

Please see possible addendum to agenda on page 4.

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MONDAY, JANUARY 6, 2025
6:30 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 DECEMBER 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

None.

PUBLIC HEARINGS

None.

CITIZEN COMMENTS

COUNCIL COMMENTS

CONSENT AGENDA

1. First Reading & Set Public Hearing – Rezoning of 108 N. Chipman Street. Conduct first reading and set a public hearing for Tuesday, January 21, 2025 to receive citizen comment regarding the request from Jabb Management, LLC to rezone the property at 108 N. Chipman Street from CBD, Central Business District, to I-1, Light Industrial District.
2. Property Lease -Tillable Acreage - Twenty-One Day Posting. Authorize twenty-one (21) day posting period for the lease of approximately 10 acres of city owned tillable land near Hopkins Lake to Shawnee Creek Farms for \$500.00 per year for the 2025-2029 farming seasons.

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

Name	Board/Commission	Term Expires
Carl Ludington	Planning Commission - Council Representative	11-13-2028

4. Contract Amendment – Grand Avenue Playground Equipment. Approve Amendment No. 1 to the contract with GameTime for the purchase and installation of playground equipment for Grand Avenue Park, increasing the contract amount \$863.96, and further approve payment of \$38,346.63 to the vendor upon satisfactory delivery and installation of said equipment.

Master Plan Implementation Goals: 5.3

5. Internship Agreement – Corunna Area Ambulance Service, Inc. Approve a three-year agreement for the provision of clinical training rotations by the Owosso Fire Department for Corunna Area Ambulance Service, Inc. EMS students.

Master Plan Implementation Goals: 7.1

6. Contract Authorization — Public Safety Vehicle Equipment Changeover. Waive competitive bidding requirements, authorize contract with Mid Michigan Emergency Equipment Sales and Service L.L.C. for the removal, supply, and installation of public safety equipment in two new police utility vehicles in an amount not to exceed \$27,426.12, and further authorize payment to the vendor upon satisfactory completion of the work.

Master Plan Implementation Goals: 3.2

7. Bid Award – Portable Toilets. Authorize contract with Kincaid Construction, LLC dba Kincaid's Septic & Portables for the supply and service of seven (7) portable toilets for City parks in the amount of \$27,630.00 for a three-year period ending in October 2027 and further authorize payment up to the contract amount.

8. Check Register – December 2024. Affirm check disbursements totaling \$2,391,360.99 for December 2024.

9. Warrant No. 650. Authorize Warrant No. 650 as follows:

Vendor	Description	Fund	Amount
Carl & Sue Ludington	Water Service Line Reimbursement 536 / 538 N. Shiawassee Street	Water	\$4,605.97

ITEMS OF BUSINESS

1. Notice of Pecuniary Interest. Enter notice of pecuniary interest on the record for Councilmember Carl Ludington as it relates to contracts with Ludington Electric.

2. Cook Family Foundation Recycling Work Group Appointments. Consider the appointment of one City Councilmember and the City Manager to serve as the City's representatives on the Cook Family Foundation Recycling Work Group.

Master Plan Implementation Goals: 1.23, 3.1, 3.3, 7.1

3. ARPA Funding Reconciliation. Consider approval of the reconciliation of obligated ARPA funds and related interest.

4. Financial Depository Update. Consider updating the list of designated depositories to reflect the merger of The State Bank (Fenton, MI) and ChoiceOne Bank (Sparta, MI).

CITIZEN COMMENTS

COUNCIL COMMENTS

CITY MANAGER REPORT

1. Nathan R. Henne, City Manager. City Manager Report – December 2024.

COMMUNICATIONS

1. Christopher Owens, Planning Commission. Letter of Resignation.
2. Lizzie L. Frederick, OMS/DDA Director. OMS/DDA 2025 Impact Report.
3. Brad A. Barrett, Finance Director. Revenue & Expenditure Report – November 2024.
4. Parks & Recreation Commission. Minutes of December 4, 2024.
5. Owosso Historical Commission. Minutes of December 9, 2024.
6. Planning Commission. Minutes of December 9, 2024.

NEXT MEETING

Wednesday, January 8, 2025 6:30 p.m. – Goal Setting Session
Tuesday, January 21, 2025 6:30 p.m. - Regular Meeting

BOARDS AND COMMISSIONS OPENINGS

Building Board of Appeals – Alternate - term expires June 30, 2026
Building Board of Appeals – Alternate - term expires June 30, 2025
DDA/OMS Board – term expires June 30, 2028
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.

**CITY COUNCIL AGENDA ADDENDUM
JANUARY 6, 2025**

ITEMS OF BUSINESS – ADDITION

5. Accept USDA Grant Conditions. Consider acceptance of the terms for a \$1,000,000 Community Facilities Grant from USDA Rural Development and authorize the execution of all necessary documents to obtain the grant.



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

MEMORANDUM

DATE: January 2, 2025
TO: City Council
FROM: Kevin Lenkart
RE: USDA Public Safety Building, Community Facilities Grant

Background:

The City of Owosso has been granted \$1 million by the USDA for public safety building upgrades. Federal guidelines require that the City accept, and agree to abide by all of the conditions set forth by USDA Rural Development in their Letter of Conditions, and that all documents required by the Department must be authorized by appropriate resolutions of the applicant's governing body.

Recommendation:

The Mayor of Owosso and City Clerk sign the required documents for the USDA grant.

Master Plan: None

RESOLUTION NO.

**APPROVING USDA GRANT CONDITIONS AND
AUTHORIZING THE SIGNING OF DOCUMENTS FOR
THE USDA PUBLIC SAFETY BUILDING COMMUNITY FACILITIES GRANT**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has been granted a \$1 million congressional appropriation through the United States Department of Agriculture (USDA) for the purposes of upgrading the public safety building to improve service capabilities and enhance services; 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 USDA has issued a Letter of Conditions setting out the conditions for the grant; and

WHEREAS, the Council approves these conditions and wishes to accept the funding from the USDA.

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 accept the conditions set forth in the Letter of Conditions for a Community Facilities Grant to FY24 CDS Public Safety Building, dated December 30, 2024.

SECOND: the mayor and city clerk are instructed and authorized to execute all necessary forms to obtain the grant, including but not limited to:

1. Letter of Intent to Meet Conditions
2. Request for Obligation of Funds



December 30, 2024

Nathan Henne
City Manager
301 W Main St
Owosso, MI 48867

Subject: Letter of Conditions for a Community Facilities Grant to
FY24 CDS Public Safety Building

Dear Nathan Henne,

This letter, with attachments, establishes conditions that must be understood and agreed to by the applicant before further consideration may be given to the application for assistance under the Community Facilities (CF) Program. Any changes in project cost, source of funds, scope of services, or any other significant changes (this includes significant changes in the applicant's financial condition, operation, organizational structure or executive leadership) in the project or applicant must be reported to and approved by USDA Rural Development by written amendment to this letter. Any change not approved by USDA Rural Development will be cause for discontinuing processing of the application.

This letter is not to be considered as grant approval or as representation to the availability of funds. The application can be processed on the basis of a USDA Rural Development grant not to exceed \$1,000,000. Funds for this project are provided by the Rural Housing Service (RHS) for the amount, recipient, purpose, and location specified in the applicable Appropriations Act.

Please complete and return the attached Form RD 1942-46, "Letter of Intent to Meet Conditions," and Form RD 1940-1, "Request for Obligation of Funds," within the next ten (10) days, if you desire that we give further consideration to your application. The execution of these and all other documents required by USDA Rural Development must be authorized by appropriate resolutions of the applicant's governing body.

The grant will be considered approved on the date Form RD 1940-1, "Request for Obligation of Funds," is mailed by USDA Rural Development.

Project Budget—Based on Standard Form 424, “Application for Federal Assistance,” the project cost and funding will be as follows:

a.

Development	Locker Room Floor Epoxy	15,525	
Development	New Lockers	120,750	
Development	Painting	28,750	
Development	Kitchen Stove and Appliances	16,675	
Development	Plumbing Fixtures	83,720	
Professional Fees	Plans And Drawings	20,010	
Development	Garage Bay Ceiling Tiles	59,075	
Development	Replace Man Doors	14,100	
Development	Spray Foam Insulation	44,375	
Development	Building Management System	49,220	
Development	Replace RTU	78,775	
Development	Divider	6,325	
Development	Boiler Heating Units	298,425	
Development	Concrete Driveway	137,195	
Legal Services	Legal Service	10,000	
Contingencies	Contingency	17,080	
Total Construction Contract Cost		952,910	
Total Soft Cost / Other		10,000	
Total Engineering/Arch Cost		20,010	
Contingency Cost		17,080	1.79%
Total Project Cost		1,000,000	

b.

Source of Funds	
USDA Grant	\$1,000,000
USDA Loan	\$0
**Applicant Contribution	\$0
Other	\$0
Total	\$1,000,000

**Applicant will provide additional funds if project exceeds \$1,000,000 after bidding.

The applicant understands and agrees that no project funds will be expended, or contracts issued for construction activities until all funds necessary for the successful construction and development of the project have been secured. The Agency will not disburse funds for construction or renovation activities until the applicant has secured all remaining project funds. Any changes in funding sources following obligation of Agency funds must be reported to the processing official. Project feasibility and funding will be reassessed if there is a significant change in project costs after bids are received. If actual project costs exceed the project cost estimates, an additional contribution by the borrower may be necessary.


Section I of the attached conditions (Items 1—12) must be satisfied prior to grant closing or before construction begins, whichever occurs first, in either case not later than twelve (12) months from the date of this letter. **In the event the project has not advanced to the point of**

construction within twelve (12) months, USDA Rural Development reserves the right to discontinue the processing of the application.

In addition to the conditions in Sections I-III, the applicant must fully comply with all requirements on Form RD 3570-3, Community Facilities Grant Agreement. The Agency reserves the right to cancel funds if the applicant does not fully comply with all requirements as presented or subsequently modified, as needed.

If you have any questions, feel free to contact this office.

Sincerely,

 Digitally signed by
DANIELLE WEBB
Date: 2024.12.30
11:22:30 -05'00'

Danielle Webb
Community Facilities Program Director

cc: Valarie Handy, Deputy State Director, USDA Rural Development

ATTACHMENT TO LETTER OF CONDITIONS

SECTION I. CONDITIONS TO BE SATISFIED PRIOR TO GRANT CLOSING OR BEFORE CONSTRUCTION BEGINS, WHICHEVER OCCURS FIRST

1. **Certifications Required for Obligation**– Rural Development has identified the following documents which must be executed prior to obligation:
 - a. Form SF-LLL, “Disclosure Form to Report Lobbying,” if applicable, link available here: <https://www.grants.gov/forms/sf-424-family.html>.
 - b. Form RD 400-1, “Equal Opportunity Agreement,” link available here: <https://forms.sc.egov.usda.gov>.
 - c. Form RD 400-4, “Assurance Agreement,” link available here: <https://forms.sc.egov.usda.gov>.
 - d. Other – Certification of Compliance
2. **Disbursement of Funds**
 - a. The applicant will provide evidence that funds from other sources will be made available for the project cost in the amount of \$0 (unless otherwise required after bidding). This evidence should include a copy of the loan/grant award that addresses how funds will be disbursed. The Agency will not disburse funds until all project funding sources have been secured. The applicant may request an exception if this requirement impedes the applicant’s ability to carryout the project specified in the applicable appropriations bill.
 - b. The applicant’s contribution of funds toward the project cost shall be considered the first funds expended and must be deposited in its project account before construction is started.
 - c. Agency funds will not be used to pre-finance funds committed to the project from other sources.
3. **Security Requirements**
 - a. The applicant will be required to complete and execute Form RD 3570-03, “Community Facilities Grant Agreement” before grant funds are disbursed.
 - b. Prior to any disbursement of funds, a Notice of Federal Interest must be recorded in the official real property records for the jurisdiction where the facility is or will be located. The applicant must provide evidence of the recording. Federal interest cannot be defeated by a grantee’s failure to file a Notice of Federal Interest.

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- c. The grantee understands that any property improved with Federal grant funds may have use and disposition conditions which apply to the property as provided by 2 CFR part 200 as adopted by USDA through 2 CFR part 400 in effect at this time and as may be subsequently modified.
 - e. The grantee understands that any sale or transfer of property is subject to the interest of the United States Government in the market value in proportion to its participation in the project as provided by 2 CFR part 200 as adopted by USDA through 2 CFR part 400 in effect at this time and as may be subsequently modified.
 - f. In accordance with 2 CFR 200.330, the grantee understands that it must submit regular reports on the status of real property in which the Federal Government retains an interest. Reports shall be submitted annually for the first three years of the award and every five years thereafter on SF-429 Real Property Status Report, or similar format.
4. **Insurance and Bonding Requirements**—The applicant must provide evidence of adequate fidelity bond insurance by grant closing or start of construction, whichever occurs first. Adequate coverage, in accordance with USDA Rural Development’s regulations, must then be maintained for the life of the grant. It is the responsibility of the applicant and not that of USDA Rural Development to assure that adequate insurance and fidelity bond coverage is maintained. Applicants are encouraged to review coverage amounts and deductible provisions with their attorney, consulting architect, and/or insurance provider(s).
- a. Property Insurance—Fire and extended coverage will be required on all above-ground structures, including applicant-owned equipment and machinery housed therein. Provide USDA Rural Development with proof of coverage.
 - b. Workers’ Compensation Insurance—The applicant will be required to carry workers’ compensation insurance for all employees in accordance with state law. Provide USDA Rural Development with proof of coverage.
 - c. General liability and vehicular coverage must be maintained—Provide USDA Rural Development with proof of coverage.
5. **Civil Rights & Equal Opportunity**— The grantee has received an award of Federal funding and is required to comply with U.S. statutory and public policy requirements, including but not limited to:
- a. **Age Discrimination Act of 1975** – This Act (42 U.S.C. 6101 et seq.) provides that no person in the United States shall on the basis of age, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.

- b. Agency financial programs must be extended without regard to race, color, religion, sex, national origin, marital status, age, or physical or mental handicap. The recipient must display posters (provided by the Agency) informing users of these requirements, and the Agency will monitor the recipient's compliance with these requirements during regular compliance reviews.
- c. The applicant is subject to a post-grant closing civil rights compliance review by USDA Rural Development utilizing Form RD 400-8, "Compliance Review."
- d. As a recipient of Rural Development funding, you are required to post a copy of the Non-Discrimination Statement listed below in your office and include in full, on all materials produced for public information, public education, and public distribution both print and non-print.

Non-Discrimination Statement

"This institution is an equal opportunity provider and employer."

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at <https://www.ocio.usda.gov/document/ad-3027>, or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, S.W., Stop 9410, Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at program.intake@usda.gov.

If the material is too small to permit the full statement to be included, the material at a minimum includes the statement in print size no smaller than the text that "This institution is an equal opportunity provider and employer."

6. **Written Agreements for Professional Services**

- a. The legal service agreement must be reviewed and approved by Rural Development
- b. An Agreement for Architectural Services must be reviewed and approved by Rural Development

7. **Land and Rights-of-Way**—The applicant must present satisfactory evidence that they have obtained, or can obtain, any and all lands, rights-of-way, easements, permits and franchises which are required by the architectural plan. Acquisitions of necessary land and rights must be accomplished in accordance with the Uniform Relocation and Real Property Acquisition Act. The following forms may be used for these purposes:

- a. Form RD 442-20, "Right-of-Way Easement"
- b. Form RD 442-21, "Right-of-Way Certificate" (with map attached)

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- c. Form RD 442-22, “Opinion of Counsel Relative to Rights-of-Way”
8. **Permits**—All permits involving Federal, State, and local agencies must be obtained and evidence thereof provided to USDA Rural Development prior to bidding.
9. **Environmental Reviews**— The project as proposed has been evaluated to be consistent with the National Environmental Policy Act. Other Federal, State, tribal, and local laws, regulations and or permits may apply or be required. During any stage of project development, including construction, should environmental issues develop which require mitigation measures, USDA Rural Development applicants are required to notify USDA Rural Development and comply with such mitigation measures. Failure by an applicant to implement mitigation measures may disqualify the project from Agency funding. Mitigation measures identified or prepared as part of the NEPA environmental process must be implemented. If the project or any project element deviates from or is modified from the originally-approved project, additional environmental review may be required.
10. **Architectural and Construction**
- a. USDA Rural Development must approve any agreements or modifications to agreements for professional planning and design services. AIA Document "Standard Form of Agreement Between owner and Architect," may be used when appropriate or other Agency approved forms of agreement
- b. All construction will be completed under contract. The planning, bidding, contracting, and construction must comply with 7 CFR 1942.9, 1942.18, and any additional requirements of state law and the requirements of other County, State, or Federal agencies.
- c. The following must be reviewed and approved by USDA Rural Development in the sequence indicated:
- i. Agreement for Architectural Services
 - ii. Final Plans and Specifications for the project
 - iii. Draft/Construction Bid Documents, prior to Going Out to Bid
 - iv. Bid Award Information
 - v. Executed Contract Documents
- d. Affirmative steps should be taken to assure that small, minority and/or women-owned businesses are utilized as source of supplies, equipment, construction, and services.
- e. The Plans & Specifications must be reviewed and approved, when applicable, by any regulatory or other agencies that are required to review these documents.

- f. A representative of USDA Rural Development will attend all pre-construction conferences in connection with this project. These conferences must be held prior to the issuance of the Notice to Proceed to the contractors. The applicant's architect will conduct the conference and document the discussions and agreements.

11. BUILD AMERICA, BUY AMERICA ACT (BABAA)

The recipient must comply with the provisions of the Build America, Buy America Act (the "Act"). Pub. L. No. 117-58, §§ 70901-52, enacted on November 15, 2021. The Act requires that "none of the funds made available for a Federal financial assistance program for infrastructure may be obligated for a project unless all of the iron, steel, manufactured products, and construction materials used in the project are produced in the United States." Recipients of an award of Federal financial assistance from a program for infrastructure are hereby notified that none of the funds provided under this award may be used for a project for infrastructure unless:

- a. All iron and steel used in the project are produced in the United States. This means all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States;
- b. All manufactured products used in the project are produced in the United States. This means the manufactured product was manufactured in the United States, and the cost of the components of the manufactured product that are mined, produced, or manufactured in the United States is greater than 55 percent of the total cost of all components of the manufactured product, unless another standard for determining the minimum amount of domestic content of the manufactured product has been established under applicable law or regulation; and
- c. All construction materials are manufactured in the United States. This means that all manufacturing processes for the construction material occurred in the United States.

The BABAA requirement applies to the entirety of an infrastructure project, even if only a portion of the project is funded by Federal funds. The requirement applies to each product, manufactured good, or construction material incorporated in the project.

11.1. Definitions (as applied in this condition only)

Construction Materials—include an article, material, or supply—other than an item of primarily iron or steel; a manufactured product; cement and cementitious materials; aggregates such as stone, sand, or gravel; or aggregate binding agents or additives—that is or consists primarily of:

- non-ferrous metals;
- plastic and polymer-based products (including polyvinylchloride, composite building materials, and polymers used in fiber optic cables);
- glass (including optic glass);

- lumber; or
- drywall.

Domestic Content Procurement Preference—means all iron and steel used in the project are produced in the United States; the manufactured products used in the project are produced in the United States; or the construction materials used in the project are produced in the United States.

Infrastructure—includes, at a minimum, the structures, facilities, and equipment for, in the United States, roads, highways, and bridges; public transportation; dams, ports, harbors, and other maritime facilities; intercity passenger and freight railroads; freight and intermodal facilities; airports; water systems, including drinking water and wastewater systems; electrical transmission facilities and systems; utilities; broadband infrastructure; and buildings and real property. Infrastructure also includes structures, facilities, and equipment that generate, transport, and distribute energy, including electric vehicle (EV) charging stations. “Infrastructure” has a broad interpretation and the definition provided is illustrative and not exhaustive.

Manufactured Product—Items assembled out of components, or otherwise made or processed from raw materials into finished products. Manufactured products must be manufactured (assembled) in the United States, and the cost of components that were mined, produced, or manufactured in the United States must be greater than 55 percent of the total cost of all components of the manufactured product, unless another standard for determining the minimum amount of domestic content of the manufactured product has been established under applicable law or regulation.

Manufacturer’s Certification—Documentation provided by a manufacturer, certifying that the items provided by manufacturer meet the domestic preference requirements of the Act.

Project—means the construction, alteration, maintenance, or repair of infrastructure in the United States.

11.2. Compliance

The recipient must comply with the provisions of the Build America, Buy America Act (BABAA). Pub. L. No. 117-58, §§ 70901-52, enacted on November 15, 2021. By accepting these conditions, the recipient attests that they or their designee(s) will maintain documentation for BABAA provisions to indicate compliance.

Minimum records include certifications from manufacturers, the architect/engineers, and the prime contractor. Supporting documentation includes purchasing records and notes and photos taken by the Resident Project Representative (RPR)/ Resident Inspector (RI). Documentation must be available and reviewable upon request.

11.3. Evidence Standards

Manufacturers

For each item to which BABAA applies (every item permanently installed on the project, except for aggregate and aggregate binding materials), a manufacturer's certification letter or other document demonstrating compliance is required. It must, at a minimum, identify the item being certified (short written description as well as part number, if applicable) and affirm that the item complies with BABAA. This document must be signed by an authorized company representative. The manufacturer may submit a letter on letterhead or provide other evidence acceptable to the Agency.

Architects and Engineers (A/E)

The need to comply with BABAA will be spelled out in agreements for A/E services, construction contracts, and procurement contracts. Generally, the A/E contract will include, as a basic service, obtaining and maintaining all BABAA documentation (particularly manufacturers' certifications) during construction, which shall be transferred to the recipient upon substantial completion of the project. The architect or engineer should certify in writing to the completeness and accuracy of the manufacturers' certifications.

Resident project representative (RPR) / Resident inspector (RI)

As part of their duties, RPR/RI will be instructed to verify items delivered to the site and installed are accompanied by documentation of compliance with BABAA. They will photograph items as appropriate. RPR/RI daily logs and photographs will become part of the construction record and can be used as supporting information during audits, providing evidence for items that are buried or otherwise inaccessible.

Contractors

The construction contract(s) will include a requirement to procure and install only items that comply with BABAA or are subject to a waiver approved by the Secretary of Agriculture or designee. The contractors are to provide manufacturers' certifications for all BABAA compliant items to the architect/engineer no later than with applications for payment. At substantial completion, the contractor will be required to certify that all items used on the contract complied with BABAA and that all manufacturers' certifications were provided to the architect/engineer.

11.4. Obtaining Waivers under the BABA Act

The Secretary of Agriculture or a designee may grant waivers to the procurement requirements under the following conditions:

- (1) *Nonavailability*. The Secretary of Agriculture or delegate determines that the iron, steel or relevant manufactured goods or construction materials are not

produced or manufactured in sufficient and reasonably available commercial quantities of a satisfactory quality.

(2) *Unreasonable cost.* The Secretary of Agriculture or delegate determines that the inclusion of domestic iron, steel, or relevant manufactured goods will increase the cost of the overall project by more than 25%.

(3) *Inconsistent with public interest.* The Secretary of Agriculture or delegate determines that the application of these restrictions would be inconsistent with the public interest.

11.5. BABAA Waivers for Rural Development

A waiver of the domestic procurement requirement for a specific product in a specific infrastructure project may be obtained upon a satisfactory showing of evidence that the waiver is warranted by a recipient and a recommendation by the Agency. Waivers of the procurement requirement are granted by the Secretary of Agriculture or by a designee of the Secretary. The requirements are posted publicly at the USDA OCFO website: USDA Buy America Waivers for Federal Financial Assistance | USDA located at <https://www.usda.gov/ocfo/federal-financial-assistance-policy/USDABuyAmericaWaiver>

Before submitting a request for waiver, recipient should determine whether they qualify for agency-wide public interest waivers that have already been approved by USDA. One such public interest waiver is referred to as the “*De Minimis*, Small Grants, and Minor Components” waiver, which has three parts. *De Minimis* is intended to prevent restrictions on the procurement of materials and products that represent a small portion of an infrastructure project, specifically no more than 5% of the project costs up to a maximum of \$1,000,000, from hindering the overall project. *Small Grants* exempts projects below the Federal Simplified Acquisition Threshold of \$250,000 (the grant section also applies to small loans and loan guarantees). The *Minor Components* provision of the waiver exempts miscellaneous components of iron and steel that make up no more than 5% of the total cost of an iron or steel product used in a project.

12. **Electronic Funds Transfer**—All grant funds will be transferred to grantees via Electronic Funds Transfer/Automated Clearinghouse Systems (EFT/ACH). Normal transfers will be ACH, with money being placed in the grantees account two business days after the USDA processing office approves the pay request. The applicant must submit the Electronic Funds Transfer Form containing the banking (ACH) information to the USDA Servicing Office at least 45 days prior to the date of grant closing. Failure to do so could delay grant closing.

SECTION II. GRANT CONDITIONS TO BE SATISFIED DURING CONSTRUCTION

1. **Disbursement of Grant Funds**—USDA Rural Development funds will be disbursed as they are needed in the amount(s) necessary to cover the Rural Development proportionate share of obligation due and payable to the Grantee.
2. **Inspections**— A full-time resident inspector/project manager is required during construction unless a written exception is made by the Agency upon your written request. This service is to be provided by the consulting architect or other arrangements as approved by the Agency. Prior to the pre-construction conference, a resume of qualifications of the resident inspector(s) will be submitted to the owner and Agency for review and approval. The owner will provide a letter of acceptance for all proposed observers to the architect and Agency. The inspection reports must be available to USDA Rural Development for review at any time. These reports must be kept at the project site or borrower's office, if nearby.
3. **Monthly Reporting**— The applicant must monitor and provide a monthly reports to USDA Rural Development on actual performance for each project financed, or to be financed, in whole or in part with USDA Rural Development funds. For construction projects, include Forms RD 1924-18, “Partial Payment Estimate” or similar format.
4. **Final Inspection**—A final inspection will be made by USDA Rural Development on the component USDA is financing before final payment is made.
5. **Excess Funds**—Any remaining funds must be utilized for approved purposes within 120 days following the final inspection or the funds will be canceled without further notification from USDA Rural Development.

SECTION III. GRANT CONDITIONS TO BE SATISFIED AFTER PROJECT COMPLETION

1. **Financial Statements**—To be submitted on an annual basis in accordance with the following:
 - a. 2 CFR Part 200, Subpart F establishes audit requirements that borrowers and grantees must follow. Borrowers and grantees who expend \$750,000 or more in Federal awards in their fiscal year, have CF loan balances totaling \$750,000 or more, or a combination of the two must submit an audit in accordance with 2 CFR 200, Subpart F.

Federal funds expended during a borrowers fiscal year: 2 CFR Part 200, Subpart F requires a borrower that expends \$750,000 or more in Federal awards in their fiscal

year to submit a single or program-specific audit. A CF direct loan, guaranteed loan, and/or grant, or any combination thereof, are considered Federal awards.

Grantees: Grantees that expend \$750,000 or more in a year in Federal awards must have an audit conducted in accordance with 2 CFR Part 200, Subpart F except when the grantee elects to have a program specific audit conducted.

Prior loan and loan guarantees: 2 CFR Part 200, §200.502(b) establishes the basis for including loan and loan guarantees (loans) on the Schedule of Expenditures of Federal Awards (SEFA). The value of new loans made or received during the audit period plus the beginning of the audit period balance of loans from previous years for which the Federal Government imposes continuing compliance requirements must be reported on the SEFA. CF Program loans require its borrowers to meet continuing compliance requirements. Continuing compliance requirements that CF borrowers must meet include, but are not limited to, funding reserves, maintaining insurance, deposit funds in Federally insured banks, meet financial covenants, maintain sufficient debt service ratios, comply with civil rights requirements, and comply with additional requirements established as part of the loan approval process.

Borrowers and grantees must submit audits within nine months from the end of the borrower's fiscal year or 30 days after receipt from the auditor, whichever is earlier. The audited financial statements must be submitted to the Federal Audit Clearinghouse.

- b. All borrowers exempt from the audit requirements cited in 1(a) above, and who do not otherwise have annual audits, will within 60 days following the end of the borrower's fiscal year furnish Rural Development with annual financial statements, consisting of a verification of the organizations, balance sheet and statement of income and expenses.

Grantees exempt from the audit requirements cited in 1(a) above, and who do not otherwise have annual audits, will within 60 days following the end of the fiscal year in which any grant funds were expended furnish Rural Development with annual financial statements consisting of a verification of the organizations, balance sheet and statement of income and expenses.

The borrower/grantee may use Forms RD 442-2 "Statement of Budget, Income and Equity" and 442-3 "Balance Sheet", or similar format to provide the financial information. For borrowers using Form RD 442-2, the dual purpose of fourth quarter management reports, when required, and annual statements of income will be met with this one submission.

2. **Audit agreement**—If you are required to obtain the services of a licensed Certified Public Accountant (CPA), you must enter into a written audit agreement with the auditor. The audit agreement may include terms and conditions that you and auditor deem appropriate.

LETTER OF INTENT TO MEET CONDITIONS

Date _____

TO: United States Department of Agriculture

(Name of USDA Agency)

(USDA Agency Office Address)

We have reviewed and understand the conditions set forth in your letter dated _____. It is our intent to meet all of them not later than _____.

(Name of Association)
BY _____

(Title)

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a persons is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0575-0015 and 0570-0062. The time required to complete this information collection is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data. needed, and completing and reviewing the collection of information.

REQUEST FOR OBLIGATION OF FUNDS

INSTRUCTIONS-TYPE IN CAPITALIZED ELITE TYPE IN SPACES MARKED ()			
Complete Items 1 through 29 and applicable Items 30 through 34. See FMI.			
1. CASE NUMBER ST CO BORROWER ID 26-076-492386050		LOAN NUMBER	FISCAL YEAR 2024
2. BORROWER NAME Owosso, City of		3. NUMBER NAME FIELDS (1, 2, or 3 from Item 2)	
		4. STATE NAME Michigan	
		5. COUNTY NAME Shiawassee	
GENERAL BORROWER/LOAN INFORMATION			
6. RACE/ETHNIC CLASSIFICATION 1 - WHITE 2 - BLACK 3 - AI/AN 4 - HISPANIC 5 - A/PI	7. TYPE OF APPLICANT 1 - INDIVIDUAL 2 - PARTNERSHIP 3 - CORPORATION 4 - PUBLIC BODY 5 - ASSOC. OF FARMERS 6 - ORG. OF FARMERS 7 - NONPROFIT-SECULAR 8 - NONPROFIT-FAITH BASED 9 - INDIAN TRIBE 10 - PUBLIC COLLEGE/UNIVERSITY 11 - OTHER	8. COLLATERAL CODE 1 - REAL ESTATE SECURED 2 - REAL ESTATE AND CHATTEL 3 - NOTE ONLY OR CHATTEL ONLY 4 - MACHINERY ONLY 5 - LIVESTOCK ONLY 6 - CROPS ONLY 7 - SECURED BY BONDS 8 - RLF ACCT	9. EMPLOYEE RELATIONSHIP CODE 1 - EMPLOYEE 2 - MEMBER OF FAMILY 3 - CLOSE RELATIVE 4 - ASSOC.
10. SEX CODE 6 1 - MALE 2 - FEMALE 3 - FAMILY UNIT 4 - ORGAN. MALE OWNED 5 - ORGAN FEMALE OWNED 6 - PUBLIC BODY	11. MARITAL STATUS 1 - MARRIED 2 - SEPARATED 3 - UNMARRIED (INCLUDES WIDOWED/DIVORCED)	12. VETERAN CODE 2 1 - YES 2 - NO	13. CREDIT REPORT 2 1 - YES 2 - NO
14. DIRECT PAYMENT (See FMI)	15. TYPE OF PAYMENT 1 - MONTHLY 2 - ANNUALLY 3 - SEMI-ANNUALLY 4 - QUARTERLY	16. FEE INSPECTION 2 1 - YES 2 - NO	
17. COMMUNITY SIZE 1 - 10,000 OR LESS (FOR SFH AND HPG ONLY) 2 - OVER 10,000		18. USE OF FUNDS CODE (See FMI)	
COMPLETE FOR OBLIGATION OF FUNDS			
19. TYPE OF ASSISTANCE 941 (See FMI)	20. PURPOSE CODE 3	21. SOURCE OF FUNDS	22. TYPE OF ACTION 1 - OBLIGATION ONLY 2 - OBLIGATION/CHECK REQUEST 3 - CORRECTION OF OBLIGATION
23. TYPE OF SUBMISSION 1 1 - INITIAL 2 - SUBSEQUENT	24. AMOUNT OF LOAN \$0.00		25. AMOUNT OF GRANT 1,000,000
26. AMOUNT OF IMMEDIATE ADVANCE		27. DATE OF APPROVAL MO DAY YR	28. INTEREST RATE 0 %
COMPLETE FOR COMMUNITY PROGRAM AND CERTAIN MULTIPLE-FAMILY HOUSING LOANS			
30. PROFIT TYPE 1 - FULL PROFIT 2 - LIMITED PROFIT 3 - NONPROFIT			
COMPLETE FOR EM LOANS ONLY		COMPLETE FOR CREDIT SALE-ASSUMPTION	
31. DISASTER DESIGNATION NUMBER (See FMI)		32. TYPE OF SALE 1 - CREDIT SALE ONLY 2 - ASSUMPTION ONLY 3 - CREDIT SALE WITH SUBSEQUENT LOAN 4 - ASSUMPTION WITH SUBSEQUENT LOAN	
FINANCE OFFICE USE ONLY		COMPLETE FOR FP LOANS ONLY	
33. OBLIGATION DATE MO DA YR		34. BEGINNING FARMER/RANCHER (See FMI)	

If the decision contained above in this form results in denial, reduction or cancellation of USDA assistance, you may appeal this decision and have a hearing or you may request a review in lieu of a hearing. Please use the form we have included for this purpose.

Position 2

ORIGINAL - Borrower's Case Folder

COPY 1 - Finance Office

COPY 2 - Applicant/Lender

COPY 3 - State Office

CERTIFICATION APPROVAL

For All Farmers Programs

EM, OL, FO, and SW Loans

This loan is approved subject to the availability of funds. If this loan does not close for any reason within 90 days from the date of approval on this document, the approval official will request updated eligibility information. The undersigned loan applicant agrees that the approval official will have 14 working days to review any updated information prior to submitting this document for obligation of funds. If there have been significant changes that may affect eligibility, a decision as to eligibility and feasibility will be made within 30 days from the time the applicant provides the necessary information.

If this is a loan approval for which a lien and/or title search is necessary, the undersigned applicant agrees that the 15-working-day loan closing requirement may be exceeded for the purposes of the applicant's legal representative completing title work and completing loan closing.

35. COMMENTS AND REQUIREMENTS OF CERTIFYING OFFICIAL

The requirements of the letter of conditions dated 12/30/2024 must be complied with prior to grant closing.

36. I HEREBY CERTIFY that I am unable to obtain sufficient credit elsewhere to finance my actual needs at reasonable rates and terms, taking into consideration prevailing private and cooperative rates and terms in or near my community for loans for similar purposes and periods of time. I agree to use the sum specified herein, subject to and in accordance with regulations applicable to the type of assistance indicated above, and request payment of such sum. I agree to report to USDA any material adverse changes, financial or otherwise, that occur prior to loan closing. I certify that no part of the sum specified herein has been received. I have reviewed the loan approval requirements and comments associated with this loan request and agree to comply with these provisions.

(For FP loans at eligible terms only) If this loan is approved, I elect the interest rate to be charged on my loan to be the lower of the interest rate in effect at the time of loan approval or loan closing. If I check "NO", the interest rate charged on my loan will be the rate specified in Item 28 of this form. YES NO

WARNING: Whoever, in any matter within the jurisdiction of any department or agency of the United States knowingly and willfully falsifies, conceals or covers up by any trick, scheme, or device a material fact, or makes any false, fictitious or fraudulent statements or representations, or makes or uses any false writing or document knowing the same to contain any false, fictitious or fraudulent statement or entry, shall be fined under this title or imprisoned not more than five years, or both."

Date, 20 Robert J. Teich Jr., Mayor (Signature of Applicant)

Date, 20 Amy K. Kirkland, City Clerk (Signature of Co-Applicant)

37. I HEREBY CERTIFY that all of the committee and administrative determinations and certifications required by regulations prerequisite to providing assistance of the type indicated above have been made and that evidence thereof is in the docket, and that all requirements of pertinent regulations have been complied with. I hereby approve the above-described assistance in the amount set forth above, and by this document, subject to the availability of funds, the Government agrees to advance such amount to the applicant for the purpose of and subject to the availability prescribed by regulations applicable to this type of assistance.

