

**CITY OF OWOSSO  
REGULAR MEETING OF THE CITY COUNCIL  
MONDAY, FEBRUARY 06, 2023  
7:30 P.M.**

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

**AGENDA**

**OPENING PRAYER:**

**PLEDGE OF ALLEGIANCE:**

**ROLL CALL:**

**APPROVAL OF THE AGENDA:**

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

**ADDRESSING THE CITY COUNCIL**

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

**PROCLAMATIONS / SPECIAL PRESENTATIONS**

1. Curwood Festival Donation. Presentation of a donation from the Curwood Festival to the City for the maintenance of Curwood Castle on the occasion of its 100<sup>th</sup> anniversary.

**PUBLIC HEARINGS**

1. Proposed Special Assessment District No. 2023-102 – Hazards and Nuisances. Conduct a public hearing to receive citizen comment regarding proposed Special Assessment District No. 2023-102, Hazards and Nuisances, as it relates to unpaid costs incurred in the altering, repairing, tearing down, abating or removing of hazards and nuisances at 917 S. Park Street and 1122 S. Cedar Street.
2. Special Assessment District No. 2023-01 – North Street. Conduct a public hearing to receive citizen comment regarding the authorization of Resolution No. 5 for Special Assessment District No. 2023-01 for North Street from Shiawassee Street to Hickory Street for street rehabilitation.
3. Special Assessment District No. 2023-03 – Lee Street. Conduct a public hearing to receive citizen comment regarding the authorization of Resolution No. 5 for Special Assessment District No. 2023-03 for Lee Street from Clark Street to Ada Street for street resurfacing.

**CITIZEN COMMENTS AND QUESTIONS**

**CONSENT AGENDA**

1. ARP-SRF Grant Agreement Approval. Approve the American Rescue Plan – State Revolving Fund Grant Agreement and designate the City’s authorized representative for the grant.
2. Boards and Commissions Appointment(s). Approve the following Mayoral Boards and Commissions appointment(s):

Name	Board/Commission	Term Expires
Erin Powell	Downtown Historic District Commission filling unexpired term of Scott Newman	06-30-2023
Bill Moull	Historical Commission	12-31-2025

3. Change Order – Private Credit Assessment Services. Approve Change Order No. 1 to Purchase Order No. 43789 with S&P Global Ratings for the provision of two private credit assessments associated with the Drinking Water State Revolving Loan Fund Program and the Clean Water State Revolving Fund Program applications, increasing the amount \$562.50 to reflect their 2023 rate schedule, and further approve payment, including Change Order No. 1, to the firm upon satisfactory completion of the contracted tasks.  
**Master Plan Implementation Goals: 3.4, 3.7, 3.8, 6.6**
4. Balancing Change Order – Removal of Lime Residual at Water Treatment Plant. Approve Balancing Change Order No. 1 to the Removal of Lime Residual at Water Treatment Plant contract with Rocky Ridge Development, LLC reducing the total contract amount by \$114,776.20 to reflect changes to the scope of the project and close out the contract.  
**Master Plan Implementation Goals: 3.4**
5. Tentative Bid Award – 2023 Water Main Replacement Project. Approve tentative bid award to The Glaesar Dawes Corporation for the 2023 Water Main Replacement Project, 2023 DWSRF project, in the amount of \$883,951.35, contingent upon receipt of DWSRF bond proceeds, and further approve payment up to the contract amount upon satisfactory completion of the work or portion thereof.  
**Master Plan Implementation Goals: 3.4, 3.7, 3.8, 6.6**
6. Tentative Bid Award – 2023 North Street Project. Approve tentative bid award to Champagne and Marx Excavating, Inc. for the 2023 North Street Project, a portion of which is a 2023 DWSRF project, in the amount of \$2,146,688.63, contingent upon receipt of DWSRF bond proceeds, and further approve payment up to the contract amount upon satisfactory completion of the work or portion thereof.  
**Master Plan Implementation Goals: 3.4, 3.7, 3.8, 3.10, 6.6**
7. Tentative Bid Award – Water Treatment Plant SCADA Upgrade Project. Approve tentative bid award to County Line Power, LLC for the Water Treatment Plant (WTP) SCADA Upgrade Project, a 2023 DWSRF project, in the amount of \$1,292,790.00, contingent upon receipt of DWSRF bond proceeds, and further approve payment to the contractor upon satisfactory completion of the project or portion thereof.  
**Master Plan Implementation Goals: 3.4**
8. Tentative Bid Award – Palmer 3A & Juniper 1 Well Houses Project. Approve the low bid of Sorenson Gross Company for the Palmer 3A and Juniper 1 Well Houses Project in the amount of \$2,363,238.00, approve payment up to the contract amount upon completion of the work or portion thereof, and further approve the required DWSRF bid award resolution contingent upon successful financial arrangements with the DWSRF.  
**Master Plan Implementation Goals: 1.5, 3.4**
9. Professional Services Agreement – 2024 Stewart Street Reconstruction Project - Engineering Services. Approve Professional Engineering Services agreement with ENG Engineering & Surveying for engineering and construction administration services related to the 2024 Stewart Street Reconstruction Project in an amount not to exceed \$137,657.50 and authorize payment up to the contract amount as terms of the contract are fulfilled.

10. Warrant No. 626. Authorize Warrant No. 626 as follows:

<b>Vendor</b>	<b>Description</b>	<b>Fund</b>	<b>Amount</b>
Owosso Charter Township	Quarterly Bill Period October – December 2022	Water	\$17,824.17
Caledonia Charter Township	Quarterly Bill Period October – December 2022	Water	\$47,673.99
Aviator Jayne	MEDC Match on Main Grant Reimbursement #354044	DDA	\$25,000.00

11. Check Register – January 2023. Affirm check disbursements totaling \$3,879,639.57 through January 31, 2023.

**ITEMS OF BUSINESS**

1. OMS/DDA Bylaws Update. Consider approval of the proposed amendment to the Downtown Development Authority/Owosso Main Street bylaws.

**COMMUNICATIONS**

1. Tanya S. Buckelew, Planning & Building Director. Annual Liquor License Inspections.
2. Tanya S. Buckelew, Planning & Building Director. 2022 Planning Commission Annual Report.
3. Brad A. Barrett, Finance Director. Financial Report – December 2022.
4. Downtown Development Authority/Main Street. Minutes of January 11, 2023.
5. Owosso Historical Commission. Minutes of January 12, 2023.
6. Owosso Historic District Commission. Minutes of January 18, 2023.
7. Planning Commission. Minutes of January 23, 2023.
8. Parks & Recreation Commission. Minutes of January 25, 2023.

**CITIZEN COMMENTS AND QUESTIONS**

**NEXT MEETING**

Tuesday, February 21, 2023

**BOARDS AND COMMISSIONS OPENINGS**

- Building Board of Appeals – Alternate - term expires June 30, 2024
- Building Board of Appeals – Alternate - term expires June 30, 2025
- Downtown Historic District Commission – term expires June 30, 2023
- Downtown Historic District Commission - term expires June 30, 2024
- Owosso Historical Commission – 1 term expires December 31, 2025
- Zoning Board of Appeals – Alternate – term expires June 30, 2024
- Zoning Board of Appeals – Alternate – term expires June 30, 2025

**ADJOURNMENT**

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

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

The Owosso City Council will conduct an in-person meeting on February 6, 2023. Citizens may view and listen to the meeting using the following link and phone numbers.

**OWOSSO CITY COUNCIL  
Monday, February 6, 2023  
at 7:30 p.m.**

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

- **Join Zoom Meeting:**  
<https://us02web.zoom.us/j/81238460297?pwd=OGVOT3FOMU1SMTFRVzVtd1psUzN3Zz09>
- **Meeting ID: 812 3846 0297**
- **Password: 250966**
- **One tap mobile**

+13052241968,,81238460297#,,,,\*250966# US  
+13092053325,,81238460297#,,,,\*250966# US

**Dial by your location**

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

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

Any person who wishes to contact members of the City Council to provide input or ask questions on any business coming before the Council on February 6, 2023 may do so by calling or e-mailing the City Clerk's Office prior to the meeting at (989)725-0500 or [city.clerk@ci.owosso.mi.us](mailto:city.clerk@ci.owosso.mi.us). Contact information for individual Council members can be found on the City website at: <http://www.ci.owosso.mi.us/Government/City-Council>

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

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

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

**OPENING PRAYER:** PASTOR BILL MOULL  
OWOSSO FREE METHODIST CHURCH

**PLEDGE OF ALLEGIANCE:** COUNCILMEMBER JANA L. FEAR

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

**ABSENT:** None.

**APPROVE AGENDA**

Motion by Councilmember Pidek to approve the agenda with the following additions:

**CONSENT AGENDA**

8. Boards and Commissions Appointments. Approve the following Mayoral boards and commissions appointments:

<b>Name</b>	<b>Board/Commission</b>	<b>Term Expires</b>
Robert Hooper	Owosso Historical Commission	12-31-2025
Toni Marr	<b>OMS/DDA Board - filling unexpired term of D. Acton</b>	<b>06-30-2025</b>

**ITEMS OF BUSINESS - ADDITION**

2. American Legion Post 57 Exterior Work Project - Letter of Support. Consider authorizing a letter of support pledging the advance of \$32,824.00 to American Legion Post 57 for exterior rehabilitation work to their hall, contingent upon the receipt of a SHPO grant reimbursing the City.

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

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

Motion by Councilmember Fear to approve the Minutes of the Regular Meeting of January 3, 2023 as presented.

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

**PROCLAMATIONS / SPECIAL PRESENTATIONS**

**2021-22 Audit Presentation**

Matthew Holland, CPA, with Gabridge & Company, PLC presented the audit for the year ending June 30, 2022. The City received an unmodified opinion, the highest opinion an auditor can bestow on a municipality. No single audit was required this year. No internal control deficiencies were found, no funds had deficit balances, and there were no budget deficiencies requiring a corrective action plan.

Mayor Teich asked for clarification on pension funding. City Manager Nathan R. Henne indicated that the pension system was 97% funded as of December 31, 2021, but Council needed to keep in mind that was before smoothing and before the market losses since the beginning of 2022.

Councilmember Pidek inquired whether governmental units have something akin to a debt ratio in the business world. CPA Holland said there is no hard, fast rule but a good rule of thumb would be to keep debt to less than 10% of the assessed value of all real and personal property in the City. Keeping in mind that revenue bonds do not count toward the 10% figure.

Councilmember Pidek asked Mr. Holland for a list of the most important financial figures City Council should be keeping track of. Mr. Holland indicated that Council should monitor fund balances to make sure they are appropriate, continue to forecast future plans (CIP plans) so you have an idea of future costs, and make sure there is enough cash flow in the business funds so that there is enough operating capital for the utilities.

City Manager Henne noted that the City currently has a healthy level of unassigned monies in the general fund (27%) to assist in operations if necessary.

## **PUBLIC HEARINGS**

### **Special Assessment District No. 2023-04**

### **Center Street, from King Street to North Street**

#### **Master Plan Implementation Goals: 3.10**

City Manager Henne briefly detailed the current condition of the street, the work proposed, and how the assessments were calculated.

A public hearing was conducted to receive citizen comment regarding the authorization of Resolution No. 5 for Special Assessment District No. 2023-04 for Center Street from King Street to North Street for street resurfacing.

The following people commented regarding the proposed special assessment roll:

Paula Ray, 820 Center Street, said her main concern is that the street has been torn up for months to install new water main, and now it will be torn up again for paving. Her lawn was damaged by heavy equipment used to install the water main and she has had to move her motor home to a paid storage area because she can't get it out of the driveway due to the construction. She is upset about the inconvenience and the cost and she feels she had no say in the process.

Valeria Sawicki, 814 Center Street, said she has lived in her home for seven years and never realized that streets weren't included in her taxes. She said she feels the community is way too expensive and the taxes and fees she pays create a definite hardship. (Ms. Sawicki also submitted a letter to this effect received January 13, 2023.)

Lora McNew, 765 Center Street, said she has lived on a crappy road for 28 years and she is incredulous that she now has to pay to have it fixed. She asked if she would still be responsible for the special assessment if she sells the house before November. City Manager Henne indicated the assessment would stay with the property.

Whereas, the Council, after due and legal notice, has met and having heard all interested parties, motion by Councilmember Pidek that the following resolution be adopted:

**RESOLUTION NO. 05-2023**

**DISTRICT NO. 2023-04  
CENTER STREET  
FROM KING STREET TO NORTH STREET  
SPECIAL ASSESSMENT RESOLUTION NO. 5**

WHEREAS, the City Council has met, after due and legal notice, and reviewed the special assessment roll prepared for the purpose of defraying the special assessment district's share of the following described public improvement:

**Center Street from King Street to North Street  
Street Resurfacing**

and;

WHEREAS, all interested parties were heard and after carefully reviewing said special assessment roll the Council deems said special assessment roll to be fair, just and equitable and that each of the assessments contained thereon results in the special assessment being in accordance with the benefits to be derived by the parcel of land assessed.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Said special assessment roll as prepared by the City Assessor in the amount of \$135,453.82 is hereby confirmed and shall be known as Special Assessment Roll No. 2023-04.
2. Said special assessment roll shall be divided into ten (10) installments, the first of which shall be due and payable on September 1, 2023, and the subsequent installments shall be due on September 1st of each and every year thereafter. Payment of the amount of the special assessment may be made in full without interest or penalty by November 1, 2023.
3. The installments of the special assessment rolls shall bear interest at the rate of 6% per annum; provided, however, if the bonds are issued in anticipation of said special assessments, then such unpaid special assessment shall bear interest at a rate of interest equal to 1% above the average rate of interest borne by said bonds. Such interest shall commence on September 1, 2023 and shall be paid annually on each installment due date.
4. Said special assessment roll shall be placed on file in the office of the City Clerk who shall attach her warrant to a certified copy thereof within ten (10) days commanding the Assessor to spread the various sums shown thereon as directed by the City Council.

Motion supported by Councilmember Law.

Roll Call Vote.

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

NAYS: None.

**CITIZEN COMMENTS AND QUESTIONS**

Mayor Teich asked that people keep things civil and direct all comments and questions to him.

Rob VanGorder, owner of Grease Rag Customs, responded to some of the negative comments made during the public hearing, saying that Corunna Avenue was redone quite nicely, and it was worth the inconvenience.

Tom Manke, 2910 W. M-21, asked why the parks rules were being changed so that night fishing at Hopkins Lake would no longer be permitted. He also said he was very upset that the proposed changes would also prohibit concealed weapons license holders from carrying a gun in a park. Lastly, he asked if the sidewalk between Jerome Street and the river was considered to be park land or simply a sidewalk.

Judy Ford, 649 Adams Street, said she feels that holding a prayer at the beginning of a city meeting is a violation of the Constitution. Citizens can demonstrate their allegiance to the Country by showing up to government meetings and paying their taxes. She asked that religion and government not be mixed. Lastly, she noted that putting limits on when and where guns can be carried makes her feel safer.

Paula Ray, 820 Center Street, asked if all cities use special assessments to pay for street improvements, drainage, and the like. She also said that she supports Ms. Ford's comments asking for the separation of religion and government.

Kimberly Singer, president of the Shiawassee Owosso Morning Kiwanis group, presented the City with a brand-new Bible. She said that someone had recently borrowed her Bible for a swearing-in ceremony and the group saw fit to give the City a Bible for everyone to use in the future.

Bonnie Wood, 1705 Leland Road, Ovid, said that prayer is an individual choice and she encouraged the Council to think about holding a moment of silence instead of a prayer. She went on to commend each Councilmember for their service, telling them to stay steadfast in their commitments and don't be ashamed about who you are.

Eddie Urban, 601 Glenwood Avenue, thanked City Engineer Clayton Wehner for his help in ensuring the sidewalk in front of his house has been properly fixed and will no longer trap standing water.

City Manager Henne addressed Mr. Manke's comments concerning firearms in City parks, noting that the language in the proposed Parks Rules regarding firearms is not changing. Firearms are allowed in the parks by Federal law.

Mr. Henne went on to address Ms. Ray's question regarding special assessments. He said each municipality is different in how they pay for street work, some may sell bonds, some may request a special millage, some may specially assess, and others may have the cash to perform the necessary work. It depends on the quantity of streets a city has as well as its tax-base. The City of Owosso has a long history of using special assessments to assist in street maintenance, going back to at least 1911. The City has approximately 76 miles of streets it must maintain and it is essential to stretch every dollar to obtain the maximum amount of work. For example, special assessments allowed the City to maximize the recent \$10 million street bond to receive \$18 million of work.

Mayor Teich asked what would happen if the City did not specially assess residents for street maintenance. City Manager Henne indicated the City wouldn't do nearly as much maintenance or a street millage spreading the cost to all City residents would need to be passed.

Mayor Teich noted that he felt the pain of people that purchased their homes and didn't realize they could be specially assessed for the repaving of their street, saying it had happened to him when he purchased his first house in Owosso many years ago. He explained that special assessments allow them to stretch the City's dollars and maximize what can get done.



Councilmember Law pointed out there is no constitutional requirement to separate church and state, saying no such language exists in the U.S. Constitution. He said he was taught to respect the customs and culture of the people you are with, and no one asking anyone to subscribe to a particular religion.

Mayor Teich addressed the Bible donation, thanking the Morning Kiwanis group. He went on to note that he has been a Kiwanis member for 46 years, that it is a global service group whose focus is about giving back to the community and it is not religiously affiliated in any way. He indicated the Bible will be located in the Mayor's Office and will be available for anyone that would like to use it. He went on to note that the official swearing in of Councilmembers is not a religious ceremony, but those that wish may use the Bible for a ceremonial swearing in after the organizational meeting has concluded.

**CONSENT AGENDA**

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

**Special Assessment District No. 2023-01 – North Street.** Authorize Resolution No. 4 setting a public hearing for Monday, February 6, 2023 to receive citizen comment regarding the proposed special assessment roll for Special Assessment District No. 2023-01 for North Street from Shiawassee Street (M-52) to Hickory Street for street rehabilitation as follows:

**RESOLUTION NO. 06-2023**

**SPECIAL ASSESSMENT RESOLUTION NO. 4  
SETTING A PUBLIC HEARING  
TO RECEIVE COMMENT REGARDING  
SPECIAL ASSESSMENT DISTRICT NO. 2023-01  
NORTH STREET, A PUBLIC STREET, FROM SHIAWASSEE STREET (M-52) TO HICKORY STREET**

WHEREAS, the Assessor has prepared a special assessment roll for the purpose of specially assessing that portion of the cost of the public improvements more particularly hereinafter described to the properties specially benefited by said public improvement, and the same has been presented to the Council by the City Clerk.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Said special assessment roll is hereby accepted and shall be filed in the office of the City Clerk for public examination.
2. The Council shall meet at the Owosso City Hall, Owosso, Michigan at 7:30 p.m., on Monday, February 6, 2023 for the purpose of hearing all persons interested in said special assessment roll and reviewing the same.
3. The City Clerk is directed to publish the notice of said hearings once in the *Argus Press*, the official newspaper of the City of Owosso, not less than ten (10) days prior to said hearing and shall further cause notice of said hearing to be sent by first class mail to each owner of the property subject to assessment, as indicated by the records in the City Assessor's office as shown on the general tax rolls of the City, at least ten (10) days before the time of said hearing, said notice to be mailed to the addresses shown on said general tax rolls of the City.
4. The notice of said hearing to be published and mailed shall be in substantially the following form:

**NOTICE OF HEARING  
TO REVIEW SPECIAL ASSESSMENT ROLL  
CITY OF OWOSSO, COUNTY OF SHIAWASSEE, MICHIGAN**

TO THE OWNERS OF THE FOLLOWING DESCRIBED PROPERTY:

**North Street, a Public Street, from Shiawassee Street (M-52) to Hickory Street**

TAKE NOTICE that a Special Assessment roll has been prepared for the purpose of defraying the Special Assessment district's share of the cost of the following described improvements:

**Street Rehabilitation**

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

TAKE FURTHER NOTICE that appearance and protest at this hearing is required in order to appeal the amount of the special assessment to the State Tax Tribunal if an appeal should be desired. A property owner or party in interest, his or her agent, may appear in person at the hearing to protest the special assessment or may file his or her appearance by letter and his or her personal appearance shall not be required. The property owner or any person having an interest in the property subject to the proposed special assessments may file a written appeal of the special assessment with the State Tax Tribunal within thirty days after confirmation of the special assessment roll if that special assessment was protested at this hearing.

TAKE FURTHER NOTICE that the City Council will meet at the Owosso City Hall, Owosso, Michigan at 7:30 p.m. on Monday, February 6, 2023 for the purpose of reviewing said special assessment roll and for the purpose of considering all objections to said roll submitted in writing.

Master Plan Implementation Goals: 3.10

**Special Assessment District No. 2023-03 – Lee Street.** Authorize Resolution No. 4 setting a public hearing for Monday, February 6, 2023 to receive citizen comment regarding the proposed special assessment roll for Special Assessment District No. 2023-03 for Lee Street from Clark Street to Ada Street for street resurfacing as follows:

**RESOLUTION NO. 07-2023**

**SPECIAL ASSESSMENT RESOLUTION NO. 4  
SETTING A PUBLIC HEARING  
TO RECEIVE COMMENT REGARDING  
SPECIAL ASSESSMENT DISTRICT NO. 2023-03  
LEE STREET, A PUBLIC STREET, FROM CLARK AVENUE TO ADA STREET**

WHEREAS, the Assessor has prepared a special assessment roll for the purpose of specially assessing that portion of the cost of the public improvements more particularly hereinafter described to the properties specially benefited by said public improvement, and the same has been presented to the Council by the City Clerk.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Said special assessment roll is hereby accepted and shall be filed in the office of the City Clerk for public examination.
2. The Council shall meet at the Owosso City Hall, Owosso, Michigan at 7:30 p.m., on Monday, February 6, 2023 for the purpose of hearing all persons interested in said special assessment roll and reviewing the same.

3. The City Clerk is directed to publish the notice of said hearings once in the *Argus Press*, the official newspaper of the City of Owosso, not less than ten (10) days prior to said hearing and shall further cause notice of said hearing to be sent by first class mail to each owner of the property subject to assessment, as indicated by the records in the City Assessor's office as shown on the general tax rolls of the City, at least ten (10) days before the time of said hearing, said notice to be mailed to the addresses shown on said general tax rolls of the City.
4. The notice of said hearing to be published and mailed shall be in substantially the following form:

**NOTICE OF HEARING  
TO REVIEW SPECIAL ASSESSMENT ROLL  
CITY OF OWOSSO, COUNTY OF SHIAWASSEE, MICHIGAN**

TO THE OWNERS OF THE FOLLOWING DESCRIBED PROPERTY:

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

TAKE NOTICE that a Special Assessment roll has been prepared for the purpose of defraying the Special Assessment district's share of the cost of the following described improvements:

**Street Resurfacing**

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

TAKE FURTHER NOTICE that appearance and protest at this hearing is required in order to appeal the amount of the special assessment to the State Tax Tribunal if an appeal should be desired. A property owner or party in interest, his or her agent, may appear in person at the hearing to protest the special assessment or may file his or her appearance by letter and his or her personal appearance shall not be required. The property owner or any person having an interest in the property subject to the proposed special assessments may file a written appeal of the special assessment with the State Tax Tribunal within thirty days after confirmation of the special assessment roll if that special assessment was protested at this hearing.

TAKE FURTHER NOTICE that the City Council will meet at the Owosso City Hall, Owosso, Michigan at 7:30 p.m. on Monday, February 6, 2023 for the purpose of reviewing said special assessment roll and for the purpose of considering all objections to said roll submitted in writing.

**Master Plan Implementation Goals: 3.10**

**Bid Award – 2023 Storm Sewer Lining Project.** Approve bid award to Insituform Technologies USA, LLC for the 2023 Storm Sewer Lining Project in the amount of \$63,519.10, plus a contingency of \$20,000 for additional lining services required during the calendar year, and further approve payment to the contractor up to the contract amount, plus the contingency, upon satisfactory completion of the work or portion thereof as follows:

**RESOLUTION NO. 08-2023**

**AUTHORIZING THE AWARD OF THE 2023 STORM SEWER LINING PROJECT  
TO INSITUFORM TECHNOLOGIES USA, LLC OF CHESTERFIELD, MISSOURI**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has determined that segments of the storm sewer system on various streets in the City have deteriorated or become damaged and that rehabilitation is advisable, necessary and in the public interest; and

WHEREAS, the City of Owosso sought bids for the lining of these segments of storm sewer as part of the 2023 Storm Sewer Lining Project, and the low responsive and responsible bid was received from Insituform Technologies USA, LLC in the amount of \$63,519.10; and

WHEREAS, Insituform Technologies USA, LLC is hereby determined to be qualified to provide such services.

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

FIRST: The City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to employ Insituform Technologies USA, LLC to line segments of deteriorated or damaged storm sewer as part of the 2023 Storm Sewer Lining Project.

SECOND: The Mayor and City Clerk are instructed and authorized to sign the necessary documents to execute a services contract with Insituform Technologies USA, LLC in the amount of \$63,519.10, plus a contingency amount of \$20,000.00, for additional lining services required during the calendar year, for a total of \$83,519.10.

THIRD: The accounts payable department is authorized to pay Insituform Technologies USA, LLC for work satisfactorily completed on the project up to the initial contact amount of \$63,519.10, plus a contingency in the amount of \$20,000.00 to be utilized only upon written authorization, for a total of \$83,519.10.

FOURTH: The above expenses shall be paid from the FY2022-2023 Major and Local Street Maintenance Funds accounts 202-463-818.000 and 203-463-818.000.

**Master Plan Implementation Goals: 3.4**

**Bid Award – 2023 Street Program – Contract No. 1.** Approve bid award to The Glaeser-Dawes Corporation for the 2023 Street Program – Contract No. 1 in the amount of \$463,416.02, authorize a contingency amount of \$40,000.00 to be utilized upon written authorization, and further approve payment to the contractor up to the contract amount, plus the contingency, upon satisfactory completion of the work or portion thereof as follows:

**RESOLUTION NO. 09-2023**

**AUTHORIZING THE EXECUTION OF A CONTRACT WITH  
THE GLAESER-DAWES CORPORATION FOR  
THE 2023 STREET PROGRAM – CONTRACT 1**

WHEREAS, the city of Owosso, Shiawassee County, Michigan, has determined that it is in the best interest of the public to perform street improvements along Center Street as set forth in the contract documents; and

WHEREAS, the city has sufficient funds to perform said improvements from its Local Street funds to facilitate undertaking of the project; and

WHEREAS, the city of Owosso sought bids for the 2023 Street Program – Contract 1, and a bid was received from The Glaeser-Dawes Corporation, and it is hereby determined that The Glaeser-Dawes Corporation is qualified to provide such services and that it has submitted the lowest responsible and responsive bid.

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

Michigan that:

- FIRST: The City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to employ The Glaeser-Dawes Corporation for the 2023 Street Program – Contract 1.
- SECOND: The mayor and city clerk are instructed and authorized to sign the document substantially in the form attached as Exhibit A, Contract for Services between the city of Owosso, Michigan and The Glaeser-Dawes Corporation in the amount of \$463,416.02.
- THIRD: The accounts payable department is authorized to pay The Glaeser-Dawes Corporation for work satisfactorily completed on the project up to the Contract amount of \$463,416.02, plus a contingency amount of \$40,000.00 for field adjustments to be utilized upon written authorization, for a total of \$503,416.02.
- FOURTH: The above expenses shall be paid from Local Street Account No. 203-451-818.000-CENTERST21.

Master Plan Implementation Goals: 3.10

**Professional Services Agreement – Fire/EMS Billing.** Authorize a professional services agreement with AccuMed Billing, Inc. for Fire and EMS billing services in the amount of 6.3% of monies collected as follows:

**RESOLUTION NO. 10-2023**

**AUTHORIZING THE EXECUTION OF PROFESSIONAL SERVICES AGREEMENT  
FOR BILLING AND CLAIMS MANAGEMENT SERVICES WITH  
ACCUMED BILLING, INC.**

WHEREAS, the city of Owosso, Shiawassee County, Michigan, has determined that providing ambulance and fire services to the residents of Owosso is advisable, necessary and in the public interest; and

WHEREAS, it is necessary to obtain professional billing and claims management services for the collection of service charges from individuals, insurance companies, Medicare and public aid related to the provision of said ambulance and fire services; and

WHEREAS, the billing and collection of charges for services is difficult because of complex procedures and regulations, which require the skills of a billing and claims management service firm.

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

- FIRST: The city of Owosso has heretofore determined that it is advisable, necessary and in the public interest to employ the firm AccuMed Billing, Inc. to provide professional billing and claims management services for ambulance and fire services.
- SECOND: The mayor and city clerk are hereby instructed and authorized to sign the document attached as Exhibit A, Billing Service Agreement for professional billing and claims management services with AccuMed Billing, Inc. with a service fee of 6.3% of monies collected.

**2023 Park Rules and Regulations.** Approve proposed revisions to the Park Rules and Regulations for 2023 as follows:

**RESOLUTION NO. 11-2023**

**APPROVING  
THE 2023 CITY OF OWOSSO PARKS RULES AND REGULATIONS**

WHEREAS, the City of Owosso maintains parks and recreation facilities within the City and within Owosso Township; and

WHEREAS, City of Owosso ordinances apply throughout all parks located in the City, and city park rules, as adopted per ordinance Section 21-1, apply to all City parks in all jurisdictions; and

WHEREAS, the Owosso Parks and Recreation Commission has reviewed the current edition of park rules and recommended changes to accommodate the public's needs and uses.

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

- FIRST: The City of Owosso has theretofore determined that it is advisable, necessary and in the public interest to approve the 2023 edition of the Owosso Parks Rules and Regulations.
- SECOND: The city council hereby directs staff to print and publish these rules in accordance with local ordinance.

**CITY OF OWOSSO  
PARK RULES AND REGULATIONS  
2023**

**AUTHORITY.** These rules are promulgated pursuant to the provisions of Section 21-1 of the Code of Ordinances of the City of Owosso, Michigan.

**APPLICABILITY.** These rules apply to City of Owosso parks, play fields, and other public grounds, hereafter called parks.

**CLOSING HOURS.** Parks shall be closed to public use between dusk and dawn, except as follows: 1) Bentley Park, Collamer Park, Grove Holman Park (for sledding only), Bennett Field and Rudy DeMuth Fields shall be closed from 11:00 p.m. to dawn.

**SWIMMING PROHIBITED.** Swimming is prohibited except in designated areas.

**FIRES.** Fires are restricted to barbecue grills and then only for preparing food.

**PROPER DISPOSAL OF REFUSE.** Refuse generated during park activities shall be properly disposed of in containers provided for that purpose. Disposal of household refuse in park refuse containers is prohibited.

**VEHICLE REGULATIONS.** 1) Motorcycles, mopeds, snowmobiles, all-terrain vehicles, and the like are prohibited from all park areas except for roadways designated for public travel in accordance with state and local laws, 2) The speed limit in all parks shall be ten miles per hour, 3) Parking shall be restricted to areas designated for that purpose, 4) and no person shall operate any vessel propelled by any machinery other than an electric trolling motor.

**PAVILION RESERVATION.** Picnic pavilions shall be available on a first-come, first-served basis on the day of use except as follows: Advanced reservations will be taken for each calendar year for the pavilion Bentley Park and Harmon Patridge (Green Meadows) Park. Reservations will be taken beginning the first business day of the New Year.

**ALCOHOL USE.** Alcoholic beverages shall be prohibited in all parks.

**SMOKING.** Smoking is strongly discouraged in the city parks. Smoking is prohibited in areas of concentrated use, such as bleacher seats, dugouts, play equipment, and pavilions, if posted.

**DOGS.** Except as described in the Dog Park section below, dogs shall be leashed and kept under reasonable control at all times.

**FIREARMS AND WEAPONS.** It shall be unlawful for any person to carry on his or her person or in the passenger compartment of any motor vehicle any dangerous weapon, including but not limited to, segments of chain, hunting knives, jackknives having one (1) or more blades which exceed three (3) inches in length, club, metal pipe, or any other dangerous weapon, unless carried in the normal course of a business or profession, excluding firearms. It shall be unlawful for any person to discharge any firearm, air rifle, air pistol, bow and arrow, sling shot or wrist rocket within the city unless part of an exposition, tournament or range under adult supervision after issuance of a permit by the police department.

**USE BY ORGANIZATIONS.** Shiawassee County-based organizations shall be permitted the exclusive control of designated areas of city parks, including control during hours the parks are closed to the public, subject to the following conditions:

- 1) Approved by the city manager or his/her designee;
- 2) Areas used shall be those not regularly frequented by the public or the areas occupied shall be open to the public; although a fee may be charged for such access;
- 3) The organizations' use of the park area shall not violate any local or state law nor unreasonably interfere with the use and enjoyment of adjacent park areas by others;
- 4) The organizations shall hold the City harmless from liability for incidents arising out of the organizations' use of the park area and shall provide evidence of insurance coverage;
- 5) The City reserves the right to direct where organizations' structures are installed and activities conducted to minimize damage to park property and facilities and to limit interference with the use of adjacent areas of the park.

#### **SCHEDULING AND USE OF ATHLETIC FIELDS.**

- 1) Priority in the use of ball fields, soccer fields and similar athletic facilities in City parks shall be given to organizations scheduling regular games or matches. When the city manager determines that coordination of organizations' use of such facilities is necessary to avoid scheduling conflicts, he or she shall provide for the development of schedules for such facilities. The city manager shall have the authority to designate organizations to provide for scheduling and oversight of use of athletic fields. Such organizations shall schedule use of the fields in a way that accommodates use by all interested organizations to the greatest extent feasible and to provide for compliance by these rules and regulations by all organizations using the athletic facilities.
- 2) The city manager shall have the authority to restrict use of athletic fields to avoid excessive wear and tear on facilities.
- 3) The city manager may authorize organizations to sell concessions at athletic fields and to use City facilities designated for that purpose. Preference in selling concessions may be given to organizations designated to provide scheduling and oversight of the use of athletic fields. Organizations selling concessions at athletic fields shall be responsible for the cleaning of restroom facilities at such fields.
- 4) Organizations providing for the scheduling and oversight of athletic fields may be permitted to provide for the installation of signs recognizing program sponsors. Such signs shall not advertise specific products or services but shall be limited to the names and logos of sponsors and brief descriptions of the nature of the sponsor's business. All sponsor signs shall be constructed of

material that will withstand customary weather conditions and shall be maintained by the organizations installing them. Signs shall be installed on existing fences so that the message content of the signs is visible from within the athletic fields only. Signs shall be installed only during the usual seasons during which organizations schedule games and matches on the fields.

- 5) Organizations using athletic fields for scheduled games, matches and practices shall be responsible for removing litter from the areas used for their activities. In addition, organizations shall be responsible for removing and storing any equipment used in their activities. Installation of bleachers or similar facilities must be authorized by the city manager or his/her designee.
- 6) The city will provide utilities (except for telephone service), refuse disposal and the maintenance of athletic fields in coordination with the needs and schedules of organizations using the fields. Organizations using athletic fields that undertake specific activities uniquely required for their particular use of the fields such as the installation of bases or nets, the painting of lines on fields, etc. require prior approval.

**DOG PARK REGULATIONS.** Within the designated dog park area in Collamer Park, dogs are permitted under the following regulations. Elsewhere in the city, the city code applies.

- 1) All dogs must be leashed in the dog exercise area parking lot.
- 2) Any person bringing a dog or dogs to the dog exercise area must have one leash per dog.
- 3) There shall be no more than three dogs per person allowed in the dog exercise area. Any person bringing a dog or dogs to the dog exercise area must have at least one dog feces waste bag per dog in his or her possession and must remove any feces deposited by the dog(s) in their care.
- 4) Persons under sixteen years of age visiting the dog exercise area must be accompanied and supervised by a parent or guardian or other responsible adult with permission of the parent or guardian.
- 5) No persons under sixteen years of age are allowed in the dog agility area unless accompanied and supervised by a parent or guardian or other responsible adult with permission of the parent or guardian.
- 6) Each dog shall always be under visual and voice control of the owner or other responsible person at least 16 years of age.
- 7) All dogs must have current vaccinations and licenses and shall wear a collar with tags as proof thereof.
- 8) Aggressive dogs, as defined below, are not permitted in or around the dog exercise area, including but not limited to, the parking lot. Owners or other responsible persons will be held legally responsible for any injury caused by a dog that they bring in or around the dog exercise area.  
An aggressive dog means:
  - a. A dog that bites a person. However, a dog shall not be considered aggressive if the dog bites a person wrongfully assaulting the dog or the dog's owner, or if the dog bites a person after being provoked by that person.
  - b. A dog that injures or kills another domestic animal without provocation while at the dog exercise area.
- 9) Female dogs in heat are not permitted in or around the dog exercise area including, but not limited to, the parking lot.
- 10) Dog owners or other responsible persons shall provide dogs with drinking water while visiting the dog exercise area when weather conditions require.
- 11) Dog owners or other responsible persons shall not keep dogs enclosed in a vehicle during hot weather which may cause injury to the dog.



- 12) Any person having knowledge of a dog having bitten, scratched, or injured a person or other animal within the dog exercise area, including but not limited to the parking lot, shall report the incident to the police department.

**COMMUNITY GARDENS.** Community gardens, as designated on public lands, whether leased or available to the public, shall operate with the following regulations.

- 1) Garden users must complete the community garden individual waiver as provided by the city in the Building Department.
- 2) Work on plots must begin within 10 days after the garden has been tilled, if applicable.
- 3) No synthetic fertilizers, herbicides, pesticides or insecticides are to be used.
- 4) Work on gardens may only occur between dawn and dusk.
- 5) No mechanized equipment may be used before 9:00 A.M.
- 6) Gardens must be kept free from weeds, rotten produce, and plant debris.
- 7) Stakes, plastics, and garbage must be disposed of in a timely manner.
- 8) Shared paths between garden plots must be maintained without digging into the main paths; such paths must be kept free of toxic materials and rocks.
- 9) Children must be supervised.
- 10) Headphones must be used to listen to the radio or other portable sound equipment.
- 11) All crops must be legal, non-toxic, and non-hazardous.
- 12) Other plots and gardens are not to be damaged or harvested by other users.
- 13) Sales of produce and other products at the garden or in the park is strictly prohibited.
- 14) No tires are allowed at the garden site.
- 15) No pets are allowed at the garden site.

**SKATE PARK RULES.** This is a use-at-your-own risk facility. This facility is non-supervised. Skating, blading and biking are high risk/hazardous activities. By participating you accept that risk and agree to not hold the City of Owosso or its employees responsible for any injuries incurred as a result of use.

- 1) The use of motorized equipment or other wheeled vehicles is not permitted.
- 2) The use of proper protective equipment, including helmets and knee, elbow and wrist pads is strongly recommended.
- 3) Use of the facility is prohibited when wet, rainwater is present or park maintenance is being performed.
- 4) Graffiti and tagging are strictly prohibited and may result in the removal of offenders from the park and police action.
- 5) Additional obstacles and/or materials are not allowed at this facility, such as (but not limited to) homemade ramps, boxes, picnic tables, etc.
- 6) Spectators are not permitted on the ramps.
- 7) Glass containers are prohibited.

**SPLASH PARK RULES.** The City of Owosso intends to provide seasonal access to a splash park, to be used at-your-own risk. "Splash Park" is defined as the area upon the concrete pad or access sidewalks.

- 1) All persons using the splash park do so at their own risk.
- 2) Children under 12 years of age must be accompanied by an adult (18 years or older), and must be supervised by that adult at all times.

- 3) Running, undue roughness, horseplay, and other undue disturbances are strictly prohibited.
- 4) Splash Park is designed for recreation purposes and not for bathing. Soaps, detergents, shampoos, and other chemicals or cleansers are prohibited.
- 5) Climbing or playing on components is not permitted.
- 6) The City of Owosso is not responsible for lost or stolen articles.
- 7) Infants must wear swim diapers or rubber pants without diapers. Cutoffs and street shoes are prohibited.
- 8) Wheeled vehicles, except strollers, walkers and wheelchairs, are not permitted in the splash park area.
- 9) No animals, except for service animals, are permitted in the splash park area.
- 10) Radios and other acoustical devices are only permitted when used in conjunction with personal headsets.
- 11) Pool toys and floats are prohibited.
- 12) No glass containers of any kind are permitted. No drinks, gum, or food of any kind are permitted.
- 13) The use of profane language will not be tolerated.
- 14) Persons with sore or inflamed eyes, colds, nasal or ear discharges, boils or other acute or obvious skin or body infections, or cuts shall be excluded from the splash park.

**INJURY TO PARK PROPERTY.** No person shall injure, mar or damage in any manner, any monument, ornament, fence, bridge, seat, tree, fountain, shrub, flower, playground equipment, fireplaces, or other public property within or pertaining to the public parks or playgrounds. Any person convicted of damage or injury to public property shall reimburse the city for up to three (3) times the amount of the damage as determined by the court.

**VENDING.** Vending is permitted on a limited basis after application to the city manager and under the administrative rules set by the city. Applications are available at city hall.

**PUBLIC NOTICE.** The public shall be deemed to have been properly notified of the provisions of these rules and regulations upon their publication in a newspaper of general circulation in the city at least annually before April 1. Signs may be posted to insure substantial compliance with the provisions of these rules and regulations.

**Warrant No. 625.** Authorize Warrant No. 625 as follows:

Vendor	Description	Fund	Amount
Municipal Employees' Retirement System (MERS)	One Time Extra Contribution (assigned General Fund Balance)	General	\$500,000.00

**Boards and Commissions Appointments.** Approve the following Mayoral Boards and Commissions appointments:

Name	Board/Commission	Term Expires
Robert Hooper	Owosso Historical Commission	12-31-2025
Toni Marr <sup>1</sup>	OMS/DDA Board - filling unexpired term of D. Acton	06-30-2025

<sup>1</sup>This appointment was added to the agenda.

Motion supported by Councilmember Pidek.

Roll Call Vote.

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

NAYS: None.

### **ITEMS OF BUSINESS**

#### **Audit Acceptance**

Motion by Councilmember Pidek approving the following resolution accepting and placing on file the City of Owosso Financial Report for the Fiscal Year Ended June 30, 2022. Motion supported by Councilmember Fear and concurred in by unanimous vote.

#### **RESOLUTION NO. 12-2023**

#### **ACCEPTING AND PLACING ON FILE THE CITY OF OWOSSO, MICHIGAN FINANCIAL REPORT FOR THE FISCAL YEAR ENDED JUNE 30, 2022**

WHEREAS, the City of Owosso is required by the laws of the state of Michigan to annually have an independent audit performed in accordance with generally accepted auditing standards; and

WHEREAS, the Owosso City Charter requires an independent audit be made of all accounts of the city government at the close of each fiscal year per section 8.14; and

WHEREAS, the City of Owosso employed Gabridge & Company PLC, certified public accountants, to audit the financial records of the City of Owosso and said audit has been completed and is presented this date to the city council.

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

FIRST: The City of Owosso Annual Financial Report for the Fiscal Year Ended June 30, 2022, attached hereto and made a part hereof as Exhibit A, is hereby accepted and placed on file.

SECOND: A copy of the City of Owosso, Annual Financial Report for the Fiscal Year Ended June 30, 2022 will be maintained on file in the office of the city clerk for public examination, a copy will be placed in the Shiawassee District Library Owosso Branch for public examination, and copies will be sent to those required by law and agreement.

#### **American Legion Post 57 Exterior Work Project - Letter of Support**

(This item was added to the agenda.)

City Manager Henne explained that he has been working with American Legion Post 57 and the Downtown Historic District Commission (HDC) to try and take advantage of the grant funding made available to Certified Local Governments, like Owosso, by the Michigan State Historic Preservation Office. The Legion would like to rehabilitate the brick exterior of their building at 201 E. Mason Street. The HDC would like to apply to SHPO for a grant to do this work, but the Legion must show that it has the funds for

the project to apply for the grant. Council is being asked to pledge the funds necessary for the project so the grant application can move forward. If the grant is approved the project will be undertaken and the City will be released of its pledge. It is estimated the City will know if the grant has been awarded in April.

Motion by Councilmember Pidek authorizing a letter of support pledging the advance of \$32,824.00 to American Legion Post 57 for exterior rehabilitation work to their hall, contingent upon the receipt of a SHPO grant reimbursing the City as follows:

**RESOLUTION NO. 13-2023**

**AUTHORIZING LETTER OF SUPPORT AND GRANT FUNDS ADVANCEMENT PLEDGE  
FOR THE SHPO AMERICAN LEGION GRANT**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, wishes to apply for a Michigan State Historic Preservation Grant to rehabilitate the exterior of American Legion Post 57 located at 201 E. Mason Street; and

WHEREAS, the City of Owosso, through its Historic District Commission is eligible for SHPO grants as a Certified Local Government; and

WHEREAS, a goal of the Historic District Commission is to apply for a grant in the current fiscal year; and

WHEREAS, American Legion Post #57 qualifies for the grant as a non-profit organization per the SHPO CLG Grant Guidelines.

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

- FIRST: The City of Owosso has theretofore determined that it is advisable, necessary and in the public interest to pledge \$32,824.00, advanced from the general fund balance, to fund exterior rehabilitation work on the building owned by American Legion Post 57, contingent upon the award of a SHPO Grant for the project.
- SECOND: The mayor is instructed and authorized to sign the Letter of Support, largely as attached.
- THIRD: The above expenses shall be paid from the General Fund – assigned fund balance for economic development, with said funds to be reimbursed by the SHPO Grant upon the subsequent satisfactory completion of the project.

Motion supported by Councilmember Law.

Roll Call Vote.

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

NAYS: None.

**COMMUNICATIONS**

- Nathan Henne, City Manager. City Manager Report, December 2022.
- Tanya S. Buckelew, Planning & Building Director. December 2022 Building Department Report.
- Tanya S. Buckelew, Planning & Building Director. December 2022 Code Violations Report.
- Tanya S. Buckelew, Planning & Building Director. December 2022 Inspections Report.
- Tanya S. Buckelew, Planning & Building Director. December 2022 Certificates Issued Report.

Kevin D. Lenkart, Public Safety Director. December 2022 Fire Report.  
Kevin D. Lenkart, Public Safety Director. December 2022 Police Report.

### **CITIZEN COMMENTS AND QUESTIONS**

Mayor Teich recognized the City's two newest boards and commissions members thanking them for volunteering their time. He went on to say that one of his goals during his tenure is to strengthen the City's boards and commissions, noting that doing so will only improve the City.

Patty VanLuven, 6143 Pittsburg Road, Laingsburg, thanked the Council for spending the City's money wisely, at the same time she said she really feels for people that struggle with the costs of home ownership. She recommended the Volunteer Income Tax Assistance (VITA) group as an organization that might be able to assist. Lastly, she encouraged everyone to think broadly about religion, and remember that this is a public space and people should not be forced to submit to any religious practice.

Tom Manke, 2910 W. M-21, reminded everyone that the County Treasurer has access to funds to assist home owners that are in danger of losing their homes for back taxes. He also thanked the City Manager for clarifying the parks rules for him.

Richard Bowen, 217 Curwood Castle Drive, said for a number of years he has been walking around town at night for exercise and has never had trouble until last Sunday. He said he was harassed by three young men causing him to feel cornered and very threatened, and he had nothing with him to defend himself. He was eventually able to get away and called the incident in to the police. He suggested people carry at least a whistle with them while they are out and about so they call attention to themselves if they need to.

Eddie Urban, 601 Glenwood Avenue, told a story about an occasion when he was once denied communion at a relative's church because he wasn't a member there and how angry it made him.

### **NEXT MEETING**

Monday, February 06, 2023

### **BOARDS AND COMMISSIONS OPENINGS**

Building Board of Appeals – Alternate - term expires June 30, 2024  
Building Board of Appeals – Alternate - term expires June 30, 2025  
Downtown Historic District Commission – term expires June 30, 2023  
Downtown Historic District Commission - term expires June 30, 2024  
Owosso Historical Commission – 1 term expires December 31, 2025  
Zoning Board of Appeals – Alternate – term expires June 30, 2024  
Zoning Board of Appeals – Alternate – term expires June 30, 2025

### **ADJOURNMENT**

Motion by Councilmember Pidek for adjournment at 8:52 p.m.

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

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Robert J. Teich, Jr., Mayor

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Amy K. Kirkland, City Clerk

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



## MEMORANDUM

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

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**DATE:** February 6, 2023

**TO:** City Council

**FROM:** Amy K. Kirkland, City Clerk

**SUBJECT:** Public Hearing - Special Assessment District No. 2023-102 – Hazards & Nuisances for 917 S. Park and 1122 S. Cedar Street

### RECOMMENDATION:

Authorize Special Assessment Resolution No. 2 (of 2) establishing a special assessment for the properties at 917 S. Park Street and 1122 S. Cedar Street to recoup the costs incurred in the court ordered demolition of the structures on each property.

### BACKGROUND:

917 S. Park Street - In May of 2020, the Building Department received a complaint regarding an unsafe structure (electrical lines under water on first floor and basement level flooded). The Building Official red-tagged the structure as uninhabitable. The City learned the owner had passed away and the home was being occupied by possible family members of the owner. After a lengthy code enforcement effort, the City pursued legal action to remedy the situation, ultimately obtaining a demolition order from the Shiawassee County Circuit Court in July of 2022. The City contracted with Smalley Construction and the home was demolished in December of last year.

