

# **AGENDA**

*OWOSSO MAIN STREET/DDA*

## **REGULAR BOARD MEETING**

Wednesday, July 20, 2022 7:30 a.m.

Owosso City Hall; Council Chambers; 301 W. Main St., Owosso, MI



Owosso Main Street's mission is to foster an active and thriving downtown that is the heart of our community by promoting historic preservation and drawing both local residents and visitors to our city.

### **7:30 to 7:45**

**Call to order and roll call:**

**Review and approval of agenda:** July 20, 2022

**Review and approval of minutes:** June 1, 2022

**Review and approval of special meeting minutes:** June 16, 2022

**Public Comments:**

### **7:45 to 8:25**

#### **Items of Business:**

- 1) Check Register.....(Resolution)
- 2) Budget Report.....(Discussion)
- 3) Credit Card Reconciliation.....(Discussion)
- 4) ShiaCash Reports.....(Discussion)
- 5) ChargePoint Reports.....(Discussion)
- 6) 123 N. Washington Brownfield Plan.....(Resolution)
- 7) Revolving Loan Fund Amendments.....(Resolution)
- 8) Electric Vehicle Stations.....(Discussion)
- 9) AmeriCorps Member.....(Discussion)
- 10) Sponsorship Opportunities.....(Discussion)

#### **Committee Updates**

- 1) Design
- 2) Promotion
- 3) Organization
- 4) Economic Vitality

**Board Continuing Education/Information:**

**Director Updates:**

**Board Comments:**

#### **Adjournment:**

[The City of Owosso will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audiotapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting/hearing upon 72 hours notice to the City of Owosso. Individuals with disabilities requiring auxiliary aids on services should contact the City of Owosso by writing or calling Amy Kirkland, City Clerk, 301 W. Main St, Owosso, MI 48867 (989) 725-0500 or on the Internet. The City of Owosso Website address is [www.ci.owosso.mi.us](http://www.ci.owosso.mi.us).]

**MINUTES**  
**REGULAR MEETING OF THE**  
**DOWNTOWN DEVELOPMENT AUTHORITY/MAIN STREET**  
**CITY OF OWOSSO**  
**JUNE 1, 2022, AT 7:30 A.M.**

**CALL TO ORDER:** The meeting was called to order by Chairman Moore at 7:45 A.M.

**ROLL CALL:** Taken by Deputy City Clerk Carrie Farr

**MEMBERS PRESENT:** Chairman Jon Moore, Vice-Chairman Brianna Carroll. Commissioners: Josh Ardelean (7:46), Sue Osika and Melissa Wheeler.

**MEMBERS ABSENT:**, Dave Acton, Kenneth Cushman, Bill Gilbert, Lance Omer.

**OTHERS PRESENT:** Beth Kuiper, Director.

**AGENDA:** IT WAS MOVED BY COMMISSIONER OSIKA AND SUPPORTED BY VICE CHAIR CARROLL TO APPROVE THE AGENDA AS PRESENTED.

**AYES: ALL. MOTION CARRIED.**

**MINUTES:** IT WAS MOVED BY COMMISSIONER OSIKA AND SUPPORTED BY VICE CHAIR CARROLL TO APPROVE THE MINUTES AS PRESENTED FOR THE REGULAR MEETING HELD MAY 4, 2022.

**AYES: ALL. MOTION CARRIED.**

**PUBLIC COMMENTS:** None.

**ITEMS OF BUSINESS:**

- 1) **CHECK REGISTER: MAY 2022** – Director Kuiper provided copies.

**IT WAS MOVED BY VICE CHAIR CARROLL, SUPPORTED BY COMMISSIONER ARDELEAN TO APPROVE THE CHECK REGISTER AS PRESENTED FOR MAY 2022.**

**AYES: ALL. MOTION CARRIED.**

- 2) **BUDGET REPORT** – Noted \$26,000 positive, but June bills will be coming in.
- 3) **CREDIT CARD RECONCILIATION** – No questions.
- 4) **SHIACASH REPORT** – It was noted ShiaCash usage should be promoted for all the upcoming events.
- 5) **CHARGEPOINT REPORT**– Usage is increasing despite the fact a ribbon cutting has not taken place. Second unit is fixed, just awaiting “online” indicator light.
- 6) **ARMORY BATHROOM CONTRACT**– Director Kuiper brought the contract for review, as agreed upon at May’s meeting. Bathrooms will be open for Amphitheater concerts. Review of contract will be made after the one year expiration.
- 7) **OWOSSO PUBLIC LIBRARY**– Library has moved to keep the TIF funds collected instead of dispersing them to the DDA, resulting in a loss of about \$11,000 of income. This will be voted on by the public in August. Director Kuiper will be meeting with the Library Director, Kim White, to discuss possible collaborative efforts.
- 8) **DOWNTOWN TRASH POLICIES** – The DDA will be done with the current shared dumpster contract (behind Wesener) this month. Those wishing to continue a shared contract can work together for solutions.  
Concerns are being raised about the amount of trash left behind from the Farmers Market on Saturdays not being collected until Tuesday. The Farmers Market manager will not ask food trucks to bring their own cans. The question was raised if any of the events remove their own trash. It was

confirmed they do not. A note will be included with future Traffic Control Orders requesting events help with the bulk of their own trash removal. It was agreed a meeting will be sought with the Farmers Market to propose solutions to keep the downtown clean.

9) **JULY MEETING**– Historically this meeting has been rescheduled due to July vacations around the holiday. It was agreed it will be postponed to Wednesday, July 20, 2022.

10) **AMERICORPS MEMBER** – The job posting is up and it was asked by Director Kuiper that all board members share the post to attract interest.

#### **COMMITTEE UPDATES:**

- 1) **Design** – Doug Peterson has several active contracts with the DDA.
- 2) **Promotion** – Vintage Motorcycle Days is looking for sponsorships. Artwalk is in September. A bar crawl was suggested to coincide with Oktoberfest in October.
- 3) **Organization** – The website is being worked on. Local areas churches may help with some events.
- 4) **Economic Vitality** – Rotating retail needs to be promoted. An incubator kitchen is being developed. A lunch program (delivery from local eateries to local businesses) is being developed.

**Board Continuing Education/Information:** Director Kuiper gave an update on the conference she attended.

**Director Updates:** Director Kuiper updated the Board on items throughout the meeting.

**PUBLIC COMMENTS:** None.

**BOARD COMMENTS:** The discussion about trash in the downtown continued.

#### **ADJOURNMENT:**

**IT WAS MOVED BY COMMISSIONER ARDELEAN AND SUPPORTED BY COMMISSIONER OSIKA TO ADJOURN AT 8:56 A.M. AYES: ALL. MOTION CARRIED.**

**NEXT MEETING: JULY 20, 2022.**

**MINUTES  
REGULAR MEETING OF THE  
DOWNTOWN DEVELOPMENT AUTHORITY/MAIN STREET  
CITY OF OWOSSO  
JUNE 16, 2022, AT 9:00 A.M.**

**CALL TO ORDER:** The meeting was called to order by Chairman Moore at 9:05 A.M.

**ROLL CALL:** Taken by Director Beth Kuiper

**MEMBERS PRESENT:** Chairman Jon Moore, Vice-Chairman Bri Carrol, Commissioners: Josh Ardelean, Bill Gilbert, Lance Omer, and Sue Osika.

**MEMBERS ABSENT:** Commissioner Melissa Wheeler.

**OTHERS PRESENT:** Beth Kuiper, Director, Deeann Biondi

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

**AYES: ALL. MOTION CARRIED.**

**PUBLIC COMMENTS:** Nicole Renya, owner of Sideline Sports in downtown Owosso was present as a new Board of Directors Commissioner starting 6/21/2022.

**ITEMS OF BUSINESS:**

- 1) **FINAL FY2021/22 BUDGET REVISION** – Deeann Biondi noted the following changes:  
The 494 Streetscape Account will not be utilized since the FY2021/22 Vibrancy Grant spent \$40,000.00 rather than the allocated \$55,000.00. \$15,000.00 will be taken out of the DDA/OMS reserves. June payments will be accrued. \$4500.00 was added to the 2021/22 budget for the AmeriCorps Member.

**MOTION BY VICE-CHAIR CARROL, SUPPORTED BY COMMISSIONER GILBERT TO APPROVE THE 2021-2022 AMENDED BUDGET AS PRESENTED.**

**AYES: ALL. MOTION CARRIED.**

- 2) **FINANCIAL ADMINISTRATION RESPONSIBILITIES** – Commissioner Gilbert informed the committee that options were presented to the OMS/DDA Financial Committee, and after further understanding processes and pricing from other communities, it is recommended that the City of Owosso maintain book keeping services starting FY2022 on 7/1/2022 when Deeann Biondi retires. The OMS/DDA will pay the City of Owosso 5% of the annual OMS/DDA TIF per year for all services and for the BSA software. The OMS/DDA will have an account separate from the City of Owosso. The annual audit will be the OMS/DDA responsibility for FY2021/22 and then become the City of Owosso's responsibility for FY 2022/23. An OMS/DDA Financial Committee will meet once per month to approve payments and review financial documents. Director Kuiper will be responsible for submitting scheduled check run information, deposits, and creating invoices using the City of Owosso's MR system.

**MOTION BY VICE-CHAIR CARROL, SUPPORTED BY AUTHORITY MEMBER OSIKA TO APPROVE THE OMS/DDA FINANCIAL BOOK KEEPING RESPONSIBILITIES TO BE ADMINISTERED BY THE CITY OF OWOSSO'S FINANCIAL DEPARTMENT STARTING 7/1/2022.**



**AYES: ALL. MOTION CARRIED.**

**PUBLIC COMMENTS:** None.

**BOARD COMMENTS:** The OMS/DDA Board would like to thank Deeann Biondi for her volunteer hours.

**ADJOURNMENT:**

**IT WAS MOVED BY AUTHORITY MEMBER OSIKA AND SUPPORTED BY VICE-CHAIRMAN CARROL TO  
ADJOURN AT 9:42 A.M. AYES: ALL. MOTION CARRIED.**

**NEXT MEETING: JULY 20, 2022.**

**Owosso Main Street**  
**Check Register - By Check Number**  
**June 2022**

Num	Date	Name	Memo	Account	Paid Amount
3477	06/01/2022	City of Owosso	Customer 00012 EV Loan	296-000-101.250 Checking #0657	
	07/01/2022		EV Charging Station Loan Principal Payment	296-905-980.991 EV RLF PRIN	-385.79
			EV Charging Station Loan Interest Payment	296-905-980.995 EV RLF INTEREST	-66.86
TOTAL					-452.65
3479	06/08/2022	Carrie Farr		296-000-101.250 Checking #0657	
202206	06/06/2022		Board Minutes 06/01/22	296-200-818.000 CONTRACT SER	-49.00
TOTAL					-49.00
3480	06/08/2022	Kelly's Refuse		296-000-101.250 Checking #0657	
05/01-05/31/22	05/31/2022		Monthly Trash Service - Containers	296-200-831.000 MAINTENANCE	-1,000.00
05/01-05/31/22 D	05/31/2022		Monthly Trash Service - Dumpster	296-200-831.000 MAINTENANCE	-400.00
TOTAL					-1,400.00
3481	06/08/2022	Lorraine Weckwert		296-000-101.250 Checking #0657	
Reimburse-1	06/08/2022		Reimbursement for Bed Plants	296-697-818.000-BED PLANTS	-106.39
TOTAL					-106.39
3482	06/10/2022	Peterson's Landscaping LLC		296-000-101.250 Checking #0657	
2857	05/25/2022		May and June Water gardens and baskets DDA Ar	296-200-831.000 MAINTENANCE	-2,733.30
TOTAL					-2,733.30
3483	06/13/2022	Cedam	Invoice # 06179	296-000-101.250 Checking #0657	
06179	06/13/2022		Membership Application. Level 4 (Government)	296-200-858.000 MEMBER + DUES	-250.00
TOTAL					-250.00
3484	06/13/2022	Sunburst Gardens Inc	Invoice # 10726	296-000-101.250 Checking #0657	
10726	06/10/2022		Labor: additional Renovation of 12 Planters per disc	296-697-818.000-STREETSCAPE	-3,600.00
TOTAL					-3,600.00
3485	06/17/2022	City of Owosso		296-000-101.250 Checking #0657	
0000006436	04/23/2022		April 2022	296-299-702.100 SALARIES	-2,861.54
			April 2022	296-299-715.000 FICA	-219.22
			April 2022	296-299-716.100 HEALTH INSURANC	-957.08
			April 2022	296-299-716.200 DENTAL INSURANC	-37.39
			April 2022	296-299-716.300 OPTICAL INSURAN	-5.54
			April 2022	296-299-716.400 LIFE INSURANCE	-24.55
			April 2022	296-299-716.500 DISABILITY INS	-24.80
			April 2022	296-299-717.000 UNEMPLOY INSURA	-27.94
			April 2022	296-299-718.200 DEFINED CONTRIB	-257.55
TOTAL					-4,415.61
3486	06/17/2022	City of Owosso		296-000-101.250 Checking #0657	
0000006439	04/30/2022		Cell Phone - Beth Kuiper	296-200-820.300 TELEPHONE	-33.28
			Ludington Repairs - Car Accident Main/Ball	296-200-818.000 CONTRACT SER	-164.98
			City attorney exp	296-200-818.000 CONTRACT SER	-297.96
			Win's Electric Parts/Supplies	296-200-728.000 OPER SUPPLIES	-152.80
TOTAL					-649.02
3487	06/17/2022	City of Owosso		296-000-101.250 Checking #0657	

Owosso Main Street  
Check Register - By Check Number  
June 2022

Num	Date	Name	Memo	Account	Paid Amount
0000006437	05/24/2022		May 2022	296-299-702.100 SALARIES	-2,861.54
			May 2022	296-299-715.000 FICA	-219.23
			May 2022	296-299-716.100 HEALTH INSURANC	-957.09
			May 2022	296-299-716.200 DENTAL INSURANC	-37.39
			May 2022	296-299-716.300 OPTICAL INSURAN	-5.54
			May 2022	296-299-716.400 LIFE INSURANCE	-24.55
			May 2022	296-299-716.500 DISABILITY INS	-24.80
			May 2022	296-299-718.200 DEFINED CONTRIB	-257.55
TOTAL					-4,387.69
3488	06/17/2022	City of Owosso		296-000-101.250 Checking #0657	
0000006438	05/31/2022		Cell Phone - Beth Kuiper	296-200-820.300 TELEPHONE	-33.28
			Fountain repair parts	296-200-728.000 OPER SUPPLIES	-36.84
			Relocate Router for Cameras/Fountain Repairs	296-200-818.000 CONTRACT SER	-580.00
			City Attorney Cost	296-200-818.000 CONTRACT SER	-375.00
TOTAL					-1,025.12
3489	06/17/2022	Life in Christ Church	Reimburse Bed Plants DDA Owosso	296-000-101.250 Checking #0657	
20220531-Reimb	05/31/2022		Bedplants for DDA Reimbursed to Life in Christ	296-697-818.000-BED PLANTS	-613.75
TOTAL					-613.75
3490	06/25/2022	First Bank Card	August 2021 CC payment	296-000-101.250 Checking #0657	
	06/15/2022		August 2021 CC payment	296-000-202.100 Credit Card	-229.38
TOTAL					-229.38
3491	06/25/2022	Peterson's Landscaping LLC		296-000-101.250 Checking #0657	
2935	06/13/2022			296-697-818.000-BED SOIL	-400.00
2934	06/13/2022			296-200-831.000 MAINTENANCE	-1,270.00
2933	06/13/2022			296-200-831.000 MAINTENANCE	-750.00
TOTAL					-2,420.00
3492	06/25/2022	TEaM Design		296-000-101.250 Checking #0657	
3867	06/15/2022			296-695-818.000-WEBSITE	-400.00
TOTAL					-400.00
3493	06/30/2022	American Speedy Print		296-000-101.250 Checking #0657	
13438	06/25/2022			296-696-818.000-VINTAGEMOTORCY	-49.00
TOTAL					-49.00
3494	06/30/2022	Deeann M Biondi LLC	April/May 2022	296-000-101.250 Checking #0657	
June 2022	06/30/2022		June Accounting 2022	296-200-818.000 CONTRACT SER	-500.00
TOTAL					-500.00

**Owosso Main Street**  
**Profit & Loss Budget vs. Actual**  
**July 2021 through June 2022**

	<u>Jul '21 - Jun 22</u>	<u>Budget</u>	<u>\$ Over Budget</u>
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
296-000-401.403 GEN PROP TAX	32,984.97	33,000.00	-15.03
296-000-401.403 LCSA ACT DIST	16,781.06	16,800.00	-18.94
296-000-401.405 TIF	178,170.00	178,170.00	0.00
296-000-664.664 INTEREST INCOME	2,447.42	2,400.00	47.42
296-000-671.676 DESIGN INCOME			
269-000-671.676-EVSTATION	372.06	250.00	122.06
296-000-671.676-FLOWER PROGRAM	2,000.00	2,000.00	0.00
296-000-671.676-STREETSCAPE	20,000.00	20,000.00	0.00
296-000-671.676-WAYFINDING	630.00	630.00	0.00
Total 296-000-671.676 DESIGN INCOME	23,002.06	22,880.00	122.06
296-000-671.677 ER INCOME			
296-000-671.677-MATCH ON MAIN	25,000.00	25,000.00	0.00
296-000-671.677-SERVICE	3,525.00	3,525.00	0.00
Total 296-000-671.677 ER INCOME	28,525.00	28,525.00	0.00
296-000-671.678 PRO INCOME			
296-000-671.678-DOWNTOWNPROMO	2,994.00	2,500.00	494.00
296-000-671.678-GLOW	8,957.09	8,960.00	-2.91
296-000-671.678-VINTAGEMOTORCY	3,100.00	3,100.00	0.00
296-000-671.678 CHOCOLATE WALK	3,550.00	3,550.00	0.00
Total 296-000-671.678 PRO INCOME	18,601.09	18,110.00	491.09
296-000-671.679 ORG INCOME			
296-000-671.679-BUSSTEWARD	175.00	175.00	0.00
296-000-671.679-COMMDEVELSERVES	4,096.66	4,100.00	-3.34
296-000-671.679-VOLPARTY	200.00	200.00	0.00
Total 296-000-671.679 ORG INCOME	4,471.66	4,475.00	-3.34
296-000-695.699 FUND BAL	6,011.90	6,010.00	1.90
<b>Total Income</b>	<b>310,995.16</b>	<b>310,370.00</b>	<b>625.16</b>
<b>Expense</b>			
<b>DEP 200 GEN SERVICES</b>			
296-200-728.000 OPER SUPPLIES	2,094.15	2,500.00	-405.85
296-200-810.000 INSURANCE	3,000.00	3,000.00	0.00
296-200-818.000 CONTRACT SER	20,412.94	20,350.00	62.94
296-200-820.300 TELEPHONE	328.98	600.00	-271.02
296-200-831.000 MAINTENANCE	65,780.51	65,000.00	780.51
296-200-858.000 MEMBER + DUES	1,005.00	1,000.00	5.00
296-200-860.000 ED + TRAINING	2,034.47	2,000.00	34.47
296-200-999.101 CONTR-GF ADMIN	9,515.36	9,515.36	0.00

