

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MONDAY, OCTOBER 7, 2024
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 SEPTEMBER 16, 2024:

ADDRESSING THE CITY COUNCIL

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

PROCLAMATIONS / SPECIAL PRESENTATIONS

1. Curwood Festival Donation. Presentation of a donation from the Curwood Festival for the maintenance of Curwood Castle.
2. Domestic Violence Awareness Month Proclamation. A proclamation of the Mayor's Office declaring the month of October 2024 as Domestic Violence Awareness Month in the City of Owosso.

PUBLIC HEARINGS

None.

CITIZEN COMMENTS AND QUESTIONS

CONSENT AGENDA

1. Proposed Special Assessment District No. 2025-103 - Hazards & Nuisances. Authorize Resolution No. 1 setting a public hearing for Monday, October 21, 2024 at 7:30 p.m. to receive citizen comment regarding proposed Special Assessment District No. 2025-103, Hazards & Nuisances, as it relates to unpaid costs incurred in the altering, repairing, tearing down, abating or removing of hazards and nuisances.

2. First Reading & Set Public Hearing – Parks & Recreation Commission Ordinance. Conduct first reading and set a public hearing for Monday, October 21, 2024 at 7:30 p.m. to receive citizen comment regarding the proposed amendment to Chapter 2, Administration, Article IV, Boards and Commissions, Division 3, Parks and Recreation Commission, Section 2-242. *Members; appointment, terms, voting, officers*, of the Code of Ordinances.
Master Plan Implementation Goals: 3.14

3. Traffic Control Order Request – Taphouse Annual Rib Cook-off. Approve the request from Richard Taphouse for the closure of the Water Street parking lot (Lot #5) and the alley between Main and Exchange Streets and bounded by Water and Ball Streets on Sunday, October 13, 2024 from 12:00 p.m. - 5:00 p.m. for the Taphouse Annual Rib Cook-off, waive the insurance requirement, and further approve Traffic Control Order No. 1522 formalizing the request.
Master Plan Implementation Goals: 1.17, 4.2, 4.6, 5.9, 5.12

4. Change Order – 2023 Sanitary Sewer Repair Project Contract. Approve Change Order No. 2 to the 2023 Sanitary Sewer Repair Project Contract with Glaeser-Dawes Corporation increasing the amount \$18,934.88 for the immediate replacement of storm sewer pipe beneath the property at 1220 Buckley Drive, and further approve payment up to the amount of \$389,849.75.
Master Plan Implementation Goals: 3.4

5. Change Order – Washington Park Smart Homes Lift Station Project Engineering Services Contract. Approve Change Order No. 2 to the Washington Park Smart Homes Lift Station Project Engineering contract with Tetra Tech increasing the contract amount \$133,000.00 for modifications to the design due to a new site plan and the inclusion of construction administration services, and further authorize payment to the engineer up to the amount of \$193,400.00 upon satisfactory completion of the work.
Master Plan Implementation Goals: 1.4, 3.4

6. Change Order - MI-HOPE Grant Project. Approve Change Order No. 3 to the contract with Merkel & Kenney, Inc. for the MI-HOPE Grant Project, adding \$9,801.00 for additional work and materials required for the first eight homes and further approve payment to the contractor up to the adjusted contract amount of \$226,606.00 upon satisfactory completion of the work or portion thereof.
Master Plan Implementation Goals: 1.14, 6.6

7. Change Order – WWTP Solids Handling Project Contract. Approve Change Order No. 6 to the WWTP Solids Handling Project contract with Sorensen Gross Company increasing the contract amount \$3,793.00 to replace malfunctioning sludge tank sensors and authorize payment up to \$4,743,348.00 upon satisfactory completion of the work.

8. Check Register – September 2024. Affirm check disbursements totaling \$5,013,689.12 for September 2024.

9. Warrant No. 647. Authorize Warrant No. 647 as follows:

Vendor	Description	Fund	Amount
Owosso Charter Township	Payment per 2011 Water Agreement	WATER	\$19,644.99
Caledonia Charter Township	Payment per 2006 Water District Agreement	WATER	\$50,225.19

ITEMS OF BUSINESS

1. Demolition Authorization & Contract Approval – 609 Martin Street. Authorize demolition and removal of the foundation and debris at 609 Martin Street, approve bid award to SP Powells Sand and Soil, LLC in the amount of \$8,050.00, and further authorize payment to the contractor upon satisfactory completion of the work.
Master Plan Implementation Goals: 1.1, 1.13, 2.6

2. Discontinuance of Service – ACE Portal. Consider discontinuing the service with Harris UCA for the ACE Portal due to a lack of utilization.
3. Escrow Agreement – Washington Park Development Project. Consider authorizing an escrow agreement with Venture Housing III, Inc. establishing an escrow account for the payment of engineering related expenses incurred by the City for the Washington Park Development Project.

COMMUNICATIONS

1. Brad A. Barrett, Finance Director. Revenue & Expenditure Report - August 2024.
2. Owosso Historical Commission. Minutes of September 9, 2024.
3. Historic District Commission. Minutes of September 18, 2024.
4. WWTP Review Board. Minutes of September 24, 2024.
5. Parks & Recreation Commission. Minutes of September 25, 2024.

CITIZEN COMMENTS AND QUESTIONS

NEXT MEETING

Monday, October 21, 2024

BOARDS AND COMMISSIONS OPENINGS

Building Board of Appeals – Alternate - term expires June 30, 2026
Building Board of Appeals – Alternate - term expires June 30, 2025
Downtown Historic District Commission – term expires June 30, 2027
Planning Commission - term expires June 30, 2027
Zoning Board of Appeals – Alternate – term expires June 30, 2027
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 October 7, 2024. Citizens may view and listen to the meeting using the following link and phone numbers.

**OWOSSO CITY COUNCIL
Monday, October 7, 2024
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/82702557728?pwd=U2HIBaaWqkxTNyaJbOYatOrQZEtd4.1>

Meeting ID: 827 0255 7728

Password: 598101

One tap mobile

+16465588656,,82702557728#,,,,*598101# US (New York)

+16469313860,,82702557728#,,,,*598101# 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 October 7, 2024 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>

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**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MINUTES OF SEPTEMBER 16, 2024
7:30 P.M.
VIRGINIA TEICH CITY COUNCIL CHAMBERS**

PRESIDING OFFICER: MAYOR PRO-TEM SUSAN J. OSIKA

OPENING PRAYER: PASTOR MARLENE WEBSTER
CITY CHURCH

PLEDGE OF ALLEGIANCE: COUNCILMEMBER DANIEL A. LAW

PRESENT: Mayor Pro-Tem Susan J. Osika, Councilmembers Janae L. Fear (arrived at 7:34 p.m.), Jerome C. Haber, Daniel A. Law, and Emily S. Olson.

ABSENT: Mayor Robert J. Teich, Jr. Councilmember and Nicholas L. Pidek

APPROVE AGENDA

Motion by Councilmember Olson to approve the agenda as presented.

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

APPROVAL OF THE MINUTES OF REGULAR MEETING OF SEPTEMBER 3, 2024

Motion by Councilmember Olson to approve the Minutes of the Regular Meeting of September 3, 2024 as presented.

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

PROCLAMATIONS / SPECIAL PRESENTATIONS

None.

PUBLIC HEARINGS

None.

CITIZEN COMMENTS AND QUESTIONS

Robert Doran-Brockway, 401 N. Washington Street, read aloud a letter from Ebenezer Gould to his brother Amos on the eve of battle during the Civil War. He asked why Amos Gould was erased from the City website, as if history had been rewritten. He offered his assistance to help properly archive the items removed from the Gould House.

Tom Manke, 2910 W. M-21, said there had been a house fire over the weekend and a man's house burned down because nearby hydrants didn't work. He accused the City of not maintaining fire hydrants over the course of the last 15 years.

Glen Erdman, candidate for City Council, read aloud a statement introducing himself, providing his qualifications for office, and expressing his desire to give back to his community.

Jeff Turner, 204 Oakwood Avenue, said he is frustrated with people being allowed to park their cars on the street for 4 or 5 days at a time. He said he wants the owners to get tickets, and he wants the police to step up parking enforcement.

Councilmember Law asked Public Safety Director Kevin Lenkart about the fire hydrant situation. Mr. Lenkart responded that the hydrant directly across the street from the home had malfunctioned, but the hydrant around the corner performed as expected. He also noted that there were multiple water tankers at the scene that were able to start fighting the fire immediately.

Councilmember Olson announced the Mini-Golf Madness downtown this Saturday from 2:00 p.m. to 5:00 p.m., with prizes for the winners and a costume contest. The event is free to attend.

CONSENT AGENDA

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

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

Name	Board/Commission	Term Expires
Linda Morovitz	Shiawassee Area Transportation Agency	10-01-2027

Street Closure Request - Owosso High School 2024 Homecoming Parade. Approve request from Owosso High School Assistant Principal/Athletic Director Steve Irelan for closure of the streets listed on the application from 5:00 p.m.-7:00 p.m. on Friday, October 4, 2024 for the annual High School Homecoming parade and further approve Traffic Control Order No. 1521.

COSSAP Grant Agreement Amendment. Approve amendments to the grant agreement with the Michigan State Police and Shiawassee Health and Wellness reducing the grant amount to \$96,883.00 and extending the agreement until September 30, 2025 for the continuing implementation of the Comprehensive Opioid, Stimulant and Substance Abuse Program (COSSAP) grant as follows:

RESOLUTION NO. 149-2024

**ACCEPTING AMENDMENT TO
THE COMPREHENSIVE OPIOID, STIMULANT, AND SUBSTANCE ABUSE PROGRAM (COSSAP)
GRANT TO DEVELOP AND EXPAND OVERDOSE PREVENTION PROGRAMS**

WHEREAS, in May of 2021, the City of Owosso partnered with the Michigan State Police and Shiawassee Health and Wellness in applying for a COSSAP grant from the U.S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance; and

WHEREAS, the city of Owosso was awarded a \$373,864.00 grant in September 2022 based on said application; and

WHEREAS, the COSSAP grant has helped to develop and expand Opioid overdose prevention programs; and

WHEREAS, in July 2024, the City of Owosso was notified of a one-year no-cost extension of the grant until September 30, 2025; and

WHEREAS, the City was also notified that spending would be capped at the amount already expended, \$96,883.00.

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

- FIRST: it hereby accepts the Comprehensive Opioid, Stimulant, and Substance Abuse Program (COSSAP) Grant Contract Extension, reducing the grant to \$96,883.00 and extending the terms of the grant until September 30, 2025.
- SECOND: the Mayor Pro-Tem and city clerk are instructed and authorized to sign the documents substantially in the form attached, COSSAP Grant Contract Extension and COSSAP Grant Contract Amendment for MSP Project No. COSSAP-06.

MDOT Local Grade Crossing Surface Program Application – S. Chestnut Street. Approve application to the FY2025 Local Grade Crossing Surface Program for reconstruction of the Huron & Eastern Railroad crossing on South Chestnut Street as follows:

RESOLUTION NO. 150-2024

**AUTHORIZING APPLICATION TO THE
MDOT LOCAL GRADE CROSSING SURFACE PROGRAM FOR FY2025
FOR THE HURON & EASTERN RAILROAD CROSSING ON S. CHESTNUT STREET**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, Engineering Department recommends the reconstruction of the Huron & Eastern railroad crossing on S. Chestnut Street; and

WHEREAS, the Michigan Department of Transportation offers its portion of state funds for this work via the Local Grade Crossing Surface Program - fiscal year 2025; and

WHEREAS, the City of Owosso proposes an application to the Program for the 2025 fiscal year to secure a Local Grade Crossing Surface Program project for said crossing; sixty percent (60%) of which shall be paid for by a MDOT Grant and forty percent (40%) by the Huron & Eastern Railroad, as outlined in the application.

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 proceed with the proposed railroad crossing improvements to the Huron & Eastern Railroad crossing on S. Chestnut Street.
- SECOND: staff is directed to submit an application for an MDOT Local Grade Crossing Surface Program award for said work and the City declares its willingness to participate in this program.
- THIRD: the appropriate city staff members are authorized to execute all documents necessary for application.

MDOT Local Grade Crossing Surface Program Application – S. Chipman Street. Approve application to the FY2025 Local Grade Crossing Surface Program for reconstruction of the Huron & Eastern Railroad crossing on South Chipman Street as follows:

RESOLUTION NO. 151-2024

**AUTHORIZING APPLICATION TO THE
MDOT LOCAL GRADE CROSSING SURFACE PROGRAM FOR FY2025
FOR THE HURON & EASTERN RAILROAD CROSSING ON S. CHIPMAN STREET**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, Engineering Department recommends the reconstruction of the Huron & Eastern railroad crossing on S. Chipman Street; and

WHEREAS, the Michigan Department of Transportation offers its portion of state funds for this work via the Local Grade Crossing Surface Program; and

WHEREAS, the City of Owosso proposes an application to the Program for the 2025 fiscal year to secure a Local Grade Crossing Surface Program project for said crossing; sixty percent (60%) of which shall be paid by an MDOT Grant and forty percent (40%) by the Huron & Eastern Railroad, as outlined in the application.

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 proceed with the proposed project to reconstruct the Huron & Eastern Railroad crossing on S. Chipman Street.
- SECOND: City staff is directed to submit an application for an MDOT Local Grade Crossing Surface Program award for said work and the City declares its willingness to participate in this program.
- THIRD: the appropriate City staff members are authorized to execute all documents necessary for application.

MDOT Local Grade Crossing Surface Program Application – N. Chipman Street. Approve application to the FY2025 Local Grade Crossing Surface Program for reconstruction of the Great Lakes Central Railroad crossing on North Chipman Street as follows:

RESOLUTION NO. 152-2024

**AUTHORIZING APPLICATION TO THE
MDOT LOCAL GRADE CROSSING SURFACE PROGRAM FOR FY2025
FOR THE GREAT LAKES CENTRAL RAILROAD CROSSING ON N. CHIPMAN STREET**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, Engineering Department recommends the reconstruction of the Great Lakes Central Railroad crossing on N. Chipman Street; and

WHEREAS, the Michigan Department of Transportation offers its portion of state funds for this work via the Local Grade Crossing Surface Program; and

WHEREAS, the City of Owosso proposes an application to the Program for the 2025 fiscal year to secure a Local Grade Crossing Surface Program project for said crossing; sixty percent (60%) of which shall be paid by an MDOT Grant and forty percent (40%) by the Great Lakes Central Railroad, as outlined in the application.

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 proceed with the proposed project to reconstruct the Great Lakes Central Railroad crossing on N. Chipman Street.

SECOND: City staff is directed to submit an application for an MDOT Local Grade Crossing Surface Program award for said work and the City declares its willingness to participate in this program.

THIRD: the appropriate City staff members are authorized to execute all documents necessary for application.

MDOT Local Grade Crossing Surface Program Application – Woodlawn Avenue. Approve application to the FY2025 Local Grade Crossing Surface Program for reconstruction of the Huron & Eastern Railroad crossing on Woodlawn Avenue as follows:

RESOLUTION NO. 153-2024

**AUTHORIZING APPLICATION TO THE
MDOT LOCAL GRADE CROSSING SURFACE PROGRAM FOR FY2025
FOR THE HURON & EASTERN RAILROAD CROSSING ON WOODLAWN AVENUE**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, Engineering Department recommends the reconstruction of the Huron & Eastern railroad crossing on Woodlawn Avenue; and

WHEREAS, the Michigan Department of Transportation offers its portion of state funds for this work via the Local Grade Crossing Surface Program; and

WHEREAS, the City of Owosso proposes an application to the Program for the 2025 fiscal year to secure a Local Grade Crossing Surface Program project for said crossing; sixty percent (60%) of which shall be paid for by an MDOT Grant and forty percent (40%) by the Huron & Eastern Railroad, as outlined in the application.

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 proceed with the proposed project to reconstruct the Huron & Eastern Railroad crossing on Woodlawn Avenue.

SECOND: staff is directed to submit an application for an MDOT Local Grade Crossing Surface Program award for said work and the City declares its willingness to participate in this program.

THIRD: the appropriate city staff members are authorized to execute all documents necessary for application.

State Trunkline Maintenance Contract. Approve Contract No. 2024-0375 with the Michigan Department of Transportation governing the maintenance of state highways within the City limits, with an effective term of October 1, 2024 to September 30, 2029 and authorize the Director of Engineering to sign said contract as follows:

RESOLUTION NO. 154-2024

**AUTHORIZING THE EXECUTION OF CONTRACT NO. 2024-0375 WITH
THE MICHIGAN DEPARTMENT OF TRANSPORTATION FOR**

**MAINTENANCE OF STATE TRUNKLINES
WITHIN THE CITY LIMITS**

WHEREAS, within the city limits of Owosso, Shiawassee County, Michigan, there are several state trunklines (M-21, M-52, M-71) and bridges owned by the State of Michigan; and

WHEREAS, these trunklines require constant maintenance, and the Michigan Department of Transportation (MDOT) has found that contracting with the City for maintenance of said trunklines and bridges is in the best interest of the public; and

WHEREAS, MDOT has presented the City with Contract No. 2024-0375 formalizing the responsibilities and duties of each party, with a term from October 1, 2024 through September 30, 2029; and

WHEREAS, on August 5, 2024, city council designated Director of Engineering Clayton Wehner as Contract Administrator for the MDOT Trunkline Maintenance Contract with authority to sign and execute the contract.

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

FIRST: the State Trunkline Maintenance Contract No. 2024-0375 with the Michigan Department of Transportation for the term of October 1, 2024 through September 30, 2029 is hereby approved.

SECOND: Director of Engineering Clayton R. Wehner is hereby authorized to execute the document as attached, State Trunkline Maintenance Contract No. 2024-0375.

Purchase Authorization – Road Salt. Authorize the purchase of road salt from Compass Minerals America Inc. under State of Michigan Contract No. 1800000000787 in the amount of \$74,796.00 for 1200 tons of road salt at \$62.33/ton seasonal fill, to be delivered as needed for the 2024-2025 contract period as follows:

RESOLUTION NO. 155-2024

**AUTHORIZING THE EXECUTION OF A PURCHASE ORDER
WITH COMPASS MINERALS AMERICA INC.
FOR THE 2024-2025 WINTER SUPPLY OF ROAD SALT**

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

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

WHEREAS, in order to obtain the best price for road salt material, it is in the best interest of the City of Owosso to waive competitive bidding requirements and utilize the State of Michigan Contract number 180000000787 effective June 3, 2024, provided by Compass Minerals America Inc. for the purchase of road salt at \$62.33 per ton for seasonal delivery as needed bulk.

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

FIRST: the City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to purchase 1,200 tons of road salt from Compass Minerals America Inc.

- SECOND: the contract between the City and Compass Minerals America Inc. shall be in the form of a Purchase Order, with reference to State of Michigan Contract No. 18000000787.
- THIRD: the accounts payable department is authorized to pay Compass Minerals America Inc. for road salt delivered in the amount of \$74,796.00, plus a contingency amount of \$21,815.50 with prior authorization, for a total of \$96,611.50.
- FOURTH: the above expenses shall be paid from Local and Major Street Fund and State Trunk-line accounts 202/203.478.728.000 and 202.497.728.000.

Bid Award – Structural Firefighting Gear. Approve bid award to Macqueen Equipment, LLC for Structural Firefighting Gear on an as needed basis according to unit prices for a three-year contract period and further approve payment to the contractor upon satisfactory delivery of equipment or portion thereof as follows:

RESOLUTION NO. 156-2024

**AUTHORIZING THE EXECUTION OF A THREE-YEAR CONTRACT FOR
STRUCTURAL FIREFIGHTING GEAR
WITH MACQUEEN EQUIPMENT LLC**

WHEREAS, the city of Owosso, Shiawassee County, Michigan, has a fire department requiring structural firefighting gear; and

WHEREAS, the city of Owosso sought bids for structural firefighting gear, a bid was received from MacQueen Equipment LLC (formerly known as Kodiak Emergency Vehicles), and it is hereby determined that MacQueen Equipment LLC is qualified to provide such equipment 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 purchase structural firefighting gear from MacQueen Equipment LLC on an as-needed basis.
- SECOND: the accounts payable department is authorized to pay the vendor upon satisfactory receipt of the gear according to unit prices up to the amount of \$2,867.89 in year one, \$2,926.00 in year two, and \$3,051.60 in year three for each set of fire gear purchased.
- THIRD: the money for this purchase will come from the firefighters' uniforms and cleaning budget, 101-336-741-000.

Bid Award – Trenchless Emergency Water Service Line Replacement. Approve bid award to Green Tech Systems LLC for Trenchless Emergency Water Service Line Replacements on an as-needed basis according to unit prices and further approve payment to the contractor upon satisfactory completion of the work as follows:

RESOLUTION NO. 157-2024

**AUTHORIZING THE EXECUTION OF A CONTRACT WITH
GREEN TECH SYSTEMS, LLC FOR
TRENCHLESS EMERGENCY WATER SERVICE LINE REPLACEMENT**

WHEREAS, the city of Owosso, Shiawassee County, Michigan, has determined that it is in the best interest of the public to replace non-compliant water service lines; and

WHEREAS, the city of Owosso sought bids for Trenchless Emergency Water Service Line Replacement, and a proposal was received from Green Tech Systems, LLC and it is hereby determined that Green Tech Systems, LLC is qualified to provide such services and that it has submitted the only 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 Green Tech Systems, LLC for Trenchless Emergency Water Service Line Replacements on an as-needed basis.
- SECOND: the Mayor Pro-Tem and city clerk are instructed and authorized to sign the document attached as contract for services between the city of Owosso, Michigan and Green Tech Systems, LLC.
- THIRD: the accounts payable department is authorized to pay Green Tech Systems, LLC for work satisfactorily completed on the project according to the submitted unit prices.
- FOURTH: the above expenses shall be paid from the water account no. 591-552-818.000-LSLREPLACE.

Bid Rejection – Open Cut Emergency Water Service Line Replacement. Reject the single bid received for Open Cut Emergency Water Service Line Replacement as there is no price differential to trenchless replacement and open cut replacement potentially requires street patches and lawn restoration as follows:

RESOLUTION NO. 158-2024

AUTHORIZING THE REJECTION OF BID PROPOSAL FOR OPEN CUT EMERGENCY WATER SERVICE LINE REPLACEMENT

WHEREAS, the City of Owosso sought bid proposals for open cut emergency non-compliant water service line replacements; and

WHEREAS, the City of Owosso also sought bid proposals for trenchless emergency non-complaint water service line replacements; and

WHEREAS, only one bid proposal was received for each of the bids from the same contractor, Green Tech Systems, LLC, with the same unit prices for each of the bids; and

WHEREAS, the preferred method of water service line replacement is by using trenchless methods, so the open cut bid proposal is inferior given the same unit prices.

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

- FIRST: it has heretofore determined that it is advisable, necessary and in the public interest to reject the Open Cut Emergency Water Service Line Replacement bid proposal received from Green Tech Systems, LLC.

Contract Renewal – Utilities General Engineering Services. Approve the required annual renewal of the Utilities General Engineering Services contracts with OHM Advisors, Tetra Tech, Fishbeck, and Jones & Henry to provide engineering services for utilities projects through October 30, 2025 as follows:

RESOLUTION NO. 159-2024

**AUTHORIZING THE RENEWAL OF AGREEMENTS
FOR PROFESSIONAL ENGINEERING SERVICES WITH
OHM ADVISORS, TETRA TECH, JONES & HENRY, AND FISHBECK**

WHEREAS, the City of Owosso, Michigan, has determined that it is advisable, necessary and in the public interest to secure professional engineering services for various public improvement projects in the City; and

WHEREAS, in September of 2021 Council approved a series of contracts with engineering firms OHM Advisors, Tetra Tech, Jones & Henry, and Fishbeck which require renewal on an annual basis; and

WHEREAS, OHM Advisors, Tetra Tech, Jones & Henry, and Fishbeck have provided the City with satisfactory services to date and renewal of their respective agreements is recommended.

NOW THEREFORE BE IT RESOLVED by the City of Owosso, county of Shiawassee, state of Michigan:

- FIRST: it has heretofore been determined that it is advisable, necessary and in the public interest to renew the contracts with the firms of OHM Advisors, Tetra Tech, Jones & Henry, and Fishbeck for the provision of professional engineering services for future water and wastewater utility projects.
- SECOND: the Mayor Pro-Tem and City Clerk are hereby instructed and authorized to sign the document attached as; Exhibit C-OHM-4, Renewal of Agreement for Professional Engineering Services with OHM Advisors.
- THIRD: the Mayor Pro-Tem and City Clerk are hereby instructed and authorized to sign the document attached as; Exhibit C-TT-4, Renewal of Agreement for Professional Engineering Services with Tetra Tech of Michigan, P.C.
- FOURTH the Mayor Pro-Tem and City Clerk are hereby instructed and authorized to sign the document attached as; Exhibit C-J&H-4, Renewal of Agreement for Professional Engineering Services with Jones & Henry Engineers, Ltd.
- FIFTH: the Mayor Pro-Tem and City Clerk are hereby instructed and authorized to sign the document attached as; Exhibit C-FB-3, Renewal of Agreement for Professional Engineering Services with Fishbeck.
- SIXTH: the City Manager is hereby instructed to receive cost proposals from these four firms for future projects and make recommendation to the City Council for acceptance and award in accordance with the City of Owosso Purchasing Policy for a period renewed annually through October 30, 2025.

Purchase Order Amendment - Sodium Hypochlorite. Authorize amendment to Purchase Order Nos. 45808 & 45809 with JCI Jones Chemicals, Inc. for bulk Sodium Hypochlorite, increasing the unit price from \$1.83/gallon to \$1.8443/gallon, raising the total estimated cost by \$10,239.15 for the FY 2024- 2025, and further authorize payment to the supplier up to \$107,979.15 based on unit prices for actual quantities required as follows:

RESOLUTION NO. 160-2024

**AUTHORIZING INCREASE TO THE PURCHASE ORDERS
FOR SODIUM HYPOCHLORITE WITH JCI JONES CHEMICALS, INC.
DUE TO INCREASES IN THE COST OF RAW MATERIALS**

WHEREAS, the City of Owosso, Shiawassee County, Michigan approved Purchase Order Nos. 45808 & 45809 with JCI Jones Chemicals, Inc. for the supply of bulk sodium hypochlorite utilizing the Mid-Michigan Water Bulk Chemical Consortium contract for the FY 2024-2025; and

WHEREAS, raw material costs have increased, and JCI Jones Chemicals, Inc. is utilizing its ability to increase the price per gallon necessitating amendment to said purchase orders.

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 purchase sodium hypochlorite from JCI Jones Chemicals, Inc. at the increased prices (see table below) per gallon with an estimated remaining usage of 40,500 gallons for FY2024-2025:

1,000-1,999 gals/del	\$3.6143/gal
2,000-2,999 gals/del	\$2.5143/gal
3,000-3,999 gals/del	\$2.0943/gal
4,000-4,499 gals/del	\$1.9043/gal
4,500+ gals/del	\$1.8443/gal

SECOND: the accounts payable department is authorized to submit payment to JCI Jones Chemicals, Inc. in an amount estimated at \$107,979.15 based on unit prices and actual quantities delivered.

THIRD: the above expenses shall be paid from the wastewater and water fund following delivery, and chargeable to account 599-548-743.300 in the amount of \$80,984.36 and to account 591-553-743.000 in the amount of \$26,994.79.

Change Order No. 1 – Tandem Truck Cab & Chassis. Approve Change Order No. 1 to purchase order #45161 with D. & K. Truck Company for the purchase of one Freightliner 114SD Plus 10-yard tandem truck cab and chassis, changing the model year requested to 2026 and increasing the contract by \$5,371.00, for a total of \$137,561.00, and further approve payment upon satisfactory delivery of equipment as follows:

RESOLUTION NO. 161-2024

**AUTHORIZING CHANGE ORDER TO PURCHASE ORDER NO. 45161 WITH
D & K TRUCK FOR THE PURCHASE OF A DUMP TRUCK FOR THE DPW**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, approved Purchase Order No. 45161 for the purchase of one 2025 Freightliner 114SD Plus Tandem Truck Cab & Chassis from D. & K. Truck Company; and

WHEREAS, there are no 2025 models available for sale due to parts and materials shortages and the City must amend its request; and

WHEREAS, Purchase Order No. 45161 must be amended to reflect a change in the model year to 2026 and an increase in the price of \$5,371.00.

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

FIRST: It has heretofore determined that it is advisable, necessary and in the public interest to amend Purchase Order No. 45161, changing the model year from 2025 to 2026.

SECOND: the Accounts Payable department is authorized to submit payment to D. & K. Truck Company in the amount of \$ 132,190.00, plus \$5,371.00 for Change Order No. 1, for a total of \$137,561.00 and expense from account 661-901-979.000.

Change Order No. 2 – 2023 Street Patches Program. Approve Change Order No. 2 with S.A. Smith Paving & Trucking, Inc. dba Smith Sand & Gravel for the 2023 Street Patches Program in the amount of \$30,323.50 increasing the total contract to \$166,907.50 and extending the completion date to November 30, 2024 as follows:

RESOLUTION NO. 162-2024

**AUTHORIZING CHANGE ORDER NO. 2
TO THE CONTRACT BETWEEN THE CITY OF OWOSSO AND
TJ SMITH SAND & GRAVEL, INC.
FOR THE 2023 STREET PATCHES PROGRAM**

WHEREAS, the city of Owosso, Shiawassee County, Michigan, approved a contract with TJ Smith Sand & Gravel, Inc. on March 6, 2023 for two rounds of street patches on various streets throughout the city during the 2023 construction season; and

WHEREAS, Change Order No. 1 was approved administratively on December 18, 2023 to add a third round of street patches to the project for Spring of 2024; and

WHEREAS, during the summer of 2024, water main breaks, water service line replacements, and sewer failures have resulted in the need for a fourth round of street patches; and

WHEREAS, TJ Smith Sand & Gravel, Inc. has agreed to make these additional repairs, and a change order is necessary to increase the contract amount.

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

FIRST: it has heretofore determined that it is advisable, necessary and in the public interest to approve Change Order No. 2 to the 2023 Street Patches Program contract with TJ Smith Sand & Gravel, Inc. increasing the contract amount by \$30,323.50 for additional street repairs, bringing the contract total to \$166,907.50.

SECOND: the Mayor Pro-Tem and city clerk are instructed and authorized to sign the document substantially in form attached as Change Order No. 2 to the Contract for Services between the city of Owosso and TJ Smith Sand & Gravel, Inc.

THIRD: the accounts payable department is authorized to pay TJ Smith Sand & Gravel, Inc. for work satisfactorily completed up to the revised contract amount of \$166,907.50.

FOURTH: the above additional expenses shall be paid, in part, from the previously approved contingency for this project, with the remaining amount coming from the Major and Local Street Account Nos. 202-463-181.000 and 203-463-818.000; Sewer Fund Account No. 590-549-818.000 and 590-901-973.000-SEWERREHAB; and Water Fund Account Nos.

591-552-818.000, 591-552-818.000-LSL-ID0000, and 591-552-818.000-LSLREPLACE, and other funds as appropriate.

Change Order No. 2 – Water Treatment Plant SCADA Upgrade Project. Approve Change Order No. 2 to the WTP SCADA project in the amount of \$78,822.88 for the purchase of hardware and software required to complete the project as follows:

RESOLUTION NO. 163-2024

**AUTHORIZING CHANGE ORDER NO. 2
TO THE CITY OF OWOSSO'S SCADA PROJECT
AT THE WATER TREATMENT PLANT**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, approved the start of the SCADA upgrade project at the Water Treatment Plant on October 13, 2020, and awarded a contract with Countyline Power, on February 6, 2023 for the construction and installation of the SCADA upgrade project at the Water Treatment Plant, an approved 2023 SRF planned project; and

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

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

- FIRST: it has heretofore determined that it is advisable, necessary and in the public interest to amend the contract for the Water Treatment Plant SCADA Improvement project to include additionally required hardware and software supplies to be used, and increasing or adding to contract amounts or new contracts.
- SECOND: the Accounts Payable department is authorized to pay Dell for delivered materials totaling \$42,011.95 (final amount may vary if quote expires before order can be placed).
- THIRD: the Accounts Payable department is authorized to pay CDW for delivered materials totaling \$18,189.93 (final amount may vary if quote expires before order can be placed).
- FOURTH: the Accounts Payable department is authorized to pay Tetra Tech for delivered materials totaling \$10,591.00 (final amount may vary if quote expires before order can be placed).
- FIFTH: the Accounts Payable department is authorized to pay Allmax for delivered materials totaling \$2,250.00 (final amount may vary if quote expires before order can be placed).
- SIXTH: the Accounts Payable department is authorized to pay Logicalis for delivered materials totaling \$2,000.00 (final amount may vary if quote expires before order can be placed).
- SEVENTH: the Accounts Payable department is authorized to pay Daystarr for delivered materials totaling \$3,780.00 (final amount may vary if quote expires before order can be placed).
- EIGHTH: The above expenses shall be paid from the Water Fund, and SRF Bond Funds.

