

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MINUTES OF JUNE 2, 2025
6:30 P.M.
VIRGINIA TEICH CITY COUNCIL CHAMBERS**

PRESIDING OFFICER: MAYOR ROBERT J. TEICH, JR.

OPENING PRAYER: PASTOR GARY BEAL
CHURCH OF JUBILEE

PLEDGE OF ALLEGIANCE: PASTOR BILL MOULL

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

ABSENT: None.

APPROVE AGENDA

Motion by Councilmember Owens to approve the agenda with the following items added to Communications:

COMMUNICATIONS

5. Scott J. Gould, City Attorney. Memorandum regarding Water Bill Assistance Programs.
6. Nathan R. Henne, City Manager. Memorandum regarding monthly water billing and shut-off elimination guidance.

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

APPROVAL OF THE MINUTES OF REGULAR MEETING OF MAY 19, 2025

Motion by Councilmember Olson to approve the Minutes of the Regular Meeting of May 19, 2025 as presented.

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

APPROVAL OF THE MINUTES OF SPECIAL MEETING OF MAY 21, 2025

Motion by Councilmember Ludington to approve the Minutes of the Special Meeting of May 21, 2025 as presented.

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

PROCLAMATIONS / SPECIAL PRESENTATIONS

Curwood Festival Royalty Introduction

Mayor Teich introduced Ella Osantoski, Miss Curwood Festival Princess; Sloan Hotchkiss, Miss Curwood Festival Teen; and Mackenzie Strauss, Miss Curwood Festival and Councilmember Osmer placed a City of Owosso commemorative pin on each young lady's sash.

PUBLIC HEARINGS

None.

CITIZEN COMMENTS

Jael Harrington, 515 N. Washington Street, asked who she should contact about commissioning a mural to spruce up the skate park.

COUNCIL COMMENTS

Mayor Teich invited everyone to attend the Open Streets event sponsored by the YMCA Saturday, June 21, 2025 from 10:00am until 1:00pm and encouraged people to donate bike helmets for local youth.

CONSENT AGENDA

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

First Reading & Set Public Hearing – Fighting on School Property. Conduct first reading and set a public hearing for June 16, 2025 to receive citizen comment regarding the proposed addition of Secs. 19-150 through 19-152 to Chapter 19, Offenses, Article VIII, *Offenses on School Grounds*, of the Code of Ordinances to prohibit fighting on school property as follows:

RESOLUTION NO. 59-2025

SETTING A PUBLIC HEARING TO AMEND CHAPTER 19, OFFENSES, ARTICLE VIII, OFFENSES ON SCHOOL GROUNDS TO PROHIBIT FIGHTING ON SCHOOL PROPERTY

WHEREAS, the Owosso Public Schools has requested the City of Owosso establish an ordinance prohibiting fighting on school grounds to assist them in keeping the schools a safe space for students; and

WHEREAS, the City of Owosso endorses the establishment of an ordinance to prohibit and deter fighting on school property.

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

SECTION 1: ADDITION. That Sec. 19-150, Fighting, definitions, be added to Chapter 19, Offenses, Article VIII, *Offenses on school grounds*, as follows:

Sec. 19-150. – Fighting, definitions.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Fighting means personal violence between two or more individuals, including but not limited to punching, grabbing, wrestling, pulling, shoving, slapping, or any other unconsented physical contact or threat of physical contact.

School fighting means personal violence which occurs during school hours, at any event held before or after school, or at any social or sporting event hosted by the school.

School Property means real property owned or leased by a school, including but not limited to:

- a. Property used for school-sponsored events
- b. School buses or other school-provided transportation
- c. Any location during transit to or from school or any school-sponsored or school-related event

School property also includes locations not owned by the school where a school-sponsored event is occurring, including adjacent parking areas or other travel areas used to access the event.

SECTION 2: ADDITION. That Sec. 19-151, Prohibited conduct, be added to Chapter 19, Offenses, Article VIII, *Offenses on school grounds*, as follows:

Sec. 19-151. – Prohibited conduct.

No person shall engage in, participate in, or otherwise be involved in any school fighting or fighting on school property.

SECTION 3: ADDITION. That Sec. 19-152, Penalties, be added to Chapter 19, Offenses, Article VIII, *Offenses on school grounds*, as follows:

Sec. 19-152. – Penalties.

Any person who violates the above section is responsible for a civil infraction and may be fined up to fifty dollars (\$50.00), plus court costs and any court-ordered remedial measures.

A second violation may result in a fine of up to one hundred dollars (\$100.00), any subsequent violation(s) may result in a fine up to two hundred fifty dollars (\$250.00), plus court costs and any court-ordered remedial measures.

If the Court orders remedial measures, including but not limited to community service and/or anger management classes, the person(s) ordered to complete such measures shall bear all associated costs.

SECTION 4. PUBLIC HEARING. A public hearing is set for Monday, June 16, 2025 at 6:30 p.m. for the purpose of hearing citizen comment regarding the proposed additions to Chapter 19, Offenses, of the Code of the City of Owosso.

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

SECTION 6. EFFECTIVE DATE. This amendment shall become effective 20 days after approval.

First Reading & Set Public Hearing – Unpaid Parking Violations. Conduct first reading and set a public hearing for June 16, 2025 to receive citizen comment regarding the proposed addition of Sec. 33-54, Removal of Vehicle for Unpaid Parking Violations, to Chapter 33, Traffic and Motor Vehicles, Article III, Parking, stopping and standing, Division 2, Parking violations bureau, of the Code of Ordinances to allow the City to tow the vehicle of repeat offenders with unpaid tickets as follows:

RESOLUTION NO. 60-2025

**SETTING A PUBLIC HEARING
TO AMEND CHAPTER 33, TRAFFIC AND MOTOR VEHICLES, ARTICLE III,
PARKING, STOPPING AND STANDING,
TO ALLOW THE REMOVAL OF VEHICLES
WITH MULTIPLE UNPAID PARKING TICKETS**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, does not have an ordinance for the removal of vehicles after four (4) unpaid parking citations.

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

SECTION 1. ADDITION. That Sec. 33-54, *Removal of vehicle for unpaid parking violations*, shall be added to Chapter 33, Traffic and Motor Vehicles, Article III, Parking, stopping and standing, Division 2, Parking violations bureau, as follows:

Sec. 33-54. – Removal of vehicle for unpaid parking violations.

In any case where more than four (4) parking violations issued under any section of this chapter shall have been given to a vehicle bearing the same registration plate and remaining unpaid in excess of thirty (30) calendar days, the vehicle may be removed from any public place in the city at the direction of any police officer. Such vehicle shall not be released to its owner until all outstanding violations, storage and towing charges have been paid.

SECTION 2. PUBLIC HEARING. A public hearing is set for Monday, June 16, 2025 at 6:30 p.m. for the purpose of hearing citizen comment regarding the proposed additions to Chapter 19, Offenses, of the Code of the City of Owosso.

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

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

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

Name	Board/Commission	Term Expires
Lance Omer*	Historic District Commission	06-30-2028
Emily Olson	Parks & Recreation Commission	06-30-2027
Jamie Semans	Shiawassee District Library Board	06-30-2029

* indicates reappointment

***Change Order – Public Safety Vehicle Equipment Changeover.** Approve Change Order No. 1 to the to the contract with Mid Michigan Emergency Equipment Sales and Service L.L.C. adding \$25.00 in fuel charges and further approving payment to the vendor up to the amount of \$27,451.12 as follows:

RESOLUTION NO. 61-2025

**AUTHORIZING CHANGE ORDER NO. 1
TO THE CONTRACT WITH MID MICHIGAN EQUIPMENT SALES AND SERVICE L.L.C.
FOR THE INSTALLATION OF PUBLIC SAFETY EQUIPMENT**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, approved a contract with Mid Michigan Emergency Equipment Sales and Service L.L.C. to remove, purchase and install public safety equipment in two Police Vehicles for \$ 27, 426.12.

WHEREAS, Mid Michigan Emergency Equipment Sales and Service L.L.C. had to pick up one of the vehicles in Owosso, resulting in an additional fuel charge of \$25.00.

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

- FIRST: the City of Owosso has heretofore determined that it is advisable and in the public interest to approve Change Order No. 1 to the contract with Mid Michigan Emergency Equipment Sales and Service L.L.C. for additional fuel charges in the amount of \$25.00.
- SECOND: the accounts payable department is authorized to pay Mid Michigan Emergency Equipment Sales and Service L.L.C. up to \$27,451.12 upon satisfactory receipt of the vehicle.
- THIRD: the above expenses shall be paid from Police General Fund Equipment 101-301-978.000.

***Purchase Authorization – ClearGov Capital Budgeting Platform**. Waive competitive bidding requirements, approve a 3-year software as a service (SAAS) subscription with ClearGov for their online capital budgeting platform in the amount of \$40,412.64, and further approve payment to the vendor up to the contract amount as follows:

RESOLUTION NO. 62-2025

**AUTHORIZING THREE-YEAR SUBSCRIPTION AGREEMENT WITH
CLEARGOV FOR ITS CAPITAL BUDGETING PLATFORM**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, is required to complete a six-year Capital Improvement Plan per the Michigan Planning Enabling Act, PA 33 of 2008; and

WHEREAS, ClearGov provides a web-based product that makes it easy to build a budget/capital improvement plan, assist in telling a financial story and spend time on initiatives that will help the community thrive by tracking future expenditures; and

WHEREAS, ClearGov is offering a guaranteed three-year subscription price to the City of Owosso; and

WHEREAS, the subscription agreement is an exception to competitive bidding per Section 2-345 of the City of Owosso Code of Ordinances because the purchase will be made via BuyBoard Purchasing Cooperative Proposal No 692-23.

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

- FIRST: the City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to approve a three-year subscription agreement with ClearGov via BuyBoard Purchasing Cooperative Proposal No. 692-23.
- SECOND: the mayor and city clerk are instructed and authorized to sign the service order between the City of Owosso and ClearGov estimated at \$40,414 for a term beginning November 1, 2025 and ending on October 31, 2028.
- THIRD: the accounts payable department is authorized to pay ClearGov a subscription fee on an annual basis broken down at \$11,241, \$13,471, and \$15,702 as estimated.
- FOURTH: the above expense shall be paid from the General Fund, Local Street Fund, Major Street Fund, Sewer Fund, Water Fund, Wastewater Fund and Fleet Fund at a ratio determined by the Finance Department.