**Owosso Main Street**  
**Profit & Loss Budget vs. Actual**  
July 2021 through June 2022

	<u>Jul '21 - Jun 22</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Total DEP 200 GEN SERVICES	104,171.41	103,965.36	206.05
DEP 299 GENERAL ADMIN	33,641.10	38,739.64	-5,098.54
DEP 695 ORGANIZATION EXPENSES			
296-695-728.000 OPER SUPPLIES	41.00	0.00	41.00
296-695-818.000 ORG WK PLNS			
296-695-818.000-VOLDATA	577.55	430.00	147.55
296-695-818.000-VOLPARTY	70.00		
296-695-818.000-WEBSITE	6,057.96	6,000.00	57.96
Total 296-695-818.000 ORG WK PLNS	<u>6,705.51</u>	<u>6,430.00</u>	<u>275.51</u>
Total DEP 695 ORGANIZATION EXPENSES	6,746.51	6,430.00	316.51
DEP 696 PROMOTION EXPENSES			
296-696-818.000 PRO WK PLNS			
296-696-818.000-DOWNTOWNPROMO	4,761.63	4,500.00	261.63
296-696-818.000-GLOW	9,620.27	9,600.00	20.27
296-696-818.000-NYEPARTY	3,481.71	3,400.00	81.71
296-696-818.000-VINTAGEMOTORCY	2,719.02	3,000.00	-280.98
296-696-818.000 CHOCOLATE WALK	284.92	300.00	-15.08
Total 296-696-818.000 PRO WK PLNS	<u>20,867.55</u>	<u>20,800.00</u>	<u>67.55</u>
Total DEP 696 PROMOTION EXPENSES	20,867.55	20,800.00	67.55
DEP 697 DESIGN EXPENSES			
296-697-818.000 DES WK PLNS			
296-697-818.000-CHRISTMAS	5,393.00	5,500.00	-107.00
296-697-818.000-FLOWER PROGRAM	6,297.82	7,000.00	-702.18
296-697-818.000-STREETSCAPE	39,801.00	40,000.00	-199.00
296-697-818.000 DES WK PLNS - Other	3,684.59	3,700.00	-15.41
Total 296-697-818.000 DES WK PLNS	<u>55,176.41</u>	<u>56,200.00</u>	<u>-1,023.59</u>
Total DEP 697 DESIGN EXPENSES	55,176.41	56,200.00	-1,023.59
DEP 698 ER EXPENSES			
296-698-818.000 - MATCH ON MAIN	<u>25,000.00</u>	<u>25,000.00</u>	<u>0.00</u>
Total DEP 698 ER EXPENSES	25,000.00	25,000.00	0.00
DEP 901 - CAPITAL OUTLAY			
296-901-965.730 PARKING	<u>1,905.31</u>	<u>2,000.00</u>	<u>-94.69</u>
Total DEP 901 - CAPITAL OUTLAY	1,905.31	2,000.00	-94.69
DEP 905 - DEBT SERVICE			
296-905-980.991 BOND DEBT PRINC	50,000.00	50,000.00	0.00

**Owosso Main Street**  
**Profit & Loss Budget vs. Actual**  
July 2021 through June 2022

	<u>Jul '21 - Jun 22</u>	<u>Budget</u>	<u>\$ Over Budget</u>
296-905-980.991 EV RLF PRIN	4,180.81	4,560.00	-379.19
296-905-980.995 BOND INTEREST	16,755.56	16,800.00	-44.44
296-905-980.995 EV RLF INTEREST	798.31	875.00	-76.69
Total DEP 905 - DEBT SERVICE	<u>71,734.68</u>	<u>72,235.00</u>	<u>-500.32</u>
 Total Expense	 <u>319,242.97</u>	 <u>325,370.00</u>	 <u>-6,127.03</u>
 Net Ordinary Income	 <u>-8,247.81</u>	 <u>-15,000.00</u>	 <u>6,752.19</u>
 Net Income	 <u><u>-8,247.81</u></u>	 <u><u>-15,000.00</u></u>	 <u><u>6,752.19</u></u>

Owosso Main Street  
Bank Account Balances

As of June 30, 2022  
Jun 30, 22

ASSETS

Current Assets

Checking/Savings

296-000-101.250 Checking #0657 107,035.49

Event Acct #1994 10,018.70

Total Checking/Savings 117,054.19

Total Current Assets 117,054.19

TOTAL ASSETS 117,054.19

LIABILITIES & EQUITY 0.00

11:17 AM

06/23/22

**Owosso Main Street**  
**Reconciliation Detail**  
**296-000-202.100 Credit Card, Period Ending 06/16/2022**

Type	Date	Num	Name	Clr	Amount	Balance
<b>Beginning Balance</b>						448.92
<b>Cleared Transactions</b>						
<b>Charges and Cash Advances - 5 items</b>						
Credit Card Charge	05/18/2022		GoDaddy	X	-143.76	-143.76
Credit Card Charge	05/19/2022		Google	X	-9.99	-153.75
Credit Card Charge	06/02/2022		BlueHost, Inc	X	-37.98	-191.73
Credit Card Charge	06/12/2022		Notion Labs	X	-30.00	-221.73
Credit Card Charge	06/15/2022			X	-7.65	-229.38
Total Charges and Cash Advances					-229.38	-229.38
<b>Payments and Credits - 1 item</b>						
Bill	05/15/2022		First Bank Card	X	448.92	448.92
Total Cleared Transactions					219.54	219.54
Cleared Balance					-219.54	229.38
Register Balance as of 06/16/2022					-219.54	229.38
<b>New Transactions</b>						
<b>Charges and Cash Advances - 1 item</b>						
Credit Card Charge	06/19/2022		Google		-9.99	-9.99
Total Charges and Cash Advances					-9.99	-9.99
Total New Transactions					-9.99	-9.99
<b>Ending Balance</b>					<b>-209.55</b>	<b>239.37</b>



[CHANGE PASSWORD](#)[HELP PORTAL](#)

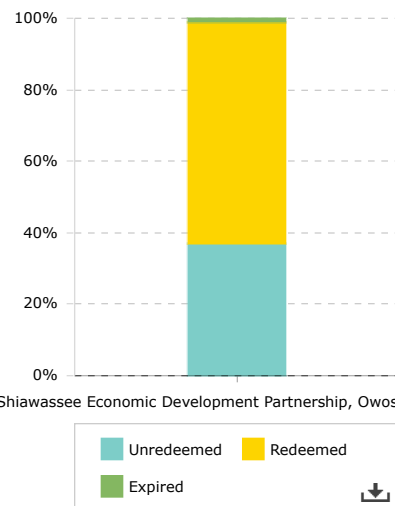
## Currency Portal

[GIFTING](#)[Send Gifts Now](#)[ACTIVITY](#)[View Orders](#)[Process Payments](#)[Orders to Approve](#)[REPORTING](#)[Dashboard](#)[Merchant Redemptions](#)[Payment History](#)[Data Export](#)[PROMOTIONS](#)[Fundraising](#)[BOGO](#)[Discounts](#)[ADMINISTRATION](#)[My Organization Profile](#)[Cert Templates](#)[Cert Denominations](#)[Manage Users](#)[Manage Merchants](#)[Manage Ads](#)You are logged in as DOWNTOWNOWOSSO@GMAIL.COM [LOG OUT](#)[home / dashboard](#)

	Issued	Redeemed	Purchasers	Recipients
Total	\$72,905	\$45,325	157	164
YTD	\$1,385	\$17,635	6	6
In Circulation	\$26,830	Payments Owed		
		\$0.00		

Start Date Issued: End Date Issued: [SEARCH](#)

## Total Currency Circulation

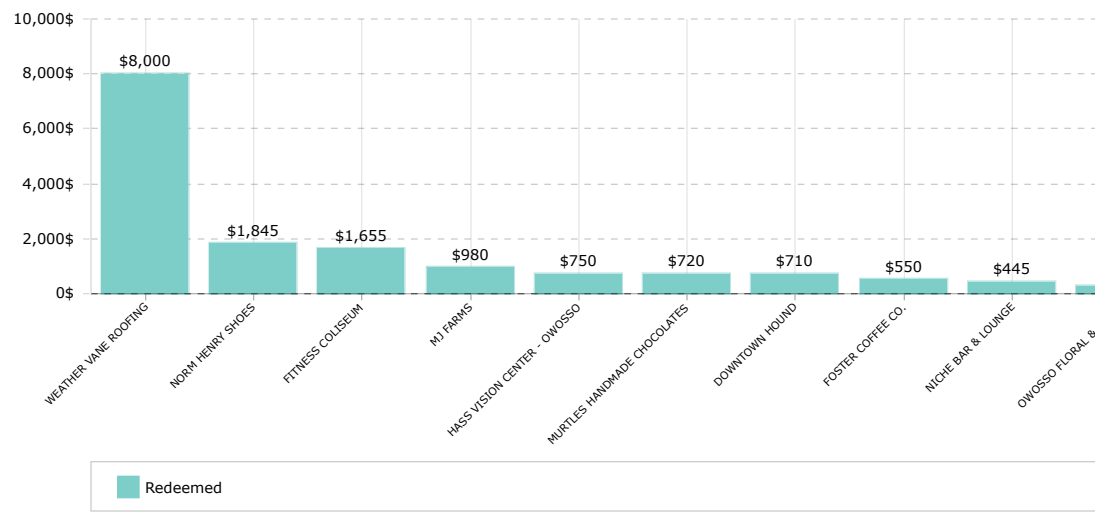


## Currency Issued By Month



- CHANGE PASSWORD
- HELP PORTAL
- GIFTING
- Send Gifts Now
- ACTIVITY
- View Orders
- Process Payments
- Orders to Approve
- REPORTING
- Dashboard
- Merchant Redemptions
- Payment History
- Data Export
- PROMOTIONS
- Fundraising
- BOGO
- Discounts
- ADMINISTRATION
- My Organization Profile
- Cert Templates
- Cert Denominations
- Manage Users
- Manage Merchants
- Manage Ads

Top 10 Merchant Redemptions





Assure Station Metrics Monthly Reporting

Company Id  
141801

Port Level  
All

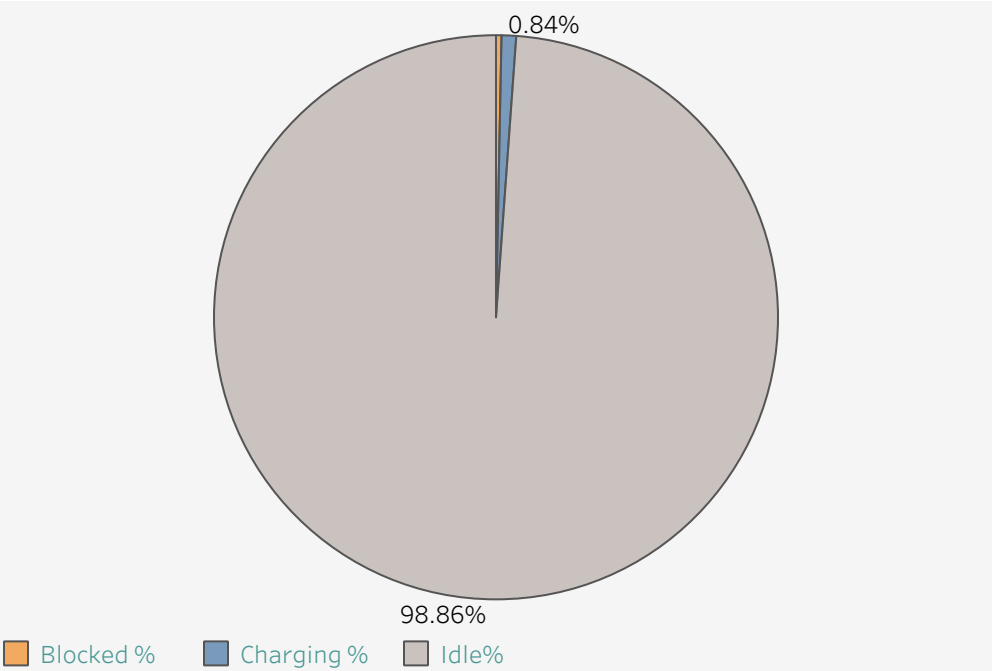
Owosso Main Street - Monthly Report - June 2022

Organization Name  
All

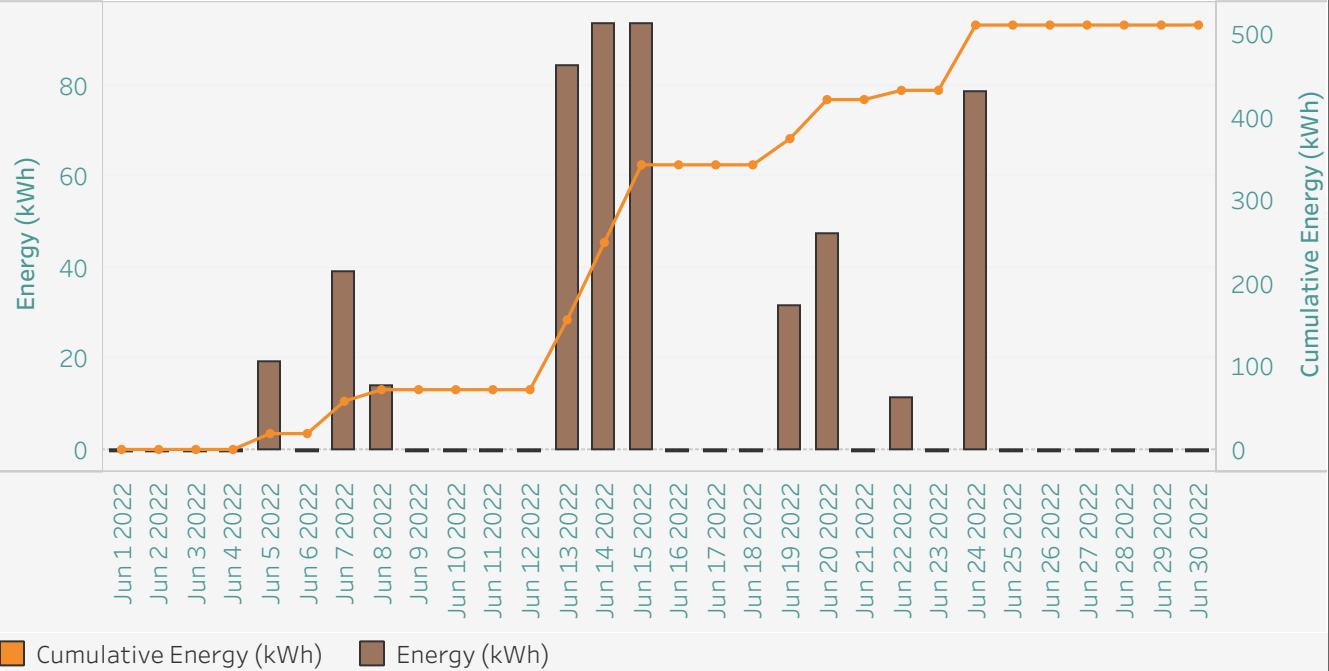
Month End Date  
6/30/2022

Port Count	Station Count	Total Revenue (\$)	Energy (kWh)	GHG Savings (kg)	Gasoline Saved (Gal)	Unique Driver	Chargepoint Response SLA	Session Count
2	2	189	512	215	64	18	100.00%	27

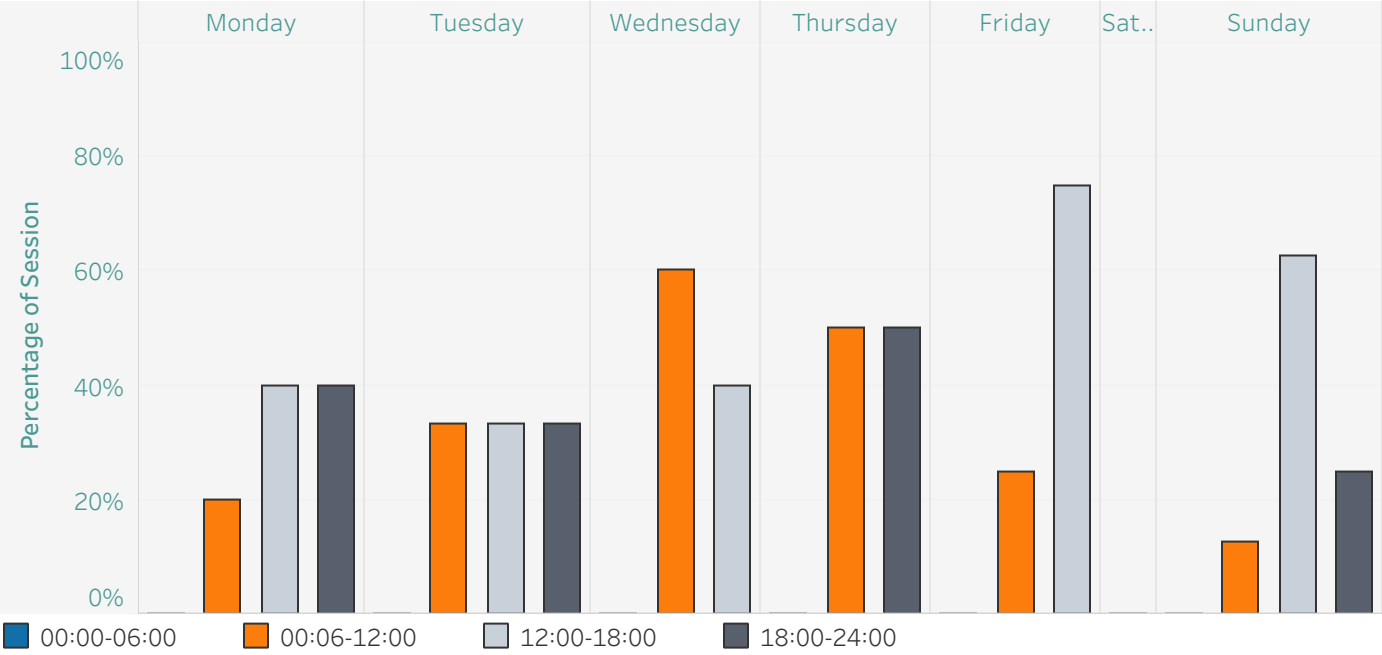
Port Utilization: 24 Hours



Energy Dispensed (kWh) by Day



Session Starts by Time of Day Month



Average Session Duration (Hours)	0.61
Average Session Charge Time (Hours)	0.45
Average Session Energy (kWh)	18.96
Average Session Revenue (\$)	7.00
Occupied Hours	16.36
Charging Hours	12.07
Service Tickets	0.00



Assure Station Metrics Quarterly Reporting

Company Id  
141801

Port Level  
All

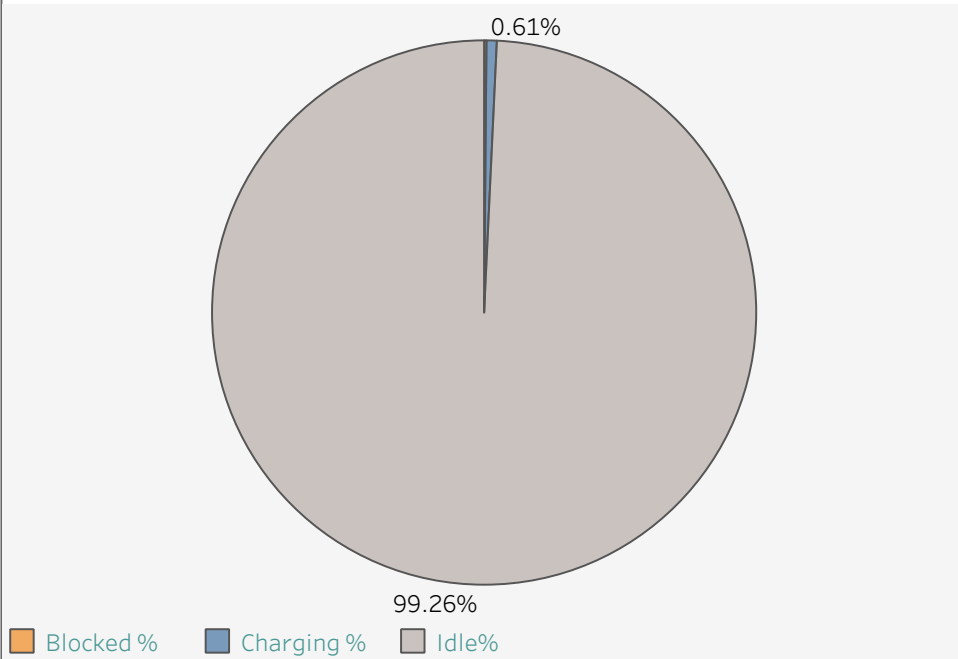
Owosso Main Street - Quarterly Report - 2022 Q2