Professional Services Agreement – Owner's Representation/Consulting Agreement. Authorize professional services agreement with Veridus Group for services as the owner's representative for the bidding and administration of the City Hall Rehabilitation Project in the amount of \$50,000.00, plus up to \$8,000.00 in reimbursable expenses, and further authorize payment to the consultant upon completion of the work or portion thereof as follows:

RESOLUTION NO. 164-2024

AUTHORIZING OWNER’S REPRESENTATION/CONSULTING AGREEMENT WITH VERIDUS GROUP FOR THE CITY HALL REHABILITATION PROJECT

WHEREAS, the City of Owosso has budgeted for the rehabilitation of City Hall in FY 24-25, including the replacement of the building's HVAC systems, electric service panels, backup power, structural repairs, and front step reconstruction; and

WHEREAS, the City sought proposals from qualified firms to serve as the owner’s representative for the bidding and administration of the City Hall Rehabilitation Project through a Quality Based Selection (QBS) process; and

WHEREAS, Veridus Group has been determined to be the most qualified firm to perform said work, scoring 57 out of 60 points, and offers to complete the necessary services for an amount not to exceed \$50,000, plus up to \$8,000 in reimbursable expenses.

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

- FIRST: It has been determined to be advisable, necessary, and in the public interest to employ the firm Veridus Group to provide professional services as the owner’s representative for the City Hall Rehabilitation Project.
- SECOND: the Mayor Pro-Tem and City Clerk are instructed and authorized to sign the necessary documents substantially as attached as an Owner’s Representation/Consulting Agreement between the City of Owosso, Michigan, and Veridus Group.
- THIRD: the Accounts Payable Department is authorized to make payments up to the amount of \$50,000 to Veridus Group, with an additional allowance of up to \$8,000 for reimbursable expenses, upon the successful completion of work or portions thereof.
- FOURTH: this professional service expense shall be paid from the General Fund, Account No. 101-265-975.000.

Check Register – August 2024. Affirmed check disbursements totaling \$4,403,046.44 for August 2024.

Motion supported by Councilmember Fear.

Roll Call Vote.

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

NAYS: None.

ABSENT: Mayor Teich and Councilmember Pidek.

ITEMS OF BUSINESS

Designation of Authorized Signatory –

**USDA Congressional Appropriation
Public Safety Building Upgrades**

Motion by Councilmember Fear to approve the following resolution authorizing the City Manager as the signatory for all matters related to the \$1 million dollar USDA Congressional Appropriation for upgrades to the Public Safety Building including but not limited to applications for financial assistance, contractual agreements and compliance declarations:

RESOLUTION NO. 165-2024

DESIGNATION OF THE CITY MANAGER AS AUTHORIZED SIGNATORY FOR THE CITY OF OWOSSO REGARDING THE USDA CONGRESSIONAL APPROPRIATION FOR PUBLIC SAFETY BUILDING UPGRADES

WHEREAS, the City of Owosso has been granted a \$1 million congressional appropriation through the United States Department of Agriculture (USDA) for the purpose of upgrading the public safety building to enhance service capabilities and safety standards; and

WHEREAS, this funding is critical for addressing the immediate needs of our public safety infrastructure, ensuring that our facilities meet modern operational and safety requirements; and

WHEREAS, the process of accessing and managing these funds requires a designated official to act as the signatory on application documents, contracts, and related official correspondence to comply with federal guidelines and stipulations.

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

FIRST: the City Manager of Owosso is hereby designated as the authorized signatory for all matters related to the \$1 million USDA congressional appropriation for the upgrades of the public safety building. This includes, but is not limited to, applications for financial assistance, contractual agreements, and compliance declarations.

SECOND: this designation ensures compliance with the requirements set forth by federal project guidelines, including those under 2 CFR Parts 25, 180, and 417, 7 CFR Part 1970, and the Build America Buy America Act, thereby facilitating the efficient and effective use of the appropriated funds.

THIRD: a copy of this resolution shall be attached to all pertinent application and compliance documents to denote the delegation of signatory authority to the City Manager thereby streamlining the administrative processes associated with this significant project.

FOURTH: this resolution shall take effect immediately upon its adoption and shall remain in effect until specifically modified or rescinded by a subsequent resolution of the City Council.

Motion supported by Councilmember Law.

Roll Call Vote.

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

NAYS: None.

ABSENT: Mayor Teich and Councilmember Pidek.

COMMUNICATIONS

Brad A. Barrett, Finance Director. Revenue & Expenditure Report – July 2024.

Tanya S. Buckelew, Planning & Building Director. August 2024 Building Department Report.

Tanya S. Buckelew, Planning & Building Director. August 2024 Code Violations Report.
Tanya S. Buckelew, Planning & Building Director. August 2024 Inspections Report.
Tanya S. Buckelew, Planning & Building Director. August 2024 Certificates Issued Report.
Kevin D. Lenkart, Public Safety Director. August 2024 Police Report.
Kevin D. Lenkart, Public Safety Director. August 2024 Fire/EMS Report.
Historic District Commission. Minutes of August 21, 2024.
WWTP Review Board. Minutes of August 27, 2024.
Parks & Recreation Commission. Minutes of August 28, 2024.
Downtown Development Authority. Minutes of September 4, 2024.

CITIZEN COMMENTS AND QUESTIONS

Jeff Turner, 204 Oakwood Avenue, inquired about the Mayor. It was noted that he is currently out of town on business.

Glen Erdman, 1210 S. Chipman Street, said he had forgotten to give his address the last time he spoke, and he corrected the oversight.

Mayor Pro-Tem Osika reminded everyone of the Owosso Home Tour this Saturday from 10:00 a.m. to 5:00 p.m. Tickets are available online.

NEXT MEETING

Monday, October 07, 2024

BOARDS AND COMMISSIONS OPENINGS

Building Board of Appeals – Alternate - term expires June 30, 2026
Building Board of Appeals – Alternate - term expires June 30, 2025
Downtown Historic District Commission – term expires June 30, 2027
Planning Commission - term expires June 30, 2027
Zoning Board of Appeals – Alternate – term expires June 30, 2027
Zoning Board of Appeals – Alternate – term expires June 30, 2025

ADJOURNMENT

Motion by Councilmember Olson for adjournment at 7:51 p.m.

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

Susan J. Osika, Mayor Pro-Tem

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.



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

MEMORANDUM

DATE: October 7, 2024

TO: Owosso City Council

FROM: Katherine Fagan, City Treasurer

RE: Hazards and Nuisances Special Assessment Roll

Over the course of the year, the City takes action to alleviate nuisances and hazards to the public that exist on private property. The charges for these actions are invoiced to the owner of record for the property. Once a year, per section 28-10.5 of the Code, any charges left unpaid shall be established as liens on the affected property. Once the lien is established I would be authorized to add the amount of the invoices to the tax roll.

The associated document to this memo details the outstanding nuisance and hazard invoices since this process last took place in December of 2023. It lists the invoice numbers, the due date of the invoice, the parcel number and address, the type of nuisance or hazard and the amount of the invoice.

The process for establishing a lien is handled via special assessment. Initially, the list of outstanding invoices is presented to Council with a request to set a public hearing. Upon this action, letters are sent to the affected property owners informing them of the City's intent to lien their property if the invoice(s) remains unpaid. They then have the opportunity to protest the proposed action at the public hearing. At the conclusion of the public hearing the Council can accept the roll as presented, make amendments to the roll, or hold off on action all together (though this is not recommended).

Tonight, I recommend that you take action to start this process in motion by setting a public hearing for October 21, 2024, to receive citizen comment regarding this roll. An updated list of unpaid invoices to be added to the tax roll will be provided to you at the public hearing.

RESOLUTION NO.

**SPECIAL ASSESSMENT DISTRICT NO.
HAZARDS AND NUISANCES**

WHEREAS, the Assessor has prepared a special assessment roll for the purpose of specially assessing that portion of the unpaid costs incurred in the altering, repairing, tearing down, abating or removing of hazards and nuisances more particularly hereinafter described to the properties specially benefited by said public improvement, and the same has been presented to the Council by the City Clerk.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Said special assessment roll is hereby accepted and shall be filed in the office of the City Clerk for public examination.
2. The Council shall meet at the Owosso City Hall, Owosso, Michigan at 7:30 o'clock p.m., on Monday, October 21, 2024 for the purpose of hearing all persons interested in said special assessment roll and reviewing the same.
3. The City Clerk is directed to publish the notice of said hearings once in *The Argus Press*, the official newspaper of the City of Owosso, not less than ten (10) days prior to said hearing and shall further cause notice of said hearing to be sent by first class mail to each owner of the property subject to assessment, as indicated by the records in the City Assessor's office as shown on the general tax rolls of the City, at least ten (10) days before the time of said hearing, said notice to be mailed to the addresses shown on said general tax rolls of the City.

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 – HAZARDS AND
NUISANCES CITY OF OWOSSO
COUNTY OF SHIAWASSEE, MICHIGAN**

TO THE OWNERS OF THE OF THE FOLLOWING DESCRIBED PROPERTY:

TAKE NOTICE that a Special Assessment Roll-Hazards and Nuisances has been 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 property listed below.

Parcel #	Address	Srvc Code	Amount
050-010-015-001-00	667 GLENWOOD AVE	WEEDS	\$580.00
050-010-015-005-00	651 GLENWOOD AVE	CLEAN	\$336.06
050-010-015-014-00	615 GLENWOOD AVE	WEEDS	\$270.00
050-010-016-020-00	616 GLENWOOD AVE	WEEDS	\$405.00
050-113-008-031-00	1229 MILWAUKEE ST	TREE	\$455.61
050-113-017-007-00	1415 LYNN ST	WEEDS	\$150.00
050-114-003-010-00	1116 STATE ST	CLEAN	\$4,219.36
050-114-006-001-00	1122 S CEDAR ST	WEEDS	\$270.00
050-240-003-006-00	621 N SAGINAW ST	WEEDS	\$290.00
050-250-000-008-00	602 N SHIAWASSEE ST	WEEDS	\$140.00
050-340-003-005-00	911 LINGLE AVE	WEEDS	\$135.00
050-390-004-012-00	1260 ADAMS ST	WEEDS	\$1,111.20

050-420-004-005-00	612 BROADWAY AVE	WEEDS	\$135.00
050-420-005-009-00	755 DIVISION ST	WEEDS	\$1,488.50
050-553-000-008-00	1500 MCMILLAN AVE	WEEDS	\$150.00
050-601-000-027-00	807 MICHIGAN AVE	WEEDS	\$135.00
050-602-040-008-00	1404 S CHIPMAN ST	WEEDS	\$135.00
050-651-000-013-00	415 GENESEE ST	CLEAN	\$994.46
050-651-022-007-00	222 CORUNNA AVE	WEEDS	\$680.00
050-652-003-006-00	321 E STEWART ST	CLEAN	\$255.39
050-652-008-004-00	808 DIVISION ST	WEEDS	\$140.00
050-652-010-024-00	917 S PARK ST	WEEDS	\$540.00
050-652-010-025-00	S PARK ST	WEEDS	\$405.00
050-652-010-026-00	S PARK ST	WEEDS	\$405.00
050-660-022-004-00	216 S ELM ST	WEEDS	\$614.56
050-710-001-012-00	915 CORUNNA AVE	WEEDS	\$565.96
			<u>\$15,006.10</u>

TAKE NOTICE THAT ANY HAZARDS/NUISANCES INVOICES OR CHARGES REMAINING UNPAID AS OF THEIR DUE DATE WILL BE INCLUDED ON THIS ROLL.

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

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 assessment 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, October 21, 2024 for the purpose of reviewing said Special Assessment Roll- Hazards and Nuisances and for the purpose of considering all objections to said roll submitted in writing. If you have questions regarding this notice, please contact the City Treasurer's Office at 725-0599.



MEMORANDUM

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

DATE: October 2, 2024

TO: Mayor Teich and the Owosso City Council

FROM: Amy Fuller, Assistant City Manager

SUBJECT: Public hearing for Parks and Recreation Commission ordinance amendment

RECOMMENDATION:

Staff recommends scheduling a public hearing for October 21, 2024, to amend Chapter 2, Administration, Article IV, *Boards and Commissions*, Division 3, Parks and Recreation Commission.

BACKGROUND:

At the September 25, 2024 Parks and Recreation Meeting, the commission voted to add a student member to the Parks and Recreation Commission. This action would require amending the established ordinance.

The suggested amendment is located within Chapter 2, Administration, Article IV, *Boards and Commissions*, Division 3, Parks and Recreation Commission, and would add a student member to the Parks and Recreation Commission. This seat shall have a one-year term and could fully participate in meetings but would not have a vote and would not count towards a quorum. Any student ages 15-18 enrolled in a public or private high school within the city would be eligible. Like the other seven seats on the commission, this position shall be appointed by the Mayor and approved by the City Council.

The Parks and Recreation Commission's goal with adding a student seat to their board is to add a youth voice in their decision-making process. They believe the student members can provide valuable suggestions for the city's parks and recreation offerings while also encouraging civic engagement.

FISCAL IMPACTS:

None.

RESOLUTION NO.

SETTING A PUBLIC HEARING TO
AMEND CHAPTER 2, ADMINISTRATION,
ARTICLE IV, BOARDS AND COMMISSIONS,
DIVISION 3, PARKS AND RECREATION COMMISSION

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has established by ordinance, a Parks and Recreation Commission to provide quality park and recreation opportunities based upon cost, efficiency and community need; and

WHEREAS, the Parks and Recreation Commission is currently made up of 7 voting members; and

WHEREAS, it is the desire of the Parks and Recreation Commission to add a Student Member to the Commission; and

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

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

SECTION 1. AMENDMENT. That Chapter 2, Administration, Article IV, *Boards and Commissions*, Division 3, Parks and Recreation Commission, Section 2-242. *Members; appointment, terms, voting, officers* shall be amended as follows:

Sec. 2-242. - Members; appointment, terms, voting, officers.

- (a) —The members of the parks and recreation commission shall consist of seven voting (7) members appointed by the mayor and approved by the council. The mayor or the designee of the mayor, with council approval, shall be an ex-officio member of the commission. The Mayor shall also appoint, with council approval, one (1) student member.
- (b) —The seven voting (7) members shall have terms of two (2) years. The first appointment of the seven (7) members shall be staggered so that three (3) members are appointed for a one-year term and four (4) members shall be appointed to two-year terms. Thereafter each appointment of a member shall be for a two-year term unless it is an appointment to fill a vacancy in office that occurs prior to completion of a term. The student member shall serve a term of one (1) year. The ex-officio member of the commission shall serve for an indefinite term at the pleasure of the mayor.
- (c) —Each voting member shall be entitled to one (1) vote. The ex-officio and student member shall not have a vote. Any action shall require a majority vote of the members present at a meeting constituting a quorum. A quorum shall consist of at least four (4) voting members.

SECTION 2. PUBLIC HEARING. A public hearing is set for Monday, ~~XXX, 2020~~ October 21, 2024 at 7:30 p.m. for the purpose of hearing citizen comment regarding the proposed amendments to Chapter 2, Administration, of the Code of the City of Owosso.

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

SECTION 4. EFFECTIVE DATE. This amendment shall become effective 20 days after approval.



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

MEMORANDUM

DATE: September 20, 2024
TO: City Council
FROM: Kevin Lenkart
Director of Public Safety
RE: Traffic Control Order # 1522

Richard Taphouse, owner of Taphouse Specialty Meats, has requested the following lot and ally closure for the Taphouse Annual Rib Cookoff event.

The insurance waiver is requested for this event.

LOCATION:

Parking lot and ally located behind 204 W. Main St. - city lot #5 and ally from N. Water St. to N. Ball St.

DATE:

October 13, 2024

TIME:

12:00 p.m. – 5:00 p.m.

The Public Safety Department has issued Traffic Control Order #1522 in accordance with the Rules for the Issuance of Certain Traffic Control Orders. Staff recommends approval of the application and authorization of the traffic control order formalizing the action.

CITY OF OWOSSO

TRAFFIC CONTROL ORDER

(SECTION 2.53 UNIFORM TRAFFIC CODE)

ORDER NO.:	DATE:	TIME:
1522	9/20/2024	4:10 pm

REQUESTED BY:
Kevin Lenkart – Director of Public Safety

TYPE OF CONTROL:
Lot and ally closure

LOCATION OF CONTROL:

Water Street parking lot (Lot #5)
and ally bounded by Exchange, Ball, Main & Water Streets

EVENT/DATES:

Taphouse Annual Rib Cookoff
DATE: October 13, 2024
TIME: 12:00 p.m. – 5:00 p.m.

APPROVED BY COUNCIL:

_____, 20 ____

REMARKS:



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

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

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

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

Event Name: Taphouse Annual Rib Cook Off

Applicant Name: Taphouse Specialty Meats Date: 9-18-24

Primary Contact: Richard (John) Taphouse Title: OWNER

Address: 204 W Main St STE. A

Phone: 989-720-6328 Email: taphousemarket.com

Requested Date(s): Oct. 13, 2024 Requested Hours: 12-5pm

Area Requested (Parking Lot - Parade Route): 12 hr lot / Ally Way connecting water/ball 12-5 We need the ally way behind Market closed both ends and the 12 hrs lot off water street behind market closed from 12pm-5pm

Detailed description of the use for which the request is made: Rib Cook Off

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

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

Continued on back...

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

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

Applicant Signature: *R. Edward Vester* Date: 9-18-2024

Information Regarding Required Documents

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

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

Proof of Insurance - A Certificate of Insurance and Endorsement acceptable to the City evidencing General Liability insurance for the event in the minimum amount of \$1,000,000 per occurrence. Coverage shall be endorsed to name the City of Owosso as additional insured and be primary and non-contributory to any other insurance the City has.

or

Request for Insurance Waiver - The City Council may waive the insurance requirement if it determines that insurance coverage is unavailable or cannot be obtained at a reasonable cost and the event or activity is in the public interest or fulfills a legitimate and recognized public purpose. Check box if you are requesting waiver of insurance.

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

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

- | | |
|---|--|
| <input checked="" type="checkbox"/> \$30 Application (30-120 days prior to 1 st day of event) | <input type="checkbox"/> Additional: _____ |
| <input type="checkbox"/> \$50 Additional MDOT Closure (M-21, M-71, M-52) | <input type="checkbox"/> Additional: _____ |
| <input type="checkbox"/> \$15 Additional-Expedited Fee (14-29 days prior to 1 st day of event) | <input type="checkbox"/> Additional: _____ |

\$ 30.00 Total Due at Time of Application. Please make check payable to: City of Owosso.

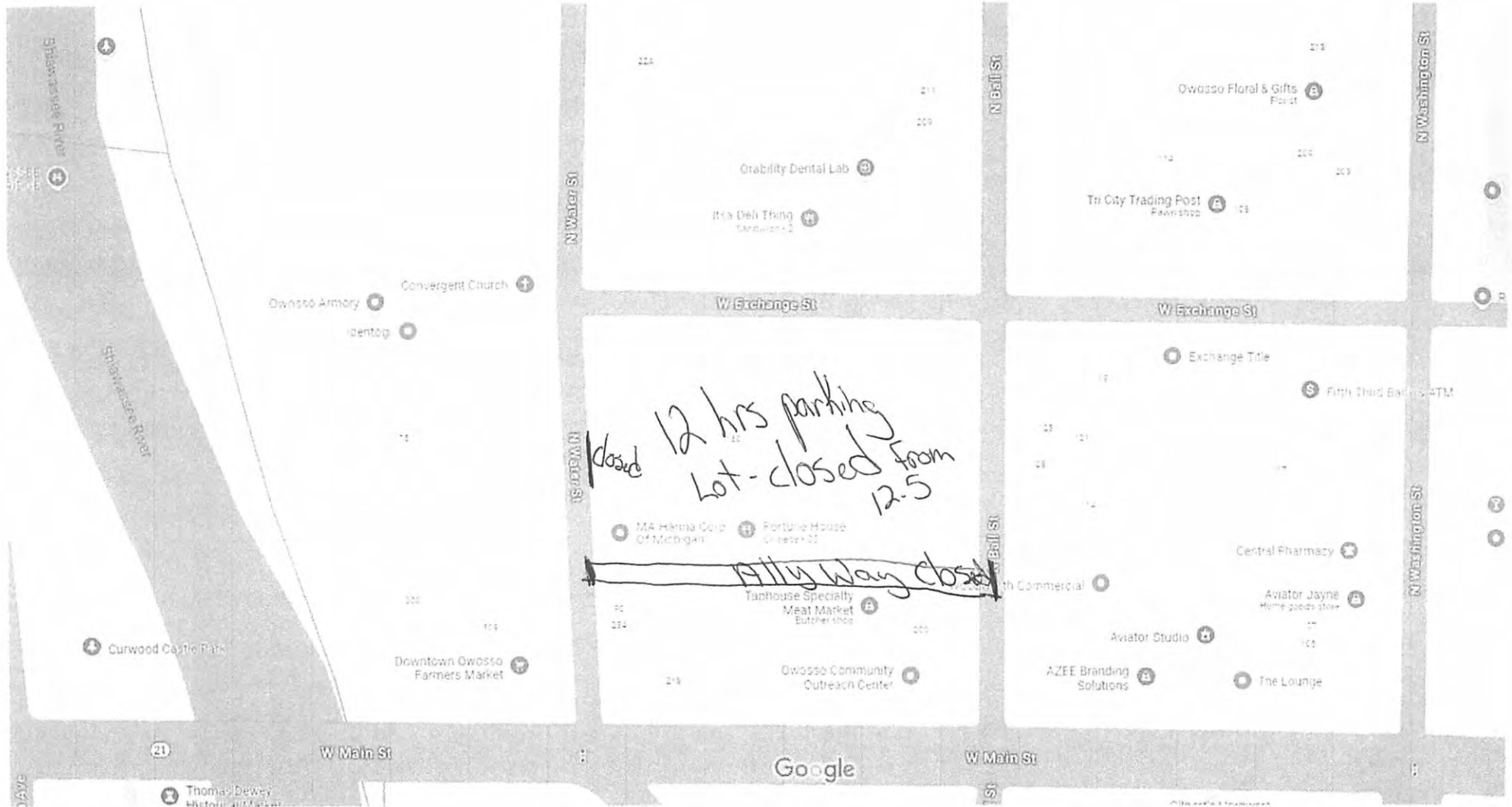
.....
Do Not Write Below This Line - For Officials Use Only

Approved Not Approved Date: _____ Traffic Control Order Number _____

Copy of Rules & Regulations provided to Applicant

Cc: DDA - Director; WCIA - Chairperson

Google Maps





MEMORANDUM

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

DATE: October 7, 2024
TO: City Council
FROM: Clayton Wehner, Director of Engineering
SUBJECT: Change Order No. 2 to the 2023 Sanitary Sewer Repair Project

RECOMMENDATION:

Approval of Change Order No. 2 to the Contract between the City of Owosso and Glaeser Dawes Corporation of Flushing, Michigan for the 2023 Sanitary Sewer Repair Project in the amount of \$18,934.88.

BACKGROUND:

On March 20, 2023, City Council approved a contract to Glaeser Dawes Corporation in the amount of \$229,049.89 for the 2023 Sanitary Sewer Repair Project to perform open cut repairs on sanitary sewer segments. On July 15, 2024 city council approved change order no. 1 in the amount of \$141,864.98 to complete additional open cut repairs on Exchange St, Herman St, Nelson St, and Ward St during the 2024 construction season.

In August of 2024, city staff discovered that the storm sewer pipe discharging into the Corlett Creek running beneath the property of 1220 Buckley Drive was severely deteriorated. This storm sewer pipe drains the north half of the Shady Lane subdivision and Alturas and Alta Vista Drives – approximately 20 acres. On September 19, 2024, the storm sewer pipe was televised and determined that a liner was not suitable given the severity of the deterioration and immediate repair is necessary. Since Glaeser Dawes Corporation is scheduled to be working in the area on sanitary sewer repairs, city staff requested pricing from them to repair the storm sewer pipe.

Glaeser Dawes Corporation has submitted pricing to repair the pipe via slip lining and open cut methods. Change Order No. 2, in the amount of \$18,934.88, adds a new contract item and quantity for this work and revises the total contract amount to \$389,849.75.

FISCAL IMPACTS:

Additional expenses in the amount of \$18,934.88 for Change Order No. 2 shall be paid from Local Street Fund Account 203-463-818.000.

Attachments: (1) Resolution
(2) Project Map
(3) Change Order No. 2 to the 2023 Sanitary Sewer Repair Project

MASTER PLAN IMPLEMENTATION GOALS: 3.4

RESOLUTION NO.

**AUTHORIZING CHANGE ORDER NO. 2
TO THE CONTRACT BETWEEN THE CITY OF OWOSSO AND
GLAESER DAWES CORPORATION
FOR THE 2023 SANITARY SEWER REPAIR PROJECT**

WHEREAS, the city of Owosso, Shiawassee County, Michigan, approved a contract with Glaeser Dawes Corporation on March 20, 2023 for the 2023 Sanitary Sewer Repair Project to perform open-cut sanitary sewer repairs on various streets throughout the city; and

WHEREAS, Change Order No. 1 was approved on July 15, 2024 for additional sanitary sewer repairs for the 2024 construction season; and

WHEREAS, the storm sewer outlet pipe running beneath the property at 1220 Buckley Drive has severely deteriorated and is in need of immediate repair; and

WHEREAS, Glaeser Dawes Corporation has agreed to make this repair to this storm sewer, and a change order in the amount of \$18,934.88 is necessary to increase the contract amount for this additional repair.

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

- FIRST: the City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to amend the 2023 Sanitary Sewer Repair Project contract with Glaeser Dawes Corporation to increase the contract amount to complete an additional storm sewer repair.
- SECOND: the Mayor and City Clerk are instructed and authorized to sign the document substantially in form attached as Change Order No. 2 in the amount of \$18,934.88; an increase to the Contract for Services between the city of Owosso and Glaeser Dawes Corporation, revising the total current contract amount from \$370,914.87 to \$389,849.75.
- THIRD: the Accounts Payable department is authorized to pay Glaeser Dawes Corporation for work satisfactorily completed up to the revised contract amount of \$389,849.75.
- FOURTH: the above additional expenses shall be paid from Local Street Fund Account No. 203-463-818.000.

CHANGE ORDER

No. 2

OWNER: City of Owosso
 CONTRACTOR: Glaeser Dawes Corporation
 CONTRACT NAME: City of Owosso 2023 Sanitary Sewer Repair Project
 OWNER's P.O. NO. 43899

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

Description:

Add new contract item for storm sewer work at 1220 Buckley Drive. See attached quote.

Item No.	Description	Quantity Change	Unit	Unit Price	Cost
901	Storm Sewer Repair at 1220 Buckley	1	LSUM	\$18,934.88	\$18,934.88

Total Change Order No. 2 Amount: **\$18,934.88**

Increase the contract time by 14 calendar days due to the increased scope of work.

Total Change Order No. 2 Contract Time: **14 days**

CHANGE IN CONTRACT PRICE
Original Contract Price \$ <u>229,049.89</u>
Increase (Decrease) from previously approved Change Orders No. <u>1</u> to <u>1</u> : \$ <u>141,864.98</u>
Contract Price prior to this Change Order: \$ <u>370,914.87</u>
Increase (Decrease) of this Change Order: \$ <u>18,934.88</u>
Contract Price incorporating this Change Order: \$ <u>389,849.75</u>

CHANGE IN CONTRACT TIMES
Original Contract Times: Substantial Completion: <u>June 16, 2023</u> Ready for Final Payment: _____ (days or dates)
Increase (Decrease) from previously approved Change Orders No. <u>1</u> to <u>1</u> : Substantial Completion: <u>497 days</u> Ready for Final Payment: _____ (days)
Contract Times prior to this Change Order: Substantial Completion: <u>October 25, 2024</u> Ready for Final Payment: _____ (days or dates)
Increase (Decrease) of this Change Order: Substantial Completion: <u>14 days</u> Ready for Final Payment: _____ (days)
Contract Times with all approved Change Orders: Substantial Completion: <u>November 8, 2024</u> Ready for Final Payment: _____ (days or dates)

RECOMMENDED:

By: Clayton Wehner

ENGINEER (Authorized Signature)

Title: Director of Engineering

Date: 9/30/2024

APPROVED:

By: _____

OWNER (Authorized Signature)

Title: _____

Date: _____

ACCEPTED:

By: Russell Lonfer
 CONTRACTOR (Authorized Signature)

Title: Project Manager
 Date: 9-30-24

GLAESER DAWES CORPORATION

4130 Commerce Drive
Flushing, MI 48433
810-487-1560
Fax 810-487-1564

DATE:	QUOTE #
09/27/24	2024092701

CITY OF OWOSSO 301 W. MAIN STREET OWOSSO, MI 48867 Attn: Mr. Clayton Wehner

PROJECT
Storm Sewer Repair at 1220 Buckley

DESCRIPTION	AMOUNT
Locate Utilities Provide and install approximately 80 Ft of 16" Storm Sewer. 40 Ft Open trench and 40Ft through Culvert. Provide and place Backfill. Provide and place Rip Rap	\$18,934.88
Total	\$18,934.88

City of Owosso

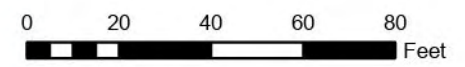
Storm Sewer Mains

Through 1220 Buckley Dr.

Storm Sewer Repair Location



-  Stormwater Manhole
-  Stormwater Outlet
-  Storm Sewer Mains
-  Catchbasins
-  City Parcels



21 August, 2024



MEMORANDUM

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

DATE: October 7, 2024

TO: Owosso City Council

FROM: Clayton Wehner, Director of Engineering

SUBJECT: Change Order No. 2 to the Tetra Tech Contract for Washington Park Lift Station

RECOMMENDATION

Approval of Change Order No. 2 to the Contract with Tetra Tech for the design of the Washington Park Lift Station, an increase of \$133,000.00 to the contract amount.

BACKGROUND

On February 22, 2022, City Council approved a contract to Tetra Tech, in the amount of \$57,500 for engineering services for the Washington Park Lift Station project. Change Order No. 1 in the amount of \$2,900 was approved on November 7, 2022 for additional design work to incorporate the city's utility plans with Tetra Tech's lift station plans to create a single project. After this was completed, the project was put on hold.

In May of 2024, the Planning Commission approved a new site plan with a new developer. The changes to the site plan require the lift station plans to be modified. Additionally, city staff requested Tetra Tech to perform all construction administration for the project as their previous proposal was only construction administration for the lift station. Lastly, the programming fee for the lift station needs to be updated given the delay in the project schedule. Tetra Tech has submitted a proposal to incorporate these changes to city staff.

The revised contract amount will become \$193,400.00 should city council approve Change Order No. 2.

FISCAL IMPACTS

The additional \$133,000.00 shall be issued from Sewer Fund Account No. 590-549-818.000-WASHPARK21, and other funds as appropriated.

Of the \$193,400.00 total for the project, \$137,100 for construction administration shall be paid by the developer via an escrow agreement. The remaining \$56,300 for design engineering and programming will be included in the Brownfield plan.

Attachments: (1) Change Order No. 2 with Tetra Tech proposal
(2) Resolution

MASTER PLAN IMPLEMENTATION GOALS: 1.4, 3.4

RESOLUTION NO.

