MICHIGAN AND
SHIAWASSEE FAMILY YMCA
FOR THE USE OF HUGH PARKER SOCCER COMPLEX
FOR YOUTH SOCCER AND TEE-BALL LEAGUES**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has determined that recreation opportunities for area youth are important to the community as a whole; and

WHEREAS, the Shiawassee Family YMCA has dedicated itself to providing exercise and recreation opportunities for all community members and sponsors a youth soccer league and a tee-ball league each year; and

WHEREAS, the city wishes to contribute to recreation opportunities for area youth by allowing the use of Hugh Parker Soccer Complex for said leagues; and

WHEREAS, the YMCA has agreed to administer both leagues and coordinate all use of the fields, whether by YMCA athletes or others.

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 enter into an agreement with the Shiawassee Family YMCA to provide organized recreation opportunities in the form of a youth soccer league and a tee-ball league.

SECOND: The Mayor and the City Clerk of the City of Owosso are instructed and authorized to sign the document substantially in the form attached memorializing the use of Hugh Parker Soccer Complex and the responsibilities of the city and the Shiawassee Family YMCA.

RECREATION SERVICE AGREEMENT

This Recreation Service Agreement is made the ____ day of _____, 2022, between the City of Owosso, a Michigan municipal corporation ("City") and the Shiawassee Family YMCA ("YMCA"), a non-profit community service organization which conducts youth recreation programs. This agreement shall run until December 31, 2027 unless terminated by either party upon written notice by December 31 of any year.

1. This agreement allows the YMCA to use the property commonly known as the Hugh Parker Soccer Complex for youth soccer leagues and tee-ball leagues. The City will receive one (\$1.00) upon execution of this agreement.
2. This agreement does not grant YMCA the exclusive use of the property. YMCA shall permit other individuals and entities to use the premises when such use does not conflict with YMCA's activities. The YMCA will manage and control the use of the premises by other individuals and entities through scheduling.
3. The YMCA agrees to defend, indemnify and hold City harmless from any claim, loss, expense or damage to any person or property in or upon the said premises or any area allocated to the YMCA, arising out of the YMCA's use or occupancy of said premises, or any act or neglect of YMCA or its servants, employees or agents, or any change, alteration or improvement in the premises made by the YMCA.
4. City and YMCA agree to allocate duties and responsibilities for maintaining the premises as follows:
 - A. The City will be responsible for all major maintenance responsibilities associated with maintaining the physical facilities which are a part of the soccer complex including: (a) mowing; (b) repairing fields; (c) seeding and fertilizing fields; (d) landscaping; (e) repairing fences, signs, picnic tables, etc.; (f) structural repairs and modifications to the concession stand; (g) utilities, and (h) irrigation.
 - B. The YMCA will be responsible for all minor maintenance responsibilities associated with use of the facilities for soccer and tee-ball play including: (a) lining fields; (b) installing and repairing goals and nets; (c) litter pickup; (d) trash collection; and (e) cleaning of concession stand.
5. YMCA shall not make permanent improvements or construct or install any structures on the premises without prior written approval of the City. If permanent improvements or structures are installed, they become part of the premises and remain thereon upon this agreement's termination.
6. The YMCA shall not assign this agreement.
7. The YMCA shall maintain, at its expense, insurance on the premises throughout the term of this agreement with the City as an additional insured. The insurance shall be with such companies, in such amounts and with such coverage as approved by the City.

IN WITNESS WHEREOF, we have set our hands and seals that day and year first above written:

For the YMCA:

SHIAWASSEE FAMILY YMCA

For the City:

CITY OF OWOSSO

By: _____

Christopher Eveleth
Its: Mayor

By: _____

Amy K. Kirkland
Its: City Clerk

Approved as to substance:

Nathan Henne, City Manager

Date

Approved as to form:

Scott Gould, City Attorney

Date

Approved by City Council:



MEMORANDUM

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

DATE: August 15, 2022

TO: Owosso City Council

FROM: Clayton Wehner, Director of Engineering

SUBJECT: Topographic Survey Services for FY2024 Safe Routes to School Project

RECOMMENDATION

Waive competitive bidding for professional services in accordance with Sec. 2-346 of the Code of Ordinances and approve the proposal provided by Fleis & Vandenbrink Engineering, Inc. in the amount of \$10,500.00, for topographic survey services for the FY2024 Safe Routes to School Project.

BACKGROUND

The City of Owosso has been awarded a Safe Routes to School grant for fiscal year 2024 to improve pedestrian infrastructure near Central Elementary, Emerson Elementary, and the Owosso Middle School. A map of the project areas is attached. A topographic survey is required to begin the design of the project. On July 25, 2022 the City received a proposal from Fleis & Vandenbrink Engineering, Inc. to perform the topographic survey in the amount of \$10,500.00. The Fleis & Vandenbrink Engineering, Inc. proposal is also attached.

FISCAL IMPACTS

Funds for the above proposed services in the amount of \$10,500.00 will be issued from the major and local street funds.

ENCLOSURES: (1) Resolution
(2) Addendum
(3) Fleis & Vandenbrink Engineering, Inc. Proposal (available upon request)
(4) Map of Project Areas

RESOLUTION NO.

**AUTHORIZING CONTRACT ADDENDUM NO. 1
TO THE FY2022-2023 GENERAL
ENGINEERING SERVICES CONTRACT WITH
FLEIS & VANDENBRINK ENGINEERING, INC
FOR TOPOGRAPHIC SURVEY SERVICES FOR
FY2024 SAFE ROUTES TO SCHOOL PROJECT**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, approved a contract with Fleis & Vandenbrink Engineering, Inc. on April 20, 2022 and renewed said contract on May 16, 2022 for the term of July 1, 2022 to June 30, 2023 for general engineering services; and

WHEREAS, the City of Owosso, Shiawassee County, Michigan, received a Safe Routes to School grant to improve pedestrian infrastructure near its elementary schools and middle school; and

WHEREAS, the project to improve this infrastructure requires the services of a professional engineering firm to complete a topographic survey; and

WHEREAS, the City has reviewed the proposal provided by Fleis & Vandenbrink Engineering, Inc. for these services in the amount of \$10,500.00, determined it is acceptable, and recommends approval of the same; and

WHEREAS, Section 2-346 of the City of Owosso Code of Ordinances allows competitive bidding to be waived for professional services.

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

- FIRST: The City of Owosso has theretofore determined that it is advisable, necessary and in the public interest to employ the firm of Fleis & Vandenbrink Engineering, Inc. to provide topographic survey services for the 2024 Safe Routes to School project.
- SECOND: The mayor and city clerk are instructed and authorized to sign Addendum No. 2023-01 FV to the General Engineering Services Contract between the City of Owosso, Michigan and Fleis & Vandenbrink Engineering, Inc. in an amount not to exceed \$10,500.00, attached as Exhibit A.
- THIRD: The Accounts Payable department is authorized to make payment up to the amount of \$10,500.00 to Fleis & Vandenbrink Engineering, Inc. upon successful completion of stated work.
- FOURTH: The above expenses shall be paid from Major and Local Street Acct Nos. 202-463-818.000-SRTS2024GR and 203-463-818.000-SRTS2024GR and other funds as appropriated.

**ADDENDUM NO. 2023-01 FV
TO THE FY2022-2023 GENERAL ENGINEERING SERVICES CONTRACT
WITH
FLEIS & VANDENBRINK ENGINEERING, INC
FOR TOPOGRAPHIC SURVEYING SERVICES
FOR THE SAFE ROUTES TO SCHOOL PROJECT**

This addendum is attached and made part of the contract for services for the General Engineering Services Contract, approved by City Council April 20, 2020 and renewed by City Council May 16, 2022 for the term of July 1, 2022 to June 30, 2023 between the city of Owosso, Michigan (City) and Fleis & Vandenbrink Engineering, Inc (Engineer).

**TOPOGRAPHIC SURVEY SERVICES
FY2024 SAFE ROUTES TO SCHOOL PROJECT**

PROJECT SCOPE OF WORK

The project scope of work includes topographic surveying, processing, and mapping to provide a turn-key AutoCAD product ready for engineering plan development as specified in the attached proposal.

COMPENSATION

As specified in the attached proposal, total cost for services is \$10,500.00. The engineer shall submit for payment based on monthly progress of the work.

For the Engineer:

Fleis & Vandenbrink Engineering, Inc

By: _____

By: _____

Executed: _____, 2022

For the City:

City of Owosso, Michigan

By: _____
Christopher T. Eveleth, Mayor

By: _____
Amy K. Kirkland, City Clerk

Executed: _____, 2022



July 25, 2022

Via Email

Mr. Clayton Wehner, PE
City of Owosso
City Hall, 301 W. Main Street
Owosso, MI 48867

**RE: Proposal for Topographic Surveying Services
FY2024 Safe Routes to School Project**

Dear Clayton,

Congratulations on being awarded a Safe Routes to School project to improve your pedestrian infrastructure in the City of Owosso. We are pleased to provide you with this proposal to assist with the topographic surveying and mapping for this project.

Project Understanding

The City of Owosso is requesting surveying services for your upcoming Safe Routes to School (SRTS) project that has been awarded funding for FY2024. The approximate locations of the desired areas to be surveyed are identified on the attached map. The project includes installation of new sidewalk ramps, replacement of existing ramps, and new sidewalks along both sides of several streets where no sidewalks currently exist.

It is anticipated that the design engineering and plan development will be completed in house by the City's engineering department. The City desires that the topographic surveying and base AutoCAD drawings be completed and ready for the City to proceed with design.

Scope of Service

Our scope of services includes topographic surveying, processing, and mapping to provide a turn-key AutoCAD product that is ready for engineering plan development. Our field and office services will include the following:

Field Services:

1. Establish horizontal and vertical control for topographic surveying and determination of road right-of-way.
2. Complete topographic surveying utilizing GPS or total station. Topographic surveying to extend 100 feet from the POB street intersection to 100 feet beyond the POE street intersection, as well as 100 feet along all intersection side streets. Additional survey points will be obtained at the street intersections for sidewalk ramp design and at driveway approaches for sidewalk design and potential replacement of the existing approach.
3. Obtain rim elevations on existing structures.

**9475 Holly Road, Suite 201
Grand Blanc, MI 48439**
P: 810.743.9120
F: 810.771.7860
www.fveng.com

Office Services:

1. Download and process topographic survey to create AutoCAD base drawing, complete linework, add feature labels, and establish alignment and stationing.
2. Create surface model (TIN).
3. Add right-of-way and benchmark information to base drawing.
4. Provide AutoCAD 2018 .DWG base drawing for use in design.

Services anticipated to be completed by City of Owosso:

1. Preparation of MISSDIG design ticket to request public utility information.
2. Obtain existing utility and parcel information and add to base drawing.
3. Obtain any required invert elevations on structures.
4. Research platted rights-of-way and provide to F&V.
5. Add existing utility information provided by utility owners (gas, electric, cable, etc.) to base drawing.

Fee Budget

The recommended budget for the above outlined professional services is **\$10,500**.

We appreciate the opportunity in providing our services to the City of Owosso. If you need any additional information or have any changes to our proposed scope of services, please contact me at (810) 244-1729.

Sincerely,

FLEIS & VANDENBRINK



Geric L. Rose, P.E., P.S.
Regional Manager, Associate

Enclosures: City of Owosso Safe Routes to School Project Locations Map

This is a detailed street map of Owosso, Michigan. The map shows a grid of streets, including major highways 52, 21, and 71. Key landmarks include the Owosso Community Airport, several lakes (Hophous Lake, etc.), and various residential and commercial areas. A red outline highlights a specific area in the northeast quadrant, bounded by E North St, E Wesley Dr, N Hickory Rd, and E Main St. The map includes a scale bar (0 to 1/2 miles) and a north arrow in the top left corner.



MEMORANDUM

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

DATE: August 15, 2022

TO: Owosso City Council

FROM: Clayton Wehner, Director of Engineering

SUBJECT: Engineering Services for 2023 Sanitary Sewer Repairs Project

RECOMMENDATION

Waive competitive bidding for professional services in accordance with Sec. 2-346 of the Code of Ordinances and approve the proposal provided by OHM Advisors in the amount of \$108,128.00, for engineering services for the 2023 Sanitary Sewer Repairs Project.

BACKGROUND

In 2019 and 2020, the city completed sewer lining projects at various locations within the city. During these projects, some sanitary sewer mains were encountered that were unable to be lined due to their condition and must be repaired using open cut methods. City staff wishes to make said repairs on four segments of sanitary sewer in 2023. Maps are attached with proposed project locations. On July 25, 2022, city staff received a proposal from OHM Advisors to perform design and construction engineering for this project in the amount of \$108,128.00. The OHM Advisors proposal is also attached.

FISCAL IMPACTS

Funds for the above proposed services in the amount of \$108,128.00 will be issued from sewer fund account number 590-901-973.000-SEWERREHAB

ENCLOSURES: (1) Resolution
(2) Addendum
(3) OHM Advisors Proposal
(4) Maps of Project Areas

RESOLUTION NO.

**AUTHORIZING ADDENDUM NO. 2024-01 OHM
TO THE FY2022-2023 GENERAL
ENGINEERING SERVICES CONTRACT WITH
OHM ADVISORS
FOR ENGINEERING SERVICES FOR THE
2023 SANITARY SEWER REPAIRS PROJECT**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, approved a contract with OHM Advisors on April 20, 2022 and renewed said contract on May 16, 2022 for the term of July 1, 2022 to June 30, 2023 for general engineering services; and

WHEREAS, the city desires to make necessary structural repairs to its sanitary sewer collection system; and

WHEREAS, this work requires the services of a professional engineering firm to complete design and construction engineering of the project; and

WHEREAS, the City has reviewed the proposal provided by OHM Advisors in the amount of \$108,128.00, has determined that the scope of services as submitted for design and construction engineering for the repair of sanitary sewers is acceptable, and recommends approval of the same; and

WHEREAS, Section 2-346 of the City of Owosso Code of Ordinances allows competitive bidding to be waived for professional services.

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 employ the firm of OHM Advisors to provide design and construction engineering for the 2023 Sanitary Sewer Repairs project.
- SECOND: The mayor and city clerk are instructed and authorized to sign Addendum No. 2023-01 OHM to the General Engineering Services Contract between the City of Owosso, Michigan and OHM Advisors, substantially as attached.
- THIRD: The Accounts Payable department is authorized to make payment up to the amount of \$108,128.00 to OHM Advisors upon successful completion of stated work or portion thereof.
- FOURTH: The above expenses shall be paid from Sewer Fund Acct No. 590-901-973.000-SEWERREHAB and other funds as appropriated.

**ADDENDUM NO. 2023-01-OHM TO THE
FY2022-2023 GENERAL ENGINEERING SERVICES CONTRACT
WITH OHM ADVISORS
FOR DESIGN AND CONSTRUCTION ENGINEERING SERVICES
FOR THE 2023 SANITARY SEWER REPAIRS PROJECT**

This addendum is attached and made part of the contract for services for the Professional Engineering Services Contract, approved by City Council April 20, 2020 and renewed by City Council May 16, 2022 for the term of July 1, 2022 to June 30, 2023 between the city of Owosso, Michigan (City) and OHM Advisors (Engineer).

2023 SANITARY SEWER REPAIRS PROJECT

PROJECT SCOPE OF WORK

The project scope of work is design and construction engineering services as specified in the attached proposal.

SCHEDULE

The schedule for the project is to begin on September 6, 2022 and be completed by June 30, 2023 as shown in the attached proposal.

COMPENSATION

As specified in the attached proposal, total cost for services is \$108,128.00. The engineer shall submit for payment based on monthly progress of the work.

For the Engineer:

OHM Advisors

By: _____

By: _____

Executed: _____, 2022

For the City:

City of Owosso, Michigan

By: _____
Christopher T. Eveleth, Mayor

By: _____
Amy K. Kirkland, City Clerk

Executed: _____, 2022

July 25, 2022

Mr. Clayton Wehner, PE
Civil Engineer I
City of Owosso
301 West Main
Owosso, MI 48867

RE: Proposal for Professional Design and Construction Services
2023 Sanitary Sewer Repairs Project

Dear Mr. Wehner:

In response to the City's commitment and desire to improve its public utility infrastructure, OHM Advisors is pleased to submit this proposal to assist the City with upgrades to their wastewater collection system. Our letter proposal for professional services contains sections that outline our strategy to accomplish the project objectives. These sections include our Project Understanding, Scope of Services, Project Deliverables, Clarifications & Assumptions, and Project Fee & Schedule for the anticipated improvements.

PROJECT UNDERSTANDING

As part of the City's 2023 Sanitary Sewer Repairs Project, the City will repair damaged public sanitary sewer via open cut with only necessary repairs to existing pavement. The project construction work will take place at the following locations:

- Wiltshire Drive – SGM 1804-107
 - Full pipe replacement from SNM 1804-099 to SNM 1804-098, approximately 264 ft of 8" PVC SDR 26 sanitary sewer
- Dewey Street – SGM 1904-028
 - Spot pipe replacement approximately 100 ft south of SNM 1803-001, approximately 20 ft of 8" PVC SDR 26 sanitary sewer
- Comstock Street – SGM 2401-056
 - Partial pipe replacement from approximately 90 ft west of SNM 2401-047 to SNM 2401-044, approximately 65 ft of 8" PVC SDR 26 sanitary sewer
- Chestnut Street – SGM 1402-019 (add alternate repair)
 - Partial pipe and manhole replacement approximately 40 ft north of SNM 1402-017, approximately 20 ft of 8" PVC SDR 26 sanitary sewer and one sanitary manhole.

We further understand that these upgrades are taking place within established residential and business neighborhoods. Safety, traffic control, and accessibility will be at the forefront of consideration for construction practices of the sanitary sewer repairs in these areas.



SCOPE OF SERVICES

Our scope of services for the overall work effort is as follows:

I. Design Engineering Services

Preliminary Design Engineering

Under this phase of work, OHM Advisors will provide a streamlined work effort to address challenges early in the project and provide for an efficient timeline into further stages of the design. Specific work tasks would include the following:

- Facilitate and attend a project kick-off meeting with the City.
- Submit a Miss Dig design ticket and coordinate with utility companies to request utility mapping within the project areas.
- Perform a topographic survey of each area including obtaining ground elevations and visible site features.
- Prepare base plans with visible utilities and those utilities available on plans from the appropriate utility providers using the topographic survey data collected by OHM Advisors.
- Meet with the City to review the preliminary cost estimates for the sanitary sewer repairs, evaluate maintaining traffic plan options, and assess by-pass pumping options for each area. Discuss any outstanding questions regarding previous sanitary sewer repair work, as well as background information provided to OHM Advisors.
- Prepare preliminary maintaining traffic plans for each project location.
- Prepare preliminary by-pass pumping plans for each project location.

Final Design Engineering, Permitting, and Contract Bidding

Under this phase of work, OHM Advisors will provide detailed design, prepare technical specifications, prepare an opinion of probable construction cost with contract pay items, submit construction permit applications for the proposed sanitary sewer repairs, and prepare construction documents for contract bidding. Specific work tasks would include the following:

- Prepare plan/profile sheets of the sanitary sewer repairs in conformance with City and EGLE Standards.
- Finalize by-pass pumping plans for each project location.
- Provide City Standard Detail Sheets regarding public sanitary sewer construction, as well as custom details.
- Provide permit submittals with permit application and plans/attachments to relevant agencies for the project. The following permit submittals are anticipated:
 - Soil Erosion and Sedimentation Control Permit.
 - EGLE Part 41 Wastewater Construction Permit.
 - MDOT Right-of-Way Permit (advance warning signage).
- Finalize maintaining traffic plans for the duration of construction for each project location.
- Prepare a Final Opinion of Probable Construction Cost for sanitary sewer repair work.
- Prepare technical specifications.
- Coordinate preparation of contract book for bidding with City.
- Conduct contract bidding following City ordinances.
- Prepare bid tabulation to verify accuracy of the bids.



- Provide a recommendation of award to City council based on received contractor bids.

II. Construction Engineering Services

Under this phase of work, OHM Advisors will provide construction engineering services for the projects identified above. Specific work tasks would include the following:

- Organize, attend, and conduct the preconstruction meeting at City Hall.
- Project administration and oversight.
- Coordination with utilities and agencies.
- Construction inspection.
- SESC inspection.
- Construction staking.
- QA material testing of concrete and aggregate.
- Density testing of trench backfill and HMA pavement layers.
- Measurement, computation, and documentation of quantities.
- Reporting and record keeping.
- Facilitation of bi-weekly progress meetings.
- Prepare contractor pay estimates on a monthly basis.
- Process contract change orders.
- Assist the City in resolving problems, citizen complaints, and/or claims related to the project.
- Coordinate final punch list with contractor.
- Project close-out services along with finalization of project documentation and files.

PROJECT DELIVERABLES

OHM Advisors will provide the City with the following deliverables consistent with the scope of work:

- Preliminary sanitary sewer repair base plan sheets, preliminary maintaining traffic plans and by-pass pumping plans, and preliminary opinion of construction cost for City review and discussion.
- Final sanitary sewer construction plans including final by-pass pumping plans, technical specifications and contract pay items, final cost opinion, and final maintaining traffic plans for sanitary sewer repair locations.
- Final executed contract agreement with the successful bidder.
- As-built documentation.

CLARIFICATIONS & ASSUMPTIONS

The following assumptions are part of our proposal, in addition to any assumptions noted within our scope of work section:

- The City will pay any necessary permit fees.
- An MDOT permit for advance warning signage will likely be required for work near M-21.
- Currently, we do not anticipate the need for any easements as part of this project.

OHM Advisors®

201 EAST ELLSWORTH STREET, UNIT 100
MIDLAND MICHIGAN 48640

T 989.956.2020 OHM-Advisors.com



- No road or drainage related improvements other than those necessary to conduct the project work will be incorporated into the design engineering.
- Construction staking is expected to be minimal and limited to curb and sidewalk staking at the Wiltshire Drive location and manhole elevation staking at the Chestnut Street location.

FEE & SCHEDULE

The services outlined above will be performed on an hourly basis with a total Not-to-Exceed fee for the sum of all tasks outlined in our scope of work. An estimated amount per task is listed in the table below as a summary of our fee, based on our 2022 Hourly Rate Schedule for public projects. The total Not-to-Exceed Fee for this current scope of work shown in the summary below is **\$108,128**. See the Level of Effort Estimate attached, identifying key staff positions with titles and estimated hours of effort for each team member; altogether with summarization of total estimated hours.

	Fee
I. Design Engineering Services	\$ 32,690
II. Construction Engineering Services*	\$ 75,438
	\$ 108,128

**Construction engineering budget assumes a 10-week schedule based on 50 hours per week for the lead technician.
Final construction engineering fee would be based on the contractor's actual schedule.*

OHM Advisors can attest that given current workload and capacity, we have adequate staff available for both the Design Engineering and Construction Engineering phases of this project. See the Critical Path Bar Schedule attached, identifying key milestones and durations of both design and construction phases based on an anticipated Notice to Proceed from the City on or around September 6, 2022.

ACCEPTANCE

If this proposal is acceptable to you, please sign the authorization page of this letter below and return a copy of this signed proposal to us for our file. Thank you for giving us the opportunity to be of service to you. We look forward to another successful project with the City.

Sincerely,
OHM Advisors

Andrew VanWormer, P.E.
Project Manager

Attachments: [Level of Effort Estimate/ CPM Schedule]



City of Owosso

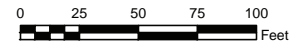
2023 Sanitary Sewer Repair Project

N. Chestnut St. at W. Main St.

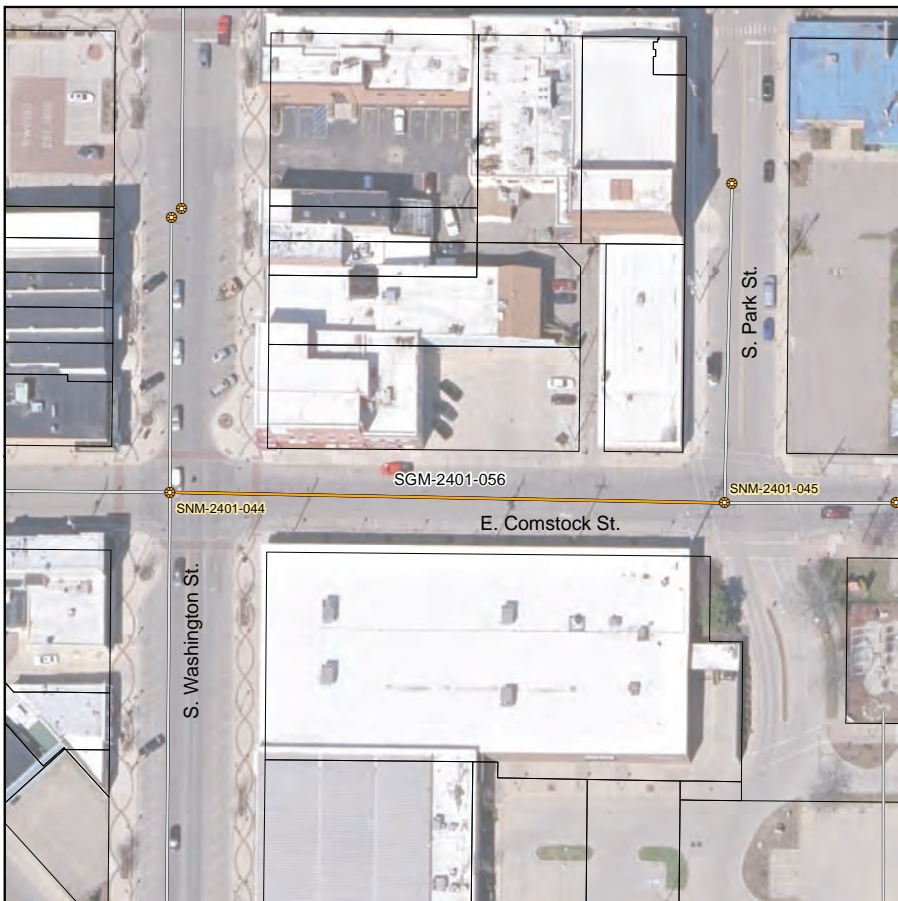


Legend

- Sanitary Mains for Repair
- Sanitary Sewer Mains
- + Sanitary Sewer Manholes
- Sanitary Pressurized Mains
- Parcel Boundaries



City of Owosso GIS
29 July, 2022



City of Owosso

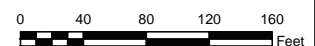
2023 Sanitary Sewer Repair Project

E. Comstock St.
between S. Washington St. & S. Park St.



Legend

- Sanitary Mains for Repair
- Sanitary Sewer Mains
- + Sanitary Sewer Manholes
- Parcel Boundaries



City of Owosso GIS
29 July, 2022



City of Owosso

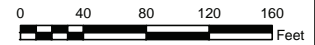
2023 Sanitary Sewer Repair Project

S. Dewey St.
between E. Main St. & E. Comstock St.



Legend

- Sanitary Mains for Repair
- Sanitary Sewer Mains
- + Sanitary Sewer Manholes
- Parcel Boundaries



City of Owosso GIS
29 July, 2022



City of Owosso

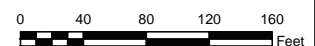
2023 Sanitary Sewer Repair Project

Wiltshire Dr.
to Southwest of Huntington Dr.



Legend

- Sanitary Mains for Repair
- Sanitary Sewer Mains
- + Sanitary Sewer Manholes
- Parcel Boundaries



City of Owosso GIS
29 July, 2022



MEMORANDUM

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

DATE: August 15, 2022
TO: Owosso City Council
FROM: Clayton Wehner, Director of Engineering
SUBJECT: Engineering Services for 2023 DWSRF Water Main Project

RECOMMENDATION

Approval of the proposal provided by OHM Advisors in the amount of \$7,900.00, for limited design engineering services for the 2023 DWSRF Water Main Replacement Project. Approval of the proposal provided by OHM Advisors in the amount of \$116,998.00, for construction engineering services for the 2023 DWSRF Water Main Replacement Project contingent upon the city receiving a FY2023 DWSRF Loan.

BACKGROUND

The city of Owosso is preparing plans to replace water mains on Clyde St (Walnut to Shiawassee), Huron St (Huggins to east end), Lee St (Clark to Ada), Lynn St (Howell to west end), and Milwaukee St (Lyon to Cedar) as part of the Drinking Water State Revolving Fund (DWSRF) project during the 2023 construction season. Additionally, Lee St from Clark to Ada is planned on being resurfaced as part of the project. On August 2, 2022, the city received proposals from its four QBS selected firms for engineering services for the 2023 DWSRF Water Main Project. These services are necessary for quality control and construction oversight of the project. All proposals were evaluated based on 1) Firm's history & capabilities to perform similar projects, 2) Key personnel assigned, 3) Performance measures, and 4) Pricing. OHM Advisors is considered the best fit and most qualified to provide services for this project based on the proposals submitted. Specifically, OHM Advisors submitted a construction work schedule that is more aligned with what city staff projected, and their history with similar projects was a plus. Attached is a copy of the OHM Advisors proposal.

Firms listed in ranked order with scores (out of 450 total points) are:

- OHM Advisors 417.5 points
- ENG Engineering and Surveying 405 points
- Fleis & Vandenbrink 395 points
- Spicer Group 360 points

FISCAL IMPACTS

Funds for limited design engineering services in the amount of \$7,900 will be issued from water fund account number 591-901-972.000-DWRLF23-24 (\$6,320) and local street account number 203-451-818.000-LEESTR2022 (\$1,580).

Funds for construction engineering services in the amount of \$116,998 will be issued from water fund account number 591-901-972.000-DWRLF23-24 (\$93,598) and local street account number 203-451-818.000-LEESTR2022 (\$23,400), contingent upon the city receiving a FY2023 DWSRF Loan.

ENCLOSURES: (1) Resolution (3) OHM Advisors Proposal
(2) Addendum (4) Map of Project Areas

RESOLUTION NO.

**AUTHORIZING CONTRACT ADDENDUM NO. 2023-02-OHM
TO THE FY2022-2023 GENERAL
ENGINEERING SERVICES CONTRACT WITH
OHM ADVISORS
FOR LIMITED DESIGN AND CONSTRUCTION ENGINEERING SERVICES
FOR THE 2023 DWSRF WATER MAIN PROJECT**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, approved a contract with OHM Advisors on April 20, 2022 and renewed said contract on May 16, 2022 for the term of July 1, 2022 to June 30, 2023 for general engineering services; and

WHEREAS, the city desires to make necessary upgrades to its water distribution system through the State of Michigan Department of Environment, Great Lakes, and Energy Drinking Water State Revolving Fund (DWSRF); and

WHEREAS, this work requires the services of a professional engineering firm to complete limited design engineering and construction engineering for the project; and

WHEREAS, the city sought proposals from its Qualification Based Selection (QBS) list of firms to perform this work; and

WHEREAS, OHM Advisors is selected as the most qualified firm to perform such work and offers to complete limited design engineering services of said project, in an amount not to exceed \$7,900, and construction engineering services of said project, in an amount not to exceed \$116,998.00, contingent upon the City receiving a FY 2023 DWSRF loan.

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 employ OHM Advisors to provide limited design and construction engineering for the 2023 DWSRF Water Main Project.
- SECOND: The mayor and city clerk are instructed and authorized to sign Addendum No. 2023-02-OHM to the General Engineering Services Contract between the City of Owosso, Michigan and OHM Advisors, substantially as attached.
- THIRD: The Accounts Payable department is authorized to make payment up to the amount of \$7,900 to OHM Advisors upon successful completion of limited design engineering work.
- FOURTH: The above limited design engineering expenses shall be paid from Water Fund Acct No. 591-901-972.000-DWRLF23-24 (\$6,320), Local Street Account No. 203-451-818.000-LEESTR2022 (\$1,580), and other funds as appropriated.
- FIFTH: The Accounts Payable department is authorized to make payment up to the amount of \$116,998 to OHM Advisors upon successful completion of construction engineering work or portion thereof, contingent upon the city receiving a FY2023 DWSRF Loan.
- SIXTH: The above construction engineering expenses shall be paid from Water Fund Acct No. 591-901-972.000-DWRLF23-24 (\$93,598), Local Street Account No. 203-451-818.000-LEESTR2022 (\$23,400), and other funds as appropriated.

**ADDENDUM NO. 2023-02-OHM
TO THE FY2022-2023 GENERAL ENGINEERING SERVICES CONTRACT
WITH OHM ADVISORS
FOR LIMITED DESIGN AND CONSTRUCTION ENGINEERING SERVICES
FOR THE 2023 DWSRF WATER MAIN PROJECT**

This addendum is attached and made part of the contract for services for the General Engineering Services Contract, approved by City Council April 20, 2020 and renewed by City Council May 16, 2022 for the term of July 1, 2022 to June 30, 2023 between the city of Owosso, Michigan (City) and OHM Advisors (Engineer).

2023 DWSRF WATER MAIN PROJECT

PROJECT SCOPE OF WORK

The project scope of work is limited design and construction engineering services as specified in the attached proposal.

SCHEDULE

The schedule for the project is to begin on September 1, 2022 and be completed by September 29, 2023 plus project close out procedures as shown in the attached proposal.

COMPENSATION

As specified in the attached proposal, total cost for services is \$124,898.00. Of that total, \$7,900.00 is for limited design engineering and \$116,998.00 is for construction engineering. Construction engineering is contingent upon the city of Owosso receiving a FY2023 DWSRF Loan. The engineer shall submit for payment based on monthly progress of the work.

For the Engineer:

OHM Advisors

By: _____

By: _____

Executed: _____, 2022

For the City:

City of Owosso, Michigan

By: _____
Christopher T. Eveleth, Mayor

By: _____
Amy K. Kirkland, City Clerk

Executed: _____, 2022

August 2, 2022,

Mr. Clayton Wehner, Civil Engineer I
City of Owosso
City Hall, 301 W. Main Street
Owosso, MI 48867

RE: 2023 DWSRF Water Main

Dear Mr. Wehner,

OHM Advisors commends the City of Owosso for recognizing the importance of improving the safety of its infrastructure for its businesses and residents through the 2023 Drinking Water State Revolving Funds (DWSRF) Water Main improvements project. As your consultant, OHM Advisors is dedicated to providing high quality services at a good value to advance your community. Our letter proposal for professional services contains our Project Understanding, Scope of Services, Project Deliverables, Team Capacity, Clarifications and Assumptions, and Project Fee. Attachments with additional requested information include:

- Team Members, Roles and Experience
- Relevant Project Experience with MDOT and EGLE-Water Quality Projects
- Workload and Capacity of OHM Team
- Level of Effort Estimate
- Critical Path Bar Schedule

PROJECT UNDERSTANDING

As part of the City's 2023 Water Main Replacement Project, the City will invest \$900,000 to upgrade the public water main at multiple locations. This proposal includes professional services for the following locations, as described in the "Project Details" in the City's Request for Proposals:

- 1. Lee Street Water Main Replacement and Street Rehabilitation: Est. Construction \$250,000**
 - Approximately 400 Ft on Lee Street from Clarke Avenue to Ada Street.
 - Water main replacement using directional drilling, non-compliant water service replacement, select storm sewer improvements, road rehabilitation with new aggregate base course and HMA, select curb and gutter replacements, sidewalk and ADA ramp improvements, and site restoration.
 - Due to the close proximity to Central Elementary School, this project will be completed first to avoid conflict with school operations during construction.
- 2. Clyde Street Water Main Replacement: Est. Construction \$190,000**
 - Approximately 660 Ft on Clyde Street from Walnut Street to Shiawassee Street (M-52).
 - Water main replacement using directional drilling, non-compliant water service line replacement, associated concrete and HMA repairs, and site restoration.
- 3. Lynn Street Water Main Replacement: Est. Construction \$100,000**
 - Approximately 280 Ft on Lynn Street from the west end to Howell Street.
 - Open-cut water main replacement, non-compliant water service line replacement, associated concrete and HMA repairs, and site restoration.



4. **Huron Street Water Main Replacement: Est. Construction \$150,000**

- Approximately 420 Ft on Huron Street from Huggins Street to west end.
- Open-cut water main replacement, replacement of non-compliant water service lines, associated concrete and HMA repairs, and site restoration.
- A temporary water main will be required to construct the new water main in the same location as the existing water main.

5. **Milwaukee Street Water Main Replacement: Est. Construction \$210,000**

- Approximately 670 Ft on Milwaukee Street from S. Lyon Street to S. Cedar Street.
- Water main replacement using both open-cut and directional drilling, replacement of non-compliant water services, associated concrete and HMA repairs, and site restoration.
- A temporary water main will be required to construct the new water main in the same location as the existing water main.

The water service line work will include replacement of the service line from the curb stop to the building. The City will be letting one contract for this work utilizing \$150,000 in internal City funds and \$750,000 from Michigan Department of EGLE Drinking Water State Revolving Funds (DWSRF). The City is currently scored 8th on the State's draft project list and is awaiting formal award notice. The project is targeted for EGLE's FY2023 Quarter 2 financing schedule and work must be completed during the 2023 construction season. Contract documents will be developed in accordance with the MDOT 2020 Standard Specifications for Construction, AWWA Standards, and the Michigan Safe Drinking Water Act of 1976 PA 399, as Amended.

SCOPE OF SERVICES

The City intends to complete the design for this project in-house with selected consultant oversight. We understand that OHM's scope of professional services will include the following:

I. **Limited Design Engineering**

- Provide Quality Assurance review during the road plan and water main plan development phases.
- Proofread plans and specifications, review for constructability, and provide comments to the City related to the contract documents.
- Attend meetings with the City to discuss the plans (assume 3 total meetings).
- Assist the City Engineering staff with public and private utility coordination.
- Review Contractor Bids and make a recommendation to the City for contract award.

II. **Construction Administration**

The OHM team will provide construction engineering services for the projects identified above. General work tasks will include:

- Project contract administration.
- Inspection of construction work and SESC measures and QA material testing.
- Construction layout staking.
- Measurement, computation, and documentation of quantities.
- Reporting and record keeping.

OHM will oversee the construction to determine whether contract service requirements are met. The Construction Engineer, with assistance from the Field Client Representative, will provide oversight of contract responsibilities. Project administration responsibilities will include:

- Serve as a liaison between the City and EGLE, providing required updates and documentation to both.
- Site visits to review critical items, site conditions, progress and resolve contentious issues.
- Project oversight and verification that project is complete in accordance with applicable requirements.

- Run bi-weekly scheduled progress meetings, both formal and onsite.
- Review and approve pay estimates, field orders and contract modifications.
- Coordinate between construction contractors and other public and private entities.
- Coordinate with utility companies.
- Review material testing reports as work progresses.
- Monitor project construction schedule.
- Coordinate QA material / laboratory testing.
- Communicate with field technicians and office technician daily to review current items and issues.
- Assist City with communication with citizens and responding to citizen questions and concerns.
- Resolve problems, issues, discrepancies or other items brought to the attention of the team by the Contractor, including written documentation of findings or resolutions to these issues.
- Coordinate and complete the final inspection and create / monitor a punch list of items that the Contractor needs to complete.
- Complete project close-out services and provide documentation required by EGLE.

Office technician / lead field representative will complete administration and office technician tasks for the project. Responsibilities will include:

- Prepare Contract Modifications as needed to modify the contract and bi-weekly pay estimates for review and approval of the Construction Engineer and City.
- Coordinate with the field technician for documentation of pay items and project accounting.
- Provide a list of outstanding required project documentation to the contractor.
- Review and process certified payroll as required by EGLE.
- Work with the City Project Manager on the closeout process.

Field technicians will perform daily onsite inspection. They are the daily onsite eyes and ears of our Construction Engineer and City Project Manager. The inspector's responsibilities will include the following:

- Observe construction operations and verify compliance with contract requirements.
- Collect as-built information using GPS-enabled equipment that can be integrated with the City's GIS database.
- Complete required documentation and reports daily and submit it to the project office technician on a regularly scheduled basis.
- Communicate with the adjacent property owners to keep them informed as to schedule, upcoming activities, changes in staging, deal with questions or issues, and develop a direct line of communication.
- Review and monitor temporary traffic control devices.
- Work with the Construction Engineer and the contractor's field representative to verify that contract pay item quantities are agreed upon on a regular basis.
- Complete QA material testing for field and laboratory tests to verify materials placed meet the requirements of the contract including, but not limited to, concrete, density testing, aggregate sampling and testing, and HMA sampling and testing.
- Develop as-built plans as the project progresses, documenting field changes, actual utility locations, substantial quantity changes and water service lead material type outside the right-of-way.