Organization Name  
All

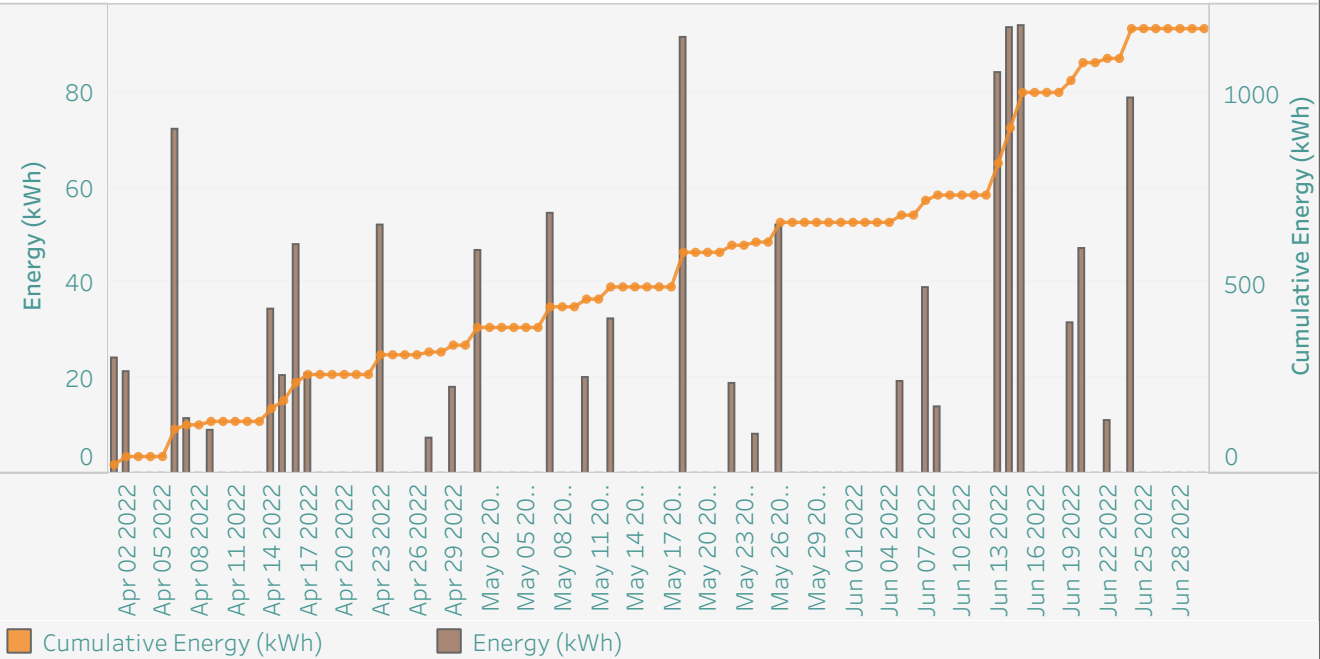
Quarter Year  
6/30/2022

Port Count	Station Count	Total Revenue (\$)	Energy (kWh)	GHG Savings (kg)	Gasoline Saved (Gal)	Unique Driver	Chargepoint Response SLA	Session Count
2	2	398	1,176	494	148	28	100.00%	68

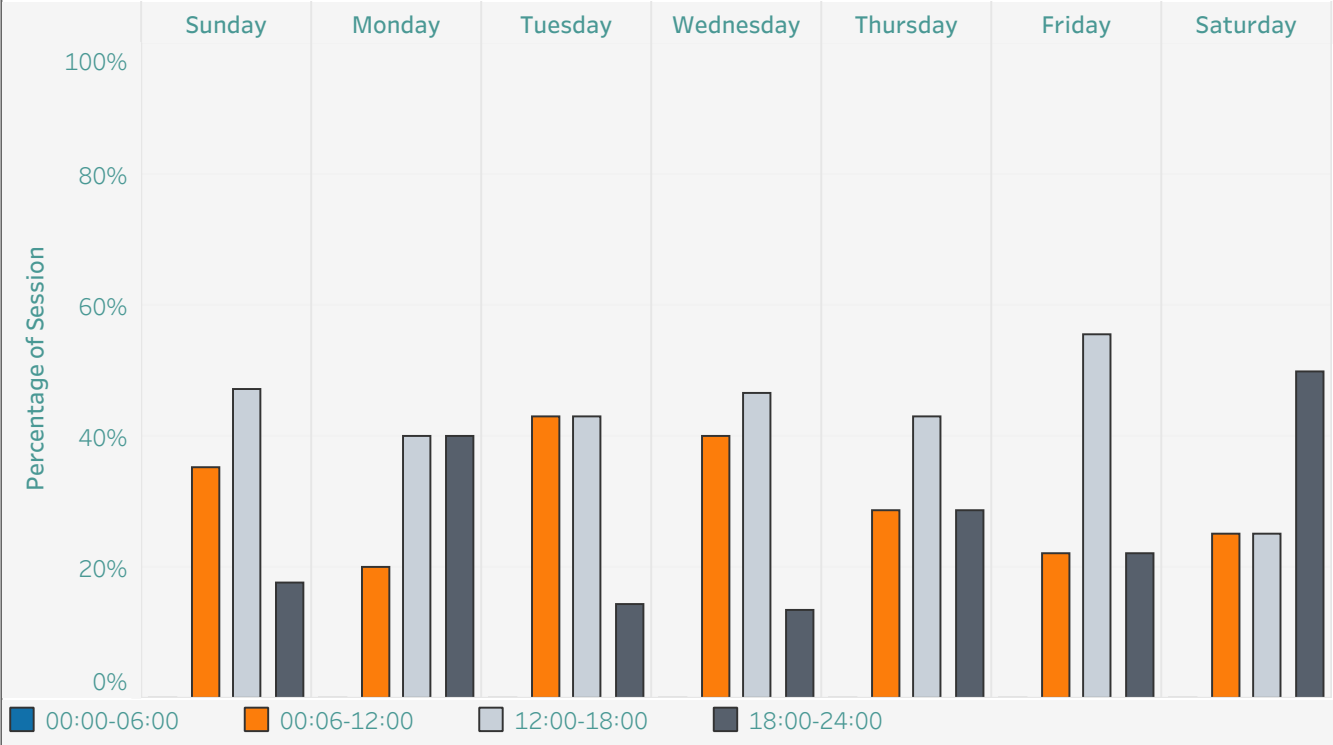
Port Utilization: 24 Hours



Energy Dispersed (kWh) by Day



Session Starts by Time of Day Quarter



Average Session Duration (Hours)	0.48
Average Session Charge Time (Hours)	0.39
Average Session Energy (kWh)	17.29
Average Session Revenue (\$)	5.86
Occupied Hours	32.46
Charging Hours	26.84
Service Tickets	1.00

Service Entitlement Status Breakdown of Assure Stations

	Expired	0-30 Days	1-6 Months	6-12 Months	1+ Year
Assure	0	0	0	0	2
SW	0	0	0	0	2

- You dispensed more energy than 45.33 % of other Assure customers.
- You collected more fees than 80.80 % of other Assure customers.
- You fueled more unique drivers than 63.79 % of other Assure customers.
- Your 24 hour charging utilization was higher than 13.99 % of other Assure customers.

Station Name	Total Energy (kWh)	Total Sessions	Total Fees (\$)	Gasoline Saved (Gal)	GHG Savings (kg)	Charging Hours	Occupied Hours	Uptime (%)
MAIN ST PLAZA MAIN ST PLAZA 1	231	17	\$ 100.68	29	97	5	10	100.00%
MAIN ST PLAZA MAIN ST PLAZA 2	945	51	\$ 297.67	119	397	21	22	100.00%



# Assure Station Metrics Reporting Appendix

**Port Utilization Chart:** This is a view of station utilization during common business hours.  
You can use this information to determine if updates need to be made to pricing / access policies or if stations should be added.

**Session Start Distribution Chart:** This is a view (by day) of what times drivers start sessions.  
You can use this information to fine tune time of day pricing policy rules.

**Station / Port Count:** In order to be counted, a station must have the "Assure" entitlement applied.  
This is the number of stations / ports that currently have the "Assure" entitlement.

**Total Revenue:** This is the sum of session fees generated by your "Assure" stations minus the ChargePoint service fee (10%).  
This is based on session dates (not transaction date which may differ). Your Flex Billing reports should be used for financial reporting.

**Energy (kWh):** All energy dispensed through your "Assure" stations.  
This data point can be useful in reconciling station energy against energy bills.

**GHG Savings (kg):** All the green house gasses (95% CO2) that would have been released had the miles provided by your stations come from gasoline.  
This data point can be useful in sustainability reporting.

**Unique Drivers:** The number of unique drivers that used your stations this month (a driver would be counted only once even if they used different RFID cards).  
An understanding of the number of unique drivers visiting may be useful in creating station messaging / video ads.

**Gasoline (Gal) Saved:** All the gasoline that would have been burned had the miles provided by your stations come from gasoline.  
This data point can be useful in sustainability reporting.

**ChargePoint Response SL:** Percentage of tickets to which ChargePoint responded within Service Level (1 business day).  
ChargePoint holds itself accountable to our Service Level commitment.

**Uptime:** Percentage of time that your ports were capable of dispensing power.  
ChargePoint is committed to keeping your ports dispensing power 98% of the time or better.

**Sessions:** Total session count.  
An understanding of the number of times your stations authorize a session can be useful creating station messaging / video ads.

**Average Session Duration:** Average amount of time drivers occupy your stations.  
This data point can be useful in fine tuning length of stay pricing policy rules.

**Average Charging Time:** Average amount of time per session energy is flowing.  
This data point can be useful in fine tuning length of stay pricing policy rules.

**Average Session Energy:** Average amount of energy dispensed.  
This data point can be useful in fine tuning price per kW pricing policy rules.

**Average Session Revenue:** Average session fee - 10%.  
This data point can be useful in fine tuning minimum & maximum values for pricing policy rules.

**Total Hours Occupied:** Sum of all session durations.  
This is used in part to determine utilization.

**Total Hours Charging:** Sum of all session charging durations.  
This is used in part to determine utilization.

**New Service Tickets:** Count of trouble tickets tracking issues with a "Assure" station created this month.  
This will help in keeping track of station fault issues raised with ChargePoint Support.

**CITY OF OWOSSO  
BROWNFIELD REDEVELOPMENT AUTHORITY**

***BROWNFIELD PLAN # 22***

**123 N. Washington Street Redevelopment Project**

**123 N. Washington Street  
Owosso, Michigan 48867**

City of Owosso Brownfield Redevelopment Authority  
301 W. Main Street  
Owosso, Michigan 48867  
Contact Person: Nathan Henne  
[nathan.henne@ci.owosso.mi.us](mailto:nathan.henne@ci.owosso.mi.us)  
Phone: 989-725-0568

Prepared By:  
Triterra  
1305 S. Washington Avenue, Suite 102  
Lansing, Michigan 48910  
Contact: JP Buckingham  
[jp.buckingham@triterra.us](mailto:jp.buckingham@triterra.us)  
Phone: 517-853-2151

April 8, 2022

Approved by the Owosso BRA on:

Approved by the City of Owosso City Council on:

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Figure 1: Property Location Map

Figure 2: Eligible Property Boundary Map

## TABLES

Table 1: Brownfield Eligible Activities

Table 2: Tax Increment Revenue Capture Estimates

Table 3: Tax Increment Revenue Reimbursement Allocation Table

## ATTACHMENTS

Attachment A: Statement of Obsolescence from Assessor



## 1.0 PROJECT SUMMARY

<b>Project Name:</b>	123 N. Washington Street Redevelopment Project
<b>Developer:</b>	Woodworth Investments, LLC (the “Developer”) 120 W. Exchange St, Suite 203 Owosso, Michigan 48867 Jim Woodworth and Randy Woodworth
<b>Property Location:</b>	123 N. Washington Street Owosso, Michigan 48867
<b>Parcel Information:</b>	050-470-022-020-00
<b>Type of Eligible Property:</b>	“Functionally Obsolete”
<b>Project Description:</b>	<p>This project is an adaptive re-use project of a three-story, functionally obsolete building totaling approximately 17,356-square feet, located in downtown Owosso. The building was constructed in 1895 and will be completely renovated to include commercial space on the first floor and residential apartments on the second and third floors.</p> <p>This is a rehabilitation project that will include new utilities, doors, windows, flooring, and roofing. Building concrete and masonry will also be improved.</p> <p>Brownfield eligible activities include infrastructure improvements, interior and selective exterior demolition, and preparation of a Brownfield Plan and Act 381 Work Plan.</p>
<b>Total Capital Investment:</b>	Total capital investment is estimated at \$2,932,970 of which \$402,995 is proposed for Brownfield reimbursement to the Developer.
<b>Estimated Job Creation/Retention:</b>	This redevelopment will result in the creation/retention of 40 to 50 temporary construction related jobs.
<b>Duration of Plan:</b>	The duration of this Brownfield Plan is 20 years and includes a 12-year Obsolete Property Rehabilitation Act (OPRA) abatement.

**Total Captured Tax Increment Revenue:** \$446,593

<b>Distribution of New Taxes Captured</b>	
Developer Reimbursement	\$402,995
<b><i>Sub-Total Developer Reimbursement</i></b>	<b><i>\$402,995</i></b>
State Brownfield Revolving Fund	\$35,448
BRA Plan Administrative Fees	\$8,150
<b><i>Sub-Total Administrative Fees, Fund Deposits</i></b>	<b><i>\$43,598</i></b>
<b>Grand Total</b>	<b><i>\$446,593</i></b>

## **2.0 INTRODUCTION AND PURPOSE**

The City of Owosso Brownfield Redevelopment Authority (the “Authority” or “BRA”), duly established by resolution of the City of Owosso City Council (the “City”), pursuant to the Brownfield Redevelopment Financing Act, Michigan Public Act 381 of 1996, MCLA 125.2651 et. seq., as amended (“Act 381”), is authorized to exercise its powers within City of Owosso, Michigan. The purpose of this Brownfield Plan (the “Plan”), to be implemented by the BRA, is to satisfy the requirements for a Brownfield Plan as specified in Act 381.

The Plan allows the BRA to use tax increment financing to reimburse Woodworth Investments, LLC (“Developer”) for the costs of eligible activities required to redevelop the eligible property. The proposed redevelopment will only be economically viable with the support and approval of the brownfield redevelopment incentives described herein.

### 3.0 ELIGIBLE PROPERTY INFORMATION

This Plan is presented to support the Developer in the redevelopment of the subject property situated on the corner of W. Exchange Street and N. Washington Street in downtown Owosso, Owosso County, Michigan (the “Property”). The location of the Property is depicted on Figure 1.

The Property is fully defined in the following table and in Attachment A.

Eligible Property			
Address	Tax ID	Basis of Eligibility	Legal Description
123 N. Washington St.	050-470-022- 020-00	“Functionally Obsolete”	W 44' OF LOT 3 & THE N 44' OF THE E 88' OF LOT 3 BLK 22 ORIGINAL PLAT.

The Property consists of approximately 0.155 acres developed with an approximately 17,356 square foot multi-use, three-story commercial building used for banking by Fifth Third Bank, office space, and residential apartments. The remainder of the property consists of pavement and landscaping. The Property is currently zoned B-3, Central Business District. Former commercial uses of the Property included banking, law firms, medical practices, real estate, and insurance agencies. The Property is surrounded by active mixed-use residential and commercial property. Property layout and boundaries are depicted on Figure 2. The legal description of the Property is included in Attachment A.

The Property is considered an “eligible property” as defined by Act 381, Section 2 because: (a) the Property was previously utilized as a commercial property; (b) it is located within the City of Owosso, a qualified local governmental unit under MCL 125.2782(k); (c) it has been determined to be “functionally obsolete” as defined in Section 2(u) of ACT 381. The Letter of Obsolescence is included in Attachment B.

On December 15, 2021, the City of Owosso Assessor formally determined the building of the subject Property is “functionally obsolete” as the term is defined in Section 2(u), of Act 381. Refer to Attachment A, Statement of Obsolescence from Assessor.

#### **4.0 PROPOSED REDEVELOPMENT**

The proposed project includes rehabilitation of a three-story, functionally obsolete building totaling approximately 17,356-square feet, located in downtown Owosso. The building was constructed in 1895 and will be completely renovated to include updated commercial space on the first floor, seven residential apartments on the second floor, and two residential apartments, plus a community space, on the third floor.

This is a rehabilitation project that will include new plumbing, electrical, HVAC, an elevator, doors, windows, flooring, and roofing. Building concrete and masonry will also be improved.

The total anticipated investment into the development project is estimated at \$2,932,970.

The project will provide new and desirable downtown commercial office/retail space and residential apartments, improve downtown appearance, and increase downtown traffic by virtue of new residences along with increased business activity.

The improvements to the Property will be permanent and significantly increase the taxable value of the Property. The Project would not be possible without financial support through Brownfield tax increment financing (TIF).

The Project will result in the creation/retention of 40 to 50 temporary construction related jobs.

## **5.0 BROWNFIELD CONDITIONS**

Historical records indicate the existing building was constructed in 1895. Throughout the years the building was used for multiple purposes including banks, law firms, medical practices, real estate agencies, and insurance agencies. It has been stated that this building was part of the original Keeler Block. 'Among the numerous architecturally distinguished Victorian buildings in downtown Owosso, the Keeler Block was one of the most outstanding.' The building's exterior underwent construction in 1964, creating the "modern exterior" that is still present today.

No environmental contamination is known to exist on the property. Asbestos has been identified within the building and will require abatement prior to demolition activities.

The Property is considered an "eligible property" as defined by Act 381, Section 2 because: (a) the Property was previously utilized as a commercial property; (b) it is located within the City of Owosso, a qualified local governmental unit under MCL 125.2782(k); (c) it has been determined to be "functionally obsolete" as defined in Section 2(u) of ACT 381. The Letter of Obsolescence is included in Attachment B.

On December 15, 2021, the City of Owosso Assessor formally determined the building of the subject Property is "functionally obsolete" as the term is defined in Section 2(u), of Act 381. Refer to Attachment A, Statement of Obsolescence from Assessor.

## 6.0 BROWNFIELD PLAN

### 6.1 Description of Costs to Be Paid with Tax Increment Revenues and Summary of Eligible Activities

The Developer will be reimbursed with the new local and state taxes levied by the Project for the costs of eligible activities necessary to support redevelopment of the Property. The activities that are intended to be carried out at the Property are considered “eligible activities” as defined by Section 2 of Act 381.

Brownfield eligible activities proposed by the Developer include asbestos abatement, interior and selective exterior demolition, and preparation of a Brownfield Plan and Act 381 Work Plan.

The costs of eligible activities included in, and authorized by, this Plan will be reimbursed with incremental local and state tax revenues generated by the Property and captured by the BRA, subject to any limitations and conditions described in this Plan and the terms of a Reimbursement Agreement between the Developer and the Authority (the “Reimbursement Agreement”).

The total cost of activities eligible for Developer reimbursement from tax increment revenues is projected to be \$402,995. The eligible activities are summarized below:

MSF Eligible Activities Costs and Schedule	
MSF Eligible Activities	Cost
<b>Demolition Activities</b>	
<i>Demolition – Selective Exterior</i>	\$266,995
<i>Demolition – Selective Interior</i>	\$30,000
<i>Demolition – HVAC</i>	\$30,000
<i>Demolition – Electrical</i>	\$25,000
<i>Demolition – Plumbing</i>	\$25,000
<i>Demolition – Insulation</i>	\$5,000
<i>Demolition - Oversight</i>	\$5,000
<b>Demolition Activities Sub-Total</b>	<b>\$386,995</b>
<b>MSF Eligible Activities Sub-Total</b>	<b>\$386,995</b>
<b>Contingency (0%) *</b>	-
<b>Brownfield Plan &amp; Act 381 Work Plan Preparation</b>	<b>\$16,000</b>
<b>MSF Eligible Activities Total Cost</b>	<b>\$402,995</b>

\* Contingency calculation excludes costs for EGLE exempt activities, Asbestos & Lead Survey activities, and Brownfield Plan and Act 381 Work Plan preparation and implementation.