**AUTHORIZING CHANGE ORDER NO. 2 TO
THE CONTRACT FOR PROFESSIONAL ENGINEERING SERVICES WITH
TETRA TECH FOR
THE WASHINGTON PARK SMART HOMES LIFT STATION PROJECT**

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

WHEREAS, Change Order No. 1 in the amount of \$2,900.00 was approved on November 7, 2022 increasing the total contract amount to \$60,400.00; and

WHEREAS, City staff has requested Tetra Tech to perform additional services for design engineering, construction administration, and lift station programming given the new site plan for the project; and

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

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

- FIRST: The City of Owosso has theretofore determined that it is advisable, necessary and in the public interest to change the contract with Tetra Tech for the additional cost of \$133,000.00 as outlined in the change order.
- SECOND: the Mayor and City Clerk are requested and authorized to sign Change Order No. 2 to the Engineering Services Contract between the City of Owosso, Michigan and Tetra Tech for the Washington Park Smart Homes Lift Station Project.
- THIRD: the Accounts Payable department is authorized to make payment up to the contract amount, including the change order, totaling \$193,400.00 for the Washington Park Smart Homes Lift Station Project.
- FOURTH: the above expenses shall be paid from the Sewer Fund Account No. 590-549-818.000-WASHPARK21, and other funds as appropriated.

CHANGE ORDER

No. 2

OWNER: City of Owosso
CONTRACTOR: Tetra Tech
CONTRACT NAME: City of Owosso Washington Park Smart Homes Lift Station Project
OWNER's P.O. NO. 43593

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

Description:

Additional design work to modify lift station plans for new development site plans. Additional construction administration cost to include services for all public utilities (previous construction administration cost was only for the lift station). Increase cost for programming of the lift station due to project delay to 2025.

Adjust the following quantities to the Contract:

<u>Category</u>	<u>Current Cost</u>	<u>New Cost</u>	<u>Price Change</u>
Design Engineering Services	\$34,400	\$45,800	\$11,400.00
Construction Administration	\$16,500	\$137,100	\$120,600.00
Programming	\$9,500	\$10,500	\$1,000.00
		Total Change:	\$133,000.00

Attachments: Tetra Tech Proposal

CHANGE IN CONTRACT PRICE
Original Contract Price \$ <u>57,500.00</u>
Increase (Decrease) from previously approved Change Orders No. <u>1</u> to <u>1</u> : \$ <u>2,900.00</u>
Contract Price prior to this Change Order: \$ <u>60,400.00</u>
Increase (Decrease) of this Change Order: \$ <u>133,000.00</u>
Contract Price incorporating this Change Order: \$ <u>193,400.00</u>

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

RECOMMENDED:

By: Clayton Wehner

ENGINEER (Authorized Signature)

Title: Director of Engineering

Date: 9/27/2024

APPROVED:

By: _____

OWNER (Authorized Signature)

Title: _____

Date: _____

ACCEPTED:

By: Victor Cooperwasser

CONTRACTOR (Authorized Signature)

Title: Senior Project Manager

Date: September 27, 2024



September 25, 2024

Transmitted Electronically

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

**Re: City of Owosso, Michigan
Washington Park Revised Development Design Engineering, Construction Administration
and Programming
Proposal for Professional Engineering Services**

Dear Mr. Wehner:

In response to your May 3, 2024 and September 23, 2024 emails we appreciate the opportunity to submit our professional engineering services proposal for Design Engineering, Construction Administration and Programming for the new Washington Park development. This proposal contains our understanding of the project requirements, proposed scope of services, and fee estimate.

STATEMENT OF UNDERSTANDING

In March 2022, the City of Owosso retained Tetra Tech to provide professional engineering services based on our proposal dated February 10, 2022 (attached), including design, construction administration and programming for the proposed Washington Park Lift Station a fee of \$57,500. This fee was comprised of design engineering for \$31,500, construction administration for \$16,500 and programming for \$9,500. The fee for design was increased to \$34,400 on March 14, 2022, to account for additional engineering work. We completed the design task and as per our invoice number 51986288, dated November 18, 2022 (attached). On February 24, 2023, you emailed me saying that a new developer had purchased the lot and was proposing to build a 16-unit townhouse development, rather than the original 14 homes that our design was based on.

On May 3, 2024, you emailed me that the Planning Commission approved a new site plan submitted by Venture, Inc and that their engineering firm is DC Engineering. We understand that the current plan is for the developer to hire their own contractor to install the water main, storm sewer, sanitary sewer, force main, lift station, and new street. The new development is a 16-unit multifamily development consisting of two 8-plex structures (townhomes). Sanitary sewer will be discharged on the east and north sides of the structures and travel via gravity to the proposed lift station in the northeast corner of the site. We understand that your office is updating the city water main, storm sewer, gravity sanitary sewer, and street plans in the coming weeks based on the new layout.

Tetra Tech

1136 Oak Valley Drive, Suite 100, Ann Arbor, MI 48108
Tel 734.665.6000 Fax 734.213.3003 www.tetratech.com

SCOPE OF SERVICES

1. DESIGN ENGINEERING

Tetra Tech staff will complete the following items under this task:

- a. Update the lift station and force main plans and specifications given the new site layout
 - i. The updated plans and specifications will be incorporated into the city plans and specifications to create one set of plans for the developer's contractor
- b. Prepare opinion of probable construction cost (OPCC)
- c. Coordinate private utility connection with Consumers Energy Gas and Electric
- d. Assist the city with obtaining EGLE permit for the lift station and force main
 - i. The EGLE permit for the gravity sanitary sewer has expired. The plan is to permit the gravity sewer, force main, and lift station in one application.
- e. Attend coordination meetings with city staff, developer, and developer's engineer. We have budgeted 4 hours to attend two coordination meetings via MS Teams.

2. CONSTRUCTION ADMINISTRATION

Tetra Tech staff will complete the following items under this task:

- a. Attend a pre-construction meeting at Owosso City Hall with city staff, developer, developer's contractor, and utility companies
- b. Provide project oversight and assurance in the field and at the production plans (when necessary) with properly certified staff
 - i. The developer's current construction schedule is mid-April to mid-June of 2025. Asphalt paving and final restoration can be anticipated to take place in 2025. (This schedule is highly dependent on the lead time of the lift station pumps and generator. Tetra Tech estimates that the lead time for the lift station pumps will be eight weeks from the time of shop drawing approval and as long as 20 months for the emergency generator.)
- c. Provide construction staking for work within the right-of-way: proposed water main, proposed sanitary and storm structures, proposed lift station, edge of road, final grading, curb/gutter and sidewalk. The city will provide Tetra Tech with CAD files based on the new layout. Tetra Tech will stake the lift station. We have budgeted surveying time for one re-staking per your email of May 14, 2024. The construction contractor will be responsible for all survey work needed on private property. The city will require that the developer/developer's engineer will stake the right-of-way as well as the sanitary sewer located on private property. The city will send Tetra Tech an updated set of the July 26, 2022, plans "*Washington Park utility extension plan for utility and road improvements in the public right of way*" based on the new site layout.
- d. Attend bi-weekly progress meetings with city staff, developer, and developer's contractor. We have budgeted for an eight-week construction period.
 - i. Provide one full time MDOT certified Construction Services Technician during the construction phase. We have budgeted for a work week of 50 hours per week for inspection services and an eight-week construction period, equal to 400 hours on-site.

- e. Provide a professional engineer that will report to the City Engineer
- f. Perform all qualified field testing of materials in accordance with MDOT and EGLE standards. We have budgeted to retain SME for these services. SME’s September 25, 2024 proposal is attached. SME’s work will be only in the right-of-way, mainly consisting of trench backfill, crush and shape material density, sand bedding, asphalt density and concrete.
- g. Attend pre-production meetings. We have budgeted for two such meetings including our project engineer and electrical engineer.
- h. Provide all daily field reports, material testing reports, soil and sedimentation control reports, and field reports to the City Engineer
- i. Assist the city in resolving problems, citizen complaints, and/or claims related to the project. We have budgeted for eight hours for our project engineer for this item.
- j. Provide notes and drawings for the creation of conforming to construction plans which will be prepared by city staff.

3. PROGRAMMING

Tetra Tech staff will complete the following items under this task:

- a. Draft HMI Screens
- b. Update HMI Tagname Database
- c. Create PLC Logic
- d. Startup

ITEMS NOT INCLUDED

Items not specifically included in this proposal are not included in Tetra Tech’s scope of services.

COMPENSATION AND AUTHORIZATION

Compensation for the professional services required for the assignment will be based on lump sum fees of:

TASK	FEE	COMMENTS
1. DESIGN ENGINEERING	\$11,400	
2. CONSTRUCTION ADMINISTRATION	\$137,100	Replaces the \$16,500 in our February 10, 2022 proposal
3. PROGRAMMING	\$10,500	Replaces the \$9,500 in our February 10, 2022 proposal

If you concur with our proposal, please sign in the space provided below and return one original signed copy of this proposal to indicate your authorization to proceed. The agreement for this project is comprised of this proposal and the attached Standard Terms and Conditions.

Mr. Clayton Wehner, PE
Owosso Washington Park Design, Construction Administration and Programming
Proposal for Professional Engineering Services
September 25, 2024
Page 4

CONCLUSION

We look forward to working with you on this important project. If you need additional information, please call me at (734) 320-1878.

Sincerely,



Vic Cooperwasser, P.E.
Senior Project Manager

Attachments:

- Standard Terms and Conditions
- SME September 25, 2024 Proposal
- Tetra Tech February 10, 2022 Proposal
- Tetra Tech November 18, 2022 Invoice

Copy: Accounting (w/encl.)

PROPOSAL ACCEPTED BY CITY OF OWOSSO:

BY: _____

TITLE: _____ **DATE:** _____

Tetra Tech Owosso Washington Park Design and Construction Administration – September 2024



Tetra Tech of Michigan, PC Engineering Services Standard Terms & Conditions

Services Consultant will perform services for the Project as set forth in Attachment A and in accordance with these Terms & Conditions. Consultant has developed the Project scope of service, schedule, and compensation based on available information and various assumptions. The Client acknowledges that adjustments to the schedule and compensation may be necessary based on the actual circumstances encountered by Consultant in performing their services. Consultant is authorized to proceed with services upon receipt of an executed Agreement.

Compensation In consideration of the services performed by Consultant, the Client shall pay Consultant in the manner set forth above. The parties acknowledge that terms of compensation are based on an orderly and continuous progress of the Project. Compensation shall be equitably adjusted for delays or extensions of time beyond the control of Consultant. Where total project compensation has been separately identified for various tasks, Consultant may adjust the amounts allocated between tasks as the work progresses so long as the total compensation amount for the project is not exceeded.

Fee Definitions The following fee types shall apply to methods of payment:

- Salary Cost is defined as the individual's base salary plus customary and statutory benefits. Statutory benefits shall be as prescribed by law and customary benefits shall be as established by Consultant employment policy.
- Cost Plus is defined as the individual's base salary plus actual overhead plus professional fee. Overhead shall include customary and statutory benefits, administrative expense, and non-project operating costs.
- Lump Sum is defined as a fixed price amount for the scope of services described.
- Standard Rates is defined as individual time multiplied by standard billing rates for that individual.
- Subcontracted Services are defined as Project-related services provided by other parties to Consultant.
- Reimbursable Expenses are defined as actual expenses incurred in connection with the Project.

Payment Terms Consultant shall submit invoices at least once per month for services performed and Client shall pay the full invoice amount within 30 days of the invoice date. Invoices will be considered correct if not questioned in writing within 10 days of the invoice date. Client payment to Consultant is not contingent on arrangement of project financing or receipt of funds from a third party. In the event the Client disputes the invoice or any portion thereof, the undisputed portion shall be paid to Consultant based on terms of this Agreement. Invoices not in dispute and unpaid after 30 days shall accrue interest at the rate of one and one-half percent per month (or the maximum percentage allowed by law, whichever is the lesser). Invoice payment delayed beyond 60 days shall give Consultant the right to stop work until payments are current. Non-payment beyond 70 days shall be just cause for termination by Consultant.

Additional Services The Client and Consultant acknowledge that additional services may be necessary for the Project to address issues that may not be known at Project initiation or that may be required to address circumstances that were not foreseen. In that event, Consultant shall notify the Client of the need for additional services and the Client shall pay for such additional services in an amount and manner as the parties may subsequently agree.

Site Access The Client shall obtain all necessary approvals for Consultant to access the Project site(s).

Underground Facilities Consultant and/or its authorized subcontractor will conduct research and perform site reconnaissance in an effort to discover the location of existing underground facilities prior to developing boring plans, conducting borings, or undertaking invasive subsurface investigations. Client recognizes that accurate drawings or knowledge of the location of such facilities may not exist, or that research may reveal as-built drawings or other documents that may inaccurately show, or not show, the location of existing underground facilities. In such events, except for the sole negligence, willful misconduct, or practice not conforming to the Standard of Care cited in this Agreement, Client agrees to indemnify and hold Consultant and/or its Subcontractor harmless from any and all property damage, injury, or economic loss arising or allegedly arising from borings or other subsurface penetrations.

Regulated Wastes Client is responsible for the disposal of all regulated wastes generated as a result of services provided under this Agreement. Consultant and Client mutually agree that Consultant assumes no responsibility for the waste or disposal thereof.

Contractor Selection Consultant may make recommendations concerning award of construction contracts and products. The Client acknowledges that the final selection of construction contractors and products is the Client's sole responsibility.

Ownership of Documents Drawings, specifications, reports, programs, manuals, or other documents, including all documents on electronic media, prepared under this Agreement are instruments of service and are, and shall remain, the property of Consultant. Record documents of service shall be based on the printed copy. Consultant will retain all common law, statutory, and other reserved rights, including the copyright thereto. Consultant will furnish documents electronically; however, the Client releases Consultant from any liability that may result from documents used in this form. Consultant shall not be held liable for reuse of documents or modifications thereof by the Client or its representatives for any purpose other than the original intent of this Agreement, without written authorization of and appropriate compensation to Consultant.

Standard of Care Services provided by Consultant under this Agreement will be performed in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances. Consultant makes no warranty or guaranty, either express or implied. Consultant will not be liable for the cost of any omission that adds value to the Project.

Period of Service This Agreement shall remain in force until completion and acceptance of the services or until terminated by mutual agreement. Consultant shall perform the services for the Project in a timely manner consistent with sound professional practice. Consultant will strive to perform its services according to the Project schedule set forth in the provisions for Scope of Work/Fee/Schedule in Attachment A. The services of each task shall be considered complete when deliverables for the task have been presented to the Client. Consultant shall be entitled to an extension of time and compensation adjustment for any delay beyond Consultant control.

Insurance and Liability Consultant shall maintain the following insurance and coverage limits during the period of service. The Client will be named as an additional insured on the Commercial General Liability and Automobile Liability insurance policies.

Worker's Compensation – as required by applicable state statute

Commercial General Liability - \$1,000,000 per occurrence for bodily injury, including death and property damage, and \$2,000,000 in the aggregate

Automobile Liability –\$1,000,000 combined single limit for bodily injury and property damage

Professional Liability (E&O) - \$1,000,000 each claim and in the aggregate

The Client shall make arrangements for Builder's Risk, Protective Liability, Pollution Prevention, and other specific insurance coverage warranted for the Project in amounts appropriate to the Project value and risks. Consultant shall be a named insured on those policies where Consultant may be at risk. The Client shall obtain the counsel of others in setting insurance limits for construction contracts.

Indemnification Consultant shall indemnify and hold harmless the Client and its employees from any liability, settlements, loss, or costs (including reasonable attorneys' fees and costs of defense) to the extent caused solely by the negligent act, error, or omission of Consultant in the performance of services under this Agreement. If such damage results in part by the negligence of another party, Consultant shall be liable only to the extent of Consultant's proportional negligence.

Dispute Resolution The Client and Consultant agree that they shall diligently pursue resolution of all disagreements within 45 days of either party's written notice using a mutually acceptable form of mediated dispute resolution prior to exercising their rights under law. Consultant shall continue to perform services for the Project and the Client shall pay for such services during the dispute resolution process unless the Client issues a written notice to suspend work. Causes of action between the parties to this Agreement shall be deemed to have accrued and the applicable statutes of repose and/or limitation shall commence not later than the date of substantial completion.

Suspension of Work The Client may suspend services performed by Consultant with cause upon fourteen (14) days written notice. Consultant shall submit an invoice for services performed up to the effective date of the work suspension and the Client shall pay Consultant all outstanding invoices within fourteen (14) days. If the work suspension exceeds thirty (30) days from the effective work suspension date, Consultant shall be entitled to renegotiate the Project schedule and the compensation terms for the Project.

Termination The Client or Consultant may terminate services on the Project upon seven (7) days written notice without cause or in the event of substantial failure by the other party to fulfill its obligations of the terms hereunder. Consultant shall submit an invoice for services performed up to the effective date of termination and the Client shall pay Consultant all outstanding invoices, together with all costs arising out of such termination, within fourteen (14) days. The Client may withhold an amount for services that may be in dispute provided that the Client furnishes a written notice of the basis for their dispute and that the amount withheld represents a reasonable value.

Authorized Representative The Project Manager assigned to the Project by Consultant is authorized to make decisions or commitments related to the project on behalf of Consultant. Only authorized representatives of Consultant are authorized to execute contracts and/or work orders on behalf of Consultant. The Client shall designate a representative with similar authority. Email messages between Client and members of the project team shall not be construed as an actual or proposed contractual amendment of the services, compensation or payment terms of the Agreement.

Project Requirements The Client shall confirm the objectives, requirements, constraints, and criteria for the Project at its inception. If the Client has established design standards, they shall be furnished to Consultant at Project inception. Consultant will review the Client design standards and may recommend alternate standards considering the standard of care provision.

Independent Consultant Consultant is and shall be at all times during the term of this Agreement an independent consultant and not an employee or agent of the Client. Consultant shall retain control over the means and methods used in performing Consultant's services and may retain subconsultants to perform certain services as determined by Consultant.

Compliance with Laws Consultant shall perform its services consistent with sound professional practice and endeavor to incorporate laws, regulations, codes, and standards applicable at the time the work is performed. In the event that standards of practice change during the Project, Consultant shall be entitled to additional compensation where additional services are needed to conform to the standard of practice.

Permits and Approvals Consultant will assist the Client in preparing applications and supporting documents for the Client to secure permits and approvals from agencies having jurisdiction over the Project. The Client agrees to pay all application and review fees.

Limitation of Liability In recognition of the relative risks and benefits of the project to both the Client and Consultant, the risks have been allocated such that the Client agrees, to the fullest extent permitted by law, to limit the liability of Consultant and its subconsultants to the Client and to all construction contractors and subcontractors on the project for any and all claims, losses, costs, damages of any nature whatsoever or claims expenses from any cause or causes, so that the total aggregate liability of Consultant and its subconsultants to all those named shall not exceed \$50,000 or the amount of Consultant's total fee paid by the Client for services under this Agreement, whichever is the greater. Such claims and causes include, but are not limited to negligence, professional errors or omissions, strict liability, breach of contract or warranty.

Consequential Damages Notwithstanding any other provision of this Agreement, and to the fullest extent permitted by law, neither the Client nor Consultant, their respective officers, directors, partners, employees, contractors or subconsultants shall be liable to the other or shall make any claim for any incidental, indirect or consequential damages arising out of or connected in any way to the project or to this Agreement. This mutual waiver of consequential damages shall include, but is not limited to, loss of use, loss of profit, loss of business, loss of income, loss of reputation or any other consequential damages that either party may have incurred from any cause of action including negligence, strict liability, breach of contract and breach of strict or implied warranty. Both the Client and Consultant shall require similar waivers of consequential damages protecting all the entities or persons named herein in all contracts and subcontracts with others involved in this project or with this Agreement.

Waiver of Subrogation Consultant shall endeavor to obtain a waiver of subrogation against the Client, if requested in writing by the Client, provided that Consultant will not increase its exposure to risk and Client will pay the cost associated with any premium increase or special fees.

Environmental Matters The Client warrants that they have disclosed all potential hazardous materials that may be encountered on the Project. In the event unknown hazardous materials are encountered, Consultant shall be entitled to additional compensation for appropriate actions to protect the health and safety of its personnel, and for additional services required to comply with applicable laws. The Client shall indemnify Consultant from any claim related to hazardous materials encountered on the Project except for those events caused by negligent acts of Consultant.

Cost Opinions Consultant shall prepare cost opinions for the Project based on historical information that represents the judgment of a qualified professional. The Client and Consultant acknowledge that actual costs may vary from the cost opinions prepared and that Consultant offers no guarantee related to the Project cost.

Contingency Fund The Client acknowledges the potential for changes in the work during construction and the Client agrees to include a contingency fund in the Project budget appropriate to the potential risks and uncertainties associated with the Project. Consultant may offer advice concerning the value of the contingency fund; however, Consultant shall not be liable for additional costs that the Client may incur beyond the contingency fund they select unless such additional cost results from a negligent act, error, or omission related to services performed by Consultant.

Safety Consultant shall be responsible solely for the safety precautions or programs of its employees and no other party.

Information from Other Parties The Client and Consultant acknowledge that Consultant will rely on information furnished by other parties in performing its services under the Project. Consultant shall not be liable for any damages that may be incurred by the Client in the use of third party information.

Force Majeure Consultant shall not be liable for any damages caused by any delay that is beyond Consultant's reasonable control, including but not limited to unavoidable delays that may result from any acts of God, strikes, lockouts, wars, acts of terrorism, riots, acts of governmental authorities, extraordinary weather conditions or other natural catastrophes, or any other cause beyond the reasonable control or contemplation of either party.

Waiver of Rights The failure of either party to enforce any provision of these terms and conditions shall not constitute a waiver of such provision nor diminish the right of either party to the remedies of such provision.

Warranty Consultant warrants that it will deliver services under the Agreement within the standard of care. No other expressed or implied warranty is provided by Consultant.

Severability Any provision of these terms later held to be unenforceable shall be deemed void and all remaining provisions shall continue in full force and effect. In such event, the Client and Consultant will work in good faith to replace an invalid provision with one that is valid with as close to the original meaning as possible.

Survival All obligations arising prior to the termination of this Agreement and all provisions of these terms that allocate responsibility or liability between the Client and Consultant shall survive the completion or termination of services for the Project.

Assignments Neither party shall assign its rights, interests, or obligations under the Agreement without the express written consent of the other party.

Governing Law The terms of Agreement shall be governed by the laws of the state where the services are performed provided that nothing contained herein shall be interpreted in such a manner as to render it unenforceable under the laws of the state in which the Project resides.

Collection Costs In the event that legal action is necessary to enforce the payment provisions of this Agreement if Client fails to make payment within sixty (60) days of the invoice date, Consultant shall be entitled to collect from the Client any judgment or settlement sums due, reasonable attorneys' fees, court costs, and expenses incurred by Consultant in connection therewith and, in addition, the reasonable value of Consultant's time and expenses spent in connection with such collection action, computed at Consultant's prevailing fee schedule and expense policies.

Equal Employment Opportunity Consultant will comply with federal regulations pertaining to Equal Employment Opportunity. Consultant is in compliance with applicable local, state, and federal regulations concerning minority hiring. It is Consultant's policy to ensure that applicants and employees are treated equally without regard to race, creed, sex, color, religion, veteran status, ancestry, citizenship status, national origin, marital status, sexual orientation, or disability. Consultant expressly assures all employees, applicants for employment, and the community of its continuous commitment to equal opportunity and fair employment practices.

Attorney Fees Should there be any suit or action instituted to enforce any right granted in this contract, the substantially prevailing party shall be entitled to recover its costs, disbursements, and reasonable attorney fees from the other party. The party that is awarded a net recovery against the other party shall be deemed the substantially prevailing party unless such other party has previously made a bona fide offer of payment in settlement and the amount of recovery is the same or less than the amount offered in settlement. Reasonable attorney fees may be recovered regardless of the forum in which the dispute is heard, including an appeal.

Third Party Beneficiaries Nothing in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the Client or the Consultant. The Consultant's services under this Agreement are being performed solely for the Client's benefit, and no other entity shall have any claim against the Consultant because of this Agreement or the performance or nonperformance of services hereunder. The Client agrees to include a provision in all contracts with contractors and other entities involved in this project to carry out the intent of this paragraph.

Lien Rights Consultant may file a lien against the Client's property in the event that the Client does not make payment within the time prescribed in this Agreement. The Client agrees that services by Consultant are considered property improvements and the Client waives the right to any legal defense to the contrary.

Captions The captions herein are for convenience only and are not to be construed as part of this Agreement, nor shall the same be construed as defining or limiting in any way the scope or intent of the provisions hereof.



2663 Eaton Rapids Road
Lansing, MI 48911-6310

T (517) 887-9181

www.sme-usa.com

September 25, 2024

Mr. Victor Cooperwasser, PE
Tetra Tech
1136 Oak Valley Drive, Suite 100
Ann Arbor, Michigan 48108

Via E-Mail: victor.cooperwasser@tetrattech.com

RE: Proposal for Construction Material Services
Washington Park Utility Extension Project
Wesley and Washington Streets
Owosso, Michigan 48867
SME Proposal No. P01951.24
SME Project No. 096747.00

Dear Mr. Cooperwasser:

SME would be pleased to provide Construction Materials Services (CMS) for the subject project.

OUR UNDERSTANDING OF THE PROJECT

We understand this project consists of installation of new utilities including water main and sanitary sewer, miscellaneous concrete curb and gutter and sidewalk, crush & shape of existing roadway and asphalt.

You and your project team have provided us with the following information to aid in preparing our scope of services and estimated budget:

- An email request for proposal solicitation from Victor Cooperwasser with Tetra Tech dated May 09, 2024;
- Project drawings prepared by City of Owosso Engineering Division dated July 26, 2022;

OUR SCOPE OF SERVICES AND RECOMMENDED BUDGET

Based on our review of the above referenced documents and communications, we anticipate our services for this project will consist of providing CMS related to:

- Engineered Fill
- Cast-in Place Concrete
- Asphalt Pavements

We anticipate performing 22 site visits (totaling 146 field service visit hours) to complete these services and recommend establishing a budget of \$26,250.

We will prepare invoices for our services on a time-and-materials basis in accordance with our 2025 fee schedule (FS:CMS). Our 2025 fee schedule has not been generated at this time. If necessary, we can provide you our 2025 fee schedule after January 01, 2025. We have added 5% to our current 2024 fee schedule and used those increased fees while preparing this proposal. Your staff's requests of our services will determine our total fees.

Our unit rates will remain in effect until December 31, 2025. Our unit fees would then increase annually by 5 percent at the beginning of each subsequent calendar year until the completion of the contract.

OUR ASSUMPTIONS AND OTHER IMPORTANT INFORMATION

- Our estimated budget assumes that work will occur during normal working hours (Monday through Friday between the hours of 8:00AM and 5:00PM).
- Premium (overtime) rates will be applied for services:
 - Requested outside of our stated normal working hours;
 - In excess of eight hours per day (portal to portal); and/or
 - Provided on weekends or holidays.
- We assess a minimum charge of four hours per day (portal to portal) for field work. Exceptions are made for brief visits to collect material samples for laboratory testing.
- Our estimated budget includes a limited amount of project management for scheduling, coordination, technical support, report review, and report preparation and transmittal.
- To request field services, please call our Lansing office at (517) 887-9181 and request to speak with Jason Fray the CMS field services coordinator. Please be aware that:
 - We request 72 business-hours advanced notice for structural steel services appointments;
 - We request 24 business-hours advanced notice for all service appointments; and
 - We cannot guarantee availability for rush requests. If fulfilled, rush requests might be subject to premium rates.
- We have prepared the estimated budget presented in this proposal based on the information provided above. Should the project scope change or additional information become available, please contact SME so that we can review this new information and adjust our estimated budget accordingly.

HOW WE ISSUE DELIVERABLES

Our field team members strive to communicate preliminary test results, observations, and recommendations to you or your on-site representatives before leaving the project site for the day. Our formal field and laboratory service reports will be digitally distributed via Construction Hive.

Construction Hive is an online platform where you can view, print, and download distributed reports at any time. You and your designated project team members will receive e-mail notifications as new reports become available. We have included a welcome document with additional information regarding Construction Hive access and customization.

YOUR FEEDBACK IS IMPORTANT TO US

As part of our improvement efforts, SME requests feedback from our clients during and/or after the end of our projects to help us understand their project experience and to show us where we can improve. When you receive an SME feedback request, please take a minute or two to respond. Doing so will help us service you better on the next project.

HOW TO FORMALLY AUTHORIZE OUR SERVICES

We have included a copy of our General Conditions which govern our services. Please complete the requested information, sign the General Conditions in the space provided, and return a copy to us to accept our proposal.

Alternatively, Tetra Tech could issue a purchase order to SME as authorization to proceed with this project. If Tetra Tech would prefer that the project contract be governed by their Terms and Conditions, SME reserves the right to negotiate and modify the Terms and Conditions (and the fee schedule and recommended budget presented in this proposal) such that they are agreeable to both parties.

If you have questions or require additional information, please contact us at (517) 887-9181 or e-mail at todd.neumann@sme-usa.com. You can find additional information about SME, including team member and project profiles, at our corporate website www.sme-usa.com. We are looking forward to working with you on this project.

Sincerely,

SME

PREPARED BY:

REVIEWED BY:



Todd S. Neumann
Senior Project Consultant



Megan S. Jacobs, PE
Senior Consultant

Attachments: SME General Conditions – Commercial (03/15)
Welcome to Construction Hive

SME GENERAL CONDITIONS

- 1. DEFINITIONS:** In this Agreement, the party agreeing to have the services performed is the "CLIENT." The CLIENT's CLIENT shall be referred to as the "OWNER." Unless expressly stated otherwise, SME, its employees, agents, subconsultants and subcontractors, are collectively referred to as "SME." The "services" to be provided under this Agreement are defined in SME's Proposal and subsequent written amendments, change orders, or otherwise-authorized additional services.
- 2. INVOICING AND PAYMENT:** SME will submit invoices to CLIENT monthly and a final bill upon completion of services. Payment is due upon presentation of invoice to the CLIENT and is past due 30 days from date of the invoice. CLIENT agrees to pay a service charge of 1-1/2% per month, or the maximum rate allowed by law, whichever is greater, on past due accounts.
- 3. INSTRUMENTS OF SERVICE:** All reports, field data, field notes, laboratory test data, calculations, estimates, and other documents prepared by SME in connection with this Project shall be considered instruments of service, and shall remain the property of SME. SME grants CLIENT and OWNER a limited license to use such instruments of service for the purpose of designing, constructing, maintaining or repairing work that is part of this Project. Any reuse of SME's instruments of service for any purpose other than the limited license granted herein is prohibited and SME shall have no responsibility to CLIENT, OWNER or third parties for unauthorized use of its instruments of services.
- 4. RECORDS RETENTION:** SME will retain pertinent records relating to the services performed for CLIENT for a period of time consistent with SME's File Management Plan, a copy of which will be provided to CLIENT upon request. During that period, the records will be made available to the CLIENT at reasonable times. At the end of the retention period indicated in SME's File Management Plan, SME may, in its sole discretion, dispose of all such records.
- 5. SME MAKES NO WARRANTY, EXPRESS OR IMPLIED, WITH REGARDS TO ITS SERVICES.**
- 6. TERMINATION:** Either party may terminate this Agreement upon at least 7 days written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof. Such termination will not be effective if that substantial failure is remedied before expiration of the period specified in the written notice. This Agreement shall also be automatically terminated upon a suspension of the Project for more than 3 months. In the event of termination, CLIENT will pay SME for services performed to the termination notice date plus reasonable termination expenses. In the event of termination, or suspension, prior to completion of all reports contemplated by this Agreement, SME may complete such analyses and records as are necessary to complete the files and may also complete a report on the services performed to the date of notice of termination or suspension. The expenses of termination or suspension include all direct costs of completing such analyses, records, and reports.
- 7. DISPUTES:** If any dispute arising out of or relating to this Agreement, or its breach, is not settled through direct discussions, the parties agree that as a condition precedent to litigation or arbitration, they will endeavor for 30 days following written notice by one party to the other of a dispute or breach, to settle the dispute by mediation with the assistance of a neutral mediator. In any litigation or arbitration, if applicable, the parties agree that the prevailing party is entitled to recover all reasonable costs incurred in defense or prosecution of the claim, including its staff time, court costs, attorney's fees, and other claim-related expenses. Notwithstanding, SME has no obligation to mediate with CLIENT prior to litigation when collecting fees owed by CLIENT.
- 8. AUTHORIZATION:** By signing these General Conditions, CLIENT agrees to accept the proposal, including these General Conditions and any Special Conditions, as the Agreement governing SME's services and the relationship between the parties. If CLIENT gives SME other-than-written authorization to proceed with services after receiving SME's written proposal, CLIENT accepts the proposal, these General Conditions, and any Special Conditions, as the Agreement governing SME's services, and the Agreement is effective, except for those provisions that CLIENT objects to in writing within 7 days following the other-than-written authorization.
- 9. SAFETY:** SME will be responsible only for the safety of SME employees. Unless otherwise explicitly described in our scope of services, the scope of services does not include job or site safety for, or supervision or direction of, the work of others. The presence of SME on the job site should not be construed to in any way relieve the CLIENT, other contractors, or other parties on the site of the obligation and responsibilities for their personal safety and the safety of their employees, consultants, and subcontractors.
- 10. INSURANCE:** SME and its staff are protected by worker's compensation insurance and SME has coverage under General Liability and Professional Liability insurance policies. SME will provide CLIENT with evidence of such policies upon written request. SME is not responsible for any loss, damage or liability arising from acts of CLIENT, its agents, staff, and other consultants employed by CLIENT.
- 11. INDEMNIFICATION:** To the fullest extent permitted by law, CLIENT shall hold harmless, defend, and indemnify SME from and against all claims, damages, losses and expense, including reasonable attorney fees, arising out of the performance of SME's services or the materials of others in connection with the Project regardless of whether or not such claim, damage, loss or expense is caused in part by SME; provided however, that this obligation shall not apply to claims, damage, loss or expense caused solely by negligence of SME.