The OHM survey team will perform required construction layout staking. Work will include:

- Verification of horizontal and vertical control and alignment established during design phase.
- Layout of proposed water main alignment, when not constructed in same place as existing.
- Set stakes for grade and location of new curb and gutter, sidewalk, and ADA ramps.
- Coordinate work efforts with the inspector and the Contractor's team to ensure timely completion.
- Performing QA survey verification of the work-in-progress and completed portions.
- Verifying, preserving, restoring, and recording post-construction Land Corner Recordation Certificate for existing PLSS Corners and centerline monumentation (Lee Street only).



We pride ourselves on being the Community Advancement Firm. Advancing Communities is a mission-driven position that means people come first – those we serve and the people they serve. As we have demonstrated on numerous past projects with the City of Owosso, we will provide a high level of quality of project delivery. For example, we will assist the City with communicating with Citizens by going door-to-door and handing out printed door-hangers with pertinent project information and contact information for the City and OHM staff. Construction projects often cause an irritation an inconvenience to the impacted residents. We believe in taking a proactive approach with up-front communication and regular project updates. This provides a direct line of communication from the residents to the OHM Team and tends to limit the amount of complaints received by the City.

Our construction and design staff will collaborate during the plan development phase to do a thorough constructability review of each project location. We will provide recommendations to the City during the design phase to minimize potential conflicts and issues during the construction phase. We understand that project budget control and construction schedule is extremely crucial to the City. OHM will continually monitor our level of effort, contractor's budget, and schedule. We will immediately notify the City of any anticipated project changes and stay ahead of any potential issues and provide trouble-shooting in real time.

PROJECT DELIVERABLES

OHM Advisors will provide the City with the following deliverables consistent with the scope of work:

- Report of comments from review during the road plan development phase and the water main plan development phase.
- Meeting minutes from client project meetings, pre-construction meetings, and construction progress meetings.
- Letter of recommendation for construction contract award.
- Documentation required during construction administration and for project close-out.
- Record drawings that reflect as-constructed conditions (one full-size hard copy and one electronic copy).
- GIS files with as-built utility information.

CLARIFICATIONS AND ASSUMPTIONS

The following assumptions are part of our proposal, in addition to any assumptions noted within our scope of work section:

- The City will prepare and seal road and water main design plans (2018 Civil 3-D format), specifications, contract documents, and bidding documents.
- The City will perform all required design-phase survey services, including establishment of horizontal and vertical control that can be utilized during construction.
- The City will advertise the project for bidding and sign awarded contract with the successful bidder.
- The City will obtain any required temporary or permanent grading easements.
- The City will apply for required permits and pay permit fees (EGLE, MDOT, et.al.).
- Construction is expected to total approximately 18 weeks, beginning on May 30, 2023 and concluding by September 30, 2023.

OHM TEAM CAPACITY

OHM Advisors can attest that given current workload and capacity, we have adequate staff available for both the Limited Design Engineering and Construction Administration phases of this project. See the attached Critical Path Bar Schedule, identifying key milestones and durations of both design and construction phases based on an anticipated Notice to Proceed from the City on or around September 1, 2022.



PROJECT FEE

The services outlined above will be performed on an hourly basis with a total Not-to-Exceed fee for the sum of all tasks outlined in our scope of work. An estimated amount per phase is listed in the table below as a summary of our fee. The total Not-to-Exceed Fee for this current scope of work shown in the summary below is \$124,898.

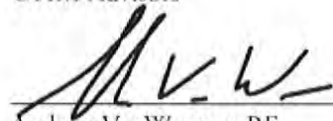
Phase	Fee
I. Limited Design Engineering	\$ 7,900
II. Construction Administration*	<u>\$ 116,998</u>
	\$ 124,898

*Construction administration budget assumes an 18-week schedule with a construction technician at 50 hours per week. Final construction observation fee will be based on the contractor's actual schedule.

ACCEPTANCE

If this proposal is acceptable to you, please sign the authorization page of this letter below and return a copy of this signed proposal to us for our file. Thank you for giving us the opportunity to be of service to you. We look forward to another successful project with the City.

Sincerely,
OHM Advisors



Andrew Van Wormer, P.E.
Project Manager

Orchard, Hiltz, & McCliment, Inc.
CONSULTANT

City of Owosso
CLIENT

_____	(Signature)	_____
_____	(Name)	_____
_____	(Title)	_____
_____	(Date)	_____

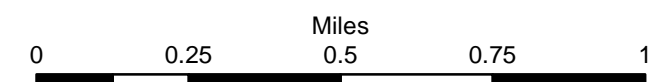
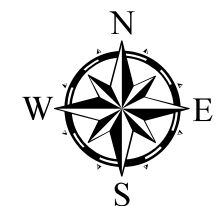
Attachments: [Level of Effort Matrix / CPM Schedule]



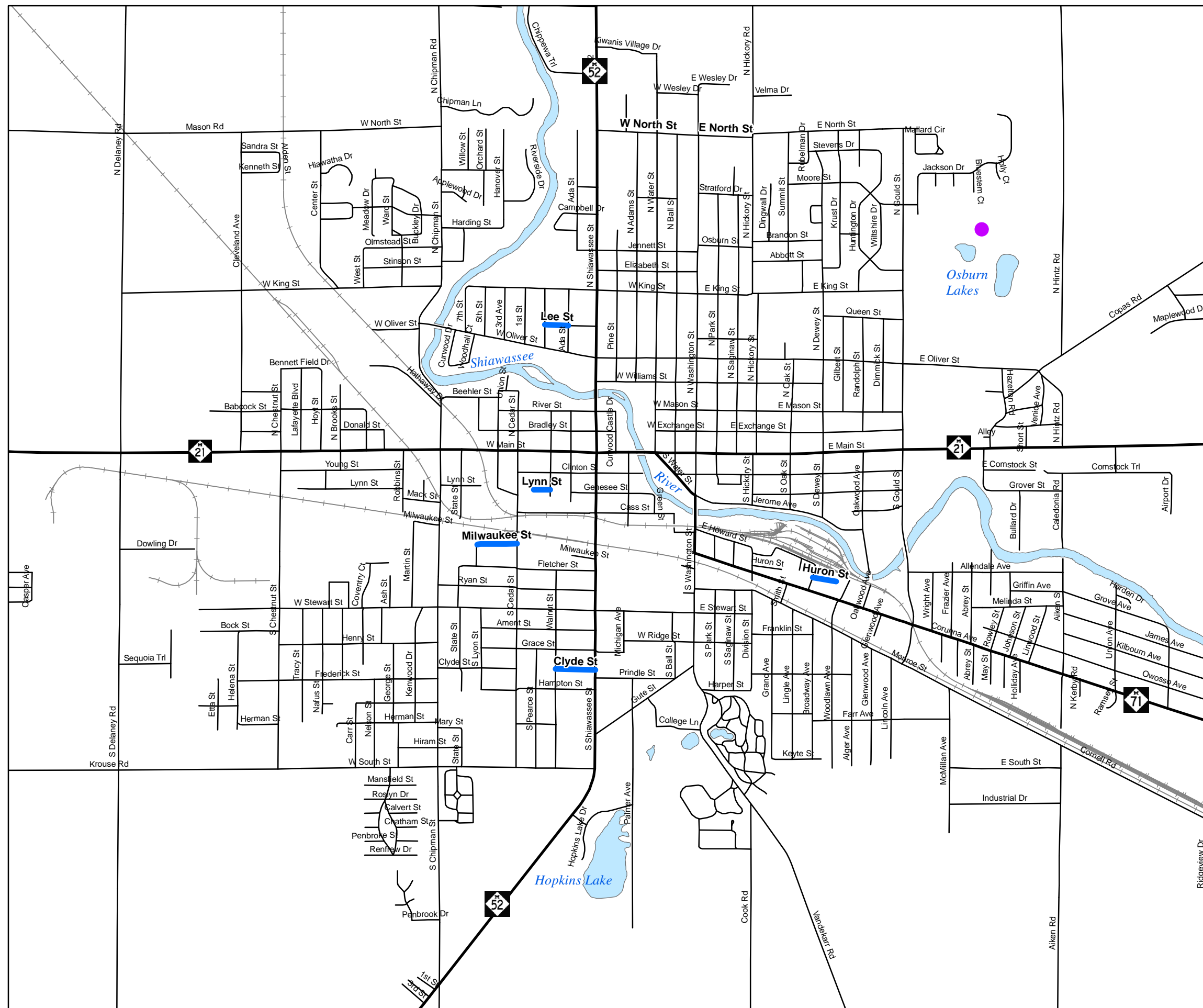


Owosso DWRF 2023 Water Main Projects

 2023 Water Main Replacement



Map compiled by
City of Owosso Engineering Department
GIS Office
City of Owosso, MI
6 May, 2022





MEMORANDUM

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

DATE: August 15, 2022

TO: City Council

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

SUBJECT: Palmer 3A Well House Design and Bidding – OHM Engineering Services

RECOMMENDATION:

Authorization to amend the Agreement between the City of Owosso and OHM Advisors of Livonia, Michigan dated September 7, 2021 as addendum No.3, for Palmer 3A Well House Design and Bidding for Palmer 3A well in the amount of \$159,000.00.

BACKGROUND:

On November 1st, 2021 Owosso City Council approved the Municipal Water Supply Drilling project, which consisted of drilling two (2) new wells: Palmer 3A and Juniper 1.

The City has drilled a replacement well at the Palmer wellfield (Palmer 3A) which now requires a new pump house and water main connection. The City may need to replace other well houses in the coming years and would like to standardize the design of the well houses themselves. The City is looking to the Engineer and Well Driller to recommend the pump style: submersible versus line shaft vertical turbine. The water withdrawal permit for the Palmer well was issued by EGLE in June 2022.

The Palmer well house will have the following components:

1. VFD to run well pump
2. Pressure transducer with local display
3. Magnetic flow meter with local display
4. A blow off port downstream of meter that can flush water for well tests
5. Controls Enclosure to operate the VFD, pressure transducer, and flow meter (DESIGN BY OTHERS)
6. Telemetry (DESIGN BY OTHERS)
7. Site fencing
8. Gas and Electric utility connections
9. Water main connection to existing raw water main adjacent to Palmer 3
10. Generator connected to and sized to run both Palmer 3A and Palmer 2 simultaneously

The Palmer well, well house design, and well house construction are eligible for Drinking Water State Revolving Fund (DWSRF) funding in 2023. This work will conform to American Iron and Steel (AIS), prevailing wage, disadvantaged business, and all other requirements for a DWSRF loan.

Palmer 3A Well House Design and Bidding consist of:

• Task 1: Preliminary Design	\$56,000
• Task 2: Final Engineering Design	\$82,000
• Task 3: Permit and Bidding Assistance	<u>\$14,000</u>
Total OHM Fee	\$152,000
• Geotechnical Review & Boring Allowance (SME)	<u>\$7,000</u>
Total Geotechnical Fee	\$7,000
Total Fee	\$159,000

***Task 3 – Permit and Bidding Assistance are contingent upon the City securing loan funding through the State's DWSRF program.

FISCAL IMPACTS:

Capital replacement engineering services will be funded from the FY2022–23 budget, chargeable to account 591.901.972.200-DWRLF23-24.

Document originated by: Ryan E. Suchanek

Attachments: (1) Resolution
(2) Proposal

RESOLUTION NO.

**APPROVING ADDENDUM NO. 3 TO THE UTILITIES GENERAL ENGINEERING
SERVICES AGREEMENT BETWEEN
THE CITY OF OWOSSO AND OHM ADVISORS
FOR ENGINEERING SERVICES FOR PALMER 3A WELL HOUSE**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, will fund from the Water Fund for engineering services for the Palmer 3A Well House Design and Bidding services; and

WHEREAS, the City has drilled a new well at the Palmer wellfield (Palmer 3A) which now requires a new pump house and water main connection; and OHM Advisors of Livonia, Michigan has provided a proposal for the necessary engineering design and bidding services for this new well house and raw water connection; and

WHEREAS, the Director of Public Services & Utilities has reviewed the proposal and verified the engineering services as necessary for the design and bid specification development to add the new infrastructure, and hereby recommends authorizing OHM Advisors to provide these engineering services in the amount of \$159,000.00.

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 OHM Advisors for engineering design and bidding administration services to add a new well house and raw water connection at the Palmer 3A Well site.
- SECOND: the Mayor and City Clerk are instructed and authorized to sign Addendum No. 3 to the Utilities General Engineering Contract with OHM Advisors, in the amount of \$159,000.00, substantially in the form attached.
- THIRD: the accounts payable department is authorized to submit payment to OHM Advisors for work satisfactorily performed in an amount not to exceed \$159,000.00 upon successful completion of the stated work or portion thereof.
- FOURTH: performance of Task 3 – Permit and Bidding Assistance, in the amount of \$14,000, is contingent upon the City securing loan funding for construction of the project through the State's DWSRF program.
- FIFTH: the above expenses shall be paid from the Water Fund 591.901.972.200-DWRLF23-24.

**ADDENDUM NO. 3 TO AN AGREEMENT
FOR
PROFESSIONAL UTILITIES ENGINEERING SERVICES WITH
ORCHARD, HILTZ & MCCLIMENT, INC. DBA OHM ADVISORS**

This addendum is attached and made part of the agreement for professional utilities engineering services dated September 7, 2021 between the city of Owosso, Michigan (owner) and Orchard, Hiltz & McCliment, Inc. DBA OHM Advisors (Engineer) providing for professional services.

ADDENDUM NO. 3

PALMER 3A WELLHOUSE CONSTRUCTION PROJECT

PROJECT SCOPE OF WORK

The project scope of work is design and bidding administration services as specified in the attached proposal, with Task 3: Permit and Bidding Assistance contingent upon the owner receiving a DWSRF loan for the project.

SCHEDULE

The schedule for the project is to begin on August 16, 2022 and be completed by May 31, 2023 as shown in the attached proposal.

COMPENSATION

As specified in the attached proposal, total cost for services shall not exceed \$159,000.00. The engineer shall submit for payment based on monthly progress of the work.

IN WITNESS WHEREOF the parties hereto have hereunto set their hands and seals the date indicated below.

Approved August 15, 2022.

For the engineer:

Orchard, Hiltz & McCliment, Inc. DBA
OHM Advisors

By: _____

By: _____

Executed: _____, 2022

For the owner:

City of Owosso, Michigan

By: _____
Christopher T. Eveleth, Mayor

By: _____
Amy K. Kirkland, City Clerk

Executed: _____, 2022



July 26, 2022

Mr. Ryan Suchanek
Director of Public Services & Utilities
City of Owosso
301 W Main Street
Owosso, MI 48867

RE: **Palmer 3A Wellhouse Design and Bidding**
Proposal for Professional Engineering Services

Dear Mr. Suchanek:

OHM Advisors is pleased to submit this proposal for design and bidding services for the Palmer 3A Wellhouse and Raw Water Main.

PROJECT UNDERSTANDING

The City has drilled a replacement well at the Palmer wellfield (Palmer 3A) which now requires a new pump house and water main connection. The City may need to replace other well houses in the coming years and would like to standardize the design of the wellhouses themselves. The City is looking to the Engineer and Well Driller to recommend the pump style: submersible versus lineshaft vertical turbine. The water withdrawal permit for the Palmer well has been issued by EGLE in June 2022.

The Palmer wellhouse will have the following components:

1. VFD to run well pump
2. Pressure transducer with local display
3. Magnetic flow meter with local display
4. A blowoff port downstream of meter that can flush water for well tests
5. Controls Enclosure to operate the VFD, pressure transducer, and flow meter (DESIGN BY OTHERS)
6. Telemetry (DESIGN BY OTHERS)
7. Site fencing
8. Gas and Electric utility connections
9. Water main connection to existing raw water main adjacent to Palmer 3
10. Generator connected to and sized to run both Palmer 3A and Palmer 2 simultaneously

The Wellhouse Structure will have the following components if built onsite:

1. A unit heater
2. Interior LED Lighting
3. Exterior LED Lighting



4. Floor drain to ground outside of building
5. Mandoor
6. Wall penetration for the blowoff pipe.
7. Masonry block walls, insulated, and with brick veneer
8. Metal or shingled roof
9. If lineshaft vertical turbines are chosen, there will be a roof hatch and a wall louver.

Alternatively, the City may opt for a pre-fabricated fiberglass enclosure that would be installed on a concrete slab. This would likely be more economical than a traditional brick and mortar structure. In this case, the enclosure manufacturer would be pre-approved during design and sole-sourced in the construction contract.

The Palmer well, wellhouse design, and wellhouse construction are eligible for Drinking Water Revolving Fund (DWRf) funding in 2023. This work will conform to American Iron and Steel (AIS), prevailing wage, disadvantaged business, and all other requirements for a DWRf loan.

SCOPE OF SERVICES

The following is the scope of services that OHM Advisors proposes to provide to the City. Our scope of work includes an alternative analysis to assist the City in making key decisions, preliminary and final engineering design services, permit assistance, and bidding phase assistance.

Task 1: Preliminary Design

1. A virtual project kickoff meeting will be held with representatives of OHM Advisors and the City. The purpose of the meeting will be to review project goals, schedule, scope of work, the City's concerns and preferences, and project team roles and responsibilities.
2. Perform an alternatives cost-benefit analysis that will review and provide recommendations for the following items:
 - a. Pump Type: vertical lineshaft turbine versus submersible pump
 - b. If submersible pumps are chosen, should individual well houses be built or should equipment be consolidated to one wellhouse per wellfield
 - c. Wellhouse style: Brick/Block building built at the site versus prefabricated fiberglass enclosure by Shelterworks
 - d. The cost benefits analysis will include capital investment and annual maintenance costs.
3. Perform site survey necessary for the Palmer wellhouse as outlined in the attached map(s).
4. Perform a wetland delineation at the Palmer 3A site for the Joint Permit.
5. Perform a Threatened and Endangered Plants and Animals survey required for DWRf.
6. Contract a geotechnical engineering firm (SME) to review the well boring logs and make foundation recommendations. A contract allowance will be included as a separate line item to be used if additional borings are necessary at the Juniper and Palmer sites.
7. Provide recommendations for the water main and building configurations based on the City's decisions that come out of the Alternatives Analysis.
8. Prepare a Basis of Design memo.
9. Prepare system curve associated with raw water main hydraulics and select pump duty points.
10. Prepare a preliminary site plan for the wellhouse site to show the proposed layout and required exterior utility work.



11. Prepare preliminary documents for structural, mechanical, electrical components. Controls components by OTHERS (Tetra Tech).
12. Prepare preliminary plans and profile drawings for approximately 100 feet of raw water main.
13. Prepare a preliminary construction cost estimate.
14. Perform internal quality control and quality assurance review.
15. Submit preliminary design documents to Owosso for review.
16. Submit the preliminary design to agencies having jurisdiction for their review and comment.
17. Prepare application to move gas and electrical services from the old wellhouse to the new well house.

Task 2: Final Engineering Design

18. Incorporate feedback from Owosso and permitting agencies received during the Preliminary Design phase.
19. Prepare construction plans for the wellhouse and raw water main.
20. Quantify pay items for the proposed work associated with the water main, including water main, appurtenances, and restoration.
21. Prepare a final construction cost estimate.
22. Coordinate with Tetra Tech for their scope to include communications and controls.
23. Coordinate utility connections.
24. Prepare final bidding documents for the Palmer 3A Wellhouse. These will include the new structure, pumps, VFDs, appurtenances, piping and valves, electrical components, backup gas generator, water main plan and profile, and any necessary notes, details, and sequencing required.
25. Prepare a Project Manual for the proposed work, consisting of the City of Owosso's bidding forms combined with EJCDC templates, General Conditions, Supplementary General Conditions, and Technical Specifications, and all DWRF project requirements. Equipment and material specifications will be included on drawings where practical.
26. Perform internal quality control and quality assurance review.
27. Prepare a design review package, including drawings and project manual. OHM Advisors will seek the City's review and approval of the final package prior to commencing permitting and bidding services.
28. Prepare a soil erosion and sedimentation control plan to meet local permitting requirements.
29. Attend a 'Plans-in-Hand' review meeting with City staff to review bidding documents prior to contractor plan pickup for final feedback and modifications.
30. Incorporate comments from the review meeting.

Task 3: Permit and Bidding Assistance

31. Send Notice of Opportunity to Comment to Michigan Tribal Historical Preservation Officers (THPO).
32. Prepare pre-permit applications for review and feedback from local or State authorities having jurisdiction of the proposed construction. Payment of permit fees shall be by the City or the selected contractor for the City of Owosso building department permits. Final permit submission and approval will be the responsibility of the selected contractor, with the exception of the EGLE PA 399. Permit applications are anticipated to be:
 - a. EGLE Part 399 permit for water system construction.
 - b. EGLE/USACE Joint Permit Application for wetlands
 - c. City of Owosso for SESC



- d. City of Owosso building, electrical and mechanical.
- e. City of Owosso Right of Way
- 33. Attend one (1) pre-bid meeting, one (1) bid opening meeting, and one (1) Owosso board meeting for award of the construction contract.
- 34. Address contractor's requests for information during the bidding phase.
- 35. Prepare bid addendums as required.
- 36. OHM Advisors will assist the City in evaluating contractor bids and provide the City with a recommendation of award letter.

CLARIFICATIONS & ASSUMPTIONS

The fee is based on the following assumptions:

- The City owns the Palmer 3 and Palmer 3A well sites.
- The Palmer 3A wellhouse is eligible for DWRP funding in 2023 per a 2022 Amendment to Owosso's 2019 DWRP Project Plan
- The City will secure any other required agency permits in advance of construction not mentioned above.
- Geotechnical investigations are to be performed by a separate consultant (SME). An estimated fee is shown for this work.
- Tetra Tech is currently under contract with the City to perform SCADA and telemetry upgrades for the water system. Costs for Tetra Tech to design and provide control panel and telemetry at Palmer 3A are not included in this proposal.
- Boundary survey, title work/research, obtaining title documents, easement document preparation, or easement acquisitions are not required for this project.
- This proposal does not include any fees associated with plan review and permitting by agencies having jurisdiction.
- This proposal does not include services related to any road design, drainage study, drainage design, drain improvements, or environmental impact statement.
- This proposal does not include wetland mitigation.
- This proposal does not include administration of grants or loans.
- OHM will be pleased to provide any additional services for this project not specifically described in the scope of work on a time and material basis per terms as outlined in our ongoing engineering agreement.

DELIVERABLES

OHM will provide the City with a alternatives analysis memorandum, basis of design report, preliminary plans, and detailed construction plans and specifications, construction contract documents. Paper and electronic copies will be provided. We will also produce a Letter of Recommendation after evaluation of the bidding contractors has occurred.



SCHEDULE

OHM Advisors intends to start work within one week of approval of the proposal in order to meet DWRF funding deadlines. Please see the project schedule for key milestones. OHM Advisors should be notified immediately of any deadline changes in order to satisfy the City's needs, as significant changes in the final project schedule could affect total cost.

August 1, 2022	Owosso issues notice to proceed to OHM
August 2022	Task 1: Preliminary Design
August 8, 2022	OHM provides Alternative Analysis Memo to the City for review and decision
August 15, 2022	Owosso provides final decisions related to Alternatives Analysis
Sept 12, 2022	Preliminary design submittal to EGLE and Owosso with Basis of Design
Sept-Nov 2022	Task 2: Final Engineering Design
Nov 18, 2022	Environmental assessments publishing deadline
Nov 25, 2022	Part I and Part II Application Due [BY CITY]
Oct 2022	Submit permit application to EGLE
Nov 2022	Finalize drawings and specifications
Oct 2022-Jan 2023	Task 3: Permit and Bidding Assistance
Dec 19, 2022	Bid Ad published
Jan 2023	Bids due/tentative award
Jan 29, 2023	Part III Application and Bid Data Submittal With Tentative Contract Award Due to EGLE
March 2023	Loan closing.
May 2023	Issue Notice to Proceed to Contractor

FEE SCHEDULE

OHM proposes to provide the above outlined professional services in accordance with the following fee schedule:

Services for engineering design will be performed on an hourly basis, with a total fee not to exceed \$159,000.

The following budgets are presented for your consideration:

Task 1: Preliminary Design	\$56,000
Task 2: Final Engineering Design	\$82,000
Task 3: Permit and Bidding Assistance	<u>\$14,000</u>
Total OHM Fee	\$152,000
Geotechnical Review & Boring Allowance (SME)	<u>\$7,000</u>
Total Geotechnical Fee	\$7,000
Total Fee	\$159,000



BASIS OF PAYMENT

OHM will invoice the City monthly on an Hourly – Not-to-Exceed basis and include a summary of staff hours and associated hourly rates.

Should you find this proposal acceptable, please execute the proposal at the bottom of this page and return one copy to my attention. We appreciate this opportunity and look forward to continuing to provide professional services to Owosso on this important project. If you have and questions, please do not hesitate to contact Andrew at 989-393-1712.

Sincerely,
OHM Advisors

Chuck Rolfe, P.E.
Principal

Andrew VanWormer, P.E.
Project Manager

Encl:

CITY OF OWOSSO
Palmer 3A Wellhouse Design and Bidding Services

Accepted By: _____

Printed Name: _____

Title: _____

Date: _____



MEMORANDUM

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

DATE: August 15, 2022

TO: City Council

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

SUBJECT: Juniper 1 Well House Design and Bidding – OHM Engineering Services

RECOMMENDATION:

Authorization to amend the Agreement between the City of Owosso and OHM Advisors of Livonia, Michigan dated September 7, 2021 as Addendum No. 4, for Juniper 1 Well House Design and Bidding for the Juniper 1 well in the amount of \$149,000.00.

BACKGROUND:

On November 1, 2021 Owosso City Council approved Municipal Water Supply Drilling project, which consisted of drilling two (2) new wells: Palmer 3A and Juniper 1.

The City has drilled a new well at the Juniper well field which requires new pump house and raw water main. The City may need to replace other well houses in the coming years and would like to standardize the design of the well houses themselves. The Juniper well aquifer analysis will be submitted to EGLE this summer of 2022 and a water withdrawal permit may not be issued until fall 2022 or winter 2023.

The Juniper well house will have the following components:

1. VFD to run well pump
2. Pressure transducer with local display
3. Magnetic flow meter with local display
4. A blow off port downstream of meter that can flush water for well tests
5. Controls Enclosure to operate the VFD, pressure transducer, and flow meter (DESIGN BY OTHERS)
6. Telemetry (DESIGN BY OTHERS)
7. Site fencing
8. Electric and gas utility connections
9. Water main connections connection to existing raw water main to east of site on Hintz Road (EASEMENT TO BE OBTAINED BY CITY).
10. Gravel Access Drive to Juniper 1 extended from the existing Juniper Street north of the site.
11. Generator connected to Juniper 1 and sized to run either Juniper 1 or an equally sized future well at the Juniper site, but not both simultaneously.

The Juniper well and well house design and construction were listed in the City's 2019 Drinking Water State Revolving Fund (DWSRF) Project Plan. This work will conform to American Iron and Steel (AIS), prevailing wage, disadvantaged business, and all other requirements for a DWSRF loan.

Juniper 1 Well House Design and Bidding consist of:

• Task 1: Preliminary Design	\$51,000
• Task 2: Final Engineering Design	\$73,000
• Task 3: Permit and Bidding Assistance	<u>\$15,000</u>
Total OHM Fee	\$139,000
• Geotechnical Review (SME)	\$7,000
• Geotechnical Boring Allowance (SME)	<u>\$3,000</u>
Total Geotechnical Fee	\$10,000
Total Fee	\$149,000

***Task 3 – Permit and Bidding Assistance are contingent upon the City securing loan funding through the State's DWSRF program.

FISCAL IMPACTS:

Capital replacement engineering services will be funded from the FY2022–23 budget, chargeable to account 591.901.972.200-DWRLF23-24.

Document originated by: Ryan E. Suchanek

Attachments: (1) Resolution
(2) Proposal

RESOLUTION NO.

**APPROVING ADDENDUM NO. 4 TO THE UTILITIES GENERAL ENGINEERING
SERVICES AGREEMENT BETWEEN
THE CITY OF OWOSSO AND OHM ADVISORS
FOR ENGINEERING SERVICES FOR JUNIPER 1 WELL HOUSE**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, will fund from the Water Fund for engineering services for the Juniper 1 Well House Design and Bidding services; and

WHEREAS, the City has drilled a new well at the Juniper wellfield (Juniper 1) which now requires a new pump house and water main connection; and OHM Advisors of Livonia, Michigan has provided a proposal for the necessary engineering design and bidding services for this new well house and raw water connection; and

WHEREAS, the Director of Public Services & Utilities has reviewed the proposal and verified the engineering services as necessary for the design and bid specification development to add the new infrastructure, and hereby recommends authorizing OHM Advisors to provide these engineering services in the amount of \$149,000.00.

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 OHM Advisors for engineering design and bidding administration services to add a new well house and raw water connection at the Juniper 1 Well site.
- SECOND: the Mayor and City Clerk are instructed and authorized to sign Addendum No. 4 to the Utilities General Engineering Contract with OHM Advisors, in the amount of \$149,000.00, substantially in the form attached.
- THIRD: the accounts payable department is authorized to submit payment to OHM Advisors for work satisfactorily performed in an amount not to exceed \$149,000.00.
- FOURTH: performance of Task 3 – Permit and Bidding Assistance, in the amount of \$15,000.00 is contingent upon the City securing loan funding for construction of the project through the State's DWSRF program.
- FIFTH: the above expenses shall be paid from the Water Fund 591.901.972.200-DWRLF23-24.

**ADDENDUM NO. 4 TO AN AGREEMENT
FOR
PROFESSIONAL UTILITIES ENGINEERING SERVICES WITH
ORCHARD, HILTZ & MCCLIMENT, INC. DBA OHM ADVISORS**

This addendum is attached and made part of the agreement for professional utilities engineering services dated September 7, 2021 between the city of Owosso, Michigan (owner) and Orchard, Hiltz & McCliment, Inc. DBA OHM Advisors (Engineer) providing for professional services.

ADDENDUM NO. 4

JUNIPER 1 WELL HOUSE CONSTRUCTION PROJECT

PROJECT SCOPE OF WORK

The project scope of work is design and bidding administration services as specified in the attached proposal, with Task 3: Permit and Bidding Assistance contingent upon the owner receiving a DWSRF loan for the project.

SCHEDULE

The schedule for the project is to begin on August 16, 2022 and be completed by May 31, 2023 as shown in the attached proposal.

COMPENSATION

As specified in the attached proposal, total cost for services shall not exceed \$149,000.00. The engineer shall submit for payment based on monthly progress of the work.

IN WITNESS WHEREOF the parties hereto have hereunto set their hands and seals the date indicated below.

Approved August 15, 2022.

For the engineer:

Orchard, Hiltz & McCliment, Inc. DBA
OHM Advisors

By: _____

By: _____

Executed: _____, 2022

For the owner:

City of Owosso, Michigan

By: _____
Christopher T. Eveleth, Mayor

By: _____
Amy K. Kirkland, City Clerk

Executed: _____, 2022



July 26, 2022

Mr. Ryan Suchanek
Director of Public Services & Utilities
City of Owosso
301 W Main Street
Owosso, MI 48867

RE: **Juniper 1 Wellhouse Design and Bidding**
Proposal for Professional Engineering Services

Dear Mr. Suchanek:

OHM Advisors is pleased to submit this proposal for design and bidding services for the Juniper 1 Wellhouse and Raw Water Main.

PROJECT UNDERSTANDING

The City has drilled a new well at the Juniper well field which requires new pump house and raw water main. The City may need to replace other well houses in the coming years and would like to standardize the design of the wellhouses themselves. The Juniper well aquifer analysis will be submitted to EGLE in July 2022 and a water withdrawal permit may not be issued until fall 2022 or winter 2023.

The Juniper wellhouse will have the following components:

1. VFD to run well pump
2. Pressure transducer with local display
3. Magnetic flow meter with local display
4. A blowoff port downstream of meter that can flush water for well tests
5. Controls Enclosure to operate the VFD, pressure transducer, and flow meter (DESIGN BY OTHERS)
6. Telemetry (DESIGN BY OTHERS)
7. Site fencing
8. Electric and gas utility connections
9. Water main connections connection to existing raw water main to east of site on Hintz Road (EASEMENT TO BE OBTAINED BY CITY).
10. Gravel Access Drive to Juniper 1 extended from the existing Juniper Street north of the site.
11. Generator connected to Juniper 1 and sized to run either Juniper 1 or an equally sized future well at the Juniper site, but not both simultaneously.

The Wellhouse Structure will have the following components if built onsite:

1. A unit heater



2. Interior LED Lighting
3. Exterior LED Lighting
4. Floor drain to ground outside of building
5. Mandoor
6. Wall penetration for the blowoff pipe.
7. Masonry block walls, insulated, and with brick veneer
8. Metal or shingled roof
9. If lineshaft vertical turbines are chosen, there will be a roof hatch and a wall louver.

Alternatively, the City may opt for a pre-fabricated fiberglass enclosure that would be installed on a concrete slab. This would likely be more economical than a traditional brick and mortar structure. In this case, the enclosure manufacturer would be pre-approved during design and sole-sourced in the construction contract.

The Juniper well and wellhouse design and construction were listed in the City's 2019 Drinking Water Revolving Fund (DWRf) Project Plan. This work will conform to American Iron and Steel (AIS), prevailing wage, disadvantaged business, and all other requirements for a DWRf loan.

SCOPE OF SERVICES

The following is the scope of services that OHM Advisors proposes to provide to the City. Our scope of work assumes that the decisions for the style of pump and well house were determined under the Palmer 3A design and do not need to be revisited under this project. Our scope includes preliminary and final engineering design services, permit assistance, and bidding phase assistance.

Task 1: Preliminary Design

1. A virtual project kickoff meeting will be held with representatives of OHM Advisors and the City. The purpose of the meeting will be to review project goals, schedule, scope of work, the City's concerns and preferences, and project team roles and responsibilities.
2. Perform site survey necessary for the wellhouse and water main as outlined in the attached map(s).
3. Perform a wetland delineation at Juniper 1 site associated with the wellhouse and the raw water main route to Hintz Road for the Joint Permit.
4. Perform a Threatened and Endangered Plants and Animals survey required for DWRf .
5. Contract a geotechnical engineering firm (SME) to review the well boring logs and make foundation recommendations. A contract allowance will be included as a separate line item to be used if additional borings are necessary at the Juniper site.
6. Prepare a Basis of Design memorandum outlining the water main and wellhouse configuration recommendations based on the Palmer 3A Alternatives Analysis.
7. Prepare system curve associated with raw water main hydraulics and select pump duty points.
8. Prepare a preliminary site plan for the wellhouse site to show the proposed layout and required exterior utility work and road access work.
9. Prepare preliminary documents for structural, mechanical, electrical components. Controls components by OTHERS (Tetra Tech).
10. Prepare preliminary plans and profile drawings for approximately 100 feet of raw water main.
11. Prepare a preliminary construction cost estimate.



12. Perform internal quality control and quality assurance review.
13. Submit preliminary design documents to Owosso for review.
14. Submit the preliminary design to agencies having jurisdiction for their review and comment.
15. Prepare applications for new gas and electrical services for the Juniper well house.

Task 2: Final Engineering Design

16. Incorporate feedback from Owosso and permitting agencies received during the Preliminary Design phase
17. Prepare construction plans for the wellhouses.
18. Prepare plans and profile drawings for approximately 1,800 feet of raw water main.
19. Quantify pay items for the proposed work associated with the water main, including water main, appurtenances, and restoration.
20. Prepare a final construction cost estimate.
21. Coordinate with Tetra Tech for their scope to include communications and controls.
22. Coordinate utility connections.
23. Prepare final bidding documents for the Juniper 1 Wellhouse. These will include the new structures, pumps, VFDs, appurtenances, piping and valves, electrical components, backup gas generator, and any necessary notes, details, and sequencing required.
24. Prepare a Project Manual for the proposed work, consisting of the City of Owosso's bidding forms combined with EJCDC templates, General Conditions, Supplementary General Conditions, and Technical Specifications, and all DWRP project requirements. Equipment and material specifications will be included on drawings where practical.
25. Perform internal quality control and quality assurance review.
26. Prepare a design review package, including drawings and project manual. OHM Advisors will seek the City's review and approval of the final package prior to commencing permitting and bidding services.
27. Prepare a soil erosion and sedimentation control plan to meet local permitting requirements.
28. Attend a 'Plans-in-Hand' review meeting with City staff to review bidding documents prior to contractor plan pickup for final feedback and modifications.
29. Incorporate comments from the review meeting.

Task 3: Permit and Bidding Assistance

30. Send Notice of Opportunity to Comment to Michigan Tribal Historical Preservation Officers (THPO).
31. Prepare pre-permit applications for review and feedback from local or State authorities having jurisdiction of the proposed construction. Payment of permit fees shall be by the City or the selected contractor for the City of Owosso building department permits. Final permit submission and approval will be the responsibility of the selected contractor, with the exception of the EGLE PA 399. Permit applications are anticipated to be:
 - a. EGLE Part 399 permit for water system construction.
 - b. EGLE/USACE Joint Permit Application for wetlands and inland lakes and streams.
 - c. City of Owosso for SESC
 - d. City of Owosso building, electrical and mechanical.
 - e. City of Owosso Right of Way
 - f. County Drain Right of Way



32. Attend one (1) pre-bid meeting, one (1) bid opening meeting, and one (1) Owosso board meeting for award of the construction contract.
33. Address contractor's requests for information during the bidding phase.
34. Prepare bid addendums as required.
35. OHM Advisors will assist the City in evaluating contractor bids and provide the City with a recommendation of award letter.

CLARIFICATIONS & ASSUMPTIONS

The fee is based on the following assumptions:

- EGLE will not issue a construction permit for the well house until the water withdrawal permit is issued. Because of this, the Juniper wellhouse may not meet the October 2022 construction permit submittal deadline for a Q2 2023 DWRf loan. However, OHM will move forward with the Juniper wellhouse design to meet this timeline in case the water withdrawal permit is issued in time to meet the DWRf deadline.
- A cost-benefit analysis is being performed separately as part of the Palmer 3A Wellhouse Design and Bidding Project that will provide direction for the following items associated with this project.
 - Pump Type: vertical lineshaft turbine versus submersible pump
 - If submersible pumps are chosen, should individual well houses be built or should equipment be consolidated to one wellhouse per wellfield
 - Wellhouse style: Brick/Block building built at the site versus prefabricated fiberglass enclosure by Shelterworks
- The City owns the Juniper 1 well site.
- The City will secure a permanent easement for the Juniper raw water main prior October when the Permit Submittal to EGLE is due. The City will obtain any other necessary easements for the work. OHM Advisors can assist with easement preparation at an estimated cost of \$900 - \$1,200, each.
- The City will secure any other required agency permits in advance of construction not mentioned above.
- Geotechnical investigations are to be performed by a separate consultant (SME). An estimated fee is shown for this work.
- Tetra Tech is currently under contract with the City to perform SCADA and telemetry upgrades for the water system. Costs for Tetra Tech to design and provide control panel and telemetry at Juniper are not included in this proposal.
- Boundary survey, title work/research, obtaining title documents, easement document preparation, or easement acquisitions are not required for this project.
- This proposal does not include any fees associated with plan review and permitting by agencies having jurisdiction.
- This proposal does not include services related to any road design, drainage study, drainage design, drain improvements, or environmental impact statement.
- This proposal does not include wetland mitigation.
- This proposal does not include administration of grants or loans.



- OHM will be pleased to provide any additional services for this project not specifically described in the scope of work on a time and material basis per terms as outlined in our ongoing engineering agreement.

DELIVERABLES

OHM will provide the City with a Basis of Design memo, preliminary plans, detailed construction plans and specifications, and issued for bid construction contract documents. Paper and electronic copies will be provided. We will also produce a Letter of Recommendation after evaluation of the bidding contractors has occurred.