Tentative Bid Award – 2025 Water Main Replacement – Contract 1. Approve tentative bid award to Crawford Contracting, Inc. for the 2025 Water Main Replacement Project – Contract 1 in the amount of \$846,851.50, contingent upon the receipt of DWSRF bond proceeds, and further

approve payment up to the contract amount upon satisfactory completion of the work or portion thereof as follows:

RESOLUTION NO. 63-2025

**AUTHORIZING TENTATIVE AWARD FOR THE
2025 WATER MAIN REPLACEMENT PROJECT – CONTRACT 1
FOR WATER SYSTEM IMPROVEMENTS**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, wishes to construct improvements to its existing water distribution system; and

WHEREAS, the water system improvements project formally adopted on May 20, 2024 will be funded through the State of Michigan’s Drinking Water State Revolving Fund (DWSRF) program; and

WHEREAS, the City of Owosso has sought and received construction bids for the proposed improvements and has received a low bid in the amount of \$846,851.50 from Crawford Contracting, Inc.; and

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

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

- FIRST: the City of Owosso tentatively awards the contract for the proposed Water Main Replacement Project – Contract 1 to Crawford Contracting, Inc. contingent upon successful financial arrangements with the State Revolving Fund Program.
- SECOND: upon receipt of the DWSRF Bond Proceeds, the Mayor and City Clerk are instructed and authorized to sign, without further Council action, Exhibit A substantially as attached, as 2025 Water Main Replacement Project – Contract 1 in the amount of \$846,851.50.
- THIRD: the accounts payable department is authorized to submit payment to Crawford Contracting, Inc. for work satisfactorily completed in an amount not to exceed \$846,851.50.
- FOURTH: the above expenses shall be paid from the Water Fund Account 591-901-972.000-DWSRF and 2025 DWSRF Bond funds.

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

Tentative Bid Award – 2025 Water Main Replacement – Contract 2. Approve tentative bid award to L.A. Construction, Corp. for the 2025 Water Main Replacement Project – Contract 2 in the amount of \$1,621,103.13, contingent upon the receipt of DWSRF bond proceeds, and further approve payment up to the contract amount upon satisfactory completion of the work or portion thereof as follows:

RESOLUTION NO. 64-2025

**AUTHORIZING TENTATIVE AWARD FOR THE
2025 WATER MAIN REPLACEMENT PROJECT – CONTRACT 2
FOR WATER SYSTEM IMPROVEMENTS**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, wishes to construct improvements to its existing water distribution system; and

WHEREAS, the water system improvements project formally adopted on May 20, 2024 will be funded through the State of Michigan’s Drinking Water State Revolving Fund (DWSRF) program; and

WHEREAS, the City of Owosso has sought and received construction bids for the proposed improvements and has received a low bid in the amount of \$1,621,103.13 from L.A. Construction, Corp. with \$1,603,803.43 being drinking water related and \$17,299.70 being sanitary sewer related; and

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

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

- FIRST: the City of Owosso tentatively awards the contract for the proposed Water Main Replacement Project – Contract 2 to L.A. Construction, Corp. contingent upon successful financial arrangements with the State Revolving Fund Program.
- SECOND: upon receipt of the DWSRF Bond Proceeds, the Mayor and City Clerk are instructed and authorized to sign, without further Council action, Exhibit A substantially as attached, as 2025 Water Main Replacement Project – Contract 2 in the amount of \$1,621,103.13.
- THIRD: the accounts payable department is authorized to submit payment to the contractor for work satisfactorily completed in an amount not to exceed \$1,621,103.13.
- FOURTH: the above expenses shall be paid from the Water Fund Account 591-901-972.000-DWSRF88001 and the Sewer Fund Account 590-901-973.000-SEWERREHAB.

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

Tentative Bid Award – 2025-2027 Water Service Line Replacement. Approve tentative bid award to All Seasons Underground Construction Inc for the 2025-2027 Water Service Line Replacement Project in the amount of \$3,978,656.00, contingent upon the receipt of DWSRF bond proceeds, and further approve payment up to the contract amount upon satisfactory completion of the work or portion thereof as follows:

RESOLUTION NO. 65-2025

AUTHORIZING TENTATIVE AWARD FOR THE 2025-2027 WATER SERVICE LINE REPLACEMENT PROJECT FOR WATER SYSTEM IMPROVEMENTS

WHEREAS, the City of Owosso, Shiawassee County, Michigan, wishes to construct improvements to its existing water distribution system; and

WHEREAS, the water system improvements project formally adopted on May 20, 2024 will be funded through the State of Michigan's Drinking Water State Revolving Fund (DWSRF) program; and

WHEREAS, the City of Owosso has sought and received construction bids for the proposed improvements and has received a low bid in the amount of \$3,978,656.00 from All Seasons Underground Construction Inc, after withdrawal of the bid by Five Star Energy Services; and

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

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

- FIRST: the City of Owosso tentatively awards the contract for the proposed 2025-2027 Water Service Line Replacement Project to All Seasons Underground Construction Inc contingent upon successful financial arrangements with the State Revolving Fund Program.
- SECOND: upon receipt of the DWSRF Bond Proceeds, the Mayor and City Clerk are instructed and authorized to sign, without further Council action, Exhibit A substantially as attached, as 2025-2027 Water Service Line Replacement Project contract in the amount of \$3,978,656.00.
- THIRD: the accounts payable department is authorized to submit payment to the contractor for work satisfactorily completed in an amount not to exceed \$3,978,656.00.
- FOURTH: the above expenses shall be paid from Water Fund Account 591-901-972.000-DWSRF788001.

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

Tentative Bid Award – Well Improvements. Approve tentative bid award to Sorensen Gross Construction Company for the 2025 Well Improvements Project in the amount of \$1,347,000.00, contingent upon the receipt of DWSRF bond proceeds, and further approve payment up to the contract amount upon satisfactory completion of the work or portion thereof as follows:

RESOLUTION NO. 66-2025

**AUTHORIZING TENTATIVE AWARD FOR THE
2025 WELL IMPROVEMENTS PROJECT
FOR WATER SYSTEM IMPROVEMENTS**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, wishes to construct improvements to its existing water distribution system; and

WHEREAS, the water system improvements project formally adopted on May 20, 2024 will be funded through the State of Michigan's Drinking Water State Revolving Fund (DWSRF) program; and

WHEREAS, the City of Owosso has sought and received construction bids for the proposed improvements and has received a low bid in the amount of \$1,347,000.00 from Sorensen Gross Construction Company; and

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

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

- FIRST: the City of Owosso tentatively awards the contract for the proposed Water Main Replacement Project – Contract 1 to Sorensen Gross Construction Company contingent upon successful financial arrangements with the State Revolving Fund Program.
- SECOND: upon receipt of the DWSRF Bond Proceeds, the Mayor and City Clerk are instructed and authorized to sign, without further Council action, Exhibit A substantially as attached, as 2025 Well Improvements Project in the amount of \$1,347,000.00.
- THIRD: the accounts payable department is authorized to submit payment to Sorensen Gross Construction Company for work satisfactorily completed in an amount not to exceed \$1,347,000.00.
- FOURTH: the above expenses shall be paid from Water Fund Account 591-901-972.000-DWSRF88001.

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

Tentative Bid Award – WTP Electrical Improvements. Approve tentative bid award to Countyline Utilities LLC for the 2025 WTP Electrical Improvements Project in the amount of \$1,152,677.00, contingent upon the receipt of DWSRF bond proceeds, and further approve payment up to the contract amount upon satisfactory completion of the work or portion thereof as follows:

RESOLUTION NO. 67-2025

**AUTHORIZING TENTATIVE AWARD FOR THE
2025 WTP ELECTRICAL IMPROVEMENTS PROJECT
FOR WATER SYSTEM IMPROVEMENTS**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, wishes to construct improvements to its existing water distribution system; and

WHEREAS, the water system improvements project formally adopted on May 20, 2024 will be funded through the State of Michigan's Drinking Water State Revolving Fund (DWSRF) program; and

WHEREAS, the City of Owosso has sought and received construction bids for the proposed improvements and has received a low bid in the amount of \$1,278,037.00 from CountyLine Utilities LLC; and

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

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

- FIRST: the City of Owosso tentatively awards the contract for the proposed 2025 WTP Electrical Improvements Project to CountyLine Utilities LLC contingent upon successful financial arrangements with the State Revolving Fund Program.

SECOND: upon receipt of the DWSRF Bond Proceeds, the Mayor and City Clerk are instructed and authorized to sign, without further Council action, Exhibit A substantially as attached, as 2025 WTP Electrical Improvements Project in the amount of \$1,278,037.00.

THIRD: the accounts payable department is authorized to submit payment to CountyLine Utilities LLC for work satisfactorily completed in an amount not to exceed \$1,278,037.00.

FOURTH: the above expenses shall be paid from the Water Fund Account 591-901-972.000-DWSRF and 2025 DWSRF Bond funds.

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

***Check Register – April 2025.** Affirm check disbursements totaling \$4,502,531.38 for April 2025.

Motion supported by Councilmember Ludington.

Roll Call Vote.

AYES: Councilmembers Fear, Ludington, Owens, Mayor Pro-Tem Haber, Councilmembers Osmer, Olson, and Mayor Teich.

NAYS: None.

ITEMS OF BUSINESS

Notice of Pecuniary Interest

Motion by Councilmember Olson to enter the following notice of pecuniary interest on the record for Councilmember Carl Ludington as it relates to proposed contracts with Ludington Electric, Inc. in the amount of \$589.60 for the month of May 2025:

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:

PO NUMBER	DEPT.	VENDOR	DESCRIPTION	AMOUNT
000046664	862	LUDINGTON ELECTRIC, INC.	WATER STREET LIGHT HOOK UP	589.60
				\$ 589.60

For the Period of: May 2025

Vendor: Ludington Electric, Inc

Total Amount: \$589.60

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 June 16, 2025 meeting of the Owosso City Council.