12. GOVERNING LAW: The parties agree that this Agreement shall be governed in all respects by the laws of the State of Michigan.

13. LIMITATION OF LIABILITY: In consideration for SME's undertaking to perform services at the rates set forth on the Fee Schedule attached to SME's proposal or the lump sum fee provided, CLIENT agrees to limit all potential liability of SME to CLIENT, its employees, agents, successors and assigns, for any and all claims, losses, breaches, damages or expenses arising from, or relating to SME's performance of services on this Project, such that SME's total aggregate liability to CLIENT, its employees, agents, successors and assigns shall not exceed \$50,000 or SME's total fee for the services rendered on the Project, whichever is greater. The CLIENT understands that it may negotiate a higher limit of liability in exchange for an appropriate increase in SME's fee.

- a) CLIENT further agrees that it will require all of its contractors and consultants on this project and their respective subcontractors and subconsultants, be bound by an identical limitation of SME's aggregate liability in their agreements for work on this Project.
- b) CLIENT further agrees that it will require all of its contractors and subcontractors defend and indemnify CLIENT and SME from any and all loss or damage, including bodily injury or death, arising from contractor or subcontractors performance of work on this Project, regardless of whether or not such claim, damage, loss or expense is caused in part by SME provided however, that this obligation shall not apply to claims, damage, loss or expense caused by the sole negligence or fault of SME.

14. PERIOD OF LIMITATION: Notwithstanding any period of limitations that might otherwise apply, the parties agree that no action, claim or proceeding of any kind, whether in tort, contract or equity arising out of SME's services may be brought against SME more than two years after the first to occur of the following events: (i) the date of CLIENT's acceptance, use or occupancy of the Project that is the subject of this engagement, or (ii) the date of SME's last service in connection with this Project.

15. ADDITIONAL SERVICES: If SME provides services at the request of CLIENT, in addition to those described in the scope of work contained in SME's proposal, CLIENT agrees that these general conditions including any Special Conditions shall apply to all such additional services.

16. AGREEMENT: This Agreement includes SME's Proposal, these General Conditions, and any other Special Conditions, Fee Schedules, or other documents provided with SME's Proposal. This Agreement constitutes the entire contractual relationship between the parties and cannot be changed except by a written instrument signed by both parties. All preprinted Terms and Conditions on CLIENT's Purchase Order(s) or acknowledgement forms are inapplicable to this Agreement. In the event any provision of this Agreement is held invalid or unenforceable, the other provisions will remain in full force and effect, and binding upon the parties. All the terms of this Agreement, including provisions relating to limitation and allocation of liability, shall survive the completion and/or termination of this Agreement. This Agreement cannot be assigned by either party without the written consent of the other party.

Please complete and return the signed General Conditions to SME to indicate acceptance of this proposal and to initiate work on the referenced project. The CLIENT's signature or direction to proceed also indicates that he/she has read or has had the opportunity to read the General Conditions and agrees to be bound by such General Conditions.

SME PROPOSAL

Proposal No.: P01951.24 / 096747.00_SEP252024

Project Name: Washington Park Utility Extension Project

Project Location: Wesley and Washington Streets, Owosso, Michigan 48867

CLIENT PROPOSAL AND AGREEMENT ACCEPTANCE (Please Print or Type)

CLIENT Signature: _____ Date: _____

Printed Name: _____

Title: _____

CLIENT (Company) Name: Tetra Tech

Address: 1136 Oak Valley Drive, Suite 100, Ann Arbor, Michigan 48108

Telephone No.: _____ Email: _____



WELCOME TO SME'S WEB-BASED REPORTING SYSTEM POWERED BY CONSTRUCTION HIVE™

As a member of SME's Project Team, you have access to view your inspection reports on our data storage and distribution system called Construction Hive™. During the course of the project, your reports will be automatically uploaded to Construction Hive™ and you will receive email notifications from SME notifying you of the reports that are newly available. For more information on Construction Hive watch this short video. [Construction Hive Tutorial - 2024 \(youtube.com\)](https://www.youtube.com/watch?v=...)

Access the reports directly from the link provided in future emails for 14 days and have access to all of your reports online. At the bottom of the email you will find a link to register for your free account.

Here are some of the benefits of registering for Construction Hive™:

- Simple and intuitive web access to reports, including a mobile specific site.
- Visual cues for unread, urgent and "out of specification" reports.
- Ability to set your own email notification rules (immediately, morning, evening or never) with a different notification (immediately) for urgent reports or reports with "out of specification" results.
- Ability to easily view previous report revisions.
- Retention of all documents for the duration of a project with advanced searching capabilities (dates, report type, report content, status, etc.).
- Bulk download (zip file) of up to 500 reports.

Should you have any questions regarding registering and setting up your account, the use of Construction Hive™, adding access for additional users, or anything else, please reach out to your SME Project Manager or local SME Administrative Assistant.

We look forward to teaming with you on this project!



Passionate People Building and Revitalizing our World



February 10, 2022

Mr. Clayton Wehner, PE
 Project Engineer
 301 West Main Street
 Owosso, MI 48867

**Re: Washington Park Lift Station
 Revisions to April 13, 2021 Tetra Tech Proposal for Professional Engineering Services**

Dear Mr. Wehner:

This letter is in response to your February 7, 2022 and February 10, 2022 email requests to revise our April 13, 2021 proposal for professional engineering services for the Washington Park Lift Station project due to the revised anticipated start date of the project. This proposal includes Programming.

REVISIONS

Level of Effort: Attached is our revised level of effort estimate which replaces the table shown on page 13 of our April 13, 2021 proposal.

Schedule: The revised schedule is shown in the attached revised level of effort table and complies with your targeted timeline.

Cost Proposal: The revised cost proposal (shown on page 14 of our April 13, 2021 proposal) will be:

Task	Cost
a. Design Engineering Services	\$31,500
b. Construction Administration Services	\$16,500
c. Programming	\$9,500
Total Lump Sum	\$57,500



TETRA TECH

The final cost to complete each task may differ from the amounts shown above. However, the total will not exceed the total lump sum amount without the City's written authorization.

These revised costs are based on Tetra Tech's calendar year 2022 hourly rates. Should the project extend into calendar year 2023, our hourly rates will be revised for all time spent in 2023.

Equipment Delivery Time: It is our understanding from equipment suppliers that the City should continue, at this time, to plan for a 16-week delivery lead time for the packaged lift station.

Revised Team Members and Roles: As shown in the attached revised level of effort table, Daniel Warren will handle the Basis of Design, Design and Bidding portion of the project. Shelby Byrne will still work on the Construction Administration Services portion. Maddie Snable will replace Khalid Rahman as electrical engineer. Stephen Lozen will complete Task c, Programming.

Thank you for the opportunity to be of service to the City of Owosso. Please do not hesitate to contact me at 734-320-1878 or at victor.cooperwasser@tetrattech.com if you require additional information.

Sincerely,

Vic Cooperwasser, P.E.
Senior Project Manager

Revisions to Tetra Tech's April 13, 2021 Washington Park Lift Station Proposal

Tetra Tech Level of Effort

Revision Date:
Feb 10, 2022

Owosso Washington Park Lift Station

Tasks	Schedule		Hours	Project Manager (Vic Cooperwasser)	QA/QC (Gary Markstrom)	Project Engineer - Construction Admin (Shelby Byrne)	Civil CADD (Todd Hollenbeck)	Hydraulics Engineer (Justin Voss)	Senior Electrical/SCADA Engineer (Gene Jones)	Electrical Engineer (Maddie Snable)	Electrical CADD (Jason Shank)	RPR (Rob Watt)	Administrator (Pat Christian)	Project Engineer - Design (Daniel Warren)	Programmer (Stephen Lozen)
	From	Thru	418	28	10	32	39	2	6	41	18	76	7	103	56
a. Design Engineering Services	03/14/22	06/24/22	221	18	10	-	31	2	5	31	16	-	5	103	-
a.1 Basis of Design	03/14/22	04/14/22	52	6	3	-	-	2	-	11	-	-	-	30	-
Kick off meeting (Virtual)			4	1	1									2	
Field condition check			7							3				4	
Hydraulics, system curve			10					2						8	
Basis of Design			13	1	1					3				8	
Equipment selection			13	1	1					3				8	
Review with City staff (Virtual meeting)			4	2						2					
QA/QC			-												
Project Management			1	1											
a.2 Design	04/14/22	05/24/22	145	7	6	-	31	-	4	18	16	-	4	59	-
Topographic Survey			-												
Drawings			98	1	1		30			10	16			40	
Specifications			19	1	1					5			4	8	
Review with City staff (Virtual meeting)			7	2	1					2				2	
Opinion of Probable Cost			9	1	1					1				6	
QA/QC			6		2				4						
EGLE Permit Application			5	1			1							3	
Project Management			1	1											
a.3 Bidding	05/24/22	06/24/22	24	5	1	-	-	-	1	2	-	-	1	14	-
Distribute plans			2											2	
Questions during bidding			12	1					1	2				8	
Pre Bid Meeting (Mandatory, Virtual meeting)			3	1										2	
Bid Opening			1	1											
Recommendation Letter			5	1	1								1	2	
Project Management			1	1											
b. Construction Administration Services	10/03/22	11/12/22	141	10	-	32	8	-	1	10	2	76	2	-	-
Health & Safety Plan			1	1											
Pre Construction Meeting			5	1		2						2			
RPR (part time observation, 6 weeks construction)			72									72			
Office support			39	4		24			1	8			2		
Prepare As-Constructed Drawings			17	1		4	8			2	2				
Final Completion Walk Through			3	1		2									
Project Management			4	2								2			
c. Programming	10/03/22	11/12/22	56	-	-	-	-	-	-	-	-	-	-	-	56
Draft HMI Screens, Update HMI Tagname Database, Create PLC Logic			40												40
Startup			16												16
Totals	03/14/22	11/12/22	418	28	10	32	39	2	6	41	18	76	7	103	56



Tetra Tech, Inc.
 424 Lewis Hargett Cir.
 Lexington, KY 40503
 (859) 223-8000

BILL TO: OWOSSO CITY OF
ATTN: ACCOUNTS PAYABLE
 301 WEST MAIN ST
 OWOSSO, MI 48867

INVOICE NUMBER: 51986288
INVOICE DATE: 11/18/2022
SERVICES THROUGH: 10/28/2022
FEDERAL TAX ID#: 95-4148514
TERMS: NET 30

PO 000043593 / Addendum No 1 to Prof Eng Services dated 9.7.21 approved 2.22.22
 Proj 200-280565-22001 Owosso Washington Park Lift Station

PROFESSIONAL SERVICES:

Project #: 200-280565-22001 **Design, construction administration and programming services for Washington Park Lift Station**

OBJECTIVE DESCRIPTION	CONTRACT AMOUNT	TOTAL BILLED PREVIOUSLY	AMOUNT INVOICE THIS PERIOD	TOTAL BILLED TO DATE	REMAINING BALANCE	%COMPLETE
001 - DESIGN	\$34,400.00	\$29,900.00	\$4,500.00	\$34,400.00	\$0.00	100.00%
002 - CA	\$16,500.00	\$0.00	\$0.00	\$0.00	\$16,500.00	0.00%
003 - INTEGRATION	\$9,500.00	\$0.00	\$0.00	\$0.00	\$9,500.00	0.00%
TOTAL	\$60,400.00	\$29,900.00	\$4,500.00	\$34,400.00	\$26,000.00	56.95%

TOTAL AMOUNT DUE THIS INVOICE: **\$4,500.00**

Gross Contract Summary	
Contract Amount	\$57,500.00
Previously Billed	\$29,900.00
Current Billing	\$4,500.00
Total Billed to Date	\$34,400.00
Contract Balance Remaining	\$23,100.00

REMIT PAYMENT TO:

TETRA TECH, INC.
PO BOX 911967
DENVER, CO 80291-1967

To ensure accurate posting, please note the invoice number on your check. Interest will be charged on all past-due amounts per contract terms and conditions.



MEMORANDUM

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

DATE: October 2, 2024

TO: Mayor Teich and the Owosso City Council

FROM: Tanya Buckelew, Planning & Building Director

SUBJECT: Change Order #3 to the MSHDA Michigan Housing Opportunities Promoting Energy Efficiency (MI-HOPE) Grant Program

RECOMMENDATION:

Approve Change Order #3 to the MI-HOPE Grant and bid award to Merkel & Kenney in the amount of \$9,801.00.

BACKGROUND:

MI-HOPE Total grant award is \$265,000 (\$250,000 towards home improvement efficiency projects and \$15,000 for administrative costs). The bid was awarded to Merkel and Kenney, Inc. of Owosso, MI for \$192,341 for renovations to 11 homes.

Merkel & Kenney has completed 8 projects thus far and each one required additional monies to complete the projects. Change orders #1 and #2 have been previously approved and change order approvals have been received from MSHDA. This change order will bring the total to \$226,606.00.

Shiawassee	additional \$2,611.00 for doors and framing repairs
Frazer	additional \$4,790.00 for gutters, additional window and doors
Saginaw	additional \$2,400.00 for new gutters, labor and trim repairs from new windows

FISCAL IMPACTS:

Minimal impact on the budget as the City will be reimbursed for the time spent on this grant.

Master Plan Implementation Goals: 1.14, 6.6

RESOLUTION NO.

**AUTHORIZING CHANGE ORDER NO. 3
TO THE MSHDA MICHIGAN HOUSING OPPORTUNITIES PROMOTING ENERGY
EFFICIENCY (MI-HOPE) GRANT PROGRAM
AND BID AWARD TO MERKEL & KENNEY, LLC.**

WHEREAS, the city of Owosso, Shiawassee County, Michigan, approved the bid award to Merkel & Kenney, LLC on April 1, 2024 for the MI-HOPE Grant Project in the amount of \$192,341.00 to complete home improvement projects for eleven selected residential homes; and

WHEREAS, seven of the eleven projects to date have exceeded the original bid amount due to unexpected maintenance, materials and labor requirements; and

WHEREAS, the city of Owosso requested and received approvals from MSHDA to allow the contractor to exceed the bid amount to perform the needed repairs/replacements.

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

FIRST: the City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to amend the MI-HOPE Grant Project increasing the amount \$9,801.00, bringing the new project total to \$226,606.00 and detailed as follows:

Shiawassee	additional \$2,611.00 for doors and framing repairs
Frazer	additional \$4,790.00 for gutters, additional window and doors
Saginaw	additional \$2,400.00 for new gutters, labor and trim repairs from new windows

SECOND: the mayor and city clerk are instructed and authorized to sign the document substantially in form attached as Change Order No. 3 in the amount of \$9,801.00; an increase to the MI-HOPE Grant Project with Merkel and Kenney, LLC, revising the total grant amount to \$226,606.00.

THIRD: the accounts payable department is authorized to pay Merkel & Kenney, LLC for work satisfactorily completed up to the revised amount of \$226,606.00.

FOURTH: the above expenses shall be paid from 254.200.818.000-MSHDAMIHOPE, after funds are received from MSHDA.

**CITY OF OWOSSO
MI-HOPE GRANT PROJECTS 2024**

CHANGE ORDER #3

GRANT AMOUNT \$265,000.00

ADDRESS	ORIGINAL BID	ACIVIVTY	REASON FOR INCREASE	Revised #1	Change Order #1 Approved ON 08/05/2024	Revised #2	Change Order #2 Approved ON 08/19/2024	Revised #3	Change Order #3 Approval ON 10/07/2024
SHIAWASSEE	\$11,871.00	windows & appliances	doors and framing repairs	\$11,871.00	\$0.00	\$11,871.00	\$0.00	\$14,482.00	\$2,611.00
GROVER	\$10,800.00	insulation	additional spray foam insulation	\$10,800.00	\$0.00	\$21,540.00	\$10,740.00	\$21,540.00	COMPLETED
CLEVELAND	\$24,261.00	windows, entry doors & appliances		\$24,261.00	\$0.00	\$24,261.00	\$0.00	\$24,261.00	\$0.00
FIFTH	\$23,910.00	windows, entry door & storm door		\$23,910.00	\$0.00	\$23,910.00	\$0.00	\$23,910.00	\$0.00
FRAZER	\$17,353.00	roof, windows & storm door	gutters, add'l window and doors	\$17,353.00	\$0.00	\$17,353.00	\$0.00	\$22,143.00	\$4,790.00
GILBERT	\$19,680.00	furnace & insulation		\$19,680.00	\$0.00	\$19,680.00	\$0.00	\$19,680.00	\$0.00
HIRAM	\$19,430.00	roof & appliances	1. new gutters & labor 2. new appliances	\$24,896.00	\$3,600.00	\$24,896.00	\$1,866.00	\$24,896.00	COMPLETED
SAGINAW	\$15,397.00	roof & windows	1. new gutters and labor 2. trim repairs from new windows	\$15,397.00	\$0.00	\$15,397.00	\$0.00	\$17,797.00	\$2,400.00
COMSTOCK	\$13,920.00	roof & appliances	1. roof decking replaced 2. new appliances	\$20,402.00	\$5,090.00	\$20,402.00	\$1,392.00	\$20,402.00	COMPLETED
OLMSTEAD	\$17,959.00	windows, entry door & appliances		\$17,959.00	\$0.00	\$17,959.00	\$0.00	\$17,959.00	COMPLETED
PARK	\$17,760.00	roof & water heater	bathroom venting/roof	\$19,536.00	\$1,776.00	\$19,536.00	\$0.00	\$19,536.00	COMPLETED
	\$192,341.00			\$206,065.00	\$10,466.00	\$216,805.00	\$13,998.00	\$226,606.00	\$9,801.00
Funds available	\$72,659.00			\$58,935.00		\$48,195.00		\$38,394.00	
Less Administrative	\$15,000.00			\$15,000.00		\$15,000.00		\$15,000.00	
Remaining Funds Available	\$57,659.00			\$43,935.00		\$33,195.00		\$23,394.00	

RECOMMENDED:

APPROVED:

ACCEPTED:

By: _____

By: _____

By: _____

ADMINISTRATOR

OWNER

CONTRACTOR

Title: _____

Title: _____

Title: _____

Date: _____

Date: _____

Date: _____

ATTEST:

By: _____

OWNER

Title: _____

Date: _____



MEMORANDUM

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

DATE: October 7, 2024

TO: Mayor Teich and the Owosso City Council

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

SUBJECT: WWTP Solids Handling Project Change Order #6

RECOMMENDATION:

Approval of increased payment for construction work by Sorensen Gross Company (Flint, MI) for the WWTP Solids Handling project in the amount of \$3,793.00.

BACKGROUND:

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

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

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

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

On August 7, 2023, City Council additionally approved work that had been identified during the demolition/construction phases which included:

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

For a total amount of \$329,732.00.

On November 14, 2023, the City agreed to a 138 day extension of time for equipment only, with a \$0 price change.

On April 2, 2024, the City agreed to a negotiated 45 day extension for substantial completion, along with a deduct in the amount of **(\$20,000.00)**.

More recently we have been having issues with the current sludge tank level sensors. Currently we have ultrasonic sensors installed, which are correct by the project scope, but unfortunately cannot be counted on, and throw the whole dewatering system out of range when they read incorrectly. This change order is to swap out the current ultrasonic sensors, to laser sensors. HESCO has offered to replace the sensors with upgraded laser sensors, if we pay half the cost of the sensors. John E. Green will coordinate the install and calibration with HESCO and DF Best at no additional charge to us (outside of the negotiated half costs of the laser sensors).

FISCAL IMPACTS:

The project is funded by the CWSRF, with the additional costs of \$3,793.00.

Final expenses in the amount of \$4,743,348.00 shall be paid from wastewater operating fund and 2022 SRF Bond funds.

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

ATTACHMENTS: (1) Resolution
 (2) Change Order

RESOLUTION NO.

**AUTHORIZING CHANGE ORDER NO. 6
TO THE WWTP SOLIDS HANDLING IMPROVEMENTS PROJECT CONTRACT
BETWEEN THE CITY OF OWOSSO AND
SORENSEN GROSS COMPANY**

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

WHEREAS, the project is now underway, a malfunction in the sludge tank level sensors has been discovered, and a change order is necessary to reconcile contract work and supplies to remedy the problem.

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

- FIRST: the City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to amend the Wastewater Treatment Plant (WWTP) Solids Handling Project contract with Sorensen Gross Company increasing the contract amount for the purchase and installation of updated laser sensors in the sludge tank.
- SECOND: the Mayor and City Clerk are instructed and authorized to sign the document substantially in form attached as Change Order No. 6 in the amount of \$3,793.00; an increase to the Contract for Services between the City of Owosso and Sorensen Gross Company, revising the total current contract amount from \$4,739,555.00 to \$4,743,348.00.
- THIRD: the Accounts Payable department is authorized to pay Sorensen Gross Company for work satisfactorily completed up to the revised contract amount of \$4,743,348.00.
- FOURTH: the above expenses shall be paid from the Wastewater Fund, and SRF Bond Funds.


CHANGE ORDER
 PAGE 1 OF 2

CONTRACT FOR:	Owosso WWTP Solids Handling Improvements
OWNER:	City of Owosso 301 West Main Street Owosso, MI 48867
CONTRACTOR:	Sorensen Gross LLC 3407 Torrey Road Flint, MI 48507
ENGINEER:	Fishbeck 5913 Executive Drive, Suite 100 Lansing, MI 48911
ATTACHMENTS:	HESCO Quote #4300-1 dated September 9, 2024.
Contractor shall indicate approval of Change Order through signing of this document and returning to Engineer. Engineer will forward to Owner, who shall indicate approval of Change Order through signing of this document and returning to Engineer. Upon receipt of fully executed (all signatures) Change Order, Engineer will distribute to all parties.	
YOU ARE DIRECTED TO MAKE THE FOLLOWING CHANGES IN THE CONTRACT DOCUMENTS:	
ITEM NO. 1:	<u>Sludge Tank Level Replacement</u> Incorporate Line Items 1-4 of HESCO's quote.
ADD:	\$3,793 equaling 50% of the cost of the Sludge Tank Level Sensors replacement.

<p>CHANGE IN CONTRACT PRICE:</p> <p>Original Contract Price: <u>\$4,374,000</u></p> <hr/> <p>Previous Change Order No.: <u>1, 2, 3, 4, 5</u> <u>\$365,555</u> Increase</p> <hr/> <p>Contract Price prior to this Change Order: <u>\$4,739,555</u></p> <hr/> <p>Net increase of this Change Order: \$3,793</p> <hr/> <p>Contract Price with all approved Change Orders: <u>\$4,743,348</u></p>	<p>CHANGE IN CONTRACT TIMES:</p> <p>Original Contract time: Substantial Completion: <u>March 25, 2023</u> Ready for final payment: <u>April 29, 2023</u></p> <hr/> <p>Net change from previous Change Orders: <u>See Change Order 4</u> Increase</p> <hr/> <p>Contract Time prior to this Change Order: Equipment Substantial Completion: <u>January 15, 2024</u> Electrical Substantial Completion: <u>April 1, 2024</u> Ready for final payment: <u>May 1, 2024</u></p> <hr/> <p>Net increase of this Change Order: <u>45 Days for Substantial Completion</u></p> <hr/> <p>Contract Time with all approved Change Orders: Substantial Completion: <u>June 15, 2024</u> Ready for final payment: <u>August 15, 2024</u></p>
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CHANGE ORDER
PAGE 2 OF 2

RECOMMENDED

By: 
Engineer

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

Date: September 24, 2024

APPROVED

By: 
Contractor

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

Date: 9-26-24

APPROVED

By: _____
Owner

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

Date: _____

END OF CHANGE ORDER

QUOTE



Knowledgeable • Professional • Attentive • Likeable

29770 Hudson Drive Novi, MI 48377
Phone: (586) 978-7200
hesco-mi.com

TO: Jake Shook
John E. Green Company
778 Bridgeview South
Saginaw MI 48604

Monday, September 9, 2024

QUOTE #: QUOTE 4300-1
SALESPERSON: John Sullens

jacobshook@johnegreen.com

Sludge Tank Level Replacement

LINE ITEM	DESCRIPTION	QTY	UNIT	UNIT PRICE	LINE TOTAL
1.00	HAWK Optiolaser L100 L100XX Laser Level Transmitter (1 ft. to 164 ft.), 50 Meters LX-NL-01DT Dust Tube for L100 Optiolaser Level Transmitter	2	EA	2,700.00	\$5,400.00
2.00	LXSB Optiolaser Swivel Mounting Bracket	2	EA	127.00	\$254.00
3.00	Precision Digital Display PD6210 Analog Input/Output 24 VDC Power Supply Output	2	EA	658.00	\$1,316.00
4.00	Precision Digital Enclosure PDA2800 Low-Cost Plastic NEMA 4X	2	EA	308.00	\$616.00
SUBTOTAL:					7,586.00
MI SALES TAX:					0.00
TOTAL:					7,586.00

Ship Via:	Best Way FOB Factory	Shipping Terms:	
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Payment Terms:	Net 30	Quote Valid Through:	09/10/2024
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Lead Time:	Shipment: 2-4 weeks after ordering.
Credit Card Payment:	A service charge of 4% will be applied to all credit card purchases

END QUOTE

Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
Bank 1 GENERAL FUND (POOLED CASH)					
09/13/2024	10936 (A)	AIS CONSTRUCTION EQUIPMENT	AIS CONSTRUCTION EQUIPMENT	SKID PLATES	5,535.34
09/13/2024	10937 (A)	AMAZON CAPITAL SERVICES	AMAZON CAPITAL SERVICES	AUGUST 2024 PURCHASES	410.04
			AMAZON CAPITAL SERVICES	AUGUST 2024 PURCHASES	21.98
			AMAZON CAPITAL SERVICES	AUGUST 2024 PURCHASES	83.82
			AMAZON CAPITAL SERVICES	AUGUST 2024 PURCHASES	6.77
			AMAZON CAPITAL SERVICES	AUGUST 2024 PURCHASES	645.33
			AMAZON CAPITAL SERVICES	AUGUST 2024 PURCHASES	37.91
			AMAZON CAPITAL SERVICES	AUGUST 2024 PURCHASES	169.90
			AMAZON CAPITAL SERVICES	AUGUST 2024 PURCHASES	72.75
			AMAZON CAPITAL SERVICES	SEPTEMBER 2024 AMAZON PURCHASES	44.06
			AMAZON CAPITAL SERVICES	AUGUST 2024 PURCHASES	115.77
					<u>1,608.33</u>
09/13/2024	10938 (A)	B & V MECHANICAL INC	B & V MECHANICAL INC	EMERGENCY SERVICE/REPAIR	1,290.72
09/13/2024	10939 (A)	BELL EQUIPMENT - MACQUEEN	BELL EQUIPMENT - MACQUEEN	#442 PARTS	1,296.94
09/13/2024	10940 (A)	CDW GOVERNMENT, INC.	CDW GOVERNMENT, INC.	APC REPLACEMENT UPS BATTERY #7	198.99
			CDW GOVERNMENT, INC.	MISC DATA CABLES, USB HUBS, MICE	49.16
			CDW GOVERNMENT, INC.	MISC DATA CABLES, USB HUBS, MICE	209.12
			CDW GOVERNMENT, INC.	MS-OFFICE 365 - SOURCEWELL CONTRACT	380.65
					<u>837.92</u>
09/13/2024	10941 (A)	CINTAS CORPORATION #308	CINTAS CORPORATION #308	FLOOR MATS PER SERVICE AGREEMENT (US	38.32
09/13/2024	10942 (A)	CMP DISTRIBUTORS INC	CMP DISTRIBUTORS INC	DUTY BELT REPLACEMENTS (332/311)	179.90
09/13/2024	10943 (A)	CONSUMERS ENERGY	CONSUMERS ENERGY	CITY OF OWOSSO ACCOUNTS	55,552.47
09/13/2024	10944 (A)	DELL MARKETING LP	DELL MARKETING LP	REPLACEMENT DELL LAPTOP BATTERY	83.24
09/13/2024	10945 (A)	ELECTION SOURCE	ELECTION SOURCE	TABULATOR BAG	72.59
			ELECTION SOURCE	PRECINCT KITS	395.35
			ELECTION SOURCE	NOVEMBER 24 ELECTION PROGRAMMING	5,902.00
					<u>6,369.94</u>
09/13/2024	10946 (A)	ETNA SUPPLY COMPANY	ETNA SUPPLY COMPANY	FYE6-25WATER INVENTORY AND PARTS-PUF	1,456.60
09/13/2024	10947 (A)	FISHBECK, THOMPSON, CARR & HUE	FISHBECK, THOMPSON, CARR & HUE	WTP PHASE 1 PREENGINEERING WORK (CW	13,504.23
			FISHBECK, THOMPSON, CARR & HUE	ENGINEERING SERVICES FOR WWTP SOLIDS	1,481.00
			FISHBECK, THOMPSON, CARR & HUE	WTP FILTERS IMPROVEMENT PROJECT DWRF	2,411.63
					<u>17,396.86</u>
09/13/2024	10948 (A)	GALL'S INC	GALL'S INC	RAIN JACKETS FOR OPD	82.00
09/13/2024	10949 (A)	GILBERT'S DO IT BEST HARDWARE	GILBERT'S DO IT BEST HARDWARE	AUGUST 2024 MONTHLY PURCHASES	879.33
09/13/2024	10950 (A)	GOULD LAW PC	GOULD LAW PC	LEGAL SERVICES	9,285.12
09/13/2024	10951 (A)	GRAINGER INC	GRAINGER INC	ROUTINE PURCHASES NOT TO EXCEED \$20C	161.15
			GRAINGER INC	ROUTINE PURCHASES NOT TO EXCEED \$20C	851.28
			GRAINGER INC	ROUTINE PURCHASES NOT TO EXCEED \$20C	106.72
					<u>1,119.15</u>
09/13/2024	10952 (A)	H2O COMPLIANCE SERVICES INC	H2O COMPLIANCE SERVICES INC	H2O CROSS CONNECTION CONTROL PROGRAM	767.81
09/13/2024	10953 (A)	HARBOR FREIGHT TOOLS	HARBOR FREIGHT TOOLS	TOOL FOR FLEET MAINTENANCE - PITMAN	15.99
09/13/2024	10954 (A)	HUTSON INC OF MICHIGAN	HUTSON INC OF MICHIGAN	FYE6-30-2025 ROUTINE PARTS/SUPPLIES-	3,790.47
09/13/2024	10955 (A)	J & H OIL COMPANY	J & H OIL COMPANY	GAS AND FUEL	6,344.97
09/13/2024	10956 (A)	JAYNE S BROWN	JAYNE S BROWN	JULY BOR MEETING	63.00
09/13/2024	10957 (A)	JCI JONES CHEMICALS INC	JCI JONES CHEMICALS INC	SODIUM HYPOCHLORITE - WWTP FYE6-30-2	6,418.26

Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
			JCI JONES CHEMICALS INC	SODIUM HYPOCHLORITE - WTP FYE6-30-2C	1,647.10
					<u>8,065.36</u>
09/13/2024	10958 (A)	JERRY L JONES	JERRY L JONES	JULY BOR MEETING	63.00
09/13/2024	10959 (A)	JON HARRIS	JON HARRIS JON HARRIS	ELECTRICAL INPECTIONS AUGUST 2024 ELECTRICL PLAN REVIEWS AUGUST 2024	765.88 600.00
					<u>1,365.88</u>
09/13/2024	10960 (A)	LANDMARK SURVEYING PC	LANDMARK SURVEYING PC	SET PROPERTY STAKES AT 711 STEVENS I	800.00
09/13/2024	10961 (A)	LOGICALIS INC	LOGICALIS INC LOGICALIS INC LOGICALIS INC	PHONES HANDSETS & PHONE SYSTEM MIGRA VIRTUAL IT QUOTATION: 2024-185294V2 IT NETWORK ENGINEERING SERVICES QUOT	9,912.00 675.00 6,090.00
					<u>16,677.00</u>
09/13/2024	10962 (A)	LUNGHAMER FORD OF OWOSSO	LUNGHAMER FORD OF OWOSSO	IGNITION COIL, SPARK PLUGS, GASKET C	716.84
09/13/2024	10963 (A)	MARK BOOTH	MARK BOOTH MARK BOOTH	PLUMBING AND MECHANICAL PLAN REVIEWS MECHANICAL & PLUMBING INSPECTIONS	600.00 4,320.00
					<u>4,920.00</u>
09/13/2024	10964 (A)	MICHIGAN MUNICIPAL LEAGUE	MICHIGAN MUNICIPAL LEAGUE	MML ANNUAL DUES	7,267.00
09/13/2024	10965 (A)	MICHIGAN PAVING & MATERIALS	CCMICHIGAN PAVING & MATERIALS	CCAMS DURA PATCH	1,006.87
09/13/2024	10966 (A)	MICHIGAN PIPE & VALVE INC.-	GEMICHIGAN PIPE & VALVE INC.-	GEMPV JULY PARTS INVENTORY STOCK	1,378.00
09/13/2024	10967 (A)	MTECH COMPANY	MTECH COMPANY	HYDROEXCAVATING NOZZLE	625.47
09/13/2024	10968 (A)	MUNICIPAL EMERGENCY SERVICES	MUNICIPAL EMERGENCY SERVICES	SERVICE CALL - FLO TESTS FOR OFD EQU	937.24
09/13/2024	10969 (A)	MUNICIPAL EMPLOYEES RETIREMENT	MUNICIPAL EMPLOYEES RETIREMENT	EMPLOYER CONTRIBUTIONS	65,888.50
09/13/2024	10970 (A)	NAPA AUTO PARTS	NAPA AUTO PARTS	PARTS/SUPPLIES-INVOICE TO BE SIGNED	1,431.35
09/13/2024	10971 (A)	NORTHERN CONSULTANTS INC.	NORTHERN CONSULTANTS INC.	CDBG PROGRAM GRANT ADMINISTRATOR - 1	417.00
09/13/2024	10972 (A)	PETERSON'S LANDSCAPING	PETERSON'S LANDSCAPING	TRIM SHRUBS AT CURWOOD CASTLE AND CC	340.00
09/13/2024	10973 (A)	PHP MEDICARE	PHP MEDICARE	OCT. MEDICARE PAYMENT	88.00
09/13/2024	10974 (A)	PREMIER SAFETY	PREMIER SAFETY	SENSORS FOR GX-2003 GAS DETECTOR	540.83
09/13/2024	10975 (A)	PRINTING SYSTEMS, INC.	PRINTING SYSTEMS, INC. PRINTING SYSTEMS, INC.	AV PRECINCT KITS & POLL BOOKS AV PRECINCT KITS & POLL BOOKS	48.02 65.77
					<u>113.79</u>
09/13/2024	10976 (A)	REPUBLIC SERVICES INC	REPUBLIC SERVICES INC	REFUSE SERVICE 7/1/23-6/30/24 PER BI	420.41
09/13/2024	10977 (A)	RONALD DANKERT	RONALD DANKERT	JULY BOR MEETING	63.00
09/13/2024	10978 (A)	SMITH SAND & GRAVEL INC	SMITH SAND & GRAVEL INC	2023-2024 STREET PATCH CONTRACT (FYE	24,780.10
09/13/2024	10979 (A)	SPICER GROUP, INC.	SPICER GROUP, INC.	ENGINEERING SERVICES FOR SAFET ROUTE	36,808.50
09/13/2024	10980 (A)	STAPLES BUSINESS CREDIT	STAPLES BUSINESS CREDIT STAPLES BUSINESS CREDIT	AUGUST 2024 PURCHASES JULY 2024 MONTHLY PURCHASES	527.51 11.91
					<u>539.42</u>
09/13/2024	10981 (A)	SUMMIT COMPANIES	SUMMIT COMPANIES	EXTINGUISHER RECHARGE	61.00
09/13/2024	10982 (A)	TAYLOR AND MORGAN CPA PC	TAYLOR AND MORGAN CPA PC	ACCOUNTANT SERVICES JANUARY 2024-DEC	2,660.00
09/13/2024	10983 (A)	TETRA TECH INC	TETRA TECH INC	DEVELOPMENT OF A WATER TREATMENT PLA	11,000.00
09/13/2024	10984 (A)	THE ARGUS-PRESS	THE ARGUS-PRESS	LEGAL PRINTING SERVICES 2 YEARS	403.48
09/13/2024	10985 (A)	USA BLUE BOOK	USA BLUE BOOK	ROUTINE PURCHASES NOT TO EXCEED \$20C	307.07
09/13/2024	10986 (A)	VERIZON WIRELESS	VERIZON WIRELESS VERIZON WIRELESS VERIZON WIRELESS VERIZON WIRELESS VERIZON WIRELESS VERIZON WIRELESS	VERIZON WIRELESS CELLULAR CHARGES: F VERIZON WIRELESS CELLULAR CHARGES: C VERIZON WIRELESS CELLULAR CHARGES H. VERIZON WIRELESS CELLULAR CHARGES: F VERIZON WIRELESS CELLULAR CHARGES: E VERIZON WIRELESS CELLULAR CHARGES: E	545.23 86.66 40.71 613.41 86.42 43.33

Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
			VERIZON WIRELESS	VERIZON WIRELESS CELLULAR CHARGES: F	89.04
			VERIZON WIRELESS	VERIZON WIRELESS CELLULAR CHARGES: I	185.46
			VERIZON WIRELESS	VERIZON WIRELESS CELLULAR CHARGES: W	107.65
			VERIZON WIRELESS	VERIZON WIRELESS CELLULAR CHARGES: W	133.98
			VERIZON WIRELESS	VERIZON WIRELESS CELLULAR CHARGES: I	43.33
					<u>1,975.22</u>
09/13/2024	10987 (A)	WASTE MANAGEMENT OF MICHIGAN	IWASTE MANAGEMENT OF MICHIGAN	IWASTE MANAGEMENT SERVICES	8,220.01
			WASTE MANAGEMENT OF MICHIGAN	IWASTE MANAGEMENT SERVICES	8,212.17
					<u>16,432.18</u>
09/13/2024	10988 (E)	HUNTINGTON NATONAL BANK -CREDI	HUNTINGTON NATONAL BANK -CREDI	CITY CREDIT CARD PURCHASES	2,392.78
09/13/2024	10989 (E)	MAILCHIMP	MAILCHIMP	EMAIL SERVICE - ESSENTIALS PLAN	17.00
09/13/2024	10990 (E)	U S BANK	U S BANK	3074 - MFA STATE REVOLVING FUND PAYM	407,705.20
09/27/2024	10991 (A)	AIS CONSTRUCTION EQUIPMENT	AIS CONSTRUCTION EQUIPMENT	#544/545 SPECIAL TOOLS	95.00
09/27/2024	10992 (A)	ALS LABORATORY GROUP	ALS LABORATORY GROUP	FYE 6-30-2025 WASTEWATER ANALYSES-ES	1,100.00
			ALS LABORATORY GROUP	FYE 6-30-2025 WASTEWATER ANALYSES-ES	901.00
					<u>2,001.00</u>
09/27/2024	10993 (A)	BIOTRAID ENVIRONMENTAL INC	BIOTRAID ENVIRONMENTAL INC	VAPORDOX ELITE PRODUCT	274.97
09/27/2024	10994 (A)	BODMAN PLC	BODMAN PLC	POLC PATROL GRIEVANCE ARBITRATION	61.25
09/27/2024	10995 (A)	BOUND TREE MEDICAL LLC	BOUND TREE MEDICAL LLC	AMBULANCE - SUPPLIES	114.00
			BOUND TREE MEDICAL LLC	AMBULANCE - SUPPLIES	882.39
			BOUND TREE MEDICAL LLC	AMBULANCE SUPPLIES	993.34
					<u>1,989.73</u>
09/27/2024	10996 (A)	CENTER FOR TECHNOLOGY & TRAINI	CENTER FOR TECHNOLOGY & TRAINI	2024 LOCAL CONCRETE SEMINAR	60.00
09/27/2024	10997 (A)	DALTON ELEVATOR LLC	DALTON ELEVATOR LLC	FYE6-30-2025 CYLINDER RENTAL/OXYGEN/	559.44
09/27/2024	10998 (A)	EDWARDS SIGN & SCREEN PRINTING	EDWARDS SIGN & SCREEN PRINTING	EQUIPMENT - OFD NAVY BLUE HATS	748.00
09/27/2024	10999 (A)	EJ USA INC	EJ USA INC	DPW STOCK INVENTORY	801.63
			EJ USA INC	DPW STOCK INVENTORY	378.32
					<u>1,179.95</u>
09/27/2024	11000 (A)	ELECTION SOURCE	ELECTION SOURCE	PAPER ROLLS & POCKETS	184.54
09/27/2024	11001 (A)	ENG INC	ENG INC	ENGINEERING SERVICE SFOR 2024 DWRSF	19,565.74
			ENG INC	ENGINEERING-2023 NORTH STREET PROJEC	336.25
					<u>19,901.99</u>
09/27/2024	11002 (A)	EPS SECURITY	EPS SECURITY	ALARM SYSTEM MONITORING - CITY HALL	159.12
09/27/2024	11003 (A)	FERGUSON ENTERPRISES LLC	FERGUSON ENTERPRISES LLC	PARTS FOR 123 STATE ST.	432.52
			FERGUSON ENTERPRISES LLC	PARTS FOR 123 STATE ST.	276.08
					<u>708.60</u>
09/27/2024	11004 (A)	FLEIS & VANDENBRINK ENGINEERIN	FLEIS & VANDENBRINK ENGINEERIN	ENGINEERING - CIS TRAIL CONNECTION F	7,396.00
09/27/2024	11005 (A)	GALL'S INC	GALL'S INC	EQUIPMENT - SAFETY VEST (4 QUANTITY)	93.39
09/27/2024	11006 (A)	GRAYMONT WESTERN LIME INC	GRAYMONT WESTERN LIME INC	LIME FOR WTP FYE6-30-2025	8,714.79
09/27/2024	11007 (A)	HUTSON INC OF MICHIGAN	HUTSON INC OF MICHIGAN	FYE6-30-2025 ROUTINE PARTS/SUPPLIES-	252.28
			HUTSON INC OF MICHIGAN	FYE6-30-2025 ROUTINE PARTS/SUPPLIES-	219.37
					<u>471.65</u>
09/27/2024	11008 (A)	LANSING UNIFORM CO.	LANSING UNIFORM CO.	UNIFORMS - JACKET BLAUER	239.90

Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
09/27/2024	11009 (A)	MACQUEEN EMERGENCY GROUP	MACQUEEN EMERGENCY GROUP	FIRE HELMENT FRONTS	70.45
09/27/2024	11010 (A)	MATHESON TRI-GAS INC	MATHESON TRI-GAS INC	BULK CARBON DIOXIDE FOR FYE 6-30-202	3,836.54
09/27/2024	11011 (A)	MCMASTER-CARR SUPPLY CO	MCMASTER-CARR SUPPLY CO	MOBILEGEAR 600XP220 GEAR OIL	210.40
09/27/2024	11012 (A)	MEMORIAL HEALTHCARE WELLNESS	MEMORIAL HEALTHCARE WELLNESS	CMEMBERSHIP FEES OCT. 2024	214.00
09/27/2024	11013 (A)	MERIT LABORATORIES INC	MERIT LABORATORIES INC	FYE 6/30/2025 WATER TESTS AND LSLR W	240.00
09/27/2024	11014 (A)	MICHIGAN WATER ENVIRONMENT ASSM	MICHIGAN WATER ENVIRONMENT ASSM	WEEA ANNUAL IPP SEMINAR 9-19-2024	490.00
09/27/2024	11015 (A)	NATIONAL VISION ADMINISTRATORS	NATIONAL VISION ADMINISTRATORS	OCTOBER VISION INSURANCE	922.18
09/27/2024	11016 (A)	OCENASEK INC	OCENASEK INC	FYE 6-30-2025 - 21AA LIMESTONE / 6P	1,563.44
			OCENASEK INC	HARMON PATRIDGE 3/8 MINUS- LIMESTON	6,577.39
					<u>8,140.83</u>
09/27/2024	11017 (A)	PHP INSURANCE COMPANY	PHP INSURANCE COMPANY	HEALTH INSURANCE PREMIUM	103,855.71
09/27/2024	11018 (A)	PRINTING SYSTEMS, INC.	PRINTING SYSTEMS, INC.	BALLOT ENVELOPES	709.73
09/27/2024	11019 (A)	PVS TECHNOLOGIES, INC.	PVS TECHNOLOGIES, INC.	FERRIC CHLORIDE AT WWTP FYE 6-30-202	10,643.34
09/27/2024	11020 (A)	RCL CONSTRUCTION CO INC	RCL CONSTRUCTION CO INC	WWTP IMPROVEMENTS PHASE 1 - CWRP PRC	665,573.60
09/27/2024	11021 (A)	S L H METALS INC	S L H METALS INC	REPAIR - FABRICATE VENT FAN	175.00
09/27/2024	11022 (A)	SLC METER LLC	SLC METER LLC	8" METER STEAM RAIL ROAD	6,948.71
09/27/2024	11023 (A)	SORENSEN GROSS COMPANY	SORENSEN GROSS COMPANY	OWOSSO WWTP SOLIDS HANDLING PROJECT	82,381.11
09/27/2024	11024 (A)	STANDARD INSURANCE COMPANY	STANDARD INSURANCE COMPANY	GROUP LIFE INSURANCE LIFE INSURANCE	6,192.01
09/27/2024	11025 (A)	SUSAN J. OSIKA	SUSAN J. OSIKA	REIMBURSEMENT FOR MUMS FOR CASTLE	220.00
09/27/2024	11026 (A)	THE ACCUMED GROUP	THE ACCUMED GROUP	COLLECTION FEE / BILLING SERVICE FEE	5,302.80
09/27/2024	11027 (A)	VERIZON WIRELESS	VERIZON WIRELESS	M2M ACCOUNT SHARE	125.28
09/27/2024	11028 (A)	WOODBURY LAWN & SNOW SERVICES,	WOODBURY LAWN & SNOW SERVICES,	2024 PRIVATE PROPERTY MOWING CONTRAC	240.00
09/27/2024	11029 (E)	MAILCHIMP	MAILCHIMP	EMAIL SERVICE - ESSENTIALS PLAN - SE	19.50
09/13/2024	137510	ADVANTAGE PEST CONTROL SERVICE	ADVANTAGE PEST CONTROL SERVICE	PEST CONTROL - CITY HALL	685.00
09/13/2024	137511	AMERICAN SPEEDY PRINTING	AMERICAN SPEEDY PRINTING	ELECTION SUPPLIES - APP FOR ABSENT V	342.00
09/13/2024	137512	BERESFORD COMPANY	BERESFORD COMPANY	CLOUD ID SUBSCRIPTION & CARD	140.00
09/13/2024	137513	BURR KIMBERLI	BURR KIMBERLI	UB refund for account: 1749000003	117.51
09/13/2024	137514	COUNTYLINE POWER, LLC	COUNTYLINE POWER, LLC	WATER TREATMENT PLANT SCADA UPGRADE	177,975.47
09/13/2024	137515	D & D TRUCK & TRAILER PARTS	D & D TRUCK & TRAILER PARTS	FYE6-30-2025 PARTS/SUPPLIES-INDIVIDU	764.53
09/13/2024	137516	GARRIES JEREMY	GARRIES JEREMY	UB refund for account: 2623300019	10.13
09/13/2024	137517	H K ALLEN PAPER CO	H K ALLEN PAPER CO	ROUTINE PURCHASES NOT TO EXCEED \$20C	1,026.00
09/13/2024	137518	HOY TANYA	HOY TANYA	UB refund for account: 3954570010	67.47
09/13/2024	137519	IMS ALLIANCE	IMS ALLIANCE	NAME TAGS	30.25
09/13/2024	137520	J. RANCK ELECTRIC, INC	J. RANCK ELECTRIC, INC	INSTALLATION OF 26 DOWNTOWN STREET I	69,331.50
09/13/2024	137521	JUDY CRAIG	JUDY CRAIG	MAIL COURIER SERVICE	209.00
09/13/2024	137522	KENTER JUSTIN	KENTER JUSTIN	UB refund for account: 2130090005	47.11
09/13/2024	137523	KRESS JOSHUA	KRESS JOSHUA	UB refund for account: 1292000013	151.29
09/13/2024	137524	KRZAK SAMANTHA	KRZAK SAMANTHA	UB refund for account: 5473450005	190.72
09/13/2024	137525	MODERN CONCRETE	MODERN CONCRETE	CONCRETE FOR N. M-52 AND BENCH WWTP	815.00
			MODERN CONCRETE	CONCRETE PICKLE BALL COURTS	1,181.75
					<u>1,996.75</u>
09/13/2024	137526	NASH NURSERIES LLC	NASH NURSERIES LLC	5 WHITE PINES TREES TO BE PLANTED AT	1,125.00
09/13/2024	137527	POSTMASTER	POSTMASTER	BULK MAILING FOR ELECTIONS	186.27
09/13/2024	137528	PROFESSIONAL ANSWERING SERVICE	PROFESSIONAL ANSWERING SERVICE	AUGUST SERVICES	78.85
09/13/2024	137529	PUGH NORM	PUGH NORM	UB refund for account: 2736240002	40.48
09/13/2024	137530	RYAN JENKINS	RYAN JENKINS	MEAL REIMBURSEMENT	16.96
			RYAN JENKINS	MILEAGE REIMBURSEMENT - VOLUNTARILY	29.31
					<u>46.27</u>
09/13/2024	137531	SHATTUCK SPECIALTY ADVERTISING	SHATTUCK SPECIALTY ADVERTISING	MOTROCYCLE DAYS SHIRTS	502.50
09/13/2024	137532	SHIAWASSEE AREA TRANSPORTATION	SHIAWASSEE AREA TRANSPORTATION	LOCAL FUNDING FY2023 10/01/2023 - 09	105,073.83
09/13/2024	137533	SHIAWASSEE COUNTY TREASURER	SHIAWASSEE COUNTY TREASURER	2024 TAX COLLECTION 08/16/2024 - 09/	2,066,749.43
09/13/2024	137534	SLOANS HOLDING LLC	SLOANS HOLDING LLC	UB refund for account: 5580570005	178.73
09/13/2024	137535	SMITH LAWNSCAPES LLC	SMITH LAWNSCAPES LLC	DOWNTOWN MONTHLY WEEDING JUNE - OCTC	600.00

Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
09/13/2024	137536	SPARTAN STORES LLC	SPARTAN STORES LLC	VG'S PURCHASES AUG 2024	17.96
09/13/2024	137537	STATE OF MICHIGAN	STATE OF MICHIGAN	SOR REGISTRATION FEE JUNE 2024	30.00
09/13/2024	137538	WALDNER STEVEN	WALDNER STEVEN	UB refund for account: 3674570010	33.13
09/27/2024	137539	AMBER CURRY	AMBER CURRY	AMBER CURRY - MEAL REIMBURSEMENT 8-2	12.93
09/27/2024	137540	AMERICAN SPEEDY PRINTING	AMERICAN SPEEDY PRINTING	BOOKLET FOR HOME TOUR	815.00
09/27/2024	137541	BOLLE CONTRACTING	BOLLE CONTRACTING	HYDRANT RENTAL REFUND	162.00
09/27/2024	137542	BOYLAN SHARLA	BOYLAN SHARLA	UB refund for account: 1531000022	80.45
09/27/2024	137543	BRIANNA LEIGH LLC	BRIANNA LEIGH LLC	AUGUST BUSINESS OF THE MONTH SERVICE	75.00
09/27/2024	137544	CHRENKA, DAVID E. & PIPER S.	CHRENKA, DAVID E. & PIPER S.	BD Payment Refund	250.00
09/27/2024	137545	CITY OF CORUNNA	CITY OF CORUNNA	4 LABOR DAY T SHIRTS	60.00
09/27/2024	137546	COLLIN ALEXANDER	COLLIN ALEXANDER	DUPLICATE AMBULANCE PAYMENT	104.44
09/27/2024	137547	CORELOGIC CENTRALIZED REFUNDS	CORELOGIC CENTRALIZED REFUNDS	2024 Sum Tax Refund 050-560-000-056-	1,779.30
09/27/2024	137548	CORELOGIC CENTRALIZED REFUNDS	CORELOGIC CENTRALIZED REFUNDS	2024 Sum Tax Refund 050-040-000-012-	1,132.60
09/27/2024	137549	CORELOGIC CENTRALIZED REFUNDS	CORELOGIC CENTRALIZED REFUNDS	2024 Sum Tax Refund 050-391-000-001-	1,173.12
09/27/2024	137550	CORELOGIC CENTRALIZED REFUNDS	CORELOGIC CENTRALIZED REFUNDS	2024 Sum Tax Refund 050-660-006-016-	1,127.30
09/27/2024	137551	CORELOGIC CENTRALIZED REFUNDS	CORELOGIC CENTRALIZED REFUNDS	2024 Sum Tax Refund 050-580-000-099-	1,118.70
09/27/2024	137552	CORELOGIC CENTRALIZED REFUNDS	CORELOGIC CENTRALIZED REFUNDS	2024 Sum Tax Refund 050-070-003-013-	1,196.72
09/27/2024	137553	CORELOGIC CENTRALIZED REFUNDS	CORELOGIC CENTRALIZED REFUNDS	2024 Sum Tax Refund 050-602-040-007-	1,930.38
09/27/2024	137554	CORELOGIC CENTRALIZED REFUNDS	CORELOGIC CENTRALIZED REFUNDS	2024 Sum Tax Refund 050-673-005-014-	758.74
09/27/2024	137555	CORELOGIC CENTRALIZED REFUNDS	CORELOGIC CENTRALIZED REFUNDS	2024 Sum Tax Refund 050-470-032-013-	1,772.32
09/27/2024	137556	CORELOGIC CENTRALIZED REFUNDS	CORELOGIC CENTRALIZED REFUNDS	2024 Sum Tax Refund 050-560-000-015-	2,345.30
09/27/2024	137557	DAYSTARR COMMUNICATIONS	DAYSTARR COMMUNICATIONS	CITY OF OWOSSO PHONE & INTERNET- SEF	1,182.63
09/27/2024	137558	DAYSTARR COMMUNICATIONS	DAYSTARR COMMUNICATIONS	CASTLE PHONE AND INTERNET - SEPTEMBE	78.75
09/27/2024	137559	DELTA DENTAL PLAN OF MICHIGAN	DELTA DENTAL PLAN OF MICHIGAN	DENTAL INSURNACE PREMIUM OCTOBER	6,168.89
09/27/2024	137560	HART BRIAN	HART BRIAN	UB refund for account: 2612490008	18.98
09/27/2024	137561	HAVILAND	HAVILAND	FYE 6/30/2025 SODIUM MEABISULFITE -	2,615.00
			HAVILAND	HAVAFLOK 560 POLYMER	5,155.00
					<u>7,770.00</u>
09/27/2024	137562	HOME DEPOT CREDIT SERVICES	HOME DEPOT CREDIT SERVICES	AUGUST 2024 MONTHLY PURCHASES	2,244.26
09/27/2024	137563	KENT COMMUNICATIONS INC	KENT COMMUNICATIONS INC	2024 WINTER TAX BILL PRINTING AND PC	3,251.47
09/27/2024	137564	LANCE LITTLE	LANCE LITTLE	DONUTS FOR HOME TOUR	145.00
09/27/2024	137565	LARKINS SHELBY	LARKINS SHELBY	UB refund for account: 5515070002	70.90
09/27/2024	137566	LATUNSKI TIFFANIE	LATUNSKI TIFFANIE	UB refund for account: 3145570007	150.77
09/27/2024	137567	LERETA LLC	LERETA LLC	2024 Sum Tax Refund 050-470-002-010-	1,141.55
09/27/2024	137568	LERETA LLC	LERETA LLC	2024 Sum Tax Refund 050-652-009-016-	1,065.19
09/27/2024	137569	LOPEZ CONCRETE CONSTRUCTION LI	LOPEZ CONCRETE CONSTRUCTION LI	FY24-2025 SIDEWALK PROGRAM	132,345.07
09/27/2024	137570	MAURER HEATING & COOLING	MAURER HEATING & COOLING	BD Payment Refund	115.00
09/27/2024	137571	MICH BUSINESS POWERED BY MDPA	MICH BUSINESS POWERED BY MDPA	QUARTERLY COBRA BILLING (OCT-DEC2024	165.00
09/27/2024	137572	MICHALEC JOHN A	MICHALEC JOHN A	UB refund for account: 4309500001	18.31
09/27/2024	137573	MICHIGAN ASSOCIATION OF FIRE CM	MICHIGAN ASSOCIATION OF FIRE CM	EMBERHSIP RENEWAL THROUGH 1-1-2026	95.00
09/27/2024	137574	MICHIGAN MUNICIPAL RISK MANAGEM	MICHIGAN MUNICIPAL RISK MANAGEM	PUBLIC SAFETY LINE LEVEL LEADERSHIP	200.00
09/27/2024	137575	OLIVER WOODS RETIREMENT VILLAG	OLIVER WOODS RETIREMENT VILLAG	2024 Sum Tax Refund 050-537-000-019-	85.82
09/27/2024	137576	OWOSSO BOLT & BRASS CO	OWOSSO BOLT & BRASS CO	ROUTINE PURCHASES NOT TO EXCEED \$20C	1,333.65
09/27/2024	137577	OWOSSO CHARTER TOWNSHIP	OWOSSO CHARTER TOWNSHIP	2024 PA 425 AGREEMENT PAYMENT	18,838.38
09/27/2024	137578	ROBERT J TEICH JR	ROBERT J TEICH JR	REIMBURSEMENT FOR PARKING & MEALS DU	128.00
09/27/2024	137579	SHIAWASSEE COUNTY HEALTH DEPAR	SHIAWASSEE COUNTY HEALTH DEPAR	HEP A & B VACCINE AND IMMUNIZATION	444.09
09/27/2024	137580	SHIAWASSEE COUNTY TREASURER	SHIAWASSEE COUNTY TREASURER	2024 TAX COLLECTION DISTRIBUTION SEF	387,606.37
09/27/2024	137581	SHIAWASSEE FAMILY YMCA	SHIAWASSEE FAMILY YMCA	AUGUST 2024 GYM MEMBERSHIPS	155.55
			SHIAWASSEE FAMILY YMCA	SEPTEMBER 2024 GYM MEMBERSHIPS	155.55
					<u>311.10</u>
09/27/2024	137582	SHIAWASSEE HEALTH & WELLNESS	SHIAWASSEE HEALTH & WELLNESS	COSSAP GRANT 15PBJA-21-GG-04538-COAF	3,486.76
09/27/2024	137583	SIWELL INC DBA CAPITAL MORTGAG	SIWELL INC DBA CAPITAL MORTGAG	2024 Sum Tax Refund 050-280-000-016-	830.06
09/27/2024	137584	STATE OF MICHIGAN	STATE OF MICHIGAN	COST SHARE AGREEMENT WITH MDOT FOR S	324,010.22
09/27/2024	137585	STATE OF MICHIGAN-EGLE	STATE OF MICHIGAN-EGLE	WATER SAMPLES- TESTING	290.00

10/01/2024 10:30 AM
User: BBarrett
DB: Owosso

CHECK REGISTER FOR CITY OF OWOSSO
CHECK DATE FROM 09/01/2024 - 09/30/2024

Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
			STATE OF MICHIGAN-EGLE	WATER SAMPLES- TESTING	757.00
					<u>1,047.00</u>
09/27/2024	137586	TOMAC PUMPKINS	TOMAC PUMPKINS	FALL DECOR - PUMPKINS, STRAW, MUMS,	497.00
09/27/2024	137587	VIRTUAL ACADEMY	VIRTUAL ACADEMY	TRAINING PROGRAM FOR STATE MANDATES	1,650.00
					<u><u>1,650.00</u></u>
1 TOTALS:					
Total of 172 Checks:					5,013,689.12
Less 0 Void Checks:					0.00
Total of 172 Disbursements:					<u><u>5,013,689.12</u></u>



Warrant 647
October 3, 2024

Date	Vendor	Description	Fund	Amount
10-3-2024	Owosso Charter Township	Payment per 2011 Water Agreement	WATER	\$19,644.99
10-3-2024	Caledonia Charter Township	Payment per 2006 Water District Agreement	WATER	\$50,225.19
		Total		\$69,870.18



MEMORANDUM

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

DATE: September 20, 2024

TO: Owosso City Council

FROM: Tanya Buckelew, Planning & Building Director

SUBJECT: Bid Award – Court Ordered Removal of Foundation and all other Debris at 609 Martin Street

RECOMMENDATION:

Recommend Council approve the bid for removal of the foundation and all other debris at 609 Martin Street and recommend approval of a contract with SP Powells Sand and Soil, LLC for said removal.

BACKGROUND:

In September of 2020, the City began the code enforcement process for the owner to renovate or remove the uninhabitable house at 609 Martin Street. After multiple violation letters to the owner, the City pursued legal action. After the court order was issued in December of 2023, the owner proceeded with removing the house but after 5 months has not proceeded with the removal of the foundation and debris at the site.

Pursuant to the court order, the City has the responsibility to clean up the premises so as not to cause a further blight problem.

Bids were solicited for the removal of the foundation and all other debris. The lowest bid is from SP Powells Sand and Soil, LLC with a bid of \$8,050.00. This includes removal of the foundation, metal shed, debris, back fill with sand, compact and 6" topsoil and seeded.

FISCAL IMPACTS:

The project will be paid from the General Fund 101-720-818.000 and will be assessed to the property.

Master Plan Goal: 1.1, 1.13, 2.6

RESOLUTION NO.

**AUTHORIZING THE EXECUTION OF A CONTRACT WITH
SP POWELLS SAND AND SOIL, LLC FOR
THE COURT ORDERED REMOVAL OF FOUNDATION AND ALL OTHER
DEBRIS AT 609 MARTIN STREET**

WHEREAS, the house at 609 Martin Street was dilapidated and uninhabitable; and

WHEREAS, the house was removed, but the foundation and other debris remained on the property despite a court order; and

WHEREAS, the city of Owosso, Shiawassee County, Michigan, determined that the city must remove the foundation and other debris to eliminate blight in the neighborhood; and

WHEREAS, the city of Owosso sought bids to remove the foundation and all other debris at 609 Martin Street; a bid was received from SP Powells Sand and Soil, LLC and it is hereby determined that SP Powells Sand and Soil, LLC 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 remove the foundation and other debris located at 609 Martin Street.
- SECOND: the City of Owosso has further determined that it is advisable, necessary and in the public interest to employ SP Powells Sand and Soil, LLC for said removal.
- THIRD: the mayor and city clerk are instructed and authorized to sign the document substantially in the form attached, Contract for Removal at 609 Martin Street with SP Powells Sand and Soil, LLC in the amount of \$8,050.00.
- FOURTH: the accounts payable department is authorized to pay SP Powells Sand and Soil, LLC for work satisfactorily completed on the project up to the bid amount.
- FIFTH: the above expenses shall be paid from the General Fund 101-720-818.000.