A detailed breakdown in eligible activities is provided in Table 1, Brownfield Eligible Activities.

The costs listed above are estimated and may increase or decrease depending on the nature and extent of unknown conditions encountered on the Property. The actual cost of those eligible activities encompassed by this Plan that will qualify for reimbursement from tax increment revenues captured by the BRA shall be governed by the terms of a Reimbursement Agreement. No costs of eligible activities will be qualified for reimbursement except to the extent permitted in accordance with the terms and conditions of the Reimbursement Agreement and Section 2 of Act 381 of 1996, as amended (MCL 125.2652).

The Reimbursement Agreement and this Plan will dictate the total cost of eligible activities subject to payment. As long as the total cost limit described in this Plan is not exceeded, line-item costs of eligible activities may be adjusted within Non-Environmental eligible activities after the date this Plan is approved by the City of Owosso City Council.

## **6.2 Estimate of Captured Taxable Value, Tax Increment Revenues and Impact of Tax Increment Financing on Taxing Jurisdictions**

The costs of eligible activities included in, and authorized by, this Plan will be reimbursed with incremental local and state tax revenues generated by the Property and captured by the BRA.

The 2021 taxable value of the Property is \$217,000 (\$13,600 in taxable value for the land and \$203,400 in taxable value for the building). This is the initial taxable value for this Plan.

The estimated new taxable value is \$733,736 in 2023. The actual taxable value will be determined by the Assessor after the project is complete.

It is projected that the BRA will capture tax increment revenues from 2023 through 2042 to reimburse the Developer for eligible activity costs.

The table on the following page presents a summary of the new tax revenues generated by the taxing jurisdictions whose millage is subject to capture by the BRA under this Plan. These are estimations based on the residential and commercial components of the proposed redevelopment.



Projected Impact to Taxing Jurisdictions			
Taxing Unit	New Taxes to Taxing Units	New Taxes Captured for Developer, State Revolving Fund, BRA Admin Fees and LBRF	Total New Taxes
SCHOOL OPERATING		\$212,690	\$212,690
STATE EDUCATION TAX		\$70,897	\$70,897
SHIA MCF		\$10,166	\$10,166
SENIOR SERV		\$2,521	\$2,521
VET PA214		\$508	\$508
VET SERV		\$1,011	\$1,011
MSU EXT		\$382	\$382
SRES D		\$1,232	\$1,232
SRES D SP ED		\$21,328	\$21,328
SCHOOL SINKING		\$10,144	\$10,144
LIBRARY		\$6,236	\$6,236
CITY OPERATING		\$70,962	\$70,962
DDA		\$9,739	\$9,739
SATA		\$769	\$769
COUNTY OPERATING		\$28,010	\$28,010
CITY DEBT	\$55,890		\$55,890
SCHOOL DEBT	\$30,249		\$30,249
<b>Total</b>	<b>\$86,140 (16.17%)</b>	<b>\$446,594 (83.83%)</b>	<b>\$532,734</b>

Impact to specific taxing jurisdictions is further presented in Table 2, Tax Increment Revenue Capture Estimates, and a schedule of tax increment revenue is presented in Table 3, Tax Increment Revenue Allocation Table.

The captured incremental taxable value and associated tax increment revenue will be based on the actual increased taxable value from all real and personal taxable improvements on the Property as determined by the City Assessor and the actual millage rates levied by the various taxing jurisdictions during each year of the plan. The actual tax increment captured will be based on taxable value set through the property assessment process by the local unit of government and the millage rates set each year by the taxing jurisdictions.

### **6.3 Method of Financing Plan Costs and Description of Advances by the Municipality**

The Developer is ultimately responsible for financing the costs of its specific eligible activities included in this Plan. The BRA will not advance any funds to finance the Developer eligible activities described in this Plan. All Plan financing commitments and activities and cost reimbursements authorized under this Plan shall be governed by the Reimbursement Agreement. The amount and source of any tax increment revenues that will be used for purposes authorized by this Plan, and the terms and conditions for such use and upon any reimbursement of the expenses permitted by the Plan, will be provided solely under the Reimbursement Agreement contemplated by this Plan. In addition, the Downtown Development Authority (DDA) will transfer the local tax increments generated on the Property to the BRA for the duration of the Plan.

Reimbursements under the Reimbursement Agreement shall not exceed the cost of eligible activities and reimbursement limits described in this Plan.

### **6.4. Maximum Amount of Note or Bonded Indebtedness**

Eligible activities are to be financed by the Developer. The BRA will not incur any note or bonded indebtedness to finance Brownfield eligible activities outlined in this Plan.

### **6.5 Duration of Brownfield Plan**

The duration of this Plan is projected to be 20 years. Tax capture will commence in 2023 and continue to approximately 2042.

In no event shall the duration of the Plan exceed 35 years following the date of the resolution approving the Plan, nor shall the duration of the tax capture exceed the lesser of the period authorized under subsections (4) and (5) of Section 13 of Act 381 or 30 years, except as authorized by those subsections or other provisions of Act 381. Further, in no event shall the beginning date of the capture of tax increment revenues be later than five years after the date of the resolution approving the Plan.

### **6.6 Legal Description, Property Map, Property Characteristics and Personal Property**

The legal description of the eligible property is provided below.

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

The general Property location and characteristics are described in Section 3.0 and depicted on Figures 1 and 2. The subject Property includes all tangible personal property that now or in the future comes to be owned or installed on the Property by the Developer or occupants.

#### **6.7 Estimates of Residents and Displacement of Families**

No occupied residences are involved in the redevelopment, no persons reside at the Property, and no families or individuals will be displaced as a result of this development.

#### **6.8 Plan for Relocation of Displaced Persons**

No persons will be displaced as a result of this development. Therefore, a Plan for relocation of displaced persons is not applicable and is not needed for this Plan.

#### **6.9 Provisions for Relocation Costs**

No persons will be displaced as result of this development, and no relocation costs will be incurred. Therefore, provision for relocation costs is not applicable and is not needed for this Plan.

#### **6.10 Strategy for Compliance with Michigan's Relocation Assistance Law**

No persons will be displaced as result of this development. Therefore, no relocation assistance strategy is needed for this Plan.

#### **6.11 Description of the Proposed Use of Local Brownfield Revolving Fund (LBRF)**

LBRF monies will not be used to finance or reimburse eligible activities incurred by the Developer as described in this Plan.

#### **6.12 Other Material that the Authority or Governing Body Considers Pertinent**

The Authority and the City, as the governing body, in accordance with the Act, may amend this Plan in the future in order to fund additional eligible activities associated with the Project or subject property described herein.

## **FIGURES**

**Figure 1: Property Location Map**

**Figure 2: Eligible Property Boundary Map**

## **TABLES**

**Table 1: Brownfield Eligible Activities**

**Table 2: Tax Increment Revenue Capture Estimates**

**Table 3: Tax Increment Revenue Reimbursement Allocation Table**

## **ATTACHMENTS**

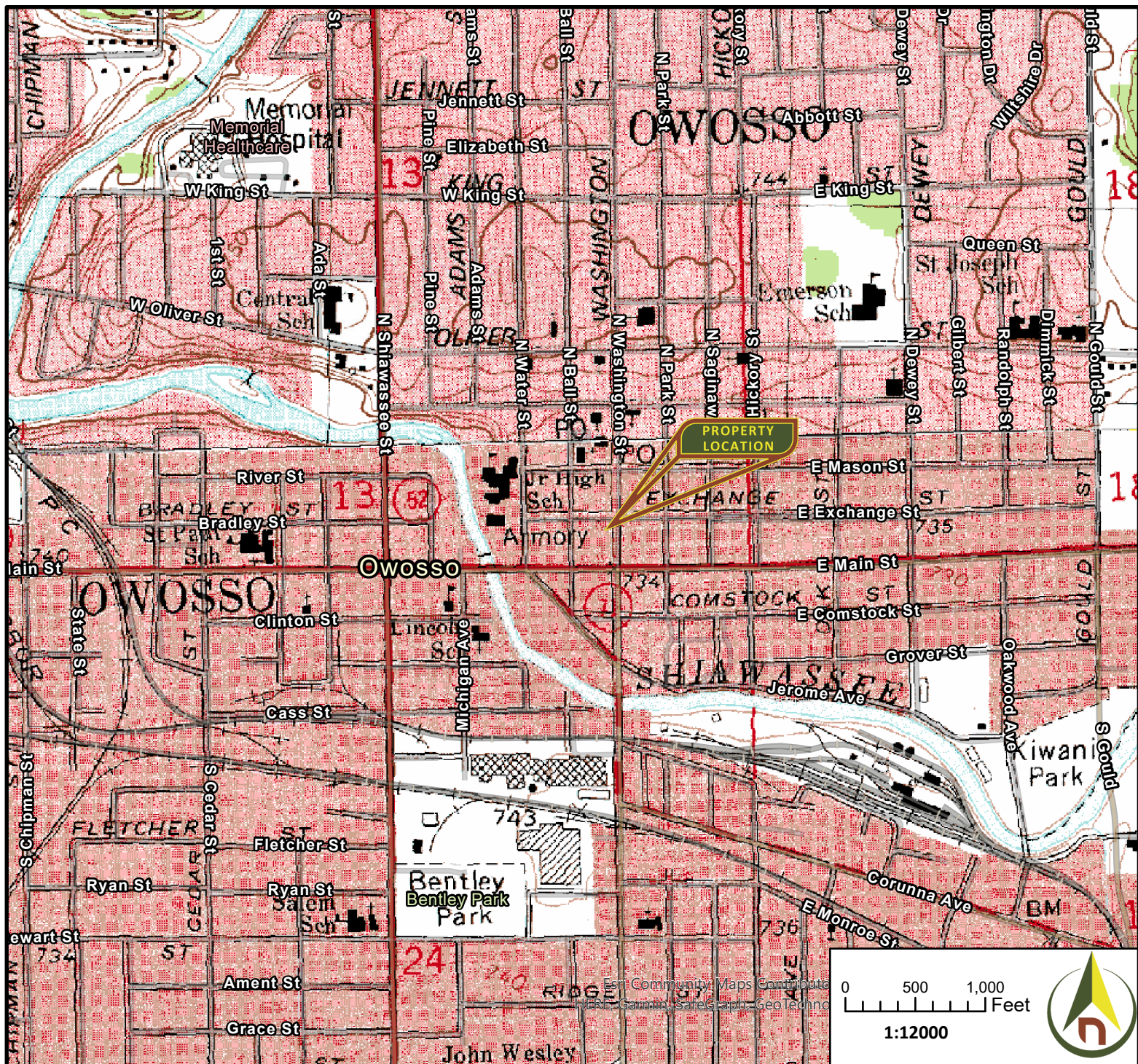
**Attachment A: Letter of Functional Obsolescence**

## **FIGURES**

**Figure 1: Property Location Map**

**Figure 2: Eligible Property Boundary Map**





# TRI TERRA

## FIGURE 1 PROPERTY LOCATION

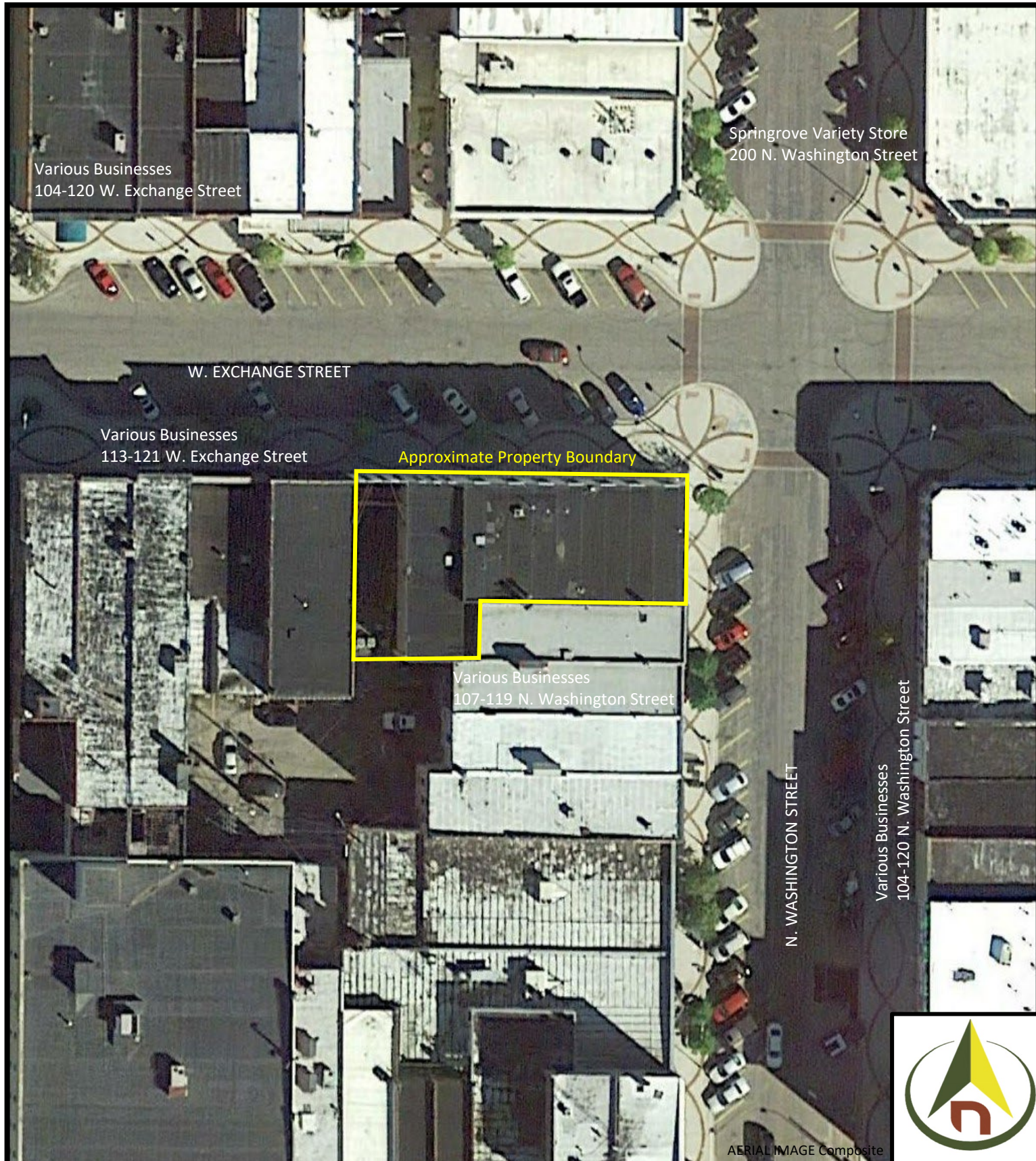
123 N. WASHINGTON STREET  
OWOSSO, MICHIGAN 48867


SHIAWASSEE COUNTY  
T7N, R2E, SECTION 13

PROJECT NUMBER 21-2914







	FIGURE 2	123 N. WASHINGTON STREET OWOSSO, MICHIGAN 48867
	PROPERTY ORIENTATION DIAGRAM	
PROJECT NUMBER: 21-2914	DATE: 4/5/2022	DIAGRAM CREATED BY: CJZ

## **TABLES**

**Table 1: Brownfield Eligible Activities**

**Table 2: Tax Increment Revenue Capture Estimates**

**Table 3: Tax Increment Revenue Reimbursement Allocation Table**



Table 1  
Brownfield Eligible Activities  
123 N. Washington Street  
Owosso, Michigan

					REIMBURSEMENT ALLOCATION		
ELIGIBLE ACTIVITIES	NO. OF UNITS	UNIT TYPE	UNIT RATE	ESTIMATED TOTAL COST	EGLE ACTIVITIES	MSF ACTIVITIES	LOCAL-ONLY ACTIVITIES
MSF ELIGIBLE ACTIVITIES							
Demolition							
Demolition - Oversight	1	LS	\$ 5,000	\$ 5,000		\$ 5,000	
Demolition - Selective Exterior	1	LS	\$ 266,995	\$ 266,995		\$ 266,995	
Demolition - Selective Interior	1	LS	\$ 30,000	\$ 30,000		\$ 30,000	
Demolition - Plumbing	1	LS	\$ 25,000	\$ 25,000		\$ 25,000	
Demolition - Electrical	1	LS	\$ 25,000	\$ 25,000		\$ 25,000	
Demolition - Insulation	1	LS	\$ 5,000	\$ 5,000		\$ 5,000	
Demolition - HVAC	1	LS	\$ 30,000	\$ 30,000		\$ 30,000	
Subtotal Demolition Activities				\$ 386,995	\$ -	\$ 386,995	\$ -
MSF ELIGIBLE ACTIVITIES SUB-TOTAL				\$ 386,995	\$ -	\$ 386,995	\$ -
MSF AND EGLE ELIGIBLE ACTIVITIES SUB-TOTAL				\$ 386,995	\$ -	\$ 386,995	\$ -
Brownfield Plan & Act 381 Work Plan Preparation	1	LS	\$ 16,000	\$ 16,000		\$ 16,000	
Interest (0%, simple)				\$ -		\$ -	
TOTAL ELIGIBLE COST FOR REIMBURSEMENT				\$ 402,995	\$ -	\$ 402,995	\$ -
State Brownfield Revolving Fund				\$ 35,448			
BRA Administrative Fees				\$ 8,150			
GRAND TOTAL				\$ 446,593			
					0.00%	100.00%	0.00%

NOTES:  
These costs and revenue projections should be considered approximate estimates based on expected conditions and available information.  
It cannot be guaranteed that the costs and revenue projections will not vary from these estimates.  
Costs for Asbestos Survey, Brownfield Plan and Act 381 Work Plan Preparation and Implementation are excluded from contingency calculation.