Declared this 2nd day of June, 2025.

Motion supported by Councilmember Owens.

Roll Call Vote.

AYES: Councilmembers Olson, Osmer, Fear, Ludington, Owens, Mayor Pro-Tem Haber, and Mayor Teich.

NAYS: None.

Historical Commission Bylaws

Motion by Councilmember Owens to approve the proposed bylaws for the Owosso Historical Commission as follows:

RESOLUTION NO. 68-2025

TO ADOPT THE OWOSSO HISTORICAL COMMISSION BYLAWS

WHEREAS, the City of Owosso Historical Commission is a public commission which is responsible for holding its own meetings in accordance with the Open Meetings Act, Act 267, Public Acts of Michigan, 1976, as amended; and

WHEREAS, the commissioners of the Owosso Historical Commission of the City of Owosso have drafted and approved amendments to the existing bylaws of the Owosso Historical Commission; and

WHEREAS, the Owosso Historical Commission is submitting the amended bylaws to the City Council for approval.

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Owosso, Shiawassee County, Michigan hereby approves the bylaws of the City of Owosso Historical Commission as follows, such bylaws to be effective immediately:

BYLAWS OF CITY OF OWOSSO HISTORICAL COMMISSION

ARTICLE 1. PURPOSE

The purpose of the Historical Commission (hereinafter referred to as “the Commission”) shall be to preserve, educate and promote the historical treasures of the City of Owosso.

We exist to:

Preserve select historic buildings and artifacts by maintaining their authentic look and feel, ensuring their history is safe, preventing decline, and acting as caretaker stewards to pass on their stories, history, and value to future generations.

We actively and knowledgeably bring attention to our collective history, encourage excitement, and engage others to identify and prioritize the inherent value of our historical treasures, reflecting thoughtfully and reevaluating its importance with a fresh perspective.

Historical treasures are unique and valuable symbols of our past, encompassing stories, traditions, architecture, and artifacts that honor the heritage of Owosso. They connect us to significant leaders, people, businesses, and events, embodying how we got here and influencing beyond the community. From buildings like Curwood Castle, Comstock Cabin, and the Paymaster Building to things made in Owosso, each treasure carries deeper meaning, celebrating community pride and reframing relevance for future generations. Whether tangible or intangible, these items and stories keep writing our collective story, ensuring history remains alive and honored.

The Commission commits to being dedicated caretakers through active engagement, strategic foresight, and transparent decision-making. With time, resources, and diverse viewpoints, we facilitate the mission, leveraging money, connections, assets, and knowledge to build consensus and retain talent. We prioritize teamwork, respect, and the infrastructure to act swiftly and effectively.

We will direct our energy and efforts towards:

- 1) Protecting historical buildings owned by the city
- 2) Celebrating Owosso’s Heritage
- 3) Educating our youth to understand our rich history

ARTICLE 2. ORGANIZATION

Section 1. Members.

The members of the Historical Commission shall be appointed by the city council. Membership shall consist of one (1) member from the council and six (6) members at large appointed for three-year terms. No member at large shall be appointed to the historical commission for more than two (2) successive terms unless one (1) year has elapsed after his or her second term expires. In addition, there may be appointed ex-officio members of the commission who may attend all meetings of the commission, participate in discussion of matters before the commission, and serve on committees of the commission.

Section 2. Officers.

- (a) The officers of the commission shall be a chairperson and a vice-chairperson, who shall be members of the commission and a secretary-treasurer, who shall be an officer or employee of the City of Owosso.
- (b) The officers shall be selected by the voting members of the commission annually during the first regular meeting of the commission in October of each year.
- (c) The terms of office for the officers shall be one year or such longer period as is necessary until a successor is appointed and assumes the office.
- (d) If an office shall become vacant before the officer has served his complete term, the commission shall appoint another officer to serve for the remainder of the term of office.

Section 3. Duties of officers.

- (a) The chairperson shall be the presiding officer at all regular and special meetings of the commission, shall be an ex-officio member of all standing and ad hoc committees of the commission, and shall be the spokesperson for the commission in all contacts with the city administration, city council, and the news media.
- (b) The secretary-treasurer shall have custody of the records of the commission, shall take minutes of all meetings of the commission, shall receive monetary donations in the name of the commission and shall keep a record thereof, shall authorize disbursement of funds of the commission within limits established by the commission, and shall maintain an inventory of the assets of the commission.
- (c) The secretary-treasurer may designate another officer or employee of the City of Owosso to act as secretary-treasurer during a time of absence or disability until he or she is able to resume the duties of the office.

Section 4. Meetings.

- (a) The commission shall schedule regular meetings and shall approve the date, time, and place of such meetings. Special meetings may be called by one of the officers or by a majority of the voting members of the commission. All meetings of the commission shall be held in accordance with the Open Meetings Act (P.A. 267 of 1976, as amended).
- (b) A majority of the voting members of the commission shall constitute a quorum.
- (c) The chairperson shall be the presiding officer at all meetings of the commission. In the absence of the chairperson, the vice-chairperson shall serve as chairperson for that meeting.

Section 5. Committees.

- (a) The work of the commission shall be accomplished through a structure of standing committees. The following shall be considered standing committees of the commission:
 - (1) Building and Grounds Committee. This committee shall be responsible for the restoration, preservation and maintenance of Curwood Castle, buildings located in Curwood Castle Park, and for coordinating maintenance and development activities with appropriate City departments.
 - (2) Historic Appreciation Committee. This committee will actively protect and share Owosso's stories, traditions, culture, and celebrations by displaying historical artifacts in public spaces, facilitating cultural events, and creating opportunities for community engagement. It shall be responsible for maintaining a record of historic articles acquired by the commission, for preserving those articles, for arranging for their storage and display, for loaning historic articles to other organizations, for acquiring historic articles through loan from other organizations and for identifying articles in the collection which should be considered for sale or disposal.
 - (3) Educating our Youth Committee. This committee will work to develop programs that provide the children in Owosso schools an opportunity to experience our history.
- (b) The commission may establish such additional standing committees as it deems necessary to carry out the work of the commission. The commission may dissolve any standing committees established by it but, with regard to the standing committees described in Section 5(a), such dissolution shall become effective only with the approval of the City Council.
- (c) The chairperson of the commission shall appoint a voting member of the commission as chairperson of each standing committee. Each committee chairperson shall be responsible for appointing individuals who need not be members of the commission to serve on the committee and to assist the committee chairperson in carrying out the work of the committee.

- (d) The chairperson of the commission may, from time to time, establish ad hoc committees and may appoint individuals to serve on such committees. At least one member of each ad hoc committee shall be a voting member of the commission. Ad hoc committees shall be established for a specific purpose related to the activities of the commission and shall complete their work, report to the commission and shall be considered dissolved within two years after their establishment.

ARTICLE 3. CONTROL OF ASSETS

Section 1. Authority of the Commission.

The commission shall have the sole responsibility and authority, subject to the direction of the city council, to manage and control the real and personal property over which it has jurisdiction. Such responsibility and authority shall not be delegated to an officer, committee or chairperson of a committee, unless specifically directed and authorized by a vote of the commission.

Section 2. Donations.

- (a) The secretary-treasurer shall accept on behalf of the commission any donations or contributions of cash or other financial instruments easily converted into cash, subject to the following provisions:
- (1) Donations or contributions which are given without restrictions or which are restricted only to the extent that they are to be dedicated to a specific project, property, or activity of the commission may be accepted without the specific approval of the commission.
 - (2) Donations or contributions other than those described in Section 2(a) (1) above, particularly when those donations or contributions might require that the commission take a specific action related to such donation or contribution at some future time, or when such donation or contribution is, in the secretary-treasurer's opinion, so restricted as to prevent its use for the general purposes of the commission, shall only be accepted following approval by the commission.
- (b) The chairperson, secretary-treasurer, or the chairperson of the Historic Appreciation Committee may accept donations of articles of personal property, without prior approval of the commission, subject to the following provisions:
- (1) The article or group of articles to be donated shall not have an estimated value in excess of five hundred dollars;
 - (2) The donation shall be unrestricted with regard to the use which the commission may make of the articles, including the right of the commission to sell or otherwise dispose of the articles at its sole discretion;
 - (3) Articles which are to be loaned to the commission, whether for a definite or indefinite period of time, may only be accepted following a vote of the commission.
- (c) Real property may be accepted by the commission only upon the approval of the city council.

Section 3. Loans of commission assets.

The commission shall approve each request for a loan of historic articles from the commission's collection. In considering a request for such a loan, the commission shall consider the purpose of the institution making the request, the value of the articles which are the subject of the request, and the safeguards to be taken against theft or damage. The commission shall ascertain that the requesting institution possesses adequate insurance against loss.

Section 4. Disposition of assets.

The commission shall adopt detailed rules and procedures governing the disposition of commission assets. Such rules and procedures shall provide, at a minimum, that no assets of the commission may be disposed of without the express authorization of the commission and that disposition of any article valued in excess of one thousand dollars shall be approved in advance by the city council.

Section 5. Use of buildings.

The commission shall adopt detailed rules and procedures governing the use of the historic buildings under its control. Such rules and procedures shall establish the fees to be charged for the use of the buildings.

ARTICLE 4. FINANCE

Section 1. Budget.

- (a) The commission shall annually prepare and recommend to the council a budget for the fiscal year commencing July 1, which budget will show the anticipated revenues and expenditures for the commission's activities and operations.
- (b) The secretary-treasurer shall present a proposed budget for consideration by the commission at its first regular meeting during the month of February.
- (c) The commission shall approve a budget for the ensuing fiscal year not later than the first meeting of March.

Section 2. Purchases.

The secretary-treasurer shall have the authority to make purchases of such supplies and services as are necessary to carry out the activities of the commission. Purchases shall be made in accordance with Article VI, Division 3 of the City of Owosso Code of Ordinances governing Purchases, Contracts and Sales.

Section 3. Endowment fund.

