

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MONDAY, JULY 21, 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 THE REGULAR MEETING OF JULY 7, 2025:

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. Change Order – 2025 Sewer Lining Project. Approve Change Order No. 1 to the 2025 Sewer Lining Project contract with J & J Environmental, Inc. adding \$185,025.00 to the contract for additional sewer lining, and authorize payment to the contractor up to the adjusted contract amount of \$301,675.00.
2. Change Order – Parking Ticket Management System. Approve Change Order No. 1 to the Parking Ticket Management System contract with Passport Labs, Inc. adding \$1,274.99 for a case of custom citation paper and shipping, and authorize payment to the vendor upon satisfactory delivery of said product.

3. Annual PO Request – Legal Services. Authorize annual purchase order in the amount estimated at \$154,000.00 for legal services provided by the City Attorney, Gould Law P.C., for the fiscal year ending June 30, 2026.
4. Purchase Authorization – Pickup Truck. Waive competitive bidding requirements, authorize the joint purchase of one 2026 Ford F350 Super Cab 4x4 pickup from Lunghamer Ford of Owosso, LLC in the amount of \$52,383.00 utilizing State of Michigan Contract No. 240000001208 for use as a meter truck, and further authorize payment upon satisfactory delivery of the vehicle.
5. Purchase Authorization – Service Body. Waive competitive bidding requirements, authorize the joint purchase of one Dakota Bodies 8' service body from Truck and Trailer Specialties, Inc. in the amount of \$30,680.00 utilizing State of Michigan Contract No. 240000000167 to outfit the meter truck, and further authorize payment upon satisfactory delivery of the vehicle.
6. Purchase Authorization – Police Admin Vehicle. Waive competitive bidding requirements, authorize the joint purchase of one 2025 Ford Bronco Sport 4x4 from Lunghamer Ford of Owosso, LLC in the amount of \$31,222.00 utilizing Macomb County Contract No. 21-18, and further authorize payment to the vendor upon satisfactory delivery of the vehicle.
7. Purchase Authorization – Street Sweeper. Waive competitive bidding requirements, authorize a joint purchase from MacQueen Equipment, LLC dba Bell Equipment Co. for the purchase of one 2025 Elgin Pelican Street Sweeper in the amount of \$233,755.00 under the terms of State of Michigan Contract No. 240000000166, and further authorize payment to the vendor upon satisfactory delivery of the equipment.
8. Purchase Authorization – Vactor Truck. Waive competitive bidding requirements, authorize the joint purchase of one 2026 Vactor 2100i sewer cleaning truck from MacQueen Equipment, LLC in the amount of \$541,551.00 utilizing Sourcewell Cooperative Contract # 10122-VTR, and further authorize payment upon satisfactory delivery of the vehicle.
9. Installment Purchase Agreement – Huntington Bank. Approve an installment purchase agreement to finance the purchase of a street sweeper and a vactor truck in the amount of \$783,060.00 at 4.44% interest over a period of 84 months.
10. Sole Source Purchase – Secondary Sludge Pump. Waive competitive bidding requirements, authorize the sole source purchase of a Penn Valley Pump, model 6DDSX107CNG-MK1, in the amount of \$51,910.00 for use as a secondary sludge pump at the WWTP, and further authorize payment to the vendor upon satisfactory delivery of said equipment.
11. Warrant No. 658. Authorize Warrant No. 658 as follows:

Vendor	Description	Fund	Amount
Owosso Charter Township	Water Agreement – Quarter ending 6-30-2025	Water	\$22,250.01
Caledonia Charter Township	Water Agreement – Quarter ending 6-30-2025	Water	\$48,241.81
Gould Law PC	Legal Services June 2025 – July 14 2025	Varies	\$14,264.52

ITEMS OF BUSINESS

1. Contract Approvals – Ludington Electric, Inc. Reiterate acknowledgement of the pecuniary interest of Councilmember Ludington in the contract(s) in question and consider approval of \$4,801.59 in contracts with Ludington Electric, Inc. for the period of June 2025.

2. Property Purchase – S. Park Street. Consider resolution authorizing purchase of property on S. Park Street (part of Parking Lot #10) in the amount of \$8,118.39 per the provisions of Public Acct 206 of 1893.
3. Unpaid Parking Ticket Write-Off. Consider writing off \$5,130.00 in unpaid parking tickets recorded in the fiscal year ending June 30, 2024 due to uncollectability and administrative costs outweighing returns.
4. Paperless Utility Billing. Consider a resolution authorizing a paperless billing option for utility billing.

CITIZEN COMMENTS

COUNCIL COMMENTS

COMMUNICATIONS

1. Tanya S. Buckelew, Planning & Building Director. June 2025 Building Department Report.
2. Tanya S. Buckelew, Planning & Building Director. June 2025 Code Violations Report.
3. Tanya S. Buckelew, Planning & Building Director. June 2025 Inspections Report.
4. Tanya S. Buckelew, Planning & Building Director. June 2025 Certificates Issued Report.
5. Kevin D. Lenkart, Public Safety Director. June 2025 Police Report.
6. Kevin D. Lenkart, Public Safety Director. June 2025 Fire Report.
7. Historic District Commission. Minutes of June 18, 2025.
8. Downtown Development Authority/Main Street Board. Minutes of July 9, 2025.

NEXT MEETING

Monday, August 4, 2025

BOARDS AND COMMISSIONS OPENINGS

Building Board of Appeals – Alternate - term expires June 30, 2026
Building Board of Appeals – Alternate - term expires June 30, 2027
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, 2028

ADJOURNMENT

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

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

The Owosso City Council will conduct an in-person meeting on July 21, 2025. Citizens may view and listen to the meeting using the following link and phone numbers.

**OWOSSO CITY COUNCIL
MONDAY, JULY 21, 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/83446198464?pwd=xXFjkglc7y07PHaomWaBNhCYlItajK.1>

Meeting ID: 834 4619 8464

Passcode: 084064

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 July 21, 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 JULY 7, 2025
6:30 P.M.
VIRGINIA TEICH CITY COUNCIL CHAMBERS**

PRESIDING OFFICER: MAYOR ROBERT J. TEICH, JR.

OPENING PRAYER: FATHER PAUL BRUNELL
CHRIST EPISCOPAL CHURCH

PLEDGE OF ALLEGIANCE: JACOB UNGER
EAGLE SCOUT CANDIDATE

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

ABSENT: Councilmembers Emily S. Olson and Christopher D. Owens.

APPROVE AGENDA

Motion by Mayor Pro-Tem Haber to approve the agenda as presented.

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

APPROVAL OF THE MINUTES OF REGULAR MEETING OF JUNE 16, 2025

Motion by Councilmember Ludington to approve the Minutes of the Regular Meeting of June 16, 2025 as presented.

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

PROCLAMATIONS / SPECIAL PRESENTATIONS

None.

PUBLIC HEARINGS

CDBG Infrastructure Grant Application

Master Plan Implementation Goals: 1.9, 1.10, 1.13, 2.6, 6.6

A public hearing was conducted to receive citizen comment regarding the proposed application to the Michigan State Housing Development Authority for a grant to extend utilities infrastructure to the Washington Park Housing Development and consider authorizing said application and approval of the related documents.

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

Motion by Mayor Pro-Tem Haber to authorize application to the Michigan State Housing Development Authority for a grant to extend utilities infrastructure to the Washington Park Housing Development and further authorize approval and execution of all related documents as follows:

RESOLUTION NO. 88-2025

**APPROVING A COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) AGREEMENT
BETWEEN THE CITY OF OWOSSO AND
THE MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY (MSHDA) NEIGHBORHOOD
HOUSING INITIATIVES DIVISION (NHID)**

WHEREAS, the City of Owosso applied for and has been awarded a CDBG Grant totaling \$1,500,000 for the Washington Park Utility Extension Project that includes an extension of the water and sewer lines, installation of a generator and lift station, and preparation of the site for an eventual residential development; and

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

WHEREAS, the proposed project is consistent with the City of Owosso's Master Plan Goals; and

WHEREAS, the beneficiaries of this grant will include more than 51% of low- to moderate-income households of the City of Owosso; and

WHEREAS, no project costs (CDBG and non CDBG) will be incurred prior to a formal grant award, completion of the environmental review procedures and formal, written authorization to incur costs has been provided by the City's Designated CDBG Specialist; and

WHEREAS, the City Council voted and approved this Resolution on July 7, 2025 to submit the Michigan CDBG Application; and

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 submission of the CDBG grant application and the application supplement for Housing Infrastructure, to the Michigan State Housing Development Authority Neighborhood Housing Initiatives Division.

SECOND: City Manager Nathan R. Henne and Planning & Building Director Tanya S. Buckelew are designated as Authorized Signers for said grant with the authority to sign the associated grant application and all attachments, the grant agreement and all amendments, and Payment Requests.

THIRD: Planning & Building Director Tanya S. Buckelew is designated as the CDBG appointed Grant Administrator for said grant and is authorized to administer associated projects to completion in accordance with the Program Guidelines.

FOURTH: it has heretofore determined that it is advisable, necessary and in the public interest to approve the Procurement Policy and Procedure as presented.

FIFTH: Planning & Building Director Tanya S. Buckelew is designated as the Certifying Officer for the NEPA Environmental Review.

SIXTH: it has heretofore determined that it is advisable, necessary and in the public interest to

approve the Program Certification of Assurances as presented.

Motion supported by Councilmember Osmer.

Roll Call Vote.

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

NAYS: None.

ABSENT: Councilmembers Olson and Owens.

CITIZEN COMMENTS

Erica Matteson, chairperson of Owosso Pride, thanked the City for their support of the 3rd annual Pride Festival, specifically highlighting the work of the Police Department, DPW, the OHC, the Parks & Recreation Commission, and the Building Department.

Don Fields, elder with Calvary Baptist Church, expressed concern with the Pride event, saying they conducted an obscene drag show with children present. He implored Council to stop such events from taking place on public property.

Jacob Unger introduced himself as an Eagle Scout candidate that is looking for an Eagle Scout project that would give back to the community by fulfilling a real need. Mayor Teich congratulated Jacob on his journey toward Eagle Scout and directed him to speak with Assistant City Manager Amy Fuller for potential projects.

Adam Easlick, Oliver Street resident, said it is disheartening when people try to stop events like Pride, saying everyone has a right to express their truth.

Geno Phillips, Oakley resident, said the finale of the Pride event was an obscene performance that included the visibility of naked butts. He said the performance was grooming behavior. He asked that Council not allow the Pride event to continue and warned that their unfaithfulness today will earn God's wrath in the future.

Krista Cross, New Haven Township resident, introduced herself as a teacher and parent, said she took her children to the Pride event and her daughter had a great time meeting a princess. She thanked the City for their support of the event. She admonished the people that filmed her children at the event and put the footage online to shame her and her family, saying she no longer feels safe.

Todd Brenton, Henry Street resident, said there is judgement in the Bible, and that he is forgiven because he believes in Jesus and those with no faith are sinners.

Patty VanLuven, Sciota Township resident, said she is a survivor of child sexual abuse and it is dangerous to mislabel certain people as pedophiles and certain activities as grooming behavior when it's not. She warned that true pedophiles look and act just like everyone else, yet they are profoundly dangerous. She asked that people educate themselves on what it means to be gay and what grooming behavior really entails.

Dennis Pratt, Brandon Street resident, said he is a born-again Christian and that it's great to be a Christian.

COUNCIL COMMENTS

Mayor Pro-Tem Haber thanked Mr. Fields for sending him the videos he had taken. He said the Council had a duty to protect children as gatekeepers for the City and grown men should not be dressed as women in front of children.

Mayor Teich said he saw some of the comments regarding the Pride event on Facebook and he agreed with the City Manager that the City has an obligation to evenly apply the rules that have been set.

Councilmember Osmer thanked everyone that came to speak about the Pride event. She said she was able to attend, she was pleased with the police presence, and that there were lots of family friendly activities available for participants.

Councilmember Osmer went on to note that the Summer Concert Series at the Amphitheater is back. Five free shows will be held on Thursdays over the course of the next five weeks and the Moonlight Market will be happening at the same time.

CONSENT AGENDA

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

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

Name	Board/Commission	Term Expires
Karen Parzych	DDA / Main Street Board filling unexpired term of E. Olson	06-30-2028
Jon Moore	DDA / Main Street Board filling unexpired term of A. McGuire	06-30-2028

Traffic Control Order – Rollin’ Blooms Grand Opening. Approve the request from Georgia McCrandall, owner of Rollin’ Blooms, for the closure of three parking spots directly in front of 114 N. Washington Street on Saturday, July 19, 2025 from 9:00 a.m. until 3:00 p.m. for their Grand Opening event and further approve Traffic Control Order No. 1536 formalizing the action.

Traffic Control Order – PFC Cantu Annual 5K Run/Walk. Consider request from Jennifer Clarke, event organizer, for the partial closure of various streets in the northeast quadrant of the City for the PFC Cantu Annual 5k Run/Walk from 7:00 a.m.-12:00 noon on Sunday, August 24, 2025, waive the insurance requirement, and approve Traffic Control Order No. 1537 formalizing the action.

Master Plan Implementation Goals: 4.2, 4.6, 5.12

Traffic Control Order - Vintage Motorcycle Show. Approve the request from Lizzie Fredrick, Owosso Main Street & DDA Executive Director, for the closure of Main Street Plaza (Lot #13), S. Washington Street from Main St. to Water St., and Comstock Street from Water St. to Park St. on Saturday, August 23, 2025 from 6:00 a.m. - 6:00 p.m. for the Vintage Motorcycle Show and Custom Bike Build Competition, and further approve Traffic Control Order No. 1538 formalizing the action.

Master Plan Implementation Goals: 4.5, 4.6, 4.16, 5.9, 5.12, 5.17, 6.5

Traffic Control Order – Moonlight Market. Approve the request from Stephen Schlaack, owner of Owosso Farmers Market, LLC, for the closure of Curwood Castle Drive from M-52 to just north of the Heritage Footbridge sidewalk on Thursday, July 10, 17, 24, 31, and August 7th from 4:00 p.m. - 9:00 p.m. for the Moonlight Market event, and further approve Traffic Control Order No. 1539 formalizing the action.

Master Plan Implementation Goals: 1.17, 4.2, 4.6, 5.9, 5.12

Emergency Repair Authorization – Fire Department Tower 1. Authorize payment to Front Line Services, Inc. for emergency repair and replacement of parts on Fire Department Tower 1 in the amount of \$14,857.28 as follows:

RESOLUTION NO. 89-2025

**AUTHORIZING PAYMENT TO
FRONT LINE SERVICES INC.
FOR EMERGENCY REPAIR OF OWOSSO FIRE DEPARTMENT TOWER 1**

WHEREAS, the city of Owosso, Shiawassee County, Michigan, has a fire department vehicle, Tower 1, that required emergency repair; and

WHEREAS, Sec 2-346(5) of the Code of Ordinances of the City of Owosso waives competitive bidding requirements when a purchase is of an emergent nature; and

WHEREAS, the city directed Front Line Services Inc., to proceed and perform the necessary emergency repair, which subsequently totaled \$14,857.28; and

WHEREAS, the Public Safety Chief has reviewed the detailed billing from Front Line Services Inc. for the cost of the repair and recommends payment in the amount of \$14,857.28 for the work that was satisfactorily completed.

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 was necessary and in the public interest to contract with Front Line Services, Inc. for the emergency repairs to Owosso Fire Department vehicle Tower 1.
- SECOND: the accounts payable department is authorized to submit payment to Front Line Services Inc. in the amount of \$14,857.28 as authorized by Council this 7th day of July, 2025.
- THIRD: the above expenses shall be paid from the Fire Department vehicle repair fund.

***Professional Services Agreement Extension - Planning Consultant.** Authorize extension of the professional services agreement with CIB Planning, Inc. for the provision of planning and zoning services for the 12-month period ending June 30, 2026, and further authorize payment to the professional according to the terms of the contract as follows:

RESOLUTION NO. 90-2025

**AUTHORIZE EXTENSION OF THE
PROFESSIONAL SERVICES AGREEMENT WITH CIB PLANNING, INC.
FOR PLANNING, ZONING AND DEVELOPMENT ADVISORY SERVICES**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, wishes to extend the agreement for

professional planning services with CIB Planning, Inc.; and

WHEREAS, on May 6, 2019 the Owosso City Council approved a three (3) year contract with CIB Planning, Inc. for planning, zoning and development advisory services as the result of a competitive bidding process; and

WHEREAS, on June 6, 2022 the Owosso City Council approved a three (3) year contract renewal with CIB Planning, Inc. for the period through June 30, 2025, with one (1) year optional extensions; and

WHEREAS, the City wishes to extend the agreement for an additional 1-year period.

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

- FIRST: it has been heretofore determined that it is advisable, necessary and in the public interest to extend the Professional Services Agreement for planning, zoning and development advisory services with CIB Planning, Inc. for the period through June 30, 2026.
- SECOND: the mayor and city clerk are instructed and authorized to sign the contract substantially in the form attached: Addendum No. 2 to an Agreement for Professional Planning & Zoning Services with CIB Planning, Inc.
- THIRD: the accounts payable department is authorized to pay the consultant according to the unit prices stated in the contract.

***Professional Services Agreement – Survey Services.** Waive competitive bidding requirements, approve a professional services agreement with Fleis & Vandenbrink Engineering, Inc. for topographic survey services for the 2026 Water Main Replacement and Street Projects in the amount of \$18,800.00, and further approve payment upon satisfactory completion of the project or portion thereof as follows:

RESOLUTION NO. 91-2025

AUTHORIZING ADDENDUM NO. 2026-01 TO THE ENGINEERING SERVICES CONTRACT WITH FLEIS & VANDENBRINK ENGINEERING, INC FOR TOPOGRAPHIC SURVEY SERVICES FOR THE 2026 WATER MAIN REPLACEMENT AND STREET PROJECT

WHEREAS, the City of Owosso, Shiawassee County, Michigan, approved a contract for general engineering services with Fleis & Vandenbrink Engineering, Inc. on June 5, 2023, and renewed said contract on June 16, 2025 for the term of July 1, 2025 to June 30, 2026; and

WHEREAS, the City of Owosso, Shiawassee County, Michigan, intends to replace water main as part of the FY2026 Drinking Water State Revolving Fund (DWSRF) program and rehabilitate Woodlawn Avenue as part of the 2026 Street Program; and

WHEREAS, these projects require the services of a professional engineering firm to complete a topographic survey; and

WHEREAS, the City has reviewed the proposal provided from Fleis & Vandenbrink Engineering, Inc. for these services in the amount of \$18,800.00; and

WHEREAS, Section 2-346 of the City of Owosso Code of Ordinances allows competitive bidding to be waived for professional services.

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

- FIRST: the City of Owosso has theretofore determined that it is advisable, necessary and in the public interest to waive competitive bidding requirements and employ the firm of Fleis & Vandenbrink Engineering, Inc. to provide topographic survey services for the FY2024 DWSRF Water Main Replacement Project and the 2026 Street Program.
- SECOND: the Mayor and City Clerk are instructed and authorized to sign the necessary documents substantially in the form attached as Addendum No. 2026-01 to the General Engineering Services Contract between the City of Owosso, Michigan and Fleis & Vandenbrink Engineering, Inc.
- THIRD: the Accounts Payable department is authorized to make payment up to the amount of \$18,800.00 to Fleis & Vandenbrink Engineering, Inc. upon successful completion of stated work.
- FOURTH: the above expenses shall be paid from Water Fund Acct No. 591-901-972.000-DWRF792001 (\$16,300.00), Major Street Fund Acct No. 202-451-818.000 (\$2,500.00), and other funds as appropriate.

***Check Register – June 2025.** Affirm check disbursements totaling \$2,735,441.85 for June 2025.

Motion supported by Councilmember Osmer.

Roll Call Vote.

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

NAYS: None.

ABSENT: Councilmembers Olson and Owens.

ITEMS OF BUSINESS

Notice of Pecuniary Interest

Motion by Councilmember Osmer to enter notice of pecuniary interest on the record for Councilmember Carl Ludington as it relates to proposed contracts with Ludington Electric, Inc. for the month of June 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
47013	851	LUDINGTON ELECTRIC, INC.	ELECTRIC FOR MINI SPLIT AT CASTLE	1,925.00
46901	862	LUDINGTON ELECTRIC, INC.	REPLACE DPW OUTSIDE LIGHTS	1,950.00
46931	863	LUDINGTON ELECTRIC, INC.	AERATOR MOTOR TROUBLE SHOOT AND REPLACE	926.59

For the Period of: June 2025
Vendor: Ludington Electric, Inc
Total Amount: \$4,801.59

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 March 17, 2025 meeting of the Owosso City Council.

Declared this 7th day of July, 2025.

Motion supported by Councilmember Ludington.

Roll Call Vote.

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

NAYS: None.

ABSENT: Councilmembers Olson and Owens.

CITIZEN COMMENTS

Stephen Schlaack, market master for the Owosso Farmers Market and the Moonlight Market, said he is looking forward to joining the Summer Concert Series and that he already has over 70 vendors that have expressed an interest in participating. He spoke about his plans for the Markets saying he hopes to transition to a non-profit next year so it will be eligible for grant funding. He said he is always looking for ways to help grow the Markets.

Erica Matteson, chairperson of the Owosso Pride board, defended their event saying it was a permitted public event, and no laws or ordinances were violated. She pointed out that drag is not inherently obscene or explicit and is a First Amendment right. She asked for tolerance, imploring people not to judge how others parent their children.

Bill Moull, Historical Commission member, noted that the OHC recently created a goal to educate young people about the history of our community and he is looking forward to working with the Schools on the effort.

Robert Hooper, Fletcher Street resident, noted that an 1892 Supreme Court decision stated that the U.S. is a Christian nation, but it is not a theocracy. He said it is important to see where we are coming from while we are moving into the future and asked that people not discount the values of the past.

Jackie Burzmor, Pride board member, said it is not the job of the City or anyone else in the room to decide how she should raise her child. She said the drag show at the Pride event and the drag show that would be performed at a bar are two different things. Lastly, she thanked the City for allowing the Pride event.

COUNCIL COMMENTS

None.

CITY MANAGER REPORT

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

COMMUNICATIONS

Dakota Woodworth, DDA/Main Street Board. Letter of resignation.

Brad A. Barrett, Finance Director. Financial Report – May 2025.

Historic District Commission. Minutes of May 21, 2025.

WWTP Review Board. Minutes of June 24, 2025.

NEXT MEETING

Monday, July 21, 2025

BOARDS AND COMMISSIONS OPENINGS

Building Board of Appeals – Alternate - term expires June 30, 2026

Building Board of Appeals – Alternate - term expires June 30, 2027

DDA/Main Street 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, 2028

ADJOURNMENT

Motion by Mayor Pro-Tem Haber for adjournment at 7:28 p.m.

Motion supported by Councilmember Osmer 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: July 21, 2025
TO: City Council
FROM: Clayton Wehner, Director of Engineering
SUBJECT: Change Order No. 1 to the 2025 Sewer Lining Project

RECOMMENDATION:

Approval of Change Order No. 1 to the Contract between the City of Owosso and J & J Environmental of Mason, Ohio for the 2025 Sewer Lining Project in the amount of \$185,025.00.

BACKGROUND:

On May 7, 2025, City Council approved a contract to J & J Environmental in the amount of \$116,650.00 for the 2025 Sewer Lining Project to line sections of sanitary and storm sewer on various streets within the city that are deteriorated or damaged. The FY25-26 budget includes funding to perform additional lining. City staff desires to complete additional lining on Main St, Hickory St, King St, Dewey St, Grover St, and Ament St. See attached map for specific locations. Change Order No. 1 in the amount of \$185,025.00 adds new quantities for this work and revises the total contract amount to \$301,675.00.

FISCAL IMPACTS:

Funds for this additional work are to be charged to the Major and Local Street Maintenance Funds, Account Nos. 202/203-463-818.000 in the amount of \$43,365.00 each and Sewer Fund Account No. 590-901-973.000-SEWERREHAB in the amount of \$98,295.00.

Attachments: (1) Resolution
(2) Project Maps
(3) Change Order No. 1 to the 2025 Sewer Lining Project

MASTER PLAN IMPLEMENTATION GOALS: 3.4

RESOLUTION NO.

**AUTHORIZING CHANGE ORDER NO. 1
TO THE CONTRACT BETWEEN THE CITY OF OWOSSO AND
J & J ENVIRONMENTAL, INC.
TO THE 2025 SEWER LINING PROJECT**

WHEREAS, the city of Owosso, Shiawassee County, Michigan, approved a contract with J & J Environmental, Inc. on May 7, 2025 for the 2025 Sewer Lining Project to line sanitary and storm sewer on various streets throughout the city; and

WHEREAS, city staff desires to line additional sanitary and storm sewer; and

WHEREAS, J & J Environmental, Inc. has agreed to perform this additional work, and a change order in the amount of \$185,025.00 is necessary to increase the contract amount for the additional work.