SCHEDULE

OHM Advisors intends to start work within one week of approval of the proposal in order to meet DWRF funding deadlines for Q2 of 2023. Please see the project schedule for key milestones. OHM Advisors should be notified immediately of any deadline changes in order to satisfy the City's needs, as significant changes in the final project schedule could affect total cost. The City shall confirm all DWRF Milestone Dates with the

July 14, 2022	Submit Juniper 1 Water Withdrawal Request
July-Nov 2022	EGLE reviews Water Withdrawal Request [POTENTIAL PROJECT DELAY]
August 1, 2022	Owasso issues notice to proceed to OHM
August 2022	Task 1: Preliminary Design
Sept 12, 2022	Preliminary design submittal to EGLE and Owasso with Basis of Design
Sept-Nov 2022	Task 2: Final Engineering Design
Nov 18, 2022	Environmental assessments publishing deadline
Nov 25, 2022	Part I and Part II Application Due [BY CITY]
Oct 2022	Submit permit application to EGLE
Nov 2022	Finalize drawings and specifications
Oct 2022-Jan 2023	Task 3: Permit and Bidding Assistance
Dec 19, 2022	Bid Ad published
Jan 2023	Bids due/tentative award
Jan 29, 2023	Part III Application and Bid Data Submittal With Tentative Contract Award Due to EGLE
March 2023	Loan closing.
May 2023	Issue Notice to Proceed to Contractor

FEE SCHEDULE

OHM proposes to provide the above outlined professional services in accordance with the following fee schedule:

Services for engineering design will be performed on an hourly basis, with a total fee not to exceed \$149,000.



The following budgets are presented for your consideration:

Task 1: Preliminary Design	\$51,000
Task 2: Final Engineering Design	\$73,000
Task 3: Permit and Bidding Assistance	<u>\$15,000</u>
Total OHM Fee	\$139,000

Geotechnical Review (SME)	\$7,000
Geotechnical Boring Allowance (SME)	<u>\$3,000</u>
Total Geotechnical Fee	\$10,000

Total Fee	\$149,000
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BASIS OF PAYMENT

OHM will invoice the City monthly on an Hourly – Not-to-Exceed basis and include a summary of staff hours and associated hourly rates.

Should you find this proposal acceptable, please execute the proposal at the bottom of this page and return one copy to my attention. We appreciate this opportunity and look forward to continuing to provide professional services to Owosso on this important project. If you have and questions, please do not hesitate to contact Andrew at 989-393-1712.

Sincerely,
OHM Advisors

Chuck Rolfe, P.E.
Principal

Andrew VanWormer, P.E.
Project Manager

Encl:

CITY OF OWOSSO
Juniper 1 Wellhouse Design and Bidding Services

Accepted By: _____

Printed Name: _____

Title: _____

Date: _____



MEMORANDUM

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

DATE: August 11, 2022

TO: Mayor Eveleth and the Owosso City Council

FROM: Amy Fuller, Assistant City Manager

SUBJECT: Resolution authorizing a contract with McKearney Asphalt & Sealing for work at Bentley Park

RECOMMENDATION:

Authorization to contract with McKearney Asphalt & Sealing, Inc. for work on the pickleball courts at Bentley Park.

BACKGROUND:

The Parks and Recreation Commission utilized millage funds to resurface the two tennis courts and add two pickleball courts at Bentley Park in October 2021. The new pickleball courts have been very popular. Both staff and Parks and Recreation Commissioners have had repeated requests for more pickleball courts.

In response to public comments requesting additional pickleball courts, the Parks and Recreation Commission would like to reconfigure the space that currently holds two pickleball courts to allow for four courts. Lines for four additional courts will be drawn over one existing tennis court, which would allow for residents to play tennis or pickleball there.

The completed project will result in eight pickleball courts, four with permanent nets and four that would require participants to bring portable nets. The project is scheduled to be completed before October 31, 2022.

Proposals were solicited and the city received three bids. At their August 3 Special Meeting, the Parks and Commission voted to recommend hiring McKearney Asphalt & Sealing for \$20,000. This was the low bid.

FISCAL IMPACTS:

Total cost of the project will be \$20,000. Funds will be from the Parks and Recreation Millage Fund Account.

Attachments: (1) Proposal
(2) Resolution
(3) Bid Summary

RESOLUTION NO.

RESOLUTION AUTHORIZING A CONTRACT WITH MCKEARNEY ASPHALT & SEALING, INC. FOR WORK ON THE PICKLEBALL COURTS AT BENTLEY PARK

WHEREAS, the City of Owosso, Shiawassee County, Michigan, Parks and Recreation Commission, requested city staff to solicit bids for reconfiguring the existing tennis and pickleball courts to increase the overall number of pickleball courts at Bentley Park; and

WHEREAS, staff recommends authorizing a contract with the lowest bidder, McKearney Asphalt & Sealing, Inc. for said work.

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 authorize a contract with McKearney Asphalt & Sealing, Inc. for work the Bentley Park Pickleball Courts Project.
- SECOND: the accounts payable department is authorized to submit payment to McKearney Asphalt & Sealing, Inc. in an amount not to exceed \$20,000 upon satisfactory completion of the project.
- THIRD: the above expenses shall be paid for from the FY 2022-2023 Parks Millage Fund Account 208-751-974.000.

EXHIBIT A

**Contract for Services Between
The City of Owosso
and
McKearney Asphalt & Sealing, Inc.
Bentley Park Pickle Ball Courts Bid
August 2022**

CONTRACT

THIS AGREEMENT is made on _____, between the CITY OF OWOSSO, a Michigan municipal corporation, 301 W. Main Street, Owosso, Michigan 48867 ("city") and McKearney Asphalt & Sealing, Inc. ("contractor"), a Michigan company, whose address is PO Box 22083, Lansing MI 48909.

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

ARTICLE I - Scope of work

The contractor agrees to furnish all of the materials, equipment and labor necessary and to abide by all the duties and responsibilities applicable to it for the project entitled "Bentley Park Pickle Ball Courts Bid", in accordance with the requirements and provisions of the following documents, 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
- Standard specifications
- Detailed specifications

ARTICLE II - The Contract Sum

(A) The city shall pay to the contractor for the performance of the contract, the unit prices as given in the bid forms not to exceed twenty thousand dollars (\$20,000.00). 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:

CITY OF OWOSSO BID TABULATION SHEET										DATE	8/2/2022
										DEPT.	Parks
SUBJECT: Bentley Park Pickle Ball											
Courts Bid		McKearney Asphalt & Sealing, Inc. P.O. Box 22083 Lansing, MI 48909 517-484-3188		Laser Stripping LLC 9965 La[pham Way Plymouth, MI 48170 313-779-8415		Oak Construction Corp 7077 South Fork Drive Swartz Creek, MI 810-644-2302		None			
ITEM	DESCRIPTION	Total Lump Sum	Total Lump Sum	Total Lump Sum	Total Lump Sum	Total Lump Sum	Total Lump Sum	Total Lump Sum	Total Lump Sum	Total Lump Sum	
1	Bentley Park Pickle Ball Courts	\$ 20,000.00	\$ 28,900.00	\$ 41,900.00							
TOTAL		\$ 20,000.00	\$ 28,900.00	\$ 41,900.00							
DEPT HEAD		GENERAL LIABILITY INSURANCE		AWARDED:		McKearney / 2					
		EXPIRATION DATE:		5/1/2023							
PURCH. AGENT:		WORKERS COMPENSATION INSURANCE		COUNCIL							
208 751 974 000		EXPIRATION DATE:		5/1/2023		APPROVED:					
STAFF		SOLE PROPRIETORSHIP									
REC.: McKearney Asphalt		EXPIRATION DATE:		N/A		PO NUMBER:					
1111111111111111											



MEMORANDUM

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

DATE: August 15, 2022

TO: Owosso City Council

FROM: Clayton Wehner, Director of Engineering

SUBJECT: M-71 Resurfacing Project – Contract Award

RECOMMENDATION:

Approval of the low responsive bid from Rieth Riley Construction Co., Inc. (Lansing, MI) for the resurfacing of M-71 (Corunna Avenue) in the amount of \$669,101.00, contingent upon MDOT Administrative Board approval, and authorization for the Mayor and City Clerk to sign the necessary contract documents.

BACKGROUND:

The Michigan Department of Transportation (MDOT) asked city staff to bid MDOT's M-71 resurfacing project under MDOT's Transportation Work Authorization (TWA) program. As part of the TWA program, the city will bid the project, sign the construction contract, and perform other administrative tasks. MDOT will provide onsite inspection and engineering for the project. The city will receive payment from MDOT for the construction cost plus overhead.

On August 5, 2022, the City received bids for the M-71 Resurfacing Project. The scope of work includes street milling and resurfacing, select curb and gutter replacement, select sidewalk replacement, and ADA sidewalk ramp construction altogether with related work items on M-71 (Corunna Avenue) from Gould St to Washington Street. Rieth Riley Construction Co., Inc is the confirmed low and most responsive bid and agrees to perform the work for a total cost amount of \$669,101.00. A resolution awarding the M-71 Resurfacing Project to Rieth Riley Construction Co., Inc, contingent upon MDOT Administrative Board Approval, and tabulation of bids received is included for your consideration.

FISCAL IMPACTS:

The construction cost of \$669,101.00 shall be funded by Major Street account 202-486-818.000-71TRNKLINE.

ATTACHMENTS: Resolution, M-71 Resurfacing Project
Bid Tabulation M-71 Resurfacing Project

RESOLUTION NO.

**AUTHORIZING THE EXECUTION OF A CONTRACT WITH
RIETH-RILEY CONSTRUCTION CO., INC. FOR
THE M-71 RESURFACING PROJECT**

WHEREAS, the Michigan Department of Transportation (MDOT) has determined that it is in the best interest of the public to perform street improvements along M-71 (Corunna Ave) as set forth in the contract documents; and

WHEREAS, MDOT has asked the city of Owosso, Shiawassee County, Michigan, to perform administrative duties for the project under the Transportation Work Authorization program; and

WHEREAS, the city has sufficient staff to perform said administrative duties; and

WHEREAS, the city will receive payment from MDOT for the construction cost of the project plus overhead costs; and

WHEREAS, the city of Owosso sought bids for the M-71 Resurfacing Project, and a bid was received from Rieth-Riley Construction Co., Inc. and it is hereby determined that Rieth-Riley Construction Co., 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: it has heretofore been determined that it is advisable, necessary and in the public interest to employ Rieth-Riley Construction Co., Inc. for the M-71 Resurfacing Project.
- SECOND: the mayor and city clerk are instructed and authorized to sign the document substantially in the form attached as Exhibit A, Contract for Services Between the city of Owosso, Michigan and Rieth-Riley Construction Co., Inc. in the amount of \$669,101.00, contingent upon MDOT Administrative Board approval.
- THIRD: the accounts payable department is authorized to pay Rieth-Riley Construction Co., Inc. for work satisfactorily completed on the project up to the bid Contract amount of \$669,101.00.
- FOURTH: the above expenses shall be paid from the Major Street Account No. 202-486-818.000-71TRNKLINE.

EXHIBIT A

**Contract for Services Between
The City of Owosso
and
Rieth-Riley Construction Co., Inc.
M-71 Resurfacing Project**

August 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 RIETH-RILEY CONSTRUCTION CO., INC. ("contractor"), a Michigan company, whose address is 4150 S. Creyts Road, Lansing, Michigan 48848.

Based upon the mutual promises below, the contractor and the city agree as follows, contingent upon MDOT Administrative Board approval:

ARTICLE I - Scope of work

The contractor agrees to furnish all of the materials, equipment and labor necessary and to abide by all the duties and responsibilities applicable to it for the project entitled "M-71 Resurfacing Project", in accordance with the requirements and provisions of the following documents, 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
- Insurance
- W-9

ARTICLE II - The Contract Sum

(A) The city shall pay to the contractor for the performance of the contract, the unit prices as given in the bid forms not to exceed six hundred sixty-nine thousand, one hundred and one dollars (\$669,101.00). 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:

CITY OF OWOSSO BID TABULATION SHEET

DATE 8/5/2022
DEPT. EngineeringSUBJECT: M-71 Resurfacing Project

				Engineer's Estimate		Rieth-Riley Construction Co., Inc. 4150 S Creys Rd. Lansing, MI 48917			
Proposal Line Number	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
10	1500001 - Mobilization, Max.	1	LSUM	\$ 38,455.49	\$ 38,455.49	\$ 50,000.00	\$ 50,000.00		
20	2040020 - Curb and Gutter, Rem	600	Ft	\$ 21.00	\$ 12,600.00	\$ 25.00	\$ 15,000.00		
30	2040050 - Pavt, Rem	192	Syd	\$ 20.00	\$ 3,840.00	\$ 50.00	\$ 9,600.00		
40	2040055 - Sidewalk, Rem	480	Syd	\$ 1.50	\$ 720.00	\$ 25.00	\$ 12,000.00		
50	3010002 - Subbase, CIP	48	Cyd	\$ 18.00	\$ 864.00	\$ 80.00	\$ 3,840.00		
60	3020001 - Aggregate Base	67	Ton	\$ 23.00	\$ 1,541.00	\$ 80.00	\$ 5,360.00		
70	5010002 - Cold Milling HMA Surface	19573	Syd	\$ 1.50	\$ 29,359.50	\$ 3.00	\$ 58,719.00		
80	5010008 - Pavt for Butt Joints, Rem	415	Syd	\$ 10.00	\$ 4,150.00	\$ 10.00	\$ 4,150.00		
90	5010025 - Hand Patching	112	Ton	\$ 115.00	\$ 12,880.00	\$ 150.00	\$ 16,800.00		
100	5010061 - HMA Approach	141	Ton	\$ 120.00	\$ 16,920.00	\$ 200.00	\$ 28,200.00		
110	5012085 - HMA, 5EML, High Stress	1635	Ton	\$ 83.00	\$ 135,705.00	\$ 145.00	\$ 237,075.00		
120	5017001 - Pavt Joint and Crack Repr, Det 7, Spec	572	Ft	\$ 14.00	\$ 8,008.00	\$ 15.00	\$ 8,580.00		
130	5017001 - Pavt Joint and Crack Repr, Det 8, Spec	572	Ft	\$ 15.00	\$ 8,580.00	\$ 15.00	\$ 8,580.00		
140	8020036 - Curb and Gutter, Conc, Det F2	240	Ft	\$ 30.00	\$ 7,200.00	\$ 55.00	\$ 13,200.00		
150	8030010 - Detectable Warning Surface	153	Ft	\$ 6.00	\$ 918.00	\$ 55.00	\$ 8,415.00		
160	8030030 - Curb Ramp Opening, Conc	360	Ft	\$ 25.00	\$ 9,000.00	\$ 40.00	\$ 14,400.00		
170	8032001 - Curb Ramp, 4 inch	1800	Sft	\$ 5.00	\$ 9,000.00	\$ 10.00	\$ 18,000.00		
180	8032002 - Curb Ramp, 6 inch	3,000	Sft	\$ 6.00	\$ 18,000.00	\$ 12.00	\$ 36,000.00		
190	8037051 - Curb Ramp Layout	1	LS	\$ 50,000.00	\$ 50,000.00	\$ 20,000.00	\$ 20,000.00		
200	8110024 - Pavt Mrkg, Ovly Cold Plastic, 6 Inch, Crosswalk	92	Ft	\$ 2.50	\$ 230.00	\$ 2.50	\$ 230.00		
210	8110045 - Pavt Mrkg, Ovly Cold Plastic, 24 inch, Stop Bar	24	Ft	\$ 10.00	\$ 240.00	\$ 10.00	\$ 240.00		
220	8110063 - Pavt Mrkg, Ovly Cold Plastic, Lt Turn Arrow Sym	2	Ea	\$ 150.00	\$ 300.00	\$ 160.00	\$ 320.00		
230	8110068 - Pavt Mrkg, Ovly Cold Plastic, Only	4	Ea	\$ 150.00	\$ 600.00	\$ 160.00	\$ 640.00		
240	8110069 - Pavt Mrkg, Ovly Cold Plastic, Railroad Sym	2	Ea	\$ 330.00	\$ 660.00	\$ 300.00	\$ 600.00		
250	8110071 - Pavt Mrkg, Ovly Cold Plastic, Rt Turn Arrow Sym	2	Ea	\$ 150.00	\$ 300.00	\$ 160.00	\$ 320.00		
260	8110074 - Pavt Mrkg, Ovly Cold Plastic, School	6	Ea	\$ 200.00	\$ 1,200.00	\$ 220.00	\$ 1,320.00		
270	8110233 - Pavt Mrkg, Waterborne, 6 inch, White	2,004	Ft	\$ 0.09	\$ 180.36	\$ 0.18	\$ 360.72		
280	8110234 - Pavt Mrkg, Waterborne, 6 inch, Yellow	6,178	Ft	\$ 0.09	\$ 555.84	\$ 0.18	\$ 1,111.68		
290	8110253 - Pavt Mrkg, Waterborne, 2nd Application, 6 inch, White	2004	Ft	\$ 0.09	\$ 180.36	\$ 0.10	\$ 200.40		
300	8110254 - Pavt Mrkg, Waterborne, 2nd Application, 6 inch, Yellow	6178	Ft	\$ 0.09	\$ 555.84	\$ 0.10	\$ 617.60		
310	8110351 - Witness, Log, \$1,250.00	1250	Dlr	\$ 1.00	\$ 1,250.00	\$ 1.00	\$ 1,250.00		
320	8120012 - Barricade, Type III, High Intensity, Double Sided, Lighted, Furn	13	Ea	\$ 100.00	\$ 1,300.00	\$ 61.50	\$ 799.50		
330	8120012 - Barricade, Type III, High Intensity, Double Sided, Lighted, Oper	13	Ea	\$ 5.00	\$ 65.00	\$ 3.00	\$ 39.00		
340	8120026 - Pedestrian Type II Barricade, Temp	35	Ea	\$ 100.00	\$ 3,500.00	\$ 48.00	\$ 1,680.00		
350	8120035 - Channelizing Device, 42 inch, Fluorescent, Furn	300	Ea	\$ 15.00	\$ 4,500.00	\$ 17.70	\$ 5,310.00		
360	8120035 - Channelizing Device, 42 inch, Fluorescent, Oper	300	Ea	\$ 1.00	\$ 300.00	\$ 0.30	\$ 90.00		
370	8120140 - Lighted Arrow, Type C, Furn	2	Ea	\$ 340.00	\$ 680.00	\$ 330.00	\$ 660.00		
380	8120140 - Lighted Arrow, Type C, Oper	2	Ea	\$ 100.00	\$ 200.00	\$ 30.00	\$ 60.00		
390	8120170 - Minor Traf Devices	1	LS	\$ 20,000.00	\$ 20,000.00	\$ 50,000.00	\$ 50,000.00		
400	8120332 - Sign, Portable, Changeable Message, NTCIP-Compliant, Furn	2	Ea	\$ 2,100.00	\$ 4,200.00	\$ 930.00	\$ 1,860.00		
410	8120332 - Sign, Portable, Changeable Message, NTCIP-Compliant, Furn	2	Ea	\$ 300.00	\$ 600.00	\$ 30.00	\$ 60.00		
420	8120350 - Sign, Type B, Temp, Prismatic, Furn	864	Sft	\$ 3.50	\$ 3,024.00	\$ 3.90	\$ 3,369.60		
430	8120351 - Sign, Type B, Temp, Prismatic, Oper	864	Sft	\$ 0.75	\$ 648.00	\$ 0.05	\$ 43.20		
440	8120370 - Traf Regulator Control	1	LS	\$ 10,000.00	\$ 10,000.00	\$ 30,000.30	\$ 30,000.30		
TOTAL BID:				\$	423,010.39	\$	669,101.00	\$	-

CITY OF OWOSSO BID TABULATION SHEET

DATE 8/5/2022
DEPT. EngineeringSUBJECT: M-71 Resurfacing ProjectDEPT. HEAD: Claustan Wehmer
PURCH. AGENT: SS Barnett
STAFF REC.: Rieth - RileyGENERAL LIABILITY INSURANCE
EXPIRATION DATE: _____
WORKERS COMPENSATION INSURANCE
EXPIRATION DATE: _____
SOLE PROPRIETORSHIP
EXPIRATION DATE: _____AWARDED: _____
COUNCIL
APPROVED: _____
PO NUMBER: _____*Please use project code**202-486-818.000- 71 TRUNKLINE*



Warrant 620
August 15, 2022

Date	Vendor	Description	Fund	Amount
8-3-2022	MML Workers Compensation Fund	Workers Compensation Policy July 2022-2023 Payment 2 of 4	MULTI	30,756.00



MEMORANDUM

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

DATE: August 15, 2022

TO: Owosso City Council

FROM: Nathan Henne, City Manager

SUBJECT: Tasting room permit at proposed local microbrewery to be located at 902 West Main Street

RECOMMENDATION: Approval of a resolution allowing the Michigan Liquor Control Commission to issue a tasting room permit to Barrister Brewing Co, LLC at 902 West Main Street.

BACKGROUND: The owners of 902 West Main Street in Westtown are working to rehabilitate the building to house a microbrewery and update two upstairs apartments. They have formed two businesses for this purpose: DBMA Owosso, LLC, which owns the property and Barrister Brewing Co, LLC which will operate a proposed microbrewery on the main level.

Microbreweries, as manufacturers, need only obtain a manufacturing license from the Michigan Liquor Control Commission before they may commence operations manufacturing products. However, prior to the business being allowed to sell alcohol for consumption on premises, the establishment must obtain a tasting room permit which requires approval from the local unit of government. Unlike non-manufacturing licensees, before commencing on premises sales, a microbrewery does not need to obtain a Class C retail license, but rather needs to obtain the tasting room permit. Because the proposed business is seeking a Micro Brewer license and Small Wine Maker license, they will be permitted to sell only those beers and wines that they manufacture on their premises and no liquor will be sold at this location.

Barrister Brewing Co, LLC is preparing an application to the Michigan Liquor Control Commission to license 902 West Main Street as a microbrewery. Before they may submit that application, however, City Council needs to determine whether or not to approve their requested tasting permit application. A draft of their proposed application is attached, along with the resolution to be voted on.

FISCAL IMPACTS: None. Although the development has the potential to improve the Westtown commercial corridor with the addition of a new business, 9 new jobs, and 2 remodeled upper floor residential units.



Local Government Approval For On-Premises Tasting Room Permit
(Authorized by MCL 436.1536)

Instructions for Applicants:

- You must obtain a recommendation from the local legislative body for a new On-Premises Tasting Room Permit application.

Instructions for Local Legislative Body:

- Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a _____ regular _____ meeting of the _____ city _____ council/board
(regular or special) (township, city, village)
called to order by _____ on _____ at _____
the following resolution was offered: (date) (time)
Moved by _____ and supported by _____
that the application from Barrister Brewing Company
(name of applicant - if a corporation or limited liability company, please state the company name)

for a **NEW ON-PREMISES TASTING ROOM PERMIT**

to be located at: 902 West Main Street

It is the consensus of this body that it _____ this application be considered for
(recommends/does not recommend)
approval by the Michigan Liquor Control Commission.

If disapproved, the reasons for disapproval are _____

Vote

Yeas: _____

Nays: _____

Absent: _____

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

Print Name of Clerk

Signature of Clerk

Date

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

Please return this completed form along with any corresponding documents to:

Michigan Liquor Control Commission

Mailing address: P.O. Box 30005, Lansing, MI 48909

Hand deliveries: Constitution Hall - 525 W. Allegan Street, Lansing, MI 48933

Overnight deliveries: 2407 N. Grand River Avenue, Lansing, MI 48906

Fax to: 517-763-0059



Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
Toll-Free: 866-813-0011 - www.michigan.gov/lcc

Manufacturer License & Permit Application

Before you begin filling out the attached application, please review this checklist for the forms and documents you will need to submit with your completed application form.

The attached LCC-150 form will automatically calculate fees when opened using Adobe Acrobat Reader. The form's functionality may not work with third-party PDF readers. You may download a free copy of Adobe Acrobat Reader on the Adobe website: <https://get.adobe.com/reader/>

☒ Completed Manufacturer License & Permit Application (attached)

☒ Livescan Fingerprint Form* (attached)

☒ Inspection, License, and Permit Fees

Are you transferring stock or membership interest? If yes, use the [License Interest Transfer Application \(LCC-101\)](#).

☒ Corporate Documents (see list below) - Submit for the applicant company, and if the applicant company has multiple levels of ownership structure in which stockholders or members are also companies, submit the applicable documents listed below for any stockholder or member companies to the third level of ownership - for example: applicant company > stockholder/member (level 1) > stockholder/member (level 2) > stockholder/member (level 3).

☐ Multi-Tier Organizational Chart - If the applicant company has more than three levels of ownership structure please provide an organizational chart that shows all the levels of ownership to individual people, including trusts.

☐ Local Government Authorization (Form LCC-106a) (attached) - **For a new On-Premises Tasting Room Permit only**

☒ Property document (lease, deed, land contract, etc.)

☐ Purchase agreement - **For the transfer of ownership of a license**

If applicant is a corporation also include (pursuant to R 436.1109):

If any of the stockholders of the applicant are corporations or limited liability companies, also submit a copy of the documents listed below for those companies (except for the Certificate of Authority to Do Business in Michigan, which is required for the applicant only).

☐ Report of Stockholders/Member/Partners (Form LCC-301)

☐ Copy of Articles of Incorporation filed with the Corporations Division of the Department of Licensing & Regulatory Affairs

☐ Current Certificate of Good Standing from the state where incorporated and Certificate of Authority to Do Business in Michigan, if incorporated outside of Michigan.

☐ Certified copy of the minutes of a meeting of its board of directors or a statement signed by an officer of the corporation naming the persons authorized by corporate resolution to sign the application and other documents required by the Commission or [Part 3 of Form LCC-301](#).

If applicant is a limited liability company also include (pursuant to R 436.1110):

If any of the members of the applicant are corporations or limited liability companies, also submit a copy of the documents listed below for those companies (except for the Certificate of Authority to Do Business in Michigan, which is required for the applicant only).

☒ Report of Stockholders/Member/Partners (Form LCC-301)

☒ Copy of Articles of Organization filed with the Corporations Division of the Department of Licensing & Regulatory Affairs

☒ Copy of the operating agreement or bylaws of the applicant company

☐ Current Certificate of Authority to Do Business in Michigan, if the LLC is a non-Michigan LLC.

☒ Statement signed by a manager of the limited liability company or by at least 1 member if management is reserved to the members naming the person authorized to sign the application and other documents required by the Commission or [Part 3 of Form LCC-301](#).

Facilities that manufacture alcoholic products in Michigan must be licensed through the Michigan Department of Agriculture and Rural Development (MDARD) in addition to licensure through the MLCC. You may contact MDARD regarding the licensing requirements for the type of establishment for which you are applying by calling, toll-free, 800-292-3939 or visiting www.michigan.gov/mdard.

*Fingerprints are required for applicants that are currently not licensed by the MLCC and will hold 10% or more interest in a license or applicant entity.



Manufacturer License & Permit Application

(For MLCC Use Only)

For information on manufacturer and wholesaler licenses and permits, including a checklist of required documents for a completed application, please visit the Liquor Control Commission's frequently asked questions website [by clicking this link](#).

Part 1 - Applicant Information

Individuals, please state your legal name. Corporations or Limited Liability Companies, please state your name as it is filed with the State of Michigan Corporation Division.

Applicant name(s): Barrister Brewing Co, LLC		
Address to be licensed: 902 West Main Street		
City: Owosso	Zip Code: 48867	
City/township/village where license will be issued: City of Owosso		County: Shiawassee
Federal Employer Identification Number (FEIN): XXXXXXXXXX		

Leave Blank - MLCC Use Only

1. Are you requesting a new license? ☒ Yes ☐ No
2. Are you applying ONLY for a new permit or permission? ☐ Yes ☒ No
3. Are you buying an existing license? ☐ Yes ☒ No
4. Are you modifying the size of the licensed premises?
If Yes, specify: ☐ Adding Space ☐ Dropping Space ☐ Redefining Licensed Premises
☐ Yes ☒ No
5. Are you transferring the location of an existing license? ☐ Yes ☒ No
6. Is this license being transferred as the result of a default or court action? ☐ Yes ☒ No
7. Do you intend to use this license actively? ☒ Yes ☐ No

Part 2 - License Transfer Information (If Applicable)

If transferring ownership of a license ONLY and not transferring the location of a license, fill out only the name of the current licensee(s)

Current licensee(s):		
Current licensed address:		
City:	Zip Code:	
City/township/village where license is issued:		County:

Part 3 - Licenses, Permits, and Permissions

Applicants for Manufacturer licenses, permits, and permissions must complete the attached Schedule A and return it with this application. Transfer the fee calculations from the Schedule A to Part 4 below.

Part 4 - Inspection, License, and Permit Fees - Make checks payable to State of Michigan

Inspection Fees - Pursuant to MCL 436.1529(4) a nonrefundable inspection fee of \$70.00 shall be paid to the Commission by an applicant or licensee at the time of filing of a request for a new license or permit, a request to transfer ownership or location of a license, or a request to increase or decrease the size of the licensed premises. Requests for a new permit in conjunction with a request for a new license or transfer of an existing license do not require an additional inspection fee.

License and Permit Fees - Pursuant to MCL 436.1525(1), license and permit fees shall be paid to the Commission for a request for a new license or permit or to transfer ownership or location of an existing license.

Inspection Fees:	\$140.00	License & Permit Fees:	\$190.00	TOTAL FEES:	\$330.00
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Schedule A - Licenses, Permits, & Permissions

Licenses, permits, and permissions selected on this form will be investigated as part of your request. Please verify your information prior to submitting your application, as some licenses, permits, or permissions cannot be added to your request once the application has been sent out for investigation by the Enforcement Division.

License Type:	Base Fee:	Fee Code MLCC Use Only
<input type="checkbox"/> Brewer	\$50.00	4038
<input checked="" type="checkbox"/> Micro Brewer (Under 60,000 barrels annually) For delivery vehicle decal fees please use <u>Report of Delivery Vehicles form (LCC-351)</u> .	\$50.00	4038
<input type="checkbox"/> Wine Maker	\$100.00	4038
<input checked="" type="checkbox"/> Small Wine Maker (Under 50,000 gallons annually)	\$25.00	4038
<input type="checkbox"/> Brandy Manufacturer	\$100.00	4038
<input type="checkbox"/> Mixed Spirit Drink Manufacturer	\$100.00	4038
<input type="checkbox"/> Distiller (Manufacturer of Spirits)	\$1,000.00	4038
<input type="checkbox"/> Small Distiller (Under 60,000 gallons annually)	\$100.00	4038
<input type="checkbox"/> Consumer Sampling Event License	No charge	
<input type="checkbox"/> Industrial Manufacturer	\$10.00	4038
<input type="checkbox"/> Outstate Seller of Beer	\$1,000.00	4038
<input type="checkbox"/> Outstate Seller of Wine	\$300.00	4038
<input type="checkbox"/> Outstate Seller of Mixed Spirit Drink	\$300.00	4038
<input type="checkbox"/> Warehouser	\$50.00	4038

Permits Specific To Manufacturer License/Premises :

	Base Fee:
<input checked="" type="checkbox"/> Beer and Wine Tasting Permit	No Charge
<input checked="" type="checkbox"/> Living Quarters Permit	No Charge
<input type="checkbox"/> Off-Premises Storage	No Charge
<input checked="" type="checkbox"/> Direct Connection(s)	No Charge

Licenses, permits, and permissions selected on this form will be investigated as part of your request. Please verify your information prior to submitting your application, as some licenses, permits, or permissions cannot be added to your request once the application has been sent out for investigation by the Enforcement Division.

Permits Specific to On-Premises Tasting Room:	Base Fee:	Fee Code MLCC Use Only
<input checked="" type="checkbox"/> On-Premises Tasting Room Permit	\$100.00	4085
<input type="checkbox"/> Sunday Sales Permit (AM)*	\$160.00	4033
<input checked="" type="checkbox"/> Sunday Sales Permit (PM) **	\$15.00	4032
<input type="checkbox"/> Catering Permit	\$100.00	4031
<input type="checkbox"/> Dance Permit	No Charge	
<input checked="" type="checkbox"/> Entertainment Permit	No Charge	
<input type="checkbox"/> Specific Purpose Permit (list activity below): Days/Hours requested: _____		
<input type="checkbox"/> Extended Hours Permit (check type below): <input type="radio"/> Dance <input type="radio"/> Entertainment Days/Hours requested: _____	No Charge	
<input checked="" type="checkbox"/> Outdoor Service	No Charge	

*Sunday Sales Permit (AM) allows the sale of liquor, beer, and wine on Sunday mornings between 7:00am and 12:00 noon, if allowed by the local unit of government.

**Sunday Sales Permit (PM) allows the sale of spirits or mixed spirit drinks on Sunday afternoons and evenings between 12:00 noon and 2:00am (Monday morning), if allowed by the local unit of government. No Sunday Sales Permit (PM) is required for the sale of beer and wine on Sunday after 12:00 noon. The Sunday Sales Permit (PM) fee is 15% of the fee for the license that allows the sale of spirits or mixed spirit drinks.

Inspection, License, Permit, & Permission Fee Calculation

Number of Licenses: 2 x \$70.00 Inspection Fee

Total Inspection Fee(s): \$140.00

Total License Fee(s): \$75.00

Total Permit Fee(s): \$115.00

TOTAL FEES DUE: **\$330.00**

Make checks payable to **State of Michigan**



MEMORANDUM

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

DATE: August 9, 2022
TO: Owosso City Council
FROM: Brad Barrett, Finance Director
SUBJECT: Monthly Financial Report – June 2022

RECOMMENDATION:

Receive and file communication from Finance Department.

BACKGROUND:

Per Section 8.6(c) of the Owosso City Charter....

During each month, the City Manager shall submit to the Council data showing the relation between the estimated and actual revenues and expenditures to the end of the preceding month;....

A revenue and expenditure report and cash summary report is included for the period ending June 30, 2022.

Due to the month of June being the end of the fiscal year for the city, this report will change with end of the year entries that will be occurring over the next two months.

Revenue Expense Report

The column labeled “Activity for month” reflects revenues received and expenses paid during the specific month and the column labeled “YTD Balance reflects revenues received and expenses paid since the beginning of the fiscal year (July 1st.)

FISCAL IMPACTS:

None.