Table 2  
Tax Increment Revenue Capture Estimates  
3123 N. Washington Street  
Owosso, Michigan

Estimated Taxable Value (TV) Increase Rate:		1% per year												
Plan Year	2023 1	2024 2	2025 3	2026 4	2027 5	2028 6	2029 7	2030 8	2031 9	2032 10	2033 11	2034 12	2035 13	
Base Taxable Value (TV) of Land	\$ 13,600	\$ 13,600	\$ 13,600	\$ 13,600	\$ 13,600	\$ 13,600	\$ 13,600	\$ 13,600	\$ 13,600	\$ 13,600	\$ 13,600	\$ 13,600	\$ 13,600	
Base Taxable Value (TV) of Building	\$ 203,400	\$ 203,400	\$ 203,400	\$ 203,400	\$ 203,400	\$ 203,400	\$ 203,400	\$ 203,400	\$ 203,400	\$ 203,400	\$ 203,400	\$ 203,400	\$ 203,400	
Estimated New TV for Land	\$ 13,736	\$ 13,873	\$ 14,012	\$ 14,152	\$ 14,294	\$ 14,437	\$ 14,581	\$ 14,727	\$ 14,874	\$ 15,023	\$ 15,173	\$ 15,325	\$ 15,478	
Estimated New TV for Building	\$ 720,000	\$ 727,200	\$ 734,472	\$ 741,817	\$ 749,235	\$ 756,727	\$ 764,295	\$ 771,937	\$ 779,657	\$ 787,453	\$ 795,328	\$ 803,281	\$ 811,314	
Incremental Difference for Land (New TV - Base TV)	\$ 136	\$ 273	\$ 412	\$ 552	\$ 694	\$ 837	\$ 981	\$ 1,127	\$ 1,274	\$ 1,423	\$ 1,573	\$ 1,725	\$ 1,878	
Incremental Difference for Building (New TV - Base TV)	\$ 516,600	\$ 523,800	\$ 531,072	\$ 538,417	\$ 545,835	\$ 553,327	\$ 560,895	\$ 568,537	\$ 576,257	\$ 584,053	\$ 591,928	\$ 599,881	\$ 607,914	
Total Incremental Difference	\$ 516,736	\$ 524,073	\$ 531,484	\$ 538,969	\$ 546,529	\$ 554,164	\$ 561,876	\$ 569,664	\$ 577,531	\$ 585,476	\$ 593,501	\$ 601,606	\$ 609,792	

School Capture	Millage Rate															
School Operating	18.00000	\$ 9,301	\$ 9,433	\$ 9,567	\$ 9,701	\$ 9,838	\$ 9,975	\$ 10,114	\$ 10,254	\$ 10,396	\$ 10,539	\$ 10,683	\$ 10,829	\$ 10,976		
State Education Tax (SET)	6.00000	\$ 3,100	\$ 3,144	\$ 3,189	\$ 3,234	\$ 3,279	\$ 3,325	\$ 3,371	\$ 3,418	\$ 3,465	\$ 3,513	\$ 3,561	\$ 3,610	\$ 3,659		
School Total:	24.00000	43.01%	\$ 12,402	\$ 12,578	\$ 12,756	\$ 12,935	\$ 13,117	\$ 13,300	\$ 13,485	\$ 13,672	\$ 13,861	\$ 14,051	\$ 14,244	\$ 14,439	\$ 14,635	

Local Capture	Millage Rate															
SHIA MCF	1.98340	\$ 0	\$ 1	\$ 1	\$ 1	\$ 1	\$ 2	\$ 2	\$ 2	\$ 3	\$ 3	\$ 3	\$ 3	\$ 3	\$ 1,209	
SENIOR SERV	0.49180	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 1	\$ 1	\$ 1	\$ 1	\$ 1	\$ 1	\$ 300	
VET PA214	0.09910	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 60	
VET SERV	0.19720	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 120	
MSU EXT	0.07450	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 45	
SRES D	0.24040	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 147	
SRES D SP ED	4.16110	\$ 1	\$ 1	\$ 2	\$ 2	\$ 3	\$ 3	\$ 4	\$ 5	\$ 5	\$ 6	\$ 7	\$ 7	\$ 7	\$ 2,537	
SCHOOL SINKING	1.97920	\$ 0	\$ 1	\$ 1	\$ 1	\$ 1	\$ 2	\$ 2	\$ 2	\$ 3	\$ 3	\$ 3	\$ 3	\$ 3	\$ 1,207	
LIBRARY	1.21660	\$ 0	\$ 0	\$ 1	\$ 1	\$ 1	\$ 1	\$ 1	\$ 1	\$ 2	\$ 2	\$ 2	\$ 2	\$ 2	\$ 742	
CITY OPER	13.84480	\$ 2	\$ 4	\$ 6	\$ 8	\$ 10	\$ 12	\$ 14	\$ 16	\$ 18	\$ 20	\$ 22	\$ 24	\$ 24	\$ 8,442	
DDA	1.90010	\$ 0	\$ 1	\$ 1	\$ 1	\$ 1	\$ 2	\$ 2	\$ 2	\$ 2	\$ 3	\$ 3	\$ 3	\$ 3	\$ 1,159	
SATA	0.15000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 91	
COUNTY OPERATING	5.46470	\$ 1	\$ 1	\$ 2	\$ 3	\$ 4	\$ 5	\$ 5	\$ 6	\$ 7	\$ 8	\$ 9	\$ 9	\$ 9	\$ 3,332	
Local Total:	31.80290	56.99%	\$ 4	\$ 9	\$ 13	\$ 18	\$ 22	\$ 27	\$ 31	\$ 36	\$ 41	\$ 45	\$ 50	\$ 55	\$ 19,393	
Total Capturable Taxes:	55.80290	100.00%	\$ 12,406	\$ 12,586	\$ 12,769	\$ 12,953	\$ 13,139	\$ 13,327	\$ 13,516	\$ 13,708	\$ 13,901	\$ 14,097	\$ 14,294	\$ 14,493	\$ 34,028	

Non-Capturable Millages	Millage Rate															
SCHOOL DEBT	4.7300	\$ 2,444	\$ 2,479	\$ 2,514	\$ 2,549	\$ 2,585	\$ 2,621	\$ 2,658	\$ 2,695	\$ 2,732	\$ 2,769	\$ 2,807	\$ 2,846	\$ 2,884		
CITY DEBT	2.5600	\$ 1,323	\$ 1,342	\$ 1,361	\$ 1,380	\$ 1,399	\$ 1,419	\$ 1,438	\$ 1,458	\$ 1,478	\$ 1,499	\$ 1,519	\$ 1,540	\$ 1,561		
Total Non-Capturable Taxes:	7.29000	\$ 3,767	\$ 3,820	\$ 3,875	\$ 3,929	\$ 3,984	\$ 4,040	\$ 4,096	\$ 4,153	\$ 4,210	\$ 4,268	\$ 4,327	\$ 4,386	\$ 4,445		

Notes:  
= PA 146 Obsolete Property Act Abatement (OPRA) 2022 - 2033

Table 2  
Tax Increment Revenue Capture Estimates  
3123 N. Washington Street  
Owosso, Michigan

Estimated Taxable Value (TV) Increase Rate:									
	Plan Year	2036 14	2037 15	2038 16	2039 17	2040 18	2041 19	2042 20	
Base Taxable Value (TV) of Land	\$	13,600	\$ 13,600	\$ 13,600	\$ 13,600	\$ 13,600	\$ 13,600	\$ 13,600	
Base Taxable Value (TV) of Building	\$	203,400	\$ 203,400	\$ 203,400	\$ 203,400	\$ 203,400	\$ 203,400	\$ 203,400	
Estimated New TV for Land	\$	15,633	\$ 15,789	\$ 15,947	\$ 16,107	\$ 16,268	\$ 16,430	\$ 16,595	
Estimated New TV for Building	\$	819,427	\$ 827,621	\$ 835,898	\$ 844,257	\$ 852,699	\$ 861,226	\$ 869,838	
Incremental Difference for Land (New TV - Base TV)	\$	2,033	\$ 2,189	\$ 2,347	\$ 2,507	\$ 2,668	\$ 2,830	\$ 2,995	
Incremental Difference for Building (New TV - Base TV)	\$	616,027	\$ 624,221	\$ 632,498	\$ 640,857	\$ 649,299	\$ 657,826	\$ 666,438	
Total Incremental Difference	\$	618,060	\$ 626,411	\$ 634,845	\$ 643,363	\$ 651,967	\$ 660,656	\$ 669,433	

School Capture	Millage Rate													Total New Taxes			
School Operating	18.00000	\$	11,125	\$	11,275	\$	11,427	\$	11,581	\$	11,735	\$	11,892	\$	12,050	\$	212,690
State Education Tax (SET)	6.00000	\$	3,708	\$	3,758	\$	3,809	\$	3,860	\$	3,912	\$	3,964	\$	4,017	\$	70,897
School Total:	24.00000	\$	14,833	\$	15,034	\$	15,236	\$	15,441	\$	15,647	\$	15,856	\$	16,066	\$	283,587

Local Capture		Millage Rate																
SHIA MCF	1.98340	\$	1,226	\$	1,242	\$	1,259	\$	1,276	\$	1,293	\$	1,310	\$	1,328	\$	10,166	
SENIOR SERV	0.49180	\$	304	\$	308	\$	312	\$	316	\$	321	\$	325	\$	329	\$	2,521	
VET PA214	0.09910	\$	61	\$	62	\$	63	\$	64	\$	65	\$	65	\$	66	\$	508	
VET SERV	0.19720	\$	122	\$	124	\$	125	\$	127	\$	129	\$	130	\$	132	\$	1,011	
MSU EXT	0.07450	\$	46	\$	47	\$	47	\$	48	\$	49	\$	49	\$	50	\$	382	
SRES D	0.24040	\$	149	\$	151	\$	153	\$	155	\$	157	\$	159	\$	161	\$	1,232	
SRES D SP ED	4.16110	\$	2,572	\$	2,607	\$	2,642	\$	2,677	\$	2,713	\$	2,749	\$	2,786	\$	21,328	
SCHOOL SINKING	1.97920	\$	1,223	\$	1,240	\$	1,256	\$	1,273	\$	1,290	\$	1,308	\$	1,325	\$	10,144	
LIBRARY	1.21660	\$	752	\$	762	\$	772	\$	783	\$	793	\$	804	\$	814	\$	6,236	
CITY OPER	13.84480	\$	8,557	\$	8,673	\$	8,789	\$	8,907	\$	9,026	\$	9,147	\$	9,268	\$	70,962	
DDA	1.90010	\$	1,174	\$	1,190	\$	1,206	\$	1,222	\$	1,239	\$	1,255	\$	1,272	\$	9,739	
SATA	0.15000	\$	93	\$	94	\$	95	\$	97	\$	98	\$	99	\$	100	\$	769	
COUNTY OPERATING	5.46470	\$	3,378	\$	3,423	\$	3,469	\$	3,516	\$	3,563	\$	3,610	\$	3,658	\$	28,010	
Local Total:		31.80290	\$	19,656	\$	19,922	\$	20,190	\$	20,461	\$	20,734	\$	21,011	\$	21,290	\$	163,007
Total Capturable Taxes:		55.80290	\$	34,490	\$	34,956	\$	35,426	\$	35,902	\$	36,382	\$	36,867	\$	37,356	\$	446,594

Non-Capturable Millages	Millage Rate																
SCHOOL DEBT	4.7300	\$	2,923	\$	2,963	\$	3,003	\$	3,043	\$	3,084	\$	3,125	\$	3,166	\$	55,890
CITY DEBT	2.5600	\$	1,582	\$	1,604	\$	1,625	\$	1,647	\$	1,669	\$	1,691	\$	1,714	\$	30,249
Total Non-Capturable Taxes:	7.29000	\$	4,506	\$	4,567	\$	4,628	\$	4,690	\$	4,753	\$	4,816	\$	4,880	\$	86,140

\$	532,734
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Table 3  
Tax Increment Revenue Reimbursement Allocation Table  
123 N. Washington Street  
Owosso, Michigan

Developer/City Projected Reimbursement	Proportionality	School & Local Taxes	Local-Only Taxes	Total
State	61.6%	\$ 248,139	\$ -	\$ 248,139
Local	38.4%	\$ 154,856	\$ -	\$ 154,856
TOTAL		\$ 402,995	\$ -	\$ 402,995
EGLE	0.0%	\$ -		
MSF	100.0%	\$ 402,995		

Estimated Total Years of Plan:	20
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Administrative Fees & Loan Funds*	
State Brownfield Revolving Fund	\$ 35,448
BRA Administrative Fees	\$ 8,150
Local Brownfield Revolving Fund	\$ -

\* During the life of the Plan

	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
	1	2	3	4	5	6	7	8	9	10	11	12	13
Available Tax Increment Revenue (TIR)													
Total State Tax Capture Available	\$ 12,402	\$ 12,578	\$ 12,756	\$ 12,935	\$ 13,117	\$ 13,300	\$ 13,485	\$ 13,672	\$ 13,861	\$ 14,051	\$ 14,244	\$ 14,439	\$ 14,635
Capture for State Brownfield Revolving Fund (3 mills of SET) (25-Yrs)	\$ 1,550	\$ 1,572	\$ 1,594	\$ 1,617	\$ 1,640	\$ 1,662	\$ 1,686	\$ 1,709	\$ 1,733	\$ 1,756	\$ 1,781	\$ 1,805	\$ 1,829
State TIR Available for Reimbursement to Developer	\$ 10,851	\$ 11,006	\$ 11,161	\$ 11,318	\$ 11,477	\$ 11,637	\$ 11,799	\$ 11,963	\$ 12,128	\$ 12,295	\$ 12,464	\$ 12,634	\$ 12,806
Total Local Tax Capture Available	\$ 4	\$ 9	\$ 13	\$ 18	\$ 22	\$ 27	\$ 31	\$ 36	\$ 41	\$ 45	\$ 50	\$ 55	\$ 19,393
Capture for BRA Administrative Fees (5%)	\$ 0	\$ 0	\$ 1	\$ 1	\$ 1	\$ 1	\$ 2	\$ 2	\$ 2	\$ 2	\$ 3	\$ 3	\$ 970
Local TIR Available for Reimbursement to Developer	\$ 4	\$ 8	\$ 12	\$ 17	\$ 21	\$ 25	\$ 30	\$ 34	\$ 38	\$ 43	\$ 48	\$ 52	\$ 18,423
Total State & Local TIR Available for Reimbursement to Developer	\$ 10,856	\$ 11,014	\$ 11,174	\$ 11,335	\$ 11,498	\$ 11,663	\$ 11,829	\$ 11,997	\$ 12,167	\$ 12,338	\$ 12,511	\$ 12,686	\$ 31,229

DEVELOPER	Beginning Balance														
	\$ 402,995	\$ 392,140	\$ 381,126	\$ 369,952	\$ 358,617	\$ 347,119	\$ 335,457	\$ 323,628	\$ 311,631	\$ 299,464	\$ 287,126	\$ 274,615	\$ 261,929	\$ 230,700	
MSF Eligible Activities	\$ 402,995	\$ 392,140	\$ 381,126	\$ 369,952	\$ 358,617	\$ 347,119	\$ 335,457	\$ 323,628	\$ 311,631	\$ 299,464	\$ 287,126	\$ 274,615	\$ 261,929	\$ 230,700	
State Tax Reimbursement	\$ 248,139	\$ 10,851	\$ 11,006	\$ 11,161	\$ 11,318	\$ 11,477	\$ 11,637	\$ 11,799	\$ 11,963	\$ 12,128	\$ 12,295	\$ 12,464	\$ 12,634	\$ 12,806	
Local Tax Reimbursement	\$ 154,856	\$ 4	\$ 8	\$ 12	\$ 17	\$ 21	\$ 25	\$ 30	\$ 34	\$ 38	\$ 43	\$ 48	\$ 52	\$ 18,423	
EGLE Eligible Activities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
State Tax Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Local Tax Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
LOCAL-ONLY Activities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Local-Only Tax Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL ANNUAL DEVELOPER REIMBURSEMENT		\$ 10,856	\$ 11,014	\$ 11,174	\$ 11,335	\$ 11,498	\$ 11,663	\$ 11,829	\$ 11,997	\$ 12,167	\$ 12,338	\$ 12,511	\$ 12,686	\$ 31,229	
LOCAL BROWNFIELD REVOLVING FUND (LBRF)															
State		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Local		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

Table 3  
Tax Increment Revenue Reimbursement Allocation Table  
123 N. Washington Street  
Owosso, Michigan

	2036	2037	2038	2039	2040	2041	2042		TOTALS
	14	15	16	17	18	19	20		
Available Tax Increment Revenue (TIR)									
Total State Tax Capture Available	\$ 14,833	\$ 15,034	\$ 15,236	\$ 15,441	\$ 15,647	\$ 15,856	\$ 16,066		
Capture for State Brownfield Revolving Fund (3 mills of SET) (25-Yrs)	\$ 1,854	\$ 1,879	\$ 1,905	\$ 1,930	\$ 1,956	\$ 1,982	\$ 2,008	\$	35,448
State TIR Available for Reimbursement to Developer	\$ 12,979	\$ 13,155	\$ 13,332	\$ 13,511	\$ 13,691	\$ 13,874	\$ 14,058		
Total Local Tax Capture Available	\$ 19,656	\$ 19,922	\$ 20,190	\$ 20,461	\$ 20,734	\$ 21,011	\$ 21,290		
Capture for BRA Administrative Fees (5%)	\$ 983	\$ 996	\$ 1,009	\$ 1,023	\$ 1,037	\$ 1,051	\$ 1,064	\$	8,150
Local TIR Available for Reimbursement to Developer	\$ 18,673	\$ 18,926	\$ 19,180	\$ 19,438	\$ 19,698	\$ 19,960	\$ 20,225		
Total State & Local TIR Available for Reimbursement to Developer	\$ 31,653	\$ 32,080	\$ 32,512	\$ 32,948	\$ 33,389	\$ 33,834	\$ 34,284		
DEVELOPER									
	\$ 199,047	\$ 166,967	\$ 134,455	\$ 101,507	\$ 68,118	\$ 34,284	\$ 0		
MSF Eligible Activities	\$ 199,047	\$ 166,967	\$ 134,455	\$ 101,507	\$ 68,118	\$ 34,284	\$ 0		
State Tax Reimbursement	\$ 12,979	\$ 13,155	\$ 13,332	\$ 13,511	\$ 13,691	\$ 13,874	\$ 14,058	\$	248,139
Local Tax Reimbursement	\$ 18,673	\$ 18,926	\$ 19,180	\$ 19,438	\$ 19,698	\$ 19,960	\$ 20,225	\$	154,856
EGLE Eligible Activities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
State Tax Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$	-
Local Tax Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$	-
LOCAL-ONLY Activities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Local-Only Tax Reimbursement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$	-
TOTAL ANNUAL DEVELOPER REIMBURSEMENT	\$ 31,653	\$ 32,080	\$ 32,512	\$ 32,948	\$ 33,389	\$ 33,834	\$ 34,284		
LOCAL BROWNFIELD REVOLVING FUND (LBRF)									
State	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$	-
Local	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$	-
								\$	446,594

## **ATTACHMENTS**

**Attachment A: Letter of Functional Obsolescence**





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

Re: 123 N Washington St

### **STATEMENT OF OBSOLESCENCE FROM ASSESSOR**

The building that is the subject of this request is a typical, three-story, downtown building constructed around 1900. The first floor of the building has been used as commercial space for many years while the second floor was office space and has been unused for approximately 30 years. The third floor has been unused for approximately 60 years. The second and third floors are completely unusable in their present condition. The obsolescence is evident in the lack of modern electrical, plumbing, and mechanical systems as well as the poor condition of the walls, floors, and ceilings. The windows and doors are also very old and inefficient by today's standards. In the opinion of the assessor, this property suffers in excess of 50% functional obsolescence.

