

**ATTENTION: A 30-MINUTE COUNCIL DISCUSSION PERIOD WILL BE HELD IMMEDIATELY PRIOR TO THIS REGULAR MEETING. THE PUBLIC IS WELCOME TO ATTEND.**

**CITY OF OWOSSO  
REGULAR MEETING OF THE CITY COUNCIL  
MONDAY, AUGUST 07, 2023  
7:30 P.M.**

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

**AGENDA**

**OPENING PRAYER:**

**PLEDGE OF ALLEGIANCE:**

**ROLL CALL:**

**APPROVAL OF THE AGENDA:**

**APPROVAL OF THE MINUTES OF REGULAR MEETING OF JULY 17, 2023:**

**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. Public Hearing – Fortune Telling Ordinance Repeal. Conduct a public hearing to receive citizen comment regarding the proposed repeal of Chapter 19, Offenses, Section 19-4, *Fortune telling*, of the Code of Ordinances of the City of Owosso, to comply with Michigan State Law.

**CITIZEN COMMENTS AND QUESTIONS**

**CONSENT AGENDA**

1. Traffic Control Order – PFC Cantu Annual 5k Run/Walk. Approve request from Jennifer Clarke, event organizer, for the partial closure of various streets in the northeast quadrant of the City for the PFC Cantu Annual 5k Run/Walk from 8:00 a.m.-1:00 p.m. on Sunday, August 27, 2023, waive the insurance requirement, and approve Traffic Control Order No. 1504 formalizing the permission.  
**Master Plan Implementation Goals: 4.2, 4.6, 5.12**
2. Purchase Order Amendment – Stewart Street Sanitary and Storm Sewer. Authorize amendment to Purchase Order No. 43910 with Monchilov Sewer Service LLC for inspection of the sanitary and storm sewer lines along Stewart Street, increasing the amount by \$18,125.00 to \$27,793.00 for further investigation of 15 lateral storm sewer connections and the internal repair of 4 areas of the sanitary sewer line, and further authorize payment up to \$27,793.00 upon satisfactory completion of the work or portion thereof.

3. Change Order - 2023 Water Service Line Identification Project. Approve Change Order No. 2 to the contract with Monchilov Sewer Service, LLC for the 2023 Water Service Line Identification Project, increasing the contract \$81,875.00 for the investigation of 325 additional addresses, funded as part of the City's Drinking Water Asset Management Grant (DWAM), and further approve payment to the contractor up to the contract amount, including Change Order Nos. 1 & 2, upon satisfactory completion of the project or portion thereof.  
**Master Plan Implementation Goals: 3.4**
4. Change Order – DWAM Grant - Engineering Services Agreement. Approve Change Order No. 2 to the DWAM Grant - Engineering Services Agreement with OHM Advisors for the provision of additional administrative services for an additional 325 addresses in the amount of \$78,000.00, and authorize payment up to the contract amount plus Change Order Nos. 1 & 2 upon satisfactory completion of the work or portion thereof.
5. Change Order – 2023 Sidewalk Program. Approve Change Order No. 1 to the 2023 Sidewalk Program Contract with KMI Road Maintenance, LLC for additional sidewalk replacement along the James S. Miner River Walk in the amount of \$24,962.00 and authorize payment up to the contract amount plus Change Order No. 1 upon satisfactory completion of the work or portion thereof.
6. Change Order – WWTP Solids Handling Project. Approve Change Order No. 3 to the contract with Sorensen Gross Company for the WWTP Solids Handling Improvements Project increasing the contract by \$329,732.00, contingent upon receipt of approval by EGLE (2022 CWSRF project), and further approve payment to the contractor up to the contract amount, including Change Order Nos. 1-3, upon satisfactory completion of the project or portion thereof.  
**Master Plan Implementation Goals: 3.4, 3.7**
7. Change Order – WTP Backwash VFD Voltage Protection Project. Approve Change Order No. 1 to the contract with MP Predictive Technologies, Inc for the WTP Backwash VFD Voltage Protection Project increasing the contract by \$3,344.06 for additional parts and labor, and further approve payment to the contractor up to the revised contract amount of \$28,917.90 upon satisfactory completion of the project.
8. Sole Source Purchase Authorization – BS&A Timesheets. Authorize purchase of the Timesheets module from sole source provider BS&A in the amount of \$15,790.00 and further authorize payment to the vendor upon satisfactory installation and training.
9. Purchase Authorization – Phone System. Waive competitive bidding requirements, authorize the purchase of a new Cisco phone system, including new handsets and migration to the WebEx Calling platform, from Logicalis, Inc in the amount of \$70,258.03 utilizing State of Michigan Contract No. 210000001333, and further authorize payment to the vendor upon satisfactory installation and training.
10. Purchase Authorization – Road Salt. Authorize the purchase of road salt from Detroit Salt Company, LLC under State of Michigan Contract No. 1800000000768 in the amount of \$89,502.00 for 1400 tons of road salt at \$63.93/ton seasonal fill, to be delivered as needed for the 2023-2024 contract period.
11. Warrant No. 631. Authorize Warrant No. 631 as follows:

Vendor	Description	Fund	Amount
BS&A Software	Annual Software Management/Support	Various	\$26,921.00
Shiawassee Economic Development Partnership	Annual Investment FYE 06-30-2024	General	\$40,000.00
Waste Management	Service from July 1, 2023 – July 15, 2023	WWTP	\$11,540.70
Waste Management	Service from July 16, 2023–July 31, 2023	WWTP	\$10,372.19
		Total	\$88,833.89

12. Check Register – July 2023. Affirm check disbursements totaling \$1,899,692.35 through July 21, 2023.

### **ITEMS OF BUSINESS**

1. ARPA Funding – Allocated Projects Amendment. Consider amending the list of projects that have been allocated ARPA funds.

### **COMMUNICATIONS**

1. Brad A. Barrett, Finance Director. Financial Report – June 2023.
2. Downtown Development Authority/Main Street. Minutes of July 18, 2023.
3. Parks & Recreation Commission. Minutes of July 18, 2023.
4. Downtown Historic District Commission. Minutes of July 19, 2023.
5. Planning Commission. Minutes of July 24, 2023.
6. WWTP Review Board. Minutes of July 25, 2023.

### **CITIZEN COMMENTS AND QUESTIONS**

### **NEXT MEETING**

Monday, August 21, 2023

### **BOARDS AND COMMISSIONS OPENINGS**

Building Board of Appeals – Alternate - term expires June 30, 2024  
Building Board of Appeals – Alternate - term expires June 30, 2025  
Downtown Development Authority – Resident – term expires June 30, 2025  
Zoning Board of Appeals – Alternate – term expires June 30, 2024  
Zoning Board of Appeals – Alternate – term expires June 30, 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](mailto:city.clerk@ci.owosso.mi.us). The City of Owosso Website address is [www.ci.owosso.mi.us](http://www.ci.owosso.mi.us).

**PLEASE TAKE NOTICE THAT THE FOLLOWING MEETING  
CAN ONLY BE VIEWED VIRTUALLY**

The Owosso City Council will conduct an in-person meeting on August 7, 2023. Citizens may view and listen to the meeting using the following link and phone numbers.

**OWOSSO CITY COUNCIL  
Monday, August 7, 2023  
at 7:30 p.m.**

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

- **Join Zoom Meeting:**  
<https://us02web.zoom.us/j/82084722394?pwd=dGlxcGplM2oxV09wS2l1MIJqY1J6UT09>
- **Meeting ID: 820 8472 2394**
- **Password: 995338**
- **One tap mobile**

+13092053325,,82084722394#,,,,\*995338# US  
+13126266799,,82084722394#,,,,\*995338# US (Chicago)

**Dial by your location**

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

- **For video instructions visit:**
  - o Signing up and Downloading Zoom <https://youtu.be/qsy2Ph6kSf8>
  - o Joining a Zoom Meeting <https://youtu.be/hlkCmbvAHQQ>
  - o Joining and Configuring Audio and Video <https://youtu.be/-s76QHshQnY>
- **Helpful notes for participants:** [Helpful Hints](#)
- **Meeting packets are published on the City of Owosso website** <http://www.ci.owosso.mi.us>

Any person who wishes to contact members of the City Council to provide input or ask questions on any business coming before the Council on August 7, 2023 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](mailto: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](mailto:city.clerk@ci.owosso.mi.us). The City of Owosso Website address is [www.ci.owosso.mi.us](http://www.ci.owosso.mi.us).

**CITY OF OWOSSO  
REGULAR MEETING OF THE CITY COUNCIL  
MINUTES OF JULY 17, 2023  
7:30 P.M.  
VIRGINIA TEICH CITY COUNCIL CHAMBERS**

**PRESIDING OFFICER:** MAYOR ROBERT J. TEICH, JR.

**OPENING PRAYER:** PASTOR GARY BEAL  
CHURCH OF JUBILEE

**PLEDGE OF ALLEGIANCE:** MATTHEW BARTOW  
ARGUS-PRESS STAFF WRITER

**PRESENT:** Mayor Robert J. Teich, Jr., Mayor Pro-Tem Susan J. Osika,  
Councilmembers Janae L. Fear, Jerome C. Haber, Daniel A. Law, Emily  
S. Olson, and Nicholas L. Pidek.

**ABSENT:** None.

**APPROVE AGENDA**

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

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

**APPROVAL OF THE MINUTES OF REGULAR MEETING OF JULY 3, 2023**

Motion by Mayor Pro-Tem Osika to approve the Minutes of the Regular Meeting of July 3, 2023 as presented.

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

**PROCLAMATIONS / SPECIAL PRESENTATIONS**

None.

**PUBLIC HEARINGS**

None.

**CITIZEN COMMENTS AND QUESTIONS**

Eddie Urban, 601 Glenwood Avenue, presented the Mayor and other members of Council with copies of The Argus-Press that they have appeared in as well as acid-free plastic bags for storing them. He also commented about the possible closure of VA hospitals.

Patrice Martin, 615 N. Park Street, Owosso Pride board member, commented about what a great event Pride Weekend was this year and she read aloud several comments from participants supporting the event, what it stands for, and what it means to the LGBTQIA+ community.

Tom Manke, 2910 W. M-21, noted that work was beginning on the restoration of the Quaker Oats sign downtown. He also announced the 8<sup>th</sup> annual organic cruise will be taking place this Friday and Saturday downtown.

Cheryl Stevenson, 1216 Willow Street, Owosso Pride board member, read aloud several comments from Pride participants expressing their support for the event and the LGBTQIA+ community. She said it made her proud as a parent that kids in Owosso will know they are welcomed and loved and do not have to hide who they are.

Jeff Turner, 204 Oakwood Avenue, said he was recently almost hit by a Corunna police officer that ignored a stop sign while traveling through an intersection at an elevated speed without lights and sirens. He asked why a Corunna officer was responding to a police call in Owosso and why she didn't have her lights and sirens on.

Tyler Corbin, 4750 W. M-21, Owosso Pride board member, read aloud more positive comments about the recent Owosso Pride Weekend, highlighting a comment from a participant thanking the man giving out "Dad Hugs" that hugged him on what happened to be the anniversary of his father's death.

Don Fields, Calvary Baptist Church elder, said he appreciates the attention that Council gives to those making comments during the meeting. He went on to ask if the fortune telling ordinance really should be repealed, saying that it protects people from others that might want to defraud them. He asked the Council if they would welcome a tarot card reading at the beginning of their meetings instead of a prayer.

Geno Phillips, Oakley resident and member of Calvary Baptist Church, read aloud several passages from the Bible condemning fortune tellers. He requested that the Council take no action to repeal the City's fortune telling ordinance. He concluded by posing the question "Whose laws will you follow? God's or man's?"

Barbara Nees, co-owner of Barrister Brewing, told the Council and City Manager that she thinks the City has some pretty awesome people working for it. She said of all of the organizations she's dealt with in getting Barrister Brewing off the ground the City's personnel were the most helpful. She said that her general contractor even made a comment about how everyone at the City was so nice.

Pastor Gary Beal said he moved here from Texas seven years ago, and at that time a lady from Flint told him that Owosso was a hateful place with a long past. He was happy to report that he has not found Owosso to be that way, but he cautioned the Council not to become complacent and always be mindful of the direction the City is headed.

Councilmember Law announced that he has tickets for the Firefighter Memorial BBQ that will be held July 29<sup>th</sup> at the Conservation Club. There will be live bands, a 50/50 drawing, and a silent auction to raise money for the Firefighter's Memorial Fund (currently a little over \$47,000).

## **CONSENT AGENDA**

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

**First Reading & Set Public Hearing – Fortune Telling Ordinance Repeal**. Conduct first reading and set a public hearing for Monday, August 7, 2023 to receive citizen comment regarding the proposed repeal of Chapter 19, Offenses, Section 19-4, *Fortune telling*, of the Code of Ordinances of the City of Owosso, to comply with Michigan State Law as follows:

### **RESOLUTION NO. 129-2023**

#### **AUTHORIZING FIRST READING & SETTING A PUBLIC HEARING REGARDING THE PROPOSAL TO REPEAL SEC. 19-4, FORTUNE TELLING,**

## OF THE CODE OF ORDINANCES

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has a fortune telling ordinance that is no longer applicable as the State of Michigan long ago repealed the law banning said services; and

WHEREAS, the City desires to repeal the ordinance banning fortune telling within the City limits; and

WHEREAS, it is the long-standing practice of the City Council to hold a public hearing to receive citizen comment regarding any and all proposed ordinance amendments.

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

SECTION 1. AMENDMENT. That Chapter 19, Offenses, Article 1, Section 19-4, *Fortune telling*, of the Code of Ordinances of the City of Owosso be repealed in its entirety as follows:

~~**Sec. 19-4. –Fortune telling.** It shall be unlawful for any person to pretend for money or gain, to predict future events by cards, tokens, trances, the inspection of the hands or the conformation of the skull of any person, mind reading so-called, or by consulting the movements of the heavenly bodies.~~

SECTION 2. PUBLIC HEARING. A public hearing is set for Monday, August 7, 2023, at 7:30 p.m. for the purpose of hearing citizen comments regarding the proposed amendment to the Code of Ordinances.

SECTION 3. AVAILABILITY. This ordinance may be purchased or inspected in the city clerk's office, Monday through Friday between the hours of 9:00 a.m. and 5:00 p.m.

SECTION 4. EFFECTIVE DATE: This repeal shall become effective twenty days after passage.

**Traffic Control Order Request – Oat Fest.** Approve the request from Lizzie Fredrick, Owosso Main Street DDA Executive Director, for the closure of Main Street Plaza on Friday, July 28, 2023 from 3:00 p.m. – 10:00 p.m. for the Oat Fest event, and further approve Traffic Control Order No. 1502 formalizing the request.

Master Plan Implementation Goals: 4.2, 4.6, 5.9, 5.12

**Traffic Control Order – Vintage Motorcycle Days.** Approve the request from Lizzie Fredrick, Owosso Main Street DDA Executive Director, for the closure of Main Street Plaza, S. Washington St. from Main St. to Water St., and Comstock St. from Water St. to Park St. on Saturday, August 26, 2023 from 7:00 a.m. – 4:00 p.m. for the Vintage Motorcycle Days event, and further approve Traffic Control Order No. 1503 formalizing the request.

Master Plan Implementation Goals: 4.2, 4.6, 5.9, 5.12

**Contract Amendment No. 1 – Professional Services Agreement - Auditing Services Contract.** Approve Amendment No. 1 to the Professional Services Agreement - Auditing Services Contract with Berthiaume & Co. CPAS increasing the first year of the contract in an amount not to exceed \$2,500.00 for the correction of the City's fixed assets depreciation schedules and authorize payment to the vendor upon satisfactory completion of the task as follows:

### RESOLUTION NO. 130-2023

#### AUTHORIZING AMENDMENT NO. 1 TO THE PROFESSIONAL SERVICES AGREEMENT – AUDIT SERVICES CONTRACT WITH BERTHIAUME & CO. CPAS

WHEREAS, Owosso City Council approved a multiyear service contract with Berthiaume & Co. CPAS on May 1, 2023 for the provision of annual audit services; and

WHEREAS, in anticipation of this year's audit, the firm has reviewed the City's financial data and a discrepancy between the fixed asset depreciation schedules and the financial statements has been discovered; and

WHEREAS, additional work will be required to resolve the discrepancy, necessitating an amendment to the services agreement.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF OWOSSO, SHIAWASSEE COUNTY, MICHIGAN:

- FIRST: the City of Owosso has heretofore determined that it is advisable and necessary and in the public interest to engage Berthiaume & Co. CPAS, certified public accountants, to improve and correct the depreciation schedules for the City of Owosso, Michigan.
- SECOND: that Amendment No. 1 to the Professional Services Agreement – Audit Services contract is hereby approved, increasing the first year of the contract in an amount not to exceed \$2,500.00, resulting in a first-year total of \$33,500.00.
- THIRD: the Mayor and City Clerk are hereby instructed and authorized to sign the amendment, substantially in the form attached.
- FOURTH: the Accounts Payable department is authorized to submit payment to Berthiaume & Co. CPAS in an amount not to exceed \$33,500.00 in the first year.
- FIFTH: the above expenses will be paid from various funds as budgeted.

**\*Bid Award – 2023 NEP Grant Construction Project – HDF-2023-37-NEP.** Accept the low bid of Keyes Quality Construction LLC for the 2023 NEP Grant Construction Project (HDF-2023-37-NEP) in the amount of \$70,000.00 and authorize payment to the contractor in accordance with NEP Grant guidelines as follows:

#### **RESOLUTION NO. 131-2023**

#### **AUTHORIZING AWARD OF THE 2023 NEP GRANT CONSTRUCTION PROJECT (HDF-2023-37-NEP) BID TO KEYES QUALITY CONSTRUCTION LLC**

WHEREAS, the Michigan State Housing Development Authority Neighborhood Enhancement Program (NEP) is designed to improve the livability and aesthetic of homes in economically disadvantaged neighborhoods through the funding of exterior improvements to homes/property; and

WHEREAS, the City of Owosso applied for and received an NEP grant totaling \$75,000; \$70,000 of which is assigned to assist willing property owners in funding exterior improvements to their homes, such as roof replacement, window replacement, and siding; the remaining \$5,000 is allocated for administrative expenses; and

WHEREAS, the beneficiaries of this grant include five (5) residents of the community needing exterior home improvements that meet the qualifications of the program; and

WHEREAS, the City of Owosso, as the named administrator for the grant, sought bids from contractors for performance of the necessary exterior home improvements; a bid was received from Keyes Quality

Construction LLC and it is hereby determined that Keyes Quality Construction LLC is qualified to provide such services and that it has submitted the lowest responsible and responsive bid in the amount of \$70,533.75; and

WHEREAS, per the terms of the grant agreement construction costs cannot exceed \$70,000; City Staff will negotiate with the contractor to bring the total contract amount under this threshold.

NOW THEREFORE BE IT RESOLVED by the City Council and 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 employ Keyes Quality Construction LLC for exterior improvements to five residential homes as a part of the 2023 NEP Grant Construction Project (HDF-2023-37-NEP) in the amount of \$70,000.00.
- SECOND: The City Manager and the Planning & Building Director, having been previously designated as authorized signers for the grant, are instructed and authorized to sign the document substantially in the form attached, Homeowner and Contractor Contract, 2023 NEP Grant Construction Project (HDF-2023-37-NEP), with one contract signed for each home selected for participation in the program.
- THIRD: The Accounts Payable department is authorized to pay Keyes Quality Construction LLC for work satisfactorily completed on the project up to the contract amount, with prior approval from MSHDA.
- FOURTH: The above expenses shall be paid from the Housing & Redevelopment Fund 254-200-818.000.

**Purchase Authorization – Two Police Vehicles.** Waive competitive bidding requirements, authorize a joint purchase from Lunghamer Ford of Owosso, LLC for the purchase of two 2024 Ford Interceptor Police Utility vehicles in the amount of \$97,452.00 under the terms of State of Michigan Contract No. 071B7700180 / Macomb County Contract # 21-18, and further authorize payment to the vendor upon satisfactory delivery of the vehicles \$39,500.00 of which shall be reimbursed with USDA Rural Development grant funding as follows:

#### **RESOLUTION NO. 132-2023**

#### **AUTHORIZING THE PURCHASE OF TWO POLICE UTILITY VEHICLES FROM LUNGHAMER FORD OF OWOSSO, LLC VIA MACOMB COUNTY CONTRACT NO. 21-18**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has a police department requiring the use of police vehicles and said police vehicles must be periodically replaced; and

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

WHEREAS, the City of Owosso desires to purchase two new police utility vehicles from Lunghamer Ford of Owosso, LLC, holder of Macomb County Contract No. 21-18 for police vehicles; and it is hereby determined that Lunghamer Ford of Owosso, LLC is qualified to provide such vehicles and that it has submitted a responsible and responsive bid.

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

- FIRST: The City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to purchase two 2024 Ford Interceptor Police Utility Vehicles from Lunghamer Ford of Owosso, LLC utilizing the State of Michigan Contract No. 071B7700180/Macomb County Contract # 21-18, with a per vehicle cost to the City of Owosso of \$48,726.00, for a total cost of \$97,452.00.
- SECOND: The Finance Director and the Director of Public Safety are hereby instructed and authorized to sign documents necessary to complete the purchase.
- THIRD: Payment to Lunghamer Ford of Owosso, LLC in the amount of \$97,452.00 is authorized upon delivery of said police vehicles.
- FOURTH: On June 28, 2023, the City of Owosso was awarded a grant for \$39,500.00 through the USDA Rural Development Office to be used toward the purchase of the two police vehicles noted above.
- FIFTH: The above expenses shall be paid from the Police Division Capital Outlay fund 101-301-978.000.

**Master Plan Implementation Goals: 3.2**

**\*Professional Services Agreement – 2024 Bridge Maintenance Projects Engineering Services.**

Waive competitive bidding requirements, approve a Professional Services Agreement with Spicer Group, Inc. for full design engineering and construction administration services the 2024 Bridge Maintenance Projects in the amount of \$58,477.00, and authorize payment to the engineer as terms of the contract are fulfilled as follows:

**RESOLUTION NO. 133-2023**

**AUTHORIZING THE EXECUTION OF AN AGREEMENT  
FOR PROFESSIONAL ENGINEERING SERVICES  
WITH SPICER GROUP, INC.  
FOR THE 2024 BRIDGE MAINTENANCE PROJECTS**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, approved a contract with Spicer Group, Inc. in 2022 for inspection of the Gould Street Bridge and Oakwood Pedestrian Bridge; and

WHEREAS, the City desires to make the necessary repairs recommended by Spicer Group, Inc. to its Gould Street Bridge and Oakwood Pedestrian Bridge; and

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

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

WHEREAS, the City has reviewed the proposal provided by Spicer Group, Inc. in the amount of \$58,477.00, and has determined that the scope of services proposed by Spicer Group, Inc. to be wholly appropriate and recommends approval of the same; and

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

- FIRST: The City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to employ the firm of Spicer Group, Inc. to provide design and construction engineering services for the 2024 Bridge Maintenance Projects.
- SECOND: The Mayor and City Clerk are instructed and authorized to sign the document substantially in the form attached as Exhibit A, Addendum No. 2023-02 to the FY2023-2024 General Engineering Services Agreement with Spicer Group, Inc., in an amount not to exceed \$58,477.00.
- THIRD: The Accounts Payable department is authorized to make payment up to the amount of \$58,477.00 to Spicer Group, Inc. upon successful completion of stated work.
- FOURTH: The above expenses shall be paid from Major Street Fund Acct No. 202-473-818.000 (\$31,227.00), Parks Fund Acct No. 101-751-974.000 (\$27,250.00), and other funds as appropriated.

**Master Plan Implementation Goals: 3.4**

**Warrant No. 630 – Correction.** Authorize correction to Warrant No. 630 as follows:

Vendor	Description	Fund	Amount
Waste Management	Service Period 06-01-2023 – 06/15/2023	WWTP	\$11,011.93
Caledonia Charter Township	Quarterly Payment per July 2006 water district agreement	Water	<b>\$47,942.90</b> <del>\$47,792.90</del>
Owosso Charter Township	Quarterly Payment per February 2011 water agreement	Water	\$18,926.33

Motion supported by Councilmember Olson.

Roll Call Vote.

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

NAYS: None.

**ITEMS OF BUSINESS**

None.

**COMMUNICATIONS**

Toni Marr, Downtown Development Authority. Letter of resignation.  
Tanya S. Buckelew, Planning & Building Director. June 2023 Building Department Report.  
Tanya S. Buckelew, Planning & Building Director. June 2023 Code Violations Report.  
Tanya S. Buckelew, Planning & Building Director. June 2023 Inspections Report.  
Tanya S. Buckelew, Planning & Building Director. June 2023 Certificates Issued Report.  
Kevin D. Lenkart, Public Safety Director. June 2023 Police Report.  
Kevin D. Lenkart, Public Safety Director. June 2023 Fire Report.  
Brownfield Redevelopment Authority. Minutes of June 14, 2023.  
Parks & Recreation Commission. Minutes of June 28, 2023.

### **CITIZEN COMMENTS AND QUESTIONS**

Eddie Urban, 601 Glenwood Avenue, said he forgot to mention that he purchased matching Curwood Days mugs for Mayor Teich and his wife. He also told a tale about how God, on the eighth day, created the motorcycle.

Tom Manke, 2910 W. M-21, noted that the Summer Praise events are going on now and there are some great gospel artists that will be coming to town. He also asked if the City was planning to tear down the amphitheater and move it once the new owners of the old Middle School take control of the parking lot and remove all the ADA accessible parking for the theater.

Rebecca Runyan, 1115 N. Chipman Street, said she is grateful for this Council and thanked them for hearing her and making her feel welcome.

Joe Moore, 304 Michigan Avenue, thanked Councilmembers for the love they have for the City and its citizens.

Councilmember Fear noted that she and Councilmember Olson had recently toured parts of the city with a differently abled person who pointed out a myriad of areas that are not ADA accessible. City Manager Henne acknowledged the problem and noted that MDOT will be fixing the intersections along the state trunklines to be more accessible.

Ms. Fear went on to say that she is super excited about the refurbishment of the Quaker Oats mural downtown and announced the first ever Oat Fest July 28<sup>th</sup> from 6:00pm until 9:00pm. There will be kids' games, a facial hair contest, food trucks, and numerous vendors. Entry to the event is free and it promises to be Oatrageous! Mayor Teich thanked Councilmembers Fear and Olson, as well as DDA Director Lizzie Fredrick for working to put this event together in such a short period of time. He also noted that the DDA is looking for anyone interested in volunteering for the event.

Councilmember Law said he thought the City had an agreement in place to allow for the continued use of the old Middle School parking lot by those attending events at the amphitheater. City Manager Henne indicated he would look into the matter.

### **NEXT MEETING**

Monday, August 07, 2023

### **BOARDS AND COMMISSIONS OPENINGS**

Building Board of Appeals – Alternate - term expires June 30, 2024  
Building Board of Appeals – Alternate - term expires June 30, 2025  
Downtown Development Authority – Resident – term expires June 30, 2025  
Zoning Board of Appeals – Alternate – term expires June 30, 2024  
Zoning Board of Appeals – Alternate – term expires June 30, 2025

### **ADJOURNMENT**

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

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

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Robert J. Teich, Jr., Mayor

---

Amy K. Kirkland, City Clerk

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



# OWOSSO PUBLIC SAFETY

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

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## *MEMORANDUM*

---

DATE: July 10, 2023  
TO: Owosso City Council  
FROM: Kevin Lenkart  
Owosso Public Safety Chief  
RE: Repeal of Fortune Telling Ordinance

---

### **Recommendation:**

I recommend Council approve the attached resolution setting a public hearing for Monday, August 7, 2023 at 7:30 p.m. to receive citizen comment regarding the proposed repeal of Sec. 19-4, Fortune telling, of the Code of Ordinances.

### **Background:**

The recommended repeal of Sec. 19-4 would nullify the ordinance to comply with Michigan State law.

ORDINANCE NO.

APPROVING THE PROPOSAL TO REPEAL SEC. 19-4, FORTUNE TELLING,  
OF THE CODE OF ORDINANCES

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has a fortune telling ordinance that is no longer applicable as the State of Michigan long ago repealed the law banning said services; and

WHEREAS, the City desires to repeal the ordinance banning fortune telling within the City limits; and

WHEREAS, the City Council held a public hearing on August 8, 2023, [heard all interested persons](#), and deliberated on the proposed ordinance repeal.

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

SECTION 1. AMENDMENT. That Chapter 19, Offenses, Article 1, Section 19-4, *Fortune telling*, of the Code of Ordinances of the City of Owosso be repealed in its entirety as follows:

~~**Sec. 19-4. --Fortune telling.** It shall be unlawful for any person to pretend for money or gain, to predict future events by cards, tokens, trances, the inspection of the hands or the conformation of the skull of any person, mind reading so-called, or by consulting the movements of the heavenly bodies.~~

SECTION 2. SEVERABILITY. If any section, subsection, sentence, clause or phrase of this article is, for any reason, held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this article. The city hereby declares that it would have passed this ordinance, and each section, subsection, clause or phrase thereof, irrespective of the fact that any one (1) or more sections, subsections, sentences, clauses and phrases be declared unconstitutional.

SECTION 3. AVAILABILITY. This ordinance may be purchased or inspected in the city clerk's office, Monday through Friday between the hours of 9:00 a.m. and 5:00 p.m.

SECTION 4. EFFECTIVE DATE: This repeal shall become effective August 28, 2023.



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

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# ***MEMORANDUM***

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DATE: July 25, 2023  
TO: City Council  
FROM: Kevin Lenkart  
Director of Public Safety  
RE: Traffic Control Order #1504

---

Jennifer Clarke, organizer of the Cantu 5k Run, has requested the following street closures. An insurance waiver is requested for this event.

**LOCATION:**

**Mason St. at the American Legion Post (201 E. Mason St.) to Gould St.  
Gould St. to North St.  
North St. to Ball St.  
Ball St. to King St.  
King St. to Park St.  
Race ends at Park St. and Mason St. at the American Legion Post**

**DATE:**

**August 27, 2023**

**TIME:**

**8:00 am – 1:00 pm**

The Public Safety Department has issued Traffic Control Order #1504 in accordance with the Rules for the Issuance of Certain Traffic Control Orders. Staff recommends waiver of the insurance requirement, approval of the application, and further authorization of said traffic control order formalizing the action.



APPLICATION FOR USE OF  
CITY STREETS & PARKING LOTS  
FOR SPECIAL EVENTS

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

This application, plus all required documentation and fees shall be submitted to the Public Safety Department at least thirty (30) days and not more than one hundred twenty (120) days prior to the first day of the requested event, with 2 exceptions:

1. Applicants requiring the issuance of a conditional use permit as required by Sec. 38-504(4)(b), shall submit a complete application at least ninety (90) days prior to the event.
2. Applicants requesting the use of a state trunkline shall submit a complete application at least forty-five (45) days prior to the event.

Event Name: CANTO 5K RUN

Applicant Name: Jennifer Clarke Date: 7/24/2023  
(Individual or Group Name)

Primary Contact: Jennifer Clarke Title: \_\_\_\_\_

Address: 4581 E. M-71 Cornua MI 48817

Phone: 989 277-4619 Email: chancecruz2@icloud.com

Requested Date(s): August 27, 2023 Requested Hours: 8AM - 1pm  
(Including set-up and clean-up)

Area Requested (Parking Lot - Parade Route): START 201 E. MASON - GOULD - NORTH -  
BALL - KING - PARK BACK @ MASON

Detailed description of the use for which the request is made: 5K RUN TO HONOR ALL  
PAST + PRESENT VETERANS AND TO RAISE MONEY TO  
HELP VETERANS IN OUR COMMUNITY + ASKING FOR FIRE TRUCK  
TO RAISE FLAG

Please attach the following items and mark the corresponding checkbox indicating their inclusion. See back for detailed descriptions of each item:

- ☒ Executed Hold Harmless Agreement
- ☒ Map of the Event Area with Event location highlighted
- ☒ Rules or policies applicable to persons participating in proposed event
- ☐ Proof of Insurance
- or
- ☒ Request for Insurance Waiver
- ☒ Application Fee

Continued on back...

**INDEMNIFICATION AND HOLD HARMLESS AGREEMENT.** In consideration of the granting of permission by the City of Owosso to the Applicant for the use of facilities set forth above, Applicant shall indemnify, defend and hold harmless the City of Owosso, their officials, employees, agents, professionals and volunteers, collectively ("CITY") from and against any and all claims, losses, penalties, damages, settlements, costs, charges, professional fees (including attorneys' fees and related costs) and/or other expenses or liabilities of any nature whatsoever including, without limitation, the investigation and defense of any claims, arising out of or resulting from the conduct of the activities for which this application is made, and for the use of the facilities and any other facilities which are employed by the Applicant, or their guests, during the period for which the facilities requested are used, provided that any such claim, damage, loss, or expense (a) is attributable to bodily injury, sickness, disease or death, or to injury or to destruction of tangible property including the loss of the use resulting there from, and (b) is caused in whole or in part by any negligent act or omission of the Applicant, or anyone directly or indirectly employed by them, or anyone for whose acts they may be liable, regardless of whether it is caused in part by a party indemnified hereunder.

The Applicant certifies that s/he has read and examined this application and that all information contained herein is true and correct. Applicant agrees to observe all City ordinances, laws and/or conditions imposed.

Applicant Signature: \_\_\_\_\_

*Jennifer Clarke*

Date: \_\_\_\_\_

*7/24/2023*

**Information Regarding Required Documents**

**Map of the Event Area** – Map showing the general area where the event will be located. The exact event location /event route must be highlighted and the locations requiring barricades for the requested street/lot closure must be clearly marked.

**Rules or policies** - Rules and policies applicable to events and activities organized in such a manner as to constitute an invitation to members of the general public to participate in the event or activity shall comply with all applicable local, state and federal laws and regulations and shall include, at a minimum, a process for appealing decisions that have the effect of denying participation or imposing limitations on participation beyond those generally applicable to all other participants.

**Proof of Insurance** – A Certificate of Insurance and Endorsement acceptable to the City evidencing General Liability insurance for the event 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

**Request for Insurance Waiver** - The City Council may waive the 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. Check box if you are requesting waiver of insurance.

*Applicants must indicate whether they are providing proof of insurance or requesting an insurance waiver. Request for a waiver in no way guarantees a waiver will be granted.*

**Application Fee** – Fee set by resolution of City Council to offset a portion of the costs related to the processing of special events applications.

☒ \$30 Application (30-120 days prior to 1<sup>st</sup> day of event)

☐ Additional: \_\_\_\_\_

☐ \$50 Additional MDOT Closure (M-21, M-71, M-52)

☐ Additional: \_\_\_\_\_

☐ \$15 Additional-Expedited Fee (14-29 days prior to 1<sup>st</sup> day of event)

☐ Additional: \_\_\_\_\_

\$ 36<sup>00</sup> **Total Due at Time of Application. Please make check payable to: City of Owosso.**

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

Approved ☐

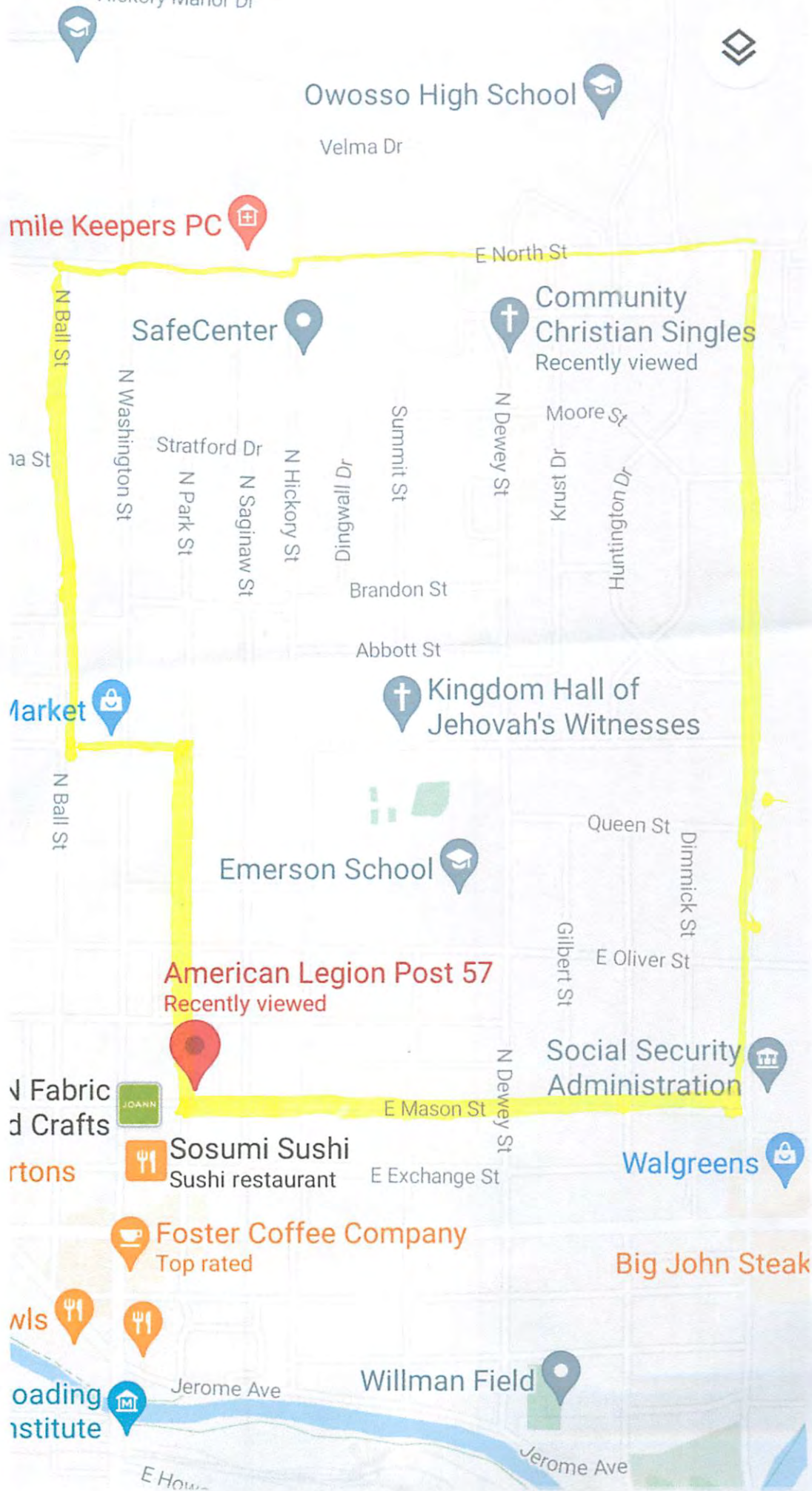
Not Approved ☐

Date: \_\_\_\_\_

Traffic Control Order Number \_\_\_\_\_

Copy of Rules & Regulations provided to Applicant ☐

Cc: DDA – Director; WCIA – Chairperson



**CITY OF OWOSSO**

**TRAFFIC CONTROL ORDER**

*(SECTION 2.53 UNIFORM TRAFFIC CODE)*

ORDER NO.:

1504

DATE:

7/25/2023

TIME:

10:00 am

REQUESTED BY:

Kevin Lenkart – Director of Public Safety

TYPE OF CONTROL:

Street Closure

LOCATION OF CONTROL:

Mason St. at the American Legion Post (201 E. Mason St) to Gould St.  
Gould St. to North St.  
North St. to Ball St.  
Ball St. to King St.  
King St. to Park St.  
Race ends at Park St. and Mason St. at the American Legion Post

EVENT/DATES:

Cantu 5k Run  
August 27, 2023  
8:00 am – 1:00 pm

APPROVED BY COUNCIL

\_\_\_\_\_, 20 \_\_\_\_

REMARKS



## MEMORANDUM

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

**DATE:** August 7, 2023  
**TO:** City Council  
**FROM:** Clayton Wehner, Director of Engineering  
**SUBJECT:** Stewart Street - Repair of Sanitary Sewer Main and Storm Sewer Lateral Investigation

### RECOMMENDATION:

Approval of repair and investigation services with Monchilov Sewer Services, LLC of Fairgrove, Michigan for the repair of the Stewart Street sanitary sewer and storm sewer lateral investigation in the amount of \$18,125.00.