Document originated by:

Revenue and Expenditure Report for City of Owosso – Period ending 06-30-2022
Cash Summary by Account for City of Owosso – 06-01-2022– 06-30-2022

PERIOD ENDING 06/30/2022

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

CITY OF OWOSSO
MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2021-22	2021-22	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 06/30/22 INCR (DECR)	06/30/2022 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 101 - GENERAL FUND							
Revenues							
101-000-402.000	GENERAL PROPERTY TAX	3,575,000.00	3,634,738.00	4,745.84	3,639,484.35	(4,746.35)	100.13
101-000-402.500	OBSOLETE PROPERTY REHAB TAXES (O	670.00	2,147.00	0.00	2,147.44	(0.44)	100.02
101-000-434.000	TRAILER PARK TAXES	1,000.00	1,347.00	(342.00)	920.00	427.00	68.30
101-000-437.000	INDUSTRIAL/COMMERCIAL FACILITIE	24,000.00	22,120.00	0.00	22,120.79	(0.79)	100.00
101-000-439.000	MARIJUANA TAX DISTR.	84,000.00	169,360.00	0.00	169,360.32	(0.32)	100.00
101-000-445.000	INTEREST & PENALTIES ON TAXES	20,000.00	20,000.00	132.50	19,904.97	95.03	99.52
101-000-447.000	ADMINISTRATION FEES	91,000.00	94,882.00	43.25	94,925.76	(43.76)	100.05
101-000-476.000	LIQUOR LICENSES	10,000.00	10,579.00	0.00	10,579.80	(0.80)	100.01
101-000-476.100	MARIJUANA LICENSE FEE	50,000.00	65,000.00	0.00	65,000.00	0.00	100.00
101-000-477.000	CABLE TELEVISION FRANCHISE FEES	105,000.00	96,500.00	0.00	72,664.74	23,835.26	75.30
101-000-478.000	MISCELLANEOUS LICENSES	1,000.00	690.00	90.00	750.00	(60.00)	108.70
101-000-490.000	PERMITS-BUILDING	150,000.00	112,175.00	7,007.60	109,834.63	2,340.37	97.91
101-000-490.100	PERMITS-ELECTRICAL	35,000.00	23,829.00	4,850.00	26,693.00	(2,864.00)	112.02
101-000-490.200	PERMITS-PLUMBING & MECHANICAL	55,000.00	52,677.00	4,785.00	53,072.50	(395.50)	100.75
101-000-491.000	PERMITS	500.00	580.00	30.00	590.00	(10.00)	101.72
101-000-492.000	DOG LICENSES	80.00	60.00	0.00	60.00	0.00	100.00
101-000-502.000	GRANT-FEDERAL	0.00	80,708.00	0.00	80,708.36	(0.36)	100.00
101-000-502.100	FEDERAL GRANT - DEPT OF JUSTICE	0.00	900.00	0.00	900.00	0.00	100.00
101-000-540.531	LOCAL GRANT	0.00	2,000.00	0.00	2,000.00	0.00	100.00
101-000-573.000	LOCAL COMMUNITY STABILIZATION S	65,000.00	140,679.00	0.00	140,678.51	0.49	100.00
101-000-574.000	REVENUE SHARING	1,279,571.00	1,576,529.00	515,793.00	1,576,529.00	0.00	100.00
101-000-574.050	REVENUE SHARING - STATUTORY	429,911.00	429,910.00	143,306.00	429,910.00	0.00	100.00
101-000-605.150	VACANT PROPERTY REGISTRATION/IN	1,500.00	900.00	100.00	1,000.00	(100.00)	111.11
101-000-605.200	CHARGE FOR SERVICES RENDERED	60,000.00	70,481.00	16,232.97	85,875.32	(15,394.32)	121.84
101-000-605.250	DUPLICATING SERVICES	1,000.00	1,055.00	55.00	1,110.00	(55.00)	105.21
101-000-605.300	FIRE SERVICES	4,000.00	4,000.00	500.00	2,000.00	2,000.00	50.00
101-000-628.000	RENTAL REGISTRATION	1,500.00	1,500.00	175.00	1,550.00	(50.00)	103.33
101-000-638.000	AMBULANCE CHARGES	263,750.00	300,262.00	21,634.26	308,990.34	(8,728.34)	102.91
101-000-638.100	AMBULANCE MILEAGE CHARGES	230,100.00	230,100.00	15,133.97	209,570.08	20,529.92	91.08
101-000-638.200	AMBULANCE/ ADVANCED LIFE SUPPOR'	410,000.00	428,155.00	43,095.16	480,586.08	(52,431.08)	112.25
101-000-642.000	CHARGE FOR SERVICES - SALES	4,000.00	6,991.00	580.00	6,988.00	3.00	99.96
101-000-652.200	PARKING LEASE INCOME	1,600.00	840.00	840.00	1,680.00	(840.00)	200.00
101-000-657.000	ORDINANCE FINES & COSTS	12,000.00	8,582.00	457.38	8,324.53	257.47	97.00
101-000-657.100	PARKING VIOLATIONS	4,200.00	3,141.00	0.00	2,880.00	261.00	91.69
101-000-658.100	DRUG FORFEITURES	0.00	100.00	0.00	100.00	0.00	100.00
101-000-665.000	INTEREST INCOME	5,000.00	42,000.00	35,965.23	47,547.65	(5,547.65)	113.21
101-000-665.100	INTEREST INCOME-RESTRICTED ASSE'	0.00	25.00	0.00	6.67	18.33	26.68
101-000-665.200	ICMA INTEREST INCOME	0.00	25.00	0.00	0.00	25.00	0.00
101-000-667.100	RENTAL INCOME	1,500.00	560.00	0.00	560.00	0.00	100.00
101-000-673.000	SALE OF FIXED ASSETS	0.00	9,263.00	0.00	9,263.00	0.00	100.00
101-000-674.100	PRIVATE DONATIONS	0.00	17,000.00	3,183.26	20,196.52	(3,196.52)	118.80
101-000-675.000	MISCELLANEOUS	20,000.00	28,000.00	690.84	27,681.92	318.08	98.86
101-000-675.100	RECOVERY OF BAD DEBTS	0.00	4,500.00	0.00	4,500.00	0.00	100.00
101-000-676.200	WASTEWATER UTIL. ADMIN REIMB	200,000.00	200,000.00	25,817.70	226,491.37	(26,491.37)	113.25
101-000-676.300	CITY UTILITIES ADMIN REIMB	372,100.00	372,100.00	93,024.94	372,100.00	0.00	100.00
101-000-676.400	DDA/OBRA REIMBURSEMENT	5,300.00	5,300.00	0.00	4,450.00	850.00	83.96
101-000-676.500	ACT 51 ADMIN REIMBURSEMENT	192,463.00	192,463.00	42,719.25	187,066.00	5,397.00	97.20
101-000-678.000	SPECIAL ASSESSMENT	25,000.00	25,000.00	0.00	0.00	25,000.00	0.00
101-000-687.000	INSURANCE REFUNDS	125,000.00	130,459.00	1,000.00	131,458.51	(999.51)	100.77
101-000-692.100	APPROPRIATION OF FUND BALANCE	827,490.00	0.00	0.00	0.00	0.00	0.00

PERIOD ENDING 06/30/2022

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

CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	ACTIVITY FOR MONTH 06/30/22 INCR (DECR)	YTD BALANCE 06/30/2022 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 101 - GENERAL FUND							
Revenues							
TOTAL REVENUES		8,744,235.00	8,620,212.00	981,646.15	8,660,810.16	(40,598.16)	100.47
Expenditures							
101	CITY COUNCIL	5,300.00	9,526.00	1,120.00	8,556.76	969.24	89.83
171	CITY MANAGER	262,583.00	262,744.00	27,684.95	253,134.12	9,609.88	96.34
201	FINANCE	306,305.00	351,924.00	28,248.07	306,273.21	45,650.79	87.03
210	CITY ATTORNEY	118,000.00	117,305.00	11,075.76	113,031.98	4,273.02	96.36
215	CLERK	299,570.00	299,667.00	44,931.95	274,202.52	25,464.48	91.50
228	INFORMATION & TECHNOLOGY	134,965.00	134,965.00	18,302.80	104,099.42	30,865.58	77.13
253	TREASURY	167,057.00	167,089.00	23,172.49	164,246.15	2,842.85	98.30
257	ASSESSING	183,407.00	192,051.00	17,888.76	187,025.27	5,025.73	97.38
261	GENERAL ADMIN	352,776.00	506,748.00	4,447.42	462,071.62	44,676.38	91.18
265	BUILDING & GROUNDS	140,540.00	148,936.00	23,129.64	146,437.29	2,498.71	98.32
270	HUMAN RESOURCES	215,734.00	216,437.00	26,492.59	193,049.55	23,387.45	89.19
301	POLICE	2,263,812.00	2,296,083.00	290,070.10	2,282,831.99	13,251.01	99.42
336	FIRE	2,012,337.00	2,034,582.00	249,544.12	2,081,811.56	(47,229.56)	102.32
371	BUILDING AND SAFETY	344,476.00	584,421.00	56,866.55	577,703.40	6,717.60	98.85
441	PUBLIC WORKS	660,310.00	694,825.00	146,380.03	582,944.31	111,880.69	83.90
528	LEAF AND BRUSH COLLECTION	231,500.00	270,788.00	10,429.46	255,420.87	15,367.13	94.33
585	PARKING	33,000.00	33,000.00	528.10	26,836.47	6,163.53	81.32
720	COMMUNITY DEVELOPMENT	85,599.00	85,708.00	9,791.00	50,299.46	35,408.54	58.69
751	PARKS	203,293.00	243,187.00	59,785.89	269,770.41	(26,583.41)	110.93
755	HOLMAN POOL	0.00	450.00	0.00	441.34	8.66	98.08
966	TRANSFERS OUT	723,671.00	759,671.00	8,534.00	566,681.55	192,989.45	74.60
TOTAL EXPENDITURES		8,744,235.00	9,410,107.00	1,058,423.68	8,906,869.25	503,237.75	94.65
Fund 101 - GENERAL FUND:							
TOTAL REVENUES		8,744,235.00	8,620,212.00	981,646.15	8,660,810.16	(40,598.16)	100.47
TOTAL EXPENDITURES		8,744,235.00	9,410,107.00	1,058,423.68	8,906,869.25	503,237.75	94.65
NET OF REVENUES & EXPENDITURES		0.00	(789,895.00)	(76,777.53)	(246,059.09)	(543,835.91)	31.15

PERIOD ENDING 06/30/2022

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

CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2021-22	2021-22	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 06/30/22 INCR (DECR)	06/30/2022 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 202 - MAJOR STREET FUND							
Revenues							
202-000-502.000	GRANT-FEDERAL	300,000.00	64,832.00	0.00	64,832.26	(0.26)	100.00
202-000-540.000	STATE SOURCES	39,000.00	45,748.00	0.00	45,747.74	0.26	100.00
202-000-541.000	TRUNKLINE MAINTENANCE	39,378.00	75,125.00	1,497.57	75,372.50	(247.50)	100.33
202-000-542.000	GAS & WEIGHT TAX	1,369,695.00	1,369,695.00	326,884.16	1,399,163.44	(29,468.44)	102.15
202-000-665.000	INTEREST INCOME	150.00	400.00	113.93	501.19	(101.19)	125.30
202-000-678.000	SPECIAL ASSESSMENT	249,094.00	249,094.00	297,411.52	362,405.41	(113,311.41)	145.49
202-000-699.409	TRANSFER FROM STREET PROGRAM	674,084.00	668,993.00	0.00	668,992.54	0.46	100.00
TOTAL REVENUES		2,671,401.00	2,473,887.00	625,907.18	2,617,015.08	(143,128.08)	105.79
Expenditures							
451	CONSTRUCTION	927,698.00	964,606.00	13,804.28	686,524.20	278,081.80	71.17
463	STREET MAINTENANCE	410,500.00	410,500.00	17,654.15	261,165.75	149,334.25	63.62
473	BRIDGE MAINTENANCE	12,000.00	12,000.00	1,200.00	1,678.60	10,321.40	13.99
474	TRAFFIC SERVICES-MAINTENANCE	26,500.00	36,400.00	314.58	25,854.50	10,545.50	71.03
478	SNOW & ICE CONTROL	135,000.00	158,750.00	0.00	138,936.24	19,813.76	87.52
480	TREE TRIMMING	61,800.00	77,300.00	1,341.09	56,502.27	20,797.73	73.09
482	ADMINISTRATION & ENGINEERING	200,250.00	202,029.00	42,798.82	198,731.96	3,297.04	98.37
485	LOCAL STREET TRANSFER	342,424.00	342,424.00	0.00	171,212.00	171,212.00	50.00
486	TRUNKLINE SURFACE MAINTENANCE	1,000.00	4,331.00	535.41	5,350.93	(1,019.93)	123.55
488	TRUNKLINE SWEEPING & FLUSHING	3,700.00	4,650.00	0.00	1,621.20	3,028.80	34.86
490	TRUNKLINE TREE TRIM & REMOVAL	200.00	200.00	0.00	0.00	200.00	0.00
491	TRUNKLINE STORM DRAIN, CURBS	5,500.00	28,127.00	0.00	23,485.37	4,641.63	83.50
492	TRUNKLINE ROADSIDE CLEANUP	200.00	210.00	0.00	59.61	150.39	28.39
494	TRUNKLINE TRAFFIC SIGNS	600.00	728.00	478.56	964.53	(236.53)	132.49
497	TRUNKLINE SNOW & ICE CONTROL	32,000.00	44,600.00	0.00	42,522.71	2,077.29	95.34
TOTAL EXPENDITURES		2,159,372.00	2,286,855.00	78,126.89	1,614,609.87	672,245.13	70.60
Fund 202 - MAJOR STREET FUND:							
TOTAL REVENUES		2,671,401.00	2,473,887.00	625,907.18	2,617,015.08	(143,128.08)	105.79
TOTAL EXPENDITURES		2,159,372.00	2,286,855.00	78,126.89	1,614,609.87	672,245.13	70.60
NET OF REVENUES & EXPENDITURES		512,029.00	187,032.00	547,780.29	1,002,405.21	(815,373.21)	535.95

PERIOD ENDING 06/30/2022

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

CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2021-22	2021-22	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 06/30/22 INCR (DECR)	06/30/2022 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 203 - LOCAL STREET FUND							
Revenues							
203-000-540.000	STATE SOURCES	15,300.00	16,074.00	0.00	16,073.53	0.47	100.00
203-000-542.000	GAS & WEIGHT TAX	500,974.00	500,974.00	120,185.22	514,310.20	(13,336.20)	102.66
203-000-665.000	INTEREST INCOME	50.00	350.00	80.19	420.25	(70.25)	120.07
203-000-678.000	SPECIAL ASSESSMENT	61,000.00	61,000.00	181,895.01	181,895.01	(120,895.01)	298.19
203-000-692.100	APPROPRIATION OF FUND BALANCE	33,096.00	0.00	0.00	0.00	0.00	0.00
203-000-699.202	MAJOR STREET TRANSFER	342,424.00	342,424.00	0.00	171,212.00	171,212.00	50.00
203-000-699.409	TRANSFER FROM STREET PROGRAM	500,000.00	504,990.00	0.00	504,989.64	0.36	100.00
TOTAL REVENUES		1,452,844.00	1,425,812.00	302,160.42	1,388,900.63	36,911.37	97.41
Expenditures							
451	CONSTRUCTION	672,216.00	895,658.00	26,124.32	911,222.83	(15,564.83)	101.74
463	STREET MAINTENANCE	488,750.00	488,750.00	16,638.11	368,113.47	120,636.53	75.32
474	TRAFFIC SERVICES-MAINTENANCE	8,500.00	8,500.00	4,396.01	8,286.23	213.77	97.49
478	SNOW & ICE CONTROL	80,000.00	100,194.00	0.00	90,654.82	9,539.18	90.48
480	TREE TRIMMING	89,500.00	158,465.00	6,383.93	148,321.65	10,143.35	93.60
482	ADMINISTRATION & ENGINEERING	113,878.00	116,617.00	13,666.27	111,643.74	4,973.26	95.74
TOTAL EXPENDITURES		1,452,844.00	1,768,184.00	67,208.64	1,638,242.74	129,941.26	92.65
Fund 203 - LOCAL STREET FUND:							
TOTAL REVENUES		1,452,844.00	1,425,812.00	302,160.42	1,388,900.63	36,911.37	97.41
TOTAL EXPENDITURES		1,452,844.00	1,768,184.00	67,208.64	1,638,242.74	129,941.26	92.65
NET OF REVENUES & EXPENDITURES		0.00	(342,372.00)	234,951.78	(249,342.11)	(93,029.89)	72.83

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

CITY OF OWOSSO
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GL NUMBER	DESCRIPTION	2021-22	2021-22	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL	AMENDED BUDGET	MONTH 06/30/22	06/30/2022	BALANCE	
		BUDGET		INCR (DECR)	NORM (ABNORM)	NORM (ABNORM)	USED
Fund 208 - PARK/RECREATION SITES FUND							
Revenues							
208-000-573.000	LOCAL COMMUNITY STABILIZATION SI	0.00	2,664.00	0.00	2,643.77	20.23	99.24
208-000-665.000	INTEREST INCOME	0.00	25.00	0.56	20.99	4.01	83.96
208-000-692.100	APPROPRIATION OF FUND BALANCE	50,000.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		50,000.00	2,689.00	0.56	2,664.76	24.24	99.10
Expenditures							
751	PARKS	50,000.00	91,045.00	5,336.93	81,533.87	9,511.13	89.55
TOTAL EXPENDITURES		50,000.00	91,045.00	5,336.93	81,533.87	9,511.13	89.55
Fund 208 - PARK/RECREATION SITES FUND:							
TOTAL REVENUES		50,000.00	2,689.00	0.56	2,664.76	24.24	99.10
TOTAL EXPENDITURES		50,000.00	91,045.00	5,336.93	81,533.87	9,511.13	89.55
NET OF REVENUES & EXPENDITURES		0.00	(88,356.00)	(5,336.37)	(78,869.11)	(9,486.89)	89.26

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GL NUMBER	DESCRIPTION	2021-22	2021-22	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL	AMENDED BUDGET	MONTH 06/30/22	06/30/2022	BALANCE	
		BUDGET		INCR (DECR)	NORM (ABNORM)	NORM (ABNORM)	USED
Fund 239 - OMS/DDA REVLG LOAN FUND							
Revenues							
239-000-644.000	PENALTIES - LATE CHARGES	0.00	35.00	1.04	32.60	2.40	93.14
239-000-665.000	INTEREST INCOME	500.00	650.00	499.86	1,133.43	(483.43)	174.37
239-000-670.000	LOAN PRINCIPAL	0.00	179,000.00	7,680.80	178,926.22	73.78	99.96
239-000-670.100	LOAN INTEREST	0.00	14,000.00	1,247.58	13,844.60	155.40	98.89
239-000-674.100	PRIVATE DONATIONS	0.00	50,037.00	0.00	50,037.18	(0.18)	100.00
239-000-692.100	APPROPRIATION OF FUND BALANCE	1,000.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		1,500.00	243,722.00	9,429.28	243,974.03	(252.03)	100.10
Expenditures							
000	REVENUE	0.00	5,858.00	0.00	5,858.45	(0.45)	100.01
200	GEN SERVICES	1,500.00	93,412.00	0.00	93,412.00	0.00	100.00
TOTAL EXPENDITURES		1,500.00	99,270.00	0.00	99,270.45	(0.45)	100.00
Fund 239 - OMS/DDA REVLG LOAN FUND :							
TOTAL REVENUES		1,500.00	243,722.00	9,429.28	243,974.03	(252.03)	100.10
TOTAL EXPENDITURES		1,500.00	99,270.00	0.00	99,270.45	(0.45)	100.00
NET OF REVENUES & EXPENDITURES		0.00	144,452.00	9,429.28	144,703.58	(251.58)	100.17

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CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

		2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	ACTIVITY FOR MONTH 06/30/22 INCR (DECR)	YTD BALANCE 06/30/2022 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
GL NUMBER	DESCRIPTION						
Fund 243 - OBRA #12 WOODWARD LOFT							
Revenues							
243-000-402.300	OBRA:TAX CAPTURE	125,000.00	125,000.00	0.00	123,324.81	1,675.19	98.66
TOTAL REVENUES		125,000.00	125,000.00	0.00	123,324.81	1,675.19	98.66
Expenditures							
721	PROFESSIONAL SERVICES	1,000.00	1,000.00	0.00	1,000.00	0.00	100.00
964	TAX REIMBURSEMENTS	124,000.00	124,000.00	0.00	0.00	124,000.00	0.00
TOTAL EXPENDITURES		125,000.00	125,000.00	0.00	1,000.00	124,000.00	0.80
Fund 243 - OBRA #12 WOODWARD LOFT:							
TOTAL REVENUES		125,000.00	125,000.00	0.00	123,324.81	1,675.19	98.66
TOTAL EXPENDITURES		125,000.00	125,000.00	0.00	1,000.00	124,000.00	0.80
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	122,324.81	(122,324.81)	100.00

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 MONTHLY REVENUE AND EXPENDITURE REPORT

		2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	ACTIVITY FOR MONTH 06/30/22 INCR (DECR)	YTD BALANCE 06/30/2022 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY							
Revenues							
248-000-605.200	CHARGE FOR SERVICES RENDERED	0.00	56,033.00	6,701.07	42,305.02	13,727.98	75.50
248-000-699.101	GENERAL FUND TRANSFER	0.00	36,000.00	0.00	12,536.80	23,463.20	34.82
TOTAL REVENUES		0.00	92,033.00	6,701.07	54,841.82	37,191.18	59.59
Expenditures							
200	GEN SERVICES	0.00	9,862.00	644.23	9,649.75	212.25	97.85
261	GENERAL ADMIN	0.00	93,388.00	10,094.74	56,108.89	37,279.11	60.08
TOTAL EXPENDITURES		0.00	103,250.00	10,738.97	65,758.64	37,491.36	63.69
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:							
TOTAL REVENUES		0.00	92,033.00	6,701.07	54,841.82	37,191.18	59.59
TOTAL EXPENDITURES		0.00	103,250.00	10,738.97	65,758.64	37,491.36	63.69
NET OF REVENUES & EXPENDITURES		0.00	(11,217.00)	(4,037.90)	(10,916.82)	(300.18)	97.32

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CITY OF OWOSSO
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GL NUMBER	DESCRIPTION	2021-22	2021-22	ACTIVITY FOR	YTD BALANCE	AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 06/30/22 INCR (DECR)	06/30/2022 NORM (ABNORM)	BALANCE NORM (ABNORM)		
Fund 259 - OBRA-DIST#15 -ARMORY BUILDING								
Revenues								
259-000-402.300	OBRA:TAX CAPTURE	80,000.00	70,939.00	0.00	70,938.55	0.45		100.00
TOTAL REVENUES		80,000.00	70,939.00	0.00	70,938.55	0.45		100.00
Expenditures								
721	PROFESSIONAL SERVICES	4,500.00	5,690.00	0.00	5,689.50	0.50		99.99
964	TAX REIMBURSEMENTS	75,500.00	65,284.00	0.00	65,283.55	0.45		100.00
TOTAL EXPENDITURES		80,000.00	70,974.00	0.00	70,973.05	0.95		100.00
Fund 259 - OBRA-DIST#15 -ARMORY BUILDING:								
TOTAL REVENUES		80,000.00	70,939.00	0.00	70,938.55	0.45		100.00
TOTAL EXPENDITURES		80,000.00	70,974.00	0.00	70,973.05	0.95		100.00
NET OF REVENUES & EXPENDITURES		0.00	(35.00)	0.00	(34.50)	(0.50)		98.57

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GL NUMBER	DESCRIPTION	2021-22	2021-22	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL	AMENDED BUDGET	MONTH 06/30/22	06/30/2022	BALANCE	
		BUDGET		INCR (DECR)	NORM (ABNORM)	NORM (ABNORM)	USED
Fund 272 - OBRA FUND-DISTRICT #17 CARGILL (PREV #8)							
Revenues							
272-000-402.300	OBRA:TAX CAPTURE	202,720.00	178,372.00	0.00	178,372.12	(0.12)	100.00
TOTAL REVENUES		202,720.00	178,372.00	0.00	178,372.12	(0.12)	100.00
Expenditures							
721	PROFESSIONAL SERVICES	12,000.00	10,132.00	0.00	10,132.00	0.00	100.00
905	DEBT SERVICE	190,720.00	167,999.00	167,998.20	167,998.20	0.80	100.00
TOTAL EXPENDITURES		202,720.00	178,131.00	167,998.20	178,130.20	0.80	100.00
Fund 272 - OBRA FUND-DISTRICT #17 CARGILL (PREV #8):							
TOTAL REVENUES		202,720.00	178,372.00	0.00	178,372.12	(0.12)	100.00
TOTAL EXPENDITURES		202,720.00	178,131.00	167,998.20	178,130.20	0.80	100.00
NET OF REVENUES & EXPENDITURES		0.00	241.00	(167,998.20)	241.92	(0.92)	100.38

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CITY OF OWOSSO
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		2021-22		ACTIVITY FOR	YTD BALANCE	AVAILABLE		
GL NUMBER	DESCRIPTION	ORIGINAL	2021-22	MONTH 06/30/22	06/30/2022	BALANCE		% BDGT
		BUDGET	AMENDED BUDGET	INCR (DECR)	NORM (ABNORM)	NORM (ABNORM)		USED
Fund 273 - OBRA #9 ROBBINS LOFT								
Revenues								
273-000-402.300	OBRA:TAX CAPTURE	0.00	3,228.00	0.00	3,228.44	(0.44)		100.01
TOTAL REVENUES		0.00	3,228.00	0.00	3,228.44	(0.44)		100.01
Expenditures								
721	PROFESSIONAL SERVICES	0.00	1,200.00	0.00	1,200.00	0.00		100.00
TOTAL EXPENDITURES		0.00	1,200.00	0.00	1,200.00	0.00		100.00
Fund 273 - OBRA #9 ROBBINS LOFT:								
TOTAL REVENUES		0.00	3,228.00	0.00	3,228.44	(0.44)		100.01
TOTAL EXPENDITURES		0.00	1,200.00	0.00	1,200.00	0.00		100.00
NET OF REVENUES & EXPENDITURES		0.00	2,028.00	0.00	2,028.44	(0.44)		100.02

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CITY OF OWOSSO
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		2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	ACTIVITY FOR MONTH 06/30/22 INCR (DECR)	YTD BALANCE 06/30/2022 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
GL NUMBER	DESCRIPTION						
Fund 275 - OBRA #11 CAPITOL BOWL							
Revenues							
275-000-402.300	OBRA:TAX CAPTURE	0.00	1,339.00	0.00	1,338.66	0.34	99.97
TOTAL REVENUES		0.00	1,339.00	0.00	1,338.66	0.34	99.97
Expenditures							
905	DEBT SERVICE	0.00	7,716.00	0.00	7,716.09	(0.09)	100.00
TOTAL EXPENDITURES		0.00	7,716.00	0.00	7,716.09	(0.09)	100.00
Fund 275 - OBRA #11 CAPITOL BOWL:							
TOTAL REVENUES		0.00	1,339.00	0.00	1,338.66	0.34	99.97
TOTAL EXPENDITURES		0.00	7,716.00	0.00	7,716.09	(0.09)	100.00
NET OF REVENUES & EXPENDITURES		0.00	(6,377.00)	0.00	(6,377.43)	0.43	100.01

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CITY OF OWOSSO
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GL NUMBER	DESCRIPTION	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	ACTIVITY FOR MONTH 06/30/22 INCR (DECR)	YTD BALANCE 06/30/2022 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 276 - OBRA FUND DISTRICT #16 - QDOBA							
Revenues							
276-000-402.300	OBRA:TAX CAPTURE	9,800.00	9,526.00	0.00	9,526.10	(0.10)	100.00
276-000-665.000	INTEREST INCOME	0.00	2.00	0.06	1.68	0.32	84.00
276-000-674.200	DONATIONS	19,121.00	18,645.00	0.00	18,645.00	0.00	100.00
TOTAL REVENUES		28,921.00	28,173.00	0.06	28,172.78	0.22	100.00
Expenditures							
721	PROFESSIONAL SERVICES	750.00	535.00	0.00	535.00	0.00	100.00
905	DEBT SERVICE	28,171.00	28,171.00	0.00	28,171.00	0.00	100.00
TOTAL EXPENDITURES		28,921.00	28,706.00	0.00	28,706.00	0.00	100.00
Fund 276 - OBRA FUND DISTRICT #16 - QDOBA:							
TOTAL REVENUES		28,921.00	28,173.00	0.06	28,172.78	0.22	100.00
TOTAL EXPENDITURES		28,921.00	28,706.00	0.00	28,706.00	0.00	100.00
NET OF REVENUES & EXPENDITURES		0.00	(533.00)	0.06	(533.22)	0.22	100.04

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GL NUMBER	DESCRIPTION	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	ACTIVITY FOR MONTH 06/30/22 INCR (DECR)	YTD BALANCE 06/30/2022 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 277 - OBRA FUND DISTRICT #20 - J&H OIL							
Revenues							
277-000-540.000	STATE SOURCES	0.00	130,282.00	0.00	130,281.72	0.28	100.00
TOTAL REVENUES		0.00	130,282.00	0.00	130,281.72	0.28	100.00
Expenditures							
901	CAPITAL OUTLAY	0.00	130,282.00	0.00	130,281.72	0.28	100.00
TOTAL EXPENDITURES		0.00	130,282.00	0.00	130,281.72	0.28	100.00
Fund 277 - OBRA FUND DISTRICT #20 - J&H OIL:							
TOTAL REVENUES		0.00	130,282.00	0.00	130,281.72	0.28	100.00
TOTAL EXPENDITURES		0.00	130,282.00	0.00	130,281.72	0.28	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00

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CITY OF OWOSSO
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		2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	ACTIVITY FOR MONTH 06/30/22 INCR (DECR)	YTD BALANCE 06/30/2022 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
GL NUMBER	DESCRIPTION						
Fund 280 - OBRA FUND-DISTRICT #21 - 152 E HOWARD ST							
Revenues							
280-000-540.000	STATE SOURCES	0.00	5,000.00	0.00	0.00	5,000.00	0.00
TOTAL REVENUES		0.00	5,000.00	0.00	0.00	5,000.00	0.00
Expenditures							
721	PROFESSIONAL SERVICES	0.00	5,000.00	4,800.00	4,800.00	200.00	96.00
TOTAL EXPENDITURES		0.00	5,000.00	4,800.00	4,800.00	200.00	96.00
Fund 280 - OBRA FUND-DISTRICT #21 - 152 E HOWARD ST:							
TOTAL REVENUES		0.00	5,000.00	0.00	0.00	5,000.00	0.00
TOTAL EXPENDITURES		0.00	5,000.00	4,800.00	4,800.00	200.00	96.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	(4,800.00)	(4,800.00)	4,800.00	100.00

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GL NUMBER	DESCRIPTION	2021-22	2021-22	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 06/30/22 INCR (DECR)	06/30/2022 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 283 - OBRA FUND-DISTRICT#3-TIAL							
Revenues							
283-000-402.300	OBRA:TAX CAPTURE	27,897.00	27,562.00	0.00	27,561.94	0.06	100.00
TOTAL REVENUES		27,897.00	27,562.00	0.00	27,561.94	0.06	100.00
Expenditures							
721	PROFESSIONAL SERVICES	750.00	750.00	0.00	750.00	0.00	100.00
905	DEBT SERVICE	26,000.00	22,407.00	0.00	22,407.00	0.00	100.00
964	TAX REIMBURSEMENTS	1,147.00	1,147.00	1,147.42	1,147.42	(0.42)	100.04
TOTAL EXPENDITURES		27,897.00	24,304.00	1,147.42	24,304.42	(0.42)	100.00
Fund 283 - OBRA FUND-DISTRICT#3-TIAL:							
TOTAL REVENUES		27,897.00	27,562.00	0.00	27,561.94	0.06	100.00
TOTAL EXPENDITURES		27,897.00	24,304.00	1,147.42	24,304.42	(0.42)	100.00
NET OF REVENUES & EXPENDITURES		0.00	3,258.00	(1,147.42)	3,257.52	0.48	99.99

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GL NUMBER	DESCRIPTION	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	ACTIVITY FOR MONTH 06/30/22 INCR (DECR)	YTD BALANCE 06/30/2022 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 287 - ARPA - AMERICAN RESCUE PLAN ACT							
Revenues							
287-000-528.000	OTHER FEDERAL GRANTS	0.00	1,511,520.00	758,784.46	1,517,586.20	(6,066.20)	100.40
287-000-665.000	INTEREST INCOME	0.00	850.00	1,785.77	2,629.45	(1,779.45)	309.35
TOTAL REVENUES		0.00	1,512,370.00	760,570.23	1,520,215.65	(7,845.65)	100.52
Fund 287 - ARPA - AMERICAN RESCUE PLAN ACT:							
TOTAL REVENUES		0.00	1,512,370.00	760,570.23	1,520,215.65	(7,845.65)	100.52
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	1,512,370.00	760,570.23	1,520,215.65	(7,845.65)	100.52

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GL NUMBER	DESCRIPTION	2021-22	2021-22	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 06/30/22 INCR (DECR)	06/30/2022 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 297 - HISTORICAL FUND							
Revenues							
297-000-643.000	SALES	500.00	3,400.00	653.70	3,649.70	(249.70)	107.34
297-000-665.000	INTEREST INCOME	0.00	25.00	0.58	14.59	10.41	58.36
297-000-667.100	RENTAL INCOME	14,400.00	15,650.00	3,550.00	15,650.00	0.00	100.00
297-000-674.100	PRIVATE DONATIONS	1,000.00	14,750.00	2,667.00	15,817.26	(1,067.26)	107.24
297-000-675.000	MISCELLANEOUS	0.00	434.00	0.00	433.51	0.49	99.89
297-000-699.101	GENERAL FUND TRANSFER	17,000.00	17,000.00	4,250.00	17,000.00	0.00	100.00
TOTAL REVENUES		32,900.00	51,259.00	11,121.28	52,565.06	(1,306.06)	102.55
Expenditures							
797	HISTORICAL COMMISSION	16,860.00	18,354.00	2,185.50	16,901.21	1,452.79	92.08
798	CASTLE	8,834.00	15,551.00	1,669.61	16,140.07	(589.07)	103.79
799	GOULD HOUSE	5,234.00	10,701.00	644.29	10,021.13	679.87	93.65
800	COMSTOCK/WOODARD	500.00	500.00	0.00	448.00	52.00	89.60
TOTAL EXPENDITURES		31,428.00	45,106.00	4,499.40	43,510.41	1,595.59	96.46
Fund 297 - HISTORICAL FUND:							
TOTAL REVENUES		32,900.00	51,259.00	11,121.28	52,565.06	(1,306.06)	102.55
TOTAL EXPENDITURES		31,428.00	45,106.00	4,499.40	43,510.41	1,595.59	96.46
NET OF REVENUES & EXPENDITURES		1,472.00	6,153.00	6,621.88	9,054.65	(2,901.65)	147.16

PERIOD ENDING 06/30/2022

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

CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2021-22	2021-22	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL	AMENDED BUDGET	MONTH 06/30/22	06/30/2022	BALANCE	
		BUDGET		INCR (DECR)	NORM (ABNORM)	NORM (ABNORM)	USED
Fund 298 - HISTORICAL SITES FUND							
Revenues							
298-000-573.000	LOCAL COMMUNITY STABILIZATION S	0.00	2,644.00	0.00	2,643.76	0.24	99.99
298-000-665.000	INTEREST INCOME	0.00	18.00	0.00	17.83	0.17	99.06
298-000-692.100	APPROPRIATION OF FUND BALANCE	129,500.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		129,500.00	2,662.00	0.00	2,661.59	0.41	99.98
Expenditures							
799	GOULD HOUSE	129,500.00	210,015.00	0.00	210,014.98	0.02	100.00
TOTAL EXPENDITURES		129,500.00	210,015.00	0.00	210,014.98	0.02	100.00
Fund 298 - HISTORICAL SITES FUND:							
TOTAL REVENUES		129,500.00	2,662.00	0.00	2,661.59	0.41	99.98
TOTAL EXPENDITURES		129,500.00	210,015.00	0.00	210,014.98	0.02	100.00
NET OF REVENUES & EXPENDITURES		0.00	(207,353.00)	0.00	(207,353.39)	0.39	100.00

PERIOD ENDING 06/30/2022

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

CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2021-22	2021-22	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 06/30/22 INCR (DECR)	06/30/2022 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 301 - GENERAL DEBT SERVICE (VOTED BONDS)							
Revenues							
301-000-402.000	GENERAL PROPERTY TAX	804,777.00	719,421.00	877.54	720,298.13	(877.13)	100.12
301-000-573.000	LOCAL COMMUNITY STABILIZATION S	0.00	51,781.00	0.00	51,781.46	(0.46)	100.00
301-000-665.000	INTEREST INCOME	0.00	0.00	30.06	30.06	(30.06)	100.00
301-000-692.000	OTHER FINANCING SOURCES	0.00	7,371.00	0.00	7,371.03	(0.03)	100.00
TOTAL REVENUES		804,777.00	778,573.00	907.60	779,480.68	(907.68)	100.12
Expenditures							
905	DEBT SERVICE	804,777.00	794,416.00	0.00	794,416.10	(0.10)	100.00
TOTAL EXPENDITURES		804,777.00	794,416.00	0.00	794,416.10	(0.10)	100.00
Fund 301 - GENERAL DEBT SERVICE (VOTED BONDS):							
TOTAL REVENUES		804,777.00	778,573.00	907.60	779,480.68	(907.68)	100.12
TOTAL EXPENDITURES		804,777.00	794,416.00	0.00	794,416.10	(0.10)	100.00
NET OF REVENUES & EXPENDITURES		0.00	(15,843.00)	907.60	(14,935.42)	(907.58)	94.27

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CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2021-22	2021-22	ACTIVITY FOR		YTD BALANCE	AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 06/30/22 INCR (DECR)		06/30/2022 NORM (ABNORM)	BALANCE NORM (ABNORM)		
Fund 303 - DEBT SERVICE-2010 GO BONDS									
Revenues									
303-000-402.000	GENERAL PROPERTY TAX	86,908.00	0.00		0.00	0.00		0.00	0.00
TOTAL REVENUES		86,908.00	0.00		0.00	0.00		0.00	0.00
Expenditures									
905	DEBT SERVICE	86,908.00	0.00		0.00	0.00		0.00	0.00
TOTAL EXPENDITURES		86,908.00	0.00		0.00	0.00		0.00	0.00
Fund 303 - DEBT SERVICE-2010 GO BONDS:									
TOTAL REVENUES		86,908.00	0.00		0.00	0.00		0.00	0.00
TOTAL EXPENDITURES		86,908.00	0.00		0.00	0.00		0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00		0.00	0.00		0.00	0.00

PERIOD ENDING 06/30/2022

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

CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2021-22	2021-22	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL	AMENDED	MONTH 06/30/22	06/30/2022	BALANCE	
		BUDGET	BUDGET	INCR (DECR)	NORM (ABNORM)	NORM (ABNORM)	USED
Fund 304 - 2009 LTGO DEBT							
Revenues							
304-000-674.000	DONATIONS	76,460.00	66,756.00	0.00	66,755.56	0.44	100.00
TOTAL REVENUES		76,460.00	66,756.00	0.00	66,755.56	0.44	100.00
Expenditures							
905	DEBT SERVICE	76,460.00	66,756.00	0.00	66,755.56	0.44	100.00
TOTAL EXPENDITURES		76,460.00	66,756.00	0.00	66,755.56	0.44	100.00
Fund 304 - 2009 LTGO DEBT:							
TOTAL REVENUES		76,460.00	66,756.00	0.00	66,755.56	0.44	100.00
TOTAL EXPENDITURES		76,460.00	66,756.00	0.00	66,755.56	0.44	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00

PERIOD ENDING 06/30/2022

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

CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2021-22	2021-22	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL	AMENDED BUDGET	MONTH 06/30/22	06/30/2022	BALANCE	
		BUDGET		INCR (DECR)	NORM (ABNORM)	NORM (ABNORM)	USED
Fund 401 - CAPITAL PROJECT FUND							
Revenues							
401-000-692.100	APPROPRIATION OF FUND BALANCE	122,350.00	0.00	0.00	0.00	0.00	0.00
401-000-699.101	TRANFERS IN - GENERAL FUND	698,103.00	698,103.00	0.00	528,576.75	169,526.25	75.72
TOTAL REVENUES		820,453.00	698,103.00	0.00	528,576.75	169,526.25	75.72
Expenditures							
000	REVENUE	820,453.00	827,473.00	60,192.85	560,997.59	266,475.41	67.80
TOTAL EXPENDITURES		820,453.00	827,473.00	60,192.85	560,997.59	266,475.41	67.80
Fund 401 - CAPITAL PROJECT FUND:							
TOTAL REVENUES		820,453.00	698,103.00	0.00	528,576.75	169,526.25	75.72
TOTAL EXPENDITURES		820,453.00	827,473.00	60,192.85	560,997.59	266,475.41	67.80
NET OF REVENUES & EXPENDITURES		0.00	(129,370.00)	(60,192.85)	(32,420.84)	(96,949.16)	25.06

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CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2021-22	2021-22	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL	AMENDED BUDGET	MONTH 06/30/22	06/30/2022	BALANCE	
		BUDGET		INCR (DECR)	NORM (ABNORM)	NORM (ABNORM)	USED
Fund 409 - CAPITAL PROJECTS-STREET PROGRAM							
Revenues							
409-000-665.000	INTEREST INCOME	0.00	140.00	0.00	138.79	1.21	99.14
409-000-692.100	APPROPRIATION OF FUND BALANCE	1,174,084.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		1,174,084.00	140.00	0.00	138.79	1.21	99.14
Expenditures							
966	TRANSFERS OUT	1,174,084.00	1,173,983.00	0.00	1,173,982.18	0.82	100.00
TOTAL EXPENDITURES		1,174,084.00	1,173,983.00	0.00	1,173,982.18	0.82	100.00
Fund 409 - CAPITAL PROJECTS-STREET PROGRAM:							
TOTAL REVENUES		1,174,084.00	140.00	0.00	138.79	1.21	99.14
TOTAL EXPENDITURES		1,174,084.00	1,173,983.00	0.00	1,173,982.18	0.82	100.00
NET OF REVENUES & EXPENDITURES		0.00	(1,173,843.00)	0.00	(1,173,843.39)	0.39	100.00

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CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2021-22	2021-22	ACTIVITY FOR	YTD BALANCE	AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 06/30/22 INCR (DECR)	06/30/2022 NORM (ABNORM)	BALANCE NORM (ABNORM)		
Fund 494 - CAPITAL PROJECTS FUND-DOWNTOWN								
Revenues								
494-000-529.530	INFRASTRUCTURE	0.00	34,665.00	0.00	34,665.00	0.00		100.00
494-000-692.100	APPROPRIATION OF FUND BALANCE	20,000.00	0.00	0.00	0.00	0.00		0.00
TOTAL REVENUES		20,000.00	34,665.00	0.00	34,665.00	0.00		100.00
Expenditures								
271	ADMINISTRATIVE	20,000.00	37,160.00	0.00	37,160.00	0.00		100.00
TOTAL EXPENDITURES		20,000.00	37,160.00	0.00	37,160.00	0.00		100.00
Fund 494 - CAPITAL PROJECTS FUND-DOWNTOWN:								
TOTAL REVENUES		20,000.00	34,665.00	0.00	34,665.00	0.00		100.00
TOTAL EXPENDITURES		20,000.00	37,160.00	0.00	37,160.00	0.00		100.00
NET OF REVENUES & EXPENDITURES		0.00	(2,495.00)	0.00	(2,495.00)	0.00		100.00

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CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2021-22	2021-22	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL	AMENDED BUDGET	MONTH 06/30/22	06/30/2022	BALANCE	
		BUDGET		INCR (DECR)	NORM (ABNORM)	NORM (ABNORM)	USED
Fund 588 - TRANSPORTATION FUND							
Revenues							
588-000-402.000	GENERAL PROPERTY TAX	40,000.00	39,810.00	51.42	39,861.25	(51.25)	100.13
588-000-573.000	LOCAL COMMUNITY STABILIZATION S	0.00	4,642.00	0.00	4,642.16	(0.16)	100.00
588-000-665.000	INTEREST INCOME	0.00	0.00	2.68	2.68	(2.68)	100.00
TOTAL REVENUES		40,000.00	44,452.00	54.10	44,506.09	(54.09)	100.12
Expenditures							
200	GEN SERVICES	88,089.00	69,595.00	(640.00)	69,594.93	0.07	100.00
TOTAL EXPENDITURES		88,089.00	69,595.00	(640.00)	69,594.93	0.07	100.00
Fund 588 - TRANSPORTATION FUND:							
TOTAL REVENUES		40,000.00	44,452.00	54.10	44,506.09	(54.09)	100.12
TOTAL EXPENDITURES		88,089.00	69,595.00	(640.00)	69,594.93	0.07	100.00
NET OF REVENUES & EXPENDITURES		(48,089.00)	(25,143.00)	694.10	(25,088.84)	(54.16)	99.78

