

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
TUESDAY, FEBRUARY 21, 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 FEBRUARY 6, 2023:

ADDRESSING THE CITY COUNCIL

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

PROCLAMATIONS / SPECIAL PRESENTATIONS

None.

PUBLIC HEARINGS

None.

CITIZEN COMMENTS AND QUESTIONS

CONSENT AGENDA

1. First Reading & Set Public Hearing – Special Assessment Ordinance Amendment. Conduct first reading and set a public hearing for Monday, March 6, 2023 to receive citizen comment regarding the proposed amendment to Chapter 28, Special Assessments, Section 28-15, *Partial Payments*, of the Code of Ordinances reducing the interest rate on unpaid balances from six percent to three percent per annum.
2. Set Public Hearing – USDA Loan Application. Set a Public Hearing pursuant to USDA Loan guidelines for Monday, March 6, 2023 at 7:30 p.m. in the City Hall Council Chambers to receive citizen comment regarding the proposed application for a USDA Rural Development Community

Facilities and Equipment Loan to finance the purchase of a fire truck necessary for the operation of the Fire Department.

Master Plan Implementation Goals: 3.2

3. Set Public Hearing – Correction of Special Assessment Roll - District No. 2023-04. Consider setting a public hearing for Monday, March 6, 2023 at 7:30 p.m. to receive citizen comment regarding the authorization of a correction to the roll for Special Assessment District No. 2023-04 Center Street, from King Street to North Street, for street resurfacing.

Master Plan Implementation Goals: 3.10

4. Recreation Service Agreement – Baseball & Softball Tournaments. Approve proposed Recreation Services Agreement with Ihm Enterprises, LLC for use of Rudy DeMuth Field and Bennet Field for baseball and softball tournaments for a period expiring December 31, 2023.

Master Plan Implementation Goals: 1.17

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

Name	Board/Commission	Term Expires
William J. Byrne	Downtown Historic District Commission filling unexpired term of Gary Wilson	06-30-2024

6. Change Order No. 1 – Police Body Cameras. Approve sole source purchase from Axon Enterprise, Inc. for the purchase of 2 additional Body Worn cameras in the amount of \$2,994.48 and authorize payment to the vendor over the four years remaining in the contract, increasing the total to \$111,908.41.
7. Bid Award - Chip Seal. Approve bid award to Highway Maintenance and Construction Company for the 2023 Chip Seal Program in the amount of \$95,982.00, plus a contingency of \$4,000.00 to be used upon written permission, and further approve payment to the contractor up to the contract amount plus the contingency.

ITEMS OF BUSINESS

1. Permanent Easement Acceptance. Consider acceptance of a permanent easement from Rhonda Ihm for construction and maintenance of raw water main through property located at 739 North Hintz Road in exchange for the sum of \$20,000.00.
Master Plan Implementation Goals: 1.5, 3.4
2. Proposed Property Sale – Twenty-One Day Posting. Authorize twenty-one (21) day posting period for the proposed sale of a 6.5' x 8' strip of city-owned property at the southwest corner of Gould Street and M-71 by MDOT in the amount of \$1,300.00 to allow the installation of a pedestrian crossing indicator.
3. Special Events Traffic Control Order Policy Update. Consider updates to the Rules and Regulations for the Issuance of Certain Traffic Control Orders instituting new deadlines, fees, and requirements for removing rubbish post-event.
4. Fee Schedule Amendment. Consider additions to the Fee Schedule to include fees for Traffic Control Orders issued for special events, effective immediately.
5. Investment Policy Amendments. Consider approval of amendments to the Investment Policy.

COMMUNICATIONS

1. Brad Barrett, Finance Director. Huntington Bank Liquidity Portal Investments.
2. Tanya S. Buckelew, Planning & Building Director. January 2023 Building Department Report.
3. Tanya S. Buckelew, Planning & Building Director. January 2023 Code Violations Report.
4. Tanya S. Buckelew, Planning & Building Director. January 2023 Inspections Report.
5. Tanya S. Buckelew, Planning & Building Director. January 2023 Certificates Issued Report.
6. Kevin D. Lenkart, Public Safety Director. January 2023 Fire Report.
7. Kevin D. Lenkart, Public Safety Director. January 2023 Police Report.
8. Downtown Development Authority/Main Street. Minutes of February 1, 2023.

CITIZEN COMMENTS AND QUESTIONS

NEXT MEETING

Monday, March 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, 2024
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. The City of Owosso Website address is www.ci.owosso.mi.us.

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

The Owosso City Council will conduct an in-person meeting on February 21, 2023. Citizens may view and listen to the meeting using the following link and phone numbers.

**OWOSSO CITY COUNCIL
Tuesday, February 21, 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/83857096914?pwd=VThheVg0Ui9kWUZaeG1oUUdPVTBUdz09>
- **Meeting ID: 838 5709 6914**
- **Password: 629832**
- **One tap mobile**

+13017158592,,83857096914#,,,,*629832# US (Washington DC)

+13052241968,,83857096914#,,,,*629832# 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 21, 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. Contact information for individual Council members can be found on the City website at: <http://www.ci.owosso.mi.us/Government/City-Council>

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

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MINUTES OF FEBRUARY 6, 2023
7:30 P.M.
VIRGINIA TEICH CITY COUNCIL CHAMBERS**

PRESIDING OFFICER: MAYOR ROBERT J. TEICH, JR.

OPENING PRAYER: PASTOR GARY BEAL
CHURCH OF JUBILEE

PLEDGE OF ALLEGIANCE: NICK BRUCKMAN, DDA/AMERICORPS MEMBER

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

ABSENT: Councilmember Emily S. Olson.

APPROVE AGENDA

Motion by Mayor Pro-Tem Osika to move Consent Agenda 10. Warrant No. 626, to Item of Business 2 and approve the agenda with indicated change.

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

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

Motion by Councilmember Pidek to approve the Minutes of the Regular Meeting of January 17, 2023 as presented.

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

PROCLAMATIONS / SPECIAL PRESENTATIONS

Curwood Festival Donation

Curwood Festival Executive Board Treasurer Kammi Smith, along with volunteer Denice Grace, Director Josh Haley, Curwood Princess Hailey Zayas and Junior Queen Attendant Ila Ordway presented a \$1,000 donation from the Curwood Festival for the maintenance of Curwood Castle on the occasion of its 100th anniversary.

Eddie Urban presented four plaques for patriotism to the representatives of Curwood Festival.

PUBLIC HEARINGS

Proposed Special Assessment District No. 2023-102 – Hazards and Nuisances

A public hearing was conducted to receive citizen comment regarding proposed Special Assessment District No. 2023-102, Hazards and Nuisances, as it relates to the 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.

There were no citizen comments received prior to, or during the meeting.

Motion by Councilmember Pidek to approve the following resolution:

RESOLUTION NO. 14-2023

**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:

PARCEL	PARCEL #	SERVICE ADDRESS	TYPE	AMOUNT
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
			TOTAL	\$22,640.55

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.

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

ABSENT: Councilmember Olson.

Special Assessment District No. 2023-01 – North Street, from Shiawassee to Hickory

City Manager Nathan R. Henne gave a brief presentation regarding the current condition of this section of North Street, the work proposed, how the assessments were determined, and how the project will be financed. The map indicated there are several properties located in Owosso Charter Township and they have voluntarily agreed to pay their portion.

A public hearing was conducted 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. The following people commented in regard to the proposed special assessment roll:

Lindsay Felver, 201 W. North Street, (via email) objected to the proposed assessment, saying the condition of the street and waterlines were due to the City’s neglect and it was unfair to charge the residents of the street for the cost of the improvements.

Mathew Jones, 600 Clark Avenue, (via phone) objected to the proposed assessment, saying he is concerned with the amount of street assessments he is facing. He was assessed for Clark Avenue in 2020, and now he is looking at additional assessments for Lee Street and North Street (rental property), estimating the total will come to around \$18,000.00. (Clerk’s Note: The actual total comes to approximately \$14,500.00.)

Tom Manke, 2910 West M-21, indicated he had called twenty municipalities in central Michigan and no other community uses the special assessment process to assist in funding street maintenance. He said he felt the practice was wrong and needed to be reassessed.

Motion by Councilmember Pidek to approve the following resolution:

RESOLUTION NO. 15-2023
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.

Motion supported by Councilmember Fear.

Roll Call Vote.

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

NAYS: None.

ABSENT: Councilmember Olson.

Special Assessment District No. 2023-03 – Lee Street, from Clark to Ada

City Manager Henne gave a brief presentation regarding the current condition of this section of Lee Street, noting that the project was being implemented as the result of a petition. He went on to detail the work proposed and how the assessments were determined.

A public hearing was conducted to receive citizen comment regarding the authorization of Resolution No. 5 for Special Assessment District No. 2023-03 for Lee Street from Clark Avenue to Ada Street for street resurfacing.

The following people commented in regard to the proposed special assessment roll:

Mathew Jones, 600 Clark Avenue, (via phone) objected to the proposed assessment, saying he is concerned with the amount of street assessments he is facing. He was assessed for Clark Avenue in 2020, and now he is looking at additional assessments for Lee Street and North Street (rental property), estimating the total will come to around \$18,000.00. (Clerk's Note: The actual total comes to approximately \$14,500.00.)

Inita Jones, 600 Clark Avenue, (via email) objected to the proposed assessment, saying that inflation is out of control and the City should hold off on the project until the economic situation returns to normal. She also objected to the way the cost of the project was allotted to property owners. She felt those with driveways on Lee Street should pay more.

Patrick Morris, 601 Ada Street, said that while he agrees the street is in rough shape about 50% of property owners on the street do not want the street repaved. He felt the condition of the street was

exacerbated by the Clark Avenue project driving up the cost and the parking situation generated by nearby Central School was unacceptable. He said Lee Street should not be repaved until parking on the street is prohibited. Lastly, he asked if the City had received any stimulus money and whether the Schools were sharing in the cost of the project.

Regina Morris, 601 Ada Street, said in the short time she has lived at her home there have always been cars parked along the side of the street. She said she sometimes has trouble getting in and out of her driveway and the entire parking situation surrounding Central School is dangerous. She felt that assessing homeowners, with interest, for the cost of a street project is wrong.

Tom Kurtz, 721 Lee Street, said he has lived on Lee Street for 12 years and he thanked the City for considering the project. He agreed with the previous speakers that parking near Central School is a mess and that the 2020 Clark Avenue repaving project did more damage to the already deteriorating condition of Lee Street, but he was a petitioner and continues to support getting the street done.

City Manager Henne responded to the question regarding stimulus money, indicating the City did receive ARPA funds, the community was asked how it should be spent, and all of the funds have been allocated. He noted that Council could change their mind on the allocation, but he would need to know as soon as possible because projects are about to start. He went on to say that the City does seek grant funding for street projects where it's available, but grant funding has been limited to major street projects which Lee Street wouldn't qualify for. The City does the best it can with the money it receives from Act 51, but we only get enough to spend \$25,000 per mile of street annually. Unfortunately, with the cost of street reconstruction running over \$1,000,000 per mile, the City is being forced to manage a decline in the overall condition of its street system unless the state legislature makes changes to the funding mechanism.

Councilmember Pidek noted that the PASER ratings for Lee Street were already really low, even prior to the Clark Avenue project.

City Manager Henne indicated that the high cost for this project was due in large part to the fact that engineers had determined that the base of the street was not stable enough to simply resurface.

Motion by Councilmember Fear to approve the following resolution:

RESOLUTION NO. 16-2023
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.

Motion supported by Councilmember Pidek.

Roll Call Vote.

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

NAYS: None.

ABSENT: Councilmember Olson.

CITIZEN COMMENTS AND QUESTIONS

Donna Hitz, owner of Penguin Resale, detailed a recent scary interaction she had with a man that slipped in her store just minutes before closing time with the intent of robbing her. While she was able to chase him off the incident left her very shaken. She said she was present this evening to recognize Nick Bruckman, the DDA's Americorp member, for stopping by her store each night at closing time for a week after the incident in an effort to help her feel safe. She thanked him and said his efforts were much appreciated.

Tom Manke, 2910 W. M-21, took issue with the City's recent efforts to remove people trespassing in City parks and vacant properties after dark, saying they were effectively kicking out the City's homeless population and accusing the City of endangering the health, safety and rights of homeless individuals.

CONSENT AGENDA

Motion by Mayor Pro-Tem Osika to approve the Consent Agenda as follows:

***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 as follows:

RESOLUTION NO. 17-2023

**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 6th, 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.

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

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 as follows:

RESOLUTION NO. 18-2023

**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.

Master Plan Implementation Goals: 3.4, 3.7, 3.8, 6.6

***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 as follows:

RESOLUTION NO. 19-2023

**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.

Master Plan Implementation Goals: 3.4

***Tentative Bid Award – 2023 Water Main Replacement Project.** Approve tentative bid award to The Glaeser 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 as follows:

RESOLUTION NO. 20-2023

**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.

Master Plan Implementation Goals: 3.4, 3.7, 3.8, 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 as follows:

RESOLUTION NO. 21-2023

**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.

Master Plan Implementation Goals: 3.4, 3.7, 3.8, 3.10, 6.6

***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 as follows:

RESOLUTION NO. 22-2023
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.

Master Plan Implementation Goals: 3.4

***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 as follows:

RESOLUTION NO. 23-2023

**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.

Master Plan Implementation Goals: 1.5, 3.4

***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 as follows:

RESOLUTION NO. 24-2023

**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.

Warrant No. 626. (This item was moved to Items of Business.)

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

Motion supported by Councilmember Law.

Roll Call Vote.

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

NAYS: None.

ABSENT: Councilmember Olson.

ITEMS OF BUSINESS

OMS/DDA Bylaws Update

City Manager Henne indicated that the Board has requested the elimination of membership for ex-officio members as the Board has a full complement of its nine members.

Motion by Mayor Pro-Tem Osika to approve the proposed amendment to the Downtown Development Authority/Owosso Main Street bylaws as follows:

RESOLUTION NO. 25-2023

**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.

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.

Motion supported by Councilmember Pidek.

Roll Call Vote.

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

NAYS: None.

ABSENT: Councilmember Olson.

Warrant No. 626 (This item was moved from the Consent Agenda.)

Councilmember Pidek said that he asked that this item be pulled from the Consent Agenda due to the fact that one of the checks that staff is seeking authorization for is for Aviator Jayne, presenting him with a conflict of interest. He explained that the grant funds in question were used to expand the business and renovate an adjacent 5,000 square foot store front. His wife owns Aviator Jayne and as such he is requesting to recuse himself from the vote on this item.

Motion by Mayor Pro-Tem Osika, and supported by Councilmember Law, to allow Councilmember Pidek to recuse himself from the vote for Warrant No. 626.

Roll Call Vote.

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

NAYS: None.

ABSENT: Councilmember Olson.

Councilmember Pidek left the room to allow Council to discuss and vote on the item in question.

Motion by Councilmember Law to authorize Warrant No. 626 as follows:

Vendor	Description	Fund	Amount
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

Motion supported by Councilmember Fear.

Roll Call Vote.

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

NAYS: None.

RECUSE: Councilmember Pidek.

ABSENT: Councilmember Olson.

Councilmember Pidek returned to the room.

COMMUNICATIONS

Tanya S. Buckelew, Planning & Building Director. Annual Liquor License Inspections.

Tanya S. Buckelew, Planning & Building Director. 2022 Planning Commission Annual Report.

Brad A. Barrett, Finance Director. Financial Report – December 2022.

Downtown Development Authority/Main Street. Minutes of January 11, 2023.

Owosso Historical Commission. Minutes of January 12, 2023.

Owosso Historic District Commission. Minutes of January 18, 2023.

Planning Commission. Minutes of January 23, 2023.

Parks & Recreation Commission. Minutes of January 25, 2023.

CITIZEN COMMENTS AND QUESTIONS

Pastor Gary Beal, Church of Jubilee, asked the Council to investigate the idea of having homeowners pay more in property taxes over time instead of specially assessing for street work. He also asked that they look into what they can do to assist local homeless people.

Mayor Teich asked City Manager Henne to explain why the City specially assesses for street work. Mr. Henne indicated that the City’s property tax income is capped by a Charter provision that prohibits a millage rate over 15 mills. In addition, the City’s property tax revenues are further reduced by rollbacks in the millage rate required by the Headlee Amendment. As a result, the City is left without adequate funding for street maintenance and without the capability of charging higher taxes to cover those expenses.

Mayor Pro-Tem Osika reminded everyone of the Chocolate Walk downtown on February 24th. Tickets are available online and are going fast.

Mayor Teich invited everyone to attend the chili lunch the Kiwanis Club is hosting February 18th from 11:30am-2:00pm at the senior center. All proceeds will go toward playground equipment in Owosso and Corunna. Interested parties can contact him for tickets.

Kammi Smith, Curwood Festival Treasurer, challenged Councilmembers to volunteer during the Curwood Festival. She said the organization is really hurting for volunteers and encouraged everyone to step up.

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, 2024
- Zoning Board of Appeals – Alternate – term expires June 30, 2024
- Zoning Board of Appeals – Alternate – term expires June 30, 2025

ADJOURNMENT

Motion by Mayor Pro-Tem Osika for adjournment at 8:24 p.m.

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

Robert J. Teich, Jr., Mayor

Amy K. Kirkland, City Clerk

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



MEMORANDUM

DATE: February 14, 2023

TO: Owosso City Council

FROM: Brad Barrett, Finance Director

SUBJECT: Ordinance Amendment – Reducing Special Assessment Interest Rate

RECOMMENDATION:

Complete a first reading and schedule a public hearing for March 6, 2023 for the purpose of amending Section 28-15, Partial payments, of Chapter 28 of the Code of Ordinances of the City of Owosso to reduce the interest rate charged on unpaid balances.

BACKGROUND:

Chapter 28 Special Assessments, Section 28-15 Partial payments of the City of Owosso Code of Ordinances has not been revised since August 17, 2009. The ordinance states an interest rate of six (6) percent per annum (year) shall be charged for special assessment funded projects that do not use and or require bonds.

The interest rate of six (6) percent is high compared to interest rates the City of Owosso has access to through other government financing programs. At the time of this memo, the city has access to, however not guaranteed, funding at 1.87% (20 year loan) or 2.125% (30 year loan) from the Department of Environment, Great Lakes and Energy (EGLE) Drinking/Clean Water State Revolving Funds and 3.75% (market rate) from USDA Community Facilities Direct Loan Program.

A special assessment installment interest rate at three (3) percent would be somewhat in the middle of financing rates available to the city and provide relief to residents. An ordinance amendment would be required to implement this change.

Document originated by:

Attachments: (1) Resolution

RESOLUTION NO.

**AUTHORIZING FIRST READING & SETTING A PUBLIC HEARING FOR
THE PROPOSED AMENDMENT TO CHAPTER 28, SPECIAL ASSESSMENTS,
SECTION 25-15, PARTIAL PAYMENTS, OF THE CODE OF ORDINANCES
TO REDUCE THE INTEREST RATE ON UNPAID BALANCES**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, utilizes the special assessment process to attach charges to individual properties for a portion of the cost of street maintenance and for the cost of remediating hazards and nuisances on said property; and

WHEREAS, the City Council, at its discretion, may provide for the payment of special assessments in annual installments over a period of years, with interest charged on the unpaid balance; and

WHEREAS, the City would like to reduce this interest rate to provide a bit of financial relief to its citizens during this time of high inflation; and

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

NOW, THEREFORE, BE IT RESOLVED, THAT THE CITY OF OWOSSO, SHIAWASSEE COUNTY, MICHIGAN ORDAINS THAT:

SECTION 1. AMENDMENT. That Sec. 28-15, *Partial Payments*, of Chapter 28, Special Assessments, of the Code of Ordinances of the City of Owosso, Michigan, is hereby amended to read as follows:

CHAPTER 28. —SPECIAL ASSESSMENTS

Sec. 28-15. — Partial payments.

The council may provide for the payment of special assessments in annual installments. Such annual installments shall not exceed twenty (20) in number. The first and subsequent installments of a special assessment roll shall be due upon such dates as the council shall fix in the resolution confirming the special assessment. The installments of the special assessment rolls shall bear interest at the rate of ~~six (6)~~ **three (3)** percent per annum; provided, however, if the bonds are issued in anticipation of the special assessments, then such unpaid special assessment shall bear interest at a rate of interest equal to one (1) percent above the average rate of interest borne by the bonds. Such interest shall commence on the date of the first installment and shall be paid annually on each installment due date. The full amount of all or any deferred installments, with interest accrued thereon to the date of payment, may be paid in advance of the due dates thereof. Deferred installments shall be collected without penalty until ninety (90) days after the due date thereof, after which time such installments shall be considered as delinquent and such penalties on the installments shall be collected as are provided in the Charter to be collected on delinquent general city taxes.

Any existing Special Assessment with a remaining balance as of September 1, 2023, shall be calculated from said date forth, at three (3%) percent per annum until paid in full. The City shall not refund nor retroactively adjust any Special Assessment previously paid in full or in part to any real property owner assessed prior to September 1, 2023.

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

SECTION 3. PUBLIC HEARING. A public hearing is set for Monday, March 6, 2023 at 7:30 p.m. in the City Hall Council Chambers for the purpose of hearing citizen comment regarding the proposed amendment to the Code of Ordinances.

SECTION 4. AVAILABILITY. This ordinance may be purchased or inspected in the city clerk's office, Monday through Friday between the hours of 9:00 a.m. and 5:00 p.m.

SECTION 5. EFFECTIVE DATE. This amendment shall become effective 20 days after passage.



MEMORANDUM

DATE: February 14, 2023

TO: Owosso City Council

FROM: Kevin Lenkart
Public Safety Chief

RE: USDA Loan Application – Set Public Hearing

Recommendation:

Staff recommends setting a public hearing for Monday, March 6, 2023 at 7:30 P.M. during the regular city council meeting to receive public comment on an application for financing to the USDA Rural Development Community Facilities Direct Loan Program for the purchase of a new fire truck for the Fire Department.

Background:

The USDA Rural Development Community Facilities Direct Loan Program provides low interest, direct loans to assist in financing essential community facilities and equipment in rural areas with a population of not more than 20,000 residents according to the latest U.S. Census Data. Loan funds can be used to purchase, construct, enlarge or improve essential community facilities for health care, public safety, community and public services, and may include the purchase of equipment required for facilities operation.

The City of Owosso is seeking financing through the USDA Rural Development Community Facilities Direct Loan Program at an interest rate of 3.75% over the course of 20 years for the purchase of a new fire truck.

RESOLUTION NO.

**SETTING A PUBLIC HEARING TO RECEIVE CITIZEN COMMENT
REGARDING APPLICATION TO THE
USDA RURAL DEVELOPMENT COMMUNITY FACILITIES DIRECT LOAN PROGRAM
FOR THE PURCHASE OF A FIRE TRUCK**

WHEREAS, the City of Owosso, Shiawassee County, Michigan has a full-time fire department requiring the use of fire trucks; and

WHEREAS, these vehicles must be periodically replaced to ensure a mechanically sound and reliable fleet is available at all times, and the time has come to seek the replacement of one of the fire trucks; and

WHEREAS, the USDA has a loan program that provides low-interest financing for the purchase of fire apparatus and this loan program requires a public hearing to solicit public comment on the community's loan application.

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

- FIRST: a public hearing will be held Monday, March 6, 2023 at 7:30 p.m. in the City Hall Council Chambers for the purpose of receiving citizen comment regarding the submission of a loan application for low-interest financing from the USDA Rural Development Community Facilities Direct Loan Program for the purchase of a fire truck.



MEMORANDUM

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

DATE: February 21, 2023

TO: Owosso City Council

FROM: Clayton Wehner, Director of Engineering

SUBJECT: Correct the Roll for Special Assessment District No. 2023-04 and Set Public Hearing for Parcel No. 050-450-000-042-00 for the Corrected Special Assessment Roll for Center Street Resurfacing

RECOMMENDATION:

City staff recommends approval of the resolution which corrects a parcel number error in the roll for Special Assessment District No. 2023-04 and sets a public hearing for March 6, 2023 at 7:30 p.m. for parcel number 050-450-000-042-00 for the Center Street Resurfacing Project.

BACKGROUND:

On January 17, 2023 city council approved the roll for Special Assessment District No. 2023-04. After the roll was approved, a parcel number error was discovered within the roll. The original roll contained parcel number 050-450-000-007-00, which had been combined with parcel number 050-450-000-042-00. The roll must now be corrected to include parcel number 050-450-000-042-00 in place of parcel number 050-450-000-007-00. Additionally, the owner of parcel number 050-450-000-042-00 must be allowed an opportunity to comment regarding the corrected special assessment roll, requiring council to hold another public hearing. This public hearing is intended to provide the owner of parcel number 050-450-000-042-00 with the opportunity to comment regarding their individual assessment. The property owner will be sent a notice containing the date and time of the public hearing and the amount of the proposed assessment for their property.

At the hearing on March 6, 2023 the affected citizens will have the opportunity to argue whether or not the amount of their assessment is fair and equitable in relation to the benefit they receive from the project. If, after hearing their comments, the council decides adjustments need to be made to the assessment roll they may do so. Alternately, if it is felt all the assessments are fair and equitable the resolution may be passed as written.

Staff recommends authorization of the resolution correcting the special assessment roll and setting a public hearing for parcel number 050-450-000-042-00 for Monday, March 6, 2023 to receive citizen comment regarding the corrected special assessment roll for the following public improvement:

**Special Assessment District No. 2023-04
Center Street, a Public Street, from King Street to North Street**

Attachment(s): Center Street Resolution
Center Street Corrected Special Assessment Roll

Center Street Special Assessment Map

RESOLUTION NO.

**TO CORRECT
THE ROLL FOR SPECIAL ASSESSMENT DISTRICT NO. 2023-04
AND SET A PUBLIC HEARING
TO RECEIVE CITIZEN COMMENT FROM
PARCEL NO. 050-450-000-042-00 REGARDING
THE CORRECTED SPECIAL ASSESSMENT ROLL FOR DISTRICT NO. 2023-04
CENTER STREET, A PUBLIC STREET, FROM KING STREET TO NORTH STREET**

WHEREAS, City Council approved the roll for Special Assessment District No. 2023-04 at the January 17, 2023 meeting; and

WHEREAS, the approved special assessment roll contained an erroneous parcel, parcel number 050-450-000-007-00, which had been combined with parcel number 050-450-000-042-00; and

WHEREAS, the approved special assessment roll must be corrected to include parcel number 050-450-000-042-00 instead of parcel number 050-450-000-007-00; and

WHEREAS, the property owner of parcel number 050-450-000-042-00 shall be allowed a public hearing regarding the proposed special assessment.

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

1. The Special Assessment Roll for District No. 2023-04 shall be corrected, replacing parcel number 050-450-000-007-00 with parcel number 050-450-000-042-00 and the tax payer thereof. Said corrected 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, March 6, 2023 for the purpose of hearing the property owner of parcel number 050-450-000-042-00 regarding said corrected Special Assessment Roll and reviewing the same.
3. The City Clerk is directed to publish the notice of said hearing 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 the owner of the corrected 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 PARCEL NUMBER 050-450-000-042-00 ALONG:

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

TAKE NOTICE that a corrected 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 corrected Special Assessment Roll is on file for public examination with the City Clerk and any objections to said corrected Special Assessment Roll must be filed in writing with the City Clerk prior to the close of the hearing to review said corrected 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, March 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.