Total charges incurred, including demolition fees and legal fees came to \$11,141.10.

1122 S. Cedar Street – In September of 2020, the Building Official observed the house located at 1122 S. Cedar Street had a hole in the roof, broken windows, and other building code violations. The Building Official red-tagged the structure as uninhabitable. The City learned the property owner had passed and the property was subject to a land contract. The City attempted to contact the contract holder only to learn that this person was deceased as well. The City then pursued legal action to remedy the situation, ultimately obtaining a demolition order from the Shiawassee County Circuit Court in May of 2022. The City contracted with Smalley Construction and the structure was demolished in December of last year.

Total charges incurred, including demolition fees and legal fees came to \$11,499.45.

At the January 3, 2023 meeting Council approved Resolution No. 1 setting the public hearing date for February 6, 2023. Notices of the hearing have been mailed to the property owners. And notices were also published in The Argus Press and posted to the City's website.

Resolution No. 2 will be considered tonight after the public hearing has been conducted. If approved, it will record the comments presented at the public hearing, approve the assessment roll (with any changes made by Council), create a lien on the property, set the time-period over which payment will be accepted, set the interest rate on installments, and set the annual due date for payments.

**FISCAL IMPACTS:**

Staff suggests the assessments be spread out over a 10-year period. NOTE: The property at 917 S. Park Street was purchased at the tax foreclosure auction on August 25, 2022. The 1122 S. Cedar Street property will go into tax foreclosure in March of 2023.



**RESOLUTION NO.**

**AUTHORIZING THE ROLL FOR  
SPECIAL ASSESSMENT DISTRICT NO. 2023-102 - HAZARDS & NUISANCES  
FOR 917 S. PARK STREET AND 1122 S. CEDAR STREET**

WHEREAS, the City Council has met, after due and legal notice, and conducted a public hearing to receive comment regarding the proposed Special Assessment Roll for Hazards and Nuisances District No. 2023-102 prepared for the purpose of defraying the unpaid costs incurred in the altering, repairing, tearing down, abating or removing of hazards and nuisances on the following described property:

<b>PARCEL</b>	<b>PARCEL #</b>	<b>SERVICE ADDRESS</b>	<b>TYPE</b>	<b>AMOUNT</b>
A	050-652-010-024-00	917 S. Park St.	Demolition of structure including court costs & consulting fees	\$11,141.10
B	050-114-006-001-00	1122 S. Cedar St.	Demolition of structure including court costs & consulting fees	\$11,499.45
			<b>TOTAL</b>	<b>\$22,640.55</b>

and

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

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Said Special Assessment Roll-Hazards and Nuisances as prepared by the City Assessor in the amount of \$22,640.55 is hereby confirmed and shall be known as Special Assessment Roll-Hazards and Nuisances District No. 2023-102.
2. Pursuant to MCL 211.78k(c) said special assessment roll shall be divided into ten (10) equal annual installments, the first of which shall be due and payable on September 1, 2023, and the subsequent installments shall be due on September 1st of each and every year thereafter. Payment of the amount of the special assessment may be made in full without interest or penalty by November 1, 2023. Annual special assessment bills are not mailed by the City. It is the property owner's responsibility to contact the Treasurer's office for the amount of the annual payment if they do not wish for the amount to be placed on the winter tax bill.
3. The installments of the special assessment rolls shall bear interest at the rate of 6% per annum; provided, however, if the bonds are issued in anticipation of said special assessments, then such unpaid special assessment shall bear interest at a rate of interest equal to 1% above the average rate of interest borne by said bonds. Such interest shall commence on September 1, 2023 and shall be paid annually on each installment due date.
4. Said Special Assessment Roll-Hazards and Nuisances District No. 2023-102 shall be placed on file in the office of the City Clerk who shall attach his warrant to a certified copy thereof within ten (10) days commanding the Assessor to spread the various sums shown thereon as directed by the City Council.



## MEMORANDUM

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

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DATE: February 6, 2023  
TO: Owosso City Council  
FROM: Clayton Wehner, Director of Engineering  
SUBJECT: Resolution No. 5 for North Street Rehabilitation; Special Assessment Roll

### RECOMMENDATION:

Approval of Resolution No. 5 which documents the public hearing, finalizes the special assessment roll, and sets the terms of payment.

### BACKGROUND:

The public hearing for Special Assessment District No. 2023-01 and the subject project will be conducted on February 6, 2023 and bringing us to Step Five as follows:

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

Tonight the council will be considering Resolution No. 5 for the following public improvement:

**North Street, a Public Street, from Shiawassee Street (M-52) to Hickory Street**

**RESOLUTION NO.**  
**DISTRICT NO. 2023-01**  
**NORTH STREET**  
**FROM SHIAWASSEE STREET (M-52) TO HICKORY STREET**  
**SPECIAL ASSESSMENT RESOLUTION NO. 5**

WHEREAS, after due and legal notice, the City Council has met, and a public hearing was conducted to receive public comment regarding the special assessment roll prepared for the purpose of defraying the special assessment district's share of the following described public improvement:

**North Street from Shiawassee Street (M-52) to Hickory Street  
Street Rehabilitation**

and;

WHEREAS, after hearing all persons interested therein, and after carefully reviewing said special assessment roll, the Council deems said special assessment roll to be fair, just and equitable and that each of the assessments contained thereon results in the special assessment being in accordance with the benefits to be derived by the parcel of land assessed.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Said special assessment roll as prepared by the City Assessor in the amount of \$113,557.13 is hereby confirmed and shall be known as Special Assessment Roll No. 2023-01.
2. Said special assessment roll shall be divided into ten (10) installments, the first of which shall be due and payable on September 1, 2023, and the subsequent installments shall be due on September 1st of each and every year thereafter. Payment of the amount of the special assessment may be made in full without interest or penalty by November 1, 2023 . Annual special assessment bills are not mailed by the City. It is the property owner's responsibility to contact the Treasurer's office for the amount of the annual payment if they do not wish for the amount to be placed on the winter tax bill.
3. The installments of the special assessment rolls shall bear interest at the rate of 6% per annum; provided, however, if the bonds are issued in anticipation of said special assessments, then such unpaid special assessment shall bear interest at a rate of interest equal to 1% above the average rate of interest borne by said bonds. Such interest shall commence on September 1, 2023 and shall be paid annually on each installment due date.
4. Said special assessment roll shall be placed on file in the office of the City Clerk who shall attach her warrant to a certified copy thereof within ten (10) days commanding the Assessor to spread the various sums shown thereon as directed by the City Council.

**NORTH STREET FROM SHIAWASSEE TO HICKORY  
MAJOR STREET**

**SPECIAL ASSESSMENT ROLL 2023-01**

**RESO 4**

**NORTH SIDE**

ADDRESS NO.	STREET	PROPERTY OWNER NAME	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT	ZONING TYPE
		*OWOSSO TOWNSHIP		239	1	239.00	\$56.93	*13,606.27	C-1
		*OWOSSO TOWNSHIP		745.91	1	745.91	\$48.48	*\$36,161.72	R-2
202	W NORTH	PATRICK & APRIL O'DRISCOLL	050-535-000-006-00	129.8	1	129.80	\$48.48	\$6,292.70	R1
		*OWOSSO TOWNSHIP		132	1	132.00	\$48.48	*\$6,399.36	R-2
114	W NORTH	SHIAWASSEE RESD	050-535-000-002-00	228	0.75	171.00	\$56.93	\$9,735.03	OS1
	W NORTH	FIRST UNITED METHODIST CHURCH	050-535-000-008-00	3	0.75	2.25	\$48.48	\$109.08	R1
		*OWOSSO TOWNSHIP		810.63	1	810.63	\$56.93	*\$46,149.17	C-1
				2288.34		2230.59		\$16,136.81	(Does not include Owosso Township Portion)

**SOUTH SIDE**

ADDRESS NO.	STREET	PROPERTY OWNER NAME	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT	ZONING TYPE
1262	N SHIAWASSEE ST	JEREMY EAVY	050-536-000-042-00	132	1	132.00	\$48.48	\$6,399.36	R1
507	W NORTH	STEPHEN WILLIAMS	050-536-000-038-00	104	1	104.00	\$48.48	\$5,041.92	R1
503	W NORTH	DANIEL MILLS	050-536-000-039-00	80	1	80.00	\$48.48	\$3,878.40	R1
501	W NORTH	SHAWN & RACHEL WHITNEY	050-536-000-040-00	88.09	1	88.09	\$48.48	\$4,270.60	R1
409	W NORTH	SANDRA FORRESTER	050-390-003-026-00	62.75	1	62.75	\$48.48	\$3,042.12	R1
405	W NORTH	LAURENCE & SANDRA BURKE	050-390-003-028-00	60	1	60.00	\$48.48	\$2,908.80	R1
1333	ADAMS	MECHELLE NELSON	050-390-003-027-00	66	0.75	49.50	\$48.48	\$2,399.76	R1
307	W NORTH	MATTHEW & INITA JONES	050-390-004-016-00	66	0.75	49.50	\$48.48	\$2,399.76	R1
305	W NORTH	ANDREA MURAWA	050-390-004-017-00	84	1	84.00	\$48.48	\$4,072.32	R1
1333	N WATER	SETH MOBERG	050-390-004-018-00	114	0.75	85.50	\$48.48	\$4,145.04	R1
1332	N WATER	MICHAEL & MARILYN RHEW	050-390-005-014-00	132	0.75	99.00	\$48.48	\$4,799.52	R1
201	W NORTH	LINSAY FELVER	050-390-005-015-00	132	0.75	99.00	\$48.48	\$4,799.52	R1
115	W NORTH	JERALD BILA	050-320-000-005-00	74.33	0.75	55.75	\$48.48	\$2,702.64	R1
109	W NORTH	GILL ENTERPRISES	050-320-000-006-00	92.32	1	92.32	\$48.48	\$4,475.67	R1
1323	N WASHINGTON	ROBERT & TERESA KLUMPP	050-320-000-001-00	132	0.75	99.00	\$48.48	\$4,799.52	R1
1324	N WASHINGTON	DREW & LINDA THORSBY	050-320-000-119-00	168	0.75	126.00	\$48.48	\$6,108.48	R1
120	E NORTH	THOMAS & JOANNE SKINNER	050-320-000-129-00	83	1	83.00	\$48.48	\$4,023.84	R2
204	E NORTH	SHIRLEY BLOSSOM / RICK FINLEY	050-320-000-120-00	120	1	120.00	\$48.48	\$5,817.60	R2
208	E NORTH	D & S REAL PROPERTIES, LLC	050-320-000-121-00	64	1	64.00	\$48.48	\$3,102.72	R1
300	E NORTH	D & S REAL PROPERTIES, LLC	050-320-000-122-00	154.1	1	154.10	\$48.48	\$7,470.77	RM1
	N HICKORY	UNITED PENTECOSTAL CHURCH	050-320-000-123-00	77.05	1	77.05	\$48.48	\$3,735.38	R1
1425	N HICKORY	UNITED PENTECOSTAL CHURCH	050-320-000-124-00	193.25	0.75	144.94	\$48.48	\$7,026.57	R1
				2278.89		2009.50		\$97,420.32	

\*For information only. Not part of Special Assessment Roll

Total Assessable Front Footage: 4,240.09      \$ 113,557.13

**NORTH STREET FROM SHIAWASSEE TO HICKORY  
MAJOR STREET**

**SPECIAL ASSESSMENT ROLL 2023-01**

**RESO 4**

ENGINEER'S ESTIMATE ASSESSABLE AMOUNT \$625,807.81  
TOTAL ASSESSABLE FRONT FEET 4240.09

**CALCULATING ASSESSABLE FRONT FOOT RATE AND AMOUNTS:**

PROPERTY TYPE	RESIDENTIAL PROPERTY	COMMERCIAL PROPERTY	TOWNSHIP RESIDENTIAL PROPERTY	TOWNSHIP COMMERCIAL PROPERTY	TOTAL
TOTAL ASSEMENT PER TYPE	\$625,807.81	\$625,807.81	\$625,807.81	\$625,807.81	
CITY SHARE ≥ 60%	\$420,245.06	\$384,436.76	\$420,245.06	\$384,436.76	
PROPERTY SHARE @ ≤40%	\$205,562.75	\$241,371.05	\$205,562.75	\$241,371.05	
ASSESSABLE FRONT FOOT RATE: PROP SHARE/4240.09	\$48.48	\$56.93	\$48.48	\$56.93	
TOTAL FRONT FEET PER TYPE	2141.55	171.00	877.91	1049.63	
TOTAL AMOUNT OF ASSESSMENT PER TYPE:	\$103,823.83	\$9,734.34	*\$42,561.08	*\$59,755.44	\$113,558.18

*(Does not include Owosso  
Township Portion)*

**SUMMARY: SPECIAL ASSESSMENT AMOUNTS PER SIDE OF STREET:**

NORTH SIDE	\$	16,136.81
SOUTH SIDE	\$	<u>97,420.32</u>
TOTAL SPECIAL ASSESSMENT	\$	113,557.13

\*For information only. Not part of Special Assessment Roll

**NORTH STREET FROM SHIAWASSEE TO HICKORY ENGINEER'S ESTIMATE**  
10-Jan-23

**ENGINEER'S ESTIMATE**

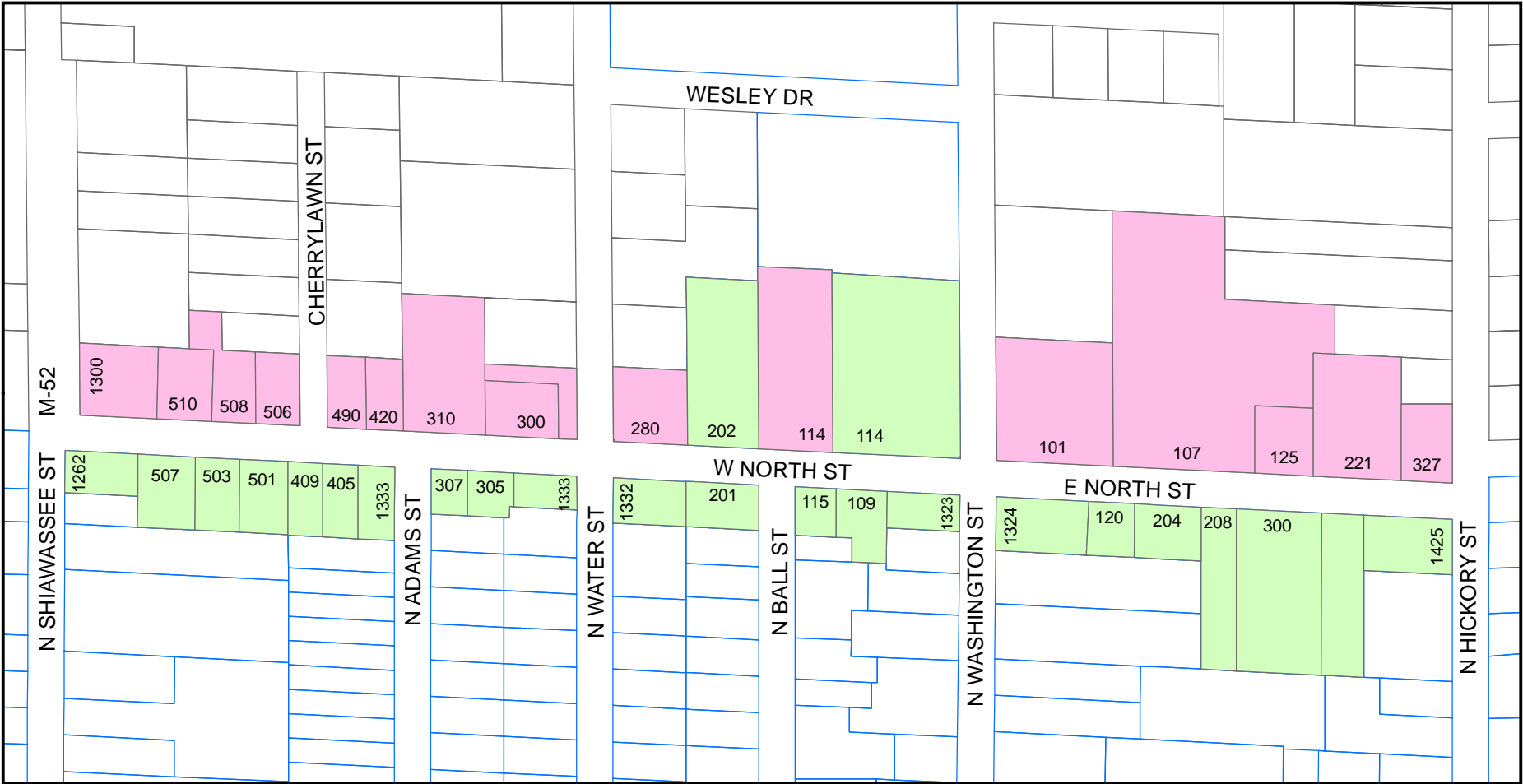
**RESO 4**

DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT	ELIGIBLE	CITY COST	ASSESSMENT	ASSESSMENT
Mobilization, Max \$154,200	0.6	LSUM	\$79,849.22	\$ 47,909.53	\$ 47,909.53	\$ 28,745.72	\$ 19,163.81	\$ 19,163.81
Tree, Rem, 6 inch to 18 inch	0	Ea	\$1,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
Stump, Rem, 37 inch or Larger	1	Ea	\$1,127.98	\$ 1,127.98	\$ -	\$ -	\$ -	\$ -
Dr Structure, Rem	19	Ea	\$1,373.28	\$ 26,092.32	\$ -	\$ -	\$ -	\$ -
Sewer, Rem, Less than 24 inch	508	Ft	\$54.22	\$ 27,543.76	\$ -	\$ -	\$ -	\$ -
Sewer, Rem, 24 inch to 48 inch	0	Ft	\$25.00	\$ -	\$ -	\$ -	\$ -	\$ -
Curb and Gutter, Rem	2761	Ft	\$5.57	\$ 15,378.77	\$ 15,378.77	\$ 9,227.26	\$ 6,151.51	\$ 6,151.51
Pavt, Rem	481	Syd	\$18.10	\$ 8,706.10	\$ -	\$ -	\$ -	\$ -
Sidewalk, Rem	257	Syd	\$5.32	\$ 1,367.24	\$ -	\$ -	\$ -	\$ -
Embankment, CIP	92	Cyd	\$35.74	\$ 3,288.08	\$ -	\$ -	\$ -	\$ -
Excavation, Earth	1714	Cyd	\$21.03	\$ 36,045.42	\$ -	\$ -	\$ -	\$ -
Non Haz Contaminated Material Handling and Disposal, LM	25	Cyd	\$82.72	\$ 2,068.00	\$ -	\$ -	\$ -	\$ -
Subgrade Undercutting, Type II	150	Cyd	\$53.82	\$ 8,073.00	\$ -	\$ -	\$ -	\$ -
Erosion Control, Inlet Protection, Fabric Drop	20	Ea	\$157.10	\$ 3,142.00	\$ 3,142.00	\$ 1,885.20	\$ 1,256.80	\$ 1,256.80
Subbase, CIP	42	Cyd	\$85.92	\$ 3,608.64	\$ -	\$ -	\$ -	\$ -
Aggregate Base, 6 inch, Modified	920	Syd	\$15.67	\$ 14,416.40	\$ -	\$ -	\$ -	\$ -
Aggregate Base, 8 inch, Modified	7806	Syd	\$17.54	\$ 136,917.24	\$ -	\$ -	\$ -	\$ -
Maintenance Gravel	200	Ton	\$62.75	\$ 12,550.00	\$ 12,550.00	\$ 7,530.00	\$ 5,020.00	\$ 5,020.00
Approach, CI II, LM	10	Cyd	\$94.99	\$ 949.90	\$ -	\$ -	\$ -	\$ -
Geotextile, Separator, Modified	8722	Syd	\$2.27	\$ 19,798.94	\$ -	\$ -	\$ -	\$ -
Sewer, SDR-26, 4 inch, Tr Det B, Modified	0	Ft	\$45.00	\$ -	\$ -	\$ -	\$ -	\$ -
Sewer, SDR-26, 6 inch, Tr Det B, Modified	0	Ft	\$50.00	\$ -	\$ -	\$ -	\$ -	\$ -
Sewer, SDR-26, 10 inch, Tr Det B, Modified	455	Ft	\$93.20	\$ 42,406.00	\$ -	\$ -	\$ -	\$ -
Sewer, SDR-26, 12 inch, Tr Det B, Modified	669	Ft	\$84.71	\$ 56,670.99	\$ -	\$ -	\$ -	\$ -
Sewer, SDR-26, 15 inch, Tr Det B, Modified	61	Ft	\$104.46	\$ 6,372.06	\$ -	\$ -	\$ -	\$ -
Sewer, SDR-26, 18 inch, Tr Det B, Modified	0	Ft	\$90.00	\$ -	\$ -	\$ -	\$ -	\$ -
Sewer, SDR-26, 24 inch, Tr Det B, Modified	0	Ft	\$130.00	\$ -	\$ -	\$ -	\$ -	\$ -
Sewer Tap, 12 inch	0	Ea	\$300.00	\$ -	\$ -	\$ -	\$ -	\$ -
Sewer Tap, 18 inch	0	Ea	\$500.00	\$ -	\$ -	\$ -	\$ -	\$ -
Sewer Bulkhead, 12 inch	0	Ea	\$250.00	\$ -	\$ -	\$ -	\$ -	\$ -
Sanitary Service, Conflict	2	Ea	\$2,917.60	\$ 5,835.20	\$ -	\$ -	\$ -	\$ -
Abandoned Gas Main, Conflict	5	Ea	\$471.75	\$ 2,358.75	\$ -	\$ -	\$ -	\$ -
Dr Structure Cover, Adj, Case 1	11	Ea	\$631.30	\$ 6,944.30	\$ 6,944.30	\$ 4,166.58	\$ 2,777.72	\$ 2,777.72
Dr Structure, Adj, Add Depth	5	Ft	\$333.12	\$ 1,665.60	\$ -	\$ -	\$ -	\$ -
Dr Structure Cover, EJ 7000	19	Ea	\$834.87	\$ 15,862.53	\$ 15,862.53	\$ 9,517.52	\$ 6,345.01	\$ 6,345.01
Dr Structure Cover, EJ 1040 w/ Solid Gasket Sealed Cover	5	Ea	\$727.59	\$ 3,637.95	\$ 3,637.95	\$ 2,182.77	\$ 1,455.18	\$ 1,455.18
Dr Structure Cover, EJ 1040 w/ Vented Cover	11	Ea	\$672.79	\$ 7,400.69	\$ 7,400.69	\$ 4,440.41	\$ 2,960.28	\$ 2,960.28
Dr Structure Cover, EJ 1040 w/ Type N Oval Grate	8	Ea	\$664.63	\$ 5,317.04	\$ 5,317.04	\$ 3,190.22	\$ 2,126.82	\$ 2,126.82
Dr Structure, 24 inch dia, Modified	2	Ea	\$1,817.53	\$ 3,635.06	\$ -	\$ -	\$ -	\$ -
Dr Structure, 36 inch dia, Modified	20	Ea	\$2,954.40	\$ 59,088.00	\$ -	\$ -	\$ -	\$ -
Dr Structure, 48 inch dia, Modified	12	Ea	\$2,954.40	\$ 35,452.80	\$ -	\$ -	\$ -	\$ -
Dr Structure, 60 inch dia, Modified	0	Ea	\$4,500.00	\$ -	\$ -	\$ -	\$ -	\$ -
Dr Structure, 72 inch dia, Modified	0	Ea	\$6,500.00	\$ -	\$ -	\$ -	\$ -	\$ -
Dr Structure, Tap, 4 inch	0	Ea	\$200.00	\$ -	\$ -	\$ -	\$ -	\$ -
Dr Structure, Tap, 10 inch	3	Ea	\$237.03	\$ 711.09	\$ -	\$ -	\$ -	\$ -
Dr Structure, Tap, 12 inch	5	Ea	\$325.44	\$ 1,627.20	\$ -	\$ -	\$ -	\$ -
Dr Structure, Temp Lowering	5	Ea	\$250.55	\$ 1,252.75	\$ 1,252.75	\$ 751.65	\$ 501.10	\$ 501.10
Dr Structure Collar, Modified	16	Ea	\$1,438.87	\$ 23,021.92	\$ 23,021.92	\$ 13,813.15	\$ 9,208.77	\$ 9,208.77
HMA Surface, Rem	7793	Syd	\$4.94	\$ 38,497.42	\$ 38,497.42	\$ 23,098.45	\$ 15,398.97	\$ 15,398.97
Hand Patching	0	Ton	\$130.00	\$ -	\$ -	\$ -	\$ -	\$ -
HMA Approach	390	Ton	\$116.11	\$ 45,282.90	\$ -	\$ -	\$ -	\$ -
HMA, 3EML @ 3"	1295	Ton	\$86.41	\$ 111,900.95	\$ 111,900.95	\$ 67,140.57	\$ 7,460.06	\$ 37,300.32
HMA, 4EML @ 2"	863	Ton	\$95.26	\$ 82,209.38	\$ 82,209.38	\$ 49,325.63	\$ 32,883.75	\$ 32,883.75
HMA, 5EML @ 1.5"	648	Ton	\$102.91	\$ 66,685.68	\$ 66,685.68	\$ 40,011.41	\$ 26,674.27	\$ 26,674.27
Cement	2	Ton	\$55.00	\$ 110.00	\$ -	\$ -	\$ -	\$ -
Driveway, Nonrein Conc, 6 inch	90	Syd	\$41.80	\$ 3,762.00	\$ -	\$ -	\$ -	\$ -

DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT	ELLIGIBLE	CITY COST	ASSESSMENT	ASSESSMENT
Driveway, Nonreinf Conc, 7 inch	0	Syd	\$55.00	\$ -		\$ -	\$ -	\$ -
Spillway, Conc	39	Ft	\$60.50	\$ 2,359.50		\$ -	\$ -	\$ -
Curb and Gutter, Conc, Det F4	2752	Ft	\$22.70	\$ 62,470.40	\$ 62,470.40	\$ 37,482.24	\$ 24,988.16	\$ 24,988.16
Curb and Gutter, Conc, Det F4, Modified	0	Ft	\$18.00	\$ -		\$ -	\$ -	\$ -
Driveway Opening, Conc, Det M	0	Ft	\$20.00	\$ -		\$ -	\$ -	\$ -
Detectable Warning Surface, Modified	40	Ft	\$80.30	\$ 3,212.00		\$ -	\$ -	\$ -
Curb Ramp Opening, Conc	56	Ft	\$26.40	\$ 1,478.40		\$ -	\$ -	\$ -
Curb Ramp, Conc, 4 inch	887	Sft	\$5.50	\$ 4,878.50		\$ -	\$ -	\$ -
Curb Ramp, Conc, 7 inch	339	Sft	\$7.15	\$ 2,423.85		\$ -	\$ -	\$ -
Sidewalk, Conc, 4 inch	772	Sft	\$4.40	\$ 3,396.80		\$ -	\$ -	\$ -
Sidewalk, Conc, 6 inch	449	Sft	\$4.65	\$ 2,087.85		\$ -	\$ -	\$ -
Sidewalk, Conc, 7 inch	0	Sft	\$5.50	\$ -		\$ -	\$ -	\$ -
Valve Box, Adj	0	Ea	\$500.00	\$ -		\$ -	\$ -	\$ -
Barricade, Type III, High Intensity, Double Sided, Lighted, Furn	14	Ea	\$77.00	\$ 1,078.00		\$ -	\$ -	\$ -
Barricade, Type III, High Intensity, Double Sided, Lighted, Oper	14	Ea	\$5.50	\$ 77.00		\$ -	\$ -	\$ -
Lighted Arrow, Type C, Furn	1	Ea	\$440.01	\$ 440.01		\$ -	\$ -	\$ -
Lighted Arrow, Type C, Oper	1	Ea	\$110.00	\$ 110.00		\$ -	\$ -	\$ -
Minor Traf Devices	1	LSUM	\$17,325.20	\$ 17,325.20	\$ 17,325.20	\$ 10,395.12	\$ 6,930.08	\$ 6,930.08
Traf Regulator Control	1	LSUM	\$20,904.02	\$ 20,904.02		\$ -	\$ -	\$ -
Plastic Drum, Fluorescent, Furn	75	Ea	\$22.00	\$ 1,650.00		\$ -	\$ -	\$ -
Plastic Drum, Fluorescent, Oper	75	Ea	\$1.10	\$ 82.50		\$ -	\$ -	\$ -
Sign, Portable, Changeable Message, Furn & Oper	0	Ea	\$3,000.00	\$ -		\$ -	\$ -	\$ -
Sign, Type B, Temp, Prismatic, Furn	584	Sft	\$3.30	\$ 1,927.20		\$ -	\$ -	\$ -
Sign, Type B, Temp, Prismatic, Oper	584	Sft	\$1.10	\$ 642.40		\$ -	\$ -	\$ -
Pedestrian Type II Barricade, Temp	20	Ea	\$82.50	\$ 1,650.00		\$ -	\$ -	\$ -
Turf Establishment, Performance	898	Syd	\$3.70	\$ 3,322.60		\$ -	\$ -	\$ -
Gate Box, Adj, Temp, Case 1	2	Ea	\$602.17	\$ 1,204.34		\$ -	\$ -	\$ -
Monument Box	1	Ea	\$770.01	\$ 770.01		\$ -	\$ -	\$ -
Monument Preservatoin	1	Ea	\$440.01	\$ 440.01		\$ -	\$ -	\$ -
Post, Steel, 3 lb	378	Ft	\$8.25	\$ 3,118.50		\$ -	\$ -	\$ -
Sign, Type III, Erect, Salv	24	Ea	\$38.50	\$ 924.00		\$ -	\$ -	\$ -
Sign, Type III, Rem	49	Ea	\$27.50	\$ 1,347.50		\$ -	\$ -	\$ -
Sign, Type IIIA	0	Sft	\$17.00	\$ -		\$ -	\$ -	\$ -
Sign, Type IIIB	56	Sft	\$18.70	\$ 1,047.20		\$ -	\$ -	\$ -
Sign, Type VB	16	Sft	\$20.90	\$ 334.40		\$ -	\$ -	\$ -
Pavt Mrkg, Ovly Cold Plastic, 6 inch, Crosswalk	251	Ft	\$3.25	\$ 815.75		\$ -	\$ -	\$ -
Pavt Mrkg, Ovly Cold Plastic, 24 inch, Stop Bar	135	Ft	\$14.25	\$ 1,923.75		\$ -	\$ -	\$ -
Pavt Mrkg, Ovly Cold Plastic, Lt Turn Arrow Sym	1	Ea	\$214.50	\$ 214.50		\$ -	\$ -	\$ -
Pavt Mrkg, Ovly Cold Plastic, Rt Turn Arrow Sym	1	Ea	\$214.50	\$ 214.50		\$ -	\$ -	\$ -
Pavt Mrkg, Ovly Cold Plastic, Thru and Lt Turn Arrow Sym	0	Ea	\$200.00	\$ -		\$ -	\$ -	\$ -
Pavt Mrkg, Waterborne, 4 inch, White	91	Ft	\$1.43	\$ 130.13		\$ -	\$ -	\$ -
Pavt Mrkg, Polyurea, 4 inch, Yellow	4335	Ft	\$1.43	\$ 6,199.05		\$ -	\$ -	\$ -
Post, Mailbox	0	Ea	\$100.00	\$ -		\$ -	\$ -	\$ -
Audio Visual Filming		LSUM	\$1,225.00	\$ -		\$ -	\$ -	\$ -
Sanitary Service, Cap	0	LSUM	\$2,000.00	\$ -		\$ -	\$ -	\$ -
Sanitary Service, Replace	0	LSUM	\$2,500.00	\$ -		\$ -	\$ -	\$ -
SUB TOTALS				\$1,146,891.45	\$ 521,506.51	\$ 312,903.91	\$ 171,302.29	\$ 201,142.54
ENGINEERING AT 15% ASSESSABLE COST				\$ 172,033.72	\$ 78,225.98	\$ 46,935.59	\$ 25,695.34	\$ 30,171.38
ADMINISTRATIVE AT 5% ASSESSABLE COST				\$ 57,344.57	\$ 26,075.33	\$ 15,645.20	\$ 8,565.11	\$ 10,057.13
GRAND TOTALS				\$ 1,376,269.74	\$ 625,807.81	\$ 375,484.69	\$ 205,562.75	\$ 241,371.05

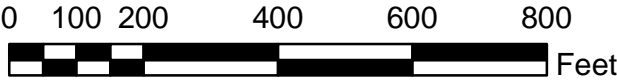
# City of Owosso

## Proposed Special Assessment No. 2023-01



North Street from Shiawassee St. (M-52) to Hickory St

- Special Assessment Parcels
- Owosso Township Fronting Parcels
- Other City of Owosso Parcels
- Other Township Parcels
- 1501 Street Address Number



1 inch = 286 feet







North Street Special  
Assessment  
-Hickory to M-52-

# North Street Condition

Hickory to M-52

<b>NAME</b>	NORTH	NORTH	NORTH	NORTH	NORTH	NORTH
<b>FROM</b>	N. SHIAWASSEE	CHERRYLAWN	ADAMS	N. WATER	N. BALL	N. WASHINGTON
<b>TO</b>	CHERRYLAWN	ADAMS	N. WATER	N. BALL	N. WASHINGTON	N. HICKORY
<b>2017 Condition</b>	5	5	5	5	4	4
<b>2019 Condition</b>	5	5	5	5	4	4
<b>MINIMUM TREATMENT</b>	RESURFACE	RESURFACE	RESURFACE	RESURFACE	REHABILITATION	REHABILITATION

# North Street – RESO 5

Hickory to M-52

Total Project Cost	Assessment-Eligible Portion
\$1,376,269.74	\$625,807.81

## Assessment-Eligible Cost Responsibilities

Total Eligible Cost	City Share	Residential Share (\$48.48/ft)	Commercial Share (\$56.93/ft)
\$625,807.81	\$512,246.64	\$103,823.83	\$9,734.34
100%	82%	17%	1%
2312.55'		2141.55'	171'

## Total Project Cost Responsibility Breakdown

Grand Total Cost	City Share (Assessment Cost + At Large)	Residential/Commercial Share
100%	92%	8%

# North Street – RESO 3

Hickory to M-52

Total Project Cost	Assessment-Eligible Portion
\$1,198,302.84	\$623,938.80

## Assessment-Eligible Cost Responsibilities

Total Eligible Cost	City Share	Residential Share (\$49.09/ft)	Commercial Share (\$56.91/ft)
\$623,938.80	\$509,084.56	\$105,123.27	\$9,730.98
100%	82%	17%	1%
2312.55'		2141.44'	170.99'

## Total Project Cost Responsibility Breakdown

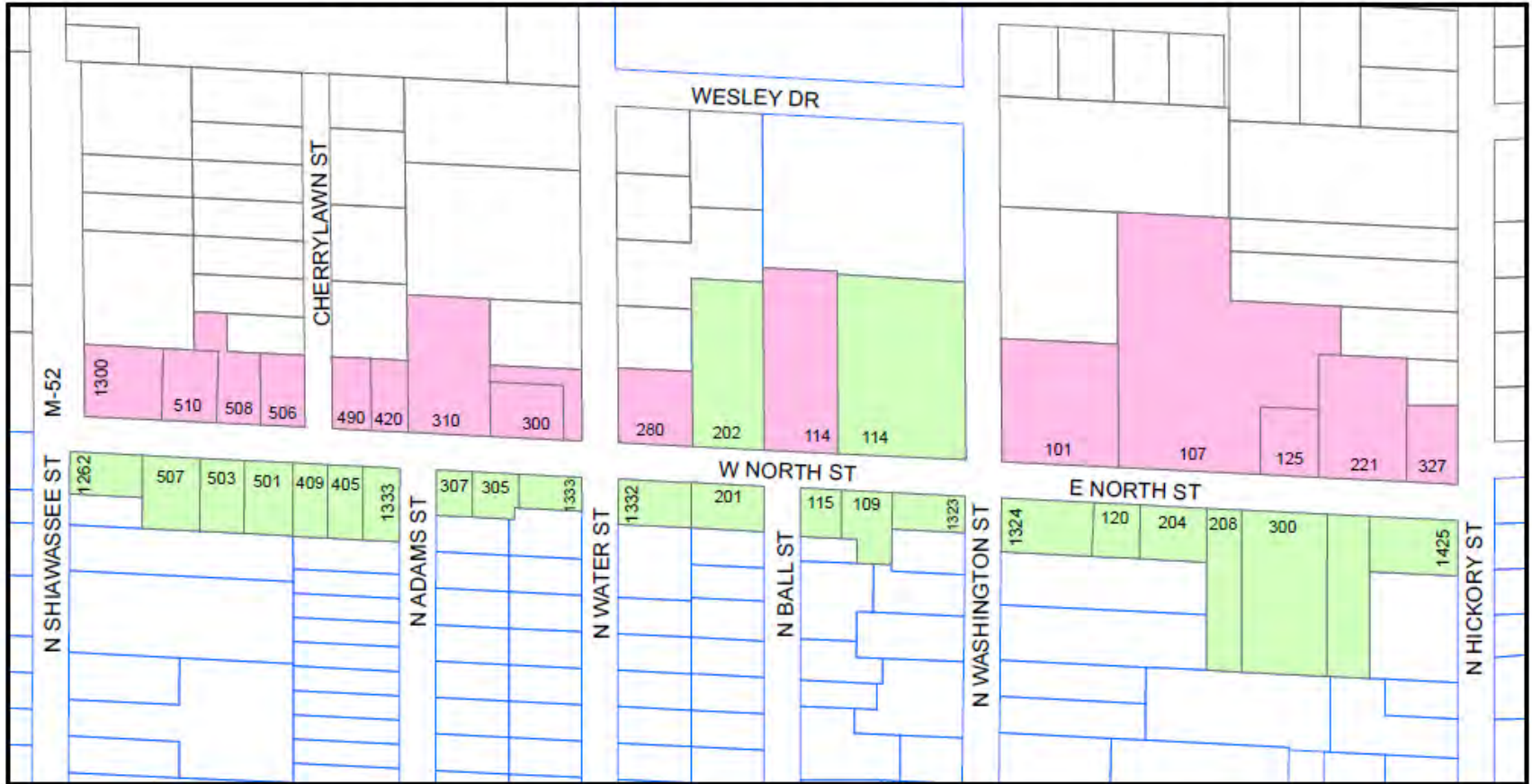
Grand Total Cost	City Share (Assessment Cost + At Large)	Residential/Commercial Share
100%	90%	10%

# How we arrive at price per linear foot

- Calculated based on:
  - Width of street
  - Thickness of asphalt to be applied (inches)
    - And removal of old existing
  - Curb and gutter replacement/repair
    - And removal of old existing
  - Driveways (if needed)
  
  - What is NOT included in assessments
    - *Utility replacements: Water, Sewer, Storm*
    - *Road base material and placement*
    - *Sidewalks*
    - *Driveway openings*

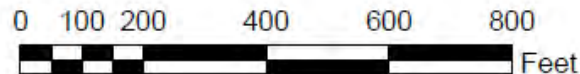
# City of Owosso

## Proposed Special Assessment No. 2023-01



North Street from Shiawassee St. (M-52) to Hickory St

- Special Assessment Parcels
- Owosso Township Fronting Parcels
- Other City of Owosso Parcels
- Other Township Parcels
- 1501 Street Address Number



1 inch = 286 feet





## MEMORANDUM

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

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DATE: February 6, 2023  
TO: Owosso City Council  
FROM: Clayton Wehner, Director of Engineering  
SUBJECT: Resolution No. 5 for Lee Street Resurfacing; Special Assessment Roll

### RECOMMENDATION:

Approval of Resolution No. 5 which documents the public hearing, finalizes the special assessment roll, and sets the terms of payment.

### BACKGROUND:

The public hearing for Special Assessment District No. 2023-03 and the subject project will be conducted on February 6, 2023 and bringing us to Step Five as follows:

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

Tonight the council will be considering Resolution No. 5 for the following public improvement:

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

**RESOLUTION NO.**  
**DISTRICT NO. 2023-03**  
**LEE STREET**  
**FROM CLARK AVENUE TO ADA STREET**  
**SPECIAL ASSESSMENT RESOLUTION NO. 5**

WHEREAS, after due and legal notice, the City Council has met, and a public hearing was conducted to receive public comment regarding the special assessment roll prepared for the purpose of defraying the special assessment district's share of the following described public improvement:

**Lee Street from Clark Avenue to Ada Street**  
**Street Resurfacing**

and;

WHEREAS, after hearing all persons interested therein, and after carefully reviewing said special assessment roll, the Council deems said special assessment roll to be fair, just and equitable and that each of the assessments contained thereon results in the special assessment being in accordance with the benefits to be derived by the parcel of land assessed.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Said special assessment roll as prepared by the City Assessor in the amount of \$44,732.16 is hereby confirmed and shall be known as Special Assessment Roll No. 2023-03.
2. Said special assessment roll shall be divided into ten (10) installments, the first of which shall be due and payable on September 1, 2023, and the subsequent installments shall be due on September 1st of each and every year thereafter. Payment of the amount of the special assessment may be made in full without interest or penalty by November 1, 2023. Annual special assessment bills are not mailed by the City. It is the property owner's responsibility to contact the Treasurer's office for the amount of the annual payment if they do not wish for the amount to be placed on the winter tax bill.
3. The installments of the special assessment rolls shall bear interest at the rate of 6% per annum; provided, however, if the bonds are issued in anticipation of said special assessments, then such unpaid special assessment shall bear interest at a rate of interest equal to 1% above the average rate of interest borne by said bonds. Such interest shall commence on September 1, 2023 and shall be paid annually on each installment due date.
4. Said special assessment roll shall be placed on file in the office of the City Clerk who shall attach her warrant to a certified copy thereof within ten (10) days commanding the Assessor to spread the various sums shown thereon as directed by the City Council.