The commission shall maintain an endowment fund into which shall be placed monetary gifts and bequests which are directed to said fund. The interest and/or dividends which are earned by the endowment fund may be used for the expenses associated with the activities of the commission but no portion of the principal shall be expended.

ARTICLE 5. APPROVAL AND AMENDMENTS

Section 1. Approval.

These by-laws shall become effective following their approval by the commission and by the city council.

Section 2. Amendments.

The commission shall annually during its first regular meeting in January review these by-laws and determine the need to make any changes, additions, or deletions. These by-laws may be amended as deemed necessary by the commission. Such amendments shall be approved as provided in Section 1.

Motion supported by Councilmember Ludington.

Roll Call Vote.

AYES: Councilmember Osmer, Mayor Pro-Tem Haber, Councilmembers Owens, Olson, Ludington, Fear, and Mayor Teich.

NAYS: None.

Historical Commission Funds Transfer

Motion by Councilmember Owens to approve the transfer of \$125,000 from the Historical Commission fund to the Shiawassee Community Foundation for investment purposes as follows:

RESOLUTION NO. 69-2025

**AUTHORIZING FUND TRANSFER TO THE
THE OWOSSO HISTORICAL COMMISSION CHARITABLE AGENCY FUND
WITH THE SHIAWASSEE COMMUNITY FOUNDATION**

WHEREAS, the city of Owosso, Shiawassee County, Michigan, Owosso Historical Commission has a charitable agency fund with the Shiawassee Community Foundation; and

WHEREAS, the Owosso Historical Commission has decided to transfer a total of \$125,000 to the endowment funds with the Shiawassee Community Foundation; and

WHEREAS, the Owosso Historical Commission has decided to invest \$25,000 of these funds in the endowment with the Shiawassee Community Foundation, which could not be withdrawn, but the interest could be used specifically for the Commission; and

WHEREAS, the Owosso Historical Commission has decided to invest \$100,000 to be deposited into the spendable portion of the charitable agency fund for a future project.

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

- FIRST: the city of Owosso has heretofore determined that it is advisable, necessary and in the public interest to invest \$25,000 in the Owosso Historical Commission Endowment at the Shiawassee Community Foundation, which cannot be withdrawn, and invest an additional \$100,000 into the fund's spendable account for a total investment of \$125,000.
- SECOND: the accounts payable department is authorized to submit payment to the Shiawassee Community Foundation in the amount of \$125,000.
- THIRD: the amount of \$125,000 shall be paid from the Historic Sites Account 297.797.961.000

Motion supported by Councilmember Osmer.

Roll Call Vote.

AYES: Councilmembers Ludington, Olson, Owens, Mayor Pro-Tem Haber, Councilmembers Osmer, Fear, and Mayor Teich.

NAYS: None.

Military Service Contribution Requirements

Motion by Councilmember Olson to authorize a resolution establishing military service contribution requirements for defined benefit retirement plan participants as follows:

RESOLUTION NO. 70-2025

ESTABLISHING MILITARY SERVICE CONTRIBUTION REQUIREMENTS FOR DEFINED BENEFIT EMPLOYEES

WHEREAS, the City of Owosso is a participating municipality in the Municipal Employees' Retirement System of Michigan ("MERS"); and

WHEREAS, under Section 8 of the MERS Plan Document, all missed Defined Benefit mandatory employee contributions due to intervening Military service leaves shall be reflected in the participating employer's overall liability in the next annual actuarial valuation unless an alternative method is elected (default); no employee contributions will be required from the participant;

NOW THEREFORE BE IT RESOLVED, that effective June 2, 2025, the Governing Body adopts this Resolution for all present and future employee divisions requiring that all missed employee contributions due to intervening Military service be handled by:

The member will be permitted to choose to remit some or all missed mandatory employee contributions within a time period equal to three times the duration of the military service from the date of reemployment, but not to exceed five years, and years of service credit shall be granted in proportion to the employee contributions received.

MERS' Military Service contribution procedures are subject to the MERS Plan Document. Changes to the Plan Document may impact MERS' ability to administer this election in the future.

Motion supported by Councilmember Ludington.

Roll Call Vote.

AYES: Councilmember Owens, Mayor Pro-Tem Haber, Councilmembers Fear, Ludington, Olson, Osmer, and Mayor Teich.

NAYS: None.

***Hazard Mitigation Plan Adoption**

Motion by Councilmember Olson authorizing adoption of the July 2024 Shiawassee County Local Hazard Mitigation Plan as follows:

RESOLUTION NO. 71-2025

ADOPTING THE 2024 SHIAWASSEE COUNTY LOCAL HAZARD MITIGATION PLAN

WHEREAS, the City of Owosso, Shiawassee County, Michigan, recognizes the threat that natural, social, and technological hazards pose to the people and communities of Shiawassee

County and that undertaking hazard mitigation actions will reduce the potential harm to people and property from future hazardous occurrences; and

WHEREAS, the plan has been adopted by Shiawassee County as a required condition of future funding for various Federal Emergency Management (FEMA) disaster mitigation programs; and

WHEREAS, the City must acknowledge its part in the plan via adoption of the plan.

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

FIRST: the City of Owosso has heretofore determined that it is necessary and in the public interest to adopt the July 2024 Shiawassee County Local Hazard Mitigation Plan.

SECOND: the mayor and city clerk are instructed and authorized to sign this resolution upon adoption of the Shiawassee County Local Hazard Mitigation Plan.

Motion supported by Councilmember Osmer.

Roll Call Vote.

AYES: Mayor Pro-Tem Haber, Councilmembers Fear, Ludington, Osmer, Olson, Owens, and Mayor Teich.

NAYS: None.

2025 Fee Schedule Update

Master Plan Implementation Goals: A-7

City Manager Nathan R. Henne indicated there are no changes to the Fee Schedule recommended at this time.

Motion by Councilmember Owens to adopt the proposed 2025 Fee Schedule updating various fees and charges for City services, effective July 1, 2025 as follows:

RESOLUTION NO. 72-2025

**UPDATING THE SCHEDULE FOR FEES, LICENSES, FINES AND CHARGES
FOR THE CITY OF OWOSSO**

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

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

WHEREAS, said schedule must be annually reexamined and updated; and

WHEREAS, the City Council has reviewed the charges and determined that the fees, licenses, fines and charges shall be in accordance with this resolution and the attached schedule, effective July 1, 2025.

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

FIRST: the attached schedule for fees, licenses, fines and charges is hereby adopted effective July 1, 2025.

SECOND: any parts of resolutions and memoranda in conflict with this resolution are hereby repealed.

THIRD: this resolution is intended to preserve all existing charges and fees set forth in any resolution, ordinance, or law which are not in conflict with this resolution and attached schedule and to fulfill the requirements of any ordinance authorizing the City Council to establish fees by resolution.

FOURTH: fees for public records not set forth in this resolution and attached schedule, or in any other resolution, ordinance, or law, shall be set by the City manager in accordance with Act 442 of the Public Acts of 1976, as amended.

FIFTH: fees for public services not specifically set forth in this resolution and the attached schedule or in any other resolution, ordinance, or law may be

established by the City manager, who shall promptly notify the City Council in writing of each of them. The City manager shall establish fees for public services based upon the cost of providing the public service.

CITY OF OWOSSO
2025 FEE SCHEDULE
Effective July 1, 2025

1. ASSESSING	
• Application fee for IFEC extension	\$550
Application fee for IFT tax abatement – Not to exceed limits of Statute MCL 207.555(3) in which the lesser of the actual cost of processing the application or 2% of total property taxes abated during the term that the exemption certificate is in effect can be charged	
➤ Establishing	\$1,500
➤ Exemption certificate	\$1,500
• Application fee for industrial development district	\$1,500
• Application fee for industrial facilities	
➤ Exemption certificate	\$1,500
➤ Exemption certificate transfer	\$500
• Application fee for project cost revision	\$500
• Application fee for project extension	\$500
• Application fee for tax abatement projects	\$800
2. BUILDING DEPARTMENT	
<i>Income limit - fee waiver – Building permits and inspections will be required. However, permit fees will be waived for owner occupied residential buildings for households that have annual incomes less than 30% of the Michigan State Housing Development Authority (MSHDA) area Minimum Income (AMI). The waiver will cover permits for bringing a structure into code compliance and for replacement of roofs, windows, and siding. To qualify, the applicant must submit Michigan or Federal 1040 tax returns for the last three years along with any other financial and ownership information required for determination.</i>	
• Accessory structure-zoning compliance-200 sq. ft. and under	\$75
• Accessory structure-zoning compliance-over 200 sq. ft.	same as building permit fees
• Base fee (non-refundable)	\$40
• Adult entertainment license fee	\$1,500
Note: If application denied, ½ fee returned	
• Adult entertainment license fee renewal	\$1,500
Note: a late penalty of \$100 if renewal filed less than 60 days before license exp. If application denied, ½ of total fees collected returned.	
• License renewal	
➤ Late fee first 15 days	License fee + 25%
➤ Late fee beyond 15 days	License fee + 50% adult entertainment penalties
➤ Adult entertainment penalties	\$500
• Building board of appeals application fee	\$200
• Building permit	
➤ Up to \$1,000-includes base fee and 1 inspection	\$110
➤ \$1,001 to \$2,000-includes base fee and 1 inspection	\$150
ADD \$40 base fee and \$80 per inspection to the following:	
➤ \$2,001 to \$50,000	\$65 + \$10 per \$1,000 over \$2,000
➤ \$50,001 to \$500,000	\$545 + \$10 per \$1,000 over \$50,000
➤ \$500,001 and above	\$5,000 + \$6 per \$1,000 over \$500,000
• Businesses-NEW-(existing building)	\$75
• Demolition-Commercial-based on size of building	\$185 + \$1 per sq. ft. over 2,000 sq. ft.
• Demolition-Garage-includes base fee and 1 inspection	\$115
• Demolition-House-includes base fee and 1 inspection	\$185
• Fence-zoning-residential	\$85
• Fence-commercial	same as building permit fees
• Home occupation-type B home permit	\$55
• Inspections-each	\$80
• License/registration fee	\$0
• Marihuana fees	
➤ Medical Marihuana Facilities (at time of application and annual renewal)	\$5,000
➤ Adult Use Recreational Establishments (at time of application and annual renewal)	\$5,000
➤ Marihuana Transfer Fee	\$5,000
• Mobile/Modular Home	\$250
• Moving building	\$200
• Penalty for work prior to obtaining permit	cost of permit + \$180
• Plan review	55% of permit fee
• Plan review-plans are returned to application for modifications	\$55 + \$60/hour
• Roofing permit-residential	
➤ Up to \$5,000 (includes base fee and 1 inspection)	\$90
➤ \$5,001 to \$10,000 (includes base fee and 1 inspection)	\$120
➤ Over \$10,000	same as building permit fees