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CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2021-22	2021-22	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 06/30/22 INCR (DECR)	06/30/2022 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 590 - SEWER FUND							
Revenues							
590-000-491.000	PERMITS	500.00	735.00	120.00	795.00	(60.00)	108.16
590-000-643.100	METERED SALES	2,052,000.00	2,052,000.00	548,343.10	2,235,311.74	(183,311.74)	108.93
590-000-644.000	PENALTIES - LATE CHARGES	28,000.00	39,740.00	(29.69)	39,739.94	0.06	100.00
590-000-665.000	INTEREST INCOME	1,000.00	3,295.00	2,965.83	6,260.34	(2,965.34)	190.00
590-000-675.000	MISCELLANEOUS	0.00	4,923.00	0.00	4,922.73	0.27	99.99
TOTAL REVENUES		2,081,500.00	2,100,693.00	551,399.24	2,287,029.75	(186,336.75)	108.87
Expenditures							
200	GEN SERVICES	1,896,533.00	2,025,206.00	258,878.15	2,001,334.12	23,871.88	98.82
549	SEWER OPERATIONS	251,677.00	275,091.00	31,980.86	185,195.82	89,895.18	67.32
901	CAPITAL OUTLAY	0.00	105,381.00	0.00	105,381.26	(0.26)	100.00
905	DEBT SERVICE	122,195.00	124,151.00	0.00	124,150.84	0.16	100.00
TOTAL EXPENDITURES		2,270,405.00	2,529,829.00	290,859.01	2,416,062.04	113,766.96	95.50
Fund 590 - SEWER FUND:							
TOTAL REVENUES		2,081,500.00	2,100,693.00	551,399.24	2,287,029.75	(186,336.75)	108.87
TOTAL EXPENDITURES		2,270,405.00	2,529,829.00	290,859.01	2,416,062.04	113,766.96	95.50
NET OF REVENUES & EXPENDITURES		(188,905.00)	(429,136.00)	260,540.23	(129,032.29)	(300,103.71)	30.07

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CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2021-22	2021-22	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 06/30/22 INCR (DECR)	06/30/2022 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 591 - WATER FUND							
Revenues							
591-000-491.000	PERMITS	20,000.00	1,200.00	60.00	1,035.00	165.00	86.25
591-000-492.000	DOG LICENSES	0.00	9,200.00	0.00	9,199.35	0.65	99.99
591-000-493.000	PERMITS-OWOSSO TOWNSHIP	0.00	26,298.00	0.00	26,298.46	(0.46)	100.00
591-000-538.000	CAPITAL CONTRIBUTION-FEDERAL	0.00	176,618.00	445,708.00	622,326.00	(445,708.00)	352.36
591-000-540.000	STATE SOURCES	0.00	14,965.00	8,114.00	23,079.08	(8,114.08)	154.22
591-000-605.100	WATER MAIN REPLACEMENT CHARGE	675,000.00	675,000.00	176,359.21	706,782.09	(31,782.09)	104.71
591-000-605.350	MATERIAL & SERVICE	16,000.00	34,497.00	0.00	34,496.53	0.47	100.00
591-000-643.100	METERED SALES	2,900,000.00	2,900,000.00	792,011.18	3,053,814.16	(153,814.16)	105.30
591-000-643.200	METERED SALES-WHOLESALE-USAGE	350,000.00	350,000.00	27,525.08	328,390.56	21,609.44	93.83
591-000-644.000	PENALTIES - LATE CHARGES	42,000.00	57,080.00	(407.18)	57,079.29	0.71	100.00
591-000-665.000	INTEREST INCOME	1,200.00	8,500.00	8,038.07	8,453.20	46.80	99.45
591-000-667.300	HYDRANT RENTAL	24,000.00	24,000.00	24,420.00	33,596.81	(9,596.81)	139.99
591-000-673.000	SALE OF FIXED ASSETS	0.00	70.00	0.00	70.00	0.00	100.00
591-000-675.000	MISCELLANEOUS	1,500.00	3,000.00	120.00	2,975.94	24.06	99.20
591-000-675.200	MISCELLANEOUS WATER CHARGES	2,500.00	2,500.00	55.00	1,875.00	625.00	75.00
TOTAL REVENUES		4,032,200.00	4,282,928.00	1,482,003.36	4,909,471.47	(626,543.47)	114.63
Expenditures							
200	GEN SERVICES	549,170.00	637,328.00	78,924.73	400,728.00	236,600.00	62.88
552	WATER UNDERGROUND	1,678,877.00	1,714,790.00	182,392.90	1,113,669.50	601,120.50	64.94
553	WATER FILTRATION	1,259,444.00	1,405,499.00	165,327.15	1,395,135.68	10,363.32	99.26
901	CAPITAL OUTLAY	683,728.00	627,944.00	299,655.89	622,860.03	5,083.97	99.19
905	DEBT SERVICE	670,538.00	752,960.00	0.00	752,960.04	(0.04)	100.00
TOTAL EXPENDITURES		4,841,757.00	5,138,521.00	726,300.67	4,285,353.25	853,167.75	83.40
Fund 591 - WATER FUND:							
TOTAL REVENUES		4,032,200.00	4,282,928.00	1,482,003.36	4,909,471.47	(626,543.47)	114.63
TOTAL EXPENDITURES		4,841,757.00	5,138,521.00	726,300.67	4,285,353.25	853,167.75	83.40
NET OF REVENUES & EXPENDITURES		(809,557.00)	(855,593.00)	755,702.69	624,118.22	(1,479,711.22)	72.95

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CITY OF OWOSSO
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GL NUMBER	DESCRIPTION	2021-22	2021-22	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 06/30/22 INCR (DECR)	06/30/2022 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 599 - WASTEWATER FUND							
Revenues							
599-000-540.000	STATE SOURCES	3,037,900.00	3,225,974.00	309,862.00	497,936.00	2,728,038.00	15.44
599-000-602.100	OP & MAINT CHRG - OWOSSO	1,186,710.00	1,297,633.00	112,022.22	1,297,633.45	(0.45)	100.00
599-000-602.200	OP & MAINT CHRG - OWOSSO TWP	176,750.00	176,750.00	20,109.13	258,439.42	(81,689.42)	146.22
599-000-602.300	OP & MAINT CHRG - CALEDONIA TWS	151,500.00	151,500.00	11,098.11	131,995.83	19,504.17	87.13
599-000-602.400	OP & MAINT CHRG - CORUNNA	227,250.00	227,250.00	18,660.05	250,970.80	(23,720.80)	110.44
599-000-603.100	REPLACEMENT CHRG - OWOSSO	416,527.00	416,527.00	103,164.27	407,972.62	8,554.38	97.95
599-000-603.200	REPLACEMENT CHRG - OWOSSO TWP	123,762.00	123,762.00	31,280.29	128,658.33	(4,896.33)	103.96
599-000-603.300	REPLACEMENT CHRG - CALEDONIA TW	87,255.00	87,255.00	22,484.19	89,027.44	(1,772.44)	102.03
599-000-603.400	REPLACEMENT CHRG - CORUNNA	72,456.00	72,456.00	18,071.25	74,341.60	(1,885.60)	102.60
599-000-665.000	INTEREST INCOME	2,000.00	2,775.00	2,493.85	5,225.64	(2,450.64)	188.31
599-000-673.000	SALE OF FIXED ASSETS	0.00	3,343.00	0.00	3,342.67	0.33	99.99
599-000-675.000	MISCELLANEOUS	5,000.00	13,623.00	199.48	13,623.33	(0.33)	100.00
TOTAL REVENUES		5,487,110.00	5,798,848.00	649,444.84	3,159,167.13	2,639,680.87	54.48
Expenditures							
200	GEN SERVICES	0.00	6,240.00	0.00	6,240.00	0.00	100.00
548	WASTEWATER OPERATIONS	1,947,329.00	2,063,659.00	230,139.38	1,781,873.66	281,785.34	86.35
901	CAPITAL OUTLAY	3,092,900.00	3,206,579.00	301,016.67	436,143.98	2,770,435.02	13.60
905	DEBT SERVICE	132,000.00	128,548.00	0.00	128,547.91	0.09	100.00
TOTAL EXPENDITURES		5,172,229.00	5,405,026.00	531,156.05	2,352,805.55	3,052,220.45	43.53
Fund 599 - WASTEWATER FUND:							
TOTAL REVENUES		5,487,110.00	5,798,848.00	649,444.84	3,159,167.13	2,639,680.87	54.48
TOTAL EXPENDITURES		5,172,229.00	5,405,026.00	531,156.05	2,352,805.55	3,052,220.45	43.53
NET OF REVENUES & EXPENDITURES		314,881.00	393,822.00	118,288.79	806,361.58	(412,539.58)	204.75

PERIOD ENDING 06/30/2022

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

CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2021-22	2021-22	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL	AMENDED BUDGET	MONTH 06/30/22	06/30/2022	BALANCE	
		BUDGET		INCR (DECR)	NORM (ABNORM)	NORM (ABNORM)	USED
Fund 661 - FLEET MAINTENANCE FUND							
Revenues							
661-000-665.000	INTEREST INCOME	1,000.00	1,000.00	134.27	861.07	138.93	86.11
661-000-667.200	EQUIPMENT RENTAL	704,000.00	922,882.00	92,457.40	938,276.10	(15,394.10)	101.67
661-000-673.000	SALE OF FIXED ASSETS	0.00	13,956.00	14,900.00	17,905.85	(3,949.85)	128.30
TOTAL REVENUES		705,000.00	937,838.00	107,491.67	957,043.02	(19,205.02)	102.05
Expenditures							
594	FLEET MAINTENANCE	335,553.00	384,087.00	52,460.54	365,080.09	19,006.91	95.05
901	CAPITAL OUTLAY	270,000.00	350,000.00	684.47	349,016.47	983.53	99.72
TOTAL EXPENDITURES		605,553.00	734,087.00	53,145.01	714,096.56	19,990.44	97.28
Fund 661 - FLEET MAINTENANCE FUND:							
TOTAL REVENUES		705,000.00	937,838.00	107,491.67	957,043.02	(19,205.02)	102.05
TOTAL EXPENDITURES		605,553.00	734,087.00	53,145.01	714,096.56	19,990.44	97.28
NET OF REVENUES & EXPENDITURES		99,447.00	203,751.00	54,346.66	242,946.46	(39,195.46)	119.24

PERIOD ENDING 06/30/2022

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

CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2021-22	2021-22	ACTIVITY FOR	YTD BALANCE	AVAILABLE		% BDGT
		ORIGINAL	AMENDED BUDGET	MONTH 06/30/22	06/30/2022	BALANCE	BALANCE	
		BUDGET		INCR (DECR)	NORM (ABNORM)	NORM	(ABNORM)	USED
Fund 854 - 2009 SPECIAL ASSESSMENT								
Revenues								
854-000-665.000	INTEREST INCOME	0.00	6,529.00	(4,368.60)	0.00	6,529.00		0.00
TOTAL REVENUES		0.00	6,529.00	(4,368.60)	0.00	6,529.00		0.00
Fund 854 - 2009 SPECIAL ASSESSMENT:								
TOTAL REVENUES		0.00	6,529.00	(4,368.60)	0.00	6,529.00		0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00		0.00
NET OF REVENUES & EXPENDITURES		0.00	6,529.00	(4,368.60)	0.00	6,529.00		0.00

PERIOD ENDING 06/30/2022

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

CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2021-22	2021-22	ACTIVITY FOR	YTD BALANCE	AVAILABLE		% BDGT
		ORIGINAL	AMENDED BUDGET	MONTH 06/30/22	06/30/2022	BALANCE	BALANCE	
		BUDGET		INCR (DECR)	NORM (ABNORM)	NORM	(ABNORM)	USED
Fund 857 - 2012 SPECIAL ASSESSMENT								
Revenues								
857-000-445.000	INTEREST & PENALTIES ON TAXES	0.00	211.00	(210.63)	0.00	211.00		0.00
857-000-451.000	SPECIAL ASSESSMENTS	0.00	7,063.00	(7,062.92)	0.00	7,063.00		0.00
TOTAL REVENUES		0.00	7,274.00	(7,273.55)	0.00	7,274.00		0.00
Fund 857 - 2012 SPECIAL ASSESSMENT:								
TOTAL REVENUES		0.00	7,274.00	(7,273.55)	0.00	7,274.00		0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00		0.00
NET OF REVENUES & EXPENDITURES		0.00	7,274.00	(7,273.55)	0.00	7,274.00		0.00

PERIOD ENDING 06/30/2022

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

CITY OF OWOSSO
MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2021-22	2021-22	ACTIVITY FOR	YTD BALANCE	AVAILABLE		% BDGT
		ORIGINAL	AMENDED BUDGET	MONTH 06/30/22	06/30/2022	BALANCE		
		BUDGET		INCR (DECR)	NORM (ABNORM)	NORM	(ABNORM)	USED
Fund 858 - 2013 SPECIAL ASSESSMENT								
Revenues								
858-000-445.000	INTEREST & PENALTIES ON TAXES	0.00	296.00	(295.91)	0.00		296.00	0.00
858-000-451.000	SPECIAL ASSESSMENTS	0.00	2,608.00	(2,607.83)	0.00		2,608.00	0.00
TOTAL REVENUES		0.00	2,904.00	(2,903.74)	0.00		2,904.00	0.00
Fund 858 - 2013 SPECIAL ASSESSMENT:								
TOTAL REVENUES		0.00	2,904.00	(2,903.74)	0.00		2,904.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00		0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	2,904.00	(2,903.74)	0.00		2,904.00	0.00

PERIOD ENDING 06/30/2022

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

CITY OF OWOSSO
MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	ACTIVITY FOR MONTH 06/30/22 INCR (DECR)	YTD BALANCE 06/30/2022 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 864 - 2016 SPECIAL ASSESSMENT							
Revenues							
864-000-445.000	INTEREST & PENALTIES ON TAXES	0.00	838.00	(837.96)	0.00	838.00	0.00
864-000-451.000	SPECIAL ASSESSMENTS	0.00	3,688.00	(3,687.62)	0.00	3,688.00	0.00
TOTAL REVENUES		0.00	4,526.00	(4,525.58)	0.00	4,526.00	0.00
Fund 864 - 2016 SPECIAL ASSESSMENT:							
TOTAL REVENUES		0.00	4,526.00	(4,525.58)	0.00	4,526.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	4,526.00	(4,525.58)	0.00	4,526.00	0.00

PERIOD ENDING 06/30/2022

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

CITY OF OWOSSO
MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	ACTIVITY FOR MONTH 06/30/22 INCR (DECR)	YTD BALANCE 06/30/2022 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 865 - 2017 SPECIAL ASSESSMENTS							
Revenues							
865-000-445.000	INTEREST & PENALTIES ON TAXES	0.00	5,121.00	(5,121.01)	0.00	5,121.00	0.00
865-000-451.000	SPECIAL ASSESSMENTS	0.00	47,064.00	(47,064.18)	0.00	47,064.00	0.00
TOTAL REVENUES		0.00	52,185.00	(52,185.19)	0.00	52,185.00	0.00
Fund 865 - 2017 SPECIAL ASSESSMENTS:							
TOTAL REVENUES		0.00	52,185.00	(52,185.19)	0.00	52,185.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	52,185.00	(52,185.19)	0.00	52,185.00	0.00

PERIOD ENDING 06/30/2022

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

CITY OF OWOSSO
MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2021-22 ORIGINAL BUDGET	2021-22 AMENDED BUDGET	ACTIVITY FOR MONTH 06/30/22 INCR (DECR)	YTD BALANCE 06/30/2022 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 866 - 2018 SPECIAL ASSESSMENTS							
Revenues							
866-000-445.000	INTEREST & PENALTIES ON TAXES	0.00	16,712.00	(16,712.10)	0.00	16,712.00	0.00
866-000-451.000	SPECIAL ASSESSMENTS	0.00	89,902.00	(89,902.27)	0.00	89,902.00	0.00
TOTAL REVENUES		0.00	106,614.00	(106,614.37)	0.00	106,614.00	0.00
Fund 866 - 2018 SPECIAL ASSESSMENTS:							
TOTAL REVENUES		0.00	106,614.00	(106,614.37)	0.00	106,614.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	106,614.00	(106,614.37)	0.00	106,614.00	0.00

PERIOD ENDING 06/30/2022

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

CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2021-22	2021-22	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 06/30/22 INCR (DECR)	06/30/2022 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 867 - 2019 SPECIAL ASSESSMENTS							
Revenues							
867-000-445.000	INTEREST & PENALTIES ON TAXES	0.00	7,286.00	(7,286.28)	0.00	7,286.00	0.00
867-000-451.000	SPECIAL ASSESSMENTS	0.00	79,781.00	(79,780.54)	0.00	79,781.00	0.00
TOTAL REVENUES		0.00	87,067.00	(87,066.82)	0.00	87,067.00	0.00
Fund 867 - 2019 SPECIAL ASSESSMENTS:							
TOTAL REVENUES		0.00	87,067.00	(87,066.82)	0.00	87,067.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	87,067.00	(87,066.82)	0.00	87,067.00	0.00

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

CITY OF OWOSSO								
MONTHLY REVENUE AND EXPENDITURE REPORT								
GL NUMBER	DESCRIPTION	2021-22	2021-22	ACTIVITY FOR		YTD BALANCE	AVAILABLE	
		ORIGINAL	AMENDED BUDGET	MONTH 06/30/22		06/30/2022	BALANCE	
		BUDGET		INCR	(DECR)	NORM (ABNORM)	NORM (ABNORM)	% BDGT USED
Fund 868 - 2020 SPECIAL ASSESSMENTS								
Revenues								
868-000-445.000	INTEREST & PENALTIES ON TAXES	0.00	6,387.00	(6,386.75)		0.00	6,387.00	0.00
868-000-451.000	SPECIAL ASSESSMENTS	0.00	43,240.00	(43,240.40)		0.00	43,240.00	0.00
TOTAL REVENUES		0.00	49,627.00	(49,627.15)		0.00	49,627.00	0.00
Fund 868 - 2020 SPECIAL ASSESSMENTS:								
TOTAL REVENUES		0.00	49,627.00	(49,627.15)		0.00	49,627.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00		0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	49,627.00	(49,627.15)		0.00	49,627.00	0.00

PERIOD ENDING 06/30/2022

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

CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2021-22	2021-22	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL	AMENDED BUDGET	MONTH 06/30/22	06/30/2022	BALANCE	
		BUDGET		INCR (DECR)	NORM (ABNORM)	NORM (ABNORM)	USED
Fund 869 - 2021-20XX SPECIAL ASSESSMENTS							
Revenues							
869-000-445.000	INTEREST & PENALTIES ON TAXES	0.00	330.00	(330.26)	0.00	330.00	0.00
869-000-451.000	SPECIAL ASSESSMENTS	0.00	185,981.00	(185,981.48)	0.00	185,981.00	0.00
TOTAL REVENUES		0.00	186,311.00	(186,311.74)	0.00	186,311.00	0.00
Fund 869 - 2021-20XX SPECIAL ASSESSMENTS:							
TOTAL REVENUES		0.00	186,311.00	(186,311.74)	0.00	186,311.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	186,311.00	(186,311.74)	0.00	186,311.00	0.00
TOTAL REVENUES - ALL FUNDS							
		28,875,410.00	30,240,574.00	4,987,960.30	27,873,702.04	2,366,871.96	92.17
TOTAL EXPENDITURES - ALL FUNDS		28,994,132.00	31,361,991.00	3,059,293.72	25,578,145.45	5,783,845.55	81.56
NET OF REVENUES & EXPENDITURES		(118,722.00)	(1,121,417.00)	1,928,666.58	2,295,556.59	(3,416,973.59)	204.70

FROM 06/01/2022 TO 06/30/2022

FUND: ALL FUNDS

CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 06/01/2022	Total Debits	Total Credits	Ending Balance 06/30/2022
Fund 101 GENERAL FUND					
001.200	POOLED CASH (HUNTINGTON BANK)	156,479.58	915,189.18	1,090,773.05	(19,104.29)
001.201	MI CLASS ACCOUNT	66,577.92	61.88	0.00	66,639.80
001.300	FRANKENMUTH CREDIT UNION ACCOUNTS	2,000,860.51	252.28	0.00	2,001,112.79
001.306	DORT FEDERAL CREDIT UNION ACCOUNTS	3,006,539.72	7,103.10	0.00	3,013,642.82
002.203	AMBULANCE PAYMENT BANK ACCOUNT	537,448.59	106,503.04	188.95	643,762.68
004.000	PETTY CASH	1,925.00	0.00	0.00	1,925.00
005.400	ICMA FORFEITURE FUNDS - RESTRICTED	1,554.07	0.00	1,554.07	0.00
	GENERAL FUND	5,771,385.39	1,029,109.48	1,092,516.07	5,707,978.80
Fund 202 MAJOR STREET FUND					
001.200	POOLED CASH (HUNTINGTON BANK)	1,163,256.09	433,456.91	69,196.98	1,527,516.02
001.201	MI CLASS ACCOUNT	45,753.49	42.52	0.00	45,796.01
001.300	FRANKENMUTH CREDIT UNION ACCOUNTS	500,216.39	63.07	0.00	500,279.46
	MAJOR STREET FUND	1,709,225.97	433,562.50	69,196.98	2,073,591.49
Fund 203 LOCAL STREET FUND					
001.200	POOLED CASH (HUNTINGTON BANK)	320,462.66	223,100.42	55,980.47	487,582.61
001.201	MI CLASS ACCOUNT	16,079.28	14.94	0.00	16,094.22
001.300	FRANKENMUTH CREDIT UNION ACCOUNTS	500,216.39	63.07	0.00	500,279.46
	LOCAL STREET FUND	836,758.33	223,178.43	55,980.47	1,003,956.29
Fund 208 PARK/RECREATION SITES FUND					
001.200	POOLED CASH (HUNTINGTON BANK)	86,550.29	0.56	5,214.21	81,336.64
Fund 239 OMS/DDA REVLG LOAN FUND					
001.200	POOLED CASH (HUNTINGTON BANK)	142,956.58	9,439.58	0.00	152,396.16
001.300	FRANKENMUTH CREDIT UNION ACCOUNTS	200,086.56	25.23	0.00	200,111.79
001.306	DORT FEDERAL CREDIT UNION ACCOUNTS	200,484.42	473.61	0.00	200,958.03
	OMS/DDA REVLG LOAN FUND	543,527.56	9,938.42	0.00	553,465.98
Fund 243 OBRA #12 WOODWARD LOFT					
001.200	POOLED CASH (HUNTINGTON BANK)	122,324.81	0.00	0.00	122,324.81
Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY					
001.200	POOLED CASH (HUNTINGTON BANK)	(17,356.36)	10,477.44	10,230.64	(17,109.56)
Fund 259 OBRA-DIST#15 -ARMORY BUILDING					
001.200	POOLED CASH (HUNTINGTON BANK)	69,439.00	0.00	65,283.55	4,155.45
Fund 272 OBRA FUND-DISTRICT #17 CARGILL (PREV #8)					
001.200	POOLED CASH (HUNTINGTON BANK)	178,372.61	190,720.00	358,718.20	10,374.41
Fund 273 OBRA #9 ROBBINS LOFT					
001.200	POOLED CASH (HUNTINGTON BANK)	48,009.26	0.00	0.00	48,009.26
Fund 276 OBRA FUND DISTRICT #16 - QDOBA					
001.200	POOLED CASH (HUNTINGTON BANK)	8,973.66	0.06	0.00	8,973.72
Fund 283 OBRA FUND-DISTRICT#3-TIAL					
001.200	POOLED CASH (HUNTINGTON BANK)	4,404.94	0.00	1,147.42	3,257.52
Fund 287 ARPA - AMERICAN RESCUE PLAN ACT					
001.200	POOLED CASH (HUNTINGTON BANK)	3,807.68	758,784.49	0.00	762,592.17
001.306	DORT FEDERAL CREDIT UNION ACCOUNTS	755,837.74	1,785.74	0.00	757,623.48
	ARPA - AMERICAN RESCUE PLAN ACT	759,645.42	760,570.23	0.00	1,520,215.65
Fund 297 HISTORICAL FUND					

FROM 06/01/2022 TO 06/30/2022

FUND: ALL FUNDS

CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 06/01/2022	Total Debits	Total Credits	Ending Balance 06/30/2022
001.200	POOLED CASH (HUNTINGTON BANK)	56,915.28	6,313.23	2,555.75	60,672.76
001.202	HC CHECKING ACCOUNT	770.36	595.78	44.48	1,321.66
004.000	PETTY CASH	100.00	0.00	0.00	100.00
005.100	HISTORICAL DISTRICT ENDOWMENT -	21,244.04	0.00	0.00	21,244.04
	HISTORICAL FUND	79,029.68	6,909.01	2,600.23	83,338.46
Fund 298 HISTORICAL SITES FUND					
001.200	POOLED CASH (HUNTINGTON BANK)	0.15	0.00	0.00	0.15
Fund 301 GENERAL DEBT SERVICE (VOTED BONDS)					
001.200	POOLED CASH (HUNTINGTON BANK)	12,312.50	877.54	0.00	13,190.04
001.201	MI CLASS ACCOUNT	32,350.21	30.06	0.00	32,380.27
	GENERAL DEBT SERVICE (VOTED BONDS)	44,662.71	907.60	0.00	45,570.31
Fund 401 CAPITAL PROJECT FUND					
001.200	POOLED CASH (HUNTINGTON BANK)	187,300.39	31,923.50	66,885.78	152,338.11
Fund 469 CAPITAL PROJECTS-BUILDING AUTHORITY					
001.200	POOLED CASH (HUNTINGTON BANK)	36,608.22	0.00	0.00	36,608.22
Fund 494 CAPITAL PROJECTS FUND-DOWNTOWN					
001.200	POOLED CASH (HUNTINGTON BANK)	33,795.82	0.00	0.00	33,795.82
Fund 588 TRANSPORTATION FUND					
001.200	POOLED CASH (HUNTINGTON BANK)	78,474.22	691.42	0.00	79,165.64
001.201	MI CLASS ACCOUNT	2,879.81	2.68	0.00	2,882.49
	TRANSPORTATION FUND	81,354.03	694.10	0.00	82,048.13
Fund 590 SEWER FUND					
001.200	POOLED CASH (HUNTINGTON BANK)	1,039,166.70	44,364.21	295,630.69	787,900.22
001.306	DORT FEDERAL CREDIT UNION ACCOUNTS	1,253,034.51	2,960.43	0.00	1,255,994.94
004.000	PETTY CASH	200.00	0.00	0.00	200.00
	SEWER FUND	2,292,401.21	47,324.64	295,630.69	2,044,095.16
Fund 591 WATER FUND					
001.200	POOLED CASH (HUNTINGTON BANK)	3,156,941.46	247,070.39	383,906.24	3,020,105.61
Fund 599 WASTEWATER FUND					
001.200	POOLED CASH (HUNTINGTON BANK)	874,412.28	337,096.17	161,742.11	1,049,766.34
001.306	DORT FEDERAL CREDIT UNION ACCOUNTS	1,052,550.09	2,486.67	0.00	1,055,036.76
	WASTEWATER FUND	1,926,962.37	339,582.84	161,742.11	2,104,803.10
Fund 661 FLEET MAINTENANCE FUND					
001.200	POOLED CASH (HUNTINGTON BANK)	1,251,550.41	112,218.42	49,128.44	1,314,640.39
001.300	FRANKENMUTH CREDIT UNION ACCOUNTS	1,000,432.74	126.13	0.00	1,000,558.87
	FLEET MAINTENANCE FUND	2,251,983.15	112,344.55	49,128.44	2,315,199.26
Fund 703 CURRENT TAX COLLECTION FUND					
001.200	POOLED CASH (HUNTINGTON BANK)	27,050.62	1,452.95	27,105.34	1,398.23
Fund 854 2009 SPECIAL ASSESSMENT					
001.200	POOLED CASH (HUNTINGTON BANK)	4,368.60	2,160.00	6,528.60	0.00
Fund 857 2012 SPECIAL ASSESSMENT					
001.200	POOLED CASH (HUNTINGTON BANK)	7,273.55	0.00	7,273.55	0.00
Fund 858 2013 SPECIAL ASSESSMENT					

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CASH SUMMARY BY ACCOUNT FOR CITY OF OWOSSO

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FROM 06/01/2022 TO 06/30/2022

FUND: ALL FUNDS

CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 06/01/2022	Total Debits	Total Credits	Ending Balance 06/30/2022
001.200	POOLED CASH (HUNTINGTON BANK)	2,903.74	0.00	2,903.74	0.00
Fund 864 2016	SPECIAL ASSESSMENT				
001.200	POOLED CASH (HUNTINGTON BANK)	4,525.58	0.00	4,525.58	0.00
Fund 865 2017	SPECIAL ASSESSMENTS				
001.200	POOLED CASH (HUNTINGTON BANK)	52,185.19	0.00	52,185.19	0.00
Fund 866 2018	SPECIAL ASSESSMENTS				
001.200	POOLED CASH (HUNTINGTON BANK)	106,614.37	100.00	106,714.37	0.00
Fund 867 2019	SPECIAL ASSESSMENTS				
001.200	POOLED CASH (HUNTINGTON BANK)	87,066.82	0.00	87,066.82	0.00
Fund 868 2020	SPECIAL ASSESSMENTS				
001.200	POOLED CASH (HUNTINGTON BANK)	49,627.15	0.00	49,627.15	0.00
Fund 869 2021-20XX	SPECIAL ASSESSMENTS				
001.200	POOLED CASH (HUNTINGTON BANK)	186,311.74	140.18	186,451.92	0.00
Fund 956 GASB 34	LONG TERM DEBT				
005.200	MMRMA CASH - RESTRICTED	237,646.99	0.00	0.00	237,646.99
TOTAL - ALL FUNDS		20,977,874.42	3,448,166.88	3,148,563.29	21,277,478.01

From:	Building Department
To:	Owosso City Council
Report Month:	JULY 2022

Category	Estimated Cost	Permit Fee	Number of Permits
ABOVE GROUND POOL	\$0	\$200	3
ACCESSORY STRUCTURES	\$0	\$200	6
BASEMENT WATERPROOFING	\$56,836	\$850	1
DECK	\$10,000	\$420	2
DEMOLITION	\$62,500	\$689	2
Electrical	\$0	\$1,225	5
FENCE PERMIT	\$0	\$575	7
GARAGE, ATTACHED	\$5,300	\$245	1
GARAGE, DETACHED	\$5,000	\$110	1
Mechanical	\$0	\$3,695	21
NEW BUSINESS	\$0	\$100	3
NON-RES. ADD/ALTER/REPAIR	\$111,316	\$1,662	2
Plumbing	\$0	\$4,450	40
PORCH	\$5,500	\$370	3
RAMP	\$5,000	\$120	1
RES. MOBILE NEW	\$90,000	\$1,065	3
ROOF	\$142,773	\$2,190	10
ROW-ENG	\$0	\$300	10
ROW-OTHER	\$0	\$0	1
ROW-UTILITY	\$0	\$150	5
SIDING	\$23,900	\$180	2
SIGN PERMIT	\$0	\$105	2
SOLAR PANELS	\$59,615	\$815	1
VACANT PROPERTY REGISTRATION	\$0	\$200	2
WINDOWS	\$29,596	\$240	3
Totals	\$607,336	\$20,156	137

2021 COMPARISON TOTALS






















JULY 2021	\$457,393	\$12,830	109
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City of Owosso




Building Permit Activity July 2022

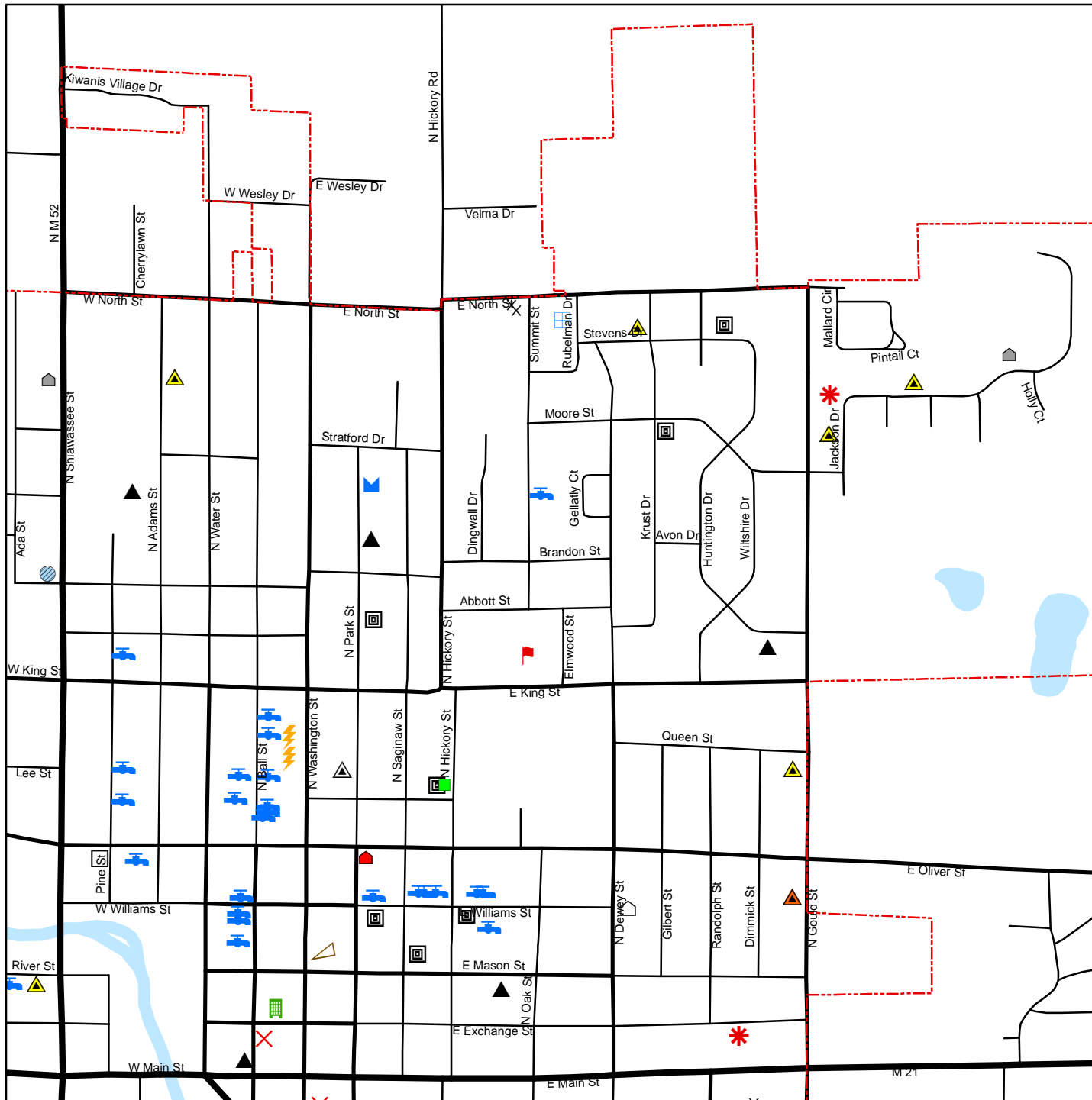
NE Quadrant

Category

-  Above Ground Pool
-  Accessory Structures
-  Basement Waterproofing
-  Demolition
-  Electrical
-  Fence Permit
-  Garage, Attached
-  Mechanical
-  Multiple Permits
-  Non-Res. Add/Alter/Repair
-  Plumbing
-  Porch
-  Ramp
-  Roof
-  ROW-Eng
-  ROW-Other
-  ROW-Utility
-  Siding
-  Sign Permit
-  Vacant Property Registration
-  Windows

Other Features

-  City Limit
-  Railroads
-  River & Lakes



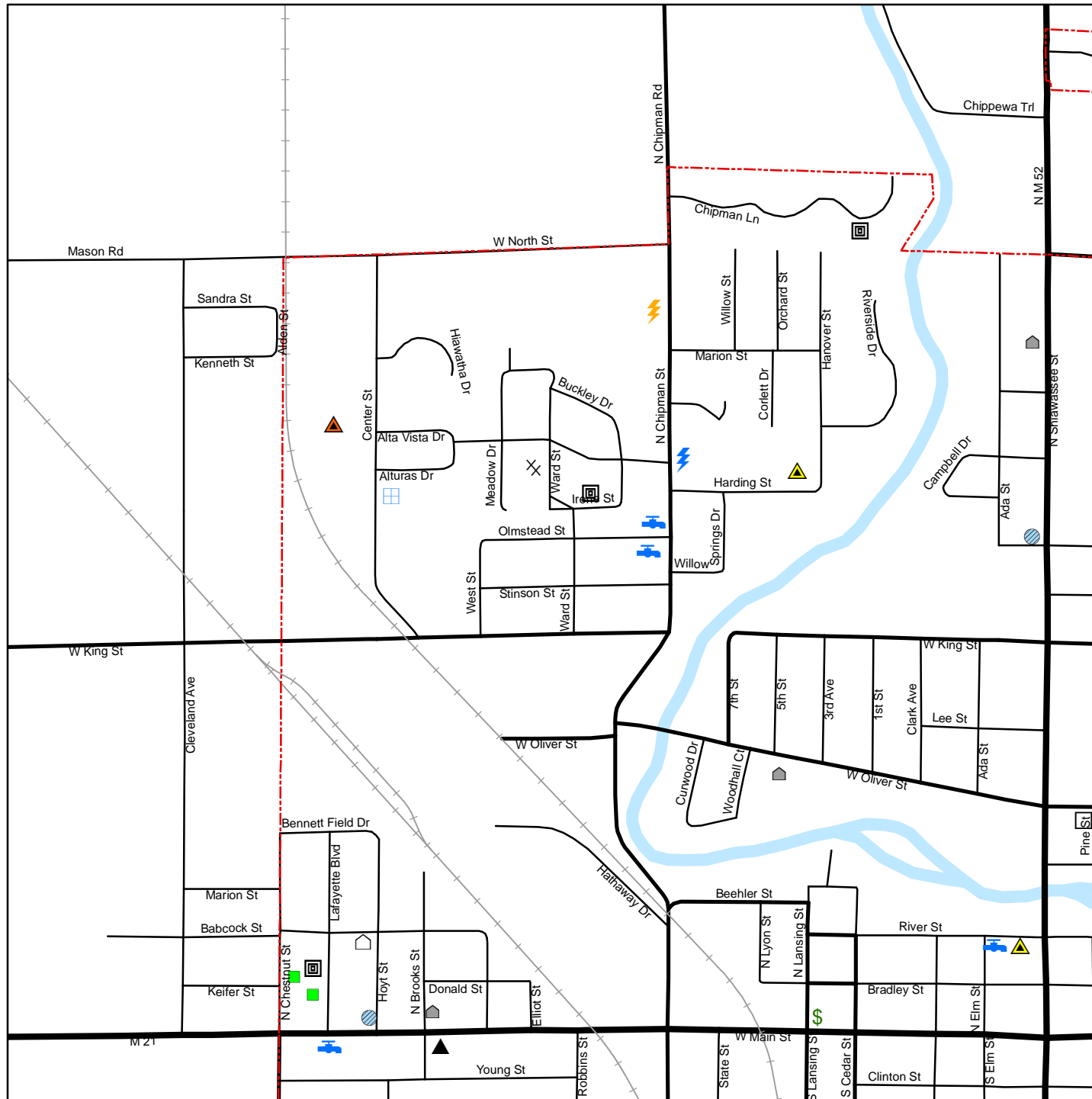
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City of Owosso

Building Permit Activity July 2022

NW Quadrant



Category

- Above Ground Pool
- Accessory Structures
- ⚡ Electrical
- ⚡ Electrical & Plumbing
- ✕ Fence Permit
- Mechanical
- 💰 New Business
- ⚙ Plumbing
- Porch
- ▲ Roof
- ⚠ ROW-Eng
- ⚠ ROW-Utility
- Siding
- 🏠 Vacant Property Registration
- ⊞ Windows