(Signature of Approving Official)

Typed or Printed Name: Valarie Handy

Date Approved: Title: Deputy State Director

38. TO THE APPLICANT: As of this date, this is notice that your application for financial assistance from the USDA has been approved, as indicated above, subject to the availability of funds and other conditions required by the USDA. If you have any questions contact the appropriate USDA Servicing Office.

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

The Owosso City Council will conduct an in-person meeting on January 6, 2025. Citizens may view and listen to the meeting using the following link and phone numbers.

**OWOSSO CITY COUNCIL
MONDAY, JANUARY 6, 2025 AT 6:30 p.m.**

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

- **Join Zoom Meeting:**

<https://us02web.zoom.us/j/81130530177?pwd=9ix42aCsbyW5Vng1hBoPeHqT6yliXO.1>

Meeting ID: 811 3053 0177

Passcode: 017514

One tap mobile

+13126266799,,81130530177#,,,,*017514# US (Chicago)

+16465588656,,81130530177#,,,,*017514# US (New York)

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 January 6, 2025. may do so by calling or e-mailing the City Clerk's Office prior to the meeting at (989)725-0500 or city.clerk@ci.owosso.mi.us. Contact information for individual Council members can be found on the City website at: <http://www.ci.owosso.mi.us/Government/City-Council>

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

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MINUTES OF DECEMBER 16, 2024
6:30 P.M.
VIRGINIA TEICH CITY COUNCIL CHAMBERS**

PRESIDING OFFICER: MAYOR ROBERT J. TEICH, JR.

OPENING PRAYER: PASTOR BILL MOULL
OWOSSO FREE METHODIST CHURCH

PLEDGE OF ALLEGIANCE: JIM SLINGERLAND

PRESENT: Mayor Robert J. Teich, Jr., Councilmembers Janae L. Fear, Carl C. Ludington, Emily S. Olson, Rachel M. Osmer, and Christopher D. Owens.

ABSENT: Mayor Pro-Tem Jerome C. Haber.

APPROVE AGENDA

It was noted that an addendum to the agenda was presented to Council and two motions would be required should the members wish to amend the agenda.

Motion by Councilmember Olson to add the following items to the agenda:

ITEMS OF BUSINESS

3. New Year's Eve Block Party Permission.
4. New Year's Eve Fireworks Permit Request.

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

Motion by Councilmember Osmer to approve the agenda as amended.

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

APPROVAL OF THE MINUTES OF REGULAR MEETING OF DECEMBER 2, 2024

Motion by Councilmember Ludington to approve the Minutes of the Regular Meeting of December 2, 2024 as presented.

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

PROCLAMATIONS / SPECIAL PRESENTATIONS

***Audit Presentation**

Ken Berthiaume, Principal CPA, with Berthiaume & Co. CPA presented the annual audit for the year ending June 30, 2024. He reported that the audit went smoothly, there were no problems with procedures and controls, and very few adjusting journal entries were required. He further noted that the

City appears to be healthy financially, with a strong balance sheet, solid pension funding, stable business funds, and adequate cash balances. Mr. Berthiaume gave the City an unmodified opinion and said that its financial statements fairly state the condition of the City as of June 30, 2024.

PUBLIC HEARINGS

Proposed Special Assessment District No. 2025-104 - Hazards and Nuisances – 609 Martin Street

Master Plan Implementation Goals: 1.1

A public hearing was conducted to receive citizen comment regarding proposed Special Assessment District No. 2024-104, Hazards and Nuisances, as it relates to unpaid costs incurred in the altering, repairing, tearing down, abating or removing of hazards and nuisances at 609 Martin Street.

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

Whereas, the Council, after due and legal notice, has met and there being no one to be heard, motion by Councilmember Olson that the following resolution be adopted:

RESOLUTION NO. 213-2024

**AUTHORIZING THE ROLL FOR
SPECIAL ASSESSMENT DISTRICT NO. 2025-104 - HAZARDS & NUISANCES
FOR 609 MARTIN STREET**

WHEREAS, the City Council has met, after due and legal notice, and reviewed the Special Assessment Roll for Hazards and Nuisances District No. 2025-104 prepared for the purpose of defraying the unpaid costs incurred in the altering, repairing, tearing down, abating or removing of hazards and nuisances on the following described property:

PARCEL#	SERVICE ADDRESS	TYPE	AMOUNT
050-113-008-016-00	609 Martin St	Removal of foundation and debris from the property	\$ 11,466.33

and

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

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Said Special Assessment Roll-Hazards and Nuisances as prepared by the City Assessor in the amount of \$11,466.33 is hereby confirmed and shall be known as Special Assessment Roll-Hazards and Nuisances District No. 2025-104.
2. Pursuant to MCL 211.78k(c) said special assessment roll shall be divided into ten (10) equal annual installments, the first of which shall be due and payable on September 1, 2025, and the subsequent installments shall be due on September 1st of each and every year thereafter. Payment of the amount of the special assessment may be made in full without interest or penalty by November 1, 2025. Annual special assessment bills are not mailed by the City. It is the property owner's responsibility to contact the Treasurer's office for the amount of the annual payment if they do not wish for the amount to be placed on the winter tax bill.

3. The installments of the special assessment rolls shall bear interest at the rate of 3% per annum; provided, however, if the bonds are issued in anticipation of said special assessments, then such unpaid special assessment shall bear interest at a rate of interest equal to 1% above the average rate of interest borne by said bonds. Such interest shall commence on September 1, 2025 and shall be paid annually on each installment due date.
4. Said Special Assessment Roll-Hazards and Nuisances District No. 2025-104 shall be placed on file in the office of the City Clerk who shall attach his warrant to a certified copy thereof within ten (10) days commanding the Assessor to spread the various sums shown thereon as directed by the City Council.

Motion supported by Councilmember Owens.

Roll Call Vote.

AYES: Councilmembers Fear, Ludington, Owens, Olson, Osmer, and Mayor Teich.

NAYS: None.

ABSENT: Mayor Pro-Tem Haber.

CITIZEN COMMENTS

Bill Moull, 1335 W. North Street, reminded everyone that the holidays can be a time of great pain for those dealing with difficulties. He asked everyone to recognize their pain. He also held a moment of silence for those who passed away in 2024.

COUNCIL COMMENTS

Mayor Teich gave kudos to Planning & Building Director Tanya Buckelew for her work on the MI-HOPE Grant. He congratulated her for receiving a \$100,000 High Performer Award, which will allow an additional five homes to be made more energy efficient.

CONSENT AGENDA

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

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

Name	Board/Commission	Term Expires
Ronald Dankert*	Board of Review	12-31-2029
Nicholas Albertson	Planning Commission	06-30-2027

* Indicates reappointment

***Change Order – 2024 Sidewalk Program Contract.** Approve Change Order No. 1 to the 2024 Sidewalk Replacement Program Contract adding \$159,750.00 for the 2025 Sidewalk Replacement Program, and approve payment to the contractor up to the amended amount of \$297,280.00 upon completion of the work or portion thereof as follows:

RESOLUTION NO. 214-2024

**AUTHORIZING CHANGE ORDER NO. 1
TO THE CONTRACT BETWEEN THE CITY OF OWOSSO AND
LOPEZ CONCRETE CONSTRUCTION, LLC
FOR THE 2024 SIDEWALK PROGRAM**

WHEREAS, the city of Owosso, Shiawassee County, Michigan, approved a contract with Lopez Concrete Construction, LLC on February 20, 2024 in the amount of \$137,530.00 for sidewalk replacements throughout the city during the 2024 construction season; and

WHEREAS, Lopez Concrete Construction, LLC has offered to extend the contract for the 2025 construction season with a 5% increase to unit prices and a change order is necessary to increase the contract amount; and

WHEREAS, Lopez Concrete Construction, LLC has completed the sidewalk program in 2022 and 2024 and performed high quality work and city staff recommends extending the contract.

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 extend the 2024 Sidewalk Program contract with Lopez Concrete Construction, LLC to include work for the 2025 construction season by increasing the contract amount by \$159,750.00 for additional sidewalk replacement, bringing the contract total to \$297,280.00.
- SECOND: the mayor and city clerk are instructed and authorized to sign the document substantially in form attached as Change Order No. 1 to the Contract for Services between the city of Owosso and Lopez Concrete Construction, LLC.
- THIRD: the accounts payable department is authorized to pay Lopez Concrete Construction, LLC for work satisfactorily completed up to the revised contract amount of \$297,280.00.
- FOURTH: the above additional expenses shall be paid from FY2025-26 Major and Local Street Maintenance Funds accounts 202-463-818.000 and 203-463-818.000, and other funds as appropriate.

Master Plan Implementation Goals: 3.4, 5.2, 5.21

***MI-HOPE Grant Amendment - Additional Funds Acceptance.** Accept Amendment No. 2 to the Michigan Housing Opportunities Promoting Energy Efficiency Grant # ARP-2023-37-MIH (MI-HOPE) for additional awarded funds in the amount of \$100,000 to complete home improvement projects for an additional five selected residential homes in accordance with the Grant Program Guidelines as follows:

RESOLUTION NO. 215-2024

**APPROVING AMENDMENT NO. 2 TO
THE MICHIGAN HOUSING OPPORTUNITIES PROMOTING ENERGY EFFICIENCY (MI-HOPE)
GRANT #ARP-2023-27-MIH
FOR THE AWARD OF HIGH PERFORMER FUNDS**

WHEREAS, the City of Owosso applied for and received a MI-HOPE Grant totaling \$105,000 in the Spring of 2023 to assist property owners in funding energy efficiency improvements, such as window replacement, HVAC replacement, and appliance upgrades; and

WHEREAS, the City of Owosso further applied for another phase of the grant and received an additional

\$160,000 in March of 2024 (total grant of \$265,000 = \$250,000 for home improvement projects and \$15,000 for administrative costs); and

WHEREAS, the City of Owosso was recently awarded High Performer funds of an additional \$100,000, for a total of \$350,000 for home improvement projects; and

WHEREAS, the beneficiaries of this additional funding will include five residents in the community that experienced a Qualified Financial Hardship associated with the coronavirus pandemic; and

WHEREAS, the City of Owosso will not be required to match any grant dollars, but will serve to administer the grant, be a pass-through entity for grant funds, and abide by the terms and conditions set forth in the grant agreement.

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 Amendment No. 2 for the acceptance of additional funds in the amount of \$100,000.00 for the MI-HOPE Program Grant Agreement, Grant # ARP-2023-37-MIH, between the Michigan State Housing Development Authority and the City of Owosso.

Master Plan Implementation Goals: 3.7

***Change Order - MI-HOPE Grant Construction Project.** Approve Change Order No. 4 to the contract with Merkel & Kenney, Inc. for the MI-HOPE Grant Construction Project in the amount of \$100,000.00 for complete home improvement projects for an additional five selected residential homes and further authorize payment to the contractor upon satisfactory completion of the work or portion thereof up to the amount of \$346,126.00 as follows:

RESOLUTION NO. 216-2024

APPROVING CHANGE ORDER NO. 4 TO THE MI-HOPE GRANT CONSTRUCTION CONTRACT WITH MERKEL & KENNEY, INC. TO PERFORM HOME IMPROVEMENT PROJECTS FOR FIVE ADDITIONAL HOMES

WHEREAS, the City of Owosso applied for and received a MI-HOPE Grant totaling \$265,000 to assist property owners in funding energy efficiency improvements, such as window replacement, HVAC replacement, and appliance upgrades; and

WHEREAS, the original beneficiaries of this grant included eleven (11) residents in the community that experienced a Qualified Financial Hardship associated with the coronavirus pandemic; and

WHEREAS, the City of Owosso received an additional \$100,000 in funding as reward for being a High Performer; and

WHEREAS, the additional funding, in combination with remaining grant funds of \$20,000, will allow five (5) more residential homes to benefit from this grant; and

WHEREAS, the City of Owosso sought bids for a general contractor to perform the additional home improvements; one (1) bid was received from Merkel and Kenney Inc. of Owosso, MI for \$119,520; and

WHEREAS, Merkel and Kenney, Inc. is the current contractor for the MI-HOPE Grant Construction Contract, and as such, the additional amount will be added to the existing contract as Change Order No. 4; and

WHEREAS, this grant project is now expected to be completed by the end of Summer 2025.

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. 4 to the MI-HOPE Grant Construction Contract with Merkel and Kenney Inc. for home improvement projects for an additional five (5) residential homes as a part of the 2023/2024/2025 MI-HOPE Grant (ARP-2023-37-MIH) in the amount of \$119,520.00.
- SECOND: the City Manager and the Planning & Building Director, having been previously designated as authorized signers for the grant, are instructed and authorized to sign homeowner and contractor contracts, with one contract signed for each home selected for participation in the program.
- THIRD: the Accounts Payable department is authorized to pay Merkel and Kenney Inc. for work satisfactorily completed on the project up to the contract amount of \$346,126.00, with prior approval from MSHDA.
- FOURTH: the above expenses shall be paid from the Housing & Redevelopment Fund 254-200-818.000.

Master Plan Implementation Goals: 3.7

***Bid Award – 2025 Drainage Improvement Project.** Approve bid award to Wombat Services, LLC for the 2025 Drainage Improvement Project in the amount of \$125,509.31, and further approve payment to the contractor upon satisfactory completion of the project or portion thereof as follows:

RESOLUTION NO. 217-2024

**AUTHORIZING AWARD OF THE
2025 DRAINAGE IMPROVEMENTS PROJECT
TO WOMBAT SERVICES, LLC OF CHESANING, MICHIGAN**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has determined that it is advisable, necessary, and in the public interest to clean the ditch within the North Street right-of-way between Chipman Street and Hanover Street and the ditch west of Coventry Court north of Stewart Street within in the City; and

WHEREAS, the City of Owosso sought bids for cleaning these ditches as part of the 2025 Drainage Improvements Project, and the low responsive and responsible bid was received from Wombat Services, LLC in the amount of \$125,509.31; and

WHEREAS, Wombat Services, LLC is hereby determined to be qualified to provide such services.

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

- FIRST: it has heretofore determined that it is advisable, necessary and in the public interest to employ Wombat Services, LLC to clean ditches as part of the 2025 Drainage Improvements Project.

SECOND: the Mayor and City Clerk are instructed and authorized to sign the necessary documents to execute the services contract with Wombat Services, LLC in the amount of \$125,509.31.

THIRD: the Accounts Payable Department is authorized to pay Wombat Services, LLC for work satisfactorily completed on the project up to the initial contact amount of \$125,509.31, plus a contingency in the amount of \$20,000.00 upon written approval, for a total of \$145,509.31.

FOURTH: the above expenses shall be paid from the Major and Local Street Maintenance Funds accounts 202-463-818.000 and 203-463-818.000 in the amount of \$62,754.66 each and other funds as appropriate.

Master Plan Implementation Goals: 3.4

***Professional Services Agreement – Governmental Accounting Services.** Authorize a professional services agreement with Taylor and Morgan, C.P.A., P.C. for the provision of onsite governmental accounting services in an amount not to exceed \$30,000.00, and further authorize payment to the firm for services rendered in accordance with the contract as follows:

RESOLUTION NO. 218-2024

**AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT WITH
TAYLOR & MORGAN, P.C.
FOR GOVERNMENTAL ACCOUNTING SERVICES**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, is required to complete an independent audit per Section 8.4 of the Owosso City Charter; and

WHEREAS, the Finance Department has statutory responsibilities per Section 7.5 of the Owosso City Charter; and

WHEREAS, Taylor & Morgan, P.C., a full-service public accounting firm, has submitted a proposal for onsite accounting services for the calendar year ending December 31, 2025; and

WHEREAS, the employment of professional services is an exception to competitive bidding per Section 2-346(2) of the City of Owosso Code of Ordinances.

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 enter into a professional service agreement with Taylor & Morgan P.C. for governmental accounting services, annual budget creation and annual independent audit preparation services.

SECOND: the mayor and city clerk are instructed and authorized to sign the document substantially in form attached as Professional Services Agreement between the City of Owosso and Taylor & Morgan P.C.

THIRD: the accounts payable department is authorized to pay Taylor & Morgan P.C. for work satisfactorily completed, estimated at \$30,000, under said professional services agreement.

FOURTH: the above expenses shall be paid from General Fund Account 101.201.818.000.

Motion supported by Councilmember Owens.

Roll Call Vote.

AYES: Councilmembers Osmer, Ludington, Owens, Olson, Fear, and Mayor Teich.

NAYS: None.

ABSENT: Mayor Pro-Tem Haber.

ITEMS OF BUSINESS

***Audit Acceptance**

Motion by Councilmember Olson to approve the following resolution accepting and placing on file the City of Owosso Financial Report for the Fiscal Year Ended June 30, 2024 as follows:

RESOLUTION NO. 219-2024

**ACCEPTING AND PLACING ON FILE
THE CITY OF OWOSSO, MICHIGAN FINANCIAL REPORT
FOR THE FISCAL YEAR ENDED JUNE 30, 2024**

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

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

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

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

FIRST: the City of Owosso Annual Financial Report for the Fiscal Year Ended June 30, 2024, attached hereto and made a part hereof as Exhibit A, is hereby accepted and placed on file.

SECOND: a copy of the City of Owosso, Annual Financial Report for the Fiscal Year Ended June 30, 2024 will be maintained on file in the office of the city clerk for public examination, a copy will be placed in the Shiawassee District Library Owosso Branch for public examination, and copies will be sent to those required by law and agreement.

Motion supported by Councilmember Ludington.

Roll Call Vote.

AYES: Councilmembers Ludington, Olson, Osmer, Fear, Owens, and Mayor Teich.

NAYS: None.

ABSENT: Mayor Pro-Tem Haber.

Set Special Meeting

Councilmember Ludington indicated he would be unavailable on the date proposed. It was noted that pushing the goal-setting session out would compromise the time necessary to create the annual Capital Improvements Plan.

Motion by Councilmember Osmer to set a special meeting for Wednesday, January 8, 2025 at 6:30 p.m. for the purpose of conducting a goal-setting session.

Motion supported by Councilmember Olson.

Roll Call Vote.

AYES: Councilmembers Owens, Ludington, Olson, Osmer, Fear, and Mayor Teich.

NAYS: None.

ABSENT: Mayor Pro-Tem Haber.

New Year's Eve Block Party Permission (This item was added to the agenda.)

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

Motion by Councilmember Olson to approve the request from Owosso Masonic Lodge #81 for the closure of South Washington Street from Comstock Street to Jerome Avenue on Tuesday, December 31, 2024 at 9:00 p.m. until Wednesday, January 1, 2025 at 1:00 a.m. for the New Year's Eve Block Party and further approve Traffic Control Order No. 1526 formalizing the request.

Motion supported by Councilmember Osmer.

Roll Call Vote.

AYES: Councilmembers Owens, Osmer, Ludington, Fear, Olson, and Mayor Teich.

NAYS: None.

ABSENT: Mayor Pro-Tem Haber.

***New Year's Eve Fireworks Permit Request** (This item was added to the agenda.)

Motion by Councilmember Owens to approve the request of Owosso Masonic Lodge #81 for permission to hold a public fireworks display operated by Wolverine Fireworks Display, Inc. during the New Year's Eve Block Party event as follows:

RESOLUTION NO. 220-2024

**APPROVING A PUBLIC FIREWORKS DISPLAY PERMIT
FOR WOLVERINE FIREWORKS DISPLAY, INC**

WHEREAS, Owosso Masonic Lodge #81 wishes to hold a New Year's Eve celebration which includes a fireworks display at midnight; and

WHEREAS, as the legislative body of the City of Owosso, the City Council is required by Public Act 256 of 2011 to approve any public fireworks displays within its jurisdiction; and

WHEREAS, an application has been made by the Lodge and operator Wolverine Fireworks Display, Inc. requesting a permit for a public fireworks display to be held during the New Year's Eve event December 31, 2024; and said application has been reviewed by staff.

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

FIRST: it has heretofore determined that Wolverine Fireworks Display, Inc. is a competent and qualified fireworks display operator and that the proposed display meets the requirements of PA 256 of 2011.

SECOND: it has heretofore determined that it is in the public interest to approve a public display fireworks permit for the downtown New Year's Eve event, with Wolverine Fireworks Display, Inc. serving as operator.

Motion supported by Councilmember Ludington.

Roll Call Vote.

AYES: Councilmembers Olson, Ludington, Owens, Fear, Osmer, and Mayor Teich.

NAYS: None.

ABSENT: Mayor Pro-Tem Haber.

Mayor Teich thanked Councilmember Owens for his efforts to take on this event after it was shelved by the DDA to explore other opportunities. Councilmember Owens thanked all those in attendance this evening that had helped him make this happen.

Councilmember Olson thanked DDA/OMS Director Lizzie Fredrick for all of her past efforts to carry on this event, despite continued issues with manpower and funding. She noted that she had tried hard to make it work up until the point the DDA removed it from their annual calendar of events.

CITIZEN COMMENTS

Pastor Bill Moull, 1335 W. North Street, wished everyone a Merry Christmas asking that all be blessed with hope, peace, joy, and love.

COUNCIL COMMENTS

None.

COMMUNICATIONS

Nathan R. Henne, City Manager. Fire Hydrant Flushing & Maintenance Program.

Allie McGuire, DDA/OMS Board. Letter of resignation.

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

Tanya S. Buckelew, Planning & Building Director. November 2024 Code Violations Report.

Tanya S. Buckelew, Planning & Building Director. November 2024 Inspections Report.

Tanya S. Buckelew, Planning & Building Director. November 2024 Certificates Issued Report.
Kevin D. Lenkart, Public Safety Director. November 2024 Police Report.
Kevin D. Lenkart, Public Safety Director. November 2024 Fire Report.
Downtown Development Authority/Owosso Main Sreet Board. Minutes of December 4, 2024.

NEXT MEETING

Monday, January 06, 2025

BOARDS AND COMMISSIONS OPENINGS

Building Board of Appeals – Alternate - term expires June 30, 2026
Building Board of Appeals – Alternate - term expires June 30, 2025
DDA/OMS Board – term expires June 30, 2028
Zoning Board of Appeals – Alternate – term expires June 30, 2027
Zoning Board of Appeals – Alternate – term expires June 30, 2025

ADJOURNMENT

Motion by Councilmember Owens for adjournment at 7:09 p.m.

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

Robert J. Teich, Jr., Mayor

Amy K. Kirkland, City Clerk

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



MEMORANDUM

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

DATE: December 11, 2024
TO: Mayor Teich and the Owosso City Council
FROM: Tanya S. Buckelew, Planning & Building Director
SUBJECT: Rezoning Request 108 N Chipman St Recommendation and Setting the Public Hearing

RECOMMENDATION:

The Planning Commission does not recommend amending the zoning ordinance to rezone the following parcel:

Parcel Address	Parcel Number	Current Zoning	Proposed Zoning
108 N Chipman St	050-660-017-001-00	CBD Central Business	I-1 Light Industrial

The City Council is required to hold a Public Hearing prior to approving or not approving the rezoning request to amend the zoning ordinance. The Public Hearing shall be scheduled for Tuesday, January 21, 2025 at 6:30 pm.

BACKGROUND:

The City is in receipt of a rezoning request from JABB Management to rezone the above listed parcel. The proposed use is a marijuana processing facility.

- This property was originally zoned I-1 Light Industrial and was rezoned to B-3 in 2012 because of its frontage along W. Main Street. (In 2012, the Westown Main Street corridor was rezoned to B-3).
- The property was split into two parcels (approved at the 11/01/2021 City Council meeting), one with frontage on W. Main Street, and the other frontage on N. Chipman Street.
- The applicant will keep the CBD zoning on the parcel fronting W. Main Street. Future development will be determined later.
- This request only pertains to the building and parcel at 108 N. Chipman Street.

(Side note – B-3 zoning designation was used in the previous zoning ordinance and with the newly adopted ordinance, CBD is now the zoning designation)

The Planning Commission, after mailing notices and holding a public hearing, voted at its regular meeting on December 9, 2024, to recommend that City Council deny the rezoning request.

FISCAL IMPACTS: None.

RESOLUTION NO.

**AUTHORIZING FIRST READING & SETTING A PUBLIC HEARING
TO AMEND CHAPTER 38, ZONING, OF THE CODE OF ORDINANCES
TO REZONE ONE PARCEL OF REAL PROPERTY AT 108 N. CHIPMAN STREET
AND AMEND THE ZONING MAP**

WHEREAS, the City of Owosso adopted a master plan in 2021 which includes a future land use plan; and

WHEREAS, the City of Owosso received a request from Jabb Management, LLC, owners of the property located at 108 N. Chipman Street, parcel #050-660-017-001-00, to rezone the parcel from CBD, Central Business District, to I-1, Light Industrial District; and

WHEREAS, the Planning Commission published and mailed notices for the request, held a public hearing on the request, and deliberated on the request; and

WHEREAS, the Planning Commission finds that the requested rezoning does not meet the intent and criteria for a zoning amendment as it relates to the master plan and the zoning ordinance; and

WHEREAS, the Planning Commission, with reservations, does not recommend the rezoning of said parcel; and

WHEREAS, City staff recommends, without reservation, the rezoning of the following parcel:

Parcel Address	Parcel Number	Current Zoning	Proposed Zoning
108 N Chipman St	050-660-017-001-00	CBD Central Business	I-1 Light Industrial

and

WHEREAS, a public hearing by the City Council is required before any such ordinance amendment can be approved or denied.

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

SECTION 1. OFFICIAL ZONING MAP AMENDMENT. That Chapter 38, Zoning, Sec. 38-27, *Zoning Districts and Map*, is proposed to reflect the following changes, to be noted on the official map and filed with the city clerk:

Parcel Address	Parcel Number	Current Zoning	Proposed Zoning
108 N Chipman St	050-660-017-001-00	CBD Central Business	I-1 Light Industrial

SECTION 2. PUBLIC HEARING. A public hearing is set for Tuesday, January 21, 2025 at 6:30 p.m. in the City Hall Council Chambers for the purpose of hearing citizen comment regarding the proposed ordinance amendment.

SECTION 3. NOTICE. Council hereby directs staff to supply a public notice concerning the rezoning to a newspaper of general circulation within the city.

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



APPLICATION FOR REZONING

City of Owosso
301 W. Main Street, Owosso, MI 48867
Phone: (989) 725.0535
building@ci.owosso.mi.us

- Refer to the City of Owosso Zoning Ordinance Chapter 38 Article XXI for additional information
- Application must be filed at least 25 days prior to a scheduled Planning Commission meeting for staff review and proper notices (see last page for submittal deadlines)
- Payment of fees including escrow fees
- The Applicant or his/her representative must be present at the Planning Commission and City Council public hearings for action to be taken on this request
- City Council will address the rezoning at the following meeting Council meeting after Planning Commission makes its recommendation

I, (we), the undersigned, do hereby respectfully make application and petition the City of Owosso Planning Commission and City Council to amend the Zoning Ordinance and change the zoning map as hereinafter requested:

1. PROPERTY TO BE REZONED:

Address: 108 N. CHIPMAN, OWOSSO, MI 48867

Parcel ID #: 050-660-017-001-00

Legal Description:

Frontage in feet:

Depth in feet:

2. PROPERTY OWNERSHIP:

Name: BRIAN J BRAMSTEWICZ

Address:

Phone:

3. ZONING REQUEST:

Current Zoning: B3-CENT BUS

Requested Zoning: I1-IND LT

4. PROPOSED USE OF THE PROPERTY: PROCESSING

Indicate why, in your opinion, the requested change is consistent with the ordinance in prompting and protecting the public health, safety, peace, morals, comfort, convenience and general welfare of the inhabitants of the city of Owosso. The surrounding properties on Chipman, N. Lyon, & Bechtel St are zoned I1. This property is a former factory surrounded by a gated chain link fence and will have state of the art security camera system & odor filtration.

The above information has been submitted in support of the rezoning and is accurate and truthful to the best of our knowledge.

Signature of Applicant: [Signature]

Date: 11/14/2024

1. Application fee is \$575.00 + \$10.00 per acre.

2. Escrow fee (Hourly rate of Staff/Consultant involved) is \$1,500

- A cash deposit of \$1,500.00 shall be placed with the City of Owosso
- The City will let the applicants know when additional funds are needed (typically when about 25% is remaining).
- Should there be funds remaining in the account after completion of the project, the balance will be returned

To Whom this may concern:

11/13/2024

Application for Re-zoning:

We are requesting a re-zoning of the property located at 108 N. Chipman St. in Owosso, MI. The following is in support of the request of re-zoning the property. The property itself is located in a secluded isolated area that is completely fenced in with no residential neighbors for a stretch of distance. There is currently a tenant that is using one of our spaces, but the contract will become null and void upon approval for rezoning. We are requesting for a rezoning of this commercial site to build a Marijuana processor, we currently own/operate Homegrown Owosso and adding a processor is detrimental to our future success and longevity for the community.

Proposed Use Type of Business:

Processor:

Processing consists of multiple levels of manufacturing. The main objective is the complete use of plant material, biomass, and distillate that results in creating other items such as pre-rolls, concentrates, vaporizers, gummies, and other forms of consumable as well as inhalation of marijuana products. These products are vital to the marijuana industry as a whole, they are the back bone of the industry. Homegrown – Owosso is owned by the applicant, to which the processing is a major contributor for longevity of the business.

The primary goal for this processor in Owosso would be to support the business of Homegrown – Owosso. Packaging of Bulk materials, both flower and pre-rolls with use of specialized marijuana machinery and kitchen will be installed to achieve this goal. Air filtration system installation to catch odors that may arise from the manufacturing processes. The lively hood of Homegrown- Owosso is a vital part of this operation as both businesses will support each other, creating job opportunities and more business across the board bringing revenue in the city.

The operational aspects of the processor pose no threat to any of the neighboring businesses or community. The odor aspect is not a concern either, as the proprietary purpose is to create products. There will be air handlers installed to which left keep fresh air flowing thru the building and processing rooms. Odors can be eliminated with proper air regulation machinery that scrubs the stale odor air that may be lingering. The processes are very eco friendly and bring passive income to the city, by hiring of employees and sale of goods at the local retailer level.

Best Regards,

James Tolston
&
Brian Brzustewicz

2024 Meeting Date

2024 Submittal Deadline

January 22	December 28, 2023
February 26	February 1
March 25	March 1
April 22	March 28
May 28	May 3
June 24	May 30
July 22	June 28
August 26	August 1
September 23	August 29
October 28	October 3
November 25	November 1
December 9	November 14

FOR OFFICIAL USE ONLY

Case # <i>PREZ2024-02</i>	Planning Commission Hearing Date <i>12/9/2024</i>
Receipt # <i>630190</i>	Action Taken
Date Filed <i>11/13/2024</i>	City Council Hearing Date
Description Checked <i>[Signature]</i>	Action Taken



December 3, 2024

Planning Commission
 City of Owosso
 301 W. Main Street
 Owosso, Michigan 48867

Subject: REZONING
Location: 108 N Chipman Street
Size of Site: 3 acres
Request: To rezone roughly 3 acres at 108 N Chipman Street from CBD, Central Business, to I-1 Light Industrial.
Applicant: City of Owosso

Dear Planning Commissioners:

At your request, we have reviewed the above application from the City of Owosso to rezone 3 acres from B-3 Commercial to I-1, Light Industrial. The property has previously been split into two parcels, one with frontage on W. Main and the other with frontage on Chipman. This property was originally zoned industrial and was rezoned to CBD in the past 2 years when the new Zoning Ordinance was adopted. The applicant is not proposing to change the zoning designation along Main.

Our comments are based on a review of the information submitted by the applicant, a site visit, meetings with the applicant, discussions with the Planning Commission, and conformance to the City’s Master Plan and Zoning Ordinance. In reaching a decision on the application, the Planning Commission should consider our comments along with those from other staff and consultants, relevant input from the public, additional information provided by the applicant, and your own findings based on ordinance standards as part of your deliberation and recommendation to City Council.

LOCATION AND DESCRIPTION

The subject parcel is located along the east side of N. Chipman Street, adjacent to the rail line. The property is identified in the master plan as an area for redevelopment but did not specifically state what redevelopment should be. The applicant would like to potentially locate a marijuana processing facility on this property.

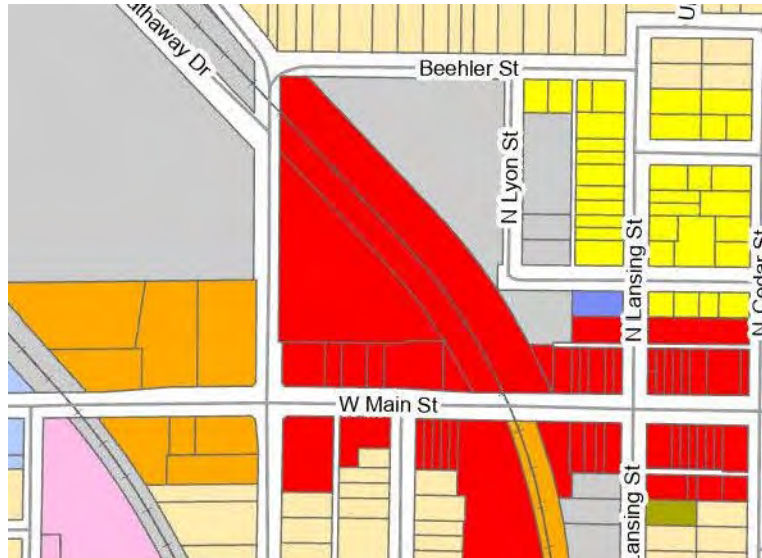
EXISTING LAND USE, ZONING AND FUTURE LAND USE

	Existing Land Use	Zoning	Master Plan
Subject Site	Existing 26,000 SF Ind. Building	CBD	Commercial
North	Industrial & Commercial	CBD	Commercial



South	Commercial	CBD	Commercial
East	Commercial	CBD	Commercial
West	Industrial and Commercial	B-4, General Commercial and I-1, Light Industrial	Local business and industrial

***The map below is the existing zoning map for the City of Owosso**



DISCUSSION

In considering any petition for an amendment to the official zoning map, the planning commission and city council shall consider the following criteria in making its findings, recommendations and decision:

1. Consistency with the goals, policies, and future land use map of the City of Owosso Master Plan. If conditions upon which the master plan was developed (such as market factors, demographics, infrastructure, traffic and environmental issues) have changed significantly since the master plan was adopted, as determined by the city, the planning commission and council shall consider the consistency with recent development trends in the area.

Finding – While the current future land use map identifies this area as commercial, this property was previously industrial, and a marijuana processing facility would not be considered too intense for the surrounding commercial uses.

2. Compatibility of the site's physical, geological, hydrological, and other environmental features with the host of uses permitted in the proposed zoning district.

Finding – This site would be compatible with the host of uses permitted under the I-1 Zoning Classification.

3. Evidence the applicant cannot receive a reasonable return on investment through developing the property with at least one (1) use permitted under the current zoning.

Finding – To our knowledge, no evidence exists showing that the applicant could not receive a reasonable return on investment through developing the property as commercial.

4. The compatibility of all the potential uses allowed in the proposed zoning district with surrounding uses and zoning in terms of land suitability, impacts on the environment, density, nature of use, traffic impacts, aesthetics, infrastructure and potential influence on property values.

Finding – It is our belief that land uses within the I-1 district are more compatible with this site given former industrial uses on this site and the proximity to the rail line.

5. The capacity of the city's infrastructure and services sufficient to accommodate the uses permitted in the requested district without compromising the "health, safety, and welfare."

Finding – There should be no issues with existing infrastructure being able to accommodate and service this site.

6. The apparent demand for the types of uses permitted in the requested zoning district in relation to the amount of land currently zoned and available to accommodate the demand.

Finding – We find that there is high demand for industrial property in Owosso for potential marijuana processing facilities.

7. The request has not previously been submitted within the past one (1) year, unless conditions have changed, or new information has been provided.

Finding – This application has not been previously before the City for the requested processing facility.

RECOMMENDATION

Based upon the above comments, **we recommend approval of the rezoning request for 108 N. Chipman based on the following items;**

1. That the request is not in overwhelming conflict with the Master Plan or the Zoning Ordinance;
2. The site is compatible with uses in the proposed I-1 Zoning District;
3. The applicant is not rezoning to increase the return on investment of the property;
4. That the Planning Commission understands that the proposed use may be more compatible with surrounding land uses;
5. Infrastructure to the site is appropriate for the proposed use; and
6. The request has not been previously submitted to the City for consideration.