### BACKGROUND:

On April 11, 2023, city staff accepted quotes to televise the sanitary sewer and storm sewer on Stewart Street between Shiawassee Street (M-52) and Washington Street. Monchilov Sewer Services, LLC was the only company to submit a quote and was issued P.O. #43910 in the amount of \$9,668.00. The televising was scheduled as a proactive measure to assess any sanitary sewer damage and the presence of storm sewer connections ahead of the scheduled Stewart Street reconstruction project.

During the televising, four areas in the sanitary sewer main were found that need internal repair patches. Additionally, there were 15 lateral connections to the storm sewer that could not be verified as abandoned. These lateral connections must be further investigated by using a lateral launch camera to determine if they are still active.

### FISCAL IMPACTS:

Sanitary sewer repair services in the amount of \$11,300.00 will be funded from the Sewer Fund 590-549-818.000. Storm sewer investigation services in the amount of \$6,825.00 will be funded from the Major Street Fund 202-451-818.000-STEWRT2024.

Attachments: (1) Resolution  
(2) Monchilov Sewer Services LLC Proposal  
(3) Original P.O.

**RESOLUTION NO.**

**AUTHORIZING REPAIR OF SANITARY SEWER MAIN  
AND STORM SEWER INVESTIGATION PROVIDED BY  
MONCHILOV SEWER SERVICES LLC OF FAIRVIEW, MICHIGAN**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, is required to provide wastewater collection services to city customers in compliance with city ordinances and the NPDES discharge permit issued by the state of Michigan, and

WHEREAS, Monchilov Sewer Services, LLC has televised the Stewart Street sanitary sewer from Shiawassee Street (M-52) to Washington Street and found areas in need of repair due to cracking and defective wyes; and

WHEREAS, Monchilov Sewer Services, LLC has also televised the Stewart Street storm sewer from Shiawassee Street (M-52) to Washington Street and found lateral connections that must be further investigated to determine they are active connections; and

WHEREAS, the City Engineer has reviewed the necessity for the sanitary sewer repairs and storm sewer lateral investigation and recommends authorizing Monchilov Sewer Services, LLC to provide the required services in an amount not to exceed \$18,125.00.

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

- FIRST: The city of Owosso has heretofore determined that it is advisable, necessary and in the public interest to contract with Monchilov Sewer Services, LLC for the repair of the sanitary sewer and the investigation of the storm sewer laterals on Stewart Street from Shiawassee Street (M-52) to Washington Street.
- SECOND: The accounts payable department is authorized to submit payment to Monchilov Sewer Services, LLC in an amount not to exceed \$18,125.00 for services upon satisfactory completion of the repairs and investigation.
- THIRD: The above expense shall be paid from Sewer Fund account no. 590-549-818.000 (\$11,300.00) and Major Street Fund account no. 202-451-818.000-STEWRT2024.

# Monchilov Sewer Services LLC.

2930 N. Thomas Road ~ Fairgrove, MI 48733

Ph# (989) 693-6690 ~ Fax (989) 693-6797

## Proposal

July 27, 2023

Owosso

1. 3 – 8"x48" straight patch @ \$2600.00 = \$7800.00
2. 1- 8"x24" Wye patch @ \$3500.00          \$3500.00
3. 15 Lateral Launches @ \$200.00/lateral plus \$255/hr for 15hrs = \$6,825.00

Owner to provide water and water supply close to where work will be completed.

Owner supplies drawings prior to mobilization.

6% Michigan Sales Tax applicable on all materials, unless a Sales Tax exemption certificate is provided.

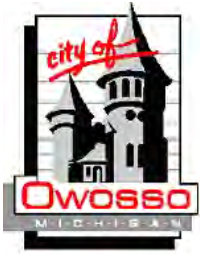
Quote is only valid for 30 days.

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City of Owosso Representative Signature

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Monchilov Representative Signature



# City of Owosso

301 W. Main Street  
Owosso, MI 48867  
(989) 725-0572  
www.ci.owosso.mi.us

## Purchase Order

PO Number: 000043910

Issued Date:

Expiration Date: 06/30/2023

Ordered By: crwehner

Requisition #: 60179

Council Approved Date: NA

### Vendor Info:

100081  
MONCHILOV SEWER SERVICE LLC  
2930 N THOMAS RD  
FAIRGROVE, MI 48733

### Shipping Info:

calc\_ShippingAddress  
Phone:

Description: STEWART STREET SEWER TELEVISIONING


Quantity	Unit of Measure	Items Description/Item Info	Unit Price	Extended Price
1.000	EACH	STEWART STREET SEWER TELEVISIONING	\$9,668.000	\$9,668.00
		202-451-818.000-STEWRT2024	\$4,321.00	
		590-901-973.000	\$5,347.00	

### TERMS AND CONDITIONS:

1. Documentation - Show our order number on all invoices, labels and shipping papers.
2. Invoice Address - Mail to City Hall, Attention: Accounts Payable
3. Sales and Use Tax - All sales are exempt
4. Purchase Order is VOID without proper insurance documentation on file with the City of Owosso for labor contracts.

Total PO Amount **9,668.00**  
Total PO Balance Remaining: **9,668.00**

For the City of Owosso

By: 



## MEMORANDUM

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

---

DATE: August 7, 2023

TO: Owosso City Council

FROM: Clayton Wehner, Director of Engineering

SUBJECT: Change Order No. 2 to the 2023 Water Service Line Identification Project

### RECOMMENDATION:

Approval of Change Order No. 2, in the amount of \$81,875.00, to the Contract between the city of Owosso and Monchilov Sewer Service for the 2023 Water Service Line Identification Project.

### BACKGROUND:

On March 20, 2023, City Council approved the contract to Monchilov Sewer Service in the amount of \$163,791.50 for the 2023 Water Service Line Identification Project as part of the Drinking Water Asset Management (DWAM) grant through the Michigan Department of Environment, Great Lakes, and Energy (EGLE). Change Order No. 1, approved on May 1, 2023, in the amount of \$91,652.50 added roughly 160 addresses to the contract and revised the total contract amount to \$255,444.00. This additional cost was covered 100% by the DWAM grant.

City staff desires to add additional addresses to the list for water service line material identification. This is necessary to complete water service line replacements planned for 2024. Change Order No. 2 in the amount of \$81,875.00 will add roughly 325 addresses to the contract and revise the total contract amount to \$337,319.00.

A separate item is included on tonight's agenda for Change Order No. 2 to the OHM 2022 DWAM Grant Contract for engineering services for this work.

### FISCAL IMPACTS:

Additional expenses in the amount of \$81,875.00 for Change Order No. 2 shall be charged to Water Account No. 591-552-818.000-LSL-ID0000.

Attachments: (1) Resolution  
(2) Proposed Change Order No. 2 for Monchilov Sewer Service

**RESOLUTION NO.**

**AUTHORIZING CHANGE ORDER NO. 1  
TO THE CONTRACT BETWEEN THE CITY OF OWOSSO AND  
KMI ROAD MAINTENANCE LLC  
FOR THE 2023 SIDEWALK PROGRAM**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, approved a contract with KMI Road Maintenance on March 6, 2023 for sidewalk replacements on various streets throughout the city; and

WHEREAS, sidewalk sections along the James S Miner Trail are in need of repair; and

WHEREAS, KMI Road Maintenance LLC has agreed to make the sidewalk repairs along the James S Miner Trail and a change order is necessary to increase the contract amount.

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 amend the 2023 Sidewalk Program contract with KMI Road Maintenance LLC to increase the contract in the amount of \$24,962.00 for additional sidewalk repairs along the James S Miner Trail, bringing the contract total to \$176,837.00.
- SECOND: The mayor and city clerk are instructed and authorized to sign the document substantially in form attached as Change Order No. 1 to the Contract for Services between the City of Owosso and KMI Road Maintenance LLC.
- THIRD: The accounts payable department is authorized to pay Lopez Concrete Construction, LLC for work satisfactorily completed up to the revised contract amount of \$176,837.00 plus contingency funds in the amount of \$8,000 for a total of \$184,837.00.
- FOURTH: The above expenses for change order no. 1 in the amount of \$24,962.00 shall be paid from Park Fund Account No. 101-751-818.000.

## CHANGE ORDER

No. 2

OWNER: City of Owosso  
CONTRACTOR: Monchilov Sewer Service  
CONTRACT NAME: City of Owosso 2023 Water Service Line Identification Project  
OWNER's P.O. NO. 43898

The Contract is modified as follows upon execution of this Change Order:

**Description:**

Add a third list of addresses for water service line identification (see attached list).

The third list of addresses shall be completed by December 2, 2023. The Priority 1 addresses shall be completed before beginning work on the Priority 2 addresses.

**Adjust the following quantities to the Contract:**

<u>Item No.</u>	<u>Description</u>	<u>Quantity Change</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Cost</u>
1	Hydro-Excavation, 0 to 2 ft diameter	400	Ea	\$219.50	\$87,800.00
2	Hydro-Excavation, 2 to 6 ft diameter	60	Ea	\$250.00	\$15,000.00
3	Hydro-Excavation, 6 ft diameter and Greater	5	Ea	\$260.00	\$1,300.00
4	HMA Pavement Removal	(805)	Sft	\$5.00	\$(4,025.00)
5	Aggregate Base Course	(60)	Ton	\$5.00	\$(300.00)
6	Hand Patching, HMA	(10)	Ton	\$635.00	\$(6,350.00)
7	Concrete Replacement, 4 inch thick	(1350)	Sft	\$12.00	\$(16,200.00)
8	Concrete Replacement, 6 inch thick	(200)	Sft	\$15.00	\$(3,000.00)
9	Maintenance Gravel	0	Ton	\$5.00	\$0.00
10	Maintaining Traffic	0.9	LSUM	\$8,500.00	\$7,650.00
<b>Total Change:</b>					<b>\$81,875.00</b>

CHANGE IN CONTRACT PRICE
Original Contract Price \$ <u>163,791.50</u>
Increase (Decrease) from previously approved Change Orders No. <u>1</u> to <u>1</u> : \$ <u>91,652.50</u>
Contract Price prior to this Change Order: \$ <u>255,444.00</u>
Increase (Decrease) of this Change Order: \$ <u>81,875.00</u>
Contract Price incorporating this Change Order: \$ <u>337,319.00</u>

CHANGE IN CONTRACT TIMES
Original Contract Times: Substantial Completion: <u>June 24, 2023</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>77 days</u> Ready for Final Payment: _____ (days)
Contract Times prior to this Change Order: Substantial Completion: <u>September 30, 2023</u> Ready for Final Payment: _____ (days or dates)
Increase (Decrease) of this Change Order: Substantial Completion: <u>63 days</u> Ready for Final Payment: _____ (days)
Contract Times with all approved Change Orders: Substantial Completion: <u>December 2, 2023</u> Ready for Final Payment: _____ (days or dates)

RECOMMENDED:

By: Clayton Wehman

ENGINEER (Authorized Signature)

Title: Director of Engineering

Date: 7-21-2023

APPROVED:

By: \_\_\_\_\_

OWNER (Authorized Signature)

Title: \_\_\_\_\_

Date: \_\_\_\_\_

ACCEPTED:

By: Z

CONTRACTOR (Authorized Signature)

Title: VP. of operation

Date: 7-20-23

Priority 1

Address	Pothole
406 AUBURNDALE AV	Both Sides of Curb Stop Box
218 CARMODY ST	Both Sides of Curb Stop Box
220 CARMODY ST	Both Sides of Curb Stop Box
1419 CLEVELAND ST	Both Sides of Curb Stop Box
621 CLINTON ST	Both Sides of Curb Stop Box
801 CORUNNA AV	Both Sides of Curb Stop Box
611 DIVISION ST	Both Sides of Curb Stop Box
621 DIVISION ST	Both Sides of Curb Stop Box
625 DIVISION ST	Both Sides of Curb Stop Box
627 DIVISION ST	Both Sides of Curb Stop Box
703 DIVISION ST	Both Sides of Curb Stop Box
721 DIVISION ST	Both Sides of Curb Stop Box
723 DIVISION ST	Both Sides of Curb Stop Box
725 DIVISION ST	Both Sides of Curb Stop Box
755 DIVISION ST	Both Sides of Curb Stop Box
802 DIVISION ST	Both Sides of Curb Stop Box
803 DIVISION ST	Both Sides of Curb Stop Box
807 DIVISION ST	Both Sides of Curb Stop Box
808 DIVISION ST	Both Sides of Curb Stop Box
810 DIVISION ST	Both Sides of Curb Stop Box
812 DIVISION ST	Both Sides of Curb Stop Box
813 DIVISION ST	Both Sides of Curb Stop Box
824 DIVISION ST	Both Sides of Curb Stop Box
832 DIVISION ST	Both Sides of Curb Stop Box
910 DIVISION ST	Both Sides of Curb Stop Box
920 DIVISION ST	Both Sides of Curb Stop Box
938 DIVISION ST	Both Sides of Curb Stop Box
1420 DONALD ST	Both Sides of Curb Stop Box
1422 DONALD ST	Both Sides of Curb Stop Box
1025 FLETCHER ST	Both Sides of Curb Stop Box
1520 FREDERICK ST	Both Sides of Curb Stop Box
1520 HENRY ST	Both Sides of Curb Stop Box
1101 HIRAM ST	Both Sides of Curb Stop Box
1110 HIRAM ST	Both Sides of Curb Stop Box
212 S HOWELL ST	Both Sides of Curb Stop Box
641 ISHAM ST	Both Sides of Curb Stop Box
647 ISHAM ST	Both Sides of Curb Stop Box
650 ISHAM ST	Both Sides of Curb Stop Box
701 ISHAM ST	Both Sides of Curb Stop Box
704 ISHAM ST	Both Sides of Curb Stop Box
705 ISHAM ST	Both Sides of Curb Stop Box
708 ISHAM ST	Both Sides of Curb Stop Box
709 ISHAM ST	Both Sides of Curb Stop Box
712 ISHAM ST	Both Sides of Curb Stop Box
713 ISHAM ST	Both Sides of Curb Stop Box
716 ISHAM ST	Both Sides of Curb Stop Box
717 ISHAM ST	Both Sides of Curb Stop Box
814 ISHAM ST	Both Sides of Curb Stop Box
815 ISHAM ST	Both Sides of Curb Stop Box
816 ISHAM ST	Both Sides of Curb Stop Box
817 ISHAM ST inactive	Both Sides of Curb Stop Box
820 ISHAM ST	Both Sides of Curb Stop Box
821 ISHAM ST	Both Sides of Curb Stop Box
822 ISHAM ST	Both Sides of Curb Stop Box
825 ISHAM ST	Both Sides of Curb Stop Box
834 ISHAM ST	Both Sides of Curb Stop Box
840 ISHAM ST	Both Sides of Curb Stop Box
1017 ISHAM ST	Both Sides of Curb Stop Box
1021 ISHAM ST	Both Sides of Curb Stop Box
1022 ISHAM ST	Both Sides of Curb Stop Box
448 E MAIN ST	Both Sides of Curb Stop Box
502 E MAIN ST	Both Sides of Curb Stop Box
1102 MARY ST	Both Sides of Curb Stop Box
1110 MARY ST	Both Sides of Curb Stop Box
1111 MARY ST	Both Sides of Curb Stop Box
1114 MARY ST	Both Sides of Curb Stop Box

Address	Pothole
806 NAFUS ST	Both Sides of Curb Stop Box
808 NAFUS ST	Both Sides of Curb Stop Box
811 NAFUS ST	Both Sides of Curb Stop Box
815 NAFUS ST	Both Sides of Curb Stop Box
819 NAFUS ST	Both Sides of Curb Stop Box
824 NAFUS ST	Both Sides of Curb Stop Box
828 NAFUS ST	Both Sides of Curb Stop Box
829 NAFUS ST	Both Sides of Curb Stop Box
830 NAFUS ST	Both Sides of Curb Stop Box
831 NAFUS ST	Both Sides of Curb Stop Box
902 NAFUS ST	Both Sides of Curb Stop Box
904 NAFUS ST	Both Sides of Curb Stop Box
912 NAFUS ST	Both Sides of Curb Stop Box
917 NAFUS ST	Both Sides of Curb Stop Box
109 S OAK ST	Both Sides of Curb Stop Box
205 S OAK ST	Both Sides of Curb Stop Box
206 S OAK ST	Both Sides of Curb Stop Box
219 S OAK ST	Both Sides of Curb Stop Box
111 OAKWOOD AV	Both Sides of Curb Stop Box
115 OAKWOOD AV	Both Sides of Curb Stop Box
201 OAKWOOD AV	Both Sides of Curb Stop Box
203 OAKWOOD AV	Both Sides of Curb Stop Box
204 OAKWOOD AV	Both Sides of Curb Stop Box
208 OAKWOOD AV	Both Sides of Curb Stop Box
212 OAKWOOD AV	Both Sides of Curb Stop Box
301 OAKWOOD AV	Both Sides of Curb Stop Box
316 OAKWOOD AV	Both Sides of Curb Stop Box
320 OAKWOOD AV	Both Sides of Curb Stop Box
401 OAKWOOD AV	Both Sides of Curb Stop Box
425 OAKWOOD AV	Both Sides of Curb Stop Box
432 OAKWOOD AV	Both Sides of Curb Stop Box
602 OAKWOOD AV	Both Sides of Curb Stop Box
608 OAKWOOD AV	Both Sides of Curb Stop Box
616 OAKWOOD AV	Both Sides of Curb Stop Box
503 W OLIVER ST	Both Sides of Curb Stop Box
415 PINE ST	Both Sides of Curb Stop Box
701 PINE ST	Both Sides of Curb Stop Box
711 PINE ST	Both Sides of Curb Stop Box
717 PINE ST	Both Sides of Curb Stop Box
720 PINE ST	Both Sides of Curb Stop Box
810 PINE ST	Both Sides of Curb Stop Box
812 PINE ST	Both Sides of Curb Stop Box
815 PINE ST	Both Sides of Curb Stop Box
820 PINE ST	Both Sides of Curb Stop Box
920 PINE ST	Both Sides of Curb Stop Box
921 PINE ST	Both Sides of Curb Stop Box
923 PINE ST	Both Sides of Curb Stop Box
929 PINE ST	Both Sides of Curb Stop Box
930 PINE ST	Both Sides of Curb Stop Box
103 STATE ST	Both Sides of Curb Stop Box
108 STATE ST	Both Sides of Curb Stop Box
112 STATE ST	Both Sides of Curb Stop Box
116 STATE ST	Both Sides of Curb Stop Box
117 STATE ST	Both Sides of Curb Stop Box
120 STATE ST	Both Sides of Curb Stop Box
123 STATE ST	Both Sides of Curb Stop Box
125 STATE ST	Both Sides of Curb Stop Box
208 STATE ST	Both Sides of Curb Stop Box
209 STATE ST	Both Sides of Curb Stop Box
214 STATE ST	Both Sides of Curb Stop Box
302 STATE ST	Both Sides of Curb Stop Box
308 STATE ST	Both Sides of Curb Stop Box
309 STATE ST	Both Sides of Curb Stop Box
312 STATE ST	Both Sides of Curb Stop Box
315 STATE ST	Both Sides of Curb Stop Box
321 STATE ST	Both Sides of Curb Stop Box

Priority 1

Address	Pothole
322 STATE ST	Both Sides of Curb Stop Box
325 STATE ST	Both Sides of Curb Stop Box
328 STATE ST	Both Sides of Curb Stop Box
403 STATE ST	Both Sides of Curb Stop Box
406 STATE ST	Both Sides of Curb Stop Box
816 STATE ST	Both Sides of Curb Stop Box
902 STATE ST	Both Sides of Curb Stop Box
905 STATE ST	Both Sides of Curb Stop Box
909 STATE ST	Both Sides of Curb Stop Box
914 STATE ST	Both Sides of Curb Stop Box
927 STATE ST	Both Sides of Curb Stop Box
1000 STATE ST	Both Sides of Curb Stop Box
1001 STATE ST	Both Sides of Curb Stop Box
1003 STATE ST	Both Sides of Curb Stop Box
1006 STATE ST	Both Sides of Curb Stop Box
1011 STATE ST	Both Sides of Curb Stop Box
1012 STATE ST	Both Sides of Curb Stop Box
1107 STATE ST	Both Sides of Curb Stop Box
1108 STATE ST	Both Sides of Curb Stop Box
1114 STATE ST	Both Sides of Curb Stop Box
1116 STATE ST	Both Sides of Curb Stop Box
1299 STATE ST	Both Sides of Curb Stop Box
1301 STATE ST	Both Sides of Curb Stop Box
1307 STATE ST	Both Sides of Curb Stop Box
1310 STATE ST	Both Sides of Curb Stop Box
1311 STATE ST	Both Sides of Curb Stop Box
1401 STATE ST	Both Sides of Curb Stop Box
1415 STATE ST/1026 South	Both Sides of Curb Stop Box
1101 W STEWART ST/800 State St	Both Sides of Curb Stop Box
1514 W STEWART ST	Both Sides of Curb Stop Box
1603 W STEWART ST	Both Sides of Curb Stop Box
1113 TRACY ST	Both Sides of Curb Stop Box
1203 TRACY ST	Both Sides of Curb Stop Box
1303 S CHIPMAN ST	City Side of Curb Stop Box
210 S OAK ST	City Side of Curb Stop Box
1000 PINE ST	City Side of Curb Stop Box

Address	Pothole
702 STATE ST	City Side of Curb Stop Box
1600 W STEWART ST	City Side of Curb Stop Box
216 S SHIAWASSEE ST	City Side of Curb Stop Box
210 CARMODY ST	City Side of Curb Stop Box
117 S CHIPMAN ST	City Side of Curb Stop Box
727 CORUNNA AV	City Side of Curb Stop Box
607 DIVISION ST	City Side of Curb Stop Box
613 DIVISION ST	City Side of Curb Stop Box
713 DIVISION ST	City Side of Curb Stop Box
804 DIVISION ST	City Side of Curb Stop Box
806 DIVISION ST	City Side of Curb Stop Box
1111 HIRAM ST	City Side of Curb Stop Box
800 E MAIN ST	City Side of Curb Stop Box
318 MONROE ST	City Side of Curb Stop Box
906 NAFUS ST	City Side of Curb Stop Box
108 S OAK ST	City Side of Curb Stop Box
114 S OAK ST	City Side of Curb Stop Box
218 S OAK ST	City Side of Curb Stop Box
114 OAKWOOD AV	City Side of Curb Stop Box
220 OAKWOOD AV	City Side of Curb Stop Box
224 OAKWOOD AV	City Side of Curb Stop Box
308 OAKWOOD AV	City Side of Curb Stop Box
407 OAKWOOD AV	City Side of Curb Stop Box
420 OAKWOOD AV	City Side of Curb Stop Box
603 OAKWOOD AV	City Side of Curb Stop Box
609 OAKWOOD AV	City Side of Curb Stop Box
615 OAKWOOD AV	City Side of Curb Stop Box
924 PINE ST	City Side of Curb Stop Box
114 STATE ST	City Side of Curb Stop Box
301 STATE ST	City Side of Curb Stop Box
401 STATE ST	City Side of Curb Stop Box
900 STATE ST	City Side of Curb Stop Box
707 DIVISION ST	City Side of Curb Stop Box
713 PINE ST	City Side of Curb Stop Box
415 STATE ST	City Side of Curb Stop Box

Priority 2

Address	Pothole
516 ADAMS ST	Both Sides of Curb Stop Box
518 ADAMS ST	Both Sides of Curb Stop Box
520 ADAMS ST	Both Sides of Curb Stop Box
521 ADAMS ST	Both Sides of Curb Stop Box
526 ADAMS ST	Both Sides of Curb Stop Box
529 ADAMS ST	Both Sides of Curb Stop Box
530 ADAMS ST	Both Sides of Curb Stop Box
533 ADAMS ST	Both Sides of Curb Stop Box
611 ADAMS ST	Both Sides of Curb Stop Box
612 ADAMS ST	Both Sides of Curb Stop Box
616 ADAMS ST	Both Sides of Curb Stop Box
618 ADAMS ST	Both Sides of Curb Stop Box
619 ADAMS ST	Both Sides of Curb Stop Box
623 ADAMS ST	Both Sides of Curb Stop Box
624 ADAMS ST	Both Sides of Curb Stop Box
628 ADAMS ST	Both Sides of Curb Stop Box
634 ADAMS ST	Both Sides of Curb Stop Box
637 ADAMS ST	Both Sides of Curb Stop Box
649 ADAMS ST	Both Sides of Curb Stop Box
802 ADAMS ST	Both Sides of Curb Stop Box
809 ADAMS ST	Both Sides of Curb Stop Box
812 ADAMS ST	Both Sides of Curb Stop Box
815 ADAMS ST	Both Sides of Curb Stop Box
905 ADAMS ST	Both Sides of Curb Stop Box
907 ADAMS ST	Both Sides of Curb Stop Box
908 ADAMS ST	Both Sides of Curb Stop Box
911 ADAMS ST	Both Sides of Curb Stop Box
418 BRANDON ST	Both Sides of Curb Stop Box
422 BRANDON ST	Both Sides of Curb Stop Box
425 BRANDON ST	Both Sides of Curb Stop Box
426 BRANDON ST	Both Sides of Curb Stop Box
434 BRANDON ST	Both Sides of Curb Stop Box
435 BRANDON ST	Both Sides of Curb Stop Box
436 BRANDON ST	Both Sides of Curb Stop Box
615 CLINTON ST	Both Sides of Curb Stop Box
703 CLINTON ST	Both Sides of Curb Stop Box
708 CLINTON ST	Both Sides of Curb Stop Box
709 CLINTON ST	Both Sides of Curb Stop Box
715 CLINTON ST	Both Sides of Curb Stop Box
720 CLINTON ST	Both Sides of Curb Stop Box
723 CLINTON ST	Both Sides of Curb Stop Box
730 CLINTON ST	Both Sides of Curb Stop Box
905 DINGWALL DR	Both Sides of Curb Stop Box
908 DINGWALL DR	Both Sides of Curb Stop Box
913 DINGWALL DR	Both Sides of Curb Stop Box
917 DINGWALL DR	Both Sides of Curb Stop Box
918 DINGWALL DR	Both Sides of Curb Stop Box
921 DINGWALL DR	Both Sides of Curb Stop Box
1002 DINGWALL DR	Both Sides of Curb Stop Box
1009 DINGWALL DR	Both Sides of Curb Stop Box
1010 DINGWALL DR	Both Sides of Curb Stop Box
1013 DINGWALL DR	Both Sides of Curb Stop Box
1017 DINGWALL DR	Both Sides of Curb Stop Box

Address	Pothole
1018 DINGWALL DR	Both Sides of Curb Stop Box
1021 DINGWALL DR	Both Sides of Curb Stop Box
1022 DINGWALL DR	Both Sides of Curb Stop Box
1103 DINGWALL DR	Both Sides of Curb Stop Box
1104 DINGWALL DR	Both Sides of Curb Stop Box
1107 DINGWALL DR	Both Sides of Curb Stop Box
1108 DINGWALL DR	Both Sides of Curb Stop Box
1115 DINGWALL DR	Both Sides of Curb Stop Box
1116 DINGWALL DR	Both Sides of Curb Stop Box
1119 DINGWALL DR	Both Sides of Curb Stop Box
1120 DINGWALL DR	Both Sides of Curb Stop Box
402 ELIZABETH ST	Both Sides of Curb Stop Box
200 S ELM ST/601 W Clinton St	Both Sides of Curb Stop Box
301 GENESEE ST	Both Sides of Curb Stop Box
302 GENESEE ST	Both Sides of Curb Stop Box
304 GENESEE ST	Both Sides of Curb Stop Box
306 GENESEE ST	Both Sides of Curb Stop Box
307 GENESEE ST	Both Sides of Curb Stop Box
314 GILBERT ST	Both Sides of Curb Stop Box
315 GILBERT ST	Both Sides of Curb Stop Box
318 GILBERT ST	Both Sides of Curb Stop Box
319 GILBERT ST	Both Sides of Curb Stop Box
326 GILBERT ST	Both Sides of Curb Stop Box
333 GILBERT ST	Both Sides of Curb Stop Box
335 GILBERT ST	Both Sides of Curb Stop Box
338 GILBERT ST	Both Sides of Curb Stop Box
400 GILBERT ST	Both Sides of Curb Stop Box
403 GILBERT ST	Both Sides of Curb Stop Box
309 GREEN ST	Both Sides of Curb Stop Box
309 GREEN ST COOLIN	Both Sides of Curb Stop Box
310 GREEN ST	Both Sides of Curb Stop Box
312 GREEN ST	Both Sides of Curb Stop Box
314 JENNETT ST	Both Sides of Curb Stop Box
513 W MAIN ST/515 W Main St	Both Sides of Curb Stop Box
1026 NAFUS ST	Both Sides of Curb Stop Box
1200 NAFUS ST	Both Sides of Curb Stop Box
1203 NAFUS ST	Both Sides of Curb Stop Box
402 W OLIVER ST	Both Sides of Curb Stop Box
415 GILBERT ST	City Side of Curb Stop Box
808 N HICKORY ST	City Side of Curb Stop Box
517 ADAMS ST	City Side of Curb Stop Box
652 ADAMS ST	City Side of Curb Stop Box
900 ADAMS ST	City Side of Curb Stop Box
914 ADAMS ST	City Side of Curb Stop Box
610 CLINTON ST	City Side of Curb Stop Box
618 CLINTON ST	City Side of Curb Stop Box
726 CLINTON ST	City Side of Curb Stop Box
1001 DINGWALL DR	City Side of Curb Stop Box
1005 DINGWALL DR	City Side of Curb Stop Box
303 GENESEE ST	City Side of Curb Stop Box
309 GENESEE ST	City Side of Curb Stop Box
329 GILBERT ST	City Side of Curb Stop Box
334 GILBERT ST	City Side of Curb Stop Box



## MEMORANDUM

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

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**DATE:** August 7, 2023

**TO:** Owosso City Council

**FROM:** Clayton Wehner, Director of Engineering

**SUBJECT:** Engineering Services - 2022 DWAM Grant Change Order No. 2

### RECOMMENDATION:

Authorization to approve Change Order #2 in the amount of \$78,000.00 to the Drinking Water Asset Management (DWAM) Grant – Engineering Services contract with Orchard, Hiltz, and McCliment, Inc. (OHM Advisors) of Livonia, Michigan, originally approved. January 18, 2022.

### BACKGROUND:

On December 7, 2020, Gov. Whitmer announced the City of Owosso was awarded \$460,021.00 for a Drinking Water Asset Management (DWAM) Grant. The DWAM Grant is designed to assist water suppliers in asset management plan development or updates, and/or distribution system materials inventory as defined in Michigan's Lead and Copper Rule.

The City utilized the DWAM Grant to identify the City's water service line materials at 524 (364 original randomly selected addresses + 160 additional address) addresses by hydro-excavation performed by Monchilov Sewer Service. OHM has been hired to assist and to oversee the water service line material identification as well as to update the City's Water Asset Management Plan.

City Council approved the original OHM contract on January 18, 2022, in the amount of \$120,810.00 (364 original addresses). Change Order No. 1 in the amount \$24,500.00 (160 additional address) was approved on May 1, 2023.

City staff desires to add an additional 325 addresses to the list for water service line material identification. This is necessary to complete water service line replacements planned for 2024.

OHM has submitted a proposal for the additional 325 addresses to be updated in our Distribution System Material Inventory (DSMI), and to also be updated in the Water Asset Management Plan in the amount of \$78,000.00.

A separate item is included on tonight's agenda for Change Order No. 2 to the 2023 Water Service Line Identification Project contract with Monchilov Sewer Service for contractor services for this work.

**FISCAL IMPACTS:**

The additional engineering services are chargeable to Water Fund account 591-552-818.000-LSL-ID0000 in the amount of \$78,000.00.

Attachments:           (1) Resolution  
                              (2) Change Order No. 2  
                              (3) OHM Proposal

**RESOLUTION NO.**

**AUTHORIZING CHANGE ORDER NO. 2 TO THE DRINKING WATER ASSET MANAGEMENT (DWAM)  
GRANT – ENGINEERING SERVICES CONTRACT  
WITH ORCHARD, HILTZ & MCCLIMENT, INC. D/B/A OHM ADVISORS**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, authorized the Drinking Water Asset Management (DWAM) Grant – Engineering Services Contract with Orchard, Hiltz & McCliment, Inc. d/b/a OHM Advisors on January 18, 2022; and

WHEREAS, change order no. 1 in the amount of \$24,500 was approved on May 1, 2023 for additional engineering services for increasing the scope of work; and

WHEREAS, a request was developed to add an additional 325 addresses to the contract in order to identify water service line materials at locations planned for replacement in 2024; and

WHEREAS, OHM Advisors has submitted a proposal in the amount of \$78,000.00 and it has been determined that the scope of additional engineering services is acceptable and approval is recommended.

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 Change Order No. 2 to the Drinking Water Asset Management (DWAM) Grant – Engineering Services Contract with Orchard, Hiltz & McCliment, Inc. d/b/a OHM Advisors, to include engineering services for water service line material identification at an additional 325 addresses.
- SECOND: the Mayor and City Clerk are instructed and authorized to sign Change Order #2 to the DWAM Grant – Engineering Services Contract, between the City of Owosso, Michigan and Orchard, Hiltz & McCliment, Inc. d/b/a OHM Advisors, substantially in the form attached, in an amount not to exceed \$78,000.00.
- THIRD: the accounts payable department is authorized to submit payment to OHM Advisors, in the amount of \$223,310.00 for said services.
- FOURTH: the above additional services in the amount of \$78,000.00 shall be paid from the Water Funds Account 591-552-818.000-LSL-ID0000 upon satisfactory completion of the work or portion thereof.

## CHANGE ORDER

No. 2

OWNER: City of Owosso  
CONTRACTOR: OHM Advisors  
CONTRACT NAME: Addendum No. 1 – DWAM Grant – Engineering Services  
OWNER's P.O. NO. 000043563

The Contract is modified as follows upon execution of this Change Order:  
Description: Add 325 address for water service line identification to the scope of work.

Attachments: OHM Proposal for Professional Services – DWAM Grant – Engineering Services

CHANGE IN CONTRACT PRICE
Original Contract Price \$ <u>120,810.00</u>
Increase (Decrease) from previously approved Change Orders No. <u>1</u> to <u>1</u> : \$ <u>24,500.00</u>
Contract Price prior to this Change Order: \$ <u>145,310.00</u>
Increase (Decrease) of this Change Order: \$ <u>78,000.00</u>
Contract Price incorporating this Change Order: \$ <u>223,310.00</u>

CHANGE IN CONTRACT TIMES
Original Contract Times: Substantial Completion: <u>Nov 15, 2024</u> Ready for Final Payment: _____ (days or dates)
Increase (Decrease) from previously approved Change Orders No. _____ to _____: Substantial Completion: _____ Ready for Final Payment: _____ (days)
Contract Times prior to this Change Order: Substantial Completion: _____ Ready for Final Payment: _____ (days or dates)
Increase (Decrease) of this Change Order: Substantial Completion: _____ Ready for Final Payment: _____ (days)
Contract Times with all approved Change Orders: Substantial Completion: _____ Ready for Final Payment: _____ (days or dates)

RECOMMENDED:

APPROVED:

ACCEPTED:

By: \_\_\_\_\_

By: \_\_\_\_\_

By: \_\_\_\_\_

ENGINEER (Authorized Signature)

OWNER (Authorized Signature)

CONTRACTOR (Authorized Signature)

Title: \_\_\_\_\_

Title: Mayor

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

By: \_\_\_\_\_

Title: City Clerk

Date: \_\_\_\_\_



July 21, 2023

Mr. Clayton Wehner, PE  
Director of Engineering  
City of Owosso  
301 West Main Street  
Owosso, MI 48867

RE: Proposal for Professional Services  
DWAM Grant Engineering Services – Change Order No.2

Dear Mr. Wehner:

We would like to offer the following proposal to compensate for the additional approximately 325 addresses (roughly 600 potholes) to be included in the DWAM Grant Distribution System Material Inventory (Task 1) and Water Asset Management Program (Task 2) updates.

ADDITIONAL SERVICES and ASSOCIATED COSTS per original proposal scope dated December 8, 2021:

- ▼ Add 325 addresses to original scope of work for Task 1 – Update Distribution System Material Inventory
  - Outside Contractor Field Observation - \$73,000 (-\$20,000 remaining on current Task 1)
- ▼ Add 325 addresses to original scope of work for Task 2 – Update Water Asset Management Program
  - Verification of Inventory, Condition Assessment, Criticality, Level of Service - \$25,000

Current Task 1 Contract	\$110,760.00
<u>Change Order No.2 – Task 1</u>	<u>\$53,000.00</u>
Updated Task 1 Fee	\$163,760.00

Current Task 2 Contract	\$34,550.00
<u>Change Order No.2 – Task 2</u>	<u>\$25,000.00</u>
Updated Task 2 Fee	\$59,550.00

Current Total Contract	\$145,310.00
<u>Change Order No.2 – Total</u>	<u>\$78,000.00</u>
Updated Total Contract	\$223,310.00

Please feel free to contact me should you have any questions. Thank you!

