

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MONDAY, NOVEMBER 21, 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 NOVEMBER 7, 2022:

ADDRESSING THE CITY COUNCIL

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

PROCLAMATIONS / SPECIAL PRESENTATIONS

None.

PUBLIC HEARINGS

1. CDBG Grant Application -- 114-116 W Main Street. Conduct a public hearing to receive citizen comment regarding the proposed application for a CDBG grant for the 114-116 W Main Street Redevelopment Project.

Master Plan Implementation Goals: 1.3, 1.9, 5.11, 5.13, 6.6

CITIZEN COMMENTS AND QUESTIONS

CONSENT AGENDA

1. Contract Extension - IT/Network Engineering Services. Authorize extension of the contract with Logicalis, Inc. for the provision of network administrator services for the 2023 calendar year in an amount not to exceed \$90,000.00, and further authorize payment to the vendor for services rendered up to the contract amount.
2. Bid Award -- 2023 Street Program Engineering Services - Contract No. 1. Approve bid award to Eng., Inc. for engineering and construction administration services for the 2023 Street Program -- Contract No. 1 in the amount of \$57,990.00, contingent upon a construction contract being awarded, and approve payment to the engineer upon satisfactory completion of the work or portion thereof.

Master Plan Implementation Goals: 3.10

3. Balancing Change Order – 2022 Street Patches Program. Approve Balancing Change Order No. 2 to the contract with TJ Smith Sand & Gravel, Inc. for the 2022 Street Patches Program, adding \$2,487.90 for additional street patches and authorizing payment up to the contract amount, plus Change Order Nos. 1 & 2, for a total contract amount of \$122,720.40.
4. Professional Services Agreement - Governmental Accounting Services. Authorize a professional services agreement with Taylor and Morgan, C.P.A., P.C. for the provision of onsite governmental accounting services in an amount not to exceed \$45,000.00, and further authorize payment to the firm for services rendered in accordance with the contract.
5. New Year's Eve Block Party Permission. Approve request from Owosso Main Street for the closure of South Washington Street from Comstock Street to Jerome Street on Friday, December 31, 2022 at 6:00 p.m. until Saturday, January 1, 2023 at 12:00 a.m. for the New Year's Eve Block Party and approve Traffic Control Order No. 1491 formalizing the request.
Master Plan Implementation Goals: 4.2, 4.6, 5.9, 5.12

ITEMS OF BUSINESS

1. Lot Split Authorization – 623 South Chestnut Street. Consider authorization of the division of a City lot under the Michigan Subdivision Control Act for platted lot at 623 South Chestnut Street.
2. Stock Sale Authorization. Consider authorization of the sale of 270 shares of American Financial Group, Inc. stock in compliance with the City's Investment Policy.
3. Small Cell Wireless Facilities Permit – 825 W. Main Street. Consider approval of the Small Cell Wireless Facilities Permit application from Verizon Wireless for the location of a new pole and small cell wireless facility at 825 West Main Street.
Master Plan Implementation Goals: 5.15

COMMUNICATIONS

1. Tanya S. Buckelew, Planning & Building Director. October 2022 Building Department Report.
2. Tanya S. Buckelew, Planning & Building Director. October 2022 Code Violations Report.
3. Tanya S. Buckelew, Planning & Building Director. October 2022 Inspections Report.
4. Tanya S. Buckelew, Planning & Building Director. October 2022 Certificates Issued Report.
5. Kevin D. Lenkart, Public Safety Director. October 2022 Fire Report.
6. Kevin D. Lenkart, Public Safety Director. October 2022 Police Report.
7. Downtown Development Authority/Main Street. Minutes of November 2, 2022.

CITIZEN COMMENTS AND QUESTIONS

NEXT MEETING

Monday, December 05, 2022

BOARDS AND COMMISSIONS OPENINGS

Brownfield Redevelopment Authority – term expires June 30, 2026
 Building Board of Appeals – Alternate - term expires June 30, 2024
 Building Board of Appeals – Alternate - term expires June 30, 2025
 Downtown Historic District Commission – term expires June 30, 2023
 Downtown Historic District Commission - term expires June 30, 2024
 Downtown Historic District Commission – term expires June 30, 2025
 Owosso Historical Commission – 2 terms expire December 31, 2022
 Owosso Historical Commission – term expires December 31, 2023
 SATA Board of Directors – term expires October 1, 2025

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 November 21, 2022. Citizens may view and listen to the meeting using the following link and phone numbers.

**OWOSSO CITY COUNCIL
Monday, November 21, 2022
at 7:00 p.m.**

Please note
earlier start time.

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

- **Join Zoom Meeting:**
<https://us02web.zoom.us/j/84924186607?pwd=SFFHelAxV1FEQ2FSaWorc1BjMFhQdz09>
- **Meeting ID:** 849 2418 6607
- **Password:** 772723
- **One tap mobile**

+16469313860,,84924186607#,,,,*772723# US
+13017158592,,84924186607#,,,,*772723# US (Washington DC)

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 November 21, 2022 may do so by calling or e-mailing the City Clerk's Office prior to the meeting at (989)725-0500 or city.clerk@ci.owosso.mi.us. Contact information for individual Council members can be found on the City website at: <http://www.ci.owosso.mi.us/Government/City-Council>

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

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

PRESIDING OFFICER: MAYOR CHRISTOPHER T. EVELETH

OPENING PRAYER: PASTOR KATIE WALLEN
FIRST BAPTIST CHURCH

PLEDGE OF ALLEGIANCE: MAYOR CHRISTOPHER T. EVELETH

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

ABSENT: Mayor Pro-Tem Susan J. Osika.

APPROVE AGENDA

Motion by Councilmember Pidek to approve the agenda as presented.

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

APPROVAL OF THE MINUTES OF REGULAR MEETING OF OCTOBER 17, 2022

Motion by Councilmember Fear to approve the Minutes of the Regular Meeting of October 17, 2022 as presented.

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

PROCLAMATIONS / SPECIAL PRESENTATIONS

Mayor Eveleth thanked the City of Owosso voters, staff, fellow council members, friends and family for their support and shared memories from his 13 years on council. Following the Mayor's speech his portrait for Council Chambers was shared.

PUBLIC HEARINGS

None.

CITIZEN COMMENTS AND QUESTIONS

Tracey Peltier, 1888 Ketegawn, thanked Mayor Eveleth for his service.

Eddie Urban, 601 Glenwood Avenue, asked if the walkway on the railroad tracks would be plowed this winter. Mentioned a tree falling over and shared the importance of saying please and thank you.

Jim Hathaway, 1027 N. Chipman, thanked Mayor Eveleth for his service.

Paula Ray, Owosso resident, shared memories of Mayor Eveleth's service.

Tom Manke, 2910 W. M-21, thanked the mayor for his service and honesty.

State Representative Ben Frederick thanked Mayor Eveleth for his service and leadership.

Eddie Urban, 601 Glenwood Avenue, thanked Mayor Eveleth.

Councilmember Pidek said it has been an honor to serve with Mayor Eveleth and that the infrastructure improvements the Mayor helped with will impact future generations.

Councilmember Teich thanked Mayor Eveleth for his service and acknowledged the role the Mayor played in his decision to run for office.

Councilmember Haber thanked the Mayor for his service, calling him a class act.

Councilmember Fear thanked Mayor Eveleth for his service.

CONSENT AGENDA

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

Traffic Control Order – Downtown Glow Parade, 5K and Tree Lighting. Consider request from Beth Kuiper, Owosso Main Street Director, for the street/lot closure for the annual Downtown Glow Parade, 5K and Tree Lighting on Friday, November 25, 2022 5:00 p.m. to 9:00 p.m. and approve Traffic Control Order No. 1490 formalizing the permission.

Tetra Tech Contract for Washington Park Lift Station. Approve Change Order No. 1 to the contract with Tetra Tech for the design of the Washington Park Lift Station, an increase of \$2,900.00 to the contract amount.

RESOLUTION NO. 166-2022

AUTHORIZING CHANGE ORDER NO. 1 TO THE CONTRACT FOR PROFESSIONAL ENGINEERING SERVICES WITH TETRA TECH FOR THE WASHINGTON PARK SMART HOMES LIFT STATION PROJECT

WHEREAS, the City of Owosso, Shiawassee County, Michigan, approved a contract with Tetra Tech on February 22, 2022 for engineering services for the Washington Park Smart Homes Lift Station Project in the amount of \$57,500.00; and

WHEREAS, city staff has requested Tetra Tech to perform additional services to combine the city's plans with Tetra Tech's plan to create one plan set for bidding; and

WHEREAS, the Director of Engineering has reviewed the change order as requested and has determined it to be fair and reasonable.

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

FIRST: The city of Owosso has theretofore determined that it is advisable, necessary and in the public interest to change the contract with Tetra Tech for an addition of cost to the city of Owosso in the amount of \$2,900.00 as outlined in the change order.

SECOND: The mayor and city clerk are requested and authorized to sign Change Order No. 1 to the Engineering Services Contract between the City of Owosso, Michigan and Tetra Tech for the Washington Park Smart Homes Lift Station Project.

THIRD: The Accounts Payable department is authorized to make payment up to the contract amount, including the change order, totaling \$60,400.00 for the Washington Park Smart Homes Lift Station Project.

FOURTH: The above expenses shall be paid from the Sewer Fund Account No. 590-549-818.000-WASHPARK21, and other funds as appropriated.

Investment Account – Huntington Liquidity Portal. Approve the city's participation in Huntington Bank – Capital Markets Liquidity Portal.

RESOLUTION NO. 167-2022

AUTHORIZING PARTICIPATION IN HUNTINGTON BANK'S CAPITAL MARKETS – LIQUIDITY PORTAL

WHEREAS, Public Act 20 of 1943 Investment of Surplus of Political Subdivisions, as amended, is an act relative to the investment of funds of public corporations of the state of Michigan and validates certain investments; and

WHEREAS, the Owosso City Council adopted an amended Investment Policy per Public Act 20 of 1943 on December 18, 2006; and

WHEREAS, the city's adopted investment policy and PA 20 of 1943 allows for the investment of money market mutual funds; and

WHEREAS, Huntington Bank is an authorized depository of the City of Owosso as required per Section 8.13 of the Owosso City Charter; and

WHEREAS, Huntington Bank offers a Capital Markets Liquidity Portal in compliance with the city's investment policy and PA 20 of 1943 as money market mutual funds.

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

FIRST: it authorizes the City of Owosso's participation in Huntington Bank's Capital Markets Liquidity Portal.

SECOND: all of the designated officers, per city charter, are hereby authorized to execute on behalf of the city signature cards or other documents containing the rules and regulations of the financial institution and the conditions under which transactions are accepted and to agree on behalf of the city to those rules, regulations and conditions.

Non-Profit Organization Recognition - Owosso Sports Boosters, Inc. Approve local governing body resolution recognizing the Owosso Sports Boosters as a local civic non-profit organization operating in the City of Owosso for the purposes of obtaining a charitable gaming license from the State of Michigan as follows:

RESOLUTION NO. 168-2022

LOCAL GOVERNING BODY RESOLUTION FOR CHARITABLE GAMING LICENSE

The Owosso City Council hereby approves the request of the Owosso Sports Boosters, Inc., operating in Shiawassee County, asking they be recognized as a non-profit organization operating in the community for the purpose of obtaining a charitable gaming license from the State of Michigan.

Set Public Hearing - 114-116 W. Main Street CDBG Grant Application. Set a public hearing for Monday, November 21, 2022 at 7:30 p.m. at the regular City Council meeting to receive citizen comment regarding the CDBG grant application for the 114-116 W. Main Street Rental Rehabilitation Project and designate City Manager Nathan Henne as the Certified Officer for the grant and implementation process.

RESOLUTION NO. 169-2022

SETTING THE PUBLIC HEARING TO AUTHORIZE THE APPLICATION FOR A COMMUNITY DEVELOPMENT BLOCK GRANT AND DESIGNATE A CERTIFYING OFFICER FOR THE 114-116 W. MAIN STREET RENTAL REHABILITATION PROJECT

WHEREAS, the Michigan Strategic Fund has invited Units of General Local Government to apply for its Community Development Block Grant Program to support 114-116 W Main Street – a seven unit Rental Rehabilitation Project; and

WHEREAS, the City of Owosso desires to request \$700,000 in CDBG funds to create seven rental units; and

WHEREAS, there are going to be four low to moderate income units and three market rate units; and

WHEREAS, the City of Owosso commits local funds by prior approval of a twelve-year Obsolete Property Rehabilitation Certificate on April 20, 2020 – worth an estimated \$158,587 in abated property taxes over the life of the certificate; and

WHEREAS, Ruesswood REI Group, LLC is investing private funds in the amount of \$402,593; and

WHEREAS, the proposed project is consistent with the City of Owosso Master Plan completed in 2021 – specifically in goals related to adding new housing in the downtown area; and

WHEREAS, the proposed project will benefit all residents of the project area and 51.37% of the residents of the City of Owosso are low and moderate income persons as determined by the Michigan Economic Development Corporation's list of low and moderate income community customers dated 8/4/2022; and

WHEREAS, local funds and any other funds to be invested in the project have not been obligated/ incurred and will not be obligated/incurred prior to a formal grant award, completion of the environmental review procedures and a formal written authorization to obligate/incur costs from the Michigan Economic Development Corporation.

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

FIRST: City Manager Nathan Henne is hereby designated as the Certifying Officer, the Certified Environmental Officer, the person authorized to certify the Michigan CDBG Application, the person authorized to sign the Grant Agreement and payment requests, and the person authorized to execute any additional documents required to implement and execute the grant.

SECOND: That a public hearing be scheduled for Monday, November 21, 2022 at 7:30 p.m. in the City Hall Council Chambers to receive public comment on the CDBG application for the

114-116 W Main Rental Rehabilitation Project in the amount of \$700,000.

THIRD: That after the public hearing is held and the grant application approved, that the above-named certified officer is hereby directed to implement the requirements of the grant to complete the project.

Bid Award – WWTP Electrical Breaker. Authorization of bid award and purchase of one (1) GE Powerbreak II 2500A Breaker, from Utilities Instrumentation Service, Inc. of Dexter, Michigan in the amount of \$32,148.00 for use at the Waste Water Treatment Plant.

RESOLUTION NO. 170-2022

**AUTHORIZING BID AWARD TO
UTILITIES INSTRUMENTATION SERVICE, INC.
FOR A GE POWERBREAKER II 2500A BREAKER
AT THE WASTE WATER TREATMENT PLANT**

WHEREAS, the existing GE Breaker at the Waste Water Treatment Plant has expended its useful service life and requires replacement; and

WHEREAS, bids were solicited and funds have been budgeted from the Waste Water Equipment Fund for the replacement of the GE Breaker; and

WHEREAS, the City of Owosso Director of Public Services and Utilities has reviewed the bid proposals and recommends the purchase of one (1) GE Powerbreak II 2500A Breaker, from Utilities Instrumentation Service, Inc. in the amount of \$32,148.00.

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 Utilities Instrumentation Service, Inc. for the purchase of one (1) GE Powerbreak II 2500A Breaker, for use at the Waste Water Treatment Plant in the amount of \$32,148.00.

SECOND: The accounts payable department is authorized to submit payment to Utilities Instrumentation Service, Inc. in the amount of \$32,148.00 upon satisfactory delivery of said equipment.

THIRD: The above expenses shall be paid from account no. 599-901-977.000.

Revised Intergovernmental Agreement with Owosso Public Schools. Approve the revised five-year contract with the City of Owosso and Owosso Public Schools to jointly fund two additional police officer positions with the City of Owosso.

RESOLUTION NO. 171-2022

**APPROVING INTERGOVERNMENTAL AGREEMENT
WITH THE OWOSSO PUBLIC SCHOOL DISTRICT
FOR THE PROVISION OF TWO FULL-TIME POLICE OFFICERS
TO SERVE AS SCHOOL RESOURCE OFFICERS**

WHEREAS, the Michigan Urban Cooperation Act, Act No. 7 of 1967, et. seq., provides that public agencies may enter into intergovernmental agreements for the provision of services, or joint or

cooperative action; and Section 3.1 General Powers, subsection B, of the *City Charter of the City of Owosso* authorizes the City to enter into intergovernmental agreements with various public agencies, including school districts; and Section 11a(4) of the Revised School Code, MCL 380.11a(4), authorizes general powers school districts to enter into agreements and cooperative arrangements with other entities, public or private, as part of performing its functions; and

WHEREAS, this Agreement will enhance the public safety of the City of Owosso and the Owosso Public School District through the provision of two full time police officers to serve as School Resource Officers.

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

FIRST: it is advisable, necessary and in the public interest to enter into an intergovernmental agreement for the provision of two full time police officers to serve as School Resource Officers for the period from July 6, 2022 through June 30, 2027.

THIRD: in October 2022, OPS and the City of Owosso agreed to revise the agreement to include language on the specific roles of the officers at the schools. This additional language is a requirement for an upcoming grant submission by OPS.

SECOND: the mayor and city clerk are authorized and instructed to sign the document substantially in form attached as Intergovernmental Agreement for Two Full Time School Resource Officers, between the City of Owosso and Owosso Public Schools.

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

Name	Board/Commission	Term Expires
Elaine Greenway	Owosso Historical Commission	12-31-2023

Check Register – October 2022. Affirm check disbursements totaling \$2,577,875.99 through October 28, 2022.

Warrant No. 623. Authorize Warrant No. 623 as follows:

Vendor	Description	Fund	Amount
Caledonia Charter Township	July-September 2022 water agreement charge back	Water	\$85,072.65
Owosso Charter Township	July-September 2022 water agreement charge back	Water	\$20,271.80
		TOTAL	\$105,344.45

Motion supported by Councilmember Law.

Roll Call Vote.

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

NAYS: None.

ABSENT: Mayor Pro-Tem Osika.

ITEMS OF BUSINESS

Notice of Intent to Issue Bonds - DWRF Project No. 7491-01 and CWSRF Project No. 5711-01

(This item was addressed in two separate resolutions.)

Motion by Councilmember Pidek to approve the following resolution directing the publication of a Notice of Intent to issue revenue bonds to finance Drinking Water Revolving Fund (DWRF) Project No. 7491-01.

RESOLUTION NO. 172-2022

DECLARING OFFICIAL INTENT TO REIMBURSE PROJECT EXPENDITURES WITH BOND PROCEEDS AND AUTHORIZING PUBLICATION OF NOTICE OF INTENT TO ISSUE BONDS FOR DWRF PROJECT NO. 7491-01

WHEREAS, the City of Owosso (the "City") proposes to issue its revenue bonds, in one or more series (the "Bonds") under Act 94, Public Acts of Michigan, 1933, as amended ("Act 94"), to finance improvements to the City's water supply system (the "System"), consisting of watermain and lead service line replacements, well upgrades, SCADA upgrades at the water treatment plant and related facilities, as well as the restoration of property, streets, rights-of-way and easements affected by the improvements, and all other work necessary and incidental to these improvements (the "Project"); and

WHEREAS, it is anticipated that the City will advance a portion of the costs of the Project prior to the issuance of the Bonds, to be repaid from proceeds of the Bonds upon the issuance thereof; and

WHEREAS, Section 1.150-2 of the Treasury Regulations on Income Tax (the "Reimbursement Regulations") specifies conditions under which a reimbursement allocation may be treated as an expenditure of bond proceeds, and the City intends by this resolution to qualify amounts advanced by the City to the Project for reimbursement from proceeds of the Bonds in accordance with the requirements of the Reimbursement Regulations; and

WHEREAS, a notice of intent to issue the Bonds must be published in order to comply with the requirements of Section 33 of Act 94.

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

1. The project shall consist of the water supply system improvements described in the preamble hereto.
2. The maximum principal amount of bonds expected to be issued for the project is \$4,000,000.
3. The city hereby declares its official intent to issue the bonds to finance the costs of the project, and hereby declares that it reasonably expects to reimburse the city's advances to the project as described in the preamble and as anticipated by this resolution.
4. The bonds shall be authorized by proper proceedings subsequent to this resolution.
5. The clerk is hereby instructed to publish the following notice attached hereto as exhibit a once in a newspaper of general circulation in the city.
6. All prior resolutions and parts of resolutions insofar as they may be in conflict with this resolution are hereby rescinded.

Motion supported by Councilmember Law.

Roll Call Vote.

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

NAYS: None.

ABSENT: Mayor Pro-Tem Osika.

Motion by Councilmember Teich to approve the following resolution directing the publication of a Notice of Intent to issue revenue bonds to finance Clean Water State Revolving Fund (CWSRF) Project No. 5711-01.

RESOLUTION NO. 173-2022

**DECLARING OFFICIAL INTENT TO REIMBURSE PROJECT
EXPENDITURES WITH BOND PROCEEDS AND AUTHORIZING PUBLICATION OF
NOTICE OF INTENT TO ISSUE BONDS
FOR CWSRF PROJECT NO. 5711-01**

WHEREAS, the City of Owosso (the "City") proposes to issue its revenue bonds, in one or more series (the "Bonds") under Act 94, Public Acts of Michigan, 1933, as amended ("Act 94"), to finance improvements to the City's sewer system (the "System"), including without limitation, replacement of three treatment towers at the City's wastewater treatment plant and all other work and site improvements necessary and incidental thereto (the "Project"); and

WHEREAS, it is anticipated that the City will advance a portion of the costs of the Project prior to the issuance of the Bonds, such advance to be repaid from proceeds of the Bonds upon the issuance thereof; and

WHEREAS, Section 1.150-2 of the Treasury Regulations on Income Tax (the "Reimbursement Regulations") specifies conditions under which a reimbursement allocation may be treated as an expenditure of bond proceeds, and the City intends by this resolution to qualify amounts advanced by the City to the Project for reimbursement from proceeds of the Bonds in accordance with the requirements of the Reimbursement Regulations; and

WHEREAS, a notice of intent to issue the Bonds must be published in order to comply with the requirements of Section 33 of Act 94.

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

1. The project shall consist of the sewer system improvements described in the preamble hereto.
2. The maximum principal amount of bonds expected to be issued for the project is \$15,600,000.
3. The city hereby declares its official intent to issue the bonds to finance the costs of the project, and hereby declares that it reasonably expects to reimburse the city's advances to the project as described in the preamble and as anticipated by this resolution.
4. The bonds shall be authorized by proper proceedings subsequent to this resolution.
5. The clerk is hereby instructed to publish the following notice attached hereto as exhibit a once in a newspaper of general circulation in the city.

6. All prior resolutions and parts of resolutions insofar as they may be in conflict with this resolution are hereby rescinded.

Motion supported by Councilmember Law.

Roll Call Vote.

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

NAYS: None.

ABSENT: Mayor Pro-Tem Osika.

2022-2023 Budget Amendments

Motion by Councilmember Pidek to adopt 2022-2023 first quarter budget amendments as follows:

BUDGET REPORT FOR CITY OF OWOSSO

DEPT	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 ACTIVITY	2022-23 Q1 AMENDMENTS	2022-23 Q1 AMOUNT CHANGE
Fund 101 - GENERAL FUND					
ESTIMATED REVENUES					
000	REVENUE	9,043,568	4,677,548	9,207,784	164,216
TOTAL ESTIMATED REVENUES		9,043,568	4,677,548	9,207,784	164,216
APPROPRIATIONS					
101	CITY COUNCIL	6,800	2,080	6,800	
171	CITY MANAGER	273,386	80,706	273,147	(239)
201	FINANCE	304,153	70,338	268,075	(36,078)
210	CITY ATTORNEY	120,000	34,397	120,000	
215	CLERK	332,593	117,652	394,533	61,940
228	INFORMATION & TECHNOLOGY	261,225	48,576	261,225	
253	TREASURY	170,218	47,891	170,185	(33)
257	ASSESSING	204,537	57,156	206,981	2,444
261	GENERAL ADMIN	272,659	130,015	299,771	27,112
265	BUILDING & GROUNDS	125,947	42,361	143,347	17,400
270	HUMAN RESOURCES	204,517	54,982	200,793	(3,724)
301	POLICE	2,825,081	796,632	2,803,542	(21,539)
336	FIRE	2,305,188	668,720	2,340,536	35,348
371	BUILDING AND SAFETY	300,766	27,057	52,610	(248,156)
441	PUBLIC WORKS	776,165	169,831	638,216	(137,949)
528	LEAF AND BRUSH COLLECTION	202,397	55,469	247,558	45,161
585	PARKING	24,950	6,757	39,250	14,300
720	COMMUNITY DEVELOPMENT	103,370	20,757	70,611	(32,759)
751	PARKS	203,916	125,301	246,947	43,031
966	TRANSFERS OUT	56,971	11,158	297,612	240,641
TOTAL APPROPRIATIONS		9,074,839	2,567,836	9,081,739	6,900
NET OF REVENUES/APPROPRIATIONS - FUND 101		(31,271)	2,109,712	126,045	157,316

Fund 202 - MAJOR STREET FUND

ESTIMATED REVENUES

000	REVENUE	1,596,167	253,615	2,308,412	712,245
TOTAL ESTIMATED REVENUES		1,596,167	253,615	2,308,412	712,245

APPROPRIATIONS

451	CONSTRUCTION	260,500	10,627	263,449	2,949
463	STREET MAINTENANCE	272,066	92,988	309,507	37,441
473	BRIDGE MAINTENANCE	12,140	219	12,359	219
474	TRAFFIC SERVICES-MAINTENANCE	20,506	3,163	20,506	
478	SNOW & ICE CONTROL	131,778	13,786	152,880	21,102
480	TREE TRIMMING	60,568	17,170	69,543	8,975
482	ADMINISTRATION & ENGINEERING	180,538	28,037	192,819	12,281
485	LOCAL STREET TRANSFER	350,000	87,500	350,000	
486	TRUNKLINE SURFACE MAINTENANCE	2,641	27	671,742	669,101
488	TRUNKLINE SWEEPING & FLUSHING	3,662	625	3,662	
490	TRUNKLINE TREE TRIM & REMOVAL	177		177	
491	TRUNKLINE STORM DRAIN, CURBS	1,380	(22)	1,630	250
492	TRUNKLINE ROADSIDE CLEANUP	169	101	169	
494	TRUNKLINE TRAFFIC SIGNS	564	312	564	
497	TRUNKLINE SNOW & ICE CONTROL	27,752		27,752	
TOTAL APPROPRIATIONS		1,324,441	254,533	2,076,759	752,318

NET OF REVENUES/APPROPRIATIONS - FUND 202		271,726	(918)	231,653	(40,073)
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Fund 203 - LOCAL STREET FUND

ESTIMATED REVENUES

000	REVENUE	920,448	179,150	920,448	
TOTAL ESTIMATED REVENUES		920,448	179,150	920,448	

APPROPRIATIONS

451	CONSTRUCTION	382,500	1,579	382,500	
463	STREET MAINTENANCE	403,388	206,520	434,414	31,026
474	TRAFFIC SERVICES-MAINTENANCE	6,447	3,062	6,447	
478	SNOW & ICE CONTROL	65,397	6,128	73,505	8,108
480	TREE TRIMMING	81,363	30,091	96,605	15,242
482	ADMINISTRATION & ENGINEERING	91,835	19,503	104,709	12,874
TOTAL APPROPRIATIONS		1,030,930	266,883	1,098,180	67,250

NET OF REVENUES/APPROPRIATIONS - FUND 203		(110,482)	(87,733)	(177,732)	(67,250)
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Fund 208 - PARK/RECREATION SITES FUND

ESTIMATED REVENUES

000	REVENUE	47,800	10,012	10,050	(37,750)
TOTAL ESTIMATED REVENUES		47,800	10,012	10,050	(37,750)

APPROPRIATIONS

751	PARKS	47,800	21,048	75,900	28,100
TOTAL APPROPRIATIONS		47,800	21,048	75,900	28,100

NET OF REVENUES/APPROPRIATIONS - FUND 208			(11,036)	(65,850)	(65,850)
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Fund 239 - OMS/DDA REVLG LOAN FUND

ESTIMATED REVENUES

000	REVENUE	145,355	(4,231)	18,923	(126,432)
TOTAL ESTIMATED REVENUES		145,355	(4,231)	18,923	(126,432)

APPROPRIATIONS

000	REVENUE	2,914			(2,914)
200	GEN SERVICES	1,571	260	4,485	2,914
TOTAL APPROPRIATIONS		4,485	260	4,485	

NET OF REVENUES/APPROPRIATIONS - FUND 239		140,870	(4,491)	14,438	(126,432)
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Fund 243 - OBRA #12 WOODWARD LOFT

ESTIMATED REVENUES					
000	REVENUE	125,349	2,602	125,349	
TOTAL ESTIMATED REVENUES		125,349	2,602	125,349	

APPROPRIATIONS					
721	PROFESSIONAL SERVICES	1,000		1,000	
964	TAX REIMBURSEMENTS	124,349		124,349	
TOTAL APPROPRIATIONS		125,349		125,349	

NET OF REVENUES/APPROPRIATIONS - FUND 243			2,602		
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Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY

ESTIMATED REVENUES					
000	REVENUE	311,547	170,995	311,547	
TOTAL ESTIMATED REVENUES		311,547	170,995	311,547	

APPROPRIATIONS					
200	GEN SERVICES	81,929	28,867	81,929	
261	GENERAL ADMIN	94,881	29,413	94,881	
704	ORGANIZATION	10,000		10,000	
705	PROMOTION	19,000	2,839	19,000	
706	DESIGN	11,600	58	11,600	
707	ECONOMIC RESTRUCTURING	20,000		20,000	
901	CAPITAL OUTLAY	1,900		1,900	
905	DEBT SERVICE	78,432	11,044	78,432	
TOTAL APPROPRIATIONS		317,742	72,221	317,742	

NET OF REVENUES/APPROPRIATIONS - FUND 248		(6,195)	98,774	(6,195)	
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Fund 249 - BUILDING INSPECTION FUND

ESTIMATED REVENUES					
000	REVENUE		139,308	207,600	207,600
TOTAL ESTIMATED REVENUES			139,308	207,600	207,600

APPROPRIATIONS					
200	GEN SERVICES		31,712	97,407	97,407
371	BUILDING AND SAFETY		39,074	157,122	157,122
TOTAL APPROPRIATIONS			70,786	254,529	254,529

NET OF REVENUES/APPROPRIATIONS - FUND 249			68,522	(46,929)	(46,929)
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Fund 259 - OBRA-DIST#15 -ARMORY BUILDING

ESTIMATED REVENUES					
000	REVENUE	74,073		74,073	
TOTAL ESTIMATED REVENUES		74,073		74,073	

APPROPRIATIONS					
721	PROFESSIONAL SERVICES	6,500	4,155	6,500	

964 TAX REIMBURSEMENTS	67,573		67,573
TOTAL APPROPRIATIONS	74,073	4,155	74,073
NET OF REVENUES/APPROPRIATIONS - FUND 259		(4,155)	

Fund 272 - OBRA FUND-DISTRICT #17 CARGILL (PREV #8)

ESTIMATED REVENUES			
000 REVENUE	184,959		184,959
TOTAL ESTIMATED REVENUES	184,959		184,959
APPROPRIATIONS			
721 PROFESSIONAL SERVICES	12,000	10,306	12,000
905 DEBT SERVICE	190,721		190,721
TOTAL APPROPRIATIONS	202,721	10,306	202,721
NET OF REVENUES/APPROPRIATIONS - FUND 272	(17,762)	(10,306)	(17,762)

Fund 273 - OBRA #9 ROBBINS LOFT

ESTIMATED REVENUES			
000 REVENUE	3,602	560	3,602
TOTAL ESTIMATED REVENUES	3,602	560	3,602
APPROPRIATIONS			
721 PROFESSIONAL SERVICES	1,200		1,200
TOTAL APPROPRIATIONS	1,200		1,200
NET OF REVENUES/APPROPRIATIONS - FUND 273	2,402	560	2,402

Fund 276 - OBRA FUND DISTRICT #16 - QDOBA

ESTIMATED REVENUES			
000 REVENUE	10,124	1	10,124
TOTAL ESTIMATED REVENUES	10,124	1	10,124
APPROPRIATIONS			
721 PROFESSIONAL SERVICES	560	550	560
905 DEBT SERVICE	28,172		28,172
TOTAL APPROPRIATIONS	28,732	550	28,732
NET OF REVENUES/APPROPRIATIONS - FUND 276	(18,608)	(549)	(18,608)

Fund 277 - OBRA FUND DISTRICT #20 - J&H OIL

ESTIMATED REVENUES			
000 REVENUE	48,463		48,463
TOTAL ESTIMATED REVENUES	48,463		48,463
NET OF REVENUES/APPROPRIATIONS - FUND 277	48,463		48,463

Fund 280 - OBRA FUND-DISTRICT #21 - 152 E HOWARD ST

APPROPRIATIONS			
721 PROFESSIONAL SERVICES		4,205	4,205
TOTAL APPROPRIATIONS		4,205	4,205
NET OF REVENUES/APPROPRIATIONS - FUND 280		(4,205)	(4,205)

Fund 283 - OBRA FUND-DISTRICT#3-TIAL

ESTIMATED REVENUES				
000	REVENUE	30,813	613	30,813
TOTAL ESTIMATED REVENUES		30,813	613	30,813
APPROPRIATIONS				
721	PROFESSIONAL SERVICES	750		750
905	DEBT SERVICE	22,408		22,408
964	TAX REIMBURSEMENTS	1,147		1,147
TOTAL APPROPRIATIONS		24,305		24,305
NET OF REVENUES/APPROPRIATIONS - FUND 283		6,508	613	6,508

Fund 287 - ARPA - AMERICAN RESCUE PLAN ACT

ESTIMATED REVENUES				
000	REVENUE	755,860	4,932	10,000 (745,860)
TOTAL ESTIMATED REVENUES		755,860	4,932	10,000 (745,860)
APPROPRIATIONS				
966	TRANSFERS OUT		1,241,600	1,241,600
TOTAL APPROPRIATIONS			1,241,600	1,241,600
NET OF REVENUES/APPROPRIATIONS - FUND 287		755,860	4,932	(1,231,600) (1,987,460)

Fund 297 - HISTORICAL FUND

ESTIMATED REVENUES				
000	REVENUE	39,825	16,100	39,825
TOTAL ESTIMATED REVENUES		39,825	16,100	39,825
APPROPRIATIONS				
797	HISTORICAL COMMISSION	20,842	6,737	24,981 4,139
798	CASTLE	15,780	2,941	16,100 320
799	GOULD HOUSE	13,250	4,962	13,250
800	COMSTOCK/WOODARD	500	90	500
TOTAL APPROPRIATIONS		50,372	14,730	54,831 4,459
NET OF REVENUES/APPROPRIATIONS - FUND 297		(10,547)	1,370	(15,006) (4,459)

Fund 301 - GENERAL DEBT SERVICE (VOTED BONDS)