CORRECTED

WEST SIDE

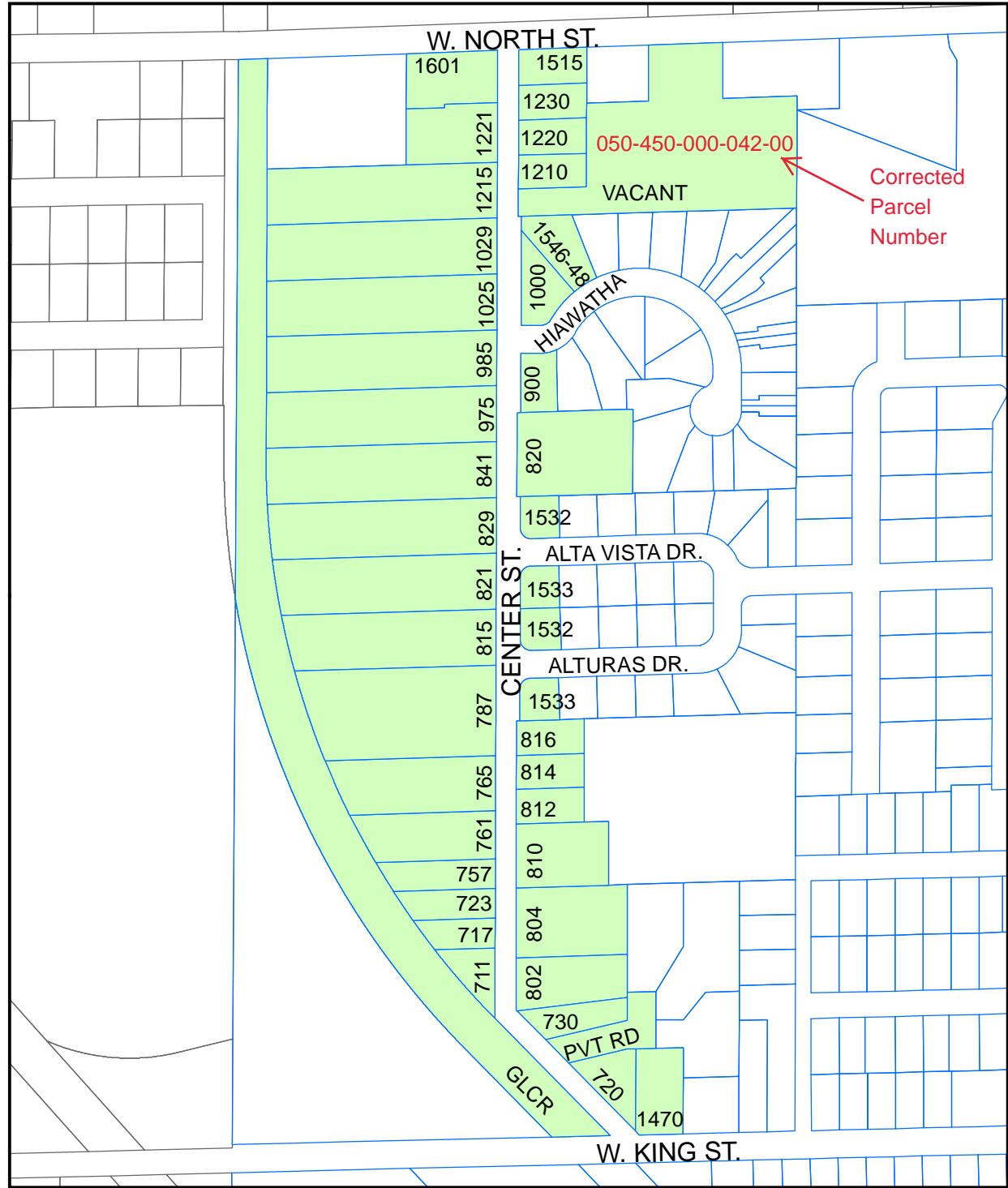
ADDRESS NO.	STREET	OWNER	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT	ZONING
		GREAT LAKES CENTRAL RAILROAD INC	050-450-000-040-00	388	0.75	291.00	\$30.22	\$8,794.02	I-1
711	CENTER	RAPPUHN, ELWIN L	050-450-000-038-00	150.4	1	150.40	\$28.15	\$4,233.76	R-1
717	CENTER	RIETH, ANGELA	050-450-000-037-00	70	1	70.00	\$28.15	\$1,970.50	R-1
723	CENTER	FROSTY, DONALD A & ELIZABETH	050-450-000-036-00	70	1	70.00	\$28.15	\$1,970.50	R-1
757	CENTER	BALDWIN TRUST	050-450-000-065-00	70	1	70.00	\$28.15	\$1,970.50	R-1
761	CENTER	BALDWIN TRUST	050-450-000-035-00	114	1	114.00	\$28.15	\$3,209.10	R-1
765	CENTER	MCNEW, LORA M	050-450-000-058-00	130	1	130.00	\$28.15	\$3,659.50	R-1
787	CENTER	GONYOU, VINCENT J & DAWN D	050-450-000-057-00	214	1	214.00	\$28.15	\$6,024.10	R-1
815	CENTER	KEEZER, LOREN & ANGELA	050-450-000-031-00	132	1	132.00	\$28.15	\$3,715.80	R-1
821	CENTER	DIDUR, BRUCE W & KATHLEEN	050-450-000-041-00	132	1	132.00	\$28.15	\$3,715.80	R-1
829	CENTER	BURKHARDT, BRIAN	050-450-000-030-00	132	1	132.00	\$28.15	\$3,715.80	R-1
841	CENTER	KLOCKZIEM, TERESA L	050-450-000-029-00	132	1	132.00	\$28.15	\$3,715.80	R-1
975	CENTER	BEATTIE, HELEN E	050-450-000-028-00	132	1	132.00	\$28.15	\$3,715.80	R-1
985	CENTER	LAMBERT, GARY & KIM	050-450-000-027-00	132	1	132.00	\$28.15	\$3,715.80	R-1
1025	CENTER	TEJKL, PATRICK	050-450-000-026-00	132	1	132.00	\$28.15	\$3,715.80	R-1
1029	CENTER	JUDD, MICHEAL & JANICE	050-450-000-025-00	132	1	132.00	\$28.15	\$3,715.80	R-1
1215	CENTER	PORUBSKY, STEPHEN M & CHARLENE M	050-450-000-024-00	132	1	132.00	\$28.15	\$3,715.80	R-1
1221	CENTER	LISKOWYCZ, DANIEL	050-450-000-023-00	141	1	141.00	\$28.15	\$3,969.15	R-1
1601	NORTH	GOETZINGER, ALLAN M JR	050-450-000-056-00	123	0.75	92.25	\$28.15	\$2,596.84	R-1
				2658.4		2530.65		\$71,840.17	

EAST SIDE

ADDRESS NO.	STREET	OWNER	ROLL NUMBER	FRONT FOOTAGE	CORNER LOT DISCOUNT	ASSESSABLE FRONT FEET	FRONT FOOT RATE	AMOUNT OF ASSESSMENT	ZONING
1470	W KING	THOMPSON, RUSSELL & KITTEN	050-450-000-059-00	12.5	0.75	9.38	\$28.15	\$263.91	R-1
720	CENTER	VIOLET, BRIANNA & LAFFERTY, JUSTIN	050-450-000-060-00	224.24	1	224.24	\$28.15	\$6,312.36	R-1
	CENTER	HERMANN, KATHERINE L TRUST	050-450-000-064-00	77.15	1	77.15	\$28.15	\$2,171.77	R-1
730	CENTER	LOPEZ, ERMA S	050-450-000-019-00	100.15	1	100.15	\$28.15	\$2,819.22	R-1
802	CENTER	SPENCER, DICK & ROXANNE	050-450-000-018-00	120.88	1	120.88	\$28.15	\$3,402.77	R-1
804	CENTER	HUNT, TODD	050-450-000-021-00	165	1	165.00	\$28.15	\$4,644.75	R-1
810	CENTER	CHURCH, RICHARD & SANDRA	050-450-000-011-00	150	1	150.00	\$28.15	\$4,222.50	R-1
812	CENTER	SELLECK, JOAN J TRUST	050-450-000-051-00	82	1	82.00	\$28.15	\$2,308.30	R-1
814	CENTER	SAWICKI, VALERIA	050-450-000-050-00	82	1	82.00	\$28.15	\$2,308.30	R-1
816	CENTER	LEWIS, KIRK L & TINA L	050-450-000-049-00	82	1	82.00	\$28.15	\$2,308.30	R-1
1533	ALTURAS	WHITE, BARBARA E ET AL TRUST	050-290-000-016-00	99	0.75	74.25	\$28.15	\$2,090.14	R-1
1532	ALTURAS	WITTUM, WINFIELD V	050-290-000-017-00	99	0.75	74.25	\$28.15	\$2,090.14	R-1
1533	ALTA VISTA	SKINNER, KENNETH JR & JILL	050-290-000-026-00	99	0.75	74.25	\$28.15	\$2,090.14	R-1
1532	ALTA VISTA	FOSTER, GARY A & PAULA M	050-290-000-001-00	99	0.75	74.25	\$28.15	\$2,090.14	R-1
820	CENTER	RAY, PAULA GALLOWAY TRUST	050-450-000-009-00	198	1	198.00	\$28.15	\$5,573.70	R-1
900	CENTER	BEGGS, JIMMY	050-425-000-001-00	139.75	0.75	104.81	\$28.15	\$2,950.47	R-1
1000	CENTER	HUTCHISON, CHRISTOPHER; COOK ,BETH	050-425-000-022-00	223.27	0.75	167.45	\$28.15	\$4,713.79	R-1
1546	HIAWATHA	KREGGER, KEVIN L & JANENA	050-425-000-021-00	33	0.75	24.75	\$28.15	\$696.71	R-1
	CENTER	TOMAN, FREDERICK J & KIMBERLY M BLISS, MICHAEL D & KILEY A	050-450-000-007-00 050-450-000-042-00	66	1	66.00	\$28.15	\$1,857.90	R-1
1210	CENTER	HUDSON, EDWARD J & JERRI C	050-450-000-006-00	82	1	82.00	\$28.15	\$2,308.30	R-1
1220	CENTER	ELKINS, MATTHEW & DEBORAH	050-450-000-005-00	82	1	82.00	\$28.15	\$2,308.30	R-1
1230	CENTER	SCHOENMEYER, DANN A TRUST	050-450-000-004-00	82	1	82.00	\$28.15	\$2,308.30	R-1
1515	NORTH	HANSEN, ROBERT & JACQUELINE	050-450-000-001-00	84	0.75	63.00	\$28.15	\$1,773.45	R-1
				2481.94		2259.81		\$63,613.65	

CORRECTED OWNER AND PARCEL NUMBER IN RED

TOTAL ASSESSABLE FRONT FOOTAGE: 4790.46



City of Owosso

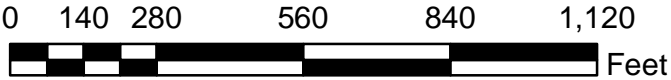
Proposed Special Assessment No. 2023-04

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



Legend

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





MEMORANDUM

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

DATE: February 14, 2023
TO: City Council
FROM: Amy Fuller, Assistant City Manager
SUBJECT: Recreation Service Agreement for Ihm Enterprises, LLC

RECOMMENDATION:

Staff recommends approval of the Ihm Enterprises, LLC Recreation Service Agreement as presented.

BACKGROUND:

Ihm Enterprises, LLC (Hit and Pitch) organizes approximately six ball tournaments at Rudy DeMuth and Bennett Fields per year, with 40-80 teams per tournament. The previous Recreation Service Agreement between the City and Ihm Enterprises, LLC has expired and they would like to continue this agreement for the 2023 ball season. Ihm Enterprises, LLC shall have use of the fields from April 1 through October 31 when such use does not conflict with Owosso Youth Baseball and Owosso Girls Softball activities.

Attached you will find a one-year agreement allowing Ihm Enterprises, LLC use of the fields at Rudy DeMuth and Bennett Fields in exchange for fifteen dollars (\$15) per team per tournament.

FISCAL IMPACTS:

2022 revenue was \$3,330.00, similar revenue is expected for 2023.

RESOLUTION NO.

**AUTHORIZING RECREATION SERVICE AGREEMENT
WITH IHM ENTERPRISES, LLC
FOR USE OF BENNETT FIELD AND RUDY DEMUTH FIELD**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, and Ihm Enterprises, LLC wish to enter into a Recreation Service Agreement for the use of Rudy Demuth Field and Bennet Field for the conduct of baseball and softball tournaments; and

WHEREAS, the City of Owosso has drafted a Recreation Service Agreement with Ihm Enterprises, LLC for ball tournaments to be held between April 1 and October 31 for:

- Fifteen dollars per team, per tournament
- Ihm Enterprises, LLC (Hit and Pitch) to dispose of any trash generated during the tournaments.

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 enter into a Recreation Services Agreement with Ihm Enterprises, LLC for the use of City-owned ball fields to conduct baseball and softball tournaments in return for a fee of fifteen dollars per team per tournament.

SECOND: The Mayor and City Clerk are instructed and authorized to sign the document substantially in the form attached, Recreation Service Agreement between the City of Owosso, Michigan and Ihm Enterprises, LLC for the fees and stipulations heretofore identified.

THIRD: The above revenue shall be paid to the General Fund, miscellaneous revenue account 101.000.675.000.

RECREATION SERVICE AGREEMENT

This Recreation Service Agreement is made the ____ day of _____, 20____, between the city of Owosso, a Michigan municipal corporation ("Lessor") and Ihm Enterprises, LLC ("Lessee"), a for-profit organization which conducts baseball/softball tournaments. This agreement shall run until December 31, 2023.

1. This agreement allows the Lessee to use the property commonly known as Rudy DeMuth Field for baseball tournaments and Bennett Field for softball tournaments. Lessee shall provide a schedule of tournaments for the 2023 season to Lessor within one week of signing this agreement.
2. This agreement grants the Lessee use of the property from April 1 through the October 31. Lessee's use of these fields is subordinate to the Owosso Youth Baseball organization and to the Owosso Girls Softball League, LLC. Lessee must schedule tournaments so that such use does not conflict with either of these organizations' activities.
3. Lessee agrees to defend, indemnify and hold Lessor harmless from any claim, loss, expense or damage to any person or property in or upon the said premises or any area allocated to the Lessee, arising out of the Lessee's use or occupancy of said premises, or any act or neglect of Lessee or its servants, employees or agents, or any change, alteration or improvement in the premises made by the Lessee.
4. Lessee agrees to pay Lessor fifteen dollars (\$15) per team per tournament for the current year. Lessee shall provide Lessor with a roster of teams so an invoice can be created and sent to Lessee.
5. Lessee shall be responsible to pick up all garbage from the fields on the Monday immediately following a scheduled tournament. Coordinated use of the dumpster at Rudy DeMuth Field is acceptable as long as contract holder agrees.
6. Lessee agrees to reimburse Lessor for any damage to Rudy DeMuth Field or Bennett Field, which arises out of actions on the part of league participants which are reckless, careless, or which otherwise are intended to damage the baseball fields and associated facilities.
7. Lessee shall not make permanent improvements or construct or install any structures on the premises without prior written approval of the Lessor. In the event such permanent improvements or structures shall be installed, they shall become part of the premises and remain thereon at the termination of the agreement.
8. Lessee shall not assign this agreement.
9. Lessee shall maintain, at its expense, insurance on the premises throughout the term of this agreement with the Lessor as an additional insured. See Exhibit A.
10. Lessee will send safety issues/concerns that arise by email to the public works department for the city.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals that day and year first above written.

For the Lessee:

For the Lessor:

By: Michael Ihm
Ihm Enterprises, LLC

By: Robert J. Teich, Jr.
Its: Mayor

ATTEST:

By: Amy K. Kirkland
Its: Clerk

**EXHIBIT A
PROOF OF INSURANCE**

This is to certify that the following endorsement is part of the policy(s) described below:

NAMED INSURED (CONTRACTOR)	<u>COMPANIES AFFORDING COVERAGE</u>
ADDRESS	A. B. C.

It is hereby understood and agreed that the city of Owosso, its city council and each member thereof and every officer and employee of the city shall be named as joint and several assureds with respect to claims arising out of the following Recreation Service Agreement:

USE OF BENNETT AND RUDY DEMUTH FIELDS

It is further agreed that the following indemnity agreement between the city of Owosso and the named insured is covered under this policy: Ihm Enterprises, LLC agrees to indemnify, hold harmless and defend city, its city council and each member thereof and every officer and employee of city from any and all liability or financial loss resulting from any suits, claims, losses or actions brought against and from all costs and expenses of litigation brought against city, its city council and each member thereof and any officer or employee of city which results directly or indirectly from the wrongful or negligent actions of Ihm Enterprises, LLC's officers, employees, agents or others employed by Ihm Enterprises, LLC while engaged by Ihm Enterprises, LLC in the performance of this agreement.

It is further agreed that the inclusion of more than one assured shall not operate to increase the limit of the company's liability and that insurer waives any right on contribution with insurance which may be available to the city of Owosso.

In the event of cancellation or material change in the above coverage, the company will give 30 days written notice of cancellation or material change to the certificate holder.

Please include a copy of insurance declaration verifying **Three Million Dollars (\$3,000,000) general liability** limit coverage and **Twenty-Five Thousand Dollars (\$25,000)** participant accident coverage. The verification of insurance is not an insurance policy and does not amend, extend or alter the coverage afforded by the policies listed herein. Notwithstanding any requirement, term, or condition of any contract or other document with respect to which this certificate or verification of insurance may be issued or may pertain, the insurance afforded by the policies described herein is subject to all the terms, exclusions and conditions of such policies.

DATE _____

BY _____
Authorized Insurance Agent

AGENCY _____

TITLE _____

ADDRESS _____



Boards and Commissions Application

Please return your completed application to the City Clerk's office at 301 W. Main St, Owosso, MI 48867.

Application for appointment to: Downtown Historic District Comr
Name of board(s) or commission(s)

William J Byrne

Name:

Email:

Phone:

815 West Oliver Street

Address:

Owosso

City:

MI

State:

48867

Zip:

Why do you wish to serve on this board or commission?

I am proud to call Owosso home and wish to contribute to the thoughtful development of downtown will preserving our rich history.

Briefly describe community activities you have been involved in:

I am active in a number of events such as the Shi-Tri and enjoy countless community events throughout the year including parades, farms market, night events, holiday events, friends of the Shiawassee and spring color up

Briefly describe the skills and experience you would bring to this position?

I have been leading people and projects for more than 4 decades and have served on a number of non-profit boards and the Convention and Visitors Bureau in II

What is your education and training background?

My education and training that positions me best for this postion is in my listening skills, thought process, expereince and partnership with others.

What is your job experience?

I have led teams and project large and small in countless communities and numerous countries. I am currently the Deputy Federal Security Director for TSA in the State of Michigan with over 1,200 employees and responsibility

Important Public Records Information

All information submitted in this application is public information and subject to disclosure in response to a public records request made pursuant to the Freedom of Information Act. Please contact the Clerk at (989) 725-0500 if you have questions or concerns about the disclosure of specific information.

Truth and Accuracy

I certify that the information contained on this form is accurate and complete to the best of my knowledge. I understand that all information disclosed on this form will be available to the public as part of a Freedom of Information Act request.

Signature

A handwritten signature in cursive script, appearing to read "William J. Byrne", written over a horizontal line.

2/8/23

Date



OWOSSO PUBLIC SAFETY

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

MEMORANDUM

DATE: February 13, 2023
TO: Owosso City Council
FROM: Kevin Lenkart, Public Safety Chief
RE: Change Order #1 – Contract for In-Car & Body-Worn Cameras

RECOMMENDATION:

It is recommended that City Council approve Change Order No. 1 to the contract entitled Public Safety In-Car and Body-Worn Cameras Purchase, with Axon Enterprises Inc., increasing the original contract price \$2,994.48 to \$111,908.41 for two additional body-worn cameras with user licenses, and approve payment up to \$111,908.41, payable over the course of five years.

BACKGROUND:

On Feb 22, 2022, Council approved a purchase with Axon Enterprises for Body-Worn Cameras (BWC) and in-car cameras for \$108,913.93. In November 2022, Owosso Police hired two (2) additional police officers which necessitated the purchase of two (2) additional BWC's and licenses, in the amount of \$2,994.48, for the two new officers.

FISCAL IMPACT:

Payment for the BWC's and licenses will come out of the Police equipment fund 401-000-980.000.

RESOLUTION NO.

**APPROVING CHANGE ORDER NO. 1 TO
THE PUBLIC SAFETY IN-CAR & BODY-WORN CAMERAS PURCHASE AGREEMENT
WITH AXON ENTERPRISE, INC.
FOR PURCHASE OF ADDITIONAL BODY-WORN CAMERAS**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, approved the purchase of Body-Worn Cameras and In-Car Cameras from Axon Enterprise, Inc. of Scottsdale, Arizona on February 22, 2022, in the amount of \$108,913.93; and

WHEREAS, additional Body-Worn Cameras and Licenses are required for the City's two (2) new police officers, increasing the contract amount to \$111,908.41; and

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

- FIRST: The City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to approve Change Order #1 to the Public Safety In-Car and Body-Worn Cameras Purchase Agreement with Axon Enterprise, Inc., increasing the contract amount by \$2,994.48 for the purchase of two additional body-worn cameras and licenses.
- SECOND: The mayor and city clerk are instructed and authorized to sign the document substantially in the form attached as Change Order No. 1 to the purchase agreement between the City of Owosso, Michigan and Axon Enterprise, Inc., increasing the total contract amount from \$108,913.93 to \$111,908.41.
- THIRD: The accounts payable department is authorized to submit payment to Axon Enterprise, Inc., up to the amount of \$111,908.41 according to the terms of the contract.
- FOURTH: The above expenses shall be paid from the Police Equipment, account 401.000.980.000.

CHANGE ORDER

No. 1

OWNER: City of Owosso
 CONTRACTOR: Axon Enterprise, Inc.
 CONTRACT NAME: Public Safety In-Car and Body-Worn Cameras Purchase Agreement
 OWNER'S P.O. NO. N/A

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

Description: Purchase of 2 additional Body-Worn Cameras and licenses as detailed in the attached Axon Quote Q-444573-44959.606KT.

Attachments: Axon Quote Q-444573-44959.606KT

CHANGE IN CONTRACT PRICE
Original Contract Price \$ <u>108,913.93</u>
Increase (Decrease) from previously approved Change Orders No. _____ to _____: \$ _____
Contract Price prior to this Change Order: \$ <u>108,913.93</u>
Increase (Decrease) of this Change Order: \$ <u>2,994.48</u>
Contract Price incorporating this Change Order: \$ <u>111,908.41</u>

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

RECOMMENDED:

APPROVED:

ACCEPTED:

By: _____
 Kevin D. Lenkart,
 DIRECTOR (Authorized Signature)
 Title: Public Safety Director
 Date: _____

By: _____
 Robert J. Teich, Jr.,
 OWNER (Authorized Signature)
 Title: Mayor
 Date: _____

By: _____
 CONTRACTOR (Authorized Signature)
 Title: _____
 Date: _____

ATTEST:

By: _____
 Amy K. Kirkland, City Clerk
 Date: _____



Axon Enterprise, Inc.
 17800 N 85th St.
 Scottsdale, Arizona 85255
 United States
 VAT: 86-0741227
 Domestic: (800) 978-2737
 International: +1.800.978.2737

Q-444573-44959.606KT

Issued: 02/02/2023

Quote Expiration: 03/31/2023

Estimated Contract Start Date: 04/15/2023

Account Number: 300246

Payment Terms: N30

Delivery Method:

SHIP TO	BILL TO
202 S Water Street 202 S WATER ST OWOSSO, MI 48867-2920 USA	OWOSSO POLICE DEPT.-MI 202 S WATER ST OWOSSO, MI 48867-2920 USA Email:

SALES REPRESENTATIVE	PRIMARY CONTACT
Kenny Thomas Phone: (704) 375-1936 Email: kethomas@axon.com Fax:	Kevin Lenkart Phone: (989) 725-0580 Email: kevin.lenkart@ci.owosso.mi.us Fax: (989) 725-0528

Quote Summary

Program Length	47 Months
TOTAL COST	\$2,994.48
ESTIMATED TOTAL W/ TAX	\$2,994.48

Discount Summary

Average Savings Per Year	\$13.68
TOTAL SAVINGS	\$53.58

Payment Summary

Date	Subtotal	Tax	Total
Mar 2023	\$748.62	\$0.00	\$748.62
Feb 2024	\$748.62	\$0.00	\$748.62
Feb 2025	\$748.62	\$0.00	\$748.62
Feb 2026	\$748.62	\$0.00	\$748.62
Total	\$2,994.48	\$0.00	\$2,994.48

Quote Unbundled Price:	\$3,048.06
Quote List Price:	\$3,048.06
Quote Subtotal:	\$2,994.48

Pricing

All deliverables are detailed in Delivery Schedules section lower in proposal

Item	Description	Qty	Term	Unbundled	List Price	Net Price	Subtotal	Tax	Total
A la Carte Hardware									
AB3C	AB3 Camera Bundle	2			\$749.00	\$749.00	\$1,498.00	\$0.00	\$1,498.00
A la Carte Software									
BasicLicense	Basic License Bundle	2	47		\$16.49	\$15.92	\$1,496.48	\$0.00	\$1,496.48
Total							\$2,994.48	\$0.00	\$2,994.48

Delivery Schedule

Hardware

Bundle	Item	Description	QTY	Estimated Delivery Date
AB3 Camera Bundle	11534	USB-C to USB-A CABLE FOR AB3 OR FLEX 2	3	03/15/2023
AB3 Camera Bundle	73202	AXON BODY 3 - NA10 - US - BLK - RAPIDLOCK	2	03/15/2023
AB3 Camera Bundle	74020	MAGNET MOUNT, FLEXIBLE, AXON RAPIDLOCK	3	03/15/2023

Software

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
Basic License Bundle	73683	10 GB EVIDENCE.COM A-LA-CART STORAGE-	2	04/15/2023	03/14/2027
Basic License Bundle	73840	EVIDENCE.COM BASIC ACCESS LICENSE	2	04/15/2023	03/14/2027

Payment Details

Mar 2023						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 1	AB3C	AB3 Camera Bundle	2	\$374.50	\$0.00	\$374.50
Year 1	BasicLicense	Basic License Bundle	2	\$374.12	\$0.00	\$374.12
Total				\$748.62	\$0.00	\$748.62

Feb 2024						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 2	AB3C	AB3 Camera Bundle	2	\$374.50	\$0.00	\$374.50
Year 2	BasicLicense	Basic License Bundle	2	\$374.12	\$0.00	\$374.12
Total				\$748.62	\$0.00	\$748.62

Feb 2025						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 3	AB3C	AB3 Camera Bundle	2	\$374.50	\$0.00	\$374.50
Year 3	BasicLicense	Basic License Bundle	2	\$374.12	\$0.00	\$374.12
Total				\$748.62	\$0.00	\$748.62

Feb 2026						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 4	AB3C	AB3 Camera Bundle	2	\$374.50	\$0.00	\$374.50
Year 4	BasicLicense	Basic License Bundle	2	\$374.12	\$0.00	\$374.12
Total				\$748.62	\$0.00	\$748.62

Tax is estimated based on rates applicable at date of quote and subject to change at time of invoicing. If a tax exemption certificate should be applied, please submit prior to invoicing.

Standard Terms and Conditions

Axon Enterprise Inc. Sales Terms and Conditions

Axon Master Services and Purchasing Agreement:

This Quote is limited to and conditional upon your acceptance of the provisions set forth herein and Axon's Master Services and Purchasing Agreement (posted at www.axon.com/legal/sales-terms-and-conditions), as well as the attached Statement of Work (SOW) for Axon Fleet and/or Axon Interview Room purchase, if applicable. In the event you and Axon have entered into a prior agreement to govern all future purchases, that agreement shall govern to the extent it includes the products and services being purchased and does not conflict with the Axon Customer Experience Improvement Program Appendix as described below.

ACEIP:

The Axon Customer Experience Improvement Program Appendix, which includes the sharing of de-identified segments of Agency Content with Axon to develop new products and improve your product experience (posted at www.axon.com/legal/sales-terms-and-conditions), is incorporated herein by reference. By signing below, you agree to the terms of the Axon Customer Experience Improvement Program.

Acceptance of Terms:

Any purchase order issued in response to this Quote is subject solely to the above referenced terms and conditions. By signing below, you represent that you are lawfully able to enter into contracts. If you are signing on behalf of an entity (including but not limited to the company, municipality, or government agency for whom you work), you represent to Axon that you have legal authority to bind that entity. If you do not have this authority, please do not sign this Quote.

Signature

Date Signed

2/2/2023





MEMORANDUM

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

DATE: February 21, 2023
TO: Owosso City Council
FROM: Clayton Wehner, Director of Engineering
SUBJECT: 2023 Chip Seal Project Award

RECOMMENDATION:

Approval of the low responsive bid from Highway Maintenance and Construction Company (Romulus, MI) for the 2023 Chip Seal Project in the amount of \$95,982.00.

BACKGROUND:

On February 7, 2023, the city received bids for its 2023 Chip Seal Project. This work is necessary to improve the street wearing surface and to preserve the structural integrity of various streets, in accordance with best pavement management program practices. Three contractor bids were received, with Highway Maintenance and Construction Company confirmed as the low responsible bidder.

The Chip Seal Project shall commence on or about (not earlier than) July 5, 2023 and be completed on or about September 1, 2023.

FISCAL IMPACTS:

The project is funded by the FY23-24 Local Street Maintenance Account No. 203-463-818.000, in the amount of \$95,982.00. Contingency funding in the amount of \$4,000.00 for additional work with prior written authorization by staff is also requested where needed.

ATTACHMENTS:

- (1) Resolution, 2023 Chip Seal Project
- (2) Bid Tabulation 2023 Chip Seal Project
- (3) 2023 Chip Seal Project Map

RESOLUTION NO.

**AUTHORIZING THE EXECUTION OF A CONTRACT WITH
HIGHWAY MAINTENANCE AND CONSTRUCTION COMPANY FOR
THE 2023 CHIP SEAL PROJECT**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has determined that it is in the best interest of the public to perform surface improvements along portions of selected streets as set forth in the contract documents; and

WHEREAS, the City has sufficient funds to perform said improvements from its local street maintenance funds to facilitate undertaking of the project; and

WHEREAS, the City of Owosso sought bids for the 2023 Chip Seal Project, and a bid was received from Highway Maintenance and Construction Company and it is hereby determined that Highway Maintenance and Construction Company 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 Highway Maintenance and Construction Company for the 2023 Chip Seal Project.
- SECOND: The Mayor and City Clerk are instructed and authorized to sign the contract for services between the City of Owosso, Michigan and Highway Maintenance and Construction Company, in an amount not to exceed \$95,982.00.
- THIRD: The Accounts Payable Department is authorized to pay Highway Maintenance and Construction Company for work satisfactorily completed on the project up to the Contract amount of \$95,982.00, plus a contingency in the amount of \$4,000.00 to be utilized only upon written authorization of staff, for a total of \$99,982.00.
- FOURTH: The above expenses shall be paid from the FY23-24 local street maintenance account no. 203-463-818.000.

CITY OF OWOSSO BID TABULATION SHEET

DATE 2/7/2023
 DEPT. Engineering

SUBJECT: 2023 Chip Seal Project

				Engineer's Estimate		Highway Maintenance & Construction Co. PO Box 74411 Romulus, MI 48174-0411		Pavement Maintenance Systems LLC 384 Industrial Parkway Drive Imlay City, MI 48444-1348		Fahrmer Asphalt Sealers LLC 2224 Veterans Memorial Pkwy Saginaw, MI 48601	
ITEM #	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
1	SEAL, DOUBLE CHIP	15,700	SYD	\$ 4.90	\$ 76,930.00	\$ 4.94	\$ 77,558.00	\$ 5.49	\$ 86,193.00	\$ 5.70	\$ 89,490.00
2	FINAL SWEEPING	15	HRS	\$ 150.00	\$ 2,250.00	\$ 170.00	\$ 2,550.00	\$ 135.00	\$ 2,025.00	\$ 200.00	\$ 3,000.00
3	SEAL, FOG	15,700	SYD	\$ 1.00	\$ 15,700.00	\$ 0.82	\$ 12,874.00	\$ 0.51	\$ 8,007.00	\$ 0.70	\$ 10,990.00
4	TRAFFIC CONTROL, LOCAL STREETS	1	LSUM	\$ 5,000.00	\$ 5,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 12,000.00	\$ 12,000.00
TOTAL BID:				\$	99,880.00	\$	95,982.00	\$	99,225.00	\$	115,480.00

DEPT. HEAD: Clayton Wehner

GENERAL LIABILITY INSURANCE
 EXPIRATION DATE: 4/1/2023

AWARDED: _____

PURCH. AGENT: Barrett 2/12/23

WORKERS COMPENSATION INSURANCE
 EXPIRATION DATE: 4/1/2023

COUNCIL APPROVED: _____

STAFF REC.: Highway Maintenance & Construction Co

SOLE PROPRIETORSHIP
 EXPIRATION DATE: _____

PO NUMBER: _____


203.463.018.000


EXHIBIT A

**Contract for Services Between
The City of Owosso
and
Highway Maintenance And Construction Company
2023 Chip Seal 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 HIGHWAY MAINTENANCE AND CONSTRUCTION COMPANY ("contractor"), a Michigan company, whose address is 12101 Wahrman Street, PO Box 74411, Romulus, Michigan 48174.