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

- FIRST: it has heretofore determined that it is advisable, necessary and in the public interest to amend the 2025 Sewer Lining Project contract with J & J Environmental, Inc. increasing the contract amount to complete additional lining.
- SECOND: the mayor and city clerk are instructed and authorized to sign the document substantially in form attached as Change Order No. 1 in the amount of \$185,025.00; an increase to the Contract for Services between the city of Owosso and J & J Environmental, Inc., revising the total current contract amount from \$116,650.00 to \$301,675.00.
- THIRD: the accounts payable department is authorized to pay J & J Environmental, Inc. for work satisfactorily completed up to the revised contract amount of \$301,675.00, plus previously approved contingency funds of \$20,000 for a total of \$321,675.00.
- FOURTH: the above expenses shall be paid from Major and Local Street Maintenance Fund Account Nos. 202/203-463-818.000 (\$43,365.00 each) and Sanitary Sewer Fund Account No. 590-901-973.000-SEWERREHAB (\$98,295.00).

CHANGE ORDER

No. 1

OWNER: City of Owosso
CONTRACTOR: J & J Environmental
CONTRACT NAME: City of Owosso 2025 Sewer Lining Project
OWNER's P.O. NO. 46879

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

Description:

Add an additional round of lining to the contract.

Add the following quantities to the contract:

<u>Item</u> <u>No.</u>	<u>Description</u>	<u>Plan</u> <u>Quantity</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Total Cost</u>
3	CIPP Lining, Sanitary Sewer, 8 inch	655	Ft	\$42.00	\$27,510.00
4	CIPP Lining, Sanitary Sewer, 12 inch	640	Ft	\$55.00	\$35,200.00
6	Heavy Cleaning	10	Hr	\$425.00	\$4,250.00
7	Mobilization, Round 2	1	LSUM	\$15,000.00	\$15,000.00
8	Maintenance of Traffic, Round 2	1	LSUM	\$6,500.00	\$6,500.00
9	CIPP Lining, Sanitary Sewer, 10 inch	385	Ft	\$49.00	\$18,865.00
10	CIPP Lining, Storm Sewer, 24 inch	420	Ft	\$185.00	\$77,700.00
				TOTAL:	\$185,025.00

CHANGE IN CONTRACT PRICE
Original Contract Price \$ <u>116,650.00</u>
Increase (Decrease) from previously approved Change Orders No. _____ to _____ \$ _____
Contract Price prior to this Change Order: \$ <u>116,650.00</u>
Increase (Decrease) of this Change Order: \$ <u>185,025.00</u>
Contract Price incorporating this Change Order: \$ <u>301,675.00</u>

CHANGE IN CONTRACT TIMES
Original Contract Times: Substantial Completion: <u>June 28, 2025</u> Ready for Final Payment: _____ (days or dates)
Increase (Decrease) from previously approved Change Orders No. _____ to _____; Substantial Completion: _____ Ready for Final Payment: _____ (days)
Contract Times prior to this Change Order: Substantial Completion: <u>June 28, 2025</u> Ready for Final Payment: _____ (days or dates)
Increase (Decrease) of this Change Order: Substantial Completion: <u>125 days</u> Ready for Final Payment: _____ (days)
Contract Times with all approved Change Orders: Substantial Completion: <u>October 31, 2025</u> Ready for Final Payment: _____ (days or dates)

RECOMMENDED:

By: Clayton Wehner

ENGINEER (Authorized Signature)

Title: Director of Engineering

Date: 7/15/2025

APPROVED:

By: _____

OWNER (Authorized Signature)

Title: _____

Date: _____

ACCEPTED:

By: Josh Freeman

Josh Freeman J:J Environmental

CONTRACTOR (Authorized Signature)

Title: Director of trenchless operations

Date: 7/15/2025

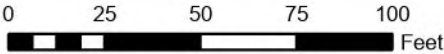
City of Owosso

Sanitary Sewer Mains to be Lined

W. Main St.
East of Robbins St.



- Sanitary Sewer Mains for Full CIPP Liner
- Subject Sanitary Manholes
- Other Sanitary Sewer Mains
- Other Sanitary Manholes
- City Parcels



14 July, 2025



City of Owosso

Sanitary Sewer Main to be Lined

N. Hickory St.
between Abbott St. & Osburn St.



- Sanitary Sewer Mains for Full CIPP Liner
- Subject Sanitary Manholes
- Other Sanitary Sewer Mains
- Other Sanitary Manholes
- City Parcels



25 June, 2025



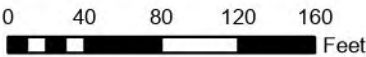
City of Owosso

Sanitary Sewer Mains to be Lined

E. King St.
between Elmwood St. & N. Dewey St.
and
N. Dewey St.
between E. King St. & Krust St.



- Sanitary Sewer Mains for Full CIPP Liner
- Subject Sanitary Manholes
- Other Sanitary Sewer Mains
- Other Sanitary Manholes
- City Parcels



14 July, 2025

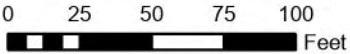
City of Owosso

Sanitary Sewer Main to be Lined

Grover St.
East of Oakwood Ave.



- Sanitary Sewer Mains for Full CIPP Liner
- Subject Sanitary Manholes
- Other Sanitary Sewer Mains
- Other Sanitary Manholes
- City Parcels



25 June, 2025

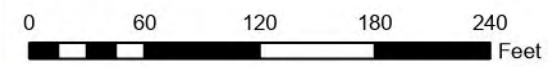
City of Owosso

Storm Sewer Mains to be Lined

Ament St.
between S. Cedar St. & Walnut St.



- Storm Sewer Main for Full CIPP Liner
- Other Storm Sewer Mains
- Other Stormwater Manholes
- Catchbasin
- City Parcels
- Subject Stormwater Manholes
- Subject Catchbasin



14 July, 2025



OWOSSO PUBLIC SAFETY

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

MEMORANDUM

DATE: July 15, 2025

TO: City Council

FROM: Kevin Lenkart, Owosso Public Safety Chief

RE: Change Order – Passport Labs Inc.

RECOMMENDATION:

Approval of Change Order No. 1 to the Contract between the City of Owosso and Passport Labs, Inc. (Contractor) for the purchase of software from Passport Labs Inc.

BACKGROUND:

On March 17, 2025, City Council approved the contract with Passport Labs Inc., for the purchase of software for parking enforcement. The original contract did not include the cost of citation paper and shipping at \$1,274.99.

FISCAL IMPACTS:

Additional expenses in the amount of \$1,274.99 shall be paid from Police contractual services fund 101-301.818.000.

RESOLUTION NO.

**AUTHORIZING CHANGE ORDER NO. 1
TO THE CONTRACT WITH PASSPORT LABS INC.
FOR THE PURCHASE OF
PARKING ENFORCEMENT HARDWARE & SOFTWARE**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, approved a contract with Passport Labs Inc. for the purchase of parking enforcement hardware and software; and

WHEREAS, Passport Labs Inc., sent the City of Owosso parking citation paper at a cost of \$1,274.99.00, that was not listed in the original 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 and in the public interest to approve Change Order No. 1 to the contract with Passport Labs Inc. for parking enforcement hardware and software, adding \$1,274.99 for a case of custom paper.
- SECOND: the accounts payable department is authorized to pay Passport Labs Inc. for this additional product.
- THIRD: the above expenses shall be paid from Police Contractual Services 101-301-818.000.

**CITY OF OWOSSO
CONTRACT CHANGE ORDER NO. 1**

CONTRACTOR: Passport Labs, Inc.

Date: 7/16/2025

CONTRACT: Parking Ticket Management System

REQUESTING PARTY: _____

You are hereby requested to comply with the following changes from the contract plans and specifications:

1 Item No.	2 Description of Changes - Quantities, Units, Unit Prices, Change in Completion Schedule, Etc.	3 Decrease Contract Price	4 Increase Contract Price
1	Custom Citation Paper Rolls, 1 case		\$ 1,274.99
	Change in contract price due to this Change Order		
	Total Decrease	\$ -	XXXXXXXXXXXXX
	Total Increase	XXXXXXXXXXXXX	\$ 1,274.99
	Difference between columns 3 & 4		\$ 1,274.99
	Net INCREASE contract price		\$ 1,274.99

Original Contract Price:	\$ 9,150.00
Total Net Addition or Deduction by previous C.O. No.:	\$ -
Total Amount of Contract Prior to this Change Order:	\$ 9,150.00
Net Addition or Deduction for this Change Order No.:	\$ 1,274.99
Net Amount of Contract to date:	\$ 10,424.99

The time provided for completion in contract is (unchanged) (increased) (decreased) by _____ calendar days.
This document shall become an amendment to the contract and all provisions of the contract will apply hereto.

FOR THE CITY:

FOR THE CONTRACTOR:

Passport Labs, Inc

128 S TRYON ST STE 1000
CHARLOTTE NC 28202-5007
United States



Invoice

Bill To

Kevin Lenkart - Chief of Public Safety
City of Owosso
301 W. Main Street
Owosso MI 48867
United States

Invoice # INV-1053718
Date 6/30/2025
Due Date 7/30/2025
Terms Net 30
Customer Reference #
PO # P14902

Description	Quantity	Rate	Amount	Tax Rate
Custom Citation Paper Rolls (55 received)	1	1,246.88	1,246.88	0.0%

** If payment is not received within 30 days, a penalty fee of 1.5% may be added per month to overdue invoice.

REMITTANCE INFORMATION

By Check:
Passport Labs, Inc
PO Box 674924
Detroit, MI 48267-4924

By ACH/Wire:

Bank Name: Comerica Bank
A/C Name: Passport Labs, Inc
A/C Number: 1894832110
Routing/ABA Number: 121137522

Please reference invoice number with your payment.

SUBTOTAL	1,246.88
LESS	
SHIPPING	28.11
TAX	0.00
PAYMENT	0.00
BALANCE DUE	USD 1,274.99



301 W. MAIN • OWOSSO, MICHIGAN 48867-2958 • (989) 725-0570 • FAX (989) 723-8854

MEMORANDUM

DATE: July 15, 2025

TO: Owosso City Council

FROM: Brad Barrett, Finance Director

SUBJECT: Annual Purchase Order Request for City Attorney

RECOMMENDATION:

Recommend annual purchase order authorization in the amount of \$154,000 to Gould Law P.C. for legal services related to administrative and police department matters for the City of Owosso.

BACKGROUND:

Gould Law P.C. has been selected to be the city attorney per Section 7.6 of the City of Owosso City Charter. The monthly invoices for such services have exceeded \$10,000 in the past which requires payment warrants to be sent to the City Council.

An annual purchase order will remove the need to submit monthly payment warrants for authorization. The \$154,000 requested purchase order amount is based on the approved budget for the Fiscal Year Ending 6-30-2026 and is split between administrative matters (\$60,000) and police department matters (\$94,000). For Fiscal Year Ending 6-30-2025, the city was invoiced \$130,128.93 by Gould Law P.C. for legal services.

FISCAL IMPACTS:

Actual expenses will be charged to various funds as outlined in the approved budget for Fiscal Year ending 6-30-2026.

RESOLUTION NO.

**AUTHORIZING PAYMENT TO GOULD LAW P.C. FOR
ANNUAL LEGAL SERVICES**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, adopted a city charter with an effective date of July 1, 1964; and

WHEREAS, the city charter authorizes a City Attorney per Section 7.6; and

WHEREAS, Gould Law P.C. has been selected to serve as the City Attorney for the City of Owosso.

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's interest to pay Gould Law P.C. monthly for legal services rendered.
- SECOND: the finance department is authorized to issue a purchase order and pay Gould Law P.C. in an amount estimated at \$154,000, broken down between general administrative matters (\$60,000) and police matters (\$94,000).
- THIRD: the above expense shall be paid from various funds as outlined in the approved FYE 6-30-2026 budget.



MEMORANDUM

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

DATE: July 21, 2025

TO: Mayor Teich and Owosso City Council

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

SUBJECT: DPW - 2026 Ford F350 Super Cab 4x4 SRW XL Pickup meter truck
Purchase 2026 Ford F350 Pickup – MiDeal contract #240000001208
Purchase Dakota Bodies 8' Service Body – MiDeal Contract # 240000000167

RECOMMENDATION:

Approval to purchase one (1) 2026 Ford F350 Super Cab 4x4 SRW XL Pickup truck from Lunghamer Ford of Owosso, Michigan, in the total amount of \$52,383.00

Approval to purchase one (1) Dakota Bodies 8' Service Body from Truck & Trailer Specialties, Inc. of Howell, Michigan, in the amount of \$30,680.00

BACKGROUND:

This service vehicle pickup truck will be used as the DPW meter truck. This is the scheduled replacement of the existing worn-out pickup truck. The useful and safe service life of this vehicle has expired, and is no longer economical to maintain.

Waiver of the competitive bidding process in accordance with the City of Owosso Purchasing Policy, in order to take advantage of State of Michigan competitive contract pricing, is recommended. Owosso City Ordinance section 2-345(3) exception to competitive bidding states; "Where the council shall determine that the public interest will best be served by joint purchase with, or purchase from, another unit of government".

FISCAL IMPACTS:

This service vehicle is included in the fiscal year 2025/26 budget. Funds will be expended from the Fleet Motor Pool Replacement Account 661-901-979.000, financing options may be utilized, if advantageous to the City, in amount of:

	\$52,383.00 for the pickup.
+	\$30,680.00 for the Dakota Service body
	<u>\$83,063.00 Total for truck and service body</u>

Document originated by:

Ryan E. Suchanek, Director of Public Services & Utilities

Attachments: (1) Resolution
(2) Lunghamer Ford Quote for 2026 F350 – MiDeal Contract
(3) Truck & Trailer Specialties Quote – MiDeal Contract

RESOLUTION NO.

**AUTHORIZING PURCHASE AGREEMENTS WITH
LUNGHAMER FORD OF OWOSSO, LLC AND TRUCK AND TRAILER SPECIALTIES, INC.
TO PROCURE
ONE FORD F350 PICKUP TRUCK AND ONE DAKOTA BODIES 8' SERVICE BODY
FOR USE IN THE FLEET MOTOR POOL AS A METER TRUCK**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has budgeted from the Fleet Motor Pool Replacement Fund for the replacement of one (1) pickup truck used for the installation and maintenance of underground utilities and other community public works services; and

WHEREAS, the existing meter truck is at the end of its useful service life, and is no longer cost efficient to maintain; and

WHEREAS, waiver of the purchasing policy formal bid requirements is requested, to initiate procurement upon approval and authorization; and

WHEREAS, the City of Owosso Director of Public Services & Utilities has reviewed replacement equipment listed on State of Michigan MiDeal Contracts as priced by Lunghamer Ford of Owosso, LLC and Truck and Trailer Specialties, Inc. and recommends authorizing purchase agreements between the City of Owosso and said vendors via their respective State of Michigan MiDeal Contracts.

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 waive competitive bidding requirements and contract with Lunghamer Ford of Owosso, LLC for the purchase of one (1) Ford F350 pickup truck via State of Michigan MiDeal Contract No. MA 240000001208, for use in the Fleet Motor Pool, in the amount of \$ 52,383.00.
- SECOND: the City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to waive competitive bidding requirements and contract with Truck and Trailer Specialties, Inc. of Howell, Michigan for the purchase of one Dakota Bodies 8' Service Body via State of Michigan MiDeal Contract No. 240000000167, for use in the Fleet Motor Pool, in the amount of \$30,680.00.
- THIRD: the Accounts Payable department is authorized to submit payment to Lunghamer Ford of Owosso, LLC in the amount of \$52,383.00 (total amount may vary if financing option is utilized) upon satisfactory delivery of said vehicle.
- FOURTH: the Accounts Payable department is authorized to submit payment to Truck and Trailer Specialties, Inc. in the amount of \$30,680.00 (total amount may vary if financing option is utilized) upon satisfactory delivery of said vehicle.
- FIFTH: the Accounts Payable department is authorized to utilize financing option(s) if determined to be advantageous to the City.
- SIXTH: the above expenses shall be paid from account no. 661-901-979.000.



June 16, 2025

City of Owosso DPW
Attn: Zachary R. Ryan
522 Milwaukee Street
Owosso, MI 48867

Dear Zachary R. Ryan:

Price on 2026 Vehicle State of Michigan Contract# MA 240000001208 and Macomb County Contract# 21-18 Bid:

(1) 2026 Ford F350 Super Cab 4x4 SRW XL Pickup 8' Box in Red \$52,383.00 ea

Order Cutoff Date: TBD.

Delivery date: Approximately 90-120 Days A.R.O.

Standard Service Contract: 36,000 miles or 36 months factory Bumper to Bumper Warranty and 60,000miles 60 months Powertrain Warranty. Service to be handled by your local Ford Dealer.

Ford Motor Company does not guarantee delivery---Ford Motor Company will make reasonable efforts to schedule orders received prior to fleet order cut-off date.

Payment requirements: All departments to pay on delivery of vehicle. 10-day grace period will be given if previous arrangements have been made. A \$9.50 per day floor plan will be charged if payment is not at the dealership within 10 days of delivery of the vehicle (s).

If you have any questions please call me, 888-92-FLEET (923-5338)

Respectfully Submitted,

Bill Campbell

Bill Campbell
Government & Fleet Sales

2026 F-350 SRW Models

Reg. Cab, Super Cab, Crew Cab

Major Standard Equipment

MECHANICAL

- Brakes – Four-Wheel Disc Anti-lock Brake System (ABS)
- Electronic-Shift-On-the-Fly (ESOF) (4x4 only)
- Engine
 - F-250/F-350 – 6.8L 2V DEVCT NA PFI V8 Gas
- Transmission
 - TorqShift®-G ten-speed automatic w/ Selectable Drive
- Modes: Normal, Eco, Slippery Roads, Tow/Haul (6.8L Gas)
- Fuel Tanks
 - 29 Gallon (Diesel Engine) – 142" or 148" Wheelbase
 - 34 Gallon (Diesel Engine) – 160" or 164" Wheelbase
 - 34 Gallon (Gas Engine) – NA 176" Wheelbase
 - 48 Gallon (Gas Engine) – 176" Wheelbase
 - 48 Gallon (Diesel Engine) – 176" Wheelbase

EXTERIOR

- Bumpers – front & rear, black painted
- Daytime Running Lamps
- Fender vents – front
- Front Box Step and Rear Bumper Step
- Glass – solar-tinted
- Grille – black painted
- Handles – door & tailgate, black
- Jack
 - 3-Ton mechanical (250/350 SRW)
- Manually telescoping/folding trailer tow with power/heated glass, heated convex spotter mirror, integrated clearance lamps/turn signals
- Operator Commanded Regeneration (OCR) (6.7L Power Stroke® Diesel engine only)
- Tailgate – Removable w/key lock
- "Three-Blink" lane change signal
- Tires
 - LT245/75Rx17E BSW A/S (Super Cab and Crew Cab)
 - LT275/65Rx18E BSW A/S (Regular Cab)
- Tow hooks – front, two (2)
- 2.5" Built Ford Tough® Trailer Hitch Receiver
- Trailer Sway Control
- Trailer Tow Package – 7-wire harness w/relays & 7/4 pin connector
- Wheels
 - F-250/F-350 SRW – 17" Argent Painted Steel w/painted hub covers/center ornaments
 - Manual Locking Hubs (4x4)
 - Spare tire, wheel & carrier
- Windshield wipers – intermittent

INTERIOR/COMFORT

- 4.2" LCD Productivity Screen: includes menus for Gauge Setup, Trip Computer, Fuel Economy and Towing/Off-Road applications
- Air conditioning – manual, single zone
- Cabin Air Particulate Filter
- Door-trim – armrest/grab handle & reflector
- Floor covering – Black, full length vinyl
- Instrumentation – Multi-function switch message center
- Mirror – rearview 11.5" day/night
- Outside Temperature Display
- Overhead console w/dual storage bins and map lights
- Power Equipment Group – 1 st row (front-seat) windows w/one-touch up/down, power 2nd row (rear-seat) windows;

- power door-locks w/backlit switches & accessory delay; power tailgate lock
- Powerpoint – auxiliary two (2) in instrument panel
- Scuff plates – front, color-coordinated
- Seats – Front, HD vinyl, 40/20/40 split bench w/center armrest, cupholder and storage (manual lumbar – driver's side), front center-seat w/integrated restraint
- Steering wheel – black urethane with tilt and telescoping steering wheel/column; includes three (3) button message control
- Sun visors – color-coordinated vinyl, driver w/pocket, passenger w/uncovered mirror
- Window – Rear, fixed

SAFETY/SECURITY

- AdvanceTrac® with RSC® (Roll Stability Control™)
- Belt-Minder® (front safety belt reminder)
 - chime & flashing warning light on I/P if belts not buckled
- Center High-mounted Stop Lamp (CHMSL)
- Driver and passenger frontal airbag; passenger side deactivation Switch
- Ford Security Package (1-Year included with activation)
- Headlamps – Quad beam jewel effect halogen
- Individual Tire Pressure Monitoring System (TPMS)
- Mirrors – Manually telescoping/folding trailer tow with power/heated glass, heated convex spotter mirror, integrated clearance lamps/turn signals
- Rear View Camera
- Remote keyless entry
- Safety belts – w/height adjustment D-ring
- Safety Canopy® System (incl. side-curtain airbags)
- SecuriLock® Passive Anti-Theft System
- SOS Post-Crash Alert System™
- Stationary Elevated Idle Control

FORD CO-PILOT360™ TECHNOLOGY

- AutoLamp (Auto On/Off Headlamps)
- Cruise Control
- Hill Start Assist

FUNCTIONAL

- Audio – AM/FM stereo/MP3 Player (four (4))
- Alternator – 157 AMP
- Battery
 - Gas engine – 750-CCA, 78-AH, single
 - Diesel engine – 750-CCA, 68-AH, dual AGM (6.7L Power Stroke® Diesel engine)
- FordPass Connect™ (5G)
 - 5G Wi-Fi hotspot connects up to 10 devices 1
 - Remotely start, lock and unlock vehicle
 - Schedule specific times to remotely start vehicle
 - Locate parked vehicle
 - Check vehicle status
- Rear axle – Non-Limited-Slip (F-250 and F-350)
- SYNC® 4
 - 8" LCD Capacitive Touchscreen with Swipe Capability
 - Wireless Phone Connection
 - Cloud
 - AppLink® w/App Catalog
 - 911 Assist®
 - Apple CarPlay® and Android Auto™ Compatibility — Digital Owner's Manual

10500# GVWR Regular Cab 8 Ft. Box, 142"WB, 10900# GVWR

[] Base Price 4x2 (F3A/610a)	\$44,511.00
[] Base Price 4x4 (F3B/610a)	\$47,088.00

10100# GVWR SuperCab 6 3/4 Ft. SHORT Box, 148"WB, 10500# GVWR

[] Base Price 4x2 (X3A/610a)	\$46,957.00
[] Base Price 4x4 (X3B/610a)	\$49,849.00

10400# GVWR SuperCab 8 Ft. Box, 164"WB, 10800# GVWR

[] Base Price 4x2 (X3A/610a)	\$47,146.00
[x] Base Price 4x4 (X3B/610a)	\$49,663.00

10200# GVWR Crew Cab 6 3/4 Ft. SHORT Box, 160" WB, 10600# GVWR

[] Base Price 4x2 (W3A/610a)	\$48,281.00
[] Base Price 4x4 (W3B/610a)	\$50,890.00

10600# GVWR Crew Cab 8 Ft. Box, 176" WB, 10900# GVWR

[] Base Price 4x2 (W3A/610a)	\$48,463.00
[] Base Price 4x4 (W3B/610a)	\$50,997.00