• Roofing permit-commercial	same as building permit fees
• Siding	\$90
• Sign	\$0.60/sq. foot
➤ Temporary sign (60 days)	\$75
• Swimming pools permit-above ground (zoning compliance)	\$75
• Swimming pool permit-in ground	same as building permit fees
• Tank removal	\$100
• Vacant property registration	\$150
• Wheel chair ramp/door modification (residential-permit and inspections required)	no fee
• Windows-residential	\$90
• Windows-commercial	same as building permit fees
3. ELECTRICAL	
• Base fee (non-refundable)	\$40
• Branch circuits	\$20
• Feeders-bus duct (per 50 ft. or fraction thereof)	\$20
• Electric baseboard heater	\$20
• Fire alarm system	\$155
➤ Fire alarm system-each additional pull station	\$20
• Furnace-unit heater	\$20
• Garage	\$55
• Generator-residential	\$30
• Generator-commercial	\$55
• Inspections-each (including Safety inspections)	\$80
• License/registration fee	\$0
• Low voltage/data/telecom outlets	
➤ 1-19 devices, each	\$10
➤ 20-300 devices	\$100
➤ Over 300 devices	\$300
• Mobile/modular home	\$150
• Motors	
➤ Up to 20 KVA or HP, 1-25 units (each)	\$20
➤ Up to 20 KVA or HP (each additional unit after 25)	\$10
➤ Over 20 KVA or HP, 1-25 units (each)	\$20
➤ Over 20 KVA or HP (each additional unit after 25)	\$12
• Outlets/receptacles/fixtures/other (per 25 or fraction thereof)	\$20
• Penalty for work prior to obtaining permit	cost of permit + \$180
• Plan review	\$100/hr. (minimum 1 hour)
• Power outlets (a/c/range/dryer/dishwasher/disposal) each	\$20
• Service	
➤ 0-200 amps	\$30
➤ 201-600 amps	\$35
➤ 601-800 amps	\$40
➤ 801-1200 amps	\$45
➤ Over 1200 amps	\$50
• Sub-panels	
➤ 0-200 amps	\$30
➤ 201-600 amps	\$35
➤ 601-800 amps	\$40
➤ 801-1200 amps	\$45
➤ Over 1200 amps	\$50
• Signs	\$80
• Whole house permit	\$150
4. MECHANICAL-COMMERCIAL/INDUSTRIAL	
• Base fee (non-refundable)	\$40
• Air conditioning and refrigeration	
➤ Absorption units/chiller	\$95
➤ Centrifugal units/chiller	\$95
➤ Compressor – ½ - 15 HP	\$40
➤ Compressor-15 to 50 HP	\$50
➤ Compressor-over 50 HP	\$75
➤ Heat pumps – 1.5-15 HP	\$40
• Air handlers (self-contained units, ventilation & exhaust fans) (piping fee included)	
➤ Under 1,500 cfm	\$40
➤ 1,501-10,000 cfm	\$50
➤ Over 10,000 cfm	\$105
➤ Thru-the-wall fan coil vents	\$20
• Breeching & combustion to appliance	\$65
• Chimney – factory built	\$65
• Cooling towers with reservoirs	
➤ Capacity under 500 gal	\$55
➤ Capacity over 500 gal	\$90

• Crematories	\$55
• Ducts, insulation and fire suppression systems (based on bid price)	
➤ Under \$3,000	\$45
➤ \$3,000 to \$7,000	\$55
➤ \$7,000 to \$15,000	\$90
➤ Over \$15,000	\$15 per each \$3,000 over \$15,000 + \$90
• Electronic air cleaner with washer	\$55
• Evaporator coils	
➤ 180,000 BTU and under	\$45
➤ Over 180,000 BTU	\$50
• Fire suppression systems (based on bid prices)	
➤ Under \$2,000	\$80
➤ \$2,000 to \$8,000	\$95
➤ Over \$8,000	\$20 per each \$3,000 over \$8,000 + \$95
• Gas burning equipment (piping fee included)	
➤ 400,000 BTU and under	\$55
➤ Over 400,000 BTU	\$65
• Humidifiers	\$30
• Incinerators – each	\$45
• Inspections – each	\$80
• Insulation – duct, piping, tanks (based on bid price)	
➤ Under \$2,000	\$45
➤ \$2,000 to \$8,000	\$55
➤ Over \$8,000	\$20 per each \$3,000 over \$8,000 + \$55
• License/registration fee	\$0
• LPG & fuel oil tanks (underground add \$10 additional) (piping fee included)	
➤ 276 to 550 gal	\$65
➤ 551 to 2,000 gal	\$105
➤ Each additional tank	Add 50% of fee based on largest tank size
• Oil burner (piping fee included)	
➤ New/conversion, under 5 gal/hour	\$65
➤ New/conversion, over 5 gal/hour	\$95
• Penalty for work prior to obtaining permit	Cost of permit + \$180
• Piping (bid separately) (based on bid price)	
➤ Under \$2,000	\$45
➤ \$2,000 to \$8,000	\$55
➤ Over \$8,000	\$15 per each \$3,000 over \$8,000 + \$55
• Plan review	\$100/hour – minimum 1 hour
• Refrigeration systems	
➤ Under 5 HP (split system)	\$40
➤ 5 HP to 50 HP (split system)	\$50
➤ Over 50 HP (split system)	\$80
➤ Self-contained units	\$55
• Solar equipment/each panel (piping fee included)	\$35
• Unit heaters-hot water, gas or steam (piping fee included)	
➤ 200,000 BTU and under	\$35
➤ Over 200,000 BTU	\$45
5. MECHANICAL – RESIDENTIAL	
• Base fee (non-refundable)	\$40
• Boiler (piping fee included)	
➤ 200,000 BTU and under	\$45
➤ Over 200,000 BTU	\$60
• Central air	\$40
• Dampers (all kinds)	\$20
• Duct system	
➤ Under \$3,000	\$35
➤ \$3,000 to \$7,000	\$40
➤ \$7,000 to \$15,000	\$45
➤ Over \$15,000	\$12 per each \$1,000 over \$15,000 + \$45
• Exhaust fan	\$20
• Gas burning equipment (new and/or conversion) (piping fee included)	
➤ 400,000 BTU and under	\$45
➤ Over 400,000 BTU	\$60
• Gas piping (each outlet)	\$20
• Hotel or motel (per unit)	\$55
• Inspection – each	\$80
• License/registration fee	\$0
• LPG & fuel oil tanks (underground add \$10) (piping fee included)	\$35
• Modular home	\$150
• Oil burner (new and/or conversion) (piping fee included)	\$45
• Penalty for work prior to obtaining permit	Cost of permit + \$180
• Plan review	\$100/hour – 1 hour minimum
• Solar equipment (each panel) (piping fee included)	\$35

• Solid fuel equipment (wood stove, prefab fireplaces, stoves)	\$50
• Two-family dwelling	\$180
• Water heater	\$20
• Whole house permit	\$125
6. PLUMBING	
• Base fee (non-refundable)	\$40
• Fixtures, floor drains, water connected appliances	\$20
• Hotel or motel (per unit)	\$50
• Inspections – each	\$80
• License/registration fee	\$0
• Manholes – catch basins (each)	\$20
• Modular home	\$150
• Penalty for work prior to obtaining permit	Cost of permit + \$180
• Plan review	\$100/hour – 1 hour minimum
• Reduced pressure zone back-flow preventer	\$20
• Sewage ejectors, sumps	\$20
• Sewers	
➢ Connection building drain	\$20
➢ Sanitary, storm or combined (less than 6")	\$20
➢ Sanitary, storm or combined (6" and over)	\$25
• Stacks (soil, waste, vent and conductor)	\$15
• Sub-soil drains	\$20
• Two-family	\$180
• Water distributing pipe	
➢ ¾" – 1"	\$20
➢ 1 ¼"	\$25
➢ 1 ½"	\$35
➢ Over 2"	\$50
• Water service	
➢ Less than 2"	\$20
➢ 2" to 6"	\$30
➢ Over 6"	\$35
• Whole house permit	\$120
7. CITY CLERK	
• Cable television franchise fee	3%
• Marriage fee/presided by Mayor	\$50
8. CITY TREASURER	
• Collection fee tax – administrative fee	1% admin fee on tax bills per Ordinance No. 838
• Property tax late collection fee	
➢ Summer	1% per month September 1 through February 1
➢ Winter and any summer balance	3% additional February 15 th -28 th
• Return check	As allowed by MCL 600.2952
9. COMMUNITY DEVELOPMENT	
• Credit reports (if not partnered with bank or finance group)	Cost + 25%
• Escrow Fee - Hourly rate of Staff/Consultant involved	\$1,500
• Historic district permit application fee	\$0
• Lot splits	
➢ Single	\$250
➢ Multiple	\$250 each + \$50/resulting lot
• Parking Lease – Downtown (for residential tenants only)	\$20 per month per space (includes signage)
• Parks	
➢ Pavilion reservations	City resident \$25 Non-City resident \$50
• Amphitheater Rental	Tax exempt entity \$50 All other entities \$150
• Mobile Food Vending License	
➢ City-controlled property (May - October)	\$300
➢ City-controlled property (November - April)	\$200
➢ Non-city property (May – October)	\$150
➢ Non-city property (November – April)	\$100
➢ Year-round city food service establishments on city-controlled property (per year)	\$250
➢ Year-round city food service establishments not on city-controlled property (per year)	\$0
• Rental property registration (per unit)	\$50
➢ Non-compliance fee (1 st occurrence)	\$200
➢ Non-compliance fee (each additional occurrence)	\$400
• Rezoning request	\$575 + \$10/acre