ESTIMATED REVENUES				
000	REVENUE	791,967	747,970	796,047 4,080
TOTAL ESTIMATED REVENUES		791,967	747,970	796,047 4,080
APPROPRIATIONS				
905	DEBT SERVICE	791,950	155,725	791,950
TOTAL APPROPRIATIONS		791,950	155,725	791,950
NET OF REVENUES/APPROPRIATIONS - FUND 301		17	592,245	4,097 4,080

Fund 401 - CAPITAL PROJECT FUND

ESTIMATED REVENUES				
000	REVENUE		240,641	240,641
TOTAL ESTIMATED REVENUES			240,641	240,641

APPROPRIATIONS				
000 REVENUE		10,488	347,121	347,121
TOTAL APPROPRIATIONS		10,488	347,121	347,121

NET OF REVENUES/APPROPRIATIONS - FUND 401	(10,488)	(106,480)	(106,480)
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Fund 469 - CAPITAL PROJECTS-BUILDING AUTHORITY

ESTIMATED REVENUES				
000 REVENUE	29,500			(29,500)
TOTAL ESTIMATED REVENUES	29,500			(29,500)

APPROPRIATIONS				
901 CAPITAL OUTLAY	29,500		25,100	(4,400)
TOTAL APPROPRIATIONS	29,500		25,100	(4,400)

NET OF REVENUES/APPROPRIATIONS - FUND 469		(25,100)	(25,100)
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Fund 588 - TRANSPORTATION FUND

ESTIMATED REVENUES				
000 REVENUE	77,155	39,287	45,541	(31,614)
TOTAL ESTIMATED REVENUES	77,155	39,287	45,541	(31,614)

APPROPRIATIONS				
200 GEN SERVICES	77,155	61,664	62,864	(14,291)
TOTAL APPROPRIATIONS	77,155	61,664	62,864	(14,291)

NET OF REVENUES/APPROPRIATIONS - FUND 588	(22,377)	(17,323)	(17,323)
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Fund 590 - SEWER FUND

ESTIMATED REVENUES				
000 REVENUE	2,771,454	737,139	2,776,774	5,320
TOTAL ESTIMATED REVENUES	2,771,454	737,139	2,776,774	5,320

APPROPRIATIONS				
200 GEN SERVICES	2,090,402	680,475	2,098,823	8,421
549 SEWER OPERATIONS	171,072	82,294	223,874	52,802
901 CAPITAL OUTLAY	485,000	10,511	485,000	
905 DEBT SERVICE	131,228	69,658	131,228	
TOTAL APPROPRIATIONS	2,877,702	842,938	2,938,925	61,223

NET OF REVENUES/APPROPRIATIONS - FUND 590	(106,248)	(105,799)	(162,151)	(55,903)
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Fund 591 - WATER FUND

ESTIMATED REVENUES				
000 REVENUE	6,906,427	1,844,800	8,350,471	1,444,044
TOTAL ESTIMATED REVENUES	6,906,427	1,844,800	8,350,471	1,444,044

APPROPRIATIONS				
200 GEN SERVICES	891,525	275,812	1,593,321	701,796
552 WATER UNDERGROUND	2,677,040	893,424	2,743,740	66,700
553 WATER FILTRATION	1,546,975	370,993	1,828,434	281,459
901 CAPITAL OUTLAY	1,468,545	314,098	2,129,247	660,702
905 DEBT SERVICE	909,816	676,121	909,816	
TOTAL APPROPRIATIONS	7,493,901	2,530,448	9,204,558	1,710,657

NET OF REVENUES/APPROPRIATIONS - FUND 591	(587,474)	(685,648)	(854,087)	(266,613)
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Fund 599 - WASTEWATER FUND

ESTIMATED REVENUES

000 REVENUE	7,342,269	1,193,808	6,855,707	(486,562)
TOTAL ESTIMATED REVENUES	7,342,269	1,193,808	6,855,707	(486,562)

APPROPRIATIONS

200 GEN SERVICES	6,350	5,610	29,643	23,293
548 WASTEWATER OPERATIONS	1,915,488	564,533	2,088,246	172,758
901 CAPITAL OUTLAY	5,012,126	639,582	5,007,434	(4,692)
905 DEBT SERVICE	350,737	112,326	350,737	
TOTAL APPROPRIATIONS	7,284,701	1,322,051	7,476,060	191,359

NET OF REVENUES/APPROPRIATIONS - FUND 599	57,568	(128,243)	(620,353)	(677,921)
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Fund 661 - FLEET MAINTENANCE FUND

ESTIMATED REVENUES

000 REVENUE	646,527	259,898	651,427	4,900
TOTAL ESTIMATED REVENUES	646,527	259,898	651,427	4,900

APPROPRIATIONS

594 FLEET MAINTENANCE	331,468	133,885	357,401	25,933
901 CAPITAL OUTLAY	390,200	77,386	390,200	
TOTAL APPROPRIATIONS	721,668	211,271	747,601	25,933

NET OF REVENUES/APPROPRIATIONS - FUND 661	(75,141)	48,627	(96,174)	(21,033)
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Fund 854 - 2009 SPECIAL ASSESSMENT

ESTIMATED REVENUES

000 REVENUE		151	300	300
TOTAL ESTIMATED REVENUES		151	300	300

NET OF REVENUES/APPROPRIATIONS - FUND 854		151	300	300
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Fund 858 - 2013 SPECIAL ASSESSMENT

ESTIMATED REVENUES

000 REVENUE	1,190		1,190	
TOTAL ESTIMATED REVENUES	1,190		1,190	

NET OF REVENUES/APPROPRIATIONS - FUND 858	1,190		1,190	
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Fund 864 - 2016 SPECIAL ASSESSMENT

ESTIMATED REVENUES

000 REVENUE	4,355		4,355	
TOTAL ESTIMATED REVENUES	4,355		4,355	

NET OF REVENUES/APPROPRIATIONS - FUND 864	4,355		4,355	
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Fund 865 - 2017 SPECIAL ASSESSMENTS

ESTIMATED REVENUES

000 REVENUE	19,446	628	19,446	
TOTAL ESTIMATED REVENUES	19,446	628	19,446	

NET OF REVENUES/APPROPRIATIONS - FUND 865	19,446	628	19,446
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Fund 866 - 2018 SPECIAL ASSESSMENTS

ESTIMATED REVENUES			
000 REVENUE	57,378	20,195	57,378
TOTAL ESTIMATED REVENUES	57,378	20,195	57,378
NET OF REVENUES/APPROPRIATIONS - FUND 866	57,378	20,195	57,378

Fund 867 - 2019 SPECIAL ASSESSMENTS

ESTIMATED REVENUES			
000 REVENUE	23,343	4,012	23,343
TOTAL ESTIMATED REVENUES	23,343	4,012	23,343
NET OF REVENUES/APPROPRIATIONS - FUND 867	23,343	4,012	23,343

Fund 868 - 2020 SPECIAL ASSESSMENTS

ESTIMATED REVENUES			
000 REVENUE	24,035	10,549	24,035
TOTAL ESTIMATED REVENUES	24,035	10,549	24,035
NET OF REVENUES/APPROPRIATIONS - FUND 868	24,035	10,549	24,035

Fund 869 - 2021-20XX SPECIAL ASSESSMENTS

ESTIMATED REVENUES				
000 REVENUE	20,280	16,535	23,942	3,662
TOTAL ESTIMATED REVENUES	20,280	16,535	23,942	3,662
NET OF REVENUES/APPROPRIATIONS - FUND 869	20,280	16,535	23,942	3,662
ESTIMATED REVENUES - ALL FUNDS	32,053,279	10,326,177	33,382,569	(157,316)
APPROPRIATIONS - ALL FUNDS	31,583,566	8,422,098	36,260,529	157,316
NET OF REVENUES/APPROPRIATIONS - ALL	469,713	1,904,079	(2,877,960)	

Motion supported by Councilmember Haber.

Roll Call Vote.

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

NAYS: None.

ABSENT: Mayor Pro-Tem Osika.

COMMUNICATIONS

Brad A. Barrett, Finance Director. Financial Report – September 2022
Downtown Development Authority/Main Street. Minutes of October 5, 2022
Parks & Recreation Commission. Minutes of October 26, 2022.

CITIZEN COMMENTS AND QUESTIONS

Tom Manke, 2910 W. M-21, said both Representative Frederick and Mayor Eveleth are leaving office at the same time and offered thanks to both of them.

Eddie Urban, 601 Glenwood Avenue, discussed his shirt. He said he likes to make people laugh.

Councilmember Fear reminded everyone there is an election the next day. She thanked the clerk's office for all of their work. She also thanked the current council members, saying she appreciated the civility and respect of this council.

Councilmember Law told Mayor Eveleth he respected him as a leader and appreciated his calm demeanor. He also addressed Councilmember Fear, stating that it has been a pleasure to work together.

City Manager Nathan Henne shared that he, Assistant City Manager Amy Fuller, and Councilmember Fear had recently attended the Michigan Municipal League Convention and encouraged council members to attend next year. He also thanked the Mayor for his service.

Councilmember Pidek invited everyone to check out the renovations Aviator Jane has made at their 109 N. Washington Street location. He mentioned the process they went through with the city's building department, including making sure all permits were pulled. He also shared that Foster Coffee will offer free coffee for active duty and veterans on Veteran's Day.

Mayor Eveleth shared that the Veteran's Day parade is at 5:00 p.m. in Perry.

NEXT MEETING

Monday, November 21, 2022

BOARDS AND COMMISSIONS OPENINGS

Brownfield Redevelopment Authority – term expires June 30, 2026
Building Board of Appeals – Alternate - term expires June 30, 2024
Building Board of Appeals – Alternate - term expires June 30, 2025
Downtown Historic District Commission – term expires June 30, 2023
Downtown Historic District Commission - term expires June 30, 2024
Downtown Historic District Commission – term expires June 30, 2025
Owosso Historical Commission – 2 terms expire December 31, 2022
Owosso Historical Commission – term expires December 31, 2023

ADJOURNMENT

Motion by Councilmember Fear for adjournment at 8:41 p.m.

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

Christopher T. Eveleth, Mayor

Amy K. Fuller, Assistant City Manager



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

DATE: 11.17.2022
TO: City Council
FROM: Nathan Henne, City Manager
SUBJECT: Approve CDBG Grant and Designate Certifying Individual: 114-116 W Main Street
114-116 W. Main Street Project

Background:

In January 2022, the City of Owosso approved a 12-year OPRA Certificate worth \$158,587 for the third floor of the building at 114-116 W. Main Street as the local contribution in a planned \$700,000 CDBG Rental Rehabilitation CDBG Grant Application. This project will cost \$1.1 million and create seven new residential rental units in the downtown area – 4 of which will be for low to moderate income renters for 5 years per the requirements of the grant.

A public hearing is required by the MEDC for the grant application and a certifying officer and certified environmental officer must be designated for the environmental review requirements of the project.

Recommendation:

Designate City Manager Henne as the environmental and certifying officer for the Rental Rehab project at 114-116 W. Main St. and approve the CDBG Rental Rehab Grant application for same.

A resolution for this item will be presented at the meeting.

1. IDENTIFICATION OF UGLG

1a. PROJECT TITLE: 114-116 W. Main street

1b. UGLG CONTACT INFORMATION		1c. FUNDING SOURCES	
Unit of General Local Government	City of Owosso	CDBG Grant	\$ 700,000
		UGLG	\$
Highest Elected Chief Official	Name: Christopher T. Eveleth	Private	\$ 402,893
	Title: Mayor		\$
	Ph. 989-725-0595		\$
	Email		\$
	christopher.eveleth@ci.owosso.mi.us		
Street/PO Box	301 W. Main Street	TOTAL	\$ 1,102,893
City	Owosso	1d. UGLG INFORMATION	
State/Zip	Michigan 48867	UGLG DUNS # http://www.dnb.com/duns-number.html	
County	Shiawassee	UGLG Federal ID #	
UGLG Project Contact (PC)	Name: Nathan Henne	UGLG Fiscal Year	
	Title: City Manager	July 1 to June 30 (month start and end)	
	Ph. 989-725-0569		
	Email nathan.henne@ci.owosso.mi.us		

1e. REPRESENTATIVE INFORMATION

State Government Representation	Federal Government Representation
Senator Name: Tom Barrett	Representative Name: John Moolenaar
Representative Name: Ben Frederick	Congressional District: 4
Senate District: 24 House District: 85	

1f. INITIAL APPLICATION SUBMISSION: AUTHORIZED UGLG SIGNATURE

The UGLG agrees to adhere to HUD, CDBG and MEDC rules, regulations, and the Grant Administration Manual (GAM) policies, procedures, and reporting requirements. In agreeing to this, the UGLG will ensure that all entities involved in completing the proposed project will also adhere to rules and regulations during grant administration.			
Signature			
Name and Title of Authorized Signer	Nathan Henne, City Manager	Date	8.18.22

1g. FINAL APPLICATION SUBMISSION: AUTHORIZED UGLG SIGNATURE

The UGLG certifies that information contained in the application and associated attachments are complete and accurate, that all activities intended to be completed have been identified within the application, and the budget reflects final costs of all project activities identified via a completed bid process or via construction contracts that have been reviewed and are ready to execute.			
Signature			
Name and Title of Authorized Signer	Nathan Henne, City Manager	Date	8.18.22

2. NATIONAL OBJECTIVE ELIGIBILITY

The project must meet a National Objective. Please check the category (only one) that applies to the project:

- | | |
|---|--|
| <input checked="" type="checkbox"/> Benefit Persons of Low and Moderate Income
<input type="checkbox"/> LMI Area Benefit
<input type="checkbox"/> LMI Job Creation
<input checked="" type="checkbox"/> LMI Housing
<input type="checkbox"/> Limited Clientele | <input type="checkbox"/> Prevention or Elimination of Slums or Blight
<input type="checkbox"/> Area Benefit
<input type="checkbox"/> Spot Blight |
|---|--|

3. PROJECT DESCRIPTION

3a.	<p>Provide a project description and include the following:</p> <ul style="list-style-type: none"> i. Describe the location of the project. ii. What is the purpose and need? What is being done and why is it necessary? iii. Who are the project beneficiaries? Why is this project being proposed and who benefits from the results? iv. Provide complete details about the project and what will be done. v. Describe all funding sources being used for this project. vi. Describe all development partners involved in this project. vii. Describe the maintenance related to project improvements funded, in whole or in part, by CDBG and how they will be funded. <p>i. The project is located in the DDA and middle of the core historic district. ii. The purpose of the project is to create 7 vibrant affordable housing units on the 3rd floor of a mixed use building. The need has been identified through the RRC process and work with the master plan. A need for affordable and market rate housing was identified. The master plan as referenced on page 28 "lack of housing is a challenge", page 33 areas of growth needs housing, and pages 36-40 Housing strategies and way to effect change. iii. The beneficiaries of this project would be 1. The people that will rent these high quality apartments with 4/7 determined to be for those at or below 80% of the AMI for a period not less than 5 years. 2. The City who would benefit with 7 new housing units in an already created building therefore reducing blight, vacancy, and long term tax base. 3. Owners would also benefit with a viable financially sound project, less vacancy, and conditioned space throughout the 3 story building. iv. The creation of 7 highly desirable and affordable rental units where vacant space exists currently. New electric, mechanical, and plumbing throughout. New fire suppression, hard surfaced countertops, energy efficient systems, Energy Star appliances, wood or vinyl plank flooring, spacious windows and light throughout, historical design, 100% 2022 code compliant. v. The owners have secured an LOI that can become a bank loan to align with the CDBG funds from the MEDC that will secure a complete project. Additionally, the City of Owosso has granted an OPRA to the project. vi. Jim and Randy Woodworth are successful realtors/developers with a history of successful developments in the Owosso area. vii. The Woodworth group will continue to provide day to day maintenance of the project/building as they do with all their investment properties. They have successfully completed renovations for new office space on 2nd floor and 1st floor renovations (hit n pitch). They employ a maintenance staff for day to day preventative maintenance.</p>
3b.	<p>Check all that apply as it pertains to the Historic Status of the property(s) involved:</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Listed in the National Register of Historic Properties <input type="checkbox"/> Potentially eligible to be listed in the National Register of Historic Properties <input checked="" type="checkbox"/> Listed in a state or local inventory of historic places <input type="checkbox"/> Designated as a state or local landmark or historic district <input type="checkbox"/> None of the above <input type="checkbox"/> Not applicable
3c.	<p>What is the age of the benefitting building/property?</p> <p>1885</p>

3d.	Provide the address(es) of the benefited property(s)/building(s)/businesses. Indicate whether commercial and/or residential: 114-116 W. Main Street, Owosso, MI 48867. It is a mixed use building with Commercial on 1st floor, Office space on 2nd floor, and proposed residential on 3rd floor.
3e.	What is the total square footage impacted by this project? 13,420 square feet
3f.	Provide the name(s) of the private property/building owner(s) seeking to participate as a sub-recipient of funds. Include <u>all individuals</u> that have ownership of the property/building(s). Ruesswood REI Group, LLC
3g.	Provide the DUNS number of the private business owners, along with their respective owner's names listed above, if applicable. *A DUNS number is not required for Rental Rehabilitation Projects. Randy Woodworth

4. COMPLIANCE SCREENING

4a.	Will jobs be relocated from another City or State as a result of this project? If Yes, explain:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> NA
4b.	Will the project result in the demolition or conversion of residential dwelling units, both occupied and vacant? If Yes, explain:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> NA
4c.	Will the project result in special fees (i.e., tap in / hookup fees, special assessments)? If Yes, explain:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> NA
4d.	Are there any local, state and federal permits required for implementation of the proposed project? If Yes, will permit requests delay the proposed project or influence the timeline? No delays expected	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
4e.	Are there acquisitions, leases, easements, or property option/purchase agreements necessary to complete the project activities?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> NA
4f.	Are there current or incoming residential or commercial tenants? If Yes, provide the number of tenants and whether they are residential, commercial or both: There are two 1st floor commercial tenants: Hit & Pitch and AZee printing Solutions. The 2nd floor has office space currently utilized by Woodworth Commercial, Superior Industries, AZee Business Solutions.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
4g.	Will there be any temporary or permanent relocation of businesses, non-profit organizations, homeowners, or tenants to complete the project?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> NA

5. PROJECT TIMELINE

Provide the Start and End dates for activities associated with completing the project		
ACTIVITIES	START DATE (mm/yr)	END DATE (mm/yr)
Acquisition	N/A	
Engineering	10/1/2022	11/15/2022
3 rd Party Environmental Review	10/1/2022	11/15/2022
Bidding/Contractor Selection	11/15/2022	12/15/2022
Construction	1/1/2023	12/31/2023

6. PROJECT BUDGET

ACTIVITY COSTS	CDBG	LOCAL	PRIVATE			TOTAL
Planning	\$	\$	\$	\$	\$	\$
Acquisition	\$	\$	\$	\$	\$	\$
Engineering	\$	\$	\$	\$	\$	\$
3 rd Party Environmental	\$	\$	\$	\$	\$	\$
Demolition	\$	\$	\$8,000	\$	\$	\$8,000
Construction (includes contingency and bonding)	\$697,600	\$	\$394,893	\$	\$	\$1,092,493
Lead Basse Paint Abate	\$	\$	\$	\$	\$	\$
Asbestos Abatement	\$	\$	\$	\$	\$	\$
LBP testing	\$1,200	\$	\$	\$	\$	\$1,200
Asbestos testing	\$1,200	\$	\$	\$	\$	\$1,200
	\$	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$	\$
GRAND TOTAL	\$700,000	\$	\$402,893	\$	\$	\$1,102,893

Are there other funding sources available to contribute to the proposed project? Provide inquiries made and the responses provided by associated funding sources.

Owner has worked with Dart Bank to secure loan. The City has provided and OPRA to show their commitment. There has not been a LBP or Asbestos test/survey completed at this time.

Is Program Income available to help fund the proposed project? Note program income funds cannot count towards project match.

No

7. UGLG CAPACITY AND CONFLICT OF INTEREST

Who will provide the administrative capacity for the proposed grant?

- ☐ UGLG Staff
☒ MEDC Certified Grant Administrator
☐ Third Party Administrator/Consultant/EDO/EDC

Has the UGLG received CDBG grants or loans in the past 5 years and/or have any open CDBG grants or loans, including grants or loans provided by MSF, MEDC and MSHDA?

If Yes, please identify the associated projects and describe all, if any, findings or areas of concern regarding those projects:

The 2017 Façade Improvement Grant Program has been completed and funds are drawn down completely. Owosso Main Street/DDA conducted an exit interview with the MEDC to close out the project administratively in the winter of 2020. Final grant closeout is pending MEDC.

☒ Yes ☐ No ☐ NA

Does the UGLG have any outstanding CDBG grants or loans that have not been drawn down?

If Yes, describe:

☐ Yes ☒ No ☐ NA

Will local officials and staff be a party to any contract involving the procurement of goods and services assisted with CDBG funds?

If Yes, describe:

☐ Yes ☒ No ☐ NA

<p>Will any person who is an employee, agent, consultant, officer, elected or appointed official of the UGLG obtain a financial interest or benefit from a CDBG assisted activity or have an interest in any contract, subcontract or agreement with respect thereto, or in the proceeds hereunder, either for themselves or for those with whom they have family or business ties, during their tenure or for one year thereafter? If Yes, describe:</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> NA</p>
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8. Supporting Documentation		
Exhibit I	Project Location Map	Attached <input checked="" type="checkbox"/>
Exhibit II	Preliminary Architectural/Engineering Drawings	Attached <input checked="" type="checkbox"/> N/A <input type="checkbox"/>
Exhibit III	Independent 3 rd Party Cost Estimate	Attached <input checked="" type="checkbox"/>
Exhibit IV	Financial Commitment Letter(s)	Attached <input checked="" type="checkbox"/>
Exhibit V	Blight Letter or Area Blight Resolution (Sample Form 2-B)	Attached <input type="checkbox"/> N/A <input checked="" type="checkbox"/>
Exhibit VI	Lead-Based Paint Applicability and Compliance Worksheet (Form 5-S)	Attached <input checked="" type="checkbox"/> N/A <input type="checkbox"/>
Exhibit VII	Asbestos Applicability and Compliance Worksheet (Form 5-V)	Attached <input checked="" type="checkbox"/> N/A <input type="checkbox"/>
Exhibit VIII	Historic Property Proof of Eligibility	Attached <input type="checkbox"/> N/A <input checked="" type="checkbox"/>
Exhibit IX	Appraisal for CDBG-funded Acquisitions; or Waiver Valuation (Form 6-D)	Attached <input type="checkbox"/> N/A <input checked="" type="checkbox"/>
Exhibit X	Limited Denial of Participation, HUD Funding Disqualifications and Voluntary Abstentions	Attached <input type="checkbox"/>
Exhibit XI	System Award Management (SAM) Certification	Attached <input checked="" type="checkbox"/>
Exhibit XII	General Information Notice (GIN)	Attached <input type="checkbox"/> N/A <input checked="" type="checkbox"/>
Job Creation Exhibit	Job Creation Summary <ul style="list-style-type: none"> ▪ Job Creation Assurance ▪ Machinery and Equipment (M&E) List, if applicable 	Attached <input type="checkbox"/> N/A <input checked="" type="checkbox"/>
Rental Rehabilitation Exhibits	1. Rental Rehabilitation Workbook 2. Housing Quality Standards 3. Substandard Unit Verification, for existing units only	Attached <input type="checkbox"/> N/A <input checked="" type="checkbox"/>
Façades Exhibit	Façade Budget <ul style="list-style-type: none"> ▪ Façade Building Owner and Activity Identification 	Attached <input type="checkbox"/> N/A <input checked="" type="checkbox"/>
<p>Please attach all supporting documents in the order they are requested. If submitting electronically, label each supporting document appropriately.</p> <p>This list is not all inclusive. Additional compliance documentation will be sought post-application.</p>		

COMMUNITY DEVELOPMENT NARRATIVE

To comply with provisions set forth in Title 1 of the federal Housing and Community Development Act of 1974, as amended, UGLG's seeking to apply for funds must provide a brief narrative on their locally adopted plans being impacted by the proposed project.

It is not necessary for an UGLG to prepare an elaborate community development plan, but instead reference a locally adopted plan which may be a Master Plan, Community Improvement Plan, etc. It is expected that most UGLGs can provide a 2-3-page narrative summary from the adopted plan by answering the below questions. If the UGLG's locally adopted plan(s) do not address the questions below, provide supplemental information as it relates to the proposed project and the plan it fulfills.

1	<p>Provide a statement assessing the needs and problems of the UGLG, including the needs of low and moderate income persons. In all narratives, the assessment must address both overall community development and housing needs regardless of the category under which funding is being requested.</p> <p>This rental rehabilitation project would help alleviate housing availability issues that Owosso has been experiencing in recent years. Owosso is not alone in this struggle - as many communities around the country face the same challenge. However, Owosso is uniquely poised to provide affordable housing across low/mod income levels because of the lower average rental rates and home prices compared to similar sized communities across the state. There is not enough housing in the marketplace for new residents coming to Owosso, and that the existing housing stock is not supporting the existing residents of the city. Specifically, the housing market for low/middle income individuals is severely constrained. Adding new housing stock across all income levels - especially low to middle income - is a very important piece of the community development puzzle for Owosso. Opportunities to accommodate new housing marketed to low/middle income individuals are found throughout the city, but the local market conditions work to preclude investment in rehabilitating existing properties or build new.</p> <p>Owosso has historically been a high-poverty, low median household income city - as our census information shows. Median household incomes are low and have not kept pace with inflation (\$36,723). This is lower than the state and national average. Furthermore, Owosso has a high rate of residents living in poverty (24.3%), particularly for female-headed households with children.</p> <p>Home values in Owosso are lower than the surrounding area, but this is a double-edged sword when it comes to affordability vs cost of construction. The value just is not there to entice builders to construct new housing for the low to middle income attainability groups. The city uses all tools available to incentivize developers - and the Rental Rehab Program is one of those tools.</p>
2	<p>Provide a summary list of possible long-term activities (two years or more) to address the identified needs and problems.</p> <p>The first step in moving projects forward in smaller communities across the regions is to identify areas in the community that would be appropriate for new housing construction, both renter- and owner-occupied. For many builders, cost is the driving factor for determining when and where to build. Market information needs to be gathered indicating what the potential sales price or rent structure would be for new units. It would also be helpful to identify where potential buyers and renters will come from. A focus group meeting with area realtors and lenders would help with this.</p> <p>Further, a survey of existing residents (mailed and/or online) in the community would also help asking the following questions, at a minimum, for example:</p> <ol style="list-style-type: none"> 1. If newly constructed, for-sale houses were available in the community would you consider selling your existing house and moving? 2. Are you currently renting and if newly constructed, for-sale houses were available would you consider buying? 3. If you did move to a different house, what are some of the key things you would be looking for? (less maintenance, more bedrooms, etc.) 4. Do you know of, or is anyone in your household, currently looking for alternate housing but have been unable to find any?

	<p>The city's Master Plan seeks to encourage new housing construction across all income levels - but with a particular concentration on "attainable" housing. Developers are not likely to be interested in small, outlying communities because the incomes and housing values are lower. Instead, they will tend to focus on larger markets with higher values and the potential for greater profit margins. Small communities will have to find creative ways to generate new housing development, on both the construction and land development ends of the market. This can come in the form of building capacity with local investors/builders ("home grown") and eliminating some of the hurdles that make housing development challenging. This can also be accomplished by creating Public/Private Partnerships (P3's) with local municipalities or non-profit entities. Either the community, the P3 or a regional consortium, must look for ways to encourage new housing construction</p>
3	<p>Provide a summary of contemplated short-term activities (one to two years) to address the identified needs and problems.</p> <p>The City's 2021 Master Plan outlines many short term activities to address OWosso's housing needs and problems:</p> <ol style="list-style-type: none"> 1) Initiate zoning map amendments to provide for the development of missing middle housing 2) Encourage single-family attached housing on vacant and redevelopment-ready sites in transitions between existing residential areas and commercial areas. 3) Improve the residential rental inspection program for more regular inspections (2-3 year cycle). Continue to support and staff a code enforcement/ building official and housing manager to oversee rehabilitation programs 4) Cultivate an environment that demonstrates a commitment to the development of businesses, housing, and community organizations in Downtown Owosso. 5) Promote infill housing in older neighborhoods and on established corridors to help rejuvenate such areas. 6) Expand housing options within the downtown - assistance available through the local revolving loan/grant fund administered by the DDA and City. 7) Encourage adaptive reuse of underutilized buildings such as schools, churches, or former warehouse buildings for multi-family residential developments.
4	<p>Provide a description of the effect the proposed CDBG project will have on the UGLG.</p> <p>This project will add 11 much-needed residential housing units to the downtown area - X of which will be rent-controlled through the grant program.</p>
5	<p>Provide a plan for minimizing the displacement of persons as a result of grant assisted activities and to assist persons actually displaced by such activities. Reference your locally adopted Residential Anti-Displacement Plan as needed.</p> <p>No residents, tenants, or owners will be displaced by this project.</p>



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

MEMORANDUM

DATE: November 9, 2022

TO: Owosso City Council

FROM: Jessica Unangst, Director of HR & Administrative Services

RE: Contract with Logicalis for Network Administrator

I have attached a Logicalis quote for our Network Administrator Jeff Kish (to extend his contract for 2023). He has worked with the city for over 16 years. This is my normal yearly request for council to approve Jeff's work for the year.

RESOLUTION NO.

**ADOPTING THE LOGICALIS, INC. NETWORK ADMINISTRATOR STAFF
AUGMENTATION FOR JEFF KISH**

WHEREAS, the city of Owosso, a Michigan municipal corporation, utilizes a sophisticated network of computers to facilitate day-to-day operations; and

WHEREAS, said network requires the services of a skilled professional to continue to function properly; and

WHEREAS, the city contracts with Logicalis, Inc. for the provision of network administrator services; and

WHEREAS, the city council must adopt a resolution authorizing the terms of the contract for the calendar year effective January 1, 2023 through December 31, 2023.

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

FIRST: it has been determined that it is advisable, necessary and in the public interest to continue the contract with Logicalis, Inc. for network administrator services for the year beginning January 1, 2023.

SECOND: the mayor and city clerk are instructed and authorized to sign the document substantially in form attached as Network Administrator Staff Augmentation, Quotation # 2022-146654v1, between the City of Owosso and Logicalis, Inc.

THIRD: the accounts payable department is authorized to pay Logicalis, Inc. for work satisfactorily performed in an amount not to exceed \$90,000.00.

FOURTH: the above expenses shall be paid from Account No. 101-228-818000.

FIFTH: all prior resolutions and documents for the *Logicalis Network Administrator Staff Augmentation and/or Staffing SOW* are rescinded as of January 1, 2023.

Network Administrator Staff Augmentation Quotation # 2022-146654v1

Prepared By Logicalis for:
City of Owosso

*To the attention of :
Jessica Unangst
City of Owosso
301 W Main St
Owosso, MI 48867
Tel: 989-725-0552
Email: jessica.unangst@ci.owosso.mi.us*

November 01, 2022

Pricing Summary

The following is a price summary of Logicalis ' proposed solution.

Price Summary	Amount
Professional Services	\$87,360.00



Logicalis offers a range of services, from helping you define and design a cloud strategy to assisting with server and storage selection for your current environment. We provide a variety of assessments and health checks, perfect for those who need help determining what the next steps are. Find out more at www.us.logicalis.com

To address your most pressing challenges during COVID-19, Logicalis has instituted Rapid Deployment Services designed to support your needs to deploy remote workers, maintain security and infrastructure readiness, and provide supplemental IT staff support. All services are designed to be delivered remotely by a Logicalis Engineer. Find out more at <http://bit.ly/3b6Gnzp>



Ask us about Logicalis Leasing Solutions—a value-added service tailored to our customers. Leasing offers strategic, operational and financial benefits that can help meet your company ' s goals and get your project funded. Logicalis financing experts work with more than a dozen trusted leasing partners to assist you as our valued customer. We can deliver competitive rates and flexible terms and make the leasing process easy.

Network Administrator Staff Augmentation

Quotation # 2022-146654v1

Customer Name & Address	Logicalis Account Executive
Jessica Unangst City of Owosso 301 W Main St Owosso, MI 48867 989-725-0552 jessica.unangst@ci.owosso.mi.us	Lisa Nowak Logicalis Inc. 2600 S Telegraph Rd. Bloomfield Hills, MI 48302 +1 5173361052 lisa.nowak@us.logicalis.com
Bill To Address	Ship to Address
City of Owosso 301 W Main St Owosso, MI 48867-2915	

Quotation expiration date: November 30, 2022

Item	Qty	Part Number	Description	Unit Price	Extended Price
Services - Time & Materials					
Communication & Network Services					
1	832.00	PS	Network Administrator Staff Augmentation - Jeff Kish	\$105.00	\$87,360.00
<i>Subtotal</i>					\$87,360.00
<i>Estimated Services Subtotal</i>					\$87,360.00

Grand Total	
Estimated Services Subtotal:	\$87,360.00
Estimated Grand Total:	\$87,360.00

Services Statement of Work

General Nature of Services

Provision of Consultant(s) to work at the direction of the Customer.

Anticipated Personnel Role

Jeff Kish

Contract Hours

16/week

Estimated Duration

01/01/2022 12/31/2022

Skills Provided

- Network Administrator

Assumptions

- Should any of these assumptions prove to be incorrect or incomplete, Logicalis may modify the price, scope or milestones. Any modifications shall be managed in writing via signed/approved PCR (Project Change Request).
- Logicalis uses a 40-hour work week, delivered over a five (5) day workweek, unless a minimum of fourteen (14) days' prior written notice is provided to Logicalis. This engagement workweek consisting of Mondays through Fridays 8:00AM to 5:00 PM Local Time, excluding Holidays.
- Overtime is not expected, however should any services exceed 40 hours in a workweek, a 50% uplift to the hourly rate will apply, unless otherwise mutually agreed upon in writing. All Overtime will need to be approved by customer, prior to work commencing.
- Resources may be available for off hours work, within the 40-hour work week, as requested by Customer.
- There will be no direct backfill for absent days. Customer may terminate or request a resource change to this SOW for convenience at any time upon a minimum of fourteen (14) days' prior written notice to Logicalis
- The pricing in this SOW does not include taxes, if any, which will be Customer responsibility. All services shall be provided onsite and remote, unless mutually agreed upon in writing by both parties.

Terms and Conditions

Terms Applicable to All Sales

1. In the event Customer chooses to lease the Products and/or Services from a third party leasing company, Customer remains liable for payment to Logicalis for all Products and/or Services purchased until Logicalis receives payment from such leasing company.
2. All items not specifically included in this document are out of scope.
3. Prices are valid for 30 days from date of the document unless otherwise stated.
4. The information in this document is considered proprietary and confidential to Logicalis. By acceptance of this Quotation, Customer agrees to maintain this confidentiality and use such information for internal purposes only.