Michael Dowler  
Assessor

  
Assessor Signature

12/15/2021  
Date





Southwest Corner of Washington Avenue and Exchange Street

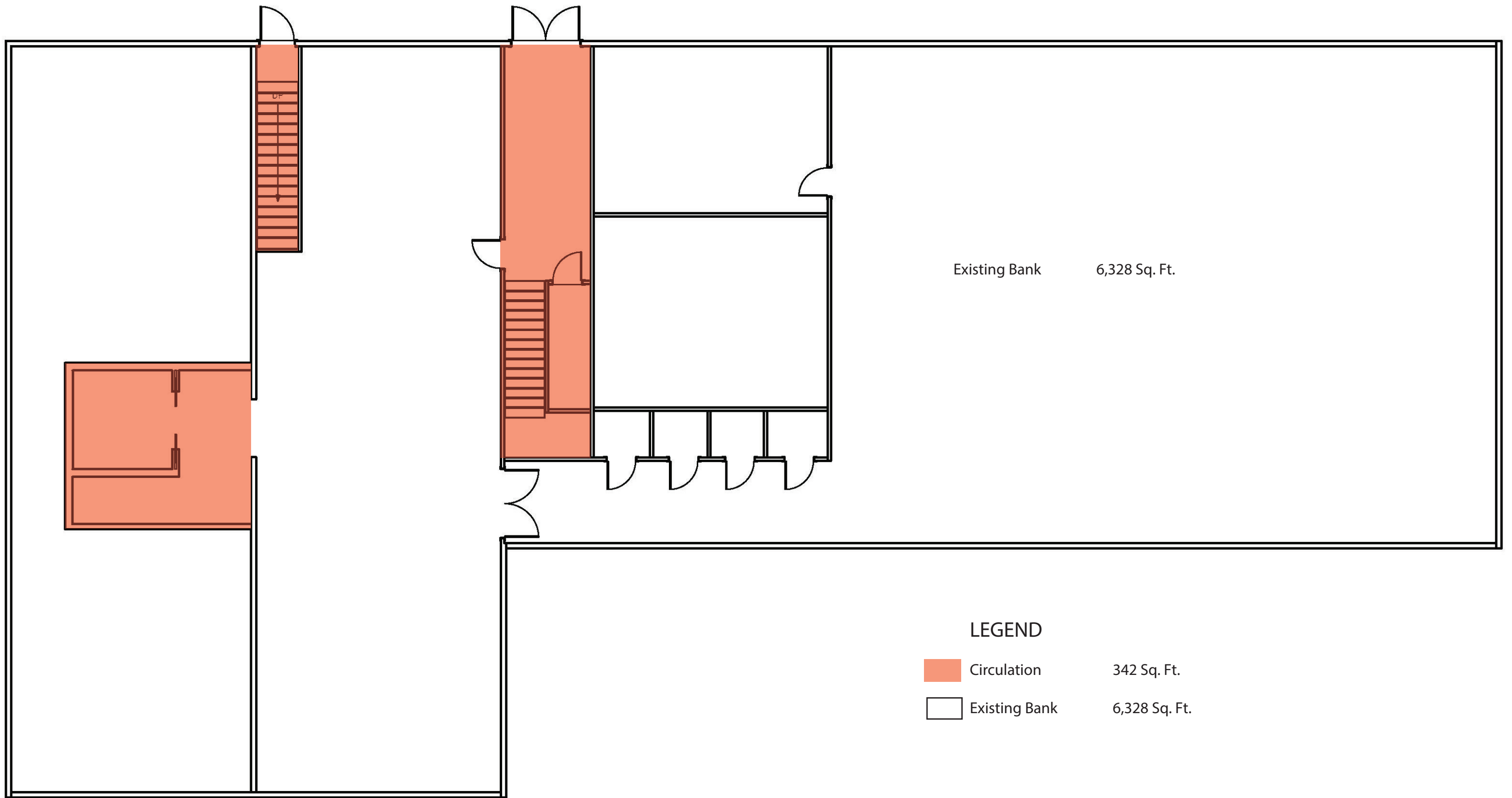




North Elevation

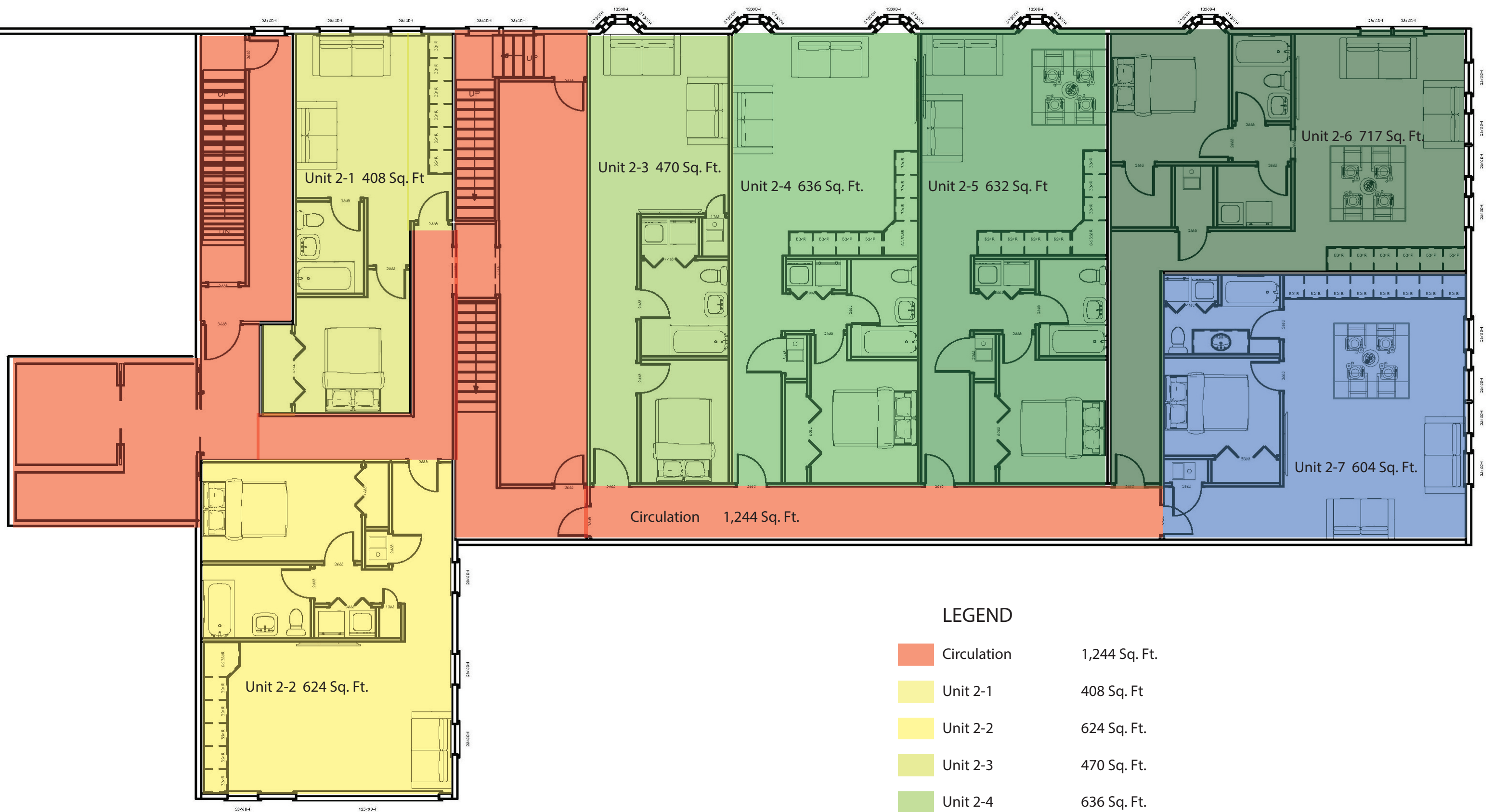


East Elevation



1st Floor plan

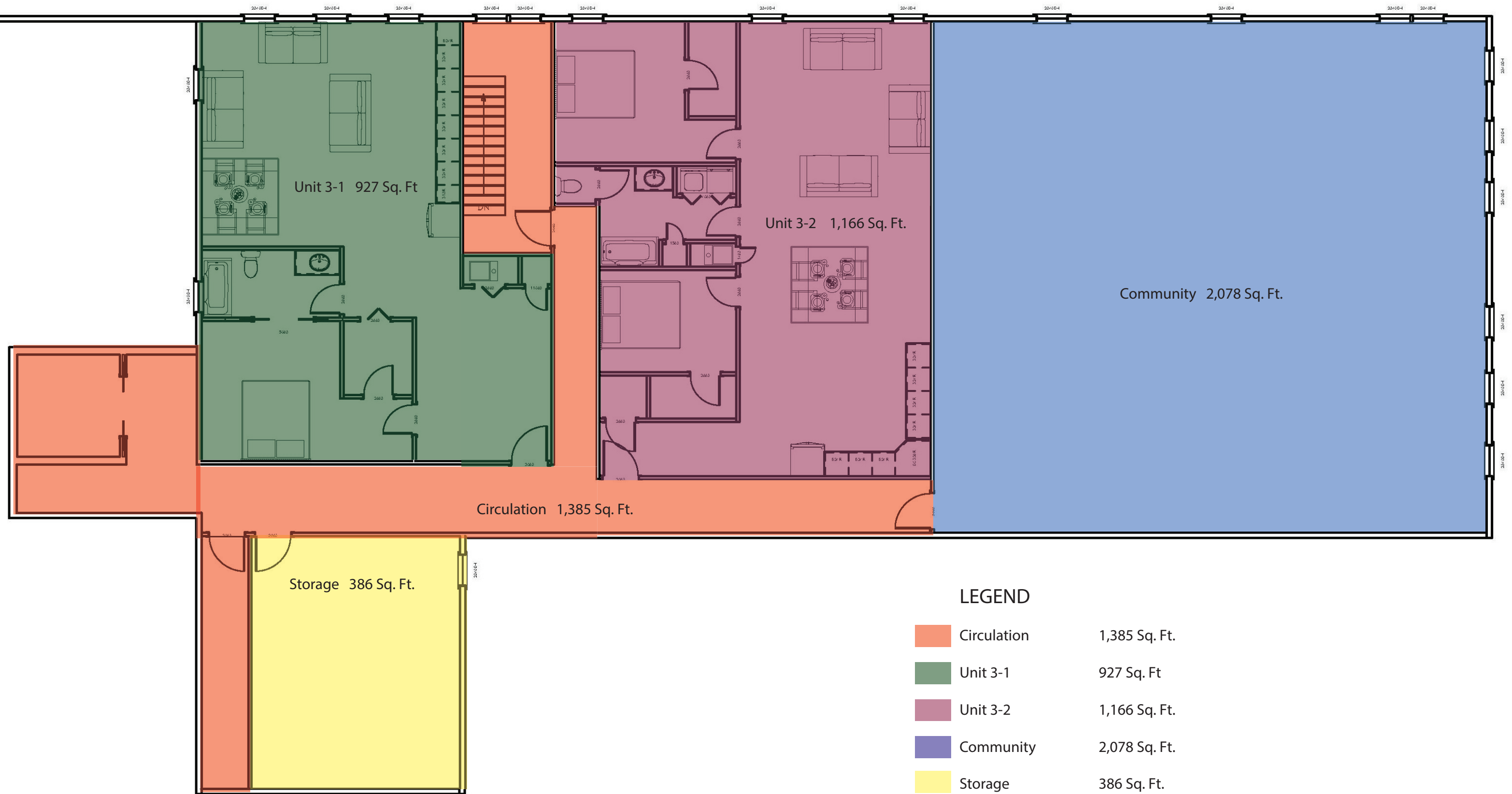




### LEGEND

<span style="display:inline-block; width:15px; height:15px; background-color:orange; border:1px solid black;"></span>	Circulation	1,244 Sq. Ft.
<span style="display:inline-block; width:15px; height:15px; background-color:yellow; border:1px solid black;"></span>	Unit 2-1	408 Sq. Ft.
<span style="display:inline-block; width:15px; height:15px; background-color:lightyellow; border:1px solid black;"></span>	Unit 2-2	624 Sq. Ft.
<span style="display:inline-block; width:15px; height:15px; background-color:lightgreen; border:1px solid black;"></span>	Unit 2-3	470 Sq. Ft.
<span style="display:inline-block; width:15px; height:15px; background-color:mediumseagreen; border:1px solid black;"></span>	Unit 2-4	636 Sq. Ft.
<span style="display:inline-block; width:15px; height:15px; background-color:darkgreen; border:1px solid black;"></span>	Unit 2-5	632 Sq. Ft.
<span style="display:inline-block; width:15px; height:15px; background-color:darkgreen; border:1px solid black;"></span>	Unit 2-6	717 Sq. Ft.
<span style="display:inline-block; width:15px; height:15px; background-color:blue; border:1px solid black;"></span>	Unit 2-7	604 Sq. Ft.

2nd Floor plan



3rd Floor plan

# **CAPTURED TAXES TRANSFER AGREEMENT – DDA AND OBRA**

## **BRA # 22: “123 N WASHINGTON REDEVELOPMENT PROJECT”**

The Agreement is made this \_\_\_\_ day of \_\_\_\_\_, 2022, by the Owosso Downtown Development Authority, a Michigan municipal corporation, with business offices at 301 West Main Street, Owosso, Michigan 48867 (“DDA”) and the City of Owosso Brownfield Redevelopment Authority, a Michigan municipal corporation, or 301 West Main Street, Owosso, MI 48867 (“Authority”).

WHEREAS, Authority has completed a City Council adopted Brownfield Redevelopment Plan (“Plan”) in compliance with PA 381 of 1996, as amended, for the parcel at 123 N Washington Street (“Site”) in downtown Owosso, with said parcel lying within the boundary of the DDA; and

WHEREAS, Plan details eligible project costs for Woodworth Investments, LLC, of 120 West Exchange Street, Suite 203, Owosso, Michigan 48867 (“Developer”), with said costs eligible for reimbursement from tax increment financing as identified in the Plan; and

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

NOW, THERE, IT IS HEREBY AGREED AS FOLLOWS:

1. The DDA hereby agrees that tax increment revenues from the DDA millage on the Site shall be transferred to the Authority.
2. In each year for the Plan, Authority shall submit to the DDA its annual report on the site showing the amount of DDA tax increment revenue owed to the Authority and Developer. DDA shall authorize the City Treasurer to transfer DDA tax on the Site to the Authority based on the tax increments from the DDA millage.
3. This Agreement shall terminate in 2042 at the end of the Plan’s Tax Increment Finance Capture period of 20 years for eligible costs to be reimbursed as outlined in the Plan. If the Developer’s reimbursements are completed before 2042, the DDA is no longer obligated to transfer tax increment revenue to the Authority and the Agreement shall be declared null and void.
4. The parties designate the Authority as the agent to receive and disburse all DDA millage tax increment revenues generated by the Site until such time as all obligations of the approved Plan have been satisfied or if the Plan is terminated according to the City’s tax abatement policy and Public Act 381 of 1996 governing said termination.
5. The Agreement shall commence upon its approval by the legislative bodies of the DDA and Authority and duly executed by their authorized representatives and filed with the Shiawassee County Clerk.

6. To the extent that any provisions contained in this Agreement are deemed unenforceable, to the extent possible, the remaining terms shall remain in effect.
7. The parties agree that the transfer of DDA millage tax increment revenue from the Site to reimburse eligible expenses identified in the Plan and Authority administration fees shall begin once tax increment revenues are collected from the Site, which will occur after the official approval of the Plan by the City of Owosso and Authority. This contract extends until all obligations under this contract are met.

IN WITNESS WHEREOF the parties have executed this Agreement as of the date set forth above.

WITNESSES:

OWOSSO BROWNFIELD  
REDEVELOPMENT AUTHORITY

\_\_\_\_\_  
City Manager, City of Owosso

\_\_\_\_\_  
Chair

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

OWOSSO DOWNTOWN DEVELOPMENT  
AUTHORITY

\_\_\_\_\_  
Chair





## **OWOSSO OMS/DDA REVOLVING LOAN AND GRANT PROGRAM**

### **MANUAL AND PROCESS DESCRIPTION**

This manual and process version will be applicable from July 1, 2022 through June 30, 2023

#### **INTRODUCTION**

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

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

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

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

The Revolving Loan Fund Committee of OMS/DDA leads the program and is responsible to recommend updates to the program on a fiscal year basis.

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

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

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

All loans and grants will require a \$350.00 processing fee if awarded.

All loans will be made at 5% fixed rate per year.

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

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

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

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

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

Repayment of loans will begin one month after the City of Owosso's Financial Department releases the check.

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

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

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

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

### **ELIGIBLE PROJECT TYPES**

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

### **INELIGIBLE PROJECT TYPES**

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

### **APPLICATION PROCESS STEPS**

#### **THIS PROCESS CAN TAKE UP TO (3) MONTHS**

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

## CRITERIA FOR ELIGIBLE PROJECT TYPES

### 1. Building Access Projects

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

### 2. Preservation of Historic Buildings

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

### 3. Upper Story Housing Development

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

### 4. Retail Space Build Outs and Upgrading

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

### 5. Acquisition and Improvement of Blighted Properties

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

### 6. Signage Purchase or Restoration

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

### 7. Environment Studies

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

#### Pre-existing Revolving Loans:

- A. Existing RLF loan payments may be deferred up to 6-months
  - Deferrals will be issued on a case-to-case basis depending on the Emergency Response circumstance.

- All deferments must be approved by the OMS/DDA Board and City Council
- Loan deferments must be requested by the loan holder in written form via letter or email, providing reasoning for deferment. Other information may be requested by the Revolving Loan Committee to aid in their determination.
- Requests for deferment should be reviewed by the Revolving Loan Subcommittee.
- Upon review from the Loan Committee, if recommendation is determined, the loan request will be sent to City Council for final approval.
- Program-wide deferments can be considered during city, state, and/or country-wide Emergency Response declarations. Program-wide deferments require both OMS/DDA and City Council approval.

## **CONCLUSIONS, QUESTIONS, AND CONTINUOUS IMPROVEMENT**

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

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

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

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

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

Questions on the program manual, process, or any other aspect of the program may be directed to the OMS/DDA office at 989-277-1705 or [beth.kuiper@ci.owosso.mi.us](mailto:beth.kuiper@ci.owosso.mi.us)

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

## Supporting Documentation





# INTELLIGENT SOLUTIONS FOR A CONNECTED WORLD

CITY OF OWOSSO | AUGUST 2020





# MOBILITY

CITY OF OWOSSO | AUGUST 2020







FUTURE ENERGY IS THE EXCLUSIVE

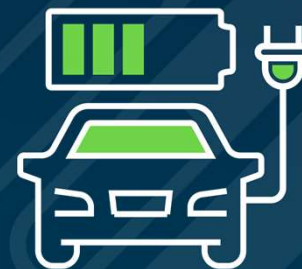
# TURN-KEY, FULL-SERVICE MOBILITY SOLUTION PROVIDER

## MOBILITY

# BUILDING THE NEW FUELING NETWORK

The electric vehicle charging stations market is projected to reach \$27.7 billion by 2027 from an estimated \$2.5 billion in 2019.

Representing the largest, most comprehensive EV charging network, our team of experts know EV charging in and out to connect you with the right solution for your business.





## MOBILITY

### General Overview:

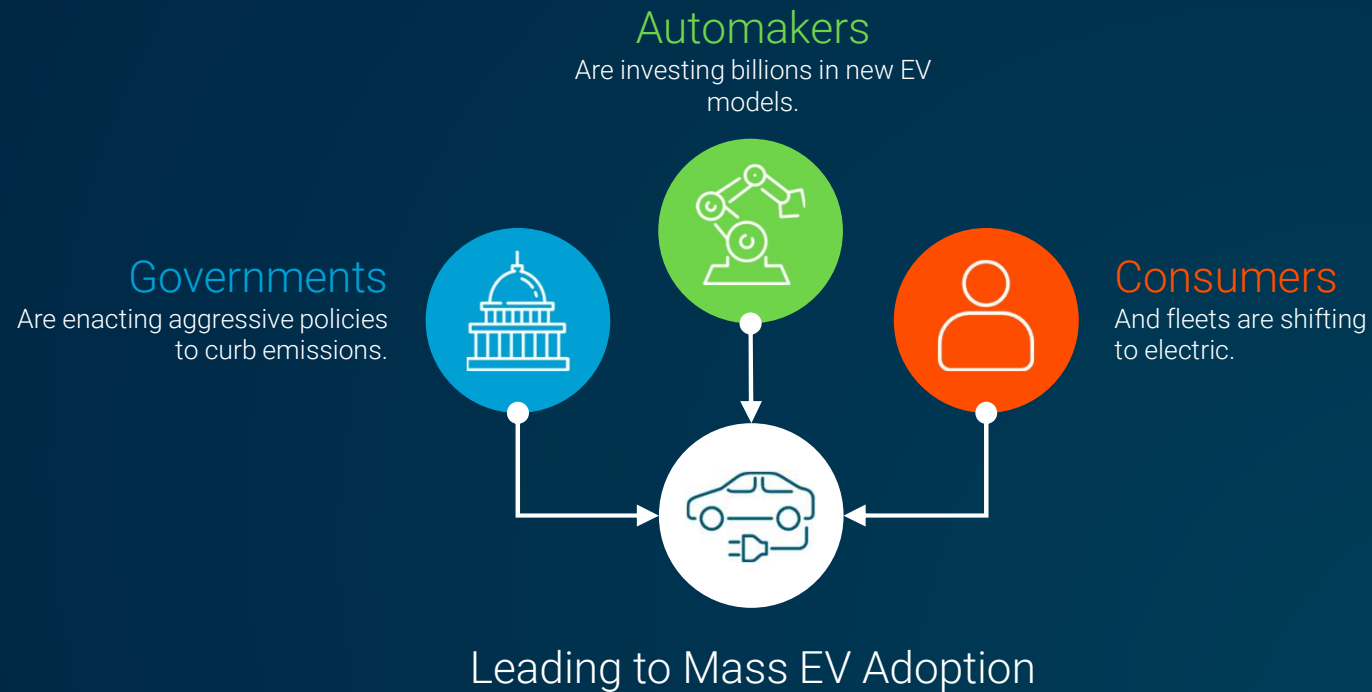
Site planning, installation and commissioning followed by exceptional ongoing support.