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 Chip Seal 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
- Insurance

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 ninety-five thousand nine hundred eighty-two dollars (\$95,982.00),. 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: _____

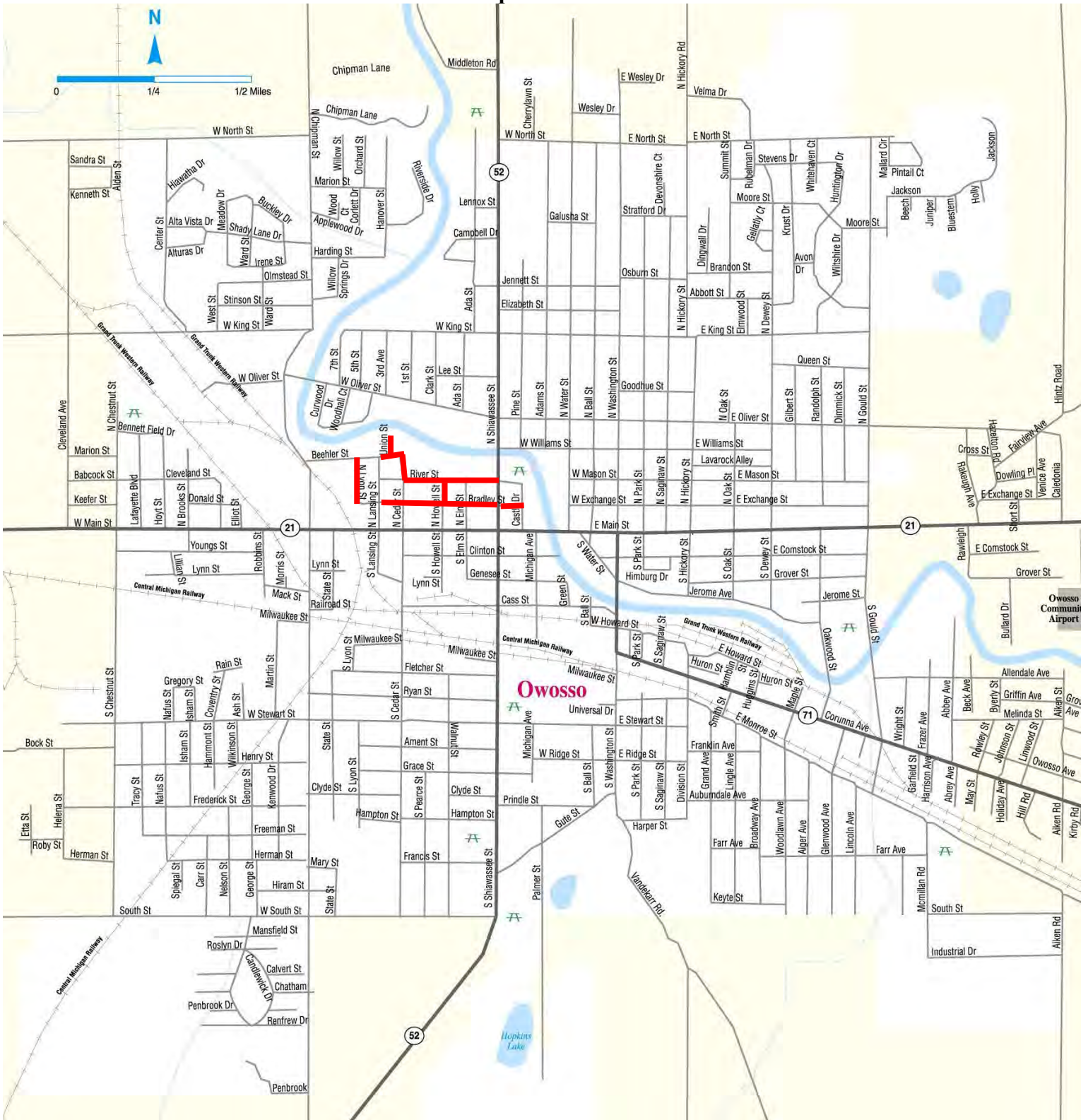
By _____

Its: Amy K. Kirkland, City Clerk

Date: _____

CITY OF OWOSSO 2023 CHIP SEAL PROJECT

 Chip Seal Streets





MEMORANDUM

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

DATE: February 21, 2023

TO: Mayor Teich and the Owosso City Council

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

SUBJECT: 739 N. Hintz Road - Permanent Easement for Raw Water Main

RECOMMENDATION:

Authorize acceptance of a permanent easement for the construction and maintenance of a raw water main through the property at 739 North Hintz Road, Owosso in exchange for \$20,000.00, plus legal and recording fees.

BACKGROUND:

The City of Owosso is in the process of constructing a new well south of Juniper Street. A new raw water main will need to be constructed to connect the new well to the existing raw water main on N. Hintz Road. The most direct path from the new well to the existing raw water main is through the property at 739 N. Hintz Road. The owner of the property, Rhonda Ihm, is willing to grant the City of Owosso a permanent easement to construct and maintain the new water main on the property. The cost for said permanent easement is \$20,000.00, plus costs for legal and recording fees. The permanent easement will allow the City rights to construct and maintain the raw water main and its appurtenances within the permanent easement area.

FISCAL IMPACTS:

Total estimated cost for the permanent easement is \$20,000.00, plus legal fees and recording fees. Funds for this purchase are available from the Water Fund 591-901-972-200.

RESOLUTION NO.

**AUTHORIZING ACCEPTANCE OF A PERMANENT EASEMENT
FROM RHONDA IHM, 739 NORTH HINTZ ROAD
FOR THE CONSTRUCTION AND MAINTENANCE OF A RAW WATER MAIN**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has determined that it is in the best interest of the public to locate a new raw water main through the property at 739 N. Hintz Road, Owosso, owned by Rhonda Ihm, to serve the new well south of Juniper Street; and

WHEREAS, construction and maintenance of the raw water main will require a permanent easement from the property owner; and

WHEREAS, Rhonda Ihm, property owner, is willing to grant said permanent easement to the City of Owosso for twenty thousand dollars (\$20,000.00).

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

- FIRST: The City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to accept the attached permanent easement for a raw water main from Rhonda Ihm, 739 N. Hintz Road, Owosso, Michigan, at a cost to the City of \$20,000.00, plus legal and recording fees.
- SECOND: The City Clerk is instructed and authorized to file said easement document with the Shiawassee County Register of Deeds.
- THIRD: The accounts payable department is authorized to pay Rhonda Ihm the amount of \$20,000.00 per the terms of the easement, and is further authorized to pay appropriate charges for legal fees and recording fees related to this matter.
- FOURTH: The above expenses shall be paid from the Water Fund 591-901-972.200.

PERMANENT EASEMENT

KNOW ALL MEN BY THESE PRESENTS, That Rhonda Ihm, 739 N Hintz Rd, Caledonia Township, County of Shiawassee, in the State of Michigan, hereinafter called Grantor(s) in consideration of Twenty Thousand Dollars (\$20,000.00) to them paid, receipt of which is hereby acknowledged do hereby grant, convey and warrant to the City of Owosso, Michigan, a Michigan municipal corporation, hereinafter called Grantee, their successors and assigns, the permanent easement and right-of-way to make surveys, lay, construct, maintain, operate, alter, replace and repair and remove at any time hereafter any water main and appurtenances on, over, and across the following described parcel of land and depicted in Exhibit A:

A STRIP OF LAND LOCATED IN THE EAST HALF OF THE EAST HALF OF THE NORTHEAST QUARTER OF SECTION 18, TOWNSHIP 07 NORTH, RANGE 03 EAST, BEING TWENTY (20) FEET IN WIDTH, LYING TEN (10) FEET ON EACH SIDE OF THE FOLLOWING DESCRIBED CENTERLINE:

COMMENCING AT THE NORTHEAST CORNER OF SAID SECTION, THENCE S.00°35'00"W., 1210.91 FEET ALONG THE EAST LINE OF SAID SECTION; THENCE N.89°48'45"W., 12.83 FEET, TO THE POINT OF BEGINNING, BEING THE CENTERLINE OF A WATER VALVE; THENCE N.89°48'45"W., 71.11 FEET; THENCE S.48°08'28"W., 46.65 FEET; THENCE 378.94 FEET ALONG THE ARC OF A 550.00 FOOT RADIUS TANGENTIAL CIRCULAR CURVE TO THE RIGHT, CHORD BEARING S.67°52'45"W., 371.49 FEET; THENCE 71.40 FEET ALONG THE ARC OF A 215.00 FOOT RADIUS TANGENTIAL CIRCULAR CURVE TO THE LEFT, CHORD BEARING S. 78°06'12"W., 71.07 FEET; THENCE 80.87 FEET ALONG THE ARC OF A 215.00 FOOT RADIUS TANGENTIAL CIRCULAR CURVE TO THE RIGHT, CHORD BEARING S.79°21'55"W., 80.40 FEET; THENCE N.89°51'32"W., 51.00 FEET TO THE WESTERLY PROPERTY LINE, BEING THE POINT OF ENDING.

THE SIDELINES OF SAID STRIP OF LAND SHALL BE EXTENDED OR TRIMMED TO TERMINATE ON THE PROPERTY LINE AT THE P.O.E. AND AT A LINE PERPENDICULAR TO THE EASEMENT CENTERLINE AT THE P.O.B.

Together with the right of ingress and egress for all purposes incident to said permanent easement as shown in Exhibit A. It being expressly understood that no building or other permanent structures such as fencing or plantings (trees, shrubs, etc.) will be placed over said water main and appurtenances without the written consent of said Grantee and the non-use or limited use of this permanent easement by Grantee shall not prevent Grantee from later making use of the permanent easement to the full extent herein authorized. Grantee agrees to pay for any damage which it does to Grantor(s) buildings, or other structures, in its exercise of the rights herein granted, and to bury and maintain any water main and appurtenances so as not to interfere with normal use of said land. Grantee agrees to replace any disturbed area in kind with similar material.

It is expressly understood that the permanent easement of rights herein granted may be assigned by the Grantee. It is also understood that this agreement constitutes all of the terms, conditions and understandings between the parties hereto.

IN WITNESS THEROF, the parties have hereunto set their hands and seal this 31 day of January, 2023

Signed, Sealed and Delivered in Presence of:

Signature(s) of Grantor: [Signature] (L.S.)

Printed Name (and Title): LHONDA L. LHM

STATE OF) SS
COUNTY OF)

On this 31st day of January, 2023, before me, a Notary Public, in and for said County, personally appeared [Signature], to me known to be the same person named in and who executed the foregoing instrument and acknowledged the execution of the same to be her free act and deed.

Notary Public Genesee (FMI) mo County of Genesee State of MICHIGAN.

My Commission Expires 3/13/2024
[Signature]

PREPARED BY: Clayton Wehner
City of Owosso
301 W. Main Street
Owosso, MI 48867

AFTER RECORDING DOCUMENT
PLEASE RETURN TO:
City Clerk's Office
City of Owosso

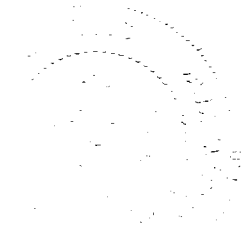


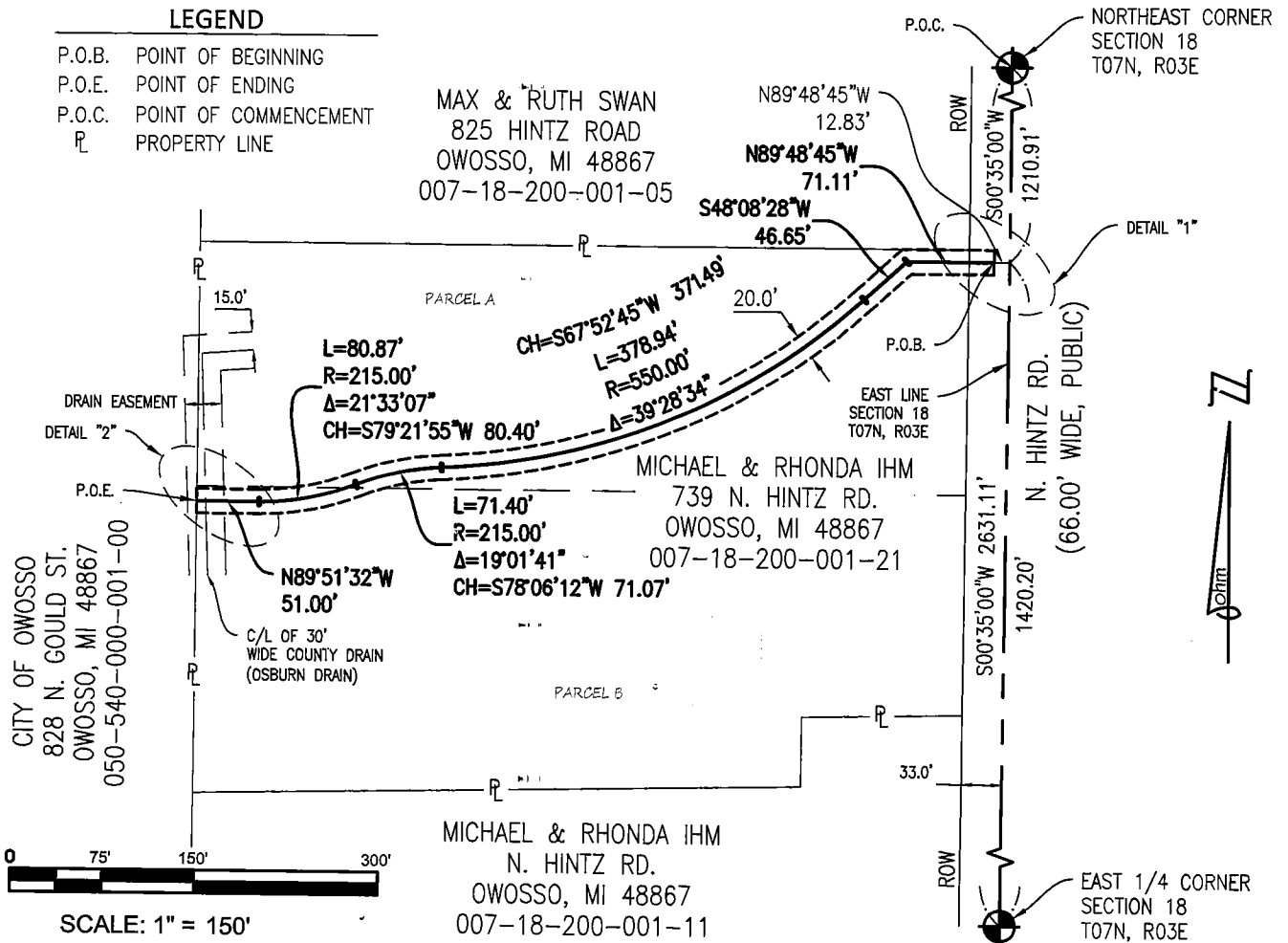
EXHIBIT A

NOTES:

1. BEARINGS ARE BASED ON PARCEL DESCRIPTION IN WARRANTY DEED, LIBER 1077, PAGE 526, SHIAWASSEE COUNTY REGISTER OF DEEDS.
2. THE MEASURED DISTANCES SHOWN ON THIS SURVEY AND EXPRESSED IN THE EASEMENT DESCRIPTION ARE GROUND.
3. AVERAGE COMBINED GROUND SCALE FACTOR FOR THE PROJECT IS 1.0001215459.
4. GRID DISTANCE = GROUND DISTANCE / AVERAGE COMBINED GROUND SCALE FACTOR.

LEGEND

- P.O.B. POINT OF BEGINNING
- P.O.E. POINT OF ENDING
- P.O.C. POINT OF COMMENCEMENT
- P. PROPERTY LINE



A STRIP OF LAND LOCATED IN THE EAST HALF OF THE EAST HALF OF THE NORTHEAST QUARTER OF SECTION 18, TOWNSHIP 07 NORTH, RANGE 03 EAST, BEING TWENTY (20) FEET IN WIDTH, LYING TEN (10) FEET ON EACH SIDE OF THE FOLLOWING DESCRIBED CENTERLINE:

COMMENCING AT THE NORTHEAST CORNER OF SAID SECTION, THENCE S.00°35'00\"/>

THE SIDELINES OF SAID STRIP OF LAND SHALL BE EXTENDED OR TRIMMED TO TERMINATE ON THE PROPERTY LINE AT THE P.O.E. AND AT A LINE PERPENDICULAR TO THE EASEMENT CENTERLINE AT THE P.O.B.

EASEMENT = 0.32 ACRES (13999 SQ. FEET)

**HINTZ ROAD TO PROPERTY OF CITY OF OWOSSO
EASEMENT THROUGH PARCEL 007-18-200-001-21**

SECTION / TOWN / RANGE 18 07N 03E	CITY/VILLAGE/TOWNSHIP OWOSSO	DATE 10-10-2022
COUNTY / STATE SHIAWASSEE, MI		SHEET 1
OHM JOB # 0020-22-0080		OF 2

CLIENT:
CITY OF OWOSSO
201 E. ELLSWORTH ST. #100 | MIDLAND, MI 48640 | P (989) 956-2020 | F (734) 522-6427

DRAWN BY:
AUSTIN G.

WWW.OHM-ADVISORS.COM



EXHIBIT A

NOTES:

1. BEARINGS ARE BASED ON PARCEL DESCRIPTION IN WARRANTY DEED, LIBER 1077, PAGE 526, SHIAWASSEE COUNTY REGISTER OF DEEDS.
2. THE MEASURED DISTANCES SHOWN ON THIS SURVEY AND EXPRESSED IN THE EASEMENT DESCRIPTION ARE GROUND.
3. AVERAGE COMBINED GROUND SCALE FACTOR FOR THE PROJECT IS 1.0001215459.
4. GRID DISTANCE = GROUND DISTANCE / AVERAGE COMBINED GROUND SCALE FACTOR.

PARCEL DESCRIPTION (DESCRIBED AS TWO PARCELS FROM WARRANTY DEED, LIBER 1077, PAGE 526, SHIAWASSEE COUNTY REGISTER OF DEEDS):

THE FOLLOWING DESCRIBED PREMISES SITUATED IN THE TOWNSHIP OF CALEDONIA, COUNTY OF SHIAWASSEE, AND STATE OF MICHIGAN, AND PARTICULARLY DESCRIBED AS FOLLOWS:

PARCEL A: PART OF THE EAST 1/2 OF THE EAST 1/2 OF THE NORTHEAST 1/4 OF SECTION 18, T7N, R3E, DESCRIBED AS BEGINNING AT A POINT THAT IS NORTH 00°35'00" EAST ON THE EAST LINE OF SAID SECTION 18 A DISTANCE OF 1230.20 FEET FROM THE EAST 1/4 CORNER OF SAID SECTION 18; THENCE NORTH 89°48'45" WEST 660.40 FEET; THENCE NORTH 00°30'14" EAST 200.00 FEET; THENCE SOUTH 89°48'45" EAST 660.68 FEET TO THE EAST LINE OF SAID SECTION 18; THENCE SOUTH 00°35'00" WEST 200.00 FEET TO THE POINT OF BEGINNING.

PARCEL B: PART OF THE EAST 1/2 OF THE EAST 1/2 OF THE NORTHEAST 1/4 OF SECTION 18, T7N, R3E, DESCRIBED AS BEGINNING AT A POINT THAT IS NORTH 00°35'00" EAST ON THE EAST LINE OF SAID SECTION 18 A DISTANCE OF 1050.80 FEET FROM THE EAST 1/4 CORNER OF SAID SECTION 18; THENCE SOUTH 88°54'20" WEST 164.22 FEET; THENCE SOUTH 00°35'36" WEST 57.00 FEET; THENCE SOUTH 88°54'20" WEST 496.10 FEET; THENCE NORTH 00°30'14" EAST 251.17 FEET; THENCE NORTH* 89°48'45" WEST** 660.40 FEET TO THE EAST LINE OF SAID SECTION 18; THENCE SOUTH 00°35'00" WEST 179.40 FEET TO THE POINT OF BEGINNING.

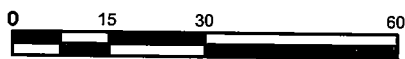
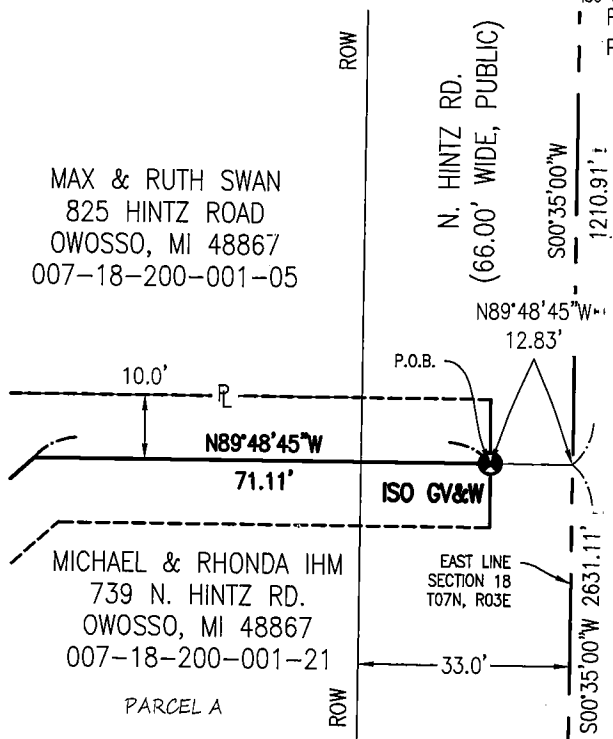
*IN THE DESCRIPTION, "NORTH" IS CIRCLED AND CORRECTED TO "SOUTH."

**IN THE DESCRIPTION, "WEST" IS CIRCLED AND CORRECTED TO "EAST."

LEGEND

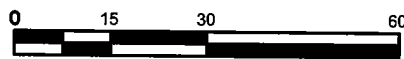
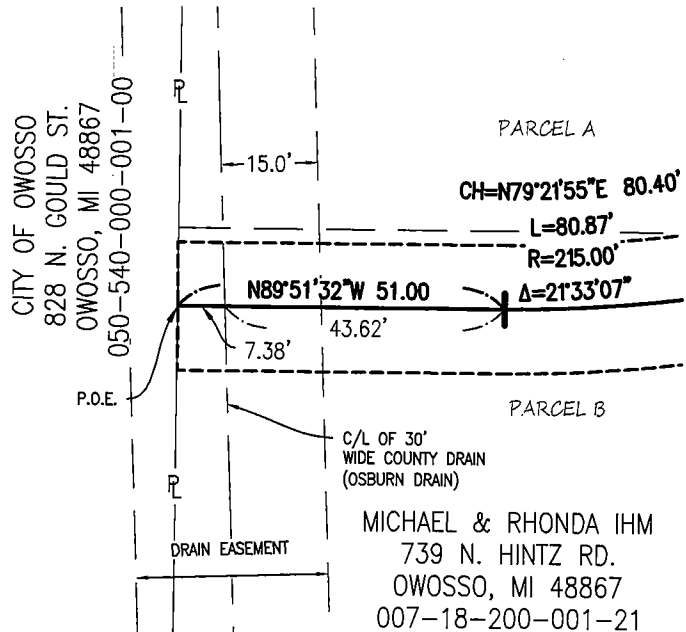
- GATE VALVE AND WELL
- P.O.B. POINT OF BEGINNING
- P.O.E. POINT OF ENDING
- PROPERTY LINE

DETAIL "1"



SCALE: 1" = 30'

DETAIL "2"



SCALE: 1" = 30'

HINTZ ROAD TO PROPERTY OF CITY OF OWOSSO EASEMENT THROUGH PARCEL 007-18-200-001-21

SECTION / TOWN / RANGE 18 07N 03E	CITY/VILLAGE/TOWNSHIP OWOSSO	DATE 10-10-2022
COUNTY / STATE SHIAWASSEE, MI		SHEET 2
OHM JOB # 0020-22-0080		OF 2

CLIENT:
CITY OF OWOSSO

DRAWN BY:
AUSTIN G.

201 E. ELLSWORTH ST. #100 | MIDLAND, MI 48640 | P (989) 956-2020 | F (734) 522-6427

WWW.OHM-ADVISORS.COM



COPYRIGHT 2017 OHM ALL DRAWINGS AND WRITTEN MATERIALS APPEARING HEREIN CONSTITUTE THE ORIGINAL AND UNPUBLISHED WORK OF OHM AND THE SAME MAY NOT BE DUPLICATED, DISTRIBUTED, OR DISCLOSED WITHOUT PRIOR WRITTEN CONSENT OF OHM
DRAWING PATH: P:\0000_0100\002022\0080_Juniper_1_Wellhouse_Design_Bid\Drawings\Survey\Easement_Drawing\EASEMENT-TRANSFORMED.dwg Oct 10, 2022 - 1:58pm



MEMORANDUM

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

DATE: February 14, 2023

TO: Mayor Teich and the Owosso City Council

FROM: City Manager

SUBJECT: 21 Day Posting – \$1300 Offer to Purchase City Property on corner of Gould and M-71

BACKGROUND:

The city received an offer from MDOT to purchase a very small portion of a city-owned parcel on the SW corner of Gould and M-71 in order to make improvements to the pedestrian crossing. The intent is to adjust the route of the sidewalk to accommodate the installation of a new pedestrian crossing indicator. They are offering \$1,300 for the purchase of a 6.5' x 8' section near the current crosswalk, and for permission to do the necessary grading for the relocated sidewalk. The parcel in question is 050-011-021-002-00.

The parcel:



The part MDOT wants to buy and path of proposed sidewalk relocation:



Recommendation

Authorize the posting of this offer for 21 days according to Section 14.3(B)(2) of the city charter governing the sale of real property.

RESOLUTION NO.

**AUTHORIZING 21- DAY POSTING OF PURCHASE AGREEMENT FOR THE SALE OF
A PORTION OF THE CITY-OWNED PROPERTY ON SW CORNER OF
GOULD AND M-71**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, owns parcel 050-011-021-002-00, constituting 0.49 acres of commercial-zoned property; and

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has received an offer to purchase an eight by six and a half foot strip near the M-71/Gould Street intersection of said parcel for one thousand three hundred dollars (\$1,300) for the purpose of installing equipment to aid pedestrian crossings; and

WHEREAS, the City of Owosso has no immediate or long-term plans to develop said parcel under city ownership; and

WHEREAS, this portion has not been actively marketed, thereby triggering the 21-day public inspection period set forth in Section 14.3(2) of the Owosso City Charter; and

WHEREAS, the Michigan Department of Transportation (MDOT) wishes to purchase the section of said parcel to make pedestrian crossing improvements.

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 sell the aforementioned parcel to MDOT in the amount of \$1,300.00.
- SECOND: The city clerk is instructed to publicly publish this offer per Section 14.3(B)(2) of the city charter for twenty one (21) days.



GRETCHEN WHITMER
GOVERNOR

**STATE OF MICHIGAN
DEPARTMENT OF TRANSPORTATION
LANSING**

BRADLEY C. WIEFERICH, P.E.
ACTING DIRECTOR

Good Faith Offer

January 24, 2023

City of Owosso
Attn: Nathan Henne
301 W Main Street
Owosso, Michigan 48867-2999

CS: 76041, JN: 209496, Parcel: 7000, Address: South Gould St. Owosso, MI, 48867, City:
Owosso, County: Shiawassee

Dear Owner(s):

The Michigan Department of Transportation (MDOT) has an upcoming project along Regionwide. We have reviewed your property as it relates to the needs of the project and are interested in acquiring Fee Partial, Consent to Construct/Reconstruct Sidewalk rights to your property as set forth in the attached Addendum(a). In accordance with state and federal regulations governing the acquisition of property by MDOT, this letter is MDOT's Good Faith Offer, to purchase these rights based on the terms and conditions contained herein. Please note that MDOT is not making this offer under the threat of condemnation. If an agreement regarding the purchase cannot be reached, MDOT will discontinue negotiations and cease this transaction. If in the future your property is needed for a transportation project, MDOT will contact you at that time.

If you agree, MDOT will purchase aforementioned rights to your property described as set forth in the attached Addendum(a).

This Good Faith Offer is based upon the valuation set forth in the enclosed market study report. This report is to be considered part of this Good Faith Offer. It outlines the items for which you are entitled to be paid, based on the facts known at this time, along with the state of the market and condition of the property as the date of the valuation.

MDOT's Good Faith Offer for the property rights to be purchased is itemized below:

Type	Amount
Fee Partial	\$1,000.00
Consent to Construct/Reconstruct Sidewalk	\$300.00
TOTAL	\$1,300.00

Accordingly, the total amount that MDOT is offering to you is \$1,300.00. Please note that this offer is valid only until 02/23/2023.

Please review all the materials carefully and let us know in writing if you believe anything of significance has been omitted with respect to the amount of money you should be paid. MDOT will review the items you identify and will respond accordingly if any changes will be made to its Good Faith Offer. We are also available to discuss this offer with you.

This Good Faith Offer is for the property rights for all individuals and entities that may have a property interest in the parcel. If there is more than one person or entity with an interest in the property, you can decide amongst yourselves how to divide the amount MDOT is offering you, or you can request a court to decide.

If you are willing to accept MDOT's offer and, also agree to the terms and conditions set forth in the following Addendum(a), please sign and date the Acceptance of the Good Faith Offer and enclosed instruments in the presence of a witness. Be sure the witness also signs and dates the Acceptance. Please return this letter, signed Acceptance page and enclosed instrument(s) back to my attention.

Thank you in advance for your consideration of our Good Faith Written Offer. If you have any questions, please contact me at 989-297-0593 or WilliamsK34@michigan.gov.

Sincerely,



Kelcy Williams
Property Analyst
Michigan Department of Transportation

Attachments: Acceptance of Good Faith Offer, Addendum(a), Instrument(s), Legal Description(s), Market Study, Plan Sheets, and PR&PP Book

Acceptance of Good Faith Offer

The undersigned accept(s) the Michigan Department of Transportation's (MDOT's) Good Faith Offer of \$1,300.00 for the property described in MDOT's Good Faith Offer dated 01/19/2023. Furthermore, the undersigned agree(s) to the following terms and conditions set forth in the attached Addendum(a):

Signature: _____

Signed Date: _____

Signatory Name: _____

Signatory Title: _____

Witness Signature: _____

Witness Date: _____

Witness Name: _____

Signature: _____

Signed Date: _____

Signatory Name: _____

Signatory Title: _____

Witness Signature: _____

Witness Date: _____

Witness Name: _____

Control Section 76041	Job ID 209496	Parcel 7000
Owner Of Record City of Owosso		
Property Tax Code 050-011-021-002-00		

Addendum for Fee Acquisition

PRICE: The owner(s) will sell the property described in the attached legal description(s) to the Michigan Department of Transportation for the sum of \$1,000.00 via the appropriate instrument(s), clear of all encumbrances and subject only to easements and restrictions of record.

TITLE: The owner(s) shall not sell, convey, mortgage, or otherwise encumber the title to the property or any part thereof, or permit any act or deed to diminish the value of the property described in the attached legal description(s).

TAXES: The owner(s) shall pay all real estate taxes due and payable at the time of closing. The owner(s) shall pay any special assessment levied at the time of closing. The owner(s) shall pay any personal property taxes due and payable at the time of closing, including all jeopardy assessments filed at the time of closing. Ad-valorem real taxes will be prorated in accordance with The General Property Tax, Act 206 of 1893, as amended (MCL 211.2 *et seq.*).

IMPROVEMENTS: This sale includes all buildings, structures, trees, and other improvements located within the attached fee legal description(s).

OCCUPANCY: MDOT will become the owner of the property upon payment of the price listed above. The owner(s) shall have the right to occupy the improvements on the property for a period of 90 days after the closing. However, if the improvements on the property are vacated after the execution of this Acceptance of the Good Faith Offer, they cannot be reoccupied. Any personal property or fixtures that have not been removed by the date specified in a Notice to Quit issued by MDOT shall be deemed abandoned and will become the property of MDOT. This provision does not apply to hazardous material.