<u>Available Standard Options</u>	<u>Option</u>	<u>Price</u>
		<u>Reg.&Super/Crewcab</u>
[] 6.7L Power Stroke 4V Diesel V8 (B20)/10-Spd Auto.	99T/44G	9995.00
[] CNG/LPG Fuel Capable Engine (Gas Engine Only)	98F	315.00
[] Engine Block Heater	41H	100.00
[] Rapid-Heat Supplemental Cab Heater	41A	250.00
[] Seats, 40/20/40 Split Bench Vinyl	AS	Standard
[x] Seats, 40/20/40 Split Bench Cloth	1S	100.00/315.00
[] Seat, Vinyl High Back Buckets	LS	355.00
[] Seats, Cloth High Back Buckets	4S	515.00/615.00
[x] Interior Work Surface (40/20/40 Cloth or Vinyl Seats Only)	52S	140.00
[x] Tires, LT275/70Rx18E BSW All-Terrain 4x4 ONLY	TDX/64F	620.00
[] Engine Idle Shutdown Timer (Can Be Set 1-30 Minutes)	86K	250.00
[] Powercode Remote Start System	76S	250.00
[] Power Sliding Window (Includes Privacy Glass with Heated 435/43B/924 Backlight/Rear Window Defrost <u>Super and Crew Cab Only</u>)		435.00
[] Dual Alternators 410 amp	67B	115.00
[x] Alternator 250 amp (6.8L Gas Only)	67E	85.00
[] Dual Batteries (68 Amp.) (Gas Engines Only, Includes Dual Alternators 410 amp)	86M/67B	325.00
[] Pro Power Onboard – 2KW (Includes Dual Batteries 86M)	43K/86M	1195.00
[x] 110V/400W Outlet	43C	175.00
[] Keys Extra (Regular) \$75.00 x __ =	Sig	75.00 ea
[] Keys Extra (With Power Group) \$220.00 x __ =	Sig	220.00 ea
[x] Trailer Brake Controller Tow Command	52B	300.00
[] Transmission Power Take-Off Provision (<u>6.7L Diesel Only</u>)	62R	280.00
[] Cab Steps Molded Black	18B	320.00/445.00
[x] Roof Clearance Lights	592	80.00
[] Tailgate Step, Incl. Tailgate Assist, Step & Handle	85G	375.00
[x] Upfitter Switches (6) located in overhead console)	66S	165.00
[] Ford Pro Upfit Integration System	18A	400.00

[]	Snow Plow Prep Package(N/A with 67H)	473	250.00
[]	Camper Package	471	160.00
[x]	Snow Plow/Camper Package	47B	305.00
[]	Suspension Package, Heavy Service(N/A with 473)	67H	125.00
[]	XL Chrome Pkg. (Chrome front and rear step bumper, Bright Chrome Hub Covers and Center Ornaments & BoxLink with Brackets and 4 Premium Locking Cleats)	96V	225.00
[]	XL Drivers Assist Pkg. (Automatic High Beam, Pre-Collision Assist with Automatic Emergency Braking (AEB) and Forward Collision Warning)	96D	730.00
[]	4x4 Off-Road Pkg (Includes. Skid Plates, E-Locking Axle, and Tires, (5) LT245/75Rx17E All-Terrain)	17X/X3E/TBM	1090.00
[]	Tow Technology Pkg. (360-Degree Camera Package, Driver Assist Package, Lane Departure Warning (XL only), Pro Trailer Backup Assist™, Pro Trailer Hitch Assist™, and Trailer Reverse Guidance)	52T/874/96D	2785.00
[]	360-Degree Camera Package (Driver Assist Package, 360-Degree Camera System (Incl. Picture in Picture capability), Center High-Mounted Stop Lamp (CHMSL) Camera, Wired Aux Trailer Camera Compatibility, BLIS with Cross-Traffic Alert / BLIS with Trailer Coverage, LED Center High-Mounted Stop Lamp (CHMSL), Rear Parking Sensors, and Reverse Sensing System w/ Reverse Brake Assist)	874/96D	1880.00
[x]	Axle, Electronic Locking	X3_	430.00
[]	Drop in Plastic Bedliner	85L	350.00
[]	Tough Bed(Spray-in-bedliner)	85S	595.00
[]	Bed Mat(N/A w/85S Tough Bed Spray-in-Bedliner)	85M	180.00
[]	Splash Guards/Mud Flaps	61S/62S	130.00
[x]	Wheel Well Liner (Front)	61L	180.00
[]	Wheel Well Liner Front and Rear	61N	325.00
[x]	Exterior Backup Alarm	76C	140.00
[]	LED Box Light (Not Available with LED Warning Strobes 91S)	66L	60.00
[]	360-Degree Dual Beacon LED Warning Strobes-Amber	91S	650.00

Total Price \$52,383.00 ea

Colors for F-350

Exterior Colors	Interior Steel (Grey)	
Race Red	[PQ]	[x]
Argon Blue Metallic	[E9]	[]
Avalanche	[DR]	[]
Agate Black	[UM]	[]
Oxford White	[Z1]	[]
Carbonized Gray Metallic	[M7]	[]
SPECIAL PAINT		
School Bus Yellow Add \$660.00	[BY]	[]
Omaha Orange Add \$660.00	[MB]	[]
Green Gem Add \$660.00	[W6]	[]
Iconic Silver Metallic Add \$660.00	[JS]	[]

TRUCK & TRAILER *Specialties, Inc.*

900 Grand Oaks Drive | Howell, MI 48843 | www.ttspec.com | ph: (517) 552-3855 | fx: (517) 552-3666

May 15, 2025

City of Owosso
522 Milwaukee Street, Owosso, MI 48867
Attn: Zach Ryan, ph: (989) 277-4088
Hqo005169



State Contract No. 240000000167

Equipment Quotation utilizing the state contract awarded to Truck & Trailer Specialties, Inc.

Chassis information:

2025 Ford F-350, SuperCab, 8' box delete, 56" CA, SRW, 4x4, 6.8L gas, single battery, single alternator, vinyl flooring, OEM camera & upfitter switches

Install Dakota Bodies 8' Service Body including the following:

Model GEN II SBG9878VVSSG2

98" long x 40" high x 77-3/4" wide

PBR (CA) of 56" with single rear wheel axle

Body Dimensions:

40" - Compartment height

14.25" - Compartment depth

49.25" - Loadspace width

24" - Top of body to the top of the floor

18" - Horizontal compartment height

Body Materials:

.090 Aluminum - main body material

.125 Aluminum Tread-Brite - compartment tops

.063 Aluminum - inner door panels

.063 Aluminum - outer door panels

5/16" Aluminum continuous rod - door hinge rod

Aluminum door hinge sockets (standard)

.125 Aluminum - wheel panels

.125 Aluminum - front bulkhead

18-gauge galvanized - shelving installed on Aluminum Uni-Strut for infinite adjustment

Drain holes in all compartment bottoms (standard)

Body Floor and Understructure:

3/16" smooth Aluminum - floor

5" formed Aluminum channel frame

Accessories:

Single-point compression T-handle latches - (PN# 31405)

Gas cylinder type door holders on vertically hinged doors

Adjustable vinyl-coated cable stops on horizontal compartment drop-down doors

Polished cast aluminum fenderettes (PN# 31346) installed with wheel cut-outs

Aluminum combination fuel cup for Gas (PN# 31407)

Automotive bulb-type weatherstripping mechanically fastened to door frame with rounded corners

Paint:

TRUCK & TRAILER *Specialties, Inc.*

900 Grand Oaks Drive | Howell, MI 48843 | www.ttspec.com | ph: (517) 552-3855 | fx: (517) 552-3666

Powder Coated "Ford Race Red M7236" exterior and interior of body

Bumper and riser to be powder-coated with "Black Lava" powder

Rubberized protective undercoating installed underbody

Streetside Compartmentation:

1st Vertical:

32" wide x 40" high x 14.25" deep

Two (2) adjustable shelves each with divider slots on 2" centers installed on Uni-strut
each shelf will have two (2) adjustable dividers

Horizontal Compartment:

43" wide x 18" high x 14.25" deep

One (1) horizontal shelf (mo. CB9878VHSHELFKITG2)

Rear Vertical:

23" wide x 40" high x 14.25" deep

One (1) adjustable shelf with divider slots on 2" centers installed on Uni-strut
each shelf will have two (2) adjustable dividers

Curbside Compartmentation:

1st Vertical:

32" wide x 40" high x 14.25" deep

Two (2) adjustable shelves each with divider slots on 2" centers installed on Uni-strut
each shelf will have two (2) adjustable dividers

Horizontal Compartment:

43" wide x 18" high x 14.25" deep

One (1) horizontal shelf (mo. CB9878VHSHELFKITG2)

Rear Vertical:

23" wide x 40" high x 14.25" deep

One (1) adjustable shelf with divider slots on 2" centers installed on Uni-strut
each shelf will have two (2) adjustable dividers

Bumper:

"Crash Zone" style recessed rear bumper

Two (2) license plate lights installed in bumper - (PN# 31149)

2" receiver for vise mount on curbside (CBPU78BUMPERWOLG2)

Service Body Lighting (surface-mounted at rear of side packs):

Two (2) Red surface mounted LED S/T/T and Reverse combination lights (PN# 31410) - one each side

Two (2) Side marker lamps, Red LED 3/4" button lights (PN# 31402)

Two (2) side Red reflectors (PN# 31212)

Wiring harness (PN#30999), optional adapter will need to be selected for chassis "Plug and Play"

Tailgate:

Hinged tailgate 12" high x full-width of bed area installed at rear of load space

Roll Top:

Aluminum Gortite Roll Top (mo. CB98GORTITEG2)

Bread box door design with satin finish on aluminum interlocking slats

Pull-strap and manual keyed lock

Spring-loaded roll-up mechanism, stainless steel lift bar handle and weather seal

Installation of Roll Top adds 1" space to tailgate for additional clearance

Roll Top style tailgate will be used

(Disclaimer: Roll Cover is not a walking surface and is not waterproof)

Miscellaneous items including:

Rear light adapters for Ford

Bolt-on Aluminum Tread-Brite rock guards halfway up front of sidepacks

TRUCK & TRAILER *Specialties, Inc.*

900 Grand Oaks Drive | Howell, MI 48843 | www.ttspec.com | ph: (517) 552-3855 | fx: (517) 552-3666

Install Custom Lighting & Electrical including the following:

Utilize chassis switches for warning & work lighting including (keyed power):

(1) All flashers, (2) Flood lights Left & Right, (1) Compartment lighting

One (1) SoundOff Pinnacle (mo. EPL7PDPC) amber/green mini lightbar on 3rd brake light bracket

Six (6) SoundOff mPower (mo. EMPS20V38-P) amber/green LED flashers surfaced-mounted:

Two (2) mounted in the chassis grille

Two (2) mounted at the top rear of body, rear-facing

Two (2) mounted one each side of the body, front end of wheel panels

Two (2) ECCO (mo. EW2451) flood lights w/ handles on front top of body compartments (two switches)

Two (2) Maxxima (mo. MWL-32-A) LED 1800 lumens lights, mounted forward-facing at rear on cargo space sidewalls, one each side

Maxxima LED strip lights in each compartment

7-way RV plug at rear

Install Reese-type receiver tube, 2-½"

Install Wilton 6" vise model (mo. 11106)

Install WeatherTech Floor Liners, black (mo. 4410541V)

Install Luerne Grip-Step running boards (mos. 415060 & 401721)

Install Spray-on bedliner on cargo floor, bulkhead, walls, tailgate & tailgate lip

Install Mudflaps behind rear tires

Above installed equipment pricing: \$30,680.00 ea.

Minimum full 1-year warranty on parts and labor on all equipment.

Payment Terms: Net 30. Pricing effective for 30 days.

FOB: City of Owosso

Delivery: 7-8 months ARO (body leadtime is 6 months)

Thank you for the opportunity to quote.

Respectfully submitted by,
Jon Luea/Brian Bouwman



OWOSSO PUBLIC SAFETY

Director of Public Safety
Kevin Lenkart

202 S. Water St. Owosso, MI 48867 Phone (989) 725-0580 Fax (989) 725-0528

MEMORANDUM

TO: City Council

FROM: Kevin Lenkart
Chief of Public Safety

SUBJECT: New Police Vehicle

DATE: July 11, 2025

Request council approve the purchase of one new police vehicle.

Recommend council waive the competitive bid process.

Owosso City Ordinance section 2-345(3) exception to competitive bidding states: Where the council shall determine that the public interest will best be served by joint purchase with, or purchase from, another unit of government.

Lunghamer Ford of Owosso, LLC was awarded the Macomb County bid for police vehicles. The bid meets the definition of the aforementioned Section 2-345(3) a joint purchase with another governmental unit. The State bid price from Signature Auto Group is \$31,222.00.

The vehicle purchased will be a 2025 Ford Bronco Sport 4X 4 at a cost of \$31,222.00. The purchase will replace a 2008 Chevy Impala.

Recommend council approve the bid from Lunghamer Ford of Owosso, LLC.

RESOLUTION NO.

**AUTHORIZING THE PURCHASE OF
ONE POLICE ADMINISTRATIVE VEHICLE
FROM LUNGHAMER FORD OF OWOSSO, LLC**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has a police department requiring the use of police vehicles; and

WHEREAS, the City of Owosso may waive competitive bidding requirements when purchasing equipment in coordination with another municipality; and

WHEREAS, the City of Owosso desires to purchase one new police administrative vehicle from Lunghamer Ford of Owosso, LLC, holder of the contract for police vehicles with Macomb County; and it is hereby determined that Lunghamer Ford of Owosso, LLC is qualified to provide such vehicles and that it has submitted a responsible and responsive bid; and

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 waive competitive bidding requirements, purchase one 2025 Ford Bronco Sport 4 X 4 from Lunghamer Ford of Owosso, LLC, utilizing Macomb County Contract No. 21-18, at a cost to the City of Owosso of \$31,222.00.
- SECOND: the Finance Director and the Director of Public Safety are hereby instructed and authorized to sign documents necessary to complete the purchase.
- THIRD: payment to Lunghamer Ford of Owosso, LLC in the amount of \$31,222.00 is authorized upon delivery of the police vehicle.
- FOURTH: the above expenses shall be paid from the Police Division Capital Outlay fund 101-301-978.000.



January 21, 2025

City of Owosso Police Department
Attn: Director Kevin Lenkart
202 South Water Street
Owosso, MI 48867

Dear Director Kevin Lenkart:

Price on 2025 Vehicle State of Michigan Contract# MA 240000001208 and Macomb County Contract# 21-18 Bid:

(1) 2025 Ford Bronco Sport 4x4 Big Bend in Eruption Green \$31,222.00 ea

Order Cutoff Date: TBD.

Delivery date: Approximately 90-120 Days A.R.O.

Standard Service Contract: 36,000 miles or 36 months factory Bumper to Bumper Warranty and 60,000miles 60 months Powertrain Warranty. Service to be handled by your local Ford Dealer.

Ford Motor Company does not guarantee delivery---Ford Motor Company will make reasonable efforts to schedule orders received prior to fleet order cut-off date.

Payment requirements: All departments to pay on delivery of vehicle. 10-day grace period will be given if previous arrangements have been made. A \$9.50 per day floor plan will be charged if payment is not at the dealership within 10 days of delivery of the vehicle (s).

If you have any questions please call me, 888-92-FLEET (923-5338)

Respectfully Submitted,

Bill Campbell

Bill Campbell
Government & Fleet Sales

2025 Bronco Sport 4x4 SUV

Major Standard Equipment

MECHANICAL

- 4x4
- Electronic Brake Assist (EBA)
- Electric Parking Brake (Includes Auto Hold)
- Engine – 1.5L EcoBoost® with Auto Start-Stop Technology
- Four-Wheel Disc Brakes with Anti-Lock Brake System (ABS)
- Intelligent Oil-Life Monitor®
- Transmission – 8-speed Automatic

EXTERIOR

- Active Grille Shutters
- Acoustic-Laminated Windshield
- Black – Molded-in-Color
- Bumper, Front and Rear
- Door Handles
- Lower Bodyside Cladding
- Rocker Panel
- Wheel Lip Moldings
- Black Upper Window Molding with Black Beltline Molding
- Body Color Roof
- Bottle Opener (Located in the Hatch)
- Configurable Daytime Running Lamps (DRL)
- Easy Fuel® Capless Fuel Filler
- Grille – Carbonized Gray with “BRONCO™” Molded in White
- LED Taillamps
- Manual Liftgate with Flip up Glass
- Privacy Glass – Second Row Side and Liftgate
- Roof-Rack Side Rails – Black
- Tires
- 225/65R17 102H All-Season (A/S) BSW
- Tire Inflator and Sealant Kit
- Wheels
- 17” Carbonized Gray-painted High Gloss Aluminum
- Wipers
- Windshield – Variable-Intermittent/Continuous
- Rear Window – Fixed-Intermittent/Continuous

INTERIOR/COMFORT

- Additional Sound Deadening
- Air Register – Silver Mountain
- Cargo Tie Down Carabiner Hooks and Loops
- Carpeted Flooring
- Cargo
- Front/Rear
- Climate Control
- Cabin Particulate Air Filter
- Electronic Automatic Temperature Control (EATC) with Rear Air Duct
- Roof Grab Handles – Front Row Passenger – one (1) and Second Row – two (2), includes Coat Hooks
- Console Floor – (Long armrest, two cup holders, E-Shift® & EPM, Switch Bank, 12V Power Point and Dual USB in Media Bin)
- Cupholders – (6)
- Driver’s Side Footrest
- Floor Mats – Front Carpeted
- Instrument Panel
- 12.3” Screen
- Message Center
- Outside Temperature Display
- Trip Computer
- Lighting
- Flood Light Adjustable – Liftgate
- Front & Rear Map Lights
- Illuminated Entry System with Courtesy Lamp Delay
- Rear Cargo Area Light
- MOLLE Straps System
- Powerpoints (12V) – One (1) Center Console, One (1) Rear Cargo Area
- Rotary Gear Shift Dial
- Seats
- Cloth Bucket with Easy-to-clean
- 6-way Manual Driver (Fore/Aft, Up/Down, Recline)
- 4-way Manual Front Passenger (Fore/Aft with Manual Recline)
- Rear Center Armrest (Fold-Down with Two (2) Cupholders)
- Second Row 60/40 Split-Fold-Flat
- Steering Column – Manual Tilt/Telescoping
- Steering Wheel with Bronco™ Badge
- Storage
- Front Row: Center Floor Console Armrest, Glove Box, Media Bin, Overhead Console with Sunglasses Storage
- Sun Visors with Illuminated Vanity Mirrors (Driver and Front Passenger)
- Windows, Power – Front One-Touch Down Feature (Driver only)

SAFETY/SECURITY

- AdvanceTrac® with RSC® (Roll Stability Control™)
- Airbags
- Driver and Front Row Passenger Dual-Stage
- Driver Knee
- Front-Seat Mounted Side-Impact
- Safety Canopy® System – Front and Second Row Safety Canopy® Side-Curtain with Rollover Sensor
- Center High-Mounted Stop Lamp (CHMSL)
- Day/Night Rearview Mirror – Manually Adjustable
- Door Locks, Power
- Autolock/Autounlock
- Child-Safety Rear
- Electronic Traction Control
- Headlamps – LED
- Head Restraints
- 2-Way Manually Adjustable Driver and Front-Passenger
- 2-Way Manually Second Row (Left and Right; Center Head Restraint is fixed position)
- Hill Start Assist
- Individual Tire Pressure Monitoring System (ITPMS)
- LATCH (Lower Anchors and Tether Anchors for Children) on Rear Outboard Seat Positions
- Mirrors, Sideview – Power and Heated Glass, Manual Fold and Black Finish
- Perimeter Alarm
- Personal Safety System™1
- Safety Belts
- Front and Second Row – Belt-Minder® (Safety Belt Reminder)
- Front Row Height Adjustable
- Second Row Outboard and Center Seat Shoulder
- Three-Point Safety Belts on all (5) Seating Positions
- SecurILock® Passive Anti-Theft System (PATs)
- SOS Post-Crash Alert System™

FORD CO-PILOT360™ TECHNOLOGY

- Ford Co-Pilot360™ Assist+ includes:
- Adaptive Cruise Control with Stop-and-Go, Lane Centering
- Auto High Beam Headlamps
- BLIS® (Blind Spot Information System) with Cross-Traffic Alert
- Evasive Steering Assist
- Lane-Keeping System (includes Lane-Keeping Assist, Lane Keeping Alert and Driver Alert)
- Pre-Collision 1.5 Assist with Automatic Emergency Braking (AEB), Pedestrian Detection, Forward Collision Warning and Dynamic Brake Support
- Rear Cross Traffic Braking
- Rear Parking Sensors
- Rear View Camera

FUNCTIONAL

- Audio
- AM/FM Stereo
- Six (6) Speakers
- Speed-Compensated Volume
- Battery Saver
- Compass
- Dual Smart Charging USB Ports
- Electric Power-Assisted Steering (EPAS)
- Personal Safety System™ for driver and front passenger includes dual-stage front airbags, safety belt pretensioners, safety belt energy-management retractors, safety belt usage sensors, driver’s seat position sensor, crash severity sensor, restraint control module and Front-Passenger Sensing System With Backup Assist Grid Lines
- FordPass Connect™
- Remotely start, lock and unlock vehicle3
- Schedule specific times to remotely start vehicle3
- Locate parked vehicle3
- Check vehicle status3
- Front and Rear Stabilizer Bar
- Intelligent Access with Push-Button Start with Key Fob
- SiriusXM®
- HOSS 1.0 Off-Road Tuned Suspension
- SYNC® 4 with Enhanced Voice Recognition
- 13.2” LCD Capacitive Touchscreen in Center Stack with Swipe Capability
- Cloud Connected
- 911 Assist®
- Wireless Apple CarPlay™ and Android Auto™ Compatibility
- Digital Owners Manual
- Conversational Voice Command Recognition
- Terrain Management System™ with 5 G.O.A.T. Modes™ (Normal, ECO, Sport, Slippery and Off-Road)
- Wireless Charging Pad

[x] Base Price Bronco Sport Big Bend 4x4, R9B/200A	\$29,277.00
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Optional equipment	Order Code	Price
[x] Convenience Package	96P	1350.00
<ul style="list-style-type: none"> • LED Fog Lamps • Seats <ul style="list-style-type: none"> – 8-way Power Driver's Seat (Fore/Aft, Up/Down, Recline, Lumbar) – Front Driver/Passenger Seat Back Map Pockets – Front Row – Heated • Steering Wheel – Premium Wrapped • Universal Garage Door Opener (UGDO) 		
[] Cargo Management System (Shelf/Divider/Table)	90A	195.00
[] Engine Block Heater	41H	190.00
[x] Floor Liners Front and Rear without Carpet Mats	50C	185.00
[] Cargo Mat	51B	150.00
[x] Front and Rear Splash Guard	63B	115.00
[] Front License Plate Bracket	153	N/C
[] Daytime Running Lights	942	45.00

Total Price \$ 31,222.00 ea

Color and Trim Availability on Big Bend Trim Only

<u>Exterior Colors</u>	<u>Interior Colors</u>	
	<u>Medium Light Smoked Truffle (QW)</u>	
Shadow Black Metallic	[G1]	[]
Oxford White Metallic	[YZ]	[]
Carbonized Gray Metallic	[M7]	[]
Velocity Blue Metallic	[E7]	[]
Eruption Green (Extra Cost \$295.00)	[FA]	[x]
Desert Sand (Extra Cost \$295.00)	[VA]	[]
Ruby Red (Extra Cost \$495.00)	[RR]	[]
Azure Gray (Extra Cost \$995.00)	[G4]	[]



MEMORANDUM

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

DATE: July 16, 2025

TO: Mayor Teich and the Owosso City Council

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

SUBJECT: Purchase of Street Sweeper - MiDeal State Contract #240000000166

RECOMMENDATION:

Approval to purchase one (1) Elgin Pelican Sweeper from MacQueen Equipment Co. of Lake Orion, Michigan, in the amount of \$233,755.00

BACKGROUND:

The Fleet Motor Pool will purchase one (1) new Street Sweeper to replace the existing Elgin Pelican Sweeper purchased in 2020. These broom sweepers work at least eight months in a calendar year and begin to require major maintenance after five to seven years of use. The Street Sweeper is utilized for compliance with State of Michigan MS4 storm water regulations of 2003.

Waiver of the competitive bidding process in accordance with the City of Owosso Purchasing Policy is hereby recommended to take advantage of MiDeal State Contract competitive pricing.

FISCAL IMPACTS:

The quoted price of \$233,755.00 includes a \$75,000.00 trade-in of the 2020 Sweeper. Funds will be expended from the Fleet Motor Pool Replacement Account 661-901-979.000, financing options may be utilized, if advantageous to the City.

Attachments: (1) Resolution
(2) MiDeal Contract & MacQueen Equipment Co. Quote

RESOLUTION NO.