We look forward to discussing this with you at your November Planning Commission meeting

Sincerely,

City of Owosso Planning Commission

108 N. Chipman Rezoning Review

December 3, 2024

Page 4

CIB Planning





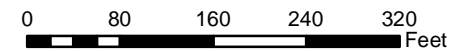
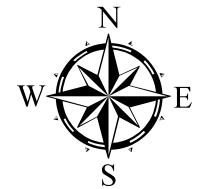
Justin Sprague
Vice President

City of Owosso

300' Buffer Zone Map

Subject Parcel:
108 N. Chipman St.

-  Subject Parcel
-  Area within 300' of Subject Parcel



MINUTES
REGULAR MEETING OF THE OWOSSO PLANNING COMMISSION
Monday, December 9, 2024 – 6:30 P.M.

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

PLEDGE OF ALLEGIANCE: Recited

ROLL CALL: Tanya Buckelew

MEMBERS PRESENT: Secretary Fear, Commissioner Law, Chairman Livingston, Commissioner Owens, Vice-Chair Robertson, Commissioners Schlaack and Taylor

MEMBERS ABSENT: Commissioner Osika

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

APPROVAL OF AGENDA:

MOTION BY COMMISSIONER TAYLOR, SUPPORTED BY SECRETARY FEAR TO APPROVE THE AGENDA FOR December 9, 2024.

YEAS ALL. MOTION CARRIED.

APPROVAL OF MINUTES:

MOTION BY VICE-CHAIR ROBERTSON SUPPORTED BY COMMISSIONER TAYLOR TO APPROVE THE MINUTES FOR THE October 28, 2024 MEETING.

YEAS ALL. MOTION CARRIED.

PUBLIC HEARING:

1. REZONING REQUEST FOR 108 N CHIPMAN STREET:

The applicant has submitted a request to rezone the property from CBD, Central Business District to I-1, Light Industrial for the purpose of a marijuana processing facility.

The applicant stated they would need about 2,000 to 3,000 square feet of the building for processing. The interior build out would be similar to a commercial kitchen with indoor storage. There is less odor with processing and air scrubbers with carbon filters would be installed to control any odors emitting from the building. The business would be open Monday through Friday between 9 am and 5 pm and no weekends. No additional traffic would occur.

Justin Sprague, CIB Planning, provided comments and reviewed his letter submitted for the Planning Commission.

The property has been previously split into two parcels, one with frontage on W. Main and the other with frontage on Chipman. The property was originally zoned industrial.

In considering any petition for an amendment to the official zoning map, the planning commission and city council shall consider the following criteria in making its findings, recommendations and decision:

- 1. Consistency with the goals, policies, and future land use map of the City of Owosso Master Plan. If conditions upon which the master plan was developed (such as market factors, demographics, infrastructure, traffic and environmental issues) have changed significantly since the master plan was adopted, as determined by the city, the planning commission and council shall consider the consistency with recent development trends in the area.

Finding – While the current future land use map identifies this area as commercial, this property was previously industrial, and a marijuana processing facility would not be considered too intense for the surrounding commercial uses.

- 2. Compatibility of the site's physical, geological, hydrological, and other environmental features with the host of uses permitted in the proposed zoning district.

Finding – This site would be compatible with the host of uses permitted under the I-1 Zoning Classification.

- 3. Evidence the applicant cannot receive a reasonable return on investment through developing the property with at least one (1) use permitted under the current zoning.

Finding – To our knowledge, no evidence exists showing that the applicant could not receive a reasonable return on investment through developing the property as commercial.

- 4. The compatibility of all the potential uses allowed in the proposed zoning district with surrounding uses and zoning in terms of land suitability, impacts on the environment, density, nature of use, traffic impacts, aesthetics, infrastructure and potential influence on property values.

Finding – It is our belief that land uses within the I-1 district are more compatible with this site given former industrial uses on this site and the proximity to the rail line.

- 5. The capacity of the city's infrastructure and services sufficient to accommodate the uses permitted in the requested district without compromising the "health, safety, and welfare."

Finding – There should be no issues with existing infrastructure being able to accommodate and service this site.

- 6. The apparent demand for the types of uses permitted in the requested zoning district in relation to the amount of land currently zoned and available to accommodate the demand.

Finding – We find that there is high demand for industrial property in Owosso for potential marijuana processing facilities.

- 7. The request has not previously been submitted within the past one (1) year, unless conditions have changed, or new information has been provided.

Finding – This application has not been previously before the city for the requested processing facility.

RECOMMENDATION

Based upon the above comments, we recommend approval of the rezoning request for 108 N. Chipman based on the following items;

1. That the request is not in overwhelming conflict with the Master Plan or the Zoning Ordinance.
2. The site is compatible with uses in the proposed I-1 Zoning District.
3. The applicant is not rezoning to increase the return on investment of the property.
4. That the Planning Commission understands that the proposed use may be more compatible with surrounding land uses.
5. Infrastructure to the site is appropriate for the proposed use; and
6. The request has not been previously submitted to the city for consideration.

The Planning Commission can recommend to City Council to approve or deny the request. Conditional rezoning could be a possibility. Mr. Sprague referred to the Master Plan and Future Land Use and this lot is in the Centers place type, which allows light production facilities (w/ retail) among other commercial uses and multi-family buildings.

CHAIRMAN LIVINGSTON OPENED THE PUBLIC HEARING AT 6:50 PM

The following spoke during the public hearing:

1. Lynn Back, 630 Clark, asked if they could expand into a grow facility, air scrubbers are stand-alone inside and what about venting for the oven.
2. Bill Byrne, 815 W. Oliver, thanked the planning commission for their time. Is strongly opposed to the rezoning.
3. Jim Slingerland, 908 Campbell, there is a strong odor by the soccer fields near the industrial park. Recommends planning commission does not approve.
4. Sam McLaren, 721 W. Oliver, stated venting and makeup air is required and some equipment is not safe. Requests it not to be rezoned.
5. Gary Morris, 840 Woodlawn, would like to see more businesses for work.
6. Glen Merkel, 4658 S. Morrice Rd., talked about the odor in the SE industrial park.
7. Elizabeth Byrne, 815 W. Oliver, stated it is zoned for business as part of the master plan. Borders business and residential districts and could have a negative impact.
8. Roberto Larrivey, 702 W. Oliver, can't rent a house in Chesaning due to odor. The buffer zone in the public notice is not correct as to how far marijuana odor can travel. Owns a gym on 21 and does not want the odor.
9. Matt Jones, 600 Clark, opposed the rezoning. Enjoys going to Old Town Lansing and Williamston. With grow and processing, the town will stay stagnant.
10. Inita Jones, 600 Clark, there is a pot shop on every corner and is an eyesore. This facility would be an eyesore. What kind of traffic would this bring.
11. Jennifer Larrivey, 702 W. Oliver, we are the caretakers of this community. The master plan is to maintain the integrity of this community. Opposed to the rezoning.
12. Elizabeth Byrne, 815 W. Oliver, used to own a business in Owosso. Westtown is part of this community.

CLOSED THE PUBLIC HEARING AT 7:20 PM.

Discussion was held with the Commissioners in regard to what other uses could go in if the property was zoned industrial. Discussed what neighboring properties are zoned. Discussed working on the master plan, marijuana ordinances and the ordinance in regard to odor control.

MOTION BY COMMISSIONER OWENS SUPPORTED BY COMMISSIONER LAW TO TABLE THE REZONING REQUEST UNTIL THE JANUARY 2025 MEETING.

YEAS: COMMISSIONERS LAW, OWENS AND SCHLAACK
NAYS: SECRETARY FEAR, VICE-CHAIR ROBERTSON, COMMISSIONER TAYLOR AND CHAIRMAN LIVINGSTON
RCV 3-4
MOTION FAILED

MOTION BY COMMISSIONER TAYLOR SUPPORTED BY COMMISSIONER LAW TO RECOMMEND THE APPROVAL OF THE REZONING REQUEST TO THE CITY COUNCIL.

YEAS: COMMISSIONERS LAW, OWENS AND TAYLOR
NAYS: SECRETARY FEAR, VICE-CHAIR ROBERTSON, COMMISSIONER SCHLAACK AND CHAIRMAN LIVINGSTON
RCV 3-4
MOTION FAILED

MOTION BY VICE-CHAIR ROBERTSON SUPPORTED BY COMMISSIONER SCHLAACK TO RECOMMEND THE DENIAL OF THE REZONING REQUEST TO THE CITY COUNCIL BECAUSE IT IS CONTRARY TO THE MASTER PLAN AND IS NOT WITHIN THE PURPOSE OF THE MASTER PLAN.

YEAS: SECRETARY FEAR, VICE-CHAIR ROBERTSON, COMMISSIONER SCHLAACK AND CHAIRMAN LIVINGSTON
NAYS: COMMISSIONERS LAW, OWENS AND TAYLOR
RCV 4-3
MOTION PASSED

ADJOURNMENT:

MOTION BY COMMISSIONER LAW SUPPORTED BY COMMISSIONER TAYLOR TO ADJOURN AT 7:50 PM UNTIL THE NEXT MEETING ON JANUARY 27, 2025.

YEAS ALL, MOTION CARRIED

Janae Fear, Secretary



MEMORANDUM

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

DATE: January 2, 2025

TO: City Council

FROM: Nathan Henne, City Manager

SUBJECT: AUTHORIZING A 21-DAY POSTING PERIOD FOR A CROP FARMING CASH RENT AGREEMENT WITH MATT DUTCHER AND KEVIN DUTCHER D/B/A SHAWNEE CREEK FARMS

RECOMMENDATION:

Approve a resolution authorizing a 21-day posting period for an agreement to lease approximately 10 acres of farm land on a cash rent basis to Matt and Kevin Dutcher for \$500.00 per year. The agreement is for a five-year term.

BACKGROUND:

The city has a small tract of farmable land south of the city that has been leased on a cash rent basis to Matt Dutcher and Kevin Dutcher for several years. The land is landlocked with access across farmland that the Dutchers also farm.

FISCAL IMPACTS:

The cash rent will generate \$500 per year from 2025-2029.

RESOLUTION NO.

**AUTHORIZING 21-DAY POSTING FOR
A CROP FARMING CASH RENT AGREEMENT
WITH MATT DUTCHER AND KEVIN DUTCHER D/B/A SHAWNEE CREEK FARMS**

WHEREAS, the city of Owosso, Michigan ("City") is a municipal corporation organized under the provisions of the Home Rule City Act, Public Act 279 of 1909, as amended, and is governed by the provisions of the Owosso City Charter adopted April 6, 1964, as amended ("Charter"); and

WHEREAS, the city owns certain tillable acreage near Hopkins Lake that would be suitable for farming; and

WHEREAS, the city is not currently utilizing the land and desires to lease the land for farming purposes; and

WHEREAS, Matt and Kevin Dutcher, doing-business-as Shawnee Creek Farms, have expressed an interest in leasing the land for a five-year period; and

WHEREAS, Charter Section 14.3 (b)(2) provides for a twenty-one day posting period to allow public inspection of the proposed lease.

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

- FIRST: the city of Owosso is in receipt of a proposed five-year cash rent agreement for ten acres of tillable farmland near Hopkins Lake from Matt Dutcher and Kevin Dutcher, d/b/a Shawnee Creek Farms, which farm adjacent land.
- SECOND: the city council approves the posting of said agreement for a period of at least 21-days to allow for public inspection.
- THIRD: the agreement be returned to council at the meeting of February 3, 2025 for potential final determination.

**SHAWNEE CREEK FARMS LLC.
CASH RENT AGREEMENT**

5307 S. Morrice Rd.
Owosso MI. 48867

Matt Dutcher (989)666-1495
Kevin Dutcher (989)666-1496

I, CITY OF OWOSSO, am renting my farm, number _____
located in section 25, of OWOSSO
township in Shiawassee county MI. on a cash basis to Shawnee creek farms LLC.
for the crop years of 2025 - 2029.



S.C.F. Manager _____ Date _____

Owner Signature _____ Date _____

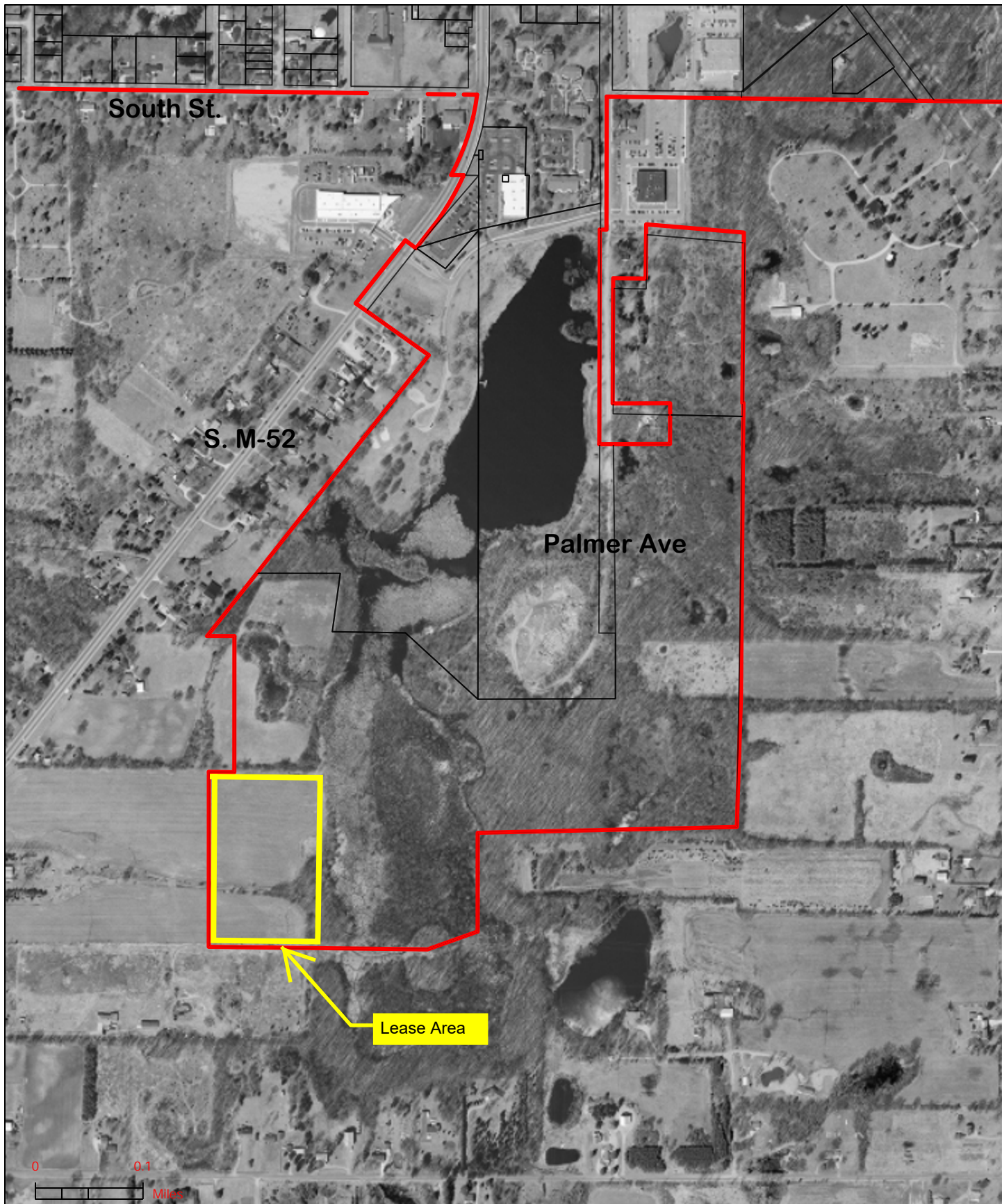
CITY OF OWOSSO
Name of Owner

38-6004773
S. S. #

301 W MYNEN ST
Owner address
OWOSSO MI 48867

Shawnee Creek Farms LLC. agrees to rent ALL TOGETHER acres on A cash
rent basis. Agreeing to pay a total of \$ 500.00 payable by
December 31 of each year rented

OWOSSO





MEMORANDUM

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

DATE: January 1, 2025

TO: Owosso City Council

FROM: Amy Fuller, Assistant City Manager

SUBJECT: Grand Avenue Park Playground Equipment Contract Amendment

Requesting Council approve Contract Amendment No. 1 increasing the cost by \$863.96 for the purchase and installation of playground equipment for Grand Avenue Park, for a total amount of \$38,346.63. The cost increase reflects price changes for the 2025 calendar year.

This purchase will include a swing set with four swings, a play structure with slides, a spinning toy, a grill, a picnic table, a bench, a trash can, and the installation of playground equipment. There is currently not any playground equipment at Grand Avenue Park. This equipment was selected and voted upon by Parks and Recreation at their October 25, 2024, regularly scheduled meeting.

This project will be funded by a \$15,000 Neighborhood Enhancement Grant, \$15,000 from the city's general fund, and \$15,000 from the Parks and Recreation millage account 208-751-930.000. This contract is to be completed by June 30, 2025.

Attachments: GameTime c/o Sinclair Recreation Proposal

Master Plan Goal 5.3

RESOLUTION NO.

**RESOLUTION AUTHORIZING THE EXECUTION OF AMENDMENT NO. 1 TO
THE CONTRACT WITH GAMETIME FOR PLAYGROUND EQUIPMENT
FOR GRAND AVENUE PARK**

WHEREAS, the Council of the City of Owosso, Shiawassee County, Michigan, approved a contract on November 2, 2024 with GameTime for the purchase and installation of playground equipment for Grand Avenue Park; and

WHEREAS, the price for said equipment increased \$863.96 for the 2025 calendar year, per the terms of MiDeal Contract #180000001296 with the State of Michigan; and

WHEREAS, staff desires to expand the contract by \$863.96.

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 to approve Amendment No. 1 to the contract with GameTime for the purchase and installation of playground equipment for Grand Avenue Park, increasing the price \$863.96.

SECOND: the Accounts Payable Department is authorized to pay GameTime in the amount of \$38,346.63 upon satisfactory delivery and installation of said playground equipment.

THIRD: the above expenses shall be paid from the general fund 101-751-930.000 in the amount of \$23,346.63 and \$15,000 from the Parks Millage Fund account 208-751-930.000.



GameTime c/o Sinclair Recreation
 176 E Lakewood Blvd
 Holland, MI 49424
 Ph: 800-444-4954
 Fax: 616-392-8634

12/12/2024
 Quote #
 106481-01-04

GameTime Playground Equipment - With Installation - 2025 Pricing

City Of Owosso
 Attn: Amy Fuller
 301 W. Main St.
 Owosso, MI 48867
 United States
 Phone: 989-725-0577
 amy.fuller@ci.owosso.mi.us

Ship to Zip 48867

Quantity	Part #	Description	Unit Price	Amount
1	11889	GameTime - PrimeTime Fontana	\$22,155.00	\$22,155.00
1	6310	GameTime - G6	\$3,144.00	\$3,144.00
1	RDU	GameTime - Swings with Seats	\$5,318.00	\$5,318.00
		(1) P8544 -- Ada 8' Ht Swing Frame, 3 1/2" Toprail		
		(1) P8548 -- Ada 8' Ht Add-A-Bay, 3 1/2" Toprail		
		(2) SS8910 -- Belt Seat 3 1/2" /8' W/Clevis		
		(1) SS8537 -- Adaptive Seat (3 1/2" /8' High)		
		(1) SS8696 -- Encl Tot Seat 3 1/2"/8' High W/Clevis		
1	51	GT-Site - Economy Stove Permanent	\$409.00	\$409.00
1	T110	GT-Site - 32 GAL DURACLAD RECEPTACLE SM	\$1,030.00	\$1,030.00
1	T108S	GT-Site - 6' DURACLAD BENCH W/BACK THERMOCOAT S	\$882.00	\$882.00
1	P1309	GT-Site - H.D. Accessible Picnic Table W/ Wood	\$1,280.00	\$1,280.00
1	INSTALL	GameTime - Installation of GameTime Equipment	\$10,000.00	\$10,000.00
1	INSTALL	GameTime - Unloading of equipment	\$750.00	\$750.00
Contract: OMNIA #2017001134			Sub Total	\$44,968.00
			Discount	(\$9,077.94)
			Freight	\$2,456.57
			Total	\$38,346.63

Comments

Price does not include site preparation or excavation, supply or installation of safety surfacing, site restoration or landscaping
 This quotation is subject to policies in the current GameTime Playground Catalog and the following terms and conditions. Our quotation is based on shipment of all items at one time to a single destination, unless noted, and changes are subject to price adjustment. Purchases to be supported by your written purchase order made out to GAMETIME C/O SINCLAIR RECREATION. A 2.5% PROCESSING FEE WILL BE ADDED TO ALL ORDERS PAID VIA CREDIT CARD.

Pricing: f.o.b. factory, firm for 30 days from date of quotation unless otherwise noted on quotation. Sales tax will be added at time of invoicing unless a tax exemption certificate is provided at time of order entry.





GameTime c/o Sinclair Recreation
176 E Lakewood Blvd
Holland, MI 49424
Ph: 800-444-4954
Fax: 616-392-8634

12/12/2024
Quote #
106481-01-04

GameTime Playground Equipment - With Installation - 2025 Pricing

Payment terms: Net 30 days for tax supported governmental agencies. A 1.5% per month finance charge will be imposed on all past due accounts. Equipment shall be invoiced separately from other services and shall be payable in advance of those services and project completion. Retainage not accepted.

Shipment: Order shall ship within 6-8 weeks after GameTime's receipt and acceptance of your purchase order, color selections, approved submittals, and receipt of deposit, if required.

Installation: Shall be by a Certified GameTime Installer. Customer shall be responsible for scheduling coordination and site preparation. Site should be level and permit installation equipment access. Purchaser shall be responsible for unknown conditions such as buried utilities, tree stumps, bedrock or any concealed materials or conditions that may result in additional labor or material costs. Payment terms for installation is Net 10 Days.

NOTE: PRICING DOES NOT INCLUDE ANY DAVIS BACON OR PREVAILING WAGE RATES UNLESS SPECIFICALLY IDENTIFIED ABOVE IN QUOTE. THERE WILL BE A BACKCHARGE FOR THE INSTALLATION TO BE DONE THROUGH FELT, PEASTONE, SURFACING, OR WOODCHIPS, UNLESS SPECIFICALLY LISTED IN ABOVE QUOTE.

Exclusions: Unless specifically included, this quotation excludes all site work and landscaping; removal of existing equipment; acceptance of equipment and off-loading; storage of goods prior to installation; equipment assembly and installation; safety surfacing; borders, drainage provisions, or any local/municipal permits or paperwork that may be required.



GameTime c/o Sinclair Recreation
176 E Lakewood Blvd
Holland, MI 49424
Ph: 800-444-4954
Fax: 616-392-8634

12/12/2024
Quote #
106481-01-04

GameTime Playground Equipment - With Installation - 2025 Pricing

Acceptance of quotation:

Accepted By (printed): _____

Signature: _____

Title: _____

Facsimile: _____

Email: _____

P.O. No: _____

Please make P.O.s out to GameTime C/O Sinclair Recreation

Date: _____

Phone: _____

Purchase Amount: \$38,346.63

REQUIRED ORDER INFORMATION:

Bill To: _____

Contact: _____

Address: _____

Address: _____

City, State, Zip: _____

Tel: _____

(For Accounts Payable)

Email: _____

Ship To: _____

Contact: _____

Address: _____

Address: _____

City, State, Zip: _____

Tel: _____

(To call before delivery)

Email: _____

COLOR SELECTIONS: _____

SALES TAX EXEMPTION CERTIFICATE #: _____ (PLEASE PROVIDE A COPY OF CERTIFICATE)

NOTE: IF INSTALLATION IS BEING QUOTED, THERE WILL BE A BACKCHARGE FOR THE INSTALLATION TO BE DONE THROUGH FELT, PEASTONE, SURFACING, OR WOODCHIPS. PRICING VALID FOR 30 DAYS FROM THE DATE OF QUOTATION UNLESS OTHERWISE NOTED. ANY MODIFICATIONS TO AN ACCEPTED QUOTATION MUST BE DOCUMENTED IN WRITING OR WITH A NEW OR SEPARATE QUOTE. VERBAL MODIFICATIONS TO PREVIOUSLY SIGNED QUOTES WILL NOT BE ACCEPTED.



OWOSSO PUBLIC SAFETY

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

MEMORANDUM

DATE: December 19, 2024
TO: City Council
FROM: Kevin Lenkart
RE: Agency Agreement with Corunna Area Ambulance Service, Inc.

Request council approve Clinical and Internship Agreement with Corunna Area Ambulance Service, Inc. (CAAS)

Background:

CAAS is currently operating an EMS training program that requires the students to complete a clinical rotation at area EMS agencies. This agreement will allow CAAS Emergency Medical Students (EMS) students to ride with Owosso Fire staff as part of their training.

The Owosso Fire Department (OFD) has several longstanding partnerships with area EMS educational programs including, CAAS, Lansing Community College and Shiawassee Regional Education Service District. These partnerships allow EMS students to learn on-the-job and learn from OFD staff.

Budget: There will be no cost to the City of Owosso.

Master Plan: 7.1

RESOLUTION NO.

**AUTHORIZING AN AGREEMENT WITH
CORUNNA AREA AMBULANCE SERVICE, INC.
FOR CLINICAL ROTATION/EMS EXPERIENCE FOR CAAS EMS STUDENTS**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, Fire Department is licensed by the State of Michigan as an Emergency Medical Services (EMS) Agency whose staff is trained in current Fire and Emergency Medical Services procedures; and

WHEREAS, Corunna Area Ambulance Service, Inc. (CAAS) desires a contract with the City of Owosso to allow CAAS EMS training program students to intern with the Owosso Fire Department; and

WHEREAS, the Owosso Fire Department (OFD) has several longstanding partnerships with area EMS educational programs including, CAAS, Lansing Community College, and the Shiawassee Regional Education Service District. These partnerships allow EMS students to learn on-the-job and gain experience under the guidance of OFD staff.

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

FIRST: it has theretofore determined that it is advisable, necessary and in the public interest to execute a contract for the provision of EMS internship opportunities to Corunna Area Ambulance Service, Inc. EMS training program students.

SECOND: the mayor and city clerk are instructed and authorized to sign the document substantially in the form attached.



Corunna Area Ambulance Education Department



AGENCY AGREEMENT CLINICAL AND INTERNSHIP AFFILIATION AGREEMENT

This affiliation agreement ("Agreement"), effective December 10, 2024, is by and between Corunna Area Ambulance Service Education Department ("School"), and City of Owosso ("Provider"). School and Provider are referred to as the "parties" collectively and individually as the "party" herein.

RECITALS

WHEREAS, Provider is a State of Michigan licensed EMS Agency which can provide an appropriate environment for a clinical training/experience in the area of emergency medical services ("EMS").

WHEREAS, School has students enrolled in its EMS training program ("Program"), which as part of their curriculum requires appropriate clinical rotational training/experience, and;

WHEREAS, the parties wish and intend this Agreement to set forth the terms and conditions under which they will from time to time, permit School EMS students to participate in clinical rotation at **Provider's** facility.

NOW THEREFORE, in consideration of the premises, mutual premises, and undertakings of the parties set forth below, the parties agree as follows:

I. Educational Programs

- a. Responsibility for Programs, School is solely responsible for the **Program's** curriculum planning, recruitment, and admission of qualified candidates, Program administration, matriculation and articulation requirements, and Faculty appointments, competencies, and promotions, as required by applicable State law, accreditation requirements, and School policies. School has the overall responsibility for the educational portion of the training/experience for each and all students placed at the Provider and will be primarily responsible for periodically evaluating the Program as required by its guidelines and requirements of its applicable accrediting agencies with oversight over such a Program.
- b. Coordination, School will provide a Program Director or designee for the Program. The Program Director will serve as the liaison between the School and the Provider. Provider will provide a Coordinator to work with the **School's** faculty regarding the rotation for the Program. The Program Director will work with the Coordinator regarding specific student placement, scheduling, and educational objectives for each training/experience rotation.



Corunna Area Ambulance Education Department



- c. Student Discipline. School will have the sole responsibility for any student disciplinary actions or proceedings. Provider agrees to report to School any potential or actual disciplinary issues and will make reasonable efforts to assist in any investigation conducted by the School. School will at all times defend, indemnify, and hold Provider harmless from any and all claims and costs arising out of or related to the exercise of this **School's** responsibility, including all attorney fees.

- II. Training/Experience Rotations at Provider. **The term "rotation" as used in this Agreement will refer to the clinical training periods at Provider. The term "student" shall include those individuals designated by the School as trainee, student, intern, or extern in the EMS Program affiliated with School. The School will, in consultation with the Provider, administer each rotation at School as follows:**
 - a. Coordination of Rotations. Provider will cooperate with the School in the planning and conduct of each **student's** rotation, so that the **student's** training/experiences are appropriate and comply with the **School's** educational objectives. The parties will establish a hard copy of electronic form which will document the **Program's** rotations, including the name and number of students for each rotation period and it will be provided to the Provider Coordinator at least one (1) week before the beginning of each rotation. Failure to have the prerequisites completed for any student will prevent or delay the commencement of any rotation.
 - b. Student Prerequisites. Before each **student's** rotation, the School or each student will ensure that any prerequisites established by Provider are met prior to the scheduled rotation. Provider will provide the School with any prerequisites in writing.
 - c. Supervision of Students. Provider will provide qualified and trained individuals ("**preceptor(s)**") to supervise each EMS rotation. Training of preceptors will be conducted by the School. Provider will require its preceptors to attend and participate in all preceptor training. School will require its Program faculty to be available to preceptors for collaboration and consultation as required between the parties. Nothing in this Agreement will prevent any patient from requesting not to be a "**teaching**" patient or prevent any preceptor from designating a patient as a nonteaching patient.
 - d. Provider Rules, Regulations, and Policies. Provider will provide students an orientation of its facilities and apprise them of all applicable rules, regulations, and policies that students will be required to comply with as a



Corunna Area Ambulance Education Department



condition of continuing their rotation at Provider. Provider will provide a copy of all applicable rules, regulations, and policies.

- e. Student Evaluations. Provider preceptors will provide School with Student evaluation date, in written, electronic, or online format, for assigned students during the rotation as required by the Program accrediting agencies; however, School faculty will retain the sole responsibility for the overall educational evaluation of the students.
- f. Personal Property Loss of Damage. Provider shall not be liable for in any manner for any loss of or damage to the personal property of the student, including any vehicle used by the student.
- g. Available Amenities and Services. Provider will make available to students, the use of its facilities as available and as required by the Program, without charge except for food consumed by the students. If a student is sent to a clinic or hospital for emergency care, such student will be solely responsible for the costs and expenses of any care or treatment, including follow up care and treatment.

III. Provider's Right to Accept and Remove Students

- a. Provider has the right to refuse to accept any student who: (i) has previously been discharged for cause as an employee of Provider, or (ii) was removed from or relieved of responsibilities for cause by Provider, or (iii) has been convicted of a felony, or (iv) is deemed to not have the minimum standards set forth by the Provider. The Provider will notify the School in writing of its refusal to accept any student and the basis for the refusal.
- b. Provider reserves the sole right to not schedule any rotation assignment in the event of resource shortages, constraints, or other business exigencies which may occur during the period of this Agreement.
- c. Provider has the right to remove any student from its premises. Provider will notify the School in writing when it desires to remove any student for a reasonable cause related to the need for maintaining an acceptable standard of behavior or conduct, regardless as to whether it relates to patient care. The written request to the School will provide a basis for removal. Nothing herein shall restrict **Provider's** right for immediate removal of a student from its premises where the student poses an imminent to the health or safety of the public or a patient, visitor, or employee of the Provider.



Corunna Area Ambulance Education Department



- IV. Record Ownership and Disclosure. School will own and maintain all student evaluation records and reports which are completed by the student at the Provider as a result of a clinical rotation. Provider will have no responsibility respecting this documentation other than those specifically agreed upon reports from a preceptor which are necessary to the **School's** monitoring of a **student's progress**. Provider will refer all requests for records to the School. Provider agrees to comply with all applicable statutes, rules, and regulations respecting the maintenance of and release of information from such records.
- V. Confidentiality. School will, including its employees, students, and agents to comply with all applicable laws regarding the privacy, security, and confidentiality of ("PHI") as the term is defined in the Health Insurance Portability and Accountability Act of 1996, the 2009 HITECH amendments, and related regulations, and will promptly (i) report to Provider any actual or potential improper use or disclosure of PHI, and (ii) timely act to correct and/or mitigate any improper use or disclosure of PHI. This obligation will survive the termination of this Agreement. School will cause it students to comply with policies regarding access to patient information, including by not limited to policies regarding the proper use of computer assets and information security, as applicable. Each student must complete and demonstrate competency in the **School's** HIPAA training program.
- VI. Term and Termination
 - a. This agreement is effective December 1, 2024, for a period of three (3) years. This agreement will automatically renew for another one (1) year period unless either party indicates in writing to the other party, at least thirty (30) days prior to the expiration of the term, of its intention not to renew this Agreement.
 - b. This Agreement may be terminated at any time after initial execution, with or without cause, by providing the other party within thirty (30) days advance written notice of the termination, including the effective date of the termination. Any student currently receiving instruction in a rotation at the Provider will be given an opportunity to complete his/her rotation at Provider.
- VII. Indemnification. School, including its directors, employees, agents, and students shall indemnify and hold harmless Provider, including its employees, and agents from any and all claims, liabilities, obligations, and damages, including reasonable **attorney fees, arising out of the School's acts or omissions occurring within the** scope of its obligations under this Agreement.



Corunna Area Ambulance Education Department



Provider, including its governing body, employees, and agents shall indemnify and hold harmless the School, including its employees, students, and agents from any and all claims, liabilities, obligations, and damages, including reasonable attorney fees, arising out of the **Provider's** acts or omissions occurring within the scope of its obligations under this Agreement.

VIII. Insurance

- a. School. School will obtain and maintain general and professional liability insurance or self-insurance covering itself and its employees and students with policy limits of at least \$1,000,000 per occurrence and \$3,000,000 annual aggregate. Upon request, the School will provide to Provider certificates of insurance evidencing such coverage.
- b. Provider. Provider will obtain and maintain general and professional liability insurance or self-insurance covering itself, its employees, and its Programs, with policy limits of at least \$1,000,000 per occurrence and \$3,000,000 annual aggregate.
Provider will obtain and maintain insurance covering property damage and bodily injury for all owned and leased motorized vehicles used during the clinical rotation, including without limitation, ambulances. No student will be allowed or required to operate any motorized vehicle during a rotation period.
- c. Cooperation. **Subject to applicable laws and the terms of the parties'** respective professional and general liability insurance policies, each party shall cooperate with the other party in the investigation of complaints, claims, or regulatory matters. This may include making Provider employees, School employees, and/or students available for interviews and to provide testimony in civil proceedings.
- d. Notice of Termination of Insurance Coverage. A party has the obligation to maintain all insurance applicable coverages during the period of this **agreement. In the event a party's applicable insurance coverage is** terminated, not renewed, or minimum policy limits are not maintained, the other party shall be immediately notified, and this Agreement shall terminate without penalty for the party receiving such notification.

- IX. Independent Contractor. Although students in rotation at Provider will be considered to be applicable under HIPAA requirements, each party to this Agreement is an independent contractor and as such is responsible only for its own respective conduct. This Agreement does not in any manner establish an expressed



Corunna Area Ambulance Education Department



or implied partnership. No party has the authority to or consent to legally bind the other party to legal obligations outside the terms and conditions of this Agreement. No student participating in any rotation at Provider will be considered or deemed to be an employee of Provider whatsoever, including but not limited to, for purposes of compensation, fringe benefits, **worker's** compensation, or obligations for withholding of income taxes. The tasks and duties which consist of a rotation assignment are solely in fulfillment of the academic requirements of such Program and will be performed under the supervision of a State of Michigan licensed EMS Provider at the level of the program for which the student is enrolled. No student rotation will be used to replace or substitute for any employee of Provider.

X. Consideration. As consideration hereunder, the parties to this Agreement as part of each of their applicable charitable and educational purposes, and as such, there is to be no monetary consideration to be paid by either party under this Agreement.

XI. Miscellaneous

- a. Compliance with Law. Each party will be separately responsible for its compliance with all federal and state laws, including anti-discrimination laws, which may be applicable to their respective activities under the Program, and each will hold the other party harmless from adjudicated liability as a result of its noncompliance of any such laws.
- b. Excluded Entity. Each party warrants and represents at the inception of this Agreement that neither it nor its employees have been or are about to be excluded from participation in any federal healthcare program (including by not limited, to Medicare and Medicaid). During the period of this Agreement, a party will immediately notify the other party of its receipt of notice or knowledge that it has been excluded from participating in any federal healthcare programs. In the event of a **party's** exclusion, this Agreement will terminate immediately by the non-excluded party without penalty, notwithstanding any language elsewhere in this Agreement regarding any limitation on the right to terminate including, but not limited to, providing an advance written notice period for termination or for cause.
- c. Governing Law. This agreement shall be governed in accordance with the laws of the State of Michigan.
- d. Severability. The invalidity or unenforceability of any term or provision hereof shall in no way affect the validity or enforceability of any other term or provision of this Agreement.