ESCROW AGENT: The owner(s) agree(s) that SARGENT'S TITLE COMPANY - FLINT (Commitment # 22-232863) may act as escrow agent in closing this sale. All sums necessary to satisfy and discharge all liens, encumbrances and taxes, and to secure and record the instruments necessary to vest an unencumbered title in the name of the Michigan Department of Transportation, subject only to easements and restrictions of record, will be deducted from the proceeds.

DELAYED PAYMENT: The owner(s) agree(s) to a post-closing refund of prorated prepaid ad-valorem taxes when applicable.

MINERAL RIGHTS: Fluid mineral and gas rights are included.

SPECIAL PROVISIONS: NONE

Control Section 76041	Job ID 209496	Parcel 7000
Owner Of Record City of Owosso		
Property Tax Code 050-011-021-002-00		

Addendum for Consent(s)

PRICE: The owner(s) agree(s) to grant the property described in the attached legal description(s) to the Michigan Department of Transportation for the sum of \$300.00 via the appropriate instrument(s).

CONSENT TYPE(S): Consent to Construct/Reconstruct Sidewalk

OCCUPANCY: The owner(s) agree(s) to grant the Michigan Department of Transportation occupancy of the described property upon payment of the price listed above effective from 01/24/2023 through completion of project.

CONVEYANCE: The owner(s) agree to deliver to MDOT the above cited consents subject to the following provision: This conveyance includes, but is not limited to, the right to any drainage structure replacement or repair; the right to remove trees, shrubs, and vegetation as necessary in the judgement of the Michigan Department of Transportation and the right of temporary occupancy by public utilities.

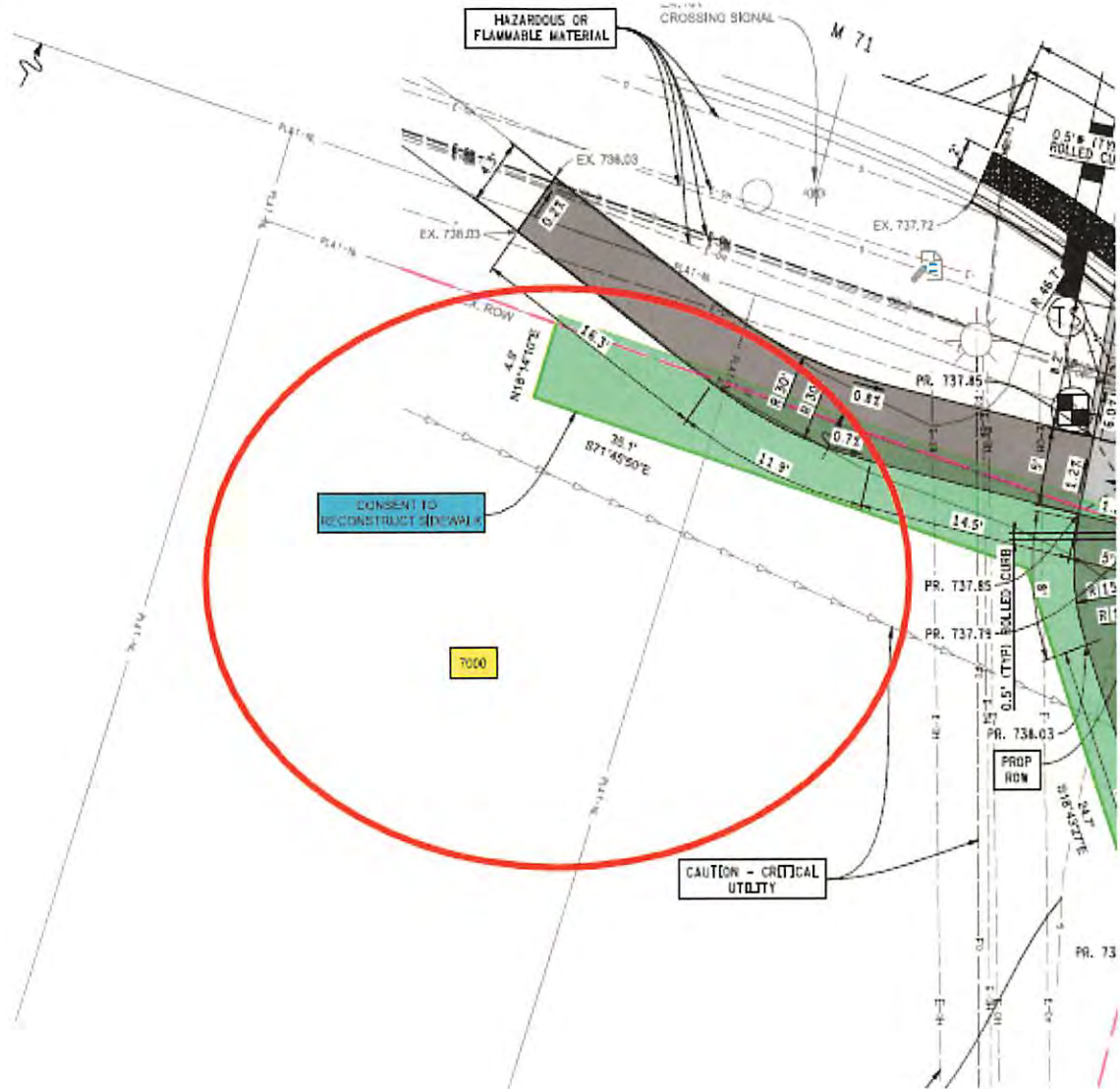
SPECIAL PROVISIONS: NONE

Control Section 76041	Job ID 209496	Parcel 7000
Owner Of Record City of Owosso		
Property Tax Code 050-011-021-002-00		

Legal Description: Consent to Construct/Reconstruct Sidewalk

Station #

See attached sketch



Control Section 76041	Job ID 209496	Parcel 7000
Owner Of Record City of Owosso		
Property Tax Code 050-011-021-002-00		

Michigan Department
of Transportation
0640C (07/21)

CONSENT

The Grantor(s) City of Owosso, for the sum of Three Hundred dollars and 00/100 (\$300.00) grant to the Michigan Department of Transportation, whose address is 425 W. Ottawa Street, P.O. Box 30050, Lansing, Michigan 48909 the right to Consent to Construct/Reconstruct Sidewalk, for transportation purposes, in over, and upon the real estate located in the City of Owosso, County of Shiawassee, State of Michigan, as described on the attached Legal Description; commonly known as South Gould St. Owosso, MI, 48867, including, but not limited to, the right to any drainage structure replacement or repair, the right to remove trees, shrubs, and vegetation as necessary in the judgment of the Michigan Department of Transportation and the right of temporary occupancy by public utilities; effective from 01/24/2023 to completion of project.

CONTROL SECTION 76041	JOB ID 209496	PARCEL 7000
OWNER OF RECORD City of Owosso		
PROPERTY TAX CODE 050-011-021-002-00		

**Legal Description: Consent to Construct/Reconstruct Sidewalk
Station #**

See attached sketch

Signature: _____ Signed Date: _____

Signatory Name: _____

Signatory Title: _____

Witness Signature: _____ Witness Date: _____

Witness Name: _____

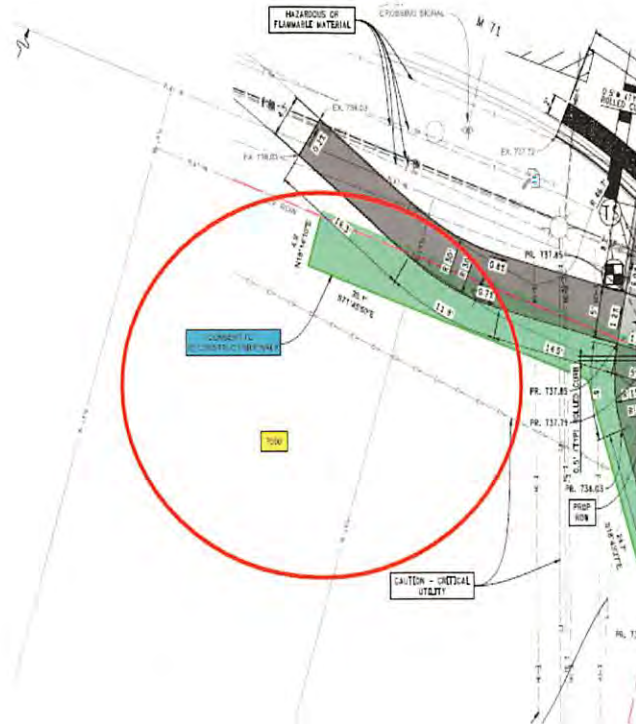
Signature: _____ Signed Date: _____

Signatory Name: _____

Signatory Title: _____

Witness Signature: _____ Witness Date: _____

Witness Name: _____



CONTROL SECTION 76041	JOB ID 209496	PARCEL 7000
OWNER OF RECORD City of Owosso		
PROPERTY TAX CODE 050-011-021-002-00		

COMPENSATION SUMMARY

	Area (Sqft)		Price/Sqft		Subtotal		Factor		Line Total	EJC Amount
Fee - Partial	52	X	\$3.47	=	\$181.00	X	100%	=	\$181	\$1,000
Consent to Construct/Reconstruct Sidewalk	332	X	\$3.47	=	\$1,153.00	X	10%	=	\$116	\$300

Total \$297

Total Estimated Just Compensation \$1,300

Parcel: 7000
Owner of Record: City of Owosso

CS: 76041

Job ID: 209496

Legal Description: Fee Partial

MDOT FEE ACQUISITION PARCEL DESCRIPTION

MDOT PARCEL 7000, CONTROL SECTION 76041

Part of Block 21 of the Plat of Re-Subdivision of Blocks 19, 20, and 21 of Geo. T. Abrey's Woodland Park Addition to the City of Owosso, Shiawassee County, Michigan, according to the plat thereof as recorded in Liber 1, Page 120 1/2, Shiawassee County Records, described as beginning at a point on the North line of said Block 21 that is South 71°45'50" East, 134.06 from the Northeast corner of Block 20 of said plat; thence South 71°45'50" East, continuing on said North line of Block 21, 54.00 feet; thence South 18°14'10" West, perpendicular to said North line of Block 21, 6.00 feet; thence South 71°45'50" East, parallel with said North line of said Block 21, 63.27 feet to the Point of Beginning; thence continuing South 71°45'50" East, parallel with said North line of said Block 21, 6.50 feet, to the Westerly Right of Way line of Gould Street (100' wide); thence on said Westerly Right of Way line of Gould Street on a Curve to the left having a central angle of 00°41'09", a radius of 668.27 feet, and a chord bearing and distance of South 17°43'17" West, 8.00 feet; thence North 71°45'50" West, parallel with said North line of said Block 21, 6.59 feet, thence North 18°14'10" East, perpendicular to said North line of Block 21, 8.00 feet, to the Point of Beginning. The lands described in fee above contain 0.001 Acres (52 square feet) more or less and are also subject to any easements of record.

Control Section 76041	Job ID 209496	Parcel 7000
Owner Of Record City of Owosso		
Property Tax Code 050-011-021-002-00		

CERTIFICATE OF SURVEY

THIS SURVEY WAS PERFORMED FOR A PROPERTY TRANSFER FOR M.D.O.T. R.O.W. ACQUISITION.
NO DIVISIONS OR SUBDIVISIONS WERE MADE, AND THE RESULTING M.D.O.T. PARCEL SHALL
NOT BE CONSIDERED A BUILDING SITE AS DEFINED BY PUBLIC ACT 288 OF 1967, AS AMENDED.

PARENT PARCEL LEGAL DESCRIPTION AS RECORDED IN LIBER 706, PAGE 683, SHIAWASSEE COUNTY RECORDS

Vesting Deed per Sargents Title Company, File Number: 22-232863
Commonly known as: Vacant Land, Gould Street, Owosso, MI 48867
Tax ID Number: 050-011-021-002-00

Lots 3, 4, 5, and 6, Block 21, of the Plat of George T. Abrey's Woodlawn Park Addition, Re-Subdivision of Blocks 19, 20 and 21, of George T. Abrey's Woodlawn Park Addition to the City of Owosso, Shiawassee County, Michigan, according to the recorded Plat thereof, as recorded in Liber 1, Page 120 1/2, Shiawassee County Records; Except the Northerly 6 feet of Lots 5 and 6 and Except the Westerly 6 feet of Lot 3 and Except that portion of Gould Street Right of Way adjacent to Lot 6 of Re-Subdivision of Blocks 19, 20, and 21 of George T. Abrey's Woodlawn Park Addition and including 1/2 of vacated alley and Westerly portion of vacated Parkdale Avenue.

MDOT FEE ACQUISITION PARCEL DESCRIPTION MDOT PARCEL 7000, CONTROL SECTION 76041

Part of Block 21 of the Plat of Re-Subdivision of Blocks 19, 20, and 21 of Geo. T. Abrey's Woodland Park Addition to the City of Owosso, Shiawassee County, Michigan, according to the plat thereof as recorded in Liber 1, Page 120 1/2, Shiawassee County Records, described as beginning at a point on the North line of said Block 21 that is South 71°45'50" East, 134.06 from the Northeast corner of Block 20 of said plat; thence South 71°45'50" East, continuing on said North line of Block 21, 54.00 feet; thence South 18°14'10" West, perpendicular to said North line of Block 21, 6.00 feet; thence South 71°45'50" East, parallel with said North line of said Block 21, 63.27 feet to the **Point of Beginning**; thence continuing South 71°45'50" East, parallel with said North line of said Block 21, 6.50 feet, to the Westerly Right of Way line of Gould Street (100' wide); thence on said Westerly Right of Way line of Gould Street on a Curve to the left having a central angle of 00°41'09", a radius of 668.27 feet, and a chord bearing and distance of South 17°43'17" West, 8.00 feet; thence North 71°45'50" West, parallel with said North line of said Block 21, 6.59 feet, thence North 18°14'10" East, perpendicular to said North line of Block 21, 8.00 feet, to the **Point of Beginning**. The lands described in fee above contain 0.001 Acres (52 square feet) more or less and are also subject to any easements of record.

REMAINDER PARCEL DESCRIPTION

VACANT LAND, GOULD STREET, OWOSSO, MI 48867, TAX ID# 050-011-021-002-00

Part of Block 21 of the Plat of Re-Subdivision of Blocks 19, 20, and 21 of Geo. T. Abrey's Woodland Park Addition to the City of Owosso, Shiawassee County, Michigan, according to the plat thereof as recorded in Liber 1, Page 120 1/2, Shiawassee County Records, described as beginning at a point on the North line of said Block 21 that is South 71°45'50" East, 134.06 from the Northeast corner of Block 20 of said plat also the **Point of Beginning**; thence South 71°45'50" East, continuing on said North line of Block 21, 54.00 feet; thence South 18°14'10" West, perpendicular to said North line of Block 21, 6.00 feet; thence South 71°45'50" East, parallel with said North line of said Block 21, 63.27 feet; thence South 18°14'10" West, perpendicular to said North line of Block 21, 8.00 feet; thence South 71°45'50" East, parallel with said North line of said Block 21, 6.57 feet, to the Westerly Right of Way line of Gould Street (100' wide); thence on said Westerly Right of Way line of Gould Street on a Curve to the left having a central angle of 12°27'57", a radius of 668.27 feet, and a chord bearing and distance of South 11°08'35" West, 145.11 feet; thence North 71°45'50" West, parallel with said North line of said Block 21, 141.75 feet, thence North 18°14'10" East, perpendicular to said North line of Block 21, 158.00 feet, to the **Point of Beginning**. The lands described above contain 0.459 Acres (20,002 square feet) more or less and are also subject to any easements of record.

FOR:



PREPARED BY:

MDOT BAY REGION SURVEYS
5859 SHERMAN ROAD
SAGINAW, MI 48604

DRAWN BY: DJL

CHECKED BY: KDT

FILE: CS76041_JN209496_PARCEL 7001_SURVEY.dgn

CS: 76041

JN: 209496

ROUTE: M-71

PARCEL NO: 7000

DATE: 2022-12-06

SHEET: 1 OF 3

CERTIFICATE OF SURVEY


THIS SURVEY WAS PERFORMED FOR A PROPERTY TRANSFER FOR M.D.O.T. R.O.W. ACQUISITION.
NO DIVISIONS OR SUBDIVISIONS WERE MADE, AND THE RESULTING M.D.O.T. PARCEL SHALL
NOT BE CONSIDERED A BUILDING SITE AS DEFINED BY PUBLIC ACT 288 OF 1967, AS AMENDED.

NOTES:

1. Bearings are based on Grid North for Michigan Coordinate System, South Zone (2113). Please note that the bearing system for this survey is not relative to the bearings of the Parent Parcel description.
2. Legal Alignment of M-71 is the Survey Alignment line as established based on MDOT Design Survey CS 76041 JN 209496 by HRC (2022).
3. Alignment Stationing of MDOT Route M-71 the station of 34+95 was assumed at the intersection of M-71 and the Centerline of Lincoln Ave. as shown on the MDOT ROW Map, CS 76041, Sheet 40
4. The measured distances shown on this survey and expressed in the Acquisition Parcel Description are Grid.
5. Average Combined Scale Factor for the Survey is 0.999878535921.
6. The coordinate system NAD 83 (CORS 2011) was established by Real-Time Kinematic GPS Methods using MDOT CORS Network.
7. Parcels are subject to any right-of-ways, easements or restrictions recorded or un-recorded, if any.

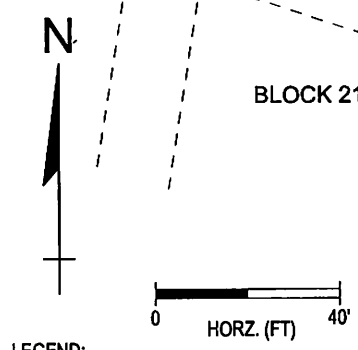
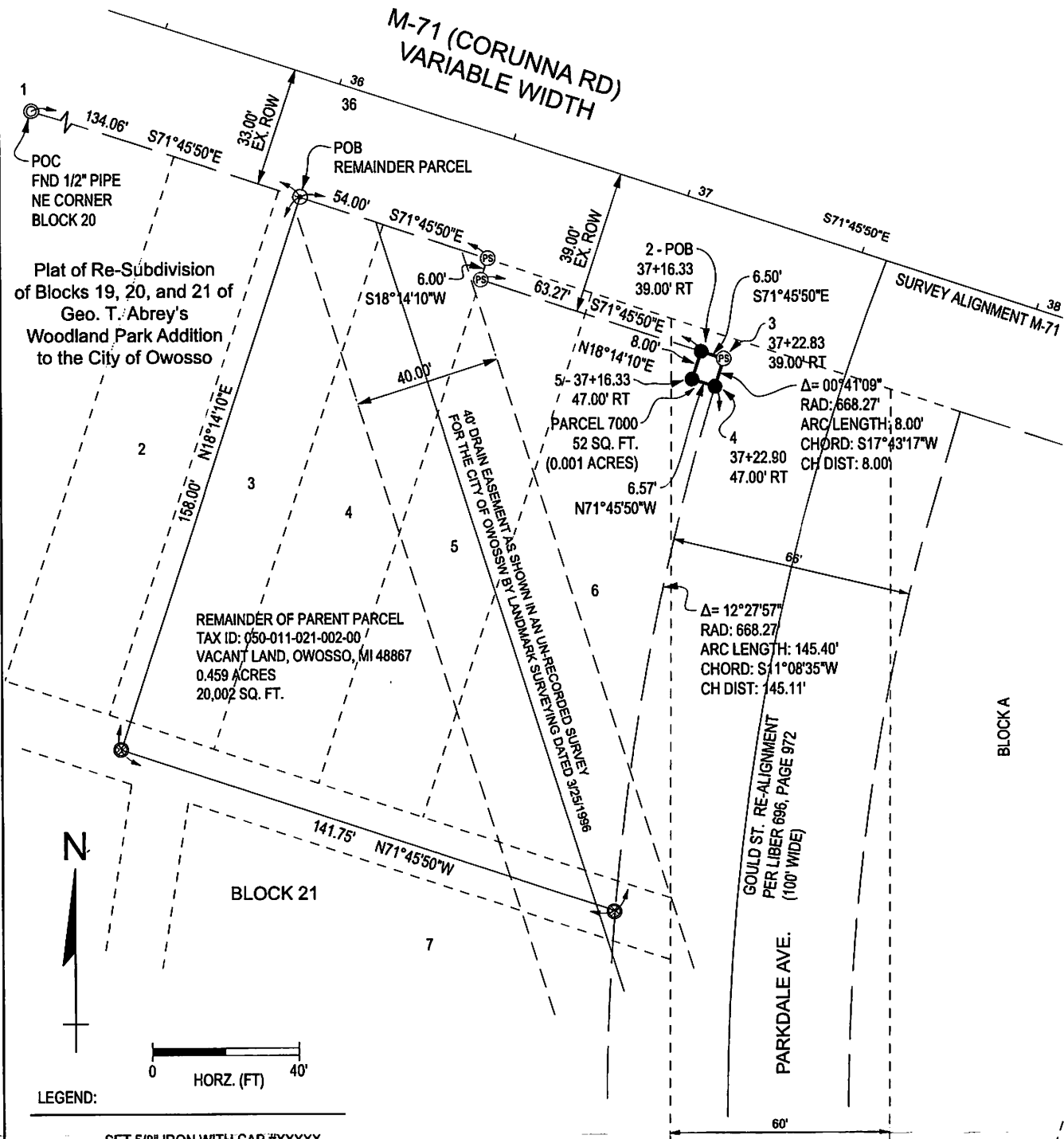
REFERENCES:

1. *Warranty Deed, as recorded in Liber 836, Page 764, Gratiot County Records*
2. *MDOT ROW Map C.S. 76041, Sheet 40*
3. *Realignment of Gould Street as recorded in Liber 706, Page 683*
4. *Un-Recorded Survey for the City of Owosso, by Landmark Surveying dated 3/25/1996*
5. *This survey is based upon title commitment 22-232863 (Sargents Title Company)*
6. *Fee simple interest lies, at the time of the commitment, with The City of Owosso, a Municipal Corporation*
7. *Current property identification number: 050-011-021-002-00*

FOR:	
	
PREPARED BY: MDOT BAY REGION SURVEYS 5859 SHERMAN ROAD SAGINAW, MI 48604	
DRAWN BY: DJL	CHECKED BY: KDT
FILE: CS76041_JN209496_PARCEL 7000_SURVEY.dgn	
CS: 76041	JN: 209496
ROUTE: M-71	PARCEL NO: 7000
DATE: 2022-12-06	SHEET: 2 OF 3

CERTIFICATE OF SURVEY

THIS SURVEY WAS PERFORMED FOR A PROPERTY TRANSFER FOR M.D.O.T. R.O.W. ACQUISITION. NO DIVISIONS OR SUBDIVISIONS WERE MADE, AND THE RESULTING M.D.O.T. PARCEL SHALL NOT BE CONSIDERED A BUILDING SITE AS DEFINED BY PUBLIC ACT 288 OF 1967, AS AMENDED.



- LEGEND:**
- SET 5/8" IRON WITH CAP #XXXXX (UNLESS OTHERWISE NOTED)
 - ⊕ FOUND CAPPED IRON #XXXXX
 - ⊙ FOUND IRON PIN
 - ⊙ FOUND IRON PIPE
 - ⊗ FOUND PK/MAG NAIL
 - P.O.C. POINT OF COMMENCEMENT
 - P.O.B. POINT OF BEGINNING

COORDINATES (MCS83 SOUTH ZONE)				
POINT #	NORTHING	STD. DEV. N.	EASTING	STD. DEV. E
1	543005.16	0.05	13179105.43	0.05
2	542920.81	0.05	13179342.26	0.05
3	542918.77	0.05	13179348.43	0.05
4	542911.15	0.05	13179346.00	0.05
5	542913.21	0.05	13179339.76	0.05

<p>SEAL</p>	<p>I, David J. LaCross, being a Surveyor Licensed in the State of Michigan, hereby certify that I have surveyed and mapped the above parcel of land, and that I have complied with the regulations of P.A. 132 of 1970 as amended.</p> <p style="text-align: center;">_____ SIGNATURE</p> <p style="text-align: center;">_____ DATE</p> <p>David J. LaCross, P.S. LICENSED PROFESSIONAL SURVEYOR MICHIGAN LICENSE NO. 4001057348</p>	<p>FOR:</p> <p style="text-align: center;">MDOT Michigan Department of Transportation</p> <p>PREPARED BY:</p> <p style="text-align: center;">MDOT BAY REGION SURVEYS 5859 SHERMAN ROAD SAGINAW, MI 48604</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">DRAWN BY: DJL</td> <td style="width: 50%;">CHECKED BY: KDT</td> </tr> <tr> <td colspan="2">FILE: CS76041_JN209496_PARCEL 7000_SURVEY.dgn</td> </tr> <tr> <td>CS: 76041</td> <td>JN: 209496</td> </tr> <tr> <td>ROUTE: M-71</td> <td>PARCEL NO: 7000</td> </tr> <tr> <td>DATE: 2022-12-05</td> <td>SHEET: 3 OF 3</td> </tr> </table>	DRAWN BY: DJL	CHECKED BY: KDT	FILE: CS76041_JN209496_PARCEL 7000_SURVEY.dgn		CS: 76041	JN: 209496	ROUTE: M-71	PARCEL NO: 7000	DATE: 2022-12-05	SHEET: 3 OF 3
DRAWN BY: DJL	CHECKED BY: KDT											
FILE: CS76041_JN209496_PARCEL 7000_SURVEY.dgn												
CS: 76041	JN: 209496											
ROUTE: M-71	PARCEL NO: 7000											
DATE: 2022-12-05	SHEET: 3 OF 3											



MEMORANDUM

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

DATE: February 16, 2023

TO: Mayor Teich and the Owosso City Council

FROM: Kevin Lenkart, Owosso Public Safety Chief

SUBJECT: Amendments to the Policy for Special Event TCOs

INTRODUCTION:

The City of Owosso is host to over twenty-five (25) special events annually, events as small as block parties, to the ever-popular Curwood Festival. Each of these events utilizes public assets and creates a significant impact on the city's workforce, equipment and assets. The City of Owosso is proud to host events throughout the year. It is our goal to enhance the vitality, quality of life, and economic prosperity of Owosso through the support of special events, at the same time we must be cognizant of the costs borne by the city for these events.

BACKGROUND:

Over the last several years there has been an increase in the number of special events in Owosso thus resulting in an increased workload for city staff, as well as increased wear and tear on city equipment. In an effort to remain fiscally responsible, the time has come to consider instituting fees to recoup a portion of the cost shouldered by the city when a special event is held on city property. Special event permit fees are actually very common in other Michigan municipalities, and Owosso has been a bit of an outlier in not charging event sponsors for the use of city property, equipment, and employees in the past.

To effect this change, amendments to two different policies will be required:

1. Rules and Regulations for the Issuance of Certain Traffic Control Orders – This policy establishes the rules governing the use of city streets and parking lots for special events and lays out the process for sponsors to apply for permission to use city property.
2. Fee Schedule – This policy defines the fees and charges for various city services. (Changes to this policy will be considered as a part of the next item on the agenda.)

In addition to the implementation of fees, the revised Rules and Regulations will allow for a thorough review of all applications by establishing a list of documents required for submission prior to any consideration of the request by staff or council. Rules regarding refuse disposal have also been added.

RECOMMENDATION:

Recommend City Council approve the proposed revisions to the Rules and Regulations for the Issuance of Certain Traffic Control Orders Policy.

RESOLUTION NO.

**APPROVE AMENDMENTS TO THE RULES AND REGULATIONS
FOR THE ISSUANCE OF CERTAIN TRAFFIC CONTROL ORDERS POLICY**

WHEREAS, the City of Owosso is host to over twenty-five (25) special events per year requiring the closure of public streets or parking lots and additional services from City staff, resulting in substantial costs to the City; and

WHEREAS, the Rules and Regulations for the Issuance of Certain Traffic Control Orders Policy, promulgated pursuant to the provisions of section 7.18 of the Owosso City Charter, was created to govern the public's use of City streets and parking lots for special events are; and

WHEREAS, said rules and regulations must be amended to incorporate charges for the use of City personnel and equipment.

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

- FIRST: it has theretofore determined that it is advisable, necessary and in the public interest to amend the Rules and Regulations for the Issuance of Certain Traffic Control Orders Policy to address costs borne by the City for special events held within the limits.
- SECOND: these revised Rules and Regulations will allow for a thorough review of all applications while requiring reimbursement for the use City equipment and City staff.
- THIRD: the Rules and Regulations for the Issuance of Certain Traffic Control Orders Policy is hereby approved, effective February 22, 2023.

**CITY OF OWOSSO
RULES AND REGULATIONS
FOR THE ISSUANCE OF CERTAIN
TRAFFIC CONTROL ORDERS**

AUTHORITY. These rules and regulations are promulgated pursuant to the provisions of section 7.18 of the Owosso City Charter.

APPLICABILITY. These rules and regulations shall be applicable to traffic control orders approved by the City Council for the use of parking lots subject to the provisions of section 33-43 of the Owosso City Code and streets other than for their usual and customary purposes.

APPROVAL BY THE COUNCIL REQUIRED. The approval of the City Council is required before the issuance of any traffic control order for the use of parking lots and streets for events, parades and the like, regardless of the duration or frequency of the use.

RESCINDING OF TRAFFIC CONTROL ORDERS. The City Council may at any time rescind any traffic control order issued pursuant to these regulations, upon the receipt of a recommendation from the City Manager or upon its own initiative, when the Council determines that the interests of the City and its citizens are best served through such action. Traffic control orders approved pursuant to these regulations may also be superseded by temporary traffic control orders issued by the appropriate City officials when such action is required to safeguard the public health, safety and welfare.

PARKING LOTS. The following conditions shall pertain to the issuance of traffic control orders prohibiting parking in City parking lots when such lots are to be used for events or other purposes:

1. The request for use of ~~the a City~~ parking lot shall be submitted to the Public Safety Department ~~not less than 14 days nor more than 120 days before the date for which the use is requested or, in the case of a use that occurs on more than one day, not less than 60 days nor more than 120 days before the first date in the calendar year on which the use would take place at least thirty (30) days prior to the event.~~ Except in such cases that must be reviewed by the Zoning Board of Appeals per paragraph 4 below.
2. ~~Applicants requesting the~~ The request for use of the ~~a~~ parking lot shall complete an application form containing the name of the individual or organization making the request, the name, title, address, email and telephone number of the primary contact person, the dates and hours for which the request is made, and a detailed description of the use for which the request is made. ~~The request should also include copies of any rules or policies applicable to persons participating in the event that is the proposed use of the lot.~~

In addition to the application form, the applicant shall submit the following items at the time the request is made:

- a. Map of event area with event location highlighted
 - b. Rules or policies applicable to persons participating in the proposed event
 - c. Proof of Insurance
 - d. Executed Hold Harmless Agreement
 - e. Application fee (set by Council resolution)
3. The City Council may deny the request for a traffic control order prohibiting

parking if:

- The City Council determines that the loss of such parking would present an unreasonable hardship for area businesses or their customers;
 - The applicant has failed to submit a request that complies with the requirements of this policy or other applicable ordinances, laws or rules; or
 - For such other reasonable cause or causes as the City Council might determine.
4. Nothing stated herein shall abrogate the duty of an applicant to apply to the zoning board of appeals as required by Owosso City Code section 38-504(4)(b) for a conditional use permit if the intended use is not allowed in the zoning district involved. In such case, the notice requirements of the zoning ordinance shall apply.