Other Features

- City Limit
- Railroads
- River & Lakes

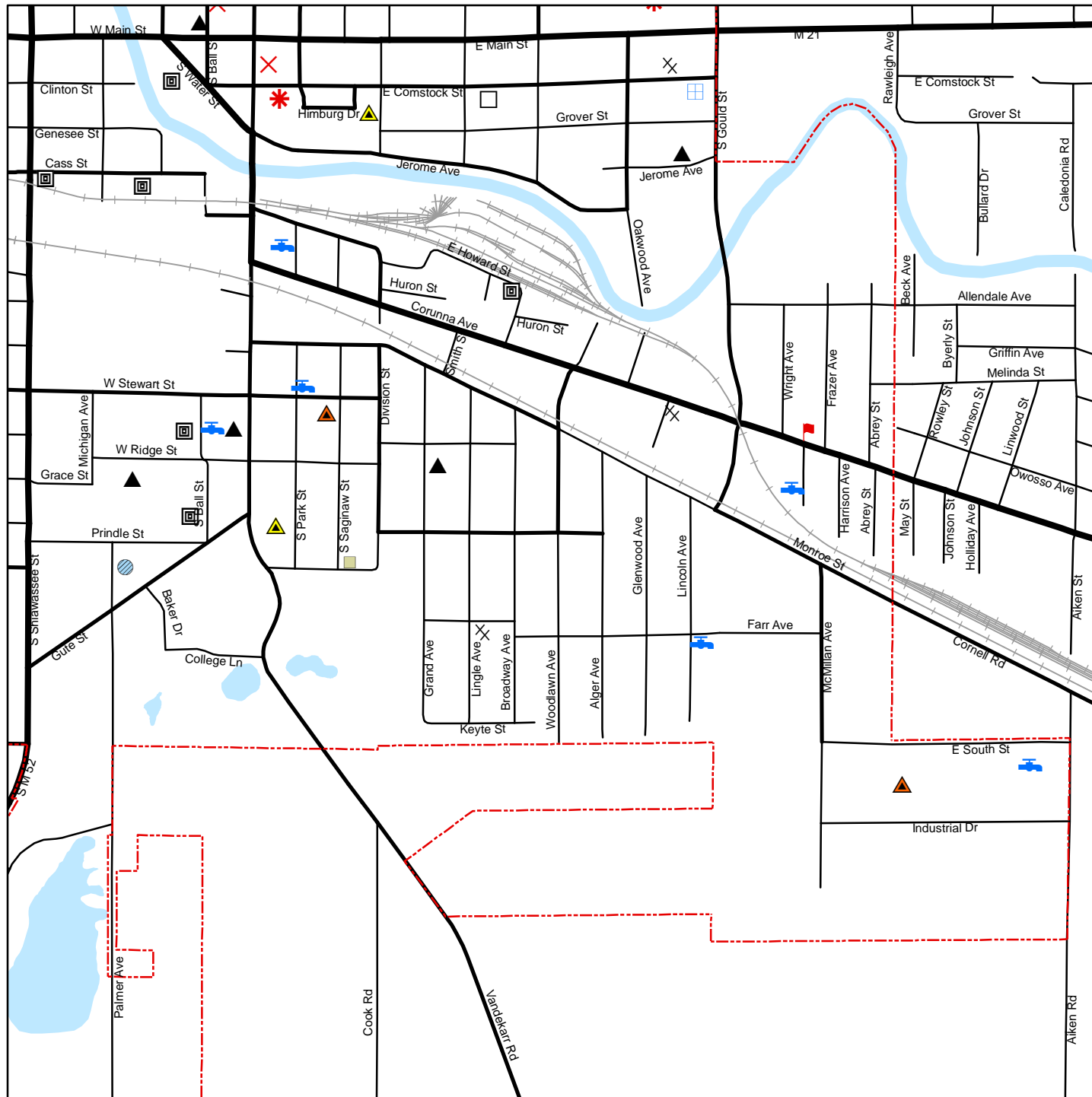
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City of Owosso

Building Permit Activity July 2022

SE Quadrant



Category

- Above Ground Pool
- Deck
- Demolition
- Fence Permit
- Mechanical
- Multiple Permits
- Plumbing
- Roof
- ROW-Eng
- ROW-Utility
- Siding
- Sign Permit
- Windows

Other Features

- City Limit
- Railroads
- River & Lakes

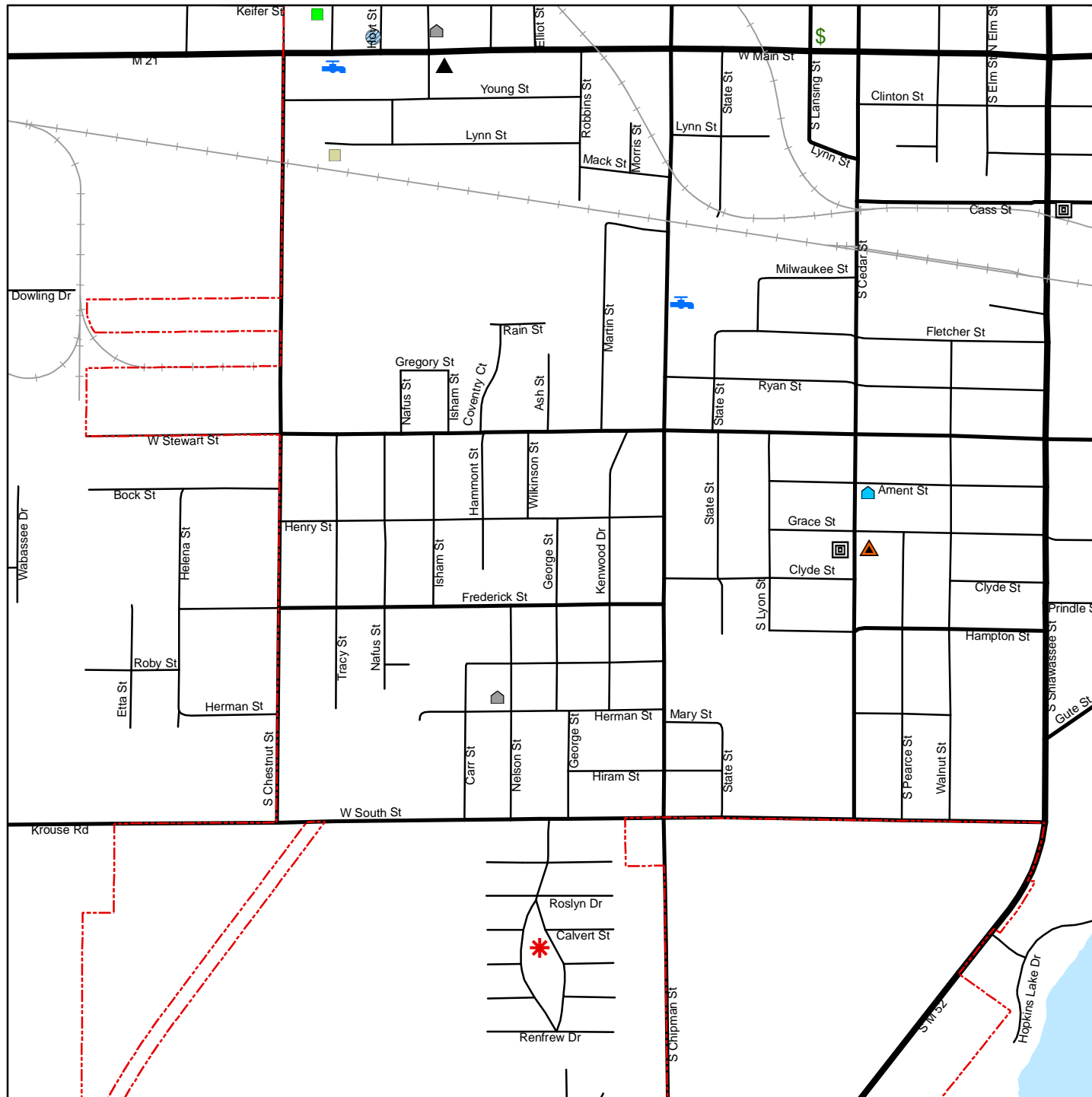
0 330 660 990 1,320 Feet



City of Owosso

Building Permit Activity July 2022

SW Quadrant



Category

- Above Ground Pool
- Accessory Structures
- Deck
- Garage, Detached
- Mechanical
- Multiple Permits
- New Business
- Plumbing
- Porch
- Roof
- ROW-Utility

Other Features

- City Limit
- Railroads
- River & Lakes

0 300 600 900 1,200 Feet



JULY 2022

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ACCESSORY STRUCTURES								
ENF 22-0150	910 LINGLE AVE	INSPECTED PROPERTY	FINAL NOTICE	02/10/2022	07/12/2022	08/15/2022		N
ENF 22-0385	1460 N SHIAWASSEE ST	2ND NOTICE SENT	LETTER SENT	03/30/2022	07/18/2022	08/15/2022		N
ENF 22-0149	906 LINGLE AVE	INSPECTED PROPERTY	2ND NOTICE SENT	02/10/2022	07/20/2022	08/23/2022		N
ENF 18-0758	515 S PARK ST	INSPECTED PROPERTY	TICKET ISSUED	09/25/2018	07/25/2022	08/31/2022		COMM
ENF 21-1764	306 GENESEE ST	INSPECTED PROPERTY	2ND NOTICE SENT	11/22/2021	07/27/2022	09/01/2022		N
Total Entries				5				
AUTO REP/JUNK VEH								
ENF 22-0911	710 RIVER ST	RESOLVED	CLOSED	06/20/2022	07/13/2022		07/13/2022	Y
ENF 22-0984	1507 YOUNG ST	RESOLVED	CLOSED	07/05/2022	07/20/2022		07/20/2022	N
ENF 22-1007	1424 YOUNG ST	RESOLVED	CLOSED	07/13/2022	07/21/2022		07/21/2022	Y
ENF 22-1038	504 S CEDAR ST	RESOLVED	CLOSED	07/20/2022	08/01/2022		08/01/2022	N
ENF 22-1008	1420 PEARCE ST	LETTER SENT	RECHECK SCHEDULED	07/13/2022	07/25/2022	08/03/2022		N
ENF 22-0943	617 S CHIPMAN ST	LETTER SENT	2ND NOTICE SENT	06/28/2022	07/28/2022	08/09/2022		N
ENF 21-1819	420 S CEDAR ST	CONTACT WITH OWNER	EXTENSION GRANTED	12/06/2021	07/14/2022	08/10/2022		IND
ENF 22-0825	712 KEYTE ST	LETTER SENT	RECHECK SCHEDULED	06/09/2022	07/18/2022	08/29/2022		N
Total Entries				8				
BRUSH PILES								
ENF 19-0579	818 E MAIN ST	COMPLAINT LOGGED	CLOSED	08/12/2019	08/12/2019		07/07/2022	N
Total Entries				1				
BUILDING VIOL								
ENF 18-0622	1400 W OLIVER ST	INSPECTED PROPERTY	FINAL NOTICE	08/10/2018	07/28/2022	08/31/2022		IND
Total Entries				1				
BUILDING VIOL								

JULY 2022

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 18-0462	650 ISHAM ST	RESOLVED	CLOSED	06/26/2018	07/14/2022		07/14/2022	N
ENF 22-0295	634 WOODLAWN AVE	RESOLVED	CLOSED	03/14/2022	07/14/2022		07/14/2022	Y
ENF 22-0407	1501 LYNN ST	OBTAINED PERMIT	CLOSED	04/05/2022	07/06/2022		07/06/2022	N
ENF 22-0926	1011 WARD ST	OBTAINED PERMIT	CLOSED	06/22/2022	07/21/2022		07/21/2022	N
ENF 22-0928	1221 JACKSON DR	INSPECTED PROPERTY	CLOSED	06/22/2022	07/21/2022		07/21/2022	N
ENF 22-0955	709 HUNTINGTON DR	OBTAINED PERMIT	CLOSED	06/29/2022	07/07/2022		07/07/2022	N
ENF 22-0981	642 E MAIN ST	INSPECTED PROPERTY	CLOSED	06/30/2022	07/18/2022		07/18/2022	Y
ENF 22-1027	617 N WATER ST	OBTAINED PERMIT	CLOSED	07/18/2022	07/22/2022		07/22/2022	N
ENF 22-1040	219 LAFAYETTE BLVD	OBTAINED PERMIT	CLOSED	07/20/2022	08/01/2022		08/01/2022	N
ENF 22-1044	127 LAFAYETTE BLVD	INSPECTED PROPERTY	CLOSED	07/20/2022	07/21/2022		07/27/2022	N
ENF 21-0192	121 W EXCHANGE ST	OBTAINED PERMIT	DEMO PENDING	02/09/2021	07/14/2022	08/03/2022		COMM
ENF 21-0974	108 E EXCHANGE ST	INSPECTED PROPERTY	CONTACTED PROPERTY OWNER	06/29/2021	07/11/2022	08/03/2022		COMM
ENF 20-0698	815 W MAIN ST	INSPECTED PROPERTY	EXTENSION GRANTED	09/03/2020	07/13/2022	08/04/2022		COMM
ENF 22-1071	121 W STEWART ST	INSPECTED PROPERTY	RECHECK SCHEDULED	07/27/2022	07/28/2022	08/04/2022		N
ENF 20-0720	401 HURON ST	INSPECTED PROPERTY	LETTER SENT	09/10/2020	07/21/2022	08/08/2022		N
ENF 21-0939	802 ALGER AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	06/24/2021	07/26/2022	08/10/2022		Y
ENF 20-0972	317 E WILLIAMS ST	INSPECTED PROPERTY	FINAL NOTICE	11/18/2020	07/12/2022	08/15/2022		N
ENF 21-1647	413 LAVEROCK ALLEY	REF TO BLDG OFFICIAL	1ST TICKET ISSUED	10/26/2021	07/13/2022	08/15/2022		N
ENF 22-0067	207 N WASHINGTON ST	INSPECTED PROPERTY	2ND NOTICE SENT	01/24/2022	07/18/2022	08/15/2022		N
ENF 22-0167	229 S CEDAR ST	INSPECTED PROPERTY	2ND TICKET ISSUED	02/15/2022	07/21/2022	08/15/2022		N
ENF 22-0884	313 LAFAYETTE BLVD	LETTER SENT	DEMO NOTICE	06/15/2022	07/19/2022	08/15/2022		VAC
ENF 22-1053	737 JEROME AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	07/26/2022	08/01/2022	08/17/2022		N

Code Enforcement Activity

JULY 2022

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 22-0425	749 WOODLAWN AVE	RECHECK	RECHECK SCHEDULED	04/12/2022	07/20/2022	08/18/2022		N
ENF 21-0008	531 AMENT ST	INSPECTED PROPERTY	RECHECK SCHEDULED	01/07/2021	07/25/2022	08/22/2022		Y
ENF 21-1886	320 PRINDLE ST	INSPECTED PROPERTY	2ND NOTICE SENT	12/17/2021	07/20/2022	08/22/2022		VAC
ENF 22-0963	801 MICHIGAN AVE	INSPECTED PROPERTY	CONTACTED PROPERTY OWNER	06/29/2022	07/25/2022	08/22/2022		N
ENF 20-0748	609 MARTIN ST	INSPECTED PROPERTY	FINAL NOTICE	09/16/2020	07/20/2022	08/24/2022		VAC
ENF 22-0557	604 ALGER AVE	INSPECTED PROPERTY	PARTIALLY RESOLVED	05/05/2022	07/28/2022	08/25/2022		N
ENF 22-0916	1046 PEARCE ST	INSPECTED PROPERTY	2ND NOTICE SENT	06/21/2022	07/26/2022	08/25/2022		VAC
ENF 20-0599	621 N SAGINAW ST	INSPECTED PROPERTY	FINAL NOTICE	08/06/2020	07/28/2022	08/29/2022		N
ENF 21-0404	1401 STATE ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	03/15/2021	07/25/2022	08/29/2022		N
ENF 21-1476	732 CORUNNA AVE	INSPECTED PROPERTY	FINAL NOTICE	09/22/2021	07/25/2022	08/29/2022		N
ENF 21-1733	1109 RYAN ST	HOMEOWNER CALLED IN	RECHECK SCHEDULED	11/10/2021	07/25/2022	08/29/2022		N
ENF 21-1868	601 CLINTON ST	INSPECTED PROPERTY	CONTACT WITH RENTER	12/15/2021	07/27/2022	08/29/2022		N
ENF 22-0025	208 W EXCHANGE ST	INSPECTED PROPERTY	CONTACTED PROPERTY OWNER	01/07/2022	07/27/2022	08/29/2022		Y
ENF 22-0070	1031 S CHIPMAN ST	INSPECTED PROPERTY	EXTENSION GRANTED	01/24/2022	07/26/2022	08/29/2022		N
ENF 22-0249	719 S CHIPMAN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	03/07/2022	07/27/2022	08/29/2022		N
ENF 22-0258	120 W EXCHANGE ST STE	INSPECTED PROPERTY	LETTER SENT	03/07/2022	07/26/2022	08/29/2022		COMM
ENF 22-0677	602 N SHIAWASSEE ST	REF TO BLDG OFFICIAL	RED-TAGGED	05/19/2022	07/26/2022	08/29/2022		VAC
ENF 19-0167	813 TRACY ST	INSPECTED PROPERTY	PENDING 1ST TICKET	03/15/2019	07/26/2022	08/30/2022		N
ENF 21-1887	805 E EXCHANGE ST	INSPECTED PROPERTY	PENDING 1ST TICKET	12/20/2021	07/27/2022	08/30/2022		VAC
ENF 19-0225	519 ADA ST	INSPECTED PROPERTY	RECHECK SCHEDULED	03/26/2019	07/25/2022	08/31/2022		N
ENF 22-0230	315 W RIDGE ST	INSPECTED PROPERTY	EXTENSION GRANTED	03/02/2022	07/25/2022	09/01/2022		Y

JULY 2022

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 22-0890	512 E COMSTOCK ST	OBTAINED PERMIT	RECHECK SCHEDULED	06/16/2022	07/05/2022	09/06/2022		N
				Total Entries	44			
<u>BUSHES-SIDEWALK VISIBILITY</u>								
ENF 22-1074	319 E MAIN ST	LETTER SENT	RECHECK SCHEDULED	07/28/2022	07/28/2022	08/09/2022		N
				Total Entries	1			
<u>DEAD TREE</u>								
ENF 22-0846	521 JEROME AVE	HOMEOWNER CALLED IN	RECHECK SCHEDULED	06/13/2022	07/18/2022	08/18/2022		Y
ENF 22-0548	802 BROADWAY AVE	CONTACT WITH OWNER	EXTENSION GRANTED	05/04/2022	07/21/2022	08/23/2022		N
ENF 22-0654	418 HAMBLIN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	05/17/2022	07/28/2022	08/31/2022		N
				Total Entries	3			
<u>DRAIN ISSUES</u>								
ENF 22-0390	520 W MAIN ST	INSPECTED PROPERTY	2ND NOTICE SENT	03/31/2022	07/06/2022	09/06/2022		COMM
				Total Entries	1			
<u>EXTERIOR PAINT/SIDING</u>								
ENF 20-0071	211 N LANSING ST	RESOLVED	CLOSED	01/28/2020	07/13/2022		07/13/2022	Y
ENF 21-0476	421 PRINDLE ST	RESOLVED	CLOSED	04/01/2021	07/14/2022		07/14/2022	VAC
ENF 20-0121	612 BROADWAY AVE	INSPECTED PROPERTY	PARTIALLY RESOLVED	02/24/2020	07/14/2022	08/03/2022		Y
ENF 21-0479	1114 S CHIPMAN ST	OBTAINED PERMIT	RECHECK SCHEDULED	04/01/2021	07/14/2022	08/03/2022		N
ENF 21-0238	821 FLETCHER ST	CONTACT WITH OWNER	RECHECK SCHEDULED	02/23/2021	07/21/2022	08/08/2022		N
ENF 22-1011	824 S PARK ST	INSPECTED PROPERTY	RECHECK SCHEDULED	07/13/2022	07/13/2022	08/08/2022		Y
ENF 20-0124	629 LINGLE AVE	INSPECTED PROPERTY	2ND NOTICE SENT	02/24/2020	07/13/2022	08/10/2022		N
ENF 21-1563	422 W WILLIAMS ST	INSPECTED PROPERTY	EXTENSION GRANTED	10/12/2021	07/18/2022	08/18/2022		N
ENF 20-0106	839 E COMSTOCK ST	INSPECTED PROPERTY	2ND NOTICE SENT	02/17/2020	07/20/2022	08/22/2022		VAC

JULY 2022

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 21-0040	758 WOODLAWN AVE	INSPECTED PROPERTY	FINAL NOTICE	01/12/2021	07/20/2022	08/24/2022		N
ENF 20-0052	301 GENESEE ST	INSPECTED PROPERTY	FINAL NOTICE	01/17/2020	07/14/2022	08/25/2022		N
ENF 20-0174	213 S OAK ST	INSPECTED PROPERTY	2ND NOTICE SENT	03/18/2020	07/20/2022	08/25/2022		N
ENF 21-0041	1229 MILWAUKEE ST	INSPECTED PROPERTY	2ND NOTICE SENT	01/12/2021	07/27/2022	08/25/2022		Y
ENF 21-0045	1031 S CHIPMAN ST	INSPECTED PROPERTY	EXTENSION GRANTED	01/12/2021	07/26/2022	08/29/2022		N
ENF 21-0036	1218 N SHIAWASSEE ST	INSPECTED PROPERTY	2ND NOTICE SENT	01/12/2021	07/14/2022	08/30/2022		N
ENF 21-1443	414 GENESEE ST	INSPECITED PROPERTY	OBTAINED BLDG PERMIT	09/14/2021	07/14/2022	08/30/2022		Y
ENF 20-0051	900 FLETCHER ST	INSPECTED PROPERTY	LETTER SENT	01/17/2020	07/14/2022	08/31/2022		N
ENF 21-0424	648 N SAGINAW ST	INSPECTED PROPERTY	RECHECK SCHEDULED	03/22/2021	07/27/2022	08/31/2022		N
ENF 22-0738	915 W STEWART ST	CONTACT WITH OWNER	1ST TICKET ISSUED	05/27/2022	07/20/2022	08/31/2022		N
ENF 20-0042	320 E MASON ST	INSPECTED PROPERTY	REF TO BLDG OFFICIAL	01/17/2020	07/27/2022	09/01/2022		N
ENF 20-0073	219 N LANSING ST	INSPECTED PROPERTY	EXTENSION GRANTED	01/28/2020	07/27/2022	09/05/2022		Y
ENF 20-0076	414 HUGGINS ST	INSPECTED PROPERTY	2ND NOTICE SENT	01/28/2020	07/14/2022	10/03/2022		Y
ENF 20-0146	824 WILKINSON ST	INSPECTED PROPERTY	2ND NOTICE SENT	03/05/2020	07/11/2022	10/03/2022		N
ENF 21-0024	420 E EXCHANGE ST	INSPECTED PROPERTY	2ND NOTICE SENT	01/12/2021	07/13/2022	10/03/2022		N
ENF 21-0033	826 LINGLE AVE	INSPECTED PROPERTY	2ND NOTICE SENT	01/12/2021	07/14/2022	10/03/2022		N
ENF 22-0213	813 BRADLEY ST	INSPECTED PROPERTY	INSPECTION COMPLETE	02/24/2022	07/13/2022	10/03/2022		N
ENF 20-0119	221 E OLIVER ST	CONTACT WITH OCCUPANT	EXTENSION GRANTED	02/24/2020	07/07/2022	11/07/2022		N
ENF 21-0369	500 SMITH ST	CONTACT WITH OWNER	RECHECK SCHEDULED	03/10/2021	07/19/2022	11/21/2022		IND
Total Entries				28				
FENCE VIOLATION								
ENF 22-0147	644 ALGER AVE	RESOLVED	CLOSED	02/10/2022	07/13/2022		07/13/2022	N

JULY 2022

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 22-0800	902 CORUNNA AVE	OBTAINED PERMIT	CLOSED	06/07/2022	07/25/2022		07/25/2022	N
ENF 22-0983	638 WOODLAWN AVE	COMPLAINT LOGGED	CLOSED	07/05/2022	07/06/2022		07/06/2022	N
ENF 21-1550	409 E MASON ST	OBTAINED PERMIT	RECHECK SCHEDULED	10/11/2021	07/21/2022	08/11/2022		N
ENF 22-0597	210 N LYON ST	INSPECTED PROPERTY	LETTER SENT	05/12/2022	07/14/2022	08/15/2022		N
ENF 22-0257	102 S WASHINGTON ST	INSPECTED PROPERTY	RECHECK SCHEDULED	03/07/2022	07/25/2022	08/22/2022		N
Total Entries				6				

FIRE DAMAGE

ENF 21-1898	113 S WASHINGTON ST	INSPECTED PROPERTY	DEMO PENDING	12/22/2021	07/14/2022	08/15/2022		COMM
ENF 21-1891	115 S WASHINGTON ST	INSPECTED PROPERTY	RECHECK SCHEDULED	12/21/2021	07/25/2022	08/22/2022		N
ENF 22-0193	1404 S CHIPMAN ST	INSPECTED PROPERTY	REF TO CITY ATTY	02/21/2022	07/26/2022	08/25/2022		Y
ENF 22-0833	832 LINGLE AVE	INSPECTED PROPERTY	INSPECTION PENDING	06/13/2022	07/28/2022	08/29/2022		N
Total Entries				4				

FRONT YARD PARKING

ENF 19-0860	300 W RIDGE ST 1	RESOLVED	CLOSED	12/12/2019	12/11/2019		07/27/2022	Y
ENF 22-0915	1423 W MAIN ST	RESOLVED	CLOSED	06/21/2022	07/13/2022		07/13/2022	N
ENF 22-0966	819 RYAN ST	RESOLVED	CLOSED	06/29/2022	07/13/2022		07/13/2022	N
ENF 22-0975	710 BROADWAY AVE	RESOLVED	CLOSED	06/30/2022	07/18/2022		07/18/2022	N
ENF 22-0976	709 CORUNNA AVE	INSPECTED PROPERTY	LETTER SENT	06/30/2022	07/28/2022	08/03/2022		N
ENF 22-1056	922 N WASHINGTON ST	LETTER SENT	RECHECK SCHEDULED	07/26/2022	07/26/2022	08/03/2022		N
ENF 22-1057	921 N BALL ST	LETTER SENT	RECHECK SCHEDULED	07/26/2022	07/26/2022	08/03/2022		N
ENF 22-1030	706 WILTSHIRE DR	INSPECTED PROPERTY	RECHECK SCHEDULED	07/19/2022	07/27/2022	08/11/2022		N
Total Entries				8				

FURNITURE OUTSIDE

JULY 2022

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 22-0938	205 N GOULD ST	RESOLVED	CLOSED	06/27/2022	07/11/2022		07/11/2022	N
ENF 22-1014	1014 W STEWART ST	RESOLVED	CLOSED	07/13/2022	07/28/2022		07/28/2022	N
ENF 22-1058	822 N WATER ST	LETTER SENT	RECHECK SCHEDULED	07/26/2022	07/26/2022	08/08/2022		N
ENF 22-0462	808 DIVISION ST	INSPECTED PROPERTY	RECHECK SCHEDULED	04/21/2022	07/14/2022	08/24/2022		VAC
Total Entries				4				
GARAGE SALE								
ENF 22-0982	810 E EXCHANGE ST	CONTACT WITH OWNER	CLOSED	07/05/2022	07/07/2022		07/07/2022	N
Total Entries				1				
GARBAGE & DEBRIS								
ENF 20-0992	607 FLETCHER ST	INSPECTED PROPERTY	CLOSED	11/30/2020	07/19/2022		07/19/2022	N
ENF 22-0102	603 CORUNNA AVE	INSPECTED PROPERTY	CLOSED	01/31/2022	07/14/2022		07/14/2022	Y
ENF 22-0586	1408 W STEWART ST	RESOLVED	CLOSED	05/09/2022	07/11/2022		07/11/2022	N
ENF 22-0832	1310 CARR ST	RESOLVED	CLOSED	06/09/2022	07/28/2022		07/28/2022	N
ENF 22-0946	1611 LYNN ST	RESOLVED	CLOSED	06/28/2022	07/12/2022		07/12/2022	Y
ENF 22-0948	1501 LYNN ST	HOMEOWNER CALLED IN	CLOSED	06/28/2022	07/06/2022		07/06/2022	N
ENF 22-0965	641 WOODLAWN AVE	RESOLVED	CLOSED	06/29/2022	07/11/2022		07/11/2022	N
ENF 22-1013	211 N LANSING ST	RESOLVED	CLOSED	07/13/2022	08/01/2022		08/01/2022	Y
ENF 21-1480	719 BROADWAY AVE	INSPECTED PROPERTY	PENDING 1ST TICKET	09/23/2021	07/14/2022	08/03/2022		N
ENF 22-0329	406 E COMSTOCK ST	INSPECTED PROPERTY	RECHECK SCHEDULED	03/21/2022	07/14/2022	08/04/2022		Y
ENF 22-1000	1010 N DEWEY ST	INSPECTED PROPERTY	RECHECK SCHEDULED	07/11/2022	07/25/2022	08/04/2022		N
ENF 22-1054	905 MOORE ST	LETTER SENT	RECHECK SCHEDULED	07/26/2022	07/26/2022	08/04/2022		N
ENF 22-0022	321 E WILLIAMS ST	INSPECTED PROPERTY	REF TO BLDG OFFICIAL	01/06/2022	07/25/2022	08/08/2022		N
ENF 22-0997	1100 CLYDE ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	07/11/2022	08/01/2022	08/15/2022		N

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ENF 22-0163	220 W KING ST	INSPECTED PROPERTY	PENDING 1ST TICKET	02/14/2022	07/28/2022	08/22/2022		N
ENF 22-0110	410 S BALL ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	02/03/2022	07/27/2022	09/01/2022		COMM
Total Entries				16				
GARBAGE/JUNK IN ROW								
ENF 22-0899	515 GLENWOOD AVE	RESOLVED	CLOSED	06/20/2022	07/11/2022		07/11/2022	N
ENF 22-0900	527 GLENWOOD AVE	RESOLVED	CLOSED	06/20/2022	07/11/2022		07/11/2022	Y
ENF 22-0909	401 N SAGINAW ST	RESOLVED	CLOSED	06/20/2022	07/14/2022		07/14/2022	Y
ENF 22-0914	719 MOORE ST	RESOLVED	CLOSED	06/21/2022	07/13/2022		07/13/2022	N
ENF 22-0932	410 S CHIPMAN ST	RESOLVED	CLOSED	06/27/2022	07/14/2022		07/14/2022	Y
ENF 22-0934	651 PINE ST	RESOLVED	CLOSED	06/27/2022	07/21/2022		07/21/2022	Y
ENF 22-0937	429 GENESEE ST	RESOLVED	CLOSED	06/27/2022	07/11/2022		07/11/2022	N
ENF 22-0939	402 S BALL ST	RESOLVED	CLOSED	06/27/2022	07/21/2022		07/21/2022	Y
ENF 22-0942	842 BROADWAY AVE	RESOLVED	CLOSED	06/27/2022	07/14/2022		07/14/2022	N
ENF 22-0945	1024 N WATER ST	RESOLVED	CLOSED	06/28/2022	07/11/2022		07/11/2022	N
ENF 22-0947	1434 LYNN ST	RESOLVED	CLOSED	06/28/2022	07/25/2022		07/25/2022	N
ENF 22-0949	616 N PARK ST	RESOLVED	CLOSED	06/28/2022	07/12/2022		07/12/2022	N
ENF 22-0950	612 ABREY AVE	RESOLVED	CLOSED	06/28/2022	07/12/2022		07/12/2022	N
ENF 22-0954	819 E COMSTOCK ST	RESOLVED	CLOSED	06/29/2022	07/13/2022		07/13/2022	N
ENF 22-0956	715 N SAGINAW ST	RESOLVED	CLOSED	06/29/2022	07/13/2022		07/13/2022	N
ENF 22-0957	631 N BALL ST	RESOLVED	CLOSED	06/29/2022	07/20/2022		07/20/2022	N
ENF 22-0958	414 CASS ST	RESOLVED	CLOSED	06/29/2022	07/13/2022		07/13/2022	N
ENF 22-0960	1420 PEARCE ST	RESOLVED	CLOSED	06/29/2022	07/13/2022		07/13/2022	N
ENF 22-0961	1313 W STEWART ST	RESOLVED	CLOSED	06/29/2022	07/13/2022		07/13/2022	N

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ENF 22-0962	1108 CLYDE ST	RESOLVED	CLOSED	06/29/2022	07/13/2022		07/13/2022	Y
ENF 22-0967	305 W WILLIAMS ST	RESOLVED	CLOSED	06/29/2022	07/13/2022		07/13/2022	N
ENF 22-0968	307 W WILLIAMS ST	RESOLVED	CLOSED	06/29/2022	07/13/2022		07/13/2022	N
ENF 22-0970	308 OAKWOOD AVE	RESOLVED	CLOSED	06/29/2022	07/11/2022		07/11/2022	N
ENF 22-0971	437 E MASON ST	RESOLVED	CLOSED	06/29/2022	07/13/2022		07/13/2022	N
ENF 22-0972	915 W STEWART ST	RESOLVED	CLOSED	06/29/2022	07/27/2022		07/27/2022	N
ENF 22-0974	546 RYAN ST	RESOLVED	CLOSED	06/30/2022	07/14/2022		07/14/2022	Y
ENF 22-0979	1201 N DEWEY ST	RESOLVED	CLOSED	06/30/2022	07/14/2022		07/14/2022	N
ENF 22-0987	124 S CHIPMAN ST	RESOLVED	CLOSED	07/11/2022	07/18/2022		07/18/2022	N
ENF 22-0988	613 RYAN ST	RESOLVED	CLOSED	07/11/2022	07/21/2022		07/21/2022	N
ENF 22-0989	755 ALGER AVE	RESOLVED	CLOSED	07/11/2022	07/18/2022		07/18/2022	Y
ENF 22-0990	748 ALGER AVE	RESOLVED	CLOSED	07/11/2022	07/18/2022		07/18/2022	N
ENF 22-0991	622 WOODLAWN AVE	RESOLVED	CLOSED	07/11/2022	07/18/2022		07/18/2022	Y
ENF 22-0992	524 GLENWOOD AVE	LETTER SENT	CLOSED	07/11/2022	07/27/2022		07/28/2022	N
ENF 22-0993	901 N WASHINGTON ST	RESOLVED	CLOSED	07/11/2022	07/27/2022		07/27/2022	N
ENF 22-0995	1226 N WATER ST	RESOLVED	CLOSED	07/11/2022	07/18/2022		07/18/2022	N
ENF 22-0998	409 MICHIGAN AVE	RESOLVED	CLOSED	07/11/2022	07/20/2022		07/20/2022	Y
ENF 22-1001	1122 HARDING AVE	RESOLVED	CLOSED	07/12/2022	07/21/2022		07/21/2022	N
ENF 22-1004	505 E KING ST	RESOLVED	CLOSED	07/12/2022	07/19/2022		07/19/2022	N
ENF 22-1005	427 E EXCHANGE ST	RESOLVED	CLOSED	07/12/2022	07/20/2022		07/20/2022	Y
ENF 22-1012	717 RIVER ST	RESOLVED	CLOSED	07/13/2022	07/27/2022		07/27/2022	Y
ENF 22-1015	506 S CHIPMAN ST	RESOLVED	CLOSED	07/14/2022	07/21/2022		07/21/2022	N
ENF 22-1017	623 N WASHINGTON ST	RESOLVED	CLOSED	07/18/2022	07/25/2022		07/25/2022	Y

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ENF 22-1018	806 W OLIVER ST	RESOLVED	CLOSED	07/18/2022	08/01/2022		08/01/2022	N
ENF 22-1020	515 GLENWOOD AVE	RESOLVED	CLOSED	07/18/2022	07/25/2022		07/25/2022	N
ENF 22-1021	705 JEROME AVE	RESOLVED	CLOSED	07/18/2022	07/27/2022		07/27/2022	N
ENF 22-1022	401 E COMSTOCK ST 1	RESOLVED	CLOSED	07/18/2022	07/25/2022		07/25/2022	Y
ENF 22-1024	900 ADAMS ST	RESOLVED	CLOSED	07/18/2022	07/25/2022		07/25/2022	N
ENF 22-1026	817 GROVER ST	RESOLVED	CLOSED	07/18/2022	07/27/2022		07/27/2022	N
ENF 22-1028	434 E COMSTOCK ST	RESOLVED	CLOSED	07/18/2022	07/27/2022		07/27/2022	Y
ENF 22-1031	644 N WASHINGTON ST	RESOLVED	CLOSED	07/19/2022	07/26/2022		07/26/2022	N
ENF 22-1032	520 N CHIPMAN ST	RESOLVED	CLOSED	07/19/2022	07/26/2022		07/26/2022	N
ENF 22-1035	1409 W MAIN ST	RESOLVED	CLOSED	07/20/2022	07/27/2022		07/27/2022	N
ENF 22-1036	303 ROBBINS ST	INSPECTED PROPERTY	CLOSED	07/20/2022	07/27/2022		07/28/2022	N
ENF 22-1039	903 S CHIPMAN ST	RESOLVED	CLOSED	07/20/2022	07/27/2022		07/27/2022	N
ENF 22-1042	124 E KING ST	RESOLVED	CLOSED	07/20/2022	07/27/2022		07/27/2022	Y
ENF 22-1046	725 HUNTINGTON DR	INSPECTED PROPERTY	CLOSED	07/20/2022	07/27/2022		07/28/2022	N
ENF 22-1047	515 S CHIPMAN ST	RESOLVED	CLOSED	07/21/2022	07/28/2022		07/28/2022	Y
ENF 22-1048	321 W OLIVER ST	RESOLVED	CLOSED	07/21/2022	07/28/2022		07/28/2022	N
ENF 22-1050	406 MICHIGAN AVE	RESOLVED	CLOSED	07/21/2022	07/27/2022		07/27/2022	N
ENF 22-1061	1224 ADAMS ST	RESOLVED	CLOSED	07/26/2022	08/01/2022		08/01/2022	N
ENF 22-1062	717 W KING ST	INSPECTED PROPERTY	RECHECK SCHEDULED	07/26/2022	07/26/2022	08/02/2022		N
ENF 22-0798	415 GENESEE ST	REF TO DPW	LETTER SENT	06/07/2022	07/28/2022	08/03/2022		Y
ENF 22-1064	300 W RIDGE ST 1	INSPECTED PROPERTY	RECHECK SCHEDULED	07/27/2022	07/27/2022	08/03/2022		Y
ENF 22-1066	615 N SAGINAW ST	INSPECTED PROPERTY	RECHECK SCHEDULED	07/27/2022	07/27/2022	08/03/2022		N

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ENF 22-1029	320 N DEWEY ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	07/19/2022	07/27/2022	08/04/2022		Y
ENF 22-1055	714 N WASHINGTON ST	INSPECTED PROPERTY	RECHECK SCHEDULED	07/26/2022	07/26/2022	08/04/2022		N
ENF 22-1068	219 N LANSING ST	INSPECTED PROPERTY	RECHECK SCHEDULED	07/27/2022	07/27/2022	08/04/2022		Y
ENF 22-1075	410 S CHIPMAN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	07/28/2022	07/28/2022	08/04/2022		Y
Total Entries				68				
HEALTH & SAFETY								
ENF 21-0921	306 CORUNNA AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	06/23/2021	07/14/2022	08/02/2022		N
ENF 22-0985	703 CORUNNA AVE	INSPECTED PROPERTY	RED-TAGGED	07/05/2022	07/28/2022	08/04/2022		Y
ENF 20-0220	917 S PARK ST	INSPECTED PROPERTY	LEGAL ACTION	05/19/2020	07/18/2022	08/17/2022		VAC
ENF 21-1675	1190 S SHIAWASSEE ST	INSPECTED PROPERTY	CONTACT PROPERTY MANAGER	11/02/2021	07/14/2022	08/22/2022		N
ENF 22-0815	320 E MASON ST	INSPECTED PROPERTY	LETTER SENT	04/21/2022	07/27/2022	08/31/2022		N
Total Entries				5				
IMMINENT DANGER OF STRUCTURE								
ENF 22-0059	326 S DEWEY ST	INSPECTED PROPERTY	REF TO CITY ATTY	01/21/2022	07/14/2022	08/03/2022		VAC
Total Entries				1				
LAWN MAINTENANCE								
ENF 22-0649	1444 W KING ST	INSPECTED PROPERTY	CLOSED	05/17/2022	07/27/2022		07/27/2022	N
ENF 22-0673	808 DIVISION ST	INSPECTED PROPERTY	CLOSED	05/18/2022	07/27/2022		07/27/2022	VAC
ENF 22-0714	104 N LANSING ST	RESOLVED	CLOSED	05/24/2022	07/12/2022		07/12/2022	Y
ENF 22-0729	937 KENWOOD DR	INSPECTED PROPERTY	CLOSED	05/25/2022	07/12/2022		07/12/2022	Y
ENF 22-0762	200 E MAIN ST	INSPECTED PROPERTY	CLOSED	05/31/2022	07/12/2022		07/12/2022	COMM
ENF 22-0835	754 WOODLAWN AVE	RESOLVED	CLOSED	06/13/2022	07/12/2022		07/12/2022	N
ENF 22-0933	417 ADAMS ST	RESOLVED	CLOSED	06/27/2022	07/12/2022		07/12/2022	N