LEE STREET FROM CLARK TO ADA  
LOCAL STREET

SPECIAL ASSESSMENT ROLL NO. 2023-03

RESO 4

NORTH SIDE

ADDRESS NO.	STREET	PROPERTY OWNER NAME	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT	ZONING TYPE
600	CLARK	JONES, MATHEW P & INITA L	050-670-001-016-00	165	0.75	123.75	\$84.48	\$10,454.40	R-1
601	ADA	MORRIS, PATRICK & REGINA	050-670-001-013-00	165	0.75	123.75	\$84.48	\$10,454.40	R-1
				330		247.50		\$20,908.80	

SOUTH SIDE

ADDRESS NO.	STREET	PROPERTY OWNER NAME	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT	ZONING TYPE
721	LEE	KURTZ, THOMAS E. & ATHENA S.	050-660-003-011-00	93	0.75	69.75	\$84.48	\$5,892.48	R-1
715	LEE	COFFEY, WESLEY J. & VALERIE A.	050-660-003-012-00	72	1	72.00	\$84.48	\$6,082.56	R-1
709	LEE	WHITE, BARBARA E	050-660-003-005-00	66	1	66.00	\$84.48	\$5,575.68	R-1
533	ADA	SPENCER, DENNY	050-660-003-004-00	99	0.75	74.25	\$84.48	\$6,272.64	R-1
				330		282.00		\$23,823.36	

Total Assessable Fr Front Footage: 529.50 \$44,732.16

**POST-BID ASSESSMENT CALCULATIONS  
LEE STREET**

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

**SPECIAL ASSESSMENT ROLL 2023-03**

**RESO 4**

ENGINEER'S ESTIMATE ASSESSABLE AMOUNT	\$117,604.16
TOTAL ASSESSABLE FRONT FEET	529.50

CALCULATING ASSESSABLE FRONT FOOT RATE AND AMOUNTS:

PROPERTY TYPE	RESIDENTIAL PROPERTY	COMMERCIAL PROPERTY	TOTAL
TOTAL ASSEMENT PER TYPE	\$117,604.16	\$117,604.16	
CITY SHARE $\geq 60\%$	\$72,872.49	\$70,562.49	
PROPERTY SHARE @ $\leq 40\%$	\$44,731.67	\$47,041.67	
ASSESSABLE FRONT FOOT RATE: PROP SHARE/529.50	\$84.48	\$88.84	
TOTAL FRONT FEET PER TYPE	529.50	0.00	
TOTAL AMOUNT OF ASSESSMENT PER TYPE:	\$44,731.67	\$0.00	\$44,731.67

SUMMARY: SPECIAL ASSESSMENT AMOUNTS PER SIDE OF STREET:

NORTH SIDE	\$20,908.80
SOUTH SIDE	\$23,823.36
TOTAL SPECIAL ASSESSMENT	\$44,732.16

**ESTIMATED PROJECT COST  
POST-BID**

LEE STREET FROM CLARK TO ADA  
6-Jan-23

ENGINEER'S ESTIMATE

RESO 4

DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	AMOUNT	ELIGIBLE AMOUNT	CITY COST 60 PERCENT	ASSESSMENT AT 40% RESIDENTIAL	ASSESSMENT AT 40% COMMERCIAL
Mobilization, Max __, (Road, Storm, Sanitary)	LSUM	1	\$13,454.53	\$ 13,454.53	\$ 13,454.53	\$ 8,072.72	\$ 5,381.81	\$ 5,381.81
Stump, Rem, 19 inch to 36 inch	Ea	1	\$150.00	\$ 150.00		\$ -	\$ -	\$ -
Dr Structure, Rem	Ea	3	\$270.69	\$ 812.07		\$ -	\$ -	\$ -
Sewer, Rem, Less than 24 inch	Ft	100	\$22.24	\$ 2,224.00		\$ -	\$ -	\$ -
Curb and Gutter, Rem	Ft	189	\$6.27	\$ 1,185.03	\$ 1,185.03	\$ 711.02	\$ 474.01	\$ 474.01
Pavt, Rem	Syd	54	\$4.99	\$ 269.46		\$ -	\$ -	\$ -
Sidewalk, Rem	Syd	290	\$4.26	\$ 1,235.40	\$ 1,235.40	\$ 741.24	\$ 494.16	\$ 494.16
Embankment, CIP	Cyd	54	\$2.80	\$ 151.20		\$ -	\$ -	\$ -
Excavation, Earth	Cyd	283	\$4.90	\$ 1,386.70		\$ -	\$ -	\$ -
Subgrade Undercutting, Type II	Cyd	25	\$58.30	\$ 1,457.50		\$ -	\$ -	\$ -
Erosion Control, Inlet Protection, Fabric Drop	Ea	6	\$78.72	\$ 472.32	\$ 472.32	\$ 283.39	\$ 188.93	\$ 188.93
Subbase, CIP	Cyd	46	\$2.80	\$ 128.80		\$ -	\$ -	\$ -
Aggregate Base, 4 inch, Modified	Syd	61	\$11.99	\$ 731.39		\$ -	\$ -	\$ -
Aggregate Base, 8 inch, Modified	Syd	1273	\$26.93	\$ 34,281.89		\$ -	\$ -	\$ -
Maintenance Gravel	Ton	25	\$27.02	\$ 675.50	\$ 675.50	\$ 405.30	\$ 270.20	\$ 270.20
Approach, CI II, LM	Cyd	15	\$13.16	\$ 197.40		\$ -	\$ -	\$ -
Geotextile, Separator, Modified	Syd	1334	\$1.89	\$ 2,521.26		\$ -	\$ -	\$ -
Sewer, SDR-26, 4 inch, Tr Det B, Modified	Ft	21	\$54.97	\$ 1,154.37		\$ -	\$ -	\$ -
Sewer, SDR-26, 8 inch, Tr Det B, Modified	Ft	49	\$87.60	\$ 4,292.40		\$ -	\$ -	\$ -
Sewer, SDR-26, 10 inch, Tr Det B, Modified	Ft	70	\$76.98	\$ 5,388.60		\$ -	\$ -	\$ -
Sanitary Serv Conflict	Ea	2	\$1,463.99	\$ 2,927.98		\$ -	\$ -	\$ -
Abandoned Gas Main Conflict	Ea	2	\$251.80	\$ 503.60		\$ -	\$ -	\$ -
Dr Structure Cover, Adj, Case 1	Ea	2	\$580.54	\$ 1,161.08	\$ 1,161.08	\$ 696.65	\$ 464.43	\$ 464.43
Dr Structure, Tap, 10 inch	Ea	1	\$925.32	\$ 925.32		\$ -	\$ -	\$ -
Dr Structure Cover, EJ 7000	Ea	2	\$1,000.81	\$ 2,001.62	\$ 2,001.62	\$ 1,200.97	\$ 800.65	\$ 800.65
Dr Structure Cover, EJ 1040 w/ Solid Gasket Sealed Cover	Ea	2	\$736.32	\$ 1,472.64	\$ 1,472.64	\$ 883.58	\$ 589.06	\$ 589.06
Dr Structure Cover, EJ 1040 w/ Vented Cover	Ea	1	\$736.32	\$ 736.32	\$ 736.32	\$ 441.79	\$ 294.53	\$ 294.53
Dr Structure, 36 inch dia, Modified	Ea	2	\$1,138.22	\$ 2,276.44		\$ -	\$ -	\$ -
Dr Structure, 48 inch dia, Sanitary, Modified	Ea	1	\$3,110.56	\$ 3,110.56		\$ -	\$ -	\$ -
Dr Structure, Temp Lowering	Ea	1	\$305.43	\$ 305.43	\$ 305.43	\$ 183.26	\$ 122.17	\$ 122.17
HMA Surface, Rem	Syd	1255	\$5.41	\$ 6,789.55	\$ 6,789.55	\$ 4,073.73	\$ 2,715.82	\$ 2,715.82
Hand Patching	Ton	10	\$164.00	\$ 1,640.00		\$ -	\$ -	\$ -
HMA, 3EML	Ton	231	\$125.00	\$ 28,875.00	\$ 28,875.00	\$ 17,325.00	\$ 9,625.00	\$ 11,550.00
HMA, 5EML	Ton	115	\$167.00	\$ 19,205.00	\$ 19,205.00	\$ 11,523.00	\$ 7,682.00	\$ 7,682.00
Cement	Ton	2	\$225.00	\$ 450.00		\$ -	\$ -	\$ -
Driveway, Nonreinf Conc, 6 inch	Syd	59	\$55.00	\$ 3,245.00		\$ -	\$ -	\$ -
Curb and Gutter, Conc, Det F4, Modified	Ft	181	\$24.00	\$ 4,344.00	\$ 4,344.00	\$ 2,606.40	\$ 1,737.60	\$ 1,737.60
Detectable Warning Surface, Modified	Ft	20	\$72.00	\$ 1,440.00		\$ -	\$ -	\$ -
Curb Ramp Opening, Conc	Ft	28	\$24.00	\$ 672.00		\$ -	\$ -	\$ -
Sidewalk, Conc, 4 inch	Sft	2311	\$5.55	\$ 12,826.05	\$ 12,826.05	\$ 7,695.63	\$ 5,130.42	\$ 5,130.42
Sidewalk, Conc, 6 inch	Sft	344	\$6.00	\$ 2,064.00	\$ 2,064.00	\$ 1,238.40	\$ 825.60	\$ 825.60
Curb Ramp, Conc, 4 inch	Sft	322	\$7.00	\$ 2,254.00		\$ -	\$ -	\$ -
Curb Ramp, Conc, 7 inch	Sft	174	\$8.00	\$ 1,392.00		\$ -	\$ -	\$ -
Barricade, Type III, High Intensity, Double Sided, Furn & Oper	Ea	4	\$40.00	\$ 160.00		\$ -	\$ -	\$ -
Minor Traf Devices, Max \$5,000	LSUM	1	\$1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 720.00	\$ 480.00	\$ 480.00
Plastic Drum, High Intensity, Furn & Oper	Ea	15	\$20.00	\$ 300.00		\$ -	\$ -	\$ -
Sign, Type B, Temp, Prismatic, Furn & Oper	Sft	130	\$3.00	\$ 390.00		\$ -	\$ -	\$ -
Pedestrian Type II Barricade, Temp	Ea	10	\$65.00	\$ 650.00		\$ -	\$ -	\$ -

**ESTIMATED PROJECT COST  
POST-BID**

LEE STREET FROM CLARK TO ADA  
6-Jan-23

ENGINEER'S ESTIMATE

RESO 4

DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	AMOUNT	ELIGIBLE AMOUNT	CITY COST 60 PERCENT	ASSESSMENT AT 40% RESIDENTIAL	ASSESSMENT AT 40% COMMERCIAL
Turf Establishment, Performance	Syd	500	\$12.54	\$ 6,270.00		\$ -	\$ -	\$ -
Sign, Type III. Erect, Salv	Ea	2	\$75.00	\$ 150.00		\$ -	\$ -	\$ -
Sign, Type III, Rem	Ea	2	\$75.00	\$ 150.00		\$ -	\$ -	\$ -
<b>SUB TOTALS</b>				\$ 182,057.41	\$ 98,003.47	\$ 58,802.08	\$ 37,276.39	\$ 39,201.39
ENGINEERING AT 15% ASSESSABLE COST				\$ 27,308.61	\$ 14,700.52	\$ 8,820.31	\$ 5,591.46	\$ 5,880.21
ADMINISTRATIVE AT 5% ASSESSABLE COST				\$ 9,102.87	\$ 4,900.17	\$ 2,940.10	\$ 1,863.82	\$ 1,960.07
<b>GRAND TOTALS</b>				\$ 218,468.89	\$ 117,604.16	\$ 70,562.50	\$ 44,731.67	\$ 47,041.67



# City of Owosso

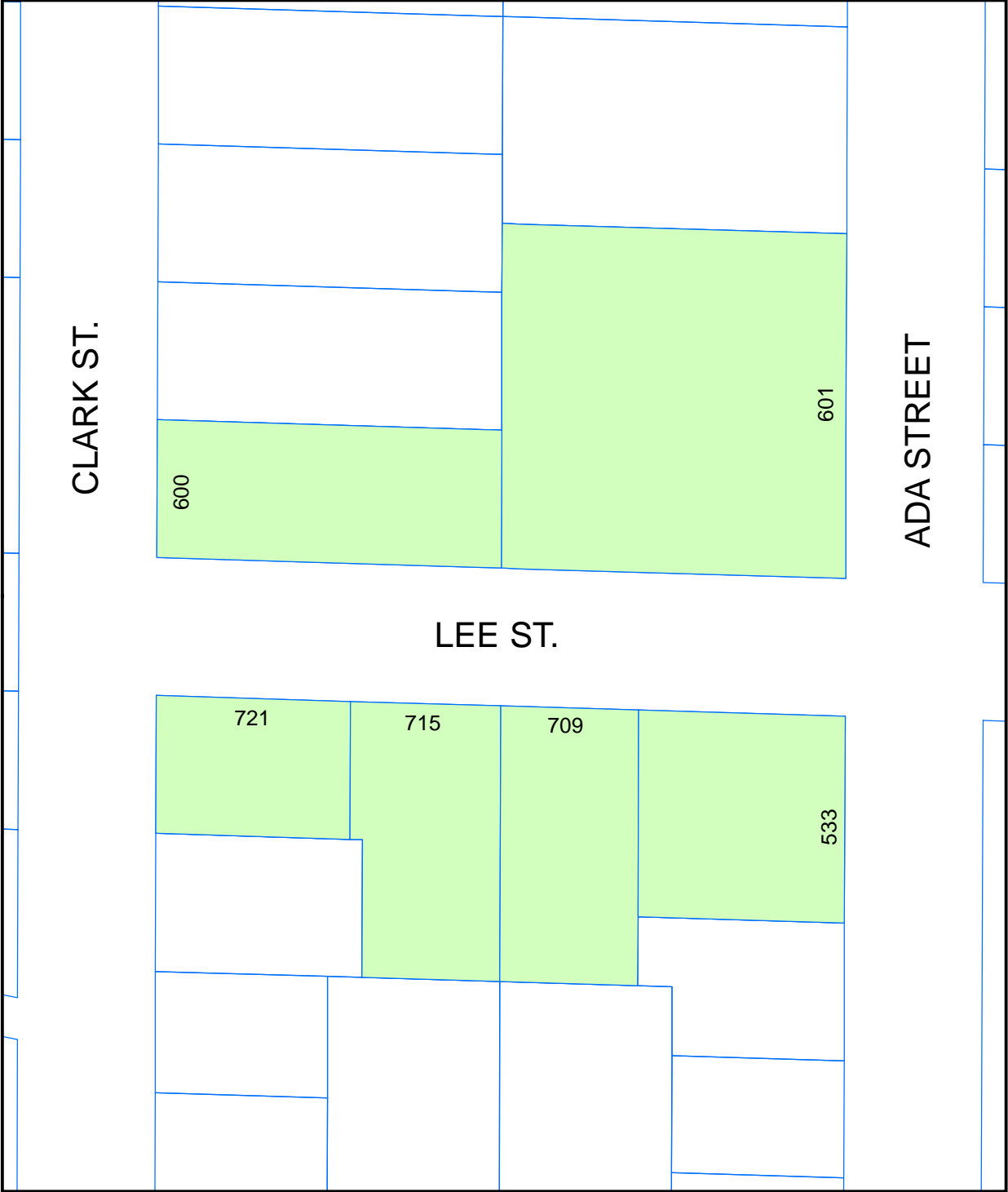
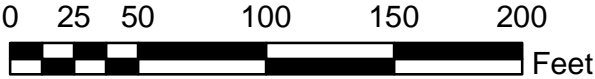
## Proposed Special Assessment No. 2023-03

Lee Street  
from Clark St. to Ada St.



### Legend

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





# Lee Street Special Assessment -Ada to Clark-

*Initiated at request of neighborhood petition*

# Lee Street Condition

Ada to Clark

<b>STREET</b>	LEE
<b>FROM</b>	CLARK
<b>TO</b>	ADA
<b>LENGTH</b>	396
<b>YRPAVE</b>	1984
<b>PASER 2012</b>	<b>2</b>
<b>PASER 2014</b>	<b>3</b>
<b>PASER 2017</b>	<b>3</b>
<b>MINIMUM TREATMENT</b>	<b>REHABILITATION</b>

# Lee Street – RESO 5

Ada to Clark

Total Project Cost	Assessment-Eligible Portion
\$218,468.89	\$117,604.16

## Assessment-Eligible Cost Responsibilities

Total Eligible Cost	City Share	Residential Share (\$84.48/ft)	Commercial Share (\$87.39/ft)
\$117,604.16	\$72,872.49	\$44,731.67	\$0
100%	62%	38%	0%
529.5'		529.5'	0'

## Total Project Cost Responsibility Breakdown

Grand Total Cost	City Share (Assessment Cost + At Large)	Residential Share
100%	80%	20%



# Lee Street – RESO 3

Ada to Clark

Total Project Cost	Assessment-Eligible Portion
\$182,655.60	\$115,681.20

## Assessment-Eligible Cost Responsibilities

Total Eligible Cost	City Share	Residential Share (\$84.11/ft)	Commercial Share (\$87.39/ft)
\$115,681.20	\$71,144.95	\$44,536.25	\$0
100%	62%	38%	0%
529.5'		529.5'	0'

## Total Project Cost Responsibility Breakdown

Grand Total Cost	City Share (Assessment Cost + At Large)	Residential Share
100%	76%	24%

# How we arrive at price per linear foot

- Calculated based on:
  - Width of street
  - Thickness of asphalt to be applied (inches)
    - And removal of old existing
  - Curb and gutter replacement/repair
    - And removal of old existing
  - Driveways (if needed)
  
  - What is NOT included in assessments
    - *Utility replacements: Water, Sewer, Storm*
    - *Road base material and placement*
    - *Sidewalks*
    - *Driveway openings*



# City of Owosso

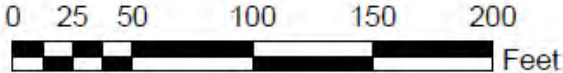
## Proposed Special Assessment No. 2023-03

Lee Street  
from Clark St. to Ada St.



### Legend

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





## MEMORANDUM

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

**DATE:** February 6, 2023  
**TO:** Mayor Teich and the Owosso City Council  
**FROM:** Ryan E. Suchanek, Director of Public Services & Utilities  
**SUBJECT:** ARP-SRF Grant Agreement

### RECOMMENDATION:

Approve the American Rescue Plan-State Revolving Fund Grant Agreement between the Michigan Department of Environment, Great Lakes, and Energy (EGLE) and the City, and designate Finance Director Brad Barrett as the authorized representative for the grant.

### BACKGROUND:

The City of Owosso has been selected to receive a \$1,011,250.00 ARP grant to be used toward its 2023 Drinking Water State Revolving Fund (DWSRF) Project. The full scope of this water supply system improvement project includes: replacement of water main and lead service lines on North Street, Huron Street, Clyde Street, Lynn Street, Milwaukee Street and Lee Street; well upgrades/well houses for the Juniper 1 and Palmer 3A wells; and SCADA (supervisory control and data acquisition) upgrades at the Water Treatment Plant and related facilities. This project will assist the City in its efforts to replace/improve aging infrastructure throughout the City, comply with regulatory requirements, increase reliability of service and maintain a constant supply of quality drinking water for the residents of Owosso and surrounding area.

Due to the fact the grant consists of American Rescue Plan funds, the terms of the agreement require the designation of an authorized representative that has previously been certified to receive ARP funds on behalf of the City. Finance Director Brad Barrett has gone through the certification process, is currently listed as an authorized representative for the receipt of ARP funds, and is recommended as the authorized representative for the ARP-SRF Grant.

**Attachment:** (1) Resolution  
(2) Grant Agreement

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

**RESOLUTION NO.**

**APPROVAL OF AMERICAN RESCUE PLAN – STATE REVOLVING FUND  
GRANT AGREEMENT FOR THE MICHIGAN DEPARTMENT OF ENVIRONMENT  
GREAT LAKES & ENERGY (EGLE) DRINKING WATER STATE REVOLVING  
FUND AND DESIGNATING AN AUTHORIZED GRANT REPRESENTATIVE**

WHEREAS, the City of Owosso recognizes the need to make improvements to its existing water distribution system, wells, water treatment plant and process equipment; and

WHEREAS, the City of Owosso submitted an application for and has been approved to receive an American Rescue Plan – State Revolving Fund (ARP-SRF) Grant of \$1,011,250.00 for its proposed 2023 Drinking Water State Revolving Fund Project; and

WHEREAS, said project plan, with amendments, was adopted at a City Council meeting held on June 6<sup>th</sup>, 2022.

NOW THEREFORE BE IT RESOLVED, that the City of Owosso formally approves the American Rescue Plan – State Revolving Fund Grant Agreement and agrees to abide by its terms.

BE IT FURTHER RESOLVED, that the Director of Finance, a position currently held by Brad Barrett, is designated as the authorized representative for all activities associated with the grant agreement referenced above, including the execution of said agreement.



**AMERICAN RESCUE PLAN – STATE REVOLVING FUND GRANT AGREEMENT  
(ARP FUNDED)**

BETWEEN THE

MICHIGAN DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY  
AND **City of Owosso**

This Grant Agreement ("Agreement") is made between the Michigan Department of Environment, Great Lakes, and Energy (EGLE), **Finance Division** ("State"), and **City of Owosso** ("Grantee").

The purpose of this Agreement is to provide funding in exchange for work to be performed for the project named below. The State is authorized to provide grant assistance pursuant to P.A. 53 of 2022. This Agreement is subject to the terms and conditions specified herein.

**PROJECT INFORMATION:**

Project Name: W/M Replacement, LSLR, SCADA, & Wells Project #: 7491-01

Amount of grant: \$1,011,250 100% of grant federal funding

Amount of CWSRF/DWSRF loan: \$3,033,750 PROJECT TOTAL: \$7,907,259.23

Start Date: 3/3/2021 End Date: Administrative Completion of CWSRF/DWSRF  
Loan No. or December 31, 2026, whichever is first

**FISCAL RECOVERY FUND (FRF) ITEMS:**

Recipient Type: Subrecipient

Can be used for allowable expenditures incurred on/or after: 3/3/2021

Federal Awarding Agency: US Department of Treasury CFDA Number and Name: 21.027

FAIN Number: SLFRP0127 Research and Development Award:  Yes  No

SLFRF Category: \_\_\_\_\_

SLFRF Short Name: \_\_\_\_\_

Major Program: \_\_\_\_\_

**GRANTEE CONTACT INFORMATION:**

Name/Title: Brad Barrett

Organization: City of Owosso

Address: 301 W. Main St

City, State, ZIP: Owosso, MI, 48867

Phone Number: 989-725-0575

E-Mail Address: brad.barrett@ci.owosso.mi.us

Federal ID:

Grantee UEI Number:

SIGMA Vendor Number:

**STATE'S CONTACT INFORMATION:**

Name/Title: Jonathan Berman

Division/Bureau/Office: Water Infrastructure Funding and Financing Section, Finance Division

Address:

City, State, ZIP:

Phone Number: 517-897-3634

E-Mail Address: BERMANJ@michigan.gov

The individuals signing below certify by their signatures that they are authorized to sign this Agreement on behalf of their agencies and that the parties will fulfill the terms of this Agreement, including any attached appendices, as set forth herein.

**FOR THE GRANTEE:**

Brad Barrett/Finance Director

\_\_\_\_\_  
Signature Name/Title Date

**FOR THE STATE:**

Kelly Green, Administrator

\_\_\_\_\_  
Signature Name/Title Date

## **I. PROJECT SCOPE**

This Agreement and its appendices constitute the entire Agreement between the State and the Grantee and may be modified only by written agreement between the State and the Grantee.

(A) The scope of this project is limited to the activities specified in Appendix A and such activities as are authorized by the State under this Agreement. Any change in project scope requires prior written approval in accordance with Section III, Changes, in this Agreement.

(B) By acceptance of this Agreement, the Grantee commits to complete the project identified in Appendix A within the time period allowed for in this Agreement and in accordance with the terms and conditions of this Agreement.

## **II. AGREEMENT PERIOD**

Upon signature by the State, the Agreement shall be effective from the Start Date until the End Date on page 1. The State shall have no responsibility to provide funding to the Grantee for project work performed except between the Start Date and the End Date specified on page 1. Expenditures made by the Grantee prior to the Start Date or after the End Date of this Agreement are not eligible for payment under this Agreement.

## **III. CHANGES**

Any changes to this Agreement shall be requested by the Grantee or the State in writing and implemented only upon approval in writing by the State. The State reserves the right to deny requests for changes to the Agreement or to the appendices. No changes can be implemented without approval by the State.

## **IV. GRANTEE DELIVERABLES AND REPORTING REQUIREMENTS**

The Grantee shall submit deliverables and follow reporting requirements specified in Appendix A of this Agreement.

(A) The Grantee must complete and submit financial and/or progress reports according to a form and format prescribed by the State and must include supporting documentation of eligible project expenses. These reports shall be submitted via the State Revolving Fund (SRF) Disbursement Request Form as provided by EGLE, and due according to the following:

<b>Reporting Period</b>	<b>Due Date</b>
Jan 1 – Jan 31	Feb 15
Feb 1 – Feb 28	Mar 15
Mar 1 – Mar 31	April 15
April 1 – April 30	May 15
May 1 – May 31	June 15
June 1 – June 30	July 15



July 1 – July 31	Aug 15
Aug 1 – Aug 31	Sept 15
Sept 1 – Sept 30	Before Oct 10*
Oct 1 – Oct 31	Nov 15
Nov 1 – Nov 30	Dec 15
Dec 1 – Dec 31	Jan 15

\*Due to the State’s year-end closing procedures, there will be an accelerated due date for the report covering September 1 – September 30. Advance notification regarding the due date for the period ending September 30 will be sent to the Grantee. If the Grantee is unable to submit a report in early October for the period ending September 30, an estimate of expenditures through September 30 must be submitted to allow the State to complete its accounting for that fiscal year.

The forms provided by the State shall be submitted to the State’s contact at the address on page 1. All required supporting documentation (invoices, proof of payment, etc.) for expenses must be included with the report.

(B) The Grantee shall provide a final project report in a format prescribed by the State. The Grantee shall submit the final status report, including all supporting documentation for expenses, along with the final project report and any other outstanding products within 30 days of substantial completion of the project or the End Date of the Agreement.

**V. GRANTEE RESPONSIBILITIES**

(A) The Grantee agrees to abide by all applicable local, state, and federal laws, rules, ordinances, and regulations in the performance of this grant, including Uniform Guidance for Federal Awards (2 CFR 200).

(B) All local, state, and federal permits, if required, are the responsibility of the Grantee. Award of this grant is not a guarantee of permit approval by the State.

(C) The Grantee shall be solely responsible to pay all applicable taxes and fees, if any, that arise from the Grantee’s receipt or execution of this grant.

(D) The Grantee is responsible for the professional quality, technical accuracy, timely completion, and coordination of all designs, drawings, specifications, reports, and other services submitted to the State under this Agreement. The Grantee shall, without additional compensation, correct or revise any errors, omissions, or other deficiencies in drawings, designs, specifications, reports, or other services.

(E) The State’s approval of drawings, designs, specifications, reports, and incidental work or materials furnished hereunder shall not in any way relieve the Grantee of responsibility for the technical adequacy of the work. The State’s review, approval, acceptance, or payment for any of the

services shall not be construed as a waiver of any rights under this Agreement or of any cause of action arising out of the performance of this Agreement.

(F) The Grantee acknowledges that it is a crime to knowingly and willingly file false information with the State for the purpose of obtaining this Agreement or any payment under the Agreement, and that any such filing may subject the Grantee, its agents, and/or employees to criminal and civil prosecution and/or termination of the grant.

## **VI. USE OF MATERIAL**

Unless otherwise specified in this Agreement, the Grantee may release information or material developed under this Agreement, provided it is acknowledged that the State funded all or a portion of its development.

The State, and federal awarding agency, if applicable, retains a royalty-free, nonexclusive and irrevocable right to reproduce, publish, and use in whole or in part, and authorize others to do so, any copyrightable material or research data submitted under this grant whether or not the material is copyrighted by the Grantee or another person. The Grantee will only submit materials that the State can use in accordance with this paragraph.

## **VII. ASSIGNABILITY**

The Grantee shall not assign this Agreement or assign or delegate any of its duties or obligations under this Agreement to any other party without the prior written consent of the State. The State does not assume responsibility regarding the contractual relationships between the Grantee and any subcontractor.

## **VIII. SUBCONTRACTS & SUBAWARDS**

The State reserves the right to deny the use of any consultant, contractor, associate, or other personnel to perform any portion of the project. The Grantee is solely responsible for all contractual activities performed under this Agreement. Further, the State will consider the Grantee to be the sole point of contact with regard to contractual matters, including payment of any and all charges resulting from the anticipated Grant. All subcontractors used by the Grantee in performing the project shall be subject to the provisions of this Agreement and shall be qualified to perform the duties required.

For all Subawards - 2 CFR 200.331 – 200.333 Subrecipient Monitoring and Management All pass-through entities must:

**A)** Ensure that every subaward is clearly identified to the subrecipient as a subaward and includes the following information at the time of the subaward and if any of these data elements change, include the changes in subsequent subaward modification. When some of this information is not available, the pass-through entity must provide the best information available to describe the Federal award and subaward. Required information includes:

(1) Federal award identification.

(i) Subrecipient name (which must match the name associated with its unique entity identifier)

- (ii) Subrecipient's unique entity identifier
- (iii) Federal Award Identification Number (FAIN)
- (iv) Federal Award Date (see the definition of Federal award date in § 200.1 of this part) of award to the recipient by the Federal agency
- (v) Subaward Period of Performance Start and End Date
- (vi) Subaward Budget Period Start and End Date
- (vii) Amount of Federal Funds Obligated by this action by the pass-through entity to the subrecipient
- (viii) Total Amount of Federal Funds Obligated to the subrecipient by the pass-through entity including the current financial obligation
- (ix) Total Amount of the Federal Award committed to the subrecipient by the pass-through entity
- (x) Federal award project description, as required to be responsive to the Federal Funding Accountability and Transparency Act (FFATA)
- (xi) Name of Federal awarding agency, pass-through entity, and contact information for awarding official of the Pass-through entity
- (xii) Assistance Listings number and Title; the pass-through entity must identify the dollar amount made available under each Federal award and the Assistance Listings Number at time of disbursement
- (xiii) Identification of whether the award is R&D; and
- (xiv) Indirect cost rate for the Federal award (including if the de minimis rate is charged) per § 200.414

(2) All requirements imposed by the pass-through entity on the subrecipient so that the Federal award is used in accordance with Federal statutes, regulations and the terms and conditions of the Federal award

(3) Any additional requirements that the pass-through entity imposes on the subrecipient in order for the pass-through entity to meet its own responsibility to the Federal awarding agency including identification of any required financial and performance reports.

(4) (i) An approved federally recognized indirect cost rate negotiated between the subrecipient and the Federal Government. If no approved rate exists, the pass-through entity must determine the appropriate rate in collaboration with the subrecipient, which is either:

(A) The negotiated indirect cost rate between the pass-through entity and the subrecipient; which can be based on a prior negotiated rate between a different PTE and the same subrecipient. If basing the rate on a previously negotiated rate, the pass-through entity is not required to collect information justifying this rate, but may elect to do so;

(B) The de minimis indirect cost rate.

(ii) The pass-through entity must not require use of a de minimis indirect cost rate if the subrecipient has a Federally approved rate. Subrecipients can elect to use the cost allocation method to account for indirect costs in accordance with § 200.405(d).

(5) A requirement that the subrecipient permit the pass-through entity and auditors to have access to the subrecipient's records and financial statements as necessary for the pass-through entity to meet the requirements of this part,

(6) Appropriate terms and conditions concerning closeout of the subaward.

**B)** Evaluate each subrecipient's risk of noncompliance with Federal statutes, regulations, and the terms and conditions of the subaward for purposes of determining the appropriate subrecipient monitoring described in paragraphs (d) and (e) of this section, which may include consideration of such factors as:

(1) The subrecipient's prior experience with the same or similar subawards;

(2) The results of previous audits including whether or not the subrecipient receives a Single Audit in accordance with Subpart F of this part, and the extent to which the same or similar subaward has been audited as a major program.

(3) Whether the subrecipient has new personnel or new or substantially changed systems.

(4) The extent and results of Federal awarding agency monitoring (e.g., if the subrecipient also receives Federal awards directly from a Federal awarding agency).

**C)** Consider imposing specific subaward conditions upon a subrecipient if appropriate as described in § 200.208.

**D)** Monitor the activities of the subrecipient as necessary to ensure that the subaward is used for authorized purposes, in compliance with Federal statutes, regulations, and the terms and conditions of the subaward; and that subaward performance goals are achieved. Pass-through entity monitoring of the subrecipient must include:

(1) Reviewing financial and performance reports required by the pass-through entity.

(2) Following-up and ensuring that the subrecipient takes timely and appropriate action on all deficiencies pertaining to the Federal award provided to the subrecipient from the pass-through entity detected through audits, on-site reviews, and written confirmation from the subrecipient, highlighting the status of actions planned or taken to address Single Audit findings related to the particular subaward.

(3) Issuing a management decision for applicable audit findings pertaining only to the Federal award provided to the subrecipient from the pass-through entity as required by § 200.521.

(4) The pass-through entity is responsible for resolving audit findings specifically related to the subaward and not responsible for resolving crosscutting findings. If a subrecipient has a current Single Audit report posted in the Federal Audit Clearinghouse and has not otherwise been excluded from receipt of Federal funding (e.g., has been debarred or suspended), the pass-through entity may rely on the subrecipient's cognizant audit agency or cognizant oversight agency to perform audit follow-up and make management decisions related to cross-cutting findings in accordance with section § 200.513(a)(3)(vii). Such reliance does not eliminate the responsibility of the pass-through entity to issue subawards that conform to agency and award-specific requirements, to manage risk through ongoing subaward monitoring, and to monitor the status of the findings that are specifically related to the subaward.

**E)** Depending upon the pass-through entity's assessment of risk posed by the subrecipient (as described in paragraph (b) of this section), the following monitoring tools may be useful for the pass-through entity to ensure proper accountability and compliance with program requirements and achievement of performance goals:

- (1) Providing subrecipients with training and technical assistance on program-related matters; and
- (2) Performing on-site reviews of the subrecipient's program operations;
- (3) Arranging for agreed-upon-procedures engagements as described in § 200.425.

**F)** Verify that every subrecipient is audited as required by Subpart F of this part when it is expected that the subrecipient's Federal awards expended during the respective fiscal year equaled or exceeded the threshold set forth in § 200.501.

**G)** Consider whether the results of the subrecipient's audits, on-site reviews, or other monitoring indicate conditions that necessitate adjustments to the pass-through entity's own records.

(h) Consider taking enforcement action against noncompliant subrecipients as described in § 200.339 of this part and in program regulations.

**H) 200.333 Fixed amount subawards**

With prior written approval from the Federal awarding agency, a pass-through entity may provide subawards based on fixed amounts up to the Simplified Acquisition Threshold, provided that the subawards meet the requirements for fixed amount awards in §200.201 Use of grant agreements (including fixed amount awards), cooperative agreements, and contracts.

**IX. NON-DISCRIMINATION**

The Grantee shall comply with the Elliott Larsen Civil Rights Act, 1976 PA 453, as amended, MCL 37.2101 *et seq.*, the Persons with Disabilities Civil Rights Act, 1976 PA 220, as amended, MCL 37.1101 *et seq.*, and all other federal, state, and local fair employment practices and equal opportunity laws and covenants that it shall not discriminate against any employee or applicant for employment, to be employed in the performance of this Agreement, with respect to his or her hire, tenure, terms, conditions, or privileges of employment, or any matter directly or indirectly related to employment, because of his or her race, religion, color, national origin, age, sex, height, weight, marital status, or physical or mental disability that is unrelated to the individual's ability to perform the duties of a particular job or position. The Grantee agrees to include in every subcontract entered into for the performance of this Agreement this covenant not to discriminate in employment. A breach of this covenant is a material breach of this Agreement.

**X. UNFAIR LABOR PRACTICES**

The Grantee shall comply with the Employers Engaging in Unfair Labor Practices Act, 1980 PA 278, as amended, MCL 423.321 *et seq.*

## **XI. LIABILITY**

(A) The Grantee, not the State, is responsible for all liabilities as a result of claims, judgments, or costs arising out of activities to be carried out by the Grantee under this Agreement, if the liability is caused by the Grantee, or any employee or agent of the Grantee acting within the scope of their employment or agency.

(B) Nothing in this Agreement should be construed as a waiver of any governmental immunity by the Grantee, the State, its agencies, or their employees as provided by statute or court decisions.

## **XII. CONFLICT OF INTEREST**

No government employee, or member of the legislative, judicial, or executive branches, or member of the Grantee's Board of Directors, its employees, partner agencies, or their families shall benefit financially from any part of this Agreement.

## **XIII. ANTI-LOBBYING**

If all or a portion of this Agreement is funded with federal funds, then in accordance with 2 CFR 200, as appropriate, the Grantee shall comply with the Anti-Lobbying Act, which prohibits the use of all project funds regardless of source, to engage in lobbying the state or federal government or in litigation against the State. Further, the Grantee shall require that the language of this assurance be included in the award documents of all subawards at all tiers.

If all or a portion of this Agreement is funded with state funds, then the Grantee shall not use any of the grant funds awarded in this Agreement for the purpose of lobbying as defined in the State of Michigan's lobbying statute, MCL 4.415(2). "Lobbying" means communicating directly with an official of the executive branch of state government or an official in the legislative branch of state government for the purpose of influencing legislative or administrative action." The Grantee shall not use any of the grant funds awarded in this Agreement for the purpose of litigation against the State. Further, the Grantee shall require that language of this assurance be included in the award documents of all subawards at all tiers.

## **XIV. DEBARMENT AND SUSPENSION**

Each eligible applicant must obtain a Unique Entity Identifier (UEI) and maintain an active registration with the Federal System for Award Management (SAM). The SAM website is: <https://www.sam.gov/SAM>.

By signing this Agreement, the Grantee certifies that it has checked the federal debarment/suspension list at [www.SAM.gov](http://www.SAM.gov) to verify that its agents, and its subcontractors:

- (1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or the state.

- (2) Have not within a three-year period preceding this Agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction, as defined in 45 CFR 1185; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.
- (3) Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses enumerated in subsection (2).
- (4) Have not within a three-year period preceding this Agreement had one or more public transactions (federal, state, or local) terminated for cause or default.
- (5) Will comply with all applicable requirements of all other state or federal laws, executive orders, regulations, and policies governing this program.

## **XV. AUDIT AND ACCESS TO RECORDS**

### Federal Audit Requirements

- (A) (2 CFR 200.501) Audit required. A non-federal entity that expends \$750,000 or more during the non-Federal entity's fiscal year in Federal awards must have a single or program specific audit conducted for that year in accordance with the provisions of this part
- (B) (2 CFR 200.508) Auditee requirements:
  - a. Procure or otherwise arrange for the audit, if required.
  - b. Prepare appropriate financial statements, including the schedule of expenditures of Federal awards.
  - c. Promptly follow up and take corrective action on the audit findings.
  - d. Provide the auditor with access to personnel, accounts, books, records, supporting documentation, and other information as needed for the auditor to perform the audit.

The State reserves the right to conduct a programmatic and financial audit of the project, and the State may withhold payment until the audit is satisfactorily completed. The Grantee will be required to maintain all pertinent records and evidence pertaining to this Agreement, including grant and any required matching funds, in accordance with generally accepted accounting principles and other procedures specified by the State. The State or any of its duly authorized representatives must have access, upon reasonable notice, to such books, records, documents, and other evidence for the purpose of inspection, audit, and copying. The Grantee will provide proper facilities for such access and inspection. All records must be maintained through December 31, 2031.

## **XVI. INSURANCE**

- (A) The Grantee must maintain insurance or self-insurance that will protect it from claims that may arise from the Grantee's actions under this Agreement.
- (B) The Grantee must comply with applicable workers' compensation laws while engaging in activities authorized under this Agreement.

## **XVII. OTHER SOURCES OF FUNDING**

The Grantee guarantees that any claims for reimbursement made to the State under this Agreement must not be financed by any source other than the State under the terms of this Agreement. If funding is received through any other source, the Grantee agrees to delete from Grantee's billings, or to immediately refund to the State, the total amount representing such duplication of funding.

## **XVIII. COMPENSATION**

(A) A breakdown of costs allowed under this Agreement is identified in Appendix A. The State will pay the Grantee a total amount not to exceed the amount on page 1 of this Agreement, in accordance with Appendix A, and only for expenses incurred. All other costs necessary to complete the project are the sole responsibility of the Grantee.

(B) Expenses incurred by the Grantee prior to the Start Date or after the End Date of this Agreement are not allowed under the Agreement.

(C) The State will approve payment requests after approval of reports and related documentation as required under this Agreement.

(D) The State reserves the right to request additional information necessary to substantiate payment requests.

(E) Payments under this Agreement may be processed by Electronic Funds Transfer (EFT). The Grantee may register to receive payments by EFT at the SIGMA Vendor Self Service web site (<https://sigma.michigan.gov/webapp/PRDVSS2X1/AltSelfService>).

## **XIX. CLOSEOUT**

(A) A determination of project completion, which may include a site inspection and an audit, shall be made by the State after the Grantee has met any match obligations, satisfactorily completed the activities, and provided products and deliverables described in Appendix A.

(B) Upon issuance of final payment from the State, the Grantee releases the State of all claims against the State arising under this Agreement. Unless otherwise provided in this Agreement or by State law, final payment under this Agreement shall not constitute a waiver of the State's claims against the Grantee.

(C) The Grantee shall immediately refund to the State any payments in excess of the costs allowed by this Agreement.

(D) Any funds received under the authorizing legislation for this program expended by the eligible applicant in a manner that does not adhere to the American Rescue Plan 117-2 or Uniform Guidance 2 CFR 200, as applicable, shall be returned to the state. If it is determined that an eligible applicant receiving funds under this act expends any funds under this act for a purpose that is not consistent with the requirements of the American Rescue Plan, Public Law 117-2, or Uniform Guidance 2 CFR 200, the state budget director is authorized to withhold payment of state funds, in part or in whole, payable from any state appropriation.



## **XX. CANCELLATION**

This Agreement may be canceled by the State, upon 30 days written notice, due to Executive Order, budgetary reduction, other lack of funding, upon request by the Grantee, or upon mutual agreement by the State and Grantee. The State may honor requests for just and equitable compensation to the Grantee for all satisfactory and eligible work completed under this Agreement up until 30 days after written notice, upon which time all outstanding reports and documents are due to the State and the State will no longer be liable to pay the grantee for any further charges to the grant.

## **XXI. TERMINATION**

(A) This Agreement may be terminated by the State as follows.

(1) Upon 30 days written notice to the Grantee:

- a. If the Grantee fails to comply with the terms and conditions of the Agreement, or with the requirements of the authorizing legislation cited on page 1, or the rules promulgated thereunder, or other applicable law or rules.
- b. If the Grantee knowingly and willingly presents false information to the State for the purpose of obtaining this Agreement or any payment under this Agreement.
- c. If the State finds that the Grantee, or any of the Grantee's agents or representatives, offered or gave gratuities, favors, or gifts of monetary value to any official, employee, or agent of the State in an attempt to secure a subcontract or favorable treatment in awarding, amending, or making any determinations related to the performance of this Agreement.
- d. If the Grantee or any subcontractor, manufacturer, or supplier of the Grantee appears in the register of persons engaging in unfair labor practices that is compiled by the Michigan Department of Licensing and Regulatory Affairs or its successor.
- e. During the 30-day written notice period, the State shall withhold payment for any findings under subparagraphs a through d, above and the Grantee will immediately cease charging to the grant and stop earning match for the project (if applicable).

(2) Immediately and without further liability to the State if the Grantee, or any agent of the Grantee, or any agent of any subcontract is:

- a. Convicted of a criminal offense incident to the application for or performance of a State, public, or private contract or subcontract.
- b. Convicted of a criminal offense, including but not limited to any of the following: embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, or attempting to influence a public employee to breach the ethical conduct standards for State of Michigan employees.
- c. Convicted under State or federal antitrust statutes; or
- d. Convicted of any other criminal offense that, in the sole discretion of the State, reflects on the Grantee's business integrity.
- e. Added to the federal or state Suspension and Debarment list.

(B) If a grant is terminated, the State reserves the right to require the Grantee to repay all or a portion of funds received under this Agreement.

## **XXII. IRAN SANCTIONS ACT**

By signing this Agreement, the Grantee is certifying that it is not an Iran linked business, and that its contractors are not Iran linked businesses, as defined in MCL 129.312.

## **XXIII. PROTECTED PERSONALLY IDENTIFIABLE INFORMATION (PII) AND THE PRIVACY ACT.**

In accordance with the Uniform Guidance (including but not limited to, sections §200.303 and §200.338) and the Privacy Act of 1974 (5 U.S.C. § 552a), the recipient is required to take reasonable measures to safeguard protected personally identifiable information and other information the US Department of Treasury or State of Michigan designates as sensitive or the recipient considers sensitive consistent with applicable Federal, State, local, and tribal laws regarding privacy and responsibility over confidentiality.

## **XXIV. STATUTORY CATEGORIES FOR USE OF FISCAL RECOVERY FUND (FRF)**

The four statutory categories for use of FRF funds are included below as outlined in the guidance. The program design has been approved to ensure that the program meets one of the requirements below. Appendix A provides additional details on eligible uses to ensure it aligns with Treasury's guidance.

- (1) To respond to the COVID-19 public health emergency or its negative economic impacts
- (2) To respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to such eligible workers of the recipient, or by providing grants to eligible employers that have eligible workers who performed essential work
- (3) For the provision of government services, to the extent of the reduction in revenue of such recipient due to the COVID-19 public health emergency, relative to revenues collected in the most recent full fiscal year of the recipient prior to the emergency
- (4) To make necessary investments in water, sewer, or broadband infrastructure

Treasury's Final Rule details compliance responsibilities and provides additional information on eligible and restricted uses of SLFRF award funds and reporting requirements. Your organization should review and comply with the information contained in Treasury's Interim Final Rule, and any subsequent final rule when building appropriate controls for SLFRF award funds.

### **Use of Funds Restrictions:**

First, a recipient may not use SLFRF funds for a program, service, or capital expenditure that includes a term or condition that undermines efforts to stop the spread of COVID-19. A program or service that imposes conditions on participation or acceptance of the service that would undermine efforts to stop the spread of COVID-19 or discourage compliance with recommendations and guidelines in CDC guidance for stopping the spread of COVID-19 is not a permissible use of SLFRF funds.

Second, a recipient may not use SLFRF funds in violation of the conflict-of-interest requirements contained in the Award Terms and Conditions or the Office of Management and Budget’s Uniform Guidance, including any self-dealing or violation of ethics rules. Recipients are required to establish policies and procedures to manage potential conflicts of interest.

Lastly, recipients should also be cognizant that federal, state, and local laws and regulations, outside of SLFRF program requirements, may apply. Furthermore, recipients are also required to comply with other federal, state, and local background laws, including environmental laws and federal civil rights and nondiscrimination requirements, which include prohibitions on discrimination on the basis of race, color, national origin, sex, (including sexual orientation and gender identity), religion, disability, or age, or familial status (having children under the age of 18).

**XXV. DISCLOSURE OF INFORMATION**

All reports and other printed or electronic material prepared by or for the Grantee under the Agreement will not be distributed without the prior written consent of the State except for items disclosed in response to a Freedom of Information Act request, Court Order or subpoena.

**XXVI. PREVAILING WAGE**

This project is subject to the Davis-Bacon Act, 40 U S C 276a, *et seq*, which requires that prevailing wages and fringe benefits be paid to contractors and subcontractors performing on federally funded projects over \$2,000 for the construction, alteration, repair (including painting and decorating) of public buildings or works.

**FEDERALLY FUNDED PROGRAM-SPECIFIC BOILERPLATE**

Funds were added under sections 602 and 603 of section 9901 of the Social Security Act of section 9901 of Public Law No. 117-2, known as American Rescue Plan Act of 2021 (“ARPA”), signed into law on March 11, 2021 <https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments/state-and-local-fiscal-recovery-funds> as the Coronavirus State and Local Fiscal Recovery Funds (“FRF”). The State of Michigan was awarded \$6.54 billion dollars under the Fiscal Recovery Fund, on May 13, 2021.

OMB Uniform Guidance for Non-federal Agencies Receiving These Funds The U.S. Department of Treasury has indicated in the Coronavirus State and Local Fiscal Recovery Fund Frequently Asked Questions that are accessible at U.S. Department of Treasury State and Local Fiscal Recovery Funds, located at <https://home.treasury.gov/system/files/136/SLFRF-Final-Rule-FAQ.pdf>, that the SLFRF awards are generally subject to the requirements set forth in the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 CFR Part 200 (the “Uniform Guidance”). All reimbursements requested under this program should be accounted for with supporting documentation. Eligible applicants should maintain documentation evidencing that the funds were expended in accordance with federal, state, and local regulations. In accordance with federal Uniform Guidance, funds received under this program shall be included on the eligible applicant’s Schedule of Expenditures of Federal Awards (SEFA) and included within the scope of the eligible applicant’s Single Audit.

Programs are required to follow the Uniform Guidance provisions that are included in the document. Applicants must review the eCFR Uniform Guidance at <https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200?toc=1> for complete requirements.

The SLFRF awards are generally subject to the requirements set forth in the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 CFR Part 200 (the “Uniform Guidance”). In all instances, your organization should review the Uniform Guidance requirements applicable to your organization’s use of SLFRF funds, and SLFRF-funded projects. The following sections provide a general summary of your organization’s compliance responsibilities under applicable statutes and regulations, including the Uniform Guidance, as described in the 2022 OMB Compliance Supplement Part 3. Compliance Requirements (issued May 12, 2022).

The Award Terms and Conditions of the SLFRF financial assistance agreement sets forth the compliance obligations for recipients pursuant to the SLFRF statute, the Uniform Guidance, and Treasury’s Final Rule. Recipients should ensure they remain in compliance with all Award Terms and Conditions.

DRAFT

## PROJECT-SPECIFIC REQUIREMENTS – APPENDIX A

**Project Overview:**

7491-01

**EGLE approved estimated project costs include:**

Task	Budget
Planning Costs	\$
Rate Methodology Development Costs	\$
Design Engineering Costs	\$
Legal/Financial Service Fees	\$
Administrative Costs	\$
Bond Counsel Fees	\$
Bond Advertisement Costs	\$
Bid Advertisement Costs	\$
Capitalized Interest	\$
Land Acquisition/Relocation Costs	\$
Land Purchase Costs	\$
Construction Engineering Costs	\$
Construction Costs (bid contracts)	\$
Construction Costs (force account)	\$
Equipment Costs	\$
Other Project Costs (additional contingency)	\$
Contingencies	\$
LESS Other Sources of Funding ( )	(\$ )
<b>CWSRF/DWSRF Eligible Project Cost Subtotal</b>	<b>\$6,509,610.37</b>
<b>CWSRF/DWSRF Loan No.            Amount</b>	<b>(\$4,045,000.00)</b>
<b>Total Grant Amount*</b>	<b>\$1,011,250.00</b>

\*ARP-SRF grant funds cannot exceed \$20 million per project.

Indirect costs are not allowed under this agreement.

Grantees must obligate all funds to any subrecipients by December 31, 2024. Therefore, all grantees must have a signed contract in place with all contracted parties for the work to be completed with these grant funds by December 31, 2024. All work pertaining to this project must be completed by 12/31/2026.

### **Program-specific Requirements:**

The ARP-SRF grant provides assistance related to CWSRF/DWSRF Loan No. . Therefore, in addition to the requirements in this Agreement, the requirements for the CWSRF/DWSRF loan apply to the ARP-SRF grant; reference the conditions in the loan documents.

The project scope for the ARP-SRF grant and the CWSRF/DWSRF loan are the same; eligible project costs will be disbursed for the ARP-SRF grant until those awarded funds are exhausted, and the remainder of the eligible project costs will be financed through the CWSRF/DWSRF loan, up to the Order of Approval (OOA) amount. Applicants will ensure there is no overlap in funding/financing sources when requesting reimbursement.

### **Grant Administration and Close Out:**

As mentioned previously, in Section IV, GRANTEE DELIVERABLES AND REPORTING REQUIREMENTS, the Grantee must complete and submit financial and progress reports and must include supporting documentation of eligible project expenses. Reports shall include the SRF Disbursement Request Form with supporting cost documentation (i.e., vendor invoices), a report including a brief description of work completed during the reporting period, and any delays occurred or anticipated. Reports shall be due within 15 days of the end of each monthly reporting period. If applicant chooses not to submit reimbursement requests monthly, the EGLE project manager must be notified that no submission will be completed for the month.

The Grantee will submit for reimbursement on the SRF Disbursement Request Form, and EGLE will convert it to the standard grant Financial Status Report Form for internal processing purposes.

The Grantee must provide a final project report, which shall include a summary of work completed utilizing grant funds. The Grantee shall submit the final status report, including the SRF Disbursement Request Form with all supporting documentation for expenses, along with the final project report and any other outstanding products within 30 days of substantial completion of the grant-funded portion of the project or the end date of the agreement, whichever occurs first.

Grantee may be required to repay a portion of the grant if project costs come in under budget. The overall grant/loan percentage must be retained through project completion. Any grant costs that exceed the original grant/loan percentage can be applied to the loan up to the final loan amount.

Grant information including grantee name, grant award amount, and a project summary will be shared with the legislature and posted on EGLE's website.

If you need this information in an alternate format, contact [EGLE-Accessibility@Michigan.gov](mailto:EGLE-Accessibility@Michigan.gov) or call 800-662-9278.

EGLE does not discriminate on the basis of race, sex, religion, age, national origin, color, marital status, disability, political beliefs, height, weight, genetic information, or sexual orientation in the administration of any of its programs or activities, and prohibits intimidation and retaliation, as required by applicable laws and regulations. Questions or concerns should be directed to the Nondiscrimination Compliance Coordinator at [EGLE-NondiscriminationCC@Michigan.gov](mailto:EGLE-NondiscriminationCC@Michigan.gov) or 517-249-0906.

This form and its contents are subject to the Freedom of Information Act and may be released to the public.

DRAFT



## MEMORANDUM

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

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DATE: January 24, 2023  
TO: City Council  
FROM: Brad Barrett, Finance Director  
SUBJECT: Change Order to Professional Services Agreement with S&P Global Ratings

### RECOMMENDATION:

The Finance Department requests approval of Change Order No. 1 to Purchase Order 43789 associated with private credit assessments completed by S&P Global Ratings.

### BACKGROUND:

At its October 3, 2022 meeting City Council approved a Professional Services Agreement with S&P Global Ratings for the completion of two private credit assessments associated with its 2023 DWSRF and CWSRF applications. A private credit assessment is required for each DWSRF / CWSRF application. Since requesting such services, the provider has implemented their 2023 fee rate schedule. As a result, a change order in the amount of \$562.50 is requested to proceed with the credit rating review.

### FISCAL IMPACTS:

Purchase Order 43789 was originally approved for \$30,000, said fees are now estimated at \$30,562.50, including Change Order No. 1. This additional expense will be paid from the Water Fund 591.200.801.000 and WWTP Fund 599.548.801.000. This expense is eligible for reimbursement with bond proceeds that are not forgiven by the state.

Attachments: (1) Resolution



**RESOLUTION NO.**

**AUTHORIZING CHANGE ORDER NO. 1 TO PURCHASE ORDER 43789 FOR  
PRIVATE CREDIT ASSESSMENT SERVICES FROM  
S&P GLOBAL RATINGS**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, approved a service agreement with S&P Global Ratings on October 3, 2022 for the provision of private credit assessment services related to its applications for Drinking Water State Revolving Funds and Clean Water State Revolving Funds; and

WHEREAS, S&P Global Ratings recently amended their service fees for 2023, necessitating a change order to Purchase Order No. 43789 for the services noted.