**AUTHORIZING PURCHASE ORDER WITH
MACQUEEN EQUIPMENT, LLC
TO PROCURE ONE
2025 ELGIN PELICAN STREET SWEEPER
FOR USE IN THE FLEET MOTOR POOL**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has budgeted from the Fleet Motor Pool Replacement Fund for the replacement of a street sweeper used for the maintenance of streets and compliance with State of Michigan MS4 storm water regulations of 2003, and

WHEREAS, the existing street sweeper is nearing its cost efficient useful life, and

WHEREAS, the City of Owosso Director of Public Services & Utilities has reviewed the replacement equipment on the State of Michigan MiDeal Contract as priced by MacQueen Equipment, LLC and recommends authorizing a purchase order with MacQueen Equipment, LLC for the purchase of one (1) 2025 Elgin Pelican street sweeper utilizing State of Michigan MiDeal Contract No. 240000000166.

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 contract with MacQueen Equipment, LLC of Lake Orion, Michigan for the purchase of one (1) 2025 Elgin Pelican street sweeper using State of Michigan MiDeal Contract No. 240000000166, for use in the Fleet Motor Pool, in the amount of \$ 233,755.00.
- SECOND: the accounts payable department is authorized to submit payment to MacQueen Equipment, LLC in the amount of \$ 233,755.00 (total amount may vary if financing option is utilized) upon satisfactory delivery of said equipment.
- THIRD: the accounts payable department is authorized to utilize financing option(s) if determined to be advantageous to the City.
- FOURTH: the above expenses shall be paid from account no. 661-901-979.000.



Michigan Office – 78 NorthPointe Drive, Lake Orion 48359 PH:248-370-0000

June 20, 2025

To: City of Owosso, Michigan

Attn: Zach Ryan – DPW Equipment

NEW – 2025 Elgin Pelican NP – Single Curb Side Gutter Broom

Includes All Standard Equipment

✓

Options Configuration:

- RT Seat Air Ride Hi-Back Cloth, LF Magnum Standard Seat
- Lower Roller Deflector / Aux Battery Disconnect
- Dual Mirrors Heated and Motorized
- Single LED Beacon w/Guard / Rear Arrow Stick
- QT 2 – Rear LED Work/Flood Lights & Back up Lights
- AM/FM/CD/Bluetooth w/ Map Lights / LED Lights on Battery Cover
- Lower Conveyor Cleanout / Full Front LF-RT HD Limb Guard Assy.
- Greaseable Dirt Shoes / Midwest Auto Lube System
- RT Hand Gutter Broom Tilt with Indicator
- Conveyor Stall Alarm
- Elgin Manuals: Operators/Safety/Parts
- John Deere: Operators/Parts/Service
- Aux Engine Key
- Includes Delivery and All Training
- **MIDeal 2024 / Contract # 240000000166**

2025 Sell Price..... \$ 308,755.00

Trade In (2020 Pelican NP)..... (\$ 75,000.00)

Net Delivered Price..... \$ 233,755.00

- *Standard Manufacturer's Warranty*
- *Quoted prices good for 45 days. They are based on current costs and therefore subject to change with written notice to account for changes beyond the seller's control.*
- *Budget Purposes Add 6% to 2025-26 Pricing*

Thank you for your consideration,

Steve Clelland – MacQueen Equipment Co.

Cell: (248)770-5696 – Email: steve.clelland@macqueengroup.com



2024-29 / Contract # 240000000166



MEMORANDUM

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

DATE: July 21, 2025

TO: Mayor Teich and the Owosso City Council

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

SUBJECT: Purchase of Vactor Combination Sewer Cleaner – Sourcewell Contract # 10122-VTR

RECOMMENDATION:

Approval to purchase Vactor 2100i – Combination Single Engine Sewer Cleaner with Dual Fan on a Heavy Duty Truck Chassis from MacQueen Group of Lake Orion, Michigan, in the amount of \$541,551.00

BACKGROUND:

This equipment maintains extensive sanitary and storm sewer systems which require ongoing cleaning and maintenance. This is the scheduled replacement. The useful and safe service life of this vehicle has expired and it is no longer economical to maintain.

Waiver of the competitive bidding process in accordance with the City of Owosso Purchasing Policy is hereby recommended, in order to take advantage of Sourcewell competitive contract pricing.

FISCAL IMPACTS:

The quoted price of \$ 541,551.00 includes a \$75,000.00 trade-in of the 2015 Vactor combination sewer cleaner. Funds will be expended from the Fleet Motor Pool Replacement Account 661-901-979.000, financing options may be utilized, if advantageous to the City.

Attachments: (1) Memo
(2) Quoted Vactor 2100i – Sourcewell

RESOLUTION NO.

**AUTHORIZING PURCHASE ORDER WITH
MACQUEEN EQUIPMENT, LLC
TO PROCURE ONE VACTOR 2100i
COMBINATION SEWER CLEANER TRUCK**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has budgeted from the Fleet Motor Pool Replacement Fund for the purchase of a Vactor truck; and

Combination Single Engine Sewer Cleaner with Dual Fan on a Heavy Duty Truck Chassis from MacQueen Equipment, LLC; and

WHEREAS, the City of Owosso Director of Public Services & Utilities has reviewed the replacement equipment on Sourcwell Contract No. 10122-VTR, as priced by MacQueen Equipment, LLC, and recommends the purchase of one (1) Vactor 2100i Combination Single Engine Sewer Cleaner with Dual Fan on a Heavy Duty Truck Chasses.

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 waive competitive bidding requirements and authorize a purchase order with MacQueen Equipment, LLC for the purchase of one (1) Vactor Combination Sewer Cleaner utilizing Sourcwell Competitive Contract # 10122-VTR, for use in the Fleet Motor Pool, in the amount of \$541,551.00.
- SECOND: the Accounts Payable department is authorized to submit payment to MacQueen Equipment, LLC in the amount of \$541,551.00 (total amount may vary if financing option is utilized).
- THIRD: the Accounts Payable department is authorized to utilize financing option(s) if determined to be advantageous to the City.
- FOURTH: the above expenses shall be paid from account no. 661-901-979.000.



MacQueen Presents a Proposal Summary

of the



Vactor 2100i

Combination Single Engine Sewer Cleaner with Dual Fan on a Heavy Duty Truck Chassis

For

June 20, 2025

City of Owosso, Michigan

**Thomas Wheeler – Public Works Superintendent
Zach Ryan – DPW Equipment Forman**

Sourcewell

Contract # 10122-VTR



BASIC

MODEL

Vacuum System	Single Engine - Dual Stage Fan	Debris Body Capacity (cu.yd.)	15.0
Model Type	Combo	Water Capacity	1500
Water Flow	80.0	Water Pressure	2500
Chassis Source	Vactor	Water Tank Material	Aluminum

CHASSIS

PAFT370A-2026-CH	Vactor Supplied Chassis - Tandem Axle -2026 Freightliner 114SD
	SBA6x4 - 370 HP - Auto -66 -000 GVWR - EPA24

STANDARD FEATURES

009iSTD	Under Engine Toolbox
011iSTD	Aluminum Fenders
012iSTD	Mud Flaps
016iSTD	Color Coded Sealed Electrical System
019iASTD	Intuitouch Electronic Package
020iSTD	Double Acting Hoist Cylinder
025iASTD	Handgun Assembly
026iSTD	Ex-Ten Steel Cylindrical Debris Tank
030iSTD	Flexible Hose Guide
032iSTD	(3) Nozzles with Carbide Inserts w/Rack
045iSTD	Suction Tube Storage
046iSTD	1" Nozzle Pipe
048iSTD	10' Leader Hose
100iSTD	Flat Rear Door w/Hydraulic Locks
1005iSTD	Dual Stainless Steel Float Shut Off System
1023iSTD	Lube Manifold, with Lube Chart
1024iSTD	Debris Body Vacuum Relief System
1031iSTD	Debris Deflector Plate
1033iSTD	60" Dump Height
1041iSTD	Debris Body-Up Message and Alarm
2001iSTD	Low Water Indicator On Screen w/Alarm and Water Pump Flow Indicator
2011iSTD	3" Y -Strainer at Passenger Side Fill with 25' Fill Hose
2022iSTD	Additional Water Tank Sight Gauge



2023iSTD	Liquid Float Level Indicator
3002iASTD	Single Engine Dual Stage Fan
3019iSTD	Digital Water Pressure Gauge
4006iSTD	Front Joystick Boom Control
4010iSTD	Boom Hose Storage
4017iSTD	Boom Out of Position Message and Alarm
4022iSTD	Telescopic Boom Elbow- Standard
5010iSTD	Rodder System Accumulator - Jack Hammer on/off Control w/ manual valve
5011iSTD	3"Y -Strainer @ Water Pump
5015iSTD	Midship Handgun Coupling
5019iSTD	Chassis Engine Cooling Package
5022iSTD	Side Mounted Water Pump
6005iDSTD	Digital Hose Footage Counter
6007iSTD	Hose Reel Manual Hyd Extend/Retract
6009iSTD	Hose Reel Chain Cover
6017iSTD	Hydraulic Tank Shutoff Valves
6019iSTD	Rodder Pump Drain Valves
6020iBSTD	Hydraulic Extending 15" - Rotating Hose Reel - 1" x 600' Capacity
7001iSTD	Tachometer/Chassis Engine w/Hourmeter
7003iSTD	Water Pump Hour Meter
7004iSTD	PTO Hour Meter
7005iSTD	Hydraulic Oil Temp Alarm
8000iSTD	Circuit Breakers
8025iSTD	LED Lights- Clearance- Back-up- Stop- Tail & Turn
9002iSTD	Tow Hooks- Front and Rear
9003iSTD	Electronic Back-Up Alarm
i110STD	Module Paint- DuPont Imron Elite - Wet on Wet
S390ASTD	8" Vacuum Pipe Package
S560STD	Emergency Flare Kit
S590STD	Fire Extinguisher 5 Lbs.



BOOM

4011iB	Bellypack Wireless Controls with hose reel controls- 2-way communications- and LCD Display
4013i	Rotatable Boom Inlet Hose
4015i	180 deg. 10ft Telescoping Boom

DEBRIS BODY

1015iBFSTD	Fixed Rear Door Pipe Rack -8" Pipe
1016iSTD	"Subframe Mounted -2 Pipe Rack -8"
1003i	Debris Body Flushout
1003iB	Rear Door Valve Flushout
1009iA	Externally Mounted Trash Pump w/Floating Arm
1014i	Centrifugal Separators (Cyclones)
1015i	Folding Pipe Rack - Curbside -8" Pipe
1015iA	Folding Pipe Rack - Streetside -8" Pipe
1022i	Rear Door Splash Shield
3021i	Digital Debris Body Level Indicator Tied to Vacuum Relief
4020i	Anti Splash Valve- Body Inlet

VACUUM OPTIONS

5023i	Fan Flushout System
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REAR DOOR

1008i	6" Rear Door Knife Valve w/Camloc - 3:00 position
1009iD	Full Rear Door Swinging Screen

HOSE REEL

6002iB	600' x 1" Piranha Sewer Hose 2500 PSI in lieu of STD
6004iD	Rodder Hose Pinch Roller
6014i	High Pressure Hose Reel
6025iA	Hose Wind Guide (Dual Roller)- Auto- Non-Indexing



WATER TANKS

2018i	Additional Water- 1500 Gal Total
3020i	Digital Water Level Indicator
5015i	Handgun Couplers- Front and Rear

MISCELLANEOUS

8024iA	Amber/Green Lights for Flashing Light Package
9023iA	Safety Cone Storage Rack - Post Style
CM-PAFT370A-2026-01	Chassis Modifications - 2026 Freightliner PAFT370A
RFQ	High Pressure Stainless Hose Reel – Hand Gun
RFQ	Air Hose Reel – Mounted above Frame
195-077	Silencer Nozzle (QT 3)
184-280	Refresh Kit #9 (QT 3)

LIGHTING

8001iJ	Rear Directional Control- LED Arrowboard
8002iA	Wireless- Waterproof- Rechargeable- Handheld- LED Spot Light w/12V Charger
8020iL	14 Light Package- 14 Federal Signal Strobe Lights- LED
8027i	LED Mid-Ship Turn Signals
8028iA	Worklights (2), Self-Leveling Boom LED
8029i	Worklights (2)- LED- Rear Door
8029iA	Worklight- LED- Operators Station
8029iB	Worklight- LED- Hose Reel Manhole
8029iC	Worklight- LED- Passenger Side
8029iD	Worklight- LED- Driver Side
9021iA	Camera System- Front and Rear

PAINT

Cab Paint Color	Freightliner White
Module Paint Color	White, Match Cab
V-LOGO-APPL.	Vactor Logos - Applied
i124W	Vactor 2100i Body Decal- White



TOOLBOX

9070iA	Toolbox- Front Bumper Mounted- 16 x 12 x 18 w/(2) LED Side Markers
9071iE	Toolbox- Behind Cab - 16w 30h x 96d
9072iB	Toolbox- Driver Side Chassis Frame- 24w x 24h x 24d
9075iB	Toolbox- Driver Side Subframe- 48w x 20h x 12d

WATER ACCESSORIES

2006i	Air Purge
5008iB	Cold Weather Recirculator- PTO Driven- 25 GPM
5021iC	Hydro Excavation Kit - Includes Lances w/ Shield- Nozzles- Storage Tray- and Vacuum Tube

WATER SYSTEM

5002iA	80 GPM/2500 PSI Jet Rodder pump
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Sell Price	\$ 613,051.00
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Tariffs	\$ 3,500.00
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Trade-In	(\$ 75,000.00)
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Delivered	\$ 541,551.00
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After Trade-In

***Includes
Delivery and
Training***



MEMORANDUM

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

DATE: July 15, 2025

TO: Owosso City Council

FROM: Brad Barrett, Finance Director

SUBJECT: Installment Purchase Agreement – Finance the purchase of a Street Sweeper and Vactor/Jetter Truck

RECOMMENDATION:

The Finance Department requests authorization to enter into an installment purchase agreement with Huntington Bank to finance the purchase of a street sweeper and vactor/jetter truck.

BACKGROUND:

The Finance Department reached out to local financial institutions for interest rates to finance the purchase of a Vactor Combination Sewer Cleaner Truck and Single Curb Side Gutter Broom Street Sweeper. The goal was to maintain cash liquidity and leverage the city's investments. As of June 2025, the city was earning an APY as high as 4.3783% on its liquid investments. The city received an interest rate of 4.44% over 84 months from Huntington Bank to finance these purchases at an estimated amount of \$783,060.

The city will also use its bond counsel, Dickinson Wright, through this process, if approved by City Council.

FISCAL IMPACTS:

The city of Owosso will increase its debt in an amount estimated at \$783,060. The annual debt payment will be made from the Fleet Fund. The city will continue to leverage its cash with liquid/short term investments.

Document originated by:

Attachments: (1) Resolution

RESOLUTION NO.

**AUTHORIZING AN INSTALLMENT PURCHASE AGREEMENT WITH
HUNTINGTON BANK (HUNTINGTON PUBLIC CAPITAL CORPORATION)**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, is a city located in the state of Michigan; and

WHEREAS, Public Act 99 of 1933 authorizes cities to enter into contracts and agreements for the purchase of real or personal property for public purposes for no more than 15 years; and

WHEREAS, the City of Owosso would like to purchase a single curb side gutter broom street sweeper and a vactor combination sewer cleaner truck; and

WHEREAS, Huntington Bank (Huntington Public Capital Corporation) submitted an interest rate of 4.44% over 84 months.

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's interest to authorize an installment purchase agreement between the city and Huntington Public Capital Corporation.
- SECOND: the City of Owosso authorizes its bond counsel, Dickison Wright PLLC, to represent the city in all matters and draft all necessary documents pertaining to the installment purchase agreement.
- THIRD: the mayor, city clerk, city manager and finance director are instructed and authorized to sign any and all documents associated with the installment purchase agreement in an amount estimated at \$783,060.
- FOURTH: the accounts payable department is authorized to pay Huntington Public Capital Corporation on an annual basis from the Fleet Fund.



UPDATED TERM SHEET

Date:	July 14, 2025
Issue:	Installment Purchase Agreement (the "IPA")
Issuer/Borrower:	City of Owosso, County of Shiawassee, State of Michigan ("Issuer")
Purchaser/Lender:	Huntington Public Capital Corporation ("Huntington")
Security:	General Obligation Limited Tax
Principal Amount:	\$783,060
Use of Proceeds:	Acquisition of a new street sweeper and new sewer vector heavy duty truck.
Issuer Counsel:	Dickinson Wright PLLC
Purchaser's Counsel:	N/A
Closing Date:	Not later than September 5, 2025
Tax Status:	Tax-Exempt (Bank Qualified)
Final Maturity:	September 1, 2040 (estimated)
15 Year Interest Rate:	4.64%
10 Year Interest Rate:	4.55%
7 Year Interest Rate:	4.44%
Prepayment:	The IPA may be subject to optional redemption at any time at the option of the Issuer, at par, plus accrued interest to the date fixed for redemption with 30 days written notice to Huntington.
Rate Adjustment:	If the funding of the IPA has not occurred by September 5, 2025, then the Interest Rate and payment will be adjusted to maintain Huntington's economics as of the date of issuing this Term Sheet.
Fee to Huntington:	None
Transaction Fees:	All transaction fees, including those of Issuer Counsel, shall be the responsibility of the Issuer.
Interest Payments:	Due and payable annually on September 1st, commencing on September 1, 2026, as shown on the attached estimated debt service schedule.
Principal Payments:	Due and payable annually on September 1st, commencing on September 1, 2026, as shown on the attached estimated debt service schedule.
Direct Placement:	Huntington is extending credit as a lender in the usual course of its loan business through the purchase of the IPA for its own account in its normal and customary business practice, with no current intention on the resale, distribution or transfer thereof.
Term Bond Election:	The IPA will be single certificate term IPA, with principal payments representing mandatory principal redemptions.

Required Documentation: Draft transaction documents prepared by Issuer Counsel will need to be reviewed by Huntington and its Purchaser's Counsel, if any, prior to signature. Huntington also requires a closing memo, with wire instructions, signed by an officer of the Issuer authorized in the resolution. In addition, Huntington requires the signed IPA, the certified resolution(s), all the signed closing certificates, the signed legal opinion and a signed 8038G and non-arbitrage and tax certificate, if the issue is tax-exempt, all emailed two days prior to the closing date.

Paying Agent: Not required by Huntington

Rating: Not required by Huntington

POS/Official Statement: Not required by Huntington

CUSIP: Not required by Huntington

DTC Closing: Not required by Huntington

Proposal Expiration: This proposal shall expire at Huntington's option if (a) Huntington has not received the Issuer's written acceptance by July 18, 2025; and (b) if the closing date of the IPA has not occurred by September 5, 2025.

Thank you for the opportunity to offer a proposal on this request. We appreciate your consideration and look forward to your favorable response. Should you have any questions regarding this term sheet, please do not hesitate to contact me.

Respectfully Submitted,

Meredith A. Shanle

Meredith A. Shanle, Vice President
Huntington Public Capital
Phone: 313-410-8771
Email: Meredith.A.Shanle@Huntington.com

Marc J. Cesere

Marc J. Cesere, Vice President
Government Banking, Huntington National Bank
Phone: 989-393-3509
Email: Marc.J.Cesere@Huntington.com

Accepted By:
City of Owosso

By _____

Name _____

Title _____

Date _____

Huntington Public Capital® ("HPC"), a division of The Huntington National Bank (the "Bank"), is providing the information contained in this document for discussion purposes only in connection with an arm's-length transaction under discussion between you and HPC. If you are a "municipal entity" or "obligated person" within the meaning of the municipal advisor rules (the "Rules") of the Securities and Exchange Commission, Rule 15Ba1-1 et seq. this information is provided to you pursuant to and in reliance upon the "bank exemption," and/or other exemptions and/or the "general information" exclusion provided under the Rules. HPC is acting for its own interest and has financial and other interests that differ from yours. HPC is not acting as a municipal advisor or financial advisor, and has no fiduciary duty, to you or any other person pursuant to the Rules. The information provided in this document is not intended to be and should not be construed as "advice" within the meaning of the Rules. HPC is not recommending that you take or refrain from taking any action with respect to the information contained in this document. Before acting on this information, you should discuss it with your own financial and/or municipal, legal, accounting, tax and other advisors as you deem appropriate. As used in this notice, the "Rules" means Section 15B of the Securities Exchange Act of 1934, the Securities and Exchange Commission's Rule 15Ba1-1, et seq., and any related municipal advisor rules of the Municipal Securities Rulemaking Board, all as they may be amended from time to time.

15 YEAR DEBT SERVICE SCHEDULE

	Date	Days	Interest Rate	Total Payment	Interest Portion	Principal Portion	Outstanding Balance
Dated Date	9/3/2025						783,060.00
1	9/1/2026	358	4.64%	73,132.13	36,132.13	37,000.00	746,060.00
2	9/1/2027	360	4.64%	73,617.18	34,617.18	39,000.00	707,060.00
3	9/1/2028	360	4.64%	73,807.58	32,807.58	41,000.00	666,060.00
4	9/1/2029	360	4.64%	73,905.18	30,905.18	43,000.00	623,060.00
5	9/1/2030	360	4.64%	73,909.98	28,909.98	45,000.00	578,060.00
6	9/1/2031	360	4.64%	73,821.98	26,821.98	47,000.00	531,060.00
7	9/1/2032	360	4.64%	73,641.18	24,641.18	49,000.00	482,060.00
8	9/1/2033	360	4.64%	73,367.58	22,367.58	51,000.00	431,060.00
9	9/1/2034	360	4.64%	74,001.18	20,001.18	54,000.00	377,060.00
10	9/1/2035	360	4.64%	73,495.58	17,495.58	56,000.00	321,060.00
11	9/1/2036	360	4.64%	73,897.18	14,897.18	59,000.00	262,060.00
12	9/1/2037	360	4.64%	73,159.58	12,159.58	61,000.00	201,060.00
13	9/1/2038	360	4.64%	73,389.18	9,329.18	64,060.00	137,000.00
14	9/1/2039	360	4.64%	73,356.80	6,356.80	67,000.00	70,000.00
15	9/1/2040	360	4.64%	73,248.00	3,248.00	70,000.00	0.00
Grand Totals				1,103,750.34	320,690.34	783,060.00	

10 YEAR DEBT SERVICE SCHEDULE

	Date	Days	Interest Rate	Total Payment	Interest Portion	Principal Portion	Outstanding Balance
Dated Date	9/3/2025						783,060.00
1	9/1/2026	358	4.55%	98,491.29	35,431.29	63,060.00	720,000.00
2	9/1/2027	360	4.55%	98,760.00	32,760.00	66,000.00	654,000.00
3	9/1/2028	360	4.55%	99,757.00	29,757.00	70,000.00	584,000.00
4	9/1/2029	360	4.55%	99,572.00	26,572.00	73,000.00	511,000.00
5	9/1/2030	360	4.55%	99,250.50	23,250.50	76,000.00	435,000.00
6	9/1/2031	360	4.55%	98,792.50	19,792.50	79,000.00	356,000.00
7	9/1/2032	360	4.55%	99,198.00	16,198.00	83,000.00	273,000.00
8	9/1/2033	360	4.55%	99,421.50	12,421.50	87,000.00	186,000.00
9	9/1/2034	360	4.55%	99,463.00	8,463.00	91,000.00	95,000.00
10	9/1/2035	360	4.55%	99,322.50	4,322.50	95,000.00	0.00
Grand Totals				992,028.29	208,968.29	783,060.00	

7 YEAR DEBT SERVICE SCHEDULE

	Date	Days	Interest Rate	Total Payment	Interest Portion	Principal Portion	Outstanding Balance
Dated Date	9/3/2025						783,060.00
1	9/1/2026	358	4.44%	131,634.71	34,574.71	97,060.00	686,000.00
2	9/1/2027	360	4.44%	132,458.40	30,458.40	102,000.00	584,000.00
3	9/1/2028	360	4.44%	132,929.60	25,929.60	107,000.00	477,000.00
4	9/1/2029	360	4.44%	132,178.80	21,178.80	111,000.00	366,000.00
5	9/1/2030	360	4.44%	132,250.40	16,250.40	116,000.00	250,000.00
6	9/1/2031	360	4.44%	133,100.00	11,100.00	122,000.00	128,000.00
7	9/1/2032	360	4.44%	133,683.20	5,683.20	128,000.00	0.00
Grand Totals				928,235.11	145,175.11	783,060.00	



MEMORANDUM

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

DATE: July 21, 2025

TO: Mayor Teich and Owosso City Council

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

SUBJECT: WWTP – Secondary Sludge Pump

RECOMMENDATION:

Approval for purchase from JGM Valve (Commerce, MI), to purchase a new Penn Valley Pump, model 6DDSX107CNG-MK1, in the amount of \$51,910.00 for use as a secondary sludge pump.