• Site Plans	
➤ Apartment/townhouse	\$575 + \$5/unit
➤ Commercial/industrial	\$525 + \$50/acre
➤ Institutional (schools, public services, hospitals)	\$500 + \$40/acre
➤ Mobile home park	\$600 + \$5/unit
➤ Planned Unit Development/mixed use development	\$575 + \$50/acre
➤ Preliminary site plan review	75% of site plan review fee
➤ Single family site condo (prelim or final)	\$700 + \$5/lot
➤ Site plan revision/review	75% of site plan review fee + any needed consulting fees determined by administration
➤ Special meeting with planner	All cost by owner/applicant via escrow
• Special land use	\$400 + \$6/acre
• Subdivision	
➤ Preliminary – tentative	\$700 + \$5/lot
➤ Preliminary – final	\$350 + \$2.50/lot
➤ Final plat	\$500 + \$4/lot
• Temporary land use (ZBA review)	\$500
• Use variance	\$700
• Wireless communications equipment and support structures	
➤ Zoning application fee	Administrative costs to review and process application or \$1,000 (whichever is less)
➤ Non-exempt co-locating small cell wireless facilities and support structures	
❖ New wireless support structure or modification of an existing wireless support structure	\$1,000
❖ New small cell wireless support structure or modification of an existing small cell wireless	\$500
➤ Co-locate a small cell wireless facility and/or associated support structure application fee shall not exceed and shall be set as follows:	
❖ Each small cell wireless facility alone	\$200
❖ Each small cell wireless facility and a new utility pole or wireless support to which it will be attached	\$300
➤ Annual permit fee for each utility pole or wireless support structure in ROW on which a wireless provider has approval to co-locate a small cell wireless facility shall not exceed and shall be set as follows:	
❖ Annually, unless the following applies	\$20
❖ If the utility pole or wireless support structure was erected by or on behalf of the wireless provider on or after March 12, 2019	\$125
• Zoning variance	
➤ Commercial	\$425
➤ Residential	\$200
10. GENERAL	
• Notary (maximum of 3 signatures per fee)	
➤ Non-resident	\$10
➤ Resident	\$5
• Rental conference room between 8:00 am and 5:00 pm	
➤ ½ day up to four hours	\$30
➤ Full day	\$60
➤ Organization of which the city is a member	\$0
• Rental council chambers between 8:00 am and 5:00 pm	
➤ ½ day up to four hours	\$30
➤ Full day	\$60
➤ Organization of which the city is a member	\$0
11. HISTORICAL COMMISSION – Funds go to Historical Commission	
• Admission Curwood Castle	
➤ Adult	Donation request \$5
➤ Child	Donation request \$2
• Rental Curwood Castle	
➤ First hour	(\$50 refundable) \$250
➤ Each additional hour	\$55
12. PUBLIC SAFETY	
• Ambulance fees – adjusted to the screen rates approved by commercial insurance companies	
➤ In-facility transports	\$250.80
• False alarm fee – fee may be waived by authority of Public Safety Director. First two fire and police alarms are not fined. The occupant will be notified of the 1 st or 2 nd violation by letter	
➤ False alarm FIRE: 3 rd call	\$250
➤ False alarm FIRE: 4 th and subsequent fire alarms	\$500
➤ False alarm POLICE: 3 rd call	\$50
➤ False alarm POLICE: 4 th and subsequent police alarms	\$100
• Fire Inspection Fees	
➤ Annual fire inspection	\$0
➤ Fire alarm field test	\$100

➤ Certificate of occupancy	\$100
➤ Change in liquor license site inspection	\$150
➤ Sprinkler system hydrostatic test (per riser)	\$100
➤ Observe fire flow test	\$100
➤ Tent Permit	\$125
• Fire Plan Review, Permit and Inspection schedule	\$100
➤ Plan review for fire alarm system (fee based on square footage)	
❖ 0 – 2,500 sq. ft.	\$100
❖ 2,500 – 10,000 sq. ft.	\$200
❖ 10,001 – 50,000 sq. ft.	\$250
❖ Over 50,000 sq. ft.	\$500
• Fire run	\$500
• Gun registration	\$10
• Peddler's permit	
➤ Per month	\$50
➤ Per year (expiring December 31 st)	\$200
• Portable breath test (PBT)	
➤ ½ month	\$15
➤ Full month	\$30
• Sex offender initial registration	\$35
• Traffic Control Order	
➤ Traffic Control Order Application	\$30
➤ MDOT Closure Application	\$50
➤ Expedited Application Fee (if submitted 14-29 days prior to first day of event)	\$15 additional
➤ Fire truck	\$150 per event
13. PARKING FINES – DEFINED IN SECTION 33 OF THE OWOSSO MUNICIPAL CODE	
• Abandoned car	
➤ Paid within 7 days	\$15
➤ Paid within 14 days	\$30
➤ Paid within 30 days	\$45
• Across parking line	
➤ Paid within 7 days	\$15
➤ Paid within 14 days	\$30
➤ Paid within 30 days	\$45
• Blocking alley	
➤ Paid within 7 days	\$15
➤ Paid within 14 days	\$30
➤ Paid within 30 days	\$45
• Blocking driveway	
➤ Paid within 7 days	\$15
➤ Paid within 14 days	\$30
➤ Paid within 30 days	\$45
• Blocking traffic	
➤ Paid within 7 days	\$15
➤ Paid within 14 days	\$30
➤ Paid within 30 days	\$45
• Double parking	
➤ Paid within 7 days	\$15
➤ Paid within 14 days	\$30
➤ Paid within 30 days	\$45
• Electric Vehicle Parking: Public use charging stations shall be reserved for parking and charging electric vehicles only	
➤ Paid within 7 days	\$30
➤ Paid within 14 days	\$45
➤ Paid within 30 days	\$60
• Fifth violation of any above violations within a 30-day period	
➤ Paid within 7 days	\$100
➤ Paid within 14 days	\$100
➤ Paid within 30 days	\$100
• Moving to evade time limitations	
➤ Paid within 7 days	\$15
➤ Paid within 14 days	\$30
➤ Paid within 30 days	\$45
• Other parking violation	
➤ Paid within 7 days	\$15
➤ Paid within 14 days	\$30
➤ Paid within 30 days	\$45
• Overnight parking in 3:00 am to 6:00 am zone	
➤ Paid within 7 days	\$15
➤ Paid within 14 days	\$30
➤ Paid within 30 days	\$45
• Parked facing wrong way	
➤ Paid within 7 days	\$15
➤ Paid within 14 days	\$30
➤ Paid within 30 days	\$45

•	Parking in prohibited zone	
➤	Paid within 7 days	\$15
➤	Paid within 14 days	\$30
➤	Paid within 30 days	\$45
•	Parking in loading zone	
➤	Paid within 7 days	\$15
➤	Paid within 14 days	\$30
➤	Paid within 30 days	\$45
•	Parking on sidewalk or crosswalk	
➤	Paid within 7 days	\$15
➤	Paid within 14 days	\$30
➤	Paid within 30 days	\$45
•	Parked at yellow curb	
➤	Paid within 7 days	\$15
➤	Paid within 14 days	\$30
➤	Paid within 30 days	\$45
•	Parked in handicap zone	
➤	Paid within 7 days	\$50
➤	Paid within 14 days	\$100
➤	Paid within 30 days	\$100
•	Parked within 15 feet of fire hydrant	
➤	Paid within 7 days	\$15
➤	Paid within 14 days	\$30
➤	Paid within 30 days	\$45
•	Parking over 12 inches from curb	
➤	Paid within 7 days	\$15
➤	Paid within 14 days	\$30
➤	Paid within 30 days	\$45
•	Parked over legal limit in areas other than business districts defined in sec. 33-37	
➤	Paid within 7 days	\$15
➤	Paid within 14 days	\$30
➤	Paid within 30 days	\$45
•	Parked over legal limit in business districts defined in sec. 33-37 – 3 rd & subsequent violations in each calendar year	
➤	Paid within 7 days	\$15
➤	Paid within 14 days	\$30
➤	Paid within 30 days	\$45
•	Parking of a truck or commercial vehicle with a gross weight in excess of 5 tons or in excess of 22 feet in length in violation of the provisions of section 5.61 of the Uniform Traffic Code	
➤	Paid within 7 days	\$25
➤	Paid within 14 days	\$50
➤	Paid within 30 days	\$75
	14. VIOLATIONS/FINES	
•	Bonfire permit	\$0
•	Misdemeanor “see ordinance/code under (b)”	\$500 + other stipulations
•	Municipal civil infraction	
➤	First offense	\$50
➤	Second offense	\$250
➤	Third or subsequent repeat offenses	\$500
•	Municipal civil infraction – loose dogs	
	Code states: If the dog was impounded by any police officer or other authorized employee of the city, the owner shall pay the additional sum to the city to reimburse for said expense as prescribed by resolution of the council	\$50 + pound fees
	15. PUBLIC SERVICES	
•	Copies of building plans/blueprints	Per page \$10
•	Mowing	Cost + \$100
•	Right of way permit	
➤	Inspection fee	\$50
•	Snow removal	Cost + \$100
•	METRO Act permit application fee	Per statute

Motion supported by Councilmember Ludington.

Roll Call Vote.

AYES: Councilmember Fear, Mayor Pro-Tem Haber, Councilmembers Ludington, Osmer, Olson, Owens, and Mayor Teich.

NAYS: None.

2025-26 City Budget Adoption

Master Plan Implementation Goals: 3.2, 3.4, 3.5, 3.6, 3.7, 3.8, 3.10, 3.13

City Manager Henne indicated that he had not received any questions about the proposed budget since the workshop.

Motion by Mayor Pro-Tem Haber to adopt the following General Appropriations Resolution approving the 2025-2026 City Budget (including DDA Appropriations):

RESOLUTION NO. 73-2025

GENERAL APPROPRIATIONS ACT (BUDGET)

A resolution to establish a general appropriations act for the City of Owosso; to define the powers and duties of the city officers in relation to the administration of the budget; and to provide remedies for refusal or neglect to comply with the requirements of this resolution.