EXHIBIT A

Contract for Services Between

The City of Owosso

and

SP Powells Sand and Soil, LLC

Removal of Structure and Debris at 609 Martin Street

October 2024

CONTRACT

THIS AGREEMENT is made on October ____, 2024 between the CITY OF OWOSSO, a Michigan municipal corporation, 301 W. Main Street, Owosso, Michigan 48867 ("city") and SP POWELLS SAND AND SOIL, LLC ("contractor"), a Michigan company, whose address is 170 W. State Street, Montrose, Michigan 48457.

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 "Removal of Structure and Debris at 609 Martin Street", 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
- General conditions
- Standard specifications
- Detailed specifications

ARTICLE II - The Contract Sum

(A) The city shall pay to the contractor for the performance of the contract, in the unit prices as given in the proposal not to exceed eight thousand fifty dollars (\$8,050.00). 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: _____

COPY
County Clerk
WJ

STATE OF MICHIGAN

THE CIRCUIT COURT FOR THE COUNTY OF SHIAWASSEE

CITY OF OWOSSO, a Michigan)
municipal corporation.)
)
Plaintiff,)
)
v)
)
FRANK BURSIK,)
)
Defendant(s).)
_____)

File No. 23-8341-CZ

Honorable Matthew J. Stewart

SCOTT J. GOULD P 76101
Owosso City Attorney
114 East Main Street
Suite 218
Owosso, Michigan 48867
(989) 729-0071

ORDER ALLOWING DEMOLITION

At a session of said Court held at the
Courthouse in the City of Corunna, in said
County, this 7 day of December, A.D.,
2023.

PRESENT: Honorable Matthew J. Stewart
Circuit Court Judge

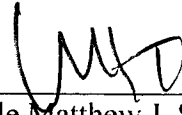
This cause having been regularly notice for a Show Cause Hearing for December 1,
2023, at 1:30 p.m.. and the parties hereby agreeing to demolition of the premises at 609 Martin
Street, Owosso, Michigan 48867.

IT IS HEREBY ORDERED that the premises 609 Martin Street, Owosso, Michigan, be
demolished by the Plaintiff, City of Owosso; *ON OR AFTER JANUARY 15, 2024*
MJS 12-1-23

IT IS FURTHER ORDERED that the City of Owosso may have all utility services to the premises 609 Martin Street, Owosso, Michigan, terminated so as to accommodate the demolition; and

IT IS FURTHER ORDERED that the cost of the demolition and clean up of the premises at 609 Martin Street, Owosso, Michigan, may be assessed to the real property taxes due and shall be a lien on the premises.

IT IS FURTHER ORDERED that this is a final order and the case shall be closed.



Honorable Matthew J. Stewart P 58047
Circuit Judge

12-7-23

PREPARED BY:
Scott J. Gould P 76101
Owosso City Attorney

CITY OF OWOSSO BID TABULATION SHEET

DATE 9/17/2024

DEPT. Building Dept

SUBJECT: Demolition @ 609 Martin

SP Powells Sand & Soil, LLC
170 W State Street
Montrose, MI 48957
810-639-7516

Bolle ConContracting
408 E 4th Street
Clare, MI 48617
989-386-7311

Asbestos Abatement, Inc
2420 N Grand River Ave
Lansing, MI 48906
517-323-0050

ITEM #	DESCRIPTION	Each	SP Powells Sand & Soil, LLC		Bolle ConContracting		Asbestos Abatement, Inc	
			UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	609 Martin, Owosso, MI	1	\$ 8,050.00	\$ 8,050.00	\$ 9,500.00	\$ 9,500.00	\$ 9,925.00	\$ 9,925.00
TOTAL			\$	8,050.00	\$	9,500.00	\$	9,925.00

DEPT HEAD *[Signature]* 9-17-24

GENERAL LIABILITY INSURANCE
EXPIRATION DATE: 4/12/2025

AWARDED:

PURCH. AGENT: *[Signature]* 9/18/24

WORKERS COMPENSATION INSURANCE
EXPIRATION DATE: 5/6/2025

COUNCIL APPROVED:

STAFF REC.: SP Powells Sand & Soil, LLC

SOLE PROPRIETORSHIP
EXPIRATION DATE: NA

PO NUMBER:

101,720,818.000
Not budgeted



MEMORANDUM

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

DATE: October 7, 2024
TO: Mayor Teich and the Owosso City Council
FROM: Ryan E. Suchanek, Director of Public Services & Utilities
SUBJECT: ACE Customer Portal

RECOMMENDATION:

Discontinue the ACE Customer Portal. A savings of at least \$23,625.00 every year.

BACKGROUND:

City Council approved the new Automatic Meter Reading (AMR) Fixed Network Administrator system with Aclara by the adoption of Resolution 37-2017 on March 20, 2017. City council subsequently approved an upgrade to the AMR system at its March 2, 2020 council meeting, which assisted in the facilitating of the ACE customer access portal system integration.

The ACE system was included by previous a administration to provide city residents access via cell phone or personal computer their water billing account to monitor water usage at any time. ACE offered a variety of modules for consumer access, such as billing history, savings resources, usage, and alerts & notifications.

However, this system has been available for over three (3) years now, and since January 1, 2024 less than 4% of our residents have utilized it. Additionally water billing information is available via BS&A Online, from the City's homepage. The alerts from the ACE Portal provide a false sense of security, seeing as they are delayed by up to 24 hours, due to the way the system cycles its data.

Prior costs incurred include: The \$80,000.00 one-time system implementation & integration fee, which was approved by City Council at its April 6, 2020 meeting. Staff had also successfully negotiated for reduced annual system maintenance fees in the three year period following the system implementation. The annual service fee for the first three (3) years was \$22,500.00/year, for a total of \$67,500.00.

Now that the City is outside of the contracted pricing, continued service for an additional year has been offered at \$23,625.00, which is a 5% increase over the previous year. This, along with the other items of the original Aclara contract, have been seeing, at minimum, a steady 5% annual increase year over year.

Additionally, during the first year of the system being active, Aclara sold this system off to Silverblaze (Harris Computer).

FISCAL IMPACTS:

A savings of at least \$23,625.00 every year.

Attachments: (1) Resolution
(2) ACE Application Service Provider Fee Invoice

RESOLUTION NO.

**APPROVE DISCONTINUING SERVICE PROVIDED BY
HARRIS UTILITY CONSUMER ANALYTICS OF CHICAGO, ILLINOIS
FOR THE ACE CUSTOMER PORTAL SYSTEM**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, entered into a contract for the installation of an automatic meter reading (AMR) Fixed Network Administrator system with Aclara by the adoption of Resolution 37-2017 on March 20, 2017; and

WHEREAS, the City and Director of Public Services & Utilities added and implemented a new customer service for water customers called the Aclara Adaptive Consumer Engagement (ACE) Portal to allow customers to better understand and manage their water billing account and water usage.

WHEREAS, utilization of the ACE portal is currently less than 4% of the City's residents.

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, and in the public interest to discontinue the ACE Portal service with Harris Utility Consumer Analytics.

Invoice No. UCAMN0000052
Date 6/26/2024
Due Date 8/2/2024
Customer No. CIT11
Page 1 of 1



Bill To

CITY OF OWOSSO (MI)
 Rhonda Pritchett
 ATTN: ACCOUNTS PAYABLE
 301 W. MAIN ST
 OWOSSO, MI 48867
 United States

Ship To

CITY OF OWOSSO (MI)
 ATTN: ACCOUNTS PAYABLE
 301 W. MAIN ST
 OWOSSO, MI 48867
 United States

Contract/Project Number	Purchase Order	Payment Terms	Currency
		Due Upon Receipt	HARRIS-US\$

Item No	Description	Quantity	Unit Price	Amount
UCA - DEF.MAINT	ACE ASP FEE - Aug 1 2024 to July 31 2025	1.00	23,625.00	23,625.00

Remit To:
 UTILITY CONSUMER ANALYTICS
 P.O. Box 7410495
 Chicago, IL 60674-0495
 USA

Subtotal	23,625.00
Misc	0.00
Taxes	0.00
Freight	0.00
Total	23,625.00



Invoice Questions? Please call Rohan Khurana 613-592-1285 OR e-mail rkhurana@harriscomputer.com

Tax Exempt? Please email your exemption certificate to the email above.

Thank you for your business!



MEMORANDUM

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

DATE: October 1, 2024

TO: Mayor Teich and the Owosso City Council

FROM: City Manager

SUBJECT: Escrow Agreement – Municipal Engineering – Washington Park Project

Background:

Venture Housing III, Inc., a Michigan company, is developing a project within the City of Owosso that will require the installation of public infrastructure, specifically related to water, wastewater, and streets. To ensure that the infrastructure meets the City's engineering standards and complies with all applicable regulations, the City will retain the services of Tetra Tech, the designated engineering firm, to oversee the design, review, and compliance of the infrastructure related to water, wastewater, and street improvements.

To cover the costs of these engineering services, the Developer has agreed to establish an escrow account. Venture Housing III, Inc. will deposit an initial amount of One Hundred Thirty-Seven Thousand One Hundred Dollars (\$137,100) into the escrow account, which will be used to pay Tetra Tech for their services. The Developer is also required to maintain a minimum balance of One Hundred Thousand Dollars (\$100,000) in the escrow account throughout the project's duration.

This arrangement ensures that the City can cover the costs of the necessary engineering services without using City funds, while maintaining proper oversight of the project's infrastructure installation. Any unused escrow funds will be returned to the Developer upon completion of the project and final approvals.

Recommendation:

It is recommended that the City Council approve the attached resolution authorizing the execution of the escrow agreement between the City of Owosso and Venture Housing III, Inc. This will allow the City to retain Tetra Tech for the water, wastewater, and street engineering services and ensure the appropriate funding is in place for these services.

RESOLUTION NO.

AUTHORIZING ESCROW AGREEMENT FOR THE PAYMENT OF MUNICIPAL ENGINEERING, CONSTRUCTION ADMINISTRATION, CONSULTING, AND OTHER AGENCY FEES FOR THE WASHINGTON PARK DEVELOPMENT PROJECT

WHEREAS, the Developer, Venture Housing III, Inc., a Michigan company, is undertaking the installation of public infrastructure (the "Project") to serve the proposed Washington Park residential development in the City of Owosso, and such infrastructure shall meet all specifications set forth by the City's engineering standards and relevant ordinances; and

WHEREAS, the City of Owosso, a Michigan municipal corporation, will require third-party professionals, including municipal engineering services, construction administration, and other consulting professionals (collectively, the "Third-Party Professionals") to review and oversee the Project's design, installation, and compliance with all applicable local, state, and federal regulations; and

WHEREAS, the Developer has agreed to fully reimburse the City for all reasonable and documented out-of-pocket expenses related to these services, as well as any fees charged to the City by other agencies (the "Other Agency Fees"); and

WHEREAS, the City and the Developer wish to establish an escrow account to ensure the timely payment of said expenses and fees throughout the duration of the Project; and

WHEREAS, the Developer has agreed to deposit an initial sum of One Hundred Thirty-Seven Thousand One Hundred Dollars (\$137,100) into the escrow account and to maintain a minimum balance of One Hundred Thousand Dollars (\$100,000) during the Project's progression.

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

- FIRST: the City Council authorizes the establishment of an escrow agreement between the City of Owosso and Venture Housing III, Inc. for the payment of municipal engineering, construction administration, consulting, legal expenses, and other agency fees associated with the Washington Park development project.
- SECOND: the Mayor and City Clerk are authorized and directed to execute the Escrow Agreement on behalf of the City of Owosso.
- THIRD: the Finance Director is directed to oversee the escrow funds in accordance with the terms of the Escrow Agreement, including receiving deposits from the Developer and disbursing funds as necessary to cover the fees and expenses incurred by the City and its Third-Party Professionals.

**ESCROW AGREEMENT FOR THE PAYMENT OF MUNICIPAL ENGINEERING,
CONSTRUCTION ADMINISTRATION, CONSULTING, LEGAL EXPENSES, AND
OTHER AGENCY FEES**

This Escrow Agreement for the Payment of Municipal Engineering, Construction Administration, and Consulting (the “Agreement”) is made effective as of the date written below by and between the City of Owosso, a Michigan municipal corporation with its principal office located at 301 W. Main Street, Owosso, MI 48867 (the “City”), and Venture Housing III, INC, a Michigan company with its principal office located at 196 Cesar E. Chavez Avenue, P.O. Box 430598, Pontiac, MI 48343 (the “Developer”).

RECITALS

WHEREAS, the Developer is undertaking the installation of public infrastructure (the “Project”) to serve a proposed development in the City, and such infrastructure shall meet all specifications set forth by the City’s engineering standards and relevant ordinances; and

WHEREAS, the Developer acknowledges that the Project will require the City to retain municipal engineering services, construction administration, and other consulting professionals (collectively, the “Third-Party Professionals”) to oversee the design, installation, and compliance of the Project’s infrastructure with the City’s specifications and state and federal regulations; and

WHEREAS, the Developer agrees to fully reimburse the City for its reasonable and documented out-of-pocket expenses related to the services provided by the Third-Party Professionals, as well as any applicable fees charged to the City by other agencies (the “Other Agency Fees”); and

WHEREAS, the parties agree to establish an escrow account to ensure the timely payment of said expenses and fees; and

NOW, THEREFORE, in consideration of the mutual promises herein, the City and Developer agree as follows:

1. Reimbursement of Costs

(a) The Developer agrees to reimburse the City for all reasonable and documented out-of-pocket engineering, consulting, legal, and construction administration fees incurred by the City’s Third-Party Professionals in connection with the Project. These services shall include, but are not limited to, review and approval of design documents, inspections, administration of contracts, and ensuring compliance with all applicable local, state, and federal laws and regulations.

(b) The Developer shall also reimburse the City for any Other Agency Fees charged to the City in connection with the Project. These fees may include but are not limited to, fees imposed by state regulatory agencies, permitting authorities, or environmental compliance organizations.

2. Designated Third-Party Professionals

(a) The City has designated Tetra Tech as its consulting engineering firm for the Project. The City reserves the right to designate additional or substitute firms at its sole discretion as necessary to support the Project.

(b) The City will make reasonable efforts to notify the Developer of any Other Agency Fees anticipated in connection with the Project. However, the City's failure to provide advance notice shall not relieve the Developer of its responsibility for these payments.

3. Initial Escrow Deposit and Maintenance

(a) Within sixty (60) business days of the execution of this Agreement, the Developer shall deposit the sum of One Hundred Thirty-Seven Thousand One Hundred Dollars (\$137,100) (the "Initial Escrow Deposit") with the City Treasurer, who shall hold the funds in escrow (the "Escrow Funds") for payment of the City's Third-Party Professionals and any Other Agency Fees associated with the Project.

(b) The Developer agrees to maintain a minimum balance of One Hundred Thousand Dollars (\$100,000) in the escrow account throughout the duration of the Project. If at any time the balance falls below this amount, the Developer shall replenish the escrow account within fourteen (14) business days of receiving written notice from the City.

(c) The Developer shall make the Escrow Funds available to the City for disbursement in accordance with the procedures outlined in Exhibit A.

4. Replenishment of Escrow Funds

(a) In the event that the Initial Escrow Deposit, or any subsequent deposit, is reduced to a balance of One Hundred Thousand Dollars (\$100,000) or less due to payments made for Third-Party Professional services or Other Agency Fees, the City shall notify the Developer in writing of the remaining balance. The notification will include an accounting of all expenditures, including the payee, amount, invoice date, and payment date.

(b) The Developer shall, within fourteen (14) business days of receiving such notice, deposit sufficient additional funds into the escrow account to restore the balance to no less than One Hundred Thirty-Seven Thousand One Hundred Dollars (\$137,100).

5. Invoices and Payments

(a) The City's Third-Party Professionals shall submit invoices to the City on a monthly basis for services rendered. Invoices for Other Agency Fees will be submitted in accordance with the invoicing procedures of the respective agencies.

(b) Upon approval of each invoice, the City shall disburse funds from the escrow account for payment. The Developer may request copies of all invoices, except those that may contain privileged legal information, which may be redacted at the City's discretion to preserve confidentiality.

6. Out-of-Scope Disbursements

In the event that the City disburses funds from the escrow account for services or fees that are not related to the Project or are otherwise unreasonable or undocumented (“Out-of-Scope Disbursements”), the City shall, within thirty (30) business days, return an amount equal to the Out-of-Scope Disbursements to the escrow account.

7. No Approval Assumed

This Agreement does not constitute approval of the Project by the City or commit the City to proceed with or authorize any portion of the Project. The Project will require separate reviews, approvals, and authorizations by the City’s governing bodies, planning commission, or other relevant agencies.

8. Scope of Services

The Third-Party Professionals retained under this Agreement shall limit their services to those necessary to assist the City in the review, oversight, and administration of the Project’s infrastructure installation, including but not limited to design review, construction inspections, contract administration, and regulatory compliance.

9. Return of Escrow Funds

Upon completion of the Project and final action by the City regarding all necessary approvals and inspections, any remaining funds in the escrow account, after payment of all outstanding invoices and fees, shall be returned to the Developer within thirty (30) business days. Upon return of the funds, this Agreement shall terminate.

10. Execution in Counterparts

This Agreement may be executed in counterparts, each of which shall be deemed an original, and all of which together shall constitute one and the same instrument. Electronic signatures shall be valid and enforceable as if originals.

11. Governing Law

This Agreement shall be governed by and construed in accordance with the laws of the State of Michigan.

IN WITNESS WHEREOF, the parties have executed this Agreement effective as of the date first written below.

CITY OF OWOSSO

**DEVELOPER: VENTURE HOUSING
III, INC.**

By: Robert J. Teich

Its: Mayor

Date: _____

By: Amy K. Kirkland

Its: City Clerk

Date: _____

By: _____

Its: _____

Date: _____

EXHIBIT A
Instructions for Depositing Escrow Funds

Funds shall be provided by ACH payment or by check, made payable to “City of Owosso,” and mailed or delivered to:

City of Owosso
Finance Department
301 W. Main Street
Owosso, MI 48867



MEMORANDUM

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

DATE: October 1, 2024
TO: Owosso City Council
FROM: Brad Barrett, Finance Director
SUBJECT: Monthly Financial Report – August 2024

RECOMMENDATION:

Receive and file communication from Finance Department.

BACKGROUND:

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

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

A revenue and expenditure report and cash summary report is included for the period ending August 31, 2024

Revenue Expense Report

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

FISCAL IMPACTS:

None.

Document originated by:

Revenue and Expenditure Report for City of Owosso – Period ending 08-31-2024
Cash Summary by Account for City of Owosso – 08-01-2024– 08-31-2024

PERIOD ENDING 08/31/2024

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

CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2024-25		ACTIVITY FOR MONTH 08/31/24 INCR (DECR)	YTD BALANCE 08/31/2024 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
		ORIGINAL BUDGET	2024-25 AMENDED BUDGET				
Fund 101 - GENERAL FUND							
Revenues							
101-000-402.000	GENERAL PROPERTY TAX	3,968,376.00	3,968,376.00	452,258.38	810,009.63	3,158,366.37	20.41
101-000-402.500	OBSOLETE PROPERTY REHAB TAXES (O	3,306.00	3,306.00	0.00	0.00	3,306.00	0.00
101-000-404.000	PA 298 OF 1917	316,083.00	316,083.00	36,003.74	64,482.10	251,600.90	20.40
101-000-432.000	PAYMENT IN LIEU OF TAXES (PILT)	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
101-000-434.000	TRAILER PARK TAXES	1,000.00	1,000.00	(457.50)	91.50	908.50	9.15
101-000-437.000	INDUSTRIAL/COMMERCIAL FACILITIE	14,045.00	14,045.00	0.00	0.00	14,045.00	0.00
101-000-439.000	MARIJUANA TAX DISTR.	237,851.00	237,851.00	0.00	0.00	237,851.00	0.00
101-000-445.000	INTEREST & PENALTIES ON TAXES	19,858.00	19,858.00	(6.41)	177.26	19,680.74	0.89
101-000-447.000	ADMINISTRATION FEES	162,835.00	162,835.00	15,243.05	23,105.37	139,729.63	14.19
101-000-476.000	LIQUOR LICENSES	10,500.00	10,500.00	4,214.10	4,214.10	6,285.90	40.13
101-000-477.000	CABLE TELEVISION FRANCHISE FEES	73,000.00	73,000.00	0.00	0.00	73,000.00	0.00
101-000-478.000	ROW LICENSES	1,000.00	1,000.00	100.00	100.00	900.00	10.00
101-000-491.000	PERMITS (GUN)	400.00	400.00	50.00	70.00	330.00	17.50
101-000-502.000	GRANT-FEDERAL	173,570.00	173,570.00	0.00	0.00	173,570.00	0.00
101-000-502.100-COSSAP2022	FEDERAL GRANT - DEPT OF JUSTICE	100,000.00	100,000.00	3,805.26	3,805.26	96,194.74	3.81
101-000-540.000	STATE SOURCES	3,750.00	3,750.00	0.00	0.00	3,750.00	0.00
101-000-540.000-DDASTRLITE	STATE SOURCES	300,000.00	300,000.00	0.00	0.00	300,000.00	0.00
101-000-573.000	LOCAL COMMUNITY STABILIZATION S	150,000.00	150,000.00	0.00	0.00	150,000.00	0.00
101-000-574.000	REVENUE SHARING	1,619,621.00	1,619,621.00	0.00	0.00	1,619,621.00	0.00
101-000-574.050	REVENUE SHARING - STATUTORY	521,375.00	521,375.00	0.00	0.00	521,375.00	0.00
101-000-605.200	CHARGE FOR SERVICES RENDERED	17,500.00	17,500.00	2,681.26	6,957.15	10,542.85	39.76
101-000-605.250	DUPLICATING SERVICES	1,000.00	1,000.00	118.80	151.05	848.95	15.11
101-000-605.300	FIRE SERVICES	5,000.00	5,000.00	1,000.00	2,000.00	3,000.00	40.00
101-000-605.301	POLICE DEPARTMENT SERVICES	195,764.00	195,764.00	0.00	0.00	195,764.00	0.00
101-000-605.336	AMBULANCE SERVICES - TWP	331,898.00	331,898.00	0.00	236,600.13	95,297.87	71.29
101-000-607.100	FILING FEES - ABATEMENT APPLICA'	800.00	800.00	0.00	800.00	0.00	100.00
101-000-638.000	AMBULANCE CHARGES	291,515.00	291,515.00	35,179.83	80,990.85	210,524.15	27.78
101-000-638.000-TREAT-ONLY	AMBULANCE CHARGES	13,883.00	13,883.00	1,050.00	1,050.00	12,833.00	7.56
101-000-638.100	AMBULANCE MILEAGE CHARGES	196,461.00	196,461.00	8,483.55	19,570.38	176,890.62	9.96
101-000-638.200	AMBULANCE/ ADVANCED LIFE SUPPOR'	432,847.00	432,847.00	50,210.10	106,479.06	326,367.94	24.60
101-000-642.000	CHARGE FOR SERVICES - SALES	2,500.00	2,500.00	470.00	975.00	1,525.00	39.00
101-000-652.200	PARKING LEASE INCOME	1,680.00	1,680.00	0.00	0.00	1,680.00	0.00
101-000-657.000	ORDINANCE FINES & COSTS	10,000.00	10,000.00	2,153.57	2,153.57	7,846.43	21.54
101-000-657.100	PARKING VIOLATIONS	7,500.00	7,500.00	225.00	585.00	6,915.00	7.80
101-000-665.000	INTEREST INCOME	50,000.00	50,000.00	24,149.83	52,839.18	(2,839.18)	105.68
101-000-665.100	MERS INTEREST INCOME	100.00	100.00	0.00	0.92	99.08	0.92
101-000-667.100	RENTAL INCOME	500.00	500.00	0.00	0.00	500.00	0.00
101-000-673.000	SALE OF FIXED ASSETS	0.00	0.00	800.00	250,855.50	(250,855.50)	100.00
101-000-675.000	MISCELLANEOUS	75,000.00	75,000.00	2,377.98	2,498.02	72,501.98	3.33
101-000-676.200	WASTEWATER UTIL. ADMIN REIMB	185,623.00	185,623.00	0.00	0.00	185,623.00	0.00
101-000-676.254	FUND 254 ADMIN CHARGE BACK	5,500.00	5,500.00	110.80	110.80	5,389.20	2.01
101-000-676.300	CITY UTILITIES ADMIN REIMB	452,627.00	452,627.00	0.00	0.00	452,627.00	0.00
101-000-676.400	DDA TIF CHARGE BACK	134,024.00	134,024.00	0.00	0.00	134,024.00	0.00
101-000-676.500	ACT 51 ADMIN REIMBURSEMENT	209,887.00	209,887.00	0.00	0.00	209,887.00	0.00
101-000-676.600	BRA ADMIN FEES	6,451.00	6,451.00	0.00	0.00	6,451.00	0.00
101-000-687.000	INSURANCE REFUNDS	88,000.00	88,000.00	0.00	0.00	88,000.00	0.00
101-000-696.000	BOND PROCEEDS	806,371.00	806,371.00	0.00	0.00	806,371.00	0.00
101-000-699.287	ARPA TRANSFER IN	276,000.00	276,000.00	0.00	0.00	276,000.00	0.00
TOTAL REVENUES		11,480,001.00	11,480,001.00	640,221.34	1,670,671.83	9,809,329.17	14.55

PERIOD ENDING 08/31/2024

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

CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2024-25	2024-25	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 08/31/24 INCR (DECR)	08/31/2024 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 101 - GENERAL FUND							
Expenditures							
101	CITY COUNCIL	8,060.00	8,060.00	955.37	1,505.37	6,554.63	18.68
171	CITY MANAGER	339,400.00	339,400.00	25,600.55	44,671.67	294,728.33	13.16
201	FINANCE	254,052.00	254,052.00	17,841.62	32,231.38	221,820.62	12.69
210	CITY ATTORNEY	164,600.00	164,600.00	15,685.64	23,088.04	141,511.96	14.03
215	CLERK	254,983.00	254,983.00	19,965.20	32,380.45	222,602.55	12.70
228	INFORMATION & TECHNOLOGY	154,000.00	154,000.00	42,113.85	42,248.79	111,751.21	27.43
253	TREASURY	275,205.00	275,205.00	18,753.99	32,404.76	242,800.24	11.77
257	ASSESSING	222,748.00	222,748.00	16,253.96	28,896.52	193,851.48	12.97
261	GENERAL ADMIN	448,621.00	448,621.00	64,215.54	225,293.78	223,327.22	50.22
262	ELECTION	79,829.00	79,829.00	22,431.69	22,681.87	57,147.13	28.41
265	BUILDING & GROUNDS	835,789.00	835,789.00	10,643.13	15,388.92	820,400.08	1.84
270	HUMAN RESOURCES	217,410.00	217,410.00	16,023.73	28,193.26	189,216.74	12.97
301	POLICE	3,105,516.00	3,105,516.00	212,767.20	391,377.13	2,714,138.87	12.60
336	FIRE	4,053,099.00	4,053,099.00	171,609.85	305,964.26	3,747,134.74	7.55
371	BUILDING AND SAFETY	46,045.00	46,045.00	4.76	511.68	45,533.32	1.11
441	PUBLIC WORKS	1,262,732.00	1,262,732.00	359,927.13	374,210.59	888,521.41	29.63
528	LEAF AND BRUSH COLLECTION	313,011.00	313,011.00	19,781.58	34,143.59	278,867.41	10.91
585	PARKING	36,025.00	36,025.00	1,008.47	1,924.29	34,100.71	5.34
720	COMMUNITY DEVELOPMENT	37,222.00	37,222.00	4,482.31	7,038.43	30,183.57	18.91
751	PARKS	369,923.00	369,923.00	39,965.29	60,311.78	309,611.22	16.30
966	TRANSFERS OUT	52,633.00	52,633.00	0.00	0.00	52,633.00	0.00
TOTAL EXPENDITURES		12,530,903.00	12,530,903.00	1,080,030.86	1,704,466.56	10,826,436.44	13.60
Fund 101 - GENERAL FUND:							
TOTAL REVENUES		11,480,001.00	11,480,001.00	640,221.34	1,670,671.83	9,809,329.17	14.55
TOTAL EXPENDITURES		12,530,903.00	12,530,903.00	1,080,030.86	1,704,466.56	10,826,436.44	13.60
NET OF REVENUES & EXPENDITURES		(1,050,902.00)	(1,050,902.00)	(439,809.52)	(33,794.73)	(1,017,107.27)	3.22

PERIOD ENDING 08/31/2024

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

CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2024-25		ACTIVITY FOR MONTH 08/31/24 INCR (DECR)	YTD BALANCE 08/31/2024 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
		ORIGINAL BUDGET	2024-25 AMENDED BUDGET				
Fund 202 - MAJOR STREET FUND							
Revenues							
202-000-502.000	GRANT-FEDERAL	560,000.00	560,000.00	224,250.01	284,852.57	275,147.43	50.87
202-000-502.000-SRTS2024GR	GRANT-FEDERAL	0.00	0.00	0.00	52,787.45	(52,787.45)	100.00
202-000-540.000	STATE SOURCES	22,500.00	22,500.00	0.00	0.00	22,500.00	0.00
202-000-540.000-MDOT-TRAIL	STATE SOURCES	225,000.00	225,000.00	0.00	0.00	225,000.00	0.00
202-000-541.000	TRUNKLINE MAINTENANCE	42,948.00	42,948.00	0.00	0.00	42,948.00	0.00
202-000-542.000	GAS & WEIGHT TAX	1,534,024.00	1,534,024.00	0.00	0.00	1,534,024.00	0.00
202-000-665.000	INTEREST INCOME	10,000.00	10,000.00	21,057.68	41,752.44	(31,752.44)	417.52
202-000-675.000	MISCELLANEOUS	0.00	0.00	3,486.15	3,486.15	(3,486.15)	100.00
202-000-678.000	SPECIAL ASSESSMENT	0.00	0.00	1.00	895.55	(895.55)	100.00
TOTAL REVENUES		2,394,472.00	2,394,472.00	248,794.84	383,774.16	2,010,697.84	16.03
Expenditures							
451	CONSTRUCTION	1,587,350.00	1,587,350.00	272,468.07	330,552.78	1,256,797.22	20.82
463	STREET MAINTENANCE	690,735.00	690,735.00	20,806.69	79,843.58	610,891.42	11.56
473	BRIDGE MAINTENANCE	85,100.00	85,100.00	0.00	0.00	85,100.00	0.00
474	TRAFFIC SERVICES-MAINTENANCE	16,655.00	16,655.00	351.76	351.76	16,303.24	2.11
478	SNOW & ICE CONTROL	171,045.00	171,045.00	3,025.50	5,773.40	165,271.60	3.38
480	TREE TRIMMING	86,396.00	86,396.00	2,224.75	4,137.32	82,258.68	4.79
482	ADMINISTRATION & ENGINEERING	219,407.00	219,407.00	4,952.34	8,402.53	211,004.47	3.83
485	LOCAL STREET TRANSFER	350,000.00	350,000.00	0.00	0.00	350,000.00	0.00
490	TRUNKLINE TREE TRIM & REMOVAL	0.00	0.00	106.02	106.02	(106.02)	100.00
491	TRUNKLINE STORM DRAIN, CURBS	0.00	0.00	207.43	207.43	(207.43)	100.00
494	TRUNKLINE TRAFFIC SIGNS	0.00	0.00	156.57	156.57	(156.57)	100.00
497	TRUNKLINE SNOW & ICE CONTROL	12,784.00	12,784.00	0.00	0.00	12,784.00	0.00
TOTAL EXPENDITURES		3,219,472.00	3,219,472.00	304,299.13	429,531.39	2,789,940.61	13.34
Fund 202 - MAJOR STREET FUND:							
TOTAL REVENUES		2,394,472.00	2,394,472.00	248,794.84	383,774.16	2,010,697.84	16.03
TOTAL EXPENDITURES		3,219,472.00	3,219,472.00	304,299.13	429,531.39	2,789,940.61	13.34
NET OF REVENUES & EXPENDITURES		(825,000.00)	(825,000.00)	(55,504.29)	(45,757.23)	(779,242.77)	5.55