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

- FIRST: The City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to approve Change Order No. 1 to Purchase Order No. 43789 with S&P Global Ratings for the provision of two private credit assessments, increasing the total contract amount by \$562.50.
- SECOND: The accounts payable department is authorized to pay S&P Global Ratings for work satisfactorily completed up to the contract amount, including Change Order No. 1, for a total of \$30,562.50.
- THIRD: The above expense shall be paid from the Water Fund 591.200.801.000 and WWTP Fund 599.548.801.000.



## MEMORANDUM

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

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**DATE:** February 6, 2023

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

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

**SUBJECT:** Removal of Lime Residual Material at Water Treatment Plant Change Order No. 1

### RECOMMENDATION:

Approval of Balancing Change Order No. 1 to the contract for removal of lime residual material at the Water Treatment Plant with Rocky Ridge Development, LLC of Sylvania, Ohio, to shrink the scope of the project, balance contract costs, and close out the project, reducing the contract by (\$114,776.20), bringing the final contract amount to \$283,973.80.

### BACKGROUND:

On September 19, 2022, City Council approved entering into services agreement with Rocky Ridge Development, LLC of Sylvania, Ohio to excavate lime residuals from Lagoon #4 at the Water Treatment Plant. The amount of Lagoon #4 was estimated, based on previously removed amounts, at approximately 12,500 cubic yards. The actual removed volume was surveyed at roughly 7,500 cubic yards. A substantial difference from the estimated volume. Taking into account the fixed cost of mobilization, the City has negotiated payment based on the excavated amount of 8,902 cubic yards (\$283,973.80), instead of the surveyed volume of 7,493.56 cubic yards (\$239,044.56), a difference of \$44,929.24 to compensate the firm for their fixed mobilization costs. This change ultimately results in a total savings of \$114,776.20, from the original approved amount of \$398,750.00.

### FISCAL IMPACTS:

The final contact amount of \$283,973.80 shall be chargeable to the Water Fund Account 591-553-934.000

**ATTACHMENTS:** (1) Resolution  
(2) Change Order  
(3) Invoice  
(4) Surveys

**RESOLUTION NO.**

**AUTHORIZING CHANGE ORDER NO. 1 TO  
THE CONTRACT WITH  
ROCKY RIDGE DEVELOPMENT, LLC FOR  
REMOVAL OF LIME RESIDUAL MATERIAL AT WATER TREATMENT PLANT**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, approved a contract with Rocky Ridge Development, LLC on September 19, 2022 to excavate lime residuals from Lagoon #4 at the Water Treatment Plant, haul it away, and apply the lime to farm fields in the amount of \$398,750.00; and

WHEREAS, it was discovered the estimated volume of lime to be removed greatly exceeded the volume of what was able to be removed, necessitating a reduction in the scope of the project; and

WHEREAS, the contractor has completed the work and the contract amount must be balanced to reflect the changes in the scope of services; and

WHEREAS, the Director of Public Services & Utilities has reviewed the change order as presented, and has determined it to be fair and reasonable.

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

- FIRST: The City of Owosso has theretofore determined that it is advisable, necessary and in the public interest to reduce the scope of the work required in the contract for Removal of Lime Residual Material at Water Treatment Plant with Rocky Ridge Development, LLC to reflect the actual volume of lime removed in addition to a mobilization charge.
- SECOND: The Mayor and City Clerk are requested and authorized to sign Balancing Change Order No. 1 to the Removal of Lime Residual Material at Water Treatment Plant Contract between the City of Owosso, Michigan and Rocky Ridge Development, LLC, decreasing the contract amount by \$114,776.20 to \$283,973.80.
- THIRD: The Accounts Payable Department is authorized to make payment up to the contract amount, including Balancing Change Order No. 1, totaling \$283,973.80.
- FOURTH: The above expenses shall be paid from the Water Fund Account 591-553-934.000.

**CHANGE ORDER**

No. 1

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OWNER: City of Owosso  
CONTRACTOR: Rocky Ridge Development, LLC  
CONTRACT NAME: City of Owosso Removal of Lime Residual Material at Water Treatment Plant  
OWNER's P.O. NO. 43786

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

Description:

Balance contract quantities based on plan quantity vs final excavated/non-compacted quantity.

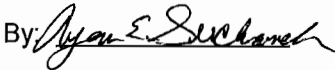
**Balance the following quantities to the Contract:**

<u>Item No</u>	<u>Description</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Plan</u> <u>Quantity</u>	<u>Final</u> <u>Quantity</u>	<u>Quantity</u> <u>Change</u>	<u>Amount</u>
1	Lime Removal	Cu. yds.	\$31.90	12,500	8,902	(3,598)	(\$114,776.20)
<b>Total Change:</b>							<b>(\$114,776.20)</b>

CHANGE IN CONTRACT PRICE
Original Contract Price \$ 398,750.00
Increase (Decrease) from previously approved Change Orders No. _____ to _____: \$ _____
Contract Price prior to this Change Order: \$ 398,750.00
Increase (Decrease) of this Change Order: \$ (114,776.20)
Contract Price incorporating this Change Order: \$ 283,973.80

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

RECOMMENDED:

By: 

DIRECTOR (Authorized Signature)  
Title: Director of Public Service & Utilities  
Date: 1/31/2023

APPROVED:

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

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

ACCEPTED:

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

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



## MEMORANDUM

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

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**DATE:** February 6, 2023

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

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

**SUBJECT:** 2023 Water Main Replacement Project, a 2023 DWSRF Project - Tentative Award

### RECOMMENDATION:

Approval of the tentative award of the low responsive bid from The Glaeser Dawes Corporation (Flushing, MI) for the water main replacement on Clyde St, Huron St, Lee St, Lynn St, and Milwaukee St in the amount of \$701,893.94 and for the street rehabilitation on Lee St in the amount of \$182,057.41 for a total contract amount of \$883,951.35. Contract to be contingent upon the receipt of 2023 DWSRF bond proceeds.

### BACKGROUND:

On January 6, 2023, the City received bids for the 2023 Water Main Replacement Project. Work includes replacement of the water main and water service lines, altogether with related work items, along the following streets:

- Clyde Street from Walnut to Shiawassee (M-52)
- Huron Street from Huggins to the east end
- Lee Street from Clark to Ada
- Lynn Street from Howell to the west end
- Milwaukee Street from Lyons to Cedar

The project also includes street rehabilitation along Lee Street from Clark to Ada. Glaeser Dawes Corporation is the confirmed low and most responsive bid and agrees to perform the work for a total cost amount of \$883,951.35. A resolution for tentatively awarding the 2023 Water Main Replacement Project contract to Glaeser Dawes Corporation and tabulation of bids received is included for your consideration. The tentative award is required by the Drinking Water State Revolving Fund.

Execution of this contract is contingent upon receipt of the 2023 DWSRF bond/loan funds the City is pursuing for this project.

### FISCAL IMPACTS:

The project is funded by the DWSRF in the amount of \$701,893.94 and by the Local Street fund in the amount of \$182,057.41

**ATTACHMENTS:** (1) Resolution, 2023 Water Main Replacement Project Tentative Award  
(2) Bid Tabulation 2023 Water Main Replacement Project

**RESOLUTION NO.**

**TENTATIVELY AWARDING A CONTRACT FOR THE  
2023 WATER MAIN REPLACEMENT PROJECT  
TO THE GLAESER DAWES CORPORATION**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, wishes to construct improvements to its existing water distribution system through the replacement of existing water mains on Clyde Street, Huron Street, Lee Street, Lynn Street, and Milwaukee Street; and

WHEREAS, the 2023 Water Main Replacement Project, formally adopted on April 15, 2019 and amended on June 6, 2022, will be funded through the State of Michigan's Drinking Water State Revolving Fund (DWSRF) program; and

WHEREAS, the City of Owosso has sought and received construction bids for the proposed improvements and has received a low bid in the amount of \$883,951.35 from The Glaeser Dawes Corporation, with \$701,893.94 being funded by DWSRF funds and \$182,057.41 being funded by City local street funds; and

WHEREAS, the City of Owosso's Director of Public Services & Utilities, Ryan E. Suchanek, has recommended awarding the contract to the low responsive bidder.

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

- FIRST: the City of Owosso tentatively awards the contract for the proposed 2023 Water Main Replacement Project to The Glaeser Dawes Corporation, contingent upon successful financial arrangements with the Drinking Water State Revolving Fund Program.
- SECOND: upon receipt of the 2023 DWSRF loan proceeds, the mayor and city clerk are hereby authorized and instructed to sign, without further Council action, Exhibit A, substantially as attached.
- THIRD: the accounts payable department is authorized to submit payment to The Glaeser Dawes Corporation in the amount of \$883,951.35 upon satisfactory completion of the project or portion thereof.
- FOURTH: the above expenses shall be paid for from the Local Streets Fund and the 2023 DWSRF Bond Fund.

CITY OF OWOSSO BID TABULATION SHEET

DATE 1/6/2023  
 DEPT. Engineering

SUBJECT: 2023 Water Main Replacement Project

Page 1 of 6  
 Road, Storm, & Sanitary Sewer: Items 1-51  
 (Lee Street Only)

Engineer's Estimate	Glæser-Dawes Corporation 4130 Commerce Drive Flushing, MI 48433 810-487-1560	Rohde Bros. Excavating, Inc. 1240 N Outer Drive Saginaw, MI 48601 989-753-0294
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ITEM #	DESCRIPTION	EST. QTY	UNIT	Engineer's Estimate		Glæser-Dawes Corporation		Rohde Bros. Excavating, Inc.	
				UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	Mobilization, Max \$13,600 (Road, Storm, and Sanitary)	1	LSUM	\$ 13,600.00	\$ 13,600.00	\$ 13,454.53	\$ 13,454.53	\$ 13,600.00	\$ 13,600.00
2	Stump, Rem, 19 inch to 36 inch	1	Ea	\$ 500.00	\$ 500.00	\$ 150.00	\$ 150.00	\$ 550.00	\$ 550.00
3	Dr Structure, Rem	3	Ea	\$ 400.00	\$ 1,200.00	\$ 270.69	\$ 812.07	\$ 500.00	\$ 1,500.00
4	Sewer, Rem, Less than 24 inch	100	Ft	\$ 5.00	\$ 500.00	\$ 22.24	\$ 2,224.00	\$ 50.00	\$ 5,000.00
5	Curb and Gutter, Rem	189	Ft	\$ 7.00	\$ 1,323.00	\$ 6.27	\$ 1,185.03	\$ 24.00	\$ 4,536.00
6	Pavt, Rem	54	Syd	\$ 8.00	\$ 432.00	\$ 4.99	\$ 269.46	\$ 24.00	\$ 1,296.00
7	Sidewalk, Rem	290	Syd	\$ 8.00	\$ 2,320.00	\$ 4.26	\$ 1,235.40	\$ 24.00	\$ 6,960.00
8	Embankment, CIP	54	Cyd	\$ 12.00	\$ 648.00	\$ 2.80	\$ 151.20	\$ 24.00	\$ 1,296.00
9	Excavation, Earth	283	Cyd	\$ 15.00	\$ 4,245.00	\$ 4.90	\$ 1,386.70	\$ 30.00	\$ 8,490.00
10	Subgrade Undercutting, Type II	25	Cyd	\$ 25.00	\$ 625.00	\$ 58.30	\$ 1,457.50	\$ 50.00	\$ 1,250.00
11	Erosion Control, Inlet Protection, Fabric Drop	6	Ea	\$ 100.00	\$ 600.00	\$ 78.72	\$ 472.32	\$ 120.00	\$ 720.00
12	Subbase, CIP	46	Cyd	\$ 25.00	\$ 1,150.00	\$ 2.80	\$ 128.80	\$ 30.00	\$ 1,380.00
13	Aggregate Base, 4 inch, Modified	61	Syd	\$ 10.00	\$ 610.00	\$ 11.99	\$ 731.39	\$ 15.00	\$ 915.00
14	Aggregate Base, 8 inch, Modified	1,273	Syd	\$ 14.00	\$ 17,822.00	\$ 26.93	\$ 34,281.89	\$ 20.00	\$ 25,460.00
15	Maintenance Gravel	25	Ton	\$ 30.00	\$ 750.00	\$ 27.02	\$ 675.50	\$ 40.00	\$ 1,000.00
16	Approach, CI II, LM	15	Cyd	\$ 50.00	\$ 750.00	\$ 13.16	\$ 197.40	\$ 60.00	\$ 900.00
17	Geotextile, Separator, Modified	1334	Syd	\$ 2.00	\$ 2,668.00	\$ 1.89	\$ 2,521.26	\$ 3.00	\$ 4,002.00
18	Sewer, SDR-26, 4 inch, Tr Det B, Modified	21	Ft	\$ 45.00	\$ 945.00	\$ 54.97	\$ 1,154.37	\$ 110.00	\$ 2,310.00
19	Sewer, SDR-26, 8 inch, Tr Det B, Modified	49	Ft	\$ 55.00	\$ 2,695.00	\$ 87.60	\$ 4,292.40	\$ 120.00	\$ 5,880.00
20	Sewer, SDR-26, 10 inch, Tr Det B, Modified	70	Ft	\$ 60.00	\$ 4,200.00	\$ 76.98	\$ 5,388.60	\$ 128.00	\$ 8,960.00
21	Sanitary Serv Conflict	2	Ea	\$ 1,350.00	\$ 2,700.00	\$ 1,463.99	\$ 2,927.98	\$ 1,200.00	\$ 2,400.00
22	Abandon Gas Main Conflict	2	Ea	\$ 500.00	\$ 1,000.00	\$ 251.80	\$ 503.60	\$ 400.00	\$ 800.00
23	Dr Structure Cover, Adj, Case 1	2	Ea	\$ 500.00	\$ 1,000.00	\$ 580.54	\$ 1,161.08	\$ 1,600.00	\$ 3,200.00
24	Dr Structure Tap, 10 inch	1	Ea	\$ 1,000.00	\$ 1,000.00	\$ 925.32	\$ 925.32	\$ 1,500.00	\$ 1,500.00
25	Dr Structure Cover, EJ 7000	2	Ea	\$ 750.00	\$ 1,500.00	\$ 1,000.81	\$ 2,001.62	\$ 1,050.00	\$ 2,100.00
26	Dr Structure Cover, EJ 1040 w/ Solid Gasket Sealed Cover	2	Ea	\$ 700.00	\$ 1,400.00	\$ 736.32	\$ 1,472.64	\$ 800.00	\$ 1,600.00
27	Dr Structure Cover, EJ 1040 w/ Vented Gasket Sealed Cover	1	Ea	\$ 700.00	\$ 700.00	\$ 736.32	\$ 736.32	\$ 800.00	\$ 800.00
28	Dr Structure 36 inch dia, Modified	2	Ea	\$ 1,500.00	\$ 3,000.00	\$ 1,138.22	\$ 2,276.44	\$ 2,500.00	\$ 5,000.00
29	Dr Structure 48 inch dia, Sanitary, Modified	1	Ea	\$ 2,000.00	\$ 2,000.00	\$ 3,110.56	\$ 3,110.56	\$ 5,500.00	\$ 5,500.00
30	Dr Structure, Temp Lowering	1	Ea	\$ 225.00	\$ 225.00	\$ 305.43	\$ 305.43	\$ 300.00	\$ 300.00
31	HMA Surface, Rem	1255	Syd	\$ 3.00	\$ 3,765.00	\$ 5.41	\$ 6,789.55	\$ 15.00	\$ 18,825.00
32	Hand Patching	10	Ton	\$ 130.00	\$ 1,300.00	\$ 164.00	\$ 1,640.00	\$ 240.00	\$ 2,400.00
33	HMA, 3EML	231	Ton	\$ 100.00	\$ 23,100.00	\$ 125.00	\$ 28,875.00	\$ 131.00	\$ 30,261.00
34	HMA, 5EML	115	Ton	\$ 125.00	\$ 14,375.00	\$ 167.00	\$ 19,205.00	\$ 165.00	\$ 18,975.00
35	Cement	2	Ton	\$ 200.00	\$ 400.00	\$ 225.00	\$ 450.00	\$ 55.00	\$ 110.00
36	Driveway, Nonreinf Conc, 6 inch	59	Syd	\$ 45.00	\$ 2,655.00	\$ 55.00	\$ 3,245.00	\$ 40.00	\$ 2,360.00
37	Curb and Gutter, Conc, Det F4, Modified	181	Ft	\$ 20.00	\$ 3,620.00	\$ 24.00	\$ 4,344.00	\$ 30.00	\$ 5,430.00
38	Detectable Warning Surface, Modified	20	Ft	\$ 75.00	\$ 1,500.00	\$ 72.00	\$ 1,440.00	\$ 73.00	\$ 1,460.00
39	Curb Ramp Opening, Conc	28	Ft	\$ 25.00	\$ 700.00	\$ 24.00	\$ 672.00	\$ 30.00	\$ 840.00
40	Sidewalk, Conc, 4 inch	2311	Sft	\$ 4.00	\$ 9,244.00	\$ 5.55	\$ 12,826.05	\$ 6.00	\$ 13,866.00
41	Sidewalk, Conc, 6 inch	344	Sft	\$ 5.00	\$ 1,720.00	\$ 6.00	\$ 2,064.00	\$ 7.00	\$ 2,408.00



CITY OF OWOSSO BID TABULATION SHEET

DATE 1/6/2023  
DEPT. Engineering

SUBJECT: 2023 Water Main Replacement Project

Page 2 of 6  
Road, Storm, & Sanitary Sewer: Items 1-51  
(Lee Street Only)

<b>Engineer's Estimate</b>	Glaeser-Dawes Corporation 4130 Commerce Drive Flushing, MI 48433 810-487-1560	Rohde Bros. Excavating, Inc. 1240 N Outer Drive Saginaw, MI 48601 989-753-0294							
<b>ITEM #</b>	<b>DESCRIPTION</b>	<b>EST. QTY</b>	<b>UNIT</b>	<b>UNIT PRICE</b>	<b>TOTAL</b>	<b>UNIT PRICE</b>	<b>TOTAL</b>	<b>UNIT PRICE</b>	<b>TOTAL</b>
42	Curb Ramp, Conc, 4 inch	322	Sft	\$ 6.50	\$ 2,093.00	\$ 7.00	\$ 2,254.00	\$ 8.00	\$ 2,576.00
43	Curb Ramp, Conc, 7 inch	174	Sft	\$ 7.50	\$ 1,305.00	\$ 8.00	\$ 1,392.00	\$ 9.00	\$ 1,566.00
44	Baricade, Type III, High Intensity, Double Sided, Furn & Oper	4	Ea	\$ 100.00	\$ 400.00	\$ 40.00	\$ 160.00	\$ 95.00	\$ 380.00
45	Minor Traf Devices, Max \$5,000	1	LSUM	\$ 5,000.00	\$ 5,000.00	\$ 1,200.00	\$ 1,200.00	\$ 5,000.00	\$ 5,000.00
46	Plastic Drum, High Intensity, Furn & Oper	15	Ea	\$ 20.00	\$ 300.00	\$ 20.00	\$ 300.00	\$ 21.00	\$ 315.00
47	Sign, Type B, Temp, Prismatic, Furn & Oper	130	Sft	\$ 5.00	\$ 650.00	\$ 3.00	\$ 390.00	\$ 4.00	\$ 520.00
48	Pedestrian Type II Baricade, Temp	10	Ea	\$ 125.00	\$ 1,250.00	\$ 65.00	\$ 650.00	\$ 66.00	\$ 660.00
49	Turf Establishment, Performance	500	Syd	\$ 6.00	\$ 3,000.00	\$ 12.54	\$ 6,270.00	\$ 12.00	\$ 6,000.00
50	Sign, Type III, Erect, Salv	2	Ea	\$ 60.00	\$ 120.00	\$ 75.00	\$ 150.00	\$ 75.00	\$ 150.00
51	Sign, Type III, Rem	2	Ea	\$ 45.00	\$ 90.00	\$ 75.00	\$ 150.00	\$ 75.00	\$ 150.00
<b>TOTAL ROAD, STORM, &amp; SANITARY</b>					<b>\$ 148,695.00</b>	<b>\$ 182,057.41</b>	<b>\$ 233,457.00</b>		

Water Main Items: 101-152

<b>ITEM #</b>	<b>DESCRIPTION</b>	<b>EST. QTY</b>	<b>UNIT</b>	<b>UNIT PRICE</b>	<b>TOTAL</b>	<b>UNIT PRICE</b>	<b>TOTAL</b>	<b>UNIT PRICE</b>	<b>TOTAL</b>
101	Mobilization, Max \$67,900 (Water Main)	1	LSUM	\$ 67,900.00	\$ 67,900.00	\$ 47,894.00	\$ 47,894.00	\$ 67,900.00	\$ 67,900.00
102	Testing and Chlorination of Water Main	1	LSUM	\$ 7,000.00	\$ 7,000.00	\$ 3,880.41	\$ 3,880.41	\$ 25,000.00	\$ 25,000.00
103	Connect to Existing Water Main	16	Ea	\$ 3,200.00	\$ 51,200.00	\$ 3,637.40	\$ 58,198.40	\$ 5,000.00	\$ 80,000.00
104	Water Main, Rem	1,190	Ft	\$ 10.00	\$ 11,900.00	\$ 6.43	\$ 7,651.70	\$ 20.00	\$ 23,800.00
105	Existing Valve with Valve Box Abandonment	5	Ea	\$ 250.00	\$ 1,250.00	\$ 227.28	\$ 1,136.40	\$ 800.00	\$ 4,000.00
106	Existing Valve with Valve Box Removal	1	Ea	\$ 500.00	\$ 500.00	\$ 227.29	\$ 227.29	\$ 800.00	\$ 800.00
107	Water Main, C909 PVC, 6 inch, Tr Det G, Modified	1562	Ft	\$ 65.00	\$ 101,530.00	\$ 64.21	\$ 100,296.02	\$ 124.00	\$ 193,688.00
108	Water Main, C909 PVC, 8 inch, Tr Det G, Modified	20	Ft	\$ 75.00	\$ 1,500.00	\$ 79.93	\$ 1,598.60	\$ 144.00	\$ 2,880.00
109	Water Main, C900 PVC, 6 inch, Bore	932	Ft	\$ 95.00	\$ 88,540.00	\$ 83.59	\$ 77,905.88	\$ 154.00	\$ 143,528.00
110	Water Main, 4 inch, Cut and Plug, Modified	4	Ea	\$ 500.00	\$ 2,000.00	\$ 738.59	\$ 2,954.36	\$ 2,800.00	\$ 11,200.00
111	Water Main, 6 inch, Cut and Plug, Modified	1	Ea	\$ 600.00	\$ 600.00	\$ 801.34	\$ 801.34	\$ 2,800.00	\$ 2,800.00
112	Gate Valve and Box, 6 inch, Modified	7	Ea	\$ 1,500.00	\$ 10,500.00	\$ 1,677.29	\$ 11,741.03	\$ 1,800.00	\$ 12,600.00
113	Gate Valve and Box, 8 inch, Modified	2	Ea	\$ 2,000.00	\$ 4,000.00	\$ 2,328.85	\$ 4,657.70	\$ 2,200.00	\$ 4,400.00
114	Fire Hydrant Valve and Assembly	6	Ea	\$ 6,000.00	\$ 36,000.00	\$ 5,439.42	\$ 38,636.52	\$ 6,500.00	\$ 39,000.00
115	1 inch Copper Service Lead, Type "K", Modified	1,290	Ft	\$ 50.00	\$ 64,500.00	\$ 47.44	\$ 61,197.60	\$ 20.00	\$ 25,800.00
116	Curb Box, Stop, 1 inch, Corporation Stop and Connection, Modified	38	Ea	\$ 1,200.00	\$ 45,600.00	\$ 1,470.40	\$ 55,875.20	\$ 3,500.00	\$ 133,000.00
117	Supply & Install Meter Pit, Complete	12	Ea	\$ 1,000.00	\$ 12,000.00	\$ 444.27	\$ 5,331.24	\$ 800.00	\$ 9,600.00
118	Water Meter Pit, Rem	12	Ea	\$ 500.00	\$ 6,000.00	\$ 75.23	\$ 902.76	\$ 400.00	\$ 4,800.00
119	Water Main, C906 HDPE, 2 inch, Temporary Bypass	1,400	Ft	\$ 40.00	\$ 56,000.00	\$ 16.13	\$ 22,582.00	\$ 30.00	\$ 42,000.00
120	Curb and Gutter, Rem	70	Ft	\$ 7.00	\$ 490.00	\$ 6.26	\$ 438.20	\$ 24.00	\$ 1,680.00
121	Sidewalk, Rem	268	Syd	\$ 8.00	\$ 2,144.00	\$ 4.26	\$ 1,141.68	\$ 24.00	\$ 6,432.00
122	Pavt, Rem	1745	Syd	\$ 8.00	\$ 13,960.00	\$ 5.57	\$ 9,719.65	\$ 24.00	\$ 41,880.00
123	Curb and Gutter, Conc, Det F4, Modified	70	Ft	\$ 45.00	\$ 3,150.00	\$ 24.00	\$ 1,680.00	\$ 30.00	\$ 2,100.00
124	Detectable Warning Surface, Modified	20	Ft	\$ 75.00	\$ 1,500.00	\$ 72.00	\$ 1,440.00	\$ 73.00	\$ 1,460.00
125	Curb Ramp Opening, Conc	28	Ft	\$ 25.00	\$ 700.00	\$ 24.00	\$ 672.00	\$ 30.00	\$ 840.00

CITY OF OWOSSO BID TABULATION SHEET

DATE 1/6/2023  
DEPT. Engineering

SUBJECT: 2023 Water Main Replacement Project

Page 3 of 6  
Water Main Items: 101-152

			Engineer's Estimate		Glaeser-Dawes Corporation 4130 Commerce Drive Flushing, MI 48433 810-487-1560		Rohde Bros. Excavating, Inc. 1240 N Outer Drive Saginaw, MI 48601 989-753-0294		
126	Curb Ramp, Conc, 4 inch	400	Sft	\$ 6.50	\$ 2,600.00	\$ 7.00	\$ 2,800.00	\$ 7.00	\$ 2,800.00
127	Curb Ramp, Conc, 7 inch	168	Sft	\$ 7.50	\$ 1,260.00	\$ 8.00	\$ 1,344.00	\$ 9.00	\$ 1,512.00
128	Sidewalk, Conc, 4 inch	1,789	Sft	\$ 4.00	\$ 7,156.00	\$ 5.55	\$ 9,928.95	\$ 6.00	\$ 10,734.00
129	Sidewalk, Conc, 6 inch	475	Sft	\$ 5.00	\$ 2,375.00	\$ 6.00	\$ 2,850.00	\$ 7.00	\$ 3,325.00
130	Driveway, Nonreinf Conc, 6 inch	30	Syd	\$ 45.00	\$ 1,350.00	\$ 55.00	\$ 1,650.00	\$ 40.00	\$ 1,200.00
131	Aggregate Base, 8 inch, Modified	1710	Syd	\$ 14.00	\$ 23,940.00	\$ 12.57	\$ 21,494.70	\$ 18.00	\$ 30,780.00
132	Dr Structure Cover, Adj, Case 1	3	Ea	\$ 500.00	\$ 1,500.00	\$ 305.43	\$ 916.29	\$ 1,200.00	\$ 3,600.00
133	Dr Structure Cover, Type EJ 1040 w/ Solid Gasket Sealed Cover	2	Ea	\$ 700.00	\$ 1,400.00	\$ 736.32	\$ 1,472.64	\$ 800.00	\$ 1,600.00
134	Dr Structure Cover, Type EJ 1040 w/ Type M1 Grate	1	Ea	\$ 700.00	\$ 700.00	\$ 719.72	\$ 719.72	\$ 800.00	\$ 800.00
135	HMA, 13A	606	Ton	\$ 100.00	\$ 60,600.00	\$ 157.00	\$ 95,142.00	\$ 145.00	\$ 87,870.00
136	HMA Approach	5	Ton	\$ 150.00	\$ 750.00	\$ 247.00	\$ 1,235.00	\$ 155.00	\$ 775.00
137	Approach, Cl II, LM	62	Cyd	\$ 50.00	\$ 3,100.00	\$ 26.92	\$ 1,669.04	\$ 16.00	\$ 992.00
138	Tree, Rem, 6 inch to 18 inch	1	Ea	\$ 2,500.00	\$ 2,500.00	\$ 500.00	\$ 500.00	\$ 1,000.00	\$ 1,000.00
139	Erosion Control, Inlet Protection, Fabric Drop	16	Ea	\$ 100.00	\$ 1,600.00	\$ 78.72	\$ 1,259.52	\$ 120.00	\$ 1,920.00
140	Sanitary Serv Conflict	10	Ea	\$ 1,350.00	\$ 13,500.00	\$ 1,187.23	\$ 11,872.30	\$ 1,200.00	\$ 12,000.00
141	Abandoned Gas Main Conflict	10	Ea	\$ 500.00	\$ 5,000.00	\$ 264.02	\$ 2,640.20	\$ 400.00	\$ 4,000.00
142	Sign, Type III, Rem	10	Ea	\$ 45.00	\$ 450.00	\$ 75.00	\$ 750.00	\$ 76.00	\$ 760.00
143	Sign, Type III, Erect, Salv	10	Ea	\$ 60.00	\$ 600.00	\$ 75.00	\$ 750.00	\$ 76.00	\$ 760.00
144	Post, Steel, 3 lb	160	Ft	\$ 8.00	\$ 1,280.00	\$ 7.00	\$ 1,120.00	\$ 8.00	\$ 1,280.00
145	Barricade, Type III, High Intensity, Double Sided, Furn & Oper	6	Ea	\$ 100.00	\$ 600.00	\$ 40.00	\$ 240.00	\$ 84.00	\$ 504.00
146	Pedestrian Type II Barricade, Temp	10	Ea	\$ 125.00	\$ 1,250.00	\$ 65.00	\$ 650.00	\$ 70.00	\$ 700.00
147	Lighted Arrow, Type C, Furn & Oper	2	Ea	\$ 500.00	\$ 1,000.00	\$ 200.00	\$ 400.00	\$ 700.00	\$ 1,400.00
148	Minor Traf Devices, Max \$10,000	1	LSUM	\$ 10,000.00	\$ 10,000.00	\$ 1,800.00	\$ 1,800.00	\$ 10,000.00	\$ 10,000.00
149	Plastic Drum, High Intensity, Furn & Oper	25	Ea	\$ 20.00	\$ 500.00	\$ 20.00	\$ 500.00	\$ 22.00	\$ 550.00
150	Sign, Type B, Temp, Prismatic, Furn & Oper	254	Ea	\$ 5.00	\$ 1,270.00	\$ 3.00	\$ 762.00	\$ 3.00	\$ 762.00
151	Turf Establishment, Performance	1440	Syd	\$ 6.00	\$ 8,640.00	\$ 12.54	\$ 18,057.60	\$ 12.00	\$ 17,280.00
152	Maintenance Gravel	30	Ton	\$ 30.00	\$ 900.00	\$ 27.00	\$ 810.00	\$ 30.00	\$ 900.00
TOTAL WATER MAIN				\$	746,285.00	\$	701,893.94	\$	1,080,992.00
GRAND TOTAL				\$	894,980.00	\$	883,951.35	\$	1,314,449.00

DEPT. HEAD: Clayton Wehner  
PURCH. AGENT: [Signature] 1/20/23  
STAFF REC.: Glaeser-Dawes Corporation

GENERAL LIABILITY INSURANCE 5/6/2023  
EXPIRATION DATE: \_\_\_\_\_  
WORKERS COMPENSATION INSURANCE 5/6/2023  
EXPIRATION DATE: \_\_\_\_\_  
SOLE PROPRIETORSHIP N/A  
EXPIRATION DATE: \_\_\_\_\_

AWARDED: \_\_\_\_\_  
COUNCIL APPROVED: \_\_\_\_\_  
PO NUMBER: \_\_\_\_\_

CITY OF OWOSSO BID TABULATION SHEET

DATE 1/6/2023

DEPT. Engineering

SUBJECT: 2023 Water Main Replacement Project

Page 4 of 6  
Road, Storm, & Sanitary Sewer: Items 1-51  
(Lee Street Only)

Champagne and Marx Excavating, Inc  
1445 Liberty Road  
Saginaw, MI 48604  
989-755-8971

Fessler & Bowman, Inc.  
4099 Eagles Nest Ct.  
Flushing, MI 48433  
810-733-1313

Scarlett Excavating, Inc  
16486 Grove Road  
Lansing, MI 48906  
517-699-4190

ITEM #	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	Mobilization, Max \$13,600 (Road, Storm, and Sanitary)	1	LSUM	\$ 13,129.72	\$ 13,129.72	\$ 13,600.00	\$ 13,600.00	\$ 13,600.00	\$ 13,600.00
2	Stump, Rem, 19 inch to 36 inch	1	Ea	\$ 3,299.49	\$ 3,299.49	\$ 850.00	\$ 850.00	\$ 1,200.00	\$ 1,200.00
3	Dr Structure, Rem	3	Ea	\$ 1,930.84	\$ 5,792.52	\$ 1,000.00	\$ 3,000.00	\$ 500.00	\$ 1,500.00
4	Sewer, Rem, Less than 24 inch	100	Ft	\$ 33.30	\$ 3,330.00	\$ 41.00	\$ 4,100.00	\$ 25.00	\$ 2,500.00
5	Curb and Gutter, Rem	189	Ft	\$ 7.96	\$ 1,504.44	\$ 16.00	\$ 3,024.00	\$ 10.00	\$ 1,890.00
6	Pavt, Rem	54	Syd	\$ 31.17	\$ 1,683.18	\$ 16.00	\$ 864.00	\$ 10.00	\$ 540.00
7	Sidewalk, Rem	290	Syd	\$ 7.27	\$ 2,108.30	\$ 16.00	\$ 4,640.00	\$ 10.00	\$ 2,900.00
8	Embankment, CIP	54	Cyd	\$ 75.06	\$ 4,053.24	\$ 10.00	\$ 540.00	\$ 50.00	\$ 2,700.00
9	Excavation, Earth	263	Cyd	\$ 25.57	\$ 7,236.31	\$ 35.00	\$ 9,905.00	\$ 25.00	\$ 7,075.00
10	Subgrade Undercutting, Type II	25	Cyd	\$ 106.56	\$ 2,664.00	\$ 57.00	\$ 1,425.00	\$ 30.00	\$ 750.00
11	Erosion Control, Inlet Protection, Fabric Drop	6	Ea	\$ 202.78	\$ 1,216.68	\$ 155.00	\$ 930.00	\$ 150.00	\$ 900.00
12	Subbase, CIP	46	Cyd	\$ 61.48	\$ 2,828.08	\$ 58.50	\$ 2,691.00	\$ 20.00	\$ 920.00
13	Aggregate Base, 4 inch, Modified	61	Syd	\$ 27.49	\$ 1,676.89	\$ 17.00	\$ 1,037.00	\$ 10.00	\$ 610.00
14	Aggregate Base, 8 inch, Modified	1,273	Syd	\$ 29.37	\$ 37,388.01	\$ 22.00	\$ 28,006.00	\$ 16.00	\$ 20,368.00
15	Maintenance Gravel	25	Ton	\$ 66.75	\$ 1,668.75	\$ 65.00	\$ 1,625.00	\$ 30.00	\$ 750.00
16	Approach, CI II, LM	15	Cyd	\$ 232.64	\$ 3,489.60	\$ 125.00	\$ 1,875.00	\$ 40.00	\$ 600.00
17	Geotextile, Separator, Modified	1334	Syd	\$ 1.34	\$ 1,787.56	\$ 3.50	\$ 4,669.00	\$ 5.00	\$ 6,670.00
18	Sewer, SDR-26, 4 inch, Tr Det B, Modified	21	Ft	\$ 118.58	\$ 2,490.18	\$ 95.00	\$ 1,995.00	\$ 210.00	\$ 4,410.00
19	Sewer, SDR-26, 8 inch, Tr Det B, Modified	49	Ft	\$ 109.95	\$ 5,387.55	\$ 120.00	\$ 5,880.00	\$ 255.00	\$ 12,495.00
20	Sewer, SDR-26, 10 inch, Tr Det B, Modified	70	Ft	\$ 117.85	\$ 8,249.50	\$ 120.00	\$ 8,400.00	\$ 285.00	\$ 19,950.00
21	Sanitary Serv Conflict	2	Ea	\$ 6,097.45	\$ 12,174.90	\$ 1,945.00	\$ 3,890.00	\$ 250.00	\$ 500.00
22	Abandon Gas Main Conflict	2	Ea	\$ 2,620.56	\$ 5,241.12	\$ 510.00	\$ 1,020.00	\$ 250.00	\$ 500.00
23	Dr Structure Cover, Adj, Case 1	2	Ea	\$ 939.37	\$ 1,878.74	\$ 800.00	\$ 1,600.00	\$ 1,500.00	\$ 3,000.00
24	Dr Structure Tap, 10 inch	1	Ea	\$ 923.06	\$ 923.06	\$ 600.00	\$ 600.00	\$ 3,500.00	\$ 3,500.00
25	Dr Structure Cover, EJ 7000	2	Ea	\$ 1,028.05	\$ 2,056.10	\$ 1,500.00	\$ 3,000.00	\$ 800.00	\$ 1,600.00
26	Dr Structure Cover, EJ 1040 w/ Solid Gasket Sealed Cover	2	Ea	\$ 910.39	\$ 1,820.78	\$ 1,400.00	\$ 2,800.00	\$ 750.00	\$ 1,500.00
27	Dr Structure Cover, EJ 1040 w/ Vented Gasket Sealed Cover	1	Ea	\$ 851.56	\$ 851.56	\$ 1,350.00	\$ 1,350.00	\$ 750.00	\$ 750.00
28	Dr Structure 36 inch dia, Modified	2	Ea	\$ 2,610.87	\$ 5,221.74	\$ 3,000.00	\$ 6,000.00	\$ 4,000.00	\$ 8,000.00
29	Dr Structure 48 inch dia, Sanitary, Modified	1	Ea	\$ 5,810.02	\$ 5,810.02	\$ 5,000.00	\$ 5,000.00	\$ 8,500.00	\$ 8,500.00
30	Dr Structure, Temp Lowering	1	Ea	\$ 1,205.58	\$ 1,205.58	\$ 775.00	\$ 775.00	\$ 3,500.00	\$ 3,500.00
31	HMA Surface, Rem	1255	Syd	\$ 7.44	\$ 9,337.20	\$ 13.00	\$ 16,315.00	\$ 8.50	\$ 10,667.50
32	Hand Patching	10	Ton	\$ 182.04	\$ 1,820.40	\$ 182.00	\$ 1,820.00	\$ 250.00	\$ 2,500.00
33	HMA, 3EML	231	Ton	\$ 138.75	\$ 32,051.25	\$ 140.00	\$ 32,340.00	\$ 200.00	\$ 46,200.00
34	HMA, 5EML	115	Ton	\$ 185.37	\$ 21,317.55	\$ 190.00	\$ 21,850.00	\$ 200.00	\$ 23,000.00
35	Cement	2	Ton	\$ 249.75	\$ 499.50	\$ 56.00	\$ 112.00	\$ 200.00	\$ 400.00
36	Driveway, Nonreinf Conc, 6 inch	59	Syd	\$ 54.94	\$ 3,241.46	\$ 38.00	\$ 2,242.00	\$ 60.00	\$ 3,540.00
37	Curb and Gutter, Conc, Det F4, Modified	181	Ft	\$ 26.64	\$ 4,821.84	\$ 30.00	\$ 5,430.00	\$ 37.00	\$ 6,697.00
38	Detectable Warning Surface, Modified	20	Ft	\$ 79.92	\$ 1,598.40	\$ 80.00	\$ 1,600.00	\$ 100.00	\$ 2,000.00
39	Curb Ramp Opening, Conc	28	Ft	\$ 26.64	\$ 745.92	\$ 30.00	\$ 840.00	\$ 37.00	\$ 1,036.00
40	Sidewalk, Conc, 4 inch	2311	Sft	\$ 5.05	\$ 11,670.55	\$ 4.00	\$ 9,244.00	\$ 7.25	\$ 16,754.75
41	Sidewalk, Conc, 6 inch	344	Sft	\$ 6.10	\$ 2,098.40	\$ 4.50	\$ 1,548.00	\$ 8.75	\$ 3,010.00

CITY OF OWOSSO BID TABULATION SHEET

DATE 1/6/2023  
DEPT. Engineering

SUBJECT: 2023 Water Main Replacement Project

Page 5 of 6  
Road, Storm, & Sanitary Sewer: Items 1-51  
(Lee Street Only)

Champagne and Marx Excavating, Inc 1445 Liberty Road Saginaw, MI 48604 989-755-8971	Fessler & Bowman, Inc. 4099 Eagles Nest Ct. Flushing, MI 48433 810-733-1313	Scarlett Excavating, Inc 16486 Grove Road Lansing, MI 48906 517-699-4190
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ITEM #	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
42	Curb Ramp, Conc, 4 inch	322	Sft	\$ 7.21	\$ 2,321.62	\$ 6.00	\$ 1,932.00	\$ 7.25	\$ 2,334.50
43	Curb Ramp, Conc, 7 inch	174	Sft	\$ 8.32	\$ 1,447.68	\$ 7.00	\$ 1,218.00	\$ 8.75	\$ 1,522.50
44	Barricade, Type III, High Intensity, Double Sided, Furn & Oper	4	Ea	\$ 99.90	\$ 399.60	\$ 100.00	\$ 400.00	\$ 125.00	\$ 500.00
45	Minor Traf Devices, Max \$5,000	1	LSUM	\$ 4,447.54	\$ 4,447.54	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
46	Plastic Drum, High Intensity, Furn & Oper	15	Ea	\$ 22.20	\$ 333.00	\$ 25.00	\$ 375.00	\$ 30.00	\$ 450.00
47	Sign, Type B, Temp, Prismatic, Furn & Oper	130	Sft	\$ 3.33	\$ 432.90	\$ 3.50	\$ 455.00	\$ 10.00	\$ 1,300.00
48	Pedestrian Type II Barricade, Temp	10	Ea	\$ 72.15	\$ 721.50	\$ 75.00	\$ 750.00	\$ 50.00	\$ 500.00
49	Turf Establishment, Performance	500	Syd	\$ 14.69	\$ 7,345.00	\$ 13.00	\$ 6,500.00	\$ 15.00	\$ 7,500.00
50	Sign, Type III, Erect, Salv	2	Ea	\$ 83.25	\$ 166.50	\$ 100.00	\$ 200.00	\$ 200.00	\$ 400.00
51	Sign, Type III, Rem	2	Ea	\$ 83.25	\$ 166.50	\$ 100.00	\$ 200.00	\$ 200.00	\$ 400.00
<b>TOTAL ROAD, STORM, &amp; SANITARY</b>					<b>\$ 255,151.91</b>	<b>\$</b>	<b>\$ 235,462.00</b>	<b>\$</b>	<b>\$ 269,390.25</b>

Water Main Items: 101-152

ITEM #	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
101	Mobilization, Max \$67,900 (Water Main)	1	LSUM	\$ 65,143.61	\$ 65,143.61	\$ 67,900.00	\$ 67,900.00	\$ 67,900.00	\$ 67,900.00
102	Testing and Chlorination of Water Main	1	LSUM	\$ 5,660.22	\$ 5,660.22	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
103	Connect to Existing Water Main	16	Ea	\$ 5,551.36	\$ 88,821.76	\$ 10,000.00	\$ 160,000.00	\$ 6,000.00	\$ 96,000.00
104	Water Main, Rem	1,190	Ft	\$ 70.55	\$ 83,954.50	\$ 40.00	\$ 47,600.00	\$ 25.00	\$ 29,750.00
105	Existing Valve with Valve Box Abandonment	5	Ea	\$ 564.26	\$ 2,821.30	\$ 380.00	\$ 1,900.00	\$ 350.00	\$ 1,750.00
106	Existing Valve with Valve Box Removal	1	Ea	\$ 2,257.02	\$ 2,257.02	\$ 39.00	\$ 39.00	\$ 850.00	\$ 850.00
107	Water Main, C909 PVC, 6 inch, Tr Det G, Modified	1562	Ft	\$ 122.22	\$ 190,907.64	\$ 112.00	\$ 174,944.00	\$ 185.00	\$ 288,970.00
108	Water Main, C909 PVC, 8 inch, Tr Det G, Modified	20	Ft	\$ 154.16	\$ 3,083.20	\$ 146.00	\$ 2,920.00	\$ 250.00	\$ 5,000.00
109	Water Main, C900 PVC, 6 inch, Bore	932	Ft	\$ 111.96	\$ 104,346.72	\$ 190.00	\$ 177,080.00	\$ 225.00	\$ 209,700.00
110	Water Main, 4 inch, Cut and Plug, Modified	4	Ea	\$ 3,032.36	\$ 12,129.44	\$ 2,085.00	\$ 8,340.00	\$ 1,500.00	\$ 6,000.00
111	Water Main, 6 inch, Cut and Plug, Modified	1	Ea	\$ 2,679.39	\$ 2,679.39	\$ 2,155.00	\$ 2,155.00	\$ 2,000.00	\$ 2,000.00
112	Gate Valve and Box, 6 inch, Modified	7	Ea	\$ 1,984.90	\$ 13,894.30	\$ 3,010.00	\$ 21,070.00	\$ 2,000.00	\$ 14,000.00
113	Gate Valve and Box, 8 inch, Modified	2	Ea	\$ 2,681.44	\$ 5,362.88	\$ 3,770.00	\$ 7,540.00	\$ 2,750.00	\$ 5,500.00
114	Fire Hydrant Valve and Assembly	6	Ea	\$ 8,311.70	\$ 49,870.20	\$ 8,050.00	\$ 48,300.00	\$ 7,500.00	\$ 45,000.00
115	1 inch Copper Service Lead, Type "K", Modified	1,290	Ft	\$ 53.51	\$ 69,027.90	\$ 100.00	\$ 129,000.00	\$ 85.00	\$ 109,650.00
116	Curb Box, Stop, 1 inch, Corporation Stop and Connection, Modified	38	Ea	\$ 1,717.98	\$ 65,283.24	\$ 1,460.00	\$ 55,480.00	\$ 1,250.00	\$ 47,500.00
117	Supply & Install Meter Pit, Complete	12	Ea	\$ 2,022.57	\$ 24,270.84	\$ 4,425.00	\$ 53,100.00	\$ 3,500.00	\$ 42,000.00
118	Water Meter Pit, Rem	12	Ea	\$ 1,128.51	\$ 13,542.12	\$ 1,625.00	\$ 19,500.00	\$ 500.00	\$ 6,000.00
119	Water Main, C906 HDPE, 2 inch, Temporary Bypass	1,400	Ft	\$ 59.99	\$ 83,986.00	\$ 56.00	\$ 78,400.00	\$ 75.00	\$ 105,000.00
120	Curb and Gutter, Rem	70	Ft	\$ 13.32	\$ 932.40	\$ 16.00	\$ 1,120.00	\$ 15.00	\$ 1,050.00
121	Sidewalk, Rem	268	Syd	\$ 9.05	\$ 2,425.40	\$ 22.00	\$ 5,896.00	\$ 10.00	\$ 2,680.00
122	Pavt, Rem	1745	Syd	\$ 7.79	\$ 13,593.55	\$ 14.00	\$ 24,430.00	\$ 8.00	\$ 13,960.00
123	Curb and Gutter, Conc, Det F4, Modified	70	Ft	\$ 26.64	\$ 1,864.80	\$ 34.00	\$ 2,380.00	\$ 40.00	\$ 2,800.00
124	Detectable Warning Surface, Modified	20	Ft	\$ 79.92	\$ 1,598.40	\$ 83.00	\$ 1,660.00	\$ 100.00	\$ 2,000.00
125	Curb Ramp Opening, Conc	28	Ft	\$ 26.64	\$ 745.92	\$ 34.00	\$ 952.00	\$ 8.00	\$ 224.00

CITY OF OWOSSO BID TABULATION SHEET

DATE 1/5/2023  
DEPT. Engineering

SUBJECT: 2023 Water Main Replacement Project

Page 6 of 6  
Water Main Items: 101-152

			Champagne and Marx Excavating, Inc 1445 Liberty Road Saginaw, MI 48604 989-755-8971		Fessler & Bowman, Inc. 4099 Eagles Nest Ct. Flushing, MI 48433 810-733-1313		Scarlett Excavating, Inc 16486 Grove Road Lansing, MI 48906 517-699-4190		
126	Curb Ramp, Conc, 4 inch	400	Sft	\$ 7.21	\$ 2,884.00	\$ 7.00	\$ 2,800.00	\$ 7.00	\$ 2,800.00
127	Curb Ramp, Conc, 7 inch	168	Sft	\$ 8.32	\$ 1,397.76	\$ 8.00	\$ 1,344.00	\$ 8.50	\$ 1,428.00
128	Sidewalk, Conc, 4 inch	1,789	Sft	\$ 5.05	\$ 9,034.45	\$ 6.00	\$ 10,734.00	\$ 7.00	\$ 12,523.00
129	Sidewalk, Conc, 6 inch	475	Sft	\$ 6.10	\$ 2,897.50	\$ 7.00	\$ 3,325.00	\$ 8.50	\$ 4,037.50
130	Driveway, Nonreinf Conc, 6 inch	30	Syd	\$ 54.94	\$ 1,648.20	\$ 44.00	\$ 1,320.00	\$ 50.00	\$ 1,500.00
131	Aggregate Base, 8 inch, Modified	1710	Syd	\$ 22.36	\$ 38,235.60	\$ 23.00	\$ 39,330.00	\$ 20.00	\$ 34,200.00
132	Dr Structure Cover, Adj, Case 1	3	Ea	\$ 939.37	\$ 2,818.11	\$ 775.00	\$ 2,325.00	\$ 750.00	\$ 2,250.00
133	Dr Structure Cover, Type EJ 1040 w/ Solid Gasket Sealed Cover	2	Ea	\$ 910.39	\$ 1,820.78	\$ 1,400.00	\$ 2,800.00	\$ 700.00	\$ 1,400.00
134	Dr Structure Cover, Type EJ 1040 w/ Type M1 Grate	1	Ea	\$ 910.39	\$ 910.39	\$ 1,350.00	\$ 1,350.00	\$ 700.00	\$ 700.00
135	HMA, 13A	606	Ton	\$ 174.27	\$ 105,607.62	\$ 174.00	\$ 105,444.00	\$ 185.00	\$ 112,110.00
136	HMA Approach	5	Ton	\$ 274.17	\$ 1,370.85	\$ 274.00	\$ 1,370.00	\$ 200.00	\$ 1,000.00
137	Approach, CI II, LM	62	Cyd	\$ 152.98	\$ 9,484.76	\$ 140.00	\$ 8,680.00	\$ 45.00	\$ 2,790.00
138	Tree, Rem, 6 inch to 18 inch	1	Ea	\$ 1,527.54	\$ 1,527.54	\$ 1,000.00	\$ 1,000.00	\$ 450.00	\$ 450.00
139	Erosion Control, Inlet Protection, Fabric Drop	16	Ea	\$ 202.78	\$ 3,244.48	\$ 155.00	\$ 2,480.00	\$ 150.00	\$ 2,400.00
140	Sanitary Serv Conflict	10	Ea	\$ 5,734.47	\$ 57,344.70	\$ 1,945.00	\$ 19,450.00	\$ 1,500.00	\$ 15,000.00
141	Abandoned Gas Main Conflict	10	Ea	\$ 2,620.56	\$ 26,205.60	\$ 510.00	\$ 5,100.00	\$ 50.00	\$ 500.00
142	Sign, Type III, Rem	10	Ea	\$ 83.25	\$ 832.50	\$ 100.00	\$ 1,000.00	\$ 25.00	\$ 250.00
143	Sign, Type III, Erect, Salv	10	Ea	\$ 83.25	\$ 832.50	\$ 100.00	\$ 1,000.00	\$ 25.00	\$ 250.00
144	Post, Steel, 3 lb	160	Ft	\$ 7.77	\$ 1,243.20	\$ 8.00	\$ 1,280.00	\$ 20.00	\$ 3,200.00
145	Baricade, Type III, High Intensity, Double Sided, Furn & Oper	6	Ea	\$ 88.80	\$ 532.80	\$ 90.00	\$ 540.00	\$ 125.00	\$ 750.00
146	Pedestrian Type II Baricade, Temp	10	Ea	\$ 72.15	\$ 721.50	\$ 72.00	\$ 720.00	\$ 50.00	\$ 500.00
147	Lighted Arrow, Type C, Furn & Oper	2	Ea	\$ 721.49	\$ 1,442.98	\$ 725.00	\$ 1,450.00	\$ 1,500.00	\$ 3,000.00
148	Minor Traf Devices, Max \$10,000	1	LSUM	\$ 9,264.32	\$ 9,264.32	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
149	Plastic Drum, High Intensity, Furn & Oper	25	Ea	\$ 22.20	\$ 555.00	\$ 25.00	\$ 625.00	\$ 50.00	\$ 1,250.00
150	Sign, Type B, Temp, Prismatic, Furn & Oper	254	Ea	\$ 3.33	\$ 845.82	\$ 4.00	\$ 1,016.00	\$ 10.00	\$ 2,540.00
151	Turf Establishment, Performance	1440	Syd	\$ 8.600	\$ 12,384.00	\$ 16.00	\$ 23,040.00	\$ 15.00	\$ 21,600.00
152	Maintenance Gravel	30	Ton	\$ 61.44	\$ 1,843.20	\$ 93.00	\$ 2,790.00	\$ 75.00	\$ 2,250.00
<b>TOTAL WATER MAIN</b>				\$	1,205,132.91	\$	1,359,019.00	\$	1,360,962.50
<b>GRAND TOTAL</b>				\$	1,460,284.82	\$	1,594,481.00	\$	1,630,352.75

**EXHIBIT A**

**Contract for Services Between**

**The City of Owosso**

**and**

**The Glaeser-Dawes Corporation**

**2023 Water Main Replacement Project**

**February 2023**

## CONTRACT

THIS AGREEMENT is made on \_\_\_\_\_, between the CITY OF OWOSSO, a Michigan municipal corporation, 301 W. Main Street, Owosso, Michigan 48867 ("city") and The Glaeser-Dawes Corporation ("contractor"), a Michigan company, whose address is 4130 Commerce Drive, Flushing, Michigan 48433.