PARADES AND SIMILAR EVENTS. The following conditions shall pertain to the issuance of traffic control orders regulating parking and traffic necessary to permit parades, foot races, walk-a-thons and similar events on public streets.

1. The request for ~~the an~~ event requiring the use of City streets shall be submitted to the Public Safety Department ~~not less than 14 days nor more than 120 days before the date for which the use is requested at least thirty (30) days prior to the first day of the event. Unless the application requests the closure of a state trunkline, in which case the application must be submitted at least forty-five (45) days prior to the event as both the City and State are required to vet the request.~~
2. Applicants ~~The~~ requesting ~~for the use of City streets for an~~ event shall complete an application form containing the name of the individual or organization making the request, the name, title, address, email and telephone number of the primary contact person, the dates and hours for which the request is made, and a detailed description of the use for which the request is made. ~~The request should also include copies of any rules or policies applicable to persons participating in the event.~~

In addition to the application form, the applicant shall submit the following items at the time the request is made:

- a. Map of event area with event location highlighted
 - b. Rules or policies applicable to persons participating in the proposed event
 - c. Proof of Insurance
 - d. Executed Hold Harmless Agreement
 - e. Application fee (set by Council resolution)
3. The City Council may deny the request for a traffic control order regulating parking and traffic on a public street for a proposed event if:
- The City Council determines that such regulations would represent an unreasonable hardship for motorists, pedestrians and property owners and occupants that might be affected by the event;
 - The City Council determines that the duration of the event or the frequency of occurrence of similar events would represent an unreasonable hardship for motorists, pedestrians, and property owners and occupants that might be affected by the event or events.
 - The applicant has failed to submit a request that complies with the requirements of this policy or other applicable ordinances, laws or rules; or

- For such other reasonable cause or causes as the City Council might determine.
4. Approval by the City Council of a request for a traffic control order shall not diminish in any way the obligations of event organizers and participants to comply with applicable provisions of City ordinances and state law pertaining to the use of street rights-of-way, nor shall such approval eliminate the requirement to apply for and obtain the necessary permits for the occupancy and use of street rights-of-way issued by the City Engineer.

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

COSTS FOR MAINTENANCE, REPAIRS, UTILITIES AND SECURITY. The City Manager, or their designee shall have the authority to impose charges for the costs of application processing, maintenance and repair of City properties and facilities, for the use of City equipment and/or City personnel, for the use of utilities, and for the provision of security associated with events and activities for which traffic control orders are issued when such costs exceed the costs associated with the ordinary public use of such properties and facilities. All use of traffic control equipment will meet the requirements set forth by MDOT. ~~The City Manager may require a~~ deposit ~~be paid~~ or a bond ~~be submitted~~ may be required to cover such costs before issuance of the requested traffic control order.

Applications may be denied based on unpaid invoices from previous events.

Fees shall be set by resolution of the Owosso City Council.

REFUSE. Applicants are responsible for providing adequate trash receptacles for their event, as well as the proper off-site disposal of waste generated by the event. Applicant(s) shall make provisions for periodic checking and dumping of garbage receptacles during the event. All receptacles and waste must be removed from the premises following the completion of the event or additional fees will be applied.

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

INSURANCE. The individual or organization requesting a traffic control order pursuant to these rules and regulations shall provide evidence to the City of a Certificate of Insurance and Endorsement acceptable to the City evidencing General Liability insurance for the event or activity in the minimum amount of \$1,000,000 per occurrence. Coverage shall name the City of Owosso as additional insured and declare the policy to be primary and non-contributory to any other insurance the City has; provided, however, that the City Council may waive such insurance requirement if it determines that insurance coverage is unavailable or cannot be obtained at a reasonable cost and the event or activity is in the public interest or fulfills a legitimate and recognized public purpose.

NOTIFICATION. Notification shall be provided to the Downtown Development Authority Director and/or the Westtown Corridor Improvement Authority Chairperson for events proposed within Authority boundaries.



MEMORANDUM

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

DATE: February 16, 2023

TO: Mayor Teich and the Owosso City Council

FROM: Kevin Lenkart, Owosso Public Safety Chief

SUBJECT: Fee Schedule Additions

RECOMMENDATION:

Staff recommends approval of the additions to Section 12, Public Safety, of the City of Owosso Fee Schedule for the use of City personnel and equipment for special events, to be effective February 22, 2023.

BACKGROUND:

Amendments made this evening to the City's Rules and Regulations for the Issuance of Certain Traffic Control Orders Policy require the addition of several new fees to the Public Safety section of the City's official Fee Schedule. The proposed changes have been "red lined" for tracking purposes.

The proposed additions cover Traffic Control Orders (TCOs) issued for special events, the TCO application process, use of City equipment, and the cost of City personnel during special events.

The additions include:

- Special Event Traffic Control Order application fee.
- MDOT Closure application fee.
- Cost of using barricades for special events.
- Cost of the use of city vehicles for special events.
- Cost of city personnel at special events.
- Cost of clean-up of garbage and dumping receptacles at special events.

FISCAL IMPACT: Collected fees would partially offset the costs borne by the City for special events that require a TCO or for the purchase of new barricades and other equipment required for TCO's.

RESOLUTION NO.

**UPDATING THE SECTION 12 OF THE CITY OF OWOSSO FEE SCHEDULE
TO INCLUDE FEES FOR TRAFFIC CONTROL ORDERS
ISSUED FOR SPECIAL EVENTS**

WHEREAS, the *City of Owosso Code of Ordinances* provides for the establishment of many fees, licenses, fines and charges to be established by resolution; and

WHEREAS, on August 5, 2013 the City Council adopted Resolution No. 90-2013 creating a schedule of fees, licenses, fines and charges; and

WHEREAS, the City Council recently adopted amendments to the Rules and Regulations for the Issuance of Certain Traffic Control Order Policy permitting the assessment of fees for the use of City equipment and personnel for special events; and

WHEREAS, the Fee Schedule must be updated to reflect these new fees, in particular Section 12 Public Safety.

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

- FIRST: the attached Section 12 Public Safety of the City of Owosso Fee Schedule is hereby adopted as amended, effective February 22, 2023.
- SECOND: any parts of resolutions and memoranda in conflict with this resolution are hereby repealed.
- THIRD: this resolution is intended to preserve all existing charges and fees set forth in any resolution, ordinance, or law which are not in conflict with this resolution and attached schedule and to fulfill the requirements of any ordinance authorizing the City Council to establish fees by resolution.
- FOURTH: fees for public records not set forth in this resolution and attached schedule, or in any other resolution, ordinance, or law, shall be set by the City manager in accordance with Act 442 of the Public Acts of 1976, as amended.
- FIFTH: Fees for public services not specifically set forth in this resolution and the attached schedule or in any other resolution, ordinance, or law may be established by the City manager, who shall promptly notify the City Council in writing of each of them. The City manager shall establish fees for public services based upon the cost of providing the public service.

12.PUBLIC SAFETY	
• Ambulance fees – adjusted to the screen rates approved by commercial insurance companies	
➤ In-facility transports	\$250.80
• Dog license	As per Shiawassee County
• False alarm fee – fee may be waived by authority of Public Safety Director. First two fire and police alarms are not fined. The occupant will be notified of the 1 st or 2 nd violation by letter	
➤ False alarm FIRE: 3 rd call	\$250
➤ False alarm FIRE: 4 th and subsequent fire alarms	\$500
➤ False alarm POLICE: 3 rd call	\$50
➤ False alarm POLICE: 4 th and subsequent police alarms	\$100
• Fire Inspection Fees	
➤ Annual fire inspection	\$0
➤ Fire alarm field test	\$100
➤ Certificate of occupancy	\$100
➤ Change in liquor license site inspection	\$150
➤ Sprinkler system hydrostatic test (per riser)	\$100
➤ Observe fire flow test	\$100
➤ Tent Permit	\$125
• Fire Plan Review, Permit and Inspection schedule	\$100
➤ Plan review for fire alarm system (fee based on square footage)	
❖ 0 – 2,500 sq. ft.	\$100
❖ 2,500 – 10,000 sq. ft.	\$200
❖ 10,001 – 50,000 sq. ft.	\$250
❖ Over 50,000 sq. ft.	\$500
• Fire run	\$500
• Gun registration	\$10
• Peddler's permit	
➤ Per month	\$50
➤ Per year (expiring December 31 st)	\$200
• Portable breath test (PBT)	
➤ ½ month	\$15
➤ Full month	\$30
• Sex offender initial registration	\$35
• Traffic Control Order	
➤ Traffic Control Order Application	\$30
➤ MDOT Closure Application	\$50
➤ Class A Barricade	\$25
➤ Crowd Control Barricade	\$15
➤ Street Barricade (A Frame)	\$10
➤ 42" Cone	\$6
➤ 28" Cone	\$3
➤ ¾ Ton 4 x 2 Truck	\$10.62 per hour
➤ Front End Loader with forks	\$70.91 per hour
➤ Dump Truck	\$71.26 per hour
➤ Fire Truck	\$150 per hour
➤ City Personnel	Hourly rate plus benefits
➤ Clean-up of garbage and receptacles	Hourly rate plus benefits & equipment



MEMORANDUM

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

DATE: January 30, 2023
TO: City Council
FROM: Brad Barrett, Finance Director
SUBJECT: City of Owosso Investment Policy

RECOMMENDATION:

The Finance Department recommends adopting amendments to the City of Owosso Investment Policy, to remove caps on the individual types of investments.

BACKGROUND:

The City of Owosso has long maintained an investment policy governing how the City invests cash on hand. adopted Ordinance Number 574 in 1999 to amend Section 2-316 – Investment of idle funds to address amendments made to Public Act 20 of 1943 in 1997. MCL 129.95 requires public corporation's governing body (City Council) in consultation with the investment officer (finance director) to adopt an investment policy. The city's investment policy was adopted by Owosso City Council on December 18, 2006.

In 2006, amendments to the Investment Policy included, but were not limited to, percentage caps on how much of the City's investment portfolio could be deposited/invested in each type of authorized and suitable investment allowed under state law. In addition, the policy is ambiguous on what the "total portfolio" of the city consists of making it difficult to calculate whether the cap is being adhered to.

The policy's existing language limits the ability of the City to invest more funds in short term / liquid investments (ex: MI CLASS / Huntington Liquidity Portal, which are currently paying 4-4.5%) due to the following language:

...no more than 35% of the total portfolio shall be invested in money market mutual funds at any time

...no more than 25% of the total portfolio may be invested in investment pools at any one time.

At this time, there is a recommendation of striking out provisions in the investment policy setting percentage-based investment caps. In its place, language is proposed stating no one authorized and suitable investment shall contain 50% or more of the City's available cash.

FISCAL IMPACTS:

Potential increased returns on the City's investments from authorized and suitable investments, while maintaining liquidity.

Document originated by:

Attachments: (1) Resolution

RESOLUTION NO.

**APPROVING AMENDMENTS TO THE
INVESTMENT POLICY TO REMOVE CAPS ON INDIVIDUAL
TYPES OF INVESTMENTS FOR THE CITY OF OWOSSO**

WHEREAS, the City of Owosso adopted the Investment Policy on December 18, 2006 which included, but was not limited to, implementation of caps on how much of the city's investment portfolio could be deposited/invested in any single authorized and suitable investment allowed under state law; and

WHEREAS, the current language limits the ability of the city to invest more funds in short term/liquid investments, which are paying higher interest rates; and

WHEREAS, the policy has been reviewed by the City's Finance Director and it is recommended the language that sets percentage-based investment caps be struck and replaced with language stating that no single authorized and suitable investment shall contain 50% or more of the city's available cash; and

WHEREAS, the City Council has reviewed the recommended changes to the policy and finds it in the best interest of the City to adopt the revisions.

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

FIRST: the City of Owosso has determined it is advisable, necessary, and in the public interest to amend the language of the Investment Policy to strike language setting percentage-based investment caps and replace it with language stating that no single authorized and suitable investment shall contain 50% or more of the city's available cash.

SECOND: this Resolution and the updated language of the Investment Policy, attached as follows, shall take effect immediately.

CITY OF OWOSSO – INVESTMENT POLICY

It is the policy of the City of Owosso to invest its funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow needs of the City and comply with all state statutes governing the investment of public funds.

SCOPE:

The investment policy applies to all financial assets of the City other than the pension fund. These assets are accounted for in the various funds of the City and include the general fund, special revenue funds, debt service funds, capital project funds, enterprise funds, internal service funds, other trust and agency funds, the Owosso Historical Commission, component units, and any new fund established by the City of Owosso.

OBJECTIVES:

The primary objectives of the City's investment activities, in priority, shall be:

Safety - Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to insure the preservation of capital in the portfolio by diversifying holdings and maturities to mitigate both credit and interest rate risk.

Credit Risk - Credit risk is minimized by limiting the types of investments to those authorized by statute incorporated in this policy, pre-qualifying financial institutions, brokers, dealers or direct investments and maintaining credit ratings on all holdings other than United States obligations or agencies thereof. Custodial credit risk for uninsured and uncollateralized deposits will be minimized by diversifying deposits. Investments in book entry or physical form will be insured, registered or held by the counterparty or agent in the City's name.

Interest Rate - The duration of investments will be modeled to match expected cash flow requirements for operations so that securities are held to maturity and any changes to fair market value will be unrealized. Maturities greater than three years will coincide with sinking fund type reserves, not for operations.

Diversification - The investments will be diversified by security type and institution in order that potential losses from concentration risk are minimized.

Liquidity - The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated.

Return on Investment - The investment portfolio shall be designed with the objective of obtaining a rate of return throughout economic cycles, taking into account the investment risk constraints and the cash flow characteristics of the portfolio.

DELEGATION OF AUTHORITY

Management responsibility for the investment program is delegated to the Finance Director pursuant to section 2-316 of the City Ordinances. The Finance Director shall establish a system of controls to regulate the operation of the program. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the Finance Director.

AUTHORIZED FINANCIAL INSTITUTIONS, BROKER/DEALERS

No public deposit shall be made except in a qualified public depository as established by State law. An ongoing analysis of the financial condition, registration, institutional rating and Community Reinvestment Act rating of qualified firms will be conducted by the Finance Director.

Securities transactions and other investment services will only be conducted with brokers/dealers that are eligible based on the following criteria:

1. recognized as a primary dealer by the Federal Reserve Bank of New York or have a primary dealer within its holding company structure; or
2. report voluntarily to the Federal Reserve Bank of New York; or
3. qualify under Securities and Exchange Commission Rule 15c3-1 (Uniform Net Capital Rule)
4. Licensed to do business in the State of Michigan

AUTHORIZED AND SUITABLE INVESTMENTS

Investments shall be made in accordance with Michigan Public Act 20 of 1943 as amended, MCL 129.91-129.96 and MCL 129.14.

- a. US Treasury Obligations - Treasury Bills, Treasury Notes, Treasury Bonds and Treasury Strips.
- b. Federal Instrumentality Securities - debentures, discount notes, step-up and callable securities issued by Federal National Mortgage Association (FNMA), Federal Home Loan Bank (FHLB), Federal Home Loan Mortgage Corporation (FHLMC) and Federal Farm Credit Bank (FFCB)
- c. Repurchase Agreements - collateralized by US Treasury obligations or Federal Instrumentality Securities with maturities not exceeding ten years. Collateral shall mean purchased securities with a minimum market value of 102 percent of the transaction. If the fair market value of the collateral drops below 101 percent it shall immediately be marked to market at 102 percent. The collateral shall be held by the City's custodian bank for safekeeping.
- d. Certificates of Deposit - certificates and all other depository type accounts shall be made only with institutions defined in MCL 129.16. Deposits exceeding the federally insured amount shall be held only with institutions that have a minimum Highline Data Rating of 30 or an equivalent CAMEL rating from a recognized rating agency. ~~No more than 25% of the total portfolio may be invested in certificates of deposit.~~
- e. Prime Commercial Paper - with a maturity of 270 days or less. At the time of purchase the issuer must be rated by at least two of the nationally recognized rating agencies - Moody's, Standard and Poor's or Fitch in the top two categories. ~~Not more than 25% of the total portfolio may be invested in commercial paper.~~
- f. Bankers Acceptances - with maturities not exceeding 180 days. Rated by Moody's, Standard and Poor's and Fitch in the top two categories and issued by a state or nationally chartered bank with combined capital and surplus of at least \$250 million dollars and their deposits are insured by the FDIC. ~~Not more than 25% of the total portfolio may be invested in bankers' acceptances at anyone time.~~
- g. Money Market Mutual Funds - must be registered under the Investment Company Act of 1940 and composed of securities that are legal for direct investment referenced herein. Only no-load fund with a constant net asset value per share of \$1.00 and have a maximum stated maturity and weighted average maturity in accordance with Rule 2a-7 of the Act. ~~Not more than 35% of the total portfolio shall be invested in money market mutual funds at any time.~~
- h. Investment Pools - organized under the Surplus Funds Investment Act, P A 367, 1982 that are no-load and have a constant net asset value per share of \$1.00; limit assets of the fund to securities authorized under MCL 129.91 and have a maximum stated maturity and weighted average maturity in accordance with Rule 2a-7 of the Investment Company Act of 1940 and are rated AAAM by S&P, Aaa by Moody's or AAA/V1 by Fitch. ~~Not more than 25% of the total portfolio may be invested in investment pools at anyone time.~~

i. Joint Interlocal Investment Ventures - organized under the Urban Cooperation Act of 1967 that are no-load, have a constant net asset value per share of \$1.00, limit assets authorized under MCL 129.91 and have a maximum stated maturity and weighted average maturity in accordance with Rule 2a-7 of the Investment Company Act of 1940 and have rated either AAAM by S&P, Aaa by Moody's or AAA/V1 by Fitch. ~~Not more than 25% of the total portfolio may be invested in this category at anyone time.~~

j. No single authorized and suitable investment type listed above shall contain 50% or more of the city's available cash in any one calendar month.

SAFEKEEPING AND CUSTODY

All security transactions, including repurchase agreements shall be conducted on a delivery-versus- payment (DVP) basis.

All investment securities, except Certificates of Deposit, Money Market Mutual Funds, Investment Pools and Joint Interlocal Investment Ventures purchased by the City will be delivered by either book entry or physical delivery and will be held in third-party safekeeping by a City approved custodian bank, its correspondent bank or the Depository Trust Company (DTC). Certificates of Deposit shall be evidenced by a Safekeeping Receipt or advice from the issuing bank.

All fed wireable book entry securities owned by the City shall be evidenced by a safekeeping receipt or advice issued to the City by the custodian bank stating that all securities are held in the Federal Reserve system for the custodian bank which names the City as "customer".

All physical delivery securities shall be held by the custodian bank's correspondent bank and all DTC eligible securities shall be held in the bank's account with the Depository Trust Company. The custodian bank shall issue a safekeeping receipt to the City evidencing that the securities are held by the correspondent bank or the DTC for the City.

PRUDENCE

Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.



MEMORANDUM

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

DATE: January 30, 2023

TO: Owosso City Council

FROM: Brad Barrett, Finance Director

SUBJECT: Investment Account – Huntington Liquidity Portal – Additional Investment Funds

RECOMMENDATION:

The Finance Department informs the City Council of the city's participation in additional investment funds available in the Huntington Bank – Capital Markets Liquidity Portal.

BACKGROUND:

The City of Owosso adopted an amended Investment Policy on December 18, 2006 in compliance with Public Act 20 of 1943 - Investment of Surplus of Political Subdivisions, as amended.

The policy allows for investment in money market mutual funds as defined as the following:

Must be registered under the Investment Company Act of 1940 and composed of securities that are legal for direct investment referenced herein. Only no load fund with a constant net asset value per share of \$1.00 and have a maximum stated maturity and weighted average maturity in accordance with Rule 2a-7 of the Act. Not more than 35% of the total portfolio shall be invested in money market mutual funds at any time.

The City of Owosso's primary depository is Huntington Bank. The financial institution's liquidity portal provides a short-term (daily) investment option for the city and complies with the city's investment policy and Public Act 20 of 1943. The money market fund options in the liquidity portal preserves the value of investments to \$1.00 per share; however, cannot guarantee such value and investments in the fund are not insured or guaranteed by the FDIC or any other government agency.

If there are no objections, the city would participate in three additional funds. The funds are Invesco Treasury Portfolio, Invesco Government & Agency Portfolio, and Invesco Premier US Government Money Portfolio. The reasons being 1. The current net asset value (NAV) is 1.00 for each of the funds (as of 1/27/2023) 2. the rating by Moodys is AAA-mf / rating by S&P is AAAM (highest) 3. the expense ratio (net) financial statement is 0.18% and 4. the fund's investment cutoff is 4:00 pm each business day. Fund portfolio fact sheets (December 31, 2022) for each mutual is included.

FISCAL IMPACTS:

Short-term (daily) investment option for surplus funds held by the City of Owosso in its pooled cash account with Huntington Bank.

Document originated by: Brad Barrett, Finance Director



Invesco Treasury Portfolio

Short-Term Investments Trust

Data as of December 31, 2022
Institutional Class

Fund Information

Inception	April 12, 1984
CUSIP	825252406
NASDAQ	TRPXX
Total Net Assets	\$38.66 billion
Reflects all classes of the portfolio.	
Weighted Average Maturity (WAM)	18 days
Weighted Average Life (WAL)	117 days

SEC Portfolio Liquidity Requirements (%)

1-day	95.48
7-day	100.00

Ratings²

Standard & Poor's	AAAm
Moody's	Aaa-mf
Fitch Ratings	AAAmf

S&P Credit Quality Ratings³ (%)

A-1+	100.0
A-1	0.0

NAIC Requirements

National Association of Insurance Commissioners (NAIC) Meets NAIC requirement of a 0% capital reserve for a purchase by insurance companies.

Management Team

Laurie Brignac, Joe Madrid, Brandon Maitre, Justin Mandeville, Marques Mercier, Wesley Rager, Jennifer Brown, Ripal Tilara, and Bryn Zinser

All data provided by Invesco unless otherwise stated.

1 iMoneyNet, Inc. is an independent mutual fund performance monitor. The Government Institutional Category is an unmanaged group of money market funds with similar investment objectives and pricing structures as the Institutional Class of the Invesco Treasury Portfolio. iMoneyNet performance figures represent the category average. An investment cannot be made into the category.

2 A credit rating is an assessment provided by Nationally Recognized Statistical Ratings Organization (NRSRO) of the creditworthiness of an issuer with respect to debt obligations, including specific securities, money market instruments or other debts. Fund ratings are subject to change and are based on several factors, including an analysis of a portfolio's overall credit quality, market price exposure and management. Fund ratings are provided to indicate the creditworthiness of the underlying holdings in the portfolio and offer a forward-looking opinion about fixed income funds' capacity to maintain stable principal (net asset value). The ratings will generally range from AAA (highest) to D (lowest). For more information on rating methodologies, please visit the following NRSRO websites: www.standardandpoors.com and select "Understanding Ratings" under Rating Resources on the homepage; www.moody's.com and select "Rating Methodologies" under Research and Ratings on the homepage; www.fitchratings.com and select "Ratings Definitions" on the homepage.

3 S&P credit quality ratings reflect the ratings of the underlying securities in the portfolio and are subject to change without notice. A-1 represents the highest rating assigned indicating that the degree of safety regarding timely payment is strong. Securities that possess extremely strong safety characteristics are denoted with a plus sign (+) designation.

4 Portfolio composition is subject to change. An investment category listed with "other" in the name indicates that the underlying holdings did not fall into the SEC's more narrowly defined investment categories.

You could lose money by investing in the Fund.

Although the Fund seeks to preserve your investment at \$1.00 per share, it cannot guarantee it will do so. An investment in the Fund is not insured or guaranteed by the Federal Deposit Insurance Corporation or any other government agency. The Fund's sponsor has no legal obligation to provide financial support to the Fund, and you should not expect that the sponsor will provide financial support to the Fund at any time.

Investment Objective

Provide current income consistent with preservation of capital and liquidity.

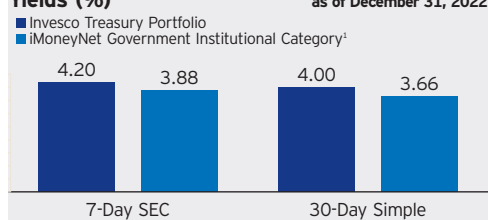
Permissible Investments

The fund pursues its objective by investing primarily in short-term, high-credit-quality money market instruments. These instruments are direct obligations of the US Treasury and repurchase agreements backed by Treasury obligations.

Fund Highlights

- The portfolio management team follows a conservative investment process with respect to minimal credit risk, interest rate risk and liquidity.
- The fund is designed for short- to medium-term cash investments, operating cash, cash sweeps and the liquidity components of investment portfolios.
- The fund aims to preserve capital, maintain liquidity and produce a competitive yield.

Yields (%)

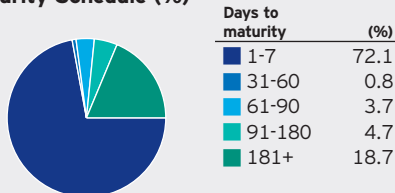


The performance data quoted represents past performance. Past performance does not guarantee future results and current performance may be lower or higher than the performance data quoted above. The investment return and principal value of your investment will fluctuate so that your shares, when redeemed, may be worth more or less than their original cost. You may obtain performance data current to the most recent month-end by visiting invesco.com. The SEC yield listed reflects fee waivers and/or expense reimbursements in effect for the period. Had the Adviser not waived fees and/or reimbursed expenses, your 7-day SEC yield would have been 4.17%. Average annual total returns reflect reinvested distributions, net of expenses for the periods. The 7-day SEC yield more closely reflects the current earnings of the fund than the total returns shown.

Portfolio Composition (%) ⁴

SEC Investment Category	(%)
U.S. Treasury Repurchase Agreement	73.8
U.S. Treasury Debt	26.2

Maturity Schedule (%)



Maturity schedule is based on weighted average maturity and is subject to change.

Average Annual Total Returns (%)

as of December 31, 2022

Period	(%)
Inception	3.43
10 Years	0.68
5 Years	1.14
3 Years	0.64
1 Year	1.56

Simple Monthly Yields

as of December 31, 2022

Period	(%)
December 2022	4.00
November	3.70
October	2.98
September	2.41
August	2.12
July	1.51
June	0.99
May	0.49
April	0.21
March	0.08
February	0.01
January 2022	0.01

30-day simple and simple monthly yield are the sum of the distribution rates for the number of days in the yield period annualized by 365 and divided by net asset value (NAV).

This does not constitute a recommendation of any investment strategy or product for a particular investor. Investors should consult a financial professional before making any investment decisions.

NOT A DEPOSIT | NOT FDIC-INSURED | NOT GUARANTEED BY THE BANK | MAY LOSE VALUE | NOT INSURED BY ANY FEDERAL GOVERNMENT AGENCY

This report must be accompanied or preceded by a currently effective fund prospectus, which contains more complete information, including fees and expenses. Read it carefully before investing.



Invesco Government & Agency Portfolio

Short-Term Investments Trust

Data as of December 31, 2022
Institutional Class

Fund Information

Inception	September 01, 1998
CUSIP	825252885
NASDAQ	AGPXX
Total Net Assets	\$78.70 billion
Reflects all classes of the portfolio.	
Weighted Average Maturity (WAM)	16 days
Weighted Average Life (WAL)	104 days

SEC Portfolio Liquidity Requirements (%)

1-day	88.83
7-day	95.32

Ratings²

Standard & Poor's	AAAm
Moody's	Aaa-mf
Fitch Ratings	AAAmmf

S&P Credit Quality Ratings³ (%)

A-1+	100.0
A-1	0.0

Management Team

Laurie Brignac, Joe Madrid, Brandon Maitre, Justin Mandeville, Marques Mercier, Wesley Rager, Jennifer Brown, Ripal Tilara, and Bryn Zinser

All data provided by Invesco unless otherwise stated.

1 iMoneyNet, Inc. is an independent mutual fund performance monitor. The Government Institutional Category is an unmanaged group of money market funds with similar investment objectives and pricing structures as the Institutional Class of the Invesco Government & Agency Portfolio. iMoneyNet performance figures represent the category average. An investment cannot be made into the category.

2 A credit rating is an assessment provided by Nationally Recognized Statistical Ratings Organization (NRSRO) of the creditworthiness of an issuer with respect to debt obligations, including specific securities, money market instruments or other debts. Fund ratings are subject to change and are based on several factors, including an analysis of a portfolio's overall credit quality, market price exposure and management. Fund ratings are provided to indicate the creditworthiness of the underlying holdings in the portfolio and offer a forward-looking opinion about fixed income funds' capacity to maintain stable principal (net asset value). The ratings will generally range from AAA (highest) to D (lowest). For more information on rating methodologies, please visit the following NRSRO websites: www.standardandpoors.com and select "Understanding Ratings" under Rating Resources on the homepage; www.moody's.com and select "Rating Methodologies" under Research and Ratings on the homepage; www.fitchratings.com and select "Ratings Definitions" on the homepage.

3 S&P credit quality ratings reflect the ratings of the underlying securities in the portfolio and are subject to change without notice. A-1 represents the highest rating assigned indicating that the degree of safety regarding timely payment is strong. Securities that possess extremely strong safety characteristics are denoted with a plus sign (+) designation.

4 Portfolio composition is subject to change. An investment category listed with "other" in the name indicates that the underlying holdings did not fall into the SEC's more narrowly defined investment categories.

You could lose money by investing in the Fund. Although the Fund seeks to preserve your investment at \$1.00 per share, it cannot guarantee it will do so. An investment in the Fund is not insured or guaranteed by the Federal Deposit Insurance Corporation or any other government agency. The Fund's sponsor has no legal obligation to provide financial support to the Fund, and you should not expect that the sponsor will provide financial support to the Fund at any time.

Investment Objective

Provide current income consistent with preservation of capital and liquidity.

Permissible Investments

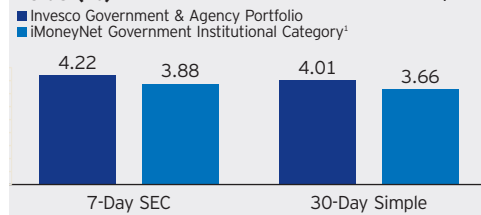
The fund pursues its objective by investing primarily in short-term, high-credit-quality money market instruments. These instruments are direct obligations of the US Treasury and other securities issued or guaranteed as to principal and interest by the US Government or by its agencies or instrumentalities, as well as repurchase agreements secured by such obligations.