PERIOD ENDING 08/31/2024

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

CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2024-25		ACTIVITY FOR MONTH 08/31/24 INCR (DECR)	YTD BALANCE 08/31/2024 NORM (ABNORM)	AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	2024-25 AMENDED BUDGET			BALANCE NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 203 - LOCAL STREET FUND								
Revenues								
203-000-502.000	GRANT-FEDERAL	175,000.00	175,000.00	0.00	0.00	175,000.00	0.00	
203-000-502.000-SRTS2024GR	GRANT-FEDERAL	0.00	0.00	0.00	52,787.45	(52,787.45)	100.00	
203-000-540.000	STATE SOURCES	43,500.00	43,500.00	0.00	0.00	43,500.00	0.00	
203-000-542.000	GAS & WEIGHT TAX	564,856.00	564,856.00	0.00	0.00	564,856.00	0.00	
203-000-665.000	INTEREST INCOME	10,000.00	10,000.00	2,448.23	5,981.83	4,018.17	59.82	
203-000-678.000	SPECIAL ASSESSMENT	0.00	0.00	214.86	5,328.44	(5,328.44)	100.00	
203-000-699.202	MAJOR STREET TRANSFER	350,000.00	350,000.00	0.00	0.00	350,000.00	0.00	
TOTAL REVENUES		1,143,356.00	1,143,356.00	2,663.09	64,097.72	1,079,258.28	5.61	
Expenditures								
451	CONSTRUCTION	307,350.00	307,350.00	0.00	0.00	307,350.00	0.00	
463	STREET MAINTENANCE	716,373.00	716,373.00	22,282.42	87,011.45	629,361.55	12.15	
474	TRAFFIC SERVICES-MAINTENANCE	1,500.00	1,500.00	233.89	796.20	703.80	53.08	
478	SNOW & ICE CONTROL	79,256.00	79,256.00	1,344.62	2,565.71	76,690.29	3.24	
480	TREE TRIMMING	126,409.00	126,409.00	3,132.34	6,909.01	119,499.99	5.47	
482	ADMINISTRATION & ENGINEERING	122,490.00	122,490.00	4,952.00	8,401.86	114,088.14	6.86	
TOTAL EXPENDITURES		1,353,378.00	1,353,378.00	31,945.27	105,684.23	1,247,693.77	7.81	
Fund 203 - LOCAL STREET FUND:								
TOTAL REVENUES		1,143,356.00	1,143,356.00	2,663.09	64,097.72	1,079,258.28	5.61	
TOTAL EXPENDITURES		1,353,378.00	1,353,378.00	31,945.27	105,684.23	1,247,693.77	7.81	
NET OF REVENUES & EXPENDITURES		(210,022.00)	(210,022.00)	(29,282.18)	(41,586.51)	(168,435.49)	19.80	

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO
 PERIOD ENDING 08/31/2024

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

CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2024-25		ACTIVITY FOR MONTH 08/31/24 INCR (DECR)	YTD BALANCE 08/31/2024 NORM (ABNORM)	AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	2024-25 AMENDED BUDGET			BALANCE NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 208 - PARK/RECREATION SITES FUND								
Revenues								
208-000-665.000	INTEREST INCOME	500.00	500.00	157.19	302.73		197.27	60.55
208-000-674.100	PRIVATE DONATIONS	8,000.00	8,000.00	900.00	3,650.00		4,350.00	45.63
TOTAL REVENUES		8,500.00	8,500.00	1,057.19	3,952.73		4,547.27	46.50
Expenditures								
751	PARKS	31,700.00	31,700.00	9,117.57	11,420.57		20,279.43	36.03
TOTAL EXPENDITURES		31,700.00	31,700.00	9,117.57	11,420.57		20,279.43	36.03
Fund 208 - PARK/RECREATION SITES FUND:								
TOTAL REVENUES		8,500.00	8,500.00	1,057.19	3,952.73		4,547.27	46.50
TOTAL EXPENDITURES		31,700.00	31,700.00	9,117.57	11,420.57		20,279.43	36.03
NET OF REVENUES & EXPENDITURES		(23,200.00)	(23,200.00)	(8,060.38)	(7,467.84)		(15,732.16)	32.19

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO
 PERIOD ENDING 08/31/2024

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CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2024-25		ACTIVITY FOR MONTH 08/31/24 INCR (DECR)	YTD BALANCE 08/31/2024 NORM (ABNORM)	AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	2024-25 AMENDED BUDGET			BALANCE NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 239 - OMS/DDA REVLG LOAN FUND								
Revenues								
239-000-644.000	PENALTIES - LATE CHARGES	250.00	250.00	0.00	29.08		220.92	11.63
239-000-665.000	INTEREST INCOME	10,000.00	10,000.00	1,204.50	2,830.42		7,169.58	28.30
239-000-670.000	LOAN PRINCIPAL	0.00	0.00	5,328.85	10,643.89		(10,643.89)	100.00
239-000-670.100	LOAN INTEREST	15,000.00	15,000.00	913.82	1,843.95		13,156.05	12.29
TOTAL REVENUES		25,250.00	25,250.00	7,447.17	15,347.34		9,902.66	60.78
Expenditures								
200	GEN SERVICES	2,814.00	2,814.00	550.00	550.00		2,264.00	19.55
TOTAL EXPENDITURES		2,814.00	2,814.00	550.00	550.00		2,264.00	19.55
Fund 239 - OMS/DDA REVLG LOAN FUND :								
TOTAL REVENUES		25,250.00	25,250.00	7,447.17	15,347.34		9,902.66	60.78
TOTAL EXPENDITURES		2,814.00	2,814.00	550.00	550.00		2,264.00	19.55
NET OF REVENUES & EXPENDITURES		22,436.00	22,436.00	6,897.17	14,797.34		7,638.66	65.95

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO
 PERIOD ENDING 08/31/2024

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CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2024-25		ACTIVITY FOR MONTH 08/31/24 INCR (DECR)	YTD BALANCE 08/31/2024 NORM (ABNORM)	AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	2024-25 AMENDED BUDGET			BALANCE	NORM (ABNORM)	
Fund 243 - BRA / OBRA #12 WOODWARD LOFT								
Revenues								
243-000-402.300	OBRA:TAX CAPTURE	135,052.00	135,052.00	0.00	0.00	135,052.00	0.00	
243-000-402.300-BRA-DIST22	OBRA:TAX CAPTURE	16.00	16.00	0.00	0.00	16.00	0.00	
243-000-665.000	INTEREST INCOME	50.00	50.00	9.70	18.54	31.46	37.08	
TOTAL REVENUES		135,118.00	135,118.00	9.70	18.54	135,099.46	0.01	
Expenditures								
721	PROFESSIONAL SERVICES	1,003.00	1,003.00	0.00	0.00	1,003.00	0.00	
964	TAX REIMBURSEMENTS	134,065.00	134,065.00	0.00	0.00	134,065.00	0.00	
TOTAL EXPENDITURES		135,068.00	135,068.00	0.00	0.00	135,068.00	0.00	
Fund 243 - BRA / OBRA #12 WOODWARD LOFT:								
TOTAL REVENUES		135,118.00	135,118.00	9.70	18.54	135,099.46	0.01	
TOTAL EXPENDITURES		135,068.00	135,068.00	0.00	0.00	135,068.00	0.00	
NET OF REVENUES & EXPENDITURES		50.00	50.00	9.70	18.54	31.46	37.08	

PERIOD ENDING 08/31/2024

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CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2024-25		ACTIVITY FOR MONTH 08/31/24 INCR (DECR)	YTD BALANCE 08/31/2024 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
		ORIGINAL BUDGET	2024-25 AMENDED BUDGET				
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY							
Revenues							
248-000-402.000	GENERAL PROPERTY TAX	38,963.00	38,963.00	4,071.14	7,202.14	31,760.86	18.48
248-000-402.100	TIF	234,378.00	234,378.00	0.00	0.00	234,378.00	0.00
248-000-573.000	LOCAL COMMUNITY STABILIZATION S	21,478.00	21,478.00	0.00	0.00	21,478.00	0.00
248-000-665.000	INTEREST INCOME	5,000.00	5,000.00	558.41	1,073.77	3,926.23	21.48
248-000-670.100	LOAN INTEREST	1,577.00	1,577.00	135.41	272.69	1,304.31	17.29
248-000-674.400	INCOME-PROMOTION	15,000.00	15,000.00	40.00	1,160.00	13,840.00	7.73
248-000-674.700	EV STATION REVENUE	2,400.00	2,400.00	638.45	638.45	1,761.55	26.60
248-000-699.101	TRANSFERS FROM GENERAL FUND	35,133.00	35,133.00	0.00	0.00	35,133.00	0.00
TOTAL REVENUES		353,929.00	353,929.00	5,443.41	10,347.05	343,581.95	2.92
Expenditures							
200	GEN SERVICES	240,104.00	240,104.00	6,573.80	9,672.24	230,431.76	4.03
261	GENERAL ADMIN	89,179.00	89,179.00	6,800.18	12,050.12	77,128.88	13.51
704	ORGANIZATION	750.00	750.00	0.00	0.00	750.00	0.00
705	PROMOTION	15,050.00	15,050.00	973.00	973.00	14,077.00	6.47
706	DESIGN	7,000.00	7,000.00	30.00	30.00	6,970.00	0.43
707	ECONOMIC VITALITY	1,500.00	1,500.00	150.00	150.00	1,350.00	10.00
TOTAL EXPENDITURES		353,583.00	353,583.00	14,526.98	22,875.36	330,707.64	6.47
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:							
TOTAL REVENUES		353,929.00	353,929.00	5,443.41	10,347.05	343,581.95	2.92
TOTAL EXPENDITURES		353,583.00	353,583.00	14,526.98	22,875.36	330,707.64	6.47
NET OF REVENUES & EXPENDITURES		346.00	346.00	(9,083.57)	(12,528.31)	12,874.31	3,620.90

PERIOD ENDING 08/31/2024

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CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2024-25		ACTIVITY FOR MONTH 08/31/24 INCR (DECR)	YTD BALANCE 08/31/2024 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BGD USED
		ORIGINAL BUDGET	2024-25 AMENDED BUDGET				
Fund 249 - BUILDING INSPECTION FUND							
Revenues							
249-000-476.100	MARIJUANA LICENSE FEE	55,000.00	55,000.00	10,000.00	15,000.00	40,000.00	27.27
249-000-490.000	PERMITS-BUILDING	105,000.00	105,000.00	9,159.60	17,078.20	87,921.80	16.26
249-000-490.100	PERMITS-ELECTRICAL	30,000.00	30,000.00	6,575.00	11,070.00	18,930.00	36.90
249-000-490.200	PERMITS-PLUMBING & MECHANICAL	55,000.00	55,000.00	5,285.00	14,550.00	40,450.00	26.45
249-000-628.000	RENTAL REGISTRATION	9,000.00	9,000.00	350.00	900.00	8,100.00	10.00
249-000-665.000	INTEREST INCOME	5,000.00	5,000.00	797.20	1,534.53	3,465.47	30.69
TOTAL REVENUES		259,000.00	259,000.00	32,166.80	60,132.73	198,867.27	23.22
Expenditures							
200	GEN SERVICES	100,506.00	100,506.00	9,067.74	14,258.83	86,247.17	14.19
371	BUILDING AND SAFETY	161,834.00	161,834.00	8,888.45	12,352.22	149,481.78	7.63
TOTAL EXPENDITURES		262,340.00	262,340.00	17,956.19	26,611.05	235,728.95	10.14
Fund 249 - BUILDING INSPECTION FUND:							
TOTAL REVENUES		259,000.00	259,000.00	32,166.80	60,132.73	198,867.27	23.22
TOTAL EXPENDITURES		262,340.00	262,340.00	17,956.19	26,611.05	235,728.95	10.14
NET OF REVENUES & EXPENDITURES		(3,340.00)	(3,340.00)	14,210.61	33,521.68	(36,861.68)	1,003.64

PERIOD ENDING 08/31/2024

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

CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2024-25		ACTIVITY FOR MONTH 08/31/24 INCR (DECR)	YTD BALANCE 08/31/2024 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
		ORIGINAL BUDGET	2024-25 AMENDED BUDGET				
Fund 254 - HOUSING & REDEVELOPMENT							
Revenues							
254-000-540.000-114116MAIN	STATE SOURCES	0.00	0.00	64,218.19	(16,782.97)	16,782.97	100.00
254-000-540.000-MSHDANEP24	STATE SOURCES	72,500.00	72,500.00	11,624.80	22,771.80	49,728.20	31.41
254-000-540.000-MSHDMIHOPE	STATE SOURCES	53,000.00	53,000.00	29,624.25	29,624.25	23,375.75	55.89
254-000-665.000	INTEREST INCOME	0.00	0.00	198.17	381.20	(381.20)	100.00
254-000-675.000-114116MAIN	MISCELLANEOUS	0.00	0.00	48,445.30	(12,660.84)	12,660.84	100.00
TOTAL REVENUES		125,500.00	125,500.00	154,110.71	23,333.44	102,166.56	18.59
Expenditures							
200	GEN SERVICES	125,500.00	125,500.00	165,161.25	23,143.95	102,356.05	18.44
TOTAL EXPENDITURES		125,500.00	125,500.00	165,161.25	23,143.95	102,356.05	18.44
Fund 254 - HOUSING & REDEVELOPMENT:							
TOTAL REVENUES		125,500.00	125,500.00	154,110.71	23,333.44	102,166.56	18.59
TOTAL EXPENDITURES		125,500.00	125,500.00	165,161.25	23,143.95	102,356.05	18.44
NET OF REVENUES & EXPENDITURES		0.00	0.00	(11,050.54)	189.49	(189.49)	100.00

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

CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2024-25		ACTIVITY FOR MONTH 08/31/24 INCR (DECR)	YTD BALANCE 08/31/2024		AVAILABLE BALANCE		% BDGT USED
		ORIGINAL BUDGET	2024-25 AMENDED BUDGET		NORM	(ABNORM)	NORM	(ABNORM)	
Fund 272 - OBRA FUND-DISTRICT #17 CARGILL (PREV #8)									
Revenues									
272-000-402.300	OBRA:TAX CAPTURE	209,874.00	209,874.00	0.00	0.00	0.00	209,874.00	0.00	0.00
TOTAL REVENUES		209,874.00	209,874.00	0.00	0.00	0.00	209,874.00	0.00	0.00
Expenditures									
721	PROFESSIONAL SERVICES	12,050.00	12,050.00	0.00	0.00	0.00	12,050.00	0.00	0.00
905	DEBT SERVICE	167,999.00	167,999.00	0.00	0.00	0.00	167,999.00	0.00	0.00
TOTAL EXPENDITURES		180,049.00	180,049.00	0.00	0.00	0.00	180,049.00	0.00	0.00
Fund 272 - OBRA FUND-DISTRICT #17 CARGILL (PREV #8):									
TOTAL REVENUES		209,874.00	209,874.00	0.00	0.00	0.00	209,874.00	0.00	0.00
TOTAL EXPENDITURES		180,049.00	180,049.00	0.00	0.00	0.00	180,049.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		29,825.00	29,825.00	0.00	0.00	0.00	29,825.00	0.00	0.00

PERIOD ENDING 08/31/2024

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

CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2024-25		ACTIVITY FOR MONTH 08/31/24 INCR (DECR)	YTD BALANCE 08/31/2024 NORM (ABNORM)	AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	2024-25 AMENDED BUDGET			BALANCE NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 273 - OBRA #9 ROBBINS LOFT								
Revenues								
273-000-402.300	OBRA:TAX CAPTURE	4,878.00	4,878.00	0.00	0.00	4,878.00	0.00	
273-000-665.000	INTEREST INCOME	1,000.00	1,000.00	254.06	486.93	513.07	48.69	
TOTAL REVENUES		<u>5,878.00</u>	<u>5,878.00</u>	<u>254.06</u>	<u>486.93</u>	<u>5,391.07</u>	<u>8.28</u>	
Expenditures								
721	PROFESSIONAL SERVICES	1,200.00	1,200.00	0.00	0.00	1,200.00	0.00	
964	TAX REIMBURSEMENTS	3,678.00	3,678.00	0.00	0.00	3,678.00	0.00	
TOTAL EXPENDITURES		<u>4,878.00</u>	<u>4,878.00</u>	<u>0.00</u>	<u>0.00</u>	<u>4,878.00</u>	<u>0.00</u>	
Fund 273 - OBRA #9 ROBBINS LOFT:								
TOTAL REVENUES		<u>5,878.00</u>	<u>5,878.00</u>	<u>254.06</u>	<u>486.93</u>	<u>5,391.07</u>	<u>8.28</u>	
TOTAL EXPENDITURES		<u>4,878.00</u>	<u>4,878.00</u>	<u>0.00</u>	<u>0.00</u>	<u>4,878.00</u>	<u>0.00</u>	
NET OF REVENUES & EXPENDITURES		<u>1,000.00</u>	<u>1,000.00</u>	<u>254.06</u>	<u>486.93</u>	<u>513.07</u>	<u>48.69</u>	

PERIOD ENDING 08/31/2024

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

CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2024-25		ACTIVITY FOR MONTH 08/31/24 INCR (DECR)	YTD BALANCE 08/31/2024 NORM (ABNORM)	AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	2024-25 AMENDED BUDGET			BALANCE NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 276 - OBRA FUND DISTRICT #16 - QDOBA								
Revenues								
276-000-402.300	OBRA:TAX CAPTURE	12,253.00	12,253.00	0.00	0.00	12,253.00	0.00	0.00
276-000-674.200	DONATIONS	17,623.00	17,623.00	0.00	0.00	17,623.00	0.00	0.00
TOTAL REVENUES		29,876.00	29,876.00	0.00	0.00	29,876.00	0.00	0.00
Expenditures								
721	PROFESSIONAL SERVICES	1,704.00	1,704.00	350.00	612.50	1,091.50	35.94	
905	DEBT SERVICE	28,172.00	28,172.00	0.00	0.00	28,172.00	0.00	0.00
TOTAL EXPENDITURES		29,876.00	29,876.00	350.00	612.50	29,263.50	2.05	
Fund 276 - OBRA FUND DISTRICT #16 - QDOBA:								
TOTAL REVENUES		29,876.00	29,876.00	0.00	0.00	29,876.00	0.00	0.00
TOTAL EXPENDITURES		29,876.00	29,876.00	350.00	612.50	29,263.50	2.05	
NET OF REVENUES & EXPENDITURES		0.00	0.00	(350.00)	(612.50)	612.50	100.00	

PERIOD ENDING 08/31/2024

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CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2024-25	2024-25	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 08/31/24 INCR (DECR)	08/31/2024 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 283 - OBRA FUND-DISTRICT#3-TIAL							
Revenues							
283-000-402.300	OBRA:TAX CAPTURE	16,824.00	16,824.00	0.00	0.00	16,824.00	0.00
TOTAL REVENUES		16,824.00	16,824.00	0.00	0.00	16,824.00	0.00
Expenditures							
721	PROFESSIONAL SERVICES	750.00	750.00	0.00	0.00	750.00	0.00
905	DEBT SERVICE	19,391.00	19,391.00	0.00	0.00	19,391.00	0.00
TOTAL EXPENDITURES		20,141.00	20,141.00	0.00	0.00	20,141.00	0.00
Fund 283 - OBRA FUND-DISTRICT#3-TIAL:							
TOTAL REVENUES		16,824.00	16,824.00	0.00	0.00	16,824.00	0.00
TOTAL EXPENDITURES		20,141.00	20,141.00	0.00	0.00	20,141.00	0.00
NET OF REVENUES & EXPENDITURES		(3,317.00)	(3,317.00)	0.00	0.00	(3,317.00)	0.00

PERIOD ENDING 08/31/2024

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CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2024-25		ACTIVITY FOR MONTH 08/31/24 INCR (DECR)	YTD BALANCE 08/31/2024		AVAILABLE BALANCE		% BGD USED
		ORIGINAL BUDGET	2024-25 AMENDED BUDGET		NORM	(ABNORM)	NORM	(ABNORM)	
Fund 284 - OPIOID SETTLEMENT FUND									
Revenues									
284-000-665.000	INTEREST INCOME	100.00	100.00	129.71	249.63		(149.63)	249.63	
284-000-685.000	OPIOID SETTLEMENT REVENUE	0.00	0.00	9,501.01	9,501.01		(9,501.01)	100.00	
TOTAL REVENUES		100.00	100.00	9,630.72	9,750.64		(9,650.64)	9,750.64	
Fund 284 - OPIOID SETTLEMENT FUND:									
TOTAL REVENUES		100.00	100.00	9,630.72	9,750.64		(9,650.64)	9,750.64	
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00		0.00	0.00	
NET OF REVENUES & EXPENDITURES		100.00	100.00	9,630.72	9,750.64		(9,650.64)	9,750.64	

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO
 PERIOD ENDING 08/31/2024

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

CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2024-25		ACTIVITY FOR MONTH 08/31/24 INCR (DECR)	YTD BALANCE 08/31/2024 NORM (ABNORM)	AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	2024-25 AMENDED BUDGET			BALANCE	BALANCE	
Fund 287 - ARPA - AMERICAN RESCUE PLAN ACT								
Revenues								
287-000-528.000	OTHER FEDERAL GRANTS	0.00	0.00	0.00	63,555.00	(63,555.00)		100.00
287-000-665.000	INTEREST INCOME	20,000.00	20,000.00	928.44	5,648.28	14,351.72		28.24
TOTAL REVENUES		20,000.00	20,000.00	928.44	69,203.28	(49,203.28)		346.02
Expenditures								
966	TRANSFERS OUT	1,413,573.00	1,413,573.00	87,263.05	150,818.05	1,262,754.95		10.67
TOTAL EXPENDITURES		1,413,573.00	1,413,573.00	87,263.05	150,818.05	1,262,754.95		10.67
Fund 287 - ARPA - AMERICAN RESCUE PLAN ACT:								
TOTAL REVENUES		20,000.00	20,000.00	928.44	69,203.28	(49,203.28)		346.02
TOTAL EXPENDITURES		1,413,573.00	1,413,573.00	87,263.05	150,818.05	1,262,754.95		10.67
NET OF REVENUES & EXPENDITURES		(1,393,573.00)	(1,393,573.00)	(86,334.61)	(81,614.77)	(1,311,958.23)		5.86

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CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2024-25		ACTIVITY FOR MONTH 08/31/24 INCR (DECR)	YTD BALANCE 08/31/2024 NORM (ABNORM)	AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	2024-25 AMENDED BUDGET			BALANCE NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 297 - HISTORICAL FUND								
Revenues								
297-000-643.000	SALES	3,000.00	3,000.00	591.00	992.00	2,008.00		33.07
297-000-665.000	INTEREST INCOME	2,000.00	2,000.00	267.99	516.00	1,484.00		25.80
297-000-665.100	ENDOWMENT SPENDABLE FUNDS	1,066.00	1,066.00	0.00	0.00	1,066.00		0.00
297-000-667.100	RENTAL INCOME	2,800.00	2,800.00	0.00	0.00	2,800.00		0.00
297-000-674.100	PRIVATE DONATIONS	20,000.00	20,000.00	2,627.00	3,999.00	16,001.00		20.00
297-000-674.200	DONATIONS	11,650.00	11,650.00	300.00	300.00	11,350.00		2.58
297-000-675.000	MISCELLANEOUS	0.00	0.00	837.11	837.11	(837.11)		100.00
297-000-699.101	TRASFERS FROM GENERAL FUND	17,500.00	17,500.00	0.00	0.00	17,500.00		0.00
TOTAL REVENUES		58,016.00	58,016.00	4,623.10	6,644.11	51,371.89		11.45
Expenditures								
797	HISTORICAL COMMISSION	30,598.00	30,598.00	2,681.36	3,975.33	26,622.67		12.99
798	CASTLE	14,806.00	14,806.00	1,688.19	2,058.96	12,747.04		13.91
799	GOULD HOUSE	10,329.00	10,329.00	374.13	16,685.65	(6,356.65)		161.54
800	COMSTOCK/WOODARD	2,000.00	2,000.00	107.76	107.76	1,892.24		5.39
TOTAL EXPENDITURES		57,733.00	57,733.00	4,851.44	22,827.70	34,905.30		39.54
Fund 297 - HISTORICAL FUND:								
TOTAL REVENUES		58,016.00	58,016.00	4,623.10	6,644.11	51,371.89		11.45
TOTAL EXPENDITURES		57,733.00	57,733.00	4,851.44	22,827.70	34,905.30		39.54
NET OF REVENUES & EXPENDITURES		283.00	283.00	(228.34)	(16,183.59)	16,466.59		5,718.58

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO
 PERIOD ENDING 08/31/2024

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

CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2024-25		ACTIVITY FOR MONTH 08/31/24 INCR (DECR)	YTD BALANCE 08/31/2024 NORM (ABNORM)	AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	2024-25 AMENDED BUDGET			BALANCE NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 301 - GENERAL DEBT SERVICE (VOTED BONDS)								
Revenues								
301-000-402.000	GENERAL PROPERTY TAX	723,150.00	723,150.00	117,977.04	178,988.89	544,161.11		24.75
301-000-573.000	LOCAL COMMUNITY STABILIZATION S	50,000.00	50,000.00	0.00	0.00	50,000.00		0.00
TOTAL REVENUES		<u>773,150.00</u>	<u>773,150.00</u>	<u>117,977.04</u>	<u>178,988.89</u>	<u>594,161.11</u>		<u>23.15</u>
Expenditures								
905	DEBT SERVICE	773,150.00	773,150.00	0.00	0.00	773,150.00		0.00
TOTAL EXPENDITURES		<u>773,150.00</u>	<u>773,150.00</u>	<u>0.00</u>	<u>0.00</u>	<u>773,150.00</u>		<u>0.00</u>
Fund 301 - GENERAL DEBT SERVICE (VOTED BONDS):								
TOTAL REVENUES		<u>773,150.00</u>	<u>773,150.00</u>	<u>117,977.04</u>	<u>178,988.89</u>	<u>594,161.11</u>		<u>23.15</u>
TOTAL EXPENDITURES		<u>773,150.00</u>	<u>773,150.00</u>	<u>0.00</u>	<u>0.00</u>	<u>773,150.00</u>		<u>0.00</u>
NET OF REVENUES & EXPENDITURES		0.00	0.00	117,977.04	178,988.89	(178,988.89)		100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO
 PERIOD ENDING 08/31/2024

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CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2024-25		ACTIVITY FOR MONTH 08/31/24 INCR (DECR)	YTD BALANCE 08/31/2024 NORM (ABNORM)	AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	2024-25 AMENDED BUDGET			BALANCE	NORM (ABNORM)	
Fund 588 - TRANSPORTATION FUND								
Revenues								
588-000-402.000	GENERAL PROPERTY TAX	104,307.00	104,307.00	11,873.05	21,263.12	83,043.88	20.39	
588-000-573.000	LOCAL COMMUNITY STABILIZATION S	1,581.00	1,581.00	0.00	0.00	1,581.00	0.00	
588-000-665.000	INTEREST INCOME	0.00	0.00	9.03	17.40	(17.40)	100.00	
TOTAL REVENUES		<u>105,888.00</u>	<u>105,888.00</u>	<u>11,882.08</u>	<u>21,280.52</u>	<u>84,607.48</u>	<u>20.10</u>	
Expenditures								
200	GEN SERVICES	105,888.00	105,888.00	0.00	0.00	105,888.00	0.00	
TOTAL EXPENDITURES		<u>105,888.00</u>	<u>105,888.00</u>	<u>0.00</u>	<u>0.00</u>	<u>105,888.00</u>	<u>0.00</u>	
Fund 588 - TRANSPORTATION FUND:								
TOTAL REVENUES		105,888.00	105,888.00	11,882.08	21,280.52	84,607.48	20.10	
TOTAL EXPENDITURES		105,888.00	105,888.00	0.00	0.00	105,888.00	0.00	
NET OF REVENUES & EXPENDITURES		0.00	0.00	11,882.08	21,280.52	(21,280.52)	100.00	

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CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2024-25		ACTIVITY FOR MONTH 08/31/24 INCR (DECR)	YTD BALANCE 08/31/2024 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
		ORIGINAL BUDGET	2024-25 AMENDED BUDGET				
Fund 590 - SEWER FUND							
Revenues							
590-000-491.000	PERMITS	1,000.00	1,000.00	50.00	150.00	850.00	15.00
590-000-643.100	METERED SALES	3,325,992.00	3,325,992.00	2,619.01	(32,723.50)	3,358,715.50	(0.98)
590-000-644.000	PENALTIES - LATE CHARGES	43,238.00	43,238.00	19,180.35	19,180.35	24,057.65	44.36
590-000-665.000	INTEREST INCOME	10,000.00	10,000.00	6,674.59	13,473.11	(3,473.11)	134.73
590-000-675.000	MISCELLANEOUS	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
TOTAL REVENUES		3,385,230.00	3,385,230.00	28,523.95	79.96	3,385,150.04	0.00
Expenditures							
200	GEN SERVICES	2,628,755.00	2,628,755.00	205,711.95	402,537.40	2,226,217.60	15.31
549	SEWER OPERATIONS	307,880.00	307,880.00	93,448.89	101,539.39	206,340.61	32.98
901	CAPITAL OUTLAY	427,500.00	427,500.00	339.60	339.60	427,160.40	0.08
905	DEBT SERVICE	124,302.00	124,302.00	0.00	0.00	124,302.00	0.00
TOTAL EXPENDITURES		3,488,437.00	3,488,437.00	299,500.44	504,416.39	2,984,020.61	14.46
Fund 590 - SEWER FUND:							
TOTAL REVENUES		3,385,230.00	3,385,230.00	28,523.95	79.96	3,385,150.04	0.00
TOTAL EXPENDITURES		3,488,437.00	3,488,437.00	299,500.44	504,416.39	2,984,020.61	14.46
NET OF REVENUES & EXPENDITURES		(103,207.00)	(103,207.00)	(270,976.49)	(504,336.43)	401,129.43	488.66

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CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2024-25		ACTIVITY FOR MONTH 08/31/24 INCR (DECR)	YTD BALANCE 08/31/2024 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
		ORIGINAL BUDGET	2024-25 AMENDED BUDGET				
Fund 591 - WATER FUND							
Revenues							
591-000-491.000	PERMITS	1,500.00	1,500.00	200.00	300.00	1,200.00	20.00
591-000-493.000	PERMITS-OWOSSO TOWNSHIP	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
591-000-502.000-DWRLF24-25	GRANT-FEDERAL	1,745,000.00	1,745,000.00	0.00	76,600.00	1,668,400.00	4.39
591-000-538.000-DWRF755501	CAPITAL CONTRIBUTION-FEDERAL	500,000.00	500,000.00	0.00	0.00	500,000.00	0.00
591-000-538.000-DWRLF23-24	CAPITAL CONTRIBUTION-FEDERAL	617,634.00	617,634.00	0.00	0.00	617,634.00	0.00
591-000-538.000-DWRLF24-25	CAPITAL CONTRIBUTION-FEDERAL	1,745,000.00	1,745,000.00	0.00	0.00	1,745,000.00	0.00
591-000-605.100	WATER MAIN REPLACEMENT CHARGE	794,937.00	794,937.00	469.83	376.13	794,560.87	0.05
591-000-605.350	MATERIAL & SERVICE	35,000.00	35,000.00	8,051.21	38,626.18	(3,626.18)	110.36
591-000-607.200	WATER AND SEWER FEES	0.00	0.00	2,300.00	43,910.00	(43,910.00)	100.00
591-000-643.100	METERED SALES	3,732,072.00	3,732,072.00	4,958.09	(31,382.79)	3,763,454.79	(0.84)
591-000-643.200	METERED SALES-WHOLESALE-USAGE	339,900.00	339,900.00	27,988.63	54,607.15	285,292.85	16.07
591-000-644.000	PENALTIES - LATE CHARGES	67,905.00	67,905.00	21,484.42	21,484.42	46,420.58	31.64
591-000-665.000	INTEREST INCOME	10,000.00	10,000.00	20,933.66	35,700.71	(25,700.71)	357.01
591-000-667.100	RENTAL INCOME	1,320.00	1,320.00	120.00	240.00	1,080.00	18.18
591-000-667.300	HYDRANT RENTAL	33,000.00	33,000.00	2,250.00	2,250.00	30,750.00	6.82
591-000-670.100	LOAN INTEREST	1,929.00	1,929.00	0.00	74.12	1,854.88	3.84
591-000-673.000	SALE OF FIXED ASSETS	0.00	0.00	0.00	929.08	(929.08)	100.00
591-000-675.000	MISCELLANEOUS	0.00	0.00	281.77	281.77	(281.77)	100.00
591-000-675.200	UB FEES	2,000.00	2,000.00	810.00	1,190.00	810.00	59.50
591-000-699.287	ARPA TRANSFER IN	1,137,573.00	1,137,573.00	87,263.05	150,818.05	986,754.95	13.26
TOTAL REVENUES		10,774,770.00	10,774,770.00	177,110.66	396,004.82	10,378,765.18	3.68
Expenditures							
200	GEN SERVICES	895,857.00	895,857.00	19,800.76	34,430.51	861,426.49	3.84
552	WATER UNDERGROUND	2,042,741.00	2,042,741.00	260,100.96	384,658.84	1,658,082.16	18.83
553	WATER FILTRATION	1,878,385.00	1,878,385.00	103,494.00	143,413.74	1,734,971.26	7.63
901	CAPITAL OUTLAY	6,559,421.00	6,559,421.00	617,620.43	410,294.14	6,149,126.86	6.26
905	DEBT SERVICE	600,489.00	600,489.00	0.00	0.00	600,489.00	0.00
TOTAL EXPENDITURES		11,976,893.00	11,976,893.00	1,001,016.15	972,797.23	11,004,095.77	8.12
Fund 591 - WATER FUND:							
TOTAL REVENUES		10,774,770.00	10,774,770.00	177,110.66	396,004.82	10,378,765.18	3.68
TOTAL EXPENDITURES		11,976,893.00	11,976,893.00	1,001,016.15	972,797.23	11,004,095.77	8.12
NET OF REVENUES & EXPENDITURES		(1,202,123.00)	(1,202,123.00)	(823,905.49)	(576,792.41)	(625,330.59)	47.98