WHEREAS, pursuant to Chapter 8, Section 5 of the Owosso City Charter, the City Council has received the proposed budget for the FISCAL YEAR BEGINNING JULY 1, 2025 and held a public hearing on MAY 19, 2025, and;

WHEREAS, it is the intent of the Downtown Development Authority to levy a tax for general operating purposes pursuant to Public Act 197 of 1975; and

WHEREAS, the City Council held a discussion session on MAY 21, 2025 to discuss the proposed budget;

NOW, THEREFORE, BE IT FURTHER RESOLVED THAT the City Council of the City of Owosso hereby adopts the FISCAL YEAR 2025 – 2026 BUDGET and sets the tax rates as presented below:

Section 1: Title

This resolution shall be known as the Owosso General Appropriations Act.

Section 2: Chief Administrative Officer

The City Manager shall be the Chief Administrative Officer and shall perform the duties of the Chief Administrative Officer enumerated in this act.

Section 3: Fiscal Officer

The Finance Director shall be the Fiscal Officer and shall perform the duties of the Fiscal Officer enumerated in this act.

Section 4: Estimated Expenditures

The following amounts are hereby appropriated for the operations of the city government and its activities for the FISCAL YEAR BEGINNING JULY 1, 2025 and ENDING JUNE 30, 2026:

<u>General Fund Expenditures</u>		
APPROPRIATIONS		
101	CITY COUNCIL	38,161
171	CITY MANAGER	347,815
201	FINANCE	275,587
210	CITY ATTORNEY	169,000
215	CLERK	270,741
228	INFORMATION & TECHNOLOGY	338,896
253	TREASURY	280,439
257	ASSESSING	228,553
261	GENERAL ADMIN	402,964
262	ELECTION	19,714
265	BUILDING & GROUNDS	791,944
270	HUMAN RESOURCES	307,448
301	POLICE	3,404,494
336	FIRE	3,653,707
371	BUILDING AND SAFETY	
441	PUBLIC WORKS	786,096
528	LEAF AND BRUSH COLLECTION	391,987
585	PARKING	38,430
720	COMMUNITY DEVELOPMENT	220,107

751	PARKS	422,848
966	TRANSFERS OUT	60,786
TOTAL APPROPRIATIONS		12,449,717

Major Streets Fund Expenditures

APPROPRIATIONS		
451	CONSTRUCTION	5,410,300
463	STREET MAINTENANCE	380,866
473	BRIDGE MAINTENANCE	
474	TRAFFIC SERVICES-MAINTENANCE	20,093
478	SNOW & ICE CONTROL	183,736
480	TREE TRIMMING	92,358
482	ADMINISTRATION & ENGINEERING	151,037
485	LOCAL STREET TRANSFER	450,000
486	TRUNKLINE SURFACE MAINTENANCE	
488	TRUNKLINE SWEEPING & FLUSHING	
490	TRUNKLINE TREE TRIM & REMOVAL	
491	TRUNKLINE STORM DRAIN, CURBS	
492	TRUNKLINE ROADSIDE CLEANUP	
494	TRUNKLINE TRAFFIC SIGNS	
497	TRUNKLINE SNOW & ICE CONTROL	22,000
TOTAL APPROPRIATIONS		6,710,390

Local Streets Fund Expenditures

APPROPRIATIONS		
451	CONSTRUCTION	1,035,300
463	STREET MAINTENANCE	548,755
474	TRAFFIC SERVICES-MAINTENANCE	1,100
478	SNOW & ICE CONTROL	77,968
480	TREE TRIMMING	130,103
482	ADMINISTRATION & ENGINEERING	102,278
TOTAL APPROPRIATIONS		1,895,504

Park/Recreation Expenditures

APPROPRIATIONS		
751	PARKS	165,514
TOTAL APPROPRIATIONS		165,514

OMS/DDA Revolving Loan Fund Expenditures

APPROPRIATIONS		
200	GEN SERVICES	2,608
TOTAL APPROPRIATIONS		2,608

Downtown Development Authority Fund Expenditures

APPROPRIATIONS		
200	GEN SERVICES	277,065
261	GENERAL ADMIN	91,522
704	ORGANIZATION	1,650
705	PROMOTION	14,950
706	DESIGN	10,000
707	ECONOMIC VITALITY	2,000
901	CAPITAL OUTLAY	
905	DEBT SERVICE	
966	TRANSFERS OUT	
TOTAL APPROPRIATIONS		397,187

Building Inspection Fund Expenditures

APPROPRIATIONS		
200	GEN SERVICES	108,254

371	BUILDING AND SAFETY	151,643
TOTAL APPROPRIATIONS		259,897

Housing and Redevelopment Fund Expenditures

APPROPRIATIONS		
200	GEN SERVICES	454,300
TOTAL APPROPRIATIONS		454,300

Historical Commission Fund Expenditures

APPROPRIATIONS		
797	HISTORICAL COMMISSION	29,643
798	CASTLE	21,425
799	GOULD HOUSE	
800	COMSTOCK/WOODARD	3,000
TOTAL APPROPRIATIONS		54,068

General Obligation Debt Fund Expenditures

APPROPRIATIONS		
905	DEBT SERVICE	768,150
TOTAL APPROPRIATIONS		768,150

Transportation Fund Expenditures

APPROPRIATIONS		
200	GEN SERVICES	112,025
TOTAL APPROPRIATIONS		112,025

Sewer Fund Expenditures

APPROPRIATIONS		
200	GEN SERVICES	2,252,737
549	SEWER OPERATIONS	240,605
901	CAPITAL OUTLAY	1,910,000
905	DEBT SERVICE	122,678
TOTAL APPROPRIATIONS		4,526,020

Water Fund Expenditures

Fund 591 - WATER FUND		
APPROPRIATIONS		
200	GEN SERVICES	974,495
552	WATER UNDERGROUND	2,240,761
553	WATER FILTRATION	1,954,746
901	CAPITAL OUTLAY	11,574,664
905	DEBT SERVICE	625,045
TOTAL APPROPRIATIONS		17,369,711

Waste Water Treatment Fund Expenditures

APPROPRIATIONS		
200	GEN SERVICES	33,091
548	WASTEWATER OPERATIONS	2,021,250
901	CAPITAL OUTLAY	9,289,574
905	DEBT SERVICE	420,609
TOTAL APPROPRIATIONS		11,764,524

Fleet Fund Expenditures

APPROPRIATIONS		
594	FLEET MAINTENANCE	552,344
901	CAPITAL OUTLAY	1,438,000
TOTAL APPROPRIATIONS		1,990,344

Brownfield Redevelopment Authority Funds Expenditures

Fund 243 - BRA / OBRA #12 WOODWARD LOFT		
APPROPRIATIONS		
721	PROFESSIONAL SERVICES	1,260
901	CAPITAL OUTLAY	
964	TAX REIMBURSEMENTS	149,849
TOTAL APPROPRIATIONS		151,109

Fund 246 - OBRA #13 WEISNER BUILDING		
APPROPRIATIONS		
721	PROFESSIONAL SERVICES	21,844
TOTAL APPROPRIATIONS		21,844

Fund 259 - OBRA-DIST#15 -ARMORY BUILDING		
APPROPRIATIONS		
721	PROFESSIONAL SERVICES	3,928
964	TAX REIMBURSEMENTS	39,934
TOTAL APPROPRIATIONS		43,862

Fund 272 - OBRA FUND-DISTRICT #17 CARGILL (PREV #8)		
APPROPRIATIONS		
721	PROFESSIONAL SERVICES	14,183
905	DEBT SERVICE	167,999
TOTAL APPROPRIATIONS		182,182

Fund 273 - OBRA #9 ROBBINS LOFT		
APPROPRIATIONS		
721	PROFESSIONAL SERVICES	1,200
964	TAX REIMBURSEMENTS	4,700
TOTAL APPROPRIATIONS		5,900

Fund 276 - OBRA FUND DISTRICT #16 - QDOBA		
APPROPRIATIONS		
721	PROFESSIONAL SERVICES	1,910
905	DEBT SERVICE	
964	TAX REIMBURSEMENTS	13,890
TOTAL APPROPRIATIONS		15,800

Fund 277 - OBRA FUND DISTRICT #20 - J&H OIL		
APPROPRIATIONS		
721	PROFESSIONAL SERVICES	4,255
964	TAX REIMBURSEMENTS	52,524
TOTAL APPROPRIATIONS		56,779

Fund 283 - OBRA FUND-DISTRICT#3-TIAL		
APPROPRIATIONS		
721	PROFESSIONAL SERVICES	750
905	DEBT SERVICE	19,391
TOTAL APPROPRIATIONS		20,141

Section 5: Estimated Revenues

The following revenues are estimated to be available for the FISCAL YEAR BEGINNING JULY 1, 2025 and ENDING JUNE 30, 2026, to meet the foregoing appropriations.