Terms Applicable for Services Sales

1. Logicalis ' Terms and Conditions of Sale, found at us.logicalis.com/tcsales, are incorporated herein by reference.
2. In the event Customer reschedules delivery of Services within fourteen (14) calendar days of a scheduled delivery date, Logicalis reserves the right to charge Customer \$1600 per day for each scheduled resource, plus any additional travel or other out of pocket expenses incurred as a result of the delay.
3. General customer responsibilities, project assumptions, change management processes, and other terms applicable to the delivery and receipt of services (as applicable to this Quotation), found at us.logicalis.com/gcr, are incorporated herein by reference.
4. Unless otherwise mutually agreed upon, reasonable travel expenses will be tracked separately and billed directly to Customer. Travel expenses will include cost incurred from travel (airfare, rental car, mileage, tolls and lodging). Meals, if any, will be billed at the per diem rate of \$65.

The parties acknowledge the Estimated Total pricing set forth in the table above is only an estimate based upon the information available to the parties at the time of signing this Agreement and not a not-to-exceed Price. As a consequence, the parties further acknowledge the Services may not be completed in its entirety for this amount and is subject to change as more information becomes readily available to the parties. The Estimated Total is calculated, and the Services shall be performed, on a time and material basis in accordance with Unit Price and rates set forth herein.

Quotation Acceptance

By signing below, the undersigned accepts this offer and confirms that he/she is authorized to purchase these items on behalf of Customer. This offer may be accepted by purchase order or other acknowledgement of acceptance, including, without limitation, by signing this document. Any reference to a Customer's Purchase Order or P.O. number does not indicate Logicalis' acceptance of terms and conditions referenced on/attached to any such P.O.

Accepted By:
City of Owosso

Accepted By:
Logicalis, Inc.

Signature

Signature

Printed Name

Printed Name

Title

Title

Date

Date

© 2022 Logicalis, Inc. All trademarks are acknowledged. All rights reserved.

Attest:

Signature

Amy K, Kirkland
Printed Name

City Clerk
Title

Date



MEMORANDUM

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

DATE: November 21, 2022

TO: Owosso City Council

FROM: Clayton Wehner, Director of Engineering

SUBJECT: Professional Engineering Services for 2023 Street Program – Contract 1 (Center St)

RECOMMENDATION

Approval of the proposal provided by Eng., Inc. in the amount of \$57,990.00, for engineering and construction administration services for the 2023 Street Program – Contract 1 (Center St) contingent upon a construction contract being awarded.

BACKGROUND

The City of Owosso is preparing plans to resurface Center Street during the 2023 construction season. On November 1, 2022 the City received proposals from its two of its four QBS selected firms for professional engineering and construction administration services for the 2023 Street Program – Contract 1. 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. Eng., Inc. (ENG) is considered the best fit and most qualified to provide services for this project based on past performance, field staff, and the proposal submitted. Attached is a partial copy of the ENG proposal.

Competing firms listed in ranked order with proposals and scores (maximum 450 points) are:

- ENG 420 points
- OHM Advisors 410 points
- Fleis & Vandenbrink, Inc Did not submit
- Spicer Group Did not submit

FISCAL IMPACTS

Funds for the above proposed services in the amount of \$57,990.00 will be issued from the Local Street Account No. 203-451-818.000-CENTERST2021 and other funds as appropriated.

ENCLOSURES: (1) Resolution awarding contract to Eng., Inc.
(2) Contract for 2023 Street Program – Contract No. 1
(3) ENG 2023 Street Program – Contract 1 Proposal
(4) Map of Project Area

RESOLUTION NO.

**AUTHORIZING THE EXECUTION OF AN AGREEMENT
FOR PROFESSIONAL ENGINEERING SERVICES WITH
ENG., INC.
FOR THE 2023 STREET PROGRAM – CONTRACT NO. 1**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, is considering the necessary resurfacing of Center Street, from King Street to North Street, as outlined within its RFP for professional engineering services; and

WHEREAS, this project requires the services of a professional engineering firm; and

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

WHEREAS, Eng., Inc. is selected as the most qualified firm to perform such work and offers to complete construction administration services of said project, in an amount not to exceed \$57,990.00.

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 Eng., Inc. to provide professional engineering services for the 2023 Street Program – Contract No. 1, contingent upon a construction contract being awarded.
- SECOND: The Mayor and City Clerk are instructed and authorized to sign the document substantially in the form attached as Agreement for Professional Engineering Services between the City of Owosso, Michigan and Eng., Inc..
- THIRD: The Accounts Payable department is authorized to make payment up to the amount of \$57,990.00 to Eng., Inc. upon successful completion of stated work.
- FOURTH: The above expenses shall be paid from Local Street Acct No. 203-451-818.000-CENTERST21 and other funds as appropriated.

**ADDENDUM NO. 2023-01-ENG TO AN AGREEMENT
FOR
PROFESSIONAL ENGINEERING SERVICES WITH
ENG., INC.**

This addendum is attached and made part of the renewed agreement for professional engineering services, dated May 16, 2022, between the city of Owosso, Michigan (owner) and Eng., Inc. (Engineer). This addendum is contingent upon a construction contract for the project being awarded.

ADDENDUM NO. 2023-01-ENG

2023 STREET PROGRAM – CONTRACT NO. 1 ENGINEERING SERVICES

PROJECT SCOPE OF WORK

The project scope of work is attached as Request for Proposal: City of Owosso - 2023 Street Program – Contract 1.

SCHEDULE

The schedule for the project is attached as RFP: City of Owosso - 2023 Street Program Contract 1, Statement of Understanding, shown beginning by May 30, 2023 and completed by July 29, 2023 plus additional time for project startup and closeout procedures.

COMPENSATION

The cost proposal of the engineer for the project is attached as RFP: City of Owosso – 2023 Street Program Contract 1, Professional Fees. With said attachment listing Construction Administration fees in an amount not to exceed \$57,990.00. 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 by Owosso City Council on November 21, 2022.

For the engineer:

For the owner:

Eng., Inc.

City of Owosso, Michigan

By: _____

By: _____
_____, Mayor

By: _____

By: _____
Amy K. Kirkland, City Clerk

Executed: _____, 2022

Executed: _____, 2022



PROPOSAL FOR ENGINEERING SERVICES

CITY OF OWOSSO 2023 STREET PROGRAM – CONTRACT 1

NOVEMBER 1, 2022



4063 Grand Oak Drive, Suite A109
Lansing, Michigan 48911



4063 Grand Oak Drive
Suite A109
Lansing, MI 48911
517.887.1100

16930 Robbins Road
Suite 105
Grand Haven, MI 49417
616.743.7070

2311 East Beltline Avenue SE
Suite 201
Grand Rapids, MI 49546
616.743.3020

November 1, 2022

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

clayton.wehner@ci.owosso.mi.us

RE: Proposal for Engineering Services
2023 Street Program – Contract 1

Dear Mr. Wehner:

Thank you for the opportunity to submit this proposal for Construction Administration Services for the 2023 Street Program – Contract 1. Eng., Inc. has completed several similar projects for the cities of Lansing, Grand Ledge, Muskegon, Marshall, Norton Shores, and Owosso. The method of approach we propose for this project is very similar to that used on these successful projects.

We have reviewed the scope of work in the request for proposal and have visited the site to familiarize ourselves with the existing conditions. Eng., Inc. has substantial experience with similar projects in terms of scope, size, and delivery method. We are confident in our ability to deliver a quality product. We have thoroughly reviewed and analyzed the proposed schedule and have the personnel to achieve it.

Our business model is all about building long term relationships with both employees and clients. Our pride, passion, and performance in everything we do shines through every single member of our team. We have put together a great team of hard working, accountable, and responsive people who want to be the best in everything they do. With Principal involvement on every project from start to finish, and a relationship-focused team that offers practical and responsible solutions to problems, we are truly achieving our purpose of engineering for better lives: better lives for all those affected by the project, our clients' lives, and our employees' lives.

Attached is the following information:

- Corporate Profile
- Understanding of the Problem & Scope of Services
- Project Team
- Experience
- Cost Spreadsheet and Level of Effort
- Additional Information (Eng. Resumes and Subconsultant Information)

We look forward to continuing our working relationship with the City of Owosso. If you have any questions, please do not hesitate to call.

Sincerely,

Eng., Inc.

Erik J. Morris, PE
Vice President



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I. CORPORATE PROFILE

Eng., Inc. is a multidiscipline consulting firm, incorporated under the laws of the State of Michigan and registered as a Michigan Corporation entity. The company has three locations. All work proposed for this project will be performed out of our Lansing office.

Lansing Headquarters	Grand Haven Branch Office	Grand Rapids Branch Office
4063 Grand Oak Drive	16930 Robbins Road	2311 East Beltline Avenue
Suite A109	Suite 105	Suite 201
Lansing, MI 48911-7401	Grand Haven, MI 49417	Grand Rapids, MI 49546
Phone: (517) 887-1100	Phone: (616) 743-7070	Phone: (616) 743-3020

Among the three locations, Eng. employs a staff of 29 employees providing civil engineering and surveying services throughout Michigan. The staff is classified as follows:

Civil Engineering (5 PEs)	19 persons
Surveying (1 PS)	5 persons
CAD	2 persons
Administrative Support	3 persons

The Principals of the Company are:

Ryan C. McEnhill, PE, President
Erik J. Morris, PE, Vice President

Proposed Subconsultants (Geotechnical):

Soil and Materials Engineers (SME)
(Materials testing as needed)
2653 Eaton Rapids Road
Lansing, MI 48911-6310
(517) 887-9181

II. UNDERSTANDING OF THE PROBLEM & SCOPE OF SERVICES

The City of Owosso wishes to make a street improvement during the 2023 construction season as part of their 2023 Street Program and is looking for a qualified consulting firm to perform construction administration services. The proposed street construction will be funded by internal City funds. The chosen consultant will perform construction administration and inspection for the entire project. The City will perform engineering design, utility coordination, prepare contract documents, advertise, receive contractor bids, and sign contracts with successful bidders. The City will also apply for and secure MDOT and soil erosion permits necessary for construction.

The 2023 Street Program includes:

Contract 1: Center Street from King Street to North Street:

Eng. understands this project consists of road rehabilitation (3R) at the south end and road reconstruction (4R) at the north end including storm sewer replacement, pavement crush and shape with stabilization, curb and gutter replacement, sidewalk replacement, intersection improvements that include ADA sidewalk ramps, and HMA pavement construction. The estimated construction cost for the project is \$475,000.

Construction is anticipated to start no sooner than May 30, 2023, and has a timeline of approximately 8 weeks to complete with an estimated completion date on or about July 29, 2023. The RFP states that the consultant should build a budget for construction administration based on full-time inspection (50 hours per week) for the duration of the project.

The chosen consultant will attend the preconstruction meeting and then provide all construction administration and inspection services throughout the life of the construction project. Additionally, the consultant is responsible for construction staking and layout services, materials testing, close-out services, and as-built drawings at project completion.

Eng. understands that any additional services after acceptance of the proposal will be administered as a contract amendment with prior City Council approval.

Engineering for the project will be provided as follows:

Construction Administration Services:

Eng. will provide all construction engineering and administration services necessary to administer the project in accordance with MDOT, EGLE, SESC and City of Owosso standards utilizing the current version of FieldBook. All materials testing shall be performed by certified technicians.

During the construction phase, it is important to keep the team members involved reviewing shop drawings, performing site visits, answering questions, and solving problems. Communication is key during all phases of construction. Whether with the engineer, client, contractor, subconsultant or property owner, Eng.'s inspectors are trained to over-communicate. At Eng., all our inspectors undergo a training using National Society of Professional Engineers field guide as a basis. In addition, all professional staff are EGLE Certified for Storm Water Management – Construction Site A-1j, Comprehensive – Part 91 and Soil Erosion and Sedimentation Control, or the newer SESC Comprehensive.

Additionally, all our project engineers, project managers, team leaders, and client contacts are very hands-on during construction. Direct coordination and communication ON SITE is an Eng. standard policy. During the recent COVID-19 pandemic, Eng. easily adapted and excelled in remote working. All our employees have full capabilities to work remotely, which includes in a vehicle on a construction site. It is

normal to have a project engineer or project manager work from a vehicle on-site on days where numerous questions are anticipated (such as concrete and HMA installation). Eng. inspectors, when necessary, also utilize video communications to show live conditions to the project engineer.

Construction Engineering will include the following services:

Engineering Supervision

- Regular site visits
- Answer questions, resolve conflicts
- Attend biweekly progress meetings
- Supervise field staff, subconsultants
- Monitor project progress
- Ensure quality control is maintained
- Assist in ADA compliance for sidewalk ramp construction
- Prepare and maintain all project documentation
- Process pay applications
- Project close-out

Construction Inspection (full-time on-site)

- Oversee all construction work
- Communicate with and assist property owners
- Prepare electronic Inspector's Daily Reports (IDRs)
- Coordinate utility work (if necessary)
- Ensure adherence to plans and specifications
- Provide pictures and/or video clips to the City
- Monitor traffic control effectiveness
- Conduct SESC inspections and reports
- Document as-built conditions
- Schedule material testing and ensure adherence to plans and specifications
- Observe proof rolling operations and determine if subgrade undercutting is required

Construction Layout and Staking

- ADA sidewalk ramp construction
- Curb and gutter
- Storm sewer structures
- Signing and pavement markings (if necessary)

Materials Testing (Eng. with SME as-needed)

- Trench backfill density testing
- Subbase and aggregate base testing
- Concrete curb & gutter and sidewalk testing
- HMA pavement testing
- Plant inspection (as needed)

In an effort to be more cost competitive and in turn provide significant cost savings to projects and clients, Eng. has started its own materials testing program. We have invested in nuclear density gauges and proper training to ensure that testing requirements, accuracy, and performance far exceed the standard. Instead of having both a construction inspector and materials testing technician on-site, we now

can offer both services by a single inspector on-site. All of our inspectors complete the necessary training to become MDOT certified in Nuclear Density In-Place, One-Point Michigan Cone, One-Point T-99, Michigan Modified T-180, and Speedy Moisture Gauge. This allows Eng. inspectors to complete density testing for trench backfill, subbase, aggregate base, and HMA which makes up the majority of testing time on-site. When the same person is inspecting and conducting density testing, more tests can be taken and documentation more accurate to ensure the highest quality results.

Eng. is also in the process of becoming MDOT certified for concrete testing. We plan to be up and running for the 2023 construction season well before this project is slated for construction.

For the purposes of this proposal, to make sure we have complete materials testing coverage, we will team up with SME to provide gradation sampling and plant inspection. SME currently maintains as-needed contracts with numerous municipalities throughout Michigan. SME has over 300 employees in offices across Michigan, Indiana, and Ohio, including professional engineers, geologists, environmental professionals, and technical experts. SME owns a fleet of drill rigs that are operated by their own experienced drillers. During their 55+ year history, SME has provided services on over 85,000 projects in the Great Lakes Megaregion.

As stated above, communication is a vital aspect of construction. Whether it is with the contractor, client, utilities or property owners and businesses, communication can make or break a construction project. Eng. has a proven track record of strong communication during all aspects of a project. Eng. inspectors and project managers will go above and beyond to ensure everyone is “in the know” and any outstanding issues or questions are taken care of in a timely fashion.

Following construction, Eng. will complete final documentation and paperwork necessary to provide project closeout. At the same time, Eng. will prepare record drawings showing the configuration of the project as constructed. Check plots of the as-built drawings will be submitted to the City for review within 60 days of project closeout. Following the City review, the final record drawings and project documentation will be delivered in digital form.

III. PROJECT TEAM

The proposed project team is made up of individuals with vast experience in survey and construction administration projects similar to the 2023 Street Program Project. This same team has recently completed several road rehabilitation and reconstruction projects for the Cities of Lansing, Grand Ledge, Owosso, and Marshall.

Principal-in-Charge and Project Manager will be **Erik J. Morris, PE**. As Vice President of Eng., and manager of our Lansing Headquarters, Mr. Morris has a vested interest in the success of projects in mid-Michigan. Mr. Morris is an experienced, skilled, detail-oriented engineer specializing in transportation and utilities of municipalities. He is well respected by subconsultants, clients, EGLE, MDOT personnel, as well as contractors throughout the state.

Spending most of his career in the Lansing office and currently its Manager, Mr. Morris has developed from a field technician, learning the field from the ground up, to a member of the Board of Directors, who now is the Principal-in-Charge for projects in the Cities of Lansing, Grand Ledge, Owosso, Portage, and Marshall, as well as the Lansing Board of Water and Light and Consumers Energy. Mr. Morris was recently the lead design engineer on two projects for the City of Muskegon FY 2019 SRF & DWRP Project Implementation Project.

Mr. Morris is very familiar with EGLE and MDOT standards and processes, having served as Project Manager and Project Engineer for the City of Lansing FY21 Sewer, Water Main and Road Reconstruction of Local Streets Project, FY22 STP Major Street Reconstruction Project, FY21 STP Major Street Reconstruction Project, FY2020 STP Major Streets Rehabilitation Project, the Lansing Downtown Two-way Conversion Project, the As-Needed Scoping Services for Major Streets Project, and the Frandora Hills Sanitary Sewer Rehabilitation Project. Lansing Board of Water and Light projects include the Cawood - Jenison - Verlinden Water Main Project, the FY18 STP Major Streets Project, FY17 STP Major Streets Project, Stabler Street Rehabilitation Project, and the Cavanaugh Road Water Main Replacement Project. Additionally, Mr. Morris has served as Project Manager and Engineer on the MDOT LAP Washington Street project in Owosso, MI; Orchard Street Reconstruction, Green Street Reconstruction and MDOT LAP Jenne & Bridge Street Reconstruction projects in the City of Grand Ledge; as well as the Prospect Street Water Main and Road Reconstruction Project, and MDOT LAP East Drive, North Drive and Mansion Street Improvements Project for the City of Marshall, MI.

Mr. Morris has experience in all aspects of design and construction management, is proficient in the use of FieldManager, and is an MDOT Certified Office Technician. He also has unique expertise in design and construction of ADA compliant sidewalk ramps. Mr. Morris is also Eng.’s official Radiation Safety Officer designated by the Nuclear Regulatory Commission, being responsible for overall safety as it relates to nuclear density testing.

As primary contact and project manager, Mr. Morris will fulfil the tasks of tracking schedules and budgets. He will also oversee construction engineering of the projects. Additionally, Mr. Morris will give direction and authority to all personnel, scheduling and managing staff and subconsultants, as well as frequently communicating directly with construction contractors to answer questions, solve problems, and determine scheduling needs.

Eng. prides itself on being a smaller firm with a big firm ability. When the project manager has authority to negotiate on behalf of the firm, decisions are made in a very timely manner, efficiently with decisiveness.

In addition to Mr. Morris’ technical resume, he has a unique ability to lead and manage. As a natural leader, Mr. Morris takes great pride in leadership, mentorship, and management. His ability to run a



meeting and control a room full of stakeholders with different project goals and objectives will be evident from the preconstruction meeting forward. Striving for the best in everything he does, Mr. Morris goes above and beyond to ensure that projects are delivered on time and on budget. Mr. Morris also has a passion for building long term relationships, knowing that relationships outlast any individual project. This value is instilled in the Eng. company culture as Mr. Morris leads and mentors staff to fulfil long and satisfying careers.

Project Engineer and Construction Manager will be **Christopher A. Harrington, PE**. Mr. Harrington will assist Mr. Morris with construction supervision and management of the projects. He has applied an impressive understanding of the scope of complex problems to his innovative design solutions, and he is fully qualified and capable to conduct construction inspection services on a variety of types of projects. His experience in materials testing, including asphalt, concrete, and soils, is a valuable resource for road projects especially. Mr. Harrington has worked with Mr. Morris on numerous successful projects similar to the proposed project including:

- FY23-24 Major Street Reconstruction, Michigan Avenue, City of Lansing
- 2023 Local Neighborhood Improvements, City of East Lansing
- Webster Road Resurfacing and Sidewalks, Clinton County Road Commission
- Ramona Park Subdivision Improvements, City of Portage
- Lansing Service Center Water Main Extension, Consumers Energy
- Prospect Street Water Main and Road Improvements, City of Marshall
- 2022 Street Program – Contract 1, City of Owosso
- Fitzgerald Park Water Main Replacement (Bore and Jack), City of Grand Ledge
- FY22 Major Street Reconstruction, Waverly Road, City of Lansing
- FY21 Major Street Reconstruction, Pennsylvania Avenue, City of Lansing (LBWL)
- FY21 Sewer, Water Main and Road Reconstruction of Local Streets, City of Lansing (LBWL)
- Water Main Design Cawood - Jenison - Verlinden, Board of Water and Light, Lansing (LBWL)
- Forest Park Road Reconstruction Phase 3, City of Norton Shores
- Seminole Road Reconstruction, City of Norton Shores
- Muskegon SRF & DWRF, City of Muskegon
- Delta River Drive Rehabilitation – City of Lansing (LBWL)
- Orchard Street Improvements, City of Grand Ledge
- Washington Street Improvements (Bore and Jack), City of Owosso
- FY2020 Major Street Rehabilitation, City of Lansing

After excelling early in his career in construction inspection, Mr. Harrington was recently appointed to Construction Manager status in the Lansing office, being the first call for construction inspectors. His ability to explain construction techniques and requirements as well as communicate with contractors, and clients has provided great value to projects.

Mr. Harrington will be responsible for construction management, administration, and observation of the projects.

Construction Inspector will be **Viola A. Dagadu**. Ms. Dagadu is on track to excel as a talented municipal engineer. A quality inspector, Viola can comprehend design, communicate with contractors, and provide detailed documentation. She has experience beyond her years in construction inspection and administration, having successfully inspected reconstruction and improvement projects including:

- 2023 Local Neighborhood Improvements, City of East Lansing
- 2021 Local Street Water Main and Road Improvements, City of Lansing
- Red Cedar Development Sanitary and Road Construction, City of Lansing, MI



- FY21 Sewer, Water Main and Road Reconstruction of Local Streets, City of Lansing, MI
- Consumers Energy Inspection DAPP, City of Lansing, MI
- Orchard Street Reconstruction, City of Grand Ledge, MI
- Forest Park Road Reconstruction Phase 3, City of Norton Shores, MI
- Consumers Energy Grid Replacement projects, City of Lansing, MI
- Prospect Street Watermain Replacement & Street Improvements, City of Marshall, MI

Eng.'s confidence in Ms. Dagadu as an inspector was very evident when she was assigned to the City of Lansing's FY21 Local Water Main and Street Improvements project beginning last fall and continuing through the 2022 construction season. Ms. Dagadu has handled the reconstruction, water main replacement, and sewer repair of 6 different streets in a \$3.5 million dollar construction project with ease. Her attention to detail and passion for understanding and communication has been invaluable and has put her at the top of Eng. project managers' and engineers' list for go to inspectors.

Project Surveyor will be **Michael J. Gazella, PS, PE**. Mr. Gazella has more than 40 years of experience with topographic surveys and construction staking. His dual licensure brings together engineering and surveying. Mr. Gazella will be assisted by the two-man survey crew of **Anthony J. Sinnaeve** and **James M. Roeger**, both highly experienced and talented surveyors who have performed topo, boundary, and ALTA surveys as well as construction staking for nearly 40 years combined.

CAD Drafting will be led by **Steven P. Mayes**. Mr. Mayes has been a civil engineering technician for over 40 years. He is extremely knowledgeable in AutoCAD applications including the AutoCAD Civil3D suite and has familiarized himself with City of East Lansing standards. Mr. Mayes will be assisted by **Scott G. Smith**, an accomplished and experienced AutoCAD technician, who has also served on the Eng. team for every project over the past year.



IV. EXPERIENCE

We have a very strong relationship with our municipal clients, and we encourage you to reach out to the following references to discuss the quality of work, character, integrity and competence of both Eng. as a firm and Erik Morris as a Project Manager and Client Contact.

Municipality	Name, Title	Phone	Email
City of Lansing	Ann Parry, PE, Project Engineer	(517) 388-5259	ann.parry@lansingmi.gov
City of Lansing	Dan Danke, PE, Project Engineer	(517) 483-4455	dan.danke@lansingmi.gov
City of Grand Ledge	Adam Smith, City Manager	(517) 627-2149	asmith@cityofgrandledge.com
City of Grand Ledge	Kurt Ristow, Utilities Superintendent	(517) 627-2144	kristcw@cityofgrandledge.com
City of Marshall	Marguerite Davenport, Director of Public Services	(269) 781-5183	mdavenport@cityofmarshall.com
City of Muskegon	Leo Evans, PE, City Engineer	(231) 724-6707	leo.evans@shorelinecity.com
City of Norton Shores	Jim Murphy, PE, Director, Department of Public Works	(231) 799-6803	jmurphy@nortonshores.org
City of Norton Shores	Todd Myers, PE, City Engineer	(231) 799-6803	tmyers@NortonShores.org

The following are three representative completed projects which demonstrate Eng.'s familiarity with projects similar in size, scope, and budget to the City of Owosso's 2023 Street Program – Contract 1 Project. Please refer to the Road Project Matrix included after this section for greater detail and scope of Eng.'s similar experience over the last 15 years.

1. 2022 Street Program, Contract 1 Maple Avenue..... Road, Storm

City of Owosso, MI, Project Length: 0.1 miles, Const. Cost: \$150,000; Fee: \$46,965.00.
This locally funded project consisted of full depth reconstruction of the roadway including curb and gutter and driveway approaches. The work also included spot storm sewer replacement and ADA sidewalk ramp upgrades. Eng. was responsible for providing full construction engineering services for this project. Construction was completed in spring 2022.

This project is a great example of Eng.'s ability to administer, coordinate, inspect and document a locally funded project for the City of Owosso, in which the City completed the design. This is also an example of Eng.'s ability to conduct construction materials testing having completed nuclear density testing for the project. The project is almost exactly like the proposed 2023 Street Program project and Eng. was able to complete it on time and under budget.

2. East Drive, North Drive, and Mansion Street ImprovementsRoad, Watermain

City of Marshall, MI, Project Length: 1.67 miles, Const. Cost: \$850,000; Fee \$129,049.00
This federal aid project consisted of reconstructing Mansion Street from Madison Street to High Street and rehabilitating Mansion Street from High Street to East Street, East Street from Michigan Avenue to North Street, and North Street from East Street to Madison Street. Additionally, the watermain was replaced in the full depth reconstruction portion of Mansion Street. The project also included ADA ramp upgrades and curb and gutter spot replacement. Eng., Inc. was responsible for the survey, design and construction engineering services. The drawings were combined and bid through MDOT in one single bid package.

This project is a great example of Eng.'s ability to conduct construction administration services outside of the greater Lansing area. The project was administered as if it was next door, and was successfully completed in the fall of 2021.



3. Washington Street Improvement Project – 2018..... Road, Watermain, Storm, Sanitary

City of Owosso, MI, Project Length: 0.34 miles, Const. Cost: \$1,121,218.00, Fee: \$132,000.00
This federal aid project consisted of full depth reconstruction of the roadway including watermain bored and jacked under the Huron and Eastern Railway. The work also included storm sewer replacement, sanitary sewer spot repair and ADA sidewalk ramps. The project was completed in the fall of 2019. Eng., Inc. provided survey, design, and construction engineering services for this project.

This successful project in one of the City's main corridors incorporated many of the same construction elements as the 2023 Street Program and is a great example of Eng.'s familiarity with City of Owosso design specifications and construction standards. SME was also part of the team, completing materials testing. This was Eng.'s first project with the City of Owosso, yet was able to successfully complete the project on time and on budget. Building off that success and familiarity with City personnel, Eng. is even more confident it can produce a top-of-the-line end product.



CONSTRUCTION PHASE (estimated 8 weeks)									
Rate	\$185.00	\$115.00	\$80.00	\$85.00	\$150.00	\$165.00	\$250.00	\$250.00	Total
	Morris	Harrington	Dagadu	Cook	CAD	Gazella	Survey Crew	Concrete Rental Rate	Nike Rental Rate
SAMPLE HOURLY DISTRIBUTION BASED ON 8 WEEK CONSTRUCTION TIMELINE									
Engineering Supervision	8	24							
Construction Inspection			400						
Office technician						4	30		
Construction Layout and Staking			32	32				8	24
Materials Testing and Plant Inspection	1	1	4		4		4		\$2,500.00
As built drawings / service inventory									
subtotal:	9.0	25.0	436.0	32.0	4.0	4.0	34.0	8.0	24.0
Task Subtotal:	\$1,665.00	\$2,875.00	\$34,880.00	\$2,720.00	\$340.00	\$600.00	\$5,610.00	\$2,000.00	\$4,800.00
									\$2,500.00
									\$2,500.00
									\$57,990.00

City of Owosso
2023 Street Program – Contract 1



NOT TO EXCEED COST TABLE

2023 Street Program – Contract 1Not to Exceed \$57,990.00

STAFF SCHEDULE COMMENTS

Eng., Inc. has reviewed our long-term commitments and we are adequately staffed to handle this project, with back-up staff in each position.

Our scheduling process is:

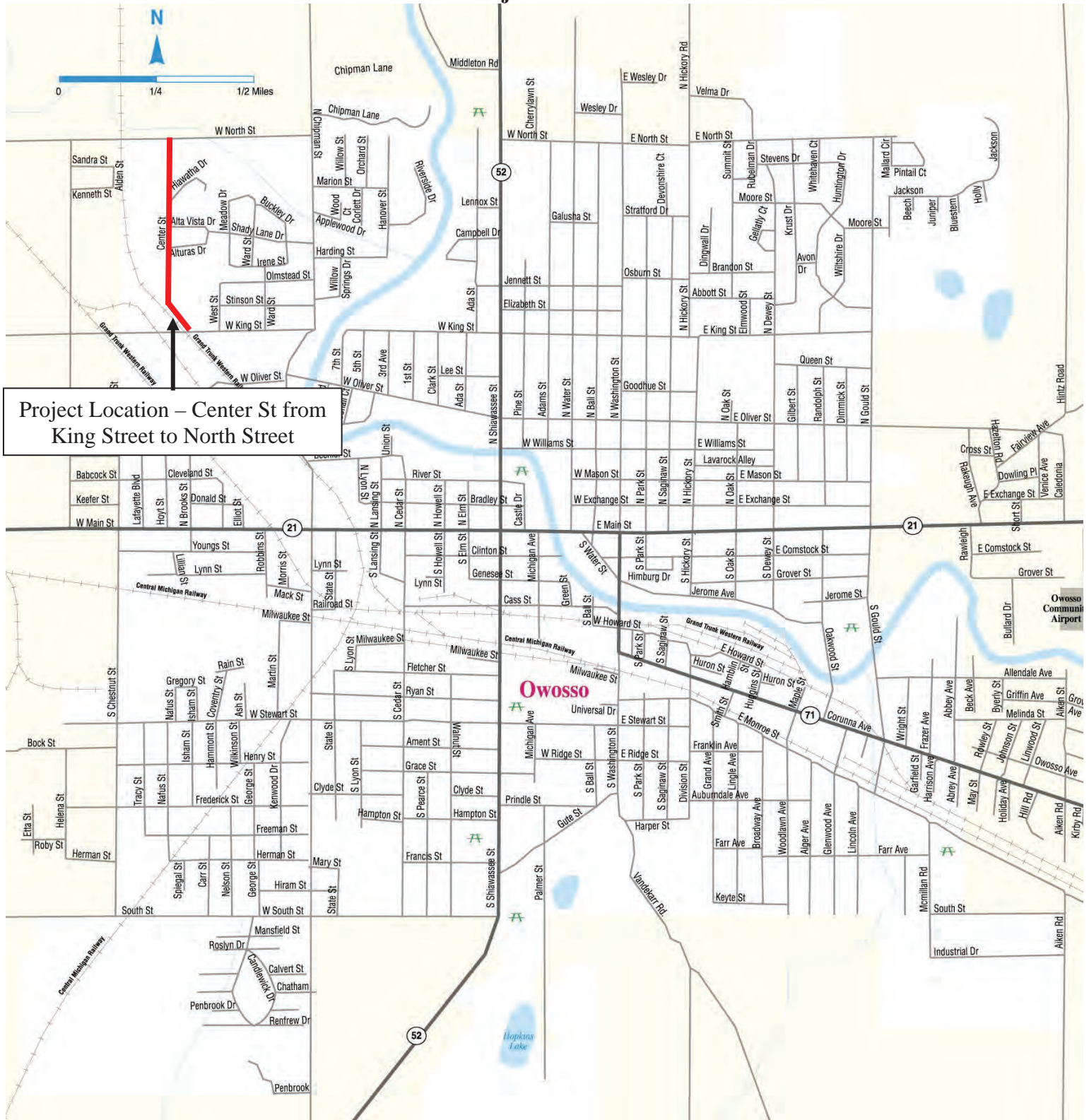
Every Thursday afternoon, project managers, design team members, survey and CAD managers meet to review / coordinate and resolve conflicts for all projects.

Bi-monthly we prepare long-term workload projections in 2-week increments for all staff and all projects. This is detailed by hours for eight weeks with two months more of general projects. These include work under contract, anticipated work (with a reasonable expectation), vacations, and conferences.

We have a good handle on our workload / staffing outlook for several months and can adjust staffing levels as needed.

Construction inspection scheduling is done monthly and projected on a 12-14-month basis.

CITY OF OWOSSO
2023 STREET PROGRAM – CONTRACT 1
Project Location





MEMORANDUM

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

DATE: November 21, 2022

TO: City Council

FROM: Clayton Wehner, Director of Engineering

SUBJECT: Balancing Change Order No. 2 to the 2022 Street Patches Program

RECOMMENDATION:

Approval of Balancing Change Order No. 2, in the amount of \$2,487.90, to the Contract between the city of Owosso and TJ Smith Sand & Gravel, Inc. of Owosso, Michigan, for the 2022 Street Patches Program.

BACKGROUND:

On March 15, 2021, City Council approved the contract with Smith Sand & Gravel in the amount of \$80,000, plus a \$20,000 contingency, for the 2022 Street Patches Program. On September 6, 2022, City Council approved Change Order No. 1, which added a second round of patches to the contract, in the amount of \$40,232.50. That revised the total contract amount to \$120,232.50. Balancing Change Order No. 2, an increase in the amount of \$2,487.90, balances out contract quantities and increases the total of the final contract amount to \$122,720.40.

FISCAL IMPACTS:

Final expenses in the amount of \$122,720.40 shall be paid from Major and Local Street Account Nos. 202-463-818.000 (\$12,339.42) and 203-463-818.000 (\$5,881.04), Sewer Fund Account No. 590-549-818.000 (\$15,318.73), and Water Fund Account Nos. 591-552-818.000 (\$81,863.60), 591-552-818.000-LSL-ID0000 (\$161.85), and 591-552-818.000-LSLREPLACE (\$7,155.76).

Attachments: (1) Resolution
(2) Proposed Change Order No. 2 for Smith Sand & Gravel

RESOLUTION NO.