PERIOD ENDING 08/31/2024

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

CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2024-25		ACTIVITY FOR MONTH 08/31/24 INCR (DECR)	YTD BALANCE 08/31/2024 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
		ORIGINAL BUDGET	2024-25 AMENDED BUDGET				
Fund 599 - WASTEWATER FUND							
Revenues							
599-000-538.000-CWSRF24-25	CAPITAL CONTRIBUTION-FEDERAL (B	0.00	0.00	47,370.00	47,370.00	(47,370.00)	100.00
599-000-540.000-CWSRF24-25	STATE SOURCES (GRANT)	2,600,000.00	2,600,000.00	0.00	0.00	2,600,000.00	0.00
599-000-602.100	OP & MAINT CHRG - OWOSSO	1,407,517.00	1,407,517.00	122,278.79	240,291.56	1,167,225.44	17.07
599-000-602.200	OP & MAINT CHRG - OWOSSO TWP	230,729.00	230,729.00	18,978.60	40,398.62	190,330.38	17.51
599-000-602.300	OP & MAINT CHRG - CALEDONIA TWS:	139,084.00	139,084.00	10,459.25	20,660.25	118,423.75	14.85
599-000-602.400	OP & MAINT CHRG - CORUNNA	264,539.00	264,539.00	18,437.37	39,627.58	224,911.42	14.98
599-000-603.100	REPLACEMENT CHRG - OWOSSO	265,554.00	265,554.00	22,834.30	44,970.78	220,583.22	16.93
599-000-603.200	REPLACEMENT CHRG - OWOSSO TWP	59,624.00	59,624.00	4,933.45	10,212.05	49,411.95	17.13
599-000-603.300	REPLACEMENT CHRG - CALEDONIA TW:	40,136.00	40,136.00	3,184.76	6,333.01	33,802.99	15.78
599-000-603.400	REPLACEMENT CHRG - CORUNNA	48,954.00	48,954.00	3,569.49	7,528.15	41,425.85	15.38
599-000-606.100	DEBT SERVICE CHRG - OWOSSO	563,996.00	563,996.00	46,999.87	93,999.74	469,996.26	16.67
599-000-606.200	DEBT SERVICE CHRG - OWOSSO TWP.	228,791.00	228,791.00	19,065.99	38,131.98	190,659.02	16.67
599-000-606.300	DEBT SERVICE CHRG - CALEDONIA T	173,455.00	173,455.00	14,454.68	28,909.36	144,545.64	16.67
599-000-606.400	DEBT SERVICE CHRG - CORUNNA	97,901.00	97,901.00	8,158.47	16,316.94	81,584.06	16.67
599-000-665.000	INTEREST INCOME	10,000.00	10,000.00	8,039.62	11,572.72	(1,572.72)	115.73
599-000-675.000	MISCELLANEOUS	5,000.00	5,000.00	1,407.70	2,603.26	2,396.74	52.07
TOTAL REVENUES		6,135,280.00	6,135,280.00	350,172.34	648,926.00	5,486,354.00	10.58
Expenditures							
200	GEN SERVICES	34,700.00	34,700.00	1,956.84	3,471.28	31,228.72	10.00
548	WASTEWATER OPERATIONS	2,007,153.00	2,007,153.00	143,451.50	191,675.98	1,815,477.02	9.55
901	CAPITAL OUTLAY	3,581,400.00	3,581,400.00	913,159.16	913,159.16	2,668,240.84	25.50
905	DEBT SERVICE	1,064,144.00	1,064,144.00	0.00	0.00	1,064,144.00	0.00
TOTAL EXPENDITURES		6,687,397.00	6,687,397.00	1,058,567.50	1,108,306.42	5,579,090.58	16.57
Fund 599 - WASTEWATER FUND:							
TOTAL REVENUES		6,135,280.00	6,135,280.00	350,172.34	648,926.00	5,486,354.00	10.58
TOTAL EXPENDITURES		6,687,397.00	6,687,397.00	1,058,567.50	1,108,306.42	5,579,090.58	16.57
NET OF REVENUES & EXPENDITURES		(552,117.00)	(552,117.00)	(708,395.16)	(459,380.42)	(92,736.58)	83.20

PERIOD ENDING 08/31/2024

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

CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2024-25		ACTIVITY FOR MONTH 08/31/24 INCR (DECR)	YTD BALANCE 08/31/2024 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BGD USED
		ORIGINAL BUDGET	2024-25 AMENDED BUDGET				
Fund 661 - FLEET MAINTENANCE FUND							
Revenues							
661-000-665.000	INTEREST INCOME	50,000.00	50,000.00	10,258.95	21,296.10	28,703.90	42.59
661-000-667.200	EQUIPMENT RENTAL	859,648.00	859,648.00	85,042.45	147,664.71	711,983.29	17.18
661-000-675.000	MISCELLANEOUS	0.00	0.00	275.00	275.00	(275.00)	100.00
TOTAL REVENUES		909,648.00	909,648.00	95,576.40	169,235.81	740,412.19	18.60
Expenditures							
594	FLEET MAINTENANCE	474,411.00	474,411.00	30,029.95	41,561.07	432,849.93	8.76
901	CAPITAL OUTLAY	710,000.00	710,000.00	17,925.00	17,925.00	692,075.00	2.52
TOTAL EXPENDITURES		1,184,411.00	1,184,411.00	47,954.95	59,486.07	1,124,924.93	5.02
Fund 661 - FLEET MAINTENANCE FUND:							
TOTAL REVENUES		909,648.00	909,648.00	95,576.40	169,235.81	740,412.19	18.60
TOTAL EXPENDITURES		1,184,411.00	1,184,411.00	47,954.95	59,486.07	1,124,924.93	5.02
NET OF REVENUES & EXPENDITURES		(274,763.00)	(274,763.00)	47,621.45	109,749.74	(384,512.74)	39.94
TOTAL REVENUES - ALL FUNDS		38,452,515.00	38,452,515.00	1,888,593.04	3,732,276.50	34,720,238.50	9.71
TOTAL EXPENDITURES - ALL FUNDS		44,040,039.00	44,040,039.00	4,123,090.78	5,143,547.47	38,896,491.53	11.68
NET OF REVENUES & EXPENDITURES		(5,587,524.00)	(5,587,524.00)	(2,234,497.74)	(1,411,270.97)	(4,176,253.03)	25.26

FROM 08/01/2024 TO 08/31/2024

FUND: ALL FUNDS

CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 08/01/2024	Total Debits	Total Credits	Ending Balance 08/31/2024
Fund 101	GENERAL FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	(480,165.49)	1,899,455.69	1,382,660.75	36,629.45
001.204	HUNTINGTON LIQUIDITY PORTAL	1,419,635.87	2,053.35	1,000,000.00	421,689.22
001.205	THE STATE BANK	2,723,532.79	10,196.10	0.00	2,733,728.89
001.206	SWEEP ACCOUNT HUNTINGTON	75,011.78	7,131.20	0.00	82,142.98
001.300	FRANKENMUTH CREDIT UNION ACCOUNTS	1,712,993.60	1,196.09	0.00	1,714,189.69
001.306	DORT FEDERAL CREDIT UNION ACCOUNTS	1,617,288.14	3,573.09	0.00	1,620,861.23
002.203	AMBULANCE PAYMENT BANK ACCOUNT	142,613.71	75,926.08	683.00	217,856.79
004.000	PETTY CASH	1,725.00	0.00	0.00	1,725.00
005.401	MERS DC FUNDS - RESTRICTED	247.15	3,094.66	0.00	3,341.81
	GENERAL FUND	7,212,882.55	2,002,626.26	2,383,343.75	6,832,165.06
Fund 202	MAJOR STREET FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	43,373.16	120,319.35	129,845.27	33,847.24
001.201	MI CLASS ACCOUNT	1,202,583.94	5,993.10	0.00	1,208,577.04
001.204	HUNTINGTON LIQUIDITY PORTAL	3,002,910.80	14,692.79	0.00	3,017,603.59
001.300	FRANKENMUTH CREDIT UNION ACCOUNTS	532,467.83	371.79	0.00	532,839.62
	MAJOR STREET FUND	4,781,335.73	141,377.03	129,845.27	4,792,867.49
Fund 203	LOCAL STREET FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	189,789.71	44,521.71	37,445.27	196,866.15
001.201	MI CLASS ACCOUNT	42,058.93	209.55	0.00	42,268.48
001.204	HUNTINGTON LIQUIDITY PORTAL	381,571.76	1,866.89	0.00	383,438.65
001.300	FRANKENMUTH CREDIT UNION ACCOUNTS	532,467.83	371.79	0.00	532,839.62
	LOCAL STREET FUND	1,145,888.23	46,969.94	37,445.27	1,155,412.90
Fund 208	PARK/RECREATION SITES FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	(7,376.97)	986.96	9,244.09	(15,634.10)
001.204	HUNTINGTON LIQUIDITY PORTAL	32,128.85	157.19	0.00	32,286.04
	PARK/RECREATION SITES FUND	24,751.88	1,144.15	9,244.09	16,651.94
Fund 239	OMS/DDA REVLG LOAN FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	238,752.20	6,320.19	550.00	244,522.39
001.204	HUNTINGTON LIQUIDITY PORTAL	119,913.56	586.86	0.00	120,500.42
001.300	FRANKENMUTH CREDIT UNION ACCOUNTS	212,986.49	148.71	0.00	213,135.20
001.306	DORT FEDERAL CREDIT UNION ACCOUNTS	212,261.65	468.93	0.00	212,730.58
	OMS/DDA REVLG LOAN FUND	783,913.90	7,524.69	550.00	790,888.59
Fund 243	BRA / OBRA #12 WOODWARD LOFT				
001.200	POOLED CASH (HUNTINGTON BANK)	(47.35)	0.00	0.00	(47.35)
001.201	MI CLASS ACCOUNT	1,936.42	9.70	0.00	1,946.12
	BRA / OBRA #12 WOODWARD LOFT	1,889.07	9.70	0.00	1,898.77
Fund 248	DOWNTOWN DEVELOPMENT AUTHORITY				
001.200	POOLED CASH (HUNTINGTON BANK)	34,359.30	4,624.13	18,517.51	20,465.92
001.201	MI CLASS ACCOUNT	27,382.17	136.39	0.00	27,518.56
001.203	MAIN STREET OWOSSO / DDA CHECKING	13,309.16	638.45	0.00	13,947.61
001.204	HUNTINGTON LIQUIDITY PORTAL	86,240.23	422.02	0.00	86,662.25
	DOWNTOWN DEVELOPMENT AUTHORITY	161,290.86	5,820.99	18,517.51	148,594.34
Fund 249	BUILDING INSPECTION FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	109,820.03	39,675.00	18,196.19	131,298.84
001.204	HUNTINGTON LIQUIDITY PORTAL	162,915.75	797.20	0.00	163,712.95
004.000	PETTY CASH	200.00	0.00	0.00	200.00
	BUILDING INSPECTION FUND	272,935.78	40,472.20	18,196.19	295,211.79
Fund 254	HOUSING & REDEVELOPMENT				
001.200	POOLED CASH (HUNTINGTON BANK)	48,630.33	261,180.14	329,066.74	(19,256.27)
001.204	HUNTINGTON LIQUIDITY PORTAL	40,475.70	198.17	0.00	40,673.87

FROM 08/01/2024 TO 08/31/2024

FUND: ALL FUNDS

CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 08/01/2024	Total Debits	Total Credits	Ending Balance 08/31/2024
	HOUSING & REDEVELOPMENT	89,106.03	261,378.31	329,066.74	21,417.60
Fund 259 001.200	OBRA-DIST#15 -ARMORY BUILDING POOLED CASH (HUNTINGTON BANK)	4,508.45	0.00	0.00	4,508.45
Fund 272 001.200	OBRA FUND-DISTRICT #17 CARGILL (PREV #8) POOLED CASH (HUNTINGTON BANK)	40,626.08	0.00	0.00	40,626.08
Fund 273 001.200 001.201	OBRA #9 ROBBINS LOFT POOLED CASH (HUNTINGTON BANK) MI CLASS ACCOUNT	6,657.64 50,991.72	0.00 254.06	0.00 0.00	6,657.64 51,245.78
	OBRA #9 ROBBINS LOFT	57,649.36	254.06	0.00	57,903.42
Fund 276 001.200	OBRA FUND DISTRICT #16 - QDOBA POOLED CASH (HUNTINGTON BANK)	4,444.35	0.00	350.00	4,094.35
Fund 277 001.200	OBRA FUND DISTRICT #20 - J&H OIL POOLED CASH (HUNTINGTON BANK)	2,972.77	0.00	0.00	2,972.77
Fund 283 001.200	OBRA FUND-DISTRICT#3-TIAL POOLED CASH (HUNTINGTON BANK)	4,570.92	0.00	0.00	4,570.92
Fund 284 001.200 001.204	OPIOID SETTLEMENT FUND POOLED CASH (HUNTINGTON BANK) HUNTINGTON LIQUIDITY PORTAL	23,396.13 26,501.36	9,501.01 129.71	0.00 0.00	32,897.14 26,631.07
	OPIOID SETTLEMENT FUND	49,897.49	9,630.72	0.00	59,528.21
Fund 287 001.200 001.201 001.306	ARPA - AMERICAN RESCUE PLAN ACT POOLED CASH (HUNTINGTON BANK) MI CLASS ACCOUNT DORT FEDERAL CREDIT UNION ACCOUNTS	(1,050,309.95) 672,268.19 800,241.00	1,052,268.19 0.00 928.44	87,263.05 672,268.19 380,000.00	(85,304.81) 0.00 421,169.44
	ARPA - AMERICAN RESCUE PLAN ACT	422,199.24	1,053,196.63	1,139,531.24	335,864.63
Fund 297 001.200 001.202 001.204 004.000	HISTORICAL FUND POOLED CASH (HUNTINGTON BANK) HC CHECKING ACCOUNT HUNTINGTON LIQUIDITY PORTAL PETTY CASH	(21,086.36) 9,350.29 54,782.35 100.00	3,405.11 950.00 267.99 0.00	4,779.59 71.85 0.00 0.00	(22,460.84) 10,228.44 55,050.34 100.00
	HISTORICAL FUND	43,146.28	4,623.10	4,851.44	42,917.94
Fund 301 001.200	GENERAL DEBT SERVICE (VOTED BONDS) POOLED CASH (HUNTINGTON BANK)	102,521.49	117,977.04	0.00	220,498.53
Fund 588 001.200 001.201	TRANSPORTATION FUND POOLED CASH (HUNTINGTON BANK) MI CLASS ACCOUNT	9,390.41 1,809.66	11,873.05 9.03	0.00 0.00	21,263.46 1,818.69
	TRANSPORTATION FUND	11,200.07	11,882.08	0.00	23,082.15
Fund 590 001.200 001.201 001.204 001.300 001.306 004.000	SEWER FUND POOLED CASH (HUNTINGTON BANK) MI CLASS ACCOUNT HUNTINGTON LIQUIDITY PORTAL FRANKENMUTH CREDIT UNION DORT FEDERAL CREDIT UNION ACCOUNTS PETTY CASH	528,023.32 419,744.19 656,488.04 265,419.00 536,418.76 200.00	455,943.10 2,091.93 3,212.22 185.34 1,185.10 0.00	309,670.94 0.00 0.00 0.00 0.00 0.00	674,295.48 421,836.12 659,700.26 265,604.34 537,603.86 200.00
	SEWER FUND	2,406,293.31	462,617.69	309,670.94	2,559,240.06
Fund 591 001.200 001.201 001.204	WATER FUND POOLED CASH (HUNTINGTON BANK) MI CLASS ACCOUNT HUNTINGTON LIQUIDITY PORTAL	2,081,586.00 1,618,381.43 1,630,057.96	1,203,116.84 8,065.42 1,012,868.24	2,495,402.68 0.00 0.00	789,300.16 1,626,446.85 2,642,926.20

CASH SUMMARY BY ACCOUNT FOR CITY OF OWOSSO
 FROM 08/01/2024 TO 08/31/2024
 FUND: ALL FUNDS
 CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 08/01/2024	Total Debits	Total Credits	Ending Balance 08/31/2024
	WATER FUND	5,330,025.39	2,224,050.50	2,495,402.68	5,058,673.21
Fund 599	WASTEWATER FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	(20,636.04)	2,201,918.72	2,093,029.46	88,253.22
001.201	MI CLASS ACCOUNT	393,538.02	1,961.27	0.00	395,499.29
001.204	HUNTINGTON LIQUIDITY PORTAL	58,024.32	1,005,176.84	0.00	1,063,201.16
001.300	FRANKENMUTH CREDIT UNION ACCOUNTS	265,419.00	185.34	0.00	265,604.34
001.306	DORT FEDERAL CREDIT UNION ACCOUNTS	324,155.28	716.17	0.00	324,871.45
	WASTEWATER FUND	1,020,500.58	3,209,958.34	2,093,029.46	2,137,429.46
Fund 661	FLEET MAINTENANCE FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	(68,161.46)	84,989.34	48,177.84	(31,349.96)
001.201	MI CLASS ACCOUNT	662,948.24	3,303.82	0.00	666,252.06
001.204	HUNTINGTON LIQUIDITY PORTAL	533,604.36	2,610.04	0.00	536,214.40
001.205	THE STATE BANK	1,059,553.70	3,966.72	0.00	1,063,520.42
001.300	FRANKENMUTH CREDIT UNION ACCOUNTS	541,894.58	378.37	0.00	542,272.95
	FLEET MAINTENANCE FUND	2,729,839.42	95,248.29	48,177.84	2,776,909.87
Fund 703	CURRENT TAX COLLECTION FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	19,946.85	6,105,620.19	3,211,570.64	2,913,996.40
001.204	HUNTINGTON LIQUIDITY PORTAL	510,000.00	2,100,000.00	0.00	2,610,000.00
	CURRENT TAX COLLECTION FUND	529,946.85	8,205,620.19	3,211,570.64	5,523,996.40
Fund 956	GASB 34 LONG TERM DEBT				
005.200	MMRMA CASH - RESTRICTED	225,494.57	0.00	0.00	225,494.57
	TOTAL - ALL FUNDS	27,459,830.65	17,902,381.91	12,228,793.06	33,133,419.50



OWOSSO HISTORICAL COMMISSION

THE CURWOOD COLLECTION

Regular Meeting of the Owosso Historical Commission

Minutes of September 9, 2024 – 6:00 P.M. at Owosso City Hall

PRESIDING OFFICER: Vice Chair Adams

MEMBERS PRESENT: Commissioners Elaine Greenway, Lance Little (6:23), Susan Osika, Bill Moull, and Robert Hooper

MEMBERS ABSENT: Chairman Erickson

VICE CHAIR ADAMS CALLED THE MEETING TO ORDER AT 6:00 P.M.

APPROVE MINUTES – August 12, 2024

Motion by Commissioner Moull to approve the minutes as presented, supported by Commissioner Greenway.

Approved by voice vote

APPROVE AGENDA – September 9, 2024

Motion by Commissioner Osika to approve the agenda as presented, supported by Commissioner Moull.

Approved by voice vote

ITEMS OF BUSINESS

Update on Inventorying Gould House items: Amy Fuller reminded the Commission that the photos, books, and documents from the Gould House have been stored in an upstairs conference room at City Hall while furniture, dishes, and other items were stored in a temperature controlled storage unit the Commission rents. Amy also stated that Denice Grace, Castle Docent has spent the last several months cataloging the items at City Hall. Denice spoke to the Commission about her work. She stated that she has been spending 2 hours a week at City Hall and has inventoried 568 items, she estimates she is about $\frac{3}{4}$ of the way done.

Budget Amendment and Capital Improvements: Commissioners reviewed an updated list of improvements to Curwood Castle, Comstock Cabin and the Paymaster building. Amy Fuller will use this information to start working on a budget amendment. Amy also shared that a cleaning day was held and the Paymaster building and Comstock Cabin attic had been cleaned. It was decided Commission Moull would get quotes for lighting, Adams will research Christmas lights, Hooper to get quotes for air conditioning, and Greenway to work on landscaping at the Paymaster Building. **Motion by Commissioner Osika to move forward with a quote for \$400 to clean**

Curwood Castle followed by \$150 monthly during the months the Castle is open. Support by Hooper. Approved by voice vote.

Home Tour Updates: Commissioner Osika provided an update on the Home Tour. Yard signs for the Home Tour were passed out.

FINANCIAL REPORT & CASTLE REPORT:

Amy Fuller hired a landscaper to trim the shrubs and paid for membership with the Historical Society of Michigan as requested at the August meeting. She will provide a draft budget amendment with the projects discussed earlier for review at the October meeting.

Denice Grace reported on August numbers for Curwood Castle

PUBLIC COMMENT PERIOD

None.

COMMISSIONER COMMENTS

Commissioner Osika notified everyone that her term as Council Representative would be complete in November. She also reminded them that the bylaws state they should select a chair and vice-chair at the October meeting.

Commissioner Little discussed the need to start planning for the future and looking forward. There was discussion from other Commissioners supporting this idea. **Motion by Commissioner Little to look for grant funding and include strategic planning in the budget amendment. Supported by Hooper. Approved by voice vote.**

NEXT MEETING: Tuesday, October 15, 2024

ADJOURNMENT

Commissioner Hooper moved to adjourn the meeting. Commissioner Moull supported. The voice vote was unanimous to adjourn the meeting at 7:06 P.M.

Respectfully submitted by:
Amy Fuller, Assistant City Manager

MINUTES FOR REGULAR MEETING
OWOSSO HISTORIC DISTRICT COMMISSION
Wednesday, September 18, 2024 at 6:00 p.m.
City Hall Conference Room

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

ROLL CALL: was taken by City Manager Nathan Henne.

PRESENT: Chairperson Steven Teich, Commissioner Byrne, Commissioner VanEpps, Commissioner Powell

ABSENT: Commissioner Gallinger, Vice Chair Omer

OTHERS IN ATTENDANCE: City Manager Nathan Henne

AGENDA APPROVAL: September 18, 2024.

**MOTION FOR APPROVAL OF THE AGENDA AS AMENDED BY COMMISSIONER POWELL.
SECONDED BY COMMISSIONER VANEPPS.**

AYES ALL. MOTION CARRIED.

MINUTES APPROVAL: August 21, 2024.

**MOTION FOR APPROVAL OF MINUTES AS PRESENTED BY COMMISSIONER VANEPPS.
SECONDED BY COMMISSIONER POWELL.**

AYES ALL. MOTION CARRIED.

ITEMS OF BUSINESS:

- 1. Approve HDC Enforcement Letters for the Following Properties**
 - a. 123 N Washington**
 - b. 214 W Exchange**
 - c. 213 N Washington**
 - d. 108 E Exchange**

City Manager Henne outlined the recently-approved enforcement policy and the reasons for the four properties to receive initial enforcement letters. Commissioner VanEpps noted a possible conflict with 214 W Exchange as he serves as the owner's attorney. It was agreed to remove 214 W Exchange from the list to be considered at a later meeting when there would hopefully be a majority without VanEpps as the board accepted that he had a potential conflict.

MOTION BY COMMISSION VANEPPS TO APPROVE THE FOLLOWING LETTERS:

- 123 N Washington
- 213 N Washington
- 108 E Exchange

MOTION SECONDED BY COMMISSIONER POWELL

AYES ALL

MOTION CARRIED

PUBLIC COMMENTS: None

BOARD COMMENTS: The Board discussed 110 W Main and the necessity to reissue the demolition by neglect for the deteriorating façade. Henne reminded the Board that they had formally accepted the alternative plan proposed by the owner – Nick Pidek. The board asked how long a Certificate of Appropriateness would last before it expired. Henne answered that there is no expiration per the city’s historic district ordinance.

MOTION BY COMMISSIONER VANEPPS TO RESCIND THE MAY 17, 2023 APPROVAL OF THE ALTERNATIVE PLAN FOR 110 W MAIN ST FAÇADE AND REISSUE A DEMOLITION BY NEGLECT NOTICE TO MR. PIDEK WITH THE OBJECTIVE TO REPAIR THE EXISTING PLASTER FAÇADE.

MOTION SECONDED BY COMMISSIONER BYRNE

AYES ALL

MOTION CARRIED

NEXT MEETING: October 16, 2024

CHAIRMAN TEICH ADJOURNED THE MEETING AT 6:45 P.M.

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

September 24, 2024

4:30 P.M.

W.W.T.P.

1. Roll (4:30 P.M.)
Members Present: R. Holzheuer, R. Suchanek, L. Walker (new member representing City of Corunna)
Alternates Present: None
Members Absent (no Alternate present): J. Archer
Others Present: T. Guysky, WWTP Superintendent/Board Secretary
J. Bloomfield, Owosso Twp/Caledonia Twp Utility Authority
B. Langtry, Owosso Twp/Caledonia Twp Utility Authority
2. Agenda Approval: Motion by Holzheuer to approve meeting agenda as presented. Support by Suchanek. No discussion. Motion carries 3-0.
3. Minutes of the August 27, 2024 meeting: Motion by Suchanek to approve the August 27, 2024 meeting minutes. Support by Holzheuer. No Discussion. Motion carries 3-0.
4. Secretary's Report:
 - a) Plant Performance Summary (August 2024): Guysky discussed the CBOD5 permit exceedance in August, as well as the limited troubleshooting options.
 - b) Plant Operations and Staffing: Guysky noted ongoing challenges with the plant process due to construction activities and dry weather flows. The plant is currently advertising for one attendant position, with candidate interviews scheduled for the next few weeks..
 - c) WWTP Project Updates: Guysky updated the Board on the current projects. The Solids Handling Project is nearing completion, with only a few small punch list items remaining. The Phase I Project work is progressing at the expected pace thus far, with disinfection and filtration equipment startup scheduled for early January 2025. The Secondary Clarifier construction is expected to start within a few weeks.
5. Old Business:
 - a) Hydrogen Sulfide Study Utility Authority Plan Progress: Langtry updated the Board on the Owosso Township- Caledonia Township Utility Authority efforts toward H2S mitigation. Oxygen injection and/or chemical application are the options recommended by their consulting engineers. Guysky noted the temporary chemical application in place seems to be effective in keeping the H2S from that side away from the WWTP screening room, though H2S levels in the township collection system are still causing odor complaints north of the

WWTP. Guysky will be forwarding future calls of this nature to the Utility Authority. The Utility Authority will investigate remedies for these nuisance odors.

b) Equivalent Sewer Use Ordinance: Guysky provided details on the memo issued concerning the state of each service unit's sewer use ordinance.

6. New Business:
NONE

7. Citizens'/Members' Comments:
Guysky noted a memorial bench for former WWTP Superintendent Bill Horton will be placed near the river bank in the coming weeks.

8. Adjourn: Motion to adjourn by Holzheuer. Support by Suchanek. No discussion. Motion carries 3-0. Meeting adjourned at 5:23 p.m.

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

Draft

**PARKS AND RECREATION COMMISSION
REGULAR MEETING**

Draft Minutes of Wednesday, September 25, 2024
7:00 p.m. at City Hall

- CALL TO ORDER:** Commissioner Workman called the meeting to order at 7:00 p.m.
- ROLL CALL:** Was taken by Amy Fuller
- MEMBERS PRESENT:*** Chairman Workman, Vice Chair Selbig (7:09), Commissioners Maginity (7:05), Lienau, Mahoney, Rodman and Smith.
- MEMBERS ABSENT:*** None.
- APPROVAL OF AGENDA:** COMMISSIONER SMITH MADE A MOTION TO APPROVE THE AGENDA FOR SEPTEMBER 25, 2024. MOTION SUPPORTED BY COMMISSIONER MAHONEY. AYES ALL, MOTION CARRIED.
- APPROVAL OF MINUTES:** COMMISSIONER SMITH MADE A MOTION TO APPROVE THE MINUTES FOR AUGUST 28, 2024 WITHOUT CHANGES. MOTION SUPPORTED BY COMMISSIONER MAHONEY. AYES ALL, MOTION CARRIED.

PUBLIC COMMENTS:
None.

OLD BUSINESS REPORT:

Amy Fuller reported that DPW had planted 5 trees at the soccer fields which were sponsored by Rotary. She also reported that staff is still waiting on the grant agreement for the playground at Grand Avenue Park. There was a discussion on a potential fitness course at Harmon Patridge Park.

ITEM OF BUSINESS:

Great Start Shiawassee Signage: The Commission reviewed a request from Great Start Shiawassee to post a sign promoting literacy at Bentley Park. Motion by Commissioner Rodman to allow the placement of the sign at Bentley Park and Harmon Patridge Park. Supported by Commissioner Smith. Ayes, all.

Park Signage and Wayfinding: The Commissioner reviewed wayfinding sign recommendations made by the city engineer. It was noted that this was a goal of the Parks and Recreation Master Plan. Motion by Commissioner Rodman to purchase and install 23 wayfinding signs with white lettering and a brown background for a materials cost not to exceed \$2,000. Supported by Commissioner Mahoney. Ayes, all.

Bylaw Amendment: The Commission reviewed a draft bylaw amendment to create a student seat on the commission. Commissioners discussed that this idea had been approved previously but staff has just recently been able to create a partnership with Owosso Public Schools to help find a student for the seat. This is a nonvoting, one-year term, to bring a new perspective to Commission decision-making and will need City Council approval. Motion by Commissioner Maginity to fix the typo in Section 1, b), III. to add the word one, establishing a one-year term. Support by Commissioner Smith. Ayes, all. Motion by Commissioner Selbig to amend the bylaws. Support by Commissioner Rodman. Ayes, all.

Millage Project Priorities: Commissioners reviewed the Parks and Recreation Master Plan and discussed the highest priority items. Motion made by Commissioner Mahoney to table the discussion for the October meeting. Support by Commissioner Rodman. Ayes, all.

Next Meeting: October 23, 2024, at 7:00 PM at City Hall

PUBLIC/COMMISSIONERS COMMENTS:

Commissioner Rodman asked the Assistant City Manager what projects would score the highest for possible grants.

ADJOURNMENT: COMMISSIONER MAHONEY MADE A MOTION TO ADJOURN AT 8:10 P.M. MOTION SUPPORTED BY COMMISSIONER SMITH. AYES ALL, MOTION CARRIED.

Respectfully submitted by:
Amy Fuller, Assistant City Manager