BACKGROUND:

As part of the Phase I construction project at the Wastewater Treatment Plant (WWTP), a pump for transferring secondary sludge was replaced. A redundant second pump was planned for install as part of the ongoing Secondary Clarifier project. Prior to that project, WWTP Superintendent Guysky determined it was feasible to purchase this pump outside the project and install it with staff labor, thus saving contractor costs.

The pump already installed as part of Phase I is a Penn Valley model 6DDSX107CNG-MK1 and has been working well since install in fall 2024. An identical pump would be purchased from JGM Valve (Commerce, MI), the authorized Penn Valley Pump vendor for our region (sole source letter is attached). Installing the same type and brand of pump will provide operational and maintenance consistency.

Penn Valley Pump Company is a well-known brand in the wastewater industry, and are known for their quality equipment, and excellent customer service. Other municipalities that use Penn Valley Pump equipment include: City of Saginaw, Genesee County, and City of Charlotte.

JGM Valve is the sole authorized provider of Penn Valley Pumps equipment for our region. A letter confirming this is attached. Request waiver of purchasing policy formal bid requirements in order to initiate immediate procurement upon approval and authorization.

FISCAL IMPACTS:

This item was included in the fiscal year 2025/26 budget. The above expenses in the amount of \$51,910.00 shall be paid from the WWTP Equipment Fund account 599-901-977.000.

Document originated by:

Ryan E. Suchanek, Director of Public Services & Utilities

Attachments: (1) Resolution
(2) JGM Valve Quote for Sludge Pump & Accessories
(3) JGM Valve Sole Source Letter

RESOLUTION NO.

**AUTHORIZING THE EXECUTION
OF A PURCHASE ORDER
WITH J.G.M. VALVE CORPORATION FOR
A SECONDARY SLUDGE PUMP FOR THE
WASTEWATER TREATMENT PLANT**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, requires a Secondary Sludge Pump at its Wastewater Treatment Plant; and

WHEREAS, J.G.M. Valve Corporation is the sole authorized provider of Penn Valley Pumps equipment for our region; and

WHEREAS, waiver of the purchasing policy formal bid requirements is requested, to initiate procurement upon approval and authorization.

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 purchase one Penn Valley Pump, model 6DDSX107CNG-MK1, from J.G.M. Valve Corporation for use as a secondary sludge pump at the Waste Water Treatment Plant.
- SECOND: the agreement between the City of Owosso and J.G.M. Valve Corporation shall be in the form of a City Purchase Order in the amount of \$51,910.00.
- THIRD: the accounts payable department is authorized to pay J.G.M. Valve Corporation upon satisfactory receipt of the equipment.
- FOURTH: the above expenses shall be paid from the WWTP Equipment Fund Account No. 599-901-977.000.



To: City of Owosso	Date: June 20, 2025	Quote No: 25041
	Project: Owosso, MI WWTP	
	Quoted by: Joey Maruskin	

Qty	Description	Unit Price	Total Price
	Application: Duplicate existing PVP pump serial number 230918		
	Duty: 50-200 GPM @ 11 ft TDH		
	Suction: 6 in diameter suction piping, max 125 ft long. Suction side static head is 1 ft suction lift. Dedicated suction line for each pump.		
	Proposed Equipment:		
1	6" Model 6DDSX107CNG-MK1 Penn Valley Double Disc Pump™ unit: <ul style="list-style-type: none">• 6" ASA/ANSI 150# flanged suction and discharge connections• Cast iron housing with glass lining and neoprene elastomers• Maintain-in-place hinged housing design for ease of maintenance• Two-piece swan neck design with full port rigid clack valve• 7.5 HP, 1160RPM 230-460/3/60 TEFC Severe duty, inverter ready motor with thermal overload and AEGIS shaft grounding rings per spec• 160 RPM Max pump speed achieved with V-belt and pulley drive• Suction and Discharge pulsation dampeners• 304SS Welded base with OSHA approved guards and covers• Pump and dampeners coated with industrial primer and topcoat• Per drawing PVD769 Side motor mount	\$43,735	\$43,735
1	Suction side 2.5 inch diameter liquid filled gauge with quick disconnect fitting to mount to air connection on top of suction dampener.	\$150	\$150
1	Model PVP420PS Discharge pressure switch assembly consisting of: 1" NPT SS316 sensor w/ EPDM sleeve, Keyance pressure transducer and 4" (0-100psi) SS gauge. Mounts to top of dampener to protect against over pressurization. (Must be wired to pump starter/VFD.)	\$1,400	\$1,400
1	6-inch adjustable back pressure valve (not AIS/BABA compliant)	\$3,125	\$3,125
1	Days of start-up and training services (per day)	\$2,500	\$2,500
1	Freight. Estimated weight of shipment is one skid at 1,900 lbs.	\$1,000	\$1,000

Commercial Information:

1. Shipment is 12 – 16 weeks after receipt of purchase order or approved submittals.
2. Submittals, if required, are 2 – 4 weeks after receipt of purchase order.
3. Freight terms are F.O.B. Factory, Warrington, PA with freight allowed to jobsite.
4. Terms are Net 30 days after receipt of invoice.
5. Quotation is valid for 60 days from date of issue.
6. Warranty is two (2) years from date of shipment for manufacturer's defects in materials and workmanship.

The following items have not been included:

- Installation
- Foundations, anchor bolts, grouting and foundation design
- Motor starters, Variable Frequency Drives (VFD's) or Controls

Design Notes

- **Suction Piping Design:** It is imperative that the application has a properly designed suction piping system based on the hydraulic conditions. The importance of a properly sized system cannot be over emphasized. Most pump operational problems and pump failures are created by improper suction line conditions. The length and diameter of the suction line along with the static suction conditions must be provided to ensure pump(s) are properly sized. The system must be designed for the maximum flow if multiple pumps will operate simultaneously through common suction piping. PVP will run the appropriate calculations and verify the application.
- **Piping:** All piping should be independently supported near the pump so that pipe strain will not be transmitted to the pump. The use of pipe hangers/supports must rigidly support and laterally brace the piping to prevent pipe movement. Adequate support and bracing close the pump is the best method to prevent pipe movement. We do **NOT** recommend the use of flexible connections/expansion joints on the suction and discharge connections of the pump. Our long-term experience has found these items do not reduce vibration, but rather can allow pipe movement since the connections are not rigid. To maximize the pump's "Maintain-in-Place" design the suction flange should be attached rigidly to the suction piping. The use of slip joints and mechanical pipe joining systems (i.e. Victaulic style) is also highly discouraged. These mechanical systems do not provide the same rigid connections as traditional flanged piping systems. These mechanical systems can be difficult to properly brace leading to pipe vibration issues. If mechanical piping joining systems will be used, the engineer, contractor or owner must ensure the manufacturer's installation method for rigid pipe cutting and coupling connections is strictly adhered to.
- **Check Valves:** The use of check valves is required when there are multiple double disc pumps connected to a common discharge line or the pump will be installed on a common discharge line with other styles of pumps. If a check valve is required for the application, we recommend using a lever and spring style.
- **Low or No Discharge Head:** Very low or no discharge pressure applications (negative head, downhill flow) may require the introduction of artificial head to ensure proper pump operation and prevent siphoning. The creation of artificial head can be achieved by: 1) elevating discharge piping above suction source high liquid level elevation and installing anti-siphon valve, 2) installing a back-pressure valve as provided by PVP or 3) installing mechanically/pneumatically actuated pinch valves. PVP will verify the requirement for these devices based upon a review of the hydraulic conditions at time of quotation generation.
- **Motors:** Our standard motor is a Toshiba EQP Severe Duty NEMA Premium efficiency. This motor is inverter rated and exceeds NEMA MG31 Part 31 and suitable for 20:1 constant torque turndown range. Motor is suitable for C1 1, Div 2 GRP A, B, C, D/Zone. Other motors and accessories are available such as: thermal overload, space heaters and motor shaft grounding rings.
- **Controls:** The double disc pump can be operated by a motor starter for constant speed applications or a variable frequency drive (VFD) for variable speed applications. If using a motor starter, we recommend a soft-start feature to allow the pump speed to ramp up to maximum operating speed to minimize start-up pressure spikes. This feature is especially important on long suction and/or discharge lines. If using a VFD (recommended option) the unit must be sized as heavy duty for constant torque applications. This may mean the horsepower of the VFD has to be one size larger than the motor size. A drive that is undersized may experience DC bus issues requiring the addition of dynamic braking resistors.
- **Pressure Switch/Gauge:** The discharge pressure switch is required (all positive displacement pumps require one) to prevent pump damage due to over pressurization if the pump is operated against a high pressure line, closed valve or clogged line.



Penn Valley Pump Co., Inc.

998 Easton Road • Warrington, PA 18976

Ph: 215-343-8750 • Fax: 215-343-8753

www.pennvalleypump.com

July 7, 2025

Subject: Penn Valley Pump – sole source letter

To whom it may concern:

JGM Valve is the exclusive representative and sole avenue for purchase of Penn Valley Pump Company, Inc new pump skids and replacement parts in lower portion of the State of Michigan.

In addition, Penn Valley Pump Company, Inc is the sole source manufacturer and provider for new Penn Valley Pump Company, Inc pump skids as well as replacement parts for all Penn Valley Pump Company, Inc pumps.

This letter is valid from this date forward until such time Penn Valley Pump identifies a new Municipal distributor for your location. All previous letters you may have been provided are superseded by this letter.

We thank you for your interest in Penn Valley Pump products and look forward to working with you on any upcoming projects.

Please contact me should you have questions or comments.

Sincerely,

Steve Truitt, PE
Regional Manager
Cell: 847.340.8917



Warrant 658
July 8 2025

Date	Vendor	Description	Fund	Amount
07-08-2025	Owosso Charter Township	Water Agreement – Quarter ending 6-30-2025	Water	\$22,250.01
07-08-2025	Caledonia Charter Township	Water Agreement – Quarter ending 6-30-2025	Water	\$48,241.81
07-15-2025	Gould Law PC	Services June 2025 – July 14 2025	Varies	\$14,264.52
			TOTAL	\$70,491.82

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: June 1 – June 30 2025

Vendor: Ludington Electric, Inc

Total Amount: 4801.59

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 ____July 21 2025__ meeting of the Owosso City Council.

Carl Ludington
Signature

Date

Declared July 7 2025

06/30/2025

CUSTOM PURCHASE ORDER REPORT

		PURCHASE				AMOUNT		REMAINING
PO NUMBER	ORDER TYPE	REQUESTED BY	DEPARTMENT	VENDOR NAME	DESCRIPTION	AMOUNT	RELIEVED	BALANCE
DEPT 851								
PO STATUS: OPEN								
PO TYPE: REGULAR								
000047013	Regular	AKFuller	851	LUDINGTON ELECTRIC, INC.	ELECTRIC FOR MINI SPLIT AT CASTLE	1,925.00	0.00	1,925.00
TOTAL PO TYPE: REGULAR						1,925.00	0.00	1,925.00
TOTAL PO STATUS: OPEN						1,925.00	0.00	1,925.00
TOTAL DEPT 851						1,925.00	0.00	1,925.00
DEPT 862								
PO STATUS: OPEN								
PO TYPE: QUICK PO								
000046901	QUICK PO	tswheeler	862	LUDINGTON ELECTRIC, INC.	REPLACE DPW OUTSIDE LIGHTS	1,950.00	0.00	1,950.00
TOTAL PO TYPE: QUICK PO						1,950.00	0.00	1,950.00
TOTAL PO STATUS: OPEN						1,950.00	0.00	1,950.00
TOTAL DEPT 862						1,950.00	0.00	1,950.00
DEPT 863								
PO STATUS: OPEN								
PO TYPE: REGULAR								
000046931	Regular	DHHaut	863	LUDINGTON ELECTRIC, INC.	AERATOR MOTOR TROUBLESHOOTING AND REPLACEMENT OF CONTACTOR	926.59	0.00	926.59
TOTAL PO TYPE: REGULAR						926.59	0.00	926.59
TOTAL PO STATUS: OPEN						926.59	0.00	926.59
TOTAL DEPT 863						926.59	0.00	926.59
						4,801.59	0.00	4,801.59



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

MEMORANDUM

DATE: July 11, 2025

TO: Mayor Robert Teich Jr, City Council, and Manager Nathan Henne

FROM: Michael Dowler, Assessor

RE: Tax Foreclosed Property – Park St

The city has received a request from the Shiawassee County Treasurer asking if we would like to purchase the tax foreclosed (050-300-000-024-00) property located at S Park St (see attached map).

This property is paved and currently is being used as a parking lot adjacent to the current city owned parking lot. The property contains some electrical equipment that I believe controls the outdoor lighting in the area. I believe the city also currently plows snow for this property.

The purchase price from Shiawassee County Treasurer's office will be \$8,088.39 with an additional \$30.00 for deed recording.

It is recommended by staff that the city council approve the purchase of this property to secure the interest of the city to continue use of this area as a parking lot.

Any further questions please feel free to contact me at 989-725-0532.

RESOLUTION NO.

**AUTHORIZING THE PURCHASE OF REAL VACANT LAND PROPERTY
AT S. PARK STREET (050-300-000-024-00)
THROUGH THE SHIAWASSEE COUNTY TAX SALE FIRST RIGHT OF REFUSAL**

WHEREAS, Public Act 206 of 1893 allows the City of Owosso to purchase tax-foreclosed parcels through the Act's right of refusal process for fair market value; and

WHEREAS, the City of Owosso received the 2021 Governmental Agency Right of Refusal Parcel Listing and Notice from the Shiawassee County Treasurer; and

WHEREAS, the Vacant Land property, located on S. Park Street (050-300-000-024-00), is available to the City via Public Act 206 of 1893 and the City wishes to purchase the property to assure its continued use as part of the adjacent parking lot; and

WHEREAS, this expense was not budgeted.

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 exercise its right of refusal through PA 208 of 1893 from Shiawassee County for the vacant land property located on S. Park Street (050-300-000-024-00) at a cost to the City of Owosso of \$8,088.39 plus any necessary recording fees.
- SECOND: The Mayor, City Clerk, and City Manager are hereby instructed and authorized to sign appropriate documents and take necessary actions to complete the purchase.
- THIRD: The above expenses shall be paid from account no. 101-261-971.000.



OWOSSO PUBLIC SAFETY

Director of Public Safety
Kevin Lenkart

202 S. Water St. Owosso, MI 48867 Phone (989) 725-0580 Fax (989) 725-0528

MEMORANDUM

TO: City Council

FROM: Kevin Lenkart
Chief of Public Safety

SUBJECT: Unpaid Parking Ticket Write Off

DATE: July 14, 2025

During the fiscal year ending (FYE) 6-30-24, unpaid parking ticket revenue was recorded on the city's financial statements at \$24,700.00. These accounts are delinquent beyond our standard threshold.

The city collected \$19,750.00 in parking ticket revenue in the FYE 6-30-25. Parking ticket revenue collected in FYE 6-30-25 was reclassified to reduce the previous fiscal year's unpaid parking ticket balance. This leaves a balance of \$5,130.00 in unpaid parking ticket revenue for FYE 6-30-24. These accounts remain uncollectable due to debtor non-response and administrative costs outweighing expected returns.

It is requested to write off \$5,130.00 in unpaid parking tickets recorded in FYE 6-30-24 as of June 30, 2025.

RESOLUTION NO.

REQUESTING OWOSSO CITY COUNCIL TO WRITE OFF UNPAID PARKING DEBT

WHEREAS, the City of Owosso, Shiawassee County, Michigan , issues parking ticket violations; and

WHEREAS, as of the Fiscal Year Ending June 30, 2024 (FYE 2024) the city recorded \$24,700.00 in unpaid parking tickets on its financial statements; and

WHEREAS, as of the Fiscal Year Ending June 30, 2025 (FYE 2025) the city collected \$19,750.00 in parking ticket revenue; and

WHEREAS, the city has reclassified revenue collected in the FYE 2025 to reduce the unpaid parking ticket revenue recorded in the FYE 2024; and

WHEREAS, there is an uncollectible balance of \$5,130.00 associated with unpaid parking tickets from the FYE 2024.

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 and in the public interest to write off the balance of the unpaid parking tickets totaling \$5,130.00 as bad debt for the Fiscal Year Ending June 30, 2024.



DATE: July 15, 2025
TO: City Council
FROM: City Manager
SUBJECT: Paperless Water and Sewer Billing Option

Background:

The City of Owosso is seeking to modernize its water and sewer billing system by offering a paperless billing option to customers who wish to receive bills via email. This memo accompanies a resolution proposing this change, which maintains statutory shutoff notice requirements while streamlining the routine billing process for interested users.

Survey of Peer Communities:

A review of 10 Michigan communities that offer paperless billing reveals the following trends:

- Most began offering paperless billing between 2011 and 2018.
- Participation rates range from 7% to over 60% of water customers.
- All surveyed communities require a signed acknowledgment from customers and provide autopay options.
- All 10 communities use BS&A operating software.
- Despite offering paperless options, shutoff notices are still mailed in compliance with Michigan Public Act 3 of 1939.

Implementation Considerations:

While paperless billing offers convenience and long-term cost savings by reducing printing and mailing expenses, it is important to note that any financial benefit will take time to realize. Customers must voluntarily opt in, and participation is likely to increase gradually rather than immediately en masse. Staff will monitor enrollment and adjust outreach accordingly.

Recommendation:

The proposed resolution authorizes staff to implement a paperless billing option through our existing BS&A platform, with a customer acknowledgment form that outlines responsibilities regarding email reliability and timely payment. First-class mailed shutoff notices will remain mandatory and unaffected.

Offering this option aligns with regional best practices, improves customer convenience, and supports the City's ongoing efforts to modernize service delivery. I recommend approval of the attached resolution. **MASTER PLAN GOALS: 3.3, 3.4**

RESOLUTION NO.

**AUTHORIZING A PAPERLESS BILLING OPTION
FOR WATER AND SEWER CUSTOMERS**

WHEREAS, the City of Owosso seeks to modernize and enhance customer service options for water and sewer billing; and

WHEREAS, providing a paperless billing option offers convenience, potential cost savings, and environmental benefits to residents who elect to receive bills electronically; and

WHEREAS, pursuant to Michigan Public Act 3 of 1939, as amended, water shutoff notices must be sent by first-class mail to customers in advance of any shutoff action and this practice shall remain unchanged regardless of billing method; and

WHEREAS, to ensure customers understand their responsibilities under the paperless billing option, participants shall be required to sign an acknowledgment for paperless billing form.

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

- FIRST: a paperless billing option for water and sewer customers is hereby authorized and shall be made available through the City's billing system.
- SECOND: customers opting into paperless billing must sign or electronically accept the acknowledgment of responsibility as stated above.
- THIRD: all shutoff notices for nonpayment shall continue to be issued by first-class mail in accordance with the requirements of Michigan Public Act 3 of 1939, regardless of billing preferences.



301 WEST MAIN STREET • OWOSSO, MICHIGAN 48867-2958

MEMORANDUM

TO: Owosso City Council

FROM: Scott J. Gould, City Attorney

DATE: July 15, 2025

RE: 1) Legality of E-Billing for Water and Sewer Services

2) Legality of Email Notice - Water Service Shut-off for Non-Payment

QUESTION 1: Can the City of Owosso use e-billing for its water and sewer service bills?

ANSWER 1: Yes, the City of Owosso can legally use e-billing for water and sewer service bills if citizens voluntarily enroll. However, the City likely cannot unilaterally mandate e-billing and completely discontinue paper billing.

QUESTION 2: Under Michigan law, may the City of Owosso legally discontinue a citizen's water service for non-payment by providing only email shut-off notice?

ANSWER 2: The City of Owosso may not legally discontinue water service for non-payment solely by providing email shut-off notice to its citizens. Federal and Michigan law generally requires more marked forms of notice to ensure due process before terminating essential services such as water. Therefore, even if a citizen has voluntarily enrolled in electronic billing, all shut-off notices, in addition to electronic notice, must be duplicated by first-class mail and/or personal service notice.

QUESTION 1 ANALYSIS

The use of e-billing for water and sewer service bills is a widely accepted and practiced method among Michigan municipalities. There are no state statutes or judicial precedents that prohibit a municipality from offering electronic methods for the delivery of regular utility bills.

The **Michigan State Constitution of 1963, Chapter 1, Article VII §24 (Public Service Facilities)**, grants the City of Owosso the right to own and operate its public utility water and sewer systems:

Subject to this constitution, any city... may... own or operate, within or without its corporate limits, public service facilities for supplying water... sewage disposal...

The City of Owosso is also subject to "**The Home Rule City Act 279 of 1909**," a state law that grants the City permissible charter provisions. **MCL 117.4f** states:

Each city may in its charter provide for any of the following: purchase... private property for any public use within the scope of its power; for the... ownership... and operation... of public utilities for supplying water...

In addition to the State Constitution and State Law, the City of Owosso's own charter grants it broad authority regarding the operation of its public utilities. **Section 15.1. - General Powers Respecting Municipal Utilities** states:

The city shall have all the powers granted by law to acquire, construct, own, operate, improve, enlarge, extend, repair, and maintain public utilities, either within or without its corporate limits and either within or without the corporate limits of Shiawassee County, including, but not by way of limitation, public utilities for supplying water and water treatment, sewage disposal and treatment, electric light and power, gas, steam, or any of them, to the municipality and the inhabitants thereof; and also to sell water, electricity, gas, steam, and other utility services beyond its corporate limits as authorized by law.

The State Constitution, State Law, and local ordinance establish the City's comprehensive power to "operate" its water and sewage disposal utilities. Implementing e-billing falls squarely within the scope of operating a modern utility efficiently and effectively.

Numerous Michigan cities already offer and encourage e-billing as a convenient option for their residents and businesses, including larger municipalities and smaller communities alike. For example, the City of Midland, City of Detroit, City of East Lansing, City of St. Johns, City of Livonia, and City of Alma all provide e-billing services for water and sewer accounts.

E-billing for regular invoices is generally considered a matter of customer service and administrative efficiency. Proponents claim e-billing offers faster delivery, reduces printing and mailing costs, and provides customers with immediate access to their billing information. Many municipalities offer customers the option to enroll in e-billing, often alongside traditional paper billing, allowing residents to choose their preferred method of receiving their bills. This optional enrollment further mitigates any concerns about accessibility.

As of this Memorandum, no Michigan municipality has mandated electronic billing and completely discontinued paper billing to its citizens for water and sewer services.

QUESTION 2

Under Michigan law, may the City of Owosso legally discontinue a citizen's water service for non-payment by providing only email shut-off notice?

ANSWER 2

The City of Owosso may not legally discontinue water service for non-payment solely by providing email shut-off notice to its citizens. Federal and Michigan law generally requires more marked forms of notice to ensure due process before terminating essential services such as water. Therefore, even if a citizen has voluntarily enrolled in electronic billing, all shut-off notices, in addition to electronic notice, must be duplicated by first-class mail and/or personal service notice.

QUESTION 2 ANALYSIS

A municipal water system exists for the essential purpose of rendering adequate, safe, and reasonable service to the consuming public. Yeziro v. North Fayette County Municipal Authority, 164 A.2d 129, 193 Pa.Super. 271 (Pa. Super. Ct. 1960).

In Michigan, nearly all densely populated cities manage their water treatment, supply, and disposal centrally. This approach reduces the risk of contamination that could arise if each property had its own well and septic system close together. The City of Owosso, through its ordinance **Chapter 34, Article V, Section 34-247(a)**, dictates all control of the local water supply:

The water supply and sanitary systems of the city shall, as far as possible, be operated and maintained on a public utility basis as authorized by law...

For this reason, citizens of Owosso only have one option for water service. Therefore, a citizen's access to this essential public utility constitutes a 'property' interest, triggering due process protections for continued service. As noted in *Limuel v. Southern Union Gas Company*, 378 F.Supp. 964, supra, at 966, "the majority of courts have had little difficulty in finding that continued utility service is a property right within the meaning of the due process clause of the Fourteenth Amendment; this Court feels no hesitancy or reluctance in joining that majority." *Bradford v. Edelstein*, 467 F.Supp. 1361 (S.D. Tex. 1979), 1369.

The discontinuation of water service, an essential utility, is subject to due process requirements under the Fourteenth Amendment of the U.S. Constitution and Michigan law. This means that citizens are entitled to adequate notice and an opportunity to be heard before their water service can be terminated for non-payment.

Michigan statutes and case law, while not always explicitly detailing the form of notice for utility shut-offs, emphasize the importance of notice. The courts have explained proper "notice" as "reasonably calculated, under all the circumstances, to apprise interested parties of the pendency of the action and afford them an opportunity to present their objections." *Mullane v. Central Hanover Bank & Trust Co.*, 339 U.S. 306, 314 (1950).