Sincerely,  
OHM Advisors

Acceptance  
City of Owosso

A handwritten signature in black ink, appearing to read "A. VanWormer".

Andrew VanWormer, PE  
Principal

Clayton Wehner, PE  
Director of Engineering



## **MEMORANDUM**

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DATE: August 7, 2023  
TO: City Council  
FROM: Clayton Wehner, Director of Engineering  
SUBJECT: Change Order No. 1 to the 2023 Sidewalk Program

### **RECOMMENDATION:**

Approval of Change Order No. 1 to the Contract between the City of Owosso and KMI Road Maintenance LLC of North Branch, Michigan, for the 2023 Sidewalk Program in the amount of \$24,962.00.

### **BACKGROUND:**

On March 6, 2023, City Council approved the contract with KMI Road Maintenance LLC in the amount of \$151,875.00 for the 2023 Sidewalk Program plus additional contingency funds for restoration and replacement services in the amount of \$8,000.00. City staff desires to replace sections of sidewalk along the James S Miner Trail that are damaged. Change Order No. 1 in the amount of \$24,962.00, that when approved, will increase the total contract amount to \$176,837.00.

### **FISCAL IMPACTS:**

Additional expenses in the amount of \$24,962.00 for Change Order No. 1 shall be paid from Parks Fund Account No. 101-751-818.000.

Attachments: (1) Resolution  
(2) Change Order No. 1

**RESOLUTION NO.**

**AUTHORIZING CHANGE ORDER NO. 1  
TO THE CONTRACT BETWEEN THE CITY OF OWOSSO AND  
KMI ROAD MAINTENANCE LLC  
FOR THE 2023 SIDEWALK PROGRAM**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, approved a contract with KMI Road Maintenance on March 6, 2023 for sidewalk replacements on various streets throughout the city; and

WHEREAS, sidewalk sections along the James S Miner Trail are in need of repair; and

WHEREAS, KMI Road Maintenance LLC has agreed to make the sidewalk repairs along the James S Miner Trail and a change order is necessary to increase the contract amount.

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 amend the 2023 Sidewalk Program contract with KMI Road Maintenance LLC to increase the contract in the amount of \$24,962.00 for additional sidewalk repairs along the James S Miner Trail, bringing the contract total to \$176,837.00.
- SECOND: The mayor and city clerk are instructed and authorized to sign the document substantially in form attached as Change Order No. 1 to the Contract for Services between the City of Owosso and KMI Road Maintenance LLC.
- THIRD: The accounts payable department is authorized to pay Lopez Concrete Construction, LLC for work satisfactorily completed up to the revised contract amount of \$176,837.00 plus contingency funds in the amount of \$8,000 for a total of \$184,837.00.
- FOURTH: The above expenses for change order no. 1 in the amount of \$24,962.00 shall be paid from Park Fund Account No. 101-751-818.000.

## CHANGE ORDER

No. 1

OWNER: City of Owosso  
CONTRACTOR: KMI Road Maintenance LLC  
CONTRACT NAME: City of Owosso 2023 Sidewalk Program  
OWNER's P.O. NO. 43881

The Contract is modified as follows upon execution of this Change Order:

Description:

Add contract quantities to replace sidewalk along the James S Miner Trail. Funds will come from Parks Fund 101-751-818.000.

Add 14 calendar days to the contract time for the additional work.

Sidewalk replacement on the James S Miner Trail shall be not begin until after September 4, 2023.

**Adjust the following quantities to the Contract:**

<u>Item No.</u>	<u>Description</u>	<u>Quantity Change</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Dollar Value</u>
2	6" Sidewalk Removal and Replacement	2,432	Sft	\$7.50	\$18,240.00
3	Lawn Restoration	1,216	Sft	\$0.75	\$912.00
4	Saw Cut	80	Ft	\$0.75	\$60.00
8	Concrete Buggy and Site Access	1	LSUM	\$5,750.00	\$5,750.00
		<b>Total Change:</b>			<b>\$24,962.00</b>

Attachments: James S Miner Trail sidewalk replacement list

CHANGE IN CONTRACT PRICE
Original Contract Price \$ <u>151,875.00</u>
Increase (Decrease) from previously approved Change Orders No. _____ to _____ _____ \$ _____
Contract Price prior to this Change Order: \$ <u>151,875.00</u>
Increase (Decrease) of this Change Order: \$ <u>24,962.00</u>
Contract Price incorporating this Change Order: \$ <u>176,837.00</u>

CHANGE IN CONTRACT TIMES
Original Contract Times: Substantial Completion: <u>September 30, 2023</u> Ready for Final Payment: _____ (days or dates)
Increase (Decrease) from previously approved Change Orders No. _____ to _____: Substantial Completion: _____ Ready for Final Payment: _____ (days)
Contract Times prior to this Change Order: Substantial Completion: <u>September 30, 2023</u> Ready for Final Payment: _____ (days or dates)
Increase (Decrease) of this Change Order: Substantial Completion: <u>14 days</u> Ready for Final Payment: _____ (days)
Contract Times with all approved Change Orders: Substantial Completion: <u>October 14, 2023</u> Ready for Final Payment: _____ (days or dates)

RECOMMENDED:

By: Clayton Warner

ENGINEER (Authorized Signature)

Title: Director of Engineering

Date: 7/26/2023

APPROVED:

By: \_\_\_\_\_

OWNER (Authorized Signature)

Title: \_\_\_\_\_

Date: \_\_\_\_\_

ACCEPTED:

By: MJBH

CONTRACTOR (Authorized Signature)

Title: Project Coordinator

Date: 7/26/23

## 2023 Sidewalk James S Miner Trail

Address	Street	Notes	Proposed Width	4"		6"		7" Ramp		Warning Surface	Sawcut FT	Lawn SFT	Curb FT
				Dimensions	SFT	Dimensions	SFT	Dimensions	SFT				
219	N Water	behind the amphitheater	8'			50' x 8'	400				16	200	
219	N Water	behind old middle school	8'			105' x 8'	840				16	420	
201	N Water	behind the Armory	8'			30' x 8'	240				16	120	
301	W Main	by city hall	8'			68' x 8'	544				16	272	
301	W Main	by city hall parking lot	8'			51' x 8'	408				16	204	
				0		2432		0		0	80	1216	0



## MEMORANDUM

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**DATE:** August 7, 2023

**TO:** Mayor Teich and the Owosso City Council

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

**SUBJECT:** WWTP Solids Handling Project Change Order #3

### RECOMMENDATION:

Approval of increased payment for construction work by Sorensen Gross Company (Flint, MI) for the WWTP Solids Handling project in the amount of \$329,732.00.

### BACKGROUND:

The existing centrifuge/solids handling process equipment was purchased used (20 years old when purchased) and installed in 1999. This equipment is not very efficient and becoming more difficult to support due to obsolescence. The rotating element/gear box must be replaced every 3 to 4 years at a cost \$35,000, which puts the process equipment out of service 6 to 8 weeks for rebuilding, and significantly increases sludge process costs by having to truck sludge to another operating wastewater treatment plant. The operating controls for the centrifuge are also out dated 45 year old technology. This operating equipment was identified in the 2017 SAW Grant Asset Management Plan as a priority replacement item. Processed solids/sludge disposal costs to regulated landfills have nearly doubled in the past few years. Newer technology proposed has the potential of slashing landfill disposal fees by 50% to 65% / \$70,000 to \$100,000 annually.

City Council previously approved the start to this project at its regular scheduled meeting held on September 8, 2020, Council also authorized an update to it at the October 4, 2021 meeting, as well as approving the bid award to Sorensen Gross Company at the February 7, 2022 meeting.

On March 20, 2023, City Council approved change order #1 of \$42,755.00.

On June 5, 2023, City Council also approved change order #2 of \$13,068.00, and an extension of time with conditions for maintaining existing equipment identified in the Solids Handling Project.

Additional work has been identified during the demolition/construction phases which includes:

- Shoring of the columns
- Repair of the deteriorated columns
- Additional framing required on roof parapet

**FISCAL IMPACTS:**

The project is funded by the CWSRF, with the additional costs of \$329,732.00.

Final expenses in the amount of \$4,759,555.00 shall be paid from wastewater operating fund and 2022 SRF Bond funds.

**Document originated by:** Ryan E. Suchanek, Director of Public Services & Utilities

ATTACHMENTS:      (1)      Resolution  
                             (2)      Change Order  
                             (3)      CE 3  
                             (4)      CE 7  
                             (5)      CE 8

**RESOLUTION NO.**

**AUTHORIZING CHANGE ORDER NO. 3  
TO THE CONTRACT BETWEEN THE CITY OF OWOSSO AND  
SORENSEN GROSS COMPANY OF FLINT, MICHIGAN FOR  
CONSTRUCTION AND INSTALLATION OF SOLIDS HANDLING PROCESS  
EQUIPMENT FOR USE AT THE WASTEWATER TREATMENT PLANT**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, approved a contract with Sorensen Gross Company, on February 7, 2022 for the construction and installation of the solids/sludge handling process equipment system, known as the Wastewater Treatment Plant (WWTP) Solids Handling project, are approved 2022 SRF planned project; and

WHEREAS, the project is now underway and a change order is necessary to reconcile contract work and supplies to be used.

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 amend the Wastewater Treatment Plant (WWTP) Solids Handling project contract with Sorensen Gross Company to increase the contract amount to update contract work and supplies to be used.
- SECOND: The Mayor and City Clerk are instructed and authorized to sign the document substantially in form attached as Change Order No. 3 in the amount of \$329,732.00; an increase to the Contract for Services between the City of Owosso and Sorensen Gross Company, revising the total current contract amount from \$4,429,823.00 to \$4,759,555.00.
- THIRD: The Accounts Payable department is authorized to pay Sorensen Gross Company for work satisfactorily completed up to the revised contract amount of \$4,759,555.00.
- FOURTH: The above expenses shall be paid from the Wastewater Fund, and SRF Bond Funds

CHANGE ORDER  
PAGE 1 OF 2

CONTRACT FOR:	Owosso WWTP Solids Handling Improvements
OWNER:	City of Owosso 301 West Main Street Owosso, MI 48867
CONTRACTOR:	Sorensen Gross LLC 3407 Torrey Road Flint, MI 48507
ENGINEER:	Fishbeck 5913 Executive Drive, Suite 100 Lansing, MI 48911
ATTACHMENTS:	CE 3 – Perimeter Edge Detail, Revised, dated June 28, 2023 CE 7 – Temporary Shoring, Revision 1, dated May 31, 2023 CE 8 – Structural Column Repair, dated July 19, 2023
Contractor shall indicate approval of Change Order through signing of this document and returning to Engineer. Engineer will forward to Owner, who shall indicate approval of Change Order through signing of this document and returning to Engineer. Upon receipt of fully executed (all signatures) Change Order, Engineer will distribute to all parties.	
YOU ARE DIRECTED TO MAKE THE FOLLOWING CHANGES IN THE CONTRACT DOCUMENTS:	
<u>ITEM NO. 1:</u> Existing column found to be deteriorated needing immediate repair. Temporary shoring required for safety.  ADD (Column Repair): \$100,259 ADD (Shoring): \$216,121  <u>ITEM NO. 2:</u> Additional framing required on roof parapet.  ADD: \$13,352	

CHANGE IN CONTRACT PRICE:

Original Contract Price:

\$4,374,000

Previous Change Order No.: 1, 2

\$55,823

Increase (decrease)

Contract Price prior to this Change Order:

\$4,429,823

Net increase (decrease) of this Change Order:

\$329,732

Contract Price with all approved Change Orders:

\$4,759,555

CHANGE IN CONTRACT TIMES:

Original Contract time:

Substantial Completion: March 25, 2023

Ready for final payment: April 29, 2023

Net change from previous Change Orders:

See Change Order 1

Increase

Contract Time prior to this Change Order:

Equipment Substantial Completion: August 30, 2023

Electrical Substantial Completion: April 1, 2024

Ready for final payment: May 1, 2024

Net increase (decrease) of this Change Order:

N/A

Contract Time with all approved Change Orders:

Equipment Substantial Completion: August 30, 2023

Electrical Substantial Completion: April 1, 2024

Ready for final payment: May 1, 2024

City of Owosso  
WWTP Solids Handling Improvements  
Project Number 211549

Change Order No. 3

Date: July 20, 2023

CHANGE ORDER  
PAGE 2 OF 2

RECOMMENDED

APPROVED

APPROVED

By: Brian Van Zee  
Engineer

By: Sahar Abdallah  
Contractor

By: \_\_\_\_\_  
Owner

Brian Van Zee,  
Sr. Water and Wastewater Engineer  
Name and Title of Signatory

Sahar Abdallah,  
Vice President of Midwest  
Name and Title of Signatory

Ryan Suchanek, MBA, BA, CCT,  
Public Services & Utilities Director  
Name and Title of Signatory

Date: July 20, 2023

Date: 7/20/23

Date: \_\_\_\_\_

END OF CHANGE ORDER



June 28, 2023

Fishbeck  
Attn: Brian Van Zee  
5913 Executive Drive, Suite 100  
Lansing, MI 48911

RE: Owosso WWTP Solids Handling Improvements  
SGC Job#: 88202-001  
CE # 3 – Perimeter Edge Detail – REVISED

Dear Brian,

We are pleased to quote the following work associated with SGC CE # 3, dated June 28, 2023, for costs related to the Perimeter Edge Roofing that was completed in Fall 2022 as described in attached quote.

Total Amount of: \$13,352.00

Please see the attached back-up documentation for reference.

Please contact our office with any questions or if you need any additional information.

APPROVED BY: \_\_\_\_\_

DATE: \_\_\_\_\_

Sincerely,

Sorensen Gross Company

Nicola Taylor  
Project Manager

CC: SG File

SORENSEN GROSS CONSTRUCTION

<b>JOB NAME:</b>	<b>Owosso WWTP</b>	<b>DATE:</b>	<b>6/28/2023</b>
<b>CE DESCRIPTION:</b>	<b>Perimeter Edge Details</b>	<b>supervision</b>	<b>\$75.00 per hr</b>
<b>JOB NUMBER:</b>	<b>88202-001</b>	<b>Laborer</b>	<b>\$52.00 per hr</b>
		<b>Carpenter</b>	<b>\$57.00 per hr</b>

DESCRIPTION	QUANTITY	UNIT	UNIT COST	MATERIAL	UNIT COST	LABOR	TOTAL
				\$0		\$0	\$0
				\$0		\$0	\$0
				\$0		\$0	\$0
				\$0		\$0	\$0
				\$0		\$0	\$0
				\$0		\$0	\$0
				\$0		\$0	\$0
				\$0		\$0	\$0
				\$0		\$0	\$0
				\$0		\$0	\$0
SUBTOTAL				\$0		\$0	\$0
SALES TAX						6%	\$0
S/G FEE						15%	\$0
SUBTOTAL SORENSEN GROSS WORK						ADD	\$0

**SUBCONTRACT WORK**

Bornor Restoration Inc.	Total Add:	\$12,018
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SUBTOTAL SUBCONTRACT WORK						ADD	\$12,018
SUBCONTRACT FEE						10.00%	\$1,202
							<b>\$13,220</b>
SUBTOTAL							
Add bonds and insurance						1%	\$132
Total Lump Sum Cost							<b>\$13,352</b>



**BORNOR RESTORATION, INC.**  
 525 Filley Street  
 Lansing, MI 48906-2975  
 Ph 517/482-1625 Fax 517/482-4840

## QUOTATION

**Attn:** Nicola Taylor  
**Company:** Sorensengross

**Date:** September 28, 2022  
**Page:** Page 1 of 1  
**BRI Job No.:** 22-70000  
**Quote no. 1**

**Email:**

**Project Name:**  
**Owosso WWTP**

**Bulletin No.:**  
**Item No.:**  
**Description:** Perimeter Edge Detail

**Week Ending:**

Labor	Quantity	Units	Rate	Amount	Total
Roof General Foreman	0	hrs	\$83.24	\$0.00	
Roof Foreman	0	hrs	\$69.70	\$0.00	
Roof Foreman OT	0	hrs	\$91.84	\$0.00	
Roof Journeymen	31	hrs	\$66.70	\$2,067.70	\$2,067.70
Warehouse	24	hrs	\$51.13	\$1,227.12	\$1,227.12
				Total	\$3,492.82
	55				

Material	Quantity	Units	\$0.00	Amount	Total
2x6 Wood Nailer	650	lf	\$2.21	\$1,436.50	\$1,436.50
18 ga Bent Plate	650	lf	\$4.13	\$2,684.50	\$2,684.50
				\$0.00	
				\$0.00	
				\$0.00	\$4,121.00
			Tax	\$0.00	\$247.26
					\$4,368.26

Equipment/Rental	Quantity	Units	Unit Rate	Amount	Total
Boom Truck		LS	\$0.00	\$0.00	
Tear Off Truck		Day	\$90.00	\$0.00	
Kettle		Day	\$50.00	\$0.00	
Kettle		Day	\$60.00	\$0.00	
Truck	1	Day	\$250.00	\$250.00	\$250.00

Subcontractors	Quantity	Units	Unit Rate	Amount	Total
Cashen Metal Works	650	lf	\$5.50	\$3,575.00	\$3,575.00
	1	LS		\$0.00	\$0.00
				TOTAL	\$3,575.00

	Total Cost	\$11,686.00
	OH & P 15%	\$1,216.62
	OH & P 5% (Sub)	\$178.75
Deduct 650 sq ft of insulation on wall and labor to install insulation on wall		-\$1,063.06
<b>Total add (deduct) for this item</b>		<b>\$12,018.31</b>

*David McCallum*  
 David McCallum Project Manager



May 31, 2023

Fishbeck  
Attn: Brian Van Zee  
5913 Executive Drive, Suite 100  
Lansing, MI 48911

RE: Owosso WWTP Solids Handling Improvements  
SGC Job#: 88202-001  
CE # 7 – Temporary Shoring Revision #1

Dear Brian,

We are pleased to quote the following work associated with SGC CE # 7, dated May 31, 2023, for all costs related to the Temporary Shoring that is to be completed before the project can continue. This cost includes the following:

Structural Engineering for Temporary Shoring only,  
Shoring Contractor including Shoring rental for 28 days only, additional cost of \$242.00 per day over 28 days.

Temporary protection of work already started

Total Amount of: \$216,121.00

Please see the attached back-up documentation for reference.

Please contact our office with any questions or if you need any additional information.

APPROVED BY: \_\_\_\_\_

DATE: \_\_\_\_\_

Sincerely,

Sorensen Gross Company

*Nicola Taylor*

Nicola Taylor  
Project Manager

CC: SG File

SORENSEN GROSS CONSTRUCTION

<b>JOB NAME:</b>	Owosso WWTP		<b>DATE:</b> 5/31/2023
<b>CE DESCRIPTION:</b>	Temporary Shoring	<b>Supervision</b>	<b>\$75.00</b> per hr
<b>JOB NUMBER:</b>	88202-001	<b>Laborer</b>	<b>\$52.00</b> per hr
		<b>Carpenter</b>	<b>\$57.00</b> per hr

DESCRIPTION	QUANTY	UNIT	UNIT COST	MATERIAL	UNIT COST	LABOR	TOTAL
				\$0		\$0	\$0
Project Management	16	hrs	\$75.00	\$1,200			\$1,200
General Conditions	1	LS	\$1,500.00	\$1,500			\$1,500
				\$0			\$0
				\$0			\$0
				\$0			\$0
				\$0			\$0
				\$0			\$0
				\$0			\$0
				\$0			\$0
				\$0			\$0
				\$0		\$0	\$0
SUBTOTAL				\$2,700		\$0	\$2,700
SALES TAX						6%	\$162
S/G FEE						15%	\$429
SUBTOTAL SORENSEN GROSS WORK						ADD	\$3,291

**SUBCONTRACT WORK**

Robert Darvas	Engineering Services	\$7,700
Borner	Temporary Roof Protection	\$5,072
Brand Safway	Temporary Shoring	\$178,764

SUBTOTAL SUBCONTRACT WORK						ADD	\$191,536
SUBCONTRACT FEE						10.00%	\$19,154
							<b>\$213,981</b>
SUBTOTAL							
Add bonds and insurance						1%	\$2,140
Total Lump Sum Cost							\$216,121



April 24, 2023

Ms. Nicola Taylor  
Sorensen Gross Company and Brand-Safway Company  
111 E Court St, Suite 1-S  
Flint, MI 48502

**Re: Proposal for Consulting Structural Engineering Services for  
Owosso Wastewater Treatment Plant Deteriorated Columns**

Dear Ms. Nicola Taylor,

Robert Darvas Associates, P.C. (RDA) is pleased to provide the following proposal for consulting structural engineering services. We understand the project to be a visual structural assessment and loading calculations for temporary shoring to permit safe access to repair five deteriorated structural steel columns at the Owosso Wastewater Treatment Plant Located in Owosso, Michigan. Our proposal is based on phone and email conversations on April 20, 2023.

## **1. PROPOSED SERVICES**

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RDA proposes to provide the following engineering services:

- 1.1. Discuss the proposed project scope and schedule with Sorensen Gross Company and Brand-Safway Company.
- 1.2. One (1) site visit (completed on April 20, 2023) to observe existing conditions of the deteriorated columns.
- 1.3. Provide calculations of the loads to be used by Joe Zaleski of Brand-Safeway to design the shoring.
- 1.4. Review Brand-Safeway's shoring drawings and calculations submittal.
- 1.5. One (1) site visit to observe and confirm the shoring in place agrees with the approved shoring drawings.
- 1.6. Prepare written report in PDF format of our observations and any corrective actions found to be needed.
- 1.7. Review report of findings and recommendations with Ms. Nicola Taylor and discuss.

## **2. ASSUMPTIONS/CLARIFICATIONS**

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This proposal includes the following assumptions and clarifications:

- 2.1. Sorensen Gross Company and Brand-Safway Company will be available for discussions and assist in gathering necessary documents, measurements, and/or investigations (if required).
- 2.2. Deliverables will be provided in PDF format.
- 2.3. This proposal is for the structural calculation of the loads required to design the shoring of the described columns only and does not include engineering nor drawing of the temporary support systems. Engineering and drafting of the shoring will be by Brand-Safway Company.
- 2.4. To the extent possible, teleconference meetings will replace face-to-face meetings due to the ongoing COVID-19 pandemic. This proposal does not include any office visits. All communications will be via email and/or phone conversations.
- 2.5. The enclosed Standard General Conditions are part of this proposal.



### 3. ENGINEERING FEE

---

RDA proposes to provide the above-described structural engineering services on a time and materials basis not-to-exceed \$7,700.00 based on the attached hourly rate schedule.

There will be additional charge, without markup, for any of the following expenses, if necessary; deliveries, postage, and printing, government approved mileage outside of Ann Arbor, travel expenses along with meals and lodging.

We appreciate the opportunity to submit this proposal and look forward to working with you on this project. We have experienced staff available to work on this project immediately. If you find this proposed agreement acceptable, please sign and return, or initiate a standard AIA contract and initial acceptance of this proposal and the enclosed Standard General Conditions and include them as an Exhibit.

If you have any questions, please do not hesitate to contact me.

Sincerely,

**Robert Darvas Associates, P.C.**

A handwritten signature in black ink, appearing to read 'Stephen Rudner', written over a horizontal line.

Stephen Rudner, P.E.

Accepted by:

Nicola Taylor  
Ms. Nicola Taylor

Date: 4/26/2023



## Standard General Conditions

### **Project and Fee Changes:**

If the project scope changes from the above description our fee may need to be revised. Any significant design changes which require redesign on our part may affect the fee. Additional services requested by the client will be billed at our then effective hourly billing rates, or a fee negotiated when the extent of extra work is determined, plus reimbursable expenses, if necessary (deliveries, postage, printing, government approved mileage outside of Ann Arbor, and travel expenses along with meals and lodging). Project and fee changes shall be approved in writing by the Client prior to RDA proceeding. If the project is cancelled for any reason, you will only be billed for the work completed.

### **Billings and Payments:**

Invoices are due within thirty (30) days after the invoice date. If the invoice is not paid within thirty (30) days, RDA may (without waiving any claim, right against, or liability whatsoever to the Client) suspend or terminate the performance of service. Any retainer payment(s) shall be credited on the final invoice. Accounts unpaid sixty (60) days after the invoice date shall be subject to a time-price differential service charge of 1.5% per month on the then unpaid balance. Under all circumstances in the event of Client's failure to pay or other default by Client hereunder, RDA shall be entitled to recover its reasonable attorneys' fees, costs of collection, and other costs incurred arising out of or in any way related to Client's default or defaults.

### **Documents:**

All reports, drawings, specifications, computer files, field data, notes, and other documents and instruments prepared by RDA as instruments of service shall remain the property of RDA. RDA shall retain the copyrights thereto.

### **Independent Contractor:**

It is agreed between the parties hereto that employment by Client of Construction Contractor(s) or Subcontractor(s) to construct work and perform maintenance constitutes them as independent Contractors and as such they are completely responsible to the Client for the performance of their contracts, maintaining the construction schedules, and that these construction organizations are solely responsible for the means, methods, techniques, and detailed sequences of construction and for safety precautions incident thereto. The presence of an RDA project representative at the jobsite will not relieve the Construction Contractor(s) of these responsibilities.

### **Indemnity:**

RDA agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Client (its officers, directors, and employees) against all damages, liabilities or costs, including reasonable attorneys' fees and defense costs, to the extent caused by RDA's negligent acts, errors or omissions in the performance of professional services under this Agreement and that of his or her Subconsultant(s) or anyone for whom RDA is legally liable.

Client agrees, to the fullest extent permitted by law, to indemnify and hold harmless RDA (its officers, directors, and employees) against all damages, liabilities or costs, including reasonable attorneys' fees and defense costs, to the extent caused by Client's negligent acts, errors or omissions and those of his or her Contractor(s), Subcontractor(s), or Consultant(s), or anyone for whom the Client is legally liable, arising from the Project that is the subject of this Agreement. RDA is also not obligated to indemnify the Client in any manner whatsoever for the Client's own negligence or the negligence of others.



**BORNOR RESTORATION, INC.**  
 525 Filley Street  
 Lansing, MI 48906-2975  
 Ph 517/482-1625 Fax 517/482-4840

## QUOTATION

**Attn:** Nicola Taylor  
**Company:** Sorensengross

**Date:** April 29, 2023  
**Page:** Page 1 of 1  
**BRI Job No.:** 22-70000  
**Quote no. 2**

**Email:**

**Project Name:**  
**Owosso WWTP**

**Bulletin No.:**  
**Item No.:**  
**Description:** Temp Roof

**Week Ending:**

Labor	Quantity	Units	Rate	Amount	Total
Roof General Foreman	0	hrs	\$83.24	\$0.00	
Roof Foreman	8	hrs	\$69.70	\$557.60	\$557.60
Roof Foreman OT	0	hrs	\$91.84	\$0.00	
Roof Journeymen	16	hrs	\$66.70	\$1,067.20	\$1,067.20
Warehouse	2	hrs	\$51.13	\$102.26	\$102.26
				Total	\$1,727.06
	26				

Material	Quantity	Units	\$0.00	Amount	Total
Roofing Materials	10	sq		\$2,183.52	\$2,183.52
				\$0.00	
				\$0.00	
				\$0.00	
				Total	\$2,183.52

Equipment/Rental	Quantity	Units	Unit Rate	Amount	Total
Boom Truck	2	Hours	\$62.50	\$125.00	\$125.00
Tear Off Truck		Day	\$90.00	\$0.00	
Kettle		Day	\$50.00	\$0.00	
Kettle		Day	\$60.00	\$0.00	
Truck	1	Day	\$250.00	\$250.00	\$375.00
				Total	\$500.00

Subcontractors	Quantity	Units	Unit Rate	Amount	Total
				\$0.00	\$0.00
				\$0.00	\$0.00
				TOTAL	\$0.00

Total Cost \$4,410.58  
 OH & P 15% \$661.58  
 OH & P 5% (Sub)

**\$5,072.16**

*David McCallum*

David McCallum Project Manager

Quality Results from Quality People



**Customer:** Sorensen Gross  
111 Court St Suite 1S  
Flint, MI 48502

**BrandSafway Industries, LLC.**  
12701 Beech Daly Rd  
Taylor, MI 48180

**Attention:** Nicola Taylor  
[Ntaylor@sgcompany.com](mailto:Ntaylor@sgcompany.com)  
947-210-3355

**Mark Calhoun**  
**Project Manager**  
**Phone:** 734-946-1747  
**Fax:** 734-946-1737  
**Cell:** 734-925-1301  
**Email:** [mcalhoun@brandsafway.com](mailto:mcalhoun@brandsafway.com)

**Re:** Owasso, Michigan  
Water Treatment Plant

**Project:** Shoring

**PROPOSAL #** 5.31.2023 MC1  
**BID DATE:** 31-May-23

BrandSafway Industries, LLC. (BrandSafway) welcomes this opportunity to submit a proposal to meet your scaffold access needs. As a service and equipment provider, we strive to be competitive, but most important of all, to provide our clients with superior service.

BrandSafway proposes to furnish material, labor and supervision to erect and dismantle scaffolding in accordance with the general terms and conditions shown hereinafter and on our material lease agreement. Pricing is based entirely upon the attached scope of work which describes the work in detail, including work duration for each task. Any changes to the attached scope or terms and conditions may result in pricing modifications.

Clarifications

1. Erecting and Dismantling Shoring Monday-Friday 7AM-3:30PM
2. Quote expires on May 1, 2024
3. All material will be hand passed up/down while building/ dismantling the scaffold.
4. All scaffold material and racks will stay onsite until scaffold is dismantled.
5. Material on ground level will be moved around with a tunnel buggy/fork lift .
6. No Scaffold inspections.
7. Will need a staging area next to access door.
8. Shoring for the roof level will have to have a 2 shoring tower on each side of a columns.
9. At the roof level of all columns there will be 2 whole in the siding to slide the support beam thru the wall to support the roof load.
10. 12-2'x2' Siding whole fixed by others.
11. Enginered drawing include.

Scope of work: Shoring Towers

**BrandSafway will Erect and Dismantle all shoring tower and platforms need for this project.**

**1. Colum A-9**

- A. Basement 3-4'W x 4'L x 9'H
- B. 1st floor 2-4'W x 4'L x 10'H
- C. 2nd Floor 9'W x 9'L x 30'H inside/ 9'W x 9'L x 25'H outside with 1 working deck

**2. Colum A-10**

- A. Basement 3-4'W x 4'L x 9'H
- B. 1st floor 2-4'W x 4'L x 10'H
- C. 2nd Floor 9'W x 9'L x 30'H inside/ 9'W x 9'L x 25'H outside with 1 working deck

**3. Colum A-11**

- A. Basement 3-4'W x 4'L x 9'H
- B. 1st floor 2-4'W x 4'L x 10'H
- C. 2nd Floor 9'W x 9'L x 30'H inside/ 9'W x 9'L x 25'H outside with 1 working deck

**4. Colum A-12**

- A. Basement 3-4'W x 4'L x 9'H
- B. 1st floor 2-4'W x 4'L x 10'H
- C. 2nd Floor 9'W x 9'L x 30'H inside/ 9'W x 9'L x 25'H outside with 1 working deck

5. Column B-12

A. Basement 3-4'W x 4'L x 9'H

B. 1st floor 2-4'W x 4'L x 10'H

C. 2nd Floor 9'W x 9'L x 30'H inside/ 9'W x 9'L x 25'H outside with 1 working deck

Lump Sum Price:	<u>\$178,764.00</u>	
<i>Rental duration</i>	<u>28</u>	days
<i>Daily rate thereafter</i>	<u>\$ 242.00</u>	

Any standby time beyond our control will be billed at Brand's T&M rate.

We thank you for the opportunity to work with you and your company. If we can be of any further assistance please do not hesitate to call me at 734-925-1301.

Sincerely,



Mark Calhoun  
Project Manager

Accepted by:

\_\_\_\_\_  
Authorized Company Representative



May 2, 2023

Nicola Taylor Project Manager / Chief Estimator  
Sorensen Gross Company  
111 E. Court Street Suite 1-S  
Flint Michigan 48502

**Re: Site visit Report: Owosso Waste Water Treatment Plant 1410 Chippewa Trail Owosso MI May 02, 2023**

Dear Ms. Taylor

On May 02, 2023 at 10:30 I arrived at the site and was met by Nicola Taylor of Sorensen Gross and Mark Calhoun from Brand-Safway. I gave Mark a copy of the plans and sections that I had printed as well as a copy of the load calculations provided by Brian Van Zee of Fishbeck. We discussed the shoring of the roof and floors in the vicinity of columns A-10, A-11, A-12, and B-12. Those columns must be repaired due to severe corrosion just above the base plates. The discussion revolved around the use of four-legged sectional shoring towers to temporarily support the roof and the two interior floors so the lower sections of the corroded columns could be safely removed and replaced. These shoring towers would go from the underside of the roof structure down to the basement floor slab, and would be interrupted by the floors that are being supported. The actual design of the shoring towers will be by the Brand-Safway engineers. Mark Calhoun of Safway inquired of Nicola if his engineer could come out to view the site.

The corroded areas of the columns are accessible except column A-12 which lies inside a basement level concrete block enclosure surrounding a ferric chloride tank. In order to repair all of the columns at the same time, a temporary location must be found for the ferric chloride tank so the concrete block enclosure can be demolished, and column A-12 can be repaired at the same time as the other three columns. Demolition of the concrete block walls surrounding the ferric chloride tank was scheduled for later in the current renovation project as the current enclosure is too small to provide the required clearances around the tank.

If you have any questions regarding this report, please do not hesitate to contact me.

Sincerely,

**Robert Darvas Associates, P.C.**

A handwritten signature in black ink, appearing to read 'Stephen Rudner', written in a cursive, flowing style.

Stephen Rudner, P.E.

C/c Mark Calhoun [mcalhoun@brandsafway.com](mailto:mcalhoun@brandsafway.com) 734-925-1301



## MEMORANDUM

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

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**DATE:** August 7, 2023

**TO:** Mayor Teich and the Owosso City Council

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

**SUBJECT:** WTP Backwash VFD Voltage Protection Change Order #1

### RECOMMENDATION:

Approval of increased payment for construction work by MP Predictive Technologies (Orlando, FL) for the WTP Backwash VFD Voltage Protection project in the amount of \$3,344.06.

### BACKGROUND:

On March 21, 2023, the City received bids for Backwash VFD Voltage Protection at the Water Treatment Plant. The major items include: furnishing and installing two (2) surge suppressors with 600V 100A circuit breakers, two (2) ground-fault indication systems, and additional grounding projection (2/0) at two existing distribution panels. Two contractor bids were received, with MP Predictive Technologies confirmed as the low responsible bidder.

On April 03, 2023, City Council approved entering into services agreement with MP Predictive Technologies Inc. of Orlando, FL to install Ground Fault Indication and Surge Suppression for the Backwash VFD's at the Water Filtration Plant. The parts were purchased and control panels assembled in FL and shipped to the Filtration Plant. A licensed electrician was subcontracted to complete the installation by MP Predictive Technologies (MPP). The work was scheduled for installation and completion on June 22, 2023, when it was discovered that the engineering work previously completed by OHM at a cost of \$4,000.00 for the design on this work was in error. Work stopped and OHM was consulted again and agreed with MPP's recommendation for the most cost effective corrections while still providing the protection initially designed. This increased the project cost by \$3,344.06, bringing the total project cost from \$25,573.84 to \$28,917.90.

### FISCAL IMPACTS:

The parts will be funded by the Account No. 591-553-933.000, with the additional costs of \$3,344.06. Final expenses in the amount of \$28,917.90

Attachments:      (1)      Resolution, Backwash VFD Voltage Protection Bid  
                             (2)      Change Order  
                             (3)      Estimate

**RESOLUTION NO.**

**AUTHORIZING CHANGE ORDER NO. 1  
TO THE CONTRACT BETWEEN THE CITY OF OWOSSO AND  
MP PREDICTIVE TECHNOLOGY OF ORLANDO, FLORIDA FOR  
CONSTRUCTION AND INSTALLATION OF BACKWASH VFD VOLTAGE  
PROTECTION FOR USE AT THE WATER TREATMENT PLANT**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, approved a contract with MP Predictive Technologies, on April 3, 2023 for the construction and installation backwash VFD voltage protection at the Water Treatment Plant, known as the Water Treatment Plant (WTP) Backwash VFD Voltage Protection project, is an approved 2023 planned project; and

WHEREAS, the project is now underway and a change order is necessary to reconcile contract work and supplies to be used.

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 amend the Water Treatment Plant (WTP) Backwash VFD Voltage Protection project contract with MP Predictive Technologies to increase the contract amount to update contract work and supplies to be used.

SECOND: The Mayor and City Clerk are instructed and authorized to sign the document substantially in form attached as Change Order No. 1 in the amount of \$3,344.06; an increase to the Contract for Services between the City of Owosso and MP Predictive Technologies, revising the total current contract amount from \$25,573.84 to \$28,917.90.

THIRD: The Accounts Payable department is authorized to pay MP Predictive Technologies for work satisfactorily completed up to the revised contract amount of \$28,917.90.

FOURTH: The above expenses shall be paid from account no. 591-553-933.000.

## No. 1

OWNER'S P.O. NO. 43905

Balance contract quantities based on plan quantity vs required change quantity.

[illegible]

CHANGE IN CONTRACT PRICE
Original Contract Price \$ <u>25,573.84</u>
Increase (Decrease) from previously approved Change Orders No. _____ to _____ _____ \$ _____
Contract Price prior to this Change Order: \$ <u>25,573.84</u>
Increase (Decrease) of this Change Order: \$ <u>3,344.06</u>
Contract Price incorporating this Change Order: \$ <u>28,917.90</u>

CHANGE IN CONTRACT TIMES
Original Contract Times: Substantial Completion: _____ Ready for Final Payment: _____ (days or dates)
Increase (Decrease) from previously approved Change Orders No. _____ to _____: Substantial Completion: _____ Ready for Final Payment: _____ (days)
Contract Times prior to this Change Order: Substantial Completion: _____ Ready for Final Payment: _____ (days or dates)
Increase (Decrease) of this Change Order: Substantial Completion: _____ Ready for Final Payment: _____ (days)
Contract Times with all approved Change Orders: Substantial Completion: _____ Ready for Final Payment: _____ (days or dates)

RECOMMENDED:

By: *Gyan Zinsane*

DIRECTOR (Authorized Signature)  
Title: Director of Public Service & Utilities  
Date: 8/1/2023

APPROVED:

By: \_\_\_\_\_

OWNER (Authorized Signature)  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

ACCEPTED:

By: \_\_\_\_\_

CONTRACTOR (Authorized Signature)  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_



**MP Predictive Technologies Inc.**  
 9187 Boggy Creek Rd Unit 1  
 Orlando, FL 32824  
 (407)286-0278  
 gbest@mpp-technologies.com  
 www.mpp-technologies.com

## Estimate

ADDRESS
City of Owosso 301 W. Main Street Owosso, MI 48867

SHIP TO
City of Owosso 1111 ALLENDALE AVE OWOSSO, MI 48867

ESTIMATE #	DATE	EXPIRATION DATE
1212936	06/29/2023	07/29/2023

**PREPARED BY** Gracy Best    **PAYMENT TERMS** Net 30

Thank you for the opportunity to assist with your electrical needs. We are pleased to provide a quotation for the following services. If we can be of further assistance or should you require additional information regarding this quote, please contact us at (407)286-0278.