Fund Highlights

- The portfolio management team follows a conservative investment process with respect to minimal credit risk, interest rate risk and liquidity.
- The fund is designed for short- to medium-term cash investments, operating cash, cash sweeps and the liquidity components of investment portfolios.
- The fund aims to preserve capital, maintain liquidity and produce a competitive yield.

Yields (%)

as of December 31, 2022



Average Annual Total Returns (%)

as of December 31, 2022

Period	(%)
Inception	1.81
10 Years	0.70
5 Years	1.17
3 Years	0.67
1 Year	1.60

The performance data quoted represents past performance. Past performance does not guarantee future results and current performance may be lower or higher than the performance data quoted above. The investment return and principal value of your investment will fluctuate so that your shares, when redeemed, may be worth more or less than their original cost. You may obtain performance data current to the most recent month-end by visiting invesco.com. Average annual total returns reflect reinvested distributions, net of expenses for the periods. The 7-day SEC yield more closely reflects the current earnings of the fund than the total returns shown.

Portfolio Composition (%) ⁴

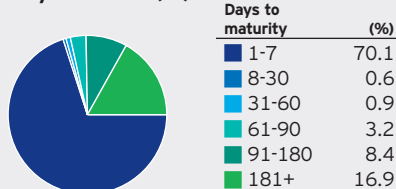
SEC Investment Category	(%)
U.S. Treasury Repurchase Agreement	65.9
U.S. Treasury Debt	25.7
U.S. Government Agency Repurchase Agreement	4.5
U.S. Government Agency Debt	3.9

Simple Monthly Yields

as of December 31, 2022

Period	(%)
December 2022	4.01
November	3.67
October	2.98
September	2.44
August	2.17
July	1.56
June	1.04
May	0.61
April	0.31
March	0.15
February	0.03
January 2022	0.03

Maturity Schedule (%)



Maturity schedule is based on weighted average maturity and is subject to change.

30-day simple and simple monthly yield are the sum of the distribution rates for the number of days in the yield period annualized by 365 and divided by net asset value (NAV).

This does not constitute a recommendation of any investment strategy or product for a particular investor. Investors should consult a financial professional before making any investment decisions.

NOT A DEPOSIT | NOT FDIC-INSURED | NOT GUARANTEED BY THE BANK | MAY LOSE VALUE | NOT INSURED BY ANY FEDERAL GOVERNMENT AGENCY

This report must be accompanied or preceded by a currently effective fund prospectus, which contains more complete information, including fees and expenses. Read it carefully before investing.



Invesco Premier U.S. Government Money Portfolio

AIM Treasurer's Series Trust (Invesco Treasurer's Series Trust)

Data as of December 31, 2022

Institutional Class

Investment Objective

A high level of current income consistent with the preservation of capital and the maintenance of liquidity.

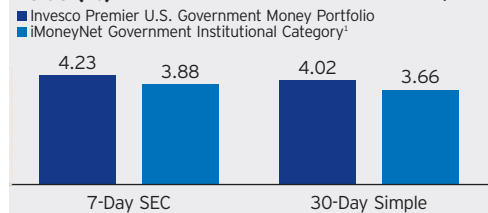
Permissible Investments

The fund pursues its objective by investing primarily in short-term, high-credit-quality money market instruments. These instruments are debt securities issued or guaranteed by the US government or its agencies and securities, such as repurchase agreements and variable and floating rate debt obligations, all of which are collateralized by such obligations.

Fund Highlights

- The portfolio management team follows a conservative investment process with respect to minimal credit risk, interest rate risk and liquidity.
- The fund is designed for short- to medium-term cash investments, operating cash, cash sweeps and the liquidity components of investment portfolios.
- The fund aims to preserve capital, maintain liquidity and produce a competitive yield.

Yields (%)



Average Annual Total Returns (%)

as of December 31, 2022

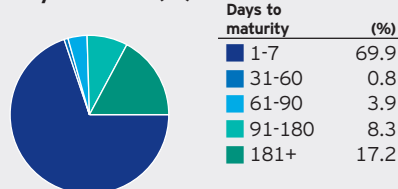
Period	(%)
Inception	1.03
10 Years	0.68
5 Years	1.15
3 Years	0.65
1 Year	1.56

The performance data quoted represents past performance. Past performance does not guarantee future results and current performance may be lower or higher than the performance data quoted above. The investment return and principal value of your investment will fluctuate so that your shares, when redeemed, may be worth more or less than their original cost. You may obtain performance data current to the most recent month-end by visiting invesco.com. The SEC yield listed reflects fee waivers and/or expense reimbursements in effect for the period. Had the Adviser not waived fees and/or reimbursed expenses, your 7-day SEC yield would have been 4.15%. Average annual total returns reflect reinvested distributions, net of expenses for the periods. The 7-day SEC yield more closely reflects the current earnings of the fund than the total returns shown.

Portfolio Composition (%) ⁴

SEC Investment Category	(%)
U.S. Treasury Repurchase Agreement	60.5
US Treasury Debt	27.7
U.S. Government Agency Repurchase Agreement	9.9
U.S. Government Agency Debt	2.0

Maturity Schedule (%)



Maturity schedule is based on weighted average maturity and is subject to change.

Simple Monthly Yields

as of December 31, 2022

Period	(%)
December 2022	4.02
November	3.71
October	3.00
September	2.46
August	2.13
July	1.43
June	0.91
May	0.50
April	0.25
March	0.09
February	0.01
January 2022	0.01

30-day simple and simple monthly yield are the sum of the distribution rates for the number of days in the yield period annualized by 365 and divided by net asset value (NAV).

This does not constitute a recommendation of any investment strategy or product for a particular investor. Investors should consult a financial professional before making any investment decisions.

NOT A DEPOSIT | NOT FDIC-INSURED | NOT GUARANTEED BY THE BANK | MAY LOSE VALUE | NOT INSURED BY ANY FEDERAL GOVERNMENT AGENCY

This report must be accompanied or preceded by a currently effective fund prospectus, which contains more complete information, including fees and expenses. Read it carefully before investing.

Fund Information

Inception	June 28, 2006
CUSIP	00142W843
NASDAQ	IUGXX
Total Net Assets	\$17.99 billion
Reflects all classes of the portfolio.	
Weighted Average Maturity (WAM)	18 days
Weighted Average Life (WAL)	110 days

SEC Portfolio Liquidity Requirements (%)

1-day	85.82
7-day	97.75

Ratings²

Standard & Poor's	AAAm
Moody's	Aaa-mf

S&P Credit Quality Ratings³ (%)

A-1+	100.0
A-1	0.0

Management Team

Laurie Brignac, Joe Madrid, Brandon Maitre, Justin Mandeville, Marques Mercier, Wesley Rager, Ripal Tilara, Jennifer Brown and Bryn Zinser

All data provided by Invesco unless otherwise stated.

¹ iMoneyNet, Inc. is an independent mutual fund performance monitor. The Government Institutional Category is an unmanaged group of money market funds with similar investment objectives and pricing structures as the Institutional Class of the Invesco Premier U.S. Government Money Portfolio. iMoneyNet performance figures represent the category average. An investment cannot be made into the category.

² A credit rating is an assessment provided by Nationally Recognized Statistical Ratings Organization (NRSRO) of the creditworthiness of an issuer with respect to debt obligations, including specific securities, money market instruments or other debts. Fund ratings are subject to change and are based on several factors, including an analysis of a portfolio's overall credit quality, market price exposure and management. Fund ratings are provided to indicate the creditworthiness of the underlying holdings in the portfolio and offer a forward-looking opinion about fixed income funds' capacity to maintain stable principal (net asset value). The ratings will generally range from AAA (highest) to D (lowest). For more information on rating methodologies, please visit the following NRSRO websites: www.standardandpoors.com and select "Understanding Ratings" under Rating Resources on the homepage; www.moody.com and select "Rating Methodologies" under Research and Ratings on the homepage.

³ S&P credit quality ratings reflect the ratings of the underlying securities in the portfolio and are subject to change without notice. A-1 represents the highest rating assigned indicating that the degree of safety regarding timely payment is strong. Securities that possess extremely strong safety characteristics are denoted with a plus sign (+) designation.

⁴ Portfolio composition is subject to change. An investment category listed with "other" in the name indicates that the underlying holdings did not fall into the SEC's more narrowly defined investment categories.

You could lose money by investing in the Fund. Although the Fund seeks to preserve your investment at \$1.00 per share, it cannot guarantee it will do so. An investment in the Fund is not insured or guaranteed by the Federal Deposit Insurance Corporation or any other government agency. The Fund's sponsor has no legal obligation to provide financial support to the Fund, and you should not expect that the sponsor will provide financial support to the Fund at any time.

From:	Building Department
To:	Owosso City Council
Report Month:	JANUARY 2023

Category	Estimated Cost	Permit Fee	Number of Permits
APARTMENTS - ADD & ALT	\$2,000	\$150	1
Electrical	\$0	\$2,230	14
FOUNDATION - RESIDENTIAL	\$26,896	\$735	2
Mechanical	\$0	\$3,980	20
NEW BUSINESS	\$0	\$0	1
NON-RES. ADD/ALTER/REPAIR	\$87,000	\$1,380	1
Plumbing	\$0	\$2,490	10
RES. ADD/ALTER/REPAIR	\$25,000	\$570	1
RES. MOBILE NEW	\$150,000	\$1,850	5
RES. SINGLE FAMILY NEW BUILD	\$170,000	\$1,710	1
ROOF	\$65,500	\$1,175	5
ROW-UTILITY	\$0	\$60	3
SIDING	\$10,000	\$270	1
SOLAR PANELS	\$15,540	\$395	1
VACANT PROPERTY REGISTRATION	\$0	\$250	2
WINDOWS	\$37,189	\$340	4
Totals	\$589,125	\$17,585	72

2022 COMPARISON TOTALS

JANUARY 2022

\$178,970

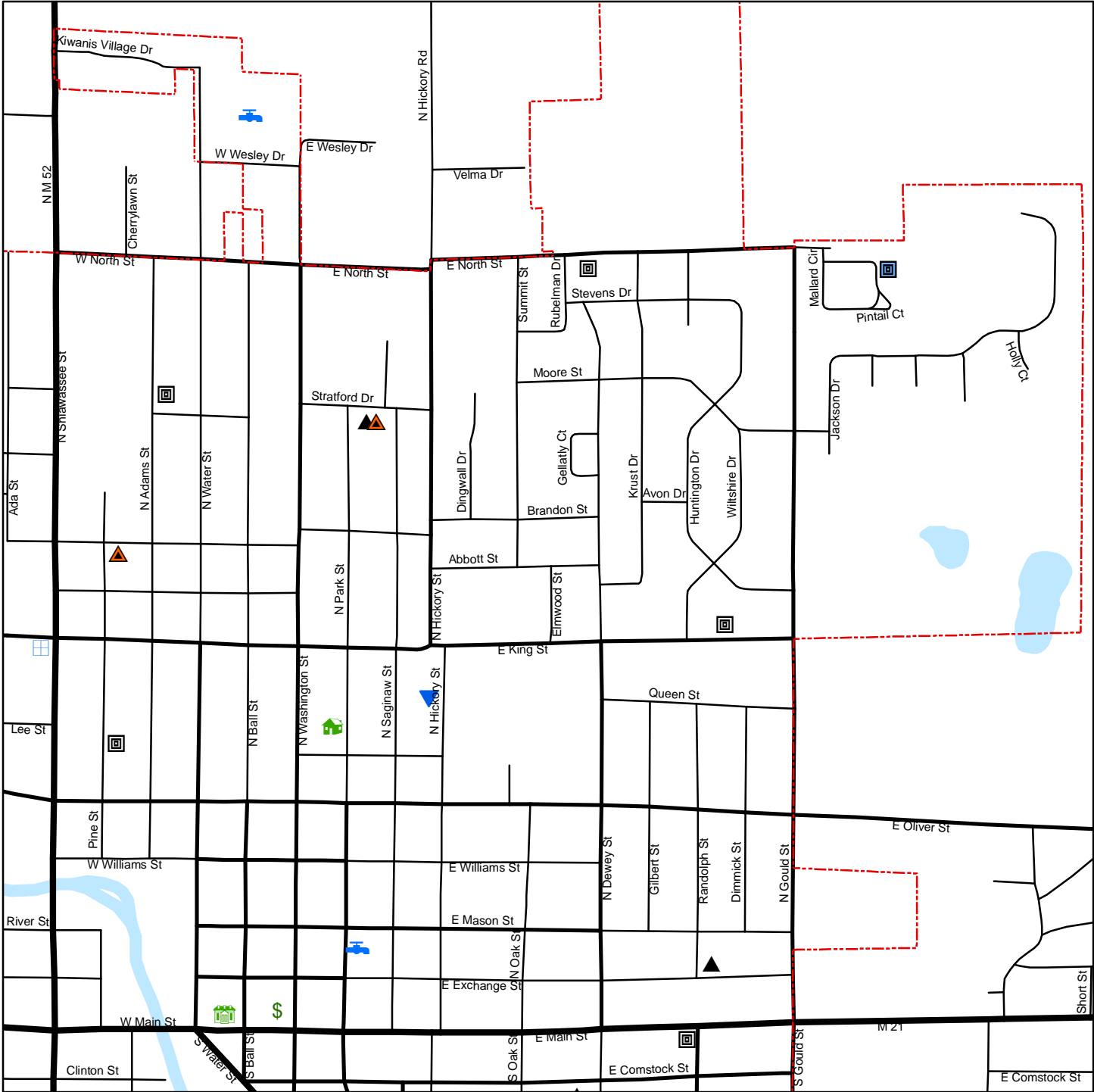
\$10,909

66

City of Owosso

Permit Activity
January 2023

NE Quadrant



Category

- Apartments - Add & Alt
- Foundation - Residential
- Mechanical
- Mechanical & Plumbing
- New Business
- Plumbing
- Res. Add/Alter/Repair
- Roof
- ROW-Utility
- Windows

Other Features

- City Limit
- Railroads
- River & Lakes

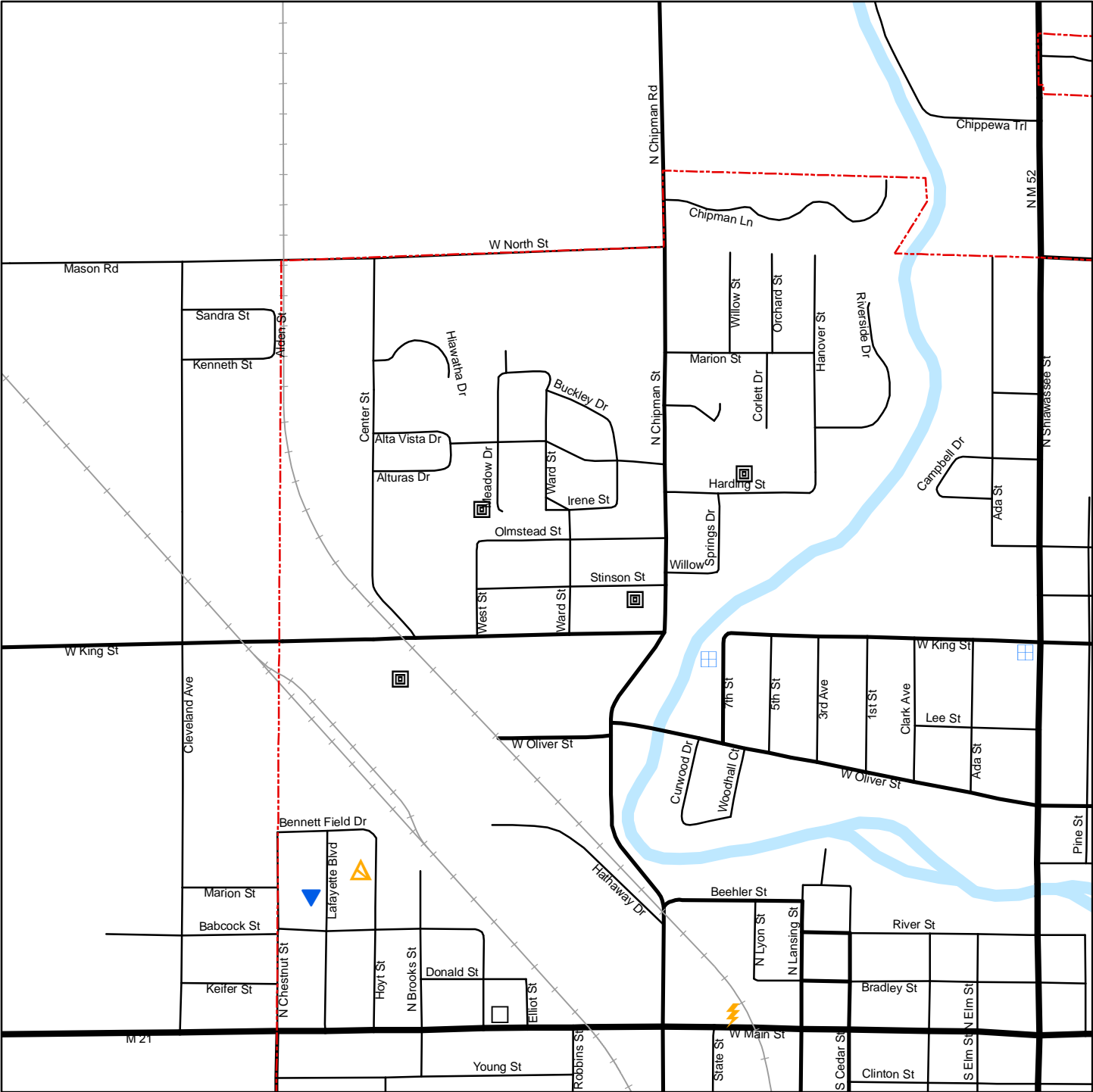
0 300 600 900 1,200 Feet



City of Owosso

Permit Activity
January 2023

NW Quadrant

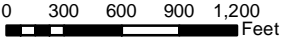


Category

- ⚡ Electrical
- ▼ Foundation - Residential
- ▣ Mechanical
- Siding
- ▲ Solar Panels
- ⊞ Windows

Other Features

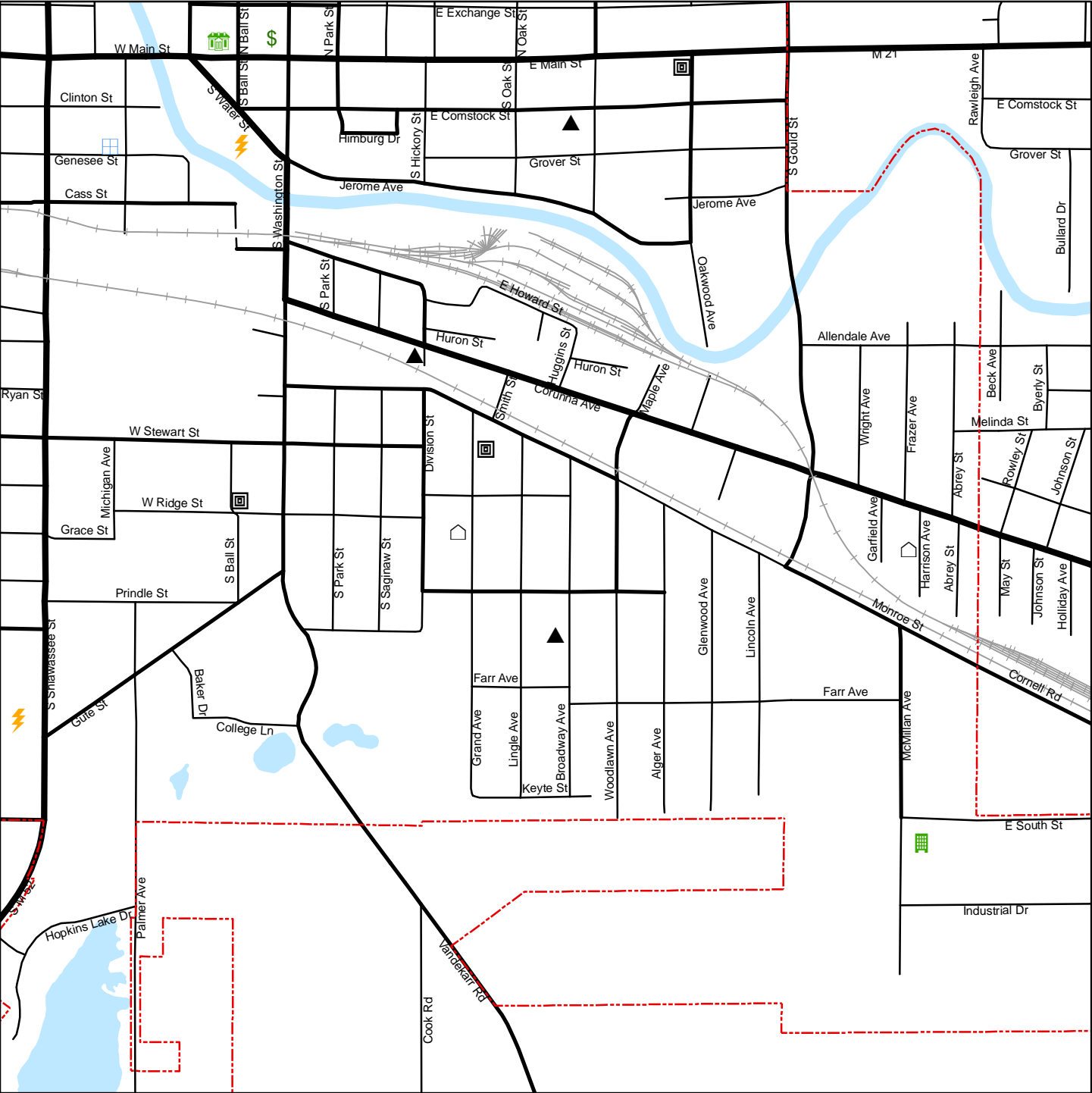
- - - City Limit
- Railroads
- River & Lakes



City of Owosso

Permit Activity
January 2023




SE Quadrant

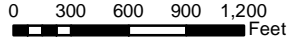


Category

-  Apartments - Add & Alt
-  Electrical
-  Mechanical
-  New Business
-  Non-Res. Add/Alter/Repair
-  Roof
-  Vacant Property Registration
-  Windows

Other Features

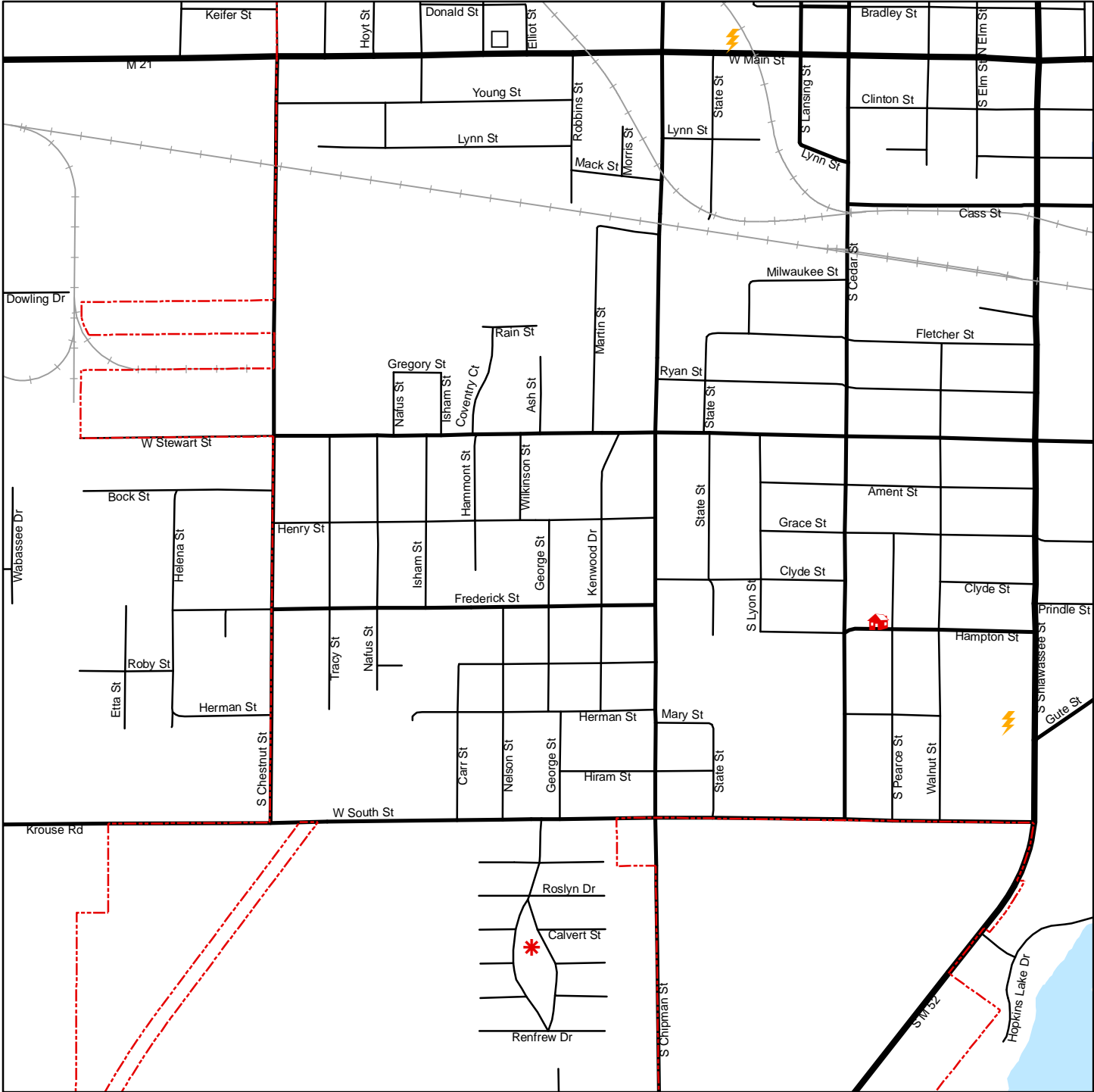
-  City Limit
-  Railroads
-  River & Lakes








City of Owosso

Permit Activity
January 2023




SW Quadrant

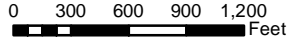


Category

-  Electrical
-  Multiple Permits
-  Res. Single Family New Build
-  Siding
-  Windows

Other Features

-  City Limit
-  Railroads
-  River & Lakes



Code Enforcement Activity
JANUARY 2023

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
<u>ACCESSORY STRUCTURES</u>								
ENF 22-1676	ABBOTT ST	INSPECTED PROPERTY	CLOSED	12/20/2022	01/24/2023		01/24/2023	N
ENF 22-0149	LINGLE AVE	INSPECTED PROPERTY	2ND NOTICE SENT	02/10/2022	01/05/2023	02/02/2023		N
ENF 22-0150	LINGLE AVE	INSPECTED PROPERTY	FINAL NOTICE	02/10/2022	01/05/2023	02/02/2023		N
ENF 21-1764	GENESEE ST	INSPECTED PROPERTY	CONTACT WITH HOMEOWNER	11/22/2021	01/05/2023	02/02/2023		N
				Total Entries	4			
<u>ANIMALS</u>								
ENF 23-0016	E KING ST	RESOLVED	CLOSED	01/09/2023	01/31/2023		01/31/2023	Y
ENF 23-0017	E KING ST	INSPECTED PROPERTY	CLOSED	01/09/2023	01/09/2023		01/09/2023	N
				Total Entries	2			
<u>APPLIANCES</u>								
ENF 23-0092	N WATER ST	INSPECTED PROPERTY	RECHECK SCHEDULED	01/30/2023	01/30/2023	02/08/2023		N
ENF 22-1665	GROVER ST	RESOLVED	CLOSED	12/15/2022	01/04/2023		01/04/2023	Y
ENF 23-0070	OLMSTEAD ST	RESOLVED	CLOSED	01/23/2023	01/30/2023		01/30/2023	N
				Total Entries	3			
<u>AUTO REP/JUNK VEH</u>								
ENF 21-1819	S CEDAR ST	INSPECTED PROPERTY	RECHECK SCHEDULED	12/06/2021	01/31/2023	04/26/2023		IND
ENF 22-1619	MARTIN ST	RESOLVED	CLOSED	12/06/2022	01/24/2023		01/24/2023	N
				Total Entries	2			
<u>BUILDING VIOL</u>								
ENF 18-0622	W OLIVER ST	INSPECTED PROPERTY	REF TO CITY ATTY	08/10/2018	01/10/2023	03/13/2023		IND
				Total Entries	1			

Code Enforcement Activity
JANUARY 2023

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
<u>BUILDING VIOL</u>								
ENF 23-0012	CORUNNA AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	01/05/2023	01/25/2023	02/08/2023		COMM/V.L.
ENF 23-0051	E KING ST	INSPECTED PROPERTY	LETTER SENT	01/18/2023	01/19/2023	02/23/2023		VAC
ENF 23-0008	W MAIN ST	INSPECTED PROPERTY	LETTER SENT	01/03/2023	01/04/2023	03/08/2023		COMM
ENF 22-1549	W STEWART ST	INSPECTED PROPERTY	RECHECK SCHEDULED	11/17/2022	01/03/2023	06/01/2023		Y
ENF 22-0209	S CEDAR ST	INSPECTED PROPERTY	RECHECK SCHEDULED	02/23/2022	01/31/2023	04/26/2023		IND
ENF 20-0748	MARTIN ST	INSPECTED PROPERTY	REF TO CITY ATTY	09/16/2020	01/05/2023	02/22/2023		VAC
ENF 21-1886	PRINDLE ST	INSPECTED PROPERTY	2ND NOTICE SENT	12/17/2021	01/23/2023	03/23/2023		VAC
ENF 22-1528	E KING ST	INSPECTED PROPERTY	LETTER SENT	11/11/2022	01/03/2023	03/14/2023		Y
ENF 22-0677	N SHIAWASSEE ST	FINAL NOTICE SENT	RED-TAGGED	05/19/2022	01/12/2023	02/13/2023		VAC
ENF 21-1887	E EXCHANGE ST	OBTAINED PERMIT	CLOSED	12/20/2021	01/04/2023		01/04/2023	VAC
ENF 22-1625	BROADWAY AVE	CONTACT WITH OWNER	EXTENSION GRANTED	12/07/2022	01/10/2023	05/01/2023		N
ENF 20-0972	E WILLIAMS ST	INSPECTED PROPERTY	RECHECK SCHEDULED	11/18/2020	01/20/2023	03/23/2023		N
ENF 21-1156	E WILLIAMS ST	INSPECTED PROPERTY	RECHECK SCHEDULED	07/29/2021	01/05/2023	02/02/2023		N
ENF 22-0025	W EXCHANGE	INSPECTED PROPERTY	PARTIALLY RESOLVED	01/07/2022	01/09/2023	03/09/2023		Y
ENF 23-0103	N WASHINGTON	LETTER SENT	RECHECK SCHEDULED	01/31/2023	01/31/2023	04/03/2023		COMM
ENF 21-0307	N WASHINGTON ST	INSPECTED PROPERTY	PENDING PERMIT APPLICATION	03/03/2021	01/10/2023	04/10/2023		COMM
ENF 22-0884	LAFAYETTE BLVD	OBTAINED PERMIT	CLOSED	06/15/2022	01/03/2023		01/03/2023	VAC
ENF 21-1476	CORUNNA AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	09/22/2021	01/23/2023	02/23/2023		N
ENF 22-1352	CORUNNA AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	10/03/2022	01/23/2023	02/23/2023		N
ENF 22-1053	JEROME AVE	INSPECTED PROPERTY	FINAL NOTICE	07/26/2022	01/20/2023	02/02/2023		N