**AUTHORIZING BALANCING CHANGE ORDER NO. 2
TO THE CONTRACT BETWEEN THE CITY OF OWOSSO AND
TJ SMITH SAND & GRAVEL, INC.
FOR THE 2022 STREET PATCHES PROGRAM**

WHEREAS, the city of Owosso, Shiawassee County, Michigan, approved a contract with TJ Smith Sand & Gravel, Inc. on May 15, 2021 for street patches on various streets throughout the city during the 2022 construction season; and

WHEREAS, Change Order No. 1 was approved on September 6, 2022 to add a second round of street patches to the project; and

WHEREAS, the project is now complete, and a balancing change order is necessary to reconcile contract quantities.

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

- FIRST: it has heretofore determined that it is advisable, necessary and in the public interest to approve Balancing Change Order No. 2 to the 2022 Street Patches Program contract with TJ Smith Sand & Gravel, Inc., increasing the contract amount by \$2,487.90 to reflect actual unit quantities used in completion of the project.
- SECOND: the mayor and city clerk are instructed and authorized to sign the document substantially in form attached as Balancing Change Order No. 2 to the Contract for Services between the city of Owosso and TJ Smith Sand & Gravel, Inc., increasing the total contract amount from \$120,232.50 to \$122,720.40.
- THIRD: the accounts payable department is authorized to pay TJ Smith Sand & Gravel, Inc. for work satisfactorily completed up to the revised contract amount of \$122,720.40.
- FOURTH: the above expenses shall be paid from Major and Local Street Account Nos. 202-463-818.000 (\$12,339.42) and 203-463-818.000 (\$5,881.04), Sewer Fund Account No. 590-549-818.000 (\$15,318.73), and Water Fund Account Nos. 591-552-818.000 (\$81,863.60), 591-552-818.000-LSL-ID0000 (\$161.85), and 591-552-818.000-LSLREPLACE (\$7,155.76).

No. 2

Balance contract quantities based on plan quantity vs final quantity.

Item No.	Description	Unit	Unit Price	Plan Quantity	Final Quantity	Quantity Change	Amount
1	Mobilization, Max \$2,500, First Round	LSUM	\$1,100.00	1	1	0	\$0.00
2	Mobilization, Max \$2,500, Second Round	LSUM	\$1,100.00	1	1	0	\$0.00
3	Pavt, Rem, Modified	Syd	\$25.00	1465	1517.98	52.98	\$1,324.50
4	HMA, 13A	Ton	\$151.55	500	511.85	11.85	\$1,795.90
5	Sawcutting (if needed)	Ft	\$2.00	316.25	0	(316.25)	(\$632.50)
6	Traffic Control, Max \$2,500, First Round	LSUM	\$2,500.00	1	1	0	\$0.00
7	Traffic Control, Max \$2,500, Second Round	LSUM	\$2,500.00	1	1	0	\$0.00
Total Change:							\$2,487.90

CHANGE IN CONTRACT PRICE
Original Contract Price \$ <u>80,000.00</u>
Increase (Decrease) from previously approved Change Orders No. <u>1</u> to <u>1</u> \$ <u>40,232.50</u>
Contract Price prior to this Change Order: \$ <u>120,232.50</u>
Increase (Decrease) of this Change Order: \$ <u>2,487.90</u>
Contract Price incorporating this Change Order: \$ <u>122,720.40</u>

CHANGE IN CONTRACT TIMES
Original Contract Times: Substantial Completion: <u>November 15, 2022</u> Ready for Final Payment: _____ (days or dates)
Increase (Decrease) from previously approved Change Orders No. <u>1</u> to <u>1</u> : Substantial Completion: <u>0 days</u> Ready for Final Payment: _____ (days)
Contract Times prior to this Change Order: Substantial Completion: <u>November 15, 2022</u> Ready for Final Payment: _____ (days or dates)
Increase (Decrease) of this Change Order: Substantial Completion: <u>0 days</u> Ready for Final Payment: _____ (days)
Contract Times with all approved Change Orders: Substantial Completion: <u>November 15, 2022</u> Ready for Final Payment: _____ (days or dates)

RECOMMENDED:

By: Clayton Wehner

ENGINEER (Authorized Signature)

Title: Director of Engineering

Date: 11/14/2022

APPROVED:

By: _____

OWNER (Authorized Signature)

Title: _____

Date: _____

ACCEPTED:

By: Shirley Smith

CONTRACTOR (Authorized Signature)

Title: President

Date: 11-11-22

ATTEST:

By: _____
Amy K. Kirkland

Title: City Clerk

Date: _____



MEMORANDUM

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

DATE: November 15, 2022

TO: Owosso City Council

FROM: Brad Barrett, Finance Director

SUBJECT: Professional Services Agreement with Taylor and Morgan, C.P.A., P.C.

RECOMMENDATION:

Enter into a professional service agreement with Taylor and Morgan, C.P.A., P.C. for onsite accounting services, budget preparation assistance, and annual audit/single audit preparation, estimated at \$45,000.

BACKGROUND:

Per Section 7.5 of the Owosso City Charter, the Finance Department shall be the general accountant of the city, keep the books of account of the assets, receipts, and expenditures of the city and keep the Council and city manager informed of the financial affairs of the city. In addition, the Finance Department shall examine and audit all accounts and claims against the city, balance all the books of account of the city and conform to the state of Michigan's uniform chart of accounts.

The professional service agreement is for performing month end general ledger account reconciliations, assistance with budget preparation, preparation of annual audit / single audit work papers and consultation on other financial matters as requested.

This service agreement will be in place of a full-time accountant position in the Finance Department.

FISCAL IMPACTS:

The accounting firm has estimated a cost of \$45,000 for one day a week of onsite accounting services for approximately 28 weeks. This expense will be charged to the Finance Department (101.201.818.000 Contractual Services).

Document originated by:

Attachments: (1) Resolution
(2) Professional Services Agreement

RESOLUTION NO.

**AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT WITH
TAYLOR AND MORGAN, C.P.A., P.C.
FOR GOVERNMENTAL ACCOUNTING SERVICES**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, is required to complete an independent audit per Section 8.4 of the Owosso City Charter; and

WHEREAS, the Finance Department has statutory responsibilities per Section 7.5 of the Owosso City Charter; and

WHEREAS, Taylor and Morgan, C.P.A., P.C., a full service public accounting firm, submitted a proposal for onsite accounting services for the fiscal year ending June 30, 2022; and

WHEREAS, the City of Owosso would like to continue a professional relationship with Taylor and Morgan, C.P.A., P.C. for accounting services in its Finance Department; and

WHEREAS, the employment of professional services is an exception to competitive bidding per Section 2-346(2) of the City of Owosso Code of Ordinances.

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 a professional service agreement with Taylor and Morgan, C.P.A., P.C. for governmental accounting services, annual budget creation and annual independent audit preparation services.

SECOND: The mayor and city clerk are instructed and authorized to sign the document substantially in form attached as Professional Services Agreement between the City of Owosso and Taylor and Morgan, C.P.A., P.C.

THIRD: The accounts payable department is authorized to pay Taylor and Morgan, C.P.A., P.C. for work satisfactorily completed, estimated at \$45,000, under said professional services agreement.

FOURTH: The above expenses shall be paid from General Fund Account 101.201.818.000.

Taylor & Morgan

CPAs AND
BUSINESS ADVISORS

October 27, 2022

Brad Barrett, Finance Director
City of Owosso
301 W. Main Street
Owosso, MI 48567

Dear Mr. Barrett:

This letter is to confirm our understanding of the terms and objectives of our engagement to provide consulting services to the City of Owosso. These services will be performed on an as-needed basis beginning November 1, 2022 and will include:

- Performing month end general ledger account reconciliations
- Assistance with budget preparation and amendments
- Preparation of audit workpapers and facilitation of annual audit
- Consultation on other financial matters as requested.

All services will be under the direction of Shawna Farrell, CPA Partner.

We will invoice you monthly on a per hour basis at our standard hourly rates for the following individuals:

Staff Accountant:	\$100.00/hour
Senior Staff Accountant:	\$120.00/hour
Manager CPA-Sheri Sprygada:	\$150.00/hour
Partner CPA-Shawna Farrell:	\$200.00/hour

The fees above include all costs for travel and out-of-pocket expenses and are subject to annual increases. Our invoices for those fees will be rendered each month as work progresses and are payable upon presentation. This agreement can be terminated by written notice of either party.

Our engagement cannot be relied upon to disclose errors, fraud, or illegal acts that may exist. However, we will inform the appropriate level of management of any material errors that come to our attention and any fraud or illegal acts that come to our attention, unless clearly inconsequential.

In view of the limitations described above, you agree not to take or assist in any action seeking to hold us liable for damages due to any deficiency in the financial statements we prepare and you agree to hold us harmless from any liability and related legal costs arising from any third-party use of the financial statements in contravention of the terms of this agreement.

Should you require financial statements for third-party use, we would be pleased to discuss with you the requested level of service. Such engagement would be considered separate and not deemed to be part of the services described in this engagement letter.

In no event shall either party be liable to the other, whether a claim be in tort, contract, or otherwise, for any indirect, consequential, punitive, exemplary, lost profits, or similar damages in claims relating to services provided under this engagement

FLINT, MI OFFICE

G-2302 STONEBRIDGE DR., BUILDING D,
FLINT, MICHIGAN 48532
OFFICE # (810) 230-8200 FAX # (810) 230-8203

CHARLOTTE, NC OFFICE

1213 W. MOREHEAD ST., 5th FLOOR
CHARLOTTE, NC 28208
OFFICE # (704) 926-7570 FAX # (704) 247-6433

TROY, MI OFFICE

3150 LIVERNOIS RD., SUITE 175
TROY, MI 48063
OFFICE # (248) 688-9399 FAX # (248) 688-9397

If a dispute arises out of or relates to this contract or engagement letter, or the breach thereof, and if the dispute cannot be settled through negotiation, the parties agree first to try in good faith to settle the dispute by mediation administered by the American Arbitration Association under its Mediation Rules before resorting to arbitration, litigation or some other dispute resolution procedure.

Except for the fraudulent behavior, willful misconduct, or gross negligence of our officers, employees, or agents as finally determined by judicial proceeding, our liability to you for services rendered under this engagement letter shall be limited to the fees paid to us for such services or work product giving rise to liability.

This engagement letter, and all related services and work product, will be governed by and subject to the laws of the State of Michigan.

We sincerely appreciate this opportunity to be of service to you. If the foregoing is in accordance with your understanding, please sign the copy of this letter in the space provided and return the signed letter to us.

Very truly yours,

Taylor & Morgan, P.C.

Taylor & Morgan, P.C.
Certified Public Accountants

Accepted and agreed to:
City of Owosso

Name

Date

Attest:

Amy K. Kirkland, City Clerk

Date



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

MEMORANDUM

DATE: November 2, 2022

TO: City Council

FROM: Kevin Lenkart
Director of Public Safety

RE: Traffic Control Order # 1491

Beth Kuiper, Owosso Main Street Director, is requesting the following street closure for the annual NYE Block Party. The City insurance policy will cover this event.

LOCATION:

Washington Street from Comstock Street to Jerome Street

DATE:

December 31, 2022 – January 1, 2023

TIME:

6:00 pm – 12:00 am

The Public Safety Department has issued Traffic Control Order #1491 in accordance with the Rules for the Issuance of Certain Traffic Control Orders. Staff recommends approval and further authorization of a traffic control order formalizing the action.

CITY OF OWOSSO

TRAFFIC CONTROL ORDER

(SECTION 2.53 UNIFORM TRAFFIC CODE)

ORDER NO.:	DATE:	TIME:
1491	11/02/2022	10:05 am

REQUESTED BY:

Kevin Lenkart – Director of Public Safety

TYPE OF CONTROL:

Street Closure

LOCATION OF CONTROL:

Washington Street from Comstock Street to Jerome Street

EVENT:

NYE Block Party
DATE: December 31, 2022 – January 1, 2023
TIME: 6:00 pm – 12:00 am

APPROVED BY COUNCIL

_____, 20____

REMARKS:



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

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

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

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

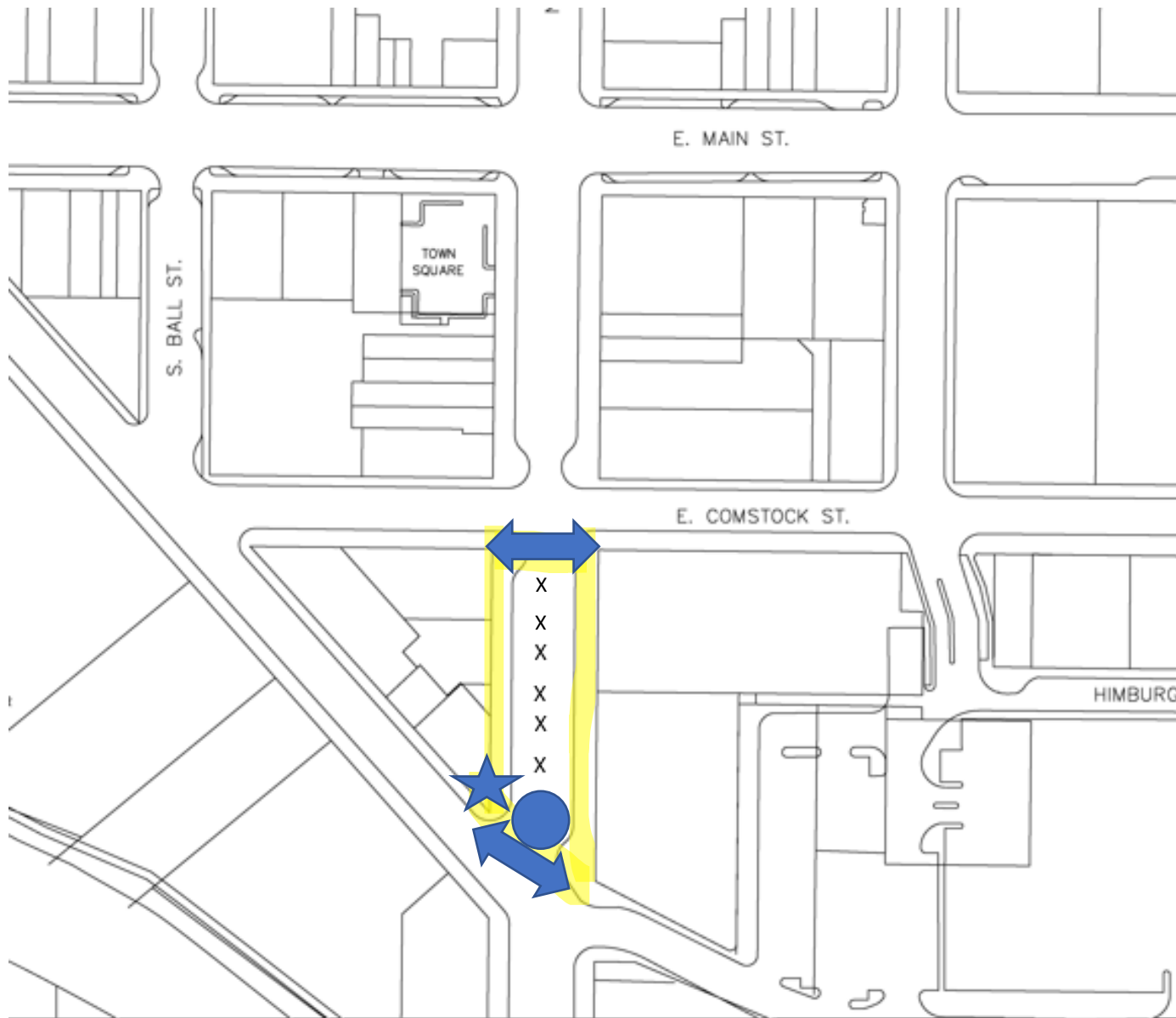
Name of individual or group: Owosso Main Street Date: 10/20/2022
Primary Contact: Beth Kuiper Title: Director
Address: 301 W. Main St.
Owosso, MI 48867
Phone: 989-277-1705 Email: beth.kuiper@ci.owosso.mi.us
Requested Date(s): 12/31/2022 Requested Hours: 6 PM - Midnight
Area Requested (Parking Lot - Parade Route): S. Washington - Comstock to Jerome
Please see map

Name of event and detailed description of the use for which the request is made: _____
Annual NYE Downtown Owosso Block Party

- ☒ 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



DEEJAY



BALL DROP



BARRICADES



BURN BARRELS



MEMORANDUM

Building Department 301 W. Main St. Owosso, MI 989-725-0535

DATE: 11/14/2022
TO: Owosso City Council
FROM: Tanya S. Buckelew, Planning and Building Director
SUBJECT: Lot Split Application
Parcel No: 050-546-000-019-00
Address: 623 S CHESTNUT STREET

RECOMMENDATION:

I recommend approval of the lot split application for 623 S CHESTNUT STREET.

BACKGROUND:

The owner of 623 S CHESTNUT STREET, 050-546-000-019-00, is requesting a lot split of the current 5.19 acre parcel. This will result in splitting off 1.66 acres of the rear of the parcel. The 1.66 acre split would then be combined with 1620 Gregory Street (1.15 acres) for the purpose of building a new residential home.

LEGAL DESCRIPTION: CURRENT:

623 S Chestnut Street	(050-546-000-019-00)	See attached Certificate of Survey
1620 Gregory Street	(050-546-000-033-00)	See attached Certificate of Survey

PROPOSED DESCRIPTIONS:

623 S Chestnut Street	(050-546-000-019-00)	Remainder Parcel-see attached Certificate of Survey
1620 Gregory Street	(050-546-000-033-00)	Combined Parcel-See attached Certificate of Survey

The attached lot split request, received on October 31, 2022 from Patrick M. Marrah and Andrew and Brianna Marrah, has been reviewed by the appropriate departments within the City of Owosso. See Departmental Review Signature Page. The proposed split will conform to present city ordinances.

Therefore, approval by the City Council for this lot split is recommended.

FISCAL IMPACTS:

N/A

OWOSSO





P2022-021
10/31/2022

Application Fee:
Single - \$250
Multiple - \$250 each +
\$50/resulting lot

APPLICATION TO DIVIDE PLATTED CITY LOTS

The State of Michigan Land Division Act and City of Owosso Subdivision Regulations prohibit the division of platted City lots without prior approval of the City Council.

Step-By-Step Guide

1. Staff will assist the applicant by explaining the parcel split process, provide site information, review the application and inform that a survey may be required
 2. Applicant submits application with fee
 3. Departmental review of application
 4. Staff prepares memo for next City Council meeting
 5. Send notice to applicant with the date of the City Council meeting
 6. City Clerk notifies the Building Department and Assessor of Council approval or denial
 7. Final approval or denial notice sent to applicant
- Requests for parcel splits can only be approved if the request meets the requirements of the Zoning Ordinance. The resulting split cannot create a parcel that does not meet the minimum dimensional requirements for the district (street frontage and parcel area). If there are structures on the parcel they must meet the side yard and/or rear yard setback as applicable.
 - It is the owner's responsibility to verify that there are no issues/objections to the request by any persons, firms, or corporations having a legal or equitable interest in the land. **The City does not conduct a title search for the property.**
 - If the parcel involves a principal residence or homestead it is up to the applicant to notify the City Assessor to update their Homestead Exemption.
 - The applicant is responsible to provide a survey and legal descriptions of the proposed parcels (unless waived by the Zoning Administrator). If buildings or structures are located on a parcel a site plan showing set-backs is required. Requests are reviewed for compliance with the Zoning Ordinance. The Zoning Administrator reserves the right to require additional information necessary to meet the requirements of the Zoning Ordinance.
 - **ALL DELINQUENT TAXES/SPECIAL ASSESSMENTS/LIENS MUST BE PAID ON ANY PARCEL BEFORE THE DESCRIPTION OF THE PARCEL CAN BE CHANGED.**

Applicant Information

Name: Brianna Marrah + Andrew Marrah
Affiliation if Not Owner: Son + DIL of Pat Marrah property owner. Owner statement attached.
Address: 621 S. Chestnut St, Owosso, MI 48867
Phone: 989-413-3994

Land Division Information

Parcel Address:	Parcel Number:
<u>623 S. Chestnut St.</u> <u>Owosso, MI 48867</u>	<u>050-546-000-019-00</u>

Proposed Use

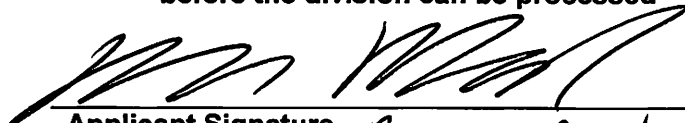
<input checked="" type="checkbox"/> Residential	<input type="checkbox"/> Commercial	<input type="checkbox"/> Industrial	<input type="checkbox"/> Institutional	<input type="checkbox"/> Other
---	-------------------------------------	-------------------------------------	--	--------------------------------

~~Then request~~ Describe the division being proposed

The east portion of the lot will be split off. See survey for split line. New parcel will be then combined w/ the ~~adjacent~~ adjacent east parcel to make one lot to be owned by Andrew + Brianna Marrah.

Affidavit and Permissions:

- I agree the statements made on this document are true, and if found not to be true, this application and any approvals will be void
- I agree to give permission for officials of the municipality to enter onto property involved in this application for purposes of inspection, to verify that the information provided on the application is correct
- I understand that any approval hereunder only constitutes approval of requested legal descriptions and does not provide, constitute, infer or imply build ability or compliance with any applicable statute, law, building code, deed restriction, or property right
- I agree to comply with the conditions and regulations provided with this parcel division
- I understand that the land division application may take up to 30 days to be processed
- I understand that property tax bills may be issued using the parent parcel(s) and I agree to have the tax bills and other city of Owosso liens charged/billed during this period paid by the appropriate party
- I understand that if property is being conveyed between the parties, requested land division will only take place on city records after recording of deed
- **Divisions require all taxes, special assessments and outstanding invoices be paid in full before the division can be processed**


Applicant Signature Brianna Marrah

10/26/22
Date

City of Owosso Lot Split Ordinance Sec. 30-5. - Lot division.

The division of a lot in a recorded plat is prohibited, unless approved following application to the city council. The application shall be filed with the city clerk and shall state the reasons for the proposed division. The city council may request review and comment by the city planning commission. The division to be approved by the city council shall have the suitability of the land for building purposes approved by the city zoning administrator, who may require submission of a professionally prepared boundary survey report. No building permit shall be issued, nor any building construction commenced, prior to the city council's approval. No lot in a recorded plat shall be divided into more than four (4) parts, and the resulting lots shall be not less in area than permitted by the city zoning ordinance. The division of a lot resulting in a smaller area than prescribed herein may be permitted but only for the purpose of adding to the existing building site or sites. The application shall so state and shall be in affidavit form. (Ord. No. 456, § 1, 12-19-88)

City of Owosso Division of Platted City Lots Departmental Review

1. Building Official Recommends: <i>RIX</i>		<input checked="" type="checkbox"/> Approval	<input type="checkbox"/> Denial
Comments: <i>ALL LOOKS TO BE IN ORDER</i>			
Signature: <i>Beal Harrison</i> <i>11/02/2022</i>			
2. Assessor Recommends:		<input checked="" type="checkbox"/> Approval	<input type="checkbox"/> Denial
Survey Required		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Attach current and proposed legal description			
New Address:			
New Parcel Number:			
Comments: <i>Current parcel numbers will be maintained with legal descriptions changed/updated. will take effect for 2023 Assessment Year.</i>			
Signature: <i>Michael Dault</i> <i>11-1-2022</i>			
3. Treasurer Tax Information:		<input checked="" type="checkbox"/> Approval	<input type="checkbox"/> Denial
County Drain Office Special Assessments: <i>N/A</i>		<input type="checkbox"/> Paid	<input type="checkbox"/> Unpaid
County Treasurer's Office Delinquent Taxes:		<input checked="" type="checkbox"/> Paid	<input type="checkbox"/> Unpaid
Special Assessments: <i>N/A</i>		<input type="checkbox"/> Paid	<input type="checkbox"/> Unpaid
Comments: <i>2022 Summer Taxes Paid 9/24/22 / Winter taxes out 12/1/22</i>			
Signature: <i>Kirkop Helgeson</i>			
4. Public Utilities Recommends:		<input checked="" type="checkbox"/> Approval	<input type="checkbox"/> Denial
Comments: <i>NO KNOWN UTILITY ISSUES</i>			
Signature: <i>Ryan Suchanek</i>			
5. Engineering Recommends:		<input checked="" type="checkbox"/> Approval	<input type="checkbox"/> Denial
Comments: <i>NO comments</i>			
Signature: <i>Clayton Wehner</i>			
6. Zoning Administrator Recommends:		<input checked="" type="checkbox"/> Approval	<input type="checkbox"/> Denial
Comments: <i>NO issues with split and lot sizes</i>			
Signature: <i>Yanet Brock</i>			

Parcel Split Owner Statement

I, Patrick Marrah, wish to split my City of Owosso parcel into 2 segments.


My parcel number is 050-546-000-019-00. The farthest east 1.66 acres of my parcel will be split off according to page 2 of the attached survey.

I plan to then transfer that new 1.66 parcel to my son and daughter in law, Andrew and Brianna Marrah for them to combine with the adjacent parcel they own, 050-546-000-033-00.

If you have any questions please contact me via phone at 989-295-2884.

Sincerely,

Patrick Marrah


Signature

Patrick M. Marrah
Printed Name

10-28-22
Date

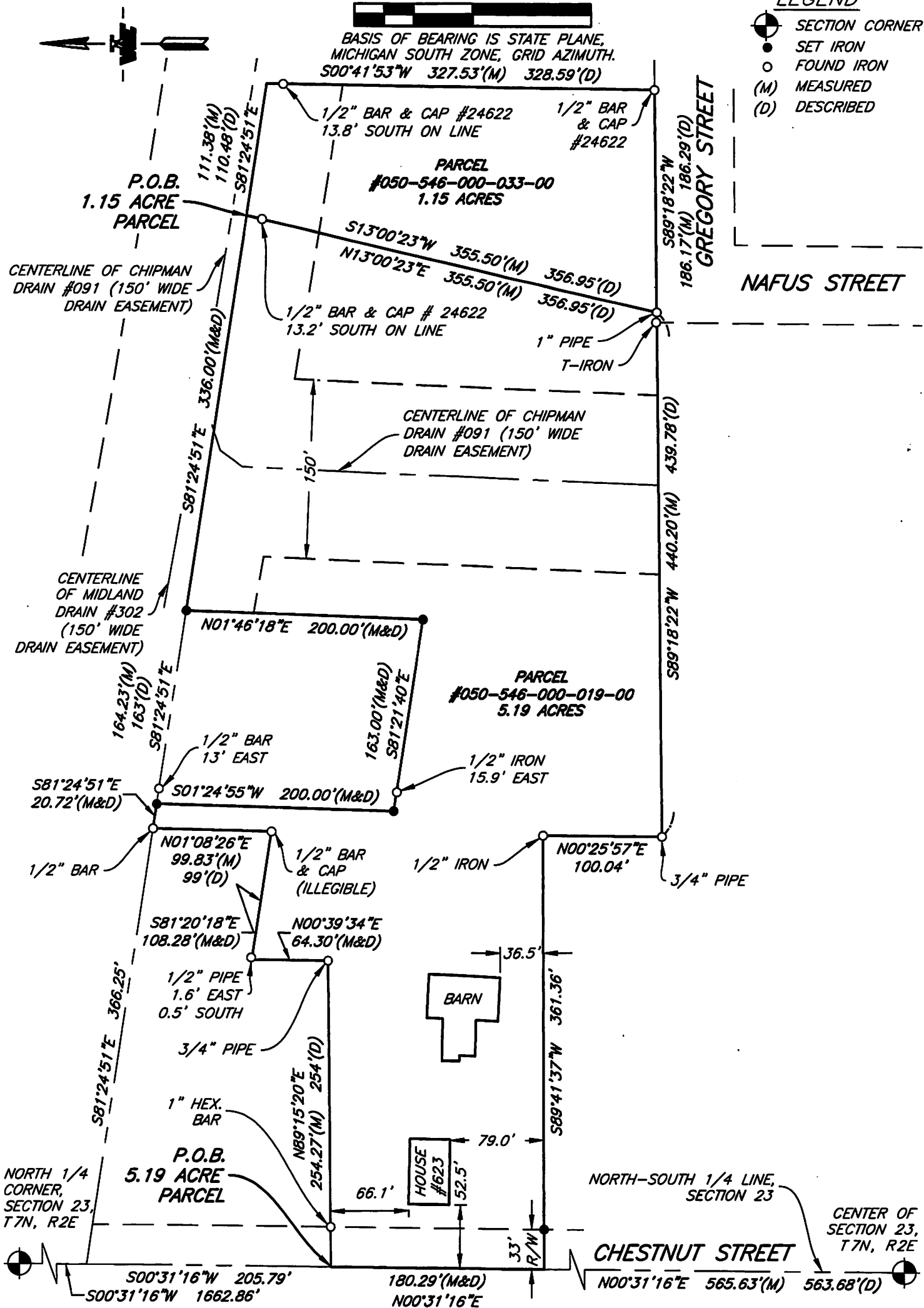
CERTIFICATE OF SURVEY

0 100 200

BASIS OF BEARING IS STATE PLANE,
MICHIGAN SOUTH ZONE, GRID AZIMUTH.
S00°41'53"W 327.53'(M) 328.59'(D)

LEGEND

- SECTION CORNER
- SET IRON
- FOUND IRON
- (M) MEASURED
- (D) DESCRIBED



WOLVERINE
Engineers & Surveyors, Inc.
312 North Street
Mason, Michigan 48854
Ph: 517-676-9200
Fax: 517-676-9396
http://www.wolveng.com




SURVEY FOR: BRIANNA MARRAH		
SECTION 23, T7N-R2E, CITY OF OWOSSO		
SHIAWASSEE COUNTY, MICHIGAN		
SCALE: 1" = 100'	DATE: 10/17/2022	SHEET: 1 OF 5
DRAWN: MCK	FIELD: TY & JY	JOB: 22-0547

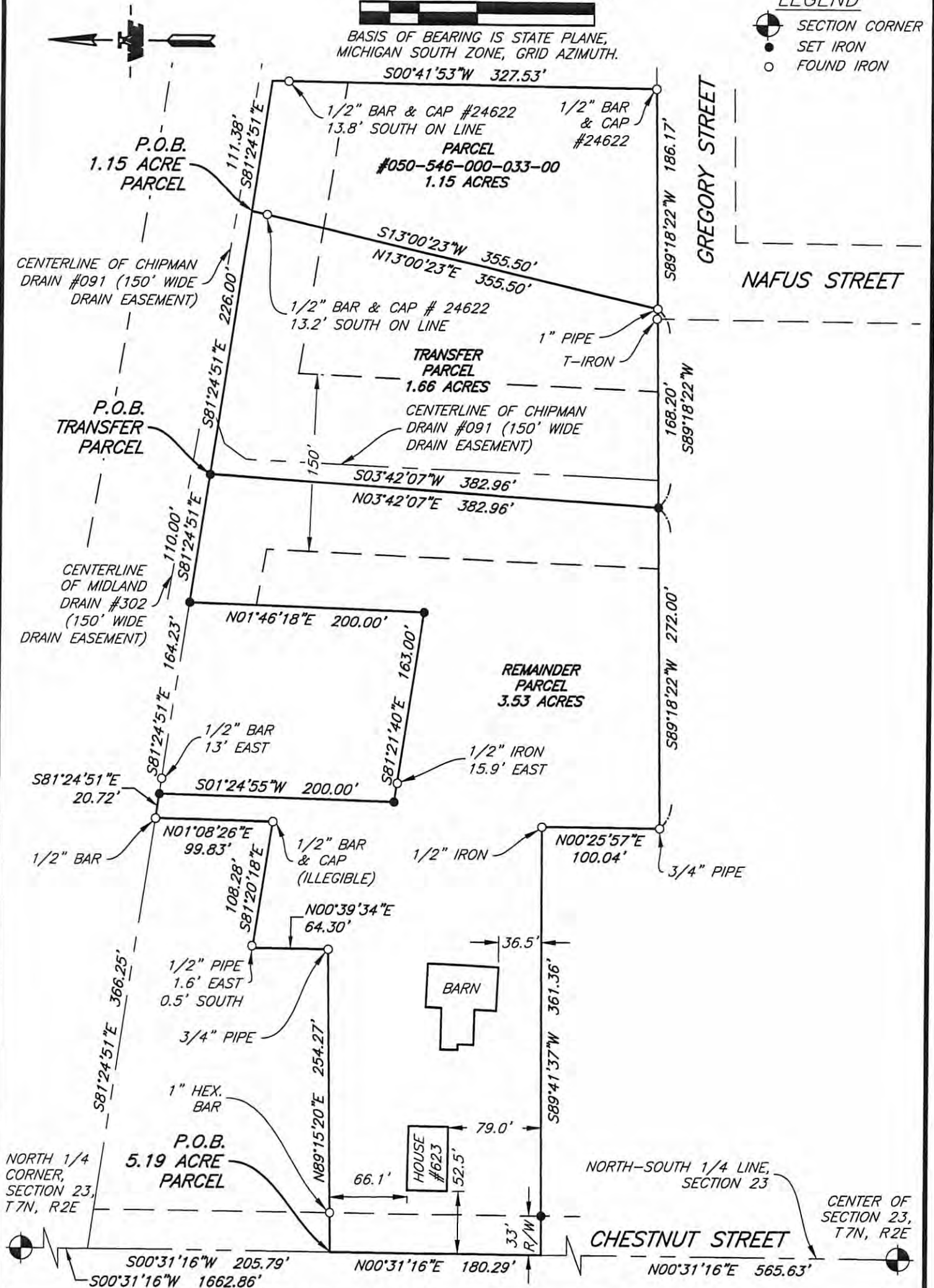
CERTIFICATE OF SURVEY


0 100 200

BASIS OF BEARING IS STATE PLANE,
MICHIGAN SOUTH ZONE, GRID AZIMUTH.