	QTY	RATE	AMOUNT
<b>Field Service</b> Additional installation fee as per contractor's lost time onsite on 6/22/23 due to engineering firm's design mistake.	1	572.00	572.00
<b>Breakers</b> Square D 30A Breakers Part #HJA36030 Estimated lead time: 3 weeks ARO	2	1,336.03	2,672.06
<b>Shipping</b> Shipping cost for breakers from Square D factory to Owosso plant.	1	100.00	100.00
SUBTOTAL			3,344.06
TAX			0.00
TOTAL			<b>\$3,344.06</b>



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

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# ***MEMORANDUM***

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DATE: August 1, 2023

TO: Mayor Teich and the Owosso City Council

FROM: Jessica Unangst, Director of HR & Administrative Services

RE: BS&A Timesheets

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The City of Owosso currently uses BS&A Software for our financial management program, payroll, utilities management, community development, assessing and property tax. Timesheets works in coordination with payroll to decentralize the data entry of hours worked. Timesheets can be configured to allow employees to enter their time or to allow for entry by department. Hours can then be imported directly into payroll, saving our Payroll/HR Specialist Karen Krish time in the bi-weekly payroll processing. HR staff will maintain final oversight. Also included is BS&A's Employee Self-Service (ESS) tool, which empowers our staff members. Employees can view and request changes to personal information, such as contact info, emergency contacts, W-4 status and life event changes. Historical payroll and W-2 information, leave balances and direct deposit are easily located. Employees can complete timesheets and conduct open benefit enrollment.

I recommend approval and authorization of the new BS&A Timesheets program for a grand total of \$15,790.00 (\$8,915.00 for applications; \$1,375.00 for project management and implementation planning; and \$5,500.00 for implementation and training) through BS&A Software, this is \$1,785.00 under budget.

**RESOLUTION NO.**

**ADOPTING THE BS&A PROPOSAL FOR SOFTWARE AND SERVICES FOR  
TIMESHEETS AND EMPLOYEE SELF-SERVICE,**

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

WHEREAS, said network requires additions from time-to-time to stay current; and

WHEREAS, the city contracts with BS&A for various other software platforms, now including Timesheets and Employee Self-Service; and

WHEREAS, the city council must adopt a resolution authorizing the terms of the quotation in the amount of \$15,790.00.

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

- FIRST:       The City of Owosso has determined it is advisable, necessary and in the public interest to add BS&A Timesheets and Employee Self-Service to our software suite.
- SECOND:      The mayor and city clerk are instructed and authorized to approve the document substantially in form attached as Proposal for Software and Services, Presented to City of Owosso, Shiawassee County MI, July 11, 2023 between the City of Owosso and BS&A.
- THIRD:       The accounts payable department is authorized to pay BS&A for the equipment in an amount not to exceed \$15,790.00.
- FOURTH:      The above expenses shall be paid from Account No. 101-228-978.000 (Equipment). Per Sec. 2-346: exceptions to competitive bidding, where the service, product or material contracted for is not competitive in nature. Software add on purchase is integrated into our current payroll/accounting software program (BS&A).

Proposal for Software and Services, Presented to...

City of Owosso, Shiawassee County MI

July 11, 2023

Quoted by: Keegan Nixon



*Thank you for the opportunity to quote our software and services.*

*At BS&A, we are focused on delivering unparalleled service, solutions, support, and customer satisfaction. You'll see this in our literature, but it's not just a marketing strategy... it's a mindset deeply embedded in our DNA. Our goal is to provide such remarkable customer service that our customers feel compelled to remark about it.*

*We are extremely proud of the many long-term customer relationships we have built. Our success is directly correlated with putting the customer first and consistently choosing to **listen**. Delivering unparalleled customer service is the foundation of our company.*

## Cost Summary

*Applications and Annual Service Fee prices based on an approximate population of 14,714. Software is licensed for use only by municipality identified on the cover page. If used for additional entities or agencies, please contact BS&A for appropriate pricing. Prices subject to change if the actual count is significantly different than the estimated count.*

### Applications

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#### Personnel Management

Timesheets .NET	\$4,295
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#### BS&A Online

Employee Self-Service	\$4,620
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Subtotal	\$8,915
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### Data Conversions/Database Setup

No conversion or database setup to be performed.

### Project Management and Implementation Planning

#### Services include:

- Analyzing customer processes to ensure all critical components are addressed.
- Creating and managing the project schedule in accordance with the customer's existing processes and needs.
- Planning and scheduling training around any planned process changes included in the project plan.
- Modifying the project schedule as needed to accommodate any changes to the scope and requirements of the project that are discovered.
- Providing a central contact between the customer's project leaders, developers, trainers, IT staff, conversion staff, and other resources required throughout the transition period.
- Installing the software and providing IT consultation for network, server, and workstation configuration and requirements.
- Reviewing and addressing the specifications for needed customizations to meet customer needs (when applicable).

**\$1,375**

## Implementation and Training

- \$1,100/day
- Days quoted are estimates; you are billed for actual days used

### **Services include:**

- Setting up users and user security rights for each application
- Performing final process and procedure review
- Configuring custom settings in each application to fit the needs of the customer
- Setting up application integration and workflow methods
- Onsite verification of converted data for balancing and auditing purposes
- Training and Go-Live

Software Setup and Training on Personnel Management Applications	Days:	5	<b>\$5,500</b>
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## Cost Totals

*Not including Annual Service Fees*

Applications	\$8,915
Project Management and Implementation Planning	\$1,375
Implementation and Training	\$5,500

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<b>Total Proposed</b>	<b>\$15,790</b>
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<i>Travel Expenses</i>	<i>\$245</i>
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## Payment Schedule

- 1<sup>st</sup> Payment:     **\$1,375** to be invoiced upon execution of this agreement.
- 2<sup>nd</sup> Payment:     **\$8,915** to be invoiced at start of training.
- 3<sup>rd</sup> Payment:     **\$5,745** to be invoiced upon completion of training.



# Annual Service Fees

Unlimited support during your first year with the program is included in your purchase price. Thereafter, Service Fees are billed annually. After two (2) years, BS&A Software reserves the right to increase the Annual Service Fee by no more than the yearly Consumers Price Index for All Urban Consumers U.S. city average (CPI-U).

<b>Personnel Management</b>	
Timesheets .NET	\$860
<b>BS&amp;A Online</b>	
Employee Self-Service	\$925
<b>Total Annual Service Fees</b>	<b>\$1,785</b>



## Additional Information

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### Program Customization

BS&A strives to provide a flexible solution that can be tailored to each municipality's needs. However, in some cases, custom work may be required. Typical examples include:

- ˘ custom payment import/lock box import
- ˘ custom OCR scan-line
- ˘ custom journal export to an outside accounting system
- ˘ custom reports

If you require any custom work, please let us know so that we can better understand the scope of your request and include that in a separate proposal.

---

### BS&A Online

#### *Connection Requirements*

BS&A Online requires a high-speed internet connection (cable modem or DSL).



## Acceptance

### Signature constitutes...

1. An order for products and services as quoted  
*Quoted prices do not include Program Customization, training beyond the estimated number of days, or recommended Bank Reconciliation Consultation*
2. Agreement with the proposed Annual Service Fees
3. Acceptance of BS&A's hardware recommendations required to efficiently run the .NET applications

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**Signature**

**Date**

**BS&A PLEDGE.** We offer a one-year, risk-reversal pledge on our software. If, up to a year after installation, you are not happy with our software and service, you can return our software for a full refund.

### Returning Accepted Proposal to BS&A

*Please return the entire proposal, with signature/date (this page) and contact information (next page) filled out, by any of these methods:*

Mail: BS&A Software  
14965 Abbey Lane  
Bath, MI 48808

Fax: (517) 641-8960

Email: [knixon@bsasoftware.com](mailto:knixon@bsasoftware.com)

Once your proposal is received, a BS&A representative will contact you to begin the scheduling process.



## Contact Information

If any mailing addresses are PO Boxes, please also provide a Street Address for UPS/Overnight mail.

If additional contacts need to be submitted, please make a copy of this page.

### Key Contact for Implementation and Project Management

Name \_\_\_\_\_ Title \_\_\_\_\_

Phone/Fax \_\_\_\_\_ Email \_\_\_\_\_

Mailing Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

### IT Contact

Name \_\_\_\_\_ Title \_\_\_\_\_

Phone/Fax \_\_\_\_\_ Email \_\_\_\_\_

Mailing Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_





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# ***MEMORANDUM***

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DATE: July 27, 2023

TO: Mayor Teich and the Owosso City Council

FROM: Jessica Unangst, Director of HR & Administrative Services

RE: Phones Handsets & Phone System Migration

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The City of Owosso's phone handsets are obsolete and need to be replaced. The current handsets were purchased back in the first part of 2013, so they are over 10 years old and no longer supported. We will also be migrating to WebEx Calling subscription. WebEx Calling will replace the servers, or brains of the system and will also replace the Smartnet licensing that we have needed every year. The current physical servers controlling the phone system recently went end of life and are no longer supported. We will be using the WebEx Cloud, benefits of moving to the Cloud:

1. E911 compliance software Redsky is now included in our subscription;
2. Highly redundant;
3. More secure – patches and upgrades handled directly by Cisco as needed; and
4. No more upgrade projects required.

I recommend approval and authorization of the new phone handsets and WebEx Calling for a grand total of \$70,258.03 (\$46,632.03 for voice upgrade to WebEx Calling and handsets; \$17,376.00 for professional services for implementation, migration, training and day 1 support for WebEx calling; and \$6,250.00 for voice planning project for migration to WebEx calling) through Logicalis which includes the Mi-Deal contract through NASPO and 1GPA government contract pricing, this is nearly \$12,700.00 under what we had budgeted.

## **RESOLUTION NO.**

### **ADOPTING THE LOGICALIS UPDATE TO WEBEX CALLING AND HANDSETS QUOTATION # 2023-165874v1; 2022-141909v3; 2023-165279v1**

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

WHEREAS, said network requires updates from time-to-time to stay current and connected; and

WHEREAS, the city contracts with Logicalis for the handset replacement and update to WebEx Calling; and

WHEREAS, the city council must adopt a resolution authorizing the terms of the quotations # 2023-165874v1; 2022-141909v3; 2023-165279v1.

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

- FIRST: The City of Owosso has determined it is advisable, necessary and in the public interest to replace the existing handsets and update to WebEx Calling.
- SECOND: The mayor and city clerk are instructed and authorized to approve the document substantially in form attached as Voice Upgrade to Webex Calling and Handsets, Quotation # 2023-165874v1; Professional Services for Implementation, Migration, Training and Day 1 Support to Webex Calling Quotation # 2022-141909v3; and Voice Planning Project for Migration to Webex Calling Quotation # 2023-165279v1 between the City of Owosso and Logicalis.
- THIRD: The accounts payable department is authorized to pay Logicalis for the equipment in an amount not to exceed \$70,258.03.
- FOURTH: The above expenses shall be paid from Account No. 101-228-933.000 (Equipment Maintenance) and 101-228-978.000 (Equipment). Exempted from bidding per ordinance due to our cooperative government purchasing agreement through NASPO (Mi-Deal) and 1GPA.

# Voice Upgrade to Webex Calling and Handsets

## Quotation # 2023-165874v1

**Prepared By Logicalis for:**  
City of Owosso

*To the attention of :  
Jessica Unangst  
City of Owosso  
301 W Main St  
Owosso, MI 48867-2915  
Tel: 989-725-0552  
Email: [jessica.unangst@ci.owosso.mi.us](mailto:jessica.unangst@ci.owosso.mi.us)*

July 20, 2023

## Pricing Summary

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

Price Summary	Amount
Hardware	\$16,626.03
Software	\$29,736.00
Hardware Maintenance	\$270.00
Software Maintenance	\$0.00
<b>Grand Total</b>	<b>\$46,632.03</b>



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](http://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>

## Voice Upgrade to Webex Calling and Handsets

### Quotation # 2023-165874v1

Customer Name & Address	Logicalis Account Executive
Jessica Unangst City of Owosso 301 W Main St Owosso, MI 48867-2915 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 ATTN: Jessica Unangst	City of Owosso 301 W Main St Owosso, MI 48867-2915 ATTN: Jessica Unangst

Quotation expiration date: August 15, 2023

This Quotation adheres to the pricing requirements of the NASPO ValuePoint Cisco Master Agreement #AR3227, MI Participating Addendum #210000001333 contract.

Cisco Phones					
Item	Qty	Part Number	Description	Unit Price	Extended Price
Products					
1	44	CP-7841-3PCC-K9=	Cisco IP Phone 7841 with Multiplatform Phone firmware	\$162.31	\$7,141.64
2	29	CP-8841-3PCC-K9=	Cisco IP Phone 8841 with Multiplatform Phone firmware	\$227.23	\$6,589.67
3	2	CP-8832-3PCC-K9	Cisco 8832 for North America; charcoal; with accessories	\$758.68	\$1,517.36
4	2	CP-8832-POE	Cisco IP Conference Phone 8832 PoE Accessories for Worldwide	\$0.00	\$0.00
5	1	CP-8832-MIC-WIRED=	Cisco 8832 Wired Microphones Kit for Worldwide	\$198.24	\$198.24
6	3	CP-7811-3PCC-K9=	Cisco IP Phone 7811 with Multiplatform Phone firmware	\$87.84	\$263.52
7	8	ATA191-3PW-K9	191 Analog Telephone Adapter for MPP	\$114.45	\$915.60
8	8	CON-SNT-TATK99T7	191 Analog Telephone Adapter for MPPSNTC-8X5XNBD - 3 Years	\$33.75	\$270.00
9	8	ATA191-CLIP-NA	Power Clip for ATA191 and ATA192; North America	\$0.00	\$0.00
Products Subtotal					\$16,896.03

Cisco Phones					
Item	Qty	Part Number	Description	Unit Price	Extended Price
Cisco Phones Total					\$16,896.03

Item	Qty	Part Number	Description	Term (Months)	Invoicing Frequency	Recurring Charge	Extended Price
Products Annuity							
1	1	A-FLEX-3	Collaboration Flex Plan 3.0 Est. Start Date: 07-31-2023 Est. End Date: 07-30-2026	36	Annual	\$0.00	\$0.00
2	1	SVS-FLEX-SUPT-BAS	Basic Support for Flex Plan Est. Start Date: 07-31-2023 Est. End Date: 07-30-2026	36	Annual	\$0.00	\$0.00
3	85	A-FLEX-NUCL-P	NU Webex Calling Professional Est. Start Date: 07-31-2023 Est. End Date: 07-30-2026	36	Annual	\$7,905.00	\$23,715.00
4	21	A-FLEX-NUCL-E	NU Webex Calling Workspace for Common Area Est. Start Date: 07-31-2023 Est. End Date: 07-30-2026	36	Annual	\$1,171.80	\$3,515.40
5	40	A-FLEX-STD-CUBE	CUBE Standard Trunk Session License Est. Start Date: 07-31-2023 Est. End Date: 07-30-2026	36	Annual	\$835.20	\$2,505.60
6	85	A-FLEX-C-PRO	Webex Calling Entitlement Est. Start Date: 07-31-2023 Est. End Date: 07-30-2026	36	Annual	\$0.00	\$0.00
7	21	A-FLEX-CL-CA	Webex Calling Common Area Entitlement Est. Start Date: 07-31-2023 Est. End Date: 07-30-2026	36	Annual	\$0.00	\$0.00
8	106	A-FLEX-P-CALL	Prem to Webex Calling / UCM Cloud Est. Start Date: 07-31-2023 Est. End Date: 07-30-2026	36	Annual	\$0.00	\$0.00
9	1700	A-FLEX-FILESTG-ENT	File Storage Entitlement Est. Start Date: 07-31-2023 Est. End Date: 07-30-2026	36	Annual	\$0.00	\$0.00

10	85	A-FLEX-PROPACK-ENT	Pro Pack for Cisco Control Hub Entitlement Est. Start Date: 07-31-2023 Est. End Date: 07-30-2026	36	Annual	\$0.00	\$0.00
11	85	A-FLEX-MSG-NU-ENT	Messaging Named User Entitlement (1) Est. Start Date: 07-31-2023 Est. End Date: 07-30-2026	36	Annual	\$0.00	\$0.00
12	1	A-FLEX-ERC	Emergency Response Center Call fee per location search US Est. Start Date: 07-31-2023 Est. End Date: 07-30-2026	36	Annual	\$0.00	\$0.00
<i>Products Annuity Total</i>						\$9,912.00	\$29,736.00

Grand Total	
Products Subtotal:	\$46,632.03
<b>Grand Total:</b>	<b>\$46,632.03</b>

## 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 Product Sales

1. To the extent applicable, the terms of the NASPO ValuePoint Cisco Master Agreement #AR3227, MI Participating Addendum #210000001333 are incorporated herein by reference. For all other terms not addressed in the previously stated contract, Logicalis Terms of Sale, found on our website at [www.us.logicalis.com/tcsales](http://www.us.logicalis.com/tcsales) apply and are incorporated herein by reference.
2. Any variation in quantity or requested delivery may result in price changes.
3. Prices are subject to change without notice in the event the Product's manufacturer/distributor changes the price to Logicalis.
4. Shipping and taxes are added at time of invoice. Shipping charges are subject to handling fees for specifying carriers and same day shipments.
5. Logicalis collaborates with the OEM/distributor to schedule delivery to Customer ' s loading dock; inside delivery is available upon request and may increase the cost of delivery.
6. To the extent this Quotation includes Cisco Cloud Services, the following link shall apply: [www.cisco.com/c/en/us/about/legal/cloud-and-software/cloud-terms.html](http://www.cisco.com/c/en/us/about/legal/cloud-and-software/cloud-terms.html). " Cisco Cloud Services " shall mean any of the offerings described on the aforementioned link. If Customer does not issue a purchase order to Logicalis or otherwise accept a Logicalis quotation to renew such Cisco Cloud Services, or does not otherwise provide written notice of non-renewal, at least forty-five (45) days prior to the end of the then-current subscription term thereof, then the Cisco Cloud Services shall automatically renew and Customer agrees to pay Logicalis for such renewed subscription term at the rates charged by Logicalis therefor.

## Quotation Acceptance

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Draft

Professional Services for Implementation, Migration, Training  
and Day 1 Support to Webex Calling  
Quotation # 2022-141909v3

**Prepared By Logicalis for:**  
City of Owosso

*To the attention of :  
Jessica Unangst  
City of Owosso  
301 W Main St  
Owosso, MI 48867-2915  
Tel: (989) 725-0599  
Email: jeffrey.kish@us.logicalis.com*

July 20, 2023

## Pricing Summary

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

Price Summary	Amount
Professional Services	\$17,376.00



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](http://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.

Professional Services for Implementation, Migration, Training and Day 1 Support to  
Webex Calling  
Quotation # 2022-141909v3

Customer Name & Address	Logicalis Account Executive
Jessica Unangst City of Owosso 301 W Main St Owosso, MI 48867-2915 (989) 725-0599 jeffrey.kish@us.logicalis.com	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 ATTN: Jessica Unangst	City of Owosso 301 W Main St Owosso, MI 48867-2915 ATTN: Jessica Unangst

Quotation expiration date: September 20, 2022

This Quotation adheres to the pricing requirements of the 1GPA Contract #22-02PV-12 contract.

Item	Qty	Part Number	Description	Unit Price	Extended Price
<b>Logicalis Professional Services - Fixed Fee</b>					
1	1	PS	Project Initiation	\$8,688.00	\$8,688.00
2	1	PS	Project Completion	\$8,688.00	\$8,688.00
<i>Logicalis Professional Services Fixed Fee Subtotal</i>					\$17,376.00

Grand Total	
Services Subtotal:	\$17,376.00
<b>Grand Total:</b>	<b>\$17,376.00</b>

## Solution Summary

Customer's existing Cisco UCM environment needs upgrades due to pending end of life of hardware and software and has asked Logicalis to assist with the upgrades. The upgrade will migrate existing on-prem voice services to Cisco's Webex Calling. Logicalis will provide the configuration, implementation, and after-hours cutover to the new cloud calling platform.

## Professional Services Statement of Work

### Communication & Network Services - Webex Calling Implementation Tasks and Activities

- 1 Implement
  - 1.1 Implementation Configuration
    - 1.1.1 Configure Webex Calling in Control Hub
    - 1.1.2 Configure Webex Control Hub with SSO
    - 1.1.3 Create up to (4) locations, create PSTN objects, and associate DID's
    - 1.1.4 Configure and update IOS on up to (4) voice gateway(s)
    - 1.1.5 Provision up to (1) SIP trunks
    - 1.1.6 Basic Webex calling feature set. (2) auto attendants, (2) hunt groups, (1) paging group, call pickup, and call park
    - 1.1.7 Configure up to (250) users with devices for Webex Calling
    - 1.1.8 Assist Customer with migrating phones from enterprise to MPP firmware
    - 1.1.9 Webex App client implementation
    - 1.1.10 Configure Cisco 8200 with Webex Calling
- 2 Support
  - 2.1 Knowledge Transfer
    - 2.1.1 Provide up to (4) hours of system administrator knowledge transfer
  - 2.2 Support
    - 2.2.1 Provide up to (8) hours of day-1 support either onsite or remote

### Deliverables

- Device Configuration File
- Informal Recording of Knowledge Transfer

### Project Management

The assigned Logicalis Project Manager will be responsible for providing the following services:

#### ***Project Manager 2 (Low Rigor)***

#### **Planning**

- Project initiation phone call
- Resource scheduling
- High-level milestone timeline

#### **Execution**

- Product tracking, if applicable
- Weekly project status call and email
- Resource management and allocation
- Project escalations

#### **Monitoring & Controlling**

- Project Deliverable review and delivery, as applicable
- Scope management
- Document Project Change Requests (PCRs), if applicable
- Timeline monitoring

**Closing**

- Project Closure and Acceptance processing

## Professional Services Assumptions / Customer Responsibilities

Customer will be responsible for deployment and registration of new phones to end users.

### **Contiguous Delivery**

Logicalis has selected, designed, and quoted the Services to be performed and (as applicable) Deliverables to be provided under this SOW with an understanding that they will be delivered on a contiguous schedule in accordance with the timeline set forth herein. Adherence to this contiguous timeline enables Logicalis to deliver maximal value to Customer in the most timely and efficient manner. Customer acknowledges and agrees that a Project Change Request, setting forth any applicable adjustments to the project timeline and pricing, including but not limited to hourly, recurring, and flat fee pricing (depending on the impact on Logicalis' efficiencies and resource allocations), will need to be made and executed in any of the three (3) following events:

1. Customer requests a change of the SOW timeline or scheduling of Services for convenience; or
2. Customer is the precipitating reason, either by its own action or inaction or that of its contractors, agents, employees, or (as applicable) users of Services performed under this SOW, cause a delay in the performance of Services by Logicalis; or
3. Customer requests a project hold (i.e., a pause in Logicalis' performance of Services).

## 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 Professional Services Sales

1. To the extent applicable, the terms of the 1GPA Contract #22-02PV-12 are incorporated herein by reference. For all other terms not addressed in the previously stated contract, Logicalis Terms of Sale, found on our website at [www.us.logicalis.com/tcsales](http://www.us.logicalis.com/tcsales) apply and are incorporated herein by reference.
2. 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](http://us.logicalis.com/gcr), are incorporated herein by reference.
3. 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.

## 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

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# Voice Planning Project for Migration to Webex Calling

## Quotation # 2023-165279v1

**Prepared By Logicalis for:**  
City of Owosso

*To the attention of :  
Jeff Kish  
City of Owosso  
301 W Main St  
Owosso, MI 48867-2915  
Tel: (989) 725-0599  
Email: jeffrey.kish@us.logicalis.com*

July 20, 2023

## Pricing Summary

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

Price Summary	Amount
Professional Services	\$6,250.00



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](http://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.

## Voice Planning Project for Migration to Webex Calling

### Quotation # 2023-165279v1

Customer Name & Address	Logicalis Account Executive
Jeff Kish City of Owosso 301 W Main St Owosso, MI 48867-2915 (989) 725-0599 jeffrey.kish@us.logicalis.com	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: August 20, 2023

This Quotation adheres to the pricing requirements of the 1GPA Contract #22-02PV-12 contract.

Item	Qty	Part Number	Description	Unit Price	Extended Price
<b>Logicalis Professional Services - Fixed Fee</b>					
1	1	PS	Project Initiation	\$3,125.00	\$3,125.00
2	1	PS	Project Completion	\$3,125.00	\$3,125.00
<i>Logicalis Professional Services Fixed Fee Subtotal</i>					\$6,250.00

Grand Total	
Services Subtotal:	\$6,250.00
<b>Grand Total:</b>	<b>\$6,250.00</b>

## Solution Summary

Customer currently has Cisco CUCM on-prem voice service and would like to move to Webex cloud calling. This SOW is focused on the planning portion of the move to gather the required information and document the requirements and low-level design before the full migration project is kicked off.

## Professional Services Statement of Work

### Communication & Network Services - Webex Calling Implementation

#### Tasks and Activities

- 1 Plan
  - 1.1 Implementation Planning
    - 1.1.1 Review and validation of the project implementation strategy
    - 1.1.2 Data gathering meeting with Customer to include network infrastructure, dial plan, voice gateway, migration, training, and cutover planning
    - 1.1.3 Data gathering for site with 51-100 Users
    - 1.1.4 Review License, certificates, and requirements for (4) Cisco C8200 for use with Webex Calling
    - 1.1.5 Data gathering for Webex App Client
    - 1.1.6 Low Level Design Document (LLD) creation and technical review
    - 1.1.7 Conduct a Customer review meeting for approval of the implementation plan, test plan and fallback plan

#### Deliverables

- Implementation Plan

### Project Management

The assigned Logicalis Project Manager will be responsible for providing the following services:

#### ***Project Coordination***

##### **Planning**

- Project coordination phone call
- Resource scheduling
- High-level milestone timeline

##### **Execution**

- Product tracking, if applicable
- Project status email or call, as required
- Project escalations

##### **Monitoring & Controlling**

- Project Deliverable review and delivery, as applicable
- Scope management
- Document Project Change Requests (PCRs), if applicable

##### **Closing**

- Project Closure and Acceptance processing

## Professional Services Assumptions / Customer Responsibilities

### Contiguous Delivery

Logicalis has selected, designed, and quoted the Services to be performed and (as applicable) Deliverables to be provided under this SOW with an understanding that they will be delivered on a contiguous schedule in accordance with the timeline set forth herein. Adherence to this contiguous timeline enables Logicalis to deliver maximal value to Customer in the most timely and efficient manner. Customer acknowledges and agrees that a Project Change Request, setting forth any applicable adjustments to the project timeline and pricing, including but not limited to hourly, recurring, and flat fee pricing (depending on the impact on Logicalis' efficiencies and resource allocations), will need to be made and executed in any of the three (3) following events:

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2. Customer is the precipitating reason, either by its own action or inaction or that of its contractors, agents, employees, or (as applicable) users of Services performed under this SOW, cause a delay in the performance of Services by Logicalis; or
3. Customer requests a project hold (i.e., a pause in Logicalis' performance of Services).

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### 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.
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Accepted By:  
City of Owosso

Accepted By:  
Logicalis, Inc.

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Signature

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Signature

---

Printed Name

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Printed Name

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Title

---

Title

---

Date

---

Date

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## MEMORANDUM

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

---

DATE: August 7, 2023

TO: Mayor Teich and the Owosso City Council

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

SUBJECT: State of Michigan Salt Contract 180000000768

### RECOMMENDATION:

Approval of award to Detroit Salt Company, LLC under State of Michigan Contract in the amount of \$89,502.00 for 1,400 ton of road salt at \$63.93/ton seasonal fill, to be delivered as needed for the 2023-2024 contract period.

### BACKGROUND:

The State of Michigan has taken competitive bids for road salt. The Detroit Salt Company, LLC was the low bidder for 2018. This contract became effective September 1, 2018 and will expire August 31, 2024.

#### Previous Years' Prices per ton:

2022-2023 - \$64.68/ton  
2021-2022 - \$53.61/ton  
2020-2021 - \$57.64/ton  
2019-2020 - \$60.36/ton

### FISCAL IMPACTS:

The above expenses in the amount of \$89,502.00, plus a recommended contingency amount of \$25,572.00 for a total of \$115,074.00 shall be paid from the Local and Major Street Fund accounts 202/203.478.728.000 and State Trunk-line account 202.497.728.000.

### Document originated by:

Ryan E. Suchanek  
Director, Public Services & Utilities

Attachments: (1) Resolution  
(2) MiDeal State Contract  
(3) Bulk Salt Usage

**RESOLUTION NO.**

**AUTHORIZING THE EXECUTION OF A PURCHASE ORDER WITH  
THE DETROIT SALT COMPANY, LLC  
FOR THE 2023-2024 WINTER SUPPLY OF ROAD SALT**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has a responsibility to keep its streets safe during the winter months, and that this winter ice control maintenance is advisable, necessary and in the public interest; and

WHEREAS, the most efficient way to remove ice from the streets is the application of road salt onto the icy pavements; and

WHEREAS, in order to obtain the best price for road salt material, it is in the best interest of the City of Owosso to waive competitive bidding requirements and utilize the State of Michigan Contract number 180000000768 effective September 1, 2018, provided by The Detroit Salt Company, LLC for the purchase of road salt at \$63.93 per ton for seasonal delivery as needed bulk.

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

- FIRST: The City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to purchase 1,400 tons of road salt from The Detroit Salt Company, LLC.
- SECOND: The contract between the City and The Detroit Salt Company, LLC shall be in the form of a Purchase Order, with reference to State of Michigan Contract No. 180000000768.
- THIRD: The accounts payable department is authorized to pay The Detroit Salt Company, LLC for road salt delivered in the amount of \$89,502.00, plus a contingency amount of \$25,572.00 with prior authorization for a total of \$115,074.00.
- FOURTH: The above expenses shall be paid from Local and Major Street Fund and State Trunk-line accounts 202/203.478.728.000 and 202.497.728.000.



**STATE OF MICHIGAN**  
**CENTRAL PROCUREMENT SERVICES**  
Department of Technology, Management, and Budget  
320 S. WALNUT ST., LANSING, MICHIGAN 48933  
P.O. BOX 30026 LANSING, MICHIGAN 48909

**CONTRACT CHANGE NOTICE**

Change Notice Number **13**  
to  
Contract Number **180000000768**

<b>CONTRACTOR</b>	DETROIT SALT COMPANY LC
	12841 Sanders Street
	Detroit, MI 48217
	Steve Briggs
	313-841-5144
	sales@detroitssalt.com
	CV0040860

<b>STATE</b>	<b>Program Manager</b>	Justin Droste	SW
		517-636-0518	
		drostej@Michigan.gov	
	<b>Contract Administrator</b>	Katie McFarland	DTMB
		517-930-6814	
		mcfarlandk1@michigan.gov	

CONTRACT SUMMARY				
BULK SALT, EARLY FILL & SEASONAL BACK-UP-STATEWIDE				
INITIAL EFFECTIVE DATE	INITIAL EXPIRATION DATE	INITIAL AVAILABLE OPTIONS		EXPIRATION DATE BEFORE
September 1, 2018	August 31, 2023	5 - 1 Year		August 31, 2023
PAYMENT TERMS		DELIVERY TIMEFRAME		
NET 45				
ALTERNATE PAYMENT OPTIONS				EXTENDED PURCHASING
<input type="checkbox"/> P-Card		<input type="checkbox"/> PRC	<input type="checkbox"/> Other	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
MINIMUM DELIVERY REQUIREMENTS				
See Section 1.3 Delivery and Acceptance				
DESCRIPTION OF CHANGE NOTICE				
OPTION	LENGTH OF OPTION	EXTENSION	LENGTH OF EXTENSION	REVISED EXP. DATE
<input checked="" type="checkbox"/>	One Year	<input type="checkbox"/>		August 31, 2024
CURRENT VALUE	VALUE OF CHANGE NOTICE	ESTIMATED AGGREGATE CONTRACT VALUE		
\$42,776,395.24	\$10,000,000.00	\$52,776,395.24		
DESCRIPTION				
Effective June 20, 2023, the first option year available on this contract is hereby exercised and is increased by \$10,000,000.00. The revised expiration date is August 31, 2024. Schedule B - Pricing is amended to include FY2023-2024 annual road salt pricing.				
All other terms, conditions, specifications and pricing remain the same. Per contractor and agency agreement, and DTMB Central Procurement approval.				