- + Mobile App Interface
- + Dashboard & Analytics
- + Wait List Reservations
- + Energy Management
- + Fleet Services
- + Access Control
- + Driver Data Services





## MULTILEVEL EV ADOPTION





THE REALITY

# THE FUTURE OF MOBILITY IS ELECTRIC

No major industry will change more over the next two decades than transportation.





## PIONEERING THE EV NETWORK

Future Energy is creating the new fueling network to move all people and goods on electricity.

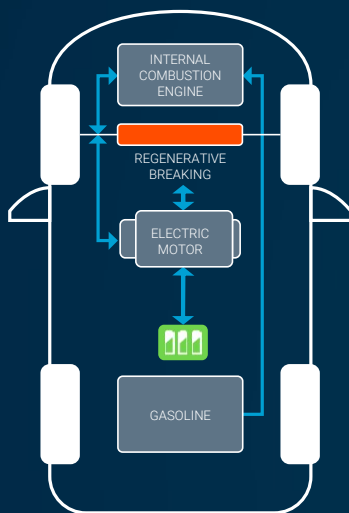




## ELECTRIC VEHICLES (EV) 101

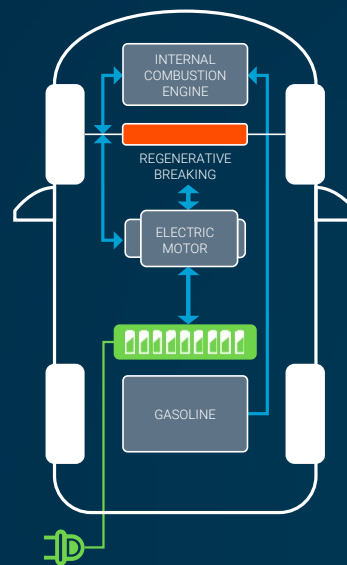
### Hybrid

HYBRID Vehicle - No EV  
charger required



### Plug-In Hybrid

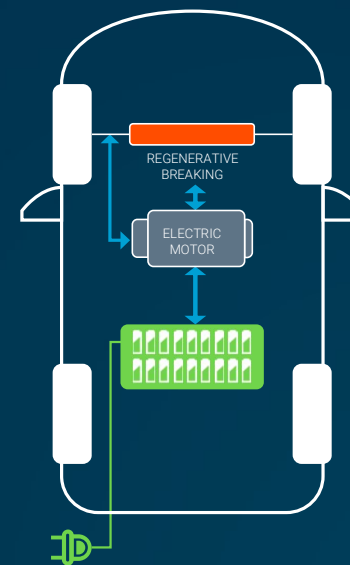
PHEV - Plug-In Hybrid  
Electric Vehicle



Miles On Electric

### Battery Electric

BEV - Battery Electric  
Vehicle (Full Electric)



Charge Time







## THE REALITY

# THERE WILL BE AN ADDITIONAL 900,000+ NEW EV VEHICLES

Registered in the U.S. over the next 2 years.







THE REALITY

WHEN IS THE **LAST TIME** YOU  
FILLED YOUR **GAS TANK?**





## TRADITIONAL GAS FUELING VS. CHARGING

### Gas: Depot Model

Gassing up once per week between destinations



VS

### Electric: Top-Off Model

Topping off 3 - 4 times per day while parking





## VALUE PROPOSITION

Reduce Expenses and Generate Direct & Indirect Income

### Home



#### GAIN GREATER CONTROL & VISIBILITY

- + Track usage and expenses
- + Charge during off-peak hours
- + Achieve sustainability goals

### Fleet



#### LOWER COST OF TRANSPORTATION

- + Meet government mandates and regulations
- + Reduce operating expenses with lower fueling and maintenance costs
- + Achieve sustainability goals
- + Proactively manage expenses
- + Manage power in a grid-friendly way

### Workplace



#### ATTRACT & RETAIN TALENT

- + Increase employee satisfaction
- + Improve productivity
- + Achieve sustainability goals
- + Provide pricing controls to support your business goals

### Multi-Family & Commercial



#### ATTRACT & RETAIN RESIDENTS & TENANTS

- + Increase average rent and property value
- + Provide valued amenity
- + Meet emerging state and city regulations
- + Achieve sustainability goals

### Parking



#### ATTRACT NEW CUSTOMERS

- + Drive revenue
- + Provide differentiating amenity

### Retail & Hospitality



#### INCREASE SALES

- + Attract new and repeat customers
- + Increase shopping time
- + Boost customer satisfaction
- + Achieve sustainability goals
- + Integrate with loyalty programs





## FUTURE ENERGY + CHARGEPOINT



Future Energy chose ChargePoint as the proven leader in the industry, fueling some of the biggest municipalities and corporations.





## EV CHARGING LEVELS SUMMARY



STATION TYPE		AMPERAGE	VOLTAGE	KILOWATTS	TYPICAL CHARGE TIME	CONNECTOR	PRIMARY USE
LEVEL 1 AC Home Stations		12–16 amps	120 V	1.3–1.9 kW	12–40 hours 2–5 miles RPH	J1772 connector	+ Backup charge + Some Home use
LEVEL 2 AC Charging Stations		6–80 amps	208 V or 240 V	Up to 7.2 kW	2–4 hours 10–30 miles RPH	J1772 connector	+ Park and charge + Residential, commercial and public charging
LEVEL 3 DC Fast Charging Stations		70–125 amps	208 V or 480 V	24–150+ kW	15–45 minutes 100–200 miles RPH	SAE Combo, Tesla, ChaDeMo connectors	+ Commercial, public + Charging while traveling long distances



## EV STATION CATEGORIES + USE SPECIFICATIONS



STATION TYPE		SPECS	PORTS / CONNECTORS (PLUGS) BY BRAND		
			ASIA (NISSAN, MITSU, KIA)	USA AND EURO (GM, FORD, BMW, MERCEDES, VW)	TESLA
<b>LEVEL 2</b> AC Charging Stations		VEHICLES PER STATION + 2 Vehicles CHARGE SPEED + Maximum 25 RPH	SAE J1772 		
<b>LEVEL 3</b> DC Fast Charging Stations		VEHICLES PER STATION + 1 Vehicle CHARGE SPEED + 24 kW station 100 RPH + 50 kW station 200 RPH	CHAdeMO ~30 Minutes 	SAE Combo – CCS ~30 Minutes 	Tesla Supercharger ~20 - 40 Minutes 

\*RPH – Estimated miles of range per charge hour.





## BEST-IN-CLASS GLOBAL HARDWARE



### Residential & Commercial – AC



Home  
7 kW



CPF25  
7 kW



CT4000  
7 kW



CPE250  
62.5 kW



Express Plus  
500 kW



\* Modular Approach: Simplifies service and repairs, minimizing down-time





## BEST-IN-CLASS APP FOR EV DRIVERS



### Access to Stations



#### Find Available Stations

Real-time info and universal map



#### See Station Pictures

User photos make finding stations easier



#### Navigation

Seamless integration into iOS and Android maps



#### Get Driver Tips

Arrive equipped with best practice advice from other drivers



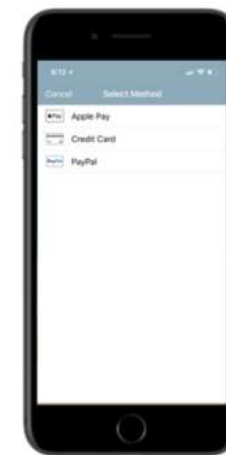
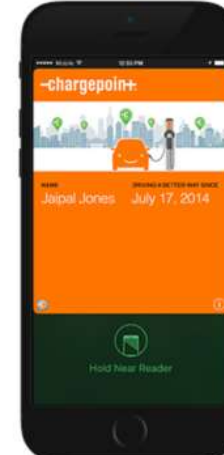
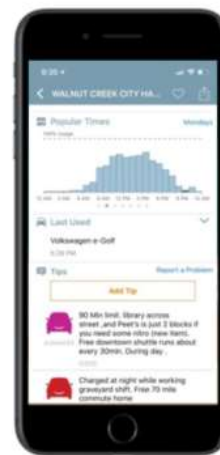
#### Tap to Charge

Access station with phone (no physical card needed)



#### Payment Sources

Compatible with Apple Pay, PayPal and credit cards







## BEST-IN-CLASS OVERVIEW DASHBOARD (NOS)

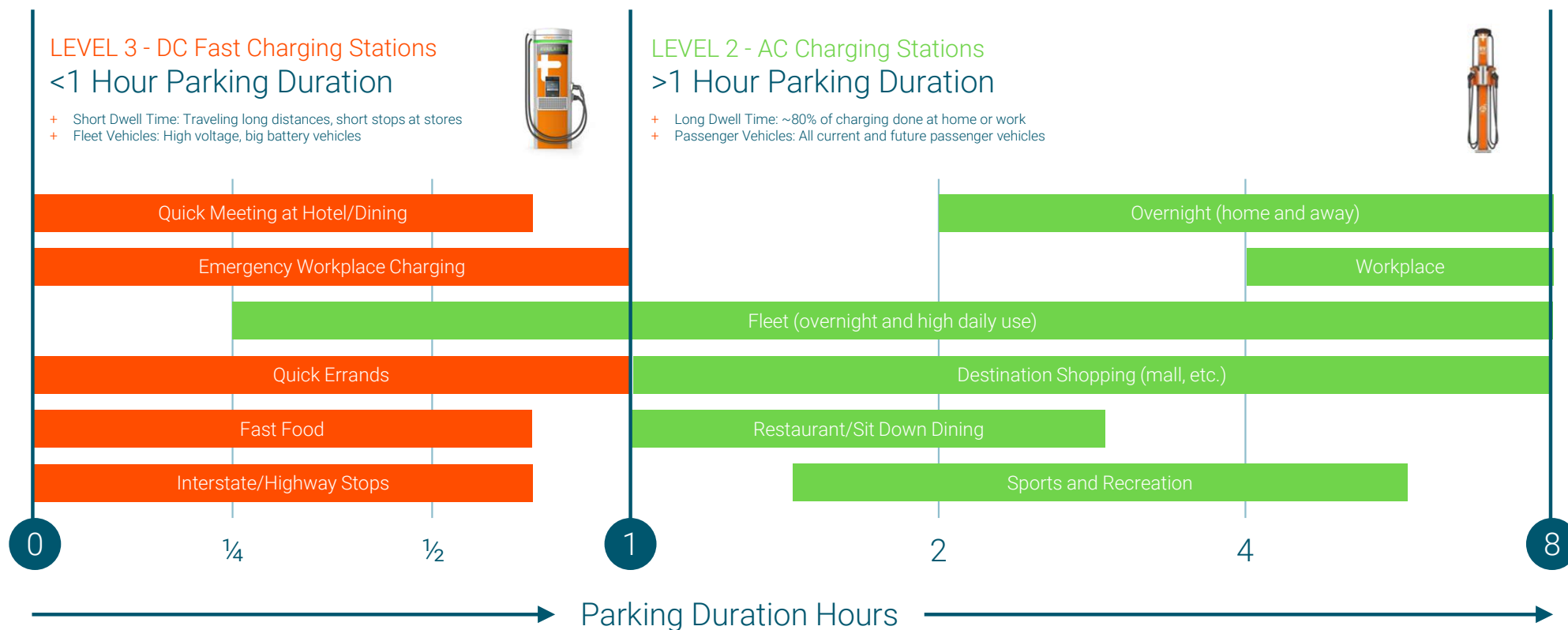


- + Resource Maximization
- + Ecosystem Integration
- + Operational Insights
- + Custom Configurations





## WHICH CHARGER DO I NEED?





## REBATES & INCENTIVES



# REBATES + INCENTIVES MAKE INVESTING MORE AFFORDABLE

We bring together the rebates and incentives to apply every penny available to your EV charging station investment and lead you through the entire process.





## CREATING YOUR EV ENVIRONMENT: SETUP + INSTALLATION





## OWOSSO RETURN ON INVESTMENT CALCULATION



### Overview

ChargePoint evaluated various payback scenarios for Owosso, Michigan. The biggest wild card in estimating payback is charger utilization. We looked at two scenarios to evaluate the sensitivity of the utilization vs. the payback to get an understanding of the risk profile of the investment.

The scenarios start at a projected level of charging session at one 20 minutes per day. Utilization can vary, so a second scenario of two session per day is provided at the end of the analysis. The analysis assumes that the investment is \$35,000.

### Assumptions

- Investment costs are \$35,000
- Consumers Energy utility rate with no demand charges
- The site will have Two (2), 62.5 kW DC fast charger
- The pricing policy set is \$0.35 per minute for charging
- Initial kWh dispensed to vehicles is 20kWh in model
- Utilization growth rates are based on 50% of the Navigant base case for vehicle growth and are capped at ~22%



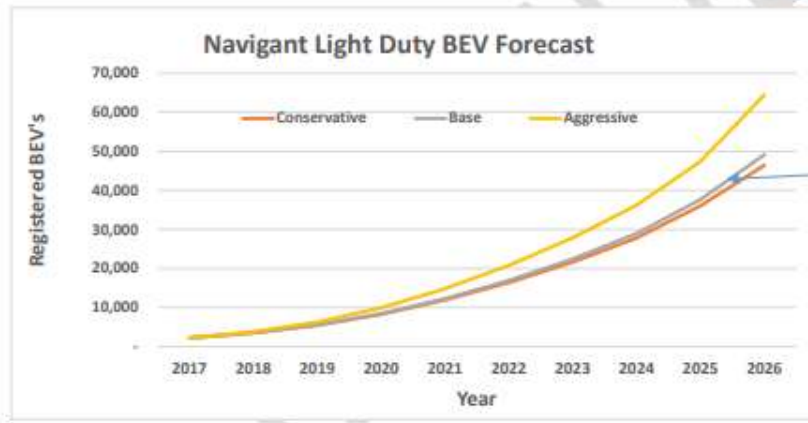




# OWOSSO RETURN ON INVESTMENT CALCULATION

## Model Output Summary

Upfront	2019 Utilization		5 Year Utilization and Yield				7 Year Utilization and Yield				10 Year Utilization and Yield			
Initial Capital	Sessions/Da y/Site	Sessions/Da y/Port	Sessions/Da y/Site	Sessions/Da y/Port	NPV	IRR	Sessions/Da y/Site	Sessions/Da y/Port	NPV	IRR	Sessions/Da y/Site	Sessions/Da y/Port	NPV	IRR
\$ 35,000	1	0.5	8.5	4.3	\$ (14,082)	-12%	19.8	9.9	\$ 41,509	24%	19.8	9.9	\$ 136,689	37%
\$ 35,000	2	1.0	17.1	8.5	\$ 29,823	31%	19.8	9.9	\$ 97,965	50%	19.8	9.9	\$ 193,224	57%
\$ 35,000	3	1.5	19.8	9.9	\$ 60,563	58%	19.8	9.9	\$ 128,724	70%	19.8	9.9	\$ 223,963	74%
\$ 35,000	4	2.0	19.8	9.9	\$ 83,322	81%	19.8	9.9	\$ 151,483	89%	19.8	9.9	\$ 246,722	92%
\$ 35,000	5	2.5	19.8	9.9	\$ 95,529	101%	19.8	9.9	\$ 163,690	108%	19.8	9.9	\$ 258,929	109%
\$ 35,000	6	3.0	19.8	9.9	\$ 107,736	124%	19.8	9.9	\$ 175,898	130%	19.8	9.9	\$ 271,137	131%



Initial utilization is based on what we know about today's DCFC behavior. We initially modeled starting with 1 session per day.

1 Session = 20 min Charge

Utilization growth rate in model follows Navigant BEV Base Scenario growth rate discounted by 70% for first year capped at 50% of growth rate to be conservative.

50% growth rate reduction in model allows for market growth less than what Navigant is predicting and potential competition from other nearby chargers

Utilization per port is capped at around 22% per day as to ensure usage and availability numbers are realistic in later years



## YOUR TURN-KEY EV ENVIRONMENT SUPPLIER



As a certified full-service mobility supplier, Future Energy can support your Business, Municipality, Multifamily Development or Retail Collection with an extensive portfolio of mobility services including:



### Station Setup

Charging Stations – Sales, Installation and Set Up (Level 1,2 and DC Fast)



### Funding Support

Coordination of Federal and Local EV Incentive Programs (DTE Energy, Consumers Energy, MI Energy Office)



### Payment Options

Creative financing & Leasing Program



### Ongoing Support

Authorized ChargePoint Service, Maintenance & Station Upgrades



### EV Environments

Unique "EV Only" Parking signage, parking stripes, parking spot stencil/designations





*Manage What You Measure™*

FutureEnergy.co

O: 586.782.4000 | E: [sales@futureenergy.co](mailto:sales@futureenergy.co)



### Questions:

Statement: On the loan application it states that the owners plan to invest \$9,000 for 3 years of service agreements.

Question: Who is making the investment?

Answer: OMS/DDA. The \$9,000.00 referenced above is already added within the cost proposal provided by Future Energy. After 3-years, OMS/DDA will be maintaining that service agreement to ensure the stations' maintenance, repairs, & upgrades. A combination of sponsorships and budgeted maintenance fund dollars will cover the cost.

Question: What is the 3-year service agreement for and what services does it cover?

Answer: It is for the ChargePoint Express Assure station maintenance and management; the details of what Express Assure covers can be found here:

- <https://chargepoint.ent.box.com/v/Assure-BR-EN-US>

Question: Is there a copy of the service agreement that can be reviewed?

Answer: A standard Express Assure contract will be provided to OMS/DDA for review and signature once we have agreed to proceed with the project.

Statement: In the email received on 11-12-2019 from PowerMIDRIVE they listed 3 providers:

ChargePoint  
Enel X  
Siemens

Question: Were quotes received from Enel X and Siemens?

Answer: No

Rationale for answer: Price was not the primary consideration because fast charger prices are market driven and therefore approximately the same. More importantly, Siemens only recently introduced a level 3 charger and Enel X does not yet build level 3 chargers. ChargePoint is the market leader in size (80% share) and technology leadership. Also, it is the only one that is vertically integrated (mapping app, transaction processing, etc.) so we get their marketing and fee collection as part of the project. Due to these specialized services & limited suppliers - ChargePoint was chosen. In addition, the rebate/grant program did not require other quotes.

Statement: In the February 5, 2020 OMS/DDA meeting minutes it was stated that “*Users will not be charged a fee*” and the location would be in the Public Safety Parking lot.

Statement: A memo dated 7-27-20 to Council said that OMS/DDA will use charging station revenue to reimburse the Revolving Loan Fund and the location will be Fountain Parking Lot.

Question: How will revenue be generated?

Answer: During early discussions (pre-COVID) both the idea of finding sponsors for the remaining installation costs & not charging for the use of the station were considered.

- *Regarding Free Service:* Since those initial discussions, it was discovered that there is a legal issue around the idea of offering “free charging” using electricity paid for by municipalities. Due to this new understanding, charging for use has to happen.
- *Regarding Sponsorships:* After COVID hit our country & local economy, the OMS/DDA Board decided not to initially approach businesses for sponsorships and use the RLF to help pay for the installation costs. Sponsorships are STILL in the plan to help pay for both repaying the proposed loan & helping pay for the yearly service fees.

Question: When was the location changed and why?