Code Enforcement Activity
JANUARY 2023

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 22-0230	W RIDGE ST	INSPECTED PROPERTY	CONTACTED PROPERTY OWNER	03/02/2022	01/12/2023	02/02/2023		Y
ENF 19-0167	TRACY ST	INSPECTED PROPERTY	2ND TICKET ISSUED	03/15/2019	01/11/2023	02/13/2023		N
ENF 22-1131	E MASON ST	INSPECTED PROPERTY	OBTAINED BLDG PERMIT	08/10/2022	01/11/2023	04/26/2023		Y
ENF 20-0720	HURON ST	INSPECTED PROPERTY	RECHECK SCHEDULED	09/10/2020	01/11/2023	03/13/2023		N
Total Entries				24				
<u>DOG FECES</u>								
ENF 23-0089	S PARK ST	RESOLVED	CLOSED	01/30/2023	01/30/2023		01/30/2023	N
Total Entries				1				
<u>DOORS IN VIOLATION</u>								
ENF 22-1514	N DEWEY ST	LETTER SENT	RECHECK SCHEDULED	11/08/2022	01/05/2023	04/05/2023		N
ENF 23-0026	DINGWALL DR	LETTER SENT	RECHECK SCHEDULED	01/09/2023	01/09/2023	04/10/2023		N
Total Entries				2				
<u>DRAIN ISSUES</u>								
ENF 22-1673	E EXCHANGE ST	INSPECTED PROPERTY	CLOSED	12/19/2022	01/04/2023		01/04/2023	N
Total Entries				1				
<u>EXTERIOR PAINT/SIDING</u>								
ENF 21-0040	WOODLAWN AVE	INSPECTED PROPERTY	PENDING 1ST TICKET	01/12/2021	01/24/2023	02/22/2023		N
ENF 23-0053	PEARCE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	01/19/2023	01/19/2023	05/24/2023		N
ENF 21-1563	W WILLIAMS ST	INSPECTED PROPERTY	CONTACT WITH HOMEOWNER	10/12/2021	01/03/2023	02/02/2023		N
ENF 20-0119	E OLIVER ST	INSPECTED PROPERTY	EXTENSION GRANTED	02/24/2020	01/09/2023	05/09/2023		N

Code Enforcement Activity
JANUARY 2023

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 20-0106	E COMSTOCK ST	INSPECTED PROPERTY	RECHECK SCHEDULED	02/17/2020	01/20/2023	04/20/2023		VAC
Total Entries				5				
<u>FENCE VIOLATION</u>								
ENF 22-0257	S WASHINGTON ST	INSPECTED PROPERTY	RECHECK SCHEDULED	03/07/2022	01/30/2023	04/03/2023		COMM
ENF 22-1309	W STEWART ST	INSPECTED PROPERTY	LETTER SENT	09/15/2022	01/12/2023	02/13/2023		N
ENF 23-0079	RYAN ST	LETTER SENT	RECHECK SCHEDULED	01/25/2023	01/25/2023	02/27/2023		N
Total Entries				3				
<u>FIRE DAMAGE</u>								
ENF 21-1898	S WASHINGTON ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	12/22/2021	01/10/2023	03/01/2023		COMM
ENF 22-0193	S CHIPMAN ST	INSPECTED PROPERTY	REF TO CITY ATTY	02/21/2022	01/23/2023	02/23/2023		Y
Total Entries				2				
<u>FRONT YARD PARKING</u>								
ENF 23-0050	ADAMS ST	INSPECTED PROPERTY	LETTER SENT	01/18/2023	01/24/2023	02/08/2023		N
ENF 22-1679	N BALL ST	RESOLVED	CLOSED	12/20/2022	01/03/2023		01/03/2023	N
ENF 23-0094	S CEDAR ST	LETTER SENT	RECHECK SCHEDULED	01/30/2023	01/30/2023	02/07/2023		N
ENF 23-0075	WALNUT ST	LETTER SENT	RECHECK SCHEDULED	01/24/2023	01/31/2023	02/09/2023		N
ENF 23-0059	E COMSTOCK ST	INSPECTED PROPERTY	RECHECK SCHEDULED	01/20/2023	01/30/2023	02/06/2023		N
ENF 23-0069	OLMSTEAD ST	RESOLVED	CLOSED	01/23/2023	01/30/2023		01/30/2023	N
ENF 23-0058	MICHIGAN AVE	RESOLVED	CLOSED	01/20/2023	01/31/2023		01/31/2023	N
ENF 23-0028	WILLOW SPRINGS DR	RESOLVED	CLOSED	01/09/2023	01/19/2023		01/20/2023	N
Total Entries				8				
<u>FURNITURE OUTSIDE</u>								

Code Enforcement Activity
JANUARY 2023

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 23-0088	S SHIAWASSEE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	01/30/2023	01/30/2023	02/06/2023		N
ENF 23-0081	W STEWART ST	INSPECTED PROPERTY	RECHECK SCHEDULED	01/25/2023	01/25/2023	02/01/2023		N
ENF 23-0038	E MASON ST	RESOLVED	CLOSED	01/11/2023	01/24/2023		01/24/2023	Y
ENF 23-0062	BROADWAY AVE	LETTER SENT	RECHECK SCHEDULED	01/23/2023	01/31/2023	02/08/2023		Y
ENF 23-0105	E MASON ST	INSPECTED PROPERTY	RECHECK SCHEDULED	01/31/2023	01/31/2023	02/07/2023		Y
ENF 23-0077	N CHIPMAN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	01/25/2023	01/25/2023	02/02/2023		N

Total Entries 6

GARBAGE & DEBRIS

ENF 22-1612	LINCOLN AVE	RESOLVED	CLOSED	12/05/2022	01/24/2023		01/24/2023	N
ENF 22-1545	GLENWOOD AVE	INSPECTED PROPERTY	PARTIALLY RESOLVED	11/16/2022	01/05/2023	04/26/2023		N
ENF 23-0004	WOODLAWN AVE	INSPECTED PROPERTY	CLOSED	01/03/2023	01/03/2023		01/03/2023	N
ENF 23-0048	W KING ST	INSPECTED PROPERTY	LETTER SENT	01/17/2023	01/20/2023	02/02/2023		Y
ENF 22-1417	W MAIN ST	INSPECTED PROPERTY	1ST TICKET ISSUED	10/18/2022	01/25/2023	02/09/2023		N
ENF 23-0011	RANDOLPH ST	RESOLVED	CLOSED	01/04/2023	01/25/2023		01/25/2023	N
ENF 22-1683	FLETCHER	RESOLVED	CLOSED	12/20/2022	01/05/2023		01/05/2023	Y
ENF 22-1662	S CHIPMAN	RESOLVED	CLOSED	12/14/2022	01/31/2023		01/31/2023	COMM
ENF 23-0036	W STEWART ST	RESOLVED	CLOSED	01/10/2023	01/24/2023		01/24/2023	Y
ENF 22-1544	W STEWART ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	11/16/2022	01/25/2023	02/01/2023		N
ENF 23-0020	STATE ST	RESOLVED	CLOSED	01/09/2023	01/23/2023		01/23/2023	N
ENF 22-1479	RIVER ST	INSPECTED PROPERTY	CLOSED	10/31/2022	01/04/2023			N
ENF 22-1558	BRADLEY ST	INSPECTED PROPERTY	RECHECK SCHEDULED	11/21/2022	01/05/2023	03/08/2023		N

Code Enforcement Activity
JANUARY 2023

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 22-1699	N DEWEY ST	INSPECTED PROPERTY	CLOSED	12/29/2022	01/12/2023		01/12/2023	N
ENF 22-1660	BRANDON ST	LETTER SENT	PARTIALLY RESOLVED	12/14/2022	01/19/2023	02/01/2023		Y
ENF 22-1697	E COMSTOCK	RESOLVED	CLOSED	12/29/2022	01/19/2023		01/19/2023	Y
ENF 22-1666	GROVER ST	RESOLVED	CLOSED	12/15/2022	01/19/2023		01/19/2023	Y
ENF 23-0018	GROVER ST	LETTER SENT	RECHECK SCHEDULED	01/09/2023	01/19/2023	02/02/2023		Y
ENF 22-1668	GROVER ST	RESOLVED	CLOSED	12/15/2022	01/12/2023		01/12/2023	N
ENF 23-0034	WILLOW ST	LETTER SENT	RECHECK SCHEDULED	01/10/2023	01/24/2023	02/02/2023		Y
ENF 20-0878	N HICKORY ST	INSPECTED PROPERTY	3RD TICKET ISSUED	10/26/2020	01/10/2023	02/13/2023		N
ENF 23-0065	E MASON ST	LETTER SENT	RECHECK SCHEDULED	01/23/2023	01/31/2023	02/07/2023		N
ENF 23-0073	N WATER ST	INSPECTED PROPERTY	RECHECK SCHEDULED	01/24/2023	01/31/2023	02/07/2023		N
ENF 23-0076	E MASON ST	RESOLVED	CLOSED	01/24/2023	01/31/2023		01/31/2023	Y
ENF 23-0001	GRAND AVE	LETTER SENT	RECHECK SCHEDULED	01/03/2023	01/19/2023	02/01/2023		N
ENF 22-1265	GRAND AVE	INSPECTED PROPERTY	FINAL NOTICE	09/07/2022	01/25/2023	02/01/2023		Y
ENF 22-1572	BROADWAY AVE	RESOLVED	CLOSED	11/28/2022	01/20/2023		01/20/2023	N
ENF 21-1480	BROADWAY AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	09/23/2021	01/03/2023	03/07/2023		N
ENF 22-0022	E WILLIAMS ST	INSPECTED PROPERTY	RECHECK SCHEDULED	01/06/2022	01/05/2023	02/02/2023		N
ENF 22-1576	N CHIPMAN ST	INSPECTED PROPERTY	2ND NOTICE SENT	11/28/2022	01/25/2023	04/25/2023		N
ENF 23-0035	HARDING AVE	INSPECTED PROPERTY	2ND NOTICE SENT	01/10/2023	01/24/2023	02/01/2023		N
ENF 23-0019	S CHIPMAN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	01/09/2023	01/23/2023	05/01/2023		VAC
ENF 22-1533	HERMAN ST	RESOLVED	CLOSED	11/14/2022	01/26/2023		01/26/2023	N
ENF 22-1598	HIRAM ST	RESOLVED	CLOSED	12/01/2022	01/05/2023		01/05/2023	N

Code Enforcement Activity
JANUARY 2023

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 22-1599	HIRAM ST	RESOLVED	CLOSED	12/01/2022	01/05/2023		01/05/2023	N
ENF 23-0068	OLMSTEAD ST	LETTER SENT	RECHECK SCHEDULED	01/23/2023	01/23/2023	02/06/2023		N
ENF 22-0551	GRACE ST	INSPECTED PROPERTY	2ND TICKET ISSUED	05/04/2022	01/25/2023	02/08/2023		N
ENF 22-1297	RIVER ST	CONTACT WITH OWNER	RECHECK SCHEDULED	09/14/2022	01/30/2023	02/20/2023		N
ENF 23-0049	FLETCHER ST	COMPLAINT LOGGED	LETTER SENT	01/18/2023	01/25/2023	02/01/2023		N
ENF 22-1317	E HOWARD ST	INSPECTED PROPERTY	2ND NOTICE SENT	09/19/2022	01/03/2023	02/02/2023		N
Total Entries				40				
<u>GARBAGE CANS</u>								
ENF 23-0099	N WATER ST	INSPECTED PROPERTY	RECHECK SCHEDULED	01/31/2023	01/31/2023	02/07/2023		Y
Total Entries				1				
<u>GARBAGE/JUNK IN ROW</u>								
ENF 22-1688	ALGER AVE	RESOLVED	CLOSED	12/21/2022	01/19/2023		01/19/2023	N
ENF 23-0071	GLENWOOD AVE	LETTER SENT	RECHECK SCHEDULED	01/23/2023	01/31/2023	02/07/2023		N
ENF 23-0064	WOODLAWN AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	01/23/2023	01/31/2023	01/31/2023		N
ENF 22-1687	ALGER AVE	RESOLVED	CLOSED	12/21/2022	01/10/2023		01/10/2023	Y
ENF 23-0101	WOODLAWN AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	01/31/2023	01/31/2023	02/07/2023		N
ENF 23-0082	HARRISON AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	01/25/2023	01/25/2023	02/01/2023		N
ENF 23-0085	FRAZER AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	01/26/2023	01/26/2023	02/02/2023		Y
ENF 22-1691	WRIGHT AVE	RESOLVED	CLOSED	12/27/2022	01/03/2023		01/03/2023	Y
ENF 22-1686	JENNETT ST	RESOLVED	CLOSED	12/21/2022	01/19/2023		01/19/2023	N
ENF 23-0057	PINE ST	CONTACT WITH PROPERTY MANAGER	RECHECK SCHEDULED	01/19/2023	01/30/2023	02/02/2023		Y

Code Enforcement Activity
JANUARY 2023

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 22-1566	W KING ST	RESOLVED	CLOSED	11/23/2022	01/19/2023		01/19/2023	Y
ENF 23-0043	RYAN ST	RESOLVED	CLOSED	01/12/2023	01/19/2023		01/19/2023	N
ENF 23-0033	W STEWART ST	RESOLVED	CLOSED	01/10/2023	01/19/2023		01/19/2023	Y
ENF 23-0013	ROBBINS ST	RESOLVED	CLOSED	01/05/2023	01/12/2023		01/12/2023	N
ENF 23-0102	W MAIN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	01/31/2023	01/31/2023	02/07/2023		N
ENF 23-0005	STATE ST	RESOLVED	CLOSED	01/03/2023	01/12/2023		01/12/2023	N
ENF 23-0044	S CHIPMAN ST	RESOLVED	CLOSED	01/12/2023	01/19/2023		01/19/2023	N
ENF 23-0100	HUNTINGTON DR	INSPECTED PROPERTY	RECHECK SCHEDULED	01/31/2023	01/31/2023	02/07/2023		N
ENF 23-0030	HUNTINGTON DR	INSPECTED PROPERTY	LETTER SENT	01/10/2023	01/24/2023	02/02/2023		N
ENF 23-0056	WHITEHAVEN CT	LETTER SENT	RECHECK SCHEDULED	01/19/2023	01/25/2023	02/07/2023		N
ENF 23-0078	LYNN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	01/25/2023	01/25/2023	02/01/2023		N
ENF 22-1648	WILLOW ST	RESOLVED	CLOSED	12/12/2022	01/10/2023		01/10/2023	Y
ENF 22-1680	PINE ST	INSPECTED PROPERTY	CLOSED	12/20/2022	01/03/2023		01/03/2023	N
ENF 23-0098	ADAMS ST	INSPECTED PROPERTY	RECHECK SCHEDULED	01/31/2023	01/31/2023	02/07/2023		N
ENF 23-0002	KEYTE ST	RESOLVED	CLOSED	01/03/2023	01/19/2023		01/19/2023	Y
ENF 23-0054	LINGLE AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	01/19/2023	01/25/2023	02/01/2023		Y
ENF 22-1690	E MASON ST	RESOLVED	CLOSED	12/27/2022	01/10/2023		01/10/2023	N
ENF 23-0066	E MASON ST	INSPECTED PROPERTY	RECHECK SCHEDULED	01/23/2023	01/30/2023	02/06/2023		N
ENF 23-0083	N WATER ST	INSPECTED PROPERTY	RECHECK SCHEDULED	01/25/2023	01/25/2023	02/02/2023		N
ENF 22-1684	E MASON ST	RESOLVED	CLOSED	12/20/2022	01/05/2023		01/05/2023	N
ENF 23-0045	GRAND AVE	INSPECTED PROPERTY	LETTER SENT	01/12/2023	01/25/2023	02/01/2023		N

Code Enforcement Activity
JANUARY 2023

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 23-0046	LINGLE AVE	RESOLVED	CLOSED	01/12/2023	01/19/2023		01/19/2023	N
ENF 23-0055	GRAND AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	01/19/2023	01/25/2023	02/01/2023		Y
ENF 23-0061	LINGLE AVE	RESOLVED	CLOSED	01/20/2023	01/26/2023		01/26/2023	N
ENF 23-0032	LINGLE AVE	RESOLVED	CLOSED	01/10/2023	01/20/2023		01/20/2023	N
ENF 23-0047	BROADWAY AVE	RESOLVED	CLOSED	01/12/2023	01/20/2023		01/20/2023	Y
ENF 23-0060	BROADWAY AVE	INSPECTED PROPERTY	LETTER SENT	01/20/2023	01/26/2023	02/02/2023		Y
ENF 23-0063	BROADWAY AVE	RESOLVED	CLOSED	01/23/2023	01/30/2023		01/30/2023	N
ENF 23-0027	DINGWALL DR	RESOLVED	CLOSED	01/09/2023	01/20/2023		01/20/2023	N
ENF 23-0097	N SAGINAW ST	INSPECTED PROPERTY	RECHECK SCHEDULED	01/31/2023	01/31/2023	02/07/2023		Y
ENF 23-0003	N SAGINAW ST	RESOLVED	CLOSED	01/03/2023	01/10/2023		01/10/2023	N
ENF 23-0104	N SAGINAW ST	INSPECTED PROPERTY	RECHECK SCHEDULED	01/31/2023	01/31/2023	02/07/2023		Y
ENF 23-0031	E EXCHANGE ST	RESOLVED	CLOSED	01/10/2023	01/20/2023		01/20/2023	N
ENF 23-0015	N SAGINAW ST	RESOLVED	CLOSED	01/09/2023	01/20/2023		01/20/2023	Y
ENF 22-1681	N WASHINGTON ST	RESOLVED	CLOSED	12/20/2022	01/03/2023		01/03/2023	Y
ENF 22-1695	SUMMIT ST	RESOLVED	CLOSED	12/28/2022	01/04/2023		01/04/2023	N
ENF 23-0086	E COMSTOCK ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	01/26/2023	01/30/2023	02/06/2023		Y
ENF 23-0072	OAKWOOD AVE	RESOLVED	CLOSED	01/23/2023	01/30/2023		01/30/2023	N
ENF 23-0014	S CHIPMAN ST	RESOLVED	CLOSED	01/05/2023	01/19/2023		01/20/2023	
ENF 22-1624	S SHIAWASSEE ST	RESOLVED	CLOSED	12/07/2022	01/19/2023		01/20/2023	Y
ENF 23-0040	MICHIGAN	RESOLVED	CLOSED	01/12/2023	01/19/2023		01/20/2023	Y

Code Enforcement Activity
JANUARY 2023

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 23-0093	CASS ST	INSPECTED PROPERTY	RECHECK SCHEDULED	01/30/2023	01/30/2023	02/07/2023		N
ENF 22-1698	E STEWART ST	RESOLVED	CLOSED	12/29/2022	01/05/2023		01/05/2023	N
ENF 22-1675	S SHIAWASSEE	RESOLVED	CLOSED	12/19/2022	01/04/2023		01/04/2023	Y
ENF 23-0039	S SHIAWASSEE	RESOLVED	CLOSED	01/12/2023	01/26/2023		01/26/2023	Y
ENF 23-0010	S CEDAR ST	RESOLVED	CLOSED	01/04/2023	01/31/2023		01/31/2023	N
ENF 23-0084	OAKWOOD AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	01/26/2023	01/26/2023	02/02/2023		Y
Total Entries				57				
<u>HEALTH & SAFETY</u>								
ENF 21-0921	CORUNNA AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	06/23/2021	01/05/2023	02/02/2023		N
Total Entries				1				
<u>IMMINENT DANGER OF STRUCTURE</u>								
ENF 22-0059	S DEWEY ST	INSPECTED PROPERTY	RECHECK SCHEDULED	01/21/2022	01/05/2023	02/02/2023		VAC
Total Entries				1				
<u>MECHANICAL VIOLATIONS</u>								
ENF 22-1347	N WASHINGTON ST	REF TO HEALTH DEPARTMENT	INSPECTION PENDING	10/03/2022	01/20/2023	02/03/2023		COMM
Total Entries				1				
<u>MISC.</u>								
ENF 22-0328	N SAGINAW ST	INSPECTED PROPERTY	CLOSED	03/17/2022	01/03/2023		01/03/2023	Y
Total Entries				1				
<u>MULTIPLE VIOLATIONS</u>								
ENF 22-1561	WOODLAWN AVE	LETTER SENT	PARTIALLY RESOLVED	11/22/2022	01/19/2023	02/02/2023		N
ENF 23-0022	LINCOLN AVE	RESOLVED	CLOSED	01/09/2023	01/23/2023		01/23/2023	N

Code Enforcement Activity
JANUARY 2023

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 23-0041	ALGER AVE	INSPECTED PROPERTY	PARTIALLY RESOLVED	01/12/2023	01/25/2023	02/02/2023		N
ENF 22-1531	WOODLAWN AVE	LETTER SENT	PARTIALLY RESOLVED	11/14/2022	01/19/2023	02/02/2023		N
ENF 22-1429	ALGER AVE	INSPECTED PROPERTY	PARTIALLY RESOLVED	10/19/2022	01/24/2023	02/08/2023		VAC
ENF 20-0182	CORUNNA AVE	INSPECTED PROPERTY	PENDING 1ST TICKET	05/11/2020	01/05/2023	02/06/2023		N
ENF 22-1525	CORUNNA AVE	INSPECTED PROPERTY	PENDING 1ST TICKET	11/09/2022	01/05/2023	02/06/2023		COMM
ENF 22-1428	GARFIELD AVE	CONTACT WITH OWNER	PARTIALLY RESOLVED	10/19/2022	01/05/2023	06/01/2023		VAC
ENF 22-0035	W MAIN ST	INSPECTED PROPERTY	EXTENSION GRANTED	01/11/2022	01/05/2023	04/26/2023		COMM
ENF 23-0091	ADAMS ST	INSPECTED PROPERTY	RECHECK SCHEDULED	01/30/2023	01/30/2023	02/08/2023		Y
ENF 22-1671	W KING ST	INSPECTED PROPERTY	RECHECK SCHEDULED	12/19/2022	01/04/2023	05/17/2023		N
ENF 22-0522	W MAIN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	04/29/2022	01/23/2023	03/23/2023		N
ENF 22-0387	RANDOLPH ST	INSPECTED PROPERTY	RECHECK SCHEDULED	03/30/2022	01/19/2023	04/26/2023		N
ENF 22-0090	E OLIVER ST	INSPECTED PROPERTY	CLOSED	01/28/2022	01/19/2023		01/20/2023	N
ENF 22-0393	FLETCHER ST	INSPECTED PROPERTY	CONTACTED PROPERTY OWNER	04/01/2022	01/03/2023	05/23/2023		N
ENF 23-0074	W MAIN ST	RESOLVED	CLOSED	01/24/2023	01/31/2023		01/31/2023	COMM
ENF 21-1578	ROBBINS ST	INSPECTED PROPERTY	LEGAL ACTION	10/14/2021	01/05/2023	02/08/2023		COMM
ENF 21-1509	W MAIN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	09/28/2021	01/10/2023	02/15/2023		N
ENF 20-0411	MACK ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	06/29/2020	01/30/2023	03/30/2023		N
ENF 23-0021	S CHIPMAN ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	01/09/2023	01/23/2023	02/06/2023		N
ENF 21-1884	PRINDLE ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	12/17/2021	01/09/2023	03/09/2023		N
ENF 22-1346	N ELM ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/03/2022	01/31/2023	03/30/2023		N

Code Enforcement Activity
JANUARY 2023

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 23-0007	N DEWEY ST	INSPECTED PROPERTY	CLOSED	01/03/2023	01/19/2023		01/19/2023	N
ENF 22-1150	S DEWEY ST	INSPECTED PROPERTY	PENDING 1ST TICKET	08/15/2022	01/24/2023	02/08/2023		N
ENF 23-0025	MOORE ST	INSPECTED PROPERTY	LETTER SENT	01/09/2023	01/24/2023	02/01/2023		N
ENF 23-0037	CLYDE ST	INSPECTED PROPERTY	2ND NOTICE SENT	01/11/2023	01/24/2023	02/02/2023		Y
ENF 21-1095	E MASON ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	07/20/2021	01/05/2023	02/02/2023		Y
ENF 22-1689	BROADWAY AVE	LETTER SENT	PARTIALLY RESOLVED	12/21/2022	01/25/2023	02/01/2023		N
ENF 22-1135	GRAND AVE	INSPECTED PROPERTY	PENDING 1ST TICKET	08/11/2022	01/25/2023	02/08/2023		Y
ENF 22-1618	LINGLE AVE	INSPECTED PROPERTY	PARTIALLY RESOLVED	12/06/2022	01/31/2023	02/15/2023		N
ENF 22-1627	BROADWAY AVE	CONTACT WITH OCCUPANT	RECHECK SCHEDULED	12/07/2022	01/27/2023	02/28/2023		Y
ENF 21-0802	HAMBLIN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	06/01/2021	01/09/2023	05/09/2023		VAC
ENF 21-1821	N SAGINAW ST	INSPECTED PROPERTY	RECHECK SCHEDULED	12/07/2021	01/04/2023	03/30/2023		N
ENF 20-0917	W EXCHANGE	INSPECTED PROPERTY	RECHECK SCHEDULED	11/03/2020	01/20/2023	03/29/2023		N
ENF 20-1016	W EXCHANGE	INSPECTED PROPERTY	RECHECK SCHEDULED	12/07/2020	01/20/2023	03/20/2023		COMM
ENF 23-0080	PALMER AVE	LETTER SENT	RECHECK SCHEDULED	01/25/2023	01/25/2023	07/25/2023		N
ENF 22-1174	ADA ST	INSPECTED PROPERTY	RECHECK SCHEDULED	08/17/2022	01/20/2023	04/19/2023		N
ENF 22-1677	E KING ST	RESOLVED	CLOSED	12/20/2022	01/04/2023		01/04/2023	N
ENF 22-0925	MEADOW DR	INSPECTED PROPERTY	1ST TICKET ISSUED	06/22/2022	01/25/2023	02/22/2023		VAC
ENF 22-1197	OAKWOOD AVE	INSPECTED PROPERTY	PARTIALLY RESOLVED	08/23/2022	01/20/2023	02/01/2023		Y
ENF 21-0966	ISHAM ST	INSPECTED PROPERTY	LEGAL ACTION	06/28/2021	01/19/2023	02/20/2023		VAC
ENF 22-1543	W STEWART ST	INSPECTED PROPERTY	LETTER SENT	11/16/2022	01/19/2023	04/19/2023		N

Code Enforcement Activity
JANUARY 2023

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 23-0052	KENWOOD DR	LETTER SENT	RECHECK SCHEDULED	01/19/2023	01/26/2023	02/02/2023		N
ENF 21-1715	W STEWART ST	CONTACT WITH OWNER	RECHECK SCHEDULED	11/08/2021	01/19/2023	03/22/2023		N
ENF 22-0883	S CHIPMAN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	06/15/2022	01/05/2023	02/02/2023		Y
ENF 22-0450	MACK ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	04/19/2022	01/25/2023	02/08/2023		N
ENF 22-1605	N CEDAR ST	RESOLVED	CLOSED	12/05/2022	01/04/2023		01/04/2023	Y
ENF 22-1640	E EXCHANGE ST	HOMEOWNER CALLED IN	PARTIALLY RESOLVED	12/12/2022	01/20/2023	02/01/2023		Y
ENF 23-0029	N OAK ST	INSPECTED PROPERTY	LETTER SENT	01/09/2023	01/20/2023	02/01/2023		N
ENF 22-1271	N OAK ST	INSPECTED PROPERTY	RECHECK SCHEDULED	09/07/2022	01/31/2023	03/29/2023		N
ENF 22-0356	MILWAUKEE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	03/25/2022	01/25/2023	03/29/2023		N
ENF 23-0006	FLETCHER ST	INSPECTED PROPERTY	RECHECK SCHEDULED	01/03/2023	01/19/2023	02/02/2023		N
ENF 22-1613	MAPLE AVE	2ND NOTICE SENT	PARTIALLY RESOLVED	12/06/2022	01/30/2023	02/20/2023		N
Total Entries				53				
<u>NO BUILDING PERMIT</u>								
ENF 22-1356	W MAIN ST	OBTAINED PERMIT	CLOSED	10/04/2022	01/30/2023		01/30/2023	N
ENF 23-0024	N HICKORY ST	INSPECTED PROPERTY	CLOSED	01/09/2023	01/23/2023		01/23/2023	N
ENF 23-0067	STRATFORD DR	OBTAINED PERMIT	CLOSED	01/23/2023	01/25/2023		01/25/2023	N
ENF 23-0009	BROADWAY AVE	OBTAINED PERMIT	CLOSED	01/04/2023	01/04/2023		01/06/2023	N
Total Entries				4				
<u>RENTAL REGISTRATION</u>								
ENF 23-0087	E MASON ST	COMPLAINT LOGGED	LETTER SENT	01/27/2023	01/27/2023	03/03/2023		Y
Total Entries				1				

Code Enforcement Activity
JANUARY 2023

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
<u>RIGHT OF WAY VIOLATION</u>								
ENF 22-1692	S HOWELL ST	LETTER SENT	CONTACT WITH HOMEOWNER	11/30/2022	01/30/2023		01/30/2023	N
				Total Entries	1			
<u>ROW VIOLATIONS</u>								
ENF 23-0096	DIVISION ST	INSPECTED PROPERTY	REF TO POLICE	01/30/2023	01/30/2023	02/06/2023		
ENF 23-0090	E RIDGE ST	INSPECTED PROPERTY	REF TO POLICE	01/30/2023	01/31/2023	02/07/2023		N
ENF 22-1658	N OAK ST	RESOLVED	CLOSED	12/14/2022	01/05/2023		01/05/2023	N
				Total Entries	3			
<u>SIGN VIOLATION</u>								
ENF 23-0023	E MAIN ST	RESOLVED	CLOSED	01/09/2023	01/20/2023		01/20/2023	COMM
				Total Entries	1			
<u>TEMPORARY STRUCTURES</u>								
ENF 23-0042	PRINDLE ST	LETTER SENT	RECHECK SCHEDULED	01/12/2023	01/12/2023	07/12/2023		N
ENF 22-0236	GRAND AVE	INSPECTED PROPERTY	LETTER SENT	03/03/2022	01/05/2023	02/02/2023		N
				Total Entries	2			
<u>VACANT STRUCTURES</u>								
ENF 20-0755	CARMODY ST	INSPECTED PROPERTY	REF TO CITY ATTY	09/18/2020	01/10/2023	03/13/2023		VAC
				Total Entries	1			
<u>WINDOWS</u>								
ENF 23-0095	BROADWAY AVE	LETTER SENT	RECHECK SCHEDULED	01/30/2023	01/31/2023	03/30/2023		N
ENF 22-1507	N HICKORY ST	INSPECTED PROPERTY	CLOSED	11/07/2022	01/20/2023		01/20/2023	N
				Total Entries	2			
<u>ZONING</u>								