4-Bay	116	Sanilac	MiDEAL	SANILAC COUNTY ROAD COMMISSION	2411 Peck Rd.	Brown City	MI	48416	(810) 648-2185	500	\$61.51	Detroit Salt	\$30,755.00	apalmer@sanilacroads.com
4-Bay	117	Sanilac	MiDEAL	DECKERVILLE, VILLAGE OF	3550 Range Line Rd.	Deckerville	MI	48427	(810) 531-5714	100	\$61.51	Detroit Salt	\$6,151.00	deckervilledpw@gmail.com
4-Bay	118	Sanilac	MiDEAL	LEXINGTON, VILLAGE OF	7226 Lester St	Lexington	MI	48450	(810) 359-8536	50	\$61.51	Detroit Salt	\$3,075.50	dpwmanager@villageoflexington.com
4-Bay	119	Sanilac	MiDEAL	BROWN CITY	7090 Merrill St	Brown City	MI	48416	(810) 346-2325	100	\$61.51	Detroit Salt	\$6,151.00	browncty@greatlakes.net
4-Bay	120	Shiawassee	MiDEAL	DURAND, CITY OF	501 Kent St	Durand	MI	48429	(989) 288-3113	100	\$63.93	Detroit Salt	\$6,393.00	abisaha@durandmi.com
4-Bay	121	Shiawassee	MiDEAL	SHIAWASSEE COUNTY ROAD COMMISSION	701 W Corunna Ave	Corunna	MI	48817	(989) 743-2228	500	\$63.93	Detroit Salt	\$31,965.00	ccannon@shiawasseeroads.com
4-Bay	122	Shiawassee	MiDEAL	DURAND AREA SCHOOLS	9573 Monroe Rd.	Durand	MI	48429	(989) 288-2681	50	\$63.93	Detroit Salt	\$3,196.50	szanger@durand.k12.mi.us
4-Bay	123	Shiawassee	MiDEAL	PERRY, CITY OF	220 Lamb ST.	Perry	MI	48872	(517) 625-4500	100	\$63.93	Detroit Salt	\$6,393.00	dpw@perry.mi.us
4-Bay	124	Shiawassee	MiDEAL	BYRON, VILLAGE OF	121 N Saginaw St	Byron	MI	48418	(810) 266-5090	50	\$63.93	Detroit Salt	\$3,196.50	village@byron.org
4-Bay	125	Shiawassee	MiDEAL	LAINGSBURG, CITY OF	320 Grand River	Laingsburg	MI	48848	(517) 651-6101	150	\$63.93	Detroit Salt	\$9,589.50	dpw@laingsburg.us
4-Bay	126	Shiawassee	MiDEAL	OWOSSO, CITY OF	522 milwaukee	owosso	MI	48867	(989) 725-0556	1,400	\$63.93	Detroit Salt	\$89,502.00	thomas.wheeler@ci.owosso.mi.us
4-Bay	127	St. Clair	MiDEAL	MARYSVILLE POLICE DEPT	200 East 14th St	Marysville	MI	48040	(810) 364-6300	1,200	\$58.11	Detroit Salt	\$69,732.00	tbuelow@cityofmarysvillemi.com
4-Bay	128	St. Clair	MiDEAL	PORT HURON AREA SCHOOL DISTRICT	4035 Dove Rd	Port Huron	MI	48060	(810) 984-3101	500	\$58.11	Detroit Salt	\$29,055.00	kpeternel@phasd.us
4-Bay	129	St. Clair	MiDEAL	ST. CLAIR COUNTY ROAD COMMISSION	212 Matteson Street	Capac	MI	48014	(810) 364-5720	3,000	\$58.11	Detroit Salt	\$174,330.00	tholzberger@stclaircounty.org
4-Bay	130	St. Clair	MiDEAL	ST. CLAIR COUNTY ROAD COMMISSION	8791 Avoca Road	Avoca	MI	48006	(810) 364-5720	2,600	\$58.11	Detroit Salt	\$151,086.00	tholzberger@stclaircounty.org
4-Bay	131	St. Clair	MiDEAL	ST. CLAIR COUNTY ROAD COMMISSION	21 Airport Drive	St. Clair	MI	48079	(810) 364-5720	8,200	\$58.11	Detroit Salt	\$476,502.00	tholzberger@stclaircounty.org
4-Bay	132	St. Clair	MiDEAL	ST. CLAIR COUNTY ROAD COMMISSION	1769 South Parker Street	Marine City	MI	48039	(810) 364-5720	3,000	\$58.11	Detroit Salt	\$174,330.00	tholzberger@stclaircounty.org
4-Bay	133	St. Clair	MiDEAL	PORT HURON, CITY OF	1812 Bancroft	Port Huron	MI	48060	(810) 984-9730	2,000	\$58.11	Detroit Salt	\$116,220.00	wattersr@porthuron.org
4-Bay	134	St. Clair	MiDEAL	YALE PUBLIC SCHOOLS	198 School Drive	Yale	MI	48097	(810) 387-3231	50	\$58.11	Detroit Salt	\$2,905.50	jshutko@ypsd.us
4-Bay	135	St. Clair	MiDEAL	ALGONAC, CITY OF	453 State Street	Algonac	MI	48001	(810) 794-5451	50	\$58.11	Detroit Salt	\$2,905.50	dpw@cityofalgonac.org
4-Bay	136	St. Clair	MiDEAL	MARINE CITY, CITY OF	514 S. Parker St.	Marine City	MI	48039	(810) 765-8846	100	\$58.11	Detroit Salt	\$5,811.00	mitrich@marinecity-mi.org
4-Bay	137	St. Clair	MiDEAL	ST. CLAIR, CITY OF	505 Palmer	St. Clair	MI	48079	(810) 329-7121	300	\$58.11	Detroit Salt	\$17,433.00	qbishop@cityofstclair.com
4-Bay	138	St. Clair	MiDEAL	CAPAC, VILLAGE OF	212 matteson	capac	MI	48014	(810) 395-4355	200	\$58.11	Detroit Salt	\$11,622.00	manager@villageofcapac.com
4-Bay	139	Tuscola	AGENCY	DCH-CARO CENTER- <b>AGENCY - CONVEYOR REQUIRED</b>	2040 Chambers Road- <b>CONVEYOR REQUIRED</b>	Caro	MI	48723	(989) 672-9444	100	\$75.63	Detroit Salt	\$7,563.00	blakelyd@michigan.gov
5-Southwest	140	Branch	MiDEAL	BRANCH COUNTY ROAD COMMISSION	23 E Garfield Ave	Coldwater	MI	49036	(517) 278-2022	1,200	\$70.94	Detroit Salt	\$85,128.00	bcrccooney@countyofbranch.com
5-Southwest	141	Branch	MiDEAL	UNION CITY, VILLAGE OF	106 Coldwater Rd	Union City	MI	49094	(517) 741-8591	200	\$70.94	Detroit Salt	\$14,188.00	unioncitydpw@dmcibb.net
5-Southwest	142	Branch	MiDEAL	QUINCY, VILLAGE OF	47 Cole Street	Quincy	MI	49082	(517) 639-9065	50	\$70.94	Detroit Salt	\$3,547.00	trzepka@quincy-mi.org
5-Southwest	143	Branch	MiDEAL	COLDWATER, CITY OF	45 Industrial Ave.	Coldwater	MI	49036	(517) 279-6910	400	\$70.94	Detroit Salt	\$28,376.00	bgranger@coldwater.org
5-Southwest	144	Calhoun	MiDEAL	SPRINGFIELD, CITY OF	601 Avenue A	Springfiel	MI	49037	(269) 441-9277	600	\$61.17	Detroit Salt	\$36,702.00	cwilkey@springfieldmich.com
5-Southwest	145	Calhoun	MiDEAL	MARSHALL, CITY OF	1242 S. Kalamazoo	Marshall	MI	49068	(269) 781-3985	100	\$61.17	Detroit Salt	\$6,117.00	CRAMEY@Cityofmarshall.com
5-Southwest	146	Calhoun	MiDEAL	BATTLE CREEK, CITY OF	2000 W. River Road	Battle Creek	MI	49017	(269) 966-1646	7,000	\$61.17	Detroit Salt	\$428,190.00	purchasing@battlecreekmi.gov
5-Southwest	147	Cass	MiDEAL	MARCELLUS, VILLAGE OF	390 East Monroe St.	Marcellus	MI	49067	(269)646-5485	50	\$68.21	Detroit Salt	\$3,410.50	clerk@villageofmarcellus.org
5-Southwest	148	Cass	MiDEAL	CASS COUNTY ROAD COMMISSION	59266 O'keefe	Cassopolis	MI	49031	(269) 445-8611	2,400	\$68.21	Detroit Salt	\$163,704.00	gbowersox@casscoroad.com
5-Southwest	149	Kalamazoo	MiDEAL	PARCHMENT, CITY OF	300 Maple	Parchment	MI	49004	(269) 303-2909	200	\$68.47	Detroit Salt	\$13,694.00	superintendent@parchment.org
5-Southwest	150	Kalamazoo	MiDEAL	VICKSBURG, VILLAGE OF	210 N. Main Street	Vicksburg	MI	49097	(269) 649-1919	100	\$68.47	Detroit Salt	\$6,847.00	ap@vicksburgmi.org
5-Southwest	151	Kalamazoo	MiDEAL	KALAMAZOO, CITY OF	1415 HARRISON	KALAMAZOO	MI	49007	(269) 337-8020	3,500	\$68.47	Detroit Salt	\$239,645.00	cokpurchasing@kalamazooconomy.org
5-Southwest	152	Kalamazoo	MiDEAL	ROAD COMMISSION OF KALAMAZOO COUNTY	3801 East Kilgore Road	Kalamazoo	MI	49001	(269) 381-3171	5,000	\$68.47	Detroit Salt	\$342,350.00	asimmons@kalamazooconomyroads.com
5-Southwest	153	Kalamazoo	MiDEAL	KALAMAZOO PUBLIC SCHOOLS	514 Lake St	Kalamazoo	MI	49001	(269) 337-0132	350	\$68.47	Detroit Salt	\$23,964.50	brownsn@kalamazoo.k12.mi.us
5-Southwest	154	Kalamazoo	MiDEAL	KALAMAZOO VALLEY COMMUNITY COLLEGE	6767 West O Ave.	Kalamazoo	MI	49003	(269) 488-4305	50	\$68.47	Detroit Salt	\$3,423.50	rstokes@kvcc.edu
5-Southwest	155	Kalamazoo	AGENCY	DMVA - <b>AGENCY</b>	2501 26th St Bldg 2590	Augusta	MI	49012	(517) 481-7655	300	\$68.47	Detroit Salt	\$20,541.00	pawlakg@michigan.gov
5-Southwest	156	Kalamazoo	MiDEAL	PORTAGE, CITY OF	7719 S. Westnedge Ave.	Portage	MI	49002	(269) 324-9284	1,000	\$68.47	Detroit Salt	\$68,470.00	barbozav@portagemi.gov
5-Southwest	157	Kalamazoo	MiDEAL	WESTERN MICHIGAN UNIVERSITY	1201 Oliver Street - Salt Dome	Kalamazoo	MI	49008	(269) 387-8804	1,100	\$68.47	Detroit Salt	\$75,317.00	patrick.kozdron@wmich.edu
5-Southwest	158	VanBuren	MiDEAL	HARTFORD, CITY OF	200 Beechwood	Hartford	MI	49057	(269) 621-2477	150	\$65.17	Detroit Salt	\$9,775.50	citymanager@cityofhartfordmi.org
5-Southwest	159	VanBuren	MiDEAL	DECATUR, VILLAGE OF	114 Eli St.	Decatur	MI	49045	(269) 423-6114	50	\$65.17	Detroit Salt	\$3,258.50	ctapper@decaturmi.us

The following changes are made and agreed to between the State and Contractor:

#	Contract Section	Current Language prior to this CN	Replaced through this CN																								
1	1.3 Delivery and Acceptance	<i>No current Language here</i>	All quantities delivered must be +/- 10% of the amount indicated on the delivery order for each drop point.																								
2	1.3.1 Time Frames	<p><b>EARLY FILL TIMEFRAMES</b></p> <p>e. Once early fill salt deliveries begin for a drop point, deliveries must continue until that particular drop point has received the entire quantity specified on the delivery order, prior to moving to another drop point. Delivery of a drop point's total quantity must be completed within 10 business days of the date the delivery began. <b>(See Deductions 1.3.7)</b></p>	<p><b>EARLY FILL TIMEFRAMES</b></p> <p>e. Once early fill salt deliveries begin for a drop point, deliveries must continue until that particular drop point has received the entire quantity specified on the delivery order. MDOT and MiDEAL members have limited resources and equipment for accepting deliveries and this requirement enables us to have resources where needed at the time of delivery. For drop point orders less than or equal to 2500 tons, delivery of a drop point's total quantity must be completed within 10 business days of the date the delivery began. For drop point orders between 2500 tons and 3750 tons, delivery of a drop point's total quantity must be completed within 15 business days of the date the delivery began. For drop point orders greater than or equal to 3750 tons, delivery of a drop point's total quantity must be completed within 20 business days of the date the delivery began. <b>(See Deductions 1.3.7)</b></p>																								
2	1.3.1 Time Frames	<p><b>SEASONAL BACK-UP TIMEFRAMES</b></p> <p>h. All deliveries shall begin within three business days and must be completed within five business days after the request for shipment or order. The deliveries will occur between October 1st through August 31st of each Contract year. The day count begins on the first business day after the order is placed. Delivery shall be made by the following formula 30% must be delivered by close of business on business day three, a total of 60% must be delivered by close of business on business day four and the entire 100% must be delivered by close of business on business day five. <b>(See Deductions 1.3.7)</b></p>	<p><b>SEASONAL BACK-UP TIMEFRAMES</b></p> <p>h. All deliveries shall begin within three business days. For drop point orders less than or equal to 750 tons, delivery of a drop point's total quantity must be completed within 5 business days. For drop point orders between 750 tons and 2000 tons, delivery of a drop point's total quantity must be completed within 10 business days. For drop point orders greater than or equal to 2000 tons, delivery of a drop point's total quantity must be completed within 15 business days. All deliveries must meet the percent delivery requirements outlined below.</p> <table border="1"> <thead> <tr> <th colspan="4">Drop Point Order Quantity by Business Day</th></tr> <tr> <th>Business Day</th><th>Less than or equal to 750 tons</th><th>Between 750 tons and 2000 tons</th><th>Greater than or equal to 2000 tons</th></tr> </thead> <tbody> <tr> <td>Day 3</td><td colspan="3">Deliveries must begin</td></tr> <tr> <td>Day 5</td><td>100%</td><td>50%</td><td>30%</td></tr> <tr> <td>Day 10</td><td>N/A</td><td>100%</td><td>60%</td></tr> <tr> <td>Day 15</td><td>N/A</td><td>N/A</td><td>100%</td></tr> </tbody> </table> <p>The day count begins on the first business day after the order is placed. <b>(See Deductions 1.3.7)</b></p>	Drop Point Order Quantity by Business Day				Business Day	Less than or equal to 750 tons	Between 750 tons and 2000 tons	Greater than or equal to 2000 tons	Day 3	Deliveries must begin			Day 5	100%	50%	30%	Day 10	N/A	100%	60%	Day 15	N/A	N/A	100%
Drop Point Order Quantity by Business Day																											
Business Day	Less than or equal to 750 tons	Between 750 tons and 2000 tons	Greater than or equal to 2000 tons																								
Day 3	Deliveries must begin																										
Day 5	100%	50%	30%																								
Day 10	N/A	100%	60%																								
Day 15	N/A	N/A	100%																								
3	1.3.7 Deductions	<p><b>EARLY FILL ONLY DEDUCTIONS</b></p> <p>h. For salt not delivered within 10 business days of the date the delivery began, for the undelivered portion of the salt that is late,</p>	<p><b>EARLY FILL ONLY DEDUCTIONS</b></p> <p>h. For salt not delivered within the allotted business days of the date the delivery began, as defined in section 1.3.1 (e) the contractor will be charged \$1000 per business day late.</p>																								

		there will be a 25% deduction penalty with increments of 5% per business day, not to exceed 50% overall.	
4	1.3.7 Deductions	<p><b><u>SEASONAL BACK-UP ONLY DEDUCTIONS</u></b></p> <p>i. For any salt not delivered by the close of business of the third business day after the order is placed (30% required of the total ordered), there will be a 25% deduction penalty with increments of 5% per business day, not to exceed 50% of the total ordered. For any salt not received by the close of business of the fourth business day after the order is placed (60% required of the total ordered), the receiving location may notify the Contractor that they will purchase the undelivered balance of the total ordered from an alternate source. The Contractor shall be responsible for any excess cost associated with this purchase as compared to the contract price for that location. The volume of salt purchased from the alternate source shall count toward the receiving location's 80% minimum order requirement. The day count shall follow the example provided below. This deduction for seasonal back-up deliveries shall not be assessed for deliveries ordered after April 15<sup>th</sup>.</p> <p>Example: At the close of business, as listed on the annual bidding document, unless an alternate delivery time has been mutually agreed to, on the third business day no salt, or less than 30% of the total ordered is delivered, a 25% deduction of the total ordered will be taken. On the fourth business day less than 60% of the total order has been delivered, an additional 5% deduction will be taken, on the fifth business day less than 100% of the total ordered has been delivered, and additional 5% deduction will be taken. For any subsequent business day that 100% of the salt ordered is not delivered an additional 5% deduction will be taken.</p>	<p><b><u>SEASONAL BACK-UP ONLY DEDUCTIONS</u></b></p> <p>i. For salt not delivered within the allotted business days of the date the order was placed, as defined in section 1.3.1 (h), the contractor will be charged \$1000 per business day late.</p> <p>The receiving location could also choose to notify the Contractor that they will purchase the undelivered balance of the total ordered from an alternate source. The Contractor shall be responsible for any excess cost associated with this purchase as compared to the contract price for that location. The volume of salt purchased from the alternate source shall count toward the receiving location's 80% minimum order requirement. If delivery delays are communicated in advance so the agency can plan accordingly, deduction for seasonal back-up deliveries shall not be assessed for deliveries ordered after April 15<sup>th</sup>.</p>
5	1.4.1 Proposal	Contractors selected for the <b>Pre – Qualified Vendor Program</b> will be asked to provide pricing	Contractors selected for the <b>Pre – Qualified Vendor Program</b> will be asked to provide pricing once a year throughout the course of the program, unless a

	Pricing	once a year throughout the course of the program. Prices quoted during the bid process will be firm for that particular year.	<p>Rollover Option is utilized. Prices quoted during the bid process will be firm for that particular year.</p> <p><b>Rollover Option</b> – Beginning at the close of the 2020 Early Fill and 2021 Seasonal Backup periods, the State reserves the right to negotiate pricing with awarded vendors from prior competitively bid season to “rollover” their awarded locations to the next season if mutual agreement can be reached between the State and Contractor. The maximum timeframe for a rollover is one season, and any locations that are extended through mutual agreement, must be competitively bid the following year.</p>
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Warrant 631  
August 3 2023

Date	Vendor	Description	Fund	Amount
August 1 2023	BS&A Software	Annual software management/support	Varies	\$26,921
June 15 2023	Shiawassee Economic Development Partnership	Annual Investment FYE 6-30-2024	General	\$40,000
July 17 2023	Waste Management	Service from July 1 2023 – July 15 2023	WWTP	\$11,540.70
August 3 2023	Waste Management	Services from July 16 2023 – July 31 2023	WWTP	\$10,372.19
		Total		<b>\$88,833.89</b>

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Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
Bank 1 GENERAL FUND (POOLED CASH)					
07/07/2023	9387 (A)	AIS CONSTRUCTION EQUIPMENT	AIS CONSTRUCTION EQUIPMENT	FEILD SERVICE CALL TO REPAIR LO	1,471.24
07/07/2023	9388 (A)	ALS LABORATORY GROUP	ALS LABORATORY GROUP	WASTEWATER ANALYSES-6-30-2023-E	260.00
			ALS LABORATORY GROUP	WASTEWATER ANALYSES-6-30-2023-E	1,130.00
			ALS LABORATORY GROUP	WASTEWATER ANALYSES-6-30-2023-E	1,336.00
					<hr/> 2,726.00
07/07/2023	9389 (A)	AMAZON CAPITAL SERVICES	AMAZON CAPITAL SERVICES	JUNE 2023 AMAZON PURCHASES	61.77
			AMAZON CAPITAL SERVICES	MAY 2023 AMAZON PURCHASES	198.87
					<hr/> 260.64
07/07/2023	9390 (A)	APPLIED SPECIALTIES INC	APPLIED SPECIALTIES INC	LIME CURE 25 FOR FY 2022-2023 E	5,692.50
07/07/2023	9391 (A)	BAY UNITED MOTORS, INC.	BAY UNITED MOTORS, INC.	JOB#89230 REHAB OF 150 HP MOTOR	1,952.00
07/07/2023	9392 (A)	C D W GOVERNMENT, INC.	C D W GOVERNMENT, INC.	DELL SERVER QUOTE NJQK244 - BSA	11,919.98
			C D W GOVERNMENT, INC.	DELL SERVER QUOTE NJQK244 - BSA	7,900.00
					<hr/> 19,819.98
07/07/2023	9393 (A)	CINTAS CORPORATION #308	CINTAS CORPORATION #308	FLOOR MATS PER SERVICE AGREEMEN	38.32
07/07/2023	9394 (A)	DALTON ELEVATOR LLC	DALTON ELEVATOR LLC	CYLINDER RENTAL/OXYGEN/SUPPLIES	481.85
07/07/2023	9395 (A)	DELL MARKETING LP	DELL MARKETING LP	LAPTOP FOR FIRE DEPT	1,140.00
			DELL MARKETING LP	DOCKING STATION FOR BRAD BARRET	186.00
					<hr/> 1,326.00
07/07/2023	9396 (A)	ENG INC	ENG INC	ENGINEERING SERVICES - ADMIN AN	1,105.00
			ENG INC	STEWART STREET PRE ENGINEERING	770.00
			ENG INC	ENGINEERING-2023 NORTH STREET P	2,221.25
					<hr/> 4,096.25
07/07/2023	9397 (A)	EPS SECURITY	EPS SECURITY	ALARM SYSTEM MONITORING FOR CIT	154.50
07/07/2023	9398 (A)	FERGUSON ENTERPRISES LLC	FERGUSON ENTERPRISES LLC	DPW INVENTORY	1,980.00
			FERGUSON ENTERPRISES LLC	MAY PARTS SUPPLY	870.00
					<hr/> 2,850.00
07/07/2023	9399 (A)	GLAESER DAWES CORP	GLAESER DAWES CORP	20023 WATER MAIN REPLACEMENT PR	121,872.40
			GLAESER DAWES CORP	FY 2022-2023 SANITARY SEWER REP	57,619.16
					<hr/> 179,491.56
07/07/2023	9400 (A)	GOYETTE MECHANICAL	GOYETTE MECHANICAL	MONTHY INSPECTION ON BOILER AT	199.50
07/07/2023	9401 (A)	GRAINGER INC	GRAINGER INC	POST BASES FOR WTP QPO 28160	93.06
			GRAINGER INC	BACK PANELS FOR FOR WTP QPO 281	293.44
					<hr/> 386.50
07/07/2023	9402 (A)	GRAYMONT WESTERN LIME INC	GRAYMONT WESTERN LIME INC	PEBBLES QUICK LIME FY 2022-2023	6,987.63
07/07/2023	9403 (A)	GREEN TECH SYSTEMS LLC	GREEN TECH SYSTEMS LLC	2022-2024 WATER LINE REPLACEMEN	91,122.75
07/07/2023	9404 (A)	GROUP RESOURCES	GROUP RESOURCES	JULY 2023 FSA ADMIN INVOICE	104.50
07/07/2023	9405 (A)	J & H OIL COMPANY	J & H OIL COMPANY	GAS AND FUEL 06/16/20230 - 06/3	5,345.46
07/07/2023	9406 (A)	JON STUART HARRIS	JON STUART HARRIS	ELECTRICAL PLAN REVIEWS JUNE 20	337.50

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Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
			JON STUART HARRIS	ELECTRICAL INSPECTIONS & INSURA	1,611.74
					1,949.24
07/07/2023	9407 (A)	LANDMARK SURVEYING PC	LANDMARK SURVEYING PC	RESTORE CORNER LCRC FOR ENGINEE	800.00
07/07/2023	9408 (A)	LANSING UNIFORM CO.	LANSING UNIFORM CO. LANSING UNIFORM CO. LANSING UNIFORM CO.	OFD UNIFORMS QPO 26313 - BREWBA OPD UNIFORMS QPO 26320 - REINFE OPD UNIFORMS QPO 26320 - REINFE	199.95 671.60 262.40
					1,133.95
07/07/2023	9409 (A)	LOGICALIS INC	LOGICALIS INC	CISCO DUO RENEWAL 6/30/2023 - 6	1,101.60
07/07/2023	9410 (A)	LUNGHAMER FORD OF OWOSSO	LUNGHAMER FORD OF OWOSSO LUNGHAMER FORD OF OWOSSO LUNGHAMER FORD OF OWOSSO LUNGHAMER FORD OF OWOSSO LUNGHAMER FORD OF OWOSSO LUNGHAMER FORD OF OWOSSO	OIL CHANGE FOR SQUAD 1 OFD QPO OIL CHANGE FOR OPD 1622 QPO 277 COOLANT ISSUES WITH OPD 2004 QP OIL CHANGE / TIRE REPLACEMENT F TIRES AND OIL CHANGE FOR OPD 21 BATTERY CORE CREDIT FOR MEDIC 3	62.40 57.95 446.83 410.95 618.95 (30.00)
					1,567.08
07/07/2023	9411 (A)	MACQUEEN EMERGENCY GROUP	MACQUEEN EMERGENCY GROUP	OFD HELMET QPO 26310	413.23
07/07/2023	9412 (A)	MERIT LABORATORIES INC	MERIT LABORATORIES INC MERIT LABORATORIES INC	FYE 6/30/2023 WATER TESTS AND L FYE 6/30/2023 WATER TESTS AND L	280.00 240.00
					520.00
07/07/2023	9413 (A)	MICH BUSINESS POWERED BY MDPA	MICH BUSINESS POWERED BY MDPA	COBRA BILLING JULY - SEPT. 2023	165.00
07/07/2023	9414 (A)	MUNICIPAL EMPLOYEES RETIREMENT	MUNICIPAL EMPLOYEES RETIREMENT	EMPLOYER CONTRIBUTION 06/30/202	90,956.51
07/07/2023	9415 (A)	MURPHY ELECTRICAL SERVICES INC	MURPHY ELECTRICAL SERVICES INC	INSTAL WATER VACUUM SYSTEM FOR	1,623.00
07/07/2023	9416 (A)	PHP MEDICARE	PHP MEDICARE	HEALTH INSURANCE PREMIUM JULY 2	88.00
07/07/2023	9417 (A)	PRO-COMM INC	PRO-COMM INC	SHIPPING COST FOR EQUIPMENT	22.00
07/07/2023	9418 (A)	RAILROAD MANAGEMENT COMPANY	RAILROAD MANAGEMENT COMPANY RAILROAD MANAGEMENT COMPANY	LICENSE FEES #0090155 09/01/202 LICENSE FEES #0090168 09/01/202	549.31 549.31
					1,098.62
07/07/2023	9419 (A)	S & P GLOBAL RATINGS	S & P GLOBAL RATINGS	CREDIT RATING FOR 7491-01 AND	18,000.00
07/07/2023	9420 (A)	SHIAWASSEE DISTRICT LIBRARY	SHIAWASSEE DISTRICT LIBRARY	2022 KONA VILLA PILOT	403.93
07/07/2023	9421 (A)	SORENSEN GROSS COMPANY	SORENSEN GROSS COMPANY	OWOSSO WWTP SOLIDS HANDLING PRO	231,089.60
07/07/2023	9422 (A)	STAPLES BUSINESS CREDIT	STAPLES BUSINESS CREDIT STAPLES BUSINESS CREDIT	MAY 2023 ORDERS JUNE 2023 STAPLES ORDERS	112.53 409.13
					521.66
07/07/2023	9423 (A)	SUSAN J. OSIKA	SUSAN J. OSIKA	CITY COUNCIL PAYROLL 01/01/2023	120.00
07/07/2023	9424 (A)	TAYLOR AND MORGAN CPA PC	TAYLOR AND MORGAN CPA PC	ACCOUNTANT SERVICES JANUARY 202	4,335.00
07/07/2023	9425 (A)	UNITED PARCEL SERVICE	UNITED PARCEL SERVICE	SHIPPING FOR WWTP	23.38
07/07/2023	9426 (A)	USA BLUE BOOK	USA BLUE BOOK	SUPPLIES FOR WTP QPO 28152	73.38
07/07/2023	9427 (A)	UTILITY CONSUMER ANALYTICS INC	UTILITY CONSUMER ANALYTICS INC	ANNUAL MAINTENANCE ACE PORTAL 2	22,500.00
07/07/2023	9428 (A)	VERIZON WIRELESS	VERIZON WIRELESS VERIZON WIRELESS	PHONE CHARGES FOR OPD - PARTIAL PHONE CHARGES FOR OPD - PARTIAL	36.01 81.12
					117.13
07/07/2023	9429 (A)	WASTE MANAGEMENT OF MICHIGAN	WASTE MANAGEMENT OF MICHIGAN	WASTE MANAGEMENT SERVICES	11,011.93
07/21/2023	9430 (A)	AMAZON CAPITAL SERVICES	AMAZON CAPITAL SERVICES	JUNE 2023 AMAZON PURCHASES	29.71
07/21/2023	9431 (A)	BOUND TREE MEDICAL LLC	BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES FOR OFD QPO 26	1,236.03
07/21/2023	9432 (A)	CARRY PUMP SALES & SERVICE	CARRY PUMP SALES & SERVICE	DOWNTOWN FOUNTAIN PUMP AND REPA	2,600.00
07/21/2023	9433 (A)	CINTAS CORPORATION #308	CINTAS CORPORATION #308	FLOOR MATS PER SERVICE AGREEMEN	38.32

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Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
07/21/2023	9434 (A)	CMP DISTRIBUTORS INC	CMP DISTRIBUTORS INC	VEST	92.65
07/21/2023	9435 (A)	CONSTINE GRAVEL COMPANY	CONSTINE GRAVEL COMPANY	22A GRAVEL (ESTIMATE QUANTITY)	2,303.94
07/21/2023	9436 (A)	DELL MARKETING LP	DELL MARKETING LP	COMPUTER FOR NEW PATROL CAR OPD	2,392.16
			DELL MARKETING LP	COMPUTER FOR NEW PATROL CAR OPD	480.96
					2,873.12
07/21/2023	9437 (A)	EDWARDS SIGN & SCREEN PRINTING	EDWARDS SIGN & SCREEN PRINTING	CLOTHING- ALL ITEMS DROPPED OFF	583.00
				EDWARDS SIGN & SCREEN PRINTING	1,150.00
				REMOVE/REPLACE GRAPHICS ON TWO	247.50
				EDWARDS SIGN & SCREEN PRINTING	1,980.50
07/21/2023	9438 (A)	ETNA SUPPLY COMPANY	ETNA SUPPLY COMPANY	WATER INVENTORY AND PARTS-PURCH	1,396.00
07/21/2023	9439 (A)	FERGUSON ENTERPRISES LLC	FERGUSON ENTERPRISES LLC	#7882 5/8 KORNER HORNS STOCK FO	1,288.80
07/21/2023	9440 (A)	FISHBECK, THOMPSON, CARR & HUE	FISHBECK, THOMPSON, CARR & HUE	ENGINEERING SERVICES FOR WWTP S	7,895.05
				FISHBECK, THOMPSON, CARR & HUE	947.80
				WWTP HYDROGEN SULFIDE STUDY 202	3,077.32
				FISHBECK, THOMPSON, CARR & HUE	8,913.28
				WWTP PHASE 1 PREENGINEERING WOR	5,678.42
				FISHBECK, THOMPSON, CARR & HUE	26,511.87
07/21/2023	9441 (A)	FLEIS & VANDENBRINK ENGINEERIN	FLEIS & VANDENBRINK ENGINEERIN	2023-2024 DWSRF TOP SURVEY WORK	11,000.00
07/21/2023	9442 (A)	FRONT LINE SERVICES INC	FRONT LINE SERVICES INC	REPAIR TO ENGINE 1 AND TOWER 1	179.95
			FRONT LINE SERVICES INC	REPAIR TO ENGINE 1 AND TOWER 1	237.50
					417.45
07/21/2023	9443 (A)	GENUINE PARTS COMPANY	GENUINE PARTS COMPANY	PARTS/SUPPLIES-INVOICE TO BE SI	663.79
07/21/2023	9444 (A)	GILBERT'S DO IT BEST HARDWARE	GILBERT'S DO IT BEST HARDWARE	JUNE 2023 GILBERT PURCHASES	385.89
07/21/2023	9445 (A)	GLAESER DAWES CORP	GLAESER DAWES CORP	2023 STREET PROGRAM CONTRACT -	15,126.52
07/21/2023	9446 (A)	GOULD LAW PC	GOULD LAW PC	LEGAL SERVICES 06/13/2023 - 07/	9,956.96
07/21/2023	9447 (A)	GREEN TECH SYSTEMS LLC	GREEN TECH SYSTEMS LLC	2022-2024 WATER LINE REPLACEMEN	41,723.20
07/21/2023	9448 (A)	HI QUALITY GLASS, INC	HI QUALITY GLASS, INC	SIGN PROTECTION HOPKINS LAKE	39.00
07/21/2023	9449 (A)	HUTSON INC OF MICHIGAN	HUTSON INC OF MICHIGAN	ROUTINE PARTS/SUPPLIES-INDIVIDU	2,045.45
07/21/2023	9450 (A)	KENT COMMUNICATIONS INC	KENT COMMUNICATIONS INC	JUNE 2023 UTILITY BILLS - MAILE	2,229.41
			KENT COMMUNICATIONS INC	2023 SUMMER TAX BILL MAILING	1,369.76
					3,599.17
07/21/2023	9451 (A)	LANSING UNIFORM CO.	LANSING UNIFORM CO.	PATCHES- SHIPPED TO L.U.	300.00
			LANSING UNIFORM CO.	BADGES / WORK ORDER 98085	1,519.55
			LANSING UNIFORM CO.	UNIFORMS	179.90
			LANSING UNIFORM CO.	EQUIPMENT- ITEMS PICKED UP AT S	105.00
					2,104.45
07/21/2023	9452 (A)	LOGICALIS INC	LOGICALIS INC	IT NETWORK ENGINEERING SERVICES	8,400.00
07/21/2023	9453 (A)	LUNGHAMER FORD OF OWOSSO	LUNGHAMER FORD OF OWOSSO	2023 UTILITY POLICE INTERCEPTOR	45,745.00
07/21/2023	9454 (A)	MCMASTER-CARR SUPPLY CO	MCMASTER-CARR SUPPLY CO	MOBIL SHC 630 OIL FOR S.P GEAR	1,220.35
07/21/2023	9455 (A)	MEEKHOF TIRE SALES & SERVICE	MEEKHOF TIRE SALES & SERVICE	NEW TIRES FOR OFD AMBULANCE	1,262.90
07/21/2023	9456 (A)	MEMORIAL HEALTHCARE CENTER	MEMORIAL HEALTHCARE CENTER	PRE-EMPLOYMENT DRUG SCREENS JUN	131.00
07/21/2023	9457 (A)	MERIT LABORATORIES INC	MERIT LABORATORIES INC	FYE 6/30/2023 WATER TESTS AND L	160.00
07/21/2023	9458 (A)	MEYER ELECTRIC INC	MEYER ELECTRIC INC	RT BLOWER VFD TROUBLESHOOT AND	265.00
07/21/2023	9459 (A)	NATIONAL VISION ADMINISTRATORS	NATIONAL VISION ADMINISTRATORS	VISION INSURANCE PREMIUM JULY 2	576.30
07/21/2023	9460 (A)	OENASEK INC	OENASEK INC	LIMESTONE H1 - ESTIMATED QUANTI	1,848.36

CHECK REGISTER FOR CITY OF OWOSSO  
 CHECK DATE FROM 06/24/2023 - 07/21/2023

Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
07/21/2023	9461 (A)	OHM ADVISORS	OHM ADVISORS	CONST ADMIN SERVICES-2022 STAND	4,287.50
			OHM ADVISORS	2022 DWAM GRANT ENGINEERING SER	18,221.50
			OHM ADVISORS	ENGINEERING SERVICES 2023 SANIT	14,405.75
			OHM ADVISORS	ENGINEERING SERVICES 2023 DWRF	37,707.50
			OHM ADVISORS	WELL HOUSE CONSTRUCTION OBSERVA	25,500.00
					<u>100,122.25</u>
07/21/2023	9462 (A)	PETERSON'S LANDSCAPING	PETERSON'S LANDSCAPING	WATERING DDA CARRY OVER SERVICE	2,237.00
			PETERSON'S LANDSCAPING	DDA CARRY OVER SERVICE CONTRACT	1,600.00
					<u>3,837.00</u>
07/21/2023	9463 (A)	PHP INSURANCE COMPANY	PHP INSURANCE COMPANY	HEALTH INSURANCE PREMIUM	100,840.13
07/21/2023	9464 (A)	PHP MEDICARE	PHP MEDICARE	PHP MEDICARE PAYMENT AUGUST 202	88.00
07/21/2023	9465 (A)	PRINTING SYSTEMS, INC.	PRINTING SYSTEMS, INC.	BALLOT RETURN ENVELOPES FOR CIT	465.96
07/21/2023	9466 (A)	REPUBLIC SERVICES INC	REPUBLIC SERVICES INC	REFUSE SERVICE 7/1/23-6/30/24 P	561.19
07/21/2023	9467 (A)	SAFEBUILT LLC LOCKBOX #88135	SAFEBUILT LLC LOCKBOX #88135	BUILDING DEPARTMENT SERVICES-5/	13,153.23
07/21/2023	9468 (A)	SHIAWASSEE DISTRICT LIBRARY	SHIAWASSEE DISTRICT LIBRARY	DELINQUENT PERSONAL PROPERTY DI	6.61
07/21/2023	9469 (A)	SORENSEN GROSS COMPANY	SORENSEN GROSS COMPANY	OWOSSO WWTP SOLIDS HANDLING PRO	14,356.27
07/21/2023	9470 (A)	SPICER GROUP, INC.	SPICER GROUP, INC.	PEDESTRIAN BRIDGE INSPECTIONS 2	4,500.00
07/21/2023	9471 (A)	TETRA TECH INC	TETRA TECH INC	DEVELOPMENT OF A WATER TREATMEN	10,600.00
07/21/2023	9472 (A)	THE ACCUMED GROUP	THE ACCUMED GROUP	BILLING SERVICE FEE JUNE 2023	5,000.94
07/21/2023	9473 (A)	THE ARGUS-PRESS	THE ARGUS-PRESS	PRINTING OF LEGAL NOTICES ETC-7	669.85
07/21/2023	9474 (A)	UNITED PARCEL SERVICE	UNITED PARCEL SERVICE	SHIPPING FOR HR & OFD	13.71
07/21/2023	9475 (A)	VERIZON WIRELESS	VERIZON WIRELESS	VERIZON WIRELESS CELLULAR CHARG	468.47
			VERIZON WIRELESS	VERIZON WIRELESS CELLULAR CHARG	86.36
			VERIZON WIRELESS	VERIZON WIRELESS CELLULAR CHARG	40.56
			VERIZON WIRELESS	VERIZON WIRELESS CELLULAR CHARG	514.93
			VERIZON WIRELESS	VERIZON WIRELESS CELLULAR CHARG	81.12
			VERIZON WIRELESS	VERIZON WIRELESS CELLULAR CHARG	43.18
			VERIZON WIRELESS	VERIZON WIRELESS CELLULAR CHARG	178.24
			VERIZON WIRELESS	VERIZON WIRELESS CELLULAR CHARG	88.74
			VERIZON WIRELESS	VERIZON WIRELESS CELLULAR CHARG	241.88
			VERIZON WIRELESS	VERIZON WIRELESS CELLULAR CHARG	107.22
			VERIZON WIRELESS	VERIZON WIRELESS CELLULAR CHARG	133.42
			VERIZON WIRELESS	M2M CELLULAR CHARGES	125.10
					<u>2,109.22</u>
07/21/2023	9476 (A)	WASTE MANAGEMENT OF MICHIGAN	WASTE MANAGEMENT OF MICHIGAN	IWASTE MANAGEMENT SERVICES	8,372.73
07/21/2023	9477 (E)	HUNTINGTON NATONAL BANK -CREDI	HUNTINGTON NATONAL BANK -CREDI	CITY CREDIT CARD PURCHASES	1,333.85
07/21/2023	9478 (E)	MAILCHIMP	MAILCHIMP	EMAIL SERVICE - ESSENTIALS PLAN	13.00
07/07/2023	136195	AGNEW SIGNS - MARK D AGNEW	AGNEW SIGNS - MARK D AGNEW	MAP OF RUDY DEMUTH FIELDS	225.00
07/07/2023	136196	AMY K KIRKLAND	AMY K KIRKLAND	GENERAL ELECTION SUPPLIES REIMB	596.40
07/07/2023	136197	AZEE BUSINESS SOLUTIONS LLC	AZEE BUSINESS SOLUTIONS LLC	VIBRANCY GRANT HYPE TEAM GEAR Q	1,550.00
07/07/2023	136198	CARSON SERVICES LLC	CARSON SERVICES LLC	2023 MOWING PROGRAM	495.00
07/07/2023	136199	CLEARGOV	CLEARGOV	CLEARGOV SUBSCRIPTION FOR CIP P	8,500.00
07/07/2023	136200	COX RHONDA	COX RHONDA	UB refund for account: 11905000	127.73
07/07/2023	136201	DANIEL A. LAW	DANIEL A. LAW	CITY COUNCIL PAYROLL 01/01/2023	120.00
07/07/2023	136202	DAVID JONES	DAVID JONES	REFUND FOR OVERPAYMENT	16.00
07/07/2023	136203	DVORSKI R F	DVORSKI R F	UB refund for account: 10170000	102.46
07/07/2023	136204	EMILY OLSON	EMILY OLSON	CITY COUNCIL PAYROLL 01/01/2023	120.00
07/07/2023	136205	EXCHANGE TITLE LLC	EXCHANGE TITLE LLC	SPECIAL ASSESSMENT OVERPAYMENT	57.23
07/07/2023	136206	GARRISON RYAN	GARRISON RYAN	UB refund for account: 41692400	166.98
07/07/2023	136207	H2O COMPLIANCE SERVICES INC	H2O COMPLIANCE SERVICES INC	H2O CROSS CONNECTION CONTROL PR	767.81
07/07/2023	136208	HOME DEPOT CREDIT SERVICES	HOME DEPOT CREDIT SERVICES	JUNE 2023 HOME DEPOT PURCHASES	872.09
07/07/2023	136209	HUNT JORDYN	HUNT JORDYN	UB refund for account: 18389100	125.72
07/07/2023	136210	HUNTINGTON BANK	HUNTINGTON BANK	UB refund for account: 47098900	19.29
07/07/2023	136211	INSITUFORM TECHNOLOGIES LLC	INSITUFORM TECHNOLOGIES LLC	2022-2023 STORM SEWER VIDEOING	44,060.10
07/07/2023	136212	JANAE L FEAR	JANAE L FEAR	CITY COUNCIL PAYROLL 01/01/2023	120.00

Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
07/07/2023	136213	JEROME C HABER	JEROME C HABER	CITY COUNCIL PAYROLL 01/01/2023	120.00
07/07/2023	136214	JUDY ELAINE CRAIG	JUDY ELAINE CRAIG	MAIL COURIER SERVICE 06/01/2023	189.00
07/07/2023	136215	L & T PAINTING INC	L & T PAINTING INC	STANDPIPE & ELEVATED TOWER REHA	38,115.00
07/07/2023	136216	LARRIVEY ROBERTO	LARRIVEY ROBERTO	UB refund for account: 40353000	221.93
07/07/2023	136217	LASCH IRENE	LASCH IRENE	UB refund for account: 54936100	5.31
07/07/2023	136218	LOPEZ CONCRETE CONSTRUCTION	LOPEZ CONCRETE CONSTRUCTION	LI2022 SIDEWALK PROJECT (WORK DON	4,000.00
07/07/2023	136219	MARTIN ALLAN & PATRICE	MARTIN ALLAN & PATRICE	BD Payment Refund	530.00
07/07/2023	136220	MCLAREN RENT ALL	MCLAREN RENT ALL	PROPANE FOR CRACK SEALING	161.28
07/07/2023	136221	MODERN CONCRETE	MODERN CONCRETE	MIXED CONCRETE FOR DPW	1,008.00
07/07/2023	136222	MONCHILOV SEWER SERVICE LLC	MONCHILOV SEWER SERVICE LLC	2023-2024 WATER SERVICE LINE ID	34,509.09
07/07/2023	136223	MOTOROLA SOLUTIONS INC	MOTOROLA SOLUTIONS INC	PORTABLE RADIO FOR OFFICER, ACC	4,818.83
07/07/2023	136224	NICHOLAS L PIDEK	NICHOLAS L PIDEK	CITY COUNCIL PAYROLL 01/01/2023	120.00
07/07/2023	136225	OWOSSO BOLT & BRASS CO	OWOSSO BOLT & BRASS CO	MARKING SERVICE LINES SUPPLIES	224.08
07/07/2023	136226	OWOSSO COMMUNITY AIRPORT	OWOSSO COMMUNITY AIRPORT	FY 21/22 ANNUAL CONTRIBUTION FR	4,509.50
07/07/2023	136227	OWOSSO PUBLIC SCHOOLS	OWOSSO PUBLIC SCHOOLS	2022 KONA VILLA PILOT	2,161.42
07/07/2023	136228	PETTY CASH- CLERK'S OFFICE	PETTY CASH- CLERK'S OFFICE	PETTY CASH - CLERKS OFFICE	218.45
07/07/2023	136229	ROBERT J TEICH JR	ROBERT J TEICH JR	CITY COUNCIL PAYROLL 01/01/2023	250.00
07/07/2023	136230	ROBERTS MELANIE	ROBERTS MELANIE	UB refund for account: 14340000	152.03
07/07/2023	136231	SCHORN JEREMY	SCHORN JEREMY	UB refund for account: 29067900	101.86
07/07/2023	136232	SEXTON BILL	SEXTON BILL	UB refund for account: 58365700	29.24
07/07/2023	136233	SHATTUCK SPECIALTY ADVERTISING	SHATTUCK SPECIALTY ADVERTISING	NAME TAGS	24.00
				SHATTUCK SPECIALTY ADVERTISING	70.00
				SHATTUCK SPECIALTY ADVERTISING	42.00
				DESK NAME PLATES FOR ASSESSING	136.00
07/07/2023	136234	SHIAWASSEE AREA TRANSPORTATION	SHIAWASSEE AREA TRANSPORTATION	LOCAL FUNDING FY2023 10/01/2022	83,258.68
07/07/2023	136235	SHIAWASSEE COUNTY TREASURER	SHIAWASSEE COUNTY TREASURER	KONA VILLA 2022 PILOT	4,402.41
07/07/2023	136236	SHIAWASSEE REGIONAL CHAMBER OF	SHIAWASSEE REGIONAL CHAMBER OF	MEMBERSHIP-7/1/23-6/30/24	550.00
07/07/2023	136237	SLOAN'S SEPTIC TANK SERVICE	SLOAN'S SEPTIC TANK SERVICE	IMPORTABLE TOILET CONTRACT 1-2 YE	1,560.00
07/07/2023	136238	STATE OF MICHIGAN	STATE OF MICHIGAN	2020 KONA VILLA PILOT	10,472.88
07/07/2023	136239	STUART RUTH	STUART RUTH	UB refund for account: 54732100	12.62
07/07/2023	136240	SUMMIT ENVIROMENTAL TECHNOLOGI	SUMMIT ENVIROMENTAL TECHNOLOGI	WATER TEST FOR WTP QPO 28151	100.00
07/07/2023	136241	WAKEFIELD ALLEN	WAKEFIELD ALLEN	UB refund for account: 17143000	120.05
07/07/2023	136242	YOUNG TONY	YOUNG TONY	UB refund for account: 14315000	10.42
07/20/2023	136243	AMERICAN SPEEDY PRINTING	AMERICAN SPEEDY PRINTING	VINTAGE MOTORCYCLE DAYS SUPPLIE	82.00
07/20/2023	136244	BONNIE ZELL	BONNIE ZELL	REFUND FOR DUPLICATE PAYMENT	20.07
07/20/2023	136245	CALEDONIA CHARTER TOWNSHIP	CALEDONIA CHARTER TOWNSHIP	CALDONIA UTILITY FUND PAYMENT Q	47,942.90
07/20/2023	136246	CITY OF OWOSSO	CITY OF OWOSSO	BUSINESS DEVELOPMENT LOAN DDA J	452.65
07/20/2023	136247	CORUNNA MILLS FEED LLC	CORUNNA MILLS FEED LLC	FOR DUST CONTROL	41.98
07/20/2023	136248	D & D TRUCK & TRAILER PARTS	D & D TRUCK & TRAILER PARTS	PARTS/SUPPLIES-INDIVIDUAL PURCH	1,273.20
07/20/2023	136249	DAYSTARR COMMUNICATIONS	DAYSTARR COMMUNICATIONS	CITY OF OWOSSO CASTLE PHONE & I	81.05
07/20/2023	136250	DAYSTARR COMMUNICATIONS	DAYSTARR COMMUNICATIONS	CITY OF OWOSSO PHONE & INTERNET	1,158.45
07/20/2023	136251	DELTA DENTAL PLAN OF MICHIGAN	DELTA DENTAL PLAN OF MICHIGAN	DENTAL INSURANCE PREMIUM JULY 2	3,934.50
07/20/2023	136252	FORD PARTY RENTAL	FORD PARTY RENTAL	RENTAL EQUIPMENT FOR EVENT 08/0	200.00
07/20/2023	136253	HARRIS ELECTRIC LLC	HARRIS ELECTRIC LLC	REPAIR WORK OFD	446.65
07/20/2023	136254	INDUSTRIAL SUPPLY OF OWOSSO	INDUSTRIAL SUPPLY OF OWOSSO	INSET LINKS FOR WTP QPO 28163	25.90
				INDUSTRIAL SUPPLY OF OWOSSO	350.00
				IN3" WATER HOSE FOR WTP QPO 28163	375.90
07/20/2023	136255	JACKSON TRUCKING	JACKSON TRUCKING	LIMESTONE 21AA & 6A QUANTITIES	1,312.56
07/20/2023	136256	KELLY'S REFUSE	KELLY'S REFUSE	DDA - DOWNTOWN TRASH CANS PICK	1,000.00
07/20/2023	136257	KENDRA NICHOLS	KENDRA NICHOLS	MOWING GOULD HOUSE JUNE 2023	220.00
07/20/2023	136258	MICHIGAN MUNICIPAL LEAGUE (UIA	MICHIGAN MUNICIPAL LEAGUE (UIA	UNEMPLOYMENT QUARTERLY PAYMENT	49.60
07/20/2023	136259	MID MICHIGAN TURF CARE INC	MID MICHIGAN TURF CARE INC	DOWNTOWN SIDEWALK WEED CONTROL	1,500.00
07/20/2023	136260	MONCHILOV SEWER SERVICE LLC	MONCHILOV SEWER SERVICE LLC	STEWART STREET SEWER TELEVISIONG	9,668.00
07/20/2023	136261	NORTH AMERICAN OVERHEAD DOOR	NORTH AMERICAN OVERHEAD DOOR	IDOOR REPAIR	1,247.09
07/20/2023	136262	OWOSSO CHARTER TOWNSHIP	OWOSSO CHARTER TOWNSHIP	WATER AGREEMENT QTR ENDING 06/3	18,926.33
07/20/2023	136263	OWOSSO PUBLIC SCHOOLS	OWOSSO PUBLIC SCHOOLS	DELINQUENT PERSONAL PROPERTY DI	67.08

07/24/2023 03:38 PM  
User: BABarrett  
DB: Owosso

CHECK REGISTER FOR CITY OF OWOSSO  
CHECK DATE FROM 06/24/2023 - 07/21/2023

Page: 6/6

Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
07/20/2023	136264	OWOSSO-WATER FUND	OWOSSO-WATER FUND	CITY UTILITY BILLS QUARTERLY BI	14,606.63
07/20/2023	136265	PROFESSIONAL ANSWERING SERVICE	PROFESSIONAL ANSWERING SERVICE	24 HOUR ANSWERING SERVICES JULY	75.00
07/20/2023	136266	RAREFUSION MFG LLC	RAREFUSION MFG LLC	HANDRAILS FOR GOULD HOUSE PORCH	2,215.00
07/20/2023	136267	RICOH USA	RICOH USA	PRINTING EXPENSES 04/01/2023 -	1,342.13
07/20/2023	136268	ROGUE INDUSTRIAL SERVICES LLC	ROGUE INDUSTRIAL SERVICES LLC	2023 SEWER TELEVISIONING PROJECT	31,022.55
07/20/2023	136269	SHIAWASSEE COUNTY TREASURER	SHIAWASSEE COUNTY TREASURER	DELINQUENT PERSONAL PROPERTY TA	45.75
07/20/2023	136270	SHIAWASSEE COUNTY TREASURER	SHIAWASSEE COUNTY TREASURER	MOBILE HOME TAX DISBURSEMENT	467.50
07/20/2023	136271	SHIAWASSEE COUNTY TREASURER	SHIAWASSEE COUNTY TREASURER	2023 TAX COLLECTION 07/2/2023 -	330,957.71
07/20/2023	136272	SPARTAN STORES LLC	SPARTAN STORES LLC	GATORADE FOR OFD	47.95
07/20/2023	136273	STANDARD INSURANCE COMPANY	STANDARD INSURANCE COMPANY	GROUP LIFE INSURANCE PREMIUM JU	5,781.74
07/20/2023	136274	STATE OF MICHIGAN	STATE OF MICHIGAN	SOR REGISTRATION FEE JUNE 2023	30.00
07/20/2023	136275	STATE OF MICHIGAN	STATE OF MICHIGAN	QUARTERLY QAA FEES	1,677.43
07/20/2023	136276	TEAM DESIGN	TEAM DESIGN	SOCIAL MEDIA JULY 22-APRIL 23 I	975.00
07/20/2023	136277	THE MATTESONS LLC	THE MATTESONS LLC	VIBRANCY GRANT BLOG FEATURE PHO	2,000.00
07/20/2023	136278	WAKELAND OIL COMPANY	WAKELAND OIL COMPANY	CAR WASHES FOR OPD APRIL - JUNE	567.00
07/20/2023	136279	WIN'S ELECTRICAL SUPPLY OF OWC	WIN'S ELECTRICAL SUPPLY OF OWC	SUPPLIES-INVOICE TO BE SIGNED B	199.64
07/20/2023	136280	ZORO TOOLS INC	ZORO TOOLS INC	WWTP SAFETY, LAB, OFFICE SUPPLI	168.29
			ZORO TOOLS INC	WWTP SAFETY, LAB, OFFICE SUPPLI	178.88
			ZORO TOOLS INC	WWTP SAFETY, LAB, OFFICE SUPPLI	17.16
					364.33

1 TOTALS:

Total of 178 Checks:	1,899,692.35
Less 0 Void Checks:	0.00
Total of 178 Disbursements:	1,899,692.35



## MEMORANDUM

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

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DATE: July 24, 2023

TO: Owosso City Council

FROM: Brad Barrett, Finance Director

SUBJECT: American Rescue Plan Act Relief Funding – Project Designation

### RECOMMENDATION:

The Finance Department recommends updating Water Fund projects that were obligated American Rescue Plan Act (ARPA) funding by City Council.

### BACKGROUND:

The American Rescue Plan Act of 2021 provided federal funding to local units of governments. The City of Owosso is a non-entitlement unit of local government (NEU) per the law and funding was received as a pass through from the state of Michigan. The City of Owosso received \$1,517,586. All funds must be obligated by December 31, 2024 and spent by December 31, 2026. The state of Michigan has approved a 1% increase to revenue sharing for any community that has obligated its APRA funding by December 31, 2023.

The Owosso City Council designated ARPA funds to projects within the Water Fund, General Fund (Fire Department) and Downtown Development Authority. At this time, the standby pipe rehabilitation and Center Street water main replacement project was within budget. It is recommended to remove the standby pipe rehabilitation and Center Street water main project from the list and allocate \$805,973 to the water main replacement, well house and SCADA construction projects.

### FISCAL IMPACTS:

Designation of ARPA funds to another project in the Water Fund has a neutral impact, however increases cash flow in the fund.

### Document originated by:

Attachments: Resolution

RESOLUTION NO.  
RESOLUTION DESIGNATING ARPA FUNDING TO A NEW WATER FUND PROJECT

WHEREAS, the city of Owosso, Michigan is a non-entitlement unit of local government (NEU) that received American Rescue Plan Act (ARPA) funding; and

WHEREAS, all funds must be obligated by December 31, 2024 and expended to cover such obligations by December 31, 2026; and

WHEREAS, the Owosso City Council designated \$750,000 of ARPA funds to the Water Fund on March 7, 2022 to lower the impact of a rate increase and be used for construction costs associated with the rehabilitation of standby towers and a water main replacement on Center Street; and

WHEREAS, the Owosso City Council designated \$160,000 of ARPA funds to the General Fund (Fire Department) on April 19, 2022 to purchase self-containing breathing apparatuses; and

WHEREAS, the Owosso City Council designated \$331,600 of ARPA funds to the Water Fund on April 19, 2022 to be used for lead service line replacement throughout the city; and

WHEREAS, the Owosso City Council designated \$275,986 of ARPA funds to the Downtown Development Authority on June 21, 2022 to be used for downtown chairman light replacement; and

WHEREAS, the rehabilitation of standby towers and water main replacement on Center Street and the purchase of self-containing breathing apparatuses came under budget; and

WHEREAS, interest in the amount of \$46,273 has been earned on unspent ARPA funds.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF OWOSSO, SHIAWASSEE COUNTY, MICHIGAN:

FIRST: the Owosso City Council authorizes and obligates ARPA funds and earned interest to the following projects:

1. \$805,973 (estimate) for well house construction and supervisory control and data acquisition (SCADA) system construction for the water filtration process
2. \$150,300 (actual) to purchase self-containing breathing apparatuses
3. \$331,600 (estimate) to replace lead service lines
4. \$275,986 (estimate) to replacement downtown chairman lights



## MEMORANDUM

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

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DATE: July 24, 2023  
TO: Owosso City Council  
FROM: Brad Barrett, Finance Director  
SUBJECT: Monthly Financial Report – June 2023

RECOMMENDATION:

Receive and file communication from Finance Department.

BACKGROUND:

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

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

A revenue and expenditure report and cash summary report is included for the period ending June 30, 2023.

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

Revenue Expense Report

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

FISCAL IMPACTS:

None.

**Document originated by:**

Revenue and Expenditure Report for City of Owosso – Period ending 06-30-2023  
Cash Summary by Account for City of Owosso – 06-01-2023– 06-30-2023

PERIOD ENDING 06/30/2023

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

CITY OF OWOSSO  
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 06/30/23 INCR (DECR)	06/30/2023 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 101 - GENERAL FUND							
Revenues							
101-000-402.000	GENERAL PROPERTY TAX	3,791,355.00	3,508,088.00	2.59	3,508,090.31	(2.31)	100.00
101-000-402.500	OBSOLETE PROPERTY REHAB TAXES (O	2,122.00	1,969.00	0.00	1,969.00	0.00	100.00
101-000-404.000	PA 298 OF 1917	0.00	279,317.00	323.34	279,640.12	(323.12)	100.12
101-000-432.000	PAYMENT IN LIEU OF TAXES (PILT)	0.00	1,079.00	4,101.25	5,180.50	(4,101.50)	480.12
101-000-434.000	TRAILER PARK TAXES	975.00	888.00	(336.50)	981.50	(93.50)	110.53
101-000-437.000	INDUSTRIAL/COMMERCIAL FACILITIES	18,236.00	17,110.00	0.00	17,110.00	0.00	100.00
101-000-439.000	MARIJUANA TAX DISTR.	169,000.00	207,631.00	0.00	207,631.10	(0.10)	100.00
101-000-445.000	INTEREST & PENALTIES ON TAXES	20,348.00	24,005.00	2.09	24,006.95	(1.95)	100.01
101-000-447.000	ADMINISTRATION FEES	98,575.00	102,538.00	1.12	102,538.93	(0.93)	100.00
101-000-476.000	LIQUOR LICENSES	10,000.00	10,608.00	0.00	10,608.40	(0.40)	100.00
101-000-476.100	MARIJUANA LICENSE FEE	45,000.00	0.00	0.00	0.00	0.00	0.00
101-000-477.000	CABLE TELEVISION FRANCHISE FEES	103,000.00	91,653.00	0.00	68,740.29	22,912.71	75.00
101-000-478.000	ROW LICENSES	1,000.00	1,310.00	60.00	1,370.00	(60.00)	104.58
101-000-490.000	PERMITS-BUILDING	87,500.00	0.00	0.00	0.00	0.00	0.00
101-000-490.100	PERMITS-ELECTRICAL	20,000.00	0.00	0.00	0.00	0.00	0.00
101-000-490.200	PERMITS-PLUMBING & MECHANICAL	55,000.00	0.00	0.00	0.00	0.00	0.00
101-000-491.000	PERMITS (GUN)	475.00	280.00	20.00	290.00	(10.00)	103.57
101-000-492.000	LICENSES (DOG)	25.00	75.00	0.00	75.00	0.00	100.00
101-000-502.000	GRANT-FEDERAL	127,886.00	131,640.00	40,327.40	131,640.16	(0.16)	100.00
101-000-502.100	FEDERAL GRANT - DEPT OF JUSTICE	0.00	39,255.00	2,991.52	40,477.10	(1,222.10)	103.11
101-000-540.000	STATE SOURCES	0.00	4,179.00	0.00	4,179.30	(0.30)	100.01
101-000-540.531	LOCAL GRANT	0.00	5,220.00	2,692.98	7,912.90	(2,692.90)	151.59
101-000-573.000	LOCAL COMMUNITY STABILIZATION S	75,000.00	154,225.00	0.00	154,224.56	0.44	100.00
101-000-574.000	REVENUE SHARING	1,412,405.00	1,608,534.00	530,832.00	1,608,535.00	(1.00)	100.00
101-000-574.050	REVENUE SHARING - STATUTORY	472,902.00	455,705.00	151,902.00	455,706.00	(1.00)	100.00
101-000-605.150	VACANT PROPERTY REGISTRATION/IN	1,000.00	0.00	0.00	0.00	0.00	0.00
101-000-605.200	CHARGE FOR SERVICES RENDERED	229,782.00	153,739.00	68,247.58	221,986.78	(68,247.78)	144.39
101-000-605.250	DUPLICATING SERVICES	1,000.00	752.00	0.00	752.00	0.00	100.00
101-000-605.300	FIRE SERVICES	3,000.00	950.00	600.00	1,550.00	(600.00)	163.16
101-000-628.000	RENTAL REGISTRATION	1,500.00	1,725.00	550.00	2,225.00	(500.00)	128.99
101-000-638.000	AMBULANCE CHARGES	295,961.00	307,010.00	351.57	307,361.21	(351.21)	100.11
101-000-638.100	AMBULANCE MILEAGE CHARGES	217,668.00	130,716.00	10,222.25	140,938.65	(10,222.65)	107.82
101-000-638.200	AMBULANCE/ ADVANCED LIFE SUPPOR	393,342.00	429,143.00	34,976.53	464,119.24	(34,976.24)	108.15
101-000-642.000	CHARGE FOR SERVICES - SALES	4,000.00	4,260.00	250.00	4,475.00	(215.00)	105.05
101-000-652.200	PARKING LEASE INCOME	1,680.00	840.00	840.00	1,680.00	(840.00)	200.00
101-000-657.000	ORDINANCE FINES & COSTS	10,000.00	9,534.00	1,043.49	10,527.69	(993.69)	110.42
101-000-657.100	PARKING VIOLATIONS	3,500.00	1,225.00	270.00	1,375.00	(150.00)	112.24
101-000-658.200	FORFEITURES-OWOSSO	0.00	0.00	2,000.00	2,000.00	(2,000.00)	100.00
101-000-665.000	INTEREST INCOME	65,129.00	140,993.00	30,472.35	166,842.59	(25,849.59)	118.33
101-000-665.100	MERS INTEREST INCOME	50.00	3.00	0.00	3.46	(0.46)	115.33
101-000-665.200	ICMA INTEREST INCOME	50.00	9.00	3.37	12.65	(3.65)	140.56
101-000-667.100	RENTAL INCOME	500.00	530.00	0.00	530.00	0.00	100.00
101-000-673.000	SALE OF FIXED ASSETS	0.00	2,313.00	2,800.00	5,113.00	(2,800.00)	221.05
101-000-674.100	PRIVATE DONATIONS	0.00	5.00	0.00	5.00	0.00	100.00
101-000-674.200	DONATIONS	0.00	3,923.00	749.00	4,671.74	(748.74)	119.09
101-000-675.000	MISCELLANEOUS	20,000.00	51,556.00	11,797.96	59,552.10	(7,996.10)	115.51
101-000-676.200	WASTEWATER UTIL. ADMIN REIMB	203,175.00	167,638.00	55,837.81	223,476.01	(55,838.01)	133.31
101-000-676.300	CITY UTILITIES ADMIN REIMB	764,820.00	616,465.00	192,260.10	808,725.38	(192,260.38)	131.19
101-000-676.400	DDA TIF CHARGE BACK	14,594.00	10,340.00	0.00	10,340.25	(0.25)	100.00
101-000-676.500	ACT 51 ADMIN REIMBURSEMENT	192,013.00	115,102.00	65,414.99	180,517.04	(65,415.04)	156.83
101-000-676.600	BRA ADMIN FEES	0.00	5,450.00	0.00	5,450.00	0.00	100.00

PERIOD ENDING 06/30/2023

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

CITY OF OWOSSO  
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	ACTIVITY FOR MONTH 06/30/23 INCR (DECR)	YTD BALANCE 06/30/2023 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 101 - GENERAL FUND							
Revenues							
101-000-678.000	SPECIAL ASSESSMENT	0.00	0.00	14,157.81	14,157.81	(14,157.81)	100.00
101-000-687.000	INSURANCE REFUNDS	110,000.00	111,223.00	98,477.82	209,701.06	(98,478.06)	188.54
101-000-699.287	ARPA TRANSFER IN	0.00	150,300.00	0.00	150,300.00	0.00	100.00
101-000-699.494	TRANSFER FROM CAPITAL PROJECTS-I	0.00	33,277.00	0.00	33,276.94	0.06	100.00
TOTAL REVENUES		9,043,568.00	9,094,330.00	1,324,242.42	9,662,572.72	(568,242.72)	106.25
Expenditures							
101	CITY COUNCIL	6,800.00	6,800.00	1,025.00	5,187.84	1,612.16	76.29
171	CITY MANAGER	273,386.00	278,461.00	37,224.81	282,211.60	(3,750.60)	101.35
201	FINANCE	304,153.00	259,766.00	30,662.48	225,055.92	34,710.08	86.64
210	CITY ATTORNEY	120,000.00	120,000.00	3,729.60	93,666.48	26,333.52	78.06
215	CLERK	332,593.00	396,533.00	44,271.65	382,081.55	14,451.45	96.36
228	INFORMATION & TECHNOLOGY	261,225.00	261,225.00	42,785.27	190,926.74	70,298.26	73.09
253	TREASURY	170,218.00	170,714.00	21,293.83	163,434.71	7,279.29	95.74
257	ASSESSING	204,537.00	206,991.00	23,594.09	196,524.51	10,466.49	94.94
261	GENERAL ADMIN	272,659.00	311,349.00	(492,805.83)	297,132.01	14,216.99	95.43
265	BUILDING & GROUNDS	125,947.00	151,994.00	20,222.77	153,516.26	(1,522.26)	101.00
270	HUMAN RESOURCES	204,517.00	203,121.00	29,569.35	197,229.62	5,891.38	97.10
301	POLICE	2,825,081.00	2,811,696.00	347,098.83	2,709,956.43	101,739.57	96.38
336	FIRE	2,305,188.00	2,353,902.00	274,835.81	2,162,436.88	191,465.12	91.87
371	BUILDING AND SAFETY	300,766.00	70,305.00	4,698.17	62,345.65	7,959.35	88.68
441	PUBLIC WORKS	776,165.00	640,479.00	75,617.00	550,682.96	89,796.04	85.98
528	LEAF AND BRUSH COLLECTION	202,397.00	284,419.00	20,393.11	276,003.75	8,415.25	97.04
585	PARKING	24,950.00	36,923.00	1,969.91	32,673.03	4,249.97	88.49
720	COMMUNITY DEVELOPMENT	103,370.00	70,638.00	5,805.91	50,629.58	20,008.42	71.67
751	PARKS	203,916.00	304,597.00	54,893.52	295,671.36	8,925.64	97.07
966	TRANSFERS OUT	56,971.00	194,532.00	19,376.24	193,554.27	977.73	99.50
TOTAL EXPENDITURES		9,074,839.00	9,134,445.00	566,261.52	8,520,921.15	613,523.85	93.28
Fund 101 - GENERAL FUND:							
TOTAL REVENUES		9,043,568.00	9,094,330.00	1,324,242.42	9,662,572.72	(568,242.72)	106.25
TOTAL EXPENDITURES		9,074,839.00	9,134,445.00	566,261.52	8,520,921.15	613,523.85	93.28
NET OF REVENUES & EXPENDITURES		(31,271.00)	(40,115.00)	757,980.90	1,141,651.57	(1,181,766.57)	2,845.95

PERIOD ENDING 06/30/2023

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

CITY OF OWOSSO  
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 06/30/23 INCR (DECR)	06/30/2023 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 202 - MAJOR STREET FUND							
Revenues							
202-000-502.000	GRANT-FEDERAL	0.00	0.00	38,386.10	38,386.10	(38,386.10)	100.00
202-000-540.000	STATE SOURCES	45,000.00	22,411.00	0.00	22,411.18	(0.18)	100.00
202-000-541.000	TRUNKLINE MAINTENANCE	36,358.00	704,226.00	0.00	704,225.56	0.44	100.00
202-000-542.000	GAS & WEIGHT TAX	1,403,584.00	1,436,654.00	234,467.84	1,319,866.25	116,787.75	91.87
202-000-665.000	INTEREST INCOME	100.00	60,000.00	9,563.44	67,110.65	(7,110.65)	111.85
202-000-675.000	MISCELLANEOUS	0.00	5,921.00	0.00	5,920.77	0.23	100.00
202-000-678.000	SPECIAL ASSESSMENT	111,125.00	111,125.00	137,552.45	137,552.45	(26,427.45)	123.78
TOTAL REVENUES		1,596,167.00	2,340,337.00	419,969.83	2,295,472.96	44,864.04	98.08
Expenditures							
451	CONSTRUCTION	260,500.00	263,449.00	56,713.38	79,397.76	184,051.24	30.14
463	STREET MAINTENANCE	272,066.00	306,875.00	45,741.52	203,054.25	103,820.75	66.17
473	BRIDGE MAINTENANCE	12,140.00	12,359.00	105.17	1,785.55	10,573.45	14.45
474	TRAFFIC SERVICES-MAINTENANCE	20,506.00	20,506.00	431.66	18,813.86	1,692.14	91.75
478	SNOW & ICE CONTROL	131,778.00	172,107.00	4,799.86	150,996.04	21,110.96	87.73
480	TREE TRIMMING	60,568.00	83,957.00	6,638.33	64,547.68	19,409.32	76.88
482	ADMINISTRATION & ENGINEERING	180,538.00	192,884.00	56,026.74	188,412.60	4,471.40	97.68
485	LOCAL STREET TRANSFER	350,000.00	350,000.00	109,424.78	350,000.00	0.00	100.00
486	TRUNKLINE SURFACE MAINTENANCE	2,641.00	598,657.00	67.60	598,387.92	269.08	99.96
488	TRUNKLINE SWEEPING & FLUSHING	3,662.00	3,662.00	0.00	625.31	3,036.69	17.08
490	TRUNKLINE TREE TRIM & REMOVAL	177.00	177.00	0.00	156.95	20.05	88.67
491	TRUNKLINE STORM DRAIN, CURBS	1,380.00	1,630.00	0.00	1,122.28	507.72	68.85
492	TRUNKLINE ROADSIDE CLEANUP	169.00	169.00	28.34	485.59	(316.59)	287.33
494	TRUNKLINE TRAFFIC SIGNS	564.00	867.00	39.36	660.69	206.31	76.20
497	TRUNKLINE SNOW & ICE CONTROL	27,752.00	32,327.00	0.00	27,866.34	4,460.66	86.20
TOTAL EXPENDITURES		1,324,441.00	2,039,626.00	280,016.74	1,686,312.82	353,313.18	82.68
Fund 202 - MAJOR STREET FUND:							
TOTAL REVENUES		1,596,167.00	2,340,337.00	419,969.83	2,295,472.96	44,864.04	98.08
TOTAL EXPENDITURES		1,324,441.00	2,039,626.00	280,016.74	1,686,312.82	353,313.18	82.68
NET OF REVENUES & EXPENDITURES		271,726.00	300,711.00	139,953.09	609,160.14	(308,449.14)	202.57

PERIOD ENDING 06/30/2023

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

CITY OF OWOSSO  
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 06/30/23 INCR (DECR)	06/30/2023 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 203 - LOCAL STREET FUND							
Revenues							
203-000-540.000	STATE SOURCES	15,000.00	43,504.00	0.00	43,504.07	(0.07)	100.00
203-000-542.000	GAS & WEIGHT TAX	516,546.00	528,242.00	86,214.19	485,304.09	42,937.91	91.87
203-000-665.000	INTEREST INCOME	0.00	20,000.00	4,657.30	22,115.63	(2,115.63)	110.58
203-000-675.000	MISCELLANEOUS	0.00	11,493.00	0.00	11,493.26	(0.26)	100.00
203-000-678.000	SPECIAL ASSESSMENT	38,902.00	38,902.00	101,219.73	101,219.73	(62,317.73)	260.19
203-000-699.202	MAJOR STREET TRANSFER	350,000.00	350,000.00	109,424.78	350,000.00	0.00	100.00
TOTAL REVENUES		920,448.00	992,141.00	301,516.00	1,013,636.78	(21,495.78)	102.17
Expenditures							
451	CONSTRUCTION	382,500.00	383,000.00	56,617.35	62,992.98	320,007.02	16.45
463	STREET MAINTENANCE	403,388.00	431,563.00	54,491.74	368,132.01	63,430.99	85.30
474	TRAFFIC SERVICES-MAINTENANCE	6,447.00	6,447.00	228.89	3,813.90	2,633.10	59.16
478	SNOW & ICE CONTROL	65,397.00	83,498.00	2,133.70	73,994.96	9,503.04	88.62
480	TREE TRIMMING	81,363.00	140,260.00	12,685.70	131,506.47	8,753.53	93.76
482	ADMINISTRATION & ENGINEERING	91,835.00	104,786.00	25,935.31	105,570.93	(784.93)	100.75
TOTAL EXPENDITURES		1,030,930.00	1,149,554.00	152,092.69	746,011.25	403,542.75	64.90
Fund 203 - LOCAL STREET FUND:							
TOTAL REVENUES		920,448.00	992,141.00	301,516.00	1,013,636.78	(21,495.78)	102.17
TOTAL EXPENDITURES		1,030,930.00	1,149,554.00	152,092.69	746,011.25	403,542.75	64.90
NET OF REVENUES & EXPENDITURES		(110,482.00)	(157,413.00)	149,423.31	267,625.53	(425,038.53)	170.01

PERIOD ENDING 06/30/2023

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CITY OF OWOSSO  
MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 06/30/23 INCR (DECR)	06/30/2023 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 208 - PARK/RECREATION SITES FUND							
Revenues							
208-000-665.000	INTEREST INCOME	0.00	800.00	126.57	929.01	(129.01)	116.13
208-000-674.100	PRIVATE DONATIONS	0.00	10,000.00	0.00	10,000.00	0.00	100.00
208-000-692.100	APPROPRIATION OF FUND BALANCE	47,800.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		47,800.00	10,800.00	126.57	10,929.01	(129.01)	101.19
Expenditures							
751	PARKS	47,800.00	76,004.00	5,458.26	63,367.59	12,636.41	83.37
TOTAL EXPENDITURES		47,800.00	76,004.00	5,458.26	63,367.59	12,636.41	83.37
Fund 208 - PARK/RECREATION SITES FUND:							
TOTAL REVENUES		47,800.00	10,800.00	126.57	10,929.01	(129.01)	101.19
TOTAL EXPENDITURES		47,800.00	76,004.00	5,458.26	63,367.59	12,636.41	83.37
NET OF REVENUES & EXPENDITURES		0.00	(65,204.00)	(5,331.69)	(52,438.58)	(12,765.42)	80.42

PERIOD ENDING 06/30/2023

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CITY OF OWOSSO  
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 06/30/23 INCR (DECR)	06/30/2023 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 239 - OMS/DDA REVLG LOAN FUND							
Revenues							
239-000-644.000	PENALTIES - LATE CHARGES	0.00	235.00	58.60	234.68	0.32	99.86
239-000-665.000	INTEREST INCOME	4,561.00	9,689.00	3,108.14	11,415.11	(1,726.11)	117.82
239-000-670.000	LOAN PRINCIPAL	107,162.00	0.00	(16,343.14)	0.00	0.00	0.00
239-000-670.100	LOAN INTEREST	15,785.00	21,345.00	827.55	20,744.29	600.71	97.19
239-000-674.100	PRIVATE DONATIONS	17,847.00	0.00	0.00	0.00	0.00	0.00
239-000-675.000	MISCELLANEOUS	0.00	75.00	50.00	75.00	0.00	100.00
TOTAL REVENUES		145,355.00	31,344.00	(12,298.85)	32,469.08	(1,125.08)	103.59
Expenditures							
000	REVENUE	2,914.00	0.00	0.00	0.00	0.00	0.00
200	GEN SERVICES	1,571.00	24,519.00	2,895.36	24,499.88	19.12	99.92
TOTAL EXPENDITURES		4,485.00	24,519.00	2,895.36	24,499.88	19.12	99.92
Fund 239 - OMS/DDA REVLG LOAN FUND :							
TOTAL REVENUES		145,355.00	31,344.00	(12,298.85)	32,469.08	(1,125.08)	103.59
TOTAL EXPENDITURES		4,485.00	24,519.00	2,895.36	24,499.88	19.12	99.92
NET OF REVENUES & EXPENDITURES		140,870.00	6,825.00	(15,194.21)	7,969.20	(1,144.20)	116.76

PERIOD ENDING 06/30/2023

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CITY OF OWOSSO  
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 06/30/23 INCR (DECR)	06/30/2023 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 243 - OBRA #12 WOODWARD LOFT							
Revenues							
243-000-402.300	OBRA:TAX CAPTURE	125,349.00	126,957.00	(198,282.24)	(71,324.81)	198,281.81	(56.18)
243-000-573.000	LOCAL COMMUNITY STABILIZATION S	0.00	0.00	(2,602.19)	0.00	0.00	0.00
243-000-665.000	INTEREST INCOME	0.00	1,850.00	0.00	1,850.71	(0.71)	100.04
TOTAL REVENUES		125,349.00	128,807.00	(200,884.43)	(69,474.10)	198,281.10	(53.94)
Expenditures							
721	PROFESSIONAL SERVICES	1,000.00	1,000.00	0.00	1,000.00	0.00	100.00
901	CAPITAL OUTLAY	0.00	50,000.00	0.00	50,000.00	0.00	100.00
964	TAX REIMBURSEMENTS	124,349.00	124,349.00	(200,884.43)	0.00	124,349.00	0.00
TOTAL EXPENDITURES		125,349.00	175,349.00	(200,884.43)	51,000.00	124,349.00	29.08
Fund 243 - OBRA #12 WOODWARD LOFT:							
TOTAL REVENUES		125,349.00	128,807.00	(200,884.43)	(69,474.10)	198,281.10	53.94
TOTAL EXPENDITURES		125,349.00	175,349.00	(200,884.43)	51,000.00	124,349.00	29.08
NET OF REVENUES & EXPENDITURES		0.00	(46,542.00)	0.00	(120,474.10)	73,932.10	258.85

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CITY OF OWOSSO  
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 06/30/23 INCR (DECR)	06/30/2023 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY							
Revenues							
248-000-402.000	GENERAL PROPERTY TAX	33,655.00	30,510.00	0.00	30,509.67	0.33	100.00
248-000-402.100	TIF	185,108.00	205,218.00	0.00	205,217.88	0.12	100.00
248-000-540.000	STATE SOURCES	0.00	45,000.00	(6,759.85)	38,240.15	6,759.85	84.98
248-000-573.000	LOCAL COMMUNITY STABILIZATION S	0.00	18,728.00	0.00	18,727.85	0.15	100.00
248-000-665.000	INTEREST INCOME	1,800.00	1,250.00	447.20	1,844.23	(594.23)	147.54
248-000-670.000	LOAN PRINCIPAL	0.00	0.00	(1,205.91)	0.00	0.00	0.00
248-000-670.100	LOAN INTEREST	0.00	2,258.00	160.87	2,253.27	4.73	99.79
248-000-674.200	DONATIONS	5,432.00	0.00	0.00	0.00	0.00	0.00
248-000-674.300	INCOME-ECNMC RESTRUCTING	20,000.00	0.00	0.00	0.00	0.00	0.00
248-000-674.400	INCOME-PROMOTION	17,600.00	24,490.00	450.00	24,939.90	(449.90)	101.84
248-000-674.500	INCOME-ORGANIZATION	10,000.00	0.00	0.00	0.00	0.00	0.00
248-000-674.700	EV STATION REVENUE	0.00	1,400.00	0.00	1,193.87	206.13	85.28
248-000-675.000	MISCELLANEOUS	0.00	(11,677.00)	0.00	(11,676.81)	(0.19)	100.00
248-000-699.101	TRANFERS FROM GENERAL FUND	37,952.00	37,952.00	7,871.24	27,968.93	9,983.07	73.70
248-000-699.287	ARPA TRANSFER IN	0.00	7,800.00	0.00	7,800.00	0.00	100.00
TOTAL REVENUES		311,547.00	362,929.00	963.55	347,018.94	15,910.06	95.62
Expenditures							
200	GEN SERVICES	81,929.00	135,099.00	11,308.76	110,877.36	24,221.64	82.07
261	GENERAL ADMIN	94,881.00	98,376.00	10,707.06	71,702.15	26,673.85	72.89
704	ORGANIZATION	10,000.00	2,550.00	1,700.00	2,201.98	348.02	86.35
705	PROMOTION	19,000.00	18,002.00	1,087.00	16,082.46	1,919.54	89.34
706	DESIGN	11,600.00	3,000.00	0.00	2,055.76	944.24	68.53
707	ECONOMIC RESTRUCTURING	20,000.00	48,000.00	9,907.19	43,240.15	4,759.85	90.08
901	CAPITAL OUTLAY	1,900.00	7,800.00	0.00	7,800.00	0.00	100.00
905	DEBT SERVICE	78,432.00	78,932.00	452.65	77,931.80	1,000.20	98.73
TOTAL EXPENDITURES		317,742.00	391,759.00	35,162.66	331,891.66	59,867.34	84.72
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:							
TOTAL REVENUES		311,547.00	362,929.00	963.55	347,018.94	15,910.06	95.62
TOTAL EXPENDITURES		317,742.00	391,759.00	35,162.66	331,891.66	59,867.34	84.72
NET OF REVENUES & EXPENDITURES		(6,195.00)	(28,830.00)	(34,199.11)	15,127.28	(43,957.28)	52.47