Corunna Area Ambulance Education Department



- e. Entire Agreement. This Agreement and any referenced exhibits or addenda consist of the entire agreement between the parties relating to the terms herein.
- f. Amendment. Any modification, change, or discharge of this Agreement may only occur by a prior written agreement between the parties.
- g. Waiver. A waiver by any party of any provision shall not serve as a basis for any subsequent waiver for any provisions of this Agreement.
- h. Assignment. This Agreement shall not be assigned, in whole or in part, by either party without the prior written of the other party.
- i. Non-Exclusive. Nothing in this Agreement shall prohibit a party from entering into any affiliation with another organization concerning the same or similar educational programs or rotations.
- j. Third Party Beneficiary. No person or entity other than the parties to this Agreement shall be considered or deemed to be beneficiaries of any kind under the terms of this Agreement.
- k. Survival. The following provisions of this Agreement shall survive and remain in effect subsequent to the termination of this Agreement: Section V, Section VII, Section VIII, and Section XI (K).
- l. Notice. All notices, demands, or other writings provided under this Agreement shall be deemed to have been fully given when made in writing and either hand delivered or deposited in the United States mail, registered and postage prepaid, and addressed to the respective Parties as set forth below and/or at any other address or location approved in writing by the Parties.

PROVIDER

City of Owosso
301 W. Main St.
Owosso, MI 48867
Attn: Kevin Lenkart

SCHOOL

Corunna Area Ambulance Service
610 N Shiawassee St
PO Box 33
Corunna, MI 48817
Attn: Brian Matthies



Corunna Area Ambulance Education Department



IN WITNESS WHEREOF, the parties have executed this Agreement by their duly authorized representative, all necessary approvals of each institution have been obtained.

PROVIDER

CITY OF OWOSSO

BY: _____
Robert J. Teich, Jr.

Its: **MAYOR**

DATE: _____

ATTEST:

By: _____
Amy K. Kirkland

Title: **City Clerk**

Date: _____

SCHOOL

CORUNNA AREA AMBULANCE SERVICE

BY: 
Brian Matthies

Its: OPERATIONS MANAGER

DATE: 12/10/2024



OWOSSO PUBLIC SAFETY

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

MEMORANDUM

DATE: December 18, 2024
TO: City Council
FROM: Kevin Lenkart
RE: Police Vehicle Changeover

Request council approve contract with Mid-Michigan Emergency Equipment Sales and Service L.L.C., for the purchase of equipment and labor to changeover two 2025 Ford Police vehicles.

In the 2024/2025 budget, there is funding for the purchase of two (2) 2025 Ford Police vehicles.

Recommend council waive the competitive bid process. The cost of the changeover is \$13,713.06 per vehicle, total cost \$27,426.12. The cost includes the purchase of equipment necessary to outfit the vehicle for use. Mid-Michigan will strip an old police vehicle and outfit the new vehicle with light bars, console, screen and install Axon in-car cameras and computer.

Request council approve payment to Mid-Michigan Emergency Equipment Sales and Service L.L.C. upon satisfactory completion of the work.

RESOLUTION NO.

**AUTHORIZING THE EXECUTION OF A CONTRACT FOR
REMOVAL, SUPPLY, AND INSTALLATION OF PUBLIC SAFETY EQUIPMENT
IN NEW POLICE VEHICLE(S)
WITH MID MICHIGAN EMERGENCY EQUIPMENT SALES AND SERVICE L.L.C.**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has purchased new police vehicles that need to have equipment and Axon cameras installed in them; and

WHEREAS, the new vehicles will require additional new public safety equipment to be properly outfitted for service; and

WHEREAS, the City of Owosso received a quote from Mid-Michigan Emergency Equipment Sales and Service L.L.C. for the removal of the old equipment, supply of select pieces of new equipment, and the installation of all said equipment; and it is hereby determined that this company is qualified to perform the work requested; and

WHEREAS, a waiver of the bidding requirements is requested as professional services are exempt from competitive bidding.

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

- FIRST: it has theretofore determined that it is advisable, necessary and in the public interest to contract with Mid-Michigan Emergency Equipment Sales and Service L.L.C. for the removal, purchase, and installation of public safety equipment in City Police vehicles in the amount of \$27,426.12.
- SECOND: the mayor and city clerk are instructed and authorized to sign the document substantially in the form attached, Contract for Services between the City of Owosso, Michigan and Mid-Michigan Emergency Equipment Sales and Service L.L.C.
- THIRD: the accounts payable department is hereby authorized to issue payment to Mid- Michigan Emergency Equipment Sales and Service L.L.C. in the amount of \$27,426.12 upon delivery of the equipment and satisfactory completion of the work.
- FOURTH: the above expenses shall be paid from the Police equipment fund 101-301-978.000.

MID MICHIGAN EMERGENCY EQUIPMENT

2237 Aurelius Rd
Holt, MI 48842
+15178966114
midmiemergency@gmail.com



Estimate

ADDRESS

OWOSSO POLICE DEPARTMENT
KEVIN LENKART
202 S. WATER STREET
OWOSSO, MI 48867

SHIP TO

OWOSSO POLICE DEPARTMENT
KEVIN LENKART
202 S. WATER STREET
OWOSSO, MI 48867

ESTIMATE # 1397

DATE 12/16/2024

VEHICLE/UNIT

2025 FORD UTILITY- ROAD READY

SKU	PRODUCT	QTY	RATE	AMOUNT
	2025 FORD UTILITY- ROAD READY			
	SIDE OF UNIT:			
PMP2BKUMB8-D	Under Mirror Mount Bracket Kit for Ford PI Utility 2025, Drivers side Under Mirror Mount Bracket Kit for Ford PI Utility 2025, Drivers side	1	30.00	30.00
PMP2BKUMB8-P	Under Mirror Mount Bracket Kit for Ford PI Utility 2025, Passenger side Under Mirror Mount Bracket Kit for Ford PI Utility 2025, Passenger side	1	30.00	30.00
ENT3B3J	SOUNDOFF INTERSECTOR SURFACE MOUNT LIGHT - RED/BLUE INTERSECTOR SURFACE MOUNT LIGHT - RED/BLUE	2	230.00	460.00
ENFSGS3J	SOUNDOFF N FORCE BRACKET MOUNT - RED/BLUE C-PILLAR LIGHTS	2	150.00	300.00
	REAR OF UNIT:			
ENFSSS3B	SOUNDOFF N FORCE SURFACE MOUNT - BLUE LICENSE PLATE LIGHT	1	145.00	145.00
ENFSSS3R	SOUNDOFF N FORCE SURFACE MOUNT - RED LICENSE PLATE LIGHT	1	145.00	145.00
	ROOF OF UNIT:			
INTG51J-PF3L	FEDERAL SIGNAL- INTEGRITY 51" LIGHTBAR- WITH FRONT FLOOD AND REAR TRAFFIC ADVISOR FEDERAL SIGNAL- INTEGRITY 51" LIGHTBAR- WITH FRONT FLOOD AND REAR TRAFFIC ADVISOR	1	2,098.95	2,098.95
Z858303641A	FEDERAL SIGNAL INTERFACE MODULE FS-JOIN FEDERAL SIGNAL INTERFACE MODULE FS-JOIN	1	182.59	182.59
COAX	ANTENNA COAX ANTENNA COAX CABLE	1	35.00	35.00
	INTERIOR OF UNIT:			
C-VS-1012-	HAVIS HIGH ANGLED CONSOLE 2020 + FORD INTERCEPTOR UTILITY	1	550.00	550.00

SKU	PRODUCT	QTY	RATE	AMOUNT
INUT-2	HAVIS HIGH ANGLED CONSOLE 2020 + FORD INTERCEPTOR UTILITY			
EB25-XTL-1P	HAVIS EB25-XTL-1P BRACKETT HAVIS EB25-XTL-1P BRACKETT	1	0.00	0.00
C-EB40-SSP-1P	HAVIS C-EB40-SSP-1P BRACKETT-4" MOUNTING SPACE, FITS FEDERAL SIGNAL SMART SIREN SSP3000 HAVIS C-EB40-SSP-1P BRACKETT	1	0.00	0.00
CUP2-1001	HAVIS INTERNAL CUP HOLDERS HAVIS INTERNAL CUP HOLDERS	1	55.00	55.00
C-MD-112	HAVIS 11" SLIDE OUT LOCKING SWING ARM WITH MOTION ATTACHMENT HAVIS 11" SLIDE OUT LOCKING SWING ARM WITH MOTION ATTACHMENT	1	301.00	301.00
C-ARM-108	HAVIS SIDE MOUNTED ARM REST HAVIS SIDE MOUNTED ARM REST	1	204.00	204.00
LCK038Y	DUAL SOLUTIONS VERTICAL WEAPON MOUNT DUAL SOLUTIONS VERTICAL WEAPON MOUNT	1	543.60	543.60
475-0065	JOTTO DESK PRISONER SCREEN FORD UTILITY JOTTO DESK PRISONER SCREEN FORD UTILITY	1	1,089.00	1,089.00
475-0968	JOTTO- DESK PRISONER SCREEN EXTENSION PANELS JOTTO- DESK PRISONER SCREEN EXTENSION PANELS	1	157.92	157.92
S4702UINT20	PRO-GARD CARGO SCREEN WITH BIO SEAT PRO-GARD CARGO SCREEN WITH BIO SEAT Charcoal Grey ABS, Transport Seat w/ Poly Window Cargo Barrier & Seat Mounting Kit	1	1,722.84	1,722.84
FDRS-FPIU-SA	CRUISERS FOLD DOWN SLIDING TRUNK TRAY FOLD DOWN SLIDING ELECTRONICS TRAY	1	550.16	550.16
CG-X	HAVIS - CHARGE GUARD-SELECT HAVIS - CHARGE GUARD-SELECT	1	88.00	88.00
SHOP	MISC. WIRE AND CONNECTORS, AND SHOP SUPPLIES MISC. WIRE, CONNECTORS, CIRCUIT BREAKERS, IGNITION RELAYS, FUSE HOLDERS, AND OTHER SHOP SUPPLIES AND MATERIALS	1	525.00	525.00
SHIPPING	SHIPPING INBOUND FREIGHT	1	550.00	550.00
LABOR	LABOR LABOR TO REMOVE ALL EMERGENCY EQUIPMENT FROM RETRING UNIT	1	650.00	650.00
COMP INSTALL	LABOR TO INSTALL COMPUTER SYSTEM LABOR TO INSTALL COMPUTER SYSTEM	1	450.00	450.00
VIDEO INSTALL	LABOR TO INSTALL VIDEO CAMERA SYSTEM LABOR TO INSTALL VIDEO CAMERA SYSTEM	1	450.00	450.00
LABOR	LABOR LABOR TO INSTALL ALL LISTED EMERGENCY EQUIPMENT	1	2,400.00	2,400.00

Contact Mid Michigan Emergency Equipment LLC to pay.
THIS QUOTE IS VALID AT THIS PRICE FOR 30 DAYS AND THEN
SUBJECT TO PRICE CHANGES

SUBTOTAL	13,713.06
TAX	0.00
TOTAL	\$13,713.06



MEMORANDUM

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

DATE: January 6, 2025
TO: Mayor Teich and the Owosso City Council
FROM: Ryan E. Suchanek, Director of Public Services & Utilities
SUBJECT: Portable Toilet Bid

RECOMMENDATION:

Authorization to enter a contract for \$27,630.00 with Kincaid's Septic and Portables for the rental and servicing of seven portable toilets to be located in City parks.

BACKGROUND:

City staff requested bids for portable toilets to be placed at Bennett Field, Collamer Park, Bentley Park, Harmon Patridge Park and the amphitheater from May 2025 through October 2025, May 2026 through October 2026, and May 2027 through October 2027. Proposals were solicited and the city received three bids:

- Kincaid's Septic and Portables of Swartz Creek, Michigan \$27,630.00
- Jays Septic of Lapeer, Michigan \$28,098.00
- Sloan's Septic Tank Services of Oakley, Michigan \$31,752.00

Staff recommends accepting the bid from Kincaid's Septic and Portables for \$27,630.00.

FISCAL IMPACTS:

Total cost of the contract will be \$27,630.00. Funds will be from the Parks and Recreation General Fund Account, covering three calendar years.

Attachments: (1) Resolution
(2) Contract
(3) Bid Tab

RESOLUTION NO.

**RESOLUTION AUTHORIZING A CONTRACT
FOR PORTABLE TOILETS
WITH KINCAID'S SEPTIC AND PORTABLES**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, requires portable toilets for its city parks; and

WHEREAS, staff solicited proposals for the supply and service of seven portable toilets covering the 2025 – 2027 calendar years, and received three bids; and

WHEREAS, the Director of Public Services & Utilities recommends authorizing a contract with Kincaid Construction LLC dba Kincaid's Septic & Portables of Swartz Creek, Michigan for \$27,630.00.

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 authorize a contract for the supply and service of seven portable toilets from Kincaid Construction, LLC dba Kincaid's Septic & Portables, for the period of May 2025 – October 2025, May 2026 – October 2026, and May 2027 – October 2027 in the total amount of \$27,630.00.

SECOND: the accounts payable department is authorized to submit payment to Kincaid's Septic & Portables in an amount not to exceed \$27,630.00 for work satisfactorily completed.

THIRD: the above expenses shall be paid for from the Parks General Fund Account 101-751-818.000.

EXHIBIT A

Contract for Services Between

The City of Owosso

and

Kincaid Construction, LLC Dba Kincaid's Septic & Portables

Portable Toilet Bid

January 2025

CONTRACT

THIS AGREEMENT is made on January ____, 2025 between the CITY OF OWOSSO, a Michigan municipal corporation, 301 W. Main Street, Owosso, Michigan 48867 ("city") and KINCAID CONSTRUCTION, LLC DBA KINCAID'S SEPTIC & PORTABLES ("contractor"), a Michigan company, whose address is 10284 Reid Road, Swartz Creek, Michigan 48473.

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

ARTICLE I - Scope of work

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

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

ARTICLE II - The Contract Sum

(A) The city shall pay to the contractor for the performance of the contract, the unit prices as given in the bid forms not to exceed twenty-seven thousand six hundred thirty dollars (\$27,630.00). No additional work shall be performed unless a change order is issued by the city.

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

ARTICLE III – Assignment

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

ARTICLE IV - Choice of law

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

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

ARTICLE V - Relationship of the parties

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

Contractor certifies that it has no personal or financial interest in the project other than the compensation it is to receive under the contract. Contractor certifies that it is not, and shall not become, overdue or in default to the city for any contract, debt, or any other obligation to the city including real or personal property taxes. City shall have the right to set off any such debt against compensation awarded for services under this agreement.

ARTICLE VI – Notice

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

ARTICLE VII - Indemnification

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

ARTICLE VIII - Entire agreement

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

FOR CONTRACTOR

By _____

Its: _____

Date: _____

THE CITY OF OWOSSO

By _____

Its: Robert J. Teich, Jr., Mayor

Date:

By _____

Its: Amy K. Kirkland, City Clerk

Date:

CITY OF OWOSSO BID TABULATION SHEET

12/10/2024

DPW

SUBJECT: 2025 3 Year Portable Toilets

ITEM #	DESCRIPTION	QTY	Unit	Kincaid's Septic and Portables 10283 Reid Rd Swartz Creek, MI 48473 810-655-6835			Jay's Septic 2787 Greenwood Rd Lapeer, MI 48446 810-664-8080			Sloans Septic Tank Service 16101 W Brady Rd Oakley, MI 48649 989-845-6280		
				Unit Price 5/1/25 - 10/30/25	Unit Price 5/1/26 - 10/30/26	Unit Price 5/1/27 - 10/30/27	Unit Price 5/1/25 - 10/30/25	Unit Price 5/1/26 - 10/30/26	Unit Price 5/1/27 - 10/30/27	Unit Price 5/1/25 - 10/30/25	Unit Price 5/1/26 - 10/30/26	Unit Price 5/1/27 - 10/30/27
1	Regular - Bennett Field Empty once per week	1	EA	\$ 145.00	\$ 145.00	\$ 145.00	\$ 130.00	\$ 133.00	\$ 136.00	\$ 141.00	\$ 148.00	\$ 155.00
2	Regular - Collamer Park Empty once per week	1	EA	\$ 145.00	\$ 145.00	\$ 145.00	\$ 130.00	\$ 133.00	\$ 136.00	\$ 141.00	\$ 148.00	\$ 155.00
3	Handicap - Collamer Park Empty once per week	1	EA	\$ 200.00	\$ 200.00	\$ 200.00	\$ 170.00	\$ 173.00	\$ 176.00	\$ 186.00	\$ 195.00	\$ 205.00
4	Handicap - Amphitheater Empty once per week Located on concrete pad	1	EA	\$ 200.00	\$ 200.00	\$ 200.00	\$ 170.00	\$ 173.00	\$ 176.00	\$ 186.00	\$ 195.00	\$ 205.00
5	Handicap - Bentley Park Empty twice weekly Located on concrete pad	1	EA	\$ 300.00	\$ 300.00	\$ 300.00	\$ 340.00	\$ 343.00	\$ 346.00	\$ 372.00	\$ 390.00	\$ 410.00
6	Regular-Harmon Patridge Park Empty twice weekly on Friday & Monday By Pavilion #1	1	EA	\$ 245.00	\$ 245.00	\$ 245.00	\$ 260.00	\$ 263.00	\$ 266.00	\$ 282.00	\$ 296.00	\$ 310.00
7	Handicap-Harmon Patridge Park Empty twice weekly on Friday & Monday In Parking lot	1	EA	\$ 300.00	\$ 300.00	\$ 300.00	\$ 340.00	\$ 343.00	\$ 346.00	\$ 372.00	\$ 390.00	\$ 410.00
Total:				\$ 1,535.00	\$ 1,535.00	\$ 1,535.00	\$ 1,540.00	\$ 1,561.00	\$ 1,582.00	\$ 1,680.00	\$ 1,762.00	\$ 1,850.00

DEPT HEAD *Ryan C. Suchan*

General Liability Insurance
Expiration Date: 8/25/2025

AWARDED:

PURCH AGENT: *B. Burnett*

Workers Compensation Insurance
Expiration Date: 8/25/2025

COUNCIL APPROVED:

STAFF REC.: Kincaid's Septic and Portables

Sole Proprietorship
Expiration Date: NA

PO NUMBER:

101,751,818.000

Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
Bank 1 GENERAL FUND (POOLED CASH)					
12/06/2024	11246 (A)	ALLMAX SOFTWARE LLC	ALLMAX SOFTWARE LLC	ANTERO MAINTENANCE SOFTWARE ANNUAL S	2,888.00
12/06/2024	11247 (A)	ALMA TIRE SERVICE	ALMA TIRE SERVICE	GRADER TIRES (3 QUOTES ATTACHED)	2,380.00
12/06/2024	11248 (A)	ALS LABORATORY GROUP	ALS LABORATORY GROUP	FYE 6-30-2025 WASTEWATER ANALYSES-ES	1,035.00
12/06/2024	11249 (A)	AMAZON CAPITAL SERVICES	AMAZON CAPITAL SERVICES	NOVEMBER 2024 REGULAR PURCHASES	136.77
			AMAZON CAPITAL SERVICES	NOVEMBER 2024 REGULAR PURCHASES	27.49
			AMAZON CAPITAL SERVICES	NOVEMBER 2024 REGULAR PURCHASES	55.96
			AMAZON CAPITAL SERVICES	NOVEMBER 2024 REGULAR PURCHASES	1,019.11
					<u>1,239.33</u>
12/06/2024	11250 (A)	APEX EXCAVATING & UNDERGROUND	APEX EXCAVATING & UNDERGROUND	WOODLAND TRAILS SANITARY SEWER REPAI	1,263.34
12/06/2024	11251 (A)	AVTECH SOFTWARE INC	AVTECH SOFTWARE INC	ROOM ALERT ANNUAL RENEWAL - COMPUTEF	149.95
12/06/2024	11252 (A)	AXON ENTERPRISE INC	AXON ENTERPRISE INC	TASER BATTERY PACK	220.00
12/06/2024	11253 (A)	BROOKS INNOVATIVE GRAPHICS	BROOKS INNOVATIVE GRAPHICS	SIGN FOR EMPLOYEE ONLY.	515.00
			BROOKS INNOVATIVE GRAPHICS	TIME SHEETS AND INVENTORY CARDS	1,130.00
					<u>1,645.00</u>
12/06/2024	11254 (A)	CDW GOVERNMENT, INC.	CDW GOVERNMENT, INC.	VERITAS BACKUP SUBSCRIPTION RENEWAL	400.00
			CDW GOVERNMENT, INC.	VERITAS BACKUP SUBSCRIPTION RENEWAL	500.00
					<u>900.00</u>
12/06/2024	11255 (A)	CINTAS CORPORATION #308	CINTAS CORPORATION #308	FLOOR MATS PER SERVICE AGREEMENT (US	38.32
			CINTAS CORPORATION #308	FLOOR MATS PER SERVICE AGREEMENT (US	38.32
					<u>76.64</u>
12/06/2024	11256 (A)	CMP DISTRIBUTORS INC	CMP DISTRIBUTORS INC	OPD VESTS FOR JENKINS & STOCKFORD	1,912.00
12/06/2024	11257 (A)	DALTON ELEVATOR LLC	DALTON ELEVATOR LLC	FYE6-30-2025 CYLINDER RENTAL/OXYGEN/	477.07
12/06/2024	11258 (A)	ETNA SUPPLY COMPANY	ETNA SUPPLY COMPANY	STOCK ORDER	11,435.75
12/06/2024	11259 (A)	FISHBECK, THOMPSON, CARR & HUE	FISHBECK, THOMPSON, CARR & HUE	WTP PHASE 1 PREENGINEERING WORK (CW	31,100.00
			FISHBECK, THOMPSON, CARR & HUE	ENGINEERING SERVICES FOR WWTP SOLIDS	315.50
			FISHBECK, THOMPSON, CARR & HUE	WTP FILTERS IMPROVEMENT PROJECT DWR	2,254.66
			FISHBECK, THOMPSON, CARR & HUE	ENGINEERING DESIGN/BIDDING SERVICES/	7,691.00
					<u>41,361.16</u>
12/06/2024	11260 (A)	FRONT LINE SERVICES INC	FRONT LINE SERVICES INC	ANNUAL PM & INSPECTION - TOWER 1 & E	2,828.95
			FRONT LINE SERVICES INC	REPAIR ENGINE 1 - SERVICE CALLS	215.00
			FRONT LINE SERVICES INC	REPAIR ENGINE 1 - SERVICE CALLS	843.96
					<u>3,887.91</u>
12/06/2024	11261 (A)	GOYETTE MECHANICAL	GOYETTE MECHANICAL	MAINTENANCE CONTRACT 6544-2C FOR BOI	441.00
12/06/2024	11262 (A)	GREEN TECH SYSTEMS LLC	GREEN TECH SYSTEMS LLC	TRENCHLESS EMERGENCY WATER SERVICE I	11,865.00
12/06/2024	11263 (A)	H2O COMPLIANCE SERVICES INC	H2O COMPLIANCE SERVICES INC	H2O CROSS CONNECTION CONTROL PROGRAM	767.81
12/06/2024	11264 (A)	J & H OIL COMPANY	J & H OIL COMPANY	GAS AND FUEL	6,021.56
12/06/2024	11265 (A)	JCI JONES CHEMICALS INC	JCI JONES CHEMICALS INC	SODIUM HYPOCHLORITE - WTP FYE6-30-2C	2,489.81
			JCI JONES CHEMICALS INC	SODIUM HYPOCHLORITE - WWTP FYE6-30-2	5,700.73
					<u>8,190.54</u>
12/06/2024	11266 (A)	JON HARRIS	JON HARRIS	ELECTRICAL INPECTIONS NOV. 2024	1,095.88

Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
12/06/2024	11267 (A)	KIESLER POLICE SUPPLY INC	KIESLER POLICE SUPPLY INC	AMMUNITION FOR OPD	183.00
			KIESLER POLICE SUPPLY INC	AMMUNITION FOR OPD	186.69
			KIESLER POLICE SUPPLY INC	AMMUNITION FOR OPD	236.00
			KIESLER POLICE SUPPLY INC	AMMUNITION FOR OPD	256.27
					<u>861.96</u>
12/06/2024	11268 (A)	LANSING UNIFORM CO.	LANSING UNIFORM CO.	UNIFORMS - JOSH HECT	420.70
12/06/2024	11269 (A)	LUNGHAMER FORD OF OWOSSO	LUNGHAMER FORD OF OWOSSO	REPAIR MEDIC 3 - TIE ROD REPLACEMENT	419.41
12/06/2024	11270 (A)	MARK BOOTH	MARK BOOTH	PLUMBING AND MECHANICAL PLAN REVIEWS	150.00
			MARK BOOTH	MECHANICAL & PLUMBING INSPECTIONS	1,500.00
					<u>1,650.00</u>
12/06/2024	11271 (A)	MEMORIAL HEALTHCARE WELLNESS	MEMORIAL HEALTHCARE WELLNESS	MEMBERSHIP FEES DEC. 2024	214.00
12/06/2024	11272 (A)	MICHIGAN MUNICIPAL RISK MANAGEM	MICHIGAN MUNICIPAL RISK MANAGE	ANNUAL GENERAL INSURANCE AND AUTO F	138,535.50
			MICHIGAN MUNICIPAL RISK MANAGE	ANNUAL GENERAL INSURANCE AND AUTO F	12,500.00
					<u>151,035.50</u>
12/06/2024	11273 (A)	MUNICIPAL EMPLOYEES RETIREMENT	MUNICIPAL EMPLOYEES RETIREMENT	EMPLOYER CONTRIBUTIONS	66,488.50
12/06/2024	11274 (A)	PHP INSURANCE COMPANY	PHP INSURANCE COMPANY	HEALTH INSURANCE PREMIUM	100,319.39
12/06/2024	11275 (A)	PRO-COMM INC	PRO-COMM INC	REPAIR OFD ANTENNA	301.00
12/06/2024	11276 (A)	PVS TECHNOLOGIES, INC.	PVS TECHNOLOGIES, INC.	FERRIC CHLORIDE AT WWTP FYE 6-30-202	9,945.19
12/06/2024	11277 (A)	QUADIENT FINANCE USA INC	QUADIENT FINANCE USA INC	POSTAGE USED OCT. - NOV. ACCT# 7900C	4,000.00
12/06/2024	11278 (A)	REPUBLIC SERVICES INC	REPUBLIC SERVICES INC	REFUSE SERVICE 7/1/23-6/30/24 PER BI	435.99
12/06/2024	11279 (A)	SHIAWASSEE DISTRICT LIBRARY	SHIAWASSEE DISTRICT LIBRARY	TAX COLLECTION 11/16/2024 - 12/01/2C	206.32
12/06/2024	11280 (A)	SMITH SAND & GRAVEL INC	SMITH SAND & GRAVEL INC	2023-2024 STREET PATCH CONTRACT (FYE	40,577.35
12/06/2024	11281 (A)	SORENSEN GROSS COMPANY	SORENSEN GROSS COMPANY	PALMER 3A AND JUNIPER 1 WELL HOUSE C	120,104.59
12/06/2024	11282 (A)	SPICER GROUP, INC.	SPICER GROUP, INC.	STRUCTURAL ENGINEERING STUDY FOR 117	1,850.00
			SPICER GROUP, INC.	ENGINEERING SERVICES FOR SAFET ROUTE	329.25
					<u>2,179.25</u>
12/06/2024	11283 (A)	STANDARD INSURANCE COMPANY	STANDARD INSURANCE COMPANY	GROUP LIFE INSURANCE LIFE INSURANCE	6,111.53
12/06/2024	11284 (A)	STAPLES BUSINESS CREDIT	STAPLES BUSINESS CREDIT	OCTOBER 2024 REGULAR PURCHASES	180.89
			STAPLES BUSINESS CREDIT	NOVEMBER 2024 REGULAR PURCHASES	332.09
					<u>512.98</u>
12/06/2024	11285 (A)	TAYLOR AND MORGAN CPA PC	TAYLOR AND MORGAN CPA PC	ACCOUNTANT SERVICES JANUARY 2024-DEC	918.75
12/06/2024	11286 (A)	TETRA TECH INC	TETRA TECH INC	DEVELOPMENT OF A WATER TREATMENT PLA	11,200.00
			TETRA TECH INC	ENGINEERING FOR THE WASHINGTON PARK	1,000.00
					<u>12,200.00</u>
12/06/2024	11287 (A)	UNITED PARCEL SERVICE	UNITED PARCEL SERVICE	SHIPPING FOR HISTORICAL	11.94
12/06/2024	11288 (A)	WASTE MANAGEMENT OF MICHIGAN	WASTE MANAGEMENT OF MICHIGAN	WASTE MANAGEMENT SERVICES	8,505.64
12/20/2024	11289 (A)	AMAZON CAPITAL SERVICES	AMAZON CAPITAL SERVICES	NOVEMBER 2024 REGULAR PURCHASES	67.37
			AMAZON CAPITAL SERVICES	DECEMBER 2024 AMAZON ORDERS	63.71
			AMAZON CAPITAL SERVICES	DECEMBER 2024 AMAZON ORDERS	174.94
			AMAZON CAPITAL SERVICES	NOVEMBER 2024 REGULAR PURCHASES	150.84
					<u>456.86</u>
12/20/2024	11290 (A)	AMY K KIRKLAND	AMY K KIRKLAND	REIMBURSEMENT FOR OFFICE SUPPLIES	41.42
12/20/2024	11291 (A)	APEX SOFTWARE	APEX SOFTWARE	ANNUAL APEX MAINTENANCE	520.00
12/20/2024	11292 (A)	APPLIED INDUSTRIAL TECHNOLOGIE	APPLIED INDUSTRIAL TECHNOLOGIE	REPLACEMENT WEAR ITEMS FOR INTERMEDI	820.38

Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
				APPLIED INDUSTRIAL TECHNOLOGIEREPLACEMENT WEAR ITEMS FOR INTERMEDI	2,919.42
					<u>3,739.80</u>
12/20/2024	11293 (A)	BRUCKMAN'S MOVING & STORAGE SE	BRUCKMAN'S MOVING & STORAGE	SEDDA MONTHLY STORAGE JULY 2024 - JUNE	200.00
12/20/2024	11294 (A)	CINTAS CORPORATION #308	CINTAS CORPORATION #308	FLOOR MATS PER SERVICE AGREEMENT (US	38.32
12/20/2024	11295 (A)	CMP DISTRIBUTORS INC	CMP DISTRIBUTORS INC	OPERATING SUPPLIES FOR OPD	139.80
12/20/2024	11296 (A)	COMMUNITY IMAGE BUILDERS	COMMUNITY IMAGE BUILDERS	108 N CHIPMAN REZONING REQUEST	745.00
				COMMUNITY IMAGE BUILDERS	305.00
					<u>1,050.00</u>
12/20/2024	11297 (A)	CONSUMERS ENERGY	CONSUMERS ENERGY	CITY OF OWOSSO ACCOUNTS	41,557.29
12/20/2024	11298 (A)	DELL MARKETING LP	DELL MARKETING LP	REPAIR OF DELL LAPTOP	177.00
12/20/2024	11299 (A)	ENG INC	ENG INC	ENGINEERING SERVICE SFOR 2024 DWRSF	2,574.97
			ENG INC	STEWART STREET PRE ENGINEERING WATEF	8,982.17
					<u>11,557.14</u>
12/20/2024	11300 (A)	EPS SECURITY	EPS SECURITY	ALARM SYSTEM MONITORING - CITY HALL	159.12
12/20/2024	11301 (A)	EQUIPMENT DISTRIBUTORS, INC.	EQUIPMENT DISTRIBUTORS, INC.	TIRE MACHINE PARTS	203.00
12/20/2024	11302 (A)	ESO SOLUTIONS INC	ESO SOLUTIONS INC	ANNUAL LICENSE FEE	7,790.00
12/20/2024	11303 (A)	FERGUSON ENTERPRISES LLC	FERGUSON ENTERPRISES LLC	WATER INVENTORY-PURCHASE NOT TO EXCE	438.42
			FERGUSON ENTERPRISES LLC	MAY INV REPLACEMENT WTR	850.00
			FERGUSON ENTERPRISES LLC	STOCK AND INVENTORY	816.96
			FERGUSON ENTERPRISES LLC	STOCK AND INVENTORY	153.36
			FERGUSON ENTERPRISES LLC	SEPT PARTS INVENTORY.	1,958.00
					<u>4,216.74</u>
12/20/2024	11304 (A)	GOULD LAW PC	GOULD LAW PC	LEGAL SERVICES	9,639.76
12/20/2024	11305 (A)	H & G IRRIGATION LLC	H & G IRRIGATION LLC	IRRIGATION WINTERIZATION	200.00
			H & G IRRIGATION LLC	IRRIGATION WINTERIZATION	800.00
			H & G IRRIGATION LLC	IRRIGATION WINTERIZATION	400.00
					<u>1,400.00</u>
12/20/2024	11306 (A)	H2O COMPLIANCE SERVICES INC	H2O COMPLIANCE SERVICES INC	BACKFLOW PREVENTER ON NEW POTABLE WA	846.50
12/20/2024	11307 (A)	INTEGRITY BUSINESS SOLUTIONS I	INTEGRITY BUSINESS SOLUTIONS I	COPY PAPER FOR CITY HALL QUOTE # 357	179.95
12/20/2024	11308 (A)	J & H OIL COMPANY	J & H OIL COMPANY	GAS AND FUEL	4,863.03
			J & H OIL COMPANY	FYE6-30-2025 LUBES AND DELIVERED DIF	256.17
					<u>5,119.20</u>
12/20/2024	11309 (A)	JAYNE S BROWN	JAYNE S BROWN	DECEMBER BOR MEETING	63.00
12/20/2024	11310 (A)	JERRY L JONES	JERRY L JONES	DECEMBER BOR MEETING	63.00
12/20/2024	11311 (A)	JESSICA UNANGST	JESSICA UNANGST	LON ZIMMERMAN'S RETIREMENT GIFT	100.00
12/20/2024	11312 (A)	KEYES QUALITY CONSTRUCTION LLC	KEYES QUALITY CONSTRUCTION LLC	2024 NEP GRANT RECIPENTS - INDIVIDUA	11,514.06
12/20/2024	11313 (A)	LANSING UNIFORM CO.	LANSING UNIFORM CO.	OPD UNIFORMS - ALCODRAY	207.90
12/20/2024	11314 (A)	LOGICALIS INC	LOGICALIS INC	PVT WIRELESS 802.1X CONFIGURATION -	202.50
			LOGICALIS INC	VIRTUAL IT QUOTATION: 2024-185294V2	225.00
					<u>427.50</u>
12/20/2024	11315 (A)	LUNGHAMER FORD OF OWOSSO	LUNGHAMER FORD OF OWOSSO	OPD# 2223 - OIL CHANGE & FILTERS	151.56
12/20/2024	11316 (A)	MACQUEEN EMERGENCY GROUP	MACQUEEN EMERGENCY GROUP	FIRE ROOF HOOKS FOR OFD	379.25
			MACQUEEN EMERGENCY GROUP	2.5 GALLON WATER CAN WITH VALVE	367.98
			MACQUEEN EMERGENCY GROUP	HALLIGAN BAR AND VARIOUS MOUNTS	269.30

Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
			MACQUEEN EMERGENCY GROUP	YELLOW AND RED CLEARANCE	12.80
					<u>1,029.33</u>
12/20/2024	11317 (A)	MEMORIAL HEALTHCARE	MEMORIAL HEALTHCARE	PREEMPLOYMENT DRUG SCREEN	69.00
12/20/2024	11318 (A)	MERIT LABORATORIES INC	MERIT LABORATORIES INC	FYE6-30-2025 ANNUAL WATER TESTING SE	234.00
12/20/2024	11319 (A)	MERKEL AND KENNEY INC	MERKEL AND KENNEY INC	MI HOPE GRANT ARP202337MIH	12,130.50
			MERKEL AND KENNEY INC	MI HOPE GRANT ARP202337MIH	6,733.25
			MERKEL AND KENNEY INC	MI HOPE GRANT ARP202337MIH	4,273.25
			MERKEL AND KENNEY INC	MI HOPE GRANT ARP202337MIH	17,932.50
					<u>41,069.50</u>
12/20/2024	11320 (A)	MICHIGAN RURAL WATER ASSOCIAT	MICHIGAN RURAL WATER ASSOCIAT	TRAINING AND EDU	270.00
12/20/2024	11321 (A)	MIKE SELLECK	MIKE SELLECK	DECEMBER 2024 BOR MEETING	63.00
12/20/2024	11322 (A)	NAPA AUTO PARTS	NAPA AUTO PARTS	PARTS/SUPPLIES-INVOICE TO BE SIGNED	142.66
12/20/2024	11323 (A)	OFFICE SOURCE	OFFICE SOURCE	COUNCIL NAMEPLATES	131.60
12/20/2024	11324 (A)	RAMPARTS LLC	RAMPARTS LLC	PARTS FOR GORMAN-RUPP SLUDGE PUMP	1,059.76
12/20/2024	11325 (A)	RCL CONSTRUCTION CO INC	RCL CONSTRUCTION CO INC	WWTP CLARIFIER PROJECT PROJECT 5919.	268,640.11
			RCL CONSTRUCTION CO INC	WWTP IMPROVEMENTS PHASE 1 - CWRP PRC	439,699.98
					<u>708,340.09</u>
12/20/2024	11326 (A)	RONALD DANKERT	RONALD DANKERT	DECEMBER BOR MEETING	63.00
12/20/2024	11327 (A)	SHIAWASSEE DISTRICT LIBRARY	SHIAWASSEE DISTRICT LIBRARY	TAX COLLECTION 12/02/2024 - 12/15/2C	32,438.01
12/20/2024	11328 (A)	THE ACCUMED GROUP	THE ACCUMED GROUP	COLLECTION FEE	2,907.82
12/20/2024	11329 (A)	THE ARGUS-PRESS	THE ARGUS-PRESS	LEGAL PRINTING SERVICES 2 YEARS	405.87
12/20/2024	11330 (A)	UNITED PARCEL SERVICE	UNITED PARCEL SERVICE	SHIPPING FOR OPD & WWTP	16.36
12/20/2024	11331 (A)	USA BLUE BOOK	USA BLUE BOOK	ROUTINE PURCHASES NOT TO EXCEED \$200	517.43
12/20/2024	11332 (A)	VERIZON WIRELESS	VERIZON WIRELESS	VERIZON WIRELESS CELLULAR CHARGES: F	540.97
			VERIZON WIRELESS	VERIZON WIRELESS CELLULAR CHARGES: C	86.68
			VERIZON WIRELESS	VERIZON WIRELESS CELLULAR CHARGES H.	40.72
			VERIZON WIRELESS	VERIZON WIRELESS CELLULAR CHARGES: F	613.56
			VERIZON WIRELESS	VERIZON WIRELESS CELLULAR CHARGES: E	86.44
			VERIZON WIRELESS	VERIZON WIRELESS CELLULAR CHARGES: E	43.34
			VERIZON WIRELESS	VERIZON WIRELESS CELLULAR CHARGES: F	89.06
			VERIZON WIRELESS	VERIZON WIRELESS CELLULAR CHARGES: I	185.50
			VERIZON WIRELESS	VERIZON WIRELESS CELLULAR CHARGES: W	107.68
			VERIZON WIRELESS	VERIZON WIRELESS CELLULAR CHARGES: W	134.02
			VERIZON WIRELESS	VERIZON WIRELESS CELLULAR CHARGES: I	43.34
					<u>1,971.31</u>
12/20/2024	11333 (A)	WASTE MANAGEMENT OF MICHIGAN	WASTE MANAGEMENT OF MICHIGAN	IWASTE MANAGEMENT SERVICES	6,832.17
12/20/2024	11334 (A)	WITMER PUBLIC SAFETY GROUP INC	WITMER PUBLIC SAFETY GROUP INC	OFD UNIFORM EXPESNSE	326.47
12/20/2024	11335 (E)	BASIC	BASIC	SETUP FEE FOR NEW FSA ACCOUNT	400.00
12/20/2024	11336 (E)	HUNTINGTON NATONAL BANK -CREDI	HUNTINGTON NATONAL BANK -CREDI	CITY CREDIT CARD PURCHASES	980.54
12/20/2024	11337 (E)	MAILCHIMP	MAILCHIMP	EMAIL SERVICE - ESSENTIALS PLAN	19.50
			MAILCHIMP	EMAIL SERVICE - ESSENTIALS PLAN	17.00
					<u>36.50</u>
12/06/2024	137866	AGNEW SIGNS - MARK D AGNEW	AGNEW SIGNS - MARK D AGNEW	PATCH FOR BANNERS (2) FOR HOME TOUR	95.00
12/06/2024	137867	ALLSTAR TOWING & REPAIR	ALLSTAR TOWING & REPAIR	TOW FOR FLAT TIRE CHANGE OFD	250.00
12/06/2024	137868	ARBOR PROFESSIONAL SOLUTIONS	ARBOR PROFESSIONAL SOLUTIONS	ILEGAL FEES / COSTS 10/31/2024	32.48
12/06/2024	137869	AZEE BUSINESS SOLUTIONS LLC	AZEE BUSINESS SOLUTIONS LLC	GLOW 5K SHIRTS	1,526.75
12/06/2024	137870	BURGER KRISTEN	BURGER KRISTEN	UB refund for account: 3265070017	178.09
12/06/2024	137871	COUNTYLINE POWER, LLC	COUNTYLINE POWER, LLC	WATER TREATMENT PLANT SCADA UPGRADE	13,031.86
12/06/2024	137872	EDWARD BEDELL II	EDWARD BEDELL II	GLOW CARRIAGE RIDES - SOLE PROPRIETC	800.00
12/06/2024	137873	GLAESER DAWES CORP	GLAESER DAWES CORP	FY 2022-2023 SANITARY & STORM SEWER	109,077.07

Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
12/06/2024	137874	HAVILAND	HAVILAND	FYE 6/30/2025 SODIUM MEABISULFITE -	2,615.00
12/06/2024	137875	IAAO	IAAO	MEMBERSHIP DUES FOR MIKE DOWLER	240.00
12/06/2024	137876	J & M EDUCATION LLC	J & M EDUCATION LLC	AHA ACLS TRAINING	20.00
12/06/2024	137877	JUDY CRAIG	JUDY CRAIG	MAIL COURIER SERVICE	161.50
12/06/2024	137878	KAELYN THURSTON	KAELYN THURSTON	UB refund for account: 1838920004	154.84
12/06/2024	137879	KENT COMMUNICATIONS INC	KENT COMMUNICATIONS INC	DECEMBER 31, 2024 UTILITY BILLING WI	3,553.40
12/06/2024	137880	LAPLINK SOFTWARE INC.	LAPLINK SOFTWARE INC.	5 LAPLINK PC MOVER SOFTWARE LICENSES	153.00
12/06/2024	137881	MICHIGAN ASSESSORS ASSOCIATION	MICHIGAN ASSESSORS ASSOCIATION	MAA MEMBERSHIP DUES FOR M. DOWLER &	190.00
12/06/2024	137882	MORECROFT CLIFF	MORECROFT CLIFF	UB refund for account: 5018070005	28.43 V
Void Reason: REISSUE					
12/06/2024	137883	OWOSSO NORTH STORAGE	OWOSSO NORTH STORAGE	STORAGE UNIT FOR OHC	960.00
12/06/2024	137884	OWOSSO PUBLIC SCHOOLS	OWOSSO PUBLIC SCHOOLS	TAX COLLECTION 11/16/2024 - 12/01/20	783.03
12/06/2024	137885	PROFESSIONAL ANSWERING SERVICE	PROFESSIONAL ANSWERING SERVICE	24 HOUR ANSWERING SERVICES	75.00
12/06/2024	137886	REPUBLIC MANUFACTURING	REPUBLIC MANUFACTURING	FILTER, KIT, RX-40 EXHAUST 4040EFK	611.53
12/06/2024	137887	RYAN JENKINS	RYAN JENKINS	MEAL REIMBURSEMENT	22.00
12/06/2024	137888	SCOTT D DAVIS	SCOTT D DAVIS	HOTEL AND MEAL REIMBURSEMENT	237.74
12/06/2024	137889	SHATTUCK SPECIALTY ADVERTISING	SHATTUCK SPECIALTY ADVERTISING	HAPPY HOLIDAYS FLAG POLE BANNER	160.00
				SHATTUCK SPECIALTY ADVERTISING	150.00
				HATS AND SHIRTS FOR OFD	114.00
				HATS AND SHIRTS FOR OFD	802.10
				SHATTUCK SPECIALTY ADVERTISING	1,226.10
				GLLOW 5K MEDALS	
12/06/2024	137890	SHIAWASSEE COUNTY HEALTH DEPAR	SHIAWASSEE COUNTY HEALTH DEPAR	NEW SESC PERMIT - SECOND CLARIFIER	215.00
12/06/2024	137891	SHIAWASSEE COUNTY HEALTH DEPAR	SHIAWASSEE COUNTY HEALTH DEPAR	RENEWAL SESC PERMIT #SE-5449-5448	47.00
12/06/2024	137892	SHIAWASSEE COUNTY TREASURER	SHIAWASSEE COUNTY TREASURER	TAX COLLECTION 11/16/2024 - 12/01/20	8,890.76
12/06/2024	137893	SHIAWASSEE FAMILY YMCA	SHIAWASSEE FAMILY YMCA	NOVEMBER 2024 GYM MEMBERSHIPS	155.55
12/06/2024	137894	SOUND WAVZ	SOUND WAVZ	GLOW DJ - SOLE PROPRIETOR	500.00
12/06/2024	137895	STATE OF MICHIGAN	STATE OF MICHIGAN	RADIO PROGRAMMING	250.00
12/06/2024	137896	STATE OF MICHIGAN	STATE OF MICHIGAN	STATEWIDE RECORDS MANAGEMENT FEE 10/	4,300.00
12/06/2024	137897	VERIDUS MICHIGAN LLC	VERIDUS MICHIGAN LLC	OWNERS REP - CITY HALL REHABILITATIC	7,420.00
12/06/2024	137898	WELSHEIMER LOREN	WELSHEIMER LOREN	UB refund for account: 2633640008	139.76
12/06/2024	137899	WIN'S ELECTRICAL SUPPLY OF OWC	WIN'S ELECTRICAL SUPPLY OF OWC	FYE6-30-2025 SUPPLIES-INVOICE TO BE	511.12
12/06/2024	137900	WOLVERINE FIREWORKS DISPLAY IN	WOLVERINE FIREWORKS DISPLAY IN	GLLOW OWOSSO FIREWORKS	3,000.00
12/20/2024	137901	CARL LUDINGTON	CARL LUDINGTON	CITY COUNCIL PAYROLL	40.00
12/20/2024	137902	CHRISTOPHER OWENS	CHRISTOPHER OWENS	CITY COUNCIL PAYROLL	40.00
12/20/2024	137903	CITY OF OWOSSO	CITY OF OWOSSO	WINTER 2024 TAXES FOR SPECIAL ASSESS	48,280.21
12/20/2024	137904	CITY OF OWOSSO	CITY OF OWOSSO	WINTER 2024 TAXES FOR NEW PROPERTY &	1,915.76
12/20/2024	137905	CITY OF OWOSSO	CITY OF OWOSSO	DRAIN PAYMENTS FOR CITY OWNED PROPEF	4,021.63
12/20/2024	137906	CITY OF OWOSSO	CITY OF OWOSSO	2024 Sum Tax Refund 050-140-000-004-	291.96
12/20/2024	137907	D & D TRUCK & TRAILER PARTS	D & D TRUCK & TRAILER PARTS	FYE6-30-2025 PARTS/SUPPLIES-INDIVIDU	570.06
12/20/2024	137908	DANIEL A. LAW	DANIEL A. LAW	CITY COUNCIL PAYROLL	80.00
12/20/2024	137909	DAYSTARR COMMUNICATIONS	DAYSTARR COMMUNICATIONS	CASTLE PHONE AND INTERNET - DECEMBEF	78.08
12/20/2024	137910	DAYSTARR COMMUNICATIONS	DAYSTARR COMMUNICATIONS	CITY OF OWOSSO PHONE & INTERNET	1,734.50
12/20/2024	137911	DONE DEAL COMMERCIAL & RESIDEN	DONE DEAL COMMERCIAL & RESIDEN	CLEANING FOR CURWOOD CASTLE	150.00
12/20/2024	137912	EMILY OLSON	EMILY OLSON	CITY COUNCIL PAYROLL	110.00
12/20/2024	137913	FIRE SUPPRESSION PRODUCTS INC	FIRE SUPPRESSION PRODUCTS INC	PRODUCT & SUPPLIES FOR OFD - SUPPRES	165.00
				FIRE SUPPRESSION PRODUCTS INC	165.00
				PRODUCT & SUPPLIES FOR OFD - SUPPRES	330.00
12/20/2024	137914	H K ALLEN PAPER CO	H K ALLEN PAPER CO	ROUTINE PURCHASES NOT TO EXCEED \$200	1,276.00
12/20/2024	137915	HANUSCAK MICHAEL	HANUSCAK MICHAEL	UB refund for account: 3084570007	100.80
12/20/2024	137916	HEIDI SNYDER	HEIDI SNYDER	WSL REPLACEMENT REIMBURSEMENT	2,100.00
12/20/2024	137917	HIEBERT AUSTIN	HIEBERT AUSTIN	UB refund for account: 5750570002	178.62
12/20/2024	137918	HOME DEPOT CREDIT SERVICES	HOME DEPOT CREDIT SERVICES	NOVEMBER 2024 REGULAR PURCHASES	2,631.72
12/20/2024	137919	IBARRA JOSEPH JR	IBARRA JOSEPH JR	UB refund for account: 5846570004	18.47
12/20/2024	137920	ICC COMMUNITY DEVELOPMENT SOLU	ICC COMMUNITY DEVELOPMENT SOLU	LASERFICHE ANNUAL MAINTENANCE FEE	3,851.00
12/20/2024	137921	JANAE L FEAR	JANAE L FEAR	CITY COUNCIL PAYROLL	110.00

Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
12/20/2024	137922	JEROME C HABER	JEROME C HABER	CITY COUNCIL PAYROLL	100.00
12/20/2024	137923	KENT COMMUNICATIONS INC	KENT COMMUNICATIONS INC KENT COMMUNICATIONS INC	2024 WINTER TAX BILL PRINTING AND PC 2025 ASSESSMENT CHANGE NOTICES	1,524.24 3,270.00
					4,794.24
12/20/2024	137924	KEVIN BLAIR	KEVIN BLAIR	EXAM FEE REIMBURSEMENT	70.00
12/20/2024	137925	KIRK A MACHALA	KIRK A MACHALA	REIMBURSEMENT FOR CHECK FEE	5.00
12/20/2024	137926	LAVERTY ALISHA	LAVERTY ALISHA	UB refund for account: 2612490010	68.48
12/20/2024	137927	MCLAREN RENT ALL	MCLAREN RENT ALL	LIFT RENTAL FOR TREE INSTALL & REMOV	324.00
12/20/2024	137928	MODERN CONCRETE	MODERN CONCRETE	SIDEWALK & CURB FOR DAMMAGED FIRE HY	476.00
12/20/2024	137929	MORECROFT CLIFF	MORECROFT CLIFF	UB refund for account: 5018070005	28.43
12/20/2024	137930	MOTOROLA SOLUTIONS INC	MOTOROLA SOLUTIONS INC	E5 CH RADIO FOR OPD	713.25
12/20/2024	137931	MURDOCH, WILLIAM	MURDOCH, WILLIAM	2024 Sum Tax Refund 050-010-002-024-	244.91
12/20/2024	137932	NICHOLAS L PIDEK	NICHOLAS L PIDEK	CITY COUNCIL PAYROLL	70.00
12/20/2024	137933	ODETTE, JOHN D	ODETTE, JOHN D	2024 Sum Tax Refund 050-140-000-004-	130.26
12/20/2024	137934	OWOSSO BOLT & BRASS CO	OWOSSO BOLT & BRASS CO	ROUTINE PURCHASES NOT TO EXCEED \$200	62.42
12/20/2024	137935	OWOSSO CHARTER TOWNSHIP	OWOSSO CHARTER TOWNSHIP	PROPERTY # 006-25-200-032 WINTER TAX	27.70
12/20/2024	137936	OWOSSO CHARTER TOWNSHIP TREAS	OWOSSO CHARTER TOWNSHIP TREAS	OWOSSO DRAIN PAYMENT PER CONSERVATIC	228.89
12/20/2024	137937	OWOSSO CHARTER TWP TREAS &	OWOSSO CHARTER TWP TREAS &	OWOSSO DRAIN PAYMENT PER CONSERVATIC	638.62
12/20/2024	137938	OWOSSO PUBLIC SCHOOLS	OWOSSO PUBLIC SCHOOLS	TAX COLLECTION 12/02/2024 - 12/15/20	262,602.68
12/20/2024	137939	POSTMASTER	POSTMASTER	USPS MARKETING MAIL PERMIT 51 FEE	350.00
12/20/2024	137940	RACHEL OSMER	RACHEL OSMER	CITY COUNCIL PAYROLL	30.00
12/20/2024	137941	RAU, SANDRA	RAU, SANDRA	2024 Sum Tax Refund 050-010-015-026-	110.46
12/20/2024	137942	ROBERT J TEICH JR	ROBERT J TEICH JR	CITY COUNCIL PAYROLL	240.00
12/20/2024	137943	ROBERTO LARRIVEY	ROBERTO LARRIVEY	WATER SERVICE LINE REIMBURSEMENT	16,528.30
12/20/2024	137944	SHATTUCK SPECIALTY ADVERTISING	SHATTUCK SPECIALTY ADVERTISING	HAT EMBROIDERY	10.00
				SHATTUCK SPECIALTY ADVERTISING	243.68
				SHATTUCK SPECIALTY ADVERTISING	65.00
				SHATTUCK SPECIALTY ADVERTISING	25.00
					343.68
12/20/2024	137945	SHIAWASSEE COUNTY FIRE CHIEF'S	SHIAWASSEE COUNTY FIRE CHIEF'S	2025 MEMMBERSHIP DUES - KEVIN LENKAF	100.00
12/20/2024	137946	SHIAWASSEE COUNTY TREASURER	SHIAWASSEE COUNTY TREASURER	PRE-ROLL OWOSSO DRAIN PAYMENTS	63.92
12/20/2024	137947	SHIAWASSEE COUNTY TREASURER	SHIAWASSEE COUNTY TREASURER	TAX COLLECTION 12/02/2024 - 12/15/20	240,056.99
12/20/2024	137948	STATE OF MICHIGAN	STATE OF MICHIGAN	SOR REGISTRATION FEE DEC. 2024	30.00
12/20/2024	137949	STATE OF MICHIGAN	STATE OF MICHIGAN	COST SHARE AGREEMENT WITH MDOT FOR S	96,547.49
12/20/2024	137950	STATE OF MICHIGAN	STATE OF MICHIGAN	QUALITY ASSURANCE ASSESSMENT QUARTEF	1,587.34
12/20/2024	137951	SUSAN J. OSIKA	SUSAN J. OSIKA	CITY COUNCIL PAYROLL	90.00
12/20/2024	137952	SWARTHOUT TINA	SWARTHOUT TINA	UB refund for account: 3305570002	8.92
12/20/2024	137953	THE MATTESONS LLC	THE MATTESONS LLC	SOCIAL MEDIA IMAGES - BUSINESS SERIE	375.00
12/20/2024	137954	THE ROSSOW GROUP	THE ROSSOW GROUP	ADVANCED FOIA TRAINING FOR OPD STAFF	410.00
12/20/2024	137955	TIRE FACTORY	TIRE FACTORY	TIRE CHANGE FOR OFD TRAILER	300.00
12/20/2024	137956	TOMLINSON BRENDA	TOMLINSON BRENDA	UB refund for account: 2240340014	123.81
12/20/2024	137957	TROMBLEY BRADY	TROMBLEY BRADY	UB refund for account: 2038290012	81.86
12/20/2024	137958	TSENA BARASSA DINSSA	TSENA BARASSA DINSSA	UB refund for account: 2239440026	350.00
12/20/2024	137959	URBAN EDDIE	URBAN EDDIE	UB refund for account: 3399070001	888.42
12/20/2024	137960	VERIDUS MICHIGAN LLC	VERIDUS MICHIGAN LLC	OWNERS REP - CITY HALL REHABILITATIC	4,972.30
12/20/2024	137961	YEAGER GWENETH	YEAGER GWENETH	UB refund for account: 5473210012	174.61
12/20/2024	137962	ZORO TOOLS INC	ZORO TOOLS INC	LABORATORY ITEMS	144.35

1 TOTALS:

Total of 189 Checks:
 Less 1 Void Checks:

2,391,389.42
 28.43

Total of 188 Disbursements:

2,391,360.99



Warrant 650
December 17, 2024

Date	Vendor	Description	Fund	Amount
11-12-2024	Carl & Sue Ludington	Water Service Line Reimbursement 536 / 538 N. Shiawassee Street	Water	\$4,605.97
		Total		\$4,605.97

STATEMENT REGARDING BUSINESS DEALINGS WITH THE CITY

Per Owosso City Charter Section 14.4 and Michigan Public Act 317 of 1968, as amended

I, Carl Ludington, being an officer of the City of Owosso, do hereby declare a pecuniary interest in the foregoing proposed contract(s) with the City of Owosso as described as:

For the Period of: October 2024 - December 2024

Vendor: Ludington Electric, Inc

Total Amount: \$4,643.24

Detailed information for the listed amount is attached to this statement.

I am making this declaration because I am the owner/operator of Ludington Electric, Inc.

I confirm that I will not vote on the matter(s) in question, I will not take part in discussion on any question in respect to the matter(s), and I will not attempt in any way whether before, during or after the meeting to influence the voting on any such question at a public meeting of the Owosso City Council.

Said items will be considered for approval at the January 21, 2025 meeting of the Owosso City Council.



12-27-2024

Carl Ludington
Signature

Date

Declared the 27th of December, 2024.

Declared the 6th of January, 2024

PO NUMBER	PURCHASE ORDER TYPE	DEPARTMENT	VENDOR NAME	DESCRIPTION	AMOUNT	AMOUNT RELIEVED	DEMAINING BALANCE
PO STATUS: OPEN							
PO TYPE: QUICK PO							
000046358	QUICK PO	862	LUDINGTON	ELECTRPANEL FOR GILBERTS LOT PLAZA STAGE PLUGS	1,935.00	0.00	1,935.00
000046404	QUICK PO	862	LUDINGTON	ELECTRCHAIRMAN LIGHTS ALONG CASS ST.	374.32	0.00	374.32
000046447	QUICK PO	862	LUDINGTON	ELECTRDOWN TOWN LIGHTS & PLUGS FOR GLOW	458.92	0.00	458.92
000046454	QUICK PO	851	LUDINGTON	ELECTRLIGHTS FOR CURWOOD CASTLE	1,875.00	0.00	1,875.00
TOTAL PO TY					4,643.24	0.00	4,643.24
TOTAL PO ST					4,643.24	0.00	4,643.24
					4,643.24	0.00	4,643.24

From: [Scott Gould](#)
To: [Brad A. Barrett](#)
Subject: Public Servant - Contract Notice
Date: Monday, December 23, 2024 1:40:12 PM

Mr. Barrett:

I have reviewed the proposed Notice/Affidavit for Mr. Ludington.

The City will be in compliance with said documents regarding PO report for December and by using like documents for future POs.

Regards,

Scott J. Gould

Attorney at Law
114 E. Main St. Suite 218
Owosso, MI 48867
P: 989-729-0071
F: 989-729-9066



MEMORANDUM

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

DATE: December 30, 2024

TO: Mayor Teich and the Owosso City Council

FROM: City Manager

SUBJECT: Nominations for Cook Family Foundation Recycling Work Group

Background

The Cook Family Foundation has formed the Shiawassee Recycling Community Work Group to address recycling challenges and opportunities in the region. This Work Group, composed of public and private stakeholders, aims to promote collaboration, enhance sustainability, and support the development of local recycling programs. The county, the chamber, and the SEDP have already signed on.

Recent changes to Michigan Public Act 451 of 1994 mandate that municipalities, including the City of Owosso, implement curbside recycling services by January 2028. Participation in the Work Group will ensure the City is proactively involved in regional efforts to meet this requirement while leveraging resources and partnerships to advance our sustainability goals.

Recommendation

I recommend the appointment of a City Council member and myself, as City Manager, to serve as representatives on the Work Group. This will allow the City to actively participate in discussions, contribute to strategy development, and ensure alignment with the City's obligations and priorities.

MASTER PLAN GOALS: 1.23, 3.1, 3.3, 7.1

RESOLUTION NO.

**AUTHORIZING THE APPOINTMENT OF
ONE CITY COUNCILMEMBER AND THE CITY MANAGER TO
THE COOK FAMILY FOUNDATION RECYCLING WORK GROUP**

WHEREAS, the Cook Family Foundation has established the Shiawassee Recycling Community Work Group to address recycling challenges and opportunities in the region; and

WHEREAS, changes to Michigan Public Act 451 of 1994 require the City of Owosso to provide curbside recycling services by January 2028; and

WHEREAS, the City recognizes the importance of regional collaboration to meet statutory requirements, promote recycling, and enhance sustainability.

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

FIRST: Councilmember _____ and City Manager Nathan Henne are hereby appointed as the City of Owosso representatives to the Cook Family Foundation Recycling Work Group.

SECOND: representatives shall participate in Work Group activities, provide updates to the City Council, ensure alignment with the City's sustainability goals, and compliance with Public Act 451 of 1994.



MEMORANDUM

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

DATE: December 13, 2024

TO: Owosso City Council

FROM: Brad Barrett, Finance Director

SUBJECT: American Rescue Plan Act Relief Funding – Reconciliation / Close Out

RECOMMENDATION:

The Finance Department recommends approving the reconciliation / close out of ARPA funding and interest earned on such funds totaling \$1,633,295.90.

BACKGROUND:

The American Rescue Plan Act of 2021 provided federal funding to local units of governments. The City of Owosso is a non-entitlement unit of local government (NEU) per the law and funding was received as a pass through from the state of Michigan. The City of Owosso received \$1,517,586.20 and earned \$115,709.70 in interest on such funds. All funds must be obligated by December 31, 2024 and spent by December 31, 2026.

The Owosso City Council designated ARPA funds to projects within the Water Fund, General Fund (Fire Department) and Downtown Development Authority. The actual breakdown of ARPA funding transfers / project funding is the following:

1. \$950,398.62 (actual) for well house construction and supervisory control and data acquisition (SCADA) system construction for the water filtration process
2. \$150,300 (actual) to purchase self-contained breathing apparatuses
3. \$218,962.05 (actual) to replace lead service lines
4. \$313,635.23 (actual) to replacement downtown chairman lights

FISCAL IMPACTS:

None.

Attachments: Resolution

RESOLUTION NO.

RECONCILING ARPA FUNDING OBLIGATIONS TO ACTUAL DISTRIBUTION

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

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

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

WHEREAS, the Owosso City Council designated \$150,300 of ARPA funds to the General Fund (Fire Department) on April 19, 2022 to purchase self-contained breathing apparatuses for Fire Department personnel; and

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

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

WHEREAS, the Owosso City Council designated an additional \$55,973 to the Water Fund to assist with the construction of two well houses and a new supervisory control and data acquisition (SCADA) system for the water filtration process; and

WHEREAS, all American Rescue Plan Act (ARPA) funds (\$1,517,586.20) and interest earned (\$115,709.70) on such funds have been spent as of November 2024.

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

FIRST: the Owosso City Council approves the reconciliation of ARPA funding authorization and obligation and earned interest on such funds to the following projects:

1. \$950,398.62 (actual) for well house construction and supervisory control and data acquisition (SCADA) system construction for the water filtration process
2. \$150,300 (actual) to purchase self-containing breathing apparatuses
3. \$218,962.05 (actual) to replace lead service lines
4. \$313,635.23 (actual) to replacement downtown chairman lights



MEMORANDUM

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

DATE: December 13, 2024
TO: Owosso City Council
FROM: Brad Barrett, Finance Director
SUBJECT: Depositories for City Funds – ChoiceOne Bank

RECOMMENDATION:

The Finance Department recommends City Council approve an updated list of designated depositories for city funds.

BACKGROUND:

Per Section 8.13 of the Owosso City Charter, the Council shall designate depositories for city funds in accordance with law and shall provide for the regular deposit of all city moneys.

City administration is aware of a merger between The State Bank (Fenton, MI) and ChoiceOne Bank (Sparta, MI). The merger is expected to close in the first half of 2025. ChoiceOne Financial Services, Inc. is a financial holding company headquartered in Sparta, Michigan, and the parent corporation of ChoiceOne Bank, Member FDIC. ChoiceOne Bank operates 35 offices in parts of Kent, Ottawa, Muskegon, Newaygo, Lapeer, St. Clair, Macomb, and Oakland counties. ChoiceOne is an approximately \$2.6 billion-asset bank holding company making it the eighth largest bank holding company in Michigan based on asset size.

Administration is requesting the city's designated depositories list be updated to include ChoiceOne Bank.

FISCAL IMPACTS:

None.

Attachments: (1) Resolution

RESOLUTION NO.

**AUTHORIZING DEPOSITORIES AND DESIGNATED SIGNERS FOR THE
CITY OF OWOSSO**

WHEREAS, Section 8.13 of the Owosso City Charter states, the Council shall designate depositories for city funds in accordance with law and shall provide for the regular deposit of all city moneys; and

WHEREAS, Section 8.10(c) of the Owosso City Charter states, checks or warrants for the disbursement of city funds may be signed by the clerk only; and

WHEREAS, the Council may, however, provide by ordinance that checks or warrants shall also be countersigned by the Finance Director or the Treasurer; and

WHEREAS, Section 7.8 of the Owosso City Charter states, the Clerk and Treasurer and other administrative officers may appoint and remove their deputies, and each deputy shall possess all the powers and authority of their superior officer except as the same may be from time to time limited by their superior; and

WHEREAS, the City of Owosso has an investment policy adopted by the City Council on December 18, 2006 in accordance with Michigan Public Act 20 of 1943, as amended (2023); and

WHEREAS, designated depositories of the City of Owosso must agree to and follow such investment policy.

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

FIRST: the following financial institutions be and are hereby designated as depositories for City of Owosso funds:

Huntington Bank, 100 East Main Street, Owosso, MI
Dort Financial Credit Union, 1006 East Main Street, Owosso, MI
Frankenmuth Credit Union, 947 Street, Owosso, MI
PFCU, 1465 North Michigan 52, Owosso, MI
Michigan Cooperative Liquid Assets Securities System
(MI CLASS)
Stifel, 1865 E M21, Owosso, MI
Shiawassee Community Foundation, 217 North Washington Street,
Suite 104 Owosso, MI 48667
US Bankcorp Government Leasing and Finance, Inc.
950 17th Street, Denver, CO 80202
(water meter 15 year installment purchase agreement)
The State Bank / ChoiceOne Bank
9380 Genesee Street, New Lothrop, MI 48460

SECOND: all of the designated officers per city charter, are hereby authorized to execute on behalf of the city signature cards or other documents containing the rules and regulations of the financial institution and the conditions under which deposits are accepted and to agree on behalf of the city to those rules, regulations and conditions.



City Manager’s Report: Jan 6, 2025

Projects, Updates, Community Information, Staffing, General Operations

STATE LEGISLATIVE UPDATE

<p>Curbside Recycling Required in Owosso by 2028</p>	<p>Passed in December of 2022, this legislation amended PA 451 of 1994 – specifically Part 115 – to mandate that all cities over a population of 5000 shall be required to have curbside recycling established with at least 90% of single family households within the city by January of 2028. Councilman Haber has been appointed by the County to serve on the committee charged with deciding how to make this transition. While the county is required to submit a plan to EGLE by July, 2024, the city will have additional responsibilities to address on its own – chiefly the implementation of curbside recycling by 2028. The Cook Foundation is asking for the city’s participation in a county-wide committee to start some public outreach.</p>	
<p>Wind and Solar Siting Preemption</p>	<p>Signed by the Governor in Nov 2023, this legislation removes local zoning control for wind and solar site approvals. Much like pipeline siting, land use and zoning consideration will now fall to the Michigan Public Service Commission. There are requirements that site developers negotiate with local governments, but the decision is now up to the MPSC on zoning and land use. It is unlikely that a large wind or solar farm developer will look at Owosso because of a lack of large privately-owned tracts but I cannot rule out that possibility for city-owned greenspace lots that may be attractive to energy site developers. This legislation was opposed by the MML and MTA.</p>	
<p>Road Funding Pilot Program – Road Usage Charges</p>	<p>In 2024, MDOT is conducting a study with eligible Michiganders who responded to a survey in early 2024 to explore the viability of road use charges as opposed to the Act 51 gas tax formula for road funding. Road use charges would most likely include paying a few cents for each mile driven. The implementation of the pilot program will begin in Fall 2024.</p>	
<p>Changes to CVTRS</p>	<p>The Michigan Treasury's City, Village, and Township Revenue Sharing (CVTRS) program provides financial support to local units of government. The program is designed to help these local governments manage their budgets and provide essential services to residents. For the fiscal year 2024, local units must submit required documentation, including financial reports and a certification of compliance with program requirements, to qualify for the payments. The payments are disbursed in six equal installments throughout the year once the required documents are submitted and approved. For the states FY 24-25 beginning on Oct 1, cities are no</p>	

	<p>longer required to submit reports in order to get funding. The City, Village, and Township Revenue Sharing (CVTRS) program in Michigan was previously known as the Economic Vitality Incentive Program (EVIP) and is the vehicle for the state to disperse cities' shares of statutory revenue sharing.</p>	
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Project Name	Status	
REZONING REQUESTS		
108 N Chipman	Request to be rezoned to I-1 Light Industrial for the December 9 th Planning Commission Meeting	
BUILDING PERMITS – COMMERCIAL		
110 S Ball	Roofing permit	
120 W Exchange	New Business (CPA)	
104 N Washington	New Business and Sign (restaurant)	
MARIHUANA LICENSES		
GROW		
1. 1370 E South St	Medical/Recreational	Renewed – September 2024
2. 1455 Industrial	Recreational	Issued – October 2024
3. 1410/1420 Hathaway	Recreational	Issued – January 2024
PROCESSING		
1. 1750 E South St Ste. 1	Recreational	Renewed – January 2024
RETAIL		
1. 117 E Main St	Medical and Recreational	Renewed - October 2024
2. 1115 Corunna	Medical and Recreational	Renewed – August 2024
3. 200 E Main	Recreational	Renewed – May 2024
4. 116 N Washington	Recreational	Renewed – January 2024

ECONOMIC DEVELOPMENT PROJECTS		
Westown craft brewery – \$400,000 CRP grant - 2022	\$800,000 project to redevelop a historic Westown storefront building into a craft brewery and upper story housing. Total state grant amount estimated at \$400,000 through the Community Revitalization Program grant	Complete. Brewery open!
123 N Washington project – estimated \$1.2 million CRP grant - 2022	<p>\$4.7 million redevelopment of downtown building to include 11 new upper story residential units and a restored historic façade. This project includes local tax abatements.</p> <p style="text-align: center;"><u>Funding Breakdown:</u></p> <p>Grants/Abatements</p> <ul style="list-style-type: none"> • \$403k – Brownfield (abatement) • \$85k – OPRA (abatement) • \$1.5 mil – CRP/MSF (Grant) • \$145k – County Land Bank (Grant) <p>Private/Developer</p> <ul style="list-style-type: none"> • \$2.6 mil 	MSF Board Approved Grant Funding in Dec 2023. Owners pursuing historic tax credits. HDC approved CofA in November, 2024. Owner preparing contingency plan should financing not pan out.
Old Middle School project - 2022	Estimated \$18 million redevelopment to include 50-54 new residential units. This project will most likely include LITEC and historical tax credits. This project was granted a 4% PILOT for the life of the mortgage	4% PILOT approved. State tax credits approved. In Oct, 2024 Venture

	but only for the previous developer. The new developer will ask for a similar PILOT ordinance to be granted. The tax credit application was approved in April 2024. Construction commencement: TBD	informed the city that project was on hold pending the 2024 general election results.
114 W Main St Upper Story Housing - \$700,000 rental rehab grant - 2021	This project will add 7 new residential units on the 3 rd floor of this downtown building. The first two floors are commercial. This project includes tax abatements already granted.	Occupancy cert issued. Project complete
Washington Park/Woodland Trails Housing Development Project - \$14,000,000 - 2024	This project will build 14 new condo units in the Woodland Trails development and 14-16 multi family units on the Washington Park site. The developer will be requesting a 24 year brownfield to reimburse them for infrastructure and other eligible costs identified in the plan. Infrastructure Work scope includes sanitary sewer with lift station, water main installation, and street resurfacing on Wesley Dr from Water to Washington and water main installation on Washington St from North to Wesley. Design work is in progress by city staff and Tetra Tech.	Brownfield Plan Approved. Sewer bid awarded. Condos are starting to be built in WT. WP working on construction schedule and necessary agreements with the city. Venture now pursuing CDBG funds through MSHDA as additional assistance with the project for the Washington Park component.
MEDC RAP Grant – Curwood Place – 344 W Main St - 2024	\$1,358,000 to rehabilitate upper story apartments. The owner has also shown interest in having a mural painted on the side of the building – possibly in partnership with SAC.	Awarded. OPRA approved by city April, 2024. Construction TBD
TOTAL ECONOMIC DEVELOPMENT PROJECTS	\$39,558,000	

PROJECTS/ISSUES OF PUBLIC INTEREST		
Matthews Building Site	Site backfilled, hydro-seeded, and secured. Code enforcement will be issuing additional violations for the condition of the building that remains. Sold to local developer. Building plans presented to HDC in December 2023. Construction is underway. The sidewalk underpass will be shut down for a couple months to complete work on the wall facing the river. Sidewalk closure to start in mid to late March.	Sold to private developer – September 2023. HDC approved building exterior renovation and addition Dec 2023. Construction stalled pending a state grant application.
City Club Building (Exchange Street)	After an interior collapse occurred in June, 2023 a natural gas line was severed and repaired. The building official red-tagged the building and required owner to submit stamped engineering report detailing the building’s structural integrity. Stabilization of front and rear walls complete. Owner and Engineer to present plan to Building department to clear debris and secure site. Historic District Commission issued demolition by neglect notice. Notice has since been lifted. Owner says he plans to apply for land bank grant to clean debris. Land bank did not receive completed application and funding was denied. Land bank awarded grant to the city to satisfy court ordered demolition. Façade will be saved per HDC order.	Building official concerned with worker safety if front façade is saved while removing debris from collapse. Structural report received. Façade is salvageable but will be costly. Land bank has \$180k available to assist. Remaining amount would be paid by city and assessed to the owner. Est cost of cleanup and saving

		façade: \$500k to \$700k (subject to SCLB bidding process)
123 N Washington (5 th 3 rd)	MSF board approved \$1.2 million CRP grant in Dec 2023. Architectural plans complete. Building department waiting for permit application. After that is received, the HDC will consider approval for exterior. Building permit cannot be approved until HDC signs off on exterior plan.	SHPO tax credit was denied. Developer now applying to National Parks Service for tax credits. HDC issued CofA for restoration project. Will revisit early 2025 for progress update

Grants			
Grant	Amount	Status	Description
Drinking Water State Revolving Loan Fund – 2024 (7497-01)	\$1,622,500	Awarded	Part of a \$3.4 million project, this state ARPA grant will help replace water main: N Dewey, Young, W Stewart, Grace, and Tracy St. Lead service lines in water main project areas and make improvements to the WTP: replace backwash pump, process piping, obsolete controls, communications equipment, and gravity filter improvements.
Drinking Water State Revolving Loan Fund - 2023	\$1,033,750	Awarded	This grant will help with lead service line replacement, water main replacement, and well upgrades. It's part of a \$4,045,000 project to continue improving the Owosso water system. Water Main: North, Lee, Clyde, Lunn, Huron, Milwaukee. Lead Service replacements in water main project areas. SCADA upgrades at water treatment plant. Improvements to Palmer 3a and Juniper wells. Fishbeck water study. Remainder of cost will be paid with low interest SRF loans.
Clean Water State Revolving Loan Fund - 2023	\$1,412,500 plus \$5,300,000 loan forgiveness	Award – 2023	This grant plus loan forgiveness program will partially fund improvements at the wastewater plant to include: filter replacement, disinfection system replacement, electrical and SCADA upgrades, and solids drying. Total cost of the project is \$19,000,000. The remainder of the cost will be paid with low interest SRF loans. Project has begun. Old chlorine tanks removed and plant processes temporarily bypassed to facilitate construction.
Railroad Grade Repair Grant	\$181,653	Awarded	This grant is from MDOT and will fund the replacement of the railroad crossing at S. Cedar Street.
ARP Grant – Medicare/Medicaid/CHIP - 2021	\$80,708	Award Updated	The Department of Health and Human Services (HHS), through the Health Resources and Services Administration (HRSA), is making payments to providers based on the amount and type of Medicare, Medicaid, and Children’s Health Insurance Program (CHIP) services provided to rural beneficiaries from January 1, 2019 through September 30, 2020. Initial award was \$56,200. An additional \$24,530 was awarded in Dec 2021.
ARPA Funding - 2021	\$1,510,000	Awarded	1 st payment received. Last payment will be received in 2022. Public online survey completed. Waiting on Council members to submit project application scoring to staff. \$750,000 has been allocated to water infrastructure.
MSHDA NEP Grant - 2023	\$75,000	Awarded	Used to assist low-income home owners with eligible exterior home improvements up to \$7,500. Application being drafted.