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ENF 22-0936	1005 N SAGINAW ST	RESOLVED	CLOSED	06/27/2022	07/12/2022		07/12/2022	N
ENF 22-0940	755 BROADWAY AVE	RESOLVED	CLOSED	06/27/2022	07/12/2022		07/12/2022	N
ENF 22-0944	916 E KING ST	RESOLVED	CLOSED	06/28/2022	07/12/2022		07/12/2022	VAC
ENF 22-0952	806 DIVISION ST	RESOLVED	CLOSED	06/28/2022	07/12/2022		07/12/2022	Y
ENF 22-0973	525 S SHIAWASSEE ST	INSPECTED PROPERTY	CLOSED	06/30/2022	07/12/2022		07/12/2022	VAC
ENF 22-0986	705 ISHAM ST	RESOLVED	CLOSED	07/08/2022	07/20/2022		07/20/2022	Y
ENF 22-0994	917 N HICKORY ST	INSPECTED PROPERTY	CLOSED	07/11/2022	07/12/2022		07/12/2022	N
ENF 22-1003	1105 PEARCE ST	INSPECTED PROPERTY	CLOSED	07/12/2022	07/19/2022		07/19/2022	N
ENF 22-1016	N WASHINGTON ST	COMPLAINT LOGGED	CLOSED	07/15/2022	07/15/2022		07/19/2022	V.L.
ENF 22-1025	822 S PARK ST	RESOLVED	CLOSED	07/18/2022	07/26/2022		07/26/2022	N
ENF 22-1043	401 E KING ST	INSPECTED PROPERTY	CLOSED	07/20/2022	07/20/2022		07/20/2022	N
ENF 22-0603	326 S DEWEY ST	REF TO MOWING CONTRACTOR	RECHECK SCHEDULED	05/16/2022	07/19/2022	08/02/2022		N
ENF 22-0611	827 MILWAUKEE ST	REF TO MOWING CONTRACTOR	RECHECK SCHEDULED	05/16/2022	07/19/2022	08/02/2022		V.L.
ENF 22-0664	602 N SHIAWASSEE ST	REF TO MOWING CONTRACTOR	RECHECK SCHEDULED	05/18/2022	07/19/2022	08/02/2022		VAC
ENF 22-0668	MONROE ST	REF TO MOWING CONTRACTOR	RECHECK SCHEDULED	05/18/2022	07/19/2022	08/02/2022		N
ENF 22-0712	1014 BEEHLER ST	REF TO MOWING CONTRACTOR	RECHECK SCHEDULED	05/24/2022	07/19/2022	08/02/2022		Y
ENF 22-0715	216 S ELM ST	REF TO MOWING CONTRACTOR	RECHECK SCHEDULED	05/24/2022	07/19/2022	08/02/2022		VAC
ENF 22-0920	1210 CORUNNA AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	06/21/2022	07/12/2022	08/02/2022		COMM
ENF 22-1033	1022 BEEHLER ST	LETTER SENT	RECHECK SCHEDULED	07/19/2022	07/19/2022	08/02/2022		N
ENF 22-1034	222 S ELM ST	INSPECTED PROPERTY	RECHECK SCHEDULED	07/19/2022	07/19/2022	08/02/2022		N
ENF 22-1051	623 N WASHINGTON ST	INSPECTED PROPERTY	RECHECK SCHEDULED	07/25/2022	07/25/2022	08/02/2022		Y

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ENF 22-1059	904 KENWOOD DR	INSPECTED PROPERTY	RECHECK SCHEDULED	07/26/2022	07/26/2022	08/02/2022		N
ENF 22-0622	1260 ADAMS ST	REF TO MOWING CONTRACTOR	RECHECK SCHEDULED	05/16/2022	07/26/2022	08/09/2022		N
ENF 22-0628	319 E MAIN ST	REF TO MOWING CONTRACTOR	RECHECK SCHEDULED	05/16/2022	07/26/2022	08/09/2022		N
ENF 22-0640	823 TRACY ST	REF TO MOWING CONTRACTOR	RECHECK SCHEDULED	05/17/2022	07/26/2022	08/09/2022		N
ENF 22-0658	313 LAFAYETTE BLVD	INSPECTED PROPERTY	RECHECK SCHEDULED	05/17/2022	07/26/2022	08/09/2022		N
ENF 22-0759	1046 PEARCE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	05/31/2022	07/26/2022	08/09/2022		VAC
ENF 22-0789	1122 S CEDAR ST	REF TO MOWING CONTRACTOR	RECHECK SCHEDULED	06/06/2022	07/26/2022	08/09/2022		VAC
ENF 22-0801	1404 S CHIPMAN ST	REF TO MOWING CONTRACTOR	CONTRACTOR TO MOW	06/07/2022	07/26/2022	08/09/2022		VAC
ENF 22-1073	1221 N CHIPMAN ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	07/28/2022	07/28/2022	08/09/2022		N
ENF 22-0608	915 CORUNNA AVE	REF TO MOWING CONTRACTOR	RECHECK SCHEDULED	05/16/2022	07/26/2022	08/16/2022		VAC
ENF 22-0895	748 BROADWAY AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	06/16/2022	07/26/2022	08/23/2022		N
Total Entries				39				
MISC.								
ENF 22-1063	1310 N WASHINGTON ST	INSPECTED PROPERTY	CLOSED	07/26/2022	07/28/2022		07/28/2022	N
ENF 21-1779	524 HARRISON AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	11/29/2021	07/21/2022	08/31/2022		VAC
ENF 22-1037	318 GREEN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	07/20/2022	07/20/2022	09/19/2022		Y
Total Entries				3				
MULTIPLE VIOLATIONS								
ENF 19-0709	910 ADA ST	INSPECTED PROPERTY	CLOSED	10/02/2019	07/11/2022		07/11/2022	N
ENF 21-0123	316 OAKWOOD AVE	INSPECTED PROPERTY	CLOSED	01/26/2021	06/29/2022		07/06/2022	Y
ENF 21-1543	118 OAKWOOD AVE	RESOLVED	CLOSED	10/08/2021	07/12/2022		07/12/2022	N
ENF 22-0227	402 HUGGINS ST	INSPECTED PROPERTY	CLOSED	03/02/2022	07/20/2022		07/20/2022	Y

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ENF 22-0456	824 S PARK ST	RESOLVED	CLOSED	04/20/2022	07/13/2022		07/13/2022	Y
ENF 22-0515	426 E MAIN ST	RESOLVED	CLOSED	04/28/2022	07/14/2022		07/14/2022	N
ENF 22-0543	1232 N SHIAWASSEE ST	RESOLVED	CLOSED	05/04/2022	07/11/2022		07/11/2022	N
ENF 22-0812	518 GLENWOOD AVE	LETTER SENT	CLOSED	06/08/2022	07/27/2022		07/28/2022	Y
ENF 22-0834	627 PINE ST	INSPECTED PROPERTY	CLOSED	06/13/2022	07/11/2022		07/11/2022	Y
ENF 22-0903	1017 ISHAM ST	INSPECTED PROPERTY	CLOSED	06/20/2022	07/11/2022		07/11/2022	N
ENF 22-0959	1118 S SHIAWASSEE ST	RESOLVED	CLOSED	06/29/2022	07/14/2022		07/14/2022	N
ENF 22-0996	617 PINE ST	RESOLVED	CLOSED	07/11/2022	07/18/2022		07/18/2022	N
ENF 22-1002	428 S LYON ST	RESOLVED	CLOSED	07/12/2022	07/20/2022		07/20/2022	Y
ENF 22-1006	1402 STINSON ST	RESOLVED	CLOSED	07/13/2022	07/21/2022		07/21/2022	N
ENF 22-1023	624 E MASON ST	RESOLVED	CLOSED	07/18/2022	07/28/2022		07/28/2022	Y
ENF 21-1592	321 E STEWART ST	REF TO MOWING CONTRACTOR	PENDING 1ST TICKET	10/19/2021	07/19/2022	08/02/2022		Y
ENF 22-0782	305 GENESEE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	06/06/2022	07/19/2022	08/02/2022		VAC
ENF 21-0942	612 GRAND AVE	INSPECTED PROPERTY	PENDING 2ND TICKET	06/24/2021	07/14/2022	08/03/2022		N
ENF 22-0035	819 W MAIN ST	INSPECTED PROPERTY	EXTENSION GRANTED	01/11/2022	07/13/2022	08/03/2022		COMM
ENF 22-1009	144 N CHESTNUT ST	INSPECTED PROPERTY	LETTER SENT	07/13/2022	07/20/2022	08/03/2022		N
ENF 20-0182	1210 CORUNNA AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	05/11/2020	07/21/2022	08/04/2022		N
ENF 21-1509	1405 W MAIN ST	INSPECTED PROPERTY	FINAL NOTICE	09/28/2021	07/19/2022	08/04/2022		N
ENF 21-1916	509 MILWAUKEE ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	12/29/2021	07/25/2022	08/04/2022		Y
ENF 22-0883	300 S CHIPMAN ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	06/15/2022	07/27/2022	08/04/2022		Y
ENF 22-1060	912 KENWOOD DR	INSPECTED PROPERTY	RECHECK SCHEDULED	07/26/2022	07/26/2022	08/04/2022		N
ENF 21-1095	433 E MASON ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	07/20/2021	07/18/2022	08/08/2022		Y

Code Enforcement Activity
JULY 2022

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 22-0238	824 E MAIN ST	CONTACT WITH OCCUPANT	RECHECK SCHEDULED	03/03/2022	07/26/2022	08/08/2022		N
ENF 22-0393	821 FLETCHER ST	INSPECTED PROPERTY	CONTACTED PROPERTY OWNER	04/01/2022	07/13/2022	08/08/2022		N
ENF 22-0450	1210 MACK ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	04/19/2022	07/28/2022	08/08/2022		N
ENF 22-0978	718 N DEWEY ST	INSPECTED PROPERTY	RECHECK SCHEDULED	06/30/2022	07/27/2022	08/08/2022		N
ENF 22-1067	538 W STEWART ST	LETTER SENT	RECHECK SCHEDULED	07/27/2022	07/27/2022	08/08/2022		N
ENF 22-1072	307 CORUNNA AVE	LETTER SENT	RECHECK SCHEDULED	07/28/2022	07/28/2022	08/08/2022		VAC
ENF 22-0690	820 S CHIPMAN ST	INSPECTED PROPERTY	LETTER SENT	05/19/2022	07/14/2022	08/09/2022		N
ENF 21-1821	407 N SAGINAW ST	INSPECTED PROPERTY	LETTER SENT	12/07/2021	07/28/2022	08/10/2022		N
ENF 22-0083	410 S WASHINGTON ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	01/26/2022	07/13/2022	08/10/2022		N
ENF 22-1065	318 N DEWEY ST	INSPECTED PROPERTY	RECHECK SCHEDULED	07/27/2022	07/27/2022	08/10/2022		Y
ENF 22-0090	802 E OLIVER ST	CONTACT WITH OWNER	EXTENSION GRANTED	01/28/2022	07/27/2022	08/11/2022		N
ENF 22-0343	725 N DEWEY ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	03/22/2022	07/28/2022	08/11/2022		N
ENF 22-0887	122 S HOWELL ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	06/16/2022	07/27/2022	08/11/2022		N
ENF 22-0925	1108 MEADOW DR	INSPECTED PROPERTY	REF TO CITY ATTY	06/22/2022	07/20/2022	08/11/2022		VAC
ENF 22-1070	925 HAMPTON AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	07/27/2022	07/27/2022	08/11/2022		N
ENF 22-0387	556 RANDOLPH ST	INSPECTED PROPERTY	2ND NOTICE SENT	03/30/2022	07/13/2022	08/15/2022		N
ENF 19-0751	1013 W MAIN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/23/2019	07/11/2022	08/16/2022		COMM
ENF 22-1019	625 WOODLAWN AVE	INSPECTED PROPERTY	LETTER SENT	07/18/2022	07/26/2022	08/16/2022		N
ENF 22-0518	115 W KING ST	INSPECTED PROPERTY	2ND NOTICE SENT	04/28/2022	07/27/2022	08/17/2022		Y
ENF 22-0535	409 GROVER ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	05/03/2022	07/19/2022	08/17/2022		N
ENF 20-0411	1311 MACK ST	INSPECTED PROPERTY	RECHECK SCHEDULED	06/29/2020	07/27/2022	08/18/2022		N
ENF 21-0966	817 ISHAM ST	INSPECTED PROPERTY	FINAL NOTICE	06/28/2021	07/20/2022	08/18/2022		VAC

Code Enforcement Activity

JULY 2022

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 21-1562	316 CORUNNA AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	10/11/2021	07/14/2022	08/18/2022		COMM
ENF 21-1749	715 E MASON ST	INSPECTED PROPERTY	EXTENSION GRANTED	11/16/2021	07/25/2022	08/22/2022		N
ENF 20-1016	119 W EXCHANGE	INSPECTED PROPERTY	LETTER SENT	12/07/2020	07/25/2022	08/29/2022		COMM
ENF 21-0802	419 HAMBLIN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	06/01/2021	07/27/2022	08/29/2022		VAC
ENF 21-1440	320 CASS ST	INSPECTED PROPERTY	REF TO BLDG OFFICIAL	09/14/2021	07/26/2022	08/31/2022		N
ENF 21-1578	201 ROBBINS ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/14/2021	07/27/2022	08/31/2022		COMM
ENF 21-1434	644 N WATER ST	INSPECTED PROPERTY	CONTACT WITH HOMEOWNER	09/13/2021	07/27/2022	09/13/2022		N
ENF 21-1522	1312 YOUNG ST	INSPECTED PROPERTY	2ND NOTICE SENT	09/30/2021	07/19/2022	09/20/2022		N
ENF 22-0521	1416 W MAIN ST	INSPECTED PROPERTY	LETTER SENT	04/29/2022	07/18/2022	09/28/2022		N
ENF 22-0522	1408 W MAIN ST	HOMEOWNER CALLED IN	RECHECK SCHEDULED	04/29/2022	07/25/2022	10/04/2022		N
Total Entries				58				
NO BUILDING PERMIT								
ENF 22-0999	1025 ADAMS ST	OBTAINED PERMIT	CLOSED	07/11/2022	07/18/2022		07/18/2022	N
ENF 22-0964	625 ALGER AVE	LETTER SENT	RECHECK SCHEDULED	06/29/2022	07/13/2022	08/04/2022		N
Total Entries				2				
NO POOL PERMIT								
ENF 22-0449	402 S CHIPMAN ST	INSPECTED PROPERTY	2ND NOTICE SENT	04/19/2022	07/14/2022	08/17/2022		N
Total Entries				1				
PLUMBING VIOLATIONS								
ENF 22-1052	712 CORUNNA AVE	COMPLAINT LOGGED	LETTER SENT	07/25/2022	07/25/2022	08/09/2022		N
Total Entries				1				
RENTAL REGISTRATION								
ENF 21-1753	925 S BALL ST	INSPECTED PROPERTY	CLOSED	11/18/2021	06/29/2022		07/13/2022	Y

JULY 2022

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 22-0953	508 E COMSTOCK ST	RENTAL REG FORM SUBMITTED	CLOSED	06/28/2022	07/06/2022		08/01/2022	Y
			Total Entries	2				
RENTAL UNIT VIOL								
ENF 22-0723	312 N PARK ST	RESOLVED	CLOSED	05/25/2022	06/13/2022		07/01/2022	Y
			Total Entries	1				
ROW VIOLATIONS								
ENF 22-0415	405 GILBERT ST	RESOLVED	CLOSED	04/06/2022	07/18/2022		07/18/2022	N
ENF 22-0977	313 E MASON ST	RESOLVED	CLOSED	06/30/2022	07/13/2022		07/13/2022	Y
ENF 22-1041	751 WOODLAWN AVE	RESOLVED	CLOSED	07/20/2022	08/01/2022		08/01/2022	N
ENF 22-1049	414 CASS ST	INSPECTED PROPERTY	LETTER SENT	07/21/2022	07/21/2022	08/04/2022		N
ENF 22-1045	653 WOODLAWN AVE	LETTER SENT	RECHECK SCHEDULED	07/20/2022	08/01/2022	08/10/2022		N
ENF 22-0799	1101 RIVERSIDE DR	INSPECTED PROPERTY	REF TO DPW	06/07/2022	07/14/2022	08/15/2022		N
ENF 22-1010	120 N HOWELL ST	LETTER SENT	RECHECK SCHEDULED	07/13/2022	07/28/2022	08/22/2022		N
			Total Entries	7				
SIGN VIOLATION								
ENF 22-0352	800 S CHIPMAN ST	INSPECTED PROPERTY	CLOSED	03/23/2022	07/25/2022		07/25/2022	N
ENF 22-0565	324 PRINDLE ST	RESOLVED	CLOSED	05/06/2022	07/14/2022		07/14/2022	N
ENF 22-0872	1011 W MAIN ST	INSPECTED PROPERTY	CLOSED	06/15/2022	07/19/2022		07/19/2022	COMM
			Total Entries	3				
TEMPORARY STRUCTURES								
ENF 21-1638	1225 N SHIAWASSEE ST	CONTACT WITH OWNER	CLOSED	10/26/2021	07/22/2022		07/22/2022	N
ENF 21-1808	540 RYAN ST	RESOLVED	CLOSED	12/02/2021	07/27/2022		07/27/2022	N
ENF 21-0380	924 GRACE ST	INSPECTED PROPERTY	1ST TICKET ISSUED	03/11/2021	07/20/2022	08/03/2022		N

Code Enforcement Activity

JULY 2022

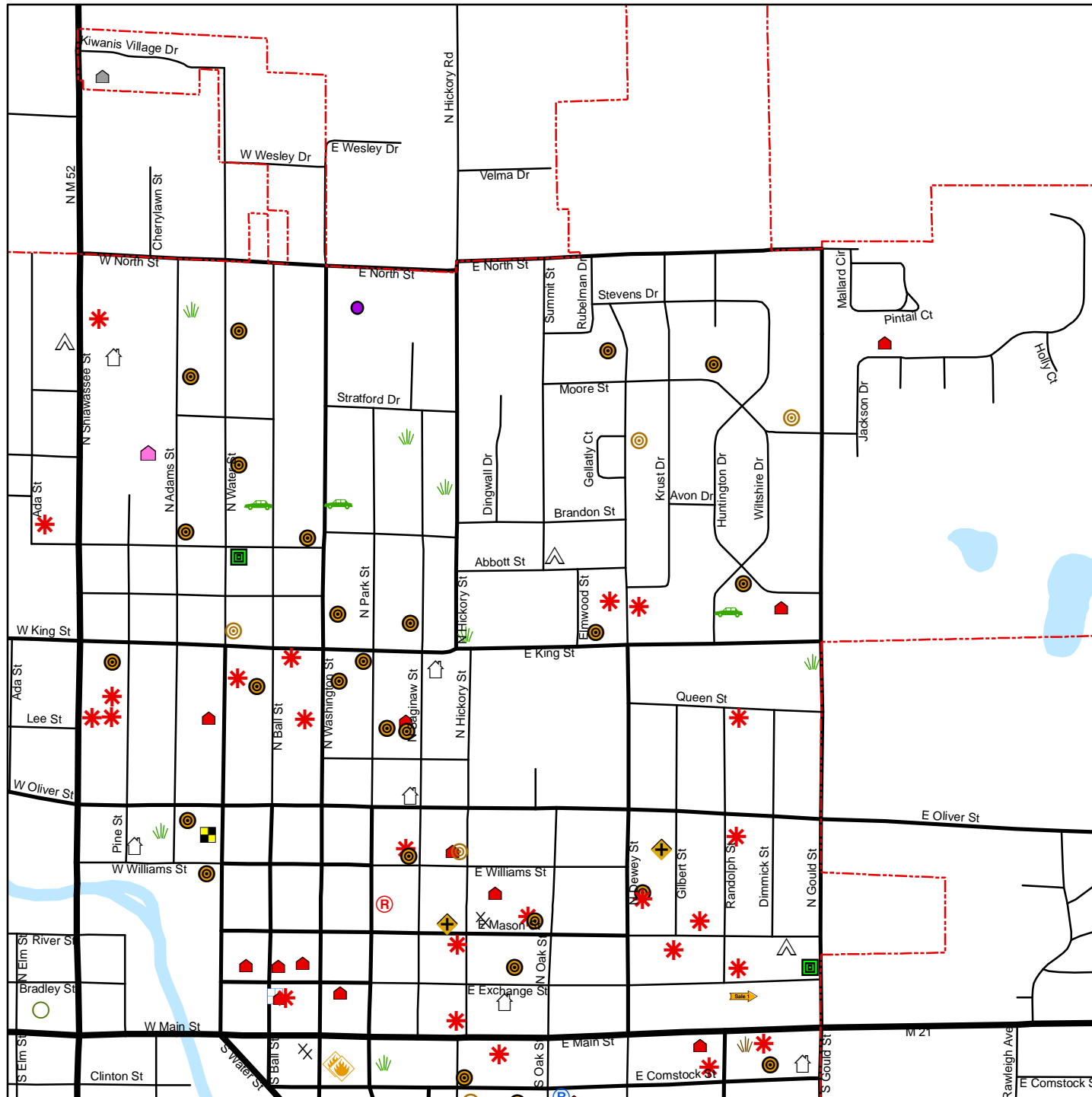
Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 21-1756	322 STATE ST	INSPECTED PROPERTY	LETTER SENT	11/18/2021	07/12/2022	08/22/2022		Y
ENF 20-1017	123 W EXCHANGE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	12/07/2020	07/14/2022	09/06/2022		COMM
Total Entries				2				
ZONING								
ENF 22-0980	215 OAKWOOD AVE	INSPECTED PROPERTY	LETTER SENT	06/30/2022	07/18/2022	08/04/2022		N
ENF 22-1069	417 N WATER ST	INSPECTED PROPERTY	RECHECK SCHEDULED	07/27/2022	07/27/2022	08/04/2022		Y
ENF 20-0866	415 STATE ST	INSPECTED PROPERTY	REF TO CITY ATTY	10/20/2020	07/19/2022	08/22/2022		COMM
Total Entries				3				
Total Records:		343			Total Pages:		19	

City of Owosso

Code Enforcement Activity

July 2022

NE Quadrant



Category

- Accessory Structures
- Brush Piles
- Building Violation
- Drain Issues
- Exterior Paint/Siding
- Fence Violation
- Fire Damage
- Front Yard Parking
- Furniture Outside
- Garage Sale
- Garbage & Debris
- Garbage/Junk In ROW
- Lawn Maintenance
- Misc.
- Multiple Violations
- No Building Permit
- Rental Registration
- Rental Unit Viol
- ROW Violations
- Temporary Structures
- Windows
- Zoning

Other Features

- City Limit
- Railroads
- River & Lakes

0 300 600 900 1,200 Feet

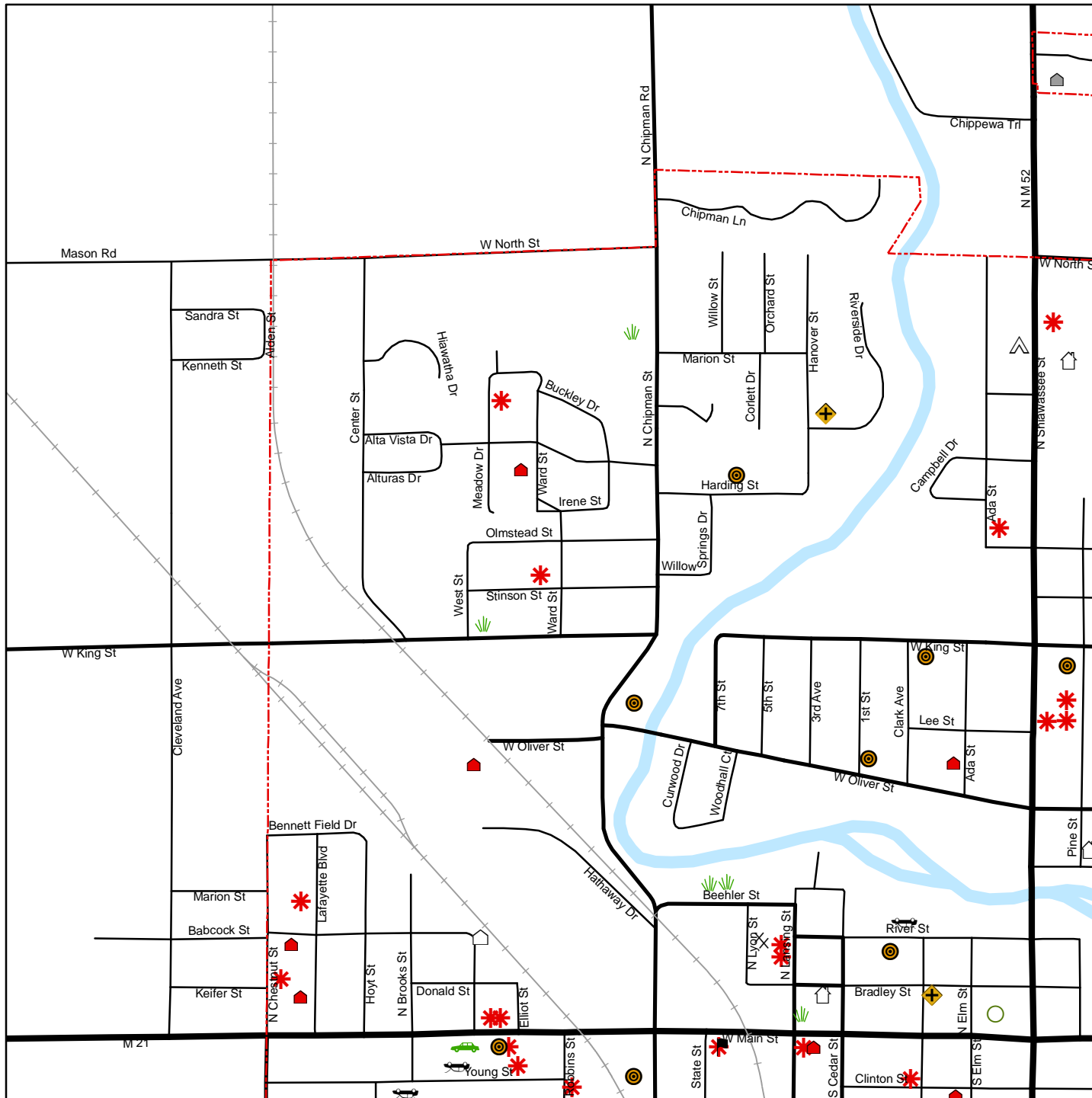


City of Owosso

Code Enforcement Activity

July 2022

NW Quadrant



Category

- Accessory Structures
- Auto Repair/Junk Vehicle
- Building Violation
- Drain Issues
- Exterior Paint/Siding
- Fence Violation
- Front Yard Parking
- Garbage/Junk In ROW
- Lawn Maintenance
- Multiple Violations
- No Building Permit
- ROW Violations
- Sign Violation
- Temporary Structures
- Vacant Structures

Other Features

- City Limit
- Railroads
- River & Lakes

0 300 600 900 1,200 Feet

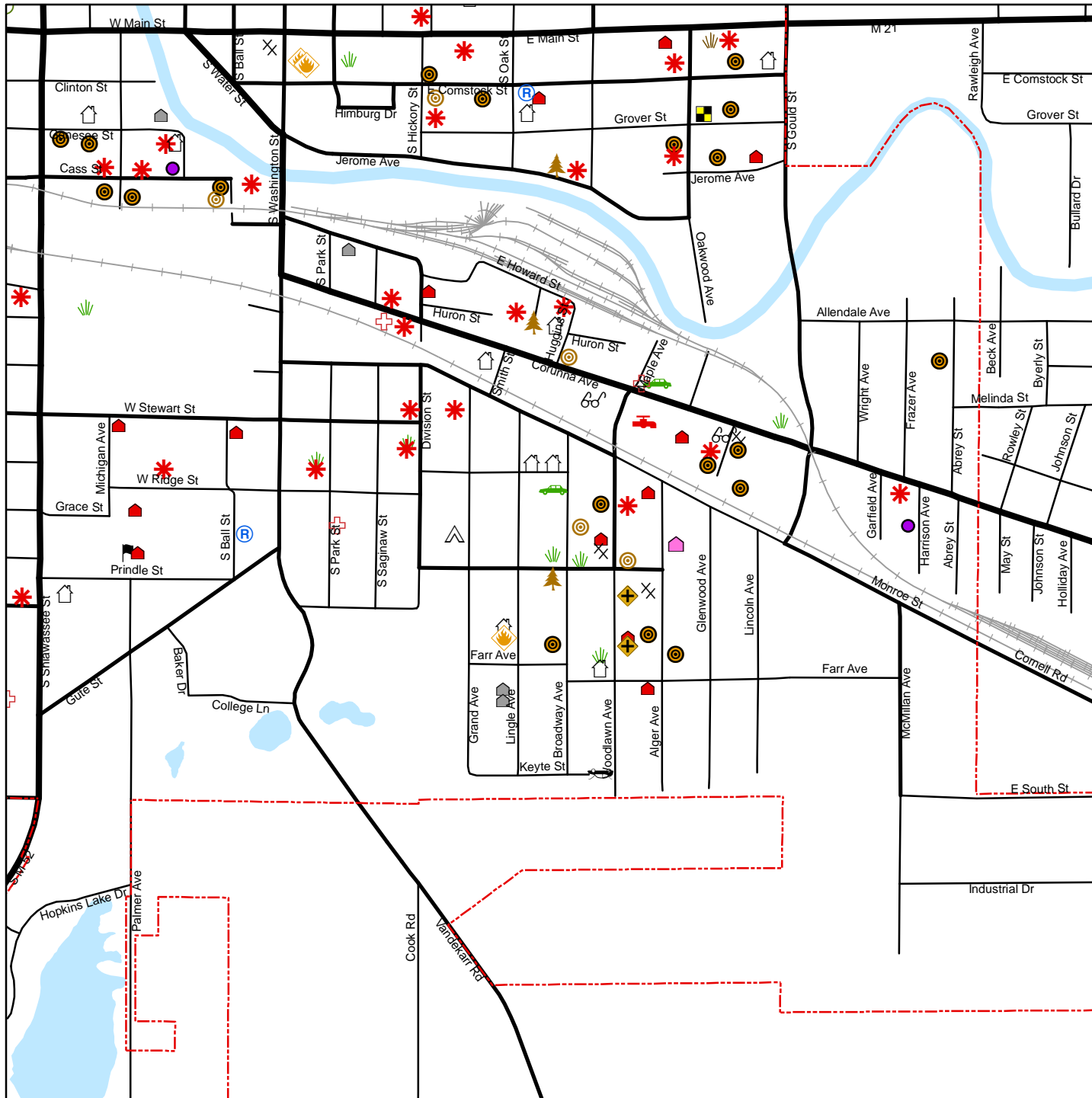


City of Owosso

Code Enforcement Activity

July 2022

SE Quadrant



Category

- Accessory Structures
- Auto Repair/Junk Vehicle
- Brush Piles
- Building Violation
- Dead Tree
- Drain Issues
- Exterior Paint/Siding
- Fence Violation
- Fire Damage
- Front Yard Parking
- Garbage & Debris
- Garbage/Junk In ROW
- Health & Safety
- Lawn Maintenance
- Misc.
- Multiple Violations
- No Building Permit
- Plumbing Violations
- Rental Registration
- ROW Violations
- Sign Violation
- Temporary Structures
- Visibility
- Zoning

Other Features

- City Limit
- Railroads
- River & Lakes

0 300 600 900 1,200 Feet

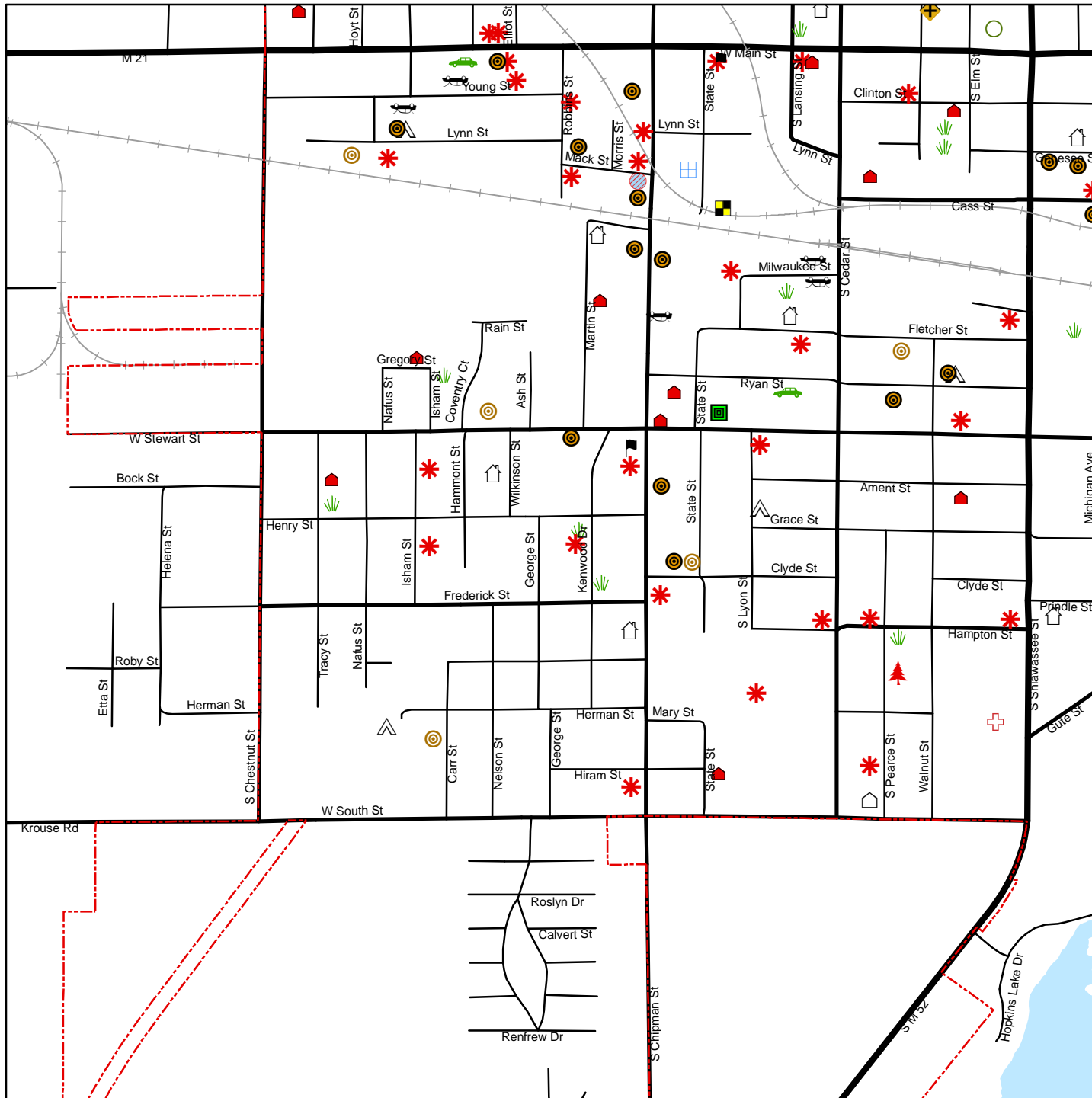


City of Owosso

Code Enforcement Activity

July 2022

SW Quadrant



Category

- Auto Repair/Junk Vehicle
- Building Violation
- Drain Issues
- Exterior Paint/Siding
- Front Yard Parking
- Furniture Outside
- Garbage & Debris
- Garbage/Junk In ROW
- Health & Safety
- Lawn Maintenance
- Multiple Violations
- No Pool Permit
- ROW Violations
- Sign Violation
- Temporary Structures
- Trees Hanging Over Row
- Vacant Structures
- Windows
- Zoning

Other Features

- City Limit
- Railroads
- River & Lakes

0 300 600 900 1,200 Feet



Monthly Inspection List

JULY 2022

BOOTH, MARK

MECHANICAL & PLUMBING INSPECTOR

Total Inspections:

30

HARRIS, JON

ELECTRICAL INSPECTOR

Total Inspections:

14

HISSONG, BRAD

BUILDING OFFICIAL

Total Inspections:

86

FREEMAN, GREG

CODE ENFORCEMENT

Total Inspections:

201

MAYBAUGH, BRAD

CODE ENFORCEMENT

Total Inspections:

193

Grand Total Inspections:

524

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	
ADULT USE RECREATIONAL RETAIL													
1	0	0	0	1	0	1	0	0	0	0	0	3	
\$5,000				\$5,000		\$5,000							\$15,000
BENTLEY PARK RENTAL													
16	1	6	10	6	5	6	0	0	0	0	0	50	
\$425		\$25	\$200	\$250	\$175	\$100	\$175						\$1,350
GROWER LICENSE													
0	0	1	0	0	0	0	0	0	0	0	0	1	
\$5,000												\$5,000	
HARMON PATRIDGE PARK RENTAL													
8	0	2	6	10	12	16	1	0	0	0	0	55	
\$200		\$100	\$150	\$250	\$350	\$550	\$50						\$1,650
MOBILE FOOD VENDING				FOOD TRUCK LICENSE									
0	0	0	1	1	0	0	0	0	0	0	0	2	
			\$150	\$150								\$300	
PARK VENDOR LICENSE				FOOD VENDOR LICENSE									
0	0	1	0	0	0	0	0	0	0	0	0	1	
			\$100									\$100	
PROVISIONING CENTER													
1	0	0	0	1	0	1	0	0	0	0	0	3	
\$5,000				\$5,000		\$5,000							\$15,000
RECREATIONAL GROW													
0	0	0	0	0	0	1	0	0	0	0	0	1	
						\$5,000							\$5,000
Rental				- RENEWALS -									
1	4	0	0	1	2	0	0	0	0	0	0	8	
\$50		\$75		\$25		\$50							\$200
RENTAL REGISTRATIONS				- NEW -									
3	5	0	0	5	4	1	0	0	0	0	0	18	
\$75		\$150		\$125		\$100							\$450
RESIDENTIAL DESIGNATED PARKING													

0	0	0	0	0	1	0	0	0	0	0	0	1	
					\$840								\$840
30	10	11	18	25	25	26	1	0	0	0	0	143	
\$10,750	\$250	\$400	\$550	\$10,725	\$1,440	\$5,725	\$50						\$44,890



OWOSSO POLICE DEPARTMENT

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

MEMORANDUM

DATE: 8 August 2022
TO: Owosso City Council
FROM: Eric E. Cherry
Police Department Lieutenant
RE: July 2022 Police Activity Report

	July 2020	July 2021	July 2022
Part I Crimes	20	30	30
Part II Crimes	101	77	86
Violent Crimes	5	9	10
Total Reports	161	151	152
Felony Arrests	16	9	6
Total Arrests	24	27	43
Traffic Stops	53	30	36
CAD Events	722	838	882

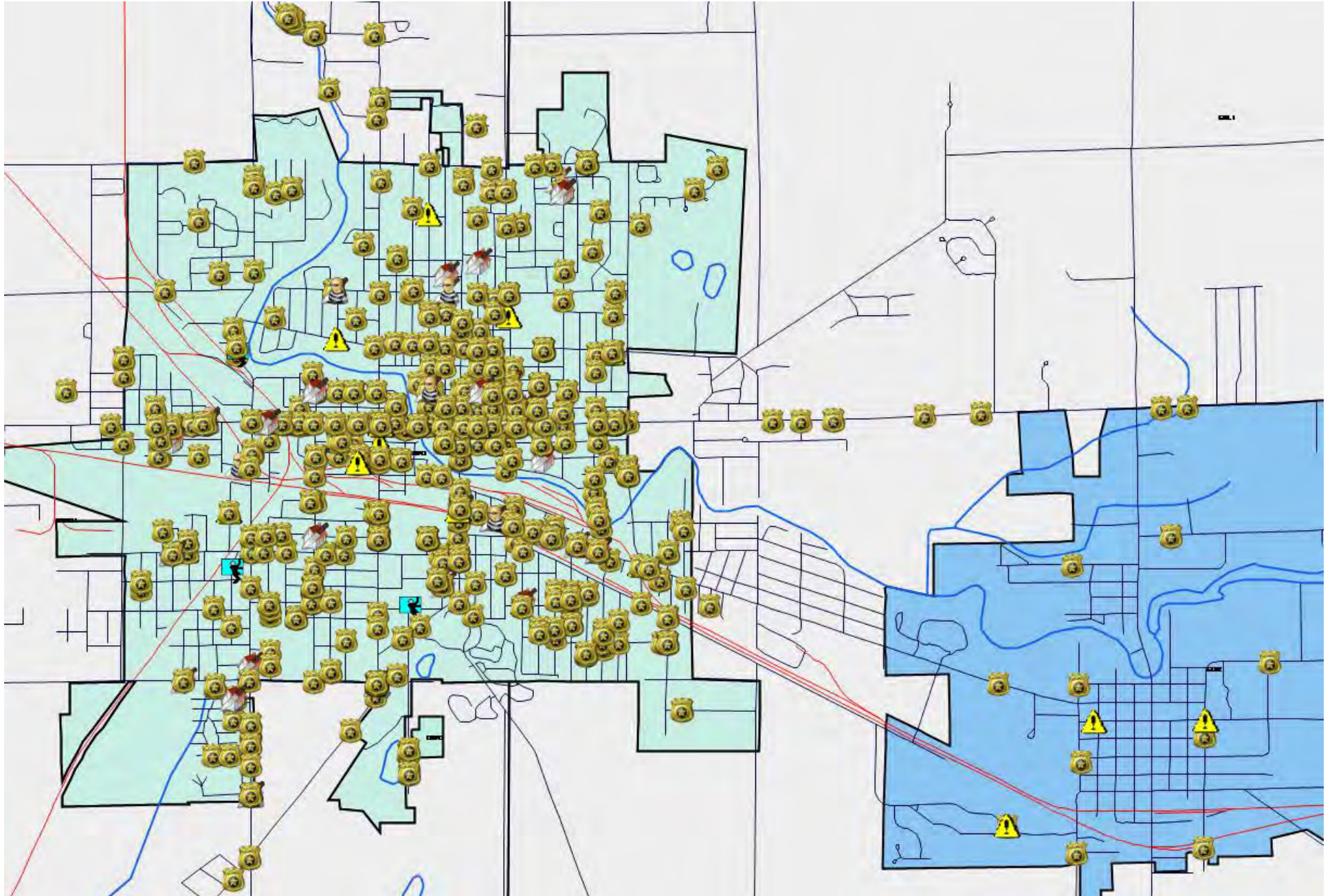
Master Plan Goal 3.1, 3.2

The Police Department's administration met with Shiawassee Health & Wellness on several occasions to discuss operations plan for COPSAP grant awarded to the represented agencies. This grant is focused at data collection of overdoses and developing a quick response team to be deployed when there is an overdose.