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

CITY OF OWOSSO  
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		2022-23		ACTIVITY FOR	YTD BALANCE	AVAILABLE	
GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	2022-23 AMENDED BUDGET	MONTH 06/30/23 INCR (DECR)	06/30/2023 NORM (ABNORM)	BALANCE NORM (ABNORM)	% BDGT USED
Fund 249 - BUILDING INSPECTION FUND							
Revenues							
249-000-476.100	MARIJUANA LICENSE FEE	0.00	75,000.00	0.00	75,000.00	0.00	100.00
249-000-490.000	PERMITS-BUILDING	0.00	102,382.00	11,169.00	105,019.40	(2,637.40)	102.58
249-000-490.100	PERMITS-ELECTRICAL	0.00	32,127.00	4,800.00	34,250.00	(2,123.00)	106.61
249-000-490.200	PERMITS-PLUMBING & MECHANICAL	0.00	78,354.00	9,800.00	81,625.00	(3,271.00)	104.17
249-000-665.000	INTEREST INCOME	0.00	2,600.00	627.03	3,205.99	(605.99)	123.31
249-000-675.000	MISCELLANEOUS	0.00	25.00	0.00	25.00	0.00	100.00
TOTAL REVENUES		0.00	290,488.00	26,396.03	299,125.39	(8,637.39)	102.97
Expenditures							
200	GEN SERVICES	0.00	96,310.00	11,955.50	96,793.44	(483.44)	100.50
371	BUILDING AND SAFETY	0.00	157,122.00	27,989.19	156,086.79	1,035.21	99.34
TOTAL EXPENDITURES		0.00	253,432.00	39,944.69	252,880.23	551.77	99.78
Fund 249 - BUILDING INSPECTION FUND:							
TOTAL REVENUES		0.00	290,488.00	26,396.03	299,125.39	(8,637.39)	102.97
TOTAL EXPENDITURES		0.00	253,432.00	39,944.69	252,880.23	551.77	99.78
NET OF REVENUES & EXPENDITURES		0.00	37,056.00	(13,548.66)	46,245.16	(9,189.16)	124.80

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GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 06/30/23 INCR (DECR)	06/30/2023 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 254 - HOUSING & REDEVELOPMENT							
Revenues							
254-000-540.000	STATE SOURCES	0.00	9,435.00	9,435.00	9,435.00	0.00	100.00
254-000-605.200	CHARGE FOR SERVICES RENDERED	0.00	13,355.00	0.00	0.00	13,355.00	0.00
254-000-675.000-114116MAIN	MISCELLANEOUS	0.00	0.00	11,855.00	11,855.00	(11,855.00)	100.00
TOTAL REVENUES		0.00	22,790.00	21,290.00	21,290.00	1,500.00	93.42
Expenditures							
200	GEN SERVICES	0.00	62,500.00	21,993.40	22,103.95	40,396.05	35.37
TOTAL EXPENDITURES		0.00	62,500.00	21,993.40	22,103.95	40,396.05	35.37
Fund 254 - HOUSING & REDEVELOPMENT:							
TOTAL REVENUES		0.00	22,790.00	21,290.00	21,290.00	1,500.00	93.42
TOTAL EXPENDITURES		0.00	62,500.00	21,993.40	22,103.95	40,396.05	35.37
NET OF REVENUES & EXPENDITURES		0.00	(39,710.00)	(703.40)	(813.95)	(38,896.05)	2.05

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GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 06/30/23 INCR (DECR)	06/30/2023 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 259 - OBRA-DIST#15 -ARMORY BUILDING							
Revenues							
259-000-402.300	OBRA:TAX CAPTURE	74,073.00	44,709.00	(38,916.37)	5,793.00	38,916.00	12.96
TOTAL REVENUES		74,073.00	44,709.00	(38,916.37)	5,793.00	38,916.00	12.96
Expenditures							
721	PROFESSIONAL SERVICES	6,500.00	5,655.00	0.00	5,655.00	0.00	100.00
964	TAX REIMBURSEMENTS	67,573.00	38,917.00	(38,916.37)	0.00	38,917.00	0.00
TOTAL EXPENDITURES		74,073.00	44,572.00	(38,916.37)	5,655.00	38,917.00	12.69
Fund 259 - OBRA-DIST#15 -ARMORY BUILDING:							
TOTAL REVENUES		74,073.00	44,709.00	(38,916.37)	5,793.00	38,916.00	12.96
TOTAL EXPENDITURES		74,073.00	44,572.00	(38,916.37)	5,655.00	38,917.00	12.69
NET OF REVENUES & EXPENDITURES		0.00	137.00	0.00	138.00	(1.00)	100.73

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GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL	AMENDED BUDGET	MONTH 06/30/23	06/30/2023	BALANCE	
		BUDGET		INCR (DECR)	NORM (ABNORM)	NORM (ABNORM)	USED
Fund 272 - OBRA FUND-DISTRICT #17 CARGILL (PREV #8)							
Revenues							
272-000-402.300	OBRA:TAX CAPTURE	184,959.00	188,331.00	0.00	188,330.67	0.33	100.00
TOTAL REVENUES		184,959.00	188,331.00	0.00	188,330.67	0.33	100.00
Expenditures							
721	PROFESSIONAL SERVICES	12,000.00	10,306.00	0.00	10,305.50	0.50	100.00
905	DEBT SERVICE	190,721.00	167,998.00	0.00	167,998.20	(0.20)	100.00
TOTAL EXPENDITURES		202,721.00	178,304.00	0.00	178,303.70	0.30	100.00
Fund 272 - OBRA FUND-DISTRICT #17 CARGILL (PREV #8):							
TOTAL REVENUES		184,959.00	188,331.00	0.00	188,330.67	0.33	100.00
TOTAL EXPENDITURES		202,721.00	178,304.00	0.00	178,303.70	0.30	100.00
NET OF REVENUES & EXPENDITURES		(17,762.00)	10,027.00	0.00	10,026.97	0.03	100.00

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GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 06/30/23 INCR (DECR)	06/30/2023 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 273 - OBRA #9 ROBBINS LOFT							
Revenues							
273-000-402.300	OBRA:TAX CAPTURE	3,602.00	3,667.00	0.00	3,667.44	(0.44)	100.01
273-000-573.000	LOCAL COMMUNITY STABILIZATION S	0.00	560.00	0.00	560.01	(0.01)	100.00
273-000-665.000	INTEREST INCOME	0.00	728.00	0.00	728.12	(0.12)	100.02
TOTAL REVENUES		3,602.00	4,955.00	0.00	4,955.57	(0.57)	100.01
Expenditures							
721	PROFESSIONAL SERVICES	1,200.00	1,200.00	0.00	1,200.00	0.00	100.00
TOTAL EXPENDITURES		1,200.00	1,200.00	0.00	1,200.00	0.00	100.00
Fund 273 - OBRA #9 ROBBINS LOFT:							
TOTAL REVENUES		3,602.00	4,955.00	0.00	4,955.57	(0.57)	100.01
TOTAL EXPENDITURES		1,200.00	1,200.00	0.00	1,200.00	0.00	100.00
NET OF REVENUES & EXPENDITURES		2,402.00	3,755.00	0.00	3,755.57	(0.57)	100.02

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MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 06/30/23 INCR (DECR)	06/30/2023 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 276 - OBRA FUND DISTRICT #16 - QDOBA							
Revenues							
276-000-402.300	OBRA:TAX CAPTURE	10,124.00	10,308.00	0.00	10,308.26	(0.26)	100.00
276-000-665.000	INTEREST INCOME	0.00	14.00	0.00	13.96	0.04	99.71
276-000-674.200	DONATIONS	0.00	17,864.00	0.00	17,864.00	0.00	100.00
TOTAL REVENUES		10,124.00	28,186.00	0.00	28,186.22	(0.22)	100.00
Expenditures							
721	PROFESSIONAL SERVICES	560.00	550.00	0.00	550.00	0.00	100.00
905	DEBT SERVICE	28,172.00	28,172.00	0.00	28,171.00	1.00	100.00
TOTAL EXPENDITURES		28,732.00	28,722.00	0.00	28,721.00	1.00	100.00
Fund 276 - OBRA FUND DISTRICT #16 - QDOBA:							
TOTAL REVENUES		10,124.00	28,186.00	0.00	28,186.22	(0.22)	100.00
TOTAL EXPENDITURES		28,732.00	28,722.00	0.00	28,721.00	1.00	100.00
NET OF REVENUES & EXPENDITURES		(18,608.00)	(536.00)	0.00	(534.78)	(1.22)	99.77

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GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 06/30/23 INCR (DECR)	06/30/2023 NORM (ABNORM)	BALANCE NORM (ABNORM)		
Fund 277 - OBRA FUND DISTRICT #20 - J&H OIL								
Revenues								
277-000-402.300	OBRA:TAX CAPTURE	48,463.00	51,180.00	0.00	51,180.09		(0.09)	100.00
TOTAL REVENUES		48,463.00	51,180.00	0.00	51,180.09		(0.09)	100.00
Expenditures								
721	PROFESSIONAL SERVICES	0.00	1,000.00	0.00	1,000.00		0.00	100.00
964	TAX REIMBURSEMENTS	0.00	47,371.00	0.00	47,371.09		(0.09)	100.00
TOTAL EXPENDITURES		0.00	48,371.00	0.00	48,371.09		(0.09)	100.00
Fund 277 - OBRA FUND DISTRICT #20 - J&H OIL:								
TOTAL REVENUES		48,463.00	51,180.00	0.00	51,180.09		(0.09)	100.00
TOTAL EXPENDITURES		0.00	48,371.00	0.00	48,371.09		(0.09)	100.00
NET OF REVENUES & EXPENDITURES		48,463.00	2,809.00	0.00	2,809.00		0.00	100.00

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CITY OF OWOSSO  
MONTHLY REVENUE AND EXPENDITURE REPORT

		2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	ACTIVITY FOR MONTH 06/30/23 INCR (DECR)	YTD BALANCE 06/30/2023 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
GL NUMBER	DESCRIPTION						
Fund 280 - OBRA FUND-DISTRICT #21 - 152 E HOWARD ST							
Revenues							
280-000-699.101	TRANFERS FROM GENERAL FUND	0.00	9,005.00	9,005.00	9,005.00	0.00	100.00
TOTAL REVENUES		0.00	9,005.00	9,005.00	9,005.00	0.00	100.00
Expenditures							
721	PROFESSIONAL SERVICES	0.00	4,205.00	0.00	4,205.00	0.00	100.00
TOTAL EXPENDITURES		0.00	4,205.00	0.00	4,205.00	0.00	100.00
Fund 280 - OBRA FUND-DISTRICT #21 - 152 E HOWARD ST:							
TOTAL REVENUES		0.00	9,005.00	9,005.00	9,005.00	0.00	100.00
TOTAL EXPENDITURES		0.00	4,205.00	0.00	4,205.00	0.00	100.00
NET OF REVENUES & EXPENDITURES		0.00	4,800.00	9,005.00	4,800.00	0.00	100.00

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CITY OF OWOSSO  
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GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 06/30/23 INCR (DECR)	06/30/2023 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 283 - OBRA FUND-DISTRICT#3-TIAL							
Revenues							
283-000-402.300	OBRA:TAX CAPTURE	30,813.00	28,400.00	0.00	28,400.41	(0.41)	100.00
283-000-573.000	LOCAL COMMUNITY STABILIZATION S	0.00	613.00	0.00	613.09	(0.09)	100.01
TOTAL REVENUES		30,813.00	29,013.00	0.00	29,013.50	(0.50)	100.00
Expenditures							
721	PROFESSIONAL SERVICES	750.00	750.00	0.00	750.00	0.00	100.00
905	DEBT SERVICE	22,408.00	22,407.00	0.00	22,407.00	0.00	100.00
964	TAX REIMBURSEMENTS	1,147.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		24,305.00	23,157.00	0.00	23,157.00	0.00	100.00
Fund 283 - OBRA FUND-DISTRICT#3-TIAL:							
TOTAL REVENUES		30,813.00	29,013.00	0.00	29,013.50	(0.50)	100.00
TOTAL EXPENDITURES		24,305.00	23,157.00	0.00	23,157.00	0.00	100.00
NET OF REVENUES & EXPENDITURES		6,508.00	5,856.00	0.00	5,856.50	(0.50)	100.01

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CITY OF OWOSSO								
MONTHLY REVENUE AND EXPENDITURE REPORT								
GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR		YTD BALANCE	AVAILABLE	
		ORIGINAL	AMENDED BUDGET	MONTH 06/30/23		06/30/2023	BALANCE	
		BUDGET		INCR	(DECR)	NORM (ABNORM)	NORM (ABNORM)	% BDGT USED
Fund 284 - OPIOID SETTLEMENT FUND								
Revenues								
284-000-665.000	INTEREST INCOME	0.00	7.00	0.00		7.34	(0.34)	104.86
284-000-685.000	OPIOID SETTLEMENT REVENUE	0.00	20,730.00	0.00		20,729.81	0.19	100.00
TOTAL REVENUES		0.00	20,737.00	0.00		20,737.15	(0.15)	100.00
Fund 284 - OPIOID SETTLEMENT FUND:								
TOTAL REVENUES		0.00	20,737.00	0.00		20,737.15	(0.15)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00		0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	20,737.00	0.00		20,737.15	(0.15)	100.00

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 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 06/30/23 INCR (DECR)	06/30/2023 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 287 - ARPA - AMERICAN RESCUE PLAN ACT							
Revenues							
287-000-528.000	OTHER FEDERAL GRANTS	755,760.00	158,100.00	0.00	158,100.00	0.00	100.00
287-000-665.000	INTEREST INCOME	100.00	38,444.00	8,403.99	43,643.90	(5,199.90)	113.53
TOTAL REVENUES		755,860.00	196,544.00	8,403.99	201,743.90	(5,199.90)	102.65
Expenditures							
966	TRANSFERS OUT	0.00	158,100.00	0.00	158,100.00	0.00	100.00
TOTAL EXPENDITURES		0.00	158,100.00	0.00	158,100.00	0.00	100.00
Fund 287 - ARPA - AMERICAN RESCUE PLAN ACT:							
TOTAL REVENUES		755,860.00	196,544.00	8,403.99	201,743.90	(5,199.90)	102.65
TOTAL EXPENDITURES		0.00	158,100.00	0.00	158,100.00	0.00	100.00
NET OF REVENUES & EXPENDITURES		755,860.00	38,444.00	8,403.99	43,643.90	(5,199.90)	113.53

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GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 06/30/23 INCR (DECR)	06/30/2023 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 297 - HISTORICAL FUND							
Revenues							
297-000-540.000	STATE SOURCES	0.00	0.00	0.00	3,665.00	(3,665.00)	100.00
297-000-643.000	SALES	2,000.00	3,500.00	675.00	4,146.00	(646.00)	118.46
297-000-665.000	INTEREST INCOME	25.00	1,500.00	210.82	1,512.54	(12.54)	100.84
297-000-665.100	ENDOWMENT SPENDABLE FUNDS	0.00	1,009.00	0.00	1,009.00	0.00	100.00
297-000-667.100	RENTAL INCOME	16,800.00	14,420.00	2,100.00	15,120.00	(700.00)	104.85
297-000-674.100	PRIVATE DONATIONS	11,000.00	17,000.00	4,343.00	21,275.00	(4,275.00)	125.15
297-000-674.200	DONATIONS	0.00	4,750.00	0.00	1,000.00	3,750.00	21.05
297-000-675.000	MISCELLANEOUS	0.00	50.00	0.00	50.00	0.00	100.00
297-000-699.101	TRANFERS FROM GENERAL FUND	10,000.00	10,000.00	2,500.00	10,000.00	0.00	100.00
TOTAL REVENUES		39,825.00	52,229.00	9,828.82	57,777.54	(5,548.54)	110.62
Expenditures							
797	HISTORICAL COMMISSION	20,842.00	24,886.00	2,784.77	19,258.28	5,627.72	77.39
798	CASTLE	15,780.00	13,798.00	758.53	12,843.60	954.40	93.08
799	GOULD HOUSE	13,250.00	20,320.00	1,489.72	16,478.09	3,841.91	81.09
800	COMSTOCK/WOODARD	500.00	500.00	0.00	373.44	126.56	74.69
TOTAL EXPENDITURES		50,372.00	59,504.00	5,033.02	48,953.41	10,550.59	82.27
Fund 297 - HISTORICAL FUND:							
TOTAL REVENUES		39,825.00	52,229.00	9,828.82	57,777.54	(5,548.54)	110.62
TOTAL EXPENDITURES		50,372.00	59,504.00	5,033.02	48,953.41	10,550.59	82.27
NET OF REVENUES & EXPENDITURES		(10,547.00)	(7,275.00)	4,795.80	8,824.13	(16,099.13)	121.29

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

CITY OF OWOSSO							
MONTHLY REVENUE AND EXPENDITURE REPORT							
GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE	
		ORIGINAL	AMENDED BUDGET	MONTH 06/30/23	06/30/2023	BALANCE	% BDGT
		BUDGET		INCR (DECR)	NORM (ABNORM)	NORM (ABNORM)	USED
Fund 298 - HISTORICAL SITES FUND							
Revenues							
298-000-665.000	INTEREST INCOME	0.00	0.00	0.00	(0.15)	0.15	100.00
TOTAL REVENUES		0.00	0.00	0.00	(0.15)	0.15	100.00
Fund 298 - HISTORICAL SITES FUND:							
TOTAL REVENUES		0.00	0.00	0.00	(0.15)	0.15	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	(0.15)	0.15	100.00

PERIOD ENDING 06/30/2023

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

CITY OF OWOSSO  
MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 06/30/23 INCR (DECR)	06/30/2023 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 301 - GENERAL DEBT SERVICE (VOTED BONDS)							
Revenues							
301-000-402.000	GENERAL PROPERTY TAX	791,967.00	793,667.00	866.05	794,533.24	(866.24)	100.11
301-000-573.000	LOCAL COMMUNITY STABILIZATION S	0.00	50,694.00	0.00	50,694.33	(0.33)	100.00
301-000-665.000	INTEREST INCOME	0.00	13,476.00	0.00	13,476.43	(0.43)	100.00
TOTAL REVENUES		791,967.00	857,837.00	866.05	858,704.00	(867.00)	100.10
Expenditures							
905	DEBT SERVICE	791,950.00	791,950.00	0.00	791,950.00	0.00	100.00
TOTAL EXPENDITURES		791,950.00	791,950.00	0.00	791,950.00	0.00	100.00
Fund 301 - GENERAL DEBT SERVICE (VOTED BONDS):							
TOTAL REVENUES		791,967.00	857,837.00	866.05	858,704.00	(867.00)	100.10
TOTAL EXPENDITURES		791,950.00	791,950.00	0.00	791,950.00	0.00	100.00
NET OF REVENUES & EXPENDITURES		17.00	65,887.00	866.05	66,754.00	(867.00)	101.32

PERIOD ENDING 06/30/2023

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

CITY OF OWOSSO  
 MONTHLY REVENUE AND EXPENDITURE REPORT

		2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	ACTIVITY FOR MONTH 06/30/23 INCR (DECR)	YTD BALANCE 06/30/2023 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
GL NUMBER	DESCRIPTION						
Fund 401 - CAPITAL PROJECT FUND							
Revenues							
401-000-665.000	INTEREST INCOME	0.00	1,446.00	0.00	1,446.30	(0.30)	100.02
401-000-699.101	TRANFERS FROM GENERAL FUND	0.00	146,580.00	0.00	146,580.34	(0.34)	100.00
TOTAL REVENUES		0.00	148,026.00	0.00	148,026.64	(0.64)	100.00
Expenditures							
000	REVENUE	0.00	265,002.00	0.00	265,001.30	0.70	100.00
TOTAL EXPENDITURES		0.00	265,002.00	0.00	265,001.30	0.70	100.00
Fund 401 - CAPITAL PROJECT FUND:							
TOTAL REVENUES		0.00	148,026.00	0.00	148,026.64	(0.64)	100.00
TOTAL EXPENDITURES		0.00	265,002.00	0.00	265,001.30	0.70	100.00
NET OF REVENUES & EXPENDITURES		0.00	(116,976.00)	0.00	(116,974.66)	(1.34)	100.00

PERIOD ENDING 06/30/2023

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

CITY OF OWOSSO  
MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 06/30/23 INCR (DECR)	06/30/2023 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 469 - CAPITAL PROJECTS-BUILDING AUTHORITY							
Revenues							
469-000-665.000	INTEREST INCOME	0.00	890.00	51.89	941.96	(51.96)	105.84
469-000-692.100	APPROPRIATION OF FUND BALANCE	29,500.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		29,500.00	890.00	51.89	941.96	(51.96)	105.84
Expenditures							
901	CAPITAL OUTLAY	29,500.00	27,500.00	451.90	25,924.65	1,575.35	94.27
TOTAL EXPENDITURES		29,500.00	27,500.00	451.90	25,924.65	1,575.35	94.27
Fund 469 - CAPITAL PROJECTS-BUILDING AUTHORITY:							
TOTAL REVENUES		29,500.00	890.00	51.89	941.96	(51.96)	105.84
TOTAL EXPENDITURES		29,500.00	27,500.00	451.90	25,924.65	1,575.35	94.27
NET OF REVENUES & EXPENDITURES		0.00	(26,610.00)	(400.01)	(24,982.69)	(1,627.31)	93.88

PERIOD ENDING 06/30/2023

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

CITY OF OWOSSO  
 MONTHLY REVENUE AND EXPENDITURE REPORT

		2022-23		ACTIVITY FOR	YTD BALANCE	AVAILABLE		
GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	2022-23 AMENDED BUDGET	MONTH 06/30/23 INCR (DECR)	06/30/2023 NORM (ABNORM)	BALANCE NORM (ABNORM)	% BDGT USED	
Fund 494 - CAPITAL PROJECTS FUND-DOWNTOWN								
Revenues								
494-000-665.000	INTEREST INCOME	0.00	508.00	0.00	508.22	(0.22)	100.04	
TOTAL REVENUES		0.00	508.00	0.00	508.22	(0.22)	100.04	
Expenditures								
271	ADMINISTRATIVE	0.00	1,027.00	0.00	1,027.10	(0.10)	100.01	
966	TRANSFERS OUT	0.00	33,277.00	0.00	33,276.94	0.06	100.00	
TOTAL EXPENDITURES		0.00	34,304.00	0.00	34,304.04	(0.04)	100.00	
Fund 494 - CAPITAL PROJECTS FUND-DOWNTOWN:								
TOTAL REVENUES		0.00	508.00	0.00	508.22	(0.22)	100.04	
TOTAL EXPENDITURES		0.00	34,304.00	0.00	34,304.04	(0.04)	100.00	
NET OF REVENUES & EXPENDITURES		0.00	(33,796.00)	0.00	(33,795.82)	(0.18)	100.00	

PERIOD ENDING 06/30/2023

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

CITY OF OWOSSO  
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 06/30/23 INCR (DECR)	06/30/2023 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 588 - TRANSPORTATION FUND							
Revenues							
588-000-402.000	GENERAL PROPERTY TAX	41,528.00	41,875.00	48.50	41,923.37	(48.37)	100.12
588-000-573.000	LOCAL COMMUNITY STABILIZATION S	0.00	2,535.00	0.00	2,534.51	0.49	99.98
588-000-665.000	INTEREST INCOME	0.00	2,289.00	275.80	2,374.26	(85.26)	103.72
588-000-692.100	APPROPRIATION OF FUND BALANCE	35,627.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		77,155.00	46,699.00	324.30	46,832.14	(133.14)	100.29
Expenditures							
200	GEN SERVICES	77,155.00	62,864.00	0.00	62,863.86	0.14	100.00
TOTAL EXPENDITURES		77,155.00	62,864.00	0.00	62,863.86	0.14	100.00
Fund 588 - TRANSPORTATION FUND:							
TOTAL REVENUES		77,155.00	46,699.00	324.30	46,832.14	(133.14)	100.29
TOTAL EXPENDITURES		77,155.00	62,864.00	0.00	62,863.86	0.14	100.00
NET OF REVENUES & EXPENDITURES		0.00	(16,165.00)	324.30	(16,031.72)	(133.28)	99.18

PERIOD ENDING 06/30/2023

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

CITY OF OWOSSO  
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 06/30/23 INCR (DECR)	06/30/2023 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 590 - SEWER FUND							
Revenues							
590-000-491.000	PERMITS	0.00	765.00	105.00	855.00	(90.00)	111.76
590-000-643.100	METERED SALES	2,743,024.00	2,743,024.00	717,542.07	2,735,024.81	7,999.19	99.71
590-000-644.000	PENALTIES - LATE CHARGES	27,430.00	55,864.00	(262.19)	41,897.89	13,966.11	75.00
590-000-665.000	INTEREST INCOME	1,000.00	46,164.00	9,579.47	51,179.77	(5,015.77)	110.87
590-000-675.000	MISCELLANEOUS	0.00	8,560.00	0.00	8,560.00	0.00	100.00
TOTAL REVENUES		2,771,454.00	2,854,377.00	726,964.35	2,837,517.47	16,859.53	99.41
Expenditures							
200	GEN SERVICES	2,090,402.00	2,266,200.00	238,424.05	2,221,013.58	45,186.42	98.01
549	SEWER OPERATIONS	171,072.00	226,910.00	41,237.66	204,412.82	22,497.18	90.09
901	CAPITAL OUTLAY	485,000.00	485,000.00	169,172.20	261,739.50	223,260.50	53.97
905	DEBT SERVICE	131,228.00	133,809.00	(103,654.00)	30,155.18	103,653.82	22.54
TOTAL EXPENDITURES		2,877,702.00	3,111,919.00	345,179.91	2,717,321.08	394,597.92	87.32
Fund 590 - SEWER FUND:							
TOTAL REVENUES		2,771,454.00	2,854,377.00	726,964.35	2,837,517.47	16,859.53	99.41
TOTAL EXPENDITURES		2,877,702.00	3,111,919.00	345,179.91	2,717,321.08	394,597.92	87.32
NET OF REVENUES & EXPENDITURES		(106,248.00)	(257,542.00)	381,784.44	120,196.39	(377,738.39)	46.67

PERIOD ENDING 06/30/2023

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

CITY OF OWOSSO  
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 06/30/23 INCR (DECR)	06/30/2023 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 591 - WATER FUND							
Revenues							
591-000-491.000	PERMITS	0.00	915.00	75.00	975.00	(60.00)	106.56
591-000-493.000	PERMITS-OWOSSO TOWNSHIP	0.00	58,310.00	1,530.00	59,840.00	(1,530.00)	102.62
591-000-502.000-DWRLF23-24	GRANT-FEDERAL	0.00	446,337.00	564,913.00	1,011,250.00	(564,913.00)	226.57
591-000-538.000	CAPITAL CONTRIBUTION-FEDERAL	1,910,000.00	2,241,500.00	447,734.87	2,345,311.87	(103,811.87)	104.63
591-000-540.000	STATE SOURCES	345,016.00	345,016.00	198,660.50	218,593.20	126,422.80	63.36
591-000-605.100	WATER MAIN REPLACEMENT CHARGE	749,304.00	749,304.00	188,764.57	760,940.77	(11,636.77)	101.55
591-000-605.350	MATERIAL & SERVICE	0.00	58,335.00	12,781.44	71,116.55	(12,781.55)	121.91
591-000-643.100	METERED SALES	3,517,836.00	3,517,836.00	988,630.12	3,805,322.73	(287,486.73)	108.17
591-000-643.200	METERED SALES-WHOLESALE-USAGE	314,831.00	314,831.00	28,287.30	357,289.11	(42,458.11)	113.49
591-000-644.000	PENALTIES - LATE CHARGES	43,000.00	68,240.00	(436.11)	63,616.44	4,623.56	93.22
591-000-665.000	INTEREST INCOME	1,000.00	82,658.00	10,914.10	86,683.86	(4,025.86)	104.87
591-000-667.100	RENTAL INCOME	0.00	1,200.00	120.00	1,320.00	(120.00)	110.00
591-000-667.300	HYDRANT RENTAL	24,000.00	24,000.00	29,390.00	33,525.00	(9,525.00)	139.69
591-000-670.000	LOAN PRINCIPAL	0.00	20,908.00	5,605.08	20,907.55	0.45	100.00
591-000-670.100	LOAN INTEREST	0.00	679.00	167.29	678.67	0.33	99.95
591-000-673.000	SALE OF FIXED ASSETS	0.00	9,188.00	0.00	9,187.80	0.20	100.00
591-000-675.000	MISCELLANEOUS	1,440.00	61,022.00	0.00	61,022.10	(0.10)	100.00
591-000-675.200	MISCELLANEOUS WATER CHARGES	0.00	2,035.00	3,094.00	4,529.00	(2,494.00)	222.56
591-000-699.272	TRANSFER IN FROM COMPONENT UNIT	0.00	50,000.00	0.00	50,000.00	0.00	100.00
TOTAL REVENUES		6,906,427.00	8,052,314.00	2,480,231.16	8,962,109.65	(909,795.65)	111.30
Expenditures							
200	GEN SERVICES	891,525.00	1,832,134.00	271,849.69	1,416,218.09	415,915.91	77.30
552	WATER UNDERGROUND	2,677,040.00	2,718,783.00	461,274.83	2,717,631.75	1,151.25	99.96
553	WATER FILTRATION	1,546,975.00	1,833,273.00	163,254.33	1,559,062.32	274,210.68	85.04
901	CAPITAL OUTLAY	1,468,545.00	2,515,204.00	728,570.60	2,048,401.30	466,802.70	81.44
905	DEBT SERVICE	909,816.00	884,915.00	(792,272.16)	92,642.69	792,272.31	10.47
TOTAL EXPENDITURES		7,493,901.00	9,784,309.00	832,677.29	7,833,956.15	1,950,352.85	80.07
Fund 591 - WATER FUND:							
TOTAL REVENUES		6,906,427.00	8,052,314.00	2,480,231.16	8,962,109.65	(909,795.65)	111.30
TOTAL EXPENDITURES		7,493,901.00	9,784,309.00	832,677.29	7,833,956.15	1,950,352.85	80.07
NET OF REVENUES & EXPENDITURES		(587,474.00)	(1,731,995.00)	1,647,553.87	1,128,153.50	(2,860,148.50)	65.14

PERIOD ENDING 06/30/2023

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

CITY OF OWOSSO  
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 06/30/23 INCR (DECR)	06/30/2023 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 599 - WASTEWATER FUND							
Revenues							
599-000-540.000	STATE SOURCES	4,882,626.00	4,387,064.00	298,083.00	1,824,735.00	2,562,329.00	41.59
599-000-602.100	OP & MAINT CHRG - OWOSSO	1,312,875.00	1,274,497.00	107,138.69	1,274,496.78	0.22	100.00
599-000-602.200	OP & MAINT CHRG - OWOSSO TWP	245,757.00	261,155.00	20,575.57	261,154.84	0.16	100.00
599-000-602.300	OP & MAINT CHRG - CALEDONIA TWS	117,994.00	118,433.00	10,520.26	118,433.28	(0.28)	100.00
599-000-602.400	OP & MAINT CHRG - CORUNNA	238,861.00	262,651.00	21,389.47	262,651.13	(0.13)	100.00
599-000-603.100	REPLACEMENT CHRG - OWOSSO	131,884.00	285,726.00	16,310.11	285,725.54	0.46	100.00
599-000-603.200	REPLACEMENT CHRG - OWOSSO TWP	24,687.00	53,239.00	4,317.33	53,239.13	(0.13)	100.00
599-000-603.300	REPLACEMENT CHRG - CALEDONIA TWP	11,853.00	32,371.00	2,762.93	32,370.66	0.34	100.00
599-000-603.400	REPLACEMENT CHRG - CORUNNA	23,995.00	37,940.00	3,111.64	37,940.13	(0.13)	100.00
599-000-606.100	DEBT SERVICE CHRG - OWOSSO	185,891.00	185,890.00	15,490.84	185,890.08	(0.08)	100.00
599-000-606.200	DEBT SERVICE CHRG - OWOSSO TWP.	75,408.00	75,408.00	6,284.02	75,408.24	(0.24)	100.00
599-000-606.300	DEBT SERVICE CHRG - CALEDONIA TWP	57,170.00	57,170.00	4,764.16	57,169.92	0.08	100.00
599-000-606.400	DEBT SERVICE CHRG - CORUNNA	32,268.00	32,268.00	2,688.98	32,267.76	0.24	100.00
599-000-665.000	INTEREST INCOME	1,000.00	42,000.00	8,543.93	46,327.74	(4,327.74)	110.30
599-000-675.000	MISCELLANEOUS	0.00	8,522.00	30,095.98	38,522.38	(30,000.38)	452.03
TOTAL REVENUES		7,342,269.00	7,114,334.00	552,076.91	4,586,332.61	2,528,001.39	64.47
Expenditures							
200	GEN SERVICES	6,350.00	29,787.00	3,481.25	29,460.55	326.45	98.90
548	WASTEWATER OPERATIONS	1,915,488.00	2,186,140.00	283,173.04	1,991,995.21	194,144.79	91.12
901	CAPITAL OUTLAY	5,012,126.00	5,007,434.00	670,925.04	2,643,616.06	2,363,817.94	52.79
905	DEBT SERVICE	350,737.00	140,293.00	(87,012.25)	53,280.75	87,012.25	37.98
TOTAL EXPENDITURES		7,284,701.00	7,363,654.00	870,567.08	4,718,352.57	2,645,301.43	64.08
Fund 599 - WASTEWATER FUND:							
TOTAL REVENUES		7,342,269.00	7,114,334.00	552,076.91	4,586,332.61	2,528,001.39	64.47
TOTAL EXPENDITURES		7,284,701.00	7,363,654.00	870,567.08	4,718,352.57	2,645,301.43	64.08
NET OF REVENUES & EXPENDITURES		57,568.00	(249,320.00)	(318,490.17)	(132,019.96)	(117,300.04)	52.95

PERIOD ENDING 06/30/2023

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

CITY OF OWOSSO  
MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 06/30/23 INCR (DECR)	06/30/2023 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 661 - FLEET MAINTENANCE FUND							
Revenues							
661-000-665.000	INTEREST INCOME	100.00	57,553.00	9,631.89	60,926.58	(3,373.58)	105.86
661-000-667.200	EQUIPMENT RENTAL	646,427.00	890,653.00	100,468.65	991,121.48	(100,468.48)	111.28
661-000-673.000	SALE OF FIXED ASSETS	0.00	7,092.00	0.00	7,092.30	(0.30)	100.00
TOTAL REVENUES		646,527.00	955,298.00	110,100.54	1,059,140.36	(103,842.36)	110.87
Expenditures							
594	FLEET MAINTENANCE	331,468.00	961,069.00	45,061.55	387,295.76	573,773.24	40.30
901	CAPITAL OUTLAY	390,200.00	390,200.00	0.00	171,930.32	218,269.68	44.06
TOTAL EXPENDITURES		721,668.00	1,351,269.00	45,061.55	559,226.08	792,042.92	41.39
Fund 661 - FLEET MAINTENANCE FUND:							
TOTAL REVENUES		646,527.00	955,298.00	110,100.54	1,059,140.36	(103,842.36)	110.87
TOTAL EXPENDITURES		721,668.00	1,351,269.00	45,061.55	559,226.08	792,042.92	41.39
NET OF REVENUES & EXPENDITURES		(75,141.00)	(395,971.00)	65,038.99	499,914.28	(895,885.28)	126.25

PERIOD ENDING 06/30/2023

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

CITY OF OWOSSO  
MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 06/30/23 INCR (DECR)	06/30/2023 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 854 - 2009 SPECIAL ASSESSMENT							
Revenues							
854-000-665.000	INTEREST INCOME	0.00	1,560.00	(1,560.20)	0.00	1,560.00	0.00
854-000-675.000	MISCELLANEOUS	0.00	37,134.00	(36,578.62)	555.68	36,578.32	1.50
854-200-675.000	MISCELLANEOUS	0.00	0.00	556.00	0.32	(0.32)	100.00
TOTAL REVENUES		0.00	38,694.00	(37,582.82)	556.00	38,138.00	1.44
Expenditures							
200	GEN SERVICES	0.00	556.00	556.00	556.00	0.00	100.00
TOTAL EXPENDITURES		0.00	556.00	556.00	556.00	0.00	100.00
Fund 854 - 2009 SPECIAL ASSESSMENT:							
TOTAL REVENUES		0.00	38,694.00	(37,582.82)	556.00	38,138.00	1.44
TOTAL EXPENDITURES		0.00	556.00	556.00	556.00	0.00	100.00
NET OF REVENUES & EXPENDITURES		0.00	38,138.00	(38,138.82)	0.00	38,138.00	0.00

PERIOD ENDING 06/30/2023

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

CITY OF OWOSSO  
MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR		YTD BALANCE	AVAILABLE		% BDGT
		ORIGINAL	AMENDED BUDGET	MONTH 06/30/23		06/30/2023	BALANCE		
		BUDGET		INCR	(DECR)	NORM (ABNORM)	NORM	(ABNORM)	USED
Fund 858 - 2013 SPECIAL ASSESSMENT									
Revenues									
858-000-445.000	INTEREST & PENALTIES ON TAXES	181.00	0.00	0.00		0.00	0.00		0.00
858-000-451.000	SPECIAL ASSESSMENTS	1,009.00	1,191.00	(1,191.30)		0.00	1,191.00		0.00
858-000-665.000	INTEREST INCOME	0.00	4.00	(4.39)		0.00	4.00		0.00
TOTAL REVENUES		1,190.00	1,195.00	(1,195.69)		0.00	1,195.00		0.00
Fund 858 - 2013 SPECIAL ASSESSMENT:									
TOTAL REVENUES		1,190.00	1,195.00	(1,195.69)		0.00	1,195.00		0.00
TOTAL EXPENDITURES		0.00	0.00	0.00		0.00	0.00		0.00
NET OF REVENUES & EXPENDITURES		1,190.00	1,195.00	(1,195.69)		0.00	1,195.00		0.00