MSHDA MI HOPE Grant - 2023	\$105,000	Awarded	This grant program is designed to encourage and facilitate energy-efficiency focused residential housing repairs and upgrades to owner occupied homes and non-owner occupied single-family homes and multi-family properties consisting of a maximum of three total units within both rural and urban areas.
DNR Grant for Holman Pool Building - 2020	\$150,000	Cancelled	Bids came back more than twice what was budgeted for the project due to increases in labor and material costs. The building will be used for storage.
EGL E DWAM Grant - 2019	\$460,000	Awarded	Original work scope includes investigating 364 water service lines through the city, updating distribution system material inventory, and updating the water asset management plan. The project is funded by a grant from the State of Michigan. All addresses on the original list, change order no. 1 list, and change order no. 2 list have been hydro-excavated at the curb stop. Hard surface restoration is in progress.
EGL E Service Line Replacement Funding - 2020	\$3,000,000	Awarded	Owosso's application was scored the highest this round. Project plan submitted July 1, 2021. This is 100% forgiven loan (Booker Funding) through the state's revolving loan fund program. Dollars will be used to replace water service lines subject to LCR requirements.
EGL E Service Line Replacement Funding (2)	\$1,345,000	Awarded	This partial loan forgiveness funding is tied to the application above. This project involves more LSR replacements coupled with the replacement of the Center St water main and rehabilitation of the water system elevated towers. This opportunity is 30% Booker forgivable. Remainder of this project will need ARPA funding to complete.
FEMA SCBA Grant - 2022	\$250,000	Denied	This grant replaces the OFD's breathing apparatuses. This is the second year we have been denied.
FEMA Radio Grant - 2021	\$1,200,000	Denied	This grant was in conjunction with other municipalities to replace OFD's radio units.
Federal COPS Grant - 2022	\$582,875 over 3 years	Denied	This grant funds up to 3 new police officer positions for 3 years. If awarded, the city would be required to continue funding these positions for an additional year.
Saginaw WIN Grant - 2020	\$10,500	Awarded	To help fund the Middle School area kayak launch.
Safe Routes to School - 2022	\$600,000	Awarded	Work scope includes constructing ADA compliant sidewalk ramps at various locations within the city along with constructing new sidewalks primarily in the Middle School area. The project is complete.
Consumers LED Rebate - 2021	\$5,460	Completed	Replace light fixtures in City Hall with more efficient LED lights
Small Urban Grant - 2022	\$375,000	Denied	Reconstruct Chipman St from Beehler to M-21.
MEDC WRI Grant - 2021	\$1,600,000	Denied	Replace water main, streets, and LSLs on Center, Clyde, Huron, Lynn, and Milwaukee Streets. 25% match required.
MCACA Grant - 2020	\$82,500	Denied	Replace library AC, Library steam pipes, Gould House heat and AC, and Castle boiler. Required \$82,500 match. Will know in September, 2021 if we are awarded.
Small Urban Grant - 2019	\$375,000	Awarded	Reconstruct Gould St from Oliver to Moore.
T-Mobile Hometown Grant - 2020	\$45,300	Denied	Possibly help fund the Middle School Kayak Launch project so no millage money would be needed to complete the project. This would add to the Saginaw WIN Grant already awarded.
Wellhead Protection Grant - 2021	\$52,000	Denied	Fund wellhead educational activities, groundwater audit, wellhead protection software, and update the city's wellhead plan.

Consumers Tree Planting Grant - 2022	\$2,600	Awarded	Consumers Energy's tree planting grant program to assist with annual fall tree planting in 2022.
MDOT RR Grade Crossing Grant – Woodlawn	\$108,621	Denied	Replace RR crossing at Woodlawn Ave. Funding: 60% MDOT/40% RR
MDOT RR Grade Crossing Grant – Chestnut - 2023	\$81,765	Denied	Replace RR crossing at Chestnut St. Funding: 60% MDOT/40% RR
MDOT RR Grade Crossing Grant – Cedar - 2022	\$181,653	Awarded - 2021	Replace RR crossing at Cedar St. Funding 60% MDOT/40% RR
MDOT RR Grade Crossing Grant – S. Chipman - 2023	\$112,381	Denied	Replace RR crossing at S Chipman St. Funding: 60% MDOT/40% RR
FY 2023 DWSRF – Water	\$1,011,250	Awarded	Replace water main on North, Lee, Clyde, Lunn, Huron, and Milwaukee St and LSRs (see below for project specifics). SCADA control upgrade at water plant. Wells at Palmer and Juniper. Fishbeck water study. Grant amount is 25% of total project cost. Remainder to be funded by SRF low interest loans.
FY 2023 CWSRF – Sewer	\$6,712,500	Awarded	Replace waste water plant treatment towers (3). This represents 50% of the cost of the project funded by grants and forgivable loans. The remainder will be funded by low interest SRF loans. Total cost now \$19 million. Due to inflation and increase in construction costs, council decided to reduce the project scope by delaying the tower replacement portion of the project
DNR Spark Grant - 2022	\$752,500	Application delayed to resolve property ownership issue.	Make improvements to the James Minor River Trail along Jerome St to coincide with future street reconstruction. Grant will fund trail improvements and paving from Washington St to the Oakwood walk bridge.
Match on Main - 2022	\$25,000	Awarded	Grant from MEDC to Aviator Jayne for business expansion.
Match on Main - 2022	\$25,000	Awarded	Grant from MEDC to Taphouse Meat Market for business creation.
Consumers Tree Grant – 2023	\$3,000	Awarded	Grant from Consumers Energy to plant 15 trees in the city right of way.
FY 2024 DWSRF (7497-01) – Water - 2023	\$1,745,000	Awarded	Total project cost (SRF loan): \$3,490,000. 50% principal forgiveness. This project will replace water main on Dewey, Young, Tracy, Grace, and W Stewart Streets. It will also pay for WTP improvements: backwash pump replacement, process piping replacement, communication and controls upgrades, and sand filter rehabilitation.
MEDC RAP Grant – DDA Downtown Lights - 2023	\$300,000	Awarded	The scope of work is street light removal and replacement including new conduit and wiring on the following streets: <ul style="list-style-type: none"> • Comstock from Water to Park • Washington from Water to Main (M-21) • Main (M-21) from Washington to Park (south side only) • Park from Comstock to Main (M-21) (west side only) The project is funded by ARPA funds and a RAP grant. The project is complete.
MEDC RAP Grant – Curwood Place – 344 W Main St - 2023	\$1,358,000	Awarded	This grant will pay for the rehabilitation and addition of upper story residential units at 344 W Main Street.
CIS Trail Appropriation - 2024	\$4.4 million	Awarded	Legislative appropriation from State to complete the gap in the CIS trail and make improvements to trail along Jerome St. Scope of work includes trail construction from the existing Clinton-Ionia-Shiawassee (CIS) trail termination at Smith Road to Chestnut St, bike lane installation on Chestnut St, Stewart St, and Washington St, James Miner Trail reconstruction from Hickory St to Oakwood

			St, and paving the Sam & Opal Voight walkway from Washington Street to the boardwalk. The project also includes rehabilitating Jerome St from Hickory St to Oakwood St. Design work is in progress by Fleis & Vandenbrink. Work is scheduled to take place in 2025 and 2026.
MSHDA NEP – 2024	\$75,000	Awarded	Assists low income home owners with eligible exterior home improvements up to \$24,000 each.
MSHDA MIHope – 2024	\$365,000	Awarded	Assist low income home owners with eligible energy efficient upgrades up to \$25,000 each. In October, 2024 an additional \$100,000 was granted to the city for being a “high performer” in the program.
EPA Community Change Grant – Memorial - 2024	\$11,000,000	Awaiting decision	<p>The EPA Community Change Grant, funded by the Inflation Reduction Act, provides approximately \$2 billion to help disadvantaged communities address environmental and climate justice challenges. The grants support projects that reduce pollution and build community resilience. Eligible applicants include partnerships of community-based organizations with tribes, local governments, or educational institutions. Applications are accepted on a rolling basis until November 21, 2024.</p> <p>The City seeks to partner with Memorial Healthcare to seek \$11 million to build the first phase of equalization storage at the Waste Water Treatment Plant in an attempt to lift the 2005 consent order from EGLE.</p>
EPA Community Change Grant – YMCA - 2024	\$11,500,000	Denied	Much like the memorial grant above, this application is for the same program only the city would partner with the YMCA for a community resiliency project. The Y is looking to address issues of climate change by better preparing the community for more hazardous weather events caused by climate change. The city’s portion of the grant would pay for clean water initiatives via the construction of wastewater retention at the wastewater plant. Unlike the memorial grant, this application would add an additional city component addressing clean air initiatives with the replacement of the library’s heating system. This would replace the ancient steam boiler with a modern high-efficiency hydronic boiler system.
TMF Grant – EGLE (Lead Service Line ID) - 2024	\$600,000	Awarded	The Michigan Department of Environment, Great Lakes, and Energy (EGLE) has established the Community Technical, Managerial, and Financial (TMF) Support for Lead Line Replacement grant. This program, with an appropriation of \$48 million, aims to assist publicly owned community drinking water systems in lead service line replacement efforts. The grants, with a maximum award of \$600,000 per proposal, prioritize communities that have not previously received funding and those with lower Median Annual Household Income (MAHI). Work scope includes investigating approximately 700 water service lines throughout the city. Water service lines will be investigated at the curb stop via hydro-excavating and inside the building at the water meter. Notification for scheduling investigations inside the building are in progress. Investigation at the curb stop is scheduled for Summer 2025.
MiNeighborhood MSHDA - 2024	\$395,300	Awarded	The Michigan State Housing Development Authority's (MSHDA) MI Neighborhood grant program provides funding to enhance community living and directly assist homeowners through various eligible activities, including:

			<ul style="list-style-type: none"> • Housing Rehabilitation: Exterior repairs such as roof replacements, siding, windows, doors, and accessibility improvements like ramps and handrails. • Energy Efficiency Upgrades: Enhancements like insulation, energy-efficient windows, and HVAC system improvements to reduce utility costs. • Accessibility Modifications: Interior adjustments to improve accessibility for individuals with disabilities, including bathroom modifications and kitchen adaptations. • Public Amenity Enhancements: Community-wide projects such as park improvements, playground installations, and the creation of community gardens. <p>Eligibility for homeowner assistance typically includes income limits (usually up to 120% of the Area Median Income), property ownership as a primary residence, and location within the city. Up to \$40,000 per project.</p>
James Minor Trail Grant	\$70,000	Awarded	Widen and resurface the James Minor Trail from Gould Street to the Corunna footbridge with DNR approved stone.
TOTAL GRANTS AWARDED	\$33,851,374 – 68%	<i>Grants Denied</i>	<i>\$15,990,442 – 32%</i>

STREETS AND SIDEWALKS			
2024-2025 Sidewalk Replacement		The contract was extended to October 5, 2025. The focus area for sidewalk replacement in 2025 is the area bounded by Woodlawn Ave, Corunna Ave, Abrey Ave, and the south city limits. This work is scheduled to begin in July 2025.	
2023-25 Street Patching		Work scope includes patches on various streets within the city of Owosso needed for water main breaks, sewer repairs, etc. The contract was extended to November 30, 2025. This work will begin again in Spring 2025.	
2025 Pavement Marking		Scope of work is re-painting pavement markings at various locations throughout the city. The project is scheduled to be advertised for bids in February 2025. Worked is planned for Summer 2025.	
2025 Chip Seal Program		<p>The scope of work is double chip and fog seal on the following streets:</p> <ul style="list-style-type: none"> • Tracy from Frederick to Stewart • Ament from Lyon to Cedar • Ament from Walnut to Shiawassee (M-52) • Mary from Chipman to State • Hiram from Chipman to State • State from South to Mary 	2025

		The project is scheduled to be advertised for bids in early January 2025.	
2025 Street Program		<p>Projects planned for street resurfacing:</p> <ol style="list-style-type: none"> 1. Howell Street from south end to Clinton. Work scope includes crush and shape with asphalt resurfacing. The project has been awarded to Glaeser Dawes Corporation with an April 21, 2025 start date. 2. Lynn Street from west end to Clinton. Work scope includes crush and shape with asphalt resurfacing. The project has been awarded to Glaeser Dawes Corporation with an April 21, 2025 start date. 	2025
2023 Street Patch Program		Work scope includes patches on various streets within the city of Owosso needed for water main breaks, sewer repairs, etc. The project is complete.	Complete
Street Projects	Jerome: Hickory to Oakwood	Work scope includes crush and shape with asphalt pavement construction along with minor drainage upgrades. Project is on hold until funding is available.	On hold pending funding.

UTILITIES (Water and Sewer)			
Project	Project Name/Description	Status	Completed
2025 TMF Service Line Investigations		Work scope includes investigating approximately 700 water service lines throughout the city. Water service lines will be investigated at the curb stop via hydro-excavating and inside the building at the water meter. Notification for scheduling investigations inside the building are in progress. Investigation at the curb stop is scheduled for Summer 2025.	
2025 Sewer Lining		Scope of work is cured in place pipe lining on sanitary and storm sewers at various locations. Design is in progress by city staff. The project is scheduled to be advertised for bids in February 2025. Work is planned for late Spring/early Summer 2025.	
Lead Service Line Identification Project	Funded by TMF Grant. Will ID 700 water service lines throughout the city. Water service lines will be investigated at the curb stop via hydro-excavating and inside the building at the water meter.	Notification for scheduling investigations inside the building are scheduled to be sent in the Fall 2024. Investigation at the curb stop is scheduled for Summer 2025.	Summer 2025
Water Treatment Plant	SCADA System - 2023	Kick-off meeting with Tetra tech was 10.30.20. Design phase completed. Included in next DWRF loan application.	In progress

<p>Water Main Projects – 2025</p>		<p>Work scope includes water main replacement including non-compliant water service line replacement on the following streets:</p> <ol style="list-style-type: none"> 1. Nafus Street from south end to Frederick 2. Grace Street from Cedar to Shiawassee 3. Young Street from Chestnut to Brooks 4. Olmstead Street from Ward to Chipman 5. Harding Avenue from Willow Springs to Hanover 6. Hanover Street from Harding to Riverside <p>The project was approved as part of the State of Michigan Department of EGLE 2025 Drinking Water State Revolving Fund project. Design work is in progress with construction planned for late Summer 2025.</p>	<p>Summer 2025</p>
<p>S Chestnut St Rail Crossing and Westtown Drainage</p>	<p>S Chestnut Street H&E Railroad Crossing – south of M-21</p>	<p>A property owner near the RR crossing is concerned with their property being partially flooded during very heavy rain events. The ditch in the RR right of way overflows and it is suspected that debris in the ditch clogs the culvert. City engineer and city manager met with RR personnel in Sept 2023 where we were informed the RR will not clean/clear the ditch but would allow us access to the ditch to create a debris catch for the culvert. If that does not work, we will have to approach the township and drain commission for a study to assess required improvements to the drainage system in the area. This project is not on the city’s latest approved Capital Improvement Project. Staff met with property owners in westtown and the drain commissioner in October. A 1998 study will need to be updated in partnership with Owosso Twp, County, and MDOT per the rules for “Chapter 20 cost share” county drains. City’s contribution of study will be 51%.</p> <p><u>UPDATE – Jan 2025:</u> MDOT is moving forward with the PEA Group for the initial evaluation of the M-21 storm sewer system including televising the existing pipe. MODT will be paying for this in its entirety. The Drain Commission and MDOT are both recommending petition to include the M-21 storm sewer as an extension of the Chipman Drain. This would open more funding opportunities through MDOT to increase the size of the storm sewer to increase capacity. Drain Commissioner has already talked to Owosso Township about the petition, and they seem to be willing to participate. The city would also need to sign the petition – Drain Commissioner said their lawyer would be providing the city information regarding the petition soon.</p>	<p>Ongoing. One event this summer so far that overwhelmed the system.</p>
<p>Future Water Main Projects</p>		<p>Projects submitted to EGLE for FY2025 Drinking Water State Revolving Fund (DWSRF) funds for water main replacement:</p> <ol style="list-style-type: none"> 1. Nafus Street from south end to Frederick 2. Gilbert Street from Mason to Oliver 3. Clinton Street from Cedar to Shiawassee 	

		<ol style="list-style-type: none"> 4. Olmstead Street from Ward to Chipman 5. Harding Avenue from Willow Springs to Hanover 6. Hanover Street from Harding to Riverside 7. Stewart Street from Cedar to Shiawassee 8. Williams Street from Shiawassee to Washington 9. Dewey Street from Main (M-21) to King 	
2025 Sewer Televising Project		<p>The following sewers are planned for televising:</p> <ol style="list-style-type: none"> 1. Ament St between Lyon and Shiawassee (M-52) – storm sewer 2. Bennett Field Dr between Lafayette and Hoyt – storm sewer 3. Oliver St and Chipman St intersection – storm sewer 4. Hickory St between King and Osburn – storm sewer 5. Park Street between Osburn and Stratford – storm sewer 6. King St and Dewey St intersection – storm and sanitary sewer 7. Sanitary Sewer Interceptor from Robbins and Main (M-21) to Hathaway – sanitary sewer <p>Bids were received on November 19, 2024 with contract award scheduled for the December 2, 2024 city council meeting. The project is scheduled to begin January , 2025.</p>	2025
2025 Drainage Improvement Project – North St between Chipman and Hanover		<p>Work scope includes ditch cleaning on the North St ditch between Chipman and Hanover and on the Coventry Ct ditch. Bids were received on November 26, 2024 with contract award scheduled for the December 16, 2024 city council meeting. The project is scheduled to begin January, 2025.</p>	
2025-27 Water Service Line Replacement Project		<p>Work scope includes noncompliant water service line replacements targeting 600 locations within the City of Owosso over a 3-year time period. The project was approved as part of the State of Michigan Department of EGLE 2025 Drinking Water State Revolving Fund project. Design work/planning is in progress with construction planned to commence in late Summer 2025.</p>	2025-2027

WATER TREATMENT PLANT		
Project Name/Description	Status	Completed
SCADA Upgrades	Upgrade and expand the SCADA system for the WTP and wells. Tower permit with FCC has been approved! Could take 12 weeks to hear back. Any existing or new wells can continue operation with SCADA – which could be implemented later. Standpipe radio install has been progressing with Tetra Tech and Countyline. Progress meetings on SCADA project help monthly.	In process

Lab Room Repairs	This project hinges primarily on stopping the roof leaks first. Fishbeck budgeted over \$750,000 to replace the roof. This replacement is on hold and only roof repairs will be completed until it has been determined that money will be invested in the current plant. In the meantime only essential improvements will be completed on the Lab and Control Room.	Lab has also been recertified after EGLE delay.
Palmer Well Rehab Project	Palmer 2 is due for a performance test, complete inspection and cleaning, pump and pipe rehab or replacement. Process piping is being installed and consumers energy is working on installing electric service.	Complete

PARKS/ CEMETERY/ FORESTRY/ NONMOTORIZED			
Project	Project Name/Description	Status	Completed
	CIS Trail Extension – Extend trail from Priest Rd. to City.	Scope of work includes trail construction from the existing Clinton-Ionia-Shiawassee (CIS) trail termination at Smith Road to Chestnut St, bike lane installation on Chestnut St, Stewart St, and Washington St, James Miner Trail reconstruction from Hickory St to Oakwood St, and paving the Sam & Opal Voight walkway from Washington Street to the boardwalk. The project also includes rehabilitating Jerome St from Hickory St to Oakwood St. Design work is in progress by Fleis & Vandenbrink. Work is scheduled to take place in 2025 and 2026.	State funding approved for M-21 route. Working with MDOT on ROW permit.

BUILDING AND GROUNDS			
Library	Heating System Replacement	Abandon/dismantle existing steam boiler and distribution lines. Add hydronic boiler system. Est cost: \$500,000	Fall 2024 or Spring 2025
City Hall	Security and Accessibility - IT	Replace/Add technology at city hall for security and accessibility. Replace old doorbell on basement entry and upgrade silent alarm system.	In process
	City Hall HVAC, electric service, and generator replacement	Replace RTUs, electric service panels, generator and transfer switch, and address structural issues with room below grade on west side of building.	Veridus hired as owner’s rep. Spicer has begun the process to provide engineered drawings for construction bidding
Public Safety	HVAC replacement/efficiency upgrades	As part of the city hall efficiency project, I’m also planning to propose replacement of the public safety building’s boiler and heating/cooling systems. As part of the project we would like to replace most of the overhead doors, garage bay ceiling panels, foam insulate the ceiling in garage bay, and replace worn entry doors.	Congressional appropriation through USDA approved. Approved by regional office. Waiting on

			federal USDA office to approve
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From: [Rob Teich](#)
To: [Christopher Owens](#)
Cc: [Tanya S. Buckelew](#); [Amy K. Kirkland](#)
Subject: RE: [EXT] PLANNING COMMISSION
Date: Monday, December 16, 2024 2:38:11 PM

Councilman Owens:

As always thank you for all you do for the city and for your time and talent given to the Planning Commission.

We look forward to you serving as a board member on the OHC board going forward.

Once again, thank you,

Rob Teich
Mayor
City of Owosso

From: Christopher Owens <owosso81md@gmail.com>
Sent: Monday, December 16, 2024 2:14 PM
To: Rob Teich <rteich@OneCECO.com>
Subject: [EXT] PLANNING COMMISSION

External Source: Use caution before opening or clicking attachments or links.

Mayor Teich,

I would like to take this time to thank you for the opportunity to serve the people of the City of Owosso on the Planning Commission. It was a great learning experience.

While I enjoyed my time on the commission, I must offer my resignation from the Planning Commission at this time. I firmly believe that each member of the community should be given an opportunity to participate on these commissions, and if it's allowed, I would put my full faith in Nick Albertson's ability to fulfill this role.

As always, I appreciate you for your guidance throughout this process. Should you ever need me for anything, please do not hesitate to reach out!

Christopher Owens
734-674-4006

DOWNTOWN OWOSSO

Discover the Charm of Downtown Owosso

Explore the heart of our town, where history thrives, local businesses bloom and community bonds grow stronger with every step.

2025 EDITION

OWOSSO MAIN STREET

989.725.0571

downtownowosso.org



State of DOWNTOWN

18 Blocks

108 Acres

249 Parcels

1,731 Public parking spaces

117 First-floor storefronts

100 Residential units

10 Restaurants

32 Retail stores

221.7k Visitors

9.6% Increase in property values (2023-2024)

Owosso Main Street is making a real difference.

Downtown Owosso is hitting its stride with building back after the pandemic. With a host of youthful and tenacious partners contributing to this transition, Owosso Main Street has transformed its tagline to, "Learn our Story, Create Your Own." This new tagline captures the historic preservation efforts of our city, while also creating space to welcome new storytellers and visionaries who will help co-create our thriving downtown that is the heart of our community.

Downtown's Goals

- Day-trip destination
- Increase upper-floor residential development/density
- Cultivate an environment that demonstrates a commitment to the development of businesses, housing and community organizations in downtown Owosso.
- Create and demonstrate a welcoming culture of hospitality for the visitors, businesses, and residents of downtown Owosso
- Expand and sustain a model of "coopetition" among downtown Owosso businesses, organizations and attractions

OWOSSO
MAIN STREET

TRANSFORMING OWOSSO'S DOWNTOWN



Celebrating downtown Owosso's exceptional businesses, the "Business of the Month" program spotlights and honors local success stories, fostering community pride and economic vitality.



The Downtown Owosso Hype Team sparked local excitement, spotlighting businesses and events through authentic social media highlights that boosted small business visibility.



With support from the Match on Main program, Taphouse Meat Market opened its doors, offering specialty meats, cheeses, and curated food supplies in downtown Owosso.

REINVESTMENT STATS 2023-2024

PRIVATE INVESTMENT

\$1,756,767

Program to date: \$24,898,558



9

Façade & Building Improvements

Program to date: 414



12

New Businesses

Program to date: 104

Community Profile

City of Owosso | 2024



Population

14,562



Households

6,249



Median HH Income

\$51,801



Median Age

38.6 years



Housing Units

6,751



92% Housing is occupied

60% Owner-occupied

32% Renter-occupied

Main Street is Helping Businesses Thrive

- Revolving Loan & Grant program
- Business of the Month program
- Match on Main Grant
- Downtown Owosso Hype Team
- #ExploreOwosso Passport Program
- Grow with Google trainings
- Greater Lansing Area Moms Downtown Owosso Day Trip marketing campaign
- Retail Merchandising Training series

"Whether their stopping in to find a unique gift, enjoying our sweet treats, or telling friends and family about their new favorite store, we couldn't do this without the downtown community."

– **Tori Hall, owner, MI Favorite Store (formerly Apple Tree Lane)**

Downtown Drive Time Markets

	5 Minutes	10 Minutes	20 Minutes
Population	14,457	26,061	53,110
Households	6,214	11,229	22,127
Median HH Income	\$51,558	\$53,177	\$61,437

In-demand Businesses

Food & Drink

- Breakfast/brunch restaurant
- Farm-to-table restaurant
- Brick-oven pizzeria
- Italian restaurant
- Steak house

Shopping & Retail

- Arts, crafts and hobbies
- Book store
- General/variety store
- Vintage/antique store
- Specialty foods

#ExploreOwosso: A Passport Adventure

The #ExploreOwosso Passport Program transformed downtown into an exciting scavenger hunt, leading participants to discover unique landmarks and photo-worthy spots. Community members and visitors snapped photos, shared them on social media with #ExploreOwosso, and collected stamps from local businesses. Thanks to Michigan Main Street's Vibrancy Grant, participants earned prizes, from Downtown Owosso swag to gift baskets, while connecting with local businesses and exploring all that downtown has to offer.



2024 Pulse of Downtown



- 56%** Visit downtown Owosso most often for dining
- 27%** Described recent trends in downtown Owosso as improving or making progress
- 47%** Said the frequency of their visits to downtown Owosso increased or stayed the same during the past year

Social Connection



12,005+
Facebook Followers

1,945+
Instagram Followers

Volunteer Connection



1,620
Volunteer hours in 2023–2024

37,567
Volunteer hours (Program to date)

\$51,176
Volunteer value in 2023–2024

\$1,186,742
Volunteer value (Program to date)



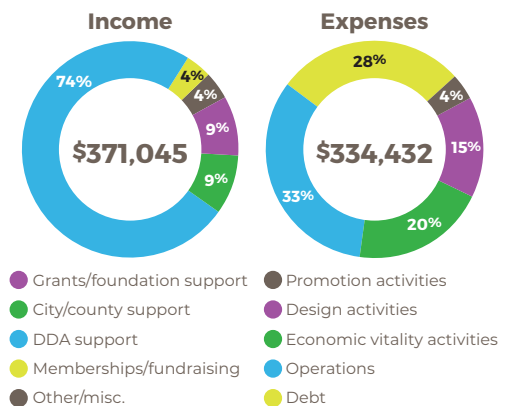
VOLUNTEER SPOTLIGHT

“Playing a part in keeping our beautiful city a special place for residents and visitors alike has been a passion worthwhile for me and my family.”

—Levi Perry, owner, Studio Seven Twenty



In the Numbers



DOWNTOWN ALIVE

Owosso Main Street Events 2023-24

11,341

Est. event attendance

- Glow Owosso
- NYE Block Party
- Chocolate Walk
- Owosso Vintage Motorcycle Days
- OatFest
- Mini Golf Madness
- Summer Sidewalk Sales
- Spring & Fall Community Cleanups



OatFest



Owosso Vintage Motorcycle Days



Mini Golf Madness



Glow Owosso

“Owosso Main Street has been instrumental in hosting community gathering events, beautifying downtown, and creating exciting promotional opportunities for businesses. We strive to help downtown thrive through projects and programs that are enthusiastically received.”

—Bill Gilbert, owner, Gilberts Hardware & Appliance; Owosso Main Street Board Chair

Owosso’s Board of Directors

Chair: Bill Gilbert	Commissioner: Emily Olson	Commissioner: Jill Davis
Vice-chair: Lance Omer	Commissioner: Daylen Howard	Commissioner: Dakota Woodworth
Mayor: Robert J. Teich, Jr.	Commissioner: Allié McGuire	Executive Director: Lizzie Fredrick
Commissioner: Josh Ardelean		

MICHIGAN MAIN STREET

A Network of Leaders in Grassroots Economic Development

Real Impact. | The numbers prove it!



\$49,135,925

2023-24 Total Private Investment

\$473,749,204

Program to date



\$5,855,343

2023-24 Total Public Investment

\$152,552,988

Program to date



30,094

2023-24 Volunteer Hours

922,796

Program to date



136

2023-24 New Businesses

2,033

Program to date



117

2023-24 Façade & Building Improvements

2,934

Program to date

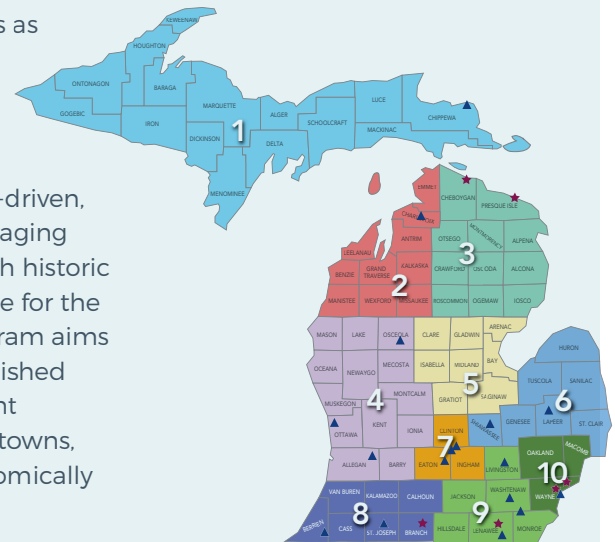


Michigan Main Street

provides technical assistance to local communities as they implement the Main Street Four-

Point Approach®, a community-driven, comprehensive strategy encouraging economic development through historic preservation in ways appropriate for the modern marketplace. The program aims to create communities distinguished by economically vital and vibrant commercial districts and downtowns, thereby making the state economically stronger and culturally diverse.