For instance, the **Michigan Public Service Commission (MPSC) Public Act 3 of 1939**, specifically **MCL 460.9q(3)**, states: "A provider shall not shut off service unless it sends a notice to the customer by first-class mail or personally serves the notice not less than 10 days before the date of the proposed shutoff." This provision, while primarily directed at investor-owned utilities, sets a strong precedent for what is considered adequate notice in Michigan, and courts often look to such standards as guidance for due process.

While email is a common form of communication, it does not have the same universal accessibility or reliability as traditional mail or in-person notice, especially for all segments of a city's population. Not all citizens have regular access to the internet or email, or they may have technical issues, spam filters, or simply not check their email frequently enough to receive timely notice of a critical service discontinuation.

Further, it is more difficult to definitively prove that an email notice has been received and opened by the intended recipient compared to certified mail or personal service. Even if the City of Owosso passed an ordinance allowing for email notice for shut-offs, it would still be subject to the overarching requirements of state and federal due process.

Relying solely on email notice for something as critical as water service termination for non-payment carries significant legal risk for the City of Owosso, as it would likely be challenged as a violation of due process.

CONCLUSION

To ensure compliance with due process requirements and minimize legal challenges, the City of Owosso must not rely solely on email notice for the discontinuation of water service, even if the citizen has elected to receive electronic billing statements. Instead, the City should continue with written notice for shut-offs, such as first-class mail or personal service, in addition to any electronic method, to provide adequate notice to its citizens before terminating service. Any local ordinance, resolution, or policy allowing for email-only notice for termination would likely be found insufficient if challenged in court.

However, the City of Owosso is well within its legal rights to implement a voluntary enrollment and promotion of e-billing for the delivery of its regular water and sewer service bills.

SJG

From:	Building Department
To:	Owosso City Council
Report Month:	JUNE 2025

Category	Estimated Cost	Permit Fee	Number of Permits
ABOVE GROUND POOL	\$0	\$150	2
ACCESSORY STRUCTURES	\$0	\$0	2
DECK	\$20,500	\$540	3
Electrical	\$0	\$7,075	24
FENCE PERMIT	\$0	\$255	3
GARAGE, DETACHED	\$55,000	\$680	2
Mechanical	\$0	\$5,070	22
Plumbing	\$0	\$2,150	12
PORCH	\$2,300	\$150	1
RAMP	\$3,000	\$0	1
RES. MOBILE NEW	\$150,000	\$1,450	5
ROOF	\$68,992	\$1,265	9
ROW-ENG	\$0	\$150	3
ROW-SIDEWALK OCCUPANCY	\$0	\$0	1
ROW-UTILITY	\$0	\$250	5
SIDING	\$43,500	\$180	2
SOLAR PANELS	\$13,271	\$225	1
UTILITIES	\$0	\$50	1
WINDOWS	\$38,157	\$270	3
Totals	\$394,720	\$19,910	102

2024 COMPARISON TOTALS

JUNE 2024

\$508,010

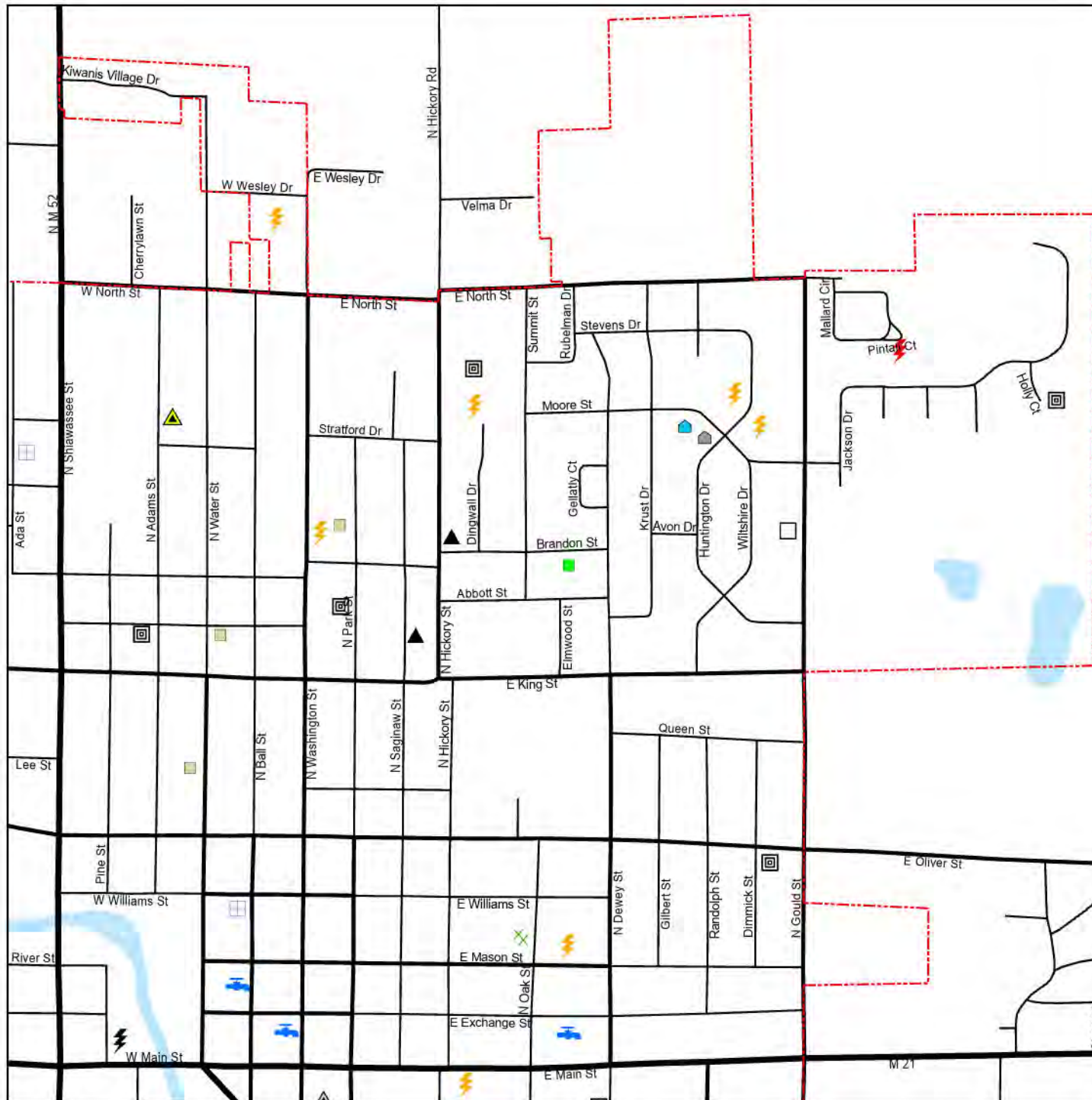
\$11,602

83

City of Owosso

Permit Activity
June 2025

NE Quadrant



Category

- Accessory Structures
- Deck
- Electrical
- Electrical & Mechanical
- Electrical, Mechanical & Plumbing
- Fence
- Garage, Detached
- Mechanical
- Plumbing
- Porch
- Roof
- ROW - Eng
- ROW - Sidewalk Occupancy
- Siding
- Windows

Other Features

- City Limit
- Railroads
- River & Lakes

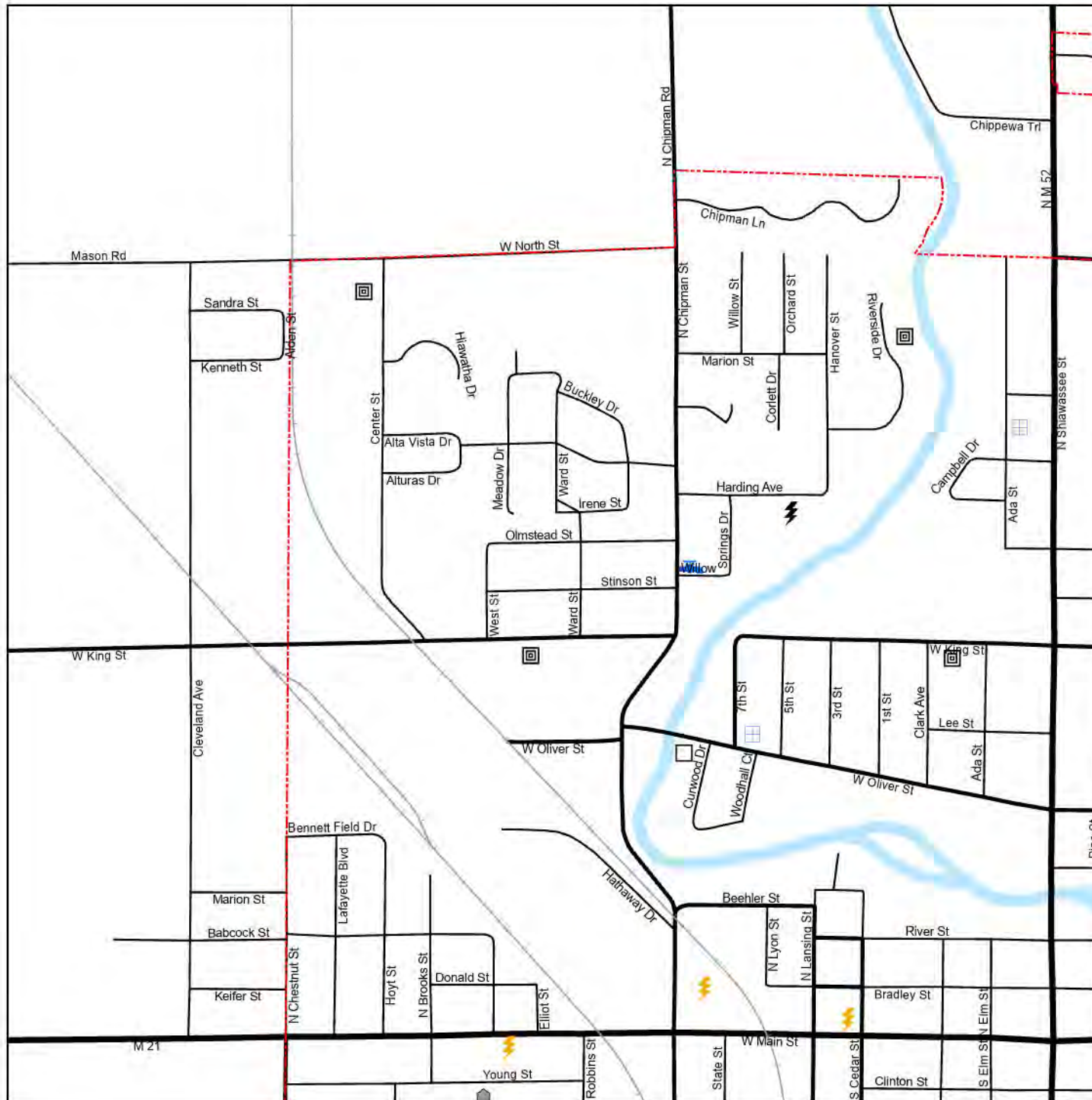
0 300 600 900 1,200
Feet










City of Owosso

Permit Activity
June 2025




NW Quadrant



Category

-  Accessory Structures
-  Electrical
-  Electrical & Mechanical
-  Mechanical
-  Plumbing
-  Siding
-  Windows

Other Features

-  City Limit
-  Railroads
-  River & Lakes

0 300 600 900 1,200
Feet



City of Owosso

Permit Activity
June 2025

SW Quadrant



Category

- Above Ground Pool
- Accessory Structures
- Electrical
- Electrical & Mechanical
- Fence
- Garage, Detached
- Mechanical
- Res. Mobile New
- Roof
- ROW - Eng
- ROW - Utility
- Solar Panels

Other Features

- City Limit
- Railroads
- River & Lakes

0 300 600 900 1,200 Feet



JUNE 2025

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ACCESSORY STRUCTURES								
ENF 25-0133	PARK	RESOLVED	CLOSED	02/25/2025	06/03/2025		06/03/2025	VACANT LOT
ENF 24-1721	FLETCHER ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/25/2024	06/25/2025	07/16/2025		N
ENF 24-0655	DEWEY ST	INSPECTED PROPERTY	PENDING 1ST TICKET	04/17/2024	06/25/2025	07/29/2025		N
ENF 21-1429	MAIN ST	INSPECTED PROPERTY	EXTENSION GRANTED	09/13/2021	06/02/2025	09/02/2025		N
Total Entries				4				
ANIMALS								
ENF 25-0231	STATE ST	LETTER SENT	CLOSED	03/21/2025	03/21/2025		06/19/2025	N
Total Entries				1				
APPLIANCES								
ENF 25-0593	LYNN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	06/24/2025	07/01/2025	07/22/2025		N
Total Entries				1				
AUTO REP/JUNK VEH								
ENF 25-0184	STEWART ST	RESOLVED	CLOSED	03/06/2025	06/09/2025		06/09/2025	Y
ENF 25-0275	RIDGE ST	INSPECTED PROPERTY	CLOSED	04/08/2025	06/03/2025		06/03/2025	N
ENF 25-0404	OLIVER ST	RESOLVED	CLOSED	05/14/2025	06/16/2025		06/16/2025	N
ENF 25-0589	PINE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	06/23/2025	06/23/2025	07/07/2025		Y
ENF 25-0608	WILLIAMS ST	INSPECTED PROPERTY	RECHECK SCHEDULED	06/25/2025	06/25/2025	07/09/2025		N
ENF 25-0569	BALL ST	LETTER SENT	RECHECK SCHEDULED	06/17/2025	07/01/2025	07/15/2025		N
ENF 25-0583	GOULD ST	LETTER SENT	RECHECK SCHEDULED	06/23/2025	06/23/2025	07/17/2025		Y
Total Entries				7				
BRUSH								

JUNE 2025

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 24-1620	RIVER ST	INSPECTED PROPERTY	CLOSED	10/15/2024	06/03/2025		06/03/2025	N
			Total Entries	1				
BUILDING VIOL								
ENF 21-1156	WILLIAMS ST	INSPECTED PROPERTY	RECHECK SCHEDULED	08/01/2023	06/24/2025	07/08/2025		N
ENF 23-0631	SAGINAW ST	INSPECTED PROPERTY	RECHECK SCHEDULED	06/22/2023	06/24/2025	07/22/2025		N
ENF 22-0677	SHIAWASSEE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	05/19/2022	06/25/2025	07/30/2025		VAC
ENF 21-0307	WASHINGTON ST	INSPECTED PROPERTY	RECHECK SCHEDULED	03/03/2021	06/30/2025	07/31/2025		COMM
ENF 22-0167	CEDAR ST	INSPECTED PROPERTY	RECHECK SCHEDULED	02/15/2022	06/09/2025	08/04/2025		N
ENF 23-0673	SAGINAW ST	CONTACT WITH OWNER	EXTENSION GRANTED	07/10/2023	06/16/2025	08/04/2025		N
			Total Entries	6				
BUILDING VIOLATIONS								
ENF 25-0495	MAIN ST	RESOLVED	CLOSED	05/21/2025	06/23/2025		06/23/2025	COMM
ENF 25-0601	HUNTINGTON DR	INSPECTED PROPERTY	REF TO BLDG OFFICIAL	06/24/2025	06/25/2025	07/07/2025		N
ENF 24-1236	GREEN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	08/06/2024	06/09/2025	07/10/2025		VACANT
ENF 25-0088	MAIN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	02/05/2025	06/03/2025	07/10/2025		COMM
ENF 25-0221	GENESEE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	03/18/2025	06/17/2025	07/17/2025		VACANT
ENF 25-0346	CHIPMAN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	04/29/2025	06/17/2025	07/17/2025		N
ENF 25-0477	YOUNG ST	INSPECTED PROPERTY	RECHECK SCHEDULED	05/20/2025	06/23/2025	07/21/2025		VACANT HOUSE
			Total Entries	7				
CHICKENS/DUCKS								
ENF 25-0570	MACK ST	CONTACT WITH OWNER	CLOSED	06/18/2025	06/18/2025		06/18/2025	N

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ENF 25-0323	RIDGE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	04/21/2025	06/24/2025	07/16/2025		N
ENF 25-0321	STEWART ST	INSPECTED PROPERTY	RECHECK SCHEDULED	04/21/2025	06/30/2025	07/31/2025		N
			Total Entries	3				
DEAD TREE								
ENF 24-1926	WATER ST	INSPECTED PROPERTY	RECHECK SCHEDULED	11/27/2024	06/30/2025	07/31/2025		N
			Total Entries	1				
DEMO BY NEGLECT HDC								
ENF 22-1109	MAIN ST	RESOLVED	CLOSED	08/05/2022	06/23/2025		06/23/2025	COMM
			Total Entries	1				
EXTERIOR PAINT/SIDING								
ENF 20-0143	LYNN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	03/05/2020	06/16/2025	07/16/2025		N
ENF 24-0981	LANSING ST	INSPECTED PROPERTY	RECHECK SCHEDULED	06/10/2024	06/16/2025	07/16/2025		Y
ENF 24-0982	LANSING ST	INSPECTED PROPERTY	RECHECK SCHEDULED	06/10/2024	06/11/2025	09/08/2025		Y
			Total Entries	3				
FENCE VIOLATION								
ENF 25-0513	RYAN ST	INSPECTED PROPERTY	EXTENSION GRANTED	05/29/2025	06/16/2025	07/07/2025		N
			Total Entries	1				
FIRE DAMAGE								
ENF 24-1977	MOORE ST	OBTAINED PERMIT	CLOSED	12/17/2024	06/18/2025		06/18/2025	N
			Total Entries	1				
FRONT YARD PARKING								
ENF 25-0532	KING ST	RESOLVED	CLOSED	06/04/2025	06/23/2025		06/23/2025	N
ENF 25-0550	SAGINAW ST	RESOLVED	CLOSED	06/09/2025	06/09/2025		06/09/2025	Y

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ENF 25-0553	SHIAWASSEE ST	RESOLVED	CLOSED	06/09/2025	06/16/2025		06/16/2025	N
ENF 25-0562	RYAN ST	RESOLVED	CLOSED	06/11/2025	07/02/2025		07/02/2025	N
ENF 25-0567	STEWART ST	RESOLVED	CLOSED	06/17/2025	06/24/2025		06/24/2025	N
ENF 25-0585	WATER ST	LETTER SENT	RECHECK SCHEDULED	06/23/2025	06/30/2025	07/14/2025		N
Total Entries				6				
FURNITURE OUTSIDE								
ENF 25-0258	SAGINAW ST	RESOLVED	CLOSED	04/02/2025	06/30/2025		06/30/2025	Y
ENF 25-0265	STEWART ST	INSPECTED PROPERTY	CLOSED	04/03/2025	06/04/2025		06/04/2025	N
ENF 25-0530	GOULD ST	RESOLVED	CLOSED	06/03/2025	06/10/2025		06/10/2025	N
ENF 25-0554	DEWEY ST	RESOLVED	CLOSED	06/09/2025	06/16/2025		06/16/2025	N
Total Entries				4				
GARAGE SALE								
ENF 25-0341	WILTSHIRE DR	RESOLVED	CLOSED	04/28/2025	06/17/2025		06/17/2025	N
Total Entries				1				
GARBAGE & DEBRIS								
ENF 24-1873	GRACE ST	RESOLVED	CLOSED	11/19/2024	06/25/2025		06/25/2025	N
ENF 25-0066	MAIN ST	INSPECTED PROPERTY	CLOSED	02/03/2025	06/03/2025		06/03/2025	N
ENF 25-0394	CHIPMAN ST	RESOLVED	CLOSED	05/13/2025	06/03/2025		06/03/2025	COMM
ENF 25-0397	BROADWAY AVE	INSPECTED PROPERTY	CLOSED	05/14/2025	06/19/2025		06/19/2025	N
ENF 25-0400	WASHINGTON ST	RESOLVED	CLOSED	05/14/2025	06/16/2025		06/16/2025	Y
ENF 25-0405	DEWEY ST	RESOLVED	CLOSED	05/14/2025	06/04/2025		06/04/2025	M
ENF 25-0455	KEYTE ST	RESOLVED	CLOSED	05/19/2025	06/02/2025		06/02/2025	N

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ENF 25-0462	FLETCHER ST	RESOLVED	CLOSED	05/19/2025	06/02/2025		06/02/2025	N
ENF 25-0510	ELM ST	RESOLVED	CLOSED	05/29/2025	06/03/2025		06/03/2025	COMM
ENF 25-0518	WOODLAWN AVE	RESOLVED	CLOSED	06/02/2025	06/30/2025		06/30/2025	Y
ENF 25-0529	GENESEE ST	RESOLVED	CLOSED	06/03/2025	06/24/2025		06/24/2025	Y
ENF 25-0566	EXCHANGE ST	INSPECTED PROPERTY	CLOSED	06/16/2025	06/30/2025		06/30/2025	N
ENF 25-0590	BROADWAY AVE	RESOLVED	CLOSED	06/23/2025	06/23/2025		06/23/2025	
ENF 25-0180	CORUNNA AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	03/05/2025	06/23/2025	07/07/2025		COMM
ENF 25-0470	MACK ST	INSPECTED PROPERTY	RECHECK SCHEDULED	05/19/2025	06/10/2025	07/07/2025		N
ENF 23-1355	WILLIAMS ST	INSPECTED PROPERTY	RECHECK SCHEDULED	12/12/2023	06/24/2025	07/08/2025		N
ENF 25-0604	COMSTOCK ST	LETTER SENT	RECHECK SCHEDULED	06/25/2025	06/25/2025	07/09/2025		N
ENF 24-0614	KENWOOD DR	INSPECTED PROPERTY	PARTIALLY RESOLVED	04/04/2024	06/10/2025	07/10/2025		N
ENF 24-1508	FLETCHER ST	INSPECTED PROPERTY	RECHECK SCHEDULED	09/23/2024	06/19/2025	07/10/2025		N
Total Entries				19				
GARBAGE/JUNK IN ROW								
ENF 25-0387	GENESEE ST	RECHECK	CLOSED	05/12/2025	06/24/2025		06/24/2025	Y
ENF 25-0449	HICKORY ST	RESOLVED	CLOSED	05/19/2025	06/09/2025		06/09/2025	N
ENF 25-0482	EXCHANGE ST	RESOLVED	CLOSED	05/20/2025	06/10/2025		06/10/2025	Y
ENF 25-0498	CHIPMAN ST	RESOLVED	CLOSED	05/27/2025	06/03/2025		06/03/2025	N
ENF 25-0499	OLIVER ST	RESOLVED	CLOSED	05/27/2025	06/03/2025		06/03/2025	Y
ENF 25-0519	DEWEY ST	RESOLVED	CLOSED	06/02/2025	06/09/2025		06/09/2025	N
ENF 25-0538	ALGER AVE	RESOLVED	CLOSED	06/04/2025	06/17/2025		06/17/2025	Y

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ENF 25-0540	ALGER AVE	RESOLVED	CLOSED	06/04/2025	06/10/2025		06/10/2025	N
ENF 25-0541	STEWART ST	RESOLVED	CLOSED	06/04/2025	06/10/2025		06/10/2025	N
ENF 25-0546	RANDOLPH ST	RESOLVED	CLOSED	06/09/2025	06/30/2025		06/30/2025	N
ENF 25-0552	LYNN ST	RESOLVED	CLOSED	06/09/2025	06/16/2025		06/16/2025	N
ENF 25-0559	OAKWOOD AVE	RESOLVED	CLOSED	06/10/2025	06/17/2025		06/17/2025	N
ENF 25-0560	WOODLAWN AVE	RESOLVED	CLOSED	06/10/2025	06/17/2025		06/17/2025	N
ENF 25-0575	RIVER ST	RESOLVED	CLOSED	06/18/2025	06/24/2025		06/24/2025	Y
ENF 25-0577	WILTSHIRE DR	INSPECTED PROPERTY	CLOSED	06/19/2025	07/02/2025		07/02/2025	N
ENF 25-0578	WASHINGTON ST	RESOLVED	CLOSED	06/19/2025	06/25/2025		06/25/2025	N
ENF 25-0580	EXCHANGE ST	RESOLVED	CLOSED	06/19/2025	06/25/2025		06/25/2025	Y
ENF 25-0581	BROADWAY AVE	RESOLVED	CLOSED	06/23/2025	06/30/2025		06/30/2025	N
ENF 25-0587	DEWEY ST	RESOLVED	CLOSED	06/23/2025	07/01/2025		07/01/2025	M
ENF 25-0588	WILLIAMS ST	RESOLVED	CLOSED	06/23/2025	07/01/2025		07/01/2025	N
ENF 25-0599	QUEEN ST	RESOLVED	CLOSED	06/24/2025	07/01/2025		07/01/2025	Y
ENF 25-0605	OAKWOOD AVE	RESOLVED	CLOSED	06/25/2025	07/02/2025		07/02/2025	N
ENF 25-0584	WATER ST	INSPECTED PROPERTY	RECHECK SCHEDULED	06/23/2025	06/23/2025	07/07/2025		N
ENF 25-0610	WATER ST	INSPECTED PROPERTY	RECHECK SCHEDULED	06/30/2025	06/30/2025	07/07/2025		N
ENF 25-0611	KING ST	INSPECTED PROPERTY	RECHECK SCHEDULED	06/30/2025	06/30/2025	07/07/2025		Y
ENF 25-0612	SAGINAW ST	INSPECTED PROPERTY	RECHECK SCHEDULED	06/30/2025	06/30/2025	07/07/2025		N
ENF 25-0616	OLIVER	INSPECTED PROPERTY	RECHECK SCHEDULED	06/30/2025	06/30/2025	07/07/2025		Y
ENF 25-0573	BROADWAY AVE	LETTER SENT	RECHECK SCHEDULED	06/18/2025	06/24/2025	07/08/2025		Y