LEGEND

-  SECTION CORNER
-  SET IRON
-  FOUND IRON



	WOLVERINE Engineers & Surveyors, Inc. 312 North Street Mason, Michigan 48854 Ph: 517-676-9200 Fx: 517-676-9396 http://www.wolveng.com	<div> SURVEY FOR: BRIANNA MARRAH SECTION 23, T7N-R2E, CITY OF OWOSSO SHIAWASSEE COUNTY, MICHIGAN </div> <table border="1"> <tr> <td>SCALE: 1" = 100'</td> <td>DATE: 10/17/2022</td> <td>SHEET: 2 OF 5</td> </tr> <tr> <td>DRAWN: MCK</td> <td>FIELD: TY & JY</td> <td>JOB: 22-0547</td> </tr> </table>	SCALE: 1" = 100'	DATE: 10/17/2022	SHEET: 2 OF 5	DRAWN: MCK	FIELD: TY & JY	JOB: 22-0547
SCALE: 1" = 100'	DATE: 10/17/2022	SHEET: 2 OF 5						
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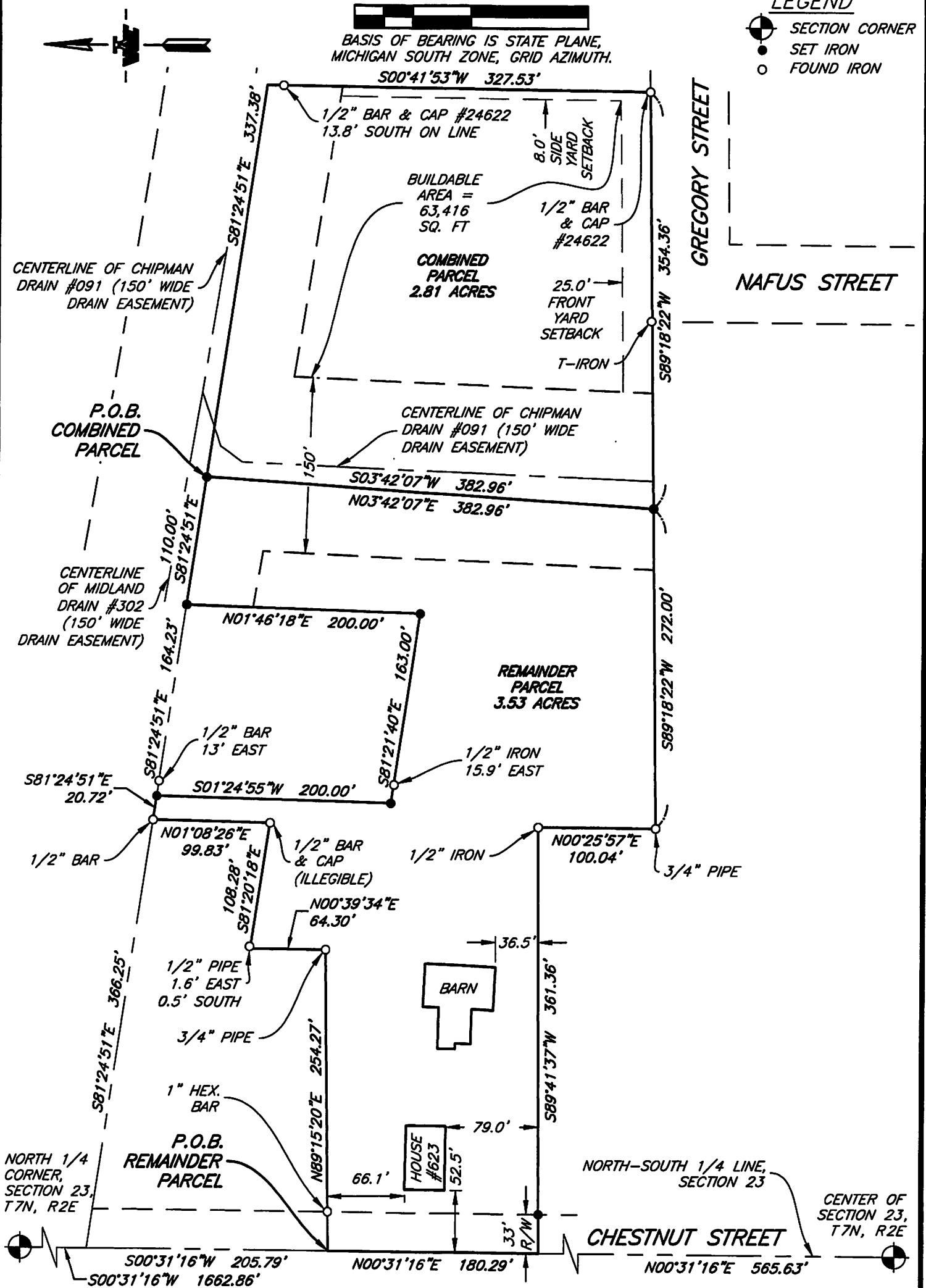
CERTIFICATE OF SURVEY


0 100 200

BASIS OF BEARING IS STATE PLANE,
MICHIGAN SOUTH ZONE, GRID AZIMUTH.

LEGEND

- SECTION CORNER
- SET IRON
- FOUND IRON



 WOLVERINE Engineers & Surveyors, Inc. 312 North Street Mason, Michigan 48854 Ph: 517-676-9200 Fx: 517-676-9396 http://www.wolveng.com	SURVEY FOR: BRIANNA MARRAH SECTION 23, T7N-R2E, CITY OF OWOSSO SHIAWASSEE COUNTY, MICHIGAN		
	SCALE: 1" = 100'	DATE: 10/17/2022	SHEET: 3 OF 5
	DRAWN: MCK	FIELD: TY & JY	JOB: 22-0547

CERTIFICATE OF SURVEY

TAX DESCRIPTION - PARCEL #050-546-000-019-00 (PER SHIAWASSEE COUNTY GIS):

COM 563.68' N OF CEN SEC 23 TH N 180. 295' E 254' N 64.30' S 81* E 108.28' N 99' S 81* E 20.72' S00*24' W 200' S81*E 163', N00*24' E 200', S81* E 336', S14* 05' W 356.95', W 439.78', N 100', W 361.68' TO BEG. PART OF SEC 23 T7NR2E

TAX DESCRIPTION - PARCEL #050-546-000-033-00 (PER SHIAWASSEE COUNTY GIS):

PART OF W 1/2 NW 1/4 SEC 23, BEG AT PT N02*01'00"E 273.73' & N79*51'31"W (REC AS N81*W) 332.10' FROM NE COR OF LOT 7, STACHURSKI SUB, TH S01*55'00"W, 328.59' TO NLY ROW LN OF GREGORY ST, TH N89*22'00"W, 186.29' ALONG SAID ROW LN, TH N14*21'29"E (REC AS N14*05'E) 356.95', TH S79*51'31"E, 110.48' TO POB. (1.154 ACRES M/L)

LEGAL DESCRIPTION - PARCEL #050-546-000-019-00 (AS SURVEYED):

A PARCEL OF LAND LYING WITHIN THE NORTHEAST 1/4 OF SECTION 23, TOWNSHIP 7 NORTH, RANGE 2 EAST, CITY OF OWOSSO, SHIAWASSEE COUNTY, MICHIGAN, DESCRIBED AS:

COMMENCING AT THE NORTH 1/4 CORNER OF SAID SECTION 23; THENCE SOUTH 00°31'16" WEST 1868.65 FEET ALONG THE NORTH-SOUTH 1/4 LINE OF SAID SECTION 23 TO THE POINT OF BEGINNING; THENCE NORTH 89°15'20" EAST 254.27 FEET; THENCE NORTH 00°39'34" EAST 64.30 FEET; THENCE SOUTH 81°20'18" EAST 108.28 FEET; THENCE NORTH 01°08'26" EAST 99.83 FEET; THENCE SOUTH 81°24'51" EAST 20.72 FEET; THENCE SOUTH 01°24'55" WEST 200.00 FEET; THENCE SOUTH 81°21'40" EAST 163.00 FEET; THENCE NORTH 01°46'18" EAST 200.00 FEET; THENCE SOUTH 81°24'51" EAST 336.00 FEET; THENCE SOUTH 13°00'23" WEST 355.50 FEET TO THE NORTHERLY RIGHT-OF-WAY LINE OF GREGORY STREET; THENCE SOUTH 89°18'22" WEST 440.20 FEET ALONG SAID RIGHT-OF-WAY LINE AND RIGHT-OF-WAY LINE EXTENDED; THENCE NORTH 00°25'57" EAST 100.04 FEET; THENCE SOUTH 89°41'37" WEST 361.36 FEET TO SAID NORTH-SOUTH 1/4 LINE; THENCE NORTH 00°31'16" EAST 180.29 FEET ALONG SAID NORTH-SOUTH 1/4 LINE TO THE POINT OF BEGINNING.

THE LAND DESCRIBED ABOVE CONTAINS 5.19 ACRES, MORE OR LESS, AND IS SUBJECT TO ALL EASEMENTS, RESTRICTIONS, AND RIGHTS-OF-WAY OF RECORD.

LEGAL DESCRIPTION - PARCEL #050-546-000-033-00 (AS SURVEYED):

A PARCEL OF LAND LYING WITHIN THE NORTHEAST 1/4 OF SECTION 23, TOWNSHIP 7 NORTH, RANGE 2 EAST, CITY OF OWOSSO, SHIAWASSEE COUNTY, MICHIGAN, DESCRIBED AS:

COMMENCING AT THE NORTH 1/4 CORNER OF SAID SECTION 23; THENCE SOUTH 00°31'16" WEST 1662.86 FEET ALONG THE NORTH-SOUTH 1/4 LINE OF SAID SECTION 23; THENCE SOUTH 81°24'51" EAST 887.20 FEET TO THE POINT OF BEGINNING; THENCE SOUTH 81°24'51" EAST 111.38 FEET; THENCE SOUTH 00°41'53" WEST 327.53 FEET TO THE NORTHERLY RIGHT-OF-WAY LINE OF GREGORY STREET; THENCE SOUTH 89°18'22" WEST 186.17 FEET ALONG SAID RIGHT-OF-WAY LINE; THENCE NORTH 13°00'23" EAST 355.50 FEET TO THE POINT OF BEGINNING.

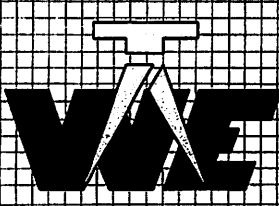
THE LAND DESCRIBED ABOVE CONTAINS 1.15 ACRES, MORE OR LESS, AND IS SUBJECT TO ALL EASEMENTS, RESTRICTIONS, AND RIGHTS-OF-WAY OF RECORD.

LEGAL DESCRIPTION - TRANSFER PARCEL (AS SURVEYED):

A PARCEL OF LAND LYING WITHIN THE NORTHEAST 1/4 OF SECTION 23, TOWNSHIP 7 NORTH, RANGE 2 EAST, CITY OF OWOSSO, SHIAWASSEE COUNTY, MICHIGAN, DESCRIBED AS:

COMMENCING AT THE NORTH 1/4 CORNER OF SAID SECTION 23; THENCE SOUTH 00°31'16" WEST 1662.86 FEET ALONG THE NORTH-SOUTH 1/4 LINE OF SAID SECTION 23; THENCE SOUTH 81°24'51" EAST 661.20 FEET TO THE POINT OF BEGINNING; THENCE SOUTH 81°24'51" EAST 226.00 FEET; THENCE SOUTH 13°00'23" WEST 355.50 FEET; THENCE SOUTH 89°18'22" WEST 168.20 FEET; THENCE NORTH 03°42'07" EAST 382.96 FEET TO THE POINT OF BEGINNING.

THE LAND DESCRIBED ABOVE CONTAINS 1.66 ACRES, MORE OR LESS, AND IS SUBJECT TO ALL EASEMENTS, RESTRICTIONS, AND RIGHTS-OF-WAY OF RECORD.



WOLVERINE

Engineers & Surveyors, Inc.

312 North Street
Mason, Michigan 48854
Ph: 517-676-9200
Fx: 517-676-9396
<http://www.wolveng.com>

SURVEY FOR:

BRIANNA MARRAH
SECTION 23, T7N-R2E, CITY OF OWOSSO
SHIAWASSEE COUNTY, MICHIGAN

SCALE:	N/A	DATE:	10/17/2022	SHEET:	4 OF 5
DRAWN:	MCK	FIELD:	TY & JY	JOB:	22-0547

CERTIFICATE OF SURVEY

LEGAL DESCRIPTION - REMAINDER PARCEL (AS SURVEYED):

A PARCEL OF LAND LYING WITHIN THE NORTHEAST 1/4 OF SECTION 23, TOWNSHIP 7 NORTH, RANGE 2 EAST, CITY OF OWOSSO, SHIAWASSEE COUNTY, MICHIGAN, DESCRIBED AS:

COMMENCING AT THE NORTH 1/4 CORNER OF SAID SECTION 23; THENCE SOUTH 00°31'16" WEST 1868.65 FEET ALONG THE NORTH-SOUTH 1/4 LINE OF SAID SECTION 23 TO THE POINT OF BEGINNING; THENCE NORTH 89°15'20" EAST 254.27 FEET; THENCE NORTH 00°39'34" EAST 64.30 FEET; THENCE SOUTH 81°20'18" EAST 108.28 FEET; THENCE NORTH 01°08'26" EAST 99.83 FEET; THENCE SOUTH 81°24'51" EAST 20.72 FEET; THENCE SOUTH 01°24'55" WEST 200.00 FEET; THENCE SOUTH 81°21'40" EAST 163.00 FEET; THENCE NORTH 01°46'18" EAST 200.00 FEET; THENCE SOUTH 81°24'51" EAST 110.00 FEET; THENCE SOUTH 03°42'07" WEST 382.96 FEET; THENCE SOUTH 89°18'22" WEST 272.00 FEET; THENCE NORTH 00°25'57" EAST 100.04 FEET; THENCE SOUTH 89°41'37" WEST 361.36 FEET TO SAID NORTH-SOUTH 1/4 LINE; THENCE NORTH 00°31'16" EAST 180.29 FEET ALONG SAID NORTH-SOUTH 1/4 LINE TO THE POINT OF BEGINNING.

THE LAND DESCRIBED ABOVE CONTAINS 3.53 ACRES, MORE OR LESS, AND IS SUBJECT TO ALL EASEMENTS, RESTRICTIONS, AND RIGHTS-OF-WAY OF RECORD.

LEGAL DESCRIPTION - COMBINED PARCEL (AS SURVEYED):

A PARCEL OF LAND LYING WITHIN THE NORTHEAST 1/4 OF SECTION 23, TOWNSHIP 7 NORTH, RANGE 2 EAST, CITY OF OWOSSO, SHIAWASSEE COUNTY, MICHIGAN, DESCRIBED AS:

COMMENCING AT THE NORTH 1/4 CORNER OF SAID SECTION 23; THENCE SOUTH 00°31'16" WEST 1662.86 FEET ALONG THE NORTH-SOUTH 1/4 LINE OF SAID SECTION 23; THENCE SOUTH 81°24'51" EAST 661.20 FEET TO THE POINT OF BEGINNING; THENCE SOUTH 81°24'51" EAST 337.38 FEET; THENCE SOUTH 00°41'53" WEST 327.53 FEET TO THE NORTHERLY RIGHT-OF-WAY LINE OF GREGORY STREET; THENCE SOUTH 89°18'22" WEST 354.36 FEET ALONG SAID RIGHT-OF-WAY LINE AND RIGHT-OF-WAY LINE EXTENDED; THENCE NORTH 03°42'07" EAST 382.96 FEET TO THE POINT OF BEGINNING.

THE LAND DESCRIBED ABOVE CONTAINS 2.81 ACRES, MORE OR LESS, AND IS SUBJECT TO ALL EASEMENTS, RESTRICTIONS, AND RIGHTS-OF-WAY OF RECORD.

WITNESSES TO SECTION CORNERS:

SECTION 23, TOWNSHIP 7 NORTH, RANGE 2 EAST,
CITY OF OWOSSO, SHIAWASSEE COUNTY, MICHIGAN

NORTH 1/4 CORNER, SECTION 23

FOUND HARRISON MARKER IN MONUMENT BOX

N&T, #41906, SW. SIDE UTILITY POLE

TOP & NORTHERLY SIGN POST ANCHOR BOLT

N&T, "W.E.S.I.", S. SIDE UTILITY POLE

N&T, "W.E.S.I.", SW. SIDE UTILITY POLE

N26°W 53.25'

S52°W 65.52'

N61°E 71.60'

N49°W 47.48'

CENTER OF SECTION 23

FOUND HARRISON MARKER IN MONUMENT BOX

N&T, "W.E.S.I.", NW. SIDE UTILITY POLE

N&T, "W.E.S.I.", E. SIDE UTILITY POLE

N&T, "M.D.O.T.", SE. SIDE UTILITY POLE

N&T, "W.E.S.I.", W. SIDE 22" OAK

S66°W 37.55'

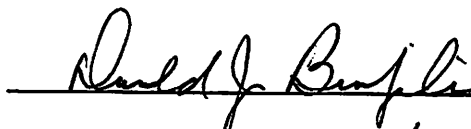
N20°W 67.20'

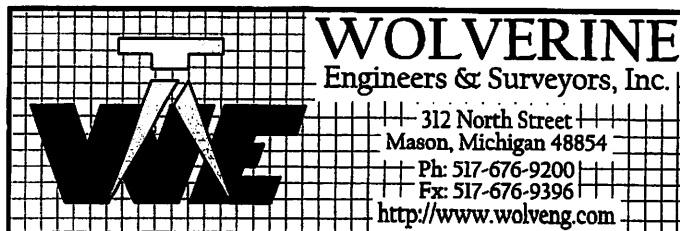
N56°E 42.19'

N49°W 47.48'

CERTIFICATION STATEMENT:

I, DONALD J. BENDZINSKI, PROFESSIONAL SURVEYOR #35989, CERTIFY THAT THIS SURVEY WAS MADE UNDER MY DIRECTION, THAT ALL CORNERS HAVE BEEN MARKED AS SHOWN, THAT THE RELATIVE POSITIONAL PRECISION OF THE CORNERS IDENTIFIED FOR THIS SURVEY AND SHOWN ON THE MAP ARE WITHIN THE LIMITS ACCEPTED BY THE PRACTICE OF PROFESSIONAL SURVEYING, AND THAT THE REQUIREMENTS FOR SECTION MCL 54.213 OF PA 132 OF 1970, AS AMENDED, HAVE BEEN MET.


10/17/22
DATE



SURVEY FOR: BRIANNA MARRAH			
SECTION 23, T7N-R2E, CITY OF OWOSSO			
SHIAWASSEE COUNTY, MICHIGAN			
SCALE:	N/A	DATE:	10/17/2022
DRAWN:	MCK	FIELD:	TY & JY
		SHEET:	5 OF 5
		JOB:	22-0547



MEMORANDUM

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

DATE: November 15, 2022

TO: City Council

FROM: Brad Barrett, Finance Director

SUBJECT: Authorization to sell American Financial Group Inc. (AFG) stocks

RECOMMENDATION:

The Finance Department recommends selling 270 shares of American Financial Group Inc. to be in compliance with Public Act 20 of 1943, Investment of Surplus Funds of Political Subdivisions and the City of Owosso Investment Policy.

BACKGROUND:

The City of Owosso has been receiving dividend checks from shares of American Financial Group, Inc. since 2010. These dividends have been placed in the 2009 Special Assessment Fund (854). This 10-year special assessment was for road improvements on Park Street, Dewey Street, Water Street and Ball Street. The special assessment ended in 2019.

Public Act 20 of 1943 and the City of Owosso's investment policy does not allow for stocks as an investment vehicle for a political subdivision (city) of the state of Michigan.

FISCAL IMPACTS:

The City of Owosso will no longer receive annual dividends and will receive one time revenue estimated at +/- \$37,730 at the time of sale.

Document originated by:

Attachments: (1) Resolution
(2) Shareholder Sale Request Form

RESOLUTION NO.

AUTHORIZING THE SALE OF AMERICAN FINANCIAL GROUP, INC STOCKS

WHEREAS, the City of Owosso, Shiawassee County, Michigan, is a political subdivision of the state of Michigan; and

WHEREAS, the City of Owosso is required to follow Public Act 20 of 1943, Investment of Surplus Funds of Political Subdivisions, and has adopted an investment policy in accordance of such public act; and

WHEREAS, the City of Owosso created a 10-year special assessment district in 2009 to improve Ball Street, Water Street, Dewey Street and Park Street; and

WHEREAS, the City of Owosso acquired shares of American Financial Group, Inc. stocks to pay for an unpaid special assessment in the 2009 special assessment district; and

WHEREAS, the special assessment district has been paid in full and closed as of 2019.

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 sell 270 shares of American Financial Group, Inc. stocks.
- SECOND: The Mayor, City Clerk, City Treasurer and Finance Director are authorized to complete and sign the Broadridge Shareholder Sale Request Form on behalf of the City of Owosso.
- THIRD: The Finance Department is authorized to deposit the one time revenue into fund(s) that are in the best financial interest of the City of Owosso.



Shareholder Sale Request Form

Broadridge Corporate Issuer Solutions
P.O. Box 1342
Brentwood, NY 11717-0718
Phone: (877) 830-4936
Fax: (215) 553-5402

Dear Shareholder,

Thank you for contacting Broadridge Shareholder Services regarding the sale of shares from your account. Enclosed is the document you requested. Please read the content carefully and follow all of the instructions provided.

Things to remember before sending in your completed form:

1. Make sure your form has all of the required signatures. If the account has a joint tenant registration, both shareholders are required to sign. If you are signing for the shareholder, please include your title (i.e., POA, Custodian, Executor) after your signature and the proper documentation supporting your title if applicable (i.e. appointment documents).
2. If the shares are held in certificate form, you must enclose the certificate(s) with your request.
3. Consult your prospectus for additional information about the program, including fees and commissions associated with the sale and termination of the program.

If you have any questions regarding your shareholder account, please contact us at:

Telephone Number: (877) 830-4936

E-mail: shareholder@broadridge.com

Please retain a copy of all documents for your records. Please return the above items via fax (not applicable for certificated shares) or mail them to:

Regular Mail

**Broadridge Shareholder Services
c/o Broadridge Corporate Issuer Solutions
P.O. Box 1342
Brentwood, NY 11717-0718**

OR

Overnight Mail

**Broadridge Shareholder Services
c/o Broadridge Corporate Issuer Solutions
1155 Long Island Avenue
Edgewood, NY 11717-8309
ATTN: IWS**

Sincerely,

Correspondence Department
Broadridge Corporate Issuer Solutions
Shareholder Services

Broadridge Corporate Issuer Solutions
P.O. Box 1342
Brentwood, NY 11717-0718
Phone: (877) 830-4936
Fax: (215) 553-5402

**USE THIS FORM TO REQUEST AND AUTHORIZE BROADRIDGE TO SELL SHARES FROM THE FOLLOWING ACCOUNT:**

_____ - _____

[illegible][illegible][illegible]

(Original certificate(s) must be enclosed to process.)

OR ☐ Sell **ALL** shares and close account.
(Original certificate(s) must be enclosed to process, if applicable.)

I (the undersigned), as a participant in the sales program administered by Broadridge, acknowledge that Broadridge is acting on behalf of the participating company, is not acting as a broker-dealer and will not execute any sale on behalf of participants. Rather, Broadridge will forward requests to sell such shares to a broker-dealer appointed by Broadridge, including possibly a broker-dealer affiliated with Broadridge, who will execute the transaction. The broker-dealer will sell the shares on the open market pursuant to the terms of the controlling sales program document. The price per share for the shares sold will reflect transaction fees and brokerage commissions and the actual price will be determined pursuant to the sales program document. In general, sales are made at least once a week. Depending on the number of shares being sold and current trading volume in the shares, sales may be executed in multiple transactions and may be traded on more than one day. The selling price will not be known until the sale is complete. Broadridge will not be liable for any losses or liability incurred by participants arising from, related to, or in connection with the administration of the sales program or Broadridge's actions or non-actions with respect to the sales program, and participant shall indemnify and hold harmless Broadridge from all losses and liabilities incurred by Broadridge. If you choose to sell registered shares through the sales program, unlike a stock brokerage account, the timing, pricing, and manner of sales through the sales program will be subject to the provisions of the sales program and will be outside your control.

Date: _____

Date: _____

GENSHIRO - V5.1



MEMORANDUM

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

DATE: November 15, 2022

TO: Owosso City Council

FROM: Tanya Buckelew, Planning & Building Director

SUBJECT: Small Cell Wireless Facilities Permit – Verizon Wireless – West Main Street

RECOMMENDATION:

Approval of the Small Cell Wireless Facilities Permit application from Verizon Wireless for the new location of a pole and small cell wireless facility at 825 West Main Street.

BACKGROUND:

On October 10, 2022, Verizon Wireless submitted an application seeking a small cell wireless facilities permit to place a new pole and antenna on the corner of West Main and South Lansing Streets in the right-of-way area.

The City of Owosso adopted the Small Cell Wireless Facilities Ordinance No. 813 on November 2, 2020 to allow for these type of facilities. The City of Owosso also updated its Fee Schedule to reflect the permit fees for small cell wireless facilities.

The applicant has submitted the required documents. City staff has reviewed and recommends approval of plans and permit application from Verizon Wireless for the new pole and antenna at 825 West Main Street (ROW).

FISCAL IMPACTS:

The City receives a \$1,000 administration review fee plus a fee for each small cell wireless facility (range from \$200 to \$1,000 each) for a permit application and up to \$125 per year renewal on each small cell facility.

ATTACHMENTS:

- (1) Resolution Approving Small Cell Wireless Permit Application from Verizon Wireless.
- (2) Small Cell Wireless Permit Application (and supporting documents) from Verizon Wireless

RESOLUTION NO.

**GRANTING A SMALL CELL WIRELESS PERMIT
TO VERIZON WIRELESS FOR INSTALLATION OF
A NEW POLE AND A SMALL CELL WIRELESS FACILITY IN THE CITY'S RIGHT-OF-WAY
AT 825 W. MAIN STREET**

Whereas, on October 10, 2022 the City of Owosso received a Small Cell Wireless Facilities Permit Application from Verizon Wireless, 24242 Northwestern Hwy., Southfield, Michigan 48075; and

Whereas, as provided under the Small Cell Wireless Communications Facilities Deployment Act, Act 365 of 2018, and City of Owosso Ordinance No. 813, adopted on November 2, 2020, Verizon Wireless is seeking a Small Cell Wireless Facilities Permit to install a new pole and antenna in the city's right-of-way in accordance with plans as submitted.

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

- FIRST: The city of Owosso hereby grants a Small Cell Wireless Facilities Permit to Verizon Wireless under the terms and conditions set forth in the permit. Said permit grants to Verizon Wireless the location of a new pole and small cell wireless facility as permitted within the city's right-of-way at 825 W. Main Street.



City of Owosso
301 W Main St.
Owosso, MI 48867
989-725-0535

VZW-16333

**SMALL CELL WIRELESS FACILITIES
PERMIT APPLICATION**

The packet must be filled out completely and returned to the City with applicable fees. Wireless facilities, support structures, and utility poles may not be installed, used, operated, or maintained in the public right-of-way without first obtaining a permit and other necessary approvals from the City.

<input checked="" type="checkbox"/> Completed Application Packet	<input checked="" type="checkbox"/> Photo Simulations of existing and proposed conditions
<input checked="" type="checkbox"/> Written permission from owner of pole/structure	<input checked="" type="checkbox"/> Evidence of insurance naming the City as additional insured AND performance bond in the amount of \$1,000 per small cell wireless facility included in this application for permit
<input checked="" type="checkbox"/> Site specific structural integrity analysis prepared by a structural engineer	<input checked="" type="checkbox"/> Certificate of Compliance with FCC radio frequency emission regulations
<input checked="" type="checkbox"/> Scaled Site Plan from a licensed structural engineer for each proposed small wireless facility	<input checked="" type="checkbox"/> The equipment type and model numbers for the antennas and all other wireless equipment associated with the small wireless facility
<input checked="" type="checkbox"/> A proposed schedule for the installation and completion of each small cell facility covered by the application and restoration of the right-of-way	<input type="checkbox"/> Copy of all other permits related to the deployment, including any applicable METRO Act application and permit
<input checked="" type="checkbox"/> Application fee(s)	<input type="checkbox"/> Traffic control plan

1. APPLICANT INFORMATION:
Name of Carrier/Wireless Provider: Verizon Wireless
Resident Agent Name: David Haslinger
Address: 24242 Northwestern Hwy, Southfield, MI 48075
Phone: 248-672-9698
Email: david.haslinger@verizonwireless.com
Name of Applicant (if different from above): Lane Holiman
Applicant address: 1961 Northpoint Blvd., STE 130, Hixson, TN 37343
Phone: 954-627-2999
Email: lane.holiman@telecadsiteacq.com
2. EMERGENCY CONTACTS:
Name:
Phone/Cell:
Email:
Name:
Phone/Cell:
Email:

3. POLE/STRUCTURE OWNER CONTACT:		
Name: Verizon Wireless		
Address: 24242 Northwestern Hwy, Southfield, MI 48075		
Phone/Cell: 248-672-9698		
Email: david.haslinger@verizonwireless.com		
Written authorization letter from owner provided?	YES	NO
4. CONTRACTOR INFORMATION:		
Name:		
Address:		
Phone/Cell:		
Email:		

5. NO PERMIT OR FEE REQUIREMENT:				
<ul style="list-style-type: none"> Replacement of similar size small wireless facility: 				
		Existing Small Wireless Facility	Replacement Facility	
	size of each antenna (cubic feet)	2.74		
	number of antenna	1		
	size of associated facilities (cubic volume)	4.23		
	total weight of facilities and antenna on structure or pole			
	<ul style="list-style-type: none"> Routine maintenance of small wireless facilities, structure, pole (please describe): 			
	<ul style="list-style-type: none"> Micro wireless facility on cable suspension between poles/structures (installation, placement, maintenance, operation, replacement): 			
6. POLE/STRUCTURE/EQUIPMENT INFORMATION:				
new poles/structure construction?		YES	NO	
collocating?		YES	NO	
	Pole/Structure	Antenna (provide information for each antenna)	Ground mounted equipment	Pole Mounted Equipment (other than antenna)
Manufacturer		Commscope		
Model no.		NNV4SSP-360S-F4-V4		
Height	43'-1"	14.6		
Width		14.6"		
Depth		14.6"		
Weight		39.904		
Volume (cubic feet)		2.74		
Number of antenna		1		
Does the antenna increase the total height of the pole/structure?		Yes		
By how many feet?		3'.1"		

7. TYPE OF FACILITY				
<input type="checkbox"/> Existing pole/structure	<input checked="" type="checkbox"/> New/replacement pole/structure	<input type="checkbox"/> Eligible facilities request	<input type="checkbox"/> Collocation of wire facilities (not small wireless or eligible facilities request)	<input type="checkbox"/> New/replacement structure pole/structure (not small wireless or eligible facilities request)
<input type="checkbox"/> Other	<input type="checkbox"/> Electric & gas public utilities	<input type="checkbox"/> Local exchange carriers	<input type="checkbox"/> Fiber providers	<input type="checkbox"/> Cable TV video
Total weight and cubic feet of all antenna on the pole /structure				
Total weight and cubic feet of all equipment (other than antenna and pole)				
Existing attachments on pole/structure (ex. banners, antenna, fixtures)?				
8. POLE/STRUCTURE ACCESS INFORMATION:				
Installation start date		TBD		
Does routine maintenance require closing of sidewalks or traffic lanes in the public right-of-way?			YES	<input checked="" type="checkbox"/> NO
If YES, please provide a description of the access requirements:				
Dates of all applications submitted for permits from other governmental agencies:				
9. GENERAL DESCRIPTION OF PROPOSED WORK:				
<input checked="" type="checkbox"/> New equipment and/or facilities				
<input type="checkbox"/> Swap-out equipment and/or facilities				
<input type="checkbox"/> Upgrade of existing equipment and/or facilities:				
<input type="checkbox"/> Other:				
Provide a brief description of the proposed work: Verizon Wireless is proposing to add small cell equipment on a new Verizon pole.				
Provide the type of equipment and/or facilities being installed:				

10. APPLICANT CERTIFICATION:	INITIAL
1. I certify that the information provided in this application, and in all supporting plans and documents, is true and accurate to the best of my knowledge, and acknowledge that I have a continuing obligation to inform the City if there is a change in the information contained in this application.	LH
2. I certify that the collocation of small cell wireless facilities shall commence within 6 months of permit issuance and shall be activated for use no later than 1 year from the permit issuance date.	LH
3. I certify that I have read Article VII, Small Cell Wireless Facilities of Chapter 34, Utilities and Services of the Code of Ordinances of the City of Owosso.	LH
4. I certify that this application and attached plans comply with the public, utility, and traffic safety and protection standards.	LH
5. I certify that I agree to pay the annual recurring fees recognized as presumptively valid by the FCC in the Declaratory Ruling and Order in FCC 18-133 for any pole or structure that is part of this application which exceeds the height limit for small cell wireless facilities under Public Act No. 365 of 2018 (i.e. a pole/structure that exceeds 40 feet, with a wireless facility that extends more than 5 feet above the pole or support structure).	

11. ACKNOWLEDGMENT:
By signing this application, I (the applicant/company) hereby acknowledge that I have full authority to make the foregoing Application and that the work and facilities to be installed shall comply with City of Owosso Code of Ordinances and applicable state and federal laws.
SIGNATURE: <i>Lane Holiman</i>
TITLE: Senior Manager-Telecad Wireless obo Verizon Wireless
DATE: 10/07/2022

12. BATCH APPLICATION:		
An application may include up to 20 collocations of substantially similar small cell wireless facilities for placement on similar types of wireless support structures or utility poles.		
SITE	TYPE OF FACILITY AND DESCRIPTION	PERMIT FEE
1. 825 W. Main Street	Installation of small cell equipment on a new Verizon pole	
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		
14.		
15.		
16.		
17.		
18.		
19.		
20.		