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

### **ARTICLE I - Scope of work**

The contractor agrees to provide the services listed in the proposal entitled "2023 Water Main Replacement Project", as attached, including all written modifications incorporated into any of the documents, which are incorporated as part of this contract:

- Bid documents
- Bid proposal
- Contract and exhibits
- Bonds
- W-9
- Insurance
- General conditions
- Standard specifications
- Detailed specifications

### **ARTICLE II - The Contract Sum**

(A) The city shall pay to the contractor for the performance of the contract, in the unit prices as given in the proposal not to exceed eight hundred eighty three thousand nine hundred fifty-one and 35/100 dollars (\$883,951.35). No additional work shall be performed unless a change order is issued by the city.

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

### **ARTICLE III – Assignment**

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

### **ARTICLE IV - Choice of law**

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

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

### **ARTICLE V - Relationship of the parties**

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

Contractor certifies that it has no personal or financial interest in the project other than the compensation it is to receive under the contract. Contractor certifies that it is not, and shall not become, overdue or in default to the city for any contract, debt, or any other obligation to the city

including real or personal property taxes. City shall have the right to set off any such debt against compensation awarded for services under this agreement.

**ARTICLE VI – Notice**

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

**ARTICLE VII - Indemnification**

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

**ARTICLE VIII - Entire agreement**

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

FOR CONTRACTOR

By \_\_\_\_\_

Its: \_\_\_\_\_

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

THE CITY OF OWOSSO

By \_\_\_\_\_

Its: Robert J. Teich, Jr., Mayor

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

By \_\_\_\_\_

Its: Amy K. Kirkland, City Clerk

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





## MEMORANDUM

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

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**DATE:** February 6, 2023

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

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

**SUBJECT:** 2023 North Street Project Tentative Award (partially a 2023 DWSRF Project)

### RECOMMENDATION:

Approval of the tentative award of the low responsive bid from Champagne and Marx Excavating, Inc. (Saginaw, MI) for work along North Street from Shiawassee (M-52) to Hickory, including water main and lead service line replacement in the amount of \$999,797.18 and street rehabilitation in the amount of \$1,146,891.45 for a total contract amount of \$2,146,688.63, contingent upon receipt of 2023 DWSRF funds for the project.

### BACKGROUND:

The City of Owosso was approved for an MDOT Small Urban Grant for the rehabilitation of North Street from Shiawassee (M-52) to Hickory. Additionally, the City was approved for DWSRF funding for the water main and service line portion of the project. On January 6, 2023, MDOT received bids for the 2023 North Street Project. Work includes street rehabilitation and the replacement of the water main and water service lines, altogether with related work items, along North Street from Shiawassee (M-52) to Hickory.

Crawford Contracting was initially the low bid but withdrew their bid due to an error in one of their unit prices. Champagne and Marx Excavating then became the confirmed low and most responsive bid and agrees to perform the work for the total amount of \$2,146,688.63. A resolution tentatively awarding the 2023 North Street Project contract, via MDOT, to Champagne and Marx Excavating and the tabulation sheets for bids received is included for your consideration. The tentative award is required by the Drinking Water State Revolving Fund. A contract agreement with MDOT will be forthcoming, the execution of which is contingent upon receipt of the 2023 DWSRF bond/loan funds the City is pursuing for this project.

### FISCAL IMPACTS:

The project is funded by a \$347,000 Small Urban Grant, \$799,891.45 from the Major Street fund, and \$999,797.18 by the DWSRF.

**ATTACHMENTS:**

- (1) Resolution, 2023 North Street Project Tentative Award
- (2) Bid Tabulation 2023 North Street Project

**RESOLUTION NO.**

**TENTATIVELY AWARDING A CONSTRUCTION CONTRACT  
FOR THE 2023 NORTH STREET PROJECT  
TO CHAMPAGNE AND MARX EXCAVATING, INC.**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, wishes to construct improvements to North Street from Shiawassee Street to Hickory Street, including the rehabilitation of the street and improvements to its existing water distribution system through the replacement of water mains and lead service lines; and

WHEREAS, the said water system improvement projects, formally adopted on April 15, 2019 and amended on June 6, 2022, will be funded through the State of Michigan's Drinking Water State Revolving Fund (DWSRF) program; and

WHEREAS, the City of Owosso has sought and received construction bids for the proposed improvements and has received a low bid in the amount of \$2,146,688.63 from Champagne and Marx Excavating, Inc with \$999,797.18 being funded by DWSRF funds, \$799,891.45 being funded by City Major Street funds, and \$347,000 being funded by an MDOT Small Urban Grant; and

WHEREAS, the City of Owosso's Director of Public Services & Utilities, Ryan E. Suchanek, has recommended awarding the contract, via MDOT, to the low responsive bidder.

NOW THEREFORE BE IT RESOLVED that the City of Owosso tentatively awards the contract, via MDOT, for construction of the proposed water system improvements project to Champagne and Marx Excavating, Inc, contingent upon successful financial arrangements with the DWSRF.

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

- FIRST: the City of Owosso tentatively awards the contract, via MDOT, for the proposed 2023 North Street Project to Champagne and Marx Excavating, Inc, contingent upon successful financial arrangements with the Drinking Water State Revolving Fund Program.
- SECOND: upon receipt of the 2023 DWSRF bond/loan proceeds, the mayor and city clerk are hereby authorized and instructed to sign, without further Council action, the MDOT contract for the 2023 North Street Project.
- THIRD: the accounts payable department is authorized to submit payment to Champagne and Marx Excavating, Inc in the amount of \$2,146,688.63 upon satisfactory completion of the project or portion thereof.
- FOURTH: the above expenses shall be paid for from the City Major Streets fund, 2023 DWSRF bond funds, and an MDOT Small Urban Grant.



1/10/2023 1:59 PM

AASHTOWare Project™ Version 4.5 Revision 027

Tabulation of Bids

Report v1

Call Number: 039 Contract ID: 76000-208231 Project(s): 23A0065  
 Letting Date: January 06, 2023 Region(s): Davison TSC Counties: Shiawassee County  
 Contract Time: 10/14/23 COMPLETION DATE

Contract Description: 0.49 mi of hot mix asphalt reconstruction, concrete curb, gutter repair and sidewalk ramps, storm sewer and pavement markings on North Street from M-52 to Hickory Street in the city of Owosso, Shiawassee County. This is a Local Agency project. See Special Provision for Requirements for the Use of Michigan Department of Environment, Great Lakes, and Energy Non-Equivalency Drinking Water State Revolving Funds for pre-letting instruction. \*\* 1696 K or Comb/Jt. 1696 Cb, Ea \*\*In addition to the above minimum prequalification requirement for prime contractors this project includes subclassifications of Cb, Ea and K. If the prime contractor is not prequalified in those subclassifications it must use prequalified subcontractors. Those subcontractors must be designated prior to award of the contract to the confirmed low bidder.

List of Vendors

Rank	Vendor ID/Name	Total Bid	Percent Of Low Bid	Percent Of Estimate
0	-EST- - Engineer's Estimate	\$1,696,185.20	96.24%	100.00%
1	05162 - Crawford Contracting, Inc.	\$1,762,409.33	100.00%	103.90%
2	01399 - Champagne and Marx Excavating, Inc.	\$2,146,688.63	121.80%	126.56%
3	01415 - Rohde Bros. Excavating, Inc.	\$2,155,522.00	122.31%	127.08%
4	00441 - Fessler & Bowman, Inc.	\$2,473,997.00	140.38%	145.86%
5	02985 - Zito Construction	\$2,598,397.80	147.43%	153.19%
REJ	08046 - L. A. Construction, Corp.	\$2,242,558.82	127.24%	132.21%
REJ	01282 - Kalin Construction Co., Inc.	\$2,436,056.02	138.22%	143.62%



## MEMORANDUM

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

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**DATE:** February 6, 2023

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

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

**SUBJECT:** WTP SCADA Upgrade Project Tentative Bid Award

### RECOMMENDATION:

Approval of tentative bid award to County Line Power, LLC (Hope, MI) for the Water Treatment Plant SCADA Upgrade Project, a 2023 DWSRF project, in the amount of \$1,292,790.00, contingent upon the receipt of 2023 DWSRF bond proceeds.

### BACKGROUND:

The Water Treatment Plant currently utilizes a very primitive monitoring system called SCADATA, which is radio frequency based with an on/off (pump operating Yes/No) technology. This system was purchased in 2006 at about \$15,000.00 from a company that has recently gone bankrupt. This antiquated system is not compatible for integration with any other 21st century technology. Current SCADA technology offers a variety of visual display boards for process equipment, with real-time programming and adjustments manually or auto-pilot via sensors, programmable logic computers, variable speed drives, sonic levelers, etc.

Development of a SCADA system is essential for the following reasons:

1. Asset & Operations Management. A concept Utility Directors and Superintendents have been implementing for decades, state and federal regulators have now imposed ownership of this.
2. Increasing regulatory oversight of physical plant processes.
3. Change in work force skills from hands-on to digital and visual aptitudes.
4. Physical and cyber security as well as real-time & historical monitoring practices.
5. Optimization of auto plant operating schedule, by elimination of third shift.
6. Optimization of raw and finished water pumping, with significant maintenance and energy savings expected.

On October 13, 2020, the City Council previously approved the City enter into agreement with Tetra Tech to engineer and design this system.

On January 17, 2023, the City received bids for the construction of the WTP SCADA Upgrade Project.

Work includes:

- Control Panel replacements
- Electrical upgrades including
  - variable frequency drive for High Service pump
  - network equipment
  - wiring upgrades
- SCADA equipment upgrades

- Radio communication upgrades including
  - installation of a new direct buried monopole at the WTP
  - wood poles at the remote sites
  - mounting, configuration and commissioning of related radio equipment
- Security camera system will be installed at the
  - Water Treatment Plant
  - Other remote site locations.

County Line Power, LLC is the confirmed low and most responsive bid and agrees to perform the work for a total cost amount of \$1,292,790.00. A resolution for tentatively awarding the WTP SCADA Upgrade Project contract to County Line Power, LLC and tabulation of bids received is included for your consideration. The tentative award is required by the Drinking Water State Revolving Fund.

Execution of this contract is contingent upon receipt of the 2023 DWSRF bond/loan funds the City is pursuing for this project.

**FISCAL IMPACTS:**

The project is funded by the DWSRF in the amount of \$213,129.50, by ARPA Funds in the amount of \$272,658.00, and by the Water Fund in the amount of \$807,002.50.

ATTACHMENTS:           (1)     Resolution, WTP SCADA Upgrade Project Tentative Award  
                                  (2)     Bid Tabulation WTP SCADA Upgrade Project

**RESOLUTION NO.**  
**TENTATIVELY AWARDING**  
**A CONSTRUCTION CONTRACT**  
**FOR THE WATER TREATMENT PLANT SCADA UPGRADE PROJECT**  
**TO COUNTY POWER LINE, LLC**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, wishes to construct improvements to its existing water distribution system through the upgrade and modernization of the SCADA system at the Water Treatment Plant (WTP); and

WHEREAS, this water system improvements project, formally adopted on April 15, 2019, and amended on June 6, 2022, will be funded through the State of Michigan's Drinking Water State Revolving Fund (DWSRF) program; and

WHEREAS, the City of Owosso has sought and received construction bids for the proposed improvements and has received a low bid in the amount of \$1,292,790.00 from County Line Power, LLC with \$213,129.50 being funded by DWSRF funds, \$272,658.00 being funded by American Rescue Plan Act (ARPA) Funds, and \$807,002.50 being funded by City Water Fund; and

WHEREAS, the City of Owosso's Director of Public Services & Utilities, Ryan E. Suchanek, has recommended awarding the contract to the low responsive bidder.

NOW THEREFORE BE IT RESOLVED that the City of Owosso tentatively awards the contract for construction of the proposed water system improvements project to County Line Power, LLC, contingent upon successful financial arrangements with the DWSRF.

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

- FIRST: the City of Owosso tentatively awards the contract for construction of the proposed WTP SCADA Upgrade Project to County Line Power, LLC, contingent upon successful financial arrangements with the Drinking Water State Revolving Fund Program.
- SECOND: upon receipt of the 2023 DWSRF bond/loan proceeds, the mayor and city clerk are hereby authorized and instructed to sign, without further Council action, Exhibit A, substantially as attached.
- THIRD: the accounts payable department is authorized to submit payment to County Line Power, LLC in the amount of \$1,292,790.00 upon satisfactory completion of the project or portion thereof.
- FOURTH: the above expenses shall be paid for from the City Water Fund, ARPA funds, and the 2023 DWSRF Bond Fund.

**CITY OF OWOSSO BID TABULATION SHEET**

DATE **1/23/2023**

DEPT. **WTP**

SUBJECT: **Owosso WTP SCADA Upgrades**

**Countyline Power LLC**

**Newkirk Electric**

**J. Ranck Electric**

ITEM #	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	Project Base Bid	1			\$ 1,530,371.00		\$ 1,550,000.00		\$ 2,186,324.00
2	Deduct Alternate 1 - Remove High Service Pump VFD and Related Work (show price reduction from base bid price)	1			\$ 100,065.00		\$ 16,800.00		\$ 143,878.00
3	Deduct Alternate 2 - Remove WTP Cameras and Related Work (show price reduction from base bid price)	1			\$ 69,682.00		\$ 50,400.00		\$ 70,560.00
4	Deduct Alternate 3 - Remove Remote Cameras and Related Work (show price reduction from base bid price)	1			\$ 67,834.00		\$ 37,000.00		\$ 70,233.00
<b>Total:</b>					\$ 1,530,371.00		\$ 1,550,000.00		\$ 2,186,324.00
					\$ 1,530,371.00		\$ 1,550,000.00		\$ 2,186,324.00

DEPT HEAD *Alyan Surhaner*

GENERAL LIABILITY INSURANCE  
EXPIRATION DATE: 4/30/2023

AWARDED:

PURCH. AGENT: *J. Ranck* 1/31/23  
\$1,292,790.00

WORKERS COMPENSATION INSURANCE  
EXPIRATION DATE: 4/30/2023

COUNCIL APPROVED:

STAFF REC.: **Countyline Power, LLC**

SOLE PROPRIETORSHIP  
EXPIRATION DATE: N/A

PO NUMBER:

**EXHIBIT A**

**Contract for Services Between**

**The City of Owosso**

**and**

**County Line Power, LLC**

**WTP SCADA Upgrade Project**

**February 2023**



## **CONTRACT**

THIS AGREEMENT is made on February \_\_\_\_, 2023 between the CITY OF OWOSSO, a Michigan municipal corporation, 301 W. Main Street, Owosso, Michigan 48867 ("city") and COUNTY LINE POWER, LLC ("contractor"), a Michigan company, whose address is 5652 N. Meridian Road, Hope, Michigan 48628.

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

### **ARTICLE I - Scope of work**

The contractor agrees to furnish all of the materials, equipment and labor necessary and to abide by all the duties and responsibilities applicable to it for the project entitled "WTP SCADA Upgrade Project", in accordance with the requirements and provisions of the following documents, including all written modifications incorporated into any of the documents, which are incorporated as part of this contract:

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

### **ARTICLE II - The Contract Sum**

(A) The city shall pay to the contractor for the performance of the contract, the unit prices as given in the bid forms not to exceed one million two hundred ninety-two thousand seven hundred ninety dollars (\$1,292,790.00). No additional work shall be performed unless a change order is issued by the city.

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

### **ARTICLE III – Assignment**

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

### **ARTICLE IV - Choice of law**

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

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

### **ARTICLE V - Relationship of the parties**

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

Contractor certifies that it has no personal or financial interest in the project other than the compensation it is to receive under the contract. Contractor certifies that it is not, and shall not become, overdue or in default to the city for any contract, debt, or any other obligation to the city

including real or personal property taxes. City shall have the right to set off any such debt against compensation awarded for services under this agreement.

**ARTICLE VI – Notice**

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

**ARTICLE VII - Indemnification**

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

**ARTICLE VIII - Entire agreement**

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

FOR CONTRACTOR

By \_\_\_\_\_

Its: \_\_\_\_\_

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

THE CITY OF OWOSSO

By \_\_\_\_\_

Its: Robert J. Teich, Jr., Mayor

Date:

By \_\_\_\_\_

Its: Amy K. Kirkland, City Clerk

Date:



## MEMORANDUM

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

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**DATE:** February 6, 2023

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

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

**SUBJECT:** Palmer 3A and Juniper 1 Well Houses Project - Tentative Bid Award  
(a 2023 DWSRF project)

### RECOMMENDATION:

Approval of a tentative bid award to Sorensen Gross Company (Flint, MI) for the construction of two (2) well houses, for the Palmer 3A and Juniper 1 wells, in the amount of \$2,363,238.00, contingent upon receipt of 2023 DWSRF bond proceeds for the project.

### BACKGROUND:

On January 17, 2023, the City received bids for the Palmer 3a and Juniper 1 Well Houses Project. Work includes construction of two (2) well houses, two (2) vertical line-shaft turbine pumps, water mains to connect water wells to existing raw water mains for the following wells:

- Palmer 3A
- Juniper 1

Sorensen Gross Company is the confirmed low and most responsive bid and agrees to perform the work for a total cost amount of \$2,363,238.00. A resolution tentatively awarding the Palmer 3A and Juniper 1 Well Houses Project contract to Sorensen Gross Company and tabulation sheets of bids received is included for your consideration. The tentative award is required by the Drinking Water State Revolving Fund. A contract agreement will be forthcoming from the City's engineer on this project, OHM, and execution of this contract will be contingent upon receipt of the 2023 DWSRF bond/loan funds the City is pursuing for this project.

### FISCAL IMPACTS:

The project is funded by the DWSRF in the amount of \$1,283,578.00, by ARPA Funds in the amount of \$272,658.00, and by the Water Fund in the amount of \$807,002.00

**ATTACHMENTS:** (1) Resolution, Palmer 3A and Juniper 1 Well Houses Project Tentative Award  
(2) Bid Tabulation Palmer 3A and Juniper 1 Well Houses Project

**RESOLUTION NO.**  
**TENTATIVELY AWARDING**  
**A CONSTRUCTION CONTRACT**  
**FOR THE PALMER 3A AND JUNIPER 1 WELL HOUSES PROJECT**  
**TO SORENSEN GROSS COMPANY**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, wishes to construct improvements to its existing water distribution system through the construction of new well houses for the Palmer 3A and Juniper 1 wells; and

WHEREAS, the said water system improvements project, formally adopted on April 15, 2019 and amended on June 6, 2022, will be funded through the State of Michigan's Drinking Water State Revolving Fund (DWSRF) program; and

WHEREAS, the City of Owosso has sought and received construction bids for the proposed improvements and has received a low bid in the amount of \$2,363,238.00 from Sorensen Gross Company, with \$1,283,578.00 being funded by DWSRF funds, \$272,658.00 being funded by American Rescue Plan Act (ARPA) Funds, and \$807,002.00 being funded by the City's Water Fund; and

WHEREAS, the City of Owosso's Director of Public Services & Utilities, Ryan E. Suchanek, has recommended awarding the contract to the low responsive bidder.

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

- FIRST: the City of Owosso tentatively awards the contract for construction of the proposed Palmer 3A and Juniper 1 Well Houses Project to Sorensen Gross Company, contingent upon successful financial arrangements with the Drinking Water State Revolving Fund Program.
- SECOND: upon receipt of the 2023 DWSRF bond/loan proceeds, the mayor and city clerk are hereby authorized and instructed to sign, without further Council action, the contract for the Palmer 3A and Juniper 1 Well Houses Project.
- THIRD: the accounts payable department is authorized to submit payment to Sorensen Gross Company in the amount of \$2,363,238.00 upon satisfactory completion of the project or portion thereof.
- FOURTH: the above expenses shall be paid for from the City's Water Fund, ARPA funds, and the 2023 DWSRF Bond Fund.

**CITY OF OWOSSO BID TABULATION SHEET**

DATE 1/18/2023

DEPT.

SUBJECT: Palmer 3A and Juniper Well House Designs

**Sorensen Gross Company**

**RCL Construction Co. Inc.**

ITEM #	DESCRIPTION	EST. QTY	UNIT	Sorensen Gross Company		RCL Construction Co. Inc.			UNIT PRICE	TOTAL
				UNIT PRICE	TOTAL	EST. QTY	UNIT PRICE	TOTAL		
<b>PALMER 3A WELL HOUSE WORK</b>										
1	Demolition of Palmer 3 Wellhouse	1	LS	\$ 21,120.00	\$ 21,120.00	1	\$ 8,000.00	\$ 8,000.00		\$ -
2	Abandonment of Palmer 3 Well	1	LS	\$ 4,400.00	\$ 4,400.00	1	\$ 4,000.00	\$ 4,000.00		
3	Palmer 3 Water Main Abandonment	1	LS	\$ 5,203.00	\$ 5,203.00	1	\$ 5,000.00	\$ 5,000.00		
4	Well House Building and Site Work	1	LS	\$ 498,005.00	\$ 498,005.00	1	\$ 476,400.00	\$ 476,400.00		
5	Process Piping and Equipment Work	1	LS	\$ 75,150.00	\$ 75,150.00	1	\$ 76,000.00	\$ 76,000.00		
6	Electrical and Mechanical Work	1	LS	\$ 270,133.00	\$ 270,133.00	1	\$ 306,000.00	\$ 306,000.00		
7	12-inch Water Main – Open Cut	1	LS	\$ 29,175.00	\$ 29,175.00	1	\$ 34,450.00	\$ 34,450.00		
8	Allowance: Testing	1	LS	\$ 6,000.00	\$ 6,000.00	1	\$ 6,000.00	\$ 6,000.00		
9	Allowance: Gas and Electric Utilities	1	LS	\$ 30,000.00	\$ 30,000.00	1	\$ 30,000.00	\$ 30,000.00		
10	Allowance: Permits	1	LS	\$ 2,000.00	\$ 2,000.00	1	\$ 2,000.00	\$ 2,000.00		
11	Inspector Days	35	days	\$680/Day	\$ 23,800.00	90	\$680/Day	\$ 61,200.00		
	<b>Subtotal of All Palmer 3A Lump Sum Bid Items</b>				\$ 964,986.00			\$ 1,009,050.00		
<b>JUNIPER WELL HOUSE WORK</b>										
12	Well House Building and Site Work	1	LS	\$ 617,415.00	\$ 617,415.00	1	\$ 566,400.00	\$ 566,400.00		
13	Process Piping and Equipment Work	1	LS	\$ 75,902.00	\$ 75,902.00	1	\$ 133,000.00	\$ 133,000.00		
14	Electrical and Mechanical Work	1	LS	\$ 172,672.00	\$ 172,672.00	1	\$ 160,000.00	\$ 160,000.00		
15	12-inch Water Main – Directional Drill	1	LS	\$ 402,141.00	\$ 402,141.00	1	\$ 402,000.00	\$ 402,000.00		
16	12-inch Water Main – Open Cut	1	LS	\$ 7,722.00	\$ 7,722.00	1	\$ 73,000.00	\$ 73,000.00		
17	Electrical Service Conduit Installation	1	LS	\$ -	\$ -	1	\$ -	\$ -		
18	Allowance: Testing	1	LS	\$ 8,000.00	\$ 8,000.00	1	\$ 8,000.00	\$ 8,000.00		
19	Allowance: Gas and Electric Utilities	1	LS	\$ 90,000.00	\$ 90,000.00	1	\$ 90,000.00	\$ 90,000.00		
20	Allowance: Permits	1	LS	\$ 4,000.00	\$ 4,000.00	1	\$ 4,000.00	\$ 4,000.00		
21	Inspector Days	30	days	\$680/Day	\$ 20,400.00	120	\$680/Day	\$ 81,600.00		
	<b>Subtotal of All Juniper Lump Sum Bid Items</b>				\$ 1,398,252.00			\$ 1,518,000.00		
	<b>Contract Total of All Lump Sum bid Items</b>				\$ 2,363,238.00			\$ 2,527,050.00		

**TOTAL BID PRICING ADJUSTED FOR LOCAL PURCHASING PREFERENCE:**

DEPT HEAD	<i>Ayan Suckanich</i>	GENERAL LIABILITY INSURANCE	AWARDED:
		EXPIRATION DATE:	01/01/2024 (SorenSen Gross Company)
			08/01/2023( RCL Construction Co., Inc)
PURCH. AGENT:	<i>Stannett 1131</i>	WORKERS COMPENSATION INSURANCE	COUNCIL APPROVED:
		EXPIRATION DATE:	01/01/2024 (SorenSen Gross Company)
			05/01/2023( RCL Construction Co., Inc)
STAFF REC.:	<u>Sorensen Gross Company</u>	SOLE PROPRIETORSHIP	PO NUMBER:
		EXPIRATION DATE:	



## MEMORANDUM

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

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DATE: February 6, 2023  
TO: Owosso City Council  
FROM: Clayton Wehner, Director of Engineering  
SUBJECT: Professional Engineering Services for 2024 Stewart Street Reconstruction Project

### RECOMMENDATION

Approval of the proposal provided by Eng., Inc. in the amount of \$137,657.50, for engineering and construction administration services for the 2024 Stewart Street Reconstruction Project.

### BACKGROUND

Stewart Street from Shiawassee St (M-52) to Washington St was accepted for and awarded federal Small Urban Program Funding. On December 13, 2022 the City received proposals from three of its four QBS selected firms for professional engineering and construction administration services for the Stewart Street Reconstruction Project. These services are required by MDOT for quality control and construction oversight.

All proposals were evaluated based on, 1) Firm's history & capabilities to perform similar projects, 2) Key personnel assigned, 3) Performance measures, and 4) Pricing. ENG is considered the best fit and most qualified to provide services for this project based on the proposal submitted. Specifically, ENG's key personnel were ranked highly and their past performance was a plus. Attached is a partial copy of the ENG proposal.

Firms listed in ranked order of points received (out of 600):

- Eng., Inc. 537.5
- Fleis & Vandenbrink, Inc 527.5
- OHM Advisors 485
- Spicer Group Did not submit

### FISCAL IMPACTS

Funds for the above proposed services in the amount of \$137,657.50 will be issued from the Major Street fund and Water fund as appropriated.

ENCLOSURES: (1) Resolution awarding contract to ENG  
(2) ENG Contract Addendum

**RESOLUTION NO.**

**AUTHORIZING THE EXECUTION OF AN AGREEMENT  
FOR PROFESSIONAL ENGINEERING SERVICES WITH  
ENG., INC.  
FOR THE 2024 STEWART STREET RECONSTRUCTION PROJECT**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, is considering the necessary rehabilitation of Stewart Street, from Shiawassee Street (M-52) to Washington Street, as outlined within its RFP for professional engineering services; and

WHEREAS, the City of Owosso has received notification from the Michigan Department of Transportation (MDOT) of award of Federal Small Urban Program Grant funding for said project; and

WHEREAS, this project requires the services of a professional engineering firm for compliance with MDOT program funding; and

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

WHEREAS, Eng., Inc. is selected as the most qualified firm to perform said design assistance and construction administration services, in an amount not to exceed \$137,657.50.

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

- FIRST: The City of Owosso has theretofore determined that it is advisable, necessary and in the public interest to employ the firm of Eng., Inc. to provide professional engineering services for the 2024 Stewart Street Reconstruction Project.
- SECOND: The Mayor and City Clerk are instructed and authorized to sign the necessary documents as an Agreement for Professional Engineering Services between the City of Owosso, Michigan and Eng., Inc.
- THIRD: The Accounts Payable department is authorized to make payment up to the amount of \$137,657.50 to Eng., Inc. upon successful completion of stated work.
- FOURTH: The above expenses shall be paid from the Major Street Account No. 202-451-818.000-STEWR2024 (\$77,437.50), Water Account No. 591-901-972.000-STEWR2024 (\$60,220.00), and other funds as appropriated.

**ADDENDUM NO. 2024-01 TO AN AGREEMENT  
FOR  
PROFESSIONAL ENGINEERING SERVICES WITH  
ENG., INC.**

This addendum is attached and made part of the renewal agreement for professional engineering services dated May 16, 2022 between the City of Owosso, Michigan (owner) and Eng., Inc. (Engineer).

ADDENDUM NO. 2024-01

2024 STEWART STREET RECONSTRUCTION PROJECT ENGINEERING SERVICES

**PROJECT SCOPE OF WORK**

The project scope of work is attached as Request for Proposal: City of Owosso – Stewart Street Reconstruction.

**SCHEDULE**

The schedule for the project is attached as RFP: City of Owosso – Stewart Street Reconstruction, Statement of Understanding, shown beginning February, 2023 and completed by October, 2024 plus additional time for project closeout procedures.

**COMPENSATION**

The cost proposal of the engineer for the project is attached as RFP: City of Owosso – Stewart Street Reconstruction, Professional Fees. With said attachment listing Construction Administration fees in an amount not to exceed \$137,657.50. The engineer shall submit for payment based on monthly progress of the work.

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

Approved by the Owosso City Council on February 6, 2023.

For the engineer:

Eng., Inc.

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

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

Executed: \_\_\_\_\_, 2023

For the owner:

City of Owosso, Michigan

By: \_\_\_\_\_  
Robert J. Teich, Jr., Mayor

By: \_\_\_\_\_  
Amy K. Kirkland, City Clerk

Executed: \_\_\_\_\_, 2023





Warrant 626  
January 31, 2023

<b>Date</b>	<b>Vendor</b>	<b>Description</b>	<b>Fund</b>	<b>Amount</b>
1-12-2023	Owosso Charter Township	Quarterly Bill period October – December 2022	WATER	\$17,824.17
1-12-2023	Caledonia Charter Township	Quarterly Bill period October –December 2022	WATER	\$47,673.99
1-31-2023	Aviator Jayne	MEDC Match on Main Grant Reimbursement #354044	DDA	\$25,000.00
			TOTAL	\$90,498.16

Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
Bank 1 GENERAL FUND (POOLED CASH)					
01/20/2023	8766 (A)	ALS LABORATORY GROUP	ALS LABORATORY GROUP	WASTEWATER ANALYSES-6-30-2023-E	591.00
01/20/2023	8767 (A)	AMAZON CAPITAL SERVICES	AMAZON CAPITAL SERVICES	DECEMBER 2022 AMAZON ORDERS	37.98
			AMAZON CAPITAL SERVICES	DECEMBER 2022 AMAZON ORDERS	211.29
			AMAZON CAPITAL SERVICES	DECEMBER 2022 AMAZON ORDERS	269.97
					<u>519.24</u>
01/20/2023	8768 (A)	APEX SOFTWARE	APEX SOFTWARE	ASSESSOR'S SOFTWARE MAINTENANCE	470.00
01/20/2023	8769 (A)	APPLIED SPECIALTIES INC	APPLIED SPECIALTIES INC	LIME CURE 25 FOR FY 2022-2023 E	5,692.50
01/20/2023	8770 (A)	APPRIVER LLC	APPRIVER LLC	ANNUAL RENEWAL FOR APPRIVER	834.36
01/20/2023	8771 (A)	AXON ENTERPRISE INC	AXON ENTERPRISE INC	TASERS FOR OPD QPO 27995	168.48
01/20/2023	8772 (A)	BIO-CARE INC	BIO-CARE INC	RESPIRATORY SURVEILLANCE PROGRA	85.00
01/20/2023	8773 (A)	BODMAN PLC	BODMAN PLC	LEGAL COUNCIL FOR HR DEPARTMEN	122.50
01/20/2023	8774 (A)	BOUND TREE MEDICAL LLC	BOUND TREE MEDICAL LLC	EMS SUPPLIES FOR OFD QPO 28003	29.50
01/20/2023	8775 (A)	CINTAS CORPORATION #308	CINTAS CORPORATION #308	FLOOR MATS PER SERVICE AGREEMEN	38.32
			CINTAS CORPORATION #308	FLOOR MATS PER SERVICE AGREEMEN	38.32
					<u>76.64</u>
01/20/2023	8776 (A)	CMP DISTRIBUTORS INC	CMP DISTRIBUTORS INC	VESTS FOR OPD QPO 27998	1,150.00
01/20/2023	8777 (A)	COMMUNITY IMAGE BUILDERS	COMMUNITY IMAGE BUILDERS	FULL RE-WRITE OF THE CITY OF OW	1,141.50
01/20/2023	8778 (A)	CONSUMERS ENERGY	CONSUMERS ENERGY	DECEMBER 2022 ENERGY BILLS	72,823.19
			CONSUMERS ENERGY	515 N WASHINGTON ST APT C	130.49
					<u>72,953.68</u>
01/20/2023	8779 (A)	DALTON ELEVATOR LLC	DALTON ELEVATOR LLC	CYLINDER RENTAL/OXYGEN/SUPPLIES	490.98
01/20/2023	8780 (A)	DELL MARKETING LP	DELL MARKETING LP	OPTIPLEX 7000 & MONITOR FOR WWT	1,061.00
01/20/2023	8781 (A)	DETROIT SALT COMPANY LLC	DETROIT SALT COMPANY LLC	FY 22/23 ROAD SALT-SEASONAL FIL	13,048.54
			DETROIT SALT COMPANY LLC	FY 22/23 ROAD SALT-SEASONAL FIL	13,279.45
					<u>26,327.99</u>
01/20/2023	8782 (A)	DORNBOS SIGN INC	DORNBOS SIGN INC	STREET SIGNS FOR DPW QPO 27893	104.90
01/20/2023	8783 (A)	ELECTION SOURCE	ELECTION SOURCE	ANNUAL MAINTENANCE CONTRACT 202	4,950.00
01/20/2023	8784 (A)	ENLOW ENVIRO LLC	ENLOW ENVIRO LLC	PAIL OF HG BLUE FOR WWTP QPO 28	623.20
01/20/2023	8785 (A)	ETNA SUPPLY COMPANY	ETNA SUPPLY COMPANY	ACCT# 11453 STATEMENT BALANCE A	1,248.13
01/20/2023	8786 (A)	FERGUSON ENTERPRISES LLC	FERGUSON ENTERPRISES LLC	WATER INVENTORY-PURCHASE NOT TO	6,241.36
01/20/2023	8787 (A)	FISHBECK, THOMPSON, CARR & HUE	FISHBECK, THOMPSON, CARR & HUE	WATER MASTER PLAN - RELIABILITY	3,279.72
			FISHBECK, THOMPSON, CARR & HUE	WWTP PHASE 1 PREENGINEERING WOR	36,504.00
			FISHBECK, THOMPSON, CARR & HUE	WATER MASTER PLAN - RELIABILITY	12,504.54
			FISHBECK, THOMPSON, CARR & HUE	WWTP HYDROGEN SULFIDE STUDY 202	821.00
			FISHBECK, THOMPSON, CARR & HUE	ENGINEERING SERVICES FOR WWTP S	1,761.00
					<u>54,870.26</u>
01/20/2023	8788 (A)	FRONT LINE SERVICES INC	FRONT LINE SERVICES INC	ADDITIONAL REPAIR ON OFD VEHIC	643.46
01/20/2023	8789 (A)	GABRIDGE & COMPANY PLC	GABRIDGE & COMPANY PLC	AUDIT SERVICES OF FINANCIAL STA	21,000.00
			GABRIDGE & COMPANY PLC	AUDIT SERVICES OF FINANCIAL STA	3,500.00
					<u>24,500.00</u>
01/20/2023	8790 (A)	GENUINE PARTS COMPANY	GENUINE PARTS COMPANY	PARTS/SUPPLIES-INVOICE TO BE SI	495.16
01/20/2023	8791 (A)	GILBERT'S DO IT BEST HARDWARE	GILBERT'S DO IT BEST HARDWARE	DECEMBER 2022 GILBERT HARDWARE	741.92
01/20/2023	8792 (A)	GOULD LAW PC	GOULD LAW PC	LEGAL SERVICES FOR THE CITY 12/	8,633.20
01/20/2023	8793 (A)	GOYETTE MECHANICAL	GOYETTE MECHANICAL	REPAIR CIRCULATION PUMP FOR OFD	1,050.26

CHECK REGISTER FOR CITY OF OWOSSO  
 CHECK DATE FROM 01/01/2023 - 01/31/2023

Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
01/20/2023	8794 (A)	GRAINGER INC	GRAINGER INC	WARNING LIGHT FOR WWTP QPO 2802	132.78
01/20/2023	8795 (A)	GRAYMONT WESTERN LIME INC	GRAYMONT WESTERN LIME INC	PEBBLES QUICK LIME FY 2022-2023	6,820.19
01/20/2023	8796 (A)	GREAT LAKES CENTRAL RAILWAY	INGREAT LAKES CENTRAL RAILWAY	INRR SIGNAL DEVICE MAINTENANCE -	5,499.00
01/20/2023	8797 (A)	GREEN TECH SYSTEMS LLC	GREEN TECH SYSTEMS LLC	2022-2024 WATER LINE REPLACEMEN	92,130.59
01/20/2023	8798 (A)	GROUP RESOURCES	GROUP RESOURCES	FSA ADMIN FEE JANUARY 2023	104.50
01/20/2023	8799 (A)	HAMILTON ELECTRIC CO., INC.	HAMILTON ELECTRIC CO., INC.	T2 150 HP MOTOR RECONDITIONED	2,435.00
01/20/2023	8800 (A)	HUTSON INC OF MICHIGAN	HUTSON INC OF MICHIGAN	ROUTINE PARTS/SUPPLIES-INDIVIDU	574.44
01/20/2023	8801 (A)	J & H OIL COMPANY	J & H OIL COMPANY	LUBES AND DELIVERED DIESEL FOR	987.74
			J & H OIL COMPANY	GAS AND OIL 12/01/2022 - 12/15/	7,489.40
			J & H OIL COMPANY	GAS AND OIL 12/16/2022 - 12/31/	8,106.37
					<u>16,583.51</u>
01/20/2023	8802 (A)	JCI JONES CHEMICALS INC	JCI JONES CHEMICALS INC	SODIUM HYPROCHLORITE PER LANSIN	5,624.77
01/20/2023	8803 (A)	JERRYS TIRE & AUTO SERVICE INC	JERRYS TIRE & AUTO SERVICE INC	REPLACE DRIVE TIRE FOR WWTP VEH	415.50
01/20/2023	8804 (A)	JESSICA UNANGST	JESSICA UNANGST	EMPLOYEE REIMBURSEMENT - GIFT C	100.00
01/20/2023	8805 (A)	JON STEWART HARRIS	JON STEWART HARRIS	ELECTRICAL PLAN REVIEW 152 E HO	75.00
01/20/2023	8806 (A)	JON STUART HARRIS	JON STUART HARRIS	ELECTRICAL INSPECTIONS DEC. 202	550.00
			JON STUART HARRIS	SURPLUS ELECTRIAL INSPECTIONS	2,565.00
					<u>3,115.00</u>
01/20/2023	8807 (A)	KENT COMMUNICATIONS INC	KENT COMMUNICATIONS INC	DECEMBER 2022 WATER BILLS WITH	2,970.13
			KENT COMMUNICATIONS INC	PERSONAL PROPERTY STATEMENTS	362.72
			KENT COMMUNICATIONS INC	ASSESSING NOTICES FOR FEB 2023	2,700.88
					<u>6,033.73</u>
01/20/2023	8808 (A)	LOGICALIS INC	LOGICALIS INC	NETWORK ADMINISTRATOR/ENGINEERI	6,400.00
			LOGICALIS INC	CISCO MERAKI WIRELESS PRODUCTS-	7,965.43
					<u>14,365.43</u>
01/20/2023	8809 (A)	LUDINGTON ELECTRIC, INC.	LUDINGTON ELECTRIC, INC.	ELECTRICAL WORK ON PLAZA LOT DP	236.80
01/20/2023	8810 (A)	LUNGHAMER FORD OF OWOSSO	LUNGHAMER FORD OF OWOSSO	2023 FORD POLICE INTERCEPTOR UT	45,745.00
01/20/2023	8811 (A)	MAURER HEATING & COOLING, INC.	MAURER HEATING & COOLING, INC.	REPAIR RADIATOR AT LIBRARY DPW	200.00
01/20/2023	8812 (A)	MCMASTER-CARR SUPPLY CO	MCMASTER-CARR SUPPLY CO	SUPPLIES FOR WWTP QPO 28021	832.23
			MCMASTER-CARR SUPPLY CO	GASKETS AND O-RINGS FOR WWTP QP	88.71
					<u>920.94</u>
01/20/2023	8813 (A)	MERIT LABORATORIES INC	MERIT LABORATORIES INC	ANNUAL WATER TESTING SERVICES-E	40.00
01/20/2023	8814 (A)	MEYER ELECTRIC INC	MEYER ELECTRIC INC	ELECTRICAL WORK FOR WWTP PUMP Q	138.00
01/20/2023	8815 (A)	MICHIGAN WATER ENVIRONMENT ASS	MICHIGAN WATER ENVIRONMENT ASS	REGISTRASTION FEE FOR MWEA 2023	375.00
01/20/2023	8816 (A)	MISS DIG SYSTEM, INC.	MISS DIG SYSTEM, INC.	MISS DIG MEMBERSHIP FEES	2,321.43
01/20/2023	8817 (A)	MUNICIPAL EMPLOYEES RETIREMENT	MUNICIPAL EMPLOYEES RETIREMENT	EMPLOYER CONTRIBUTIONS TO RETIR	102,334.00
			MUNICIPAL EMPLOYEES RETIREMENT	ONE TIME EXTRA CONTRIBUTION FOR	500,000.00
					<u>602,334.00</u>
01/20/2023	8818 (A)	NATIONAL VISION ADMINISTRATORS	NATIONAL VISION ADMINISTRATORS	VISION INSURANCE PREMIUM	566.61
01/20/2023	8819 (A)	OFFICE DEPOT	OFFICE DEPOT	DECEMBER 2022 PURCHASES	83.97
01/20/2023	8820 (A)	OFFICE SOURCE	OFFICE SOURCE	OFFICE CHAIR FOR DDA QPO 27927	333.00
01/20/2023	8821 (A)	PEERLESS-MIDWEST, INC.	PEERLESS-MIDWEST, INC.	WORK/REPAIR ON MOTOR FOR WTP QP	1,680.00
01/20/2023	8822 (A)	PHP INSURANCE COMPANY	PHP INSURANCE COMPANY	HEALTH INSURANCE PREMIUM	99,167.02
01/20/2023	8823 (A)	PHP MEDICARE	PHP MEDICARE	PHP MEDICARE PAYMENT FEB. 2023	88.00
01/20/2023	8824 (A)	POLYDYNE INC	POLYDYNE INC	POLYMER AF 4500	3,270.60
01/20/2023	8825 (A)	RAMPARTS LLC	RAMPARTS LLC	WCC 04ACIRCUIT CARD RETROFIT MO	3,672.00
01/20/2023	8826 (A)	REPUBLIC SERVICES INC	REPUBLIC SERVICES INC	REFUSE SERVICE 7/1/22-6/30/23 P	357.98

Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
01/20/2023	8827 (A)	RIETH-RILEY CONSTRUCTION CO.	IRIETH-RILEY CONSTRUCTION CO.	IM-71 RESURFACING (MDOT REIMBURS	596,138.40
01/20/2023	8828 (A)	RUBOB'S INC	RUBOB'S INC RUBOB'S INC	DRYCLEANING SERVICES FOR OFD DRYCLEANING SERVICES FOR OPD	163.20 60.00 <u>223.20</u>
01/20/2023	8829 (A)	SAFEBUILT MICHIGAN LLC	SAFEBUILT MICHIGAN LLC	BUILDING DEPARTMENT SERVICES-5/	11,446.86
01/20/2023	8830 (A)	SIC METER LLC	SIC METER LLC	UNDERGROUND WATER DEPT. 1" METE	1,660.27
01/20/2023	8831 (A)	SMITH SAND & GRAVEL INC	SMITH SAND & GRAVEL INC	CLASS II BACK FILL SAND (ESTIM	1,469.34
01/20/2023	8832 (A)	SOILS AND MATERIAL ENGINEERS	ISOILS AND MATERIAL ENGINEERS	IWASHINGTON STREET SOIL BORINGS	3,300.00
01/20/2023	8833 (A)	SPICER GROUP, INC.	SPICER GROUP, INC.	PARKS AND RECREATION MASTER PLA	1,289.00
01/20/2023	8834 (A)	STAPLES BUSINESS CREDIT	STAPLES BUSINESS CREDIT STAPLES BUSINESS CREDIT	NOVEMBER 2022 - STAPLES ORDER 2022 DECEMBER STAPLES ORDERS	141.23 220.55 <u>361.78</u>
01/20/2023	8835 (A)	SUSAN J. OSIKA	SUSAN J. OSIKA	COUNCIL PAYROLL 07/01/2022 - 12	100.00
01/20/2023	8836 (A)	TAYLOR AND MORGAN CPA PC	TAYLOR AND MORGAN CPA PC	ONSITE ACCOUNTING SERVICES AND	1,012.50
01/20/2023	8837 (A)	THE ACCUMED GROUP	THE ACCUMED GROUP	BILLING SERVICE FEE & ANNUAL LI	8,730.96
01/20/2023	8838 (A)	THE ARGUS-PRESS	THE ARGUS-PRESS	PRINTING OF LEGAL NOTICES ETC-7	376.45
01/20/2023	8839 (A)	VERIZON WIRELESS	VERIZON WIRELESS VERIZON WIRELESS VERIZON WIRELESS VERIZON WIRELESS VERIZON WIRELESS VERIZON WIRELESS VERIZON WIRELESS VERIZON WIRELESS VERIZON WIRELESS VERIZON WIRELESS VERIZON WIRELESS VERIZON WIRELESS VERIZON WIRELESS VERIZON WIRELESS VERIZON WIRELESS	CELLULAR LINE CHARGES DEC. 2022 CITY CELL PHONE USAGE DEC. 2022 CITY CELL PHONE USAGE DEC. 2022 CITY CELL PHONE USAGE DEC. 2022 CITY CELL PHONE USAGE DEC. 2022 CITY CELL PHONE USAGE DEC. 2022 CITY CELL PHONE USAGE DEC. 2022 CITY CELL PHONE USAGE DEC. 2022 CITY CELL PHONE USAGE DEC. 2022 CITY CELL PHONE USAGE DEC. 2022 CITY CELL PHONE USAGE DEC. 2022 CITY CELL PHONE USAGE DEC. 2022 CITY CELL PHONE USAGE DEC. 2022 CITY CELL PHONE USAGE DEC. 2022 CITY CELL PHONE USAGE DEC. 2022	432.29 86.40 40.58 570.86 43.20 81.16 36.01 43.20 280.20 107.37 133.38 <u>1,854.65</u>
01/20/2023	8840 (A)	VERIZON WIRELESS	VERIZON WIRELESS	M2M CELLULAR CHARGES	125.10
01/20/2023	8841 (A)	VERSALIFT MIDWEST LLC	VERSALIFT MIDWEST LLC VERSALIFT MIDWEST LLC	TRAINING FOR CITY EMPLOYEES DPW ONE VERSALIFT UNIT, AND OTHER I	1,800.00 94,544.00 <u>96,344.00</u>
01/20/2023	8842 (A)	WASTE MANAGEMENT OF MICHIGAN	IWASTE MANAGEMENT OF MICHIGAN WASTE MANAGEMENT OF MICHIGAN	IWASTE DISPOSAL 12/01/2022 - 12/ IWASTE DISPOSAL 12/16/2022 - 12/	7,169.05 6,390.76 <u>13,559.81</u>
01/20/2023	8843 (E)	MAILCHIMP	MAILCHIMP	EMAIL SERVICE - ESSENTIALS PLAN	13.00
01/17/2023	135598	BROADRIDGE CORPORATE ISSUER	SCBROADRIDGE CORPORATE ISSUER	SCPROCESSING FEE FOR STOCK CERTI	542.26
01/17/2023	135599	OWOSSO PUBLIC SCHOOLS	OWOSSO PUBLIC SCHOOLS	2022 TAX COLLECTION 12/16/2022	907,897.77
01/17/2023	135600	SHIAWASSEE COUNTY TREASURER	SHIAWASSEE COUNTY TREASURER	2022 TAX COLLECTION 12/16/2022	855,024.65
01/17/2023	135601	SHIAWASSEE DISTRICT LIBRARY	SHIAWASSEE DISTRICT LIBRARY	2022 TAX COLLECTION 12/16/2022	132,730.47
01/20/2023	135700	1400 MCMILLAN AVE, LLC	1400 MCMILLAN AVE, LLC	BD Payment Refund	1,500.00
01/20/2023	135701	AMERICAN SPEEDY PRINTING	AMERICAN SPEEDY PRINTING	THANK YOU CARDS FOR DDA	51.00
01/20/2023	135702	CENTRAL MICHIGAN DIESEL, INC.	CENTRAL MICHIGAN DIESEL, INC.	ORDER & INSTALL PURGE TANK FOR	729.74
01/20/2023	135703	CHRISTOPHER EVELETH	CHRISTOPHER EVELETH	COUNCIL PAYROLL 07/01/2022 - 12	180.00
01/20/2023	135704	CORELOGIC CENTRALIZED REFUNDS	CORELOGIC CENTRALIZED REFUNDS	2022 Win Tax Refund 050-390-004	100.00
01/20/2023	135705	CORELOGIC CENTRALIZED REFUNDS	CORELOGIC CENTRALIZED REFUNDS	2022 Win Tax Refund 050-060-007	655.21
01/20/2023	135706	CORELOGIC CENTRALIZED REFUNDS	CORELOGIC CENTRALIZED REFUNDS	2022 Win Tax Refund 050-660-007	571.53
01/20/2023	135707	CORELOGIC CENTRALIZED REFUNDS	CORELOGIC CENTRALIZED REFUNDS	2022 Win Tax Refund 050-050-000	608.47
01/20/2023	135708	CORELOGIC CENTRALIZED REFUNDS	CORELOGIC CENTRALIZED REFUNDS	2022 Win Tax Refund 050-490-000	540.99

Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
01/20/2023	135709	CORELOGIC CENTRALIZED REFUNDS	CORELOGIC CENTRALIZED REFUNDS	2022 Win Tax Refund 050-601-000	690.96
01/20/2023	135710	CORELOGIC CENTRALIZED REFUNDS	CORELOGIC CENTRALIZED REFUNDS	2022 Win Tax Refund 050-470-013	82.94
01/20/2023	135711	CORELOGIC CENTRALIZED REFUNDS	CORELOGIC CENTRALIZED REFUNDS	2022 Win Tax Refund 050-070-003	638.51
01/20/2023	135712	D & D TRUCK & TRAILER PARTS	D & D TRUCK & TRAILER PARTS	DEC. PURCHASES	1,396.15
01/20/2023	135713	DANIEL A. LAW	DANIEL A. LAW	COUNCIL PAYROLL 07/01/2022 - 12	110.00
01/20/2023	135714	DAYSTARR COMMUNICATIONS	DAYSTARR COMMUNICATIONS	CITY OF OWOSSO PHONE & INTERNET	1,178.34
01/20/2023	135715	DAYSTARR COMMUNICATIONS	DAYSTARR COMMUNICATIONS	CASTLE PHONE & INTERNET	77.72
01/20/2023	135716	DELTA COLLEGE	DELTA COLLEGE	TRAINING/EDUCATION FOR TWO POLICE	700.00
01/20/2023	135717	DELTA DENTAL PLAN OF MICHIGAN	DELTA DENTAL PLAN OF MICHIGAN	DENTAL INSURANCE PREMIUM JAN. 2	3,991.86
01/20/2023	135718	ELHORN ENGINEERING COMPANY	ELHORN ENGINEERING COMPANY	ACCU-TAB TABLETS FOR WTP QPO 28	1,895.00
01/20/2023	135719	EMILY OLSON	EMILY OLSON	COUNCIL PAYROLL 07/01/2022 - 12	30.00
01/20/2023	135720	FREDRICKSON SUPPLY	FREDRICKSON SUPPLY	PARTS FOR # 238 & # 438 & STOCK	1,984.15
			FREDRICKSON SUPPLY	PARTS FOR #438 DPW QPO 27886	1,929.36
					<u>3,913.51</u>
01/20/2023	135721	GURU, SATENDRA	GURU, SATENDRA	BD Bond Refund	13,835.00
01/20/2023	135722	H2O COMPLIANCE SERVICES INC	H2O COMPLIANCE SERVICES INC	H2O CROSS CONNECTION CONTROL PR	767.81
01/20/2023	135723	HARRIS ELECTRIC LLC	HARRIS ELECTRIC LLC	ELECTRICAL WORK AT CASTLE DPW Q	135.27
			HARRIS ELECTRIC LLC	DISCONNECT STREET LIGHT AT LULA	120.00
					<u>255.27</u>
01/20/2023	135724	HARRIS ELECTRIC LLC	HARRIS ELECTRIC LLC	ELECTRICAL WORK ON ADAPTER CORD	338.84
01/20/2023	135725	HARRIS ELECTRIC LLC	HARRIS ELECTRIC LLC	WORKED ON OUTDOOR OUTLETS FOR X	3,498.73
01/20/2023	135726	HOME DEPOT CREDIT SERVICES	HOME DEPOT CREDIT SERVICES	DECEMBER 2022 PURCHASES AT HOME	415.35
01/20/2023	135727	HUNTINGTON NATONAL BANK -CREDI	HUNTINGTON NATONAL BANK -CREDI	DEC. STATEMENT BALANCE	1,679.78
01/20/2023	135728	INTERNATIONAL ASSO FOR PROPERT	INTERNATIONAL ASSO FOR PROPERT	MEMBERSHIP RENEWAL INVOICE EVID	65.00
			INTERNATIONAL ASSO FOR PROPERT	MEMBERSHIP RENEWAL INVOICE E. C	65.00
					<u>130.00</u>
01/20/2023	135729	JACKSON TRUCKING	JACKSON TRUCKING	LIMESTONE 21AA & 6A QUANTITIES	1,246.24
01/20/2023	135730	JANAE L FEAR	JANAE L FEAR	COUNCIL PAYROLL 07/01/2022 - 12	100.00
01/20/2023	135731	JEROME C HABER	JEROME C HABER	COUNCIL PAYROLL 07/01/2022 - 12	110.00
01/20/2023	135732	JUDY ELAINE CRAIG	JUDY ELAINE CRAIG	MAIL COURIER SERVICE FOR DEC. 2	171.00
01/20/2023	135733	KALIN CONSTRUCTION	KALIN CONSTRUCTION	REFUND FOR BULK WATER PROJECT T	120.00
01/20/2023	135734	KELLY'S REFUSE	KELLY'S REFUSE	DDA - DOWNTOWN TRASH CANS PICK	1,000.00
01/20/2023	135735	KERR PUMP & SUPPLY	KERR PUMP & SUPPLY	REPUBLIC MANUFACTURING DUPLEX V.	13,380.00
01/20/2023	135736	LAMPHERE'S	LAMPHERE'S	BOILER REPAIR AT LIBRARY DPW QP	168.00
			LAMPHERE'S	BOILER REPAIR AT LIBRARY DPW QP	972.52
					<u>1,140.52</u>
01/20/2023	135737	LAW ENFORCEMENT RECORDS MANAG	LAW ENFORCEMENT RECORDS MANAG	EOWOSSO PUBLIC SAFETY LERMA MEMB	60.00
01/20/2023	135738	MARR'S FURNITURE AND MATTRESS	MARR'S FURNITURE AND MATTRESS	TWO TWIN MATTRESSES FOR OFD QPO	798.00
01/20/2023	135739	MEDLER ELECTRIC CO.	MEDLER ELECTRIC CO.	BACK WASH VARIABLE FREQUENCY DR	3,938.55
01/20/2023	135740	MICHIGAN ASSOCIATION OF CHIEFS	MICHIGAN ASSOCIATION OF CHIEFS	ANNUAL MACP MEMBERSHIP DUES - E	100.00
01/20/2023	135741	MICHIGAN STATE INDUSTRIES	MICHIGAN STATE INDUSTRIES	AMERICAN FLAGS FOR BUILDING AND	399.80
01/20/2023	135742	NATIONAL HOSE TESTING SPECIAL	NATIONAL HOSE TESTING SPECIAL	ANNUAL GROUND LADDER TESTING 20	673.25
01/20/2023	135743	NICHOLAS L PIDEK	NICHOLAS L PIDEK	COUNCIL PAYROLL 07/01/2022 - 12	110.00
01/20/2023	135744	NORTH AMERICAN OVERHEAD DOOR	NORTH AMERICAN OVERHEAD DOOR	IDOOR REPAIR FOR OFD QPO 27982	365.24
01/20/2023	135745	OWOSSO BOLT & BRASS CO	OWOSSO BOLT & BRASS CO	HARDWARE FOR WTP QPO 28116	2.84
			OWOSSO BOLT & BRASS CO	MATERIAL FOR WTP QPO 27552	5.53
					<u>8.37</u>
01/20/2023	135746	OWOSSO CHARTER TOWNSHIP TREAS	OWOSSO CHARTER TOWNSHIP TREAS	OWOSSO DRAIN PAYMENT PER CONSER	228.90
01/20/2023	135747	OWOSSO CHARTER TWP TREAS &	OWOSSO CHARTER TWP TREAS &	OWOSSO DRAIN ASSESSMENT - NORTH	638.62

Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
01/20/2023	135748	OWOSSO COMMUNITY AIRPORT	OWOSSO COMMUNITY AIRPORT	FY 21/22 ANNUAL CONTRIBUTION FR	4,509.50
01/20/2023	135749	OWOSSO-WATER FUND	OWOSSO-WATER FUND	OWOSSO UTILITY BILLS	5,429.71
01/20/2023	135750	PAUL M OBERLIN	PAUL M OBERLIN	EMPLOYEE REIMBURSEMENT - COURSE	25.00
01/20/2023	135751	PROFESSIONAL ANSWERING SERVICE	PROFESSIONAL ANSWERING SERVICE	24 HOUR ANSWERING SERVICES	75.00
01/20/2023	135752	RIVERS FAB AND WELDING	RIVERS FAB AND WELDING	BIKES AND TRASH CANS PAINTED AN	1,500.00
01/20/2023	135753	ROBERT J TEICH JR	ROBERT J TEICH JR	COUNCIL PAYROLL 07/01/2022 - 12	120.00
01/20/2023	135754	ROTARY MULTIFORMS INC.	ROTARY MULTIFORMS INC.	DNR TRUST FUND SIGNS FOR GRANT	439.00
01/20/2023	135755	RYAN GRACZ	RYAN GRACZ	MEAL REIMBURSEMENT FOR TWO OFFI	30.39
01/20/2023	135756	SHATTUCK SPECIALTY ADVERTISING	SHATTUCK SPECIALTY ADVERTISING	CURWOOD CASTLE MERCHANDICE - TE	221.84
				SHATTUCK SPECIALTY ADVERTISING	386.05
					<u>607.89</u>
01/20/2023	135757	SHIAWASSEE COUNTY TREASURER	SHIAWASSEE COUNTY TREASURER	MOBILE HOME TAX DISBURSEMENT	885.00
01/20/2023	135758	SMALLEY CONSTRUCTION INC	SMALLEY CONSTRUCTION INC	DEMOLITION & ASBESTOS 112 S CED.	16,755.00
01/20/2023	135759	SPARTAN STORES LLC	SPARTAN STORES LLC	DECEMBER PURCHASES 2022	245.15
01/20/2023	135760	STANDARD INSURANCE COMPANY	STANDARD INSURANCE COMPANY	GROUP LIFE INSURANCE 00642611	5,689.86
01/20/2023	135761	STATE OF MICHIGAN	STATE OF MICHIGAN	SOR REGISTRATION FEE DEC. 2022	30.00
01/20/2023	135762	STATE OF MICHIGAN	STATE OF MICHIGAN	LICENSE PLATE RENEWALS FOR OPD	39.00
01/20/2023	135763	TIM APPELGATE	TIM APPELGATE	MEAL REIMBURSEMENTS FOR TWO OFFI	62.04
01/20/2023	135764	TIMOTHY W CORDIER	TIMOTHY W CORDIER	STEAM RR INSTITUTE EXCAVATING	1,350.00
01/20/2023	135765	TRI-COUNTY ASSESSOR'S ASSOCIAT	TRI-COUNTY ASSESSOR'S ASSOCIAT	ANNUAL TCAA MEMBERSHIPS FOR ASS	20.00
01/20/2023	135766	VALLEY LUMBER	VALLEY LUMBER	ROUTINE PURCHASES NOT TO EXCEED	335.28
01/20/2023	135767	WAKELAND OIL COMPANY	WAKELAND OIL COMPANY	CAR WASHES FOR OPD	441.00
01/20/2023	135768	WESTERN ELECTRICAL SERVICES, I	WESTERN ELECTRICAL SERVICES, I	POWER SYSTEM EQUIP TESTING AND	6,805.00
01/20/2023	135769	WIN'S ELECTRICAL SUPPLY OF OWC	WIN'S ELECTRICAL SUPPLY OF OWC	DEC. 2022 PURCHASES	256.58
01/20/2023	135770	WOLVERINE FIREWORKS DISPLAY I	WOLVERINE FIREWORKS DISPLAY I	FIREWORKS DISPLAY - NEWS YEAR E	3,000.00
01/20/2023	135771	YOURMEMBERSHIP.COM, INC.	YOURMEMBERSHIP.COM, INC.	JOB POSTING FEE - DDA DIRECTOR	150.00
01/20/2023	135772	ZORO TOOLS INC	ZORO TOOLS INC	GRADUATED DRIPPER FOR WWTP QPO	114.94
			ZORO TOOLS INC	YEARLY WALL CALENDAR FOR WWTP Q	16.55
					<u>131.49</u>

1 TOTALS:  
 Total of 155 Checks: 3,879,639.57  
 Less 0 Void Checks: 0.00  
 Total of 155 Disbursements: 3,879,639.57



## MEMORANDUM

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

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**DATE:** February 6, 2023

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

**FROM:** Nathan Henne, City Manager, Owosso Main Street/DDA Interim Director

**SUBJECT:** Approval of amended Owosso Main Street/DDA bylaws

**RECOMMENDATION:**

Staff recommends approval of the amended OMS/DDA bylaws.

**BACKGROUND:**

The Owosso Main Street/Downtown Development Authority bylaws were last amended October 17, 2022. At the February 1, 2023 OMS/DDA meeting, the board voted to approve the attached amendments to their bylaws, adjusting the membership of the board by removing the two possible ex-officio seats.

The suggested amendments will not change board procedures but will make the bylaws current.

**FISCAL IMPACTS:**

None.

Attachments: Bylaws

**RESOLUTION NO.**  
**ADOPTING THE**  
**OWOSSO MAIN STREET/DDA BYLAWS**

WHEREAS, the Owosso Main Street/DDA Board is a public body which is responsible for holding its own meetings in accordance with the Open Meetings Act, Act 267, Public Acts of Michigan, 1976, as amended; and

WHEREAS, the members of the Owosso Main Street/DDA Board have drafted and approved bylaws to direct the conduct and activities of such meetings and are submitting them to the City Council for approval.

NOW, THEREFORE, BE IT RESOLVED that the Owosso City Council hereby approves the bylaws of the Owosso Main Street/DDA as follows, such bylaws to be effective immediately:

**BYLAWS GOVERNING**  
**THE DOWNTOWN DEVELOPMENT AUTHORITY/MAIN STREET**  
**OF THE CITY OF OWOSSO**

**ARTICLE I**

**PURPOSES**

Section 1. Statement of purposes. The purpose or purposes for which the Authority is organized are as follows: To act as a downtown development authority in accordance with Act 197 of the Public Acts of 1975, as amended; including but not limited to; to correct and prevent deterioration in downtown district; to encourage historical preservation; to create and implement development plans, to promote the economic growth; to encourage the expansion of commercial enterprises. In furtherance of these purposes, the Authority shall have all of the powers which now are or hereafter may be, conferred by law on authorities organized under Act 227, Public Acts of 1972, Act 149, Public Acts of 1911; Act 202, Public Acts of 1943; Act 94, Public Acts of 1933; Act 344, Public Acts of 1945, as amended; and particularly the powers granted by Act 197, Public Acts of 1975, and especially Section 7 thereof, to wit:

- (a) Prepare an analysis of economic changes taking place in the downtown district.
- (b) Study and analyze the impact of metropolitan growth upon the downtown district.
- (c) Plan and propose the construction, the renovation, repair, remodeling, rehabilitation, restoration, preservation, or reconstruction of a public facility, an existing building, or a multiple-family dwelling unit which may be necessary or appropriate to the execution of a plan which, in the opinion of the Board, aids in the economic growth of the downtown district.
- (d) Develop long-range, plans, in cooperation with the agency which is chiefly responsible for planning in the municipality, designed to halt the deterioration of property values in the downtown district and to promote the economic growth of the downtown district, and take such steps as may be necessary to persuade property owners to implement the plans to the fullest extent possible.
- (e) Implement any plan of development in the downtown district necessary to achieve the purposes of Act 197, in accordance with the powers of the Authority as granted by Act 197.



- (f) Make and enter into contracts necessary or incidental to the exercise of its powers and the performance of its duties.
- (g) Acquire by purchase or otherwise, on terms and conditions and in a manner the Authority deems proper or own, convey, or otherwise dispose of, or lease as lessor or lessee, land and other property, real or personal, or rights or interests therein, which the Authority determines is reasonably necessary to achieve the purposes of this, and to grant or acquire licenses, easements, and options with respect thereto.
- (h) Improve land and construct, reconstruct, rehabilitate, restore and preserve, equip, improve, maintain, repair, and operate any building, including multiple-family dwellings, and any necessary or desirable appurtenances thereto, within the downtown district for the use, in whole or in part, of any public or private person or corporation, or a combination thereof.
- (i) Fix, charge, and collect fees, rents, and charges for the use of any building or property under its control or any part thereof, or facility therein, and pledge the fees, rents, and charges for the payment of revenue bonds issued by the Authority.
- (j) Lease any building or property under its control, or any part thereof.
- (k) Accept grants and donations of property, labor, or other things of value from a public or private source.
- (l) Acquire and construct public facilities.

subject to any amendments to said statute either increasing or diminishing the powers of downtown development authorities formed thereunder.

Section 2. Development of work plans. The mission of the program will be achieved through the board's commitment to the National Main Street's Work Plan process, using its four-point approach through the organization committee, promotion committee, design committee, and the economic restructuring committee.

## **ARTICLE II**

### **OFFICES**

Section 1. Offices. The Authority may have such offices as the Board may determine, or the affairs of the Authority may require from time to time.

## **ARTICLE III**

### **BOARD**

Section 1. General Powers. The affairs of the Authority shall be managed by its Board.

Section 2. Number, Tenure and Qualifications. The Board of the Authority shall consist of nine (9) persons, the Chief Executive Officer of the City of Owosso or their designee on City Council and, eight (8) members. The members shall be appointed for a term of four (4) years. At least five of the members shall be persons having an interest in property located in the downtown district. At least one of the members shall be a resident of the downtown district, so long as the district has 100 or more persons residing within it.

~~The Board may also include not more than two (2) ex-officio non-voting members. The ex-officio members of the Board may include the prior members of the Board, a representative of the City of Owosso and/or representatives from community organizations. The outgoing Board Chair may remain on the Board as a non-voting ex-officio member for one year after his/her term has ended.~~

Section 3. Selection of Board Members. The Chief Executive Officer of the City of Owosso with the advice and consent of the City Council, shall appoint the members of the Board. Subsequent Board members shall be appointed in the same manner as the original appointments at the expiration of each member's term of office.

Section 4. Expiration of Term; Continuation in Office; Reappointment; Filling Vacancies. Members whose term of office has expired shall continue to hold office until his/her successor has been appointed with the advice and consent of the City Council to serve additional terms. If a vacancy is created by the death, resignation, or removal of a member, a successor shall be appointed with the advice and consent of the City Council within thirty (30) days to hold office for the remainder of the term so vacated.

Section 5. Removal. Pursuant to notice and an opportunity to be heard, a member may be removed from office for inefficiency, neglect of duty, misconduct, malfeasance, accumulation of three (3) or more unexcused absences in a twelve (12) month period, or any other good cause by a majority vote of the City Council.

Section 6. Disclosure of Interests. A board member who has a direct interest in any matter before the Authority shall disclose his/her interest prior to the Authority taking any action with respect to the matter, which disclosure shall become a part of the record of the Authority's official proceedings. Further, any member making such disclosure, shall then refrain from participating in the Authority's decision making processes relative to such matter.

Section 7. Annual Meeting. An annual meeting of the Board shall be held on the first Wednesday in the month of June in each year beginning with the year 2011 at the hour of seven-thirty a.m. for the purpose of electing officers and for the transaction of such other business as may come before the meeting. If the election of officers shall not be held on the day designated herein for any annual meeting or any adjournment thereof, the Board shall cause the election to be held at a regular or special meeting of the Board within 90 days of the annual meeting.

Section 8. Regular Meetings. Regular meetings of the Board shall be held at such time and place as the Board shall from time to time determine.

Section 9. Special Meetings. Special meetings of the Board may be called by or at the written request of the chairman or any two members. The person or persons authorized to call special meetings of the Board may fix any place as the place for holding any special meetings of the Board called by them.

Section 10. Notice of Meetings. Except as otherwise provided by law, all meetings shall be preceded by public notice in accordance with Public Act 267 of the Public Acts of 1976, as amended.

Section 11. Quorum and Voting. A majority of the members of the Board then in office shall constitute a quorum for the transaction of business. In the event that effective membership is reduced because of Disclosure of Interest (Article III, Section 6), a majority of the remaining members of the Board then in office shall constitute a quorum for the transaction of business.

Except in those cases where a larger majority is required by law, no motion, resolution or action shall be adopted or passed, nor shall any appointment be made, nor any person removed from office as permitted by these Rules, except by the affirmative vote of at least five (5) members of the Board.

Section 12. Public Meetings. The meetings of the Board 'shall be public.'

Section 13. Public Comment. Members of the Public may comment at the meetings of the Board. An individual will have no more than three (3) minutes to deliver their comment.

Section 14. Compensation of Members. Members of the Board shall serve without compensation, but shall be reimbursed for actual and necessary expenses subject to authorization by a vote of two-thirds of the majority of the Board members then qualified to vote.

## ARTICLE IV

### OFFICERS

Section 1. Officers. The officers of the Authority shall be a chairman and vice-chairman.

Section 2. Election and Terms of Office. Officers of the Authority shall be elected annually by the Board at the regular annual meeting of the Board. If the election of officers shall not be held at such meeting, such election shall be held within 90 days of such meeting. Each officer shall hold office until his/her successor shall have been duly elected and shall have qualified.

Section 3. Removal. Any officer elected or appointed by the Board may be removed by the Board whenever in its judgment the best interests of the Authority would be served thereby.

Section 4. Vacancies. A vacancy in office because of death, resignation, removal, disqualification or otherwise, may be filled by the Board for the unexpired portion of the term.

Section 5. Chairman. The chairman shall preside at all meetings of the Board and shall discharge the duties of the presiding officer.

Section 6. Vice-Chairman. In the absence of the chairman or in event of his/her inability or refusal to act, the vice-chairman shall perform the duties of the chairman, and when so acting, shall have all the powers of and be subject to all the restrictions upon the chairman. Any vice-chairman, shall perform such other duties as from time to time may be assigned to him/her by the chairman or by the Board.

Section 7. Employment of Personnel. The Board may employ personnel as deemed necessary by the Board. Such personnel may include, but not be limited to, a director, treasurer, secretary and legal counsel.

Section 7.1. Director. The Board may employ and fix the compensation of a director, subject to approval by the City Council. The director shall serve at the pleasure of the Board. A member of the Board shall not hold the position of director while serving on the Board. The Board may require the director to post a bond payable to the Authority for the use and benefit of the Authority. The premium for such bond is to be paid by the Authority. Subject to the approval of the Board, the director shall supervise, and be responsible for the preparation of plans and the performance of the functions of the Authority. The director shall attend the meetings of the Board, and shall render to the Board and to the City Council a regular report covering the activities and financial condition of the authority. The director shall furnish the Board with information or reports governing the operation of the Authority as the Board requires. If the director is absent or disabled, the Board may delegate his/her functions and responsibilities to any person otherwise qualified under this section. Such other person shall be designated as the acting director.

Section 7.2. Treasurer. The Board may employ and fix the compensation of a treasurer, who shall keep the financial records of the Authority and who, together with the director, shall approval all vouchers for the expenditure of funds of the Authority. If required by the Board, the treasurer shall give a bond for the faithful discharge of his/her duties in such sum and with such surety or sureties as the Board shall determine. He shall have charge and custody of, and be responsible for, all funds and securities of the Authority; receive and give receipts for moneys due and payable to the Authority from any source whatsoever, and deposit all such moneys in the name of the Authority in such banks, trust companies or other depositories as shall be selected in accordance with the provisions of Article VI of these rules; and in general perform all the duties incident to the office of treasurer and such other duties as shall be assigned from time to time by the Board.

Section 7.3. Secretary. The Board may employ and fix the compensation of a secretary, who shall maintain custody of the official seal and of records, books, documents, or other papers not required to be maintained by the treasurer. The secretary shall attend meetings of the Board and keep a record of its proceedings. The secretary shall see that all notices are duly given in accordance with the provisions of these rules or as required by law and. shall keep a register of the post office address of each Board member as furnished by such member. The secretary shall also perform all duties incident to the office of secretary and such other duties as from time to time may be assigned by the Board.

Section 7.4. Legal Counsel. The Board may retain legal counsel to advise the Board in the proper performance of its duties and to represent the Authority in actions brought by or against the Authority.

## **ARTICLE V**

### **COMMITTEES**

Section 1. Committees of Members. The Board, by resolution adopted by a majority of the Board, may designate and appoint one or more committees, each of which shall consist of two or more members, which committees shall have and exercise such authority as shall be granted to them by such resolution; provided, however, such committee shall not have the power or authority to adopt an agreement of merger or consolidation or an agreement for the sale, lease or exchange of all, or substantially all of the Authority's property and assets, dissolve the Authority or amend the rules of the Authority. Except as otherwise provided in such resolution, the members of such committee shall be members of the Authority and the Chairman shall appoint the members thereof. Any member may be removed by the person or persons authorized to appoint such member whenever in their judgment the best interests of the Authority shall be served by such removal.

Section 2. Term of Office. Each member of a committee shall continue as such until the next annual meeting of the members of the Authority and until his/her successor is appointed, unless the committee shall be sooner terminated, or unless such member be removed from such committee, or unless such member shall cease to qualify as a member thereof.

Section 3. Chairman. One member of each committee shall be appointed chairman by the person or persons authorized to appoint the members thereof.

Section 4. Quorum. Unless otherwise provided in the resolution of the Board designating a committee, a majority of the whole committee shall constitute a quorum and the act of a majority of the members present at a meeting at which a quorum is present shall be the act of the committee.

## ARTICLE VI

### CONTRACTS, CHECKS, DEPOSITS AND FUNDS

Section 1. Contracts. The Board may authorize the chairman, agent or agents of the Authority, to enter into any contract or execute and deliver any instrument in the name of and on behalf of the Authority, and such authorization may be general or confined to specific instances.

Section 2. Checks, Drafts, etc. All checks, drafts or orders for the payment of money, notes or other evidences of indebtedness issued in the name of the Authority, shall be signed by two persons as designated by the Board.

Section 3. Deposits. All funds of the Authority shall be immediately deposited to the credit of the Authority in such banks, trust, companies or other depositories as the Board may select.

Section 4. Gifts. The Board may accept on behalf of the Authority any contribution, gift, bequest or devise for the general purposes or for any special purposes of the Authority.

## ARTICLE VII

### BOOKS AND RECORDS

The Authority shall keep correct and complete books and records of account and shall also keep minutes of the proceedings of its members, Board and committees having any of the powers of the Board, and shall keep at the principal office a record giving the names and addresses of the members entitled to vote. All books and records of the Authority shall be open to the public at all times. An annual audit shall be conducted by an independent Certified Public Accountant and published, and shall be in compliance with Public Act No. 2 of 1968 and Public Act 621 of 1978.

## ARTICLE VIII

### FISCAL YEAR

The fiscal year of the corporation shall begin on the first day of July and end on the last day of June in each year.

## ARTICLE IX

### AMENDMENTS TO RULES

These rules may be altered, amended or repealed and new rules may be adopted by a majority of the members present at any regular meeting if written notice is given of intention to alter, amend or repeal or to adopt new rules at such meeting. The full nature of the rule change shall be included in the notice. Adoption of rule changes shall require affirmative votes by the majority of the members appointed. Changes in these rules are subject to approval by the City Council.

## ARTICLE X

### PARLIAMENTARY AUTHORITY

The rules contained the current edition of Robert's Rules of Order shall govern the Board in all cases to which they are applicable and in which they are not inconsistent with these bylaws and any special rules of order the Board may adopt.



## MEMORANDUM

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301 W. MAIN ▪ OWOSSO, MICHIGAN 48867

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**DATE:** January 19, 2023  
**TO:** Mayor Teich and the Owosso City Council  
**FROM:** Tanya Buckelew, Planning & Building Director  
**SUBJECT:** Annual Liquor License Inspections

The Liquor Licenses and Permits - Rules and Regulations approved by the City Council in 1998 provides, in part, as follows: RENEWAL OF LICENSE AND PERMITS. The City Manager shall implement the provisions of this paragraph in such a manner as to provide for investigating each licensed establishment once every three years. Not less than one hundred twenty days prior to the renewal by the Liquor Control Commission of a liquor license and its permits, the City Manager shall cause to be conducted an investigation in accordance with paragraph 6 below. A written report of the results of the investigation shall be forwarded to the City Council. Following its review of the report, the City Council shall determine whether there is sufficient cause to request that the Liquor Control Commission not renew the license. If so, the City Council shall schedule and conduct a public hearing pursuant to paragraph 7. When the inspection process was initiated, it was anticipated that approximately one-third of the licensed establishments would be inspected each year.

The Public Safety Director and Building Official recently oversaw inspections for the following listed licensed establishments:

Type of License	License #	Name of Establishment	Owner	Address of Establishment
SDM	265706	DOLLAR GENERAL	DOLLAR GENERAL	216 S SHIAWASSEE ST
SDM	445575	HARRAND'S	PORUBSKY, STEVEN	620 E OLIVER ST
SDM	141894	CROSSROADS MARKET	PORUBSKY, STEVEN	800 S CHIPMAN ST
CLS C	4540	ROMA'S	DJ ENTERPRISES	200 E COMSTOCK ST
TRAIN	241992	STEAM RAILROADING INSTITUTE	MICHIGAN STATE TRUST FOR RAILWAY	405 S WASHINGTON ST

All listed establishments passed the basic requirements of the rules and regulations. Full text of the compiled report is available in the Building Department.

Therefore, the city council should find no reason to file any objections with the Michigan Liquor Control Commission with respect to license renewals.



## MEMORANDUM

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

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**DATE:** January 24, 2023

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

**FROM:** Tanya Buckelew, Planning & Building Director and Planning Commission

**SUBJECT:** 2022 Planning Annual Report

### RECOMMENDATION:

The Planning Commission recommends the approval of the 2022 Planning Annual Report per 125.319 (2) of the Michigan Planning Enabling Act 33 of 2008

### BACKGROUND:

Since the City of Owosso got on board with the MEDC and RRC back in 2017, each year a report is required to be submitted to the Planning Commission and the City Council. This report shows the past year in review, Planning Commission and Zoning Board of Appeals attendance and meetings, and the Progress Report for the RRC.

### FISCAL IMPACTS:

None



**2022  
PLANNING COMMISSION  
ANNUAL REPORT**



# PLANNING COMMISSION

## 1. MEMBERSHIP

MEMBER	TITLE	TERM EXPIRES
William Wascher	Chair	06-30-2024
Francis Livingston	Vice Chair	06-30-2024
Janae Fear	Secretary	06-30-2024
Tara Jenkins	Commissioner	06-30-2025
Daniel Law	Council Rep	11-12-2024
Allan Martin	Commissioner	06-30-2023
Linda Robertson	Commissioner	06-30-2025
Stephen Schlaack	Commissioner	06-30-2025
Thomas Taylor	ZBA Rep.	06-30-2023

## 2. ATTENDANCE (X = PRESENT)

	Wascher	Fear	Jenkins	Law	Livingston	Martin	Robertson	Schlaack	Taylor
Jan	X	X		X	X	N/A	X	N/A	
Feb	X		X	X	X	N/A		N/A	
Mar	X	X		X	X	N/A	X	N/A	X
Apr	No Meeting – Lack of agenda items								
May	X	X		X	X	N/A		N/A	X
Jun	No Meeting – Lack of agenda items								
Jul	X	X		X	X	X appointed		N/A	X
Aug	X	X		X	X	X	X	appointed	X
Sept	No Meeting – Lack of agenda items								
Oct	No Meeting – Lack of agenda items								
Nov	X	X		X	X	X	X	X	X
Dec	No Meeting – Lack of agenda items								

## 3. MEETINGS (4<sup>th</sup> Monday of each month at 6:30 p.m.)

Meeting Date	Agenda Items		
January 24	<ul style="list-style-type: none"> <li>Rezoning</li> </ul>	701 S Chestnut St	Approved
	<ul style="list-style-type: none"> <li>2021 Planning Commission Report</li> </ul>	Review	Approved
	<ul style="list-style-type: none"> <li>2022-2028 Capital Improvement Plan (CIP)</li> </ul>	Review	Approved
	<ul style="list-style-type: none"> <li>Mobile Food Vending Draft Ordinance</li> </ul>	Review	No objections
February 21	<ul style="list-style-type: none"> <li>Citizen Participation Plan</li> </ul>	Review	Approved
	<ul style="list-style-type: none"> <li>Proposed amendment to the Zoning Ordinance to remove greenhouses from being allowed for marijuana</li> </ul>	Review	Approved to hold Public Hearing on 03/28/2022
March 22	<ul style="list-style-type: none"> <li>Proposed amendment to Zoning Ordinance to remove greenhouses from being allowed for marijuana</li> </ul>	Public Hearing	Approved and approved by City Council
April 25	<ul style="list-style-type: none"> <li>No Meeting</li> </ul>	Lack of agenda items	
May 23	<ul style="list-style-type: none"> <li>Site Plan Review – Addition of storage units</li> </ul>	701 S Chestnut St	Approved

	<ul style="list-style-type: none"> <li>• Site Plan Review – Addition to building</li> </ul>	1015 S Washington St	Approved
June 27	<ul style="list-style-type: none"> <li>• No Meeting</li> </ul>	Lack of agenda items	
July 25	<ul style="list-style-type: none"> <li>• Site Plan Review – Parking lot</li> </ul>	702 W Main St	Approved
August 23	<ul style="list-style-type: none"> <li>• Site Plan Review – Renovations former middle school for 50 apartments</li> </ul>	219 N Water	Approved
September 26	<ul style="list-style-type: none"> <li>• No Meeting</li> </ul>	Lack of agenda items	
October 24	<ul style="list-style-type: none"> <li>• No Meeting</li> </ul>	Lack of agenda items	
November 28	<ul style="list-style-type: none"> <li>• Proposed text amendment to Zoning Ordinance to allow drive thrus at marijuana provisioning centers</li> </ul>	Public Hearing	Approved and approved by City Council
December 12	<ul style="list-style-type: none"> <li>• No Meeting</li> </ul>	Lack of agenda items	

**4. MASTER PLAN REVIEW**

The Master Plan was adopted by the Planning Commission and the City Council in June 2021. Following the plan’s adoption, the City hired a consultant to lead City Council and staff through three strategic planning sessions centered on the Master Plan. One of the outcomes from these sessions was staff correlating Council agenda items with Master Plan Goals. Each agenda item now clearly states which Master Plan goals it will work toward. This keeps the Master Plan and the identified goals front and center as the City moves forward.

Although it is too soon to assess Master Plan progress in-depth, the City has made several significant strides. CIB Planning was hired to assist with a Zoning Ordinance rewrite. Having the Zoning Ordinance aligned with the Master Plan will be instrumental in helping the City achieve its goals. We anticipate final adoption of the new Zoning Ordinance in Spring of 2023.

The City has received Safe Routes to School funding to enhance walkable neighborhoods.

**Master Plan Goals:**

- Goal 1: Protect health, safety, and general wellbeing of the community
- Goal 2: Provide excellent customer service to residents and investors
- Goal 3: Maintain fiscal responsibility and sustainability
- Goal 4: Identify, preserve, and enhance the community’s character
- Goal 5: Increase quality of life and quality of place for all
- Goal 6: Boost local economy
- Goal 7: Strengthen public and private partnerships

**5. ECONOMIC DEVELOPMENT STRATEGY REVIEW**

The Economic Development Strategy was adopted as part of the Master Plan by the Planning Commission and City Council in June 2021.

**Steps the City has taken towards achieving economic development goals include:**

- Continuing to work toward Redevelopment Ready Community Certification
- The City is in the process of a Zoning Ordinance rewrite
- The City has hired a second code enforcement staff member
- The City has created and maintains an online Guide to Development
- The City continues to partner with the Shiawassee Economic Development Partnership

**6. ZONING ORDINANCE AMENDMENTS**

**a. Zoning Ordinance:**

June 2021 – the City contracted with CIB Planning to rewrite the zoning ordinance. This is about a 15-18 month process. We anticipate the final adoption in the Spring of 2023.

**b. Rezoning Requests:**

<b>Address:</b>	<b>Rezoning Request:</b>	<b>Status:</b>
701 S Chestnut St	R-1 to I-1	Approved

**ZONING BOARD OF APPEALS**

**1. MEMBERSHIP**

MEMBER	TITLE	TERM EXPIRES
Matthew Grubb	Chair	06-20-2024
Justin Horvath	Vice-Chair	06-30-2023
Thomas Taylor	Secretary	06-30-2024
Robert Teich	Alternate	06-30-2025
Charles Suchanek	Alternate	06-30-2023

**2. ATTENDANCE (X = PRESENT)**

	Grubb	Horvath	Taylor	Teich	Suchanek
<b>Jan</b>	No Meeting – Lack of agenda items				
<b>Feb</b>	No Meeting – Lack of agenda items				
<b>Mar</b>	No Meeting – Lack of agenda items				
<b>Apr</b>	X	N/A	X	X	N/A
<b>May</b>	No Meeting – Lack of agenda items				
<b>June</b>	No Meeting – Lack of agenda items				
<b>July</b>	No Meeting – Lack of agenda items				
<b>Aug</b>	No Meeting – Lack of a quorum				
<b>Sept</b>	X			X	X
<b>Oct</b>	No Meeting – Lack of agenda items				
<b>Nov</b>	No Meeting – Lack of agenda items				
<b>Dec</b>	No Meeting – Lack of agenda items				

**3. MEETINGS (3<sup>RD</sup> Tuesday of each month at 9:30 a.m.)**

Meeting Date	Agenda Items
January 18	No Meeting – Lack of agenda items
February 15	No Meeting – Lack of agenda items
March 16	No Meeting – Lack of agenda items
April 20	Variance Request      Front yard setbacks      Approved
May 18	No Meeting – Lack of agenda items
June 15	No Meeting – Lack of agenda items
July 20	No Meeting – Lack of agenda items
August 17	No Meeting – Lack of a quorum
September 21	Variance Request      Drive thru setback      Approved
October 19	No Meeting – Lack of agenda items
November 16	No Meeting – Lack of agenda items
December 21	No Meeting – Lack of agenda items

**TRAINING**

November and December 2022 – Zoning Ordinance rewrite workshops

**JOINT MEETINGS**

None held in 2022. Beginning in 2023, there will be an annual joint meeting held each February

## **PUBLIC PARTICIPATION PLAN**

The City's Public Participation Plan was adopted October 2017 and was updated in March of 2022.

In 2022, the City approved an updated the Parks and Recreation Master Plan. This planning process followed recommendations laid out in the Participation Plan. The Parks and Recreation Commission held numerous public meetings to gather public feedback. They held public meetings in City parks to gain knowledge on the state of the City parks. Staff conducted a presentation to the Owosso Rotary Club regarding the plan and reached out directly to key stakeholders for feedback. There was also a public survey.

Following COVID-19, the City resumed in-person public meetings however the City has installed equipment in the Council Chambers so public meetings can be live streamed, offering a hybrid participation option of in-person and online.

The City's social media presence includes Facebook, Instagram and Twitter.

In 2020, the City started using an email-marketing platform to send out monthly newsletters, bid notifications, employment opportunities, and emergency alerts. The mailing list has grown to over 400 individuals.

Staff continues to use traditional methods of communication as well, such as newspaper postings, mailing letters, and using door hangers when applicable.

## **SURVEY REVIEW AND DEVELOPMENT PROCESS ASSESSMENT**

This section of the annual report is for the Commission to discuss and review the development process. Some helpful questions to cover include:

- Did the Commission receive any surveys regarding the development process?
- Is there anything the Commission can do to receive more surveys?
- Are there changes the Commission can make to address concerns mentioned in the surveys?
- How does the Commission feel the process is working?

As of December 2022, the forms have been reviewed by staff and updated in terms of readability and process flow. Now having one dedicated employee to complete the review process, there seems to be fewer issues in communication and obtaining the appropriate department feedback required for the Planning Commission. This in turn puts a full packet together for the Planning Commission members to make educated decisions.

## **REDEVELOPMENT READY COMMUNITIES**

Based on feedback from communities and partners, the MEDC redesigned the Redevelopment Ready Communities (RRC) program in February 2021. The new program has two paths, the Essentials Path and the Certified Path. Owosso has selected the Certified Path, which will have more requirements but will also offer enhanced benefits to the community.

The largest task to complete prior to RRC certification is the updated Zoning Ordinance.

Additionally the City needs to complete a Marketing Plan, host joint meetings, clearly document the internal review process, update its Board and Commission recruitment process, and complete a training strategy for Boards and Commissions.



## MEMORANDUM

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

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DATE: January 24, 2023  
TO: Owosso City Council  
FROM: Brad Barrett, Finance Director  
SUBJECT: Monthly Financial Report – December 2022

### RECOMMENDATION:

Receive and file communication from Finance Department.

### BACKGROUND:

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

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

A revenue and expenditure report and cash summary report is included for the period ending December 31, 2022.

### Revenue Expense Report

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

The amended budget approved by City Council in December 2022 has been uploaded into the financial/accounting system and can be seen under the column labeled, "2022-23 Amended Budget."

### FISCAL IMPACTS:

None.