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ENF 25-0594	HICKORY ST	INSPECTED PROPERTY	RECHECK SCHEDULED	06/24/2025	07/01/2025	07/08/2025		N
ENF 25-0600	SAGINAW ST	INSPECTED PROPERTY	RECHECK SCHEDULED	06/24/2025	07/01/2025	07/08/2025		N
ENF 25-0607	EXCHANGE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	06/25/2025	07/02/2025	07/09/2025		Y
Total Entries				31				
HDC - NOTICE OF VIOLATION								
ENF 24-1527	EXCHANGE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	09/25/2024	06/02/2025	07/10/2025		COMM
ENF 24-1717	EXCHANGE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/24/2024	06/30/2025	07/31/2025		COMM
Total Entries				2				
HEALTH & SAFETY								
ENF 21-0921	CORUNNA AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	06/23/2021	06/19/2025	07/10/2025		VAC
Total Entries				1				
HOUSE FIRE								
ENF 24-1057	CASS ST	INSPECTED PROPERTY	RECHECK SCHEDULED	06/25/2024	06/16/2025	07/17/2025		N
ENF 25-0054	BALL ST	OBTAINED PERMIT	RECHECK SCHEDULED	01/27/2025	06/25/2025	07/28/2025		N
Total Entries				2				
IMMINENT DANGER OF STRUCTURE								
ENF 25-0609	MAIN ST	CONTACT WITH OWNER	INSPECTION PENDING	06/25/2025	06/25/2025	07/10/2025		COMM
ENF 22-0059	DEWEY ST	INSPECTED PROPERTY	RECHECK SCHEDULED	01/21/2022	06/30/2025	07/31/2025		VAC
Total Entries				2				
LAWN MAINTENANCE								
ENF 25-0419	CHIPMAN ST	RESOLVED	CLOSED	05/15/2025	06/10/2025		06/10/2025	N
ENF 25-0428	YOUNG ST	INSPECTED PROPERTY	CLOSED	05/15/2025	06/03/2025		06/03/2025	N

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ENF 25-0457	GRACE ST	INSPECTED PROPERTY	CLOSED	05/19/2025	06/10/2025		06/10/2025	N
ENF 25-0488	WASHINGTON ST	RESOLVED	CLOSED	05/21/2025	06/04/2025		06/04/2025	N
ENF 25-0489	STEWART ST	RESOLVED	CLOSED	05/21/2025	06/04/2025		06/04/2025	VACANT HOUSE
ENF 25-0490	OLIVER ST	RESOLVED	CLOSED	05/21/2025	06/04/2025		06/04/2025	N
ENF 25-0493	PEARCE ST	RESOLVED	CLOSED	05/21/2025	06/04/2025		06/04/2025	N
ENF 25-0496	STEWART ST	RESOLVED	CLOSED	05/22/2025	06/04/2025		06/04/2025	N
ENF 25-0497	CORUNNA AVE	RESOLVED	CLOSED	05/22/2025	06/04/2025		06/04/2025	COMM
ENF 25-0502	WALNUT ST	RESOLVED	CLOSED	05/28/2025	06/10/2025		06/10/2025	N
ENF 25-0504	OAKWOOD AVE	RESOLVED	CLOSED	05/29/2025	06/11/2025		06/11/2025	Y
ENF 25-0505	OAKWOOD AVE	RESOLVED	CLOSED	05/29/2025	06/11/2025		06/11/2025	N
ENF 25-0506	INDUSTRIAL DR	RESOLVED	CLOSED	05/29/2025	06/11/2025		06/11/2025	IND
ENF 25-0507	INDUSTRIAL DR	RESOLVED	CLOSED	05/29/2025	06/11/2025		06/11/2025	IND
ENF 25-0509	HAMPTON AVE	RESOLVED	CLOSED	05/29/2025	06/10/2025		06/10/2025	N
ENF 25-0511	GENESEE ST	RESOLVED	CLOSED	05/29/2025	06/24/2025		06/24/2025	Y
ENF 25-0520	OAK ST	RESOLVED	CLOSED	06/02/2025	06/10/2025		06/10/2025	Y
ENF 25-0524	MILWAUKEE ST	RESOLVED	CLOSED	06/03/2025	06/18/2025		06/18/2025	N
ENF 25-0525	OLIVER ST	RESOLVED	CLOSED	06/03/2025	06/11/2025		06/11/2025	N
ENF 25-0533	CHIPMAN ST	RESOLVED	CLOSED	06/04/2025	06/11/2025		06/11/2025	N
ENF 25-0534	CLINTON ST	RESOLVED	CLOSED	06/04/2025	06/11/2025		06/11/2025	Y
ENF 25-0542	CLYDE ST	RESOLVED	CLOSED	06/09/2025	06/18/2025		06/18/2025	Y
VACANT								

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								LOT
ENF 25-0545	WRIGHT AVE	INSPECTED PROPERTY	CLOSED	06/09/2025	06/18/2025		06/18/2025	VACANT LOT
ENF 25-0548	MASON ST	RESOLVED	CLOSED	06/09/2025	06/18/2025		06/18/2025	Y
ENF 25-0551	CHIPMAN ST	RESOLVED	CLOSED	06/09/2025	06/09/2025		06/09/2025	N
ENF 25-0555	MICHIGAN AVE	INSPECTED PROPERTY	CLOSED	06/10/2025	06/18/2025		06/18/2025	VACANT LOT
ENF 25-0556	RIVER ST	INSPECTED PROPERTY	CLOSED	06/10/2025	06/18/2025		06/18/2025	N
ENF 25-0557	LINCOLN AVE	INSPECTED PROPERTY	CLOSED	06/10/2025	06/18/2025		06/18/2025	VACANT LOT
ENF 25-0558	LINCOLN AVE	INSPECTED PROPERTY	CLOSED	06/10/2025	06/18/2025		06/18/2025	VACANT LOT
ENF 25-0571	WRIGHT AVE	RESOLVED	CLOSED	06/18/2025	06/18/2025		06/18/2025	N
ENF 25-0572	ALGER AVE	RESOLVED	CLOSED	06/18/2025	07/02/2025		07/02/2025	N
ENF 25-0574	BROADWAY AVE	RESOLVED	CLOSED	06/18/2025	07/02/2025		07/02/2025	N
ENF 25-0591	MILWAUKEE ST	RESOLVED	CLOSED	06/24/2025	07/02/2025		07/02/2025	Y
ENF 25-0592	STEWART ST	RESOLVED	CLOSED	06/24/2025	07/01/2025		07/01/2025	Y
ENF 25-0595	RIVER ST	RESOLVED	CLOSED	06/24/2025	07/02/2025		07/02/2025	N
ENF 25-0596	KENWOOD DR	RESOLVED	CLOSED	06/24/2025	06/24/2025		06/24/2025	N
ENF 25-0597	KENWOOD DR	RESOLVED	CLOSED	06/24/2025	06/24/2025		06/24/2025	N
ENF 25-0598	KENWOOD DR	RESOLVED	CLOSED	06/24/2025	07/02/2025		07/02/2025	N
ENF 25-0615	BALL ST	INSPECTED PROPERTY	CLOSED	06/30/2025	06/30/2025		06/30/2025	N
ENF 25-0427	ELM ST	REF TO MOWING CONTRACTOR	RECHECK SCHEDULED	05/15/2025	06/18/2025	07/09/2025		VACANT LOT

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ENF 25-0433	CEDAR ST	REF TO MOWING CONTRACTOR	RECHECK SCHEDULED	05/15/2025	06/18/2025	07/09/2025		VACANT LOT
ENF 25-0437	MCMILLAN AVE	REF TO MOWING CONTRACTOR	RECHECK SCHEDULED	05/15/2025	06/18/2025	07/09/2025		IND
ENF 25-0440	MAIN ST	REF TO MOWING CONTRACTOR	RECHECK SCHEDULED	05/15/2025	06/18/2025	07/09/2025		VACANT HOUSE
ENF 25-0442	ADAMS ST	REF TO MOWING CONTRACTOR	RECHECK SCHEDULED	05/15/2025	06/17/2025	07/09/2025		VACANT HOUSE
ENF 25-0452	RANDOLPH ST	CONTACT WITH OWNER	RECHECK SCHEDULED	05/19/2025	06/25/2025	07/09/2025		N
ENF 25-0456	STATE ST	REF TO MOWING CONTRACTOR	RECHECK SCHEDULED	05/19/2025	06/18/2025	07/09/2025		N
ENF 25-0494	CEDAR ST	INSPECTED PROPERTY	RECHECK SCHEDULED	05/21/2025	06/25/2025	07/09/2025		VACANT LOT
ENF 25-0500	STATE	REF TO MOWING CONTRACTOR	RECHECK SCHEDULED	05/28/2025	06/18/2025	07/09/2025		VACANT LOT
ENF 25-0516	CEDAR ST	INSPECTED PROPERTY	RECHECK SCHEDULED	05/29/2025	06/25/2025	07/09/2025		VACANT LOT
ENF 25-0517	BROADWAY AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	06/02/2025	06/25/2025	07/09/2025		N
ENF 25-0535	PEARCE ST	REF TO MOWING CONTRACTOR	RECHECK SCHEDULED	06/04/2025	06/18/2025	07/09/2025		VACANT HOUSE
ENF 25-0537	CORUNNA AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	06/04/2025	06/25/2025	07/09/2025		N
ENF 25-0564	SAGINAW ST	INSPECTED PROPERTY	RECHECK SCHEDULED	06/12/2025	06/30/2025	07/09/2025		N
ENF 25-0606	CHIPMAN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	06/25/2025	07/02/2025	07/09/2025		IND
ENF 25-0613	HARRISON AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	06/30/2025	06/30/2025	07/09/2025		Y
ENF 25-0614	BALL ST	INSPECTED PROPERTY	RECHECK SCHEDULED	06/30/2025	06/30/2025	07/09/2025		VACANT

Total Entries 57

LEAVES

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ENF 25-0390	WILKINSON ST	RESOLVED	CLOSED	05/12/2025	06/10/2025		06/10/2025	N
			Total Entries	1				
MISC.								
ENF 25-0058	GRACE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	01/29/2025	06/23/2025	07/28/2025		VAC
			Total Entries	1				
MULTIPLE VIOLATIONS								
ENF 23-1108	MAIN ST	LEGAL ACTION	CLOSED	10/17/2023	06/11/2025		06/13/2025	N
ENF 23-1365	STEWART ST	INSPECTED PROPERTY	CLOSED	12/13/2023	06/02/2025		06/02/2025	N
ENF 24-0113	PINE ST	INSPECTED PROPERTY	CLOSED	02/13/2024	06/11/2025		06/11/2025	Y
ENF 24-1294	YOUNG ST	CONTACT WITH OWNER	CLOSED	08/15/2024	06/05/2025		06/05/2025	N
ENF 24-1959	SHIAWASSEE ST	RESOLVED	CLOSED	12/10/2024	06/10/2025		06/10/2025	N
ENF 25-0053	SOUTH ST	INSPECTED PROPERTY	CLOSED	01/21/2025	06/03/2025		06/27/2025	COMM
ENF 25-0085	HOWELL ST	RESOLVED	CLOSED	02/05/2025	06/02/2025		06/02/2025	N
ENF 25-0109	NELSON ST	INSPECTED PROPERTY	CLOSED	02/12/2025	06/10/2025		06/10/2025	N
ENF 25-0132	PARK	RESOLVED	CLOSED	02/25/2025	04/03/2025		06/03/2025	VACANT LOT
ENF 25-0143	LYON ST	INSPECTED PROPERTY	CLOSED	02/26/2025	06/02/2025		06/02/2025	Y
ENF 25-0178	SAGINAW ST	RESOLVED	CLOSED	03/05/2025	06/10/2025		06/10/2025	N
ENF 25-0225	BROADWAY AVE	RESOLVED	CLOSED	03/18/2025	06/17/2025		06/17/2025	N
ENF 25-0274	GRAND AVE	RESOLVED	CLOSED	04/08/2025	06/09/2025		06/09/2025	N
ENF 25-0309	DEWEY ST	INSPECTED PROPERTY	CLOSED	04/16/2025	06/24/2025		06/24/2025	N
ENF 25-0316	CHIPMAN ST	RESOLVED	CLOSED	04/17/2025	06/11/2025		06/11/2025	N

07/03/25

Code Enforcement Activity
JUNE 2025

12/16

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 25-0377	HICKORY ST	RESOLVED	CLOSED	05/08/2025	06/25/2025		06/25/2025	N
ENF 25-0469	YOUNG ST	RESOLVED	CLOSED	05/19/2025	06/10/2025		06/10/2025	N
ENF 25-0483	NAFUS ST	INSPECTED PROPERTY	CLOSED	05/20/2025	06/17/2025		06/17/2025	N
ENF 25-0487	DIVISION ST	RESOLVED	CLOSED	05/21/2025	06/04/2025		06/04/2025	VACANT HOUSE
ENF 25-0501	STEWART ST	RESOLVED	CLOSED	05/28/2025	06/30/2025		06/30/2025	Y
ENF 25-0512	GENESEE ST	RESOLVED	CLOSED	05/29/2025	06/17/2025		06/17/2025	Y
ENF 25-0514	RYAN ST	RESOLVED	CLOSED	05/29/2025	06/16/2025		06/16/2025	N
ENF 25-0544	CORUNNA AVE	RESOLVED	CLOSED	06/09/2025	06/23/2025		06/22/2025	Y
ENF 25-0547	QUEEN ST	RESOLVED	CLOSED	06/09/2025	06/30/2025		06/30/2025	N
ENF 25-0561	SHIAWASSEE ST	RESOLVED	CLOSED	06/11/2025	06/24/2025		06/24/2025	N
ENF 25-0568	STEWART ST	RESOLVED	CLOSED	06/17/2025	06/24/2025		06/24/2025	N
ENF 25-0579	CORUNNA AVE	INSPECTED PROPERTY	CLOSED	06/19/2025	07/02/2025		07/02/2025	Y
ENF 25-0582	HARRISON AVE	RESOLVED	CLOSED	06/23/2025	06/30/2025		06/30/2025	Y
ENF 24-0091	STATE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	02/06/2024	06/16/2025	07/07/2025		N
ENF 24-1262	LINGLE AVE	INSPECTED PROPERTY	PARTIALLY RESOLVED	08/08/2024	06/23/2025	07/07/2025		N
ENF 25-0063	GRAND AVE	INSPECTED PROPERTY	PARTIALLY RESOLVED	02/03/2025	06/16/2025	07/07/2025		N
ENF 25-0450	KING ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	05/19/2025	06/23/2025	07/07/2025		N
ENF 25-0453	MASON ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	05/19/2025	06/23/2025	07/07/2025		Y
ENF 24-1867	LINGLE AVE	INSPECTED PROPERTY	1ST TICKET ISSUED	11/19/2024	06/30/2025	07/08/2025		N
ENF 24-0890	STEWART ST	INSPECTED PROPERTY	LETTER SENT	05/21/2024	06/30/2025	07/09/2025		N

JUNE 2025

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 25-0531	BEEHLER ST	INSPECTED PROPERTY	RECHECK SCHEDULED	06/04/2025	07/02/2025	07/09/2025		VACANT
ENF 25-0603	KING ST	LETTER SENT	RECHECK SCHEDULED	06/25/2025	06/25/2025	07/09/2025		N
ENF 24-0833	MILWAUKEE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	05/15/2024	06/19/2025	07/10/2025		N
ENF 25-0226	CLINTON ST	INSPECTED PROPERTY	RECHECK SCHEDULED	03/19/2025	06/09/2025	07/10/2025		VACANT
ENF 25-0474	DIMMICK ST	INSPECTED PROPERTY	FINAL NOTICE	05/20/2025	06/19/2025	07/10/2025		N
ENF 21-1578	ROBBINS ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/14/2021	06/09/2025	07/14/2025		COMM
ENF 25-0330	OLIVER ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	04/23/2025	06/24/2025	07/15/2025		VAC
ENF 24-0140	MELINDA AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	02/21/2024	06/17/2025	07/17/2025		Y
ENF 25-0173	BROADWAY AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	03/05/2025	06/17/2025	07/17/2025		N
ENF 24-1789	HARRISON AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	11/05/2024	06/23/2025	07/21/2025		N
ENF 25-0508	BROADWAY AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	05/29/2025	06/19/2025	07/21/2025		N
ENF 25-0526	CAMPBELL DR	CONTACT WITH OWNER	RECHECK SCHEDULED	06/03/2025	06/09/2025	07/23/2025		N
ENF 23-1352	CHIPMAN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	12/12/2023	06/23/2025	07/24/2025		N
ENF 24-0495	OLIVER ST	INSPECTED PROPERTY	RECHECK SCHEDULED	03/19/2024	06/24/2025	07/24/2025		N
ENF 24-0907	PINE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	05/23/2024	06/25/2025	07/30/2025		VAC
ENF 23-0156	CHIPMAN ST	INSPECTED PROPERTY	FINAL NOTICE	02/16/2023	06/30/2025	07/31/2025		N
ENF 25-0147	KRUST DR	INSPECTED PROPERTY	RECHECK SCHEDULED	03/03/2025	06/30/2025	07/31/2025		N
ENF 25-0164	CORUNNA AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	03/04/2025	06/30/2025	07/31/2025		Y

Total Entries

53

NO BUILDING PERMIT

ENF 24-1907	MAIN ST	INSPECTED PROPERTY	CLOSED	11/21/2024	02/06/2025		06/24/2025	COMM
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07/03/25

Code Enforcement Activity

14/16

JUNE 2025

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 25-0536	PEARCE ST	OBTAINED PERMIT	CLOSED	06/04/2025	06/09/2025		06/09/2025	N
			Total Entries	2				
OPEN BURNING VIOLATIONS								
ENF 25-0465	CHIPMAN ST	INSPECTED PROPERTY	CLOSED	05/19/2025	06/02/2025		06/02/2025	N
			Total Entries	1				
POOL MAINTENANCE								
ENF 25-0062	OLIVER ST	CONTACT WITH OWNER	CLOSED	01/31/2025	06/03/2025		06/03/2025	N
			Total Entries	1				
RENTAL REGISTRATION								
ENF 25-0503	BALL ST	RENTAL REG FORM SUBMITTED	CLOSED	05/28/2025	06/09/2025		06/09/2025	Y
ENF 25-0523	ROBBINS ST	RENTAL REG FORM SUBMITTED	CLOSED	06/02/2025	06/18/2025		06/18/2025	Y
ENF 25-0539	WOODLAWN AVE	COMPLAINT LOGGED	LETTER SENT	06/04/2025	06/04/2025	07/11/2025		Y
ENF 25-0602	QUEEN ST	COMPLAINT LOGGED	LETTER SENT	06/24/2025	06/24/2025	07/25/2025		Y
			Total Entries	4				
ROW VIOLATIONS								
ENF 25-0491	BALL ST	RESOLVED	CLOSED	05/21/2025	06/03/2025		06/03/2025	N
			Total Entries	1				
SIGN VIOLATION								
ENF 25-0195	MAIN ST	RESOLVED	CLOSED	03/10/2025	06/03/2025		06/03/2025	COMM
ENF 25-0366	OLIVER ST	RESOLVED	CLOSED	05/06/2025	06/03/2025		06/03/2025	COMM
ENF 25-0475	MALLARD CIRCLE	INSPECTED PROPERTY	CLOSED	05/20/2025	06/03/2025		06/03/2025	N
ENF 25-0528	MAIN ST	RESOLVED	CLOSED	06/03/2025	07/01/2025		07/01/2025	COMM

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 25-0586	WATER	INSPECTED PROPERTY	RECHECK SCHEDULED	06/23/2025	06/23/2025	07/07/2025		COMM
			Total Entries	5				
TEMPORARY STRUCTURES								
ENF 23-0658	CEDAR ST	RESOLVED	CLOSED	06/29/2023	06/11/2025		06/11/2025	N
ENF 25-0150	WASHINGTON ST	RESOLVED	CLOSED	03/03/2025	06/10/2025		06/10/2025	N
ENF 25-0163	WRIGHT AVE	CONTACT WITH OWNER	RECHECK SCHEDULED	03/04/2025	06/09/2025	07/21/2025		N
ENF 24-1761	STEWART ST	INSPECTED PROPERTY	EXTENSION GRANTED	11/04/2024	06/30/2025	08/07/2025		Y
			Total Entries	4				
TREES HANGING OVER ROW								
ENF 25-0563	DIMMICK ST	RESOLVED	CLOSED	06/11/2025	06/11/2025		06/11/2025	Y
			Total Entries	1				
VACANT STRUCTURES								
ENF 24-0728	ADAMS ST	INSPECTED PROPERTY	RECHECK SCHEDULED	05/01/2024	06/17/2025	07/17/2025		VAC
			Total Entries	1				
VACANT/SQUATTERS								
ENF 25-0565	GENESEE ST	INSPECTED PROPERTY	RED-TAGGED	06/12/2025	06/24/2025	07/09/2025		VACANT HOUSE
			Total Entries	1				
VISIBILITY								
ENF 25-0527	SHIAWASSEE ST	RESOLVED	CLOSED	06/03/2025	06/17/2025		06/17/2025	N
			Total Entries	1				
WINDOWS								

Code Enforcement Activity
JUNE 2025

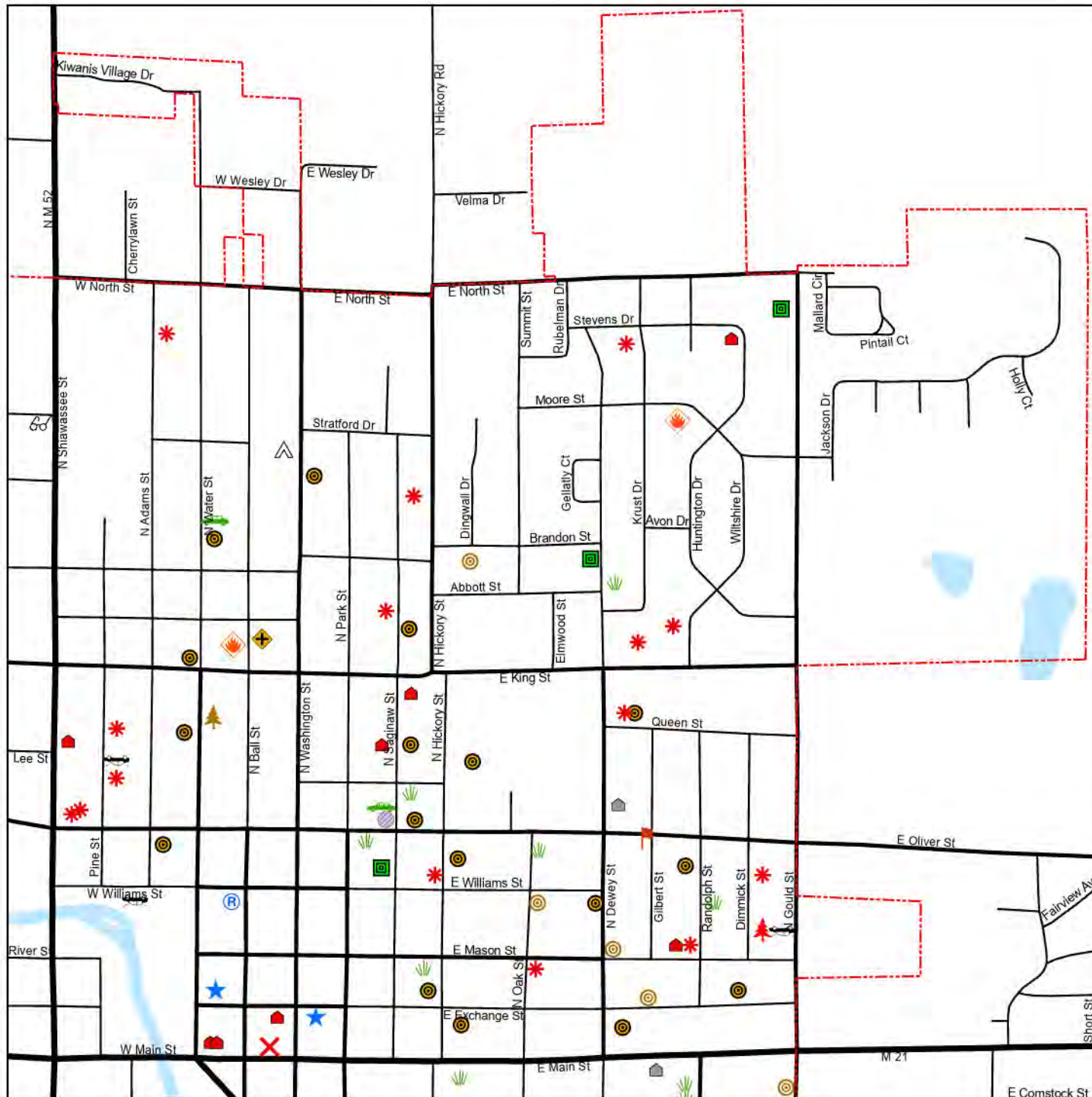
Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 25-0016	CASS ST	RESOLVED	CLOSED	01/07/2025	06/09/2025		06/09/2025	N
Total Entries				1				
ZONING								
ENF 25-0549	MAIN ST	COMPLAINT LOGGED	LETTER SENT	06/09/2025	06/09/2025	07/18/2025		COMM
Total Entries				1				
Total Records:		241			Total Pages:	16		