OFFICE USE ONLY:	
• Date received: 10/10/2022	Staff initials: <i>QAB</i>
• Application staff review due within 25 days:	Due date: 11/04/2022
• Permit number: JSCN2022-002	
STAFF REVIEWS:	
• City Manager:	
• Engineer:	APPROVED VIA EMAIL 10/17/2022
• Department of Public Works: 11/4/2022	MUST BE 5' MINIMUM FROM CURB STOP
• Building Official:	APPROVED VIA EMAIL 10/10/2022
• Downtown Development Authority (if application pertains to a location within the DDA district):	N/A
• City attorney:	APPROVED VIA EMAIL 11/02/2022
• Other designees:	N/A
CITY COUNCIL REVIEW:	
	Date of meeting: 11/24/2022
<input type="checkbox"/> Approved	<input type="checkbox"/> Denied
FINAL INSPECTION:	
	Date of inspection:
<input type="checkbox"/> Approved	<input type="checkbox"/> Denied
FEE SCHEDULE:	
• Wireless communications equipment and support structures	
Zoning application fee	Administrative costs to review and process application or \$1,000 (whichever is less)
• Non-exempt co-locating small cell wireless facilities and support structures	
Zoning application fee-new wireless support structure or modification of an existing wireless support structure	\$1,000
Zoning application fee-new small cell wireless support structure or modification of an existing small cell wireless facility	\$500
• Co-locate a small cell wireless facility and/or associated support structure application fee shall not exceed and shall be set as follows:	
Application fee for permit-each small cell wireless facility alone	\$200
Application fee for permit-each small cell wireless facility and a new utility pole or wireless support structure to which it will be attached	\$300
• Annual permit fee for each utility pole or wireless support structure in ROW on which a wireless provider has approval to co-locate a small cell wireless facility shall not exceed and shall be set as follows:	
Annually, unless subsection D. (2) applies.	\$20
Annual permit fee, if the utility pole or wireless support structure was erected by or on behalf of the wireless provider on or after March 12, 2019	\$125



1 PHOTOSIM - BEFORE



2 PHOTOSIM - AFTER

PREPARED FOR:

verizon

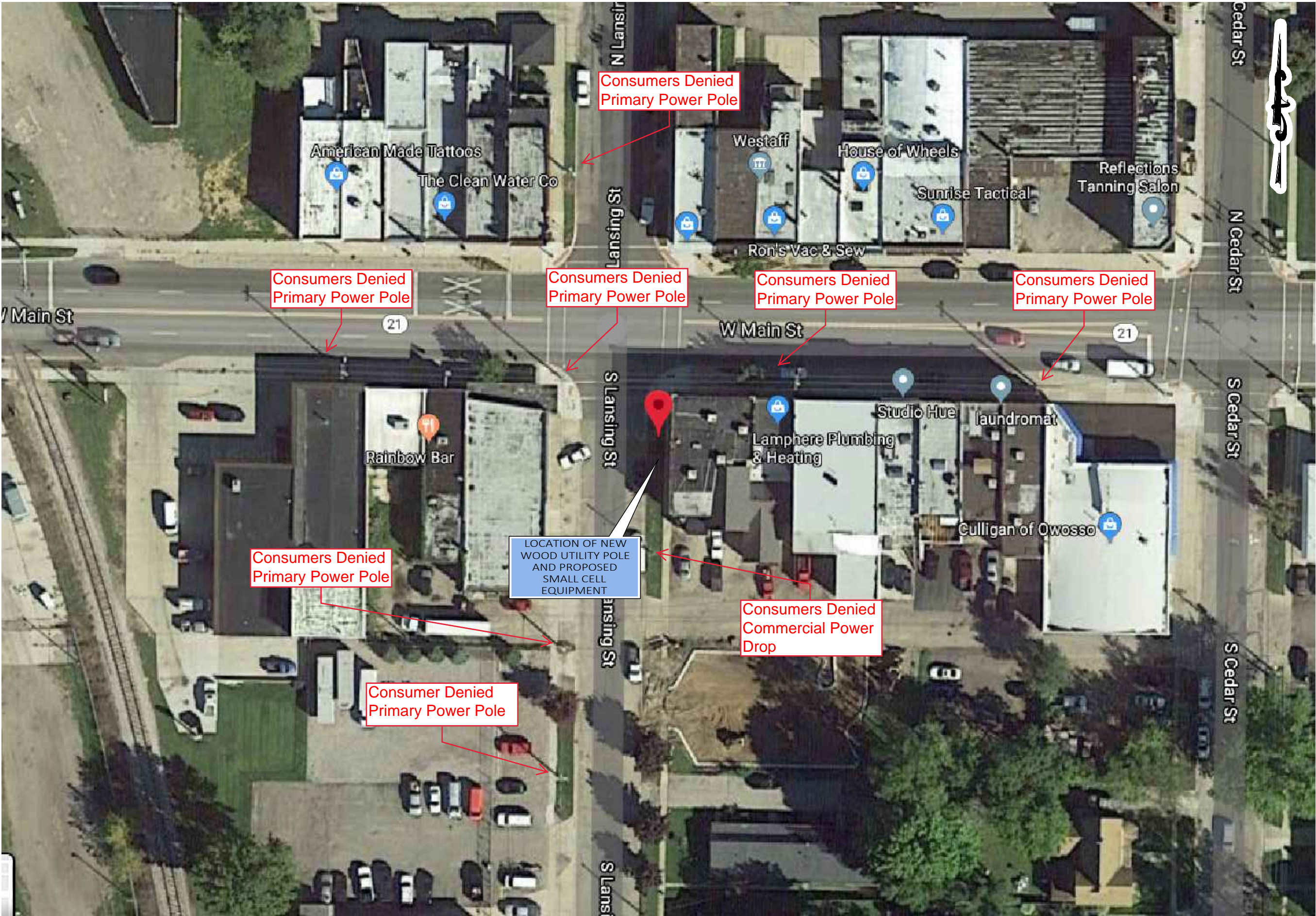
PREPARED BY:

TeleCAD
Wireless

1961 NORTHPOINT BLVD, SUITE 130
HIXSON, TN 37343
PH: 423-843-9500
FAX: 423-843-9509

SITE NAME:

16333



PREPARED BY:

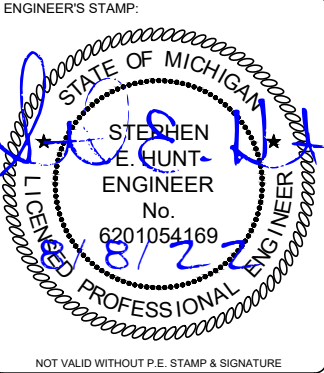
TeleCAD
Wireless

1961 NORTHPOINT BLVD, SUITE 130
HIXSON, TN 37343
PH: 423-843-9500
FAX: 423-843-9509

DRAWING NOTICE:
THE INFORMATION CONTAINED IN THIS SET OF DOCUMENTS IS PROPRIETARY BY NATURE. ANY USE OR DISCLOSURE OTHER THAN THAT WHICH RELATES TO THE CLIENT IS STRICTLY PROHIBITED.

DRAWN BY:	LA
CHECKED BY:	CTD

REVISIONS				
NO.	DATE	BY	DESCRIPTION	
3	08/08/22	MJS	CONSTRUCTION ISSUE	
2	07/15/21	USE	CONSTRUCTION ISSUE	
1	02/27/20	DAJ	CONSTRUCTION ISSUE	
0	02/19/20	DAJ	CONSTRUCTION ISSUE	
A	02/06/20	LA	PRELIMINARY REVIEW	



SITE NAME:	16333
ADDRESS:	819 W MAIN ST OWOSSO, MI 48867
COUNTY:	SHIAWASSEE
LATITUDE:	42° 59' 51.0" N
LONGITUDE:	84° 10' 58.224" W
DESIGN TYPE:	RAWLAND

SHEET TITLE:

**SITE LAYOUT -
AERIAL IMAGERY**

DRAWING NO.	REVISION:
C1A	3



CERTIFICATE OF LIABILITY INSURANCE

DATE(MM/DD/YYYY)
08/18/2022

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

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Aon Risk Services Northeast, Inc. New York NY Office One Liberty Plaza 165 Broadway, Suite 3201 New York NY 10006 USA	CONTACT NAME: PHONE (A/C. No. Ext): (866) 283-7122 FAX (A/C. No.): (800) 363-0105 E-MAIL ADDRESS:														
INSURED Verizon Wireless, LLC 1095 Avenue of the Americas New York NY 10036 USA	<table><tr><th>INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr><tr><td>INSURER A: Liberty Mutual Fire Ins Co</td><td>23035</td></tr><tr><td>INSURER B: LM Insurance Corporation</td><td>33600</td></tr><tr><td>INSURER C: Liberty Insurance Corporation</td><td>42404</td></tr><tr><td>INSURER D:</td><td></td></tr><tr><td>INSURER E:</td><td></td></tr><tr><td>INSURER F:</td><td></td></tr></table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Liberty Mutual Fire Ins Co	23035	INSURER B: LM Insurance Corporation	33600	INSURER C: Liberty Insurance Corporation	42404	INSURER D:		INSURER E:		INSURER F:	
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INSURER D:															
INSURER E:															
INSURER F:															

COVERAGES **CERTIFICATE NUMBER:** 570094954364 **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> XCU Coverage is Included GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			TB2691550588142	06/30/2022	06/30/2023	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$2,000,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			AS2-691-550588-122 AOS AS2-691-550588-132 NH - Primary TL2-691-550588-182 NH - Excess	06/30/2022	06/30/2023	COMBINED SINGLE LIMIT (Ea accident) \$2,000,000 BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION						EACH OCCURRENCE AGGREGATE
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR / PARTNER / EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input checked="" type="checkbox"/> N	N/A	WA569D550588092 AOS WC5691550588082 WI, MN	06/30/2022	06/30/2023	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE-EA EMPLOYEE \$1,000,000 E.L. DISEASE-POLICY LIMIT \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER City of Owosso 301 West Main Street Owosso MI 48867 USA	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Aon Risk Services Northeast, Inc.</i>
--	---

Holder Identifier :

570094954364

Certificate No :



Page _ of _

AGENCY Aon Risk Services Northeast, Inc.		NAMED INSURED Verizon Wireless, LLC
POLICY NUMBER See Certificate Number: 570094954364		
CARRIER See Certificate Number: 570094954364	NAIC CODE	EFFECTIVE DATE:

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: ACORD 25 **FORM TITLE:** Certificate of Liability Insurance

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER	
INSURER	
INSURER	
INSURER	

ADDITIONAL POLICIES

If a policy below does not include limit information, refer to the corresponding policy on the ACORD certificate form for policy limits.

[illegible]

09/28/2022

Verizon Wireless Site: 16333 (825 W Main Street)

To whom it may concern,

Verizon Wireless agrees to be responsible for restoring the City of Owosso ROW if the facility becomes obsolete, abandoned or unused. The Verizon site number is 16333. The site address is 825 W. Main Street.

Regards,

David L. Haslinger

Verizon Wireless Network-Engineering

Sr. Engineering Consultant - Network Reg/RE Network Engineering

Mobile (248) 895-1153

Office (248) 672-9698

david.haslinger@verizonwireless.com

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

Category	Estimated Cost	Permit Fee	Number of Permits
CHIMNEY REPAIRS	\$1,000	\$80	1
DECK	\$3,000	\$230	1
DEMOLITION	\$7,500	\$290	2
Electrical	\$0	\$3,820	13
FENCE PERMIT	\$0	\$340	5
FOUNDATION - RESIDENTIAL	\$17,200	\$505	1
Mechanical	\$0	\$4,465	22
NEW BUSINESS	\$0	\$75	2
NON-RES. ADD/ALTER/REPAIR	\$183,900	\$4,321	3
Plumbing	\$0	\$2,240	9
RES. ADD/ALTER/REPAIR	\$29,233	\$655	2
RES. CONDO NEW BUILD	\$179,738	\$2,405	1
RES. MOBILE NEW	\$120,000	\$1,480	4
ROOF	\$94,760	\$2,060	12
ROW-ENG	\$0	\$120	4
ROW-UTILITY	\$0	\$180	6
SIGN PERMIT	\$0	\$445	5
SOLAR PANELS	\$20,203	\$455	1
VACANT PROPERTY REGISTRATION	\$0	\$100	1
WINDOWS	\$7,861	\$90	1
Totals	\$664,395	\$24,356	96

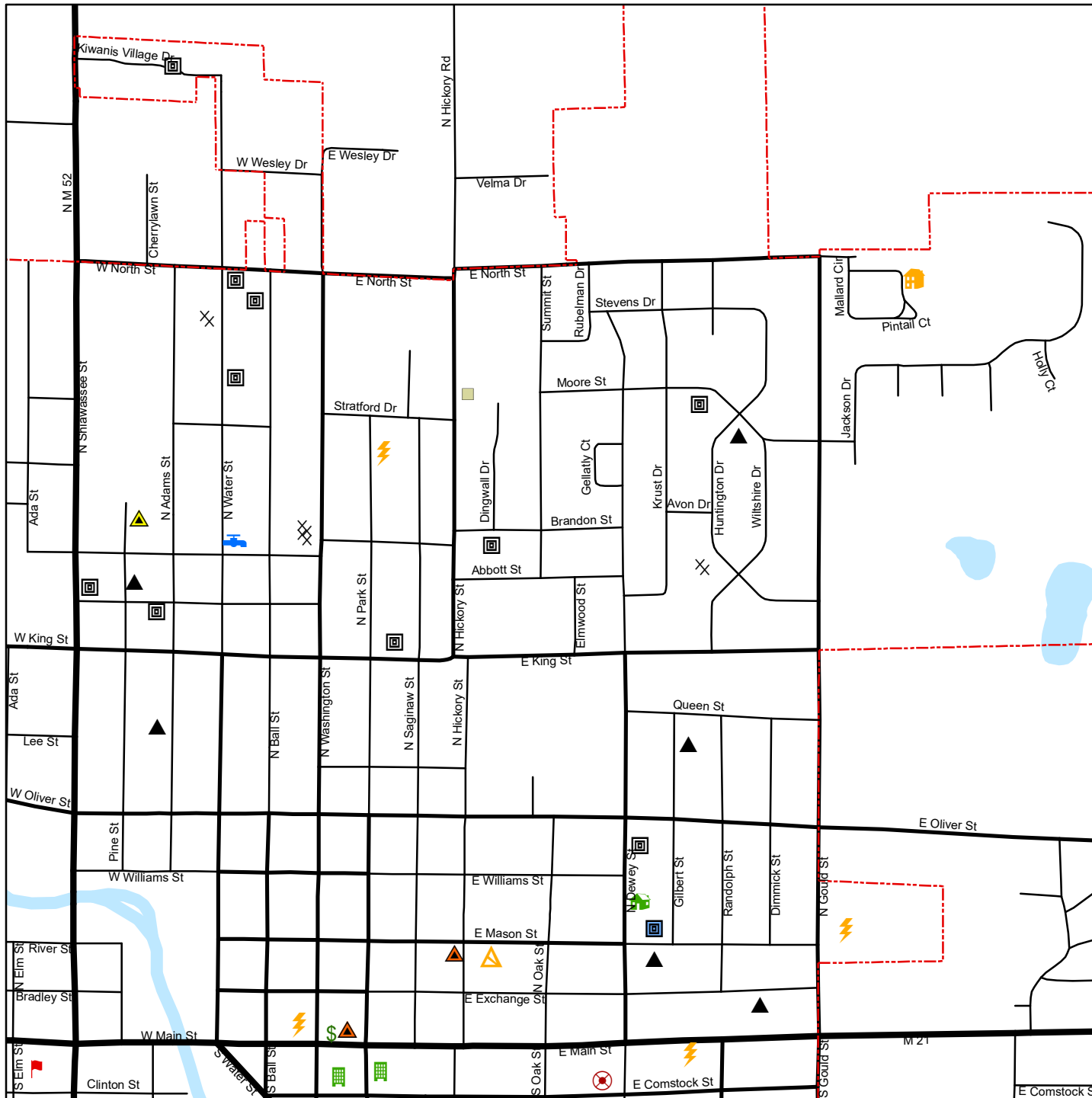
2021 COMPARISON TOTALS

OCTOBER 2021	\$614,568	\$19,324	110
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City of Owosso

Building Permit Activity October 2022

NE Quadrant



Category

- Chimney Repairs
- Deck
- Electrical
- Fence Permit
- Mechanical
- Mechanical & Plumbing
- New Business
- Non-Res. Add/Alter/Repair
- Plumbing
- Res. Add/Alter/Repair
- Res. Condo New Build
- Roof
- ROW-Eng
- ROW-Utility
- Sign Permit
- Solar Panels

Other Features

- City Limit
- Railroads
- River & Lakes

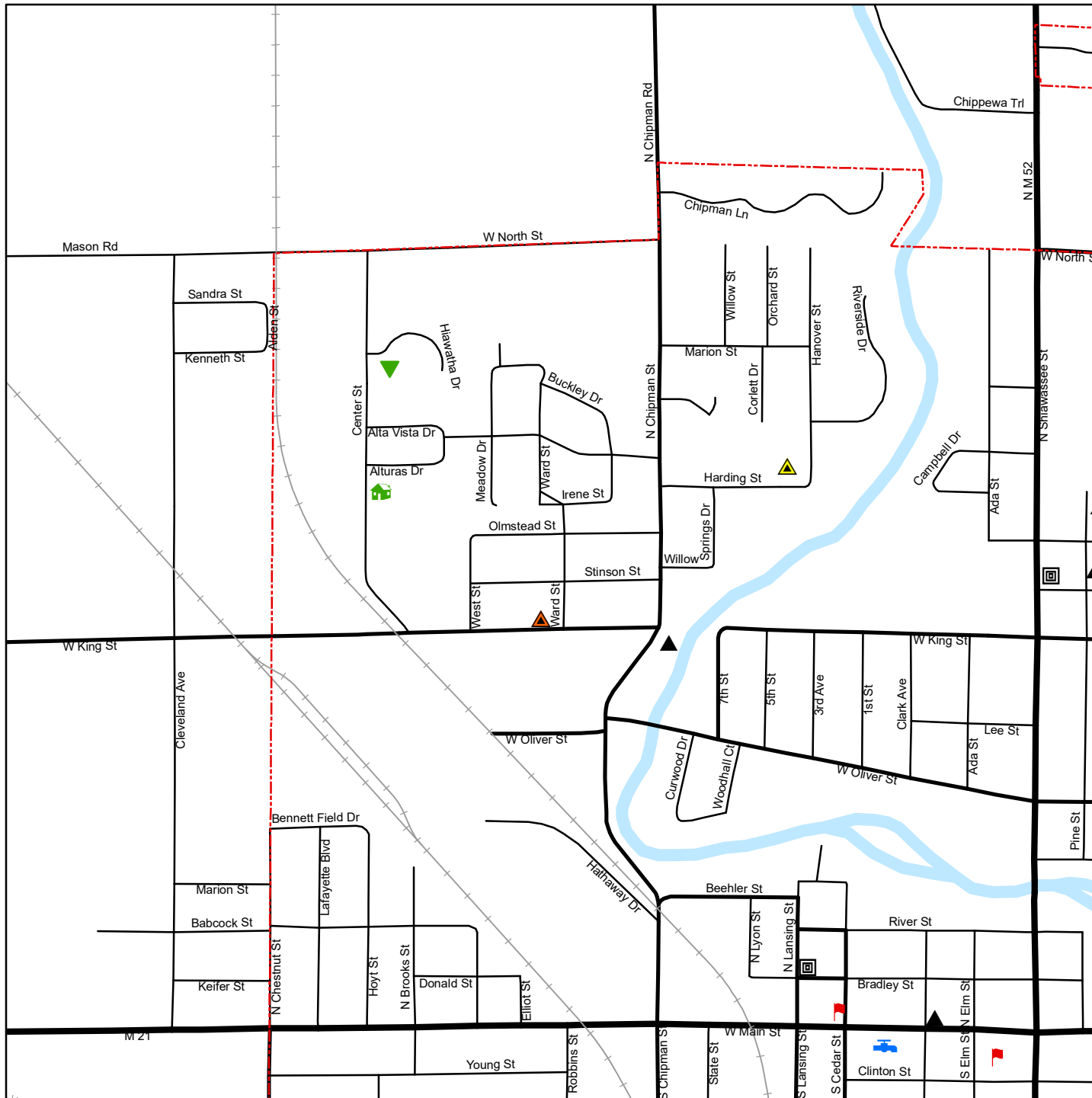
0 300 600 900 1,200 Feet



City of Owosso

Building Permit Activity October 2022

NW Quadrant



Category

- ▼ Foundation - Residential
- ▣ Mechanical
- ▢ Plumbing
- 🏠 Res. Add/Alter/Repair
- ▲ Roof
- ▲ ROW-Eng
- ▲ ROW-Utility
- 🚩 Sign Permit

Other Features

- City Limit
- Railroads
- River & Lakes

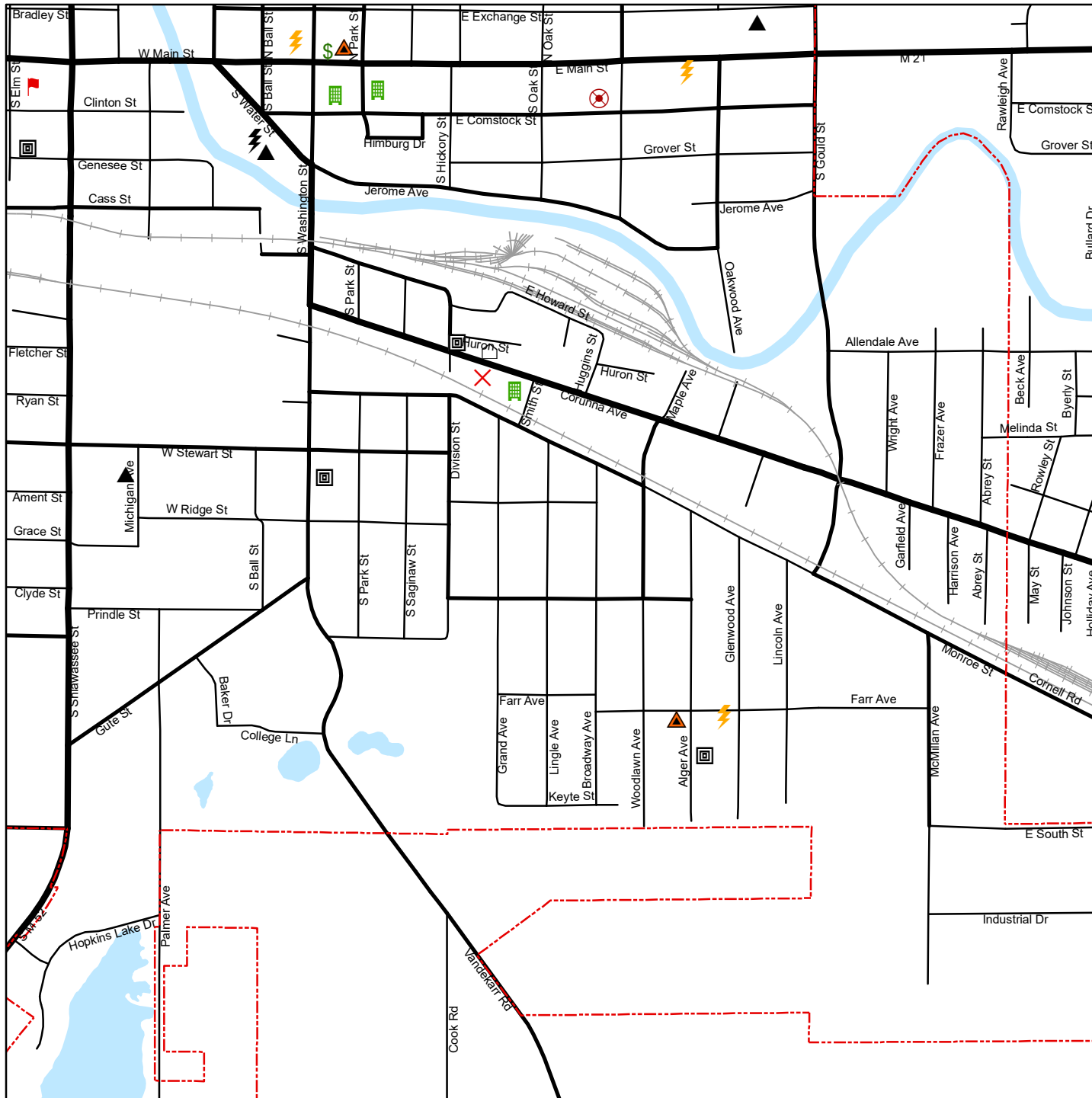
0 300 600 900 1,200 Feet



City of Owosso

Building Permit Activity October 2022

SE Quadrant



Category

- Chimney Repairs
- Demolition
- Electrical
- Electrical & Mechanical
- Mechanical
- New Business
- Non-Res. Add/Alter/Repair
- Roof
- ROW-Utility
- Sign Permit
- Vacant Property Registration

Other Features

- City Limit
- Railroads
- River & Lakes

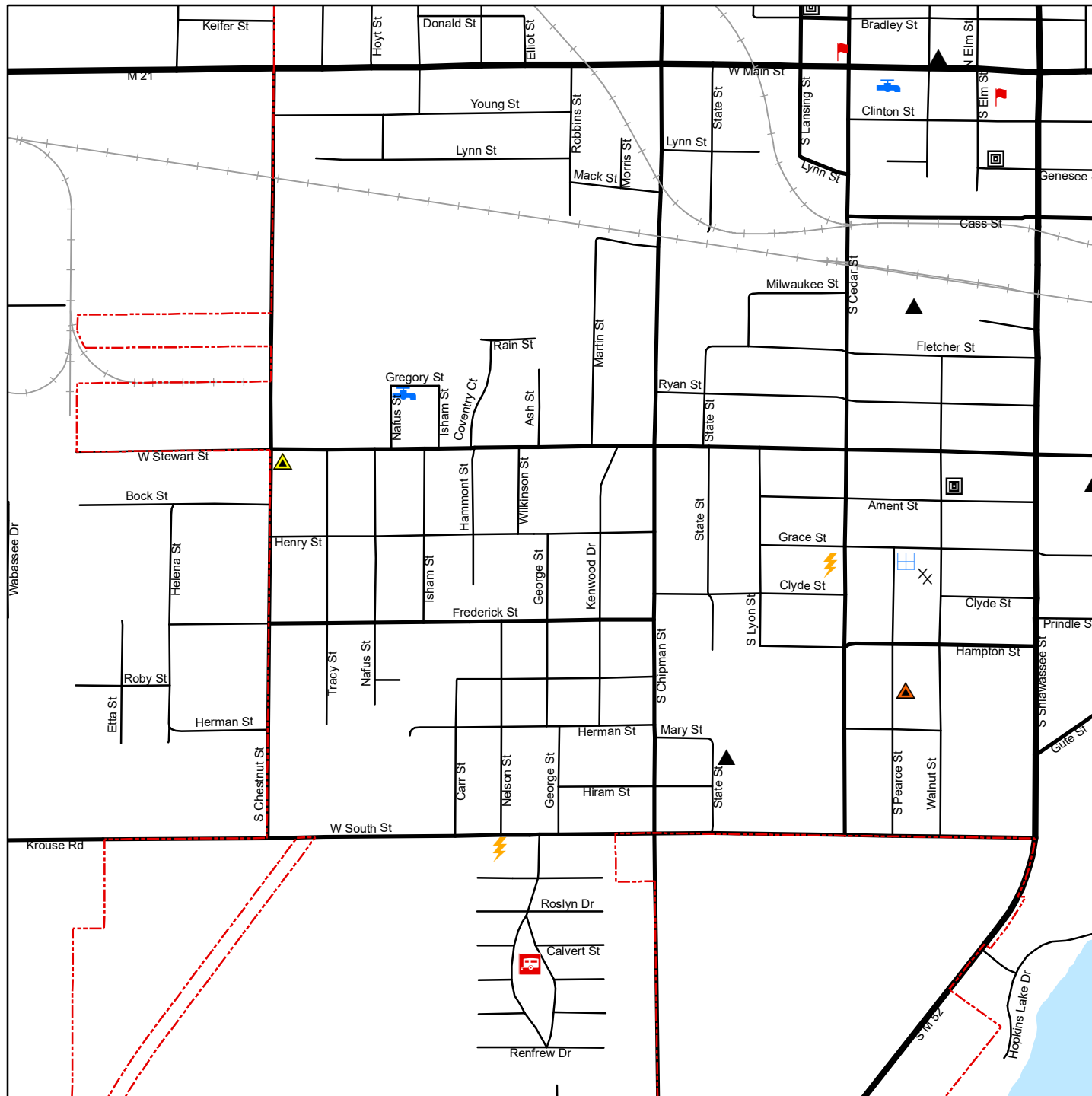
0 300 600 900 1,200 Feet



City of Owosso

Building Permit Activity October 2022

SW Quadrant



Category

- ⚡ Electrical
- ✕ Fence Permit
- ▣ Mechanical
- ⚙ Plumbing
- 🚐 Res. Mobile New
- ▲ Roof
- ▲ ROW-Eng
- ▲ ROW-Utility
- 🚧 Sign Permit
- ▣ Windows

Other Features

- City Limit
- Railroads
- 🌊 River & Lakes

0 300 600 900 1,200 Feet



Code Enforcement Activity
OCTOBER 2022

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ACCESSORY STRUCTURES								
ENF 22-0385	1460 N SHIAWASSEE ST	INSPECTED PROPERTY	LETTER SENT	03/30/2022	10/25/2022	11/24/2022		N
ENF 21-1429	628 E MAIN ST	INSPECTED PROPERTY	CONTACTED PROPERTY OWNER	09/13/2021	10/03/2022	02/01/2023		N
ENF 21-1764	306 GENESEE ST	INSPECTED PROPERTY	CONTACT WITH HOMEOWNER	11/22/2021	10/06/2022	11/10/2022		N
ENF 18-0758	515 S PARK ST	INSPECTED PROPERTY	RECHECK SCHEDULED	09/25/2018	10/17/2022	11/17/2022		COMM
Total Entries				4				
APPLIANCES								
ENF 22-1284	604 GRAND AVE	RESOLVED	CLOSED	09/12/2022	10/05/2022		10/05/2022	N
ENF 22-1465	837 E COMSTOCK ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/26/2022	10/26/2022	11/02/2022		N
Total Entries				2				
BRUSH								
ENF 22-1181	715 CLINTON ST	RESOLVED	CLOSED	08/18/2022	10/03/2022		10/03/2022	Y
Total Entries				1				
BUILDING VIOL								
ENF 22-0425	749 WOODLAWN AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	04/12/2022	10/18/2022	04/17/2023		N
ENF 22-0557	604 ALGER AVE	PARTIALLY COMPLIED	RECHECK SCHEDULED	05/05/2022	10/19/2022	12/28/2022		N
ENF 20-0698	815 W MAIN ST	INSPECTED PROPERTY	EXTENSION GRANTED	09/03/2020	10/11/2022	11/16/2022		COMM
ENF 21-0008	531 AMENT ST	INSPECTED PROPERTY	1ST TICKET ISSUED	01/07/2021	10/27/2022	11/30/2022		Y
ENF 22-1468	546 GRACE ST	LETTER SENT	RECHECK SCHEDULED	10/27/2022	10/27/2022	05/31/2023		N
ENF 22-1403	544 GILBERT ST	RESOLVED	CLOSED	10/13/2022	10/13/2022		10/13/2022	
ENF 22-0249	719 S CHIPMAN ST	INSPECTED PROPERTY	2ND NOTICE SENT	03/07/2022	10/31/2022	11/30/2022		N
ENF 20-0748	609 MARTIN ST	INSPECTED PROPERTY	REF TO CITY ATTY	09/16/2020	10/10/2022	11/10/2022		VAC
ENF 20-0764	1122 S CEDAR ST	INSPECTED PROPERTY	DEMO PENDING	09/21/2020	10/31/2022	12/01/2022		VAC

Code Enforcement Activity
OCTOBER 2022

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 21-1886	320 PRINDLE ST	INSPECTED PROPERTY	2ND NOTICE SENT	12/17/2021	10/24/2022	11/24/2022		VAC
ENF 22-1389	533 E COMSTOCK ST	OBTAINED PERMIT	CLOSED	10/11/2022	10/11/2022		10/11/2022	N
ENF 22-1348	1020 HUNTINGTON DR	OBTAINED PERMIT	CLOSED	10/03/2022	10/12/2022		10/12/2022	N
ENF 22-0677	602 N SHIAWASSEE ST	INSPECTED PROPERTY	RED-TAGGED	05/19/2022	10/10/2022	11/30/2022		VAC
ENF 21-1887	805 E EXCHANGE ST	INSPECTED PROPERTY	FINAL NOTICE	12/20/2021	10/31/2022	12/01/2022		VAC
ENF 20-0522	425 HAMBLIN ST	INSPECTED PROPERTY	DEMO NOTICE	07/22/2020	10/25/2022	11/30/2022		VAC
ENF 22-1476	413 N SAGINAW ST	LETTER SENT	RECHECK SCHEDULED	10/28/2022	10/28/2022	11/30/2022		Y
ENF 20-0972	317 E WILLIAMS ST	INSPECTED PROPERTY	RECHECK SCHEDULED	11/18/2020	10/19/2022	12/19/2022		N
ENF 21-1156	321 E WILLIAMS ST	INSPECTED PROPERTY	1ST TICKET ISSUED	07/29/2021	10/04/2022	11/29/2022		N
ENF 22-0025	208 W EXCHANGE ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	01/07/2022	10/10/2022	11/10/2022		Y
ENF 22-0258	120 W EXCHANGE ST	INSPECTED PROPERTY	LETTER SENT	03/07/2022	10/18/2022	11/21/2022		COMM
ENF 22-0067	207 N WASHINGTON ST	INSPECTED PROPERTY	RECHECK SCHEDULED	01/24/2022	10/31/2022	12/28/2022		N
ENF 21-0192	121 W EXCHANGE ST	INSPECTED PROPERTY	DEMO PENDING	02/09/2021	10/13/2022	11/16/2022		COMM
ENF 21-0307	123 N WASHINGTON ST	INSPECTED PROPERTY	PENDING PERMIT APPLICATION	03/03/2021	10/11/2022	01/11/2023		COMM
ENF 22-0884	313 LAFAYETTE BLVD	INSPECTED PROPERTY	DEMO NOTICE	06/15/2022	10/27/2022	11/28/2022		VAC
ENF 22-1334	700 N CHIPMAN ST	OBTAINED PERMIT	CLOSED	09/26/2022	10/04/2022		10/04/2022	N
ENF 22-1352	732 CORUNNA AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	10/03/2022	10/11/2022	11/30/2022		N
ENF 22-1053	737 JEROME AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	07/26/2022	10/24/2022	11/30/2022		N
ENF 22-1165	420 PRINDLE ST	HOMEOWNER CALLED IN	EXTENSION GRANTED	08/17/2022	10/18/2022	04/12/2023		N
ENF 22-0230	315 W RIDGE ST	CONTACT WITH OWNER	RECHECK SCHEDULED	03/02/2022	10/10/2022	11/21/2022		Y
ENF 19-0167	813 TRACY ST	INSPECTED PROPERTY	PENDING 2ND TICKET	03/15/2019	10/17/2022	11/14/2022		N
ENF 22-0417	1212 FREEMAN ST	INSPECTED PROPERTY	CLOSED	04/07/2022	10/31/2022		11/01/2022	N

Code Enforcement Activity
OCTOBER 2022

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 22-1373	1404 S CHIPMAN ST	INSPECTED PROPERTY	REF TO DPW	10/07/2022	10/20/2022	11/21/2022		VAC
ENF 19-0225	519 ADA ST	INSPECTED PROPERTY	CLOSED	03/26/2019	10/17/2022		10/18/2022	N
ENF 21-1868	601 CLINTON ST	INSPECTED PROPERTY	RECHECK SCHEDULED	12/15/2021	10/10/2022	11/10/2022		N
ENF 22-0167	229 S CEDAR ST	INSPECTED PROPERTY	REF TO CITY ATTY	02/15/2022	10/18/2022	11/17/2022		N
ENF 22-1131	519 E MASON ST	INSPECTED PROPERTY	1ST TICKET ISSUED	08/10/2022	10/05/2022	11/07/2022		Y
Total Entries				36				
DEAD TREE								
ENF 22-0846	521 JEROME AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	06/13/2022	10/27/2022	11/30/2022		Y
ENF 22-0548	802 BROADWAY AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	05/04/2022	10/12/2022	11/16/2022		N
ENF 22-0654	418 HAMBLIN ST	RESOLVED	CLOSED	05/17/2022	10/18/2022		10/18/2022	N
Total Entries				3				
DEMO BY NEGLECT HDC								
ENF 22-1109	110 W MAIN ST	INSPECTED PROPERTY	EXTENSION GRANTED	08/05/2022	10/05/2022	12/06/2022		COMM
Total Entries				1				
EXTERIOR PAINT/SIDING								
ENF 21-0040	758 WOODLAWN AVE	INSPECTED PROPERTY	PENDING 1ST TICKET	01/12/2021	10/27/2022	11/30/2022		N
ENF 21-0023	607 W STEWART ST	INSPECTED PROPERTY	RECHECK SCHEDULED	01/12/2021	10/04/2022	05/01/2023		N
ENF 21-0238	821 FLETCHER ST	INSPECTED PROPERTY	RECHECK SCHEDULED	02/23/2021	10/26/2022	05/23/2023		N
ENF 20-0051	900 FLETCHER ST	INSPECTED PROPERTY	LETTER SENT	01/17/2020	10/05/2022	02/01/2023		N
ENF 21-1732	1109 RYAN ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	11/10/2021	10/18/2022	04/17/2023		N
ENF 21-0041	1229 MILWAUKEE ST	INSPECTED PROPERTY	FINAL NOTICE	01/12/2021	10/03/2022	02/01/2023		Y
ENF 20-0174	213 S OAK ST	INSPECTED PROPERTY	2ND NOTICE SENT	03/18/2020	10/25/2022	05/01/2023		N
ENF 21-0424	648 N SAGINAW ST	INSPECTED PROPERTY	RECHECK SCHEDULED	03/22/2021	10/03/2022	02/01/2023		N