PERIOD ENDING 06/30/2023

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

CITY OF OWOSSO  
MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL	AMENDED BUDGET	MONTH 06/30/23	06/30/2023	BALANCE	
		BUDGET		INCR (DECR)	NORM (ABNORM)	NORM (ABNORM)	USED
Fund 864 - 2016 SPECIAL ASSESSMENT							
Revenues							
864-000-445.000	INTEREST & PENALTIES ON TAXES	1,527.00	0.00	0.00	0.00	0.00	0.00
864-000-451.000	SPECIAL ASSESSMENTS	2,828.00	4,356.00	(4,355.85)	0.00	4,356.00	0.00
864-000-665.000	INTEREST INCOME	0.00	58.00	(57.75)	0.00	58.00	0.00
TOTAL REVENUES		4,355.00	4,414.00	(4,413.60)	0.00	4,414.00	0.00
Fund 864 - 2016 SPECIAL ASSESSMENT:							
TOTAL REVENUES		4,355.00	4,414.00	(4,413.60)	0.00	4,414.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		4,355.00	4,414.00	(4,413.60)	0.00	4,414.00	0.00

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REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

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PERIOD ENDING 06/30/2023

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

CITY OF OWOSSO							
MONTHLY REVENUE AND EXPENDITURE REPORT							
GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL	AMENDED BUDGET	MONTH 06/30/23	06/30/2023	BALANCE	
		BUDGET		INCR (DECR)	NORM (ABNORM)	NORM (ABNORM)	USED
Fund 865 - 2017 SPECIAL ASSESSMENTS							
Revenues							
865-000-445.000	INTEREST & PENALTIES ON TAXES	7,227.00	229.00	(228.86)	0.00	229.00	0.00
865-000-451.000	SPECIAL ASSESSMENTS	12,219.00	19,094.00	(19,093.97)	0.00	19,094.00	0.00
TOTAL REVENUES		19,446.00	19,323.00	(19,322.83)	0.00	19,323.00	0.00
Fund 865 - 2017 SPECIAL ASSESSMENTS:							
TOTAL REVENUES		19,446.00	19,323.00	(19,322.83)	0.00	19,323.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		19,446.00	19,323.00	(19,322.83)	0.00	19,323.00	0.00

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

CITY OF OWOSSO								
MONTHLY REVENUE AND EXPENDITURE REPORT								
GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 06/30/23 INCR (DECR)	06/30/2023 NORM (ABNORM)	BALANCE NORM (ABNORM)		
Fund 866 - 2018 SPECIAL ASSESSMENTS								
Revenues								
866-000-445.000	INTEREST & PENALTIES ON TAXES	15,188.00	1,977.00	(1,976.93)	0.00	1,977.00		0.00
866-000-451.000	SPECIAL ASSESSMENTS	42,190.00	71,847.00	(71,846.70)	0.00	71,847.00		0.00
TOTAL REVENUES		57,378.00	73,824.00	(73,823.63)	0.00	73,824.00		0.00
Fund 866 - 2018 SPECIAL ASSESSMENTS:								
TOTAL REVENUES		57,378.00	73,824.00	(73,823.63)	0.00	73,824.00		0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00		0.00
NET OF REVENUES & EXPENDITURES		57,378.00	73,824.00	(73,823.63)	0.00	73,824.00		0.00

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

CITY OF OWOSSO								
MONTHLY REVENUE AND EXPENDITURE REPORT								
GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR		YTD BALANCE	AVAILABLE	
		ORIGINAL	AMENDED BUDGET	MONTH 06/30/23		06/30/2023	BALANCE	
		BUDGET		INCR	(DECR)	NORM (ABNORM)	NORM (ABNORM)	% BDGT USED
Fund 867 - 2019 SPECIAL ASSESSMENTS								
Revenues								
867-000-445.000	INTEREST & PENALTIES ON TAXES	6,904.00	651.00		(651.40)	0.00	651.00	0.00
867-000-451.000	SPECIAL ASSESSMENTS	16,439.00	27,947.00		(27,946.98)	0.00	27,947.00	0.00
TOTAL REVENUES		23,343.00	28,598.00		(28,598.38)	0.00	28,598.00	0.00
Fund 867 - 2019 SPECIAL ASSESSMENTS:								
TOTAL REVENUES		23,343.00	28,598.00		(28,598.38)	0.00	28,598.00	0.00
TOTAL EXPENDITURES		0.00	0.00		0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		23,343.00	28,598.00		(28,598.38)	0.00	28,598.00	0.00

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

CITY OF OWOSSO								
MONTHLY REVENUE AND EXPENDITURE REPORT								
GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR		YTD BALANCE	AVAILABLE	
		ORIGINAL		MONTH 06/30/23		06/30/2023	BALANCE	
		BUDGET	AMENDED BUDGET	INCR	(DECR)	NORM (ABNORM)	NORM (ABNORM)	% BDGT USED
Fund 868 - 2020 SPECIAL ASSESSMENTS								
Revenues								
868-000-445.000	INTEREST & PENALTIES ON TAXES	7,795.00	1,567.00	(1,566.63)		0.00	1,567.00	0.00
868-000-451.000	SPECIAL ASSESSMENTS	16,240.00	28,303.00	(28,303.47)		0.00	28,303.00	0.00
TOTAL REVENUES		24,035.00	29,870.00	(29,870.10)		0.00	29,870.00	0.00
Fund 868 - 2020 SPECIAL ASSESSMENTS:								
TOTAL REVENUES		24,035.00	29,870.00	(29,870.10)		0.00	29,870.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00		0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		24,035.00	29,870.00	(29,870.10)		0.00	29,870.00	0.00

PERIOD ENDING 06/30/2023

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

CITY OF OWOSSO  
MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 06/30/23 INCR (DECR)	06/30/2023 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 869 - 2021-20XX SPECIAL ASSESSMENTS							
Revenues							
869-000-445.000	INTEREST & PENALTIES ON TAXES	7,111.00	1,302.00	(1,299.32)	0.00	1,302.00	0.00
869-000-451.000	SPECIAL ASSESSMENTS	13,169.00	51,880.00	(51,682.42)	0.00	51,880.00	0.00
TOTAL REVENUES		20,280.00	53,182.00	(52,981.74)	0.00	53,182.00	0.00
Fund 869 - 2021-20XX SPECIAL ASSESSMENTS:							
TOTAL REVENUES		20,280.00	53,182.00	(52,981.74)	0.00	53,182.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		20,280.00	53,182.00	(52,981.74)	0.00	53,182.00	0.00
TOTAL REVENUES - ALL FUNDS		32,053,279.00	34,178,238.00	5,492,468.97	32,710,432.32	1,467,805.68	95.71
TOTAL EXPENDITURES - ALL FUNDS		31,583,566.00	36,646,650.00	2,963,551.27	29,205,110.46	7,441,539.54	79.69
NET OF REVENUES & EXPENDITURES		469,713.00	(2,468,412.00)	2,528,917.70	3,505,321.86	(5,973,733.86)	142.01

FROM 06/01/2023 TO 06/30/2023

FUND: ALL FUNDS

CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 06/01/2023	Total Debits	Total Credits	Ending Balance 06/30/2023
Fund 101	GENERAL FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	(57,068.02)	956,059.04	813,077.91	85,913.11
001.201	MI CLASS ACCOUNT	107,867.56	0.00	107,867.56	0.00
001.204	HUNTINGTON LIQUIDITY PORTAL	25,008.28	30,226.29	0.00	55,234.57
001.205	THE STATE BANK	2,501,291.96	9,577.99	0.00	2,510,869.95
001.300	FRANKENMUTH CREDIT UNION ACCOUNTS	1,638,695.45	9,390.06	0.00	1,648,085.51
001.306	DORT FEDERAL CREDIT UNION ACCOUNTS	1,549,247.41	11,270.45	0.00	1,560,517.86
002.203	AMBULANCE PAYMENT BANK ACCOUNT	34,220.60	79,669.97	30,025.97	83,864.60
004.000	PETTY CASH	1,925.00	0.00	0.00	1,925.00
005.400	ICMA FORFEITURE FUNDS - RESTRICTED	1,885.32	3.37	1,888.69	0.00
	GENERAL FUND	5,803,073.56	1,096,197.17	952,860.13	5,946,410.60
Fund 202	MAJOR STREET FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	624,955.08	249,365.70	188,796.69	685,524.09
001.201	MI CLASS ACCOUNT	1,108,039.60	4,966.46	0.00	1,113,006.06
001.204	HUNTINGTON LIQUIDITY PORTAL	408,013.66	1,678.21	0.00	409,691.87
001.300	FRANKENMUTH CREDIT UNION ACCOUNTS	509,373.27	2,918.77	0.00	512,292.04
	MAJOR STREET FUND	2,650,381.61	258,929.14	188,796.69	2,720,514.06
Fund 203	LOCAL STREET FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	432,479.83	262,279.57	69,668.03	625,091.37
001.201	MI CLASS ACCOUNT	60,236.31	269.95	0.00	60,506.26
001.204	HUNTINGTON LIQUIDITY PORTAL	357,050.72	1,468.58	0.00	358,519.30
001.300	FRANKENMUTH CREDIT UNION ACCOUNTS	509,373.27	2,918.77	0.00	512,292.04
	LOCAL STREET FUND	1,359,140.13	266,936.87	69,668.03	1,556,408.97
Fund 208	PARK/RECREATION SITES FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	3,332.59	0.00	4,424.46	(1,091.87)
001.204	HUNTINGTON LIQUIDITY PORTAL	30,774.44	126.57	0.00	30,901.01
	PARK/RECREATION SITES FUND	34,107.03	126.57	4,424.46	29,809.14
Fund 239	OMS/DDA REVLG LOAN FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	53,076.41	10,586.18	586.48	63,076.11
001.204	HUNTINGTON LIQUIDITY PORTAL	112,207.24	461.58	0.00	112,668.82
001.300	FRANKENMUTH CREDIT UNION ACCOUNTS	203,749.02	1,167.46	0.00	204,916.48
001.306	DORT FEDERAL CREDIT UNION ACCOUNTS	203,332.19	1,479.10	0.00	204,811.29
	OMS/DDA REVLG LOAN FUND	572,364.86	13,694.32	586.48	585,472.70
Fund 243	OBRA #12 WOODWARD LOFT				
001.201	MI CLASS ACCOUNT	1,850.71	0.00	0.00	1,850.71
Fund 248	DOWNTOWN DEVELOPMENT AUTHORITY				
001.200	POOLED CASH (HUNTINGTON BANK)	50,269.52	11,286.88	27,554.74	34,001.66
001.201	MI CLASS ACCOUNT	25,691.61	115.23	0.00	25,806.84
001.203	MAIN STREET OWOSSO / DDA CHECKING	1,535.07	0.00	0.00	1,535.07
001.204	HUNTINGTON LIQUIDITY PORTAL	80,697.98	331.97	0.00	81,029.95
	DOWNTOWN DEVELOPMENT AUTHORITY	158,194.18	11,734.08	27,554.74	142,373.52
Fund 249	BUILDING INSPECTION FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	46,520.89	26,299.00	23,408.10	49,411.79
001.204	HUNTINGTON LIQUIDITY PORTAL	152,445.93	627.03	0.00	153,072.96
	BUILDING INSPECTION FUND	198,966.82	26,926.03	23,408.10	202,484.75
Fund 254	HOUSING & REDEVELOPMENT				
001.200	POOLED CASH (HUNTINGTON BANK)	(110.55)	62,500.00	21,965.00	40,424.45
Fund 259	OBRA-DIST#15 -ARMORY BUILDING				
001.200	POOLED CASH (HUNTINGTON BANK)	4,293.45	0.00	0.00	4,293.45
Fund 272	OBRA FUND-DISTRICT #17 CARGILL (PREV #8)				

FROM 06/01/2023 TO 06/30/2023

FUND: ALL FUNDS

CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 06/01/2023	Total Debits	Total Credits	Ending Balance 06/30/2023
001.200	POOLED CASH (HUNTINGTON BANK)	20,401.38	0.00	0.00	20,401.38
Fund 273	OBRA #9 ROBBINS LOFT				
001.200	POOLED CASH (HUNTINGTON BANK)	3,036.71	0.00	0.00	3,036.71
001.201	MI CLASS ACCOUNT	48,728.12	0.00	0.00	48,728.12
	OBRA #9 ROBBINS LOFT	51,764.83	0.00	0.00	51,764.83
Fund 276	OBRA FUND DISTRICT #16 - QDOBA				
001.200	POOLED CASH (HUNTINGTON BANK)	8,438.94	0.00	0.00	8,438.94
Fund 277	OBRA FUND DISTRICT #20 - J&H OIL				
001.200	POOLED CASH (HUNTINGTON BANK)	2,809.00	0.00	0.00	2,809.00
Fund 280	OBRA FUND-DISTRICT #21 - 152 E HOWARD ST				
001.200	POOLED CASH (HUNTINGTON BANK)	995.00	0.00	995.00	0.00
Fund 283	OBRA FUND-DISTRICT#3-TIAL				
001.200	POOLED CASH (HUNTINGTON BANK)	9,114.02	0.00	0.00	9,114.02
Fund 284	OPIOID SETTLEMENT FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	20,737.15	0.00	0.00	20,737.15
Fund 287	ARPA - AMERICAN RESCUE PLAN ACT				
001.200	POOLED CASH (HUNTINGTON BANK)	(3,507.29)	3,507.29	0.00	0.00
001.201	MI CLASS ACCOUNT	634,288.31	2,827.39	3,507.29	633,608.41
001.306	DORT FEDERAL CREDIT UNION ACCOUNTS	766,574.54	5,576.60	0.00	772,151.14
	ARPA - AMERICAN RESCUE PLAN ACT	1,397,355.56	11,911.28	3,507.29	1,405,759.55
Fund 297	HISTORICAL FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	7,904.59	8,549.00	3,796.04	12,657.55
001.202	HC CHECKING ACCOUNT	1,862.62	1,069.00	51.37	2,880.25
001.204	HUNTINGTON LIQUIDITY PORTAL	51,261.99	210.82	0.00	51,472.81
004.000	PETTY CASH	100.00	0.00	0.00	100.00
	HISTORICAL FUND	61,129.20	9,828.82	3,847.41	67,110.61
Fund 301	GENERAL DEBT SERVICE (VOTED BONDS)				
001.200	POOLED CASH (HUNTINGTON BANK)	77,868.06	34,456.25	0.00	112,324.31
001.201	MI CLASS ACCOUNT	33,590.20	0.00	33,590.20	0.00
	GENERAL DEBT SERVICE (VOTED BONDS)	111,458.26	34,456.25	33,590.20	112,324.31
Fund 469	CAPITAL PROJECTS-BUILDING AUTHORITY				
001.200	POOLED CASH (HUNTINGTON BANK)	(64.53)	516.43	451.90	0.00
001.201	MI CLASS ACCOUNT	12,090.07	51.89	516.43	11,625.53
	CAPITAL PROJECTS-BUILDING AUTHORITY	12,025.54	568.32	968.33	11,625.53
Fund 588	TRANSPORTATION FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	4,176.65	48.50	0.00	4,225.15
001.201	MI CLASS ACCOUNT	61,515.46	275.80	0.00	61,791.26
	TRANSPORTATION FUND	65,692.11	324.30	0.00	66,016.41
Fund 590	SEWER FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	478,035.90	35,383.58	354,599.33	158,820.15
001.201	MI CLASS ACCOUNT	414,863.79	1,859.53	0.00	416,723.32
001.204	HUNTINGTON LIQUIDITY PORTAL	614,299.42	2,526.64	0.00	616,826.06
001.300	FRANKENMUTH CREDIT UNION	253,906.08	1,455.05	0.00	255,361.13
001.306	DORT FEDERAL CREDIT UNION ACCOUNTS	513,850.59	3,738.25	0.00	517,588.84
004.000	PETTY CASH	200.00	0.00	0.00	200.00
	SEWER FUND	2,275,155.78	44,963.05	354,599.33	1,965,519.50
Fund 591	WATER FUND				

FROM 06/01/2023 TO 06/30/2023

FUND: ALL FUNDS

CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 06/01/2023	Total Debits	Total Credits	Ending Balance 06/30/2023
001.200	POOLED CASH (HUNTINGTON BANK)	722,549.18	102,359.78	830,543.34	(5,634.38)
001.201	MI CLASS ACCOUNT	1,762,692.21	7,900.89	0.00	1,770,593.10
001.204	HUNTINGTON LIQUIDITY PORTAL	732,572.59	3,013.21	0.00	735,585.80
	<b>WATER FUND</b>	<b>3,217,813.98</b>	<b>113,273.88</b>	<b>830,543.34</b>	<b>2,500,544.52</b>
Fund 599	WASTEWATER FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	394,818.95	222,949.98	626,405.27	(8,636.34)
001.201	MI CLASS ACCOUNT	517,064.65	2,317.63	0.00	519,382.28
001.204	HUNTINGTON LIQUIDITY PORTAL	610,817.83	2,512.35	0.00	613,330.18
001.300	FRANKENMUTH CREDIT UNION ACCOUNTS	253,906.08	1,455.05	0.00	255,361.13
001.306	DORT FEDERAL CREDIT UNION ACCOUNTS	310,518.10	2,258.90	0.00	312,777.00
	<b>WASTEWATER FUND</b>	<b>2,087,125.61</b>	<b>231,493.91</b>	<b>626,405.27</b>	<b>1,692,214.25</b>
Fund 661	FLEET MAINTENANCE FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	582,165.80	100,307.12	33,473.02	648,999.90
001.201	MI CLASS ACCOUNT	622,036.82	2,787.89	0.00	624,824.71
001.204	HUNTINGTON LIQUIDITY PORTAL	10,349.57	42.45	0.00	10,392.02
001.205	THE STATE BANK	1,000,516.77	3,831.11	0.00	1,004,347.88
001.300	FRANKENMUTH CREDIT UNION ACCOUNTS	518,391.22	2,970.44	0.00	521,361.66
	<b>FLEET MAINTENANCE FUND</b>	<b>2,733,460.18</b>	<b>109,939.01</b>	<b>33,473.02</b>	<b>2,809,926.17</b>
Fund 703	CURRENT TAX COLLECTION FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	27.00	23,841.14	6,308.06	17,560.08
Fund 854	2009 SPECIAL ASSESSMENT				
001.201	MI CLASS ACCOUNT	38,138.82	0.00	38,138.82	0.00
Fund 858	2013 SPECIAL ASSESSMENT				
001.200	POOLED CASH (HUNTINGTON BANK)	232.08	963.61	1,195.69	0.00
001.201	MI CLASS ACCOUNT	963.61	0.00	963.61	0.00
	<b>2013 SPECIAL ASSESSMENT</b>	<b>1,195.69</b>	<b>963.61</b>	<b>2,159.30</b>	<b>0.00</b>
Fund 864	2016 SPECIAL ASSESSMENT				
001.200	POOLED CASH (HUNTINGTON BANK)	255.85	4,157.75	4,413.60	0.00
001.201	MI CLASS ACCOUNT	4,157.75	0.00	4,157.75	0.00
	<b>2016 SPECIAL ASSESSMENT</b>	<b>4,413.60</b>	<b>4,157.75</b>	<b>8,571.35</b>	<b>0.00</b>
Fund 865	2017 SPECIAL ASSESSMENTS				
001.200	POOLED CASH (HUNTINGTON BANK)	6,153.68	15,207.95	21,361.63	0.00
001.201	MI CLASS ACCOUNT	13,169.15	0.00	13,169.15	0.00
	<b>2017 SPECIAL ASSESSMENTS</b>	<b>19,322.83</b>	<b>15,207.95</b>	<b>34,530.78</b>	<b>0.00</b>
Fund 866	2018 SPECIAL ASSESSMENTS				
001.200	POOLED CASH (HUNTINGTON BANK)	1,314.50	72,509.13	73,823.63	0.00
001.201	MI CLASS ACCOUNT	72,509.13	0.00	72,509.13	0.00
	<b>2018 SPECIAL ASSESSMENTS</b>	<b>73,823.63</b>	<b>72,509.13</b>	<b>146,332.76</b>	<b>0.00</b>
Fund 867	2019 SPECIAL ASSESSMENTS				
001.200	POOLED CASH (HUNTINGTON BANK)	2,050.40	26,547.98	28,598.38	0.00
001.201	MI CLASS ACCOUNT	26,547.98	0.00	26,547.98	0.00
	<b>2019 SPECIAL ASSESSMENTS</b>	<b>28,598.38</b>	<b>26,547.98</b>	<b>55,146.36</b>	<b>0.00</b>
Fund 868	2020 SPECIAL ASSESSMENTS				
001.200	POOLED CASH (HUNTINGTON BANK)	1,583.92	30,689.81	32,216.50	57.23
001.201	MI CLASS ACCOUNT	28,286.18	0.00	28,286.18	0.00
	<b>2020 SPECIAL ASSESSMENTS</b>	<b>29,870.10</b>	<b>30,689.81</b>	<b>60,502.68</b>	<b>57.23</b>
Fund 869	2021-20XX SPECIAL ASSESSMENTS				
001.200	POOLED CASH (HUNTINGTON BANK)	18,585.23	34,596.51	53,181.74	0.00

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User: BBarrett  
DB: Owosso

CASH SUMMARY BY ACCOUNT FOR CITY OF OWOSSO  
FROM 06/01/2023 TO 06/30/2023  
FUND: ALL FUNDS  
CASH AND INVESTMENT ACCOUNTS

Page: 4/4

Fund Account	Description	Beginning Balance 06/01/2023	Total Debits	Total Credits	Ending Balance 06/30/2023
001.201	MI CLASS ACCOUNT	34,396.51	0.00	34,396.51	0.00
	2021-20XX SPECIAL ASSESSMENTS	52,981.74	34,596.51	87,578.25	0.00
Fund 956 005.200	GASB 34 LONG TERM DEBT MMRMA CASH - RESTRICTED	242,389.53	0.00	0.00	242,389.53
	TOTAL - ALL FUNDS	23,348,499.66	2,502,316.88	3,616,461.18	22,234,355.36

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

**July 18, 2023, AT 7:30 A.M.**

**CALL TO ORDER:** The meeting was called to order by Chair Jon Moore at 7:33 A.M.

**ROLL CALL:** Taken by Chair Jon Moore

**PRESENT:** Chair Jon Moore, Vice Chair Lance Omer, Commissioners Bill Gilbert, Nicole Reyna, Melissa Wheeler and Emily Olson

**ABSENT:** Commissioners Josh Ardelean and Mayor Robert J. Teich, Jr. Commissioner Wheeler left at 8:51 A.M.

**OTHERS PRESENT:** Lizzie Fredrick, DDA/OMS Director and Nick Bruckman, AmeriCorps Member

**PUBLIC COMMENTS:** None.

**ITEMS OF BUSINESS:**

**1) MICHIGAN MAIN STREET ACCREDITATION:** Fredrick presented the Main Street America Community Self-Assessment tool and noted that the average of the Board, DDA/OMS Director and City Manager scores will be applied to the self-assessment rubric.

**STANDARD I: BROAD-BASED COMMUNITY COMMITMENT TO REVITALIZATION:** Fredrick reviewed standard.

**I. Partnerships and Collaborations Indicator:** Fredrick reviewed indicator. Board members shared individual scores and reasoning for each indicator. Vice Chair Omer commented that the OMS/DDA is doing a good job collaborating with the local city government. Fredrick noted a return to detailed work plans. Fredrick recorded each board member's individual score.

**II. District and Community Outreach:** Fredrick reviewed indicator. Board members shared individual scores and reasoning for each assessment. Chair Moore indicated that efforts are satisfactory with room for improvement.

**III. Communication and Public Relations:** Chair Moore reviewed indicator. Fredrick outlined the public relations and outreach activities that the organization is currently engaged in, highlighting the regular board member engagement with the community at large. Board members shared individual scores and reasoning for each indicator. Chair Moore and Commissioners Gilbert, Olson and Omer noted a positive trajectory with opportunities for improvement.

**STANDARD II: INCLUSIVE LEADERSHIP AND ORGANIZATION:** Chair Moore reviewed standard.

**I. INCLUSIVE ORGANIZATIONAL CULTURE AND DIVERSE VOLUNTEER ENGAGEMENT:** Chair Moore reviewed indicators. Fredrick reviewed OMS mission statement. Board members shared individual scores and reasoning for each indicator. Commissioner Olson noted that the mission statement does not engage with inclusivity or engagement and areas for improvement. Chair Moore noted that there are more opportunities for greater focus on community accessibility. Commissioner Gilbert commented that there is the opportunity to streamline volunteer engagement. Fredrick reviewed current engagement activities. Board members indicated that the current board member representation is currently strong.

**II. ACTIVE BOARD LEADERSHIP AND SUPPORTING VOLUNTEER BASE:** Chair Moore reviewed indicators. Chair Moore reviewed past engagement with diverse volunteer groups. Board members shared individual scores and reasoning for each indicator. Commissioner Olson noted possibilities for improvement to engage with more diverse groups. Commissioner Olson asked about board member orientation. Commissioner Gilbert proposed greater board engagement with OMS fundraising.

**III. PROFESSIONAL STAFF MANAGEMENT:** Chair Moore reviewed indicators. Board members shared individual scores and reasoning for each indicator. Commissioner Olson inquired about educational opportunities and support for the Executive Director.

**IV: EFFECTIVE OPERATIONAL STRUCTURE:** Chair Moore reviewed indicators. Board members shared individual scores and reasoning for each indicator. Commissioner Gilbert highlighted positive interaction with local city government.

**STANDARD III: DIVERSIFIED FUNDING AND SUSTAINABLE PROGRAM OPERATIONS:** Chair Moore reviewed indicators.

**I. BALANCED FUNDING STRUCTURE:** Chair Moore reviewed indicators. Board members shared individual scores.

**II. STRATEGIC REVENUE DEVELOPMENT AND FUNDRAISING:** Chair Moore reviewed indicators. Commissioner Olson asked for clarification of OMS activities. Board members shared and discussed individual scores.

**III. BUDGET AND WORK PLAN ALIGNMENT:** Chair Moore reviewed indicators. Board members shared and discussed individual scores.

**IV. FINANCIAL MANAGEMENT AND BEST PRACTICES:** Chair Moore reviewed indicators. Chair more noted activities that the Executive Director performs to reach the organization's goals. Commissioner Gilbert noted possibilities increased Finance Committee engagement.

**COMMITTEE UPDATES:** None.

**DIRECTOR UPDATES:** Fredrick asked that board members complete the remainder of the Owosso Main Street Self-Assessment individually.

**BOARD COMMENTS:** None.

**ADJOURNMENT:**

**MOVED BY REYNA, SUPPORTED BY GILBERT TO ADJOURN AT 9:00 A.M.  
AYES: ALL  
MOTION CARRIED**

**NEXT MEETING AUGUST 2, 2023.**

**PARKS AND RECREATION COMMISSION  
SPECIAL MEETING**

Draft Minutes of Tuesday, July 18, 2023

6:30 p.m.

City Hall

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

**PLEDGE OF ALLEGIANCE:** Was recited

**ROLL CALL:** Was taken by Amy Fuller

***MEMBERS PRESENT:*** Commissioners Maginity, Smith, Rodman, and Bila.

***MEMBERS ABSENT:*** Chairman Workman, Vice Chair Selbig, and Commissioner Horton

***OTHERS PRESENT:*** Amy Fuller

**APPROVAL OF AGENDA:** COMMISSIONER SMITH MADE A MOTION TO APPROVE THE AGENDA FOR JULY 18, 2023. MOTION SUPPORTED BY COMMISSIONER RODMAN. AYES ALL, MOTION CARRIED.

**APPROVAL OF MINUTES:** COMMISSIONER RODMAN MADE A MOTION TO APPROVE THE MINUTES FOR JUNE 28, 2023 WITHOUT CHANGES. MOTION SUPPORTED BY COMMISSIONER SMITH. AYES ALL, MOTION CARRIED.

**PUBLIC COMMENTS:** None.

**ITEM OF BUSINESS:**

Pickleball Tournament at Bentley Park: Commissioner Maginity explained that before he passed away, B.J. Bannan enjoyed playing pickleball at Bentley Courts. Commissioner Maginity shared that a small group had formed and would like to host a pickleball tournament in memory of B.J. Bannan to raise funds for improvements at the pickleball courts. MOTION BY COMMISSIONER BILA TO HAVE THE PARKS AND RECREATION COMMISSION HOST THE TOURNAMENT. MOTION SUPPORTED BY COMMISSIONER RODMAN. AYES ALL, MOTION CARRIED.

There was discussion regarding the planning process for the tournament and the need to appoint a committee. Commissioner Maginity shared that himself, Cindy Schluckbier, Sue Jones, Randy Horton, Mary Ardelean, Larry Lynch and Bernie Lynch would be interested in serving on this committee. MOTION BY COMMISSIONER RODMAN TO APPOINT THESE SEVEN INDIVIDUALS TO THE B.J. BANNAN MEMORIAL PICKLEBALL TOURNAMENT COMMITTEE. MOTION SUPPORTED BY COMMISSIONER SMITH. AYES ALL, MOTION CARRIED.

**Next Meeting:** August 23, 2023, at 7:00 PM at Harmon Patridge Park.

**PUBLIC/COMMISSIONERS COMMENTS:** None.

**ADJOURNMENT:** COMMISSIONER BILA MADE A MOTION TO ADJOURN AT 6:41 P.M. MOTION SUPPORTED BY COMMISSIONER RODMAN. AYES ALL, MOTION CARRIED.

Respectfully submitted by:  
Amy Fuller, Assistant City Manager

MINUTES FOR REGULAR MEETING  
**OWOSSO HISTORIC DISTRICT COMMISSION**  
Wednesday, July 19, 2023 at 6:00 p.m.  
Virginia Teich Council Chambers

**MEETING CALLED TO ORDER:** at 6:01 p.m. by Chairperson Steven Teich.

**ROLL CALL:** was taken by City Manager Nathan Henne.

**PRESENT:** Chairperson Steven Teich, Vice Chairperson Omer, Commissioners William Byrne, Lisa Gallinger, Philip Hathaway, Erin Powell.

**ABSENT:** Commissioner Matthew Van Epps.

**OTHERS IN ATTENDANCE:** City Manager Nathan Henne, Building Inspector Brad Hissong.

**AGENDA APPROVAL:** July 19, 2023.

**MOTION FOR APPROVAL OF THE AGENDA AS PRESENTED BY SECRETARY HATHAWAY.  
SECONDED BY COMMISSIONER BYRNE.**

**AYES ALL. MOTION CARRIED.**

**MINUTES APPROVAL:** May 17, 2023.

**MOTION FOR APPROVAL OF MINUTES AS PRESENTED BY SECRETARY HATHAWAY.  
SECONDED BY BYRNE.**

**AYES ALL. MOTION CARRIED.**

**COMMUNICATIONS:** The American Legion Post #57 had applied for a Certified Local Government (CLG) Grant through the State Historic Preservation Office (SHPO) and received a letter they had not been selected for this round of funding. They do have an opportunity to apply for the next round, if desired.

**PUBLIC/COMMISSIONER COMMENTS:** None.

**PUBLIC HEARINGS:** None.

**ITEMS OF BUSINESS:**

**1. Certificate of Appropriateness – 110 West Main Street – Aviator Jayne Façade Repair**

Building owner, Nick Pidek, was present with a recommended proposal of plaster repair. He detailed the work that is slated to be completed, weather permitting.

**MOTION BY COMMISSIONER POWELL TO APPROVE THE PLASTER REPAIR PLAN AS  
PRESENTED BY THE OWNER. SECONDED BY COMMISSIONER GALLINGER.**

**AYES ALL. MOTION CARRIED.**

## **HISTORIC DISTRICT COMMISSION RESOLUTION NO. 2023-5**

### **RESOLUTION APPROVING A FAÇADE REPAIR PLAN FOR 110 W MAIN ST**

WHEREAS, the Historic District Commission of Owosso, Michigan, has received a proposed plan from the property owner to repair the existing facade at 110 W Main; and

WHEREAS, the Commission was established to preserve the historic nature of district using the guidelines set forth by the United State Secretary of the Interior; and

WHEREAS, the building at 110 W Main St is a contributing structure according to the 2010 Historic District Report; and

WHEREAS, the proposed plan meets the requirements of the Commission for the repair of the façade at the aforementioned address.

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

FIRST: The historic or architectural value and significance of the resource and its relationship to the historic value of the surrounding area will not be adversely affected by the proposed plan.

SECOND: The relationship of the proposed architectural features of the resource to the rest of the resource and to the surrounding area meets the requirements of the Secretary of the Interior's Standards for the Treatment of Historic Properties.

THIRD: The materials used are generally compatible with the design, arrangement, and texture required by the Standards.

FOURTH: The proposed plan meets the aesthetic values of the District.

### **2. City Club Building Discussion – 117 – 123 West Exchange Street**

A partial collapse occurred at the building; it has now been categorized as a dangerous structure, according to International Building Code. Contact was made with building owner, Dave Acton. The structural engineering report will be submitted and if structural integrity is suspect, that will necessitate a decision from HDC to consider Demolition by Neglect. The review of the structure was simply informational at this time; no decision can be made until the structural engineering report is received.

**PUBLIC COMMENTS:** None.

#### **BOARD COMMENTS:**

1. Property Updates – Fifth Third Building. This property has been awarded a Community Revitalization Program Grant through the Michigan Economic Development Corporation (MEDC). MEDC has issued a letter of interest (LOI) to the developer, which means the financials are approved. This program offers fifty-percent of the cost to be awarded. They need their architect to complete a few punch list items; once these are complete, the project will proceed. The letter of interest expired in June and they were given an extension until August 29, 2023. Legal action will be pursued if the LOI expires again. HDC has the option to issue a Demolition by Neglect if no action is taken by the owners.

**NEXT MEETING:** August 16, 2023.

**MOTION BY COMMISSIONER GALLINGER TO ADJOUR. SECONDED BY COMMISSIONER POWELL.**

**AYES ALL. MOTION CARRIED.**

**ADJOURNMENT BY CHAIRMAN TEICH AT 6:36 P.M.**

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Philip Hathaway, Secretary

caf

**MINUTES**  
**REGULAR MEETING OF THE OWOSSO PLANNING COMMISSION**  
**Monday, July 24, 2023 – 6:30 P.M.**

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

**PLEDGE OF ALLEGIANCE:** Recited

**ROLL CALL:** Tanya Buckelew

**MEMBERS PRESENT:** Secretary Fear, Vice-Chair Livingston, Commissioners Schlaack, Taylor, and Chairman Wascher

**MEMBERS ABSENT:** Commissioners Law, Martin, Owens and Robertson

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

**APPROVAL OF AGENDA:**

**MOTION BY VICE-CHAIR LIVINGSTON, SUPPORTED BY SECRETARY FEAR TO APPROVE THE AGENDA FOR July 24, 2023.**

**YEAS ALL. MOTION CARRIED.**

**APPROVAL OF MINUTES:**

**MOTION BY VICE-CHAIR LIVINGSTON SUPPORTED BY COMMISSIONER SCHLAACK TO APPROVE THE MINUTES FOR THE April 24, 2023 MEETING.**

**YEAS ALL. MOTION CARRIED.**

**ELECTION OF OFFICERS:**

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

**YEAS ALL. MOTION CARRIED.**

**ITEMS OF BUSINESS:**

**1. ZONING ORDINANCE UPDATES**

Discussion held about the business districts and site development standards. There will be a public hearing for the zoning ordinance at the August meeting. Then will proceed with the presentation to the City Council.

**ADJOURNMENT:**

**MOTION BY VICE-CHAIR LIVINGSTON SUPPORTED BY SECRETARY FEAR TO ADJOURN AT 7:40 PM UNTIL THE NEXT MEETING ON AUGUST 28, 2023.**

**YEAS ALL, MOTION CARRIED**

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**Janae Fear, Secretary**

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

July 25, 2023

4:30 P.M.

W.W.T.P.

1. Roll (4:31 P.M.)  
Members Present: R. Holzheuer, R. Suchanek, J. Archer  
Members Absent (no Alternate present): J. Sawyer  
Others Present: T. Guysky, WWTP Superintendent/Board Secretary  
B. Langtry, Owosso Twp/Caledonia Twp Utility Authority  
J. Bloomfield, Owosso Twp/Caledonia Twp Utility Authority
2. Agenda Approval: Motion by Suchanek to approve meeting agenda as presented. Support by Holzheuer. No discussion. Motion carries 3-0.
3. Minutes of the June 27, 2023 meeting: Motion by Holzheuer to approve the June 27, 2023 meeting minutes. Support by Archer. No Discussion. Motion carries 3-0.
4. Secretary's Report:
  - a) Plant Performance Summary (June 2023): Guysky noted full permit compliance for June 2023.
  - b) Plant Operations and Staffing: Guysky noted good, efficient plant performance even during a severe wet weather event earlier in July. No Sanitary Sewer Overflows (SSOs) were experienced at the plant even with flows exceeding plant capacity at times. He updated the Board on plant maintenance activities. He also informed the Board of the Consumers Energy Demand Response Program contract renewal, where the plant receives financial incentives for moving electrical load to the generator at the request of Consumers. With regard to staffing, two positions remain unfilled: Operator/Mechanic and Sewer Maintenance Laborer.
  - c) WWTP Project Updates: Guysky updated the Board on the current projects. The Solids Handling Project contractors plan to remobilize once the building repairs are complete in late August. The Phase I project will likely begin construction in early September.
5. Old Business:
  - a) Hydrogen Sulfide Study
    1. Utility Authority Plan Progress: Langtry updated the Board on the Owosso Township-Caledonia Township Utility Authority efforts toward H<sub>2</sub>S mitigation, with the chemical treatment set to be in place within two weeks. Guysky offered the use of the WWTP H<sub>2</sub>S portable logger once a permanent one is in place in the WWTP screening room.

6. New Business:  
NONE
7. Citizens'/Members' Comments:  
Suchanek commended Langtry for his prompt attention to the H2S mitigation issue.
8. Adjourn: Motion to adjourn by Archer. Support by Suchanek. No discussion. Motion carries 3-0. Meeting adjourned at 4:58 p.m.

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

Draft