City of Owosso

Code Enforcement Activity

June 2025

NE Quadrant



Category

- Accessory Structures
- Auto Repair/Junk Vehicle
- Building Violations
- Dead Tree
- Demo By Neglect Hdc
- Fire Damage
- Front Yard Parking
- Furniture Outside
- Garbage & Debris
- Garbage/Junk In ROW
- HDC - Notice Of Violation
- Lawn Maintenance
- Multiple Violations
- No Pool Permit / Pool Violation
- Rental Registration
- ROW Violations
- Sign Violation
- Temporary Structures
- Trees Hanging Over ROW
- Visibility

Other Features

- City Limit
- Railroads
- River & Lakes

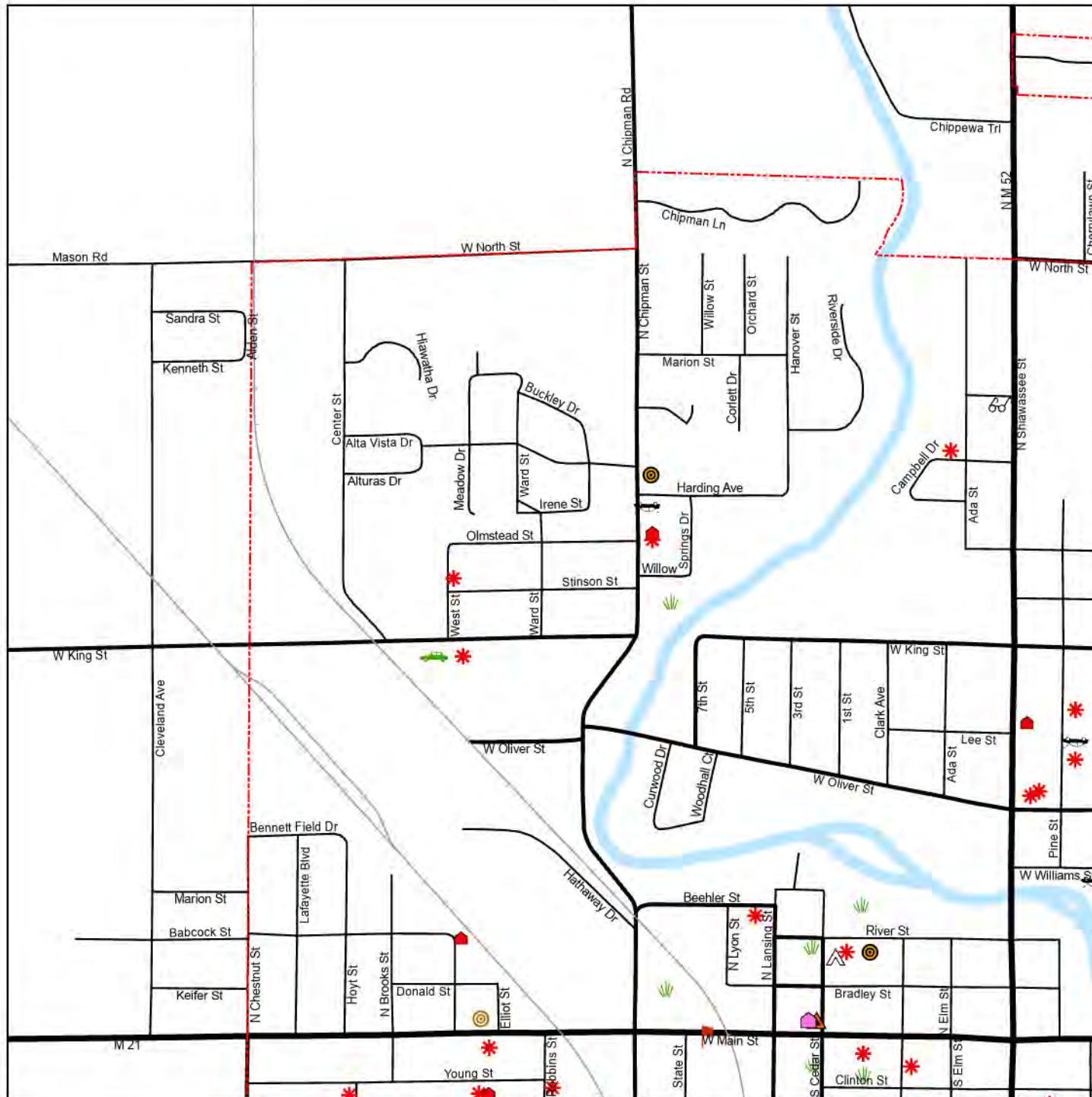
0 300 600 900 1,200 Feet



City of Owosso

Code Enforcement Activity June 2025

NW Quadrant



Category

- Auto Repair/Junk Vehicle
- Building Violations
- Front Yard Parking
- Garbage & Debris
- Garbage/Junk In ROW
- Imminent Danger Of Structure
- Lawn Maintenance
- Multiple Violations
- No Building Permit
- Sign Violation
- Temporary Structures
- Visibility

Other Features

- City Limit
- Railroads
- River & Lakes

0 300 600 900 1,200 Feet



SE Quadrant

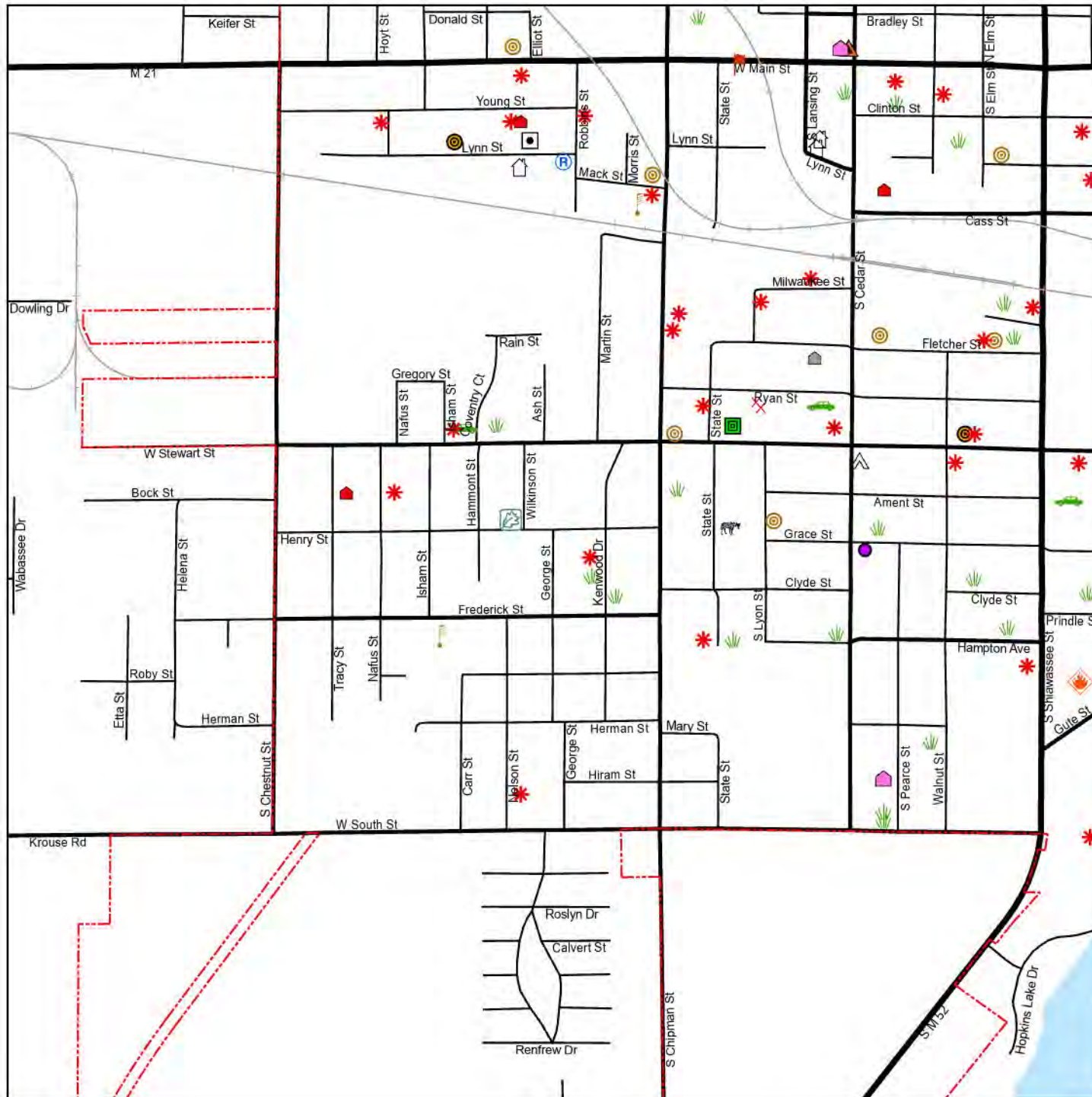


City of Owosso

Code Enforcement Activity

June 2025

SW Quadrant



Category

- Accessory Structures
- Animals
- Appliances
- Building Violations
- Chickens/Ducks
- Exterior Paint/Siding
- Fence Violation
- Fire Damage
- Front Yard Parking
- Furniture Outside
- Garbage & Debris
- Garbage/Junk In ROW
- Imminent Danger Of Structure
- Lawn Maintenance
- Leaves
- Misc.
- Multiple Violations
- No Building Permit
- Rental Registration
- Sign Violation
- Temporary Structures

Other Features

- City Limit
- Railroads
- River & Lakes



0 300 600 900 1,200 Feet

Monthly Inspection List
JUNE 2025

CHARLES, NATHAN	BUILDING OFFICIAL Total Inspections:	28
BOOTH, MARK	MECHANICAL & PLUMBING INSPECTOR Total Inspections:	26
HARRIS, JON	ELECTRICAL INSPECTOR Total Inspections:	17
FREEMAN, GREG	CODE ENFORCEMENT Total Inspections:	133
MAYBAUGH, BRAD	CODE ENFORCEMENT Total Inspections:	189
Grand Total Inspections:		393

CERTIFICATES & LICENSES ISSUED BY MONTH FOR 2025

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
ADULT USE RECREATIONAL RETAIL												
1				1								2
\$5,000				\$5,000								\$10,000
AMPHITHEATER												
					2	4	3					9
					\$50	\$50	\$150					\$250
BENTLEY PARK RENTAL												
				6	14	9	9	9	2			49
				\$150	\$400	\$250	\$250	\$250	\$50			\$1,350
GROWER LICENSE (Medical)												
												0
												\$0
HARMON PATRIDGE PARK RENTAL												
				5	13	9	5	3				35
				\$150	\$400	\$250	\$125	\$125				\$1,050
MOBILE FOOD VENDING (Food Truck License)												
					1							1
					\$150							\$150
PROCESSOR LICENSE												
1												1
\$5,000												\$5,000
PROVISIONING CENTER												
												0
												\$0
RECREATIONAL GROW												
			2									2
			\$10,000									\$10,000
RENTAL (Renewals)												
5		3		10								18
\$250		\$150		\$500								\$900
RENTAL REGISTRATIONS (New)												
3	2	1	3	3	6							18
\$150	\$100	\$50	\$150	\$150	\$300							\$900
RESIDENTIAL PARKING												
1												1
\$120												\$120
TOTALS:												
11	2	4	5	25	36	22	17	12	2	0	0	136
\$10,520	\$100	\$200	\$10,150	\$5,950	\$1,300	\$550	\$525	\$375	\$50	\$0	\$0	\$29,720



OWOSSO POLICE DEPARTMENT

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

MEMORANDUM

DATE: 14 July 2025
TO: Owosso City Council
FROM: Eric E. Cherry
Police Department Captain
RE: June 2025 Police Activity Report

Master Plan Goal 3.1, 3.2

The Investigative Services Bureau attended the monthly multidisciplinary meeting for all forensic interviews conducted. This is where investigators, CPS, Voices for Children and Shiawassee County Prosecutors discuss where each case is at of the reported sexual assault investigations.

Our Comprehensive Opioid, Stimulant and Substance Use Program (COSSUP) team met on multiple occasions and also completed some field work with persons that were effected by overdose.

The Police Department assisted the Curwood Festival with security and traffic control for two parades and numerous activities during the festival.

June - 5 YEAR AVERAGE

	2021- June	2022- June	2023- June	2024- June	2025- June	June 5YR AVG
Part I Crimes	28	30	34	26	13	26.2
Part II Crimes	79	69	85	90	82	81
Violent Crimes	9	10	11	11	4	9
Total Reports	180	155	179	172	157	168.6
Felony Arrests	16	7	6	6	15	10
Total Arrests	33	34	36	37	42	36.4
Traffic Stops	20	35	58	54	35	40.4
All Dispatched Events	879	863	898	801	787	845.6

LAST 12 MONTHS

	2024-Jul	2024-Aug	2024-Sep	2024-Oct	2024-Nov	2024-Dec	2025-Jan	2025-Feb	2025-Mar	2025-Apr	2025-May	2025-Jun	Last 12 Months	Average
Part I Crimes	30	26	25	29	19	17	23	18	30	18	25	13	273	22.75
Part II Crimes	99	97	80	95	81	70	65	59	84	87	97	82	996	83
Violent Crimes	17	10	3	9	7	4	7	2	10	4	8	4	85	7.08
Total Reports	178	184	176	161	153	139	160	114	157	166	168	157	1913	159.42
Felony Arrests	7	8	4	14	8	6	5	5	6	8	8	15	94	7.83
Total Arrests	31	45	34	39	40	23	22	20	27	33	35	42	391	32.58
Traffic Stops	100	63	80	27	34	48	105	109	43	87	84	35	815	67.92
All Dispatched Events	915	996	1003	692	607	606	835	657	730	820	798	787	9446	787.17



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

MEMORANDUM

DATE: July 8, 2025

TO: Owosso City Council

FROM: Kevin Lenkart
Director of Public Safety

RE: June 2025 Fire & Ambulance Report

Attached are the statistics for the Owosso Fire Department (OFD) for June 2025. The Owosso Fire Department responded to 273 incidents in the month of June.

OFD responded to 19 fire or rescue calls and EMS responded to 254 EMS calls.

Fire Calls		EMS Calls	
Illegal Burning		City of Owosso	160
Wires Down	4	Corunna EMS	6
Rescue	2	Fairfield Twp.	4
Car Fire	0	Laingsburg	1
False Alarm	4	Middlebury Twp.	21
Building Fire-Owosso	2	Owosso Twp.	51
Building Fire-Mutual Aid	1	Perry Area EMS	2
Gas Leak	5	Rush Twp.	7
Smoke Investigation	1	Out of County	2
Total	19	Total	254

Filter statement

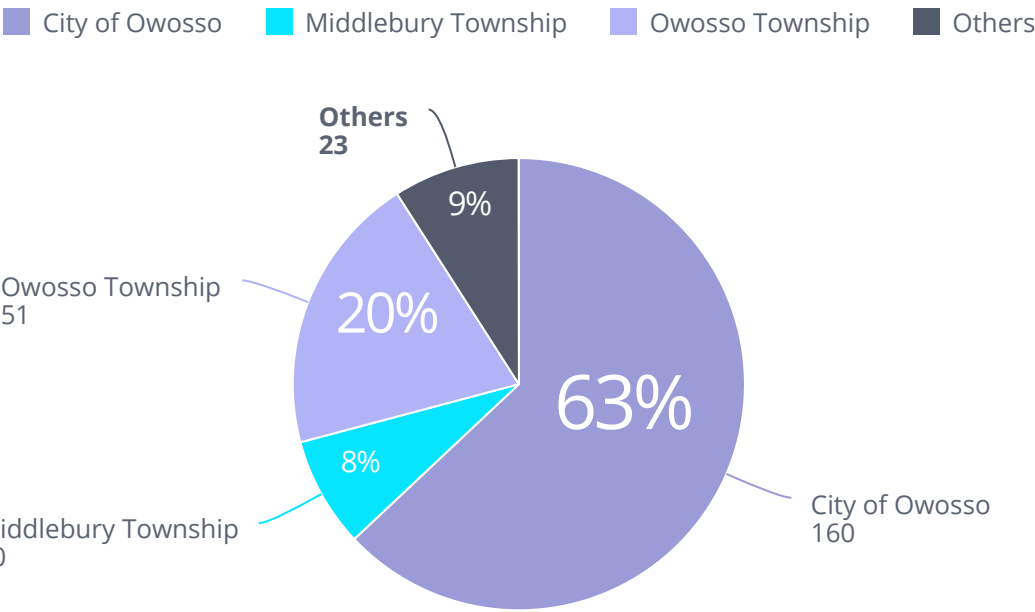
Filters
Days in Dispatched 6/1/25 to 6/30/25 | **Is Locked** true | **Is Active** true | **Scene Zone** Exclude: N/A, Bennington Township

Responses by Scene Zone

Total Records



Responses by Zone



MINUTES FOR REGULAR MEETING
OWOSSO HISTORIC DISTRICT COMMISSION
Wednesday, June 18, 2025 at 6:00 p.m.
City Hall Conference Room

MEETING CALLED TO ORDER: at 6:00 p.m. by Chairperson Steven Teich.

ROLL CALL: was taken by City Manager Nathan Henne.

PRESENT: Chairperson Steven Teich, Commissioner Ainsworth, Vice Chair Omer, Commissioner Powell, Commissioner VanEpps, Commissioner Byrne, Commissioner Harrington

ABSENT:

OTHERS IN ATTENDANCE:

AGENDA APPROVAL: June 18, 2025.

MOTION FOR APPROVAL OF THE AGENDA BY POWELL. SECONDED BY BYRNE.

AYES ALL. MOTION CARRIED.

MINUTES APPROVAL: May 21, 2025.

MOTION FOR APPROVAL OF MINUTES AS PRESENTED BY POWELL. SECONDED BY HARRINGTON.

AYES ALL. MOTION CARRIED.

COMMUNICATIONS

AYES ALL. MOTION CARRIED.

ITEMS OF BUSINESS:

Affirm Compliance at 110 W Main St for Demolition by Neglect

Henne explained that the owners of 110 W Main St have completed the work on the façade of the building and that the demolition by neglect enforcement should be closed.

MOTION BY VANEPPS TO CLOSE THE DEMOLITION BY NEGLECT ENFORCEMENT FOR 110 W MAIN STREET. THE OWNERS HAVE COMPLIED WITH THE ENFORCEMENT'S REQUIREMENTS. SUPPORTED BY AINSWORTH.

AYES ALL

PUBLIC COMMENTS:

BOARD COMMENTS: Henne said that the owner of 108 E Exchange has replaced the vinyl siding with wood siding to comply with his approved certificate of appropriateness approved by the HDC. Chairman Teich asked about saving a component of the façade at 117 W Exchange before the building was demolished. Henne explained that the city is not bidding the project but that usually any demolition contract includes salvage rights – so anyone wishing to salvage a portion of the building would have to ask the contractor that is hired by the County Land Bank since they are leading this process.

NEXT MEETING: July 16, 2025

CHAIRMAN TEICH ADJOURNED THE MEETING AT 6:11 P.M.

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

July 9, 2025, AT 7:30 A.M.

CALL TO ORDER: The meeting was called to order by Chair Daylen Howard at 7:31 A.M.

ROLL CALL: Taken by Lizzie Fredrick

PRESENT: Chair Daylen Howard, Mayor Robert J. Teich, Jr. and Commissioners Jill Davis, Josh Ardelean, Karen Parzych and Jon Moore

ABSENT: Vice-Chair Lance Omer and Commissioner Bill Gilbert

STAFF PRESENT: Lizzie Fredrick, OMS & DDA Director

AGENDA:

MOVED BY TEICH SUPPORTED BY DAVIS TO APPROVE THE JULY 9, 2025, OWOSSO MAIN STREET AND DOWNTOWN DEVELOPMENT AUTHORITY AGENDA AS PRESENTED.

**AYES: ALL
MOTION CARRIED**

MINUTES:

MOVED BY TEICH, SUPPORTED BY ARDELEAN TO APPROVE THE JUNE 4, 2025, OWOSSO MAIN STREET AND DOWNTOWN DEVELOPMENT AUTHORITY ANNUAL MEETING MINUTES.

**AYE: ALL
MOTION CARRIED**

PUBLIC COMMENTS: Jim Woodworth said he opposed the Revolving Loan & Grant Program having a repayment provision for grants where the property owner sells the property within 5 years of receiving the grant because \$25,000 is a small amount for a development project. Woodworth also said that there is a parking problem on Main Street and it is the only part of downtown that needs parking enforcement.

Kori Shook said the repayment provision is not conducive to being a grant. Shook also said that there are empty parking spaces everywhere on Exchange Street.

REPORTS: Fredrick reviewed the monthly financial reports including the Check Disbursement Report and Revenue & Expenditure Report.

Fredrick presented June 2025 and Fiscal Year 2024-2025 reports for Electric Vehicle Charging Station Revenue, Unique Drivers, and Session Quantity.

INFORMATIONAL MEETING: Fredrick presented a recap of the OMS & DDA's activities, projects, and programming for the past six months.

ITEMS OF BUSINESS:

- 1. 2025 Owosso Main Street Self-Assessment:** Fredrick presented the Main Street Self-Assessment Tool to be completed for the national accreditation process.

Board provided their scores for each focus area of the Main Street Approach and discussed the OMS Program's progress, successes, and areas of opportunity for improvement.

COMMITTEE UPDATES:

1. **Organization:** Moore shared that the Committee updated the Volunteer Database with all the volunteers from the Downtown Spring Cleanup and reviewed part of the OMS website for updates at the June meeting.

Moore noted that at the July meeting, the Committee worked on plans for the September Volunteer Recruitment Event and 2025 Volunteer Appreciation Event.

2. **Promotion:** Davis announced that the Promotion Committee will be participating in National Night Out on August 5th at the Public Safety Building.
3. **Economic Vitality:** Howard provided updates on Main Street Meetups for downtown business owners and commercial property owners.
4. **Design:** Ardelean shared that the Committee worked on the Seasonal Beautification Work Plan during the meeting, allocating funds from the program budget for the different seasons, discussing fall décor locations, and necessary supplies.

DIRECTOR UPDATES: Fredrick thanked the Board for attending the Transformation Strategy Workshop and reminded the Board that Owosso Vintage Motorcycle Days will take place on August 22nd and 23rd.

BOARD COMMENTS: Teich reminded the Board and members of the public that the OMS & DDA Board of Directors has a vacancy to be filled.

ADJOURNMENT:

**MOVED BY ARDELEAN, SUPPORTED BY MOORE TO ADJOURN AT 8:36 A.M.
AYES: ALL
MOTION CARRIED**

NEXT MEETING AUGUST 6, 2025.