Code Enforcement Activity
OCTOBER 2022

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 22-1462	510 CLYDE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/26/2022	10/26/2022	05/23/2023		Y
ENF 21-0369	500 SMITH ST	OBTAINED PERMIT	CLOSED	10/27/2022	10/27/2022		10/27/2022	IND
ENF 20-0124	629 LINGLE AVE	INSPECTED PROPERTY	2ND NOTICE SENT	02/24/2020	10/05/2022	02/01/2023		N
ENF 21-1563	422 W WILLIAMS ST	INSPECTED PROPERTY	EXTENSION GRANTED	10/12/2021	10/17/2022	11/17/2022		N
ENF 20-0106	839 E COMSTOCK ST	INSPECTED PROPERTY	RECHECK SCHEDULED	02/17/2020	10/17/2022	12/19/2022		VAC
ENF 20-0146	824 WILKINSON ST	RESOLVED	CLOSED	03/05/2020	10/27/2022		10/27/2022	N
ENF 21-1443	414 GENESEE ST	INSPECITED PROPERTY	PARTIALLY RESOLVED	09/14/2021	10/13/2022	11/16/2022		Y
ENF 22-1162	307 GENESEE ST	INSPECTED PROPERTY	CONTACT WITH HOMEOWNER	08/16/2022	10/12/2022	11/14/2022		Y
ENF 22-1011	824 S PARK ST	RESOLVED	CLOSED	07/13/2022	10/25/2022		10/25/2022	Y
ENF 21-1290	615 W KING ST	INSPECTED PROPERTY	RECHECK SCHEDULED	08/18/2021	10/31/2022	04/24/2023		N
ENF 20-0073	219 N LANSING ST	INSPECTED PROPERTY	EXTENSION GRANTED	01/28/2020	10/31/2022	02/01/2023		Y
ENF 20-0210	519 E MASON ST	INSPECTED PROPERTY	LETTER SENT	05/18/2020	10/04/2022	11/07/2022		Y
ENF 20-0049	522 FLETCHER ST	INSPECTED PROPERTY	CLOSED	01/17/2020	10/31/2022		10/31/2022	N
ENF 22-1345	702 RYAN ST	COMPLAINT LOGGED	RECHECK SCHEDULED	10/03/2022	10/03/2022	04/03/2023		Y

Total Entries 22

FENCE VIOLATION

ENF 22-1349	1009 WILTSHIRE DR	CONTACT WITH OWNER	CLOSED	10/03/2022	10/11/2022		10/11/2022	N
ENF 22-0299	1309 PEARCE ST	INSPECTED PROPERTY	CLOSED	03/15/2022	10/26/2022		10/26/2022	N
ENF 22-0257	102 S WASHINGTON ST	INSPECTED PROPERTY	RECHECK SCHEDULED	03/07/2022	10/24/2022	12/07/2022		COMM
ENF 22-1309	1225 W STEWART ST	INSPECTED PROPERTY	LETTER SENT	09/15/2022	10/27/2022	11/10/2022		N

Total Entries 4

FIRE DAMAGE

ENF 22-0833	832 LINGLE AVE	INSPECTED PROPERTY	CLOSED	06/13/2022	09/14/2022		10/04/2022	N
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OCTOBER 2022

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 21-1898	113 S WASHINGTON ST	INSPECTED PROPERTY	DEMO PENDING	12/22/2021	10/13/2022	11/17/2022		COMM
ENF 21-1891	115 S WASHINGTON ST	ST INSPECTED PROPERTY	CLOSED	12/21/2021	10/13/2022		10/13/2022	N
ENF 22-1393	412 PRINDLE ST	INSPECTED PROPERTY	PENDING PERMIT APPLICATION	10/12/2022	10/19/2022	11/02/2022		Y
ENF 22-0193	1404 S CHIPMAN ST	INSPECTED PROPERTY	REF TO CITY ATTY	02/21/2022	10/20/2022	11/21/2022		Y

Total Entries **5**

FRONT YARD PARKING

ENF 22-1406	713 N BALL ST	INSPECTED PROPERTY	CLOSED	10/17/2022	10/26/2022		10/26/2022	N
ENF 22-1444	552 N DEWEY ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/24/2022	10/24/2022	11/03/2022		Y
ENF 22-1440	922 N WATER ST	INSPECTED PROPERTY	CLOSED	10/21/2022	10/27/2022		10/27/2022	N
ENF 22-1319	414 HUGGINS ST	RESOLVED	CLOSED	09/20/2022	10/05/2022		10/05/2022	Y
ENF 22-1474	322 N CHESTNUT ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/28/2022	10/28/2022	11/10/2022		N
ENF 22-1473	160 N CHESTNUT ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/28/2022	10/28/2022	11/03/2022		N
ENF 22-1449	115 OAKWOOD AVE	RESOLVED	CLOSED	10/24/2022	10/31/2022		10/31/2022	N
ENF 22-1424	1060 TRACY ST	RESOLVED	CLOSED	10/19/2022	10/26/2022		10/26/2022	N
ENF 22-1392	825 CLYDE ST	RESOLVED	CLOSED	10/12/2022	10/19/2022		10/19/2022	N
ENF 22-1477	443 E MAIN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/28/2022	10/28/2022	11/03/2022		N
ENF 22-1486	535 E MASON ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/31/2022	10/31/2022	11/08/2022		N
ENF 22-1378	806 W OLIVER ST	RESOLVED	CLOSED	10/10/2022	10/17/2022		10/17/2022	N

Total Entries **12**

FURNITURE OUTSIDE

ENF 22-1282	300 W RIDGE ST	RESOLVED	CLOSED	09/12/2022	10/03/2022		10/03/2022	Y
ENF 22-0462	808 DIVISION ST	INSPECTED PROPERTY	CLOSED	04/21/2022	10/04/2022		10/04/2022	VAC

Total Entries **2**

Code Enforcement Activity
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Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
<u>GARBAGE & DEBRIS</u>								
ENF 22-0163	220 W KING ST	RESOLVED	CLOSED	02/14/2022	10/12/2022		10/12/2022	N
ENF 22-1353	521 AMENT ST	LETTER SENT	PARTIALLY RESOLVED	10/04/2022	10/20/2022	11/03/2022		N
ENF 22-1417	1416 W MAIN ST	LETTER SENT	FINAL NOTICE	10/18/2022	11/01/2022	11/15/2022		N
ENF 22-1358	720 E OLIVER ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	10/05/2022	10/20/2022	11/03/2022		Y
ENF 22-1478	802 E OLIVER ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/28/2022	10/28/2022	11/10/2022		N
ENF 22-1267	1005 FLETCHER ST	RESOLVED	CLOSED	09/07/2022	10/05/2022		10/05/2022	Y
ENF 22-0153	410 GUTE ST	RESOLVED	CLOSED	02/10/2022	10/05/2022		10/05/2022	N
ENF 22-1479	510 RIVER ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/31/2022	10/31/2022	11/07/2022		N
ENF 22-1324	701 WILTSHIRE DR	RESOLVED	CLOSED	09/20/2022	10/10/2022		10/10/2022	N
ENF 22-1285	713 WILTSHIRE DR	RESOLVED	CLOSED	09/12/2022	10/05/2022		10/05/2022	N
ENF 22-1388	1601 YOUNG ST	LETTER SENT	PARTIALLY RESOLVED	10/11/2022	10/25/2022	11/08/2022		N
ENF 20-0878	643 N HICKORY ST	INSPECTED PROPERTY	3RD TICKET ISSUED	10/26/2020	10/31/2022	12/01/2022		N
ENF 22-1372	510 CLYDE ST	RESOLVED	CLOSED	10/07/2022	10/26/2022		10/26/2022	Y
ENF 22-1368	1516 ALTA VISTA DR	LETTER SENT	RECHECK SCHEDULED	10/06/2022	10/20/2022	11/03/2022		N
ENF 22-1265	855 GRAND AVE	INSPECTED PROPERTY	PARTIALLY RESOLVED	09/07/2022	10/20/2022	11/03/2022		Y
ENF 21-1480	719 BROADWAY AVE	INSPECTED PROPERTY	PARTIALLY RESOLVED	09/23/2021	10/13/2022	11/21/2022		N
ENF 22-1402	313 N HICKORY ST	INSPECTED PROPERTY	CONTACT WITH HOMEOWNER	10/13/2022	10/27/2022	11/03/2022		Y
ENF 22-1289	835 E COMSTOCK ST	RESOLVED	CLOSED	09/12/2022	10/13/2022		10/13/2022	N
ENF 22-1333	819 E COMSTOCK ST	RESOLVED	CLOSED	09/26/2022	10/10/2022		10/10/2022	Y
ENF 22-1371	1408 OLMSTEAD ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/07/2022	10/10/2022	11/10/2022		N
ENF 22-1318	924 GRACE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	09/20/2022	10/27/2022	11/10/2022		N

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ENF 22-0551	811 GRACE ST	INSPECTED PROPERTY	2ND TICKET ISSUED	05/04/2022	10/26/2022	11/09/2022		N
ENF 22-1443	713 S PARK ST	INSPECTED PROPERTY	LETTER SENT	10/24/2022	10/31/2022	11/15/2022		Y
ENF 22-1297	718 RIVER ST	INSPECTED PROPERTY	LETTER SENT	09/14/2022	10/26/2022	11/09/2022		N
ENF 22-1418	911 BEEHLER ST	RESOLVED	CLOSED	10/18/2022	11/01/2022		11/01/2022	Y
ENF 22-1412	211 N LANSING ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/17/2022	11/01/2022	11/15/2022		Y
ENF 22-1442	1210 W OLIVER ST	INSPECTED PROPERTY	LETTER SENT	10/21/2022	11/01/2022	11/15/2022		N
ENF 22-1317	452 E HOWARD ST	INSPECTED PROPERTY	2ND NOTICE SENT	09/19/2022	10/27/2022	11/10/2022		N
Total Entries				28				
GARBAGE/JUNK IN ROW								
ENF 22-1327	616 ALGER AVE	RESOLVED	CLOSED	09/21/2022	10/19/2022		10/19/2022	N
ENF 22-1364	738 WOODLAWN AVE	RESOLVED	CLOSED	10/06/2022	10/13/2022		10/13/2022	N
ENF 22-1447	1193 HANOVER ST	RESOLVED	CLOSED	10/24/2022	10/27/2022		10/27/2022	N
ENF 22-1408	214 S CEDAR ST	RESOLVED	CLOSED	10/17/2022	10/26/2022		10/26/2022	Y
ENF 22-1387	809 N BALL ST	RESOLVED	CLOSED	10/11/2022	10/20/2022		10/20/2022	N
ENF 22-1430	515 W STEWART ST	RESOLVED	CLOSED	10/19/2022	10/26/2022		10/26/2022	N
ENF 22-1434	607 W STEWART ST	INSPECTED PROPERTY	CLOSED	10/20/2022	10/27/2022		10/27/2022	N
ENF 22-1380	625 W STEWART ST	RESOLVED	CLOSED	10/10/2022	10/24/2022		10/24/2022	N
ENF 22-1463	631 W STEWART ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/26/2022	10/26/2022	11/02/2022		N
ENF 22-1481	820 WALNUT ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/31/2022	10/31/2022	11/07/2022		N
ENF 22-1446	723 AMENT ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/24/2022	10/31/2022	11/07/2022		N
ENF 22-1354	1420 W MAIN ST	RESOLVED	CLOSED	10/04/2022	10/13/2022		10/13/2022	Y
ENF 22-1422	112 STATE ST	LETTER SENT	RECHECK SCHEDULED	10/19/2022	10/26/2022	11/08/2022		N
ENF 22-1359	611 QUEEN ST	LETTER SENT	RECHECK SCHEDULED	10/05/2022	10/26/2022	11/07/2022		N

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Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 22-1360	552 N DEWEY ST	RESOLVED	CLOSED	10/05/2022	11/01/2022		11/01/2022	Y
ENF 22-1411	521 GILBERT ST	LETTER SENT	RECHECK SCHEDULED	10/17/2022	10/31/2022	11/07/2022		N
ENF 22-1361	522 GILBERT ST	RESOLVED	CLOSED	10/05/2022	10/17/2022		10/17/2022	N
ENF 22-1445	120 N DEWEY ST	LETTER SENT	RECHECK SCHEDULED	10/24/2022	11/01/2022	11/10/2022		Y
ENF 22-1415	810 E EXCHANGE ST	INSPECTED PROPERTY	CLOSED	10/18/2022	10/25/2022		10/25/2022	N
ENF 22-1461	1013 FLETCHER ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/26/2022	10/26/2022	11/02/2022		Y
ENF 22-1379	520 S CEDAR ST	RESOLVED	CLOSED	10/10/2022	10/18/2022		10/18/2022	N
ENF 22-1423	114 ROBBINS ST	RESOLVED	CLOSED	10/19/2022	10/26/2022		10/26/2022	Y
ENF 22-1471	1311 YOUNG ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/27/2022	10/27/2022	11/03/2022		N
ENF 22-1397	816 STATE ST	RESOLVED	CLOSED	10/12/2022	10/19/2022		10/19/2022	N
ENF 22-1396	914 STATE ST	LETTER SENT	RECHECK SCHEDULED	10/12/2022	10/26/2022	11/07/2022		Y
ENF 22-1301	909 STATE ST	RESOLVED	CLOSED	09/14/2022	10/05/2022		10/05/2022	N
ENF 22-1431	909 STATE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/19/2022	11/01/2022	11/08/2022		N
ENF 22-1437	522 RIVER ST	RESOLVED	CLOSED	10/21/2022	10/31/2022		10/31/2022	Y
ENF 22-1450	208 N HOWELL ST	RESOLVED	CLOSED	10/25/2022	11/01/2022		11/01/2022	Y
ENF 22-1419	1400 N HICKORY ST	INSPECTED PROPERTY	CLOSED	10/18/2022	10/26/2022		10/26/2022	N
ENF 22-1433	736 N DEWEY ST	RESOLVED	CLOSED	10/20/2022	10/27/2022		10/27/2022	N
ENF 22-1338	215 STRATFORD DR	RESOLVED	CLOSED	09/26/2022	10/03/2022		10/03/2022	N
ENF 22-1337	1204 DEVONSHIRE CT	RESOLVED	CLOSED	09/26/2022	10/03/2022		10/03/2022	N
ENF 22-1467	406 E COMSTOCK ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/26/2022	10/26/2022	11/02/2022		Y
ENF 22-1472	1607 YOUNG ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/27/2022	10/27/2022	11/03/2022		N
ENF 22-1377	602 N HICKORY ST	RESOLVED	CLOSED	10/10/2022	10/17/2022		10/17/2022	N
ENF 22-1376	309 GOODHUE ST	LETTER SENT	RECHECK SCHEDULED	10/10/2022	10/31/2022	11/07/2022		Y

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Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 22-1448	643 N SAGINAW ST	RESOLVED	CLOSED	10/24/2022	10/31/2022		10/31/2022	N
ENF 22-1363	649 N SAGINAW ST	RESOLVED	CLOSED	10/05/2022	10/10/2022		10/10/2022	N
ENF 22-1452	651 PINE ST	CONTACT WITH OWNER	RECHECK SCHEDULED	10/25/2022	11/01/2022	11/15/2022		N
ENF 22-1453	518 PINE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/25/2022	11/01/2022	11/15/2022		Y
ENF 22-1383	514 PINE ST	RESOLVED	CLOSED	10/11/2022	10/25/2022		10/25/2022	VAC
ENF 22-1325	1309 S CEDAR ST	RESOLVED	CLOSED	09/21/2022	10/05/2022		10/05/2022	N
ENF 22-1455	907 N WASHINGTON ST	INSPECTED PROPERTY	CLOSED	10/25/2022	11/01/2022		11/01/2022	N
ENF 22-1457	940 N PARK ST	RESOLVED	CLOSED	10/25/2022	11/01/2022		11/01/2022	N
ENF 22-1438	1220 N WASHINGTON ST	RESOLVED	CLOSED	10/21/2022	10/31/2022		10/31/2022	N
ENF 22-1469	924 N WATER ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/27/2022	10/27/2022	11/03/2022		N
ENF 22-1355	1266 ADAMS ST	RESOLVED	CLOSED	10/04/2022	10/10/2022		10/10/2022	N
ENF 22-1390	1235 N WATER ST	RESOLVED	CLOSED	10/12/2022	10/26/2022		10/26/2022	N
ENF 22-1458	422 E MASON ST	RESOLVED	CLOSED	10/25/2022	11/01/2022		11/01/2022	N
ENF 22-1414	624 E MASON ST	INSPECTED PROPERTY	CLOSED	10/18/2022	10/25/2022		10/25/2022	Y
ENF 22-1399	318 N DEWEY ST	RESOLVED	CLOSED	10/13/2022	10/27/2022		10/27/2022	Y
ENF 22-1454	325 GILBERT ST	RESOLVED	CLOSED	10/25/2022	11/01/2022		11/01/2022	Y
ENF 22-1294	338 N DEWEY ST	RESOLVED	CLOSED	09/13/2022	10/05/2022		10/05/2022	N
ENF 22-1421	615 DIVISION ST	RESOLVED	CLOSED	10/19/2022	10/26/2022		10/26/2022	N
ENF 22-1394	830 BROADWAY AVE	RESOLVED	CLOSED	10/12/2022	10/19/2022		10/19/2022	N
ENF 22-1395	831 BROADWAY AVE	RESOLVED	CLOSED	10/12/2022	10/19/2022		10/19/2022	N
ENF 22-1416	603 CORUNNA AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	10/18/2022	10/25/2022	11/02/2022		Y
ENF 22-1456	926 N WASHINGTON ST	RESOLVED	CLOSED	10/25/2022	11/01/2022		11/01/2022	N

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Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 22-1384	408 W WILLIAMS ST	RESOLVED	CLOSED	10/11/2022	10/18/2022		10/18/2022	VAC
ENF 22-1342	413 N SAGINAW ST	LETTER SENT	RECHECK SCHEDULED	09/27/2022	10/28/2022	11/07/2022		Y
ENF 22-1343	409 N SAGINAW ST	RESOLVED	CLOSED	09/27/2022	10/05/2022		10/05/2022	Y
ENF 22-1341	314 E OLIVER ST	RESOLVED	CLOSED	09/27/2022	10/05/2022		10/05/2022	Y
ENF 22-1315	333 N SAGINAW ST	LETTER SENT	RECHECK SCHEDULED	09/19/2022	10/27/2022	11/07/2022		Y
ENF 22-1229	216 N SAGINAW ST	RESOLVED	CLOSED	08/30/2022	10/05/2022		10/05/2022	Y
ENF 22-1482	516 N SAGINAW ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/31/2022	10/31/2022	11/08/2022		N
ENF 22-1470	221 E OLIVER ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/27/2022	10/27/2022	11/03/2022		N
ENF 22-1420	639 N PARK ST	RESOLVED	CLOSED	10/18/2022	10/26/2022		10/26/2022	N
ENF 22-1339	401 E KING ST	RESOLVED	CLOSED	09/26/2022	10/03/2022		10/03/2022	N
ENF 22-1480	1428 LYNN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/31/2022	10/31/2022	11/08/2022		N
ENF 22-1369	629 E COMSTOCK ST	RESOLVED	CLOSED	10/06/2022	10/13/2022		10/13/2022	N
ENF 22-1370	621 GROVER ST	RESOLVED	CLOSED	10/06/2022	10/13/2022		10/13/2022	N
ENF 22-1427	821 E COMSTOCK ST	RESOLVED	CLOSED	10/19/2022	10/26/2022		10/26/2022	Y
ENF 22-1484	117 OAKWOOD AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	10/31/2022	10/31/2022	11/07/2022		N
ENF 22-1413	1006 N CHIPMAN ST	RESOLVED	CLOSED	10/18/2022	10/25/2022		10/25/2022	N
ENF 22-1283	208 W RIDGE ST	RESOLVED	CLOSED	09/12/2022	10/10/2022		10/10/2022	Y
ENF 22-1382	1523 W STEWART ST	INSPECTED PROPERTY	LETTER SENT	10/10/2022	10/26/2022	11/02/2022		Y
ENF 22-1351	1705 W STEWART ST	RESOLVED	CLOSED	10/03/2022	10/10/2022		10/10/2022	N
ENF 22-1410	1118 S CHIPMAN ST	RESOLVED	CLOSED	10/17/2022	10/24/2022		10/24/2022	Y
ENF 22-1425	1417 FREEMAN ST	RESOLVED	CLOSED	10/19/2022	10/26/2022		10/26/2022	N
ENF 22-1426	1307 CARR ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	10/19/2022	10/26/2022	11/02/2022		N
ENF 22-1404	824 AMENT ST	RESOLVED	CLOSED	10/13/2022	10/19/2022		10/19/2022	Y

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Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 22-1439	115 W KING ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/21/2022	10/21/2022	11/03/2022		Y
ENF 22-1432	627 N BALL ST	RESOLVED	CLOSED	10/19/2022	10/26/2022		10/26/2022	N
ENF 22-1401	437 GENESEE ST	LETTER SENT	RECHECK SCHEDULED	10/13/2022	10/27/2022	11/03/2022		N
ENF 22-1281	641 N SHIAWASSEE ST	RESOLVED	CLOSED	09/12/2022	10/07/2022		10/07/2022	Y
ENF 22-1475	400 N CEDAR ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/28/2022	10/28/2022	11/03/2022		N
ENF 22-1451	717 RIVER ST	LETTER SENT	RECHECK SCHEDULED	10/25/2022	11/01/2022	11/15/2022		Y
ENF 22-1357	516 MILWAUKEE ST	RESOLVED	CLOSED	10/05/2022	10/12/2022		10/12/2022	Y
ENF 22-1321	540 E EXCHANGE ST	RESOLVED	CLOSED	09/20/2022	10/07/2022		10/07/2022	Y
ENF 22-1367	1110 W OLIVER ST	RESOLVED	CLOSED	10/06/2022	10/13/2022		10/13/2022	N
ENF 22-1409	515 S CEDAR ST	RESOLVED	CLOSED	10/17/2022	10/24/2022		10/24/2022	N
ENF 22-1407	525 FLETCHER ST	RESOLVED	CLOSED	10/17/2022	10/27/2022		10/27/2022	N
ENF 22-1485	533 FLETCHER ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/31/2022	10/31/2022	11/07/2022		N
ENF 22-1277	709 FLETCHER ST	RESOLVED	CLOSED	09/08/2022	10/03/2022		10/03/2022	N

Total Entries 95

HEALTH & SAFETY

ENF 21-0865	667 GLENWOOD AVE	INSPECTED PROPERTY	CLOSED	06/11/2021	10/20/2022		10/20/2022	N
ENF 21-0921	306 CORUNNA AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	06/23/2021	10/10/2022	11/10/2022		N
ENF 20-0220	917 S PARK ST	INSPECTED PROPERTY	DEMO PENDING	05/19/2020	10/12/2022	11/22/2022		VAC
ENF 22-0985	703 CORUNNA AVE	INSPECTED PROPERTY	CLOSED	07/05/2022	10/10/2022		10/10/2022	Y

Total Entries 4

IMMINENT DANGER OF STRUCTURE

ENF 22-0059	326 S DEWEY ST	INSPECTED PROPERTY	REF TO CITY ATTY	01/21/2022	10/24/2022	11/24/2022		VAC
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Total Entries 1

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Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
<u>LAWN MAINTENANCE</u>								
ENF 22-1188	1431 CLEVELAND ST	INSPECTED PROPERTY	CLOSED	08/22/2022	10/04/2022		10/04/2022	N
ENF 22-1161	208 STATE ST	INSPECTED PROPERTY	CLOSED	08/16/2022	10/04/2022		10/04/2022	N
ENF 22-0611	827 MILWAUKEE ST	INSPECTED PROPERTY	CLOSED	05/16/2022	10/04/2022		10/04/2022	V.L.
ENF 22-0789	1122 S CEDAR ST	RESOLVED	CLOSED	06/06/2022	10/04/2022		10/04/2022	VAC
ENF 22-0603	326 S DEWEY ST	INSPECTED PROPERTY	CLOSED	05/16/2022	10/04/2022		10/04/2022	N
ENF 22-0664	602 N SHIAWASSEE ST	INSPECTED PROPERTY	CLOSED	05/18/2022	10/04/2022		10/04/2022	VAC
ENF 22-0759	1046 PEARCE ST	RESOLVED	CLOSED	05/31/2022	10/04/2022		10/04/2022	VAC
ENF 22-0622	1260 ADAMS ST	RESOLVED	CLOSED	05/16/2022	10/04/2022		10/04/2022	N
ENF 22-0766	433 E MASON ST	RESOLVED	CLOSED	06/01/2022	10/04/2022		10/04/2022	Y
ENF 22-1238	320 N DEWEY ST	INSPECTED PROPERTY	CLOSED	08/31/2022	10/04/2022		10/04/2022	Y
ENF 22-0668	MONROE ST	INSPECTED PROPERTY	CLOSED	05/18/2022	10/04/2022		10/04/2022	N
ENF 22-1235	310 W WILLIAMS ST	INSPECTED PROPERTY	CLOSED	08/31/2022	10/04/2022		10/04/2022	N
ENF 22-0628	319 E MAIN ST	RESOLVED	CLOSED	05/16/2022	10/04/2022		10/04/2022	N
ENF 22-0658	313 LAFAYETTE BLVD	INSPECTED PROPERTY	CLOSED	05/17/2022	10/04/2022		10/04/2022	N
ENF 22-1375	N WASHINGTON ST	RESOLVED	CLOSED	10/10/2022	10/17/2022		10/17/2022	V.L.
ENF 22-0640	823 TRACY ST	INSPECTED PROPERTY	CLOSED	05/17/2022	10/04/2022		10/04/2022	N
ENF 22-0801	1404 S CHIPMAN ST	INSPECTED PROPERTY	CLOSED	06/07/2022	10/04/2022		10/04/2022	VAC
ENF 22-0649	1444 W KING ST	INSPECTED PROPERTY	CLOSED	05/17/2022	10/04/2022		10/04/2022	N
ENF 22-0782	305 GENESEE ST	RESOLVED	CLOSED	06/06/2022	10/04/2022		10/04/2022	VAC
ENF 22-0673	808 DIVISION ST	RESOLVED	CLOSED	05/18/2022	10/04/2022		10/04/2022	VAC
ENF 22-0715	216 S ELM ST	INSPECTED PROPERTY	CLOSED	05/24/2022	10/04/2022		10/04/2022	VAC

OCTOBER 2022

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 22-0608	915 CORUNNA AVE	RESOLVED	CLOSED	05/16/2022	10/04/2022		10/04/2022	VAC
				Total Entries	22			
<u>MECHANICAL VIOLATIONS</u>								
ENF 22-1347	112 N WASHINGTON ST	INSPECTED PROPERTY	CONTACT WITH BUSINESS	10/03/2022	10/13/2022			COMM
ENF 22-1405	216 S SHIAWASSEE ST	INSPECTED PROPERTY	LETTER SENT	10/14/2022	10/17/2022	11/19/2022		COMM
				Total Entries	2			
<u>MISC.</u>								
ENF 21-1779	524 HARRISON AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	11/29/2021	10/20/2022	11/22/2022		VAC
ENF 22-0298	109 N BALL ST	INSPECTED PROPERTY	RECHECK SCHEDULED	03/15/2022	10/03/2022	11/21/2022		N
				Total Entries	2			
<u>MULTIPLE VIOLATIONS</u>								
ENF 22-1391	651 GLENWOOD AVE	CONTACT WITH OCCUPANT	RECHECK SCHEDULED	10/12/2022	10/26/2022	11/02/2022		N
ENF 22-1381	755 ALGER AVE	INSPECTED PROPERTY	CONTACTED PROPERTY OWNER	10/10/2022	10/26/2022	11/02/2022		Y
ENF 22-1429	614 ALGER AVE	LETTER SENT	RECHECK SCHEDULED	10/19/2022	10/19/2022	11/23/2022		VAC
ENF 22-1365	754 WOODLAWN AVE	HOMEOWNER CALLED IN	RECHECK SCHEDULED	10/06/2022	10/20/2022	11/03/2022		N
ENF 22-1398	638 WOODLAWN AVE	INSPECTED PROPERTY	CLOSED	10/12/2022	10/12/2022		10/12/2022	N
ENF 20-0182	1210 CORUNNA AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	05/11/2020	10/17/2022	11/17/2022		N
ENF 22-1428	531 GARFIELD AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	10/19/2022	10/19/2022	11/23/2022		VAC
ENF 22-0035	819 W MAIN ST	INSPECTED PROPERTY	EXTENSION GRANTED	01/11/2022	10/25/2022	01/05/2023		COMM
ENF 19-0751	1013 W MAIN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/23/2019	10/11/2022	11/14/2022		COMM
ENF 22-0522	1408 W MAIN ST	CONTACT WITH OWNER	RECHECK SCHEDULED	04/29/2022	10/10/2022	11/14/2022		N
ENF 22-0521	1416 W MAIN ST	INSPECTED PROPERTY	CLOSED	04/29/2022	10/04/2022		10/04/2022	N

Code Enforcement Activity
OCTOBER 2022

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 22-0090	802 E OLIVER ST	INSPECTED PROPERTY	EXTENSION GRANTED	01/28/2022	10/11/2022	11/10/2022		N
ENF 22-0393	821 FLETCHER ST	INSPECTED PROPERTY	CONTACTED PROPERTY OWNER	04/01/2022	10/26/2022	11/28/2022		N
ENF 22-1093	505 S LYON ST	CONTACT WITH OWNER	RECHECK SCHEDULED	08/02/2022	10/26/2022	11/30/2022		Y
ENF 22-1205	916 MILWAUKEE ST	2ND NOTICE SENT	RECHECK SCHEDULED	08/24/2022	10/19/2022	11/02/2022		Y
ENF 21-1578	201 ROBBINS ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/14/2021	10/10/2022	11/10/2022		COMM
ENF 21-1509	1405 W MAIN ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	09/28/2021	10/19/2022	11/22/2022		N
ENF 21-1522	1312 YOUNG ST	INSPECTED PROPERTY	RECHECK SCHEDULED	09/30/2021	10/18/2022	12/19/2022		N
ENF 20-0411	1311 MACK ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	06/29/2020	10/31/2022	12/01/2022		N
ENF 21-1884	328 PRINDLE ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	12/17/2021	10/12/2022	11/16/2022		N
ENF 22-1346	214 N ELM ST	INSPECTED PROPERTY	LETTER SENT	10/03/2022	10/04/2022	11/07/2022		N
ENF 22-1435	210 N ELM ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/21/2022	10/31/2022	11/07/2022		Y
ENF 22-1290	531 GROVER ST	INSPECTED PROPERTY	LETTER SENT	09/12/2022	10/27/2022	03/30/2023		Y
ENF 22-1253	220 S DEWEY ST	RESOLVED	CLOSED	09/06/2022	10/13/2022		10/13/2022	Y
ENF 22-1150	328 S DEWEY ST	FINAL NOTICE SENT	PARTIALLY RESOLVED	08/15/2022	10/26/2022	11/09/2022		N
ENF 22-1335	1428 YOUNG ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	09/26/2022	10/24/2022	11/07/2022		Y
ENF 22-0421	901 N SHIAWASSEE ST	RESOLVED	CLOSED	04/11/2022	10/26/2022		10/26/2022	Y
ENF 22-1386	205 N GOULD ST	INSPECTED PROPERTY	CLOSED	10/11/2022	10/20/2022		10/20/2022	N
ENF 21-1095	433 E MASON ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	07/20/2021	10/19/2022	12/14/2022		Y
ENF 21-1749	715 E MASON ST	INSPECTED PROPERTY	EXTENSION GRANTED	11/16/2021	10/27/2022	11/30/2022		N
ENF 22-1400	320 N DEWEY ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/13/2022	10/27/2022	11/17/2022		VAC
ENF 21-0942	612 GRAND AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	06/24/2021	10/20/2022	11/03/2022		N
ENF 22-1350	748 BROADWAY AVE	RESOLVED	CLOSED	10/03/2022	10/26/2022		10/26/2022	N