The Police Department's school resource officer unit met with school administration and introduce new members and discuss operations for the 2022-2023 school year.

The Police Department's administration met with Pro-Comm and Memorial Hospital staff, where initial steps were taken in adding a radio tower on OMH grounds to improve radio signal in the City of Owosso and the surrounding areas.

POLICE CALL LOCATIONS IN JUNE 2022





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

MEMORANDUM

DATE: August 3, 2022

TO: Owosso City Council

FROM: Kevin Lenkart
Director of Public Safety

RE: July 2022 Fire & Ambulance Report

Attached are the statistics for the Owosso Fire Department (OFD) for July 2022. The Owosso Fire Department responded to 277 incidents in the month of July.

OFD responded to 33 fire calls and responded to 244 EMS calls.

Previous Month ▾

Jul 1, 2022 - Jul 31, 2022 ▾

12%

FIRE
Percentage of Total Incidents

88%

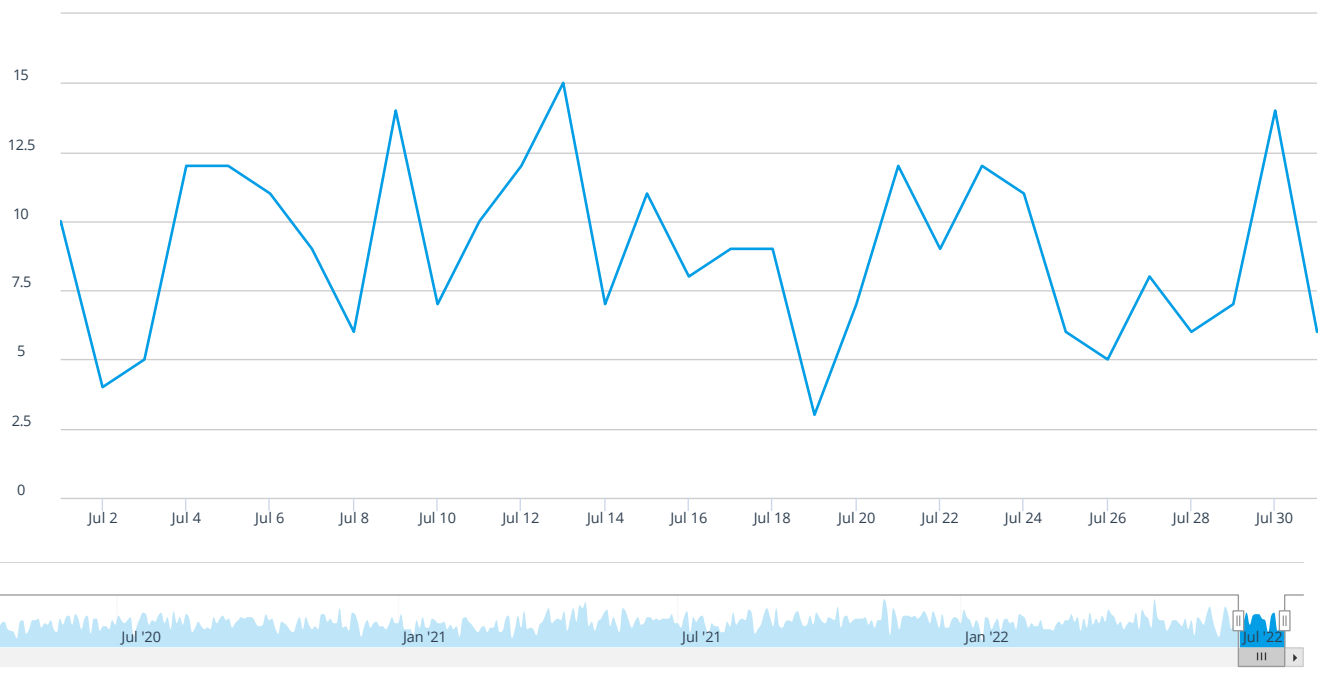
EMS
Percentage of Total Incidents

277

INCIDENTS
In Selected Time Slice

31

DAYS
In Selected Time Slice



Counts % Rows % Columns % All

Week Ending	7/3/22	7/10/22	7/17/22	7/24/22	7/31/22	8/7/22	8/14/22	8/21/22	8/28/22	9/4/22	9/11/22	9/18/22	9/25/22	Total
(11) Structure Fire		2												2
(14) Natural vegetation fire		1												1
(15) Outside rubbish fire			1											1
(31) Medical assist			1											1
(32) Emergency medical service (EMS) incident	16	59	66	53	49									243
(33) Lock-In	1													1
(41) Combustible/f... spills & leaks		2			1									3
(42) Chemical release, reaction, or toxic condition				1										1
(44) Electrical wiring/equipm.. problem	1			1										2
(46) Accident, potential accident				1	1									2
(52) Water problem				1										1
(54) Animal problem or rescue		1												1
(56) Unauthorized burning			1	1										2
(61) Dispatched and canceled en route	1	3	2	3										9
(62) Wrong location, no emergency found			1		1									2

Week Ending	7/3/22	7/10/22	7/17/22	7/24/22	7/31/22	8/7/22	8/14/22	8/21/22	8/28/22	9/4/22	9/11/22	9/18/22	9/25/22	Total
(70) False alarm and false call, other				1										1
(73) System or detector malfunction				1										1
(74) Unintentional system/detect... operation (no fire)		3												3
Total	19	71	72	63	52									277

**MINUTES
OWOSSO BROWNFIELD REDEVELOPMENT AUTHORITY
MEETING OF JUNE 23, 2022**

Meeting was called to order at 7:35 a.m. by Chairperson Susan Osika.

Roll Call.

Members Present: Randy Woodworth, Susan Osika, Jerome Haber, Gregory Brodeur, Michael Dowler, Janae Fear

Members Absent: Jeff Phillips, Julie Omer

AGENDA:

It was moved by Authority Member Fear and supported by Authority Member Woodworth to approve the agenda for June 23, 2022 as presented.

Yeas all. Motion passed.

MINUTES:

It was moved by Authority Member Fear and supported by Authority Member Brodeur to approve the minutes of October 19, 2019 as presented.

Yeas all. Motion passed.

Randy Woodworth recused himself from the discussion regarding 123 North Washington Street as a building owner/investor of this property.

COMMUNICATIONS:

- 1) Agenda
- 2) Staff memorandum (reference)
- 3) Brownfield Notices
- 4) Resolution to approve Brownfield Plan #22

**PUBLIC HEARING: **Owosso Brownfield Redevelopment District #22
123 North Washington Street****

City Manager Nathan Henne detailed the history and plan for the building at 123 N Washington Street, Owosso. The proposed investment of approximately \$2.9 million would yield nine new residential units. This Brownfield plan would be layered with an Obsolete Property Rehabilitation Certificate. According to the City's abatement policy, used to score the plan, this Brownfield only qualifies for an eleven (11) year abatement, not the twenty years that are being proposed. It would be up to City Council and the Brownfield Authority whether or not to approve the extra length of time. The precedent is in place for the City to bypass the abatement policy as it was done for 152 E Howard. This project is larger in scope and scale.

The public hearing was opened at 7:42 a.m. No public comments were received prior to or during the meeting.

JP, representative of the developer Triterra, outlined the project. He noted there will be employees with the projects, just not permanent job creation. Fifth Third Bank has not yet indicated whether they will renew their lease.

Authority members expressed concerns about the appearance of the current façade, parking issues, occupancy rate. The amount of the abatement was discussed at length. The City would continue to receive taxes on the initial assessment, but will not collect the incremental during the abatement period. It was indicated the contractors would begin work at the most logical place (interior/exterior) depending on season and other factors.

Randy Woodworth discussed that this is a passion project to assist in their long term goals to beautify, repurpose and invest in Owosso. They are drawing on all available levels of assistance to make this project a reality. Spring/Summer of 2023 is projected start date in order to have all approvals and financing in place.

It was noted that a Reimbursement Agreement would be executed between the City and the developer to solidify the terms of the capture and amendments could be made to that agreement, if necessary. Brownfield Plans are also reviewed annually by staff to ensure progress is being made the terms of the agreement are being met.

Motion by Authority Member Haber, supported by Authority Member Brodeur to approve the twenty (20) year plan:

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 Authority 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 desires to proceed with approval of the Plan and to forward the Plan to the City Council of the City of Owosso for adoption.

NOW THEREFORE, BE IT RESOLVED THAT:

1. Plan Approved. Pursuant to the authority vested in the Authority by the Act, and pursuant to and in accordance with the provisions of June 23, 2022, and maintained on file in the office of the City Clerk.
2. Severability. Should any section, clause or phrase of this Resolution be declared by the Courts to be invalid, the same shall not affect the validity of this Resolution as a whole nor any part thereof other than the part so declared to be invalid.
3. Repeals. All resolutions or parts of resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

A roll call vote was taken.

YEAS: Brodeur, Dowler, Osika, Haber, Fear.

NAYS: None.

ABSENT: Phillips, Omer.

RECUSED: Woodworth. Motion passed.

Public Hearing was closed at 8:23 a.m.

Motion by Authority Member Brodeur, supported by Authority Member Haber to approve the draft of the reimbursement agreement to be executed by the Authority's Secretary Fear and the Authority's Chair Osika once the dates are filled with the understanding the City Council has the right to negate this motion if they do not agree to the terms presented.

A roll call vote was taken.

YEAS: Brodeur, Dowler, Osika, Haber, Fear.

NAYS: None.

ABSENT: Phillips, Omer.

RECUSED: Woodworth. Motion Passed.

ITEMS OF BUSINESS: None.

PUBLIC COMMENTS: Randy and Jim Woodworth and the representatives from TriTerra thanked the Authority for having real discussion on the matter.

BOARD COMMENTS:

Authority Member Woodworth rejoined the meeting. Authority Member Fear asked for an update on the Howard Street project. Authority Member Woodworth gave an update on the progress of the apartments above Hit & Pitch.

ADJOURNMENT:

Motion by Authority Member Woodworth, supported by Authority Member Fear to adjourn the meeting at 8:32 a.m.

Carrie A. Farr, Deputy City Clerk

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

June 30, 2022

4:30 P.M.

W.W.T.P.

1. Roll (4:32 P.M.)
Members Present: R. Holzheuer, R. Suchanek
Alternates Present: T. Crawford, G. Schultz
Others Present: T. Guysky, WWTP Superintendent/Board Secretary
2. New Business:
 - a) FY 2022-23 O & M Charge: Motion by Crawford to approve FY2022-23 O & M charge of \$1,915,488 to be billed to service units monthly at \$159,624 proportioned by metered flow. Support by Schultz. No discussion. Motion carries 4-0.
3. Citizens'/Members' Comments:
NONE
4. Adjourn: Motion to adjourn by Holzheuer. Support by Schultz. No discussion. Motion carries 4-0. Meeting adjourned at 4:33 p.m.

Respectfully submitted, Timothy J. Guysky, Secretary
Approved by Review Board July 26, 2022

MINUTES FOR REGULAR MEETING
OWOSSO HISTORIC DISTRICT COMMISSION

Wednesday, July 20, 2022 at 6:00 p.m.
Virginia Teich Council Chambers

MEETING CALLED TO ORDER: 6:00 p.m. by Chairman Steven Teich.

ROLL CALL: was taken by Owosso City Manager, Nathan Henne.

PRESENT: Secretary Philip Hathaway, Commissioner Scott Newman, Commissioner Lance Omer, Commissioner Gary Wilson, Chairman Steven Teich.

ABSENT: Commissioner Dianne Acton and Commissioner Matthew Van Epps

OTHERS IN ATTENDANCE: Nathan Henne, Owosso City Manager.

AGENDA APPROVAL: July 20, 2022.

MOTION FOR APPROVAL BY SECRETARY HATHAWAY. MOTION WAS SECONDED BY COMMISSIONER _____.

AYES ALL. MOTION CARRIED.

MINUTES APPROVAL: JUNE 15, 2022 MEETING.

MOTION FOR APPROVAL AS PRESENTED BY SECRETARY HATHAWAY. MOTION WAS SECONDED BY COMMISSIONER _____. WITH THE CORRECTION OF _____ ABSENCE AT THE JUNE 15, 2022 MEETING.

AYES ALL. MOTION CARRIED.

COMMUNICATIONS: None.

PUBLIC/COMMISSIONER COMMENTS: None.

COMMITTEE REPORTS: None.

PUBLIC HEARINGS: None

ITEMS OF BUSINESS:

- 1) Demolition Permit – Lula’s Restaurant – 113 S. Washington St:

BOARD COMMENTS:

Resolutions were read aloud to the Board by City Manager Nathan Henne. The resolutions presented are to either approve or deny the demolition of 113 S. Washington Street.

Jon & Morgan Beilfuss, owners of Lula’s Restaurant were in attendance. They expressed an appreciation for historical architecture but believe if the façade was left standing, it is a liability. They have received interest and verbal offers on the site but they are conditional on the entire building being demolished. A copy of the insurance net claim summary was provided to the Board and that an estimate to rebuild entirely was over \$732,895.

John Beilfuss stated they know the cost of the demolition; however there is window repairs and additional aesthetics to consider that would increase the cost on them and would result in a greater financial hardship.

Nathan stated the MEDC was contacted and was advised that funding would not be given to restore the existing building; however, there could be assistance in the construction of an entirely new structure.

There was discussion amongst the board members of other community approaches when it came to fires in Historical districts, the loss of another Historical site in Owosso and the importance of keeping the streetscape in Owosso flush with brick, multi-story buildings.

The Board has expressed they believe it's important the front façade is preserved. Severity of fire damage to the front façade is unknown since the fire started in the rear of the building.

There was lengthy discussion amongst the board when considering if the building owners are facing a financial hardship and if proper evidence has been submitted to substantiate the owner's claims of financial hardship.

Nathan asked:

To Mr. Beilfuss:

Question: "Are you indeed claiming that by retaining this resource (front façade) you are claiming financial hardship?"

Answer: "Yes"

To the HDC:

Question: "Does this resource constitute a safety hazard to the public or structures occupants?"

Answer: Consensus amongst the Board; "no"

Question: "Is this resource a deterrent to a major improvement program that would benefit the community?"

Answer: Consensus amongst board; "no"

Question: "Does the board feel that retaining this resource (the façade) is in the interest of the community?"

Answer: "Yes"

The Board discussed all three resolution options and felt that a more in-depth quote from the demolition company in regards to the salvaging of the front façade is necessary.

MOTION BY CHAIRMAN TEICH TO TABLE DECISION DUE TO LACK OF SUFFICIENT INFORMATION AND REQUEST THE OWNERS OBTAIN A QUOTE THAT INCLUDES THE BRACING/SALVAGING OF THE FAÇADE, MOTION WAS SECONDED BY COMMISSIONER WILSON.

AYES ALL. MOTION CARRIED.

PUBLIC COMMENTS:

Councilmember Janae Fear of 1212 Riverside Dr., expressed concerns about lack of detail regarding the look of the front façade if it is decided that it must be preserved.

BOARD COMMENTS:

Chairman Teich, asked if there has been any updates regarding Aviator Jayne? Nathan states he has not received any updates.

The Board feels a demolition by Neglect is necessary after a year long wait on renovations; quotes for repairs have been obtained; however no work has been started.

MOTION BY CHAIRMAN TEICH TO ISSUE A DEMOLITION BY NEGLECT TO THE OWNERS OF AVIATOR JAYNE, MOTION WAS SECONDED BY COMMISSIONER WILSON.

AYES ALL. MOTION CARRIED.

1) **No Staff Approved CoA to Report:**

NEXT MEETING: August 17, 2022

ADJOURNMENT:

**MOTION BY _____ SECONDED BY _____ TO ADJOURN AT _____
P.M. ALL AYES. MOTION CARRIED.**

Philip Hathaway, Secretary

MINUTES
REGULAR MEETING OF THE
DOWNTOWN DEVELOPMENT AUTHORITY/MAIN STREET
CITY OF OWOSSO
July 20, 2022, AT 7:30 A.M.

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

ROLL CALL: Taken by Molly Hier

MEMBERS PRESENT: Chairman Jon Moore, Vice-Chairman Brianna Carrol, Commissioners: Josh Ardelean (7:44am), Sue Osika, Nicole Reyna, Lance Omer and Melissa Wheeler (8:02am).

MEMBERS ABSENT: Commissioner Bill Gilbert

OTHERS PRESENT: Beth Kuiper, Director and City Manager, Nathan Henne

AGENDA: IT WAS MOVED BY AUTHORITY MEMBER SUE OSIKA AND SUPPORTED BY VICE-CHAIR BRIANNA CARROL TO APPROVE THE AGENDA AS PRESENTED.

AYES: ALL

MINUTES: IT WAS MOVED BY AUTHORITY MEMBER OSIKA AND SUPPORTED BY VICE-CHAIR CARROL TO APPROVE THE MINUTES AS PRESENTED FOR THE REGULAR MEETING HELD JUNE 1, 2022.

MINUTES: IT WAS MOVED BY AUTHORITY MEMBER OSIKA AND SUPPORTED BY COMMISSIONER OMER TO APPROVE THE MINUTES AS PRESENTED FOR THE SPECIAL MEETING HELD JUNE 16, 2022.

AYES: ALL

PUBLIC COMMENTS: NONE

ITEMS OF BUSINESS:

- 1) **CHECK REGISTER: MARCH 2022** – Director Kuiper provided a brief summary of the March 2022 check register to the Board.

MOTION BY AUTHORITY MEMBER OSIKA, SUPPORTED BY VICE-CHAIR CARROL TO APPROVE THE CHECK REGISTER AS PRESENTED FOR MARCH 2022 AS PRESENTED.

AYES: ALL

- 2) **BUDGET REPORT** – Director Kuiper provided an update that there are still two outstanding bills that will need to be paid. Additional expenses have been paid and the proper funds have been transferred to the City account. It is around \$2500 to repair the chairman lights and she is still waiting on quotes for trash cans.

- 3) **CREDIT CARD RECONCILIATION** – Pre-payments have been made and the card will be closed soon.

- 4) **SHIACASH REPORT** – Commissioner Omer inquired as to how long the ShiCash is good for, Director Kuiper stated the most is 5 years.
- 5) **CHARGEPOINT REPORT**– Director Kuiper stated both Chargepoint stations located in the Main St. Plaza are still inactive; there are problems with overheating and wiring issues; parts are on order currently. The Board would like to see monthly reports of the stations.
- 6) **123 N. WASHINGTON BROWNFIELD PLAN** – City Manager Nathan Henne provided an update to the Board; Woodworth has hired Bruce Johnson to help assist with the grant program through the MEDC. City Council and the Brownfield Authority have approved the necessary plans, the plan is for 20 years, totaling around \$2.9 million. He suggested the DDA consider an agreement to allow the Brownfield project to capture tax increments revenue from their dedicated millage, which is an estimated \$9500 cost to the DDA. There is an estimated 11 residential units included in the renovation project.

MOTION BY AUTHORITY MEMBER OSIKA, SUPPORTED BY VICE-CHAIR CARROL TO APPROVE THE 123 N. WASHINGTON STREET BROWNFIELD PLAN.

AYES: ALL

- 7) **REVOLVING LOAN FUND AMENDMENTS** – It was agreed by the Board to approve 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%.

MOTION BY VICE-CHAIR CARROL, SUPPORTED BY COMMISSIONER ARDELEAN TO APPROVE THE AMENDEMENT FOR THE REVOLVING LOAN IN THAT INSTEAD OF A 5% FLAT RATE, IT IS A PRIME PLUS %1 INTEREST RATE AT THE TIME OF APPLICATION.

AYES: ALL

- 8) **ELECTRIC VEHICLE STATIONS** – Director Kuiper stated it was a Social Media Bootcamp course offered by AZee Business Solutions. She also has concerns the Chargepoint stations are starting to cost the Board money since they have been inactive for so long. The warranty is good through October 3, 2024, she posed the question do we remove them if they cannot be fixed and stay operable. Vice-Chair Carrol asked if switching providers is an option, Beth states no, there is limited manufacturer's and limited electricians who can fix the issues. Commissioner Omer suggested to make a request to extend the warranty. Chairman Moore offered to meet with Chargepoint. The Board is interested in meeting with a Chargepoint representative.
- 9) **AMERICORPS MEMBER** – Director Kuiper stated she has received five applications; two of which are local and she feels are both invested. She has met with the applicants for an initial interview and walked through programs they'll focus on and benefits offered to them. The board would like to have backup applicants.
- 10) **SPONSORSHIP OPPORTUNITIES** – Vice Chair Carrol took over for Chairman Moore who left at 8:20am. She detailed the upcoming Artwalk on September 10, 2022; she has met with sponsors from previous years; one more sponsor is needed. There will be an interactive art station for adults and children sponsored by Woodworth as well as a chalk-art contest sponsored by CLH Insurance.

Many businesses in the downtown area have exhibits planned that are inclusive to the public; the event hours are 3:00 – 8:00pm.

COMMITTEE UPDATES:

- 1) **Design** – Commissioner Wheeler spoke about the chairman lights, funds have been provided by the City for replacement. Additionally the Fountain Park is in the process of approval for repair after being hit by a vehicle. All the flowers have been donated by local businesses. Authority Member Osika requested obtaining petunias for the next year. Surrounding Cities have hanging pots and planters and the Board agreed they would like to see more in Owosso's downtown potentially replacing flower beds in the future.
- 2) **Organization – No updates**
- 3) **Economic Vitality** – Director Kuiper stated seven people signed up and four individuals showed up, it was an informative meeting.

Board Continuing Education/Information:

Authority Member Osika recommended everyone visit the new E-Bikes Store located in the old JcPennys Salon. She also stated she has received complaints regarding weeds in the downtown sidewalks and flowerbeds. The individual that had planned to care for this issue is too busy to keep up; DPW is also very busy this season. Director Kuiper stated that Washington Street sidewalks had been sprayed but there are some remaining. The Board agreed on a day to pull weeds themselves since outside sources are unable to.

Director Kuiper stated she would like to add signs to the bike racks downtown. Commissioner Reyna would like a bike rack in front of Sidelines for customers who peddle to the restaurant.

Director Updates:

Director Kuiper will be on vacation August 27, 2022 – September 6, 2022. The Board agreed to postpone the next meeting until September 14, 2022.

PUBLIC COMMENTS:

NONE

BOARD COMMENTS:

NONE

ADJOURNMENT:

**IT WAS MOVED BY AUTHORITY MEMBER OSIKA AND SUPPORTED BY COMMISSIONER OMER TO
ADJOURN AT 8:45 A.M.**

AYES: ALL. MOTION CARRIED.

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

July 26, 2022

4:30 P.M.

W.W.T.P.

1. Roll (4:30 P.M.)
Members Present: R. Holzheuer, R. Suchanek, J. Archer
Alternates Present: T. Crawford
Others Present: T. Guysky, WWTP Superintendent/Board Secretary
J. Bloomfield, Owosso Township-Caledonia Township Sewer Authority
2. Previous Meeting Minutes:
 - a) March 22, 2022: Motion by Crawford to approve the March 22, 2022 meeting minutes. Support by Archer. No discussion. Motion carries 4-0.
 - b) June 30, 2022 Special Meeting: Motion by Archer to approve the June 30, 2022 special meeting minutes. Support by Holzheuer. No discussion. Motion carries 4-0.
3. Secretary's Report:
 - a) Plant Performance Summaries (March 2022 – June 2022): Guysky noted full permit compliance for March through June 2022. He also noted three typographical errors on the June Plant Performance Summary included in the meeting packet. Corrected copies will be provided to Board Members.
 - b) Plant Operations: Guysky noted efficient plant operation for the March through June period, with energy and chemical usage less than normal due to dry weather/low flow conditions. He also reported the plant is at full staff from an operation and maintenance standpoint, though there is one open part-time lab tech position.
 - c) WWTP Project Updates: Guysky notified the Board the solids handling project is underway, with demolition of existing unused equipment the main focus. The secondary/tertiary process rehab project design phase is scheduled to begin shortly, with a disk filtration pilot test scheduled to begin within the next few weeks.
4. Old Business:
 - a) Hydrogen Sulfide Mitigation: Guysky detailed the current status of the Hydrogen Sulfide collection system study, noting the deployment of gas monitors and beginning of liquid sampling/analyses in early July due to optimal (low) flow conditions. He detailed the location of each gas monitor and liquid sampling point, emphasizing the possibility of relocation following review of the first months' data. He also detailed additional efforts at the WWTP to determine potential for H₂S generation within the plant processes. Board discussion followed, centering on cross border situations and monitoring in the City of Owosso collection system. Updates will be provided to the Board and Township Utility Authority as the study progresses.
5. New Business:
 - a) Reissued NPDES Permit: Guysky provided details regarding the plant NPDES discharge permit, currently in the State of Michigan reissue process. Existing limitations mostly remain intact, with some reduction in monitoring frequency, specifically Mercury and

PFAS. Monitoring and limitations will be required for several new parameters with initially monthly monitoring frequencies, despite City of Owosso objections. A public notice period is expected to begin August 1.

6. Citizens'/Members' Comments:

NONE

7. Adjourn: Motion to adjourn by Holzheuer. Support by Crawford. No discussion. Motion carries 4-0. Meeting adjourned at 5:14 p.m.

Respectfully submitted, Timothy J. Guysky, Secretary

Approval by Review Board pending

Draft

**PARKS AND RECREATION COMMISSION
REGULAR MEETING**

Minutes of Wednesday, July 27, 2022
7:00 p.m.
Owosso City Hall

CALL TO ORDER: Commissioner Workman called the meeting to order at 7:03 p.m.

PLEDGE OF ALLEGIANCE: Was recited

ROLL CALL: Was taken by Amy Fuller

MEMBERS PRESENT: Chairman Workman, Vice-Chair Jeff Selbig, Commissioners Don Horton, Gerald Bila, Carol Anne Smith, Kevin Maginity, and Ellen Rodman

MEMBERS ABSENT: None.

OTHERS PRESENT: Amy Fuller

APPROVAL OF AGENDA: COMMISSIONER RODMAN MADE A MOTION TO APPROVE THE AGENDA FOR JULY 27, 2022. MOTION SUPPORTED BY COMMISSIONER HORTON. AYES ALL, MOTION CARRIED.

APPROVAL OF MINUTES: COMMISSIONER HORTON MADE A MOTION TO APPROVE THE MINUTES FOR JUNE 22, 2022 WITH NO CHANGES. MOTION SUPPORTED BY COMMISSIONER RODMAN. AYES ALL, MOTION CARRIED.

PUBLIC COMMENTS: None.

OLD BUSINESS REPORT FROM CITY LIASON:

Ms. Fuller reported she is still waiting on news regarding the sign order for the disc golf course. There was discussion on seeking quotes from other vendors. Ms. Fuller reported the kayak landing is scheduled for construction August – September. Commissioner Selbig suggested the signage thank the voters for the millage funding. Ms. Fuller shared the bid opening for the pickleball courts is August 2, 2022. COMMISSIONER HORTON MADE A MOTION TO HOLD A SPECIAL MEETING AT CITY HALL ON AUGUST 3, 2022 AT 6:30 P.M. AND TO CANCEL THE AUGUST 27, 2022 REGULAR MEETING. MOTION SUPPORTED BY COMMISSIONER RODMAN. AYES; WORKMAN, SELBIG, HORTON, SMITH, RODMAN AND MAGINITY. NO; BILA. MOTION CARRIED.

NEW BUSINESS:

Rosevear Park: The commission discussed meeting at Hugh Parker Field to discuss ideas for Rosevear Park during their September meeting. COMMISSIONER SMITH MADE A MOTION TO TO MEET AT THE HUGH PARKER PAVILION FOR THE SEPTEMBER 28, 2022 MEETING. MOTION SUPPORTED BY COMMISSIONER RODMAN. AYES ALL, MOTION CARRIED.

Parks and Recreation Master Plan: The commission discussed projects on the existing master plan.

Next Meeting: August 3, 2022 at 6:30 PM at City Hall.

PUBLIC/COMMISSIONERS COMMENTS: none

ADJOURNMENT: COMMISSIONER HORTON MADE A MOTION TO ADJOURN AT 8:03 P.M. MOTION SUPPORTED BY COMMISSIONER SELBIG. AYES ALL, MOTION CARRIED.

Respectfully submitted by:
Amy Fuller, Assistant City Manager

**PARKS AND RECREATION COMMISSION
SPECIAL MEETING**

Draft Minutes of Wednesday, August 3, 2022
6:30 p.m.
Owosso City Hall

CALL TO ORDER: Commissioner Workman called the meeting to order at 6:30 p.m.

PLEDGE OF ALLEGIANCE: Was recited

ROLL CALL: Was taken by Amy Fuller

MEMBERS PRESENT: Chairman Workman, Vice-Chair Jeff Selbig, Commissioners Don Horton, Kevin Maginity, and Ellen Rodman

MEMBERS ABSENT: Commissioners Bila and Smith

OTHERS PRESENT: Amy Fuller

APPROVAL OF AGENDA: COMMISSIONER HORTON MADE A MOTION TO APPROVE THE AGENDA FOR AUGUST 3, 2022. MOTION SUPPORTED BY COMMISSIONER RODMAN. AYES ALL, MOTION CARRIED.

APPROVAL OF MINUTES: COMMISSIONER RODMAN MADE A MOTION TO APPROVE THE MINUTES FOR JULY 27, 2022 WITH NO CHANGES. MOTION SUPPORTED BY COMMISSIONER MAGINITY. AYES ALL, MOTION CARRIED.

PUBLIC COMMENTS: None.

ITEM OF BUSINESS:

Pickleball Courts: Ms. Fuller reviewed the prices from the pickleball court bid opening. COMMISSIONER SELBIG MADE A MOTION TO HIRE MCKEARNEY ASPHALT FOR \$20,000. MOTION SUPPORTED BY COMMISSIONER HORTON. AYES ALL, MOTION CARRIED.

Next Meeting: September 28, 2022 at 7:00 PM at City Hall.

PUBLIC/COMMISSIONERS COMMENTS: none

ADJOURNMENT: COMMISSIONER HORTON MADE A MOTION TO ADJOURN AT 6:50 P.M. MOTION SUPPORTED BY COMMISSIONER MAGINITY. AYES ALL, MOTION CARRIED.

Respectfully submitted by:
Amy Fuller, Assistant City Manager



Regular Meeting of the Owosso Historical Commission

Minutes of August 8, 2022 – 6:00 P.M. at the Shiawassee Arts Center

PRESIDING OFFICER: Chair Dave Acton

MEMBERS PRESENT: Commissioners Troy Dodge, Gary Wilson, Sue Osika, Chair Dave Acton, Vice Chair Mark Erickson.

MEMBERS ABSENT: Commissioner Deb Adams

OTHERS PRESENT: Amy Fuller, Assistant City Manager, Piper Brewer, Denice Grace, and Cora Walby

CHAIR ACTON CALLED THE MEETING TO ORDER AT 6:00 P.M.

APPROVE MINUTES – JUNE 13, 2022

Motion by Commissioner Osika to approve minutes as presented, supported by Commissioner Wilson.

Passed by voice vote.

APPROVE AGENDA – AUGUST 8, 2022

Motion by Commissioner Erickson to approve agenda as presented, supported by Commissioner Osika.

Passed by voice vote.

ITEMS OF BUSINESS

1. Gould House Landscaping:

Amy reported the grant for landscaping was submitted by volunteer, Jane Brown. Amy continues to get quotes for removing the overgrown vegetation and getting the gardens ready for a spring planting. There was discussion on having DPW spend a few hours there to get things cleaned up quickly. Piper Brewer suggested saving the peonies and quince shrubs.

- a. Motion by Vice Chair Erickson to authorize up to 5 hours of DPW labor for garden cleanup.
- b. Supported by Commissioner Osika.
- c. Passed by voice vote.

2. Castle 100th Anniversary:

Vice Chair Erickson reported that the 100th anniversary committee has met two times. They have discussed having several small events including a possible movie showing at the Lebowski Center. They are working on a logo and are also interested in partnering with the Curwood Festival. Vice Chair Erickson said they could work on a budget at the next meeting.

- a. Motion by Vice Chair Erickson to add Cora Walby to the committee.
- b. Supported by Commissioner Osika.
- c. Passed by voice vote.

3. Financial Review and Discussion

Amy stated the revenue and expense report is looking good. Revenue is slightly higher than budgeted for the year and expenses are slightly lower. The report is updated through the end of June 2022.

Denice Grace provided a financial report on the Castle. The Castle was rented to a theater group Saturday, August 6, 2022. Denice was present during the time they filmed. She reported it went well.

PUBLIC COMMENT PERIOD

None

COMMISSIONER COMMENTS

Commissioner Wilson commented on the high quality Shiawassee Arts Center display which details Owosso history. There was discussion on possibly moving the display, or part of the display, to the Gould House to serve as a museum and event space. Commissioner Osika questioned whether the Gould House could be used given it is not ADA compliant. There was also discussion regarding who would staff the space. Piper Brewer said she would talk to her board to see if there would be a cost for the displays. It was decided Chair Acton, Commissioner Erickson and Commissioner Wilson would have a follow up meeting to discuss this in more detail and report back to the Commission.

STAFF REPORT AND PROJECT UPDATES

None

ADJOURNMENT

Commissioner Osika moved to adjourn the meeting. Commissioner Erickson supported. Voice vote was unanimous to adjourn the meeting at 6:56 P.M.

Respectfully submitted by:
Amy Fuller, Assistant City Manager

MINUTES
SPECIAL MEETING OF THE
DOWNTOWN DEVELOPMENT AUTHORITY/MAIN STREET
CITY OF OWOSSO
AUGUST 9, 2022 AT 7:30 A.M.

CALL TO ORDER: The meeting was called to order by Chairman Moore at 7:32 A.M.

ROLL CALL: Taken by Director Beth Kuiper

MEMBERS PRESENT: Chairman Jon Moore, Vice-Chairman Bri Marrah (7:36), Commissioners: Josh Ardelean, Bill Gilbert, Melissa Wheeler, Nicole Renya and Authority Member Sue Osika.

MEMBERS ABSENT: Commissioner Lance Omer.

OTHERS PRESENT: Beth Kuiper, Director

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

AYES: ALL. MOTION CARRIED.

PUBLIC COMMENTS: None

ITEMS OF BUSINESS:

- 1) **RLF APPLICATION REVIEW** – Authority Member S. Osika questioned N. Pidek's recusal at the RLF subcommittee meeting. Director Kuiper confirmed that N. Pidek did not vote as a member of the RLF subcommittee, but attended as an applicant to answer questions as all RLF applicants are asked to present. Chairman Moore contacted N. Pidek asking for clarification in which N. Pidek confirmed that he did recused himself verbally due to conflict of interest from voting or commenting as a committee member for the Aviator Jayne RLF loan application.

MOTION BY COMMISSIONER ARDELEAN, SUPPORTED BY AUTHORITY MEMBER OSIKA TO AMMEND THE AVIATOR JAYNE SCORING MATRIX MINUTES AS PRESENTED.

MOTION BY AUTHORITY MEMBER OSIKA, SUPPORTED BY VICE-CHAIR MARRAH TO APPROVE THE AVIATOR JAYNE'S BUSINESS EXPANSION AND PROPERTY DEVELOPMENT RLF LOAN.

AYES: ALL. MOTION CARRIED.

- 2) **AMERICORPS MEMBER** – A second member position was offered to OMS/DDA at a cost of \$2500.00 to the DDA for a full-time employee for one year. Director Kuiper informed the OMS/DDA Board on the impacts of this second member would have on the organization's programming and budget.

MOTION BY VICE-CHAIR MARRAH, SUPPORTED BY AUTHORITY MEMBER OSIKA TO DENY A SECOND AMERICORPS MEMBER DUE TO BUDGETARY CONSTRAINTS.

AYES: ALL. MOTION CARRIED.

- 3) **MMS COMMUNITY ASSESSMENT** – For accreditation and programming optimization, the OMS/DDA must complete a community assessment by 8/30/2022. All board members will

complete this assessment by 8/19/2022 and return to Director Kuiper. Kuiper will compile information and the board will further discuss at their regular meeting to be held on 9/14/2022.

- 4) **MMS PULSE REPORT** – An in-demand pulse report must be completed by 8/30/2022 by the community. Director Kuiper sent a survey link (expired) for the Board to modify by 8/12/2022 and will send electronically early next week.

PUBLIC COMMENTS: None.

BOARD COMMENTS:

ADJOURNMENT:

**IT WAS MOVED BY CHAIRMAN MOORE AND SUPPORTED BY VICE-CHAIRMAN MARRAH TO
ADJOURN AT 8:10 A.M. AYES: ALL. MOTION CARRIED.**

NEXT MEETING: SEPTEMBER 14, 2022.