### Document originated by:

Revenue and Expenditure Report for City of Owosso – Period ending 12-31-2022  
Cash Summary by Account for City of Owosso – 12-01-2022– 12-31-2022

PERIOD ENDING 12/31/2022

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

CITY OF OWOSSO  
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23		ACTIVITY FOR MONTH 12/31/22 INCR (DECR)	YTD BALANCE 12/31/2022 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
		ORIGINAL BUDGET	2022-23 AMENDED BUDGET				
Fund 101 - GENERAL FUND							
Revenues							
101-000-402.000	GENERAL PROPERTY TAX	3,791,355.00	3,754,642.00	26,760.39	3,291,062.99	463,579.01	87.65
101-000-402.500	OBSOLETE PROPERTY REHAB TAXES (O	2,122.00	2,123.00	0.00	0.00	2,123.00	0.00
101-000-404.000	PA 298 OF 1917	0.00	295,188.00	2,108.31	260,630.77	34,557.23	88.29
101-000-434.000	TRAILER PARK TAXES	975.00	975.00	1,062.00	1,405.50	(430.50)	144.15
101-000-437.000	INDUSTRIAL/COMMERCIAL FACILITIE	18,236.00	19,330.00	0.00	0.00	19,330.00	0.00
101-000-439.000	MARIJUANA TAX DISTR.	169,000.00	169,000.00	0.00	158.24	168,841.76	0.09
101-000-445.000	INTEREST & PENALTIES ON TAXES	20,348.00	20,348.00	1,577.10	7,115.83	13,232.17	34.97
101-000-447.000	ADMINISTRATION FEES	98,575.00	98,575.00	7,044.85	38,495.24	60,079.76	39.05
101-000-476.000	LIQUOR LICENSES	10,000.00	10,168.00	0.00	10,168.40	(0.40)	100.00
101-000-476.100	MARIJUANA LICENSE FEE	45,000.00	0.00	0.00	0.00	0.00	0.00
101-000-477.000	CABLE TELEVISION FRANCHISE FEES	103,000.00	103,000.00	0.00	23,090.73	79,909.27	22.42
101-000-478.000	MISCELLANEOUS LICENSES	1,000.00	1,000.00	0.00	1,100.00	(100.00)	110.00
101-000-490.000	PERMITS-BUILDING	87,500.00	0.00	0.00	0.00	0.00	0.00
101-000-490.100	PERMITS-ELECTRICAL	20,000.00	0.00	0.00	0.00	0.00	0.00
101-000-490.200	PERMITS-PLUMBING & MECHANICAL	55,000.00	0.00	0.00	0.00	0.00	0.00
101-000-491.000	PERMITS	475.00	475.00	0.00	180.00	295.00	37.89
101-000-492.000	DOG LICENSES	25.00	25.00	0.00	0.00	25.00	0.00
101-000-502.000	GRANT-FEDERAL	127,886.00	90,600.00	0.00	10,600.00	80,000.00	11.70
101-000-502.100	FEDERAL GRANT - DEPT OF JUSTICE	0.00	0.00	2,001.29	2,001.29	(2,001.29)	100.00
101-000-540.000	STATE SOURCES	0.00	2,121.00	0.00	1,100.16	1,020.84	51.87
101-000-540.531	LOCAL GRANT	0.00	0.00	2,400.00	2,400.00	(2,400.00)	100.00
101-000-573.000	LOCAL COMMUNITY STABILIZATION S	75,000.00	81,000.00	0.00	80,925.72	74.28	99.91
101-000-574.000	REVENUE SHARING	1,412,405.00	1,412,405.00	278,305.00	572,457.00	839,948.00	40.53
101-000-574.050	REVENUE SHARING - STATUTORY	472,902.00	472,902.00	75,951.00	151,902.00	321,000.00	32.12
101-000-605.150	VACANT PROPERTY REGISTRATION/IN	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-000-605.200	CHARGE FOR SERVICES RENDERED	229,782.00	229,782.00	77,528.00	85,548.55	144,233.45	37.23
101-000-605.250	DUPLICATING SERVICES	1,000.00	1,000.00	95.00	354.00	646.00	35.40
101-000-605.300	FIRE SERVICES	3,000.00	3,000.00	(500.00)	(1,800.00)	4,800.00	(60.00)
101-000-628.000	RENTAL REGISTRATION	1,500.00	1,500.00	100.00	575.00	925.00	38.33
101-000-638.000	AMBULANCE CHARGES	295,961.00	295,961.00	18,252.96	240,547.41	55,413.59	81.28
101-000-638.100	AMBULANCE MILEAGE CHARGES	217,668.00	217,668.00	6,499.63	77,759.44	139,908.56	35.72
101-000-638.200	AMBULANCE/ ADVANCED LIFE SUPPOR'	393,342.00	393,342.00	15,829.19	101,339.89	292,002.11	25.76
101-000-642.000	CHARGE FOR SERVICES - SALES	4,000.00	4,000.00	80.00	1,885.00	2,115.00	47.13
101-000-652.200	PARKING LEASE INCOME	1,680.00	1,680.00	0.00	0.00	1,680.00	0.00
101-000-657.000	ORDINANCE FINES & COSTS	10,000.00	10,000.00	885.25	4,559.09	5,440.91	45.59
101-000-657.100	PARKING VIOLATIONS	3,500.00	3,500.00	0.00	55.00	3,445.00	1.57
101-000-665.000	INTEREST INCOME	65,129.00	65,129.00	20,846.86	45,279.90	19,849.10	69.52
101-000-665.100	MERS INTEREST INCOME	50.00	50.00	0.01	3.46	46.54	6.92
101-000-665.200	ICMA INTEREST INCOME	50.00	50.00	0.00	3.44	46.56	6.88
101-000-667.100	RENTAL INCOME	500.00	500.00	500.00	530.00	(30.00)	106.00
101-000-673.000	SALE OF FIXED ASSETS	0.00	2,070.00	0.00	2,070.00	0.00	100.00
101-000-674.200	DONATIONS	0.00	473.00	0.00	472.74	0.26	99.95
101-000-675.000	MISCELLANEOUS	20,000.00	20,000.00	3,319.08	16,924.20	3,075.80	84.62
101-000-676.200	WASTEWATER UTIL. ADMIN REIMB	203,175.00	203,175.00	0.00	55,861.60	147,313.40	27.49
101-000-676.300	CITY UTILITIES ADMIN REIMB	764,820.00	764,820.00	0.00	234,524.39	530,295.61	30.66
101-000-676.400	DDA/OBRA REIMBURSEMENT	14,594.00	14,594.00	0.00	0.00	14,594.00	0.00
101-000-676.500	ACT 51 ADMIN REIMBURSEMENT	192,013.00	192,013.00	0.00	18,461.33	173,551.67	9.61
101-000-687.000	INSURANCE REFUNDS	110,000.00	88,600.00	643.46	89,673.19	(1,073.19)	101.21
101-000-699.287	ARPA TRANSFER IN	0.00	160,000.00	0.00	0.00	160,000.00	0.00

PERIOD ENDING 12/31/2022

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

CITY OF OWOSSO  
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 12/31/22 INCR (DECR)	12/31/2022 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 101 - GENERAL FUND							
Revenues							
TOTAL REVENUES		9,043,568.00	9,207,784.00	541,289.38	5,429,421.50	3,778,362.50	58.97
Expenditures							
101	CITY COUNCIL	6,800.00	6,800.00	448.00	2,682.94	4,117.06	39.46
171	CITY MANAGER	273,386.00	273,147.00	29,553.71	131,637.08	141,509.92	48.19
201	FINANCE	304,153.00	268,075.00	22,656.98	111,639.43	156,435.57	41.64
210	CITY ATTORNEY	120,000.00	120,000.00	8,949.18	50,546.84	69,453.16	42.12
215	CLERK	332,593.00	394,533.00	52,557.07	205,664.05	188,868.95	52.13
228	INFORMATION & TECHNOLOGY	261,225.00	261,225.00	5,870.14	59,896.27	201,328.73	22.93
253	TREASURY	170,218.00	170,185.00	17,792.89	77,481.92	92,703.08	45.53
257	ASSESSING	204,537.00	206,981.00	20,948.28	93,090.52	113,890.48	44.98
261	GENERAL ADMIN	272,659.00	299,771.00	91,855.36	224,680.17	75,090.83	74.95
265	BUILDING & GROUNDS	125,947.00	143,347.00	15,996.28	65,553.18	77,793.82	45.73
270	HUMAN RESOURCES	204,517.00	200,793.00	20,778.30	89,223.37	111,569.63	44.44
301	POLICE	2,825,081.00	2,803,542.00	307,319.26	1,277,959.96	1,525,582.04	45.58
336	FIRE	2,305,188.00	2,340,536.00	224,153.72	1,028,153.47	1,312,382.53	43.93
371	BUILDING AND SAFETY	300,766.00	52,610.00	3,132.81	172,792.16	(120,182.16)	328.44
441	PUBLIC WORKS	776,165.00	638,216.00	66,547.21	269,420.23	368,795.77	42.21
528	LEAF AND BRUSH COLLECTION	202,397.00	247,558.00	40,535.25	184,582.35	62,975.65	74.56
585	PARKING	24,950.00	39,250.00	2,023.19	10,138.63	29,111.37	25.83
720	COMMUNITY DEVELOPMENT	103,370.00	70,611.00	3,894.68	27,900.88	42,710.12	39.51
751	PARKS	203,916.00	246,947.00	21,493.11	172,808.55	74,138.45	69.98
966	TRANSFERS OUT	56,971.00	297,612.00	0.00	11,158.14	286,453.86	3.75
TOTAL EXPENDITURES		9,074,839.00	9,081,739.00	956,505.42	4,267,010.14	4,814,728.86	46.98
Fund 101 - GENERAL FUND:							
TOTAL REVENUES		9,043,568.00	9,207,784.00	541,289.38	5,429,421.50	3,778,362.50	58.97
TOTAL EXPENDITURES		9,074,839.00	9,081,739.00	956,505.42	4,267,010.14	4,814,728.86	46.98
NET OF REVENUES & EXPENDITURES		(31,271.00)	126,045.00	(415,216.04)	1,162,411.36	(1,036,366.36)	922.22

PERIOD ENDING 12/31/2022

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

CITY OF OWOSSO  
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23		ACTIVITY FOR MONTH 12/31/22 INCR (DECR)	YTD BALANCE 12/31/2022 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
		ORIGINAL BUDGET	2022-23 AMENDED BUDGET				
Fund 202 - MAJOR STREET FUND							
Revenues							
202-000-540.000	STATE SOURCES	45,000.00	45,000.00	0.00	0.00	45,000.00	0.00
202-000-541.000	TRUNKLINE MAINTENANCE	36,358.00	742,703.00	609.72	2,422.56	740,280.44	0.33
202-000-542.000	GAS & WEIGHT TAX	1,403,584.00	1,403,584.00	105,223.87	472,217.41	931,366.59	33.64
202-000-665.000	INTEREST INCOME	100.00	6,000.00	6,660.88	18,770.31	(12,770.31)	312.84
202-000-678.000	SPECIAL ASSESSMENT	111,125.00	111,125.00	0.00	0.00	111,125.00	0.00
TOTAL REVENUES		1,596,167.00	2,308,412.00	112,494.47	493,410.28	1,815,001.72	21.37
Expenditures							
451	CONSTRUCTION	260,500.00	263,449.00	598.00	14,344.10	249,104.90	5.44
463	STREET MAINTENANCE	272,066.00	309,507.00	7,952.56	114,258.69	195,248.31	36.92
473	BRIDGE MAINTENANCE	12,140.00	12,359.00	0.00	359.18	11,999.82	2.91
474	TRAFFIC SERVICES-MAINTENANCE	20,506.00	20,506.00	11.84	4,068.24	16,437.76	19.84
478	SNOW & ICE CONTROL	131,778.00	152,880.00	8,760.05	28,768.59	124,111.41	18.82
480	TREE TRIMMING	60,568.00	69,543.00	2,286.23	24,154.32	45,388.68	34.73
482	ADMINISTRATION & ENGINEERING	180,538.00	192,819.00	6,069.14	38,798.41	154,020.59	20.12
485	LOCAL STREET TRANSFER	350,000.00	350,000.00	0.00	87,500.00	262,500.00	25.00
486	TRUNKLINE SURFACE MAINTENANCE	2,641.00	671,742.00	0.00	26.91	671,715.09	0.00
488	TRUNKLINE SWEEPING & FLUSHING	3,662.00	3,662.00	0.00	625.31	3,036.69	17.08
490	TRUNKLINE TREE TRIM & REMOVAL	177.00	177.00	0.00	156.95	20.05	88.67
491	TRUNKLINE STORM DRAIN, CURBS	1,380.00	1,630.00	179.70	157.28	1,472.72	9.65
492	TRUNKLINE ROADSIDE CLEANUP	169.00	169.00	0.00	308.23	(139.23)	182.38
494	TRUNKLINE TRAFFIC SIGNS	564.00	564.00	0.00	339.10	224.90	60.12
497	TRUNKLINE SNOW & ICE CONTROL	27,752.00	27,752.00	1,723.82	2,523.61	25,228.39	9.09
TOTAL EXPENDITURES		1,324,441.00	2,076,759.00	27,581.34	316,388.92	1,760,370.08	15.23
Fund 202 - MAJOR STREET FUND:							
TOTAL REVENUES		1,596,167.00	2,308,412.00	112,494.47	493,410.28	1,815,001.72	21.37
TOTAL EXPENDITURES		1,324,441.00	2,076,759.00	27,581.34	316,388.92	1,760,370.08	15.23
NET OF REVENUES & EXPENDITURES		271,726.00	231,653.00	84,913.13	177,021.36	54,631.64	76.42



REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO  
 PERIOD ENDING 12/31/2022

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

CITY OF OWOSSO  
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23		ACTIVITY FOR MONTH 12/31/22 INCR (DECR)	YTD BALANCE 12/31/2022 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
		ORIGINAL BUDGET	2022-23 AMENDED BUDGET				
Fund 203 - LOCAL STREET FUND							
Revenues							
203-000-540.000	STATE SOURCES	15,000.00	15,000.00	0.00	0.00	15,000.00	0.00
203-000-542.000	GAS & WEIGHT TAX	516,546.00	516,546.00	38,689.87	173,629.53	342,916.47	33.61
203-000-665.000	INTEREST INCOME	0.00	0.00	1,763.75	3,440.18	(3,440.18)	100.00
203-000-678.000	SPECIAL ASSESSMENT	38,902.00	38,902.00	0.00	0.00	38,902.00	0.00
203-000-699.202	MAJOR STREET TRANSFER	350,000.00	350,000.00	0.00	87,500.00	262,500.00	25.00
TOTAL REVENUES		920,448.00	920,448.00	40,453.62	264,569.71	655,878.29	28.74
Expenditures							
451	CONSTRUCTION	382,500.00	382,500.00	0.00	2,358.60	380,141.40	0.62
463	STREET MAINTENANCE	403,388.00	434,414.00	24,433.86	247,450.11	186,963.89	56.96
474	TRAFFIC SERVICES-MAINTENANCE	6,447.00	6,447.00	22.78	3,218.82	3,228.18	49.93
478	SNOW & ICE CONTROL	65,397.00	73,505.00	3,976.39	12,236.12	61,268.88	16.65
480	TREE TRIMMING	81,363.00	96,605.00	3,403.12	38,472.88	58,132.12	39.82
482	ADMINISTRATION & ENGINEERING	91,835.00	104,709.00	6,068.46	30,263.04	74,445.96	28.90
TOTAL EXPENDITURES		1,030,930.00	1,098,180.00	37,904.61	333,999.57	764,180.43	30.41
Fund 203 - LOCAL STREET FUND:							
TOTAL REVENUES		920,448.00	920,448.00	40,453.62	264,569.71	655,878.29	28.74
TOTAL EXPENDITURES		1,030,930.00	1,098,180.00	37,904.61	333,999.57	764,180.43	30.41
NET OF REVENUES & EXPENDITURES		(110,482.00)	(177,732.00)	2,549.01	(69,429.86)	(108,302.14)	39.06

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO  
 PERIOD ENDING 12/31/2022

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

CITY OF OWOSSO  
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 12/31/22 INCR (DECR)	12/31/2022 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 208 - PARK/RECREATION SITES FUND							
Revenues							
208-000-665.000	INTEREST INCOME	0.00	50.00	86.94	109.78	(59.78)	219.56
208-000-674.100	PRIVATE DONATIONS	0.00	10,000.00	0.00	10,000.00	0.00	100.00
208-000-692.100	APPROPRIATION OF FUND BALANCE	47,800.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		47,800.00	10,050.00	86.94	10,109.78	(59.78)	100.59
Expenditures							
751	PARKS	47,800.00	75,900.00	497.87	68,663.83	7,236.17	69.70
TOTAL EXPENDITURES		47,800.00	75,900.00	497.87	68,663.83	7,236.17	69.70
Fund 208 - PARK/RECREATION SITES FUND:							
TOTAL REVENUES		47,800.00	10,050.00	86.94	10,109.78	(59.78)	100.59
TOTAL EXPENDITURES		47,800.00	75,900.00	497.87	68,663.83	7,236.17	69.70
NET OF REVENUES & EXPENDITURES		0.00	(65,850.00)	(410.93)	(58,554.05)	(7,295.95)	64.99

PERIOD ENDING 12/31/2022

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

CITY OF OWOSSO  
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23		ACTIVITY FOR MONTH 12/31/22 INCR (DECR)	YTD BALANCE 12/31/2022 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
		ORIGINAL BUDGET	2022-23 AMENDED BUDGET				
Fund 239 - OMS/DDA REVLG LOAN FUND							
Revenues							
239-000-644.000	PENALTIES - LATE CHARGES	0.00	50.00	0.00	17.97	32.03	35.94
239-000-665.000	INTEREST INCOME	4,561.00	3,088.00	1,480.94	2,529.47	558.53	81.91
239-000-670.000	LOAN PRINCIPAL	107,162.00	0.00	7,676.08	45,883.62	(45,883.62)	100.00
239-000-670.100	LOAN INTEREST	15,785.00	15,785.00	1,505.56	7,868.24	7,916.76	49.85
239-000-674.100	PRIVATE DONATIONS	17,847.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		145,355.00	18,923.00	10,662.58	56,299.30	(37,376.30)	297.52
Expenditures							
000	REVENUE	2,914.00	0.00	0.00	0.00	0.00	0.00
200	GEN SERVICES	1,571.00	4,485.00	41.96	21,216.48	(16,731.48)	473.05
TOTAL EXPENDITURES		4,485.00	4,485.00	41.96	21,216.48	(16,731.48)	473.05
Fund 239 - OMS/DDA REVLG LOAN FUND :							
TOTAL REVENUES		145,355.00	18,923.00	10,662.58	56,299.30	(37,376.30)	297.52
TOTAL EXPENDITURES		4,485.00	4,485.00	41.96	21,216.48	(16,731.48)	473.05
NET OF REVENUES & EXPENDITURES		140,870.00	14,438.00	10,620.62	35,082.82	(20,644.82)	242.99

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO  
 PERIOD ENDING 12/31/2022

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

CITY OF OWOSSO  
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23		ACTIVITY FOR MONTH 12/31/22 INCR (DECR)	YTD BALANCE 12/31/2022 NORM (ABNORM)	AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	2022-23 AMENDED BUDGET			BALANCE	NORM (ABNORM)	
Fund 243 - OBRA #12 WOODWARD LOFT								
Revenues								
243-000-402.300	OBRA:TAX CAPTURE	125,349.00	125,349.00	0.00	0.00	125,349.00	0.00	
243-000-573.000	LOCAL COMMUNITY STABILIZATION S	0.00	0.00	0.00	2,602.19	(2,602.19)	100.00	
243-000-665.000	INTEREST INCOME	0.00	0.00	513.57	1,281.06	(1,281.06)	100.00	
TOTAL REVENUES		<u>125,349.00</u>	<u>125,349.00</u>	<u>513.57</u>	<u>3,883.25</u>	<u>121,465.75</u>	<u>3.10</u>	
Expenditures								
721	PROFESSIONAL SERVICES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00	
964	TAX REIMBURSEMENTS	124,349.00	124,349.00	0.00	0.00	124,349.00	0.00	
TOTAL EXPENDITURES		<u>125,349.00</u>	<u>125,349.00</u>	<u>0.00</u>	<u>0.00</u>	<u>125,349.00</u>	<u>0.00</u>	
Fund 243 - OBRA #12 WOODWARD LOFT:								
TOTAL REVENUES		<u>125,349.00</u>	<u>125,349.00</u>	<u>513.57</u>	<u>3,883.25</u>	<u>121,465.75</u>	<u>3.10</u>	
TOTAL EXPENDITURES		<u>125,349.00</u>	<u>125,349.00</u>	<u>0.00</u>	<u>0.00</u>	<u>125,349.00</u>	<u>0.00</u>	
NET OF REVENUES & EXPENDITURES		<u>0.00</u>	<u>0.00</u>	<u>513.57</u>	<u>3,883.25</u>	<u>(3,883.25)</u>	<u>100.00</u>	

PERIOD ENDING 12/31/2022

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

CITY OF OWOSSO  
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23		ACTIVITY FOR MONTH 12/31/22 INCR (DECR)	YTD BALANCE 12/31/2022 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
		ORIGINAL BUDGET	2022-23 AMENDED BUDGET				
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY							
Revenues							
248-000-402.000	GENERAL PROPERTY TAX	33,655.00	33,655.00	1,573.95	29,579.27	4,075.73	87.89
248-000-402.100	TIF	185,108.00	185,108.00	0.00	0.00	185,108.00	0.00
248-000-540.000	STATE SOURCES	0.00	0.00	0.00	20,000.00	(20,000.00)	100.00
248-000-573.000	LOCAL COMMUNITY STABILIZATION S	0.00	0.00	0.00	18,727.85	(18,727.85)	100.00
248-000-665.000	INTEREST INCOME	1,800.00	1,800.00	104.64	112.08	1,687.92	6.23
248-000-670.000	LOAN PRINCIPAL	0.00	0.00	(1,323.54)	339.25	(339.25)	100.00
248-000-670.100	LOAN INTEREST	0.00	0.00	349.17	1,249.33	(1,249.33)	100.00
248-000-674.200	DONATIONS	5,432.00	5,432.00	0.00	0.00	5,432.00	0.00
248-000-674.300	INCOME-ECNMC RESTRUCTING	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00
248-000-674.400	INCOME-PROMOTION	17,600.00	17,600.00	1,085.00	18,234.90	(634.90)	103.61
248-000-674.500	INCOME-ORGANIZATION	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
248-000-674.700	EV STATION REVENUE	0.00	0.00	206.30	206.30	(206.30)	100.00
248-000-675.000	MISCELLANEOUS	0.00	0.00	250.00	140,600.75	(140,600.75)	100.00
248-000-699.101	GENERAL FUND TRANSFER	37,952.00	37,952.00	0.00	8,658.14	29,293.86	22.81
TOTAL REVENUES		311,547.00	311,547.00	2,245.52	237,707.87	73,839.13	76.30
Expenditures							
200	GEN SERVICES	81,929.00	81,929.00	4,378.16	38,759.73	43,169.27	47.31
261	GENERAL ADMIN	94,881.00	94,881.00	13,270.79	50,244.23	44,636.77	52.95
704	ORGANIZATION	10,000.00	10,000.00	0.00	33.98	9,966.02	0.34
705	PROMOTION	19,000.00	19,000.00	4,761.92	8,812.22	10,187.78	46.38
706	DESIGN	11,600.00	11,600.00	0.00	175.42	11,424.58	1.51
707	ECONOMIC RESTRUCTURING	20,000.00	20,000.00	30.00	1,030.00	18,970.00	5.15
901	CAPITAL OUTLAY	1,900.00	1,900.00	0.00	0.00	1,900.00	0.00
905	DEBT SERVICE	78,432.00	78,432.00	452.65	11,948.55	66,483.45	15.23
TOTAL EXPENDITURES		317,742.00	317,742.00	22,893.52	111,004.13	206,737.87	34.94
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:							
TOTAL REVENUES		311,547.00	311,547.00	2,245.52	237,707.87	73,839.13	76.30
TOTAL EXPENDITURES		317,742.00	317,742.00	22,893.52	111,004.13	206,737.87	34.94
NET OF REVENUES & EXPENDITURES		(6,195.00)	(6,195.00)	(20,648.00)	126,703.74	(132,898.74)	2,045.26

PERIOD ENDING 12/31/2022

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

CITY OF OWOSSO  
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23		ACTIVITY FOR MONTH 12/31/22 INCR (DECR)	YTD BALANCE 12/31/2022 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
		ORIGINAL BUDGET	2022-23 AMENDED BUDGET				
Fund 249 - BUILDING INSPECTION FUND							
Revenues							
249-000-476.100	MARIJUANA LICENSE FEE	0.00	45,000.00	10,000.00	55,000.00	(10,000.00)	122.22
249-000-490.000	PERMITS-BUILDING	0.00	87,500.00	5,845.00	60,691.60	26,808.40	69.36
249-000-490.100	PERMITS-ELECTRICAL	0.00	20,000.00	1,885.00	15,575.00	4,425.00	77.88
249-000-490.200	PERMITS-PLUMBING & MECHANICAL	0.00	55,000.00	5,835.00	42,300.00	12,700.00	76.91
249-000-665.000	INTEREST INCOME	0.00	100.00	61.06	83.51	16.49	83.51
249-000-675.000	MISCELLANEOUS	0.00	0.00	0.00	139,173.00	(139,173.00)	100.00
TOTAL REVENUES		0.00	207,600.00	23,626.06	312,823.11	(105,223.11)	150.69
Expenditures							
200	GEN SERVICES	0.00	97,407.00	8,989.96	47,282.49	50,124.51	48.54
371	BUILDING AND SAFETY	0.00	157,122.00	11,896.78	61,600.53	95,521.47	39.21
TOTAL EXPENDITURES		0.00	254,529.00	20,886.74	108,883.02	145,645.98	42.78
Fund 249 - BUILDING INSPECTION FUND:							
TOTAL REVENUES		0.00	207,600.00	23,626.06	312,823.11	(105,223.11)	150.69
TOTAL EXPENDITURES		0.00	254,529.00	20,886.74	108,883.02	145,645.98	42.78
NET OF REVENUES & EXPENDITURES		0.00	(46,929.00)	2,739.32	203,940.09	(250,869.09)	434.57

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO  
 PERIOD ENDING 12/31/2022

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

CITY OF OWOSSO  
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23		ACTIVITY FOR MONTH 12/31/22 INCR (DECR)	YTD BALANCE 12/31/2022 NORM (ABNORM)	AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	2022-23 AMENDED BUDGET			BALANCE	(ABNORM)	
Fund 259 - OBRA-DIST#15 -ARMORY BUILDING								
Revenues								
259-000-402.300	OBRA:TAX CAPTURE	74,073.00	74,073.00	0.00	0.00	74,073.00		0.00
TOTAL REVENUES		<u>74,073.00</u>	<u>74,073.00</u>	<u>0.00</u>	<u>0.00</u>	<u>74,073.00</u>		<u>0.00</u>
Expenditures								
721	PROFESSIONAL SERVICES	6,500.00	6,500.00	0.00	4,155.00	2,345.00		63.92
964	TAX REIMBURSEMENTS	67,573.00	67,573.00	0.00	0.00	67,573.00		0.00
TOTAL EXPENDITURES		<u>74,073.00</u>	<u>74,073.00</u>	<u>0.00</u>	<u>4,155.00</u>	<u>69,918.00</u>		<u>5.61</u>
<hr/>								
Fund 259 - OBRA-DIST#15 -ARMORY BUILDING:								
TOTAL REVENUES		74,073.00	74,073.00	0.00	0.00	74,073.00		0.00
TOTAL EXPENDITURES		<u>74,073.00</u>	<u>74,073.00</u>	<u>0.00</u>	<u>4,155.00</u>	<u>69,918.00</u>		<u>5.61</u>
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	(4,155.00)	4,155.00		100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO  
 PERIOD ENDING 12/31/2022

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

CITY OF OWOSSO  
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 12/31/22 INCR (DECR)	12/31/2022 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 272 - OBRA FUND-DISTRICT #17 CARGILL (PREV #8)							
Revenues							
272-000-402.300	OBRA:TAX CAPTURE	184,959.00	184,959.00	0.00	0.00	184,959.00	0.00
TOTAL REVENUES		<u>184,959.00</u>	<u>184,959.00</u>	<u>0.00</u>	<u>0.00</u>	<u>184,959.00</u>	<u>0.00</u>
Expenditures							
721	PROFESSIONAL SERVICES	12,000.00	12,000.00	0.00	10,305.50	1,694.50	85.88
905	DEBT SERVICE	190,721.00	190,721.00	0.00	0.00	190,721.00	0.00
TOTAL EXPENDITURES		<u>202,721.00</u>	<u>202,721.00</u>	<u>0.00</u>	<u>10,305.50</u>	<u>192,415.50</u>	<u>5.08</u>
<hr/>							
Fund 272 - OBRA FUND-DISTRICT #17 CARGILL (PREV #8):							
TOTAL REVENUES		184,959.00	184,959.00	0.00	0.00	184,959.00	0.00
TOTAL EXPENDITURES		<u>202,721.00</u>	<u>202,721.00</u>	<u>0.00</u>	<u>10,305.50</u>	<u>192,415.50</u>	<u>5.08</u>
NET OF REVENUES & EXPENDITURES		(17,762.00)	(17,762.00)	0.00	(10,305.50)	(7,456.50)	58.02



REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO  
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\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

CITY OF OWOSSO  
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23		ACTIVITY FOR MONTH 12/31/22 INCR (DECR)	YTD BALANCE 12/31/2022 NORM (ABNORM)	AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	2022-23 AMENDED BUDGET			BALANCE	(ABNORM)	
Fund 273 - OBRA #9 ROBBINS LOFT								
Revenues								
273-000-402.300	OBRA:TAX CAPTURE	3,602.00	3,602.00	0.00	0.00	3,602.00		0.00
273-000-573.000	LOCAL COMMUNITY STABILIZATION S	0.00	0.00	0.00	560.01	(560.01)		100.00
273-000-665.000	INTEREST INCOME	0.00	0.00	201.99	503.94	(503.94)		100.00
TOTAL REVENUES		<u>3,602.00</u>	<u>3,602.00</u>	<u>201.99</u>	<u>1,063.95</u>	<u>2,538.05</u>		<u>29.54</u>
Expenditures								
721	PROFESSIONAL SERVICES	1,200.00	1,200.00	0.00	0.00	1,200.00		0.00
TOTAL EXPENDITURES		<u>1,200.00</u>	<u>1,200.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,200.00</u>		<u>0.00</u>
Fund 273 - OBRA #9 ROBBINS LOFT:								
TOTAL REVENUES		<u>3,602.00</u>	<u>3,602.00</u>	<u>201.99</u>	<u>1,063.95</u>	<u>2,538.05</u>		<u>29.54</u>
TOTAL EXPENDITURES		<u>1,200.00</u>	<u>1,200.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,200.00</u>		<u>0.00</u>
NET OF REVENUES & EXPENDITURES		<u>2,402.00</u>	<u>2,402.00</u>	<u>201.99</u>	<u>1,063.95</u>	<u>1,338.05</u>		<u>44.29</u>

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO  
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\*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

CITY OF OWOSSO  
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23		ACTIVITY FOR MONTH 12/31/22 INCR (DECR)	YTD BALANCE 12/31/2022 NORM (ABNORM)	AVAILABLE		% BGD USED
		ORIGINAL BUDGET	2022-23 AMENDED BUDGET			BALANCE	NORM (ABNORM)	
Fund 276 - OBRA FUND DISTRICT #16 - QDOBA								
Revenues								
276-000-402.300	OBRA:TAX CAPTURE	10,124.00	10,124.00	0.00	0.00	10,124.00	0.00	
276-000-665.000	INTEREST INCOME	0.00	0.00	2.52	5.65	(5.65)	100.00	
276-000-674.200	DONATIONS	0.00	0.00	0.00	2.00	(2.00)	100.00	
TOTAL REVENUES		10,124.00	10,124.00	2.52	7.65	10,116.35	0.08	
Expenditures								
721	PROFESSIONAL SERVICES	560.00	560.00	0.00	550.00	10.00	98.21	
905	DEBT SERVICE	28,172.00	28,172.00	0.00	0.00	28,172.00	0.00	
TOTAL EXPENDITURES		28,732.00	28,732.00	0.00	550.00	28,182.00	1.91	
Fund 276 - OBRA FUND DISTRICT #16 - QDOBA:								
TOTAL REVENUES		10,124.00	10,124.00	2.52	7.65	10,116.35	0.08	
TOTAL EXPENDITURES		28,732.00	28,732.00	0.00	550.00	28,182.00	1.91	
NET OF REVENUES & EXPENDITURES		(18,608.00)	(18,608.00)	2.52	(542.35)	(18,065.65)	2.91	

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

CITY OF OWOSSO  
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23		ACTIVITY FOR MONTH 12/31/22 INCR (DECR)	YTD BALANCE 12/31/2022 NORM (ABNORM)	AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	2022-23 AMENDED BUDGET			BALANCE NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 277 - OBRA FUND DISTRICT #20 - J&H OIL								
Revenues								
277-000-402.300	OBRA:TAX CAPTURE	48,463.00	48,463.00	0.00	0.00	48,463.00		0.00
TOTAL REVENUES		48,463.00	48,463.00	0.00	0.00	48,463.00		0.00
Fund 277 - OBRA FUND DISTRICT #20 - J&H OIL:								
TOTAL REVENUES		48,463.00	48,463.00	0.00	0.00	48,463.00		0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00		0.00
NET OF REVENUES & EXPENDITURES		48,463.00	48,463.00	0.00	0.00	48,463.00		0.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO  
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CITY OF OWOSSO  
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 12/31/22 INCR (DECR)	12/31/2022 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 280 - OBRA FUND-DISTRICT #21 - 152 E HOWARD ST							
Expenditures							
721	PROFESSIONAL SERVICES	0.00	4,205.00	0.00	4,205.00	0.00	100.00
TOTAL EXPENDITURES		0.00	4,205.00	0.00	4,205.00	0.00	100.00
Fund 280 - OBRA FUND-DISTRICT #21 - 152 E HOWARD ST:							
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	4,205.00	0.00	4,205.00	0.00	100.00
NET OF REVENUES & EXPENDITURES		0.00	(4,205.00)	0.00	(4,205.00)	0.00	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO  
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CITY OF OWOSSO  
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BGD USED
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 12/31/22 INCR (DECR)	12/31/2022 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 283 - OBRA FUND-DISTRICT#3-TIAL							
Revenues							
283-000-402.300	OBRA:TAX CAPTURE	30,813.00	30,813.00	0.00	0.00	30,813.00	0.00
283-000-573.000	LOCAL COMMUNITY STABILIZATION S	0.00	0.00	0.00	613.09	(613.09)	100.00
TOTAL REVENUES		30,813.00	30,813.00	0.00	613.09	30,199.91	1.99
Expenditures							
721	PROFESSIONAL SERVICES	750.00	750.00	0.00	0.00	750.00	0.00
905	DEBT SERVICE	22,408.00	22,408.00	0.00	0.00	22,408.00	0.00
964	TAX REIMBURSEMENTS	1,147.00	1,147.00	0.00	0.00	1,147.00	0.00
TOTAL EXPENDITURES		24,305.00	24,305.00	0.00	0.00	24,305.00	0.00
Fund 283 - OBRA FUND-DISTRICT#3-TIAL:							
TOTAL REVENUES		30,813.00	30,813.00	0.00	613.09	30,199.91	1.99
TOTAL EXPENDITURES		24,305.00	24,305.00	0.00	0.00	24,305.00	0.00
NET OF REVENUES & EXPENDITURES		6,508.00	6,508.00	0.00	613.09	5,894.91	9.42

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO  
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CITY OF OWOSSO  
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23		ACTIVITY FOR MONTH 12/31/22 INCR (DECR)	YTD BALANCE 12/31/2022 NORM (ABNORM)	AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	2022-23 AMENDED BUDGET			BALANCE	(ABNORM)	
Fund 287 - ARPA - AMERICAN RESCUE PLAN ACT								
Revenues								
287-000-528.000	OTHER FEDERAL GRANTS	755,760.00	0.00	0.00	0.00	0.00	0.00	0.00
287-000-665.000	INTEREST INCOME	100.00	10,000.00	6,225.49	15,983.02	(5,983.02)	159.83	
TOTAL REVENUES		755,860.00	10,000.00	6,225.49	15,983.02	(5,983.02)	159.83	
Expenditures								
966	TRANSFERS OUT	0.00	1,241,600.00	0.00	0.00	1,241,600.00	0.00	
TOTAL EXPENDITURES		0.00	1,241,600.00	0.00	0.00	1,241,600.00	0.00	
Fund 287 - ARPA - AMERICAN RESCUE PLAN ACT:								
TOTAL REVENUES		755,860.00	10,000.00	6,225.49	15,983.02	(5,983.02)	159.83	
TOTAL EXPENDITURES		0.00	1,241,600.00	0.00	0.00	1,241,600.00	0.00	
NET OF REVENUES & EXPENDITURES		755,860.00	(1,231,600.00)	6,225.49	15,983.02	(1,247,583.02)	1.30	

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO  
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CITY OF OWOSSO  
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GL NUMBER	DESCRIPTION	2022-23		ACTIVITY FOR MONTH 12/31/22 INCR (DECR)	YTD BALANCE 12/31/2022 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
		ORIGINAL BUDGET	2022-23 AMENDED BUDGET				
Fund 297 - HISTORICAL FUND							
Revenues							
297-000-643.000	SALES	2,000.00	2,000.00	183.00	1,891.00	109.00	94.55
297-000-665.000	INTEREST INCOME	25.00	25.00	116.26	146.29	(121.29)	585.16
297-000-665.100	ENDOWMENT SPENDABLE FUNDS	0.00	0.00	1,009.00	1,009.00	(1,009.00)	100.00
297-000-667.100	RENTAL INCOME	16,800.00	16,800.00	1,120.00	6,020.00	10,780.00	35.83
297-000-674.100	PRIVATE DONATIONS	11,000.00	11,000.00	384.00	11,232.00	(232.00)	102.11
297-000-675.000	MISCELLANEOUS	0.00	0.00	0.00	50.00	(50.00)	100.00
297-000-699.101	GENERAL FUND TRANSFER	10,000.00	10,000.00	0.00	2,500.00	7,500.00	25.00
TOTAL REVENUES		39,825.00	39,825.00	2,812.26	22,848.29	16,976.71	57.37
Expenditures							
797	HISTORICAL COMMISSION	20,842.00	24,981.00	3,566.13	12,131.94	12,849.06	48.56
798	CASTLE	15,780.00	16,100.00	3,536.84	7,002.57	9,097.43	43.49
799	GOULD HOUSE	13,250.00	13,250.00	1,371.26	7,107.08	6,142.92	53.64
800	COMSTOCK/WOODARD	500.00	500.00	0.00	179.22	320.78	35.84
TOTAL EXPENDITURES		50,372.00	54,831.00	8,474.23	26,420.81	28,410.19	48.19
Fund 297 - HISTORICAL FUND:							
TOTAL REVENUES		39,825.00	39,825.00	2,812.26	22,848.29	16,976.71	57.37
TOTAL EXPENDITURES		50,372.00	54,831.00	8,474.23	26,420.81	28,410.19	48.19
NET OF REVENUES & EXPENDITURES		(10,547.00)	(15,006.00)	(5,661.97)	(3,572.52)	(11,433.48)	23.81

PERIOD ENDING 12/31/2022

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CITY OF OWOSSO  
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 12/31/22 INCR (DECR)	12/31/2022 NORM (ABNORM)	BALANCE NORM (ABNORM)		
Fund 298 - HISTORICAL SITES FUND								
Revenues								
298-000-665.000	INTEREST INCOME	0.00	0.00	(0.15)	(0.15)	0.15		100.00
TOTAL REVENUES		<u>0.00</u>	<u>0.00</u>	<u>(0.15)</u>	<u>(0.15)</u>	<u>0.15</u>		<u>100.00</u>
Fund 298 - HISTORICAL SITES FUND:								
TOTAL REVENUES		0.00	0.00	(0.15)	(0.15)	0.15		100.00
TOTAL EXPENDITURES		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>		<u>0.00</u>
NET OF REVENUES & EXPENDITURES		0.00	0.00	(0.15)	(0.15)	0.15		100.00



REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO  
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CITY OF OWOSSO  
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23		ACTIVITY FOR MONTH 12/31/22 INCR (DECR)	YTD BALANCE 12/31/2022 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
		ORIGINAL BUDGET	2022-23 AMENDED BUDGET				
Fund 301 - GENERAL DEBT SERVICE (VOTED BONDS)							
Revenues							
301-000-402.000	GENERAL PROPERTY TAX	791,967.00	795,047.00	5,647.14	743,707.09	51,339.91	93.54
301-000-573.000	LOCAL COMMUNITY STABILIZATION S	0.00	0.00	0.00	17,258.17	(17,258.17)	100.00
301-000-665.000	INTEREST INCOME	0.00	1,000.00	2,011.40	4,397.79	(3,397.79)	439.78
TOTAL REVENUES		<u>791,967.00</u>	<u>796,047.00</u>	<u>7,658.54</u>	<u>765,363.05</u>	<u>30,683.95</u>	<u>96.15</u>
Expenditures							
905	DEBT SERVICE	791,950.00	791,950.00	0.00	155,725.00	636,225.00	19.66
TOTAL EXPENDITURES		<u>791,950.00</u>	<u>791,950.00</u>	<u>0.00</u>	<u>155,725.00</u>	<u>636,225.00</u>	<u>19.66</u>
Fund 301 - GENERAL DEBT SERVICE (VOTED BONDS):							
TOTAL REVENUES		<u>791,967.00</u>	<u>796,047.00</u>	<u>7,658.54</u>	<u>765,363.05</u>	<u>30,683.95</u>	<u>96.15</u>
TOTAL EXPENDITURES		<u>791,950.00</u>	<u>791,950.00</u>	<u>0.00</u>	<u>155,725.00</u>	<u>636,225.00</u>	<u>19.66</u>
NET OF REVENUES & EXPENDITURES		<u>17.00</u>	<u>4,097.00</u>	<u>7,658.54</u>	<u>609,638.05</u>	<u>(605,541.05)</u>	<u>4,880.11</u>

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO  
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CITY OF OWOSSO  
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23		ACTIVITY FOR MONTH 12/31/22 INCR (DECR)	YTD BALANCE 12/31/2022 NORM (ABNORM)	AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	2022-23 AMENDED BUDGET			BALANCE	NORM (ABNORM)	
Fund 401 - CAPITAL PROJECT FUND								
Revenues								
401-000-665.000	INTEREST INCOME	0.00	0.00	253.23	253.23	(253.23)	100.00	
401-000-699.101	TRASFERS IN - GENERAL FUND	0.00	240,641.00	0.00	0.00	240,641.00	0.00	
TOTAL REVENUES		0.00	240,641.00	253.23	253.23	240,387.77	0.11	
Expenditures								
000	REVENUE	0.00	347,121.00	2,702.50	20,994.77	326,126.23	6.05	
TOTAL EXPENDITURES		0.00	347,121.00	2,702.50	20,994.77	326,126.23	6.05	
Fund 401 - CAPITAL PROJECT FUND:								
TOTAL REVENUES		0.00	240,641.00	253.23	253.23	240,387.77	0.11	
TOTAL EXPENDITURES		0.00	347,121.00	2,702.50	20,994.77	326,126.23	6.05	
NET OF REVENUES & EXPENDITURES		0.00	(106,480.00)	(2,449.27)	(20,741.54)	(85,738.46)	19.48	

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GL NUMBER	DESCRIPTION	2022-23		ACTIVITY FOR MONTH 12/31/22 INCR (DECR)	YTD BALANCE 12/31/2022 NORM (ABNORM)	AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	2022-23 AMENDED BUDGET			BALANCE	(ABNORM)	
Fund 469 - CAPITAL PROJECTS-BUILDING AUTHORITY								
Revenues								
469-000-665.000	INTEREST INCOME	0.00	0.00	153.55	383.03	(383.03)	100.00	
469-000-692.100	APPROPRIATION OF FUND BALANCE	29,500.00	0.00	0.00	0.00	0.00	0.00	
TOTAL REVENUES		29,500.00	0.00	153.55	383.03	(383.03)	100.00	
Expenditures								
901	CAPITAL OUTLAY	29,500.00	25,100.00	0.00	0.00	25,100.00	0.00	
TOTAL EXPENDITURES		29,500.00	25,100.00	0.00	0.00	25,100.00	0.00	
Fund 469 - CAPITAL PROJECTS-BUILDING AUTHORITY:								
TOTAL REVENUES		29,500.00	0.00	153.55	383.03	(383.03)	100.00	
TOTAL EXPENDITURES		29,500.00	25,100.00	0.00	0.00	25,100.00	0.00	
NET OF REVENUES & EXPENDITURES		0.00	(25,100.00)	153.55	383.03	(25,483.03)	1.53	

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GL NUMBER	DESCRIPTION	2022-23		ACTIVITY FOR MONTH 12/31/22 INCR (DECR)	YTD BALANCE 12/31/2022 NORM (ABNORM)	AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	2022-23 AMENDED BUDGET			BALANCE NORM	(ABNORM)	
Fund 494 - CAPITAL PROJECTS FUND-DOWNTOWN								
Revenues								
494-000-665.000	INTEREST INCOME	0.00	0.00	141.09	351.76	(351.76)		100.00
TOTAL REVENUES		0.00	0.00	141.09	351.76	(351.76)		100.00
Fund 494 - CAPITAL PROJECTS FUND-DOWNTOWN:								
TOTAL REVENUES		0.00	0.00	141.09	351.76	(351.76)		100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00		0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	141.09	351.76	(351.76)		100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO  
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GL NUMBER	DESCRIPTION	2022-23		ACTIVITY FOR MONTH 12/31/22 INCR (DECR)	YTD BALANCE 12/31/2022 NORM (ABNORM)	AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	2022-23 AMENDED BUDGET			BALANCE	NORM (ABNORM)	
Fund 588 - TRANSPORTATION FUND								
Revenues								
588-000-402.000	GENERAL PROPERTY TAX	41,528.00	44,541.00	316.08	39,074.06	5,466.94		87.73
588-000-573.000	LOCAL COMMUNITY STABILIZATION S	0.00	0.00	0.00	874.92	(874.92)		100.00
588-000-665.000	INTEREST INCOME	0.00	1,000.00	243.61	723.43	276.57		72.34
588-000-692.100	APPROPRIATION OF FUND BALANCE	35,627.00	0.00	0.00	0.00	0.00		0.00
TOTAL REVENUES		77,155.00	45,541.00	559.69	40,672.41	4,868.59		89.31
Expenditures								
200	GEN SERVICES	77,155.00	62,864.00	0.00	61,833.86	1,030.14		98.36
TOTAL EXPENDITURES		77,155.00	62,864.00	0.00	61,833.86	1,030.14		98.36
Fund 588 - TRANSPORTATION FUND:								
TOTAL REVENUES		77,155.00	45,541.00	559.69	40,672.41	4,868.59		89.31
TOTAL EXPENDITURES		77,155.00	62,864.00	0.00	61,833.86	1,030.14		98.36
NET OF REVENUES & EXPENDITURES		0.00	(17,323.00)	559.69	(21,161.45)	3,838.45		122.16

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GL NUMBER	DESCRIPTION	2022-23		ACTIVITY FOR MONTH 12/31/22 INCR (DECR)	YTD BALANCE 12/31/2022 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
		ORIGINAL BUDGET	2022-23 AMENDED BUDGET				
Fund 590 - SEWER FUND							
Revenues							
590-000-491.000	PERMITS	0.00	270.00	0.00	420.00	(150.00)	155.56
590-000-643.100	METERED SALES	2,743,024.00	2,743,024.00	643,067.44	1,367,196.97	1,375,827.03	49.84
590-000-644.000	PENALTIES - LATE CHARGES	27,430.00	27,430.00	11.83	20,812.47	6,617.53	75.87
590-000-665.000	INTEREST INCOME	1,000.00	5,000.00	5,705.91	12,850.14	(7,850.14)	257.00
590-000-675.000	MISCELLANEOUS	0.00	1,050.00	0.00	1,450.00	(400.00)	138.10
TOTAL REVENUES		2,771,454.00	2,776,774.00	648,785.18	1,402,729.58	1,374,044.42	50.52
Expenditures							
200	GEN SERVICES	2,090,402.00	2,098,823.00	160,826.17	994,316.67	1,104,506.33	47.37
549	SEWER OPERATIONS	171,072.00	223,874.00	17,273.34	112,557.32	111,316.68	50.28
901	CAPITAL OUTLAY	485,000.00	485,000.00	7,992.50	21,495.50	463,504.50	4.43
905	DEBT SERVICE	131,228.00	131,228.00	0.00	69,657.71	61,570.29	53.08
TOTAL EXPENDITURES		2,877,702.00	2,938,925.00	186,092.01	1,198,027.20	1,740,897.80	40.76
Fund 590 - SEWER FUND:							
TOTAL REVENUES		2,771,454.00	2,776,774.00	648,785.18	1,402,729.58	1,374,044.42	50.52
TOTAL EXPENDITURES		2,877,702.00	2,938,925.00	186,092.01	1,198,027.20	1,740,897.80	40.76
NET OF REVENUES & EXPENDITURES		(106,248.00)	(162,151.00)	462,693.17	204,702.38	(366,853.38)	126.24

PERIOD ENDING 12/31/2022

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

CITY OF OWOSSO  
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 12/31/22 INCR (DECR)	12/31/2022 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 591 - WATER FUND							
Revenues							
591-000-491.000	PERMITS	0.00	270.00	120.00	570.00	(300.00)	211.11
591-000-493.000	PERMITS-OWOSSO TOWNSHIP	0.00	44,080.00	7,130.00	51,940.00	(7,860.00)	117.83
591-000-538.000	CAPITAL CONTRIBUTION-FEDERAL	1,910,000.00	2,191,500.00	432,091.00	770,254.00	1,421,246.00	35.15
591-000-540.000	STATE SOURCES	345,016.00	345,016.00	0.00	4,174.52	340,841.48	1.21
591-000-605.100	WATER MAIN REPLACEMENT CHARGE	749,304.00	749,304.00	189,862.22	381,832.24	367,471.76	50.96
591-000-605.350	MATERIAL & SERVICE	0.00	30,594.00	5,187.44	44,915.82	(14,321.82)	146.81
591-000-643.100	METERED SALES	3,517,836.00	3,517,836.00	879,462.03	1,959,546.05	1,558,289.95	55.70
591-000-643.200	METERED SALES-WHOLESALE-USAGE	314,831.00	314,831.00	28,969.09	195,256.93	119,574.07	62.02
591-000-644.000	PENALTIES - LATE CHARGES	43,000.00	43,000.00	40.33	32,971.03	10,028.97	76.68
591-000-665.000	INTEREST INCOME	1,000.00	5,000.00	7,711.09	23,245.50	(18,245.50)	464.91
591-000-667.100	RENTAL INCOME	0.00	1,440.00	120.00	600.00	840.00	41.67
591-000-667.300	HYDRANT RENTAL	24,000.00	24,000.00	0.00	2,135.00	21,865.00	8.90
591-000-673.000	SALE OF FIXED ASSETS	0.00	0.00	0.00	198.00	(198.00)	100.00
591-000-675.000	MISCELLANEOUS	1,440.00	1,600.00	30,000.00	31,522.10	(29,922.10)	1,970.13
591-000-675.200	MISCELLANEOUS WATER CHARGES	0.00	400.00	155.00	790.00	(390.00)	197.50
591-000-699.287	ARPA TRANSFER IN	0.00	1,081,600.00	0.00	0.00	1,081,600.00	0.00
TOTAL REVENUES		6,906,427.00	8,350,471.00	1,580,848.20	3,499,951.19	4,850,519.81	41.91
Expenditures							
200	GEN SERVICES	891,525.00	1,593,321.00	53,449.97	472,859.84	1,120,461.16	29.68
552	WATER UNDERGROUND	2,677,040.00	2,743,740.00	275,579.39	1,294,959.64	1,448,780.36	47.20
553	WATER FILTRATION	1,546,975.00	1,828,434.00	138,195.64	604,567.59	1,223,866.41	33.06
901	CAPITAL OUTLAY	1,468,545.00	2,129,247.00	111,571.74	1,118,111.73	1,011,135.27	52.51
905	DEBT SERVICE	909,816.00	909,816.00	0.00	676,120.94	233,695.06	74.31
TOTAL EXPENDITURES		7,493,901.00	9,204,558.00	578,796.74	4,166,619.74	5,037,938.26	45.27
Fund 591 - WATER FUND:							
TOTAL REVENUES		6,906,427.00	8,350,471.00	1,580,848.20	3,499,951.19	4,850,519.81	41.91
TOTAL EXPENDITURES		7,493,901.00	9,204,558.00	578,796.74	4,166,619.74	5,037,938.26	45.27
NET OF REVENUES & EXPENDITURES		(587,474.00)	(854,087.00)	1,002,051.46	(666,668.55)	(187,418.45)	78.06