Our MMS Communities



MICHIGAN ECONOMIC DEVELOPMENT CORPORATION

★ Select Level ▲ Master Level

www.miplace.org



MEMORANDUM

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

DATE: December 19, 2024
TO: Owosso City Council
FROM: Brad Barrett, Finance Director
SUBJECT: Monthly Financial Report – November 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 November 30, 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 11-30-2024
Cash Summary by Account for City of Owosso – 11-01-2024 - 11-30-2024

PERIOD ENDING 11/30/2024

*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 11/30/24 INCR (DECR)	YTD BALANCE 11/30/2024 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BGDGT 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	18,667.02	3,621,303.36	347,072.64	91.25
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	1,485.99	288,277.55	27,805.45	91.20
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	0.00	1,280.00	(280.00)	128.00
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	546.45	3,991.77	15,866.23	20.10
101-000-447.000	ADMINISTRATION FEES	162,835.00	162,835.00	409.60	84,769.71	78,065.29	52.06
101-000-476.000	LIQUOR LICENSES	10,500.00	10,500.00	178.75	4,392.85	6,107.15	41.84
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	150.00	400.00	600.00	40.00
101-000-491.000	PERMITS (GUN)	400.00	400.00	20.00	360.00	40.00	90.00
101-000-502.000	GRANT-FEDERAL	173,570.00	173,570.00	0.00	0.00	173,570.00	0.00
101-000-502.000-USDOT-OHSP	GRANT-FEDERAL	0.00	0.00	0.00	(1,231.61)	1,231.61	100.00
101-000-502.100-COSSAP2022	FEDERAL GRANT - DEPT OF JUSTICE	100,000.00	100,000.00	0.00	8,520.03	91,479.97	8.52
101-000-502.100-DOJ-SRTBWC	FEDERAL GRANT - DEPT OF JUSTICE	0.00	0.00	0.00	4,017.47	(4,017.47)	100.00
101-000-540.000	STATE SOURCES	3,750.00	3,750.00	0.00	3,793.73	(43.73)	101.17
101-000-540.000-DDASTRLITE	STATE SOURCES	300,000.00	300,000.00	0.00	300,000.00	0.00	100.00
101-000-540.000-MCOLES-CPE	STATE SOURCES	0.00	0.00	0.00	1,650.00	(1,650.00)	100.00
101-000-540.531	LOCAL GRANT	0.00	0.00	0.00	1,800.00	(1,800.00)	100.00
101-000-573.000	LOCAL COMMUNITY STABILIZATION S	150,000.00	150,000.00	0.00	99,857.09	50,142.91	66.57
101-000-574.000	REVENUE SHARING	1,619,621.00	1,619,621.00	0.00	285,631.00	1,333,990.00	17.64
101-000-574.050	REVENUE SHARING - STATUTORY	521,375.00	521,375.00	0.00	80,500.00	440,875.00	15.44
101-000-605.200	CHARGE FOR SERVICES RENDERED	17,500.00	17,500.00	506.21	10,377.50	7,122.50	59.30
101-000-605.250	DUPLICATING SERVICES	1,000.00	1,000.00	0.00	661.29	338.71	66.13
101-000-605.300	FIRE SERVICES	5,000.00	5,000.00	750.00	4,250.00	750.00	85.00
101-000-605.301	POLICE DEPARTMENT SERVICES	195,764.00	195,764.00	0.00	21,125.01	174,638.99	10.79
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	(16,182.55)	139,447.51	152,067.49	47.84
101-000-638.000-TREAT-ONLY	AMBULANCE CHARGES	13,883.00	13,883.00	350.00	2,100.00	11,783.00	15.13
101-000-638.100	AMBULANCE MILEAGE CHARGES	196,461.00	196,461.00	(487.79)	41,385.46	155,075.54	21.07
101-000-638.200	AMBULANCE/ ADVANCED LIFE SUPPOR'	432,847.00	432,847.00	(3,398.91)	210,243.89	222,603.11	48.57
101-000-642.000	CHARGE FOR SERVICES - SALES	2,500.00	2,500.00	0.00	1,230.00	1,270.00	49.20
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	1,497.75	4,295.81	5,704.19	42.96
101-000-657.100	PARKING VIOLATIONS	7,500.00	7,500.00	360.00	1,660.00	5,840.00	22.13
101-000-665.000	INTEREST INCOME	50,000.00	50,000.00	26,126.44	139,637.43	(89,637.43)	279.27
101-000-665.100	MERS INTEREST INCOME	100.00	100.00	0.82	49.72	50.28	49.72
101-000-667.100	RENTAL INCOME	500.00	500.00	0.00	30.00	470.00	6.00
101-000-673.000	SALE OF FIXED ASSETS	0.00	0.00	0.00	251,932.05	(251,932.05)	100.00
101-000-674.200	DONATIONS	0.00	0.00	0.00	14,375.00	(14,375.00)	100.00
101-000-675.000	MISCELLANEOUS	75,000.00	75,000.00	208.80	3,638.33	71,361.67	4.85
101-000-676.200	WASTEWATER UTIL. ADMIN REIMB	185,623.00	185,623.00	0.00	33,285.16	152,337.84	17.93
101-000-676.254	FUND 254 ADMIN CHARGE BACK	5,500.00	5,500.00	0.00	110.80	5,389.20	2.01
101-000-676.300	CITY UTILITIES ADMIN REIMB	452,627.00	452,627.00	0.00	111,301.46	341,325.54	24.59
101-000-676.400	DDA TIF CHARGE BACK	134,024.00	134,024.00	0.00	1,242.36	132,781.64	0.93
101-000-676.500	ACT 51 ADMIN REIMBURSEMENT	209,887.00	209,887.00	0.00	19,854.53	190,032.47	9.46
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/REBATES	88,000.00	88,000.00	0.00	0.00	88,000.00	0.00

PERIOD ENDING 11/30/2024

*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 11/30/24 INCR (DECR)	11/30/2024 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 101 - GENERAL FUND							
Revenues							
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	305,835.23	(29,835.23)	110.81
TOTAL REVENUES		11,480,001.00	11,480,001.00	31,188.58	6,344,781.62	5,135,219.38	55.27
Expenditures							
101	CITY COUNCIL	8,060.00	8,060.00	(87.18)	4,951.72	3,108.28	61.44
171	CITY MANAGER	339,400.00	339,400.00	24,895.71	130,600.98	208,799.02	38.48
201	FINANCE	254,052.00	254,052.00	18,422.33	95,845.12	158,206.88	37.73
210	CITY ATTORNEY	164,600.00	164,600.00	20,841.42	52,838.33	111,761.67	32.10
215	CLERK	254,983.00	254,983.00	22,226.05	97,794.92	157,188.08	38.35
228	INFORMATION & TECHNOLOGY	154,000.00	154,000.00	6,845.18	79,006.65	74,993.35	51.30
253	TREASURY	275,205.00	275,205.00	16,020.01	87,395.95	187,809.05	31.76
257	ASSESSING	222,748.00	222,748.00	15,950.84	83,488.28	139,259.72	37.48
261	GENERAL ADMIN	448,621.00	448,621.00	7,641.74	303,625.93	144,995.07	67.68
262	ELECTION	79,829.00	79,829.00	29,457.21	63,081.82	16,747.18	79.02
265	BUILDING & GROUNDS	835,789.00	835,789.00	10,693.90	51,557.17	784,231.83	6.17
270	HUMAN RESOURCES	217,410.00	217,410.00	15,916.72	81,712.40	135,697.60	37.58
301	POLICE	3,105,516.00	3,105,516.00	223,069.63	1,116,622.30	1,988,893.70	35.96
336	FIRE	4,053,099.00	4,053,099.00	175,822.52	933,081.12	3,120,017.88	23.02
371	BUILDING AND SAFETY	46,045.00	46,045.00	8.95	520.63	45,524.37	1.13
441	PUBLIC WORKS	1,262,732.00	1,262,732.00	42,877.50	803,925.68	458,806.32	63.67
528	LEAF AND BRUSH COLLECTION	313,011.00	313,011.00	81,273.78	172,740.84	140,270.16	55.19
585	PARKING	36,025.00	36,025.00	1,120.37	9,026.30	26,998.70	25.06
720	COMMUNITY DEVELOPMENT	37,222.00	37,222.00	4,551.49	29,292.80	7,929.20	78.70
751	PARKS	369,923.00	369,923.00	9,780.30	166,149.47	203,773.53	44.91
966	TRANSFERS OUT	52,633.00	52,633.00	0.00	11,915.11	40,717.89	22.64
TOTAL EXPENDITURES		12,530,903.00	12,530,903.00	727,328.47	4,375,173.52	8,155,729.48	34.92
Fund 101 - GENERAL FUND:							
TOTAL REVENUES		11,480,001.00	11,480,001.00	31,188.58	6,344,781.62	5,135,219.38	55.27
TOTAL EXPENDITURES		12,530,903.00	12,530,903.00	727,328.47	4,375,173.52	8,155,729.48	34.92
NET OF REVENUES & EXPENDITURES		(1,050,902.00)	(1,050,902.00)	(696,139.89)	1,969,608.10	(3,020,510.10)	187.42

PERIOD ENDING 11/30/2024

*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 11/30/24 INCR (DECR)	YTD BALANCE 11/30/2024 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	0.00	284,852.57	275,147.43	50.87
202-000-502.000-SRTS2024GR	GRANT-FEDERAL	0.00	0.00	172,495.80	225,283.25	(225,283.25)	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	14,792.00	210,208.00	6.57
202-000-541.000	TRUNKLINE MAINTENANCE	42,948.00	42,948.00	0.00	684.32	42,263.68	1.59
202-000-542.000	GAS & WEIGHT TAX	1,534,024.00	1,534,024.00	122,564.73	387,868.12	1,146,155.88	25.28
202-000-665.000	INTEREST INCOME	10,000.00	10,000.00	21,647.99	113,890.05	(103,890.05)	1,138.90
202-000-675.000	MISCELLANEOUS	0.00	0.00	0.00	3,486.15	(3,486.15)	100.00
202-000-678.000	SPECIAL ASSESSMENT	0.00	0.00	373.83	17,209.19	(17,209.19)	100.00
TOTAL REVENUES		2,394,472.00	2,394,472.00	317,082.35	1,048,065.65	1,346,406.35	43.77
Expenditures							
451	CONSTRUCTION	1,587,350.00	1,587,350.00	552,397.20	1,144,803.86	442,546.14	72.12
463	STREET MAINTENANCE	690,735.00	690,735.00	213,216.13	500,604.81	190,130.19	72.47
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	125.95	1,255.32	15,399.68	7.54
478	SNOW & ICE CONTROL	171,045.00	171,045.00	3,305.54	16,943.35	154,101.65	9.91
480	TREE TRIMMING	86,396.00	86,396.00	1,469.09	12,858.86	73,537.14	14.88
482	ADMINISTRATION & ENGINEERING	219,407.00	219,407.00	5,291.59	39,093.07	180,313.93	17.82
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	0.00	106.02	(106.02)	100.00
491	TRUNKLINE STORM DRAIN, CURBS	0.00	0.00	0.00	207.43	(207.43)	100.00
494	TRUNKLINE TRAFFIC SIGNS	0.00	0.00	0.00	208.57	(208.57)	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	775,805.50	1,716,081.29	1,503,390.71	53.30
Fund 202 - MAJOR STREET FUND:							
TOTAL REVENUES		2,394,472.00	2,394,472.00	317,082.35	1,048,065.65	1,346,406.35	43.77
TOTAL EXPENDITURES		3,219,472.00	3,219,472.00	775,805.50	1,716,081.29	1,503,390.71	53.30
NET OF REVENUES & EXPENDITURES		(825,000.00)	(825,000.00)	(458,723.15)	(668,015.64)	(156,984.36)	80.97

PERIOD ENDING 11/30/2024

*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 11/30/24 INCR (DECR)	YTD BALANCE 11/30/2024 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
		ORIGINAL BUDGET	2024-25 AMENDED BUDGET				
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	172,495.80	225,283.25	(225,283.25)	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	45,152.74	142,890.32	421,965.68	25.30
203-000-665.000	INTEREST INCOME	10,000.00	10,000.00	4,207.89	18,760.29	(8,760.29)	187.60
203-000-678.000	SPECIAL ASSESSMENT	0.00	0.00	0.00	13,618.09	(13,618.09)	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	221,856.43	400,551.95	742,804.05	35.03
Expenditures							
451	CONSTRUCTION	307,350.00	307,350.00	29.95	115.37	307,234.63	0.04
463	STREET MAINTENANCE	716,373.00	716,373.00	214,022.92	506,496.59	209,876.41	70.70
474	TRAFFIC SERVICES-MAINTENANCE	1,500.00	1,500.00	97.40	939.70	560.30	62.65
478	SNOW & ICE CONTROL	79,256.00	79,256.00	1,469.12	7,529.89	71,726.11	9.50
480	TREE TRIMMING	126,409.00	126,409.00	2,203.73	30,957.02	95,451.98	24.49
482	ADMINISTRATION & ENGINEERING	122,490.00	122,490.00	5,291.30	29,927.10	92,562.90	24.43
TOTAL EXPENDITURES		1,353,378.00	1,353,378.00	223,114.42	575,965.67	777,412.33	42.56
Fund 203 - LOCAL STREET FUND:							
TOTAL REVENUES		1,143,356.00	1,143,356.00	221,856.43	400,551.95	742,804.05	35.03
TOTAL EXPENDITURES		1,353,378.00	1,353,378.00	223,114.42	575,965.67	777,412.33	42.56
NET OF REVENUES & EXPENDITURES		(210,022.00)	(210,022.00)	(1,257.99)	(175,413.72)	(34,608.28)	83.52

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO
 PERIOD ENDING 11/30/2024

*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 11/30/24 INCR (DECR)	YTD BALANCE 11/30/2024 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
		ORIGINAL BUDGET	2024-25 AMENDED BUDGET				
Fund 208 - PARK/RECREATION SITES FUND							
Revenues							
208-000-665.000	INTEREST INCOME	500.00	500.00	192.74	888.77	(388.77)	177.75
208-000-674.100	PRIVATE DONATIONS	8,000.00	8,000.00	0.00	11,650.00	(3,650.00)	145.63
TOTAL REVENUES		8,500.00	8,500.00	192.74	12,538.77	(4,038.77)	147.51
Expenditures							
751	PARKS	31,700.00	31,700.00	0.00	12,545.57	19,154.43	39.58
TOTAL EXPENDITURES		31,700.00	31,700.00	0.00	12,545.57	19,154.43	39.58
Fund 208 - PARK/RECREATION SITES FUND:							
TOTAL REVENUES		8,500.00	8,500.00	192.74	12,538.77	(4,038.77)	147.51
TOTAL EXPENDITURES		31,700.00	31,700.00	0.00	12,545.57	19,154.43	39.58
NET OF REVENUES & EXPENDITURES		(23,200.00)	(23,200.00)	192.74	(6.80)	(23,193.20)	0.03

PERIOD ENDING 11/30/2024

*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 11/30/24 INCR (DECR)	YTD BALANCE 11/30/2024 NORM (ABNORM)	AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	2024-25 AMENDED BUDGET			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	1,587.37	8,617.10	1,382.90	86.17	
239-000-670.000	LOAN PRINCIPAL	0.00	0.00	5,378.06	10,739.67	(10,739.67)	100.00	
239-000-670.100	LOAN INTEREST	15,000.00	15,000.00	864.61	4,487.09	10,512.91	29.91	
TOTAL REVENUES		25,250.00	25,250.00	7,830.04	23,872.94	1,377.06	94.55	
Expenditures								
200	GEN SERVICES	2,814.00	2,814.00	0.00	550.00	2,264.00	19.55	
TOTAL EXPENDITURES		2,814.00	2,814.00	0.00	550.00	2,264.00	19.55	
Fund 239 - OMS/DDA REVLG LOAN FUND :								
TOTAL REVENUES		25,250.00	25,250.00	7,830.04	23,872.94	1,377.06	94.55	
TOTAL EXPENDITURES		2,814.00	2,814.00	0.00	550.00	2,264.00	19.55	
NET OF REVENUES & EXPENDITURES		22,436.00	22,436.00	7,830.04	23,322.94	(886.94)	103.95	

PERIOD ENDING 11/30/2024

*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 11/30/24 INCR (DECR)	YTD BALANCE 11/30/2024 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	
243-000-573.000	LOCAL COMMUNITY STABILIZATION S	0.00	0.00	0.00	6,072.19	(6,072.19)	100.00	
243-000-665.000	INTEREST INCOME	50.00	50.00	31.95	91.93	(41.93)	183.86	
TOTAL REVENUES		135,118.00	135,118.00	31.95	6,164.12	128,953.88	4.56	
Expenditures								
721	PROFESSIONAL SERVICES	1,003.00	1,003.00	1.00	1.00	1,002.00	0.10	
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	1.00	1.00	135,067.00	0.00	
Fund 243 - BRA / OBRA #12 WOODWARD LOFT:								
TOTAL REVENUES		135,118.00	135,118.00	31.95	6,164.12	128,953.88	4.56	
TOTAL EXPENDITURES		135,068.00	135,068.00	1.00	1.00	135,067.00	0.00	
NET OF REVENUES & EXPENDITURES		50.00	50.00	30.95	6,163.12	(6,113.12)	2,326.24	

PERIOD ENDING 11/30/2024

*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 11/30/24 INCR (DECR)	YTD BALANCE 11/30/2024 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	558.75	28,046.64	10,916.36	71.98
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	26,454.48	(4,976.48)	123.17
248-000-665.000	INTEREST INCOME	5,000.00	5,000.00	732.78	3,203.09	1,796.91	64.06
248-000-670.100	LOAN INTEREST	1,577.00	1,577.00	129.71	667.54	909.46	42.33
248-000-674.400	INCOME-PROMOTION	15,000.00	15,000.00	4,260.00	6,103.00	8,897.00	40.69
248-000-674.600	INCOME-DESIGN	0.00	0.00	250.00	610.00	(610.00)	100.00
248-000-674.700	EV STATION REVENUE	2,400.00	2,400.00	702.67	2,581.21	(181.21)	107.55
248-000-699.101	TRANSFERS FROM GENERAL FUND	35,133.00	35,133.00	0.00	7,540.11	27,592.89	21.46
TOTAL REVENUES		353,929.00	353,929.00	6,633.91	75,206.07	278,722.93	21.25
Expenditures							
200	GEN SERVICES	240,104.00	240,104.00	3,084.16	23,627.15	216,476.85	9.84
261	GENERAL ADMIN	89,179.00	89,179.00	6,968.06	35,640.48	53,538.52	39.97
704	ORGANIZATION	750.00	750.00	155.73	862.47	(112.47)	115.00
705	PROMOTION	15,050.00	15,050.00	0.00	1,640.17	13,409.83	10.90
706	DESIGN	7,000.00	7,000.00	350.04	1,420.87	5,579.13	20.30
707	ECONOMIC VITALITY	1,500.00	1,500.00	75.00	300.00	1,200.00	20.00
TOTAL EXPENDITURES		353,583.00	353,583.00	10,632.99	63,491.14	290,091.86	17.96
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:							
TOTAL REVENUES		353,929.00	353,929.00	6,633.91	75,206.07	278,722.93	21.25
TOTAL EXPENDITURES		353,583.00	353,583.00	10,632.99	63,491.14	290,091.86	17.96
NET OF REVENUES & EXPENDITURES		346.00	346.00	(3,999.08)	11,714.93	(11,368.93)	3,385.82

PERIOD ENDING 11/30/2024

*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 11/30/24 INCR (DECR)	YTD BALANCE 11/30/2024 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT 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	0.00	35,000.00	20,000.00	63.64
249-000-490.000	PERMITS-BUILDING	105,000.00	105,000.00	4,792.05	60,196.05	44,803.95	57.33
249-000-490.100	PERMITS-ELECTRICAL	30,000.00	30,000.00	2,130.00	19,265.00	10,735.00	64.22
249-000-490.200	PERMITS-PLUMBING & MECHANICAL	55,000.00	55,000.00	2,810.00	26,645.00	28,355.00	48.45
249-000-628.000	RENTAL REGISTRATION	9,000.00	9,000.00	150.00	1,150.00	7,850.00	12.78
249-000-665.000	INTEREST INCOME	5,000.00	5,000.00	977.37	4,505.83	494.17	90.12
TOTAL REVENUES		259,000.00	259,000.00	10,859.42	146,761.88	112,238.12	56.66
Expenditures							
200	GEN SERVICES	100,506.00	100,506.00	6,260.89	35,993.02	64,512.98	35.81
371	BUILDING AND SAFETY	161,834.00	161,834.00	10,493.09	49,869.94	111,964.06	30.82
TOTAL EXPENDITURES		262,340.00	262,340.00	16,753.98	85,862.96	176,477.04	32.73
Fund 249 - BUILDING INSPECTION FUND:							
TOTAL REVENUES		259,000.00	259,000.00	10,859.42	146,761.88	112,238.12	56.66
TOTAL EXPENDITURES		262,340.00	262,340.00	16,753.98	85,862.96	176,477.04	32.73
NET OF REVENUES & EXPENDITURES		(3,340.00)	(3,340.00)	(5,894.56)	60,898.92	(64,238.92)	1,823.32

PERIOD ENDING 11/30/2024

*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 11/30/24 INCR (DECR)	YTD BALANCE 11/30/2024 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	65,598.18	49,232.21	(49,232.21)	100.00
254-000-540.000-MSHDANEP24	STATE SOURCES	72,500.00	72,500.00	0.00	45,077.80	27,422.20	62.18
254-000-540.000-MSHDMIHOPE	STATE SOURCES	53,000.00	53,000.00	0.00	66,678.65	(13,678.65)	125.81
254-000-665.000	INTEREST INCOME	0.00	0.00	242.69	1,119.41	(1,119.41)	100.00
254-000-675.000-114116MAIN	MISCELLANEOUS	0.00	0.00	165,900.00	157,339.16	(157,339.16)	100.00
TOTAL REVENUES		125,500.00	125,500.00	231,740.87	319,447.23	(193,947.23)	254.54
Expenditures							
200	GEN SERVICES	125,500.00	125,500.00	234,098.18	318,225.24	(192,725.24)	253.57
TOTAL EXPENDITURES		125,500.00	125,500.00	234,098.18	318,225.24	(192,725.24)	253.57
Fund 254 - HOUSING & REDEVELOPMENT:							
TOTAL REVENUES		125,500.00	125,500.00	231,740.87	319,447.23	(193,947.23)	254.54
TOTAL EXPENDITURES		125,500.00	125,500.00	234,098.18	318,225.24	(192,725.24)	253.57
NET OF REVENUES & EXPENDITURES		0.00	0.00	(2,357.31)	1,221.99	(1,221.99)	100.00

PERIOD ENDING 11/30/2024

*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 11/30/24 INCR (DECR)	YTD BALANCE 11/30/2024 NORM (ABNORM)	AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	2024-25 AMENDED BUDGET			BALANCE NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 259 - OBRA-DIST#15 -ARMORY BUILDING								
Revenues								
259-000-402.300	OBRA:TAX CAPTURE	48,103.00	48,103.00	0.00	0.00	48,103.00		0.00
TOTAL REVENUES		48,103.00	48,103.00	0.00	0.00	48,103.00		0.00
Expenditures								
721	PROFESSIONAL SERVICES	6,232.00	6,232.00	4,506.50	4,506.50	1,725.50		72.31
964	TAX REIMBURSEMENTS	41,871.00	41,871.00	0.00	0.00	41,871.00		0.00
TOTAL EXPENDITURES		48,103.00	48,103.00	4,506.50	4,506.50	43,596.50		9.37
Fund 259 - OBRA-DIST#15 -ARMORY BUILDING:								
TOTAL REVENUES		48,103.00	48,103.00	0.00	0.00	48,103.00		0.00
TOTAL EXPENDITURES		48,103.00	48,103.00	4,506.50	4,506.50	43,596.50		9.37
NET OF REVENUES & EXPENDITURES		0.00	0.00	(4,506.50)	(4,506.50)	4,506.50		100.00

PERIOD ENDING 11/30/2024

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CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2024-25		ACTIVITY FOR MONTH 11/30/24 INCR (DECR)	YTD BALANCE 11/30/2024 NORM (ABNORM)	AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	2024-25 AMENDED BUDGET			BALANCE NORM (ABNORM)	BALANCE 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	209,874.00		0.00
TOTAL REVENUES		209,874.00	209,874.00	0.00	0.00	209,874.00		0.00
Expenditures								
721	PROFESSIONAL SERVICES	12,050.00	12,050.00	11,368.50	11,368.50	681.50		94.34
905	DEBT SERVICE	167,999.00	167,999.00	0.00	0.00	167,999.00		0.00
TOTAL EXPENDITURES		180,049.00	180,049.00	11,368.50	11,368.50	168,680.50		6.31
<hr/>								
Fund 272 - OBRA FUND-DISTRICT #17 CARGILL (PREV #8):								
TOTAL REVENUES		209,874.00	209,874.00	0.00	0.00	209,874.00		0.00
TOTAL EXPENDITURES		180,049.00	180,049.00	11,368.50	11,368.50	168,680.50		6.31
NET OF REVENUES & EXPENDITURES		29,825.00	29,825.00	(11,368.50)	(11,368.50)	41,193.50		38.12

PERIOD ENDING 11/30/2024

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CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2024-25		ACTIVITY FOR MONTH 11/30/24 INCR (DECR)	YTD BALANCE 11/30/2024 NORM (ABNORM)	AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	2024-25 AMENDED BUDGET			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
273-000-573.000	LOCAL COMMUNITY STABILIZATION S	0.00	0.00	0.00	564.68	(564.68)		100.00
273-000-665.000	INTEREST INCOME	1,000.00	1,000.00	207.09	1,128.43	(128.43)		112.84
TOTAL REVENUES		<u>5,878.00</u>	<u>5,878.00</u>	<u>207.09</u>	<u>1,693.11</u>	<u>4,184.89</u>		<u>28.80</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>207.09</u>	<u>1,693.11</u>	<u>4,184.89</u>		<u>28.80</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>207.09</u>	<u>1,693.11</u>	<u>(693.11)</u>		<u>169.31</u>

PERIOD ENDING 11/30/2024

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CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2024-25		ACTIVITY FOR MONTH 11/30/24 INCR (DECR)	YTD BALANCE 11/30/2024 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	
Expenditures								
721	PROFESSIONAL SERVICES	1,704.00	1,704.00	643.50	1,256.00	448.00	73.71	
905	DEBT SERVICE	28,172.00	28,172.00	0.00	0.00	28,172.00	0.00	
TOTAL EXPENDITURES		29,876.00	29,876.00	643.50	1,256.00	28,620.00	4.20	
Fund 276 - OBRA FUND DISTRICT #16 - QDOBA:								
TOTAL REVENUES		29,876.00	29,876.00	0.00	0.00	29,876.00	0.00	
TOTAL EXPENDITURES		29,876.00	29,876.00	643.50	1,256.00	28,620.00	4.20	
NET OF REVENUES & EXPENDITURES		0.00	0.00	(643.50)	(1,256.00)	1,256.00	100.00	

PERIOD ENDING 11/30/2024

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CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2024-25		ACTIVITY FOR MONTH 11/30/24 INCR (DECR)	YTD BALANCE 11/30/2024 NORM (ABNORM)	AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	2024-25 AMENDED BUDGET			BALANCE NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 277 - OBRA FUND DISTRICT #20 - J&H OIL								
Revenues								
277-000-402.300	OBRA:TAX CAPTURE	54,752.00	54,752.00	0.00	0.00	54,752.00		0.00
TOTAL REVENUES		54,752.00	54,752.00	0.00	0.00	54,752.00		0.00
Expenditures								
721	PROFESSIONAL SERVICES	4,144.00	4,144.00	2,972.00	2,972.00	1,172.00		71.72
964	TAX REIMBURSEMENTS	50,608.00	50,608.00	0.00	0.00	50,608.00		0.00
TOTAL EXPENDITURES		54,752.00	54,752.00	2,972.00	2,972.00	51,780.00		5.43
Fund 277 - OBRA FUND DISTRICT #20 - J&H OIL:								
TOTAL REVENUES		54,752.00	54,752.00	0.00	0.00	54,752.00		0.00
TOTAL EXPENDITURES		54,752.00	54,752.00	2,972.00	2,972.00	51,780.00		5.43
NET OF REVENUES & EXPENDITURES		0.00	0.00	(2,972.00)	(2,972.00)	2,972.00		100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO
 PERIOD ENDING 11/30/2024

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CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2024-25		ACTIVITY FOR MONTH 11/30/24 INCR (DECR)	YTD BALANCE 11/30/2024 NORM (ABNORM)	AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	2024-25 AMENDED BUDGET			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	
283-000-573.000	LOCAL COMMUNITY STABILIZATION S	0.00	0.00	0.00	620.62	(620.62)	100.00	
283-000-665.000	INTEREST INCOME	0.00	0.00	2.39	4.86	(4.86)	100.00	
TOTAL REVENUES		16,824.00	16,824.00	2.39	625.48	16,198.52	3.72	
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	2.39	625.48	16,198.52	3.72	
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)	2.39	625.48	(3,942.48)	18.86	

PERIOD ENDING 11/30/2024

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CITY OF OWOSSO
MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2024-25		ACTIVITY FOR MONTH 11/30/24 INCR (DECR)	YTD BALANCE 11/30/2024 NORM (ABNORM)	AVAILABLE		% BGD USED	
		ORIGINAL BUDGET	2024-25 AMENDED BUDGET			BALANCE NORM (ABNORM)	BALANCE NORM (ABNORM)		
Fund 284 - OPIOID SETTLEMENT FUND									
Revenues									
284-000-665.000	INTEREST INCOME	100.00	100.00	158.81	732.87	(632.87)	732.87		
284-000-685.000	OPIOID SETTLEMENT REVENUE	0.00	0.00	0.00	11,647.26	(11,647.26)	100.00		
TOTAL REVENUES		100.00	100.00	158.81	12,380.13	(12,280.13)	2,380.13		
Fund 284 - OPIOID SETTLEMENT FUND:									
TOTAL REVENUES		100.00	100.00	158.81	12,380.13	(12,280.13)	2,380.13		
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00		
NET OF REVENUES & EXPENDITURES		100.00	100.00	158.81	12,380.13	(12,280.13)	2,380.13		

PERIOD ENDING 11/30/2024

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CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2024-25		ACTIVITY FOR MONTH 11/30/24 INCR (DECR)	YTD BALANCE 11/30/2024 NORM (ABNORM)	AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	2024-25 AMENDED BUDGET			BALANCE NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 287 - ARPA - AMERICAN RESCUE PLAN ACT								
Revenues								
287-000-528.000	OTHER FEDERAL GRANTS	0.00	0.00	0.00	372,731.25		(372,731.25)	100.00
287-000-665.000	INTEREST INCOME	20,000.00	20,000.00	0.00	7,406.55		12,593.45	37.03
TOTAL REVENUES		20,000.00	20,000.00	0.00	380,137.80		(360,137.80)	1,900.69
Expenditures								
966	TRANSFERS OUT	1,413,573.00	1,413,573.00	15,632.29	488,440.95		925,132.05	34.55
TOTAL EXPENDITURES		1,413,573.00	1,413,573.00	15,632.29	488,440.95		925,132.05	34.55
Fund 287 - ARPA - AMERICAN RESCUE PLAN ACT:								
TOTAL REVENUES		20,000.00	20,000.00	0.00	380,137.80		(360,137.80)	1,900.69
TOTAL EXPENDITURES		1,413,573.00	1,413,573.00	15,632.29	488,440.95		925,132.05	34.55
NET OF REVENUES & EXPENDITURES		(1,393,573.00)	(1,393,573.00)	(15,632.29)	(108,303.15)		(1,285,269.85)	7.77

PERIOD ENDING 11/30/2024

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CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2024-25		ACTIVITY FOR MONTH 11/30/24 INCR (DECR)	YTD BALANCE 11/30/2024 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
		ORIGINAL BUDGET	2024-25 AMENDED BUDGET				
Fund 297 - HISTORICAL FUND							
Revenues							
297-000-643.000	SALES	3,000.00	3,000.00	162.00	1,786.00	1,214.00	59.53
297-000-665.000	INTEREST INCOME	2,000.00	2,000.00	328.46	1,514.84	485.16	75.74
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	1,273.00	10,738.00	9,262.00	53.69
297-000-674.200	DONATIONS	11,650.00	11,650.00	750.00	5,370.66	6,279.34	46.10
297-000-675.000	MISCELLANEOUS	0.00	0.00	0.00	927.11	(927.11)	100.00
297-000-699.101	TRASFERS FROM GENERAL FUND	17,500.00	17,500.00	0.00	4,375.00	13,125.00	25.00
TOTAL REVENUES		58,016.00	58,016.00	2,513.46	24,711.61	33,304.39	42.59
Expenditures							
797	HISTORICAL COMMISSION	30,598.00	30,598.00	2,467.89	12,442.83	18,155.17	40.67
798	CASTLE	14,806.00	14,806.00	990.71	4,806.71	9,999.29	32.46
799	GOULD HOUSE	10,329.00	10,329.00	0.00	16,685.65	(6,356.65)	161.54
800	COMSTOCK/WOODARD	2,000.00	2,000.00	217.76	325.52	1,674.48	16.28
TOTAL EXPENDITURES		57,733.00	57,733.00	3,676.36	34,260.71	23,472.29	59.34
Fund 297 - HISTORICAL FUND:							
TOTAL REVENUES		58,016.00	58,016.00	2,513.46	24,711.61	33,304.39	42.59
TOTAL EXPENDITURES		57,733.00	57,733.00	3,676.36	34,260.71	23,472.29	59.34
NET OF REVENUES & EXPENDITURES		283.00	283.00	(1,162.90)	(9,549.10)	9,832.10	3,374.24

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO
 PERIOD ENDING 11/30/2024

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CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2024-25		ACTIVITY FOR MONTH 11/30/24 INCR (DECR)	YTD BALANCE 11/30/2024 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	3,183.51	658,439.61	64,710.39		91.05
301-000-573.000	LOCAL COMMUNITY STABILIZATION S	50,000.00	50,000.00	0.00	16,988.24	33,011.76		33.98
301-000-665.000	INTEREST INCOME	0.00	0.00	67.56	137.42	(137.42)		100.00
TOTAL REVENUES		<u>773,150.00</u>	<u>773,150.00</u>	<u>3,251.07</u>	<u>675,565.27</u>	<u>97,584.73</u>		<u>87.38</u>
Expenditures								
905	DEBT SERVICE	773,150.00	773,150.00	0.00	136,325.00	636,825.00		17.63
TOTAL EXPENDITURES		<u>773,150.00</u>	<u>773,150.00</u>	<u>0.00</u>	<u>136,325.00</u>	<u>636,825.00</u>		<u>17.63</u>
Fund 301 - GENERAL DEBT SERVICE (VOTED BONDS):								
TOTAL REVENUES		<u>773,150.00</u>	<u>773,150.00</u>	<u>3,251.07</u>	<u>675,565.27</u>	<u>97,584.73</u>		<u>87.38</u>
TOTAL EXPENDITURES		<u>773,150.00</u>	<u>773,150.00</u>	<u>0.00</u>	<u>136,325.00</u>	<u>636,825.00</u>		<u>17.63</u>
NET OF REVENUES & EXPENDITURES		<u>0.00</u>	<u>0.00</u>	<u>3,251.07</u>	<u>539,240.27</u>	<u>(539,240.27)</u>		<u>100.00</u>

PERIOD ENDING 11/30/2024

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CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2024-25		ACTIVITY FOR MONTH 11/30/24 INCR (DECR)	YTD BALANCE 11/30/2024 NORM (ABNORM)	AVAILABLE		% BGD USED
		ORIGINAL BUDGET	2024-25 AMENDED BUDGET			BALANCE NORM	BALANCE (ABNORM)	
Fund 401 - CAPITAL PROJECT FUND								
Revenues								
401-000-665.000	INTEREST INCOME	0.00	0.00	411.87	857.99		(857.99)	100.00
401-000-687.000	INSURANCE REFUNDS/REBATES	0.00	0.00	0.00	69,364.00		(69,364.00)	100.00
TOTAL REVENUES		<u>0.00</u>	<u>0.00</u>	<u>411.87</u>	<u>70,221.99</u>		<u>(70,221.99)</u>	<u>100.00</u>
Fund 401 - CAPITAL PROJECT FUND:								
TOTAL REVENUES		0.00	0.00	411.87	70,221.99		(70,221.99)	100.00
TOTAL EXPENDITURES		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>		<u>0.00</u>	<u>0.00</u>
NET OF REVENUES & EXPENDITURES		0.00	0.00	411.87	70,221.99		(70,221.99)	100.00

PERIOD ENDING 11/30/2024

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CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2024-25		ACTIVITY FOR MONTH 11/30/24 INCR (DECR)	YTD BALANCE 11/30/2024 NORM (ABNORM)	AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	2024-25 AMENDED BUDGET			BALANCE NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 588 - TRANSPORTATION FUND								
Revenues								
588-000-402.000	GENERAL PROPERTY TAX	104,307.00	104,307.00	489.96	95,057.22		9,249.78	91.13
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	7.34	40.16		(40.16)	100.00
TOTAL REVENUES		<u>105,888.00</u>	<u>105,888.00</u>	<u>497.30</u>	<u>95,097.38</u>		<u>10,790.62</u>	<u>89.81</u>
Expenditures								
200	GEN SERVICES	105,888.00	105,888.00	0.00	105,073.83		814.17	99.23
TOTAL EXPENDITURES		<u>105,888.00</u>	<u>105,888.00</u>	<u>0.00</u>	<u>105,073.83</u>		<u>814.17</u>	<u>99.23</u>
Fund 588 - TRANSPORTATION FUND:								
TOTAL REVENUES		105,888.00	105,888.00	497.30	95,097.38		10,790.62	89.81
TOTAL EXPENDITURES		105,888.00	105,888.00	0.00	105,073.83		814.17	99.23
NET OF REVENUES & EXPENDITURES		0.00	0.00	497.30	(9,976.45)		9,976.45	100.00