Code Enforcement Activity

JANUARY 2023

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 22-1287	W STEWART ST	INSPECTED PROPERTY	RECHECK SCHEDULED	09/12/2022	01/12/2023	02/13/2023		N
ENF 20-0866	STATE ST	INSPECTED PROPERTY	REF TO CITY ATTY	10/20/2020	01/09/2023	02/09/2023		COMM
Total Entries				2				

Total Records: 236

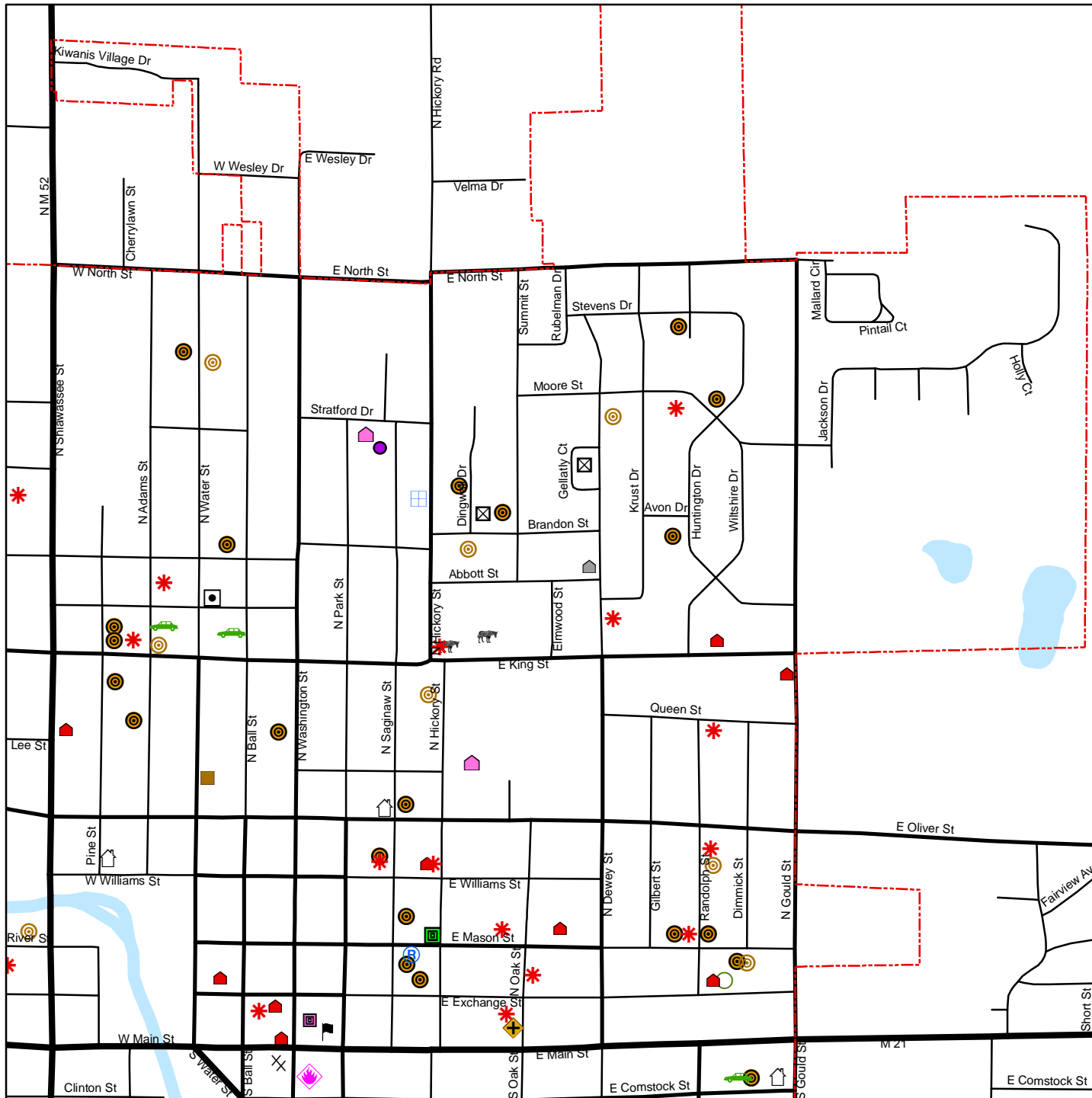
Total Pages: 15

City of Owosso

Code Enforcement Activity

January 2023

NE Quadrant



Category

- Accessory Structures
- Animals
- Appliances
- Building Violation
- Doors In Violation
- Drain Issues
- Exterior Paint/Siding
- Fence Violation
- Fire Damage
- Front Yard Parking
- Furniture Outside
- Garbage & Debris
- Garbage Cans
- Garbage/Junk In ROW
- Mechanical Violations
- Misc.
- Multiple Violations
- No Building Permit
- Rental Registration
- ROW Violations
- Sign Violation
- Windows

Other Features

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

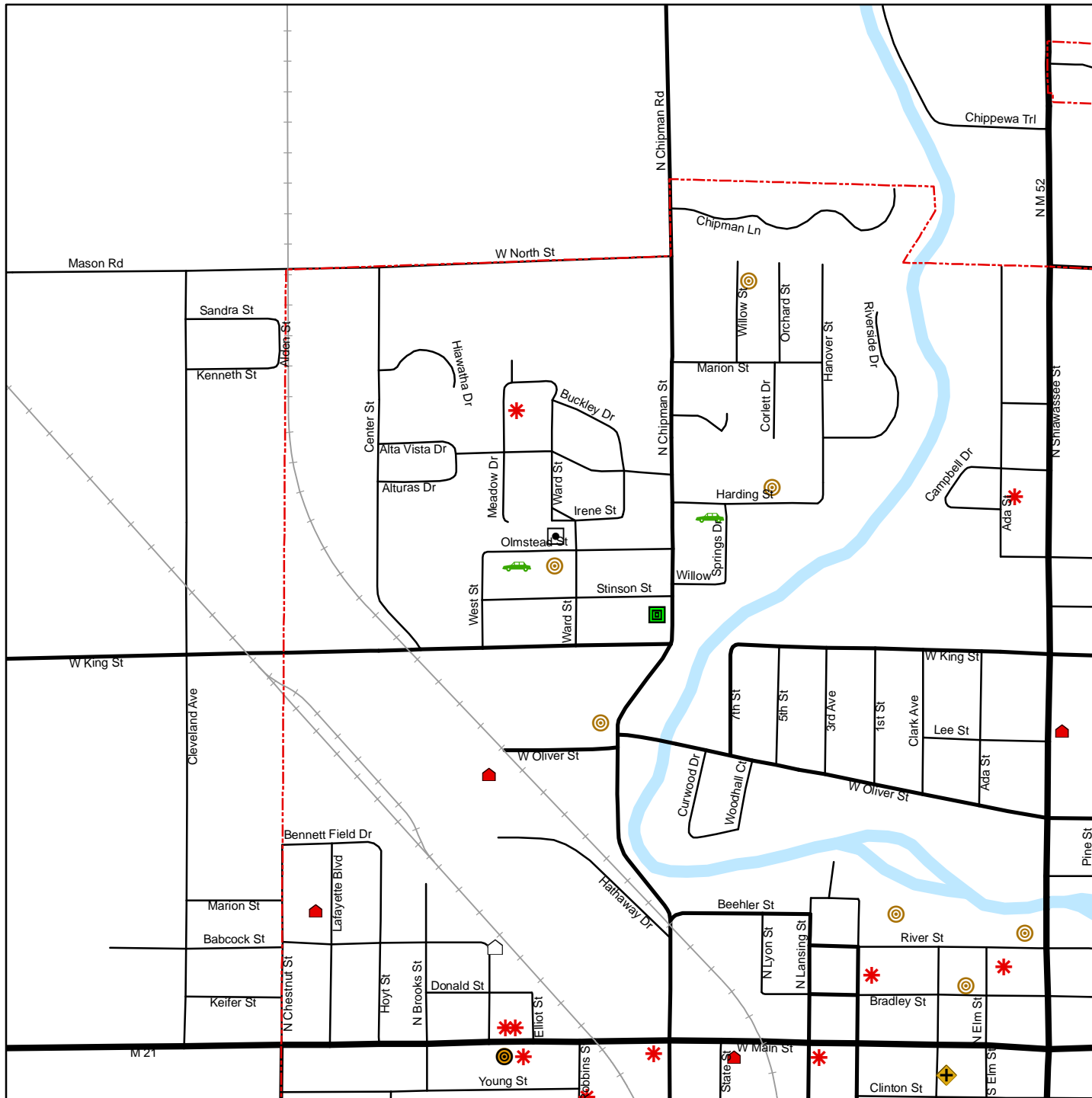


City of Owosso











Code Enforcement Activity

January 2023


NW Quadrant

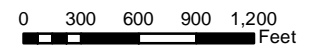


Category

-  Appliances
-  Building Violation
-  Exterior Paint/Siding
-  Front Yard Parking
-  Furniture Outside
-  Garbage & Debris
-  Garbage/Junk In ROW
-  Multiple Violations
-  ROW Violations
-  Vacant Structures

Other Features

-  City Limit
-  Railroads
-  River & Lakes

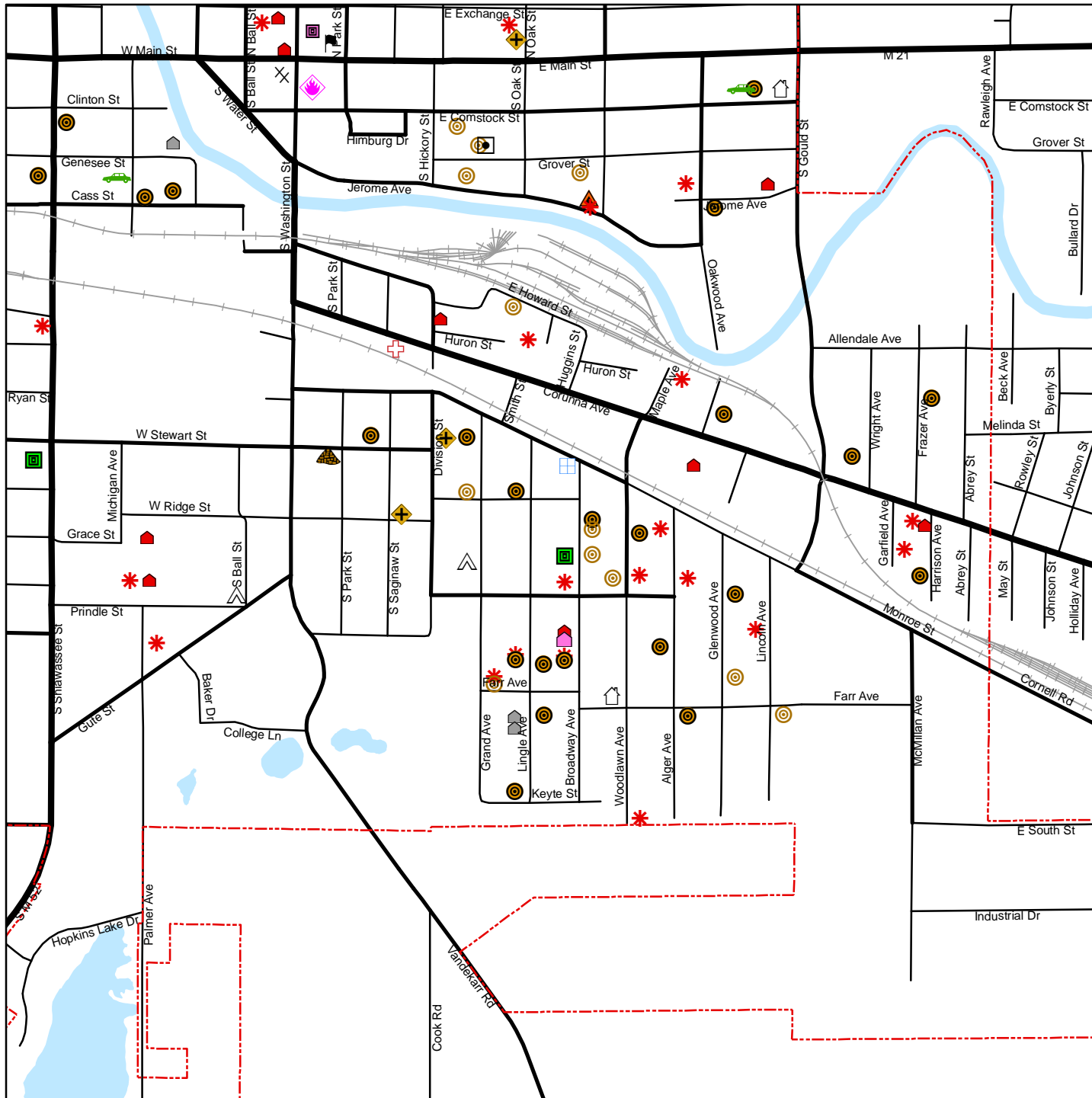


City of Owosso

Code Enforcement Activity

January 2023

SE Quadrant



Category

- Accessory Structures
- Appliances
- Building Violation
- Dog Feces
- Exterior Paint/Siding
- Fence Violation
- Fire Damage
- Front Yard Parking
- Furniture Outside
- Garbage & Debris
- Garbage/Junk In ROW
- Health & Safety
- Imminent Danger Of Structure
- Mechanical Violations
- Multiple Violations
- No Building Permit
- ROW Violations
- Sign Violation
- Temporary Structures
- Windows

Other Features

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

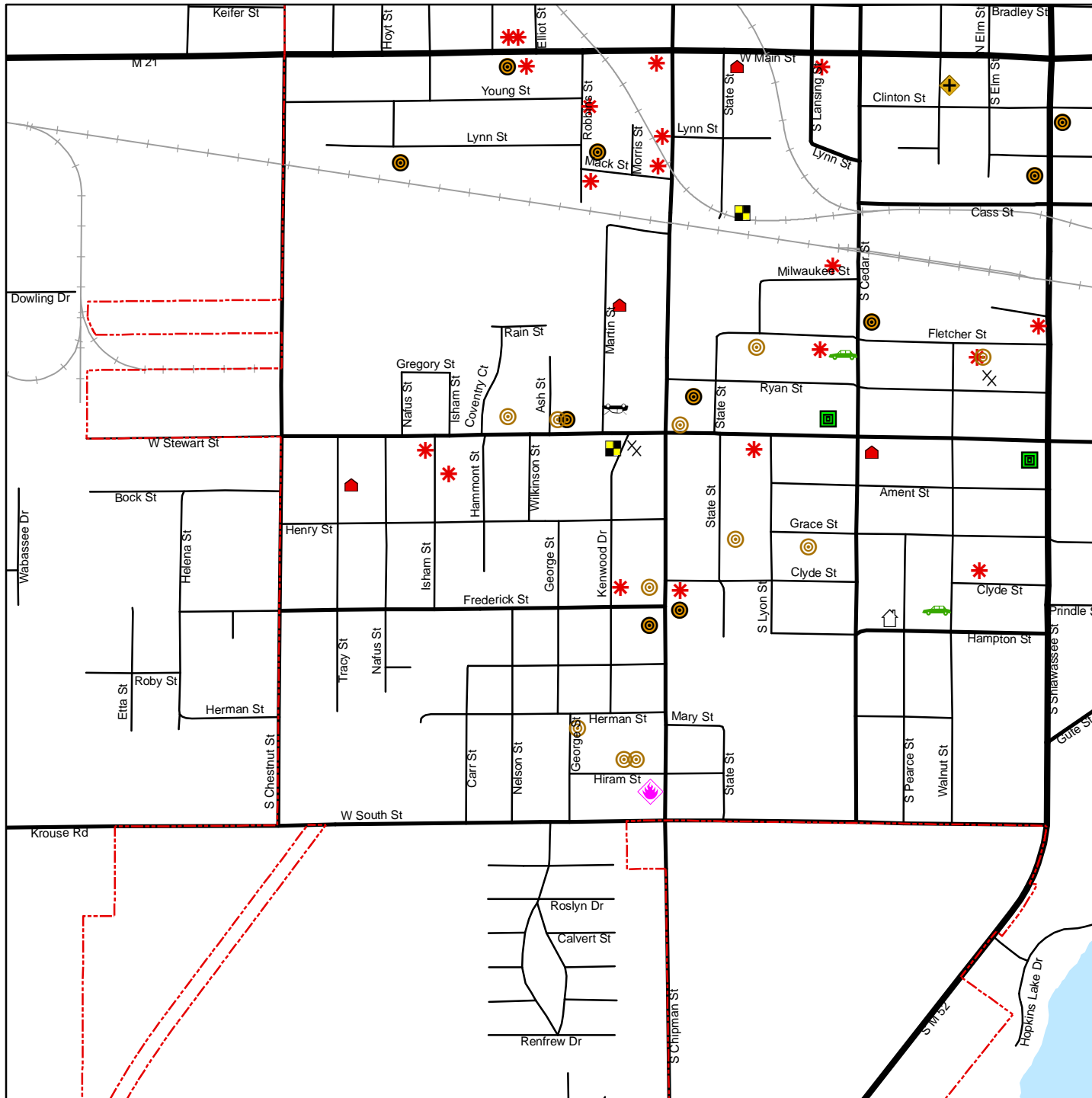


City of Owosso

Code Enforcement Activity

January 2023

SW Quadrant

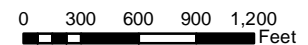


Category

- Auto Repair/Junk Vehicle
- Building Violation
- Exterior Paint/Siding
- Fence Violation
- Fire Damage
- Front Yard Parking
- Furniture Outside
- Garbage & Debris
- Garbage/Junk In ROW
- Multiple Violations
- ROW Violations
- Zoning

Other Features

- City Limit
- Railroads
- River & Lakes



**Monthly Inspection List
January 2023**

BOOTH, MARK	MECHANICAL & PLUMBING INSPECTOR Total Inspections:	53
HARRIS, JON	ELECTRICAL INSPECTOR Total Inspections:	28
HISSONG, BRAD	BUILDING OFFICIAL Total Inspections:	85
FREEMAN, GREG	CODE ENFORCEMENT Total Inspections:	169
MAYBAUGH, BRAD	CODE ENFORCEMENT Total Inspections:	122
Grand Total Inspections:		457



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

MEMORANDUM

DATE: February 1, 2023

TO: Owosso City Council

FROM: Kevin Lenkart
Director of Public Safety

RE: January 2023 Fire & Ambulance Report

Attached are the statistics for the Owosso Fire Department (OFD) for January 2023. The Owosso Fire Department responded to 167 incidents in the month of January.

OFD responded to 10 fire calls and responded to 157 EMS calls.

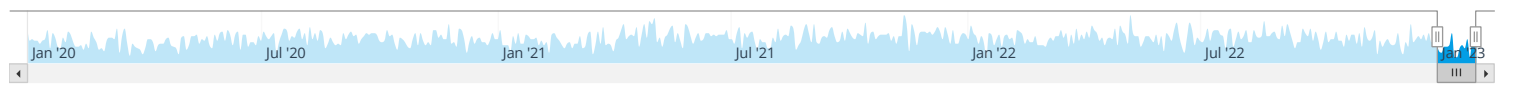
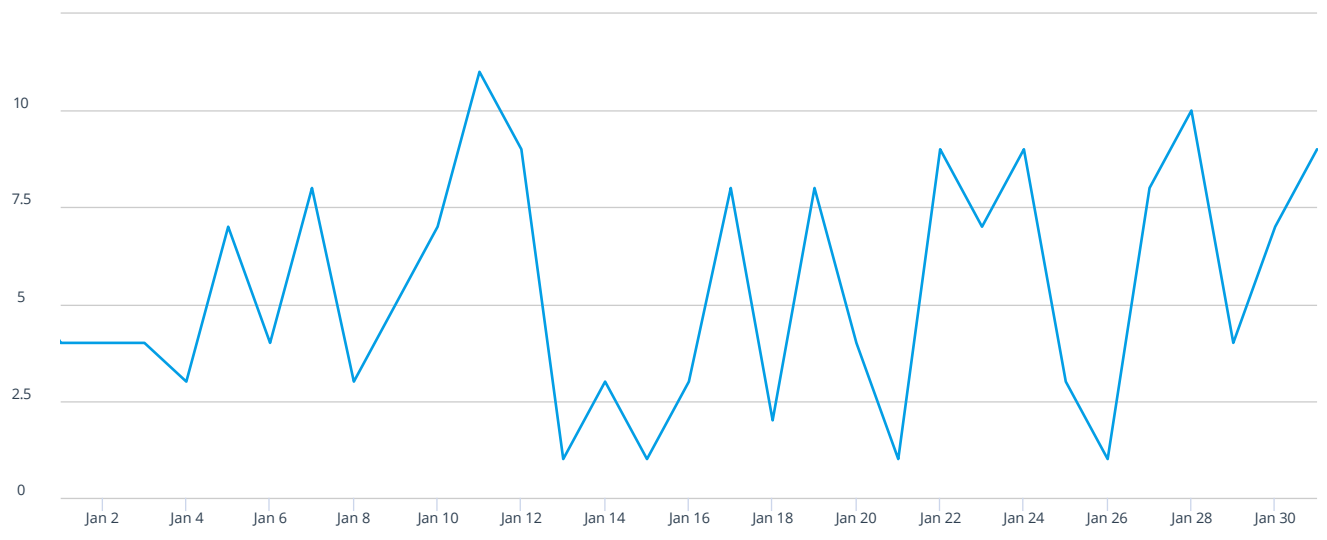
Previous Month ▾ Jan 1, 2023 - Jan 31, 2023 ▾

6%
FIRE
Percentage of Total Incidents

93%
EMS
Percentage of Total Incidents

167
INCIDENTS
In Selected Time Slice

31
DAYS
In Selected Time Slice



Counts | % Rows | % Columns | % All

Week Ending	1/1/23	1/8/23	1/15/23	1/22/23	1/29/23	2/5/23	2/12/23	2/19/23	2/26/23	3/5/23	3/12/23	3/19/23	3/26/23	Total
(11) Structure Fire				1										1
(30) Rescue, emergency medical call (EMS), other				1										1
(32) Emergency medical service (EMS) incident	3	31	35	31	40	15								155
(41) Combustible/f... spills & leaks			1											1
(52) Water problem		1												1
(55) Public service assistance						1								1
(63) Controlled burning					1									1
(65) Steam, other gas mistaken for smoke		1												1
(73) System or detector malfunction				1	1									2
(74) Unintentional system/detect... operation (no fire)	1			1										2
NULL			1											1
Total	4	33	37	35	42	16								167



OWOSSO POLICE DEPARTMENT

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

MEMORANDUM

DATE: 9 February 2023
 TO: Owosso City Council
 FROM: Eric E. Cherry
 Police Department Lieutenant
 RE: January 2023 Police Activity Report

Master Plan Goal 3.1, 3.2

The Police Department administration met with the Shiawassee County Prosecutor's Office, Michigan State Police and Shiawassee Health & Wellness to discuss Memorandums of Understanding to outline responses to opioid addictions through the COSSAP grant.

The Police Department administration met with Shiawassee County 911 and Motorola to discuss possible locations in Shiawassee County for an additional radio tower to improve radio coverage in Shiawassee County.

The Police Department worked some overtime shifts for traffic enforcement through an OHSP grant that the Shiawassee County Sheriff's Office received and has partnered with our police department on.

DECEMBER 5 YEAR AVERAGE

	2019-Jan	2020-Jan	2021-Jan	2022-Jan	2023-Jan	Jan 5YR AVG
Part I Crimes	29	10	23	28	20	22
Part II Crimes	73	83	60	63	71	70
Violent Crimes	10	1	2	3	5	4.2
Total Reports	170	145	144	141	141	148.2
Felony Arrests	6	5	4	4	8	5.4
Total Arrests	46	42	25	24	44	36.2
Traffic Stops	120	101	108	26	213	113.6
All Dispatched Events	644	546	882	785	1071	785.6

LAST 12 MONTHS

	2022- Feb	2022- Mar	2022- Apr	2022- May	2022- Jun	2022- Jul	2022- Aug	2022- Sep	2022- Oct	2022- Nov	2022- Dec	2023- Jan	Last 12 Months	Average
Part I Crimes	22	29	26	20	30	30	33	31	26	30	15	20	312	26
Part II Crimes	52	86	95	83	69	86	103	99	85	83	78	71	990	82.5
Violent Crimes	7	7	5	9	10	12	11	9	9	11	3	5	98	8.17
Total Reports	119	147	162	166	160	152	186	171	168	171	151	141	1894	157.83
Felony Arrests	5	4	14	9	6	6	13	5	13	7	2	8	92	7.67
Total Arrests	21	41	45	36	38	43	46	38	42	48	35	44	477	39.75
Traffic Stops	41	52	67	57	35	36	49	65	52	197	192	213	1,056	88
All Dispatched Events	702	851	891	968	863	882	943	1132	1032	1167	991	1071	11,493	957.75

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

February 1, 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: Bill Gilbert, Emily Olson, Lance Omer, Melissa Wheeler, Nicole Reyna, Toni Marr, Mayor Robert J. Teich, Jr., Josh Ardelean (joined after roll call).

MEMBERS ABSENT: None.

OTHERS PRESENT: Nathan Henne, City Manager, Nick Bruckman, AmeriCorps Member.

AGENDA:

IT WAS MOVED BY COMMISSIONER GILBERT AND SUPPORTED BY COMMISSIONER WHEELER TO APPROVE THE AGENDA WITH CORRECTED AGENDA DATE OF FEBRUARY 1, 2023.

AYES: ALL. MOTION CARRIED.

MINUTES:

IT WAS MOVED BY COMMISSIONER OMER AND SUPPORTED BY COMMISSIONER REYNA TO APPROVE THE MINUTES AS PRESENTED FOR THE REGULAR MEETING HELD JANUARY 11, 2023.

AYES: ALL. MOTION CARRIED.

PUBLIC COMMENTS: None.

IT WAS MOVED BY COMMISSIONER OLSON AND SUPPORTED BY COMMISSIONER OMER TO ADD DISCUSSION REGARDING DOWNTOWN PARKING WITH CHIEF LENKART TO THE AGENDA UNDER ITEMS OF BUSINESS.

AYES: ALL. MOTION CARRIED.

ITEMS OF BUSINESS:

- 1. CHECK REGISTER JANUARY 2023:** Commissioner Omer asked for clarification on a charge by Harris Electric; downtown lights and outlets were repaired. Fabrication charges were for bike racks and trash cans. Soil borings were completed for downtown light installation.

MOTION BY COMMISSIONER GILBERT, SUPPORTED BY COMMISSIONER OMER TO APPROVE THE CHECK REGISTER AS PRESENTED FOR JANUARY 2023.

AYES: ALL. MOTION CARRIED.

- 2. PARKING.** Chief Lenkart introduced Officer Ryan Jenkins. Parking enforcement will be in full force once again, especially for those who work downtown and park for many hours consecutively. Commissioner Gilbert requested the parking lot study be revisited that was completed several years ago outlining the various parking areas and their time limits. Chief Lenkart requested assistance in getting the information to downtown business owners. Chairman Moore requested information be given to business owners on the value of the parking spot being available to the customers. Nick Bruckman will communicate with business owners. March 1, 2023 will be start date for parking enforcement. Tickets will need to be paid in person.

3. **BYLAWS AMENDMENT:** City Manager Henne outlined the requested changes: membership of the board increase from 9 to 11 members, add mayor's power to nominate a designee and eliminate the ex-officio members section completely.

MOTION BY COMMISSIONER OLSON, SUPPORTED BY COMMISSIONER OMER TO AMEND THE BYLAWS TO REMOVE THE PARAGRAPH REGARDING EX-OFFICIO MEMBERS, ADD LANGUAGE FOR THE MAYOR'S DESIGNEE AS PRESENTED. MEMBERSHIP SHALL REMAIN AT THE CURRENT LEVEL OF NINE MEMBERS, NOT INCREASE TO ELEVEN.
AYES: ALL. MOTION CARRIED.

4. **2ND QUARTER BUDGET AMENDMENT:** City Manager Henne detailed the loss of library millage revenue and the budget amendments, as presented.

MOTION BY COMMISSIONER GILBERT, SUPPORTED BY COMMISSIONER OMER TO AMEND THE BUDGET, AS PRESENTED.
AYES: ALL. MOTION CARRIED.

5. **BUDGET REPORT:** Monthly report presented. The events are paying for themselves and making money. The Chocolate Walk is upcoming.
6. **DIRECTOR INTERVIEWS, SCHEDULE WITH BOARD:** Five applications received, four have met qualifications for the posting.

MOTION BY COMMISSIONER WHEELER, SUPPORTED BY COMMISSIONER REYNA TO SCHEDULE DIRECTOR INTERVIEWS FOR 9:00AM-2:00PM ON WEDNESDAY, FEBRUARY 8, 2023 WITH FRIDAY, FEBRUARY 10, 2023 AS AN ALTERNATE DATE.
AYES: ALL. MOTION CARRIED.

COMMITTEE UPDATES:

1. **Design:** Commissioner Wheeler ordered replacement bridge baskets.
2. **Promotion:** Americorps requires a project code/designation for any revenue generated beyond the cost of the Chocolate Walk event in order for Nick Bruckman to be involved in the planning of the event. Finance Director Barret has been made aware. Nick noted there are more participating businesses this year than ever before.
3. **Organization:** Communications-RLF Coupon Book and 1098 Notices will be sent to recipients. A long delinquent Emergency Response loan is now being collected.
4. **Economic Vitality:** None.

BOARD CONTINUING EDUCATION/INFORMATION: National Main Street Conference – March 27-29, 2023 Boston, MA. No one is planning to attend this year.

DIRECTOR UPDATES: None.

PUBLIC COMMENTS: None.

BOARD COMMENTS: Commissioner Olson noted the downtown events are mostly store discounts, not actual events that will draw the community. Commissioner Wheeler noted it is more of an invitation to enjoy downtown. Chairman Moore listed the free events that are offered as a downtown draw.

ADJOURNMENT:

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

NEXT MEETING MARCH 1, 2023.