Answer:

- In the November 2019 application to Consumers Power, the location was the Fountain Lot. However, between November 2019 & January 2020 (when the grant was awarded) – The property owner of 216 W Main Street applied for & received a Consumers Power Grant to install a private, Level 2 EV station in the Fountain Lot. This station would have been a lesser grade station (NOT a DC Fast Charger). So during the February 2020 Board meeting a new location for the OMS/DDA EV station was discussed and the City Hall lot was chosen.
- Between February & June 2020 – The owner of 216 W Main Street made the decision not to install a charging station in the fountain lot area. (NOTE: I do not know the details, but I believe there was an issue with acquiring a parking spot with the city to place the station on – that is why they returned the grant).
- During the June 2020 Meeting, finding out that the private station would not be in that location, the board decided to go back to the original plan on putting the public station in the Fountain lot.

Statement: A memo dated July 27, 2020 to Council states “that during their June 3, 2020 Board Meeting, the OMS/DDA Board of Directors approved the loan for approval.

Question: Is there a copy of the June 3, 2020 OMS/DDA Board meeting minutes?

Answer: Yes (now on City website)

Statement: The June 3, 2020 OMS/DDA Board meeting minutes are not posted on the City Website

Statement: March 4, 2020 OMS/DDA Board meeting: Director Acton will cautiously investigate the opportunity for Owosso to be part of the initial wave of chargers that recognize its users.

Question: Was this investigated?

Answer: Yes (and Owosso will be part of the wave)

Statement: Jim Woodworth stated in his resignation from the OMS/DDA Board that finding the best location for the Electric Charge Stations was based on business owner feedback.

Question: Can business owner feedback information be shared?

Answer: We cannot speak for what Mr. Woodworth put in his resignation letter, but I can provide the information that we have acquired.

- During the summer of 2019 we had many conversations with tenants & property owners regarding the idea of an EV Charging Station for the downtown.
- Current tenant discussions included the Shiawassee Regional Chamber of Commerce (they were interested in having the station for their Memorial Healthcare tenants).
- A future technology tenant that will be located in the second floor of the 116 W Main Street Building has two employees that drive EVs
- Future development located around the Armory, the Mathews Building, the Middle School, and the City Club building can use the charging station as a tenant recruitment tool.

Statement: The ChargePoint website states that DC Fast Charging primary use is for Heavy Duty Fleet, High Traffic Areas Along Major Highways, Quick Stop Retail.

Statement: A fast charger is part of the Owosso OMS/DDA strategy to encourage visitors to the City of Owosso to observe and browse local businesses while their vehicle is parked and charging

Question: How will OMS/DDA market the DC Fast Charging station to encourage visitors to the City of Owosso to park, charge and browse local businesses?

Answer: In many ways, the marketing is built into the charging station elements. ChargePoint units are over 80% of the market of charging stations within the US. They provide a charging station app that guides EV users directly to the station. Also, because there are no other stations of this capacity anywhere in our county, this will automatically draw EV drivers to our area. Please note: the 440 DC Fast Charger we are proposing to install downtown is COMPLETELY different than any other charging station of a lesser grade (220 & 110 stations). The magnitude & quality of this station will entice drivers to Owosso.

Additionally, the 15-30-minute average charge time that the station will require, will allow us as a district to have a captive audience in that EV driver.

- Having a downtown map with business listings and a QR code/url address leading to the downtown website where a customized “downtown experiences”/tours could be added to the signage;
  - A downtown wayfinding sign could hold the information for visitors to view.

- Future website buildouts will include maps & shopping options that can be viewed from the driver's phone.

Statement: Jim Woodworth stated in his email resignation from the OMS/DDA Board that *"Council had an amazing opportunity to validate and encourage the work of OMS/DDA while helping create significant boost to our local economy by attracting tourists, talent and new businesses to our area"*

Question: How will having an DC Electric Vehicle Fast Charging station bring tourist, talent, and new businesses to our area?

Answer: We cannot speak for what Mr. Woodworth put in his resignation letter, but I can provide the information that we have acquired.

- Per product announcements by all vehicle manufacturers, eventually all vehicles will be electric powered; therefore, level 1, level 2, and level 3 charging will be a requirement for tourists, talent, and new businesses – this has already occurred in Owosso (new pastor asked for a level 2 charging station as a condition of employment)
- First, Owosso will be the ONLY community between Flint & Lansing that will have a charging station of this kind. Again, Please note: the 440 DC Fast Charger we are proposing to install downtown is COMPLETELY different than any other charging station of a lesser grade (220 & 110 stations). The magnitude & quality of this station will entice drivers to Owosso.
- Many of future residents, business tenants, and customers will desire this type of technology where they live, work, & play. Owosso has the opportunity to be the FIRST community our size to offer this type of station in our region.

Statement: On the PowerMIDRIVE Program Terms and Conditions it states there is a commitment to provide digital and/or physical signage to allow for easy identification of Level 2 public charger locations by users.

Question: How will this be accomplished?

Question: What will be the cost and who will be funding the signage?

Answers: The signage is included on the digital display on the charger (note: we have a level 3 charger)

Both digital & physical signage will be installed for identification:

- The station will be highlighted on the downtown website – showing its location downtown. OMS/DDA is undergoing a significant expansion/update of its website and this will be added to the scope of work. OMS/DDA will be paying for it.
- OMS/DDA is already planning the installation of better, more visible parking-lot timeframe signage for each lot downtown. Additional signage for the EV station will be added to this list – OMS/DDA will be paying for all of this signage.
- Also, OMS/DDA has additional Wayfinding signage that could be used for additional identification signage for the EV Station if the Streetscape Sub-Committee Approves. This would cost less than \$200 to install.

Question: What will be the cost and who will be funding the signage?

Answer: the signage is included on the charger display

Statement: Per ChargePoint website time to charge is 15-45 minutes to charge from 0 to 80% depending on Charging Station and Vehicle

Question: How will parking be monitored?

Question: Who will be responsible on monitor parking time?

Answer:

- This is all done digitally through the station. Even the tracking of fees is monitored through the application & station programming.
- We will also work with public safety to ensure the spaces stay clear.
- Add-on sensors can be installed that can monitor the spaces remotely

Question: What is the cost to operate the Electric Charging Station?

Answer: Electricity cost at standard rates

Question: If there is no activity is there still a cost to operate?

Answer: No. It's no different than a streetlight.

Question: If there is a fee charged to use the Electric Charging Station how will that be determined?

Answer: OMS/DDA will determine the fee using national average data which we will have access to.

Question: Who will be doing all the work on site?

Question: Will it be Consumers or private contractor?

Question: How will business in the area be informed before the work starts and, during installation?

Answer: Consumers Energy will support us with the Transformer access in the parking lot and our Certified ChargePoint Contractors will be doing the actual station installation. Our project team will get involved once you are approved and we will provide a construction timeline detailing the start/end dates. Once the timeline is issued, the ED will visit businesses & property owners

Question: Who will be responsible to overseeing installation?

Answer: OMS/DDA Board charging station subcommittee to be named upon project approval and the Future Energy project manager (Jerry DiNello)

Question: If the Electric Charging station does not bring in the Revenue how will the loan of \$34,257.00 be paid?

Answer: The original intent, from the beginning, OMS/DDA has planned for yearly advertising sponsorships to help pay for the loan. In addition, if needed, OMS will include monthly loan payments to be added their annual budget.

Question: Will there be data available on a daily, monthly, yearly basic of usage as well as owner vehicle information?

Answer: Yes, this will all be provided as digital files & dashboard provided by ChargePoint.

Question: Will the Electric Charging station have an overhead covering?

Answer: No

Question: Will there be advertising & sponsorship opportunities at charging location?

Answer: Yes, we answered this in above answers. OMS/DDA will be in charge of all advertising & sponsorship opportunities.

Question: If so, who will be responsible for seeking these opportunities?

Answer: The OMS/DDA Promotion and Organization Committee

# ChargePoint Assure

Industry-leading support, maintenance and warranty deliver peace of mind.

ChargePoint® Assure® is the most comprehensive EV station maintenance and management program. Assure covers everything needed to keep ChargePoint electric vehicle (EV) charging stations up and running. With Assure, ChargePoint takes responsibility for fixing hardware issues by providing parts, labor and orchestration of repairs by expert support specialists. Proactive monitoring, regular reports and unlimited changes to station policies are included with Assure, as well as one business day response to requests and a 98% annual uptime guarantee. You can also get professional guidance when configuring your stations to make the most of EV charging.

ChargePoint EV charging stations are the most advanced and reliable in the world, but site conditions can change, wear and tear occurs, and accidents or equipment failures can happen. High-quality service and support start with high-quality products, site preparation and installation, but these elements alone aren't enough. Assure is so much more than a warranty. It is the most comprehensive EV station maintenance and management program. With Assure, you don't have to spend time figuring out how to fix or maintain your station. It's always ready to charge so you get a good return on your investment.

## What Does Assure Include?

### Stay on Top of Operations with Proactive Monitoring

- + Find out about problems before your drivers do with remote monitoring
- + Get 98% annual station uptime with a non-performance penalty for outages caused by station hardware or software failures
- + Keep your stations up and running with proactive troubleshooting and dispatch services
- + Fix problems with on-site labor that ChargePoint dispatches and manages
- + Call us during business hours (5 AM – 6 PM Pacific) for expert support

### Count On a Fast Fix with One-Business-Day Response Time

- + We respond to all issues within one business day
- + ChargePoint certified technicians will be onsite to repair your station within one business day of receiving any required parts
- + U.S.-based support specialists coordinate all repairs

### Rest Easy with the Industry's Leading Parts and Labor Warranty

- + We offer the EV charging industry's first and most comprehensive warranty for parts and on-site labor
- + We cover labor to repair issues that often aren't covered under warranty, such as vandalism, auto accidents and excessive wear and tear

### Optimize with Expert Advice and Unlimited Changes

- + U.S.-based EV charging experts advise you on best practices for station configuration and management in your region and industry
- + Our team makes unlimited station configuration and policy changes for you, so you can control access to your station, set charging rates and make adjustments based on driver behavior

### Get a Glimpse into Driver Behavior with Robust Reporting

- + See how your stations are being used in an easy-to-read format with monthly summaries
- + Prove success and make improvements with quarterly reports on station utilization, performance, energy usage and environmental impact
- + Compare your station use with organizations like yours

### What Does Assure Require?

Because installation quality affects the long-term reliability and availability of EV charging stations, ChargePoint requires that all stations covered by Assure are validated to ensure they meet installation specifications. Validation is performed on-site and includes inspection of power availability, panel, breaker and wiring; confirmation of cellular and local network coverage (through WiFi) and verification that all ChargePoint installation requirements are met. Choose one of the following ways to validate stations and activate Assure:

1. Authorized ChargePoint operations & maintenance (O&M) partners who perform site preparation and station installation will automatically validate the stations and enable Assure.
2. Authorized ChargePoint reseller partners certified to perform self-validation may validate station installations and enable Assure.
3. When independent or in-house installers are used, validation may be purchased from either of the partners above. After the partner successfully validates site preparation and station installation, Assure is enabled.

### Station Maintenance Options

Maintenance Option	Parts Only Warranty	Assure
Availability	One year included for free on all stations installed by a ChargePoint certified installer*	Available for purchase for up to five years. Stations must be installed and validated by a ChargePoint certified installer.
Parts Covered	Defective parts are exchanged	Included and coordinated by a ChargePoint support specialist
Certified On-Site Labor	Not included: station owner must find a ChargePoint certified installer to perform any repairs	Included and coordinated by a ChargePoint support specialist
Monthly Station Summary Report		Included
Detailed Quarterly Report		Included
Uptime Guarantee		98% with non-performance penalty
Proactive Monitoring		Included
Service Level Agreement		1 business day response time 1 business day from parts arrival for on-labor
Labor Coverage		Included for damage caused by accidents, vandalism and excessive wear and tear
Unlimited Station Configuration		Included

\* Installations not performed by a ChargePoint certified installer are not covered under warranty.



## Ordering Information

Description	Order Code
Assure for CT4000 Family	CT4000-ASSURE $n^1$
Assure for Express Family	EXPRESS-ASSURE $n^1$
Assure for CPF	CPF-ASSURE $n^1$

<sup>1</sup> Substitute  $n$  for desired years of service (1, 2, 3, 4 or 5 years).

## Companion Service

Description	Order Code
Station Activation and Configuration	CPSUPPORT-ACTIVE
Stations Installation and Validation	CT4000-INSTALLVALID
Validation	CPSUPPORT-SITEVALID



ChargePoint, Inc.  
240 East Hacienda Avenue  
Campbell, CA 95008-6617 USA  
+1.408.841.4500 or  
+1.877.370.3802 US and Canada toll-free  
chargepoint.com

### Contact Us

Visit [chargepoint.com](https://chargepoint.com)  
Call +1.408.705.1992  
Email [sales@chargepoint.com](mailto:sales@chargepoint.com)

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Nicholas W. Bruckman  
Owosso, Michigan  
Nicholas.William@iCloud.com | 517-303-6167

## Relevant Work Experience

### **Independent Website Contractor**      Sept. 2014-Present

Remote Location(s)

- Upload and manage monthly articles for various *Natural Awakenings* magazine affiliates
- Configure web pages for optimal user engagement
- Manage advertisement server and campaigns for individual sites
- Manage web calendar for various *Natural Awakenings* magazine affiliates
- Managed and archived *Natural Awakenings* articles on their smartphone application

### **Shop Assistant**      July 2021-March 2022

Owosso Floral and Gifts, Owosso, MI

- Supported daily operations in fast-paced environment
- Delivered products within mid-Michigan region
- Helped create social media and community engagement strategies
- Helped organize and present store inventory on sales floor
- Contributed to employee recruitment campaigns

### **Private Tutor**      Oct. 2019-Sept. 2020

Owosso, MI, USA

- Provided private instruction and aid to a family of students aged 6-14
- Helped maintain academic progress across multiple grade levels
- Identified areas of scholastic improvement
- Followed curriculum outlined by family and self
- Addressed daily needs and care
- Curated online educational resources

### **English Lecturer**      Sept. 2018-Aug. 2019

University François Rabelais, Tours, France

- Prepared and presented course content to English classes to French university students, including activities and exams
- Course content included a variety of different English language, writing and phonetics topics focusing on different aspects and contexts of the language
- Worked with course management system Céline to deliver course content to students
- Managed the educational progress of 250-300 students each semester
- Supervised exams throughout the academic year

### **CeLTA Graduate Assistant**      Jan. 2018-May 2018

Michigan State University, Center for Language Teaching Advancement (CeLTA)

- General support of daily CeLTA activities, including outreach missions on and off MSU campus
- Schedule and administer language proficiency exams to more than 200 students
- Helped facilitate and broadcast language teaching professional development series via Facebook Live, while engaging with an online audience
- Managed scheduling and contact for world language conversation tables
- Created French proficiency exam within *Qualtrics* survey and analytics program

**French Teaching Assistant** Aug. 2016-Dec. 2017

Michigan State University, College of Arts and Letters, Romance and Classical Studies, East Lansing, MI

- Taught French 202 courses using communicative teaching method
- Worked with the Asst. Director of Language Instruction to develop curriculum for courses
- Evaluated students across Quia course supplement and activity center for *Encore* textbook
- Maintained constant contact and meticulous notes concerning student progress
- Prepared course content and assessments for each course, including 'Can-Do' statements
- Managed academic progress of 50 students each semester

**English Assistant** Oct. 2014-May 2016

Académie de Corse, École Saint Jean, École Forcioli Conti, Ajaccio, Corsica, France

- Created English learning curriculum for students between eight and 11 years of age based on national standards
- Prepared learning content and activities for each lesson
- Managed learning progress for more than 150 K-6 students
- Created a community engagement and presentation art project with students from École Saint Jean

**Student Aid** Sept. 2011-Sept. 2014

MSU, College of Osteopathic Medicine Public Relations, East Lansing, MI

- Provided support for public events
- Wrote articles for *Communiqué* magazine and MSUCOM website
- Edited and managed MSUCOM website using content management system
- Digitally edited photos using Adobe Photoshop Suite
- Digitally archived more than 300 web pages
- Organized and managed department's monthly charity campaign
- Arranged and scheduled meetings and interviews

## Education

Master of Arts of French Literature

Michigan State University, East Lansing, MI

Bachelors of Arts with Honors, French, minor of English, focus on Education

Michigan Sate University, East Lansing, MI

January 2013 to May 2013

Université François Rabelais of Tours, France

June 2012 to August 2012

Institut de Touraine, Tours, France

August 2008 to May 2011

Lansing Community College, Lansing, MI

301 Michigan Ave  
721-8897  
Owosso, MI 48867

(989)

TAYLORWLADD@GMAIL.COM

# TAYLOR W LADD

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I am a hard working individual full of passion and energy. I love working with others in a team environment. Open to new possibilities!

## EXPERIENCE

### **AmeriCorps NCCC, Pacific Region — Corps Member**

October 2019 - February 2020

- Forest fire prevention - St. Dorothy's Rest
- Team based problem solving.
- Media Representative

### **Tropical Smoothie Café, Corunna MI — Team Member**

July 2019 - October 2019

- Commercial kitchen
- Cashier

### **Crooked Tree Nursery, Owosso MI — Farmers Market Vendor**

May 2019 - July 2019

- Merchandising home landscaping and gardening product
- Creating relationships with the community

### **Volunteers of America, Corunna MI — Store Associate**

June 2017 - December 2017

- Clothing organization
- Cashier

## EDUCATION

**Owosso High School, Owosso MI — Graduate** May 2018

**Owosso High School is an International Bachelorette school**

# ***Inspiration Sponsor***



**Artwalk**

Please support local artisans  
& makers at the annual  
Downtown Owosso Artwalk.

As the \$1000.00 Inspiration Sponsor your  
company will be the headlining sponsor and  
supply musical entertainment, volunteer  
t-shirts, marketing initiatives and furniture  
for all to enjoy at this free community event held  
September 10, 2022.

**Your logo will appear on all promotional pieces, all  
social media posts as the main event sponsor and 2  
press releases to reach 35,000 readers with a  
personal quote from your company's representative.**

**Interested? Please contact Bri Marrah at  
989.413.3994 or [fcfitfam@gmail.com](mailto:fcfitfam@gmail.com)**

**YOUR LOGO HERE**



# VINTAGE MOTORCYCLE DAYS



## EXPERIENCE AMERICA'S HISTORY

Started in 2010 by a group of vintage motorcycle enthusiasts residing in Shiawassee County whose goal is to create a community driven event that offers historical preservation techniques, mechanical artistry, and nostalgia found in the pre-electronic age.. This successful event is growing thanks to your support!

## IMPACT & AUDIENCE



9,684

Followers



1,000 In Attendance  
& 15% Growth Each  
Year!



Independent - 35,000  
copies in distribution

Argus Press  
20,000 copies in  
distribution





# VINTAGE MOTORCYCLE DAYS



## PLEASE MAKE PAYMENT TO:

Owosso Main Street  
301 W. Main St.  
Owosso, MI 48867

Memo: 2022 OMS  
Vintage Motorcycle Days

## HAVE QUESTIONS?

Contact OMS Director Beth Kuiper  
beth.kuiper@ci.owosso.mi.us  
989.277.1705

downtownowosso.org

**OWOSSO**  
MAIN STREET



## SPONSORSHIP OPPORTUNITIES

### Main Event Sponsor

The Black Shadow  
\$1000.00

Main logo on T-shirt & all promotional pieces, live DJ to announce 4 times during event, recognition in newspapers, OMS Website & Facebook  
1 spot available

### Other Sponsorship Opportunities

Spitfire \$500.00

Secondary logo on T-shirt & all promotional pieces, recognition in newspapers, OMS Website & Facebook  
2 spots available

XLCR \$250.00

Logo on T-shirt & all promotional pieces, recognition in newspapers, OMS Website & Facebook

4 spots available

Venom \$100.00

Name recognition on T-shirt & all promotional pieces, recognition in newspapers, OMS Website & Facebook  
Unlimited Spots

Elsinore \$25.00

Facebook thank you  
Unlimited Spots

Harley Topper \$5

;) )



THANK YOU KINDLY  
PAST SUPPORTERS