General Fund Revenues

ESTIMATED REVENUES		
000	REVENUE	10,757,708
TOTAL ESTIMATED REVENUES		10,757,708

Major Streets Fund Revenues

ESTIMATED REVENUES		
000	REVENUE	6,120,491
TOTAL ESTIMATED REVENUES		6,120,491

Local Streets Fund Revenues

ESTIMATED REVENUES		
000	REVENUE	1,141,375
TOTAL ESTIMATED REVENUES		1,141,375

Parks/Recreation Sites Fund Revenues

ESTIMATED REVENUES		
000	REVENUE	167,514
TOTAL ESTIMATED REVENUES		167,514

OMS/DDA Revolving Loan Fund Revenues

ESTIMATED REVENUES		
000	REVENUE	29,816
TOTAL ESTIMATED REVENUES		29,816

Downtown Development Authority Fund Revenues

ESTIMATED REVENUES		
000	REVENUE	356,054
TOTAL ESTIMATED REVENUES		356,054

Building Inspection Fund Revenues

ESTIMATED REVENUES		
000	REVENUE	257,500
TOTAL ESTIMATED REVENUES		257,500

Housing & Redevelopment Fund Revenue

ESTIMATED REVENUES		
000	REVENUE	454,300
TOTAL ESTIMATED REVENUES		454,300

Opioid Settlement Fund Revenues

ESTIMATED REVENUES		
000	REVENUE	1,320
TOTAL ESTIMATED REVENUES		1,320

Historical Commission Fund Revenues

ESTIMATED REVENUES		
000	REVENUE	54,500
TOTAL ESTIMATED REVENUES		54,500

Debt Service Fund Revenues

ESTIMATED REVENUES		
000	REVENUE	768,150
TOTAL ESTIMATED REVENUES		768,150

Capital Project Fund

ESTIMATED REVENUES		
000	REVENUE	122,000
TOTAL ESTIMATED REVENUES		122,000

Transportation Fund Revenues

ESTIMATED REVENUES		
000	REVENUE	112,420
TOTAL ESTIMATED REVENUES		112,420

Sewer Fund Revenues

ESTIMATED REVENUES		
000	REVENUE	4,117,536
TOTAL ESTIMATED REVENUES		4,117,536

Water Fund Revenues

ESTIMATED REVENUES		
000	REVENUE	18,472,896
TOTAL ESTIMATED REVENUES		18,472,896

Waste Water Treatment Fund Revenues

ESTIMATED REVENUES		
000	REVENUE	11,945,551
TOTAL ESTIMATED REVENUES		11,945,551

Fleet Fund Revenues

ESTIMATED REVENUES		
000	REVENUE	1,012,814
TOTAL ESTIMATED REVENUES		1,012,814

Brownfield Development Authority Funds Revenue

Fund 243 - BRA / OBRA #12 WOODWARD LOFT		
ESTIMATED REVENUES		
000	REVENUE	151,239
TOTAL ESTIMATED REVENUES		151,239

Fund 246 - OBRA #13 WEISNER BUILDING		
ESTIMATED REVENUES		
000	REVENUE	21,844
TOTAL ESTIMATED REVENUES		21,844

Fund 259 - OBRA-DIST#15 -ARMORY BUILDING		
ESTIMATED REVENUES		
000	REVENUE	43,862
TOTAL ESTIMATED REVENUES		43,862

Fund 272 - OBRA FUND-DISTRICT #17 CARGILL (PREV #8)		
ESTIMATED REVENUES		
000	REVENUE	247,393
TOTAL ESTIMATED REVENUES		247,393

Fund 273 - OBRA #9 ROBBINS LOFT		
ESTIMATED REVENUES		
000	REVENUE	7,900
TOTAL ESTIMATED REVENUES		7,900

Fund 277 - OBRA FUND DISTRICT #20 - J&H OIL		
ESTIMATED REVENUES		
000	REVENUE	56,779
TOTAL ESTIMATED REVENUES		56,779

Fund 283 - OBRA FUND-DISTRICT#3-TIAL		
ESTIMATED REVENUES		
000	REVENUE	18,723
TOTAL ESTIMATED REVENUES		18,723

Section 6: Millage Levy
The City Council shall cause to levy and collect the general property tax on all real and personal property per \$1,000 of taxable value within the city upon the current tax roll an amount equal to the following:

GENERAL OPERATING – CITY CHARTER	12.4254
PA 298 –BRUSH/LEAVES/STREET CLEANING	1.2083
STREET DEBT	2.0315
PARKS AND RECREATION	.4946
TRANSPORTATION (SATA)	.3262
TOTAL	16.486
DOWNTOWN DEVELOPMENT AUTHORITY DISTRICT	1.8815

Section 7: Adoption of Budget by Reference
The general fund budget of the City of Owosso is hereby adopted by reference, with revenues and activity expenditures as indicated in Sections 4 and 5 of this act.

Section 8: Appropriation not a Mandate to Spend
Appropriations will be deemed maximum authorizations to incur expenditures. The fiscal officer shall exercise supervision and control to ensure that expenditures are within appropriations, and shall not issue any city order for expenditures that exceed appropriations.

Section 9: Periodic Fiscal Reports
The fiscal officer shall provide the City Council monthly reports of fiscal year to date revenues and expenditures compared to the budgeted amounts.

Section 10: Limit on Obligations and Payments
No obligation shall be incurred against, and no payment shall be made from any appropriation unless there is a sufficient unencumbered balance in the appropriation and sufficient funds are or will be available to meet the obligation.

Section 11: Budget Monitoring
Whenever it appears to the fiscal officer or the City Council that the actual and probable revenues in any fund will be less than the estimated revenues upon which appropriations from such fund were based, and when it appears that expenditures shall exceed an appropriation, the fiscal officer shall present to the City Council recommendations to prevent expenditures from exceeding available revenues or appropriations for the current fiscal year. Such recommendations shall include proposals for reducing appropriations, increasing revenues, or both.

Section 12: City Council Adoption

Motion supported by Councilmember Osmer.

Roll Call Vote.

AYES: Councilmembers Osmer, Fear, Ludington, Mayor Pro-Tem Haber,
Councilmembers Owens, Olson, and Mayor Teich.

NAYS: None.

***Demolition Authorization – 117 E. Exchange Street**

City Manager Henne noted that this motion would affirm the Historic District Commission’s recommendation to demolish the building, including the façade, and accept grant funding of \$178,000 for said demolition.

Motion by Councilmember Olson to approve the HDC’s revised recommendation regarding the façade at 117 E. Exchange Street and authorize demolition and full site clearance at the location as follows:

RESOLUTION NO. 74-2025

This resolution was rescinded by Council June 16, 2025 due to an error in the property address.

**AUTHORIZING APPROVAL OF
THE OWOSSO HISTORIC DISTRICT COMMISSION RECOMMENDATION
REGARDING SITE CLEANUP AT 117 EAST EXCHANGE STREET**

WHEREAS, the City of Owosso has been working in collaboration with the Shiawassee County Land Bank and the Michigan State Land Bank to secure a blight elimination grant for the property located at 117 East Exchange Street; and

WHEREAS, the Owosso Historic District Commission (HDC) initially expressed interest in preserving the historic façade of the structure but, upon further review and in consideration of federal and state land bank funding eligibility criteria, determined that preservation of the façade would render the project ineligible for grant funding; and

WHEREAS, at its regular meeting on May 21, 2025, the HDC voted unanimously to rescind its previous recommendation to preserve the façade and instead recommended that the City Council accept the terms of the grant and authorize complete site clearance; and

WHEREAS, the City Council finds that proceeding with site cleanup in accordance with land bank requirements is in the best interest of public health, safety, and welfare, and supports future redevelopment of the site.

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

FIRST: the recommendation of the Owosso Historic District Commission to rescind the requirement to preserve the façade of the structure at 117 East Exchange Street is hereby accepted.

SECOND: the City Council authorizes the acceptance of blight elimination grant funding from the Michigan State Land Bank and Shiawassee County Land Bank for the purpose of clearing the site at 117 East Exchange Street.

Motion supported by Councilmember Owens.

Roll Call Vote.

AYES: Councilmembers Owens, Fear, Ludington, Olson, Mayor Pro-Tem Haber, Councilmember Osmer, and Mayor Teich.

NAYS: None.

CITIZEN COMMENTS

Tom Manke, 2910 W. M-21, said it was disturbing that the City waited until they were under a court order to tear down the building at 117 E. Exchange Street. He also noted that there is a grass-roots effort across the country to celebrate June as veterans' month and there is a new donut shop in Westtown.

COUNCIL COMMENTS

Councilmember Olson said that at the MML Conference it was suggested that the City develop a resource for Council and staff to have City of Owosso apparel, indicating their affiliation with the City for use during public events. She distributed several iron-on insignias that she had designed for Council and staff.

Councilmember Osmer announced that the summer concert series at the amphitheater is back. Five concerts will be held between July 10 and August 7, with each concert hosted by one of our local non-profit organizations. She went on to thank the Cook Family Foundation, the Lebowsky Center, the Masons, and the City for their efforts in organizing these events.

CITY MANAGER REPORT

Nathan R. Henne, City Manager. City Manager Report – May 2025.

COMMUNICATIONS

Brad A. Barrett, Finance Director. Financial Report – April 2025.
Planning Commission. Minutes of April 28, 2025.
Historical Commission. Minutes of May 12, 2025.
Historic District Commission. Minutes of May 21, 2025.
Scott J. Gould, City Attorney. Memorandum regarding Water Bill Assistance Programs. (This item was added to the agenda.)
Nathan R. Henne, City Manager. Memorandum regarding monthly water billing and shut-off elimination guidance. (This item was added to the agenda.)

The Council discussed the two additional Communications regarding a potential donation fund to help residents with water bills. City Attorney Scott J. Gould confirmed the City could legally establish such a fund. However, City Manager Henne raised concerns about staffing, costs, and legal and operational complexities. There was debate over whether to remove income requirements to ease administration, though this could enter a legal gray area. Mayor Teich noted that MDHHS already offers income-based utility assistance and suggested lower-cost alternatives like covering credit card fees or placing unpaid bills on property taxes instead of shut-offs. Councilmember Ludington raised concerns about landlords being left with unpaid bills if shut-offs end. Councilmember Osmer requested a formal proposal to eliminate water shut-offs, while Councilmember Olson worried about losing the chance to implement monthly billing.

Motion by Councilmember Osmer directing staff to create a formal plan to eliminate water shut-offs while maintaining water shut-off notices, moving to place unpaid water bills on taxes twice per year, and keeping the utilities deposit unchanged, for discussion at the next meeting.

Motion supported by Councilmember Olson.

Roll Call Vote.

AYES: Councilmembers Owens, Olson, Ludington, Mayor Pro-Tem Haber, Councilmembers Fear, Osmer, and Mayor Teich.

NAYS: None.

Motion by Councilmember Olson to present a potential timeline for moving to monthly water billing at the next meeting.

Motion supported by Councilmember Owens.

Roll Call Vote.

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

NAYS: Mayor Pro-Tem Haber.

NEXT MEETING

Monday, June 16, 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 x 2 – terms expire 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 8:03 p.m.

Motion supported by Councilmember Fear 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.