PERIOD ENDING 11/30/2024

*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 11/30/24 INCR (DECR)	YTD BALANCE 11/30/2024 NORM (ABNORM)	AVAILABLE		% BGDG USED
		ORIGINAL BUDGET	2024-25 AMENDED BUDGET			BALANCE NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 590 - SEWER FUND								
Revenues								
590-000-491.000	PERMITS	1,000.00	1,000.00	200.00	650.00	350.00		65.00
590-000-605.350	MATERIAL & SERVICE	0.00	0.00	0.00	5,000.00	(5,000.00)		100.00
590-000-607.200	WATER AND SEWER FEES	0.00	0.00	0.00	1,178.00	(1,178.00)		100.00
590-000-643.100	METERED SALES	3,325,992.00	3,325,992.00	1,738.38	752,029.72	2,573,962.28		22.61
590-000-644.000	PENALTIES - LATE CHARGES	43,238.00	43,238.00	13,108.96	32,377.23	10,860.77		74.88
590-000-665.000	INTEREST INCOME	10,000.00	10,000.00	6,921.45	37,074.55	(27,074.55)		370.75
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	21,968.79	828,309.50	2,556,920.50		24.47
Expenditures								
200	GEN SERVICES	2,628,755.00	2,628,755.00	197,269.60	1,040,844.72	1,587,910.28		39.59
549	SEWER OPERATIONS	307,880.00	307,880.00	11,564.73	140,722.74	167,157.26		45.71
594	FLEET MAINTENANCE	0.00	0.00	63.89	63.89	(63.89)		100.00
901	CAPITAL OUTLAY	427,500.00	427,500.00	0.00	1,482.67	426,017.33		0.35
905	DEBT SERVICE	124,302.00	124,302.00	0.00	62,401.47	61,900.53		50.20
TOTAL EXPENDITURES		3,488,437.00	3,488,437.00	208,898.22	1,245,515.49	2,242,921.51		35.70
Fund 590 - SEWER FUND:								
TOTAL REVENUES		3,385,230.00	3,385,230.00	21,968.79	828,309.50	2,556,920.50		24.47
TOTAL EXPENDITURES		3,488,437.00	3,488,437.00	208,898.22	1,245,515.49	2,242,921.51		35.70
NET OF REVENUES & EXPENDITURES		(103,207.00)	(103,207.00)	(186,929.43)	(417,205.99)	313,998.99		404.24

Incorrect department, correction will show in December 2024 Report

PERIOD ENDING 11/30/2024

*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 11/30/24 INCR (DECR)	11/30/2024 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 591 - WATER FUND							
Revenues							
591-000-491.000	PERMITS	1,500.00	1,500.00	200.00	700.00	800.00	46.67
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	519,568.49	1,225,431.51	29.77
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	558.45	202,417.30	592,519.70	25.46
591-000-605.350	MATERIAL & SERVICE	35,000.00	35,000.00	318.28	47,078.42	(12,078.42)	134.51
591-000-607.200	WATER AND SEWER FEES	0.00	0.00	100.00	45,184.00	(45,184.00)	100.00
591-000-643.100	METERED SALES	3,732,072.00	3,732,072.00	1,760.39	964,101.54	2,767,970.46	25.83
591-000-643.200	METERED SALES-WHOLESALE-USAGE	339,900.00	339,900.00	27,036.09	134,360.26	205,539.74	39.53
591-000-644.000	PENALTIES - LATE CHARGES	67,905.00	67,905.00	16,439.31	38,098.50	29,806.50	56.11
591-000-665.000	INTEREST INCOME	10,000.00	10,000.00	22,280.98	103,886.73	(93,886.73)	1,038.87
591-000-667.100	RENTAL INCOME	1,320.00	1,320.00	120.00	600.00	720.00	45.45
591-000-667.300	HYDRANT RENTAL	33,000.00	33,000.00	(424.72)	2,913.28	30,086.72	8.83
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	3,343.88	(3,343.88)	100.00
591-000-675.000	MISCELLANEOUS	0.00	0.00	0.00	281.77	(281.77)	100.00
591-000-675.200	UB FEES	2,000.00	2,000.00	425.00	2,030.00	(30.00)	101.50
591-000-699.287	ARPA TRANSFER IN	1,137,573.00	1,137,573.00	15,632.29	182,605.72	954,967.28	16.05
TOTAL REVENUES		10,774,770.00	10,774,770.00	84,446.07	2,247,244.01	8,527,525.99	20.86
Expenditures							
200	GEN SERVICES	895,857.00	895,857.00	20,055.36	231,830.67	664,026.33	25.88
552	WATER UNDERGROUND	2,042,741.00	2,042,741.00	94,296.34	691,233.00	1,351,508.00	33.84
553	WATER FILTRATION	1,878,385.00	1,878,385.00	109,658.16	497,174.21	1,381,210.79	26.47
901	CAPITAL OUTLAY	6,559,421.00	6,559,421.00	158,825.64	1,335,347.48	5,224,073.52	20.36
905	DEBT SERVICE	600,489.00	600,489.00	0.00	184,247.01	416,241.99	30.68
TOTAL EXPENDITURES		11,976,893.00	11,976,893.00	382,835.50	2,939,832.37	9,037,060.63	24.55
Fund 591 - WATER FUND:							
TOTAL REVENUES		10,774,770.00	10,774,770.00	84,446.07	2,247,244.01	8,527,525.99	20.86
TOTAL EXPENDITURES		11,976,893.00	11,976,893.00	382,835.50	2,939,832.37	9,037,060.63	24.55
NET OF REVENUES & EXPENDITURES		(1,202,123.00)	(1,202,123.00)	(298,389.43)	(692,588.36)	(509,534.64)	57.61

PERIOD ENDING 11/30/2024

*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 11/30/24 INCR (DECR)	YTD BALANCE 11/30/2024 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
		ORIGINAL BUDGET	2024-25 AMENDED BUDGET				
Fund 599 - WASTEWATER FUND							
Revenues							
599-000-538.000-CWSRF23-24	CAPITAL CONTRIBUTION-FEDERAL (B)	0.00	0.00	1,178,443.14	2,702,213.49	(2,702,213.49)	100.00
599-000-538.000-CWSRF24-25	CAPITAL CONTRIBUTION-FEDERAL (B)	0.00	0.00	0.00	47,370.00	(47,370.00)	100.00
599-000-540.000-CWSR571001	STATE SOURCES	0.00	0.00	0.00	85,485.89	(85,485.89)	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	114,688.36	589,698.11	817,818.89	41.90
599-000-602.200	OP & MAINT CHRG - OWOSSO TWP	230,729.00	230,729.00	21,260.48	100,782.90	129,946.10	43.68
599-000-602.300	OP & MAINT CHRG - CALEDONIA TWS	139,084.00	139,084.00	11,355.64	54,179.62	84,904.38	38.95
599-000-602.400	OP & MAINT CHRG - CORUNNA	264,539.00	264,539.00	23,488.51	107,418.38	157,120.62	40.61
599-000-603.100	REPLACEMENT CHRG - OWOSSO	265,554.00	265,554.00	21,670.89	110,919.26	154,634.74	41.77
599-000-603.200	REPLACEMENT CHRG - OWOSSO TWP	59,624.00	59,624.00	5,256.05	25,499.93	34,124.07	42.77
599-000-603.300	REPLACEMENT CHRG - CALEDONIA TW	40,136.00	40,136.00	3,311.49	16,190.07	23,945.93	40.34
599-000-603.400	REPLACEMENT CHRG - CORUNNA	48,954.00	48,954.00	4,283.58	20,000.75	28,953.25	40.86
599-000-606.100	DEBT SERVICE CHRG - OWOSSO	563,996.00	563,996.00	46,999.87	234,999.35	328,996.65	41.67
599-000-606.200	DEBT SERVICE CHRG - OWOSSO TWP.	228,791.00	228,791.00	19,065.99	95,329.95	133,461.05	41.67
599-000-606.300	DEBT SERVICE CHRG - CALEDONIA T	173,455.00	173,455.00	14,454.68	72,273.40	101,181.60	41.67
599-000-606.400	DEBT SERVICE CHRG - CORUNNA	97,901.00	97,901.00	8,158.47	40,792.35	57,108.65	41.67
599-000-665.000	INTEREST INCOME	10,000.00	10,000.00	2,713.69	27,915.14	(17,915.14)	279.15
599-000-675.000	MISCELLANEOUS	5,000.00	5,000.00	1,133.81	7,381.86	(2,381.86)	147.64
TOTAL REVENUES		6,135,280.00	6,135,280.00	1,476,284.65	4,338,450.45	1,796,829.55	70.71
Expenditures							
200	GEN SERVICES	34,700.00	34,700.00	2,898.72	11,102.17	23,597.83	31.99
548	WASTEWATER OPERATIONS	2,007,153.00	2,007,153.00	125,719.55	653,206.40	1,353,946.60	32.54
901	CAPITAL OUTLAY	3,581,400.00	3,581,400.00	1,219,708.37	4,191,579.85	(610,179.85)	117.04
905	DEBT SERVICE	1,064,144.00	1,064,144.00	0.00	161,056.72	903,087.28	15.13
TOTAL EXPENDITURES		6,687,397.00	6,687,397.00	1,348,326.64	5,016,945.14	1,670,451.86	75.02
Fund 599 - WASTEWATER FUND:							
TOTAL REVENUES		6,135,280.00	6,135,280.00	1,476,284.65	4,338,450.45	1,796,829.55	70.71
TOTAL EXPENDITURES		6,687,397.00	6,687,397.00	1,348,326.64	5,016,945.14	1,670,451.86	75.02
NET OF REVENUES & EXPENDITURES		(552,117.00)	(552,117.00)	127,958.01	(678,494.69)	126,377.69	122.89

PERIOD ENDING 11/30/2024

*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 11/30/24 INCR (DECR)	YTD BALANCE 11/30/2024 NORM (ABNORM)	AVAILABLE		% BGD USED
		ORIGINAL BUDGET	2024-25 AMENDED BUDGET			BALANCE NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 661 - FLEET MAINTENANCE FUND								
Revenues								
661-000-665.000	INTEREST INCOME	50,000.00	50,000.00	11,526.47	56,426.29	(6,426.29)		112.85
661-000-667.200	EQUIPMENT RENTAL	859,648.00	859,648.00	89,215.54	433,069.57	426,578.43		50.38
661-000-675.000	MISCELLANEOUS	0.00	0.00	0.00	275.00	(275.00)		100.00
TOTAL REVENUES		<u>909,648.00</u>	<u>909,648.00</u>	<u>100,742.01</u>	<u>489,770.86</u>	<u>419,877.14</u>		<u>53.84</u>
Expenditures								
594	FLEET MAINTENANCE	474,411.00	474,411.00	23,588.58	135,174.72	339,236.28		28.49
901	CAPITAL OUTLAY	710,000.00	710,000.00	0.00	17,925.00	692,075.00		2.52
TOTAL EXPENDITURES		<u>1,184,411.00</u>	<u>1,184,411.00</u>	<u>23,588.58</u>	<u>153,099.72</u>	<u>1,031,311.28</u>		<u>12.93</u>
Fund 661 - FLEET MAINTENANCE FUND:								
TOTAL REVENUES		<u>909,648.00</u>	<u>909,648.00</u>	<u>100,742.01</u>	<u>489,770.86</u>	<u>419,877.14</u>		<u>53.84</u>
TOTAL EXPENDITURES		<u>1,184,411.00</u>	<u>1,184,411.00</u>	<u>23,588.58</u>	<u>153,099.72</u>	<u>1,031,311.28</u>		<u>12.93</u>
NET OF REVENUES & EXPENDITURES		<u>(274,763.00)</u>	<u>(274,763.00)</u>	<u>77,153.43</u>	<u>336,671.14</u>	<u>(611,434.14)</u>		<u>122.53</u>
TOTAL REVENUES - ALL FUNDS		38,452,515.00	38,452,515.00	2,517,899.80	17,541,597.82	20,910,917.18		45.62
TOTAL EXPENDITURES - ALL FUNDS		<u>44,040,039.00</u>	<u>44,040,039.00</u>	<u>3,990,182.63</u>	<u>17,287,492.60</u>	<u>26,752,546.40</u>		<u>39.25</u>
NET OF REVENUES & EXPENDITURES		<u>(5,587,524.00)</u>	<u>(5,587,524.00)</u>	<u>(1,472,282.83)</u>	<u>254,105.22</u>	<u>(5,841,629.22)</u>		<u>4.55</u>

FROM 11/01/2024 TO 11/30/2024

FUND: ALL FUNDS

CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 11/01/2024	Total Debits	Total Credits	Ending Balance 11/30/2024
Fund 101	GENERAL FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	2,235,315.18	258,711.77	751,585.03	1,742,441.92
001.201	MI CLASS ACCOUNT	100,268.09	397.48	0.00	100,665.57
001.204	HUNTINGTON LIQUIDITY PORTAL	558,301.53	3,294.00	0.00	561,595.53
001.205	THE STATE BANK	2,753,903.77	9,976.67	0.00	2,763,880.44
001.206	SWEEP ACCOUNT HUNTINGTON	94,597.20	5,365.62	0.00	99,962.82
001.300	FRANKENMUTH CREDIT UNION ACCOUNTS	1,725,591.66	5,628.92	0.00	1,731,220.58
001.306	DORT FEDERAL CREDIT UNION ACCOUNTS	1,865,439.15	1,463.75	0.00	1,866,902.90
002.203	AMBULANCE PAYMENT BANK ACCOUNT	79,380.42	48,135.16	31.95	127,483.63
004.000	PETTY CASH	1,725.00	0.00	0.00	1,725.00
005.401	MERS DC FUNDS - RESTRICTED	249.40	0.82	0.52	249.70
	GENERAL FUND	9,414,771.40	332,974.19	751,617.50	8,996,128.09
Fund 202	MAJOR STREET FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	(236,779.63)	622,938.56	603,309.70	(217,150.77)
001.201	MI CLASS ACCOUNT	1,218,768.15	4,830.68	0.00	1,223,598.83
001.204	HUNTINGTON LIQUIDITY PORTAL	3,054,357.95	15,067.64	500,000.00	2,569,425.59
001.300	FRANKENMUTH CREDIT UNION ACCOUNTS	536,383.77	1,749.67	0.00	538,133.44
	MAJOR STREET FUND	4,572,730.24	644,586.55	1,103,309.70	4,114,007.09
Fund 203	LOCAL STREET FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	97,536.35	45,977.75	51,443.63	92,070.47
001.201	MI CLASS ACCOUNT	42,624.81	168.90	0.00	42,793.71
001.204	HUNTINGTON LIQUIDITY PORTAL	388,108.74	2,289.32	0.00	390,398.06
001.300	FRANKENMUTH CREDIT UNION ACCOUNTS	536,383.77	1,749.67	0.00	538,133.44
	LOCAL STREET FUND	1,064,653.67	50,185.64	51,443.63	1,063,395.68
Fund 208	PARK/RECREATION SITES FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	(8,759.10)	0.00	0.00	(8,759.10)
001.204	HUNTINGTON LIQUIDITY PORTAL	32,679.34	192.74	0.00	32,872.08
	PARK/RECREATION SITES FUND	23,920.24	192.74	0.00	24,112.98
Fund 239	OMS/DDA REVLG LOAN FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	257,488.93	5,759.87	0.00	263,248.80
001.204	HUNTINGTON LIQUIDITY PORTAL	121,968.16	719.59	0.00	122,687.75
001.300	FRANKENMUTH CREDIT UNION ACCOUNTS	214,552.80	699.84	0.00	215,252.64
001.306	DORT FEDERAL CREDIT UNION ACCOUNTS	214,044.55	167.94	0.00	214,212.49
	OMS/DDA REVLG LOAN FUND	808,054.44	7,347.24	0.00	815,401.68
Fund 243	BRA / OBRA #12 WOODWARD LOFT				
001.200	POOLED CASH (HUNTINGTON BANK)	(47.35)	0.00	1.00	(48.35)
001.201	MI CLASS ACCOUNT	8,059.75	31.95	0.00	8,091.70
	BRA / OBRA #12 WOODWARD LOFT	8,012.40	31.95	1.00	8,043.35
Fund 248	DOWNTOWN DEVELOPMENT AUTHORITY				
001.200	POOLED CASH (HUNTINGTON BANK)	19,364.98	5,581.74	13,192.99	11,753.73
001.201	MI CLASS ACCOUNT	54,313.97	215.35	0.00	54,529.32
001.203	MAIN STREET OWOSSO / DDA CHECKING	15,187.70	3,262.67	0.00	18,450.37
001.204	HUNTINGTON LIQUIDITY PORTAL	87,717.86	517.43	0.00	88,235.29
	DOWNTOWN DEVELOPMENT AUTHORITY	176,584.51	9,577.19	13,192.99	172,968.71
Fund 249	BUILDING INSPECTION FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	132,213.80	9,837.05	16,803.98	125,246.87
001.204	HUNTINGTON LIQUIDITY PORTAL	165,706.88	977.37	0.00	166,684.25
004.000	PETTY CASH	200.00	0.00	0.00	200.00
	BUILDING INSPECTION FUND	298,120.68	10,814.42	16,803.98	292,131.12
Fund 254	HOUSING & REDEVELOPMENT				
001.200	POOLED CASH (HUNTINGTON BANK)	91,072.82	105,598.18	234,098.18	(37,427.18)
001.204	HUNTINGTON LIQUIDITY PORTAL	41,169.39	242.69	0.00	41,412.08

FROM 11/01/2024 TO 11/30/2024

FUND: ALL FUNDS

CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 11/01/2024	Total Debits	Total Credits	Ending Balance 11/30/2024
	HOUSING & REDEVELOPMENT	132,242.21	105,840.87	234,098.18	3,984.90
Fund 259 001.200	OBRA-DIST#15 -ARMORY BUILDING POOLED CASH (HUNTINGTON BANK)	4,508.45	0.00	4,506.50	1.95
Fund 272 001.200	OBRA FUND-DISTRICT #17 CARGILL (PREV #8) POOLED CASH (HUNTINGTON BANK)	40,626.08	0.00	11,368.50	29,257.58
Fund 273 001.200	OBRA #9 ROBBINS LOFT POOLED CASH (HUNTINGTON BANK)	6,657.64	0.00	0.00	6,657.64
001.201	MI CLASS ACCOUNT	52,244.87	207.09	0.00	52,451.96
	OBRA #9 ROBBINS LOFT	58,902.51	207.09	0.00	59,109.60
Fund 276 001.200	OBRA FUND DISTRICT #16 - QDOBA POOLED CASH (HUNTINGTON BANK)	4,094.35	0.00	643.50	3,450.85
Fund 277 001.200	OBRA FUND DISTRICT #20 - J&H OIL POOLED CASH (HUNTINGTON BANK)	2,972.77	0.00	2,972.00	0.77
Fund 283 001.200	OBRA FUND-DISTRICT#3-TIAL POOLED CASH (HUNTINGTON BANK)	4,570.92	0.00	0.00	4,570.92
001.201	MI CLASS ACCOUNT	623.09	2.39	0.00	625.48
	OBRA FUND-DISTRICT#3-TIAL	5,194.01	2.39	0.00	5,196.40
Fund 284 001.200	OPIOID SETTLEMENT FUND POOLED CASH (HUNTINGTON BANK)	35,043.39	0.00	0.00	35,043.39
001.204	HUNTINGTON LIQUIDITY PORTAL	26,955.50	158.81	0.00	27,114.31
	OPIOID SETTLEMENT FUND	61,998.89	158.81	0.00	62,157.70
Fund 287 001.200	ARPA - AMERICAN RESCUE PLAN ACT POOLED CASH (HUNTINGTON BANK)	9,084.08	6,548.21	15,632.29	0.00
001.306	DORT FEDERAL CREDIT UNION ACCOUNTS	6,548.21	0.00	6,548.21	0.00
	ARPA - AMERICAN RESCUE PLAN ACT	15,632.29	6,548.21	22,180.50	0.00
Fund 297 001.200	HISTORICAL FUND POOLED CASH (HUNTINGTON BANK)	(19,381.99)	11,797.00	3,641.16	(11,226.15)
001.202	HC CHECKING ACCOUNT	14,276.60	388.00	10,035.20	4,629.40
001.204	HUNTINGTON LIQUIDITY PORTAL	55,720.72	328.46	0.00	56,049.18
004.000	PETTY CASH	100.00	0.00	0.00	100.00
	HISTORICAL FUND	50,715.33	12,513.46	13,676.36	49,552.43
Fund 301 001.200	GENERAL DEBT SERVICE (VOTED BONDS) POOLED CASH (HUNTINGTON BANK)	560,440.74	3,183.51	0.00	563,624.25
001.201	MI CLASS ACCOUNT	17,058.10	67.56	0.00	17,125.66
	GENERAL DEBT SERVICE (VOTED BONDS)	577,498.84	3,251.07	0.00	580,749.91
Fund 401 001.204	CAPITAL PROJECT FUND HUNTINGTON LIQUIDITY PORTAL	69,810.12	411.87	0.00	70,221.99
Fund 588 001.200	TRANSPORTATION FUND POOLED CASH (HUNTINGTON BANK)	(10,506.23)	489.96	0.00	(10,016.27)
001.201	MI CLASS ACCOUNT	1,834.11	7.34	0.00	1,841.45
	TRANSPORTATION FUND	(8,672.12)	497.30	0.00	(8,174.82)
Fund 590 001.200	SEWER FUND POOLED CASH (HUNTINGTON BANK)	521,147.00	425,403.96	211,835.68	734,715.28
001.201	MI CLASS ACCOUNT	425,393.32	1,686.11	0.00	427,079.43
001.204	HUNTINGTON LIQUIDITY PORTAL	667,735.72	3,938.68	0.00	671,674.40
001.300	FRANKENMUTH CREDIT UNION	267,371.15	872.23	0.00	268,243.38
001.306	DORT FEDERAL CREDIT UNION ACCOUNTS	540,924.38	424.43	0.00	541,348.81

FROM 11/01/2024 TO 11/30/2024

FUND: ALL FUNDS

CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 11/01/2024	Total Debits	Total Credits	Ending Balance 11/30/2024
004.000	PETTY CASH	200.00	0.00	0.00	200.00
	SEWER FUND	2,422,771.57	432,325.41	211,835.68	2,643,261.30
Fund 591	WATER FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	422,933.06	596,563.49	391,233.77	628,262.78
001.201	MI CLASS ACCOUNT	1,640,161.63	6,500.82	0.00	1,646,662.45
001.204	HUNTINGTON LIQUIDITY PORTAL	2,675,116.46	15,780.16	0.00	2,690,896.62
	WATER FUND	4,738,211.15	618,844.47	391,233.77	4,965,821.85
Fund 599	WASTEWATER FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	1,051,682.18	1,542,570.96	1,356,338.18	1,237,914.96
001.201	MI CLASS ACCOUNT	398,834.24	1,580.73	0.00	400,414.97
001.204	HUNTINGTON LIQUIDITY PORTAL	69,721.61	4.24	69,000.00	725.85
001.300	FRANKENMUTH CREDIT UNION ACCOUNTS	267,371.15	872.23	0.00	268,243.38
001.306	DORT FEDERAL CREDIT UNION ACCOUNTS	326,877.97	256.49	0.00	327,134.46
	WASTEWATER FUND	2,114,487.15	1,545,284.65	1,425,338.18	2,234,433.62
Fund 661	FLEET MAINTENANCE FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	94,814.29	90,637.56	23,588.58	161,863.27
001.201	MI CLASS ACCOUNT	671,869.91	2,662.83	0.00	674,532.74
001.204	HUNTINGTON LIQUIDITY PORTAL	542,744.49	3,201.65	0.00	545,946.14
001.205	THE STATE BANK	1,071,369.32	3,881.35	0.00	1,075,250.67
001.300	FRANKENMUTH CREDIT UNION ACCOUNTS	545,879.83	1,780.64	0.00	547,660.47
	FLEET MAINTENANCE FUND	2,926,677.84	102,164.03	23,588.58	3,005,253.29
Fund 703	CURRENT TAX COLLECTION FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	(3,597,364.56)	29,203.34	43,860.54	(3,612,021.76)
001.204	HUNTINGTON LIQUIDITY PORTAL	4,110,000.00	0.00	0.00	4,110,000.00
	CURRENT TAX COLLECTION FUND	512,635.44	29,203.34	43,860.54	497,978.24
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	30,322,649.03	3,912,962.89	4,321,671.09	29,913,940.83

**PARKS AND RECREATION COMMISSION
REGULAR MEETING**
Draft Minutes of Wednesday, December 4, 2024
7:00 p.m. at City Hall

- CALL TO ORDER:** Chair Workman called the meeting to order at 7:08 p.m.
- PLEDGE OF ALLEGIANCE:** Was recited
- ROLL CALL:** Was taken by Nathan Henne
- MEMBERS PRESENT:* Chair Workman, Vice-Chair Selbig, Commissioners Maginity and Smith.
- MEMBERS ABSENT:* Commissioners Rodman, and Leinau, and Mahoney
- APPROVAL OF AGENDA:** Commissioner Smith made a motion to approve the agenda for December 4 2024. Motion supported by Commissioner Maginity. Ayes all, motion carried.
- APPROVAL OF MINUTES:** Commissioner Smith made a motion to approve the minutes for October 23, 2024, without changes. Motion supported by Vice Chair Selbig. Ayes all, motion carried.

PUBLIC COMMENTS:

Rob Clump asked for consideration to replace the score boards at Dibeau Field. He explained that this is his 3rd year running the games there. He provided a written history of his group's volunteerism at the field regarding maintenance issues. Commission asked for quotes to replace the two scoreboards. Henne explained there was \$24,000 left in the parks sites fund (from last parks millage).

OLD BUSINESS REPORT:

None

ITEM OF BUSINESS:

Millage Projects: Commissioners discussed projects to fund with millage dollars and how to leverage DNR trust fund/passport grants to provide extra funding. It was decided that they would like to apply for a Passport Grant for the pickleball courts and apply for a DNR Trust Fund Grant to enlarge the Collamer Park Trail and footbridge.

Motion made by Commissioner Maginity to authorize a Passport Grant application for the pickleball courts. Support by Vice Chair Selbig. Ayes, all.

Motion made by Vice Chair Selbig to authorize and DNR Trust Fund Grant for the Collamer Park Trail project. Supported by Commissioner Maginity. Aues, all.

Next Meeting: December 4, 2024, at 7:00 PM at City Hall

PUBLIC/COMMISSIONERS COMMENTS:

Vice Chair Selbig asked if Henne would investigate the possibility of applying for County Land Bank blight remediation funds to demolish the Grove Holman pool building. Henne explained he would but it would depend on if the SCLB has the funds or authorization from the state for a 4th round of blight grants.

ADJOURNMENT: Commissioner Smith made a motion to adjourn at 8:25 p.m. motion supported by Commissioner Maginity. Ayes all, motion carried.

Respectfully submitted by:
Nathan Henne, City Manager



OWOSSO HISTORICAL COMMISSION

THE CURWOOD COLLECTION

Regular Meeting of the Owosso Historical Commission

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

MEMBERS PRESENT: Chair Little, Vice Chair Adams, Commissioners Mark Erickson, Elaine Greenway, and Bill Moull

MEMBERS ABSENT: Robert Hooper

CHAIRMAN LITTLE CALLED THE MEETING TO ORDER AT 6:00 P.M.

APPROVE MINUTES – November 12, 2024

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

Approved by voice vote

APPROVE AGENDA – December 9, 2024

Motion by Commissioner Greenway to approve the agenda with the addition of Home Tour, supported by Commissioner Moull.

Approved by voice vote

ITEMS OF BUSINESS

Strategic Planning: Motion by Commissioner Greenway to contract with the Nonprofit Network for strategic planning, supported by Commissioner Erickson. Approved by voice vote.

Holiday Party: Commissioner Greenway reviewed plans for the holiday party.

Home Tour: Chairman Little and Commissioner Greenway volunteered to serve on the Home Tour planning committee.

FINANCIAL REPORTS:

Amy Fuller reviewed the current revenue and expense report. There was discussion on adding funds to the existing endowment with the Shiawassee Community Foundation. Amy Fuller will arrange for their Director to come speak to the Commission.

PUBLIC COMMENT PERIOD: None.

COMMISSIONER COMMENTS

The group thanked Commissioner Erickson for his service.

NEXT MEETING: Monday, January 13, 2025 at 6:00 p.m.

ADJOURNMENT

Commissioner Little adjourned meeting at 6:50 p.m.

Respectfully submitted by:
Amy Fuller, Assistant City Manager

MINUTES
REGULAR MEETING OF THE OWOSSO PLANNING COMMISSION
Monday, December 9, 2024 – 6:30 P.M.

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

PLEDGE OF ALLEGIANCE: Recited

ROLL CALL: Tanya Buckelew

MEMBERS PRESENT: Secretary Fear, Commissioner Law, Chairman Livingston, Commissioner Owens, Vice-Chair Robertson, Commissioners Schlaack and Taylor

MEMBERS ABSENT: Commissioner Osika

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

APPROVAL OF AGENDA:

MOTION BY COMMISSIONER TAYLOR, SUPPORTED BY SECRETARY FEAR TO APPROVE THE AGENDA FOR December 9, 2024.

YEAS ALL. MOTION CARRIED.

APPROVAL OF MINUTES:

MOTION BY VICE-CHAIR ROBERTSON SUPPORTED BY COMMISSIONER TAYLOR TO APPROVE THE MINUTES FOR THE October 28, 2024 MEETING.

YEAS ALL. MOTION CARRIED.

PUBLIC HEARING:

1. REZONING REQUEST FOR 108 N CHIPMAN STREET:

The applicant has submitted a request to rezone the property from CBD, Central Business District to I-1, Light Industrial for the purpose of a marijuana processing facility.

The applicant stated they would need about 2,000 to 3,000 square feet of the building for processing. The interior build out would be similar to a commercial kitchen with indoor storage. There is less odor with processing and air scrubbers with carbon filters would be installed to control any odors emitting from the building. The business would be open Monday through Friday between 9 am and 5 pm and no weekends. No additional traffic would occur.

Justin Sprague, CIB Planning, provided comments and reviewed his letter submitted for the Planning Commission.

The property has been previously split into two parcels, one with frontage on W. Main and the other with frontage on Chipman. The property was originally zoned industrial.

In considering any petition for an amendment to the official zoning map, the planning commission and city council shall consider the following criteria in making its findings, recommendations and decision:

1. Consistency with the goals, policies, and future land use map of the City of Owosso Master Plan. If conditions upon which the master plan was developed (such as market factors, demographics, infrastructure, traffic and environmental issues) have changed significantly since the master plan was adopted, as determined by the city, the planning commission and council shall consider the consistency with recent development trends in the area.

Finding – While the current future land use map identifies this area as commercial, this property was previously industrial, and a marijuana processing facility would not be considered too intense for the surrounding commercial uses.

2. Compatibility of the site's physical, geological, hydrological, and other environmental features with the host of uses permitted in the proposed zoning district.

Finding – This site would be compatible with the host of uses permitted under the I-1 Zoning Classification.

3. Evidence the applicant cannot receive a reasonable return on investment through developing the property with at least one (1) use permitted under the current zoning.

Finding – To our knowledge, no evidence exists showing that the applicant could not receive a reasonable return on investment through developing the property as commercial.

4. The compatibility of all the potential uses allowed in the proposed zoning district with surrounding uses and zoning in terms of land suitability, impacts on the environment, density, nature of use, traffic impacts, aesthetics, infrastructure and potential influence on property values.

Finding – It is our belief that land uses within the I-1 district are more compatible with this site given former industrial uses on this site and the proximity to the rail line.

5. The capacity of the city's infrastructure and services sufficient to accommodate the uses permitted in the requested district without compromising the "health, safety, and welfare."

Finding – There should be no issues with existing infrastructure being able to accommodate and service this site.

6. The apparent demand for the types of uses permitted in the requested zoning district in relation to the amount of land currently zoned and available to accommodate the demand.

Finding – We find that there is high demand for industrial property in Owosso for potential marijuana processing facilities.

7. The request has not previously been submitted within the past one (1) year, unless conditions have changed, or new information has been provided.

Finding – This application has not been previously before the city for the requested processing facility.

RECOMMENDATION

Based upon the above comments, we recommend approval of the rezoning request for 108 N. Chipman based on the following items;

1. That the request is not in overwhelming conflict with the Master Plan or the Zoning Ordinance.
2. The site is compatible with uses in the proposed I-1 Zoning District.
3. The applicant is not rezoning to increase the return on investment of the property.
4. That the Planning Commission understands that the proposed use may be more compatible with surrounding land uses.
5. Infrastructure to the site is appropriate for the proposed use; and
6. The request has not been previously submitted to the city for consideration.

The Planning Commission can recommend to City Council to approve or deny the request. Conditional rezoning could be a possibility. Mr. Sprague referred to the Master Plan and Future Land Use and this lot is in the Centers place type, which allows light production facilities (w/ retail) among other commercial uses and multi-family buildings.

CHAIRMAN LIVINGSTON OPENED THE PUBLIC HEARING AT 6:50 PM

The following spoke during the public hearing:

1. Lynn Back, 630 Clark, asked if they could expand into a grow facility, air scrubbers are stand-alone inside and what about venting for the oven.
2. Bill Byrne, 815 W. Oliver, thanked the planning commission for their time. Is strongly opposed to the rezoning.
3. Jim Slingerland, 908 Campbell, there is a strong odor by the soccer fields near the industrial park. Recommends planning commission does not approve.
4. Sam McLaren, 721 W. Oliver, stated venting and makeup air is required and some equipment is not safe. Requests it not to be rezoned.
5. Gary Morris, 840 Woodlawn, would like to see more businesses for work.
6. Glen Merkel, 4658 S. Morrice Rd., talked about the odor in the SE industrial park.
7. Elizabeth Byrne, 815 W. Oliver, stated it is zoned for business as part of the master plan. Borders business and residential districts and could have a negative impact.
8. Roberto Larrivey, 702 W. Oliver, can't rent a house in Chesaning due to odor. The buffer zone in the public notice is not correct as to how far marijuana odor can travel. Owns a gym on 21 and does not want the odor.
9. Matt Jones, 600 Clark, opposed the rezoning. Enjoys going to Old Town Lansing and Williamston. With grow and processing, the town will stay stagnant.
10. Inita Jones, 600 Clark, there is a pot shop on every corner and is an eyesore. This facility would be an eyesore. What kind of traffic would this bring.
11. Jennifer Larrivey, 702 W. Oliver, we are the caretakers of this community. The master plan is to maintain the integrity of this community. Opposed to the rezoning.
12. Elizabeth Byrne, 815 W. Oliver, used to own a business in Owosso. Westtown is part of this community.

CLOSED THE PUBLIC HEARING AT 7:20 PM.

Discussion was held with the Commissioners in regard to what other uses could go in if the property was zoned industrial. Discussed what neighboring properties are zoned. Discussed working on the master plan, marijuana ordinances and the ordinance in regard to odor control.

MOTION BY COMMISSIONER OWENS SUPPORTED BY COMMISSIONER LAW TO TABLE THE REZONING REQUEST UNTIL THE JANUARY 2025 MEETING.

YEAS: COMMISSIONERS LAW, OWENS AND SCHLAACK
NAYS: SECRETARY FEAR, VICE-CHAIR ROBERTSON, COMMISSIONER TAYLOR AND CHAIRMAN LIVINGSTON
RCV 3-4
MOTION FAILED

MOTION BY COMMISSIONER TAYLOR SUPPORTED BY COMMISSIONER LAW TO RECOMMEND THE APPROVAL OF THE REZONING REQUEST TO THE CITY COUNCIL.

YEAS: COMMISSIONERS LAW, OWENS AND TAYLOR
NAYS: SECRETARY FEAR, VICE-CHAIR ROBERTSON, COMMISSIONER SCHLAACK AND CHAIRMAN LIVINGSTON
RCV 3-4
MOTION FAILED

MOTION BY VICE-CHAIR ROBERTSON SUPPORTED BY COMMISSIONER SCHLAACK TO RECOMMEND THE DENIAL OF THE REZONING REQUEST TO THE CITY COUNCIL BECAUSE IT IS CONTRARY TO THE MASTER PLAN AND IS NOT WITHIN THE PURPOSE OF THE MASTER PLAN.

YEAS: SECRETARY FEAR, VICE-CHAIR ROBERTSON, COMMISSIONER SCHLAACK AND CHAIRMAN LIVINGSTON
NAYS: COMMISSIONERS LAW, OWENS AND TAYLOR
RCV 4-3
MOTION PASSED

ADJOURNMENT:

MOTION BY COMMISSIONER LAW SUPPORTED BY COMMISSIONER TAYLOR TO ADJOURN AT 7:50 PM UNTIL THE NEXT MEETING ON JANUARY 27, 2025.

YEAS ALL, MOTION CARRIED

Janae Fear, Secretary