Code Enforcement Activity
OCTOBER 2022

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 22-1466	710 BROADWAY AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	10/26/2022	10/26/2022	11/02/2022		N
ENF 22-1135	853 GRAND AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	08/11/2022	10/24/2022	11/21/2022		Y
ENF 22-1366	847 BROADWAY AVE	LETTER SENT	PARTIALLY RESOLVED	10/06/2022	10/24/2022	11/02/2022		Y
ENF 21-0802	419 HAMBLIN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	06/01/2021	10/18/2022	12/07/2022		VAC
ENF 20-0917	117 W EXCHANGE ST	INSPECTED PROPERTY	LETTER SENT	11/03/2020	10/20/2022	11/21/2022		N
ENF 20-1016	119 W EXCHANGE	INSPECTED PROPERTY	LETTER SENT	12/07/2020	10/20/2022	11/21/2022		COMM
ENF 21-1434	644 N WATER ST	RESOLVED	CLOSED	09/13/2021	10/13/2022		10/13/2022	N
ENF 22-1174	1018 ADA ST	INSPECTED PROPERTY	RECHECK SCHEDULED	08/17/2022	10/12/2022	11/14/2022		N
ENF 21-1883	1542 W MAIN ST	CONTACT WITH OWNER	RECHECK SCHEDULED	12/17/2021	10/03/2022	11/03/2022		Y
ENF 22-1197	316 OAKWOOD AVE	INSPECTED PROPERTY	PARTIALLY RESOLVED	08/23/2022	10/19/2022	11/30/2022		Y
ENF 22-0238	824 E MAIN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	03/03/2022	10/31/2022	12/28/2022		N
ENF 22-0690	820 S CHIPMAN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	05/19/2022	10/31/2022	04/24/2023		N
ENF 21-0966	817 ISHAM ST	ISSUED 2ND TICKET	RECHECK SCHEDULED	06/28/2021	10/17/2022	11/14/2022		VAC
ENF 22-0490	1603 FREDERICK ST	RESOLVED	CLOSED	04/26/2022	10/18/2022		10/18/2022	N
ENF 21-1715	1005 W STEWART ST	CONTACT WITH OWNER	RECHECK SCHEDULED	11/08/2021	10/25/2022	11/24/2022		N
ENF 22-0883	300 S CHIPMAN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	06/15/2022	10/10/2022	11/10/2022		Y
ENF 22-0450	1210 MACK ST	INSPECTED PROPERTY	2ND TICKET ISSUED	04/19/2022	10/06/2022	11/10/2022		N
ENF 22-0518	115 W KING ST	CONTACT WITH OWNER	RECHECK SCHEDULED	04/28/2022	10/10/2022	11/30/2022		Y
ENF 21-1440	320 CASS ST	RESOLVED	CLOSED	09/14/2021	10/03/2022		10/03/2022	N
ENF 22-0083	410 S WASHINGTON ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	01/26/2022	10/20/2022	11/21/2022		N
ENF 22-1072	307 CORUNNA AVE	INSPECTED PROPERTY	CLOSED	07/28/2022	10/13/2022		10/13/2022	VAC
ENF 21-1562	316 CORUNNA AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	10/11/2021	10/11/2022	11/14/2022		COMM
ENF 21-1592	321 E STEWART ST	INSPECTED PROPERTY	2ND TICKET ISSUED	10/19/2021	10/20/2022	11/03/2022		Y

OCTOBER 2022

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 22-1271	210 N OAK ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	09/07/2022	10/31/2022	11/07/2022		N
ENF 22-0356	503 MILWAUKEE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	03/25/2022	10/19/2022	12/19/2022		N
ENF 21-1916	509 MILWAUKEE ST	RESOLVED	CLOSED	12/29/2021	10/03/2022		10/03/2022	Y

Total Entries 59

NO BUILDING PERMIT

ENF 22-0964	625 ALGER AVE	INSPECTED PROPERTY	CLOSED	06/29/2022	10/04/2022		10/04/2022	N
ENF 22-1356	1416 W MAIN ST	FINAL NOTICE SENT	RECHECK SCHEDULED	10/04/2022	11/01/2022	11/15/2022		N
ENF 22-1436	612 RIVER ST	OBTAINED PERMIT	CLOSED	10/21/2022	10/25/2022		10/25/2022	Y

Total Entries 3

RENTAL REGISTRATION

ENF 22-1332	631 WOODLAWN AVE	LETTER SENT	2ND NOTICE SENT	09/22/2022	10/21/2022	11/30/2022		Y
ENF 22-1464	914 STATE ST	COMPLAINT LOGGED	LETTER SENT	10/26/2022	10/26/2022	11/26/2022		Y
ENF 22-1460	1130 S SHIAWASSEE ST	COMPLAINT LOGGED	LETTER SENT	10/26/2022	10/26/2022	11/26/2022		Y
ENF 22-1459	714 N SAGINAW ST	COMPLAINT LOGGED	LETTER SENT	10/26/2022	10/26/2022	11/26/2022		Y

Total Entries 4

RENTAL UNIT VIOL

ENF 22-1374	211 N LANSING ST	INSPECTED PROPERTY	CLOSED	10/10/2022	11/01/2022		11/01/2022	Y
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Total Entries 1

ROW VIOLATIONS

ENF 22-1362	123 STATE ST	RESOLVED	CLOSED	10/05/2022	10/12/2022		10/12/2022	Y
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Total Entries 1

SIGN VIOLATION

11/02/22

Code Enforcement Activity

17/18

OCTOBER 2022

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 22-1344	737 W MAIN ST	RESOLVED	CLOSED	09/27/2022	10/04/2022		10/04/2022	COMM
Total Entries				1				
TEMPORARY STRUCTURES								
ENF 22-0236	726 GRAND AVE	INSPECTED PROPERTY	LETTER SENT	03/03/2022	10/11/2022	11/14/2022		N
ENF 22-1441	1105 BUCKLEY DR	INSPECTED PROPERTY	RECHECK SCHEDULED	10/21/2022	10/21/2022	04/24/2023		N
ENF 21-1759	1701 HERMAN ST	INSPECTED PROPERTY	FINAL NOTICE	11/18/2021	10/19/2022	11/28/2022		Y
ENF 21-0380	924 GRACE ST	INSPECTED PROPERTY	1ST TICKET ISSUED	03/11/2021	10/27/2022	11/28/2022		N
ENF 21-1655	405 HURON ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/27/2021	10/18/2022	11/14/2022		N
Total Entries				5				
TRAILER VIOLATIONS								
ENF 22-1483	712 N WASHINGTON ST	INSPECTED PROPERTY	LETTER SENT	10/31/2022	10/31/2022	11/14/2022		N
Total Entries				1				
TREE VIOLATIONS								
ENF 22-1037	318 GREEN ST	INSPECTED PROPERTY	CLOSED	07/20/2022	10/26/2022		10/26/2022	Y
Total Entries				1				
TREES HANGING OVER ROW								
ENF 22-0783	1217 PEARCE ST	CONTACT WITH OWNER	CLOSED	06/06/2022	10/27/2022		10/27/2022	VAC
Total Entries				1				
VACANT STRUCTURES								
ENF 20-0755	220 CARMODY ST	INSPECTED PROPERTY	FINAL NOTICE	09/18/2020	10/20/2022	12/07/2022		VAC
ENF 20-0758	1434 PEARCE ST	INSPECTED PROPERTY	CONTACT WITH HOMEOWNER	09/18/2020	10/20/2022	11/17/2022		VAC
Total Entries				2				
WINDOWS								

Code Enforcement Activity

OCTOBER 2022

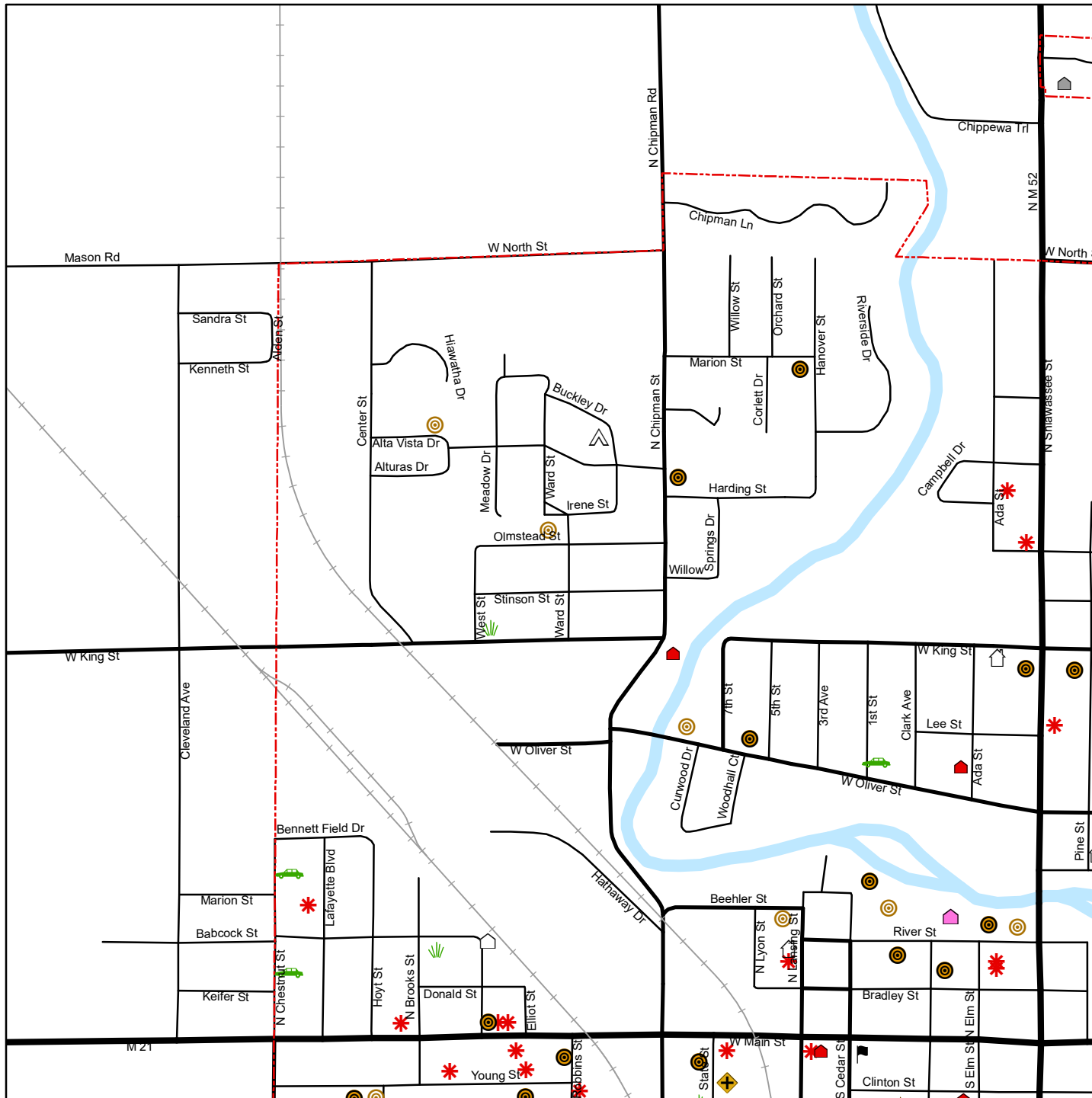
Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 22-1385	300 W MAIN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/11/2022	10/26/2022	11/24/2022		COMM
Total Entries				1				
ZONING								
ENF 22-1287	1225 W STEWART ST	INSPECTED PROPERTY	RECHECK SCHEDULED	09/12/2022	10/27/2022	11/10/2022		N
ENF 20-0866	415 STATE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/20/2020	10/06/2022	11/09/2022		COMM
Total Entries				2				
Total Records:		328				Total Pages:	18	

City of Owosso

Code Enforcement Activity

October 2022

NW Quadrant



Category

- Accessory Structures
- Brush
- Building Violation
- Exterior Paint/Siding
- Front Yard Parking
- Garbage & Debris
- 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

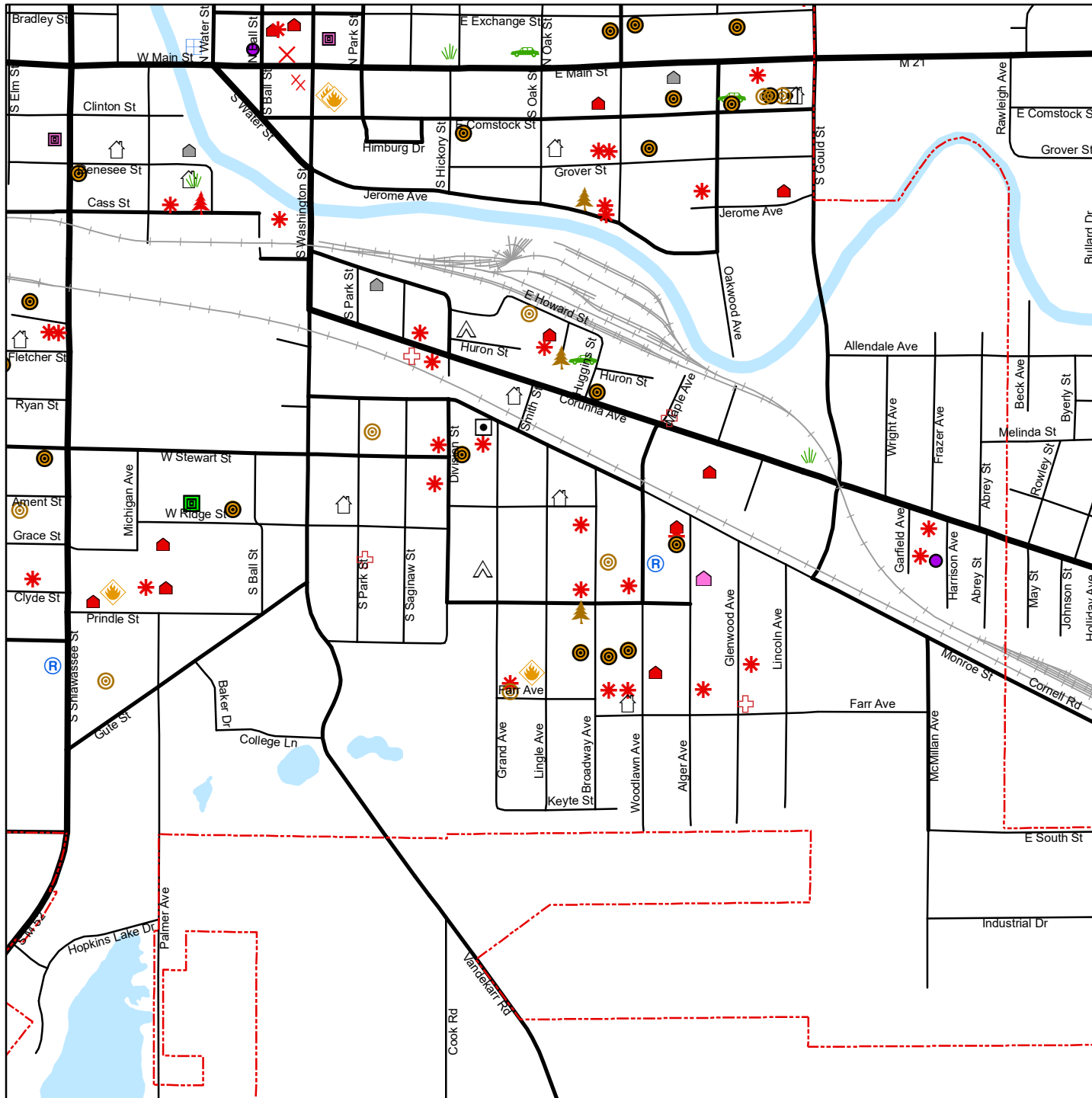


City of Owosso

Code Enforcement Activity

October 2022

SE Quadrant



Category

- Accessory Structures
- Appliances
- Building Violation
- Dead Tree
- Demolition
- Exterior Paint/Siding
- Fence Violation
- Fire Damage
- Front Yard Parking
- Furniture Outside
- Garbage & Debris
- Garbage/Junk In ROW
- Health & Safety
- Lawn Maintenance
- Mechanical Violations
- Misc.
- Multiple Violations
- No Building Permit
- Rental Registration
- Temporary Structures
- Tree Violations
- Windows

Other Features

- City Limit
 - Railroads
 - River & Lakes
- 0 300 600 900 1,200 Feet

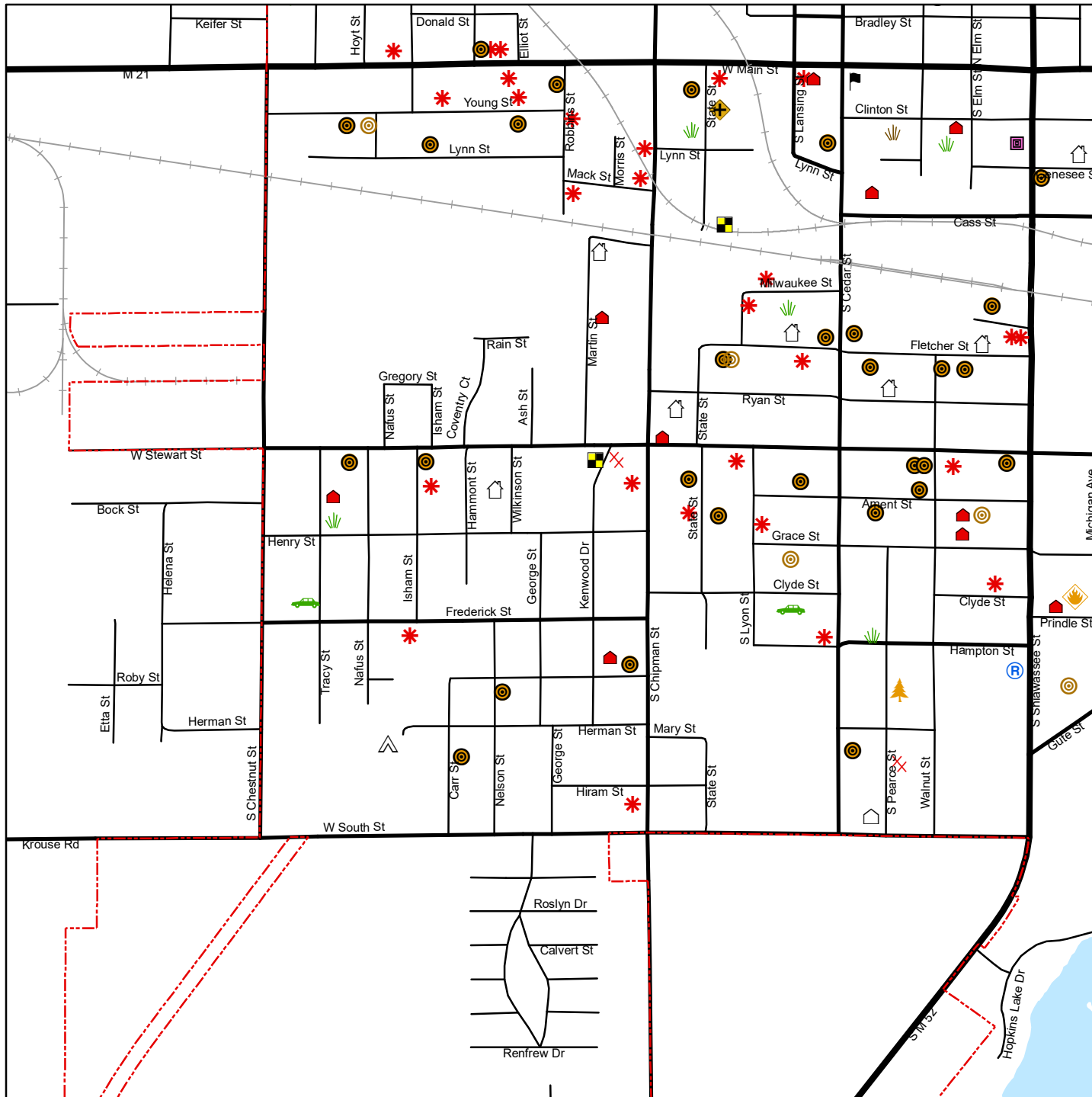


City of Owosso

Code Enforcement Activity

October 2022

SW Quadrant



Category

- Brush
- Building Violation
- Exterior Paint/Siding
- Fence Violation
- Fire Damage
- Front Yard Parking
- Garbage & Debris
- Garbage/Junk In ROW
- Lawn Maintenance
- Mechanical Violations
- Multiple Violations
- Rental Registration
- ROW Violations
- Sign Violation
- Temporary Structures
- Trees Hanging Over Row
- Vacant Structures
- Zoning

Other Features

- City Limit
- Railroads
- River & Lakes

0 300 600 900 1,200 Feet



Monthly Inspection List
October 2022

BOOTH, MARK	MECHANICAL & PLUMBING INSPECTOR Total Inspections:	19
HARRIS, JON	ELECTRICAL INSPECTOR Total Inspections:	19
HISSONG, BRAD	BUILDING OFFICIAL Total Inspections:	93
FREEMAN, GREG	CODE ENFORCEMENT Total Inspections:	222
MAYBAUGH, BRAD	CODE ENFORCEMENT Total Inspections:	180
Grand Total Inspections:		533

CERTIFICATES & LICENSES ISSUED BY MONTH FOR 2022												
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	1	0	0	0	4
\$5,000				\$5,000		\$5,000		\$5,000				\$20,000
BENTLEY PARK RENTAL												
16	1	6	10	6	5	6	6	2	0	0	0	58
\$400	\$25	\$200	\$250	\$175	\$100	\$150	\$200	\$50				\$1,550
EXCESS MARIHUANA GROWER												
0	0	0	0	0	0	0	0	0	1	0	0	1
									\$5,000			\$5,000
GROWER LICENSE												
0	0	1	0	0	0	0	0	0	1	0	0	2
		\$5,000							\$5,000			\$10,000
HARMON PATRIDGE PARK RENTAL												
8	0	2	6	10	12	16	10	4	0	0	0	68
\$200		\$100	\$150	\$250	\$350	\$550	\$275	\$150				\$2,025
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	1	0	0	0	4
\$5,000				\$5,000		\$5,000		\$5,000				\$20,000
RECREATIONAL GROW												
0	0	0	0	0	0	1	0	0	1	0	0	2
						\$5,000			\$5,000			\$10,000
RENTAL (Renewals)												
1	4	0	0	1	2	0	2	3	1	0	0	14
\$50	\$75			\$25	\$50		\$100	\$100	\$50			\$450
RENTAL REGISTRATIONS (New)												
3	5	0	0	5	4	1	2	0	1	0	0	21
\$75	\$150			\$125	\$100		\$25					\$475
RESIDENTIAL DESIGNATED PARKING												
0	0	0	0	0	1	0	0	0	0	0	0	1
					\$840							\$840
TOTALS:												
30	10	10	17	25	24	26	20	11	5	0	0	178
\$10,725	\$250	\$5,400	\$550	\$10,725	\$1,440	\$15,700	\$600	\$10,300	\$15,050	\$0	\$0	\$70,740



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

MEMORANDUM

DATE: November 3, 2022

TO: Owosso City Council

FROM: Kevin Lenkart
Director of Public Safety

RE: October 2022 Fire & Ambulance Report

Attached are the statistics for the Owosso Fire Department (OFD) for October 2022. The Owosso Fire Department responded to 248 incidents in the month of October.

OFD responded to 25 fire calls and responded to 223 EMS calls.

Previous Month ▾

Oct 1, 2022 - Oct 31, 2022 ▾

10%

FIRE
Percentage of Total Incidents

90%

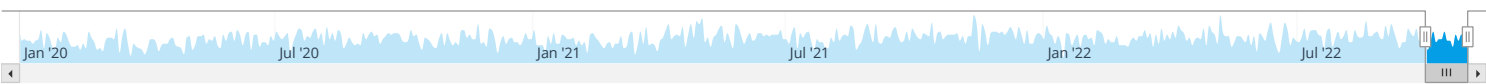
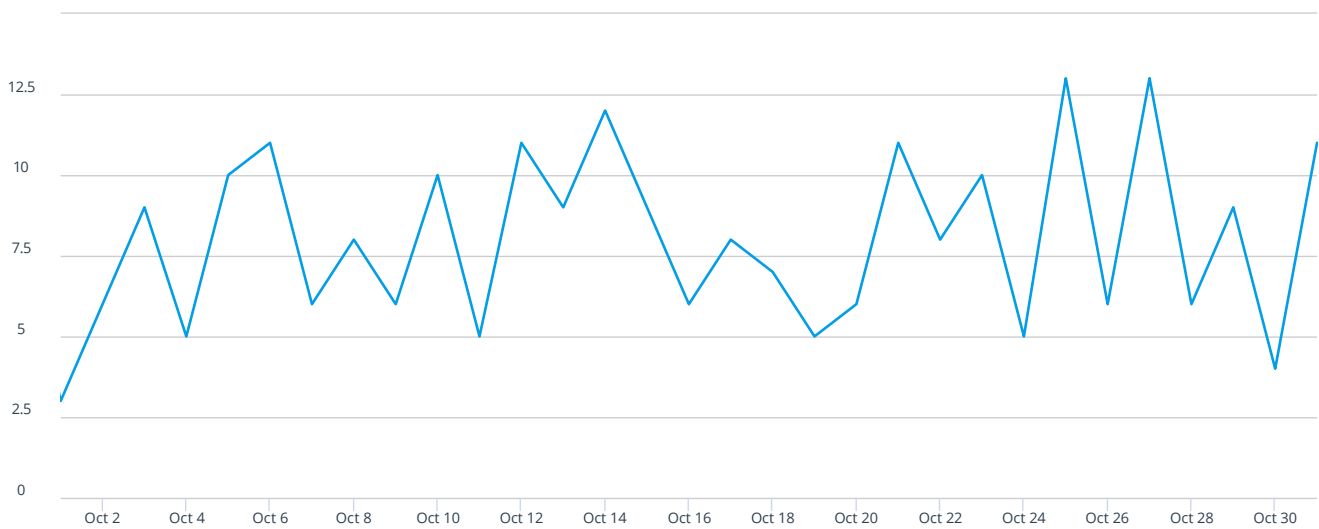
EMS
Percentage of Total Incidents

248

INCIDENTS
In Selected Time Slice

31

DAYS
In Selected Time Slice



Counts % Rows % Columns % All

Week Ending	10/2/22	10/9/22	10/16/22	10/23/22	10/30/22	11/6/22	11/13/22	11/20/22	11/27/22	12/4/22	12/11/22	12/18/22	12/25/22	Total
(11) Structure Fire			1		1									2
(32) Emergency medical service (EMS) incident	6	51	55	52	49	9								222
(41) Combustible/f... spills & leaks	1		1		2									4
(42) Chemical release, reaction, or toxic condition					1									1
(44) Electrical wiring/equipm.. problem		1												1
(46) Accident, potential accident				1										1
(55) Public service assistance						1								1
(61) Dispatched and canceled en route		2	3		2									7
(65) Steam, other gas mistaken for smoke			1	1										2
(67) HazMat release investigation w/no HazMat				1		1								2
(73) System or detector malfunction	2	1												3
(74) Unintentional system/detect... operation (no fire)			1		1									2
Total	9	55	62	55	56	11								248



OWOSSO POLICE DEPARTMENT

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

MEMORANDUM

DATE: 15 November 2022
TO: Owosso City Council
FROM: Eric E. Cherry
Police Department Lieutenant
RE: October 2022 Police Activity Report

	October 2020	October 2021	October 2022
Part I Crimes	29	32	26
Part II Crimes	53	71	85
Violent Crimes	13	10	9
Total Reports	136	135	167
Felony Arrests	9	11	13
Total Arrests	32	43	42
Traffic Stops	63	35	52
CAD Events	565	887	1032

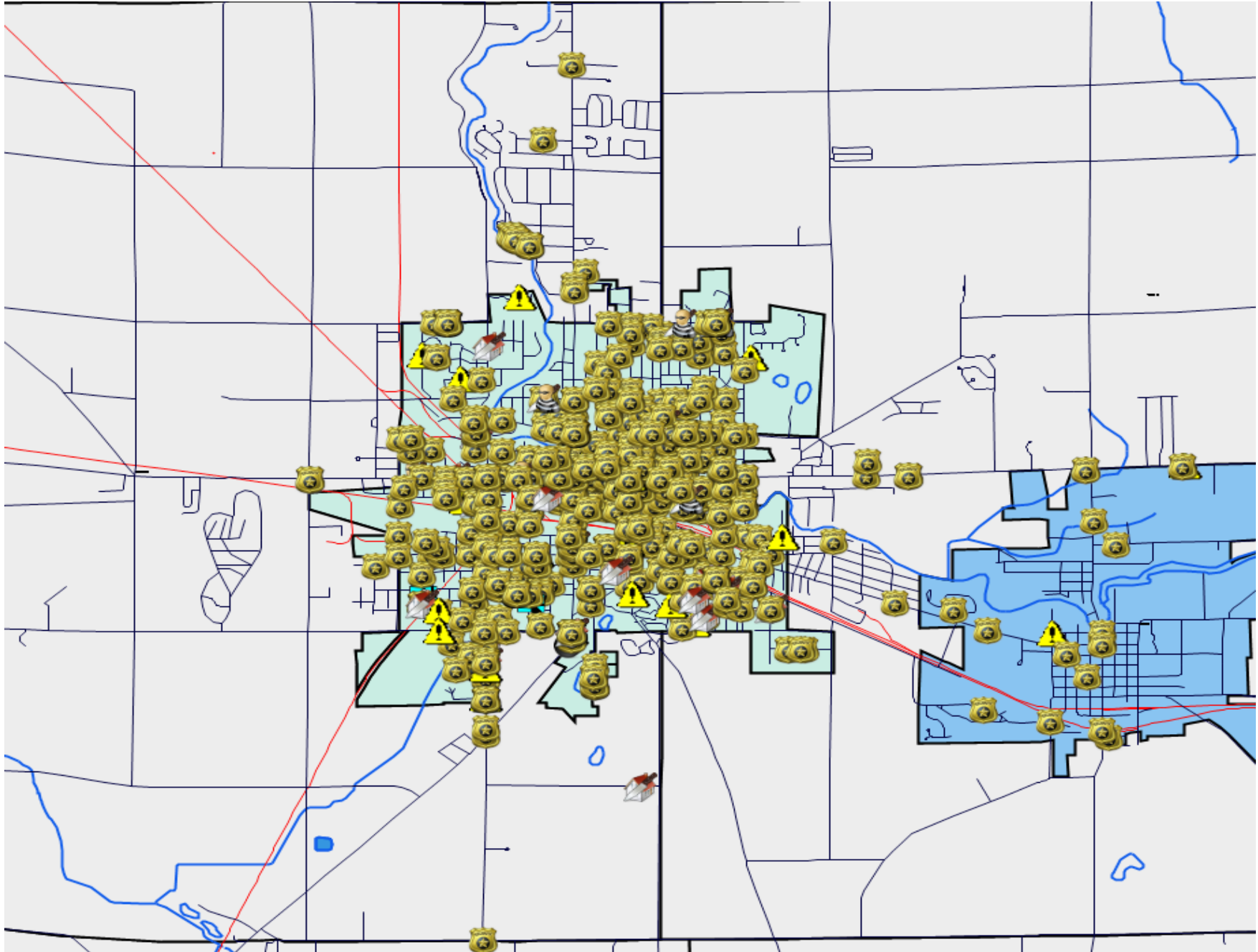
Master Plan Goal 3.1, 3.2

The Police Department's administration met with Shiawassee Health & Wellness on several occasions to discuss the 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 administration met with Shiawassee County Central Dispatch and Motorola, where options for a radio tower location were discussed as the original plan of on Owosso Memorial Hospital had to be cancelled due to flight path issues and accessibility of the tower. The City of Owosso property on Hintz Road was discussed as a possible option for the tower that would assist in the lack of reception inside the City currently.

The Police Department's administration met with the Shiawassee County Sheriff's Office and the Perry Police Department to discuss a recently awarded Office of Highway Safety grant. Our officers have 178 hours overtime in the next year for Operating while Intoxicated, Speeding, Distracted Driving and Seat Belt enforcement.

POLICE CALL LOCATIONS IN OCTOBER 2022



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

November 2, 2022, AT 7:30 A.M.

CALL TO ORDER: The meeting was called to order by Chairman Jon Moore at 7:35 A.M.

ROLL CALL: Taken by Director Kuiper

MEMBERS PRESENT: Chairman Jon Moore, Vice-Chairman Brianna Marrah, Commissioners: Josh Ardelean, Lance Omer, Nicole Reyna.

MEMBERS ABSENT: Commissioners Bill Gilbert, Sue Osika, and Melissa Wheeler

OTHERS PRESENT: Beth Kuiper, Director; Nick Bruckman, AmeriCorps Service Member

AGENDA:

IT WAS MOVED BY COMMISSIONER ARDELEAN AND SUPPORTED BY VICE-CHAIR MARRAH TO APPROVE THE AGENDA.

AYES: ALL. MOTION CARRIED.

MINUTES:

IT WAS MOVED BY COMMISSIONER ARDELEAN AND SUPPORTED BY VICE-CHAIR MARRAH TO APPROVE THE MINUTES AS PRESENTED FOR THE REGULAR MEETING HELD OCTOBER 5, 2022 WITH AMENDED YEAR.

AYES: ALL. MOTION CARRIED.

PUBLIC COMMENTS:

No public comments.

ITEMS OF BUSINESS:

- 1. CHECK REGISTER OCTOBER 2022:** Brief update provided regarding expenses.

MOTION BY COMMISSIONER GILBERT, SUPPORTED BY VICE-CHAIR MARRAH TO APPROVE THE CHECK REGISTER AS PRESENTED FOR OCTOBER 2022.

AYES: ALL. MOTION CARRIED.

- 2. BUDGET REPORT:** Financial committee to meet November 17, 2022 for further discussion.

- 3. SHIACASH REPORT:** No longer will the ShiaCash Report be on the agenda as an item of business. The Shiawassee Chamber of Commerce manages this program, not the DDA.

4. **CHARGEPOINT REPORT:** No longer will the ChargePoint Report be on the agenda as an item of business. Director Kuiper will notify the Board of Directors if significant changes are presented with use and/or financial status.
5. **ELECTRIC VEHICLE STATIONS:** Charge Deals will be incorporated into the stations for small business support. A ribbon cutting is scheduled for 11/10/22 at 1pm. Please see the attached invite to this packet. Future Energy, Consumers Energy, Charge Deals, and three EV vehicles will be present. Bangin' Bowls will also be on site with samples.
6. **OMS NATIONAL CERTIFICATION:** The OMS National Certification must be renewed for another 2 years. All paperwork has been submitted and the Michigan Main Street and National Main Street will be following up with Director Kuiper for next steps.
7. **WEBSITE CHANGES:** Director Kuiper met with current website host AJ Morris to discuss website changes. Morris submitted a program and service detail with associated costs to streamline processes and utilize software to reduce error and labor. Revisions from the Board were given to Director Kuiper for a website host renewal resolution by next month.
8. **FINANCIAL COMMITTEE:** The financial committee will meet monthly with quarterly revisions to the budget in order to satisfy the State of Michigan Corrective Action Plan.

COMMITTEE UPDATES:

1. **Design:** Fountain Park wall will be repaired mid-November. No November meeting due to elections and open gun season. Christmas decorating staff will not be hired this year due to budget constraints.
2. **Promotion:** Ghoul's Night Out was a huge success, Influencer Program with the Vibrancy Grant is coming to fruition, Glow decorating is November 5th at 10am at Main Street Plaza, NYE Block Party is in full swing with planning.
3. **Organization:** A social media schedule was introduced, reaching out to content creators and the District Liaison program is getting lifted.
4. **Economic Vitality:** 2 Revolving Loan Fund applications were passed at City Council and 2 Match on Main grant applications to be submitted by 10/29.

BOARD CONTINUING EDUCATION/INFORMATION:

RRC training has been completed. Director Kuiper to send out survey for available dates for the 2023 Board Retreat.

DIRECTOR UPDATES:

PUBLIC COMMENTS:

BOARD COMMENTS:

ADJOURNMENT:

IT WAS MOVED BY COMMISSIONER REYNA AND SUPPORTED BY CHAIRMAN MOORE TO
ADJOURN AT 9:01 A.M.

AYES: ALL. MOTION CARRIED.

NEXT MEETING: DECEMBER 7, 2022.