PERIOD ENDING 12/31/2022

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

CITY OF OWOSSO  
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 12/31/22 INCR (DECR)	12/31/2022 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 599 - WASTEWATER FUND							
Revenues							
599-000-540.000	STATE SOURCES	4,882,626.00	4,387,064.00	0.00	329,733.00	4,057,331.00	7.52
599-000-602.100	OP & MAINT CHRG - OWOSSO	1,312,875.00	1,312,875.00	105,774.12	632,352.44	680,522.56	48.17
599-000-602.200	OP & MAINT CHRG - OWOSSO TWP	245,757.00	245,757.00	21,872.21	136,092.40	109,664.60	55.38
599-000-602.300	OP & MAINT CHRG - CALEDONIA TWS	117,994.00	117,994.00	9,344.61	57,266.59	60,727.41	48.53
599-000-602.400	OP & MAINT CHRG - CORUNNA	238,861.00	238,861.00	22,633.07	133,280.59	105,580.41	55.80
599-000-603.100	REPLACEMENT CHRG - OWOSSO	131,884.00	131,884.00	16,173.03	96,682.55	35,201.45	73.31
599-000-603.200	REPLACEMENT CHRG - OWOSSO TWP	24,687.00	24,687.00	4,447.57	27,173.56	(2,486.56)	110.07
599-000-603.300	REPLACEMENT CHRG - CALEDONIA TW	11,853.00	11,853.00	2,644.84	15,989.45	(4,136.45)	134.90
599-000-603.400	REPLACEMENT CHRG - CORUNNA	23,995.00	23,995.00	3,236.56	19,166.46	4,828.54	79.88
599-000-606.100	DEBT SERVICE CHRG - OWOSSO	185,891.00	185,891.00	15,490.84	92,945.04	92,945.96	50.00
599-000-606.200	DEBT SERVICE CHRG - OWOSSO TWP.	75,408.00	75,408.00	6,284.02	37,704.12	37,703.88	50.00
599-000-606.300	DEBT SERVICE CHRG - CALEDONIA T	57,170.00	57,170.00	4,764.16	28,584.96	28,585.04	50.00
599-000-606.400	DEBT SERVICE CHRG - CORUNNA	32,268.00	32,268.00	2,688.98	16,133.88	16,134.12	50.00
599-000-665.000	INTEREST INCOME	1,000.00	5,000.00	4,639.05	10,675.52	(5,675.52)	213.51
599-000-675.000	MISCELLANEOUS	0.00	5,000.00	832.51	5,524.65	(524.65)	110.49
TOTAL REVENUES		7,342,269.00	6,855,707.00	220,825.57	1,639,305.21	5,216,401.79	23.91
Expenditures							
200	GEN SERVICES	6,350.00	29,643.00	2,571.77	11,636.10	18,006.90	39.25
548	WASTEWATER OPERATIONS	1,915,488.00	2,088,246.00	171,911.30	832,097.87	1,256,148.13	39.85
901	CAPITAL OUTLAY	5,012,126.00	5,007,434.00	38,391.78	879,725.22	4,127,708.78	17.57
905	DEBT SERVICE	350,737.00	350,737.00	0.00	112,326.25	238,410.75	32.03
TOTAL EXPENDITURES		7,284,701.00	7,476,060.00	212,874.85	1,835,785.44	5,640,274.56	24.56
Fund 599 - WASTEWATER FUND:							
TOTAL REVENUES		7,342,269.00	6,855,707.00	220,825.57	1,639,305.21	5,216,401.79	23.91
TOTAL EXPENDITURES		7,284,701.00	7,476,060.00	212,874.85	1,835,785.44	5,640,274.56	24.56
NET OF REVENUES & EXPENDITURES		57,568.00	(620,353.00)	7,950.72	(196,480.23)	(423,872.77)	31.67



REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO  
 PERIOD ENDING 12/31/2022

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

CITY OF OWOSSO  
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BGDG USED
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 12/31/22 INCR (DECR)	12/31/2022 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 661 - FLEET MAINTENANCE FUND							
Revenues							
661-000-665.000	INTEREST INCOME	100.00	5,000.00	6,492.43	14,576.72	(9,576.72)	291.53
661-000-667.200	EQUIPMENT RENTAL	646,427.00	646,427.00	40,922.82	445,219.21	201,207.79	68.87
661-000-673.000	SALE OF FIXED ASSETS	0.00	0.00	0.00	141.40	(141.40)	100.00
TOTAL REVENUES		646,527.00	651,427.00	47,415.25	459,937.33	191,489.67	70.60
Expenditures							
594	FLEET MAINTENANCE	331,468.00	357,401.00	42,058.14	202,393.18	155,007.82	56.63
901	CAPITAL OUTLAY	390,200.00	390,200.00	0.00	77,386.32	312,813.68	19.83
TOTAL EXPENDITURES		721,668.00	747,601.00	42,058.14	279,779.50	467,821.50	37.42
Fund 661 - FLEET MAINTENANCE FUND:							
TOTAL REVENUES		646,527.00	651,427.00	47,415.25	459,937.33	191,489.67	70.60
TOTAL EXPENDITURES		721,668.00	747,601.00	42,058.14	279,779.50	467,821.50	37.42
NET OF REVENUES & EXPENDITURES		(75,141.00)	(96,174.00)	5,357.11	180,157.83	(276,331.83)	187.32

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO  
 PERIOD ENDING 12/31/2022

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

CITY OF OWOSSO  
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23		ACTIVITY FOR MONTH 12/31/22 INCR (DECR)	YTD BALANCE 12/31/2022		AVAILABLE BALANCE		% BDGT USED
		ORIGINAL BUDGET	2022-23 AMENDED BUDGET		NORM	(ABNORM)	NORM	(ABNORM)	
Fund 854 - 2009 SPECIAL ASSESSMENT									
Revenues									
854-000-665.000	INTEREST INCOME	0.00	300.00	0.00	861.30		(561.30)		287.10
TOTAL REVENUES		0.00	300.00	0.00	861.30		(561.30)		287.10
Fund 854 - 2009 SPECIAL ASSESSMENT:									
TOTAL REVENUES		0.00	300.00	0.00	861.30		(561.30)		287.10
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00		0.00		0.00
NET OF REVENUES & EXPENDITURES		0.00	300.00	0.00	861.30		(561.30)		287.10

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO  
 PERIOD ENDING 12/31/2022

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

CITY OF OWOSSO  
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23		ACTIVITY FOR MONTH 12/31/22 INCR (DECR)	YTD BALANCE 12/31/2022 NORM (ABNORM)	AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	2022-23 AMENDED BUDGET			BALANCE NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 858 - 2013 SPECIAL ASSESSMENT								
Revenues								
858-000-445.000	INTEREST & PENALTIES ON TAXES	181.00	181.00	0.00	0.00	181.00	0.00	
858-000-451.000	SPECIAL ASSESSMENTS	1,009.00	1,009.00	222.70	222.70	786.30	22.07	
TOTAL REVENUES		1,190.00	1,190.00	222.70	222.70	967.30	18.71	
Fund 858 - 2013 SPECIAL ASSESSMENT:								
TOTAL REVENUES		1,190.00	1,190.00	222.70	222.70	967.30	18.71	
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00	
NET OF REVENUES & EXPENDITURES		1,190.00	1,190.00	222.70	222.70	967.30	18.71	

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO  
 PERIOD ENDING 12/31/2022

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

CITY OF OWOSSO  
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23		ACTIVITY FOR MONTH 12/31/22 INCR (DECR)	YTD BALANCE 12/31/2022 NORM (ABNORM)	AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	2022-23 AMENDED BUDGET			BALANCE NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 864 - 2016 SPECIAL ASSESSMENT								
Revenues								
864-000-445.000	INTEREST & PENALTIES ON TAXES	1,527.00	1,527.00	0.00	0.00	1,527.00	0.00	
864-000-451.000	SPECIAL ASSESSMENTS	2,828.00	2,828.00	850.11	850.11	1,977.89	30.06	
TOTAL REVENUES		4,355.00	4,355.00	850.11	850.11	3,504.89	19.52	
Fund 864 - 2016 SPECIAL ASSESSMENT:								
TOTAL REVENUES		4,355.00	4,355.00	850.11	850.11	3,504.89	19.52	
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00	
NET OF REVENUES & EXPENDITURES		4,355.00	4,355.00	850.11	850.11	3,504.89	19.52	

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO  
 PERIOD ENDING 12/31/2022

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CITY OF OWOSSO  
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23		ACTIVITY FOR MONTH 12/31/22 INCR (DECR)	YTD BALANCE 12/31/2022 NORM (ABNORM)	AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	2022-23 AMENDED BUDGET			BALANCE NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 865 - 2017 SPECIAL ASSESSMENTS								
Revenues								
865-000-445.000	INTEREST & PENALTIES ON TAXES	7,227.00	7,227.00	0.00	189.74	7,037.26		2.63
865-000-451.000	SPECIAL ASSESSMENTS	12,219.00	12,219.00	1,551.96	1,990.13	10,228.87		16.29
TOTAL REVENUES		19,446.00	19,446.00	1,551.96	2,179.87	17,266.13		11.21
Fund 865 - 2017 SPECIAL ASSESSMENTS:								
TOTAL REVENUES		19,446.00	19,446.00	1,551.96	2,179.87	17,266.13		11.21
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00		0.00
NET OF REVENUES & EXPENDITURES		19,446.00	19,446.00	1,551.96	2,179.87	17,266.13		11.21

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO  
 PERIOD ENDING 12/31/2022

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CITY OF OWOSSO  
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23		ACTIVITY FOR MONTH 12/31/22 INCR (DECR)	YTD BALANCE 12/31/2022 NORM (ABNORM)	AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	2022-23 AMENDED BUDGET			BALANCE NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 866 - 2018 SPECIAL ASSESSMENTS								
Revenues								
866-000-445.000	INTEREST & PENALTIES ON TAXES	15,188.00	15,188.00	0.00	1,919.55	13,268.45	12.64	
866-000-451.000	SPECIAL ASSESSMENTS	42,190.00	42,190.00	628.20	20,819.04	21,370.96	49.35	
TOTAL REVENUES		<u>57,378.00</u>	<u>57,378.00</u>	<u>628.20</u>	<u>22,738.59</u>	<u>34,639.41</u>	<u>39.63</u>	
Fund 866 - 2018 SPECIAL ASSESSMENTS:								
TOTAL REVENUES		57,378.00	57,378.00	628.20	22,738.59	34,639.41	39.63	
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00	
NET OF REVENUES & EXPENDITURES		<u>57,378.00</u>	<u>57,378.00</u>	<u>628.20</u>	<u>22,738.59</u>	<u>34,639.41</u>	<u>39.63</u>	

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO  
 PERIOD ENDING 12/31/2022

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

CITY OF OWOSSO  
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23		ACTIVITY FOR MONTH 12/31/22 INCR (DECR)	YTD BALANCE 12/31/2022 NORM (ABNORM)	AVAILABLE		% BDTG USED
		ORIGINAL BUDGET	2022-23 AMENDED BUDGET			BALANCE NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 867 - 2019 SPECIAL ASSESSMENTS								
Revenues								
867-000-445.000	INTEREST & PENALTIES ON TAXES	6,904.00	6,904.00	63.35	651.40	6,252.60	9.44	
867-000-451.000	SPECIAL ASSESSMENTS	16,439.00	16,439.00	4,230.38	7,654.13	8,784.87	46.56	
TOTAL REVENUES		<u>23,343.00</u>	<u>23,343.00</u>	<u>4,293.73</u>	<u>8,305.53</u>	<u>15,037.47</u>	<u>35.58</u>	
Fund 867 - 2019 SPECIAL ASSESSMENTS:								
TOTAL REVENUES		23,343.00	23,343.00	4,293.73	8,305.53	15,037.47	35.58	
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00	
NET OF REVENUES & EXPENDITURES		<u>23,343.00</u>	<u>23,343.00</u>	<u>4,293.73</u>	<u>8,305.53</u>	<u>15,037.47</u>	<u>35.58</u>	

PERIOD ENDING 12/31/2022

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CITY OF OWOSSO  
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23		ACTIVITY FOR MONTH 12/31/22 INCR (DECR)	YTD BALANCE 12/31/2022 NORM (ABNORM)	AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	2022-23 AMENDED BUDGET			BALANCE NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 868 - 2020 SPECIAL ASSESSMENTS								
Revenues								
868-000-445.000	INTEREST & PENALTIES ON TAXES	7,795.00	7,795.00	0.00	1,566.63		6,228.37	20.10
868-000-451.000	SPECIAL ASSESSMENTS	16,240.00	16,240.00	503.44	10,099.15		6,140.85	62.19
TOTAL REVENUES		24,035.00	24,035.00	503.44	11,665.78		12,369.22	48.54
Fund 868 - 2020 SPECIAL ASSESSMENTS:								
TOTAL REVENUES		24,035.00	24,035.00	503.44	11,665.78		12,369.22	48.54
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00		0.00	0.00
NET OF REVENUES & EXPENDITURES		24,035.00	24,035.00	503.44	11,665.78		12,369.22	48.54



PERIOD ENDING 12/31/2022

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

CITY OF OWOSSO  
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23		ACTIVITY FOR MONTH 12/31/22 INCR (DECR)	YTD BALANCE 12/31/2022 NORM (ABNORM)	AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	2022-23 AMENDED BUDGET			BALANCE	NORM (ABNORM)	
Fund 869 - 2021-20XX SPECIAL ASSESSMENTS								
Revenues								
869-000-445.000	INTEREST & PENALTIES ON TAXES	7,111.00	7,111.00	1.96	1,226.98	5,884.02		17.25
869-000-451.000	SPECIAL ASSESSMENTS	13,169.00	16,831.00	1,415.96	17,796.20	(965.20)		105.73
TOTAL REVENUES		<u>20,280.00</u>	<u>23,942.00</u>	<u>1,417.92</u>	<u>19,023.18</u>	<u>4,918.82</u>		<u>79.46</u>
Fund 869 - 2021-20XX SPECIAL ASSESSMENTS:								
TOTAL REVENUES		20,280.00	23,942.00	1,417.92	19,023.18	4,918.82		79.46
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00		0.00
NET OF REVENUES & EXPENDITURES		<u>20,280.00</u>	<u>23,942.00</u>	<u>1,417.92</u>	<u>19,023.18</u>	<u>4,918.82</u>		<u>79.46</u>
TOTAL REVENUES - ALL FUNDS		32,053,279.00	33,382,569.00	3,256,722.61	14,723,534.50	18,659,034.50		44.11
TOTAL EXPENDITURES - ALL FUNDS		31,583,566.00	36,260,529.00	2,097,309.93	12,991,567.91	23,268,961.09		35.78
NET OF REVENUES & EXPENDITURES		<u>469,713.00</u>	<u>(2,877,960.00)</u>	<u>1,159,412.68</u>	<u>1,731,966.59</u>	<u>(4,609,926.59)</u>		<u>60.73</u>

FROM 12/01/2022 TO 12/31/2022

FUND: ALL FUNDS

CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 12/01/2022	Total Debits	Total Credits	Ending Balance 12/31/2022
Fund 101	GENERAL FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	1,092,735.17	1,551,164.62	1,974,668.23	669,231.56
001.201	MI CLASS ACCOUNT	0.00	0.00	0.00	0.00
001.204	HUNTINGTON LIQUIDITY PORTAL	1,100,374.43	73,292.13	374.43	1,173,292.13
001.300	FRANKENMUTH CREDIT UNION ACCOUNTS	2,106,140.29	5,241.74	0.00	2,111,382.03
001.306	DORT FEDERAL CREDIT UNION ACCOUNTS	3,021,166.31	1,011,952.72	1,000,000.00	3,033,119.03
002.203	AMBULANCE PAYMENT BANK ACCOUNT	65,777.05	64,029.09	70,602.45	59,203.69
004.000	PETTY CASH	1,925.00	0.00	0.00	1,925.00
005.400	ICMA FORFEITURE FUNDS - RESTRICTED	1,420.79	0.01	1,417.34	3.46
005.401	MERS DC FUNDS - RESTRICTED	0.00	0.00	0.00	0.00
	GENERAL FUND	<u>7,389,539.04</u>	<u>2,705,680.31</u>	<u>3,047,062.45</u>	<u>7,048,156.90</u>
Fund 202	MAJOR STREET FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	715,343.44	769,984.94	991,583.12	493,745.26
001.201	MI CLASS ACCOUNT	1,056,402.98	4,418.94	0.00	1,060,821.92
001.204	HUNTINGTON LIQUIDITY PORTAL	0.00	300,844.14	0.00	300,844.14
001.300	FRANKENMUTH CREDIT UNION ACCOUNTS	501,536.37	1,248.23	0.00	502,784.60
	MAJOR STREET FUND	<u>2,273,282.79</u>	<u>1,076,496.25</u>	<u>991,583.12</u>	<u>2,358,195.92</u>
Fund 203	LOCAL STREET FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	651,140.67	38,855.82	137,904.61	552,091.88
001.201	MI CLASS ACCOUNT	16,282.00	68.19	0.00	16,350.19
001.204	HUNTINGTON LIQUIDITY PORTAL	0.00	100,281.38	0.00	100,281.38
001.300	FRANKENMUTH CREDIT UNION ACCOUNTS	501,536.37	1,248.23	0.00	502,784.60
	LOCAL STREET FUND	<u>1,168,959.04</u>	<u>140,453.62</u>	<u>137,904.61</u>	<u>1,171,508.05</u>
Fund 208	PARK/RECREATION SITES FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	38,829.80	2.50	30,497.87	8,334.43
001.204	HUNTINGTON LIQUIDITY PORTAL	0.00	30,084.44	0.00	30,084.44
	PARK/RECREATION SITES FUND	<u>38,829.80</u>	<u>30,086.94</u>	<u>30,497.87</u>	<u>38,418.87</u>
Fund 239	OMS/DDA REVLG LOAN FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	103,947.49	9,092.20	60,041.96	52,997.73
001.201	MI CLASS ACCOUNT	0.00	0.00	0.00	0.00
001.204	HUNTINGTON LIQUIDITY PORTAL	0.00	60,168.79	0.00	60,168.79
001.300	FRANKENMUTH CREDIT UNION ACCOUNTS	200,614.56	499.24	0.00	201,113.80
001.306	DORT FEDERAL CREDIT UNION ACCOUNTS	201,459.67	797.04	0.00	202,256.71
	OMS/DDA REVLG LOAN FUND	<u>506,021.72</u>	<u>70,557.27</u>	<u>60,041.96</u>	<u>516,537.03</u>
Fund 243	OBRA #12 WOODWARD LOFT				
001.200	POOLED CASH (HUNTINGTON BANK)	2,927.00	0.00	0.00	2,927.00
001.201	MI CLASS ACCOUNT	122,767.49	513.57	0.00	123,281.06
	OBRA #12 WOODWARD LOFT	<u>125,694.49</u>	<u>513.57</u>	<u>0.00</u>	<u>126,208.06</u>
Fund 248	DOWNTOWN DEVELOPMENT AUTHORITY				
001.200	POOLED CASH (HUNTINGTON BANK)	75,686.21	15,921.94	47,846.53	43,761.62
001.201	MI CLASS ACCOUNT	0.00	25,104.64	0.00	25,104.64
001.203	MAIN STREET OWOSSO / DDA CHECKING	22,888.19	206.30	12,546.99	10,547.50
001.204	HUNTINGTON LIQUIDITY PORTAL	0.00	0.00	0.00	0.00
	DOWNTOWN DEVELOPMENT AUTHORITY	<u>98,574.40</u>	<u>41,232.88</u>	<u>60,393.52</u>	<u>79,413.76</u>
Fund 249	BUILDING INSPECTION FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	201,200.77	23,626.06	20,886.74	203,940.09

Fund 259 OBRA-DIST#15 -ARMORY BUILDING

CASH SUMMARY BY ACCOUNT FOR CITY OF OWOSSO  
 FROM 12/01/2022 TO 12/31/2022  
 FUND: ALL FUNDS  
 CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 12/01/2022	Total Debits	Total Credits	Ending Balance 12/31/2022
001.200	POOLED CASH (HUNTINGTON BANK)	0.45	0.00	0.00	0.45
Fund 272	OBRA FUND-DISTRICT #17 CARGILL (PREV #8)				
001.200	POOLED CASH (HUNTINGTON BANK)	68.91	0.00	0.00	68.91
Fund 273	OBRA #9 ROBBINS LOFT				
001.200	POOLED CASH (HUNTINGTON BANK)	569.27	0.00	0.00	569.27
001.201	MI CLASS ACCOUNT	48,301.95	201.99	0.00	48,503.94
	OBRA #9 ROBBINS LOFT	48,871.22	201.99	0.00	49,073.21
Fund 276	OBRA FUND DISTRICT #16 - QDOBA				
001.200	POOLED CASH (HUNTINGTON BANK)	8,427.85	3.52	0.00	8,431.37
Fund 277	OBRA FUND DISTRICT #20 - J&H OIL				
001.200	POOLED CASH (HUNTINGTON BANK)	0.00	0.00	0.00	0.00
Fund 280	OBRA FUND-DISTRICT #21 - 152 E HOWARD ST				
001.200	POOLED CASH (HUNTINGTON BANK)	995.00	0.00	0.00	995.00
Fund 283	OBRA FUND-DISTRICT#3-TIAL				
001.200	POOLED CASH (HUNTINGTON BANK)	3,870.61	0.00	0.00	3,870.61
Fund 287	ARPA - AMERICAN RESCUE PLAN ACT				
001.200	POOLED CASH (HUNTINGTON BANK)	592.49	0.18	0.00	592.67
001.201	MI CLASS ACCOUNT	769,865.79	3,220.37	0.00	773,086.16
001.306	DORT FEDERAL CREDIT UNION ACCOUNTS	759,514.90	3,004.94	0.00	762,519.84
	ARPA - AMERICAN RESCUE PLAN ACT	1,529,973.18	6,225.49	0.00	1,536,198.67
Fund 297	HISTORICAL FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	48,271.01	2,595.93	48,284.96	2,581.98
001.202	HC CHECKING ACCOUNT	10,741.31	103.74	189.27	10,655.78
001.204	HUNTINGTON LIQUIDITY PORTAL	0.00	40,112.59	0.00	40,112.59
004.000	PETTY CASH	100.00	0.00	0.00	100.00
	HISTORICAL FUND	59,112.32	42,812.26	48,474.23	53,450.35
Fund 298	HISTORICAL SITES FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	0.15	0.00	0.15	0.00
Fund 301	GENERAL DEBT SERVICE (VOTED BONDS)				
001.200	POOLED CASH (HUNTINGTON BANK)	20,524.99	5,647.14	0.00	26,172.13
001.201	MI CLASS ACCOUNT	226,961.41	949.30	0.00	227,910.71
001.204	HUNTINGTON LIQUIDITY PORTAL	400,063.42	1,125.52	63.42	401,125.52
	GENERAL DEBT SERVICE (VOTED BONDS)	647,549.82	7,721.96	63.42	655,208.36
Fund 401	CAPITAL PROJECT FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	98,682.39	0.00	92,702.50	5,979.89
001.204	HUNTINGTON LIQUIDITY PORTAL	0.00	90,253.23	0.00	90,253.23
	CAPITAL PROJECT FUND	98,682.39	90,253.23	92,702.50	96,233.12
Fund 409	CAPITAL PROJECTS-STREET PROGRAM				
001.200	POOLED CASH (HUNTINGTON BANK)	0.00	1,328,003.56	1,328,003.56	0.00
002.204	SAVINGS - MICLASS	0.00	664,001.78	664,001.78	0.00
	CAPITAL PROJECTS-STREET PROGRAM	0.00	1,992,005.34	1,992,005.34	0.00
Fund 469	CAPITAL PROJECTS-BUILDING AUTHORITY				
001.200	POOLED CASH (HUNTINGTON BANK)	108.22	0.00	0.00	108.22
001.201	MI CLASS ACCOUNT	36,729.48	153.55	0.00	36,883.03

FROM 12/01/2022 TO 12/31/2022

FUND: ALL FUNDS

CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 12/01/2022	Total Debits	Total Credits	Ending Balance 12/31/2022
	CAPITAL PROJECTS-BUILDING AUTHORITY	36,837.70	153.55	0.00	36,991.25
Fund 494	CAPITAL PROJECTS FUND-DOWNTOWN				
001.200	POOLED CASH (HUNTINGTON BANK)	295.82	0.00	0.00	295.82
001.201	MI CLASS ACCOUNT	33,710.67	141.09	0.00	33,851.76
	CAPITAL PROJECTS FUND-DOWNTOWN	34,006.49	141.09	0.00	34,147.58
Fund 588	TRANSPORTATION FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	2,089.76	316.08	0.00	2,405.84
001.201	MI CLASS ACCOUNT	58,237.23	243.61	0.00	58,480.84
	TRANSPORTATION FUND	60,326.99	559.69	0.00	60,886.68
Fund 590	SEWER FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	863,276.63	44,596.81	393,314.86	514,558.58
001.201	MI CLASS ACCOUNT	403,695.42	1,688.61	0.00	405,384.03
001.204	HUNTINGTON LIQUIDITY PORTAL	250,039.64	201,266.26	39.64	451,266.26
001.300	FRANKENMUTH CREDIT UNION	250,000.00	622.14	0.00	250,622.14
001.306	DORT FEDERAL CREDIT UNION ACCOUNTS	509,118.44	2,014.24	0.00	511,132.68
004.000	PETTY CASH	200.00	0.00	0.00	200.00
	SEWER FUND	2,276,330.13	250,188.06	393,354.50	2,133,163.69
Fund 591	WATER FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	968,891.89	766,508.75	1,549,811.07	185,589.57
001.201	MI CLASS ACCOUNT	1,715,239.73	7,174.65	0.00	1,722,414.38
001.204	HUNTINGTON LIQUIDITY PORTAL	0.00	370,478.32	200,000.00	170,478.32
004.000	PETTY CASH	0.00	0.00	0.00	0.00
	WATER FUND	2,684,131.62	1,144,161.72	1,749,811.07	2,078,482.27
Fund 599	WASTEWATER FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	635,940.68	215,712.88	409,722.85	441,930.71
001.201	MI CLASS ACCOUNT	503,145.30	2,104.59	0.00	505,249.89
001.204	HUNTINGTON LIQUIDITY PORTAL	0.00	200,562.76	0.00	200,562.76
001.300	FRANKENMUTH CREDIT UNION ACCOUNTS	250,000.00	622.14	0.00	250,622.14
001.306	DORT FEDERAL CREDIT UNION ACCOUNTS	307,658.47	1,217.20	0.00	308,875.67
	WASTEWATER FUND	1,696,744.45	420,219.57	409,722.85	1,707,241.17
Fund 661	FLEET MAINTENANCE FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	615,613.46	41,019.78	292,058.14	364,575.10
001.201	MI CLASS ACCOUNT	605,291.67	2,531.86	0.00	607,823.53
001.204	HUNTINGTON LIQUIDITY PORTAL	250,039.64	251,406.90	39.64	501,406.90
001.300	FRANKENMUTH CREDIT UNION ACCOUNTS	1,003,072.56	2,496.35	0.00	1,005,568.91
	FLEET MAINTENANCE FUND	2,474,017.33	297,454.89	292,097.78	2,479,374.44
Fund 703	CURRENT TAX COLLECTION FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	49,238.23	2,997,861.16	1,526,983.24	1,520,116.15
001.201	MI CLASS ACCOUNT	440,000.00	735,000.00	0.00	1,175,000.00
001.204	HUNTINGTON LIQUIDITY PORTAL	0.00	0.00	0.00	0.00
	CURRENT TAX COLLECTION FUND	489,238.23	3,732,861.16	1,526,983.24	2,695,116.15
Fund 854	2009 SPECIAL ASSESSMENT				
001.200	POOLED CASH (HUNTINGTON BANK)	861.30	0.00	0.00	861.30
001.201	MI CLASS ACCOUNT	0.00	0.00	0.00	0.00
	2009 SPECIAL ASSESSMENT	861.30	0.00	0.00	861.30

CASH SUMMARY BY ACCOUNT FOR CITY OF OWOSSO  
 FROM 12/01/2022 TO 12/31/2022  
 FUND: ALL FUNDS  
 CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 12/01/2022	Total Debits	Total Credits	Ending Balance 12/31/2022
Fund 856	2011 SPECIAL ASSESSMENT				
001.200	POOLED CASH (HUNTINGTON BANK)	0.00	0.00	0.00	0.00
001.201	MI CLASS ACCOUNT	0.00	0.00	0.00	0.00
	2011 SPECIAL ASSESSMENT	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Fund 857	2012 SPECIAL ASSESSMENT				
001.200	POOLED CASH (HUNTINGTON BANK)	0.00	0.00	0.00	0.00
001.201	MI CLASS ACCOUNT	0.00	0.00	0.00	0.00
	2012 SPECIAL ASSESSMENT	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Fund 858	2013 SPECIAL ASSESSMENT				
001.200	POOLED CASH (HUNTINGTON BANK)	0.00	222.70	0.00	222.70
001.201	MI CLASS ACCOUNT	0.00	0.00	0.00	0.00
	2013 SPECIAL ASSESSMENT	<u>0.00</u>	<u>222.70</u>	<u>0.00</u>	<u>222.70</u>
Fund 864	2016 SPECIAL ASSESSMENT				
001.200	POOLED CASH (HUNTINGTON BANK)	0.00	850.11	0.00	850.11
001.201	MI CLASS ACCOUNT	0.00	0.00	0.00	0.00
	2016 SPECIAL ASSESSMENT	<u>0.00</u>	<u>850.11</u>	<u>0.00</u>	<u>850.11</u>
Fund 865	2017 SPECIAL ASSESSMENTS				
001.200	POOLED CASH (HUNTINGTON BANK)	627.91	1,551.96	0.00	2,179.87
Fund 866	2018 SPECIAL ASSESSMENTS				
001.200	POOLED CASH (HUNTINGTON BANK)	22,110.39	628.20	0.00	22,738.59
Fund 867	2019 SPECIAL ASSESSMENTS				
001.200	POOLED CASH (HUNTINGTON BANK)	4,011.80	4,293.73	0.00	8,305.53
Fund 868	2020 SPECIAL ASSESSMENTS				
001.200	POOLED CASH (HUNTINGTON BANK)	11,162.34	503.44	0.00	11,665.78
Fund 869	2021-20XX SPECIAL ASSESSMENTS				
001.200	POOLED CASH (HUNTINGTON BANK)	17,605.26	1,417.92	0.00	19,023.18
Fund 956	GASB 34 LONG TERM DEBT				
005.200	MMRMA CASH - RESTRICTED	242,389.53	0.00	0.00	242,389.53
	TOTAL - ALL FUNDS	<u>24,250,055.42</u>	<u>12,083,078.48</u>	<u>10,853,585.35</u>	<u>25,479,548.55</u>

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

**January 11, 2023, AT 7:30 A.M.**

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

**ROLL CALL:** Taken by Chairman Jon Moore.

**MEMBERS PRESENT:** Chairman Jon Moore, Commissioners: Josh Ardelean, Bill Gilbert, Emily Olson, Lance Omer, Melissa Wheeler.

**MEMBERS ABSENT:** Mayor Robert J. Teich, Jr., Commissioner Reyna.

**OTHERS PRESENT:** Nathan Henne, City Manager, Brad Barrett, Finance Director.

**AGENDA:**

**IT WAS MOVED BY COMMISSIONER GILBERT AND SUPPORTED BY COMMISSIONER ARDELEAN TO APPROVE THE AGENDA AS PRESENTED.**

**AYES: ALL. MOTION CARRIED.**

**MINUTES:**

**IT WAS MOVED BY COMMISSIONER ARDELEAN AND SUPPORTED BY COMMISSIONER GILBERT TO APPROVE THE MINUTES AS PRESENTED FOR THE REGULAR MEETING HELD DECEMBER 7, 2022.**

**AYES: ALL. MOTION CARRIED.**

**PUBLIC COMMENTS:** No public comments.

Appreciation was extended to City Manager Henne for stepping in during the interim period as the DDA seeks out a new Director. One application has been received and the search has been expanded. The link needs to be updated for the website posting. Appreciation was also extended to Sue Osika for her service to the DDA Board.

**ITEMS OF BUSINESS:**

- 1. CHECK REGISTER DECEMBER 2022:** GLOW Owosso expenses and the New Year's Eve Block Party.

**MOTION BY COMMISSIONER WHEELER, SUPPORTED BY COMMISSIONER ARDELEAN TO APPROVE THE CHECK REGISTER AS PRESENTED FOR DECEMBER 2022.**

**AYES: ALL. MOTION CARRIED.**

- 2. AUDIT PRESENTATION & APPROVAL.** Outlined by Brad Barrett, City Finance Director, for fiscal year ending June 30, 2022. This will be the last separate DDA audit that will occur as it will be combined with the City's audit. The actual TIF capture will be reflected in the Financial Statements going forward. The audit will now reflect the State report. A processing fee will be charged for Revolving Loans which will become revenue to the DDA.

**MOTION BY COMMISSIONER GILBERT, SUPPORTED BY COMMISSIONER ARDELEAN TO APPROVE THE AUDIT AS PRESENTED FOR FISCAL YEAR ENDING JUNE 30, 2022.**

**AYES: ALL. MOTION CARRIED.**

3. **BUDGET REPORT:** A request was made for additional line items and some have been added. The Finance Director explained the purchase order process.
4. **WEBSITE:** Discussion regarding whether or not the website has an expiration date. Updates need to be made in a more timely manner than what is available at this time.

Appreciation was given to Nick Bruckman, Americorps Member, for his work on keeping the DDA's social media updated.

#### **COMMITTEE UPDATES:**

1. **Design:** Soil Boring for the chairman lights is complete and the reports are being compiled. Farmers Garden will be doing petunias for the downtown baskets this year. Peterson Landscaping will be watering again this year. Chairman Moore suggested communication between made about the long term plans for the flower baskets. Commissioner Wheeler will reach out to Nick Bruckman to have it posted.
2. **Promotion:** New Years Eve Ball Drop was a success and netted a profit. Discussion about raising ticket prices for the Chocolate Walk.
3. **Organization:** There is no committee chair at this time.
4. **Economic Vitality:** The two Match on Main grants are going well. They will wrap up Aviator Jayne's grant first and then they will work on Taphouse. The Vibrancy Grant has components that have not been completed yet and Main Street will be contacted for guidance regarding the Rotating Retail and the Incubator Kitchen. Operation Brown Bag is a program that was proposed with the idea to create exposure for food service businesses that do not offer a delivery program.

#### **BOARD CONTINUING EDUCATION/INFORMATION:**

2023 Board Retreat will be held January 11, 2023 from 6:00pm – 9:00pm in Old Town, Lansing-CANCELLED.

National Main Street Conference will be held March 27-29, 2023 in Boston, Massachusetts. Dollars have not been allocated for attendance at this conference.

**DIRECTOR UPDATES:** The posting is up with a January 23, 2023 deadline. The Board will be involved in the interview process. It was suggested that the City Manager, Board Chair and Commissioner Olson be the application review committee. It will be posted to a Main Street website, if available.

**PUBLIC COMMENTS:** None.

**BOARD COMMENTS:** Chairman Moore noted Brianna Marrah resigned from the Board. There is one seat remaining to fill who is required to be a Downtown resident. An advertisement may be an option.

Finance Director Barrett indicated 1098s were mailed as were the coupon books for the RLF loans. The Liquidity Portal is an investment option through Huntington Bank that bears a higher interest rate and may be used for DDA funds.

Chairman Moore indicated a finance committee meeting will be scheduled as budget amendments need to be completed.

#### **ADJOURNMENT:**

**IT WAS MOVED BY COMMISSIONER GILBERT AND SUPPORTED BY COMMISSIONER OMER TO ADJOURN AT 8:59 A.M. AYES: ALL. MOTION CARRIED.**

**NEXT MEETING FEBRUARY 1, 2023.**



**OWOSSO HISTORICAL COMMISSION**

THE CURWOOD COLLECTION

**Special Meeting of the Owosso Historical Commission**

**Minutes of January 13, 2023 – 5:00 P.M. at Owosso City Hall**

PRESIDING OFFICER: Vice Chair Deb Adams  
MEMBERS PRESENT: Commissioners Elaine Greenway, Susan Osika, Lance Little,  
MEMBERS ABSENT: Chair Mark Erickson  
OTHERS PRESENT: Amy Fuller, Assistant City Manager

VICE CHAIR ADAMS CALLED THE MEETING TO ORDER AT 5:02 P.M.

**APPROVE MINUTES – December 12, 2022**

Motion by Commissioner Little to approve minutes as presented, supported by Commissioner Greenway.

Passed by voice vote.

**APPROVE AGENDA – January 12, 2023**

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

Passed by voice vote.

**ITEMS OF BUSINESS**

**Gould House Landscaping Grant:**

Amy Fuller summarized the grant application which Jayne Brown has volunteered to submit on behalf of the Commission for \$4,000 in landscaping at the Gould House.

Motion by Commissioner Osika to approve the grant application. Supported by Commissioner Little. Passed by voice vote.

**PUBLIC/COMMISSIONER COMMENT PERIOD**

Commissioner Little mentioned that the fence removal at the Gould House looks good.

There was discussion about adding the Home Tour to the February meeting agenda.

**ADJOURNMENT**

Commissioner Little moved to adjourn the meeting at 5:31 p.m. Commissioner Greenway supported. Passed by voice vote.

Respectfully submitted by:

Amy Fuller, Assistant City Manager



MINUTES FOR REGULAR MEETING  
**OWOSSO HISTORIC DISTRICT COMMISSION**  
Wednesday, January 18, 2023 at 6:00 p.m.  
Virginia Teich Council Chambers

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

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

**PRESENT:** Commissioner Gallinger, Secretary Philip Hathaway, Commissioner Lance Omer, Commissioner Matthew Van Epps and Chairman Steve Teich.

**ABSENT:** None.

**OTHERS IN ATTENDANCE:** Robert J. Teich, Jr., Owosso City Mayor, Nathan Henne, Owosso City Manager.

**AGENDA APPROVAL:** January 18, 2023.

Proposed amendment to agenda by Commissioner Van Epps to correct dates for agenda approval and minutes approval.

**MOTION FOR APPROVAL AS AMENDED BY COMMISSIONER VAN EPPS. MOTION WAS SECONDED BY SECRETARY HATHAWAY.**

**AYES ALL. MOTION CARRIED.**

**MINUTES APPROVAL:** SEPTEMBER 21, 2022.

Minutes amended to remove Steve Teich as absent from that meeting.

**MOTION FOR APPROVAL AS AMENDED BY SECRETARY HATHAWAY. MOTION WAS SECONDED BY COMMISSIONER VAN EPPS.**

**AYES ALL. MOTION CARRIED.**

**COMMUNICATIONS:** None.

**PUBLIC/COMMISSIONER COMMENTS:** Chairman Teich indicated comments are being made on Facebook expressing concern over the status of the Fifth Third Building. City Manager Henne detailed that the owners have a grant and have been working as much as they are allowed per their grant parameters. Commissioner Van Epps reminded everyone that the facade material was removed without the permission of the HDC or the City. It is being requested the plans for the exterior renovations be submitted to HDC for approval once the Building permit has been submitted. There is an open enforcement monitoring the status of the safety of the materials left on the building.

**COMMITTEE REPORTS:** None.

**PUBLIC HEARINGS:** None.

**ITEMS OF BUSINESS:**

- 1) SHPO-American Legion

**MOTION FOR APPROVAL TO ISSUE A LETTER OF SUPPORT FOR THE AMERICAN LEGION AS PRESENTED BY SECRETARY HATHAWAY. MOTION WAS SECONDED BY COMMISSIONER VAN EPPS.**

**AYES ALL. MOTION CARRIED.**

2) Annual HDC Report to Michigan State Historic Preservation Office (SHPO)

**MOTION BY COMMISSIONER VAN EPPS TO APPROVE SUBMISSION OF THE ANNUAL HISTORIC DISTRICT COMMISSION REPORT TO SHPO AS PRESENTED. MOTION WAS SECONDED BY SECRETARY HATHAWAY.**

**ALL AYES. MOTION CARRIED.**

It was asked which downtown building is the most fragile and agreed it is the Aviator Jayne building façade on Main Street. Goals for 2023 were discussed. It was asked that both the City Manager and future DDA Director would be involved with HDC. It was suggested the rental rehabilitation grants pivot to a focus on façade grants. It was noted there are currently two vacancies on the Board. An architect needs to be included when recruiting potential members.

It is requested that representatives for the Aviator Jayne façade be present at the next meeting to give an update on the status of the project.

A cover letter and pamphlet will be sent to building owners in the Historic District.

HDC discussed extending their boundary to include Curwood Castle and Comstock Cabin.

Goals for 2023 include: Involving the future DDA Director in Historic District Commission meetings, fill vacancies in the HDC board, have a commission training session with SHPO, find an architect to be a commission member or consultant, establish better communications with the building owners (especially those that are in disrepair), implement a façade preservation plan, apply for a grant. These goals will be communicated to SHPO.

**PUBLIC COMMENTS:** Robert J. Teich, Jr. asked for clarification on the plan for façade preservation plan grants.

**BOARD COMMENTS:** None.

**NEXT MEETING:** February 15, 2023.

**ADJOURNMENT:**

**MOTION BY SECRETARY HATHAWAY. SECONDED BY COMMISSIONER OMER TO ADJOURN AT 7:24 P.M.**

**ALL AYES. MOTION CARRIED.**

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Philip Hathaway, Secretary

**PARKS AND RECREATION COMMISSION  
REGULAR MEETING**

Draft Minutes of Wednesday, January 25, 2023

7:00 p.m.

City Hall

- CALL TO ORDER:** Commissioner Workman called the meeting to order at 7:02 p.m.
- PLEDGE OF ALLEGIANCE:** Was recited
- ROLL CALL:** Was taken by Amy Fuller
- MEMBERS PRESENT:* Chairman Workman, Vice-Chair Selbig (7:11), Maginity, Smith (7:11), Bila, and Rodman
- MEMBERS ABSENT:* Commissioner Horton
- OTHERS PRESENT:* Assistant City Manager, Amy Fuller, City Manager, Nathan Henne, and Mayor Teich.
- APPROVAL OF AGENDA:** COMMISSIONER RODMAN MADE A MOTION TO APPROVE THE AGENDA FOR JANUARY 25, 2023. MOTION SUPPORTED BY COMMISSIONER MAGINITY. AYES ALL, MOTION CARRIED.
- APPROVAL OF MINUTES:** COMMISSIONER MAGINITY MADE A MOTION TO APPROVE THE MINUTES FOR DECEMBER 22, 2022 WITHOUT CHANGES. MOTION SUPPORTED BY COMMISSIONER BILA. AYES ALL, MOTION CARRIED.
- PUBLIC COMMENTS:** None.
- COMMUNICATIONS:** Amy Fuller shared that the evening Kiwanis is having a chili and sandwich lunch on February 18, 2023, 11:30 am – 2:00 pm at the Shiawassee Council on Aging, 300 N. Washington Street, Owosso. Tickets are \$8/adults and \$5/kids 12 and under. This event is a fundraiser for Owosso and Corunna Parks.
- ITEM OF BUSINESS:**
- Parks Millage: A future parks millage was discussed. City Manager, Nathan Henne explained how the millage process worked, how the funds could potentially be used and a timeline for requesting a millage.
- Pavilion Rental Fees: the current fees charged for pavilion rentals were reviewed.
- Grant Opportunity: Amy Fuller shared an AARP grant opportunity. The Commission discussed two projects to possibly apply for, improvements to the pickleball courts and a fitness course at Harmon Patridge Park. Commissioner Maginity suggested fencing, benches or picnic tables, and possibly sidewalk improvements at the pickleball courts. Commissioner Selbig said he would work on design suggestions for a future fitness course. **COMMISSIONER SELBIG MADE A MOTION TO APPLY FOR THE AARP GRANT FOR IMPROVEMENTS TO THE PICKLEBALL COURTS. MOTION SUPPORTED BY COMMISSIONER MAGINITY. AYES ALL, MOTION CARRIED.**
- Next Meeting:** February 22, 2022, at 7:00 PM at City Hall.
- PUBLIC/COMMISSIONERS COMMENTS:**

**ADJOURNMENT:** COMMISSIONER SELBIG MADE A MOTION TO ADJOURN AT 7:40 P.M. MOTION SUPPORTED BY COMMISSIONER MAGINITY. AYES ALL, MOTION CARRIED.

Respectfully submitted by:  
Amy Fuller, Assistant City Manager

**MINUTES**  
**REGULAR MEETING OF THE OWOSSO PLANNING COMMISSION**  
**Monday, January 23, 2023 – 6:30 P.M.**

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

**PLEDGE OF ALLEGIANCE:** Recited

**ROLL CALL:** Tanya Buckelew

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

**MEMBERS ABSENT:** Commissioners Jenkins, Law and Robertson

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

**APPROVAL OF AGENDA:**  
**MOTION BY VICE-CHAIR LIVINGSTON, SUPPORTED BY SECRETARY FEAR TO APPROVE THE AGENDA FOR January 23, 2023.**

**YEAS ALL. MOTION CARRIED.**

**APPROVAL OF MINUTES:**  
**MOTION BY VICE-CHAIR LIVINGSTON SUPPORTED BY COMMISSIONER MARTIN TO APPROVE THE MINUTES FOR THE November 28, 2022 MEETING.**

**YEAS ALL. MOTION CARRIED.**

**ITEMS OF BUSINESS:**

**1. Planning Commission Annual Report for 2022**

Discussion held on the contents of the report.

**MOTION BY VICE-CHAIR LIVINGSTON SUPPORTED BY COMMISSIONER TAYLOR TO APPROVE THE 2022 PLANNING COMMISSION ANNUAL REPORT AND REFER TO CITY COUNCIL FOR REVIEW AND APPROVAL.**

**YEAS ALL. MOTION CARRIED.**

**2. Zoning Ordinance Full Re-Write Review and Discussion**

Various chapters have been presented to the Planning Commission for review and discussion including the following -

Article I.	Title, Purpose and Authority
Article II.	General Provisions
Article XII.	Planned Unit Development, PUD Overlay
Article XVI.	Rezoning, Zoning and Master Plan Amendment Review

- Article XVII. Nonconforming Uses, Structures and Lots
- Article XVIII. Condominium Development Standards
- Articles XIX. Off Street Parking and Loading Standards
- Article XX. Access Management and Driveway Standards
- Articles XXI. Landscape Standards and Tree Replacement
- Article XXII. Lighting Standards
- Article XXIII. Administration and Enforcement
- Articles XXIV. Zoning Board of Appeals (ZBA)

The next step in the process is the use districts for residential, business, office and the new corridor district.

The plan is to hold a Public Hearing in April/May with the Planning Commission and to Council in June for a Public Hearing, then adoption, unless changes are recommended.

Discussion held regarding the parking and requiring paved lots and curb/gutters. Will refer to City Engineer for further review.

Discussion regarding the percentage of floor area in regards to the number of parking spots required. Justin will run a test of 70% vs. 85% and bring the results back to the February meeting.

Final chapters for review will be Site Development, Special Land Use and Site Plan Review.

Discussion regarding the new chapter for Condos and private roads or public streets. Will refer to City Engineer for further review.

Common Elements – General Common or Limited Common based on the Condo Act. Will review further.

**COMMISSIONER/CITIZEN COMMENTS:**

None

**ADJOURNMENT:**

**MOTION BY COMMISSIONER TAYLOR SUPPORTED BY VICE-CHAIR LIVINGSTON TO ADJOURN AT 7:10 PM UNTIL THE NEXT MEETING ON FEBRUARY 27, 2023.**

**YEAS ALL, MOTION CARRIED**

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**Janae Fear, Secretary**