

**CITY OF OWOSSO  
REGULAR MEETING OF THE CITY COUNCIL  
MONDAY, AUGUST 4, 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 21, 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. Traffic Control Order – Back 2 School Bash. Consider request from Dan Dameron of Convergent Church, for the partial closure of the Armory Parking Lot (Lot #4) for the Back 2 School Bash on Sunday, August 17, 2025 from 8:00am – 3:00pm and approve Traffic Control Order No. 1540 formalizing the action contingent upon receipt of proper insurance.
2. Change Order – 2025 Sewer Televising Project. Approve Change Order No. 2 to the 2025 Sewer Televising Project contract with MEC Underground Solutions LLC adding \$22,424.00 for additional televising for upcoming street and utility projects, and further approve payment to the contractor upon satisfactory completion of the work or portion thereof.  
**Master Plan Implementation Goals: 3.4**

3. Emergency Repair Authorization – Fire Department Medic 1. Authorize payment to Lunghamer Ford of Owosso, LLC for emergency repair and replacement of parts on Fire Department Medic 1 in the amount of \$4,951.76.
4. Bid Award – Downtown Planter Removal Project. Approve bid award to Perrin Construction Co., Inc. for the Downtown Planter Removal Project in the amount of \$34,436.50 and further approve payment to the contractor upon satisfactory completion of the project.  
**Master Plan Implementation Goals: 1.9, 3.17**
5. Check Register – July 2025. Affirm check disbursements totaling \$4,535,497.43 for July 2025.

### **ITEMS OF BUSINESS**

1. Notice of Pecuniary Interest. 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 July 2025.
2. MML Annual Meeting Delegates. Designate the City's official representatives for the MML Annual Meeting.  
**Master Plan Implementation Goals: 3.5, 3.9**

### **CITIZEN COMMENTS**

### **COUNCIL COMMENTS**

### **CITY MANAGER REPORT**

1. Nathan R. Henne, City Manager. City Manager Report – July 2025.

### **COMMUNICATIONS**

1. Scott J. Gould, City Attorney. Memorandum regarding the delivery of property tax bills.
2. Brad A. Barrett, Finance Director. Financial Report – June 2025.
3. Parks & Recreation Commission. Minutes of June 25, 2025.
4. Owosso Historical Commission. Minutes of July 14, 2025.
5. Historic District Commission. Minutes of July 16, 2025.

### **NEXT MEETING**

Monday, August 18, 2025

### **BOARDS AND COMMISSIONS OPENINGS**

Building Board of Appeals – Alternate - term expires June 30, 2026  
Building Board of Appeals – Alternate - term expires June 30, 2025  
DDA/OMS Board x 2 – terms expire June 30, 2028  
Zoning Board of Appeals – Alternate – term expires June 30, 2027  
Zoning Board of Appeals – Alternate – term expires June 30, 2025

### **ADJOURNMENT**

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](mailto:city.clerk@ci.owosso.mi.us). The City of Owosso Website address is [www.ci.owosso.mi.us](http://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 August 4, 2025. Citizens may view and listen to the meeting using the following link and phone numbers.

**OWOSSO CITY COUNCIL  
MONDAY, AUGUST 4, 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/83483951668?pwd=q9FUVTk2kSjcGGIZG9jNIUH0bDSyC.1>

**Meeting ID: 834 8395 1668**

**Passcode: 680092**

**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 August 4, 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](mailto: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](mailto:city.clerk@ci.owosso.mi.us). The City of Owosso Website address is [www.ci.owosso.mi.us](http://www.ci.owosso.mi.us).

**CITY OF OWOSSO  
REGULAR MEETING OF THE CITY COUNCIL  
MINUTES OF JULY 21, 2025  
6:30 P.M.  
VIRGINIA TEICH CITY COUNCIL CHAMBERS**

**PRESIDING OFFICER:** MAYOR ROBERT J. TEICH, JR.

**OPENING PRAYER:** A MOMENT OF SILENCE WAS HELD

**PLEDGE OF ALLEGIANCE:** MAYOR ROBERT J. TEICH, JR.

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

**ABSENT:** Mayor Pro-Tem Jerome C. Haber.

**APPROVE AGENDA**

Motion by Councilmember Ludington 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 JULY 7, 2025**

Motion by Councilmember Osmer to approve the Minutes of the Regular Meeting of July 7, 2025 as presented.

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

**PROCLAMATIONS / SPECIAL PRESENTATIONS**

None.

**PUBLIC HEARINGS**

None.

**CITIZEN COMMENTS**

Tom Manke, 2910 W. M-21, said the City could still collect the \$5,000 in unpaid parking tickets that it proposes to write-off, noting that back in 2012 the Council turned over a large number of unpaid tickets to the Secretary of State Office which refused to renew the driver's licenses of those with multiple unpaid parking tickets. He said he recognized that sometimes the cost to pursue these debts outweighs the revenue that can be gained, though he thought that the City should publicly name all those with unpaid parking tickets.

Jeff Turner, 204 Oakwood Avenue, said he would like to see stepped up parking enforcement in his neighborhood as multiple cars are left on the streets overnight. He also asked if the City would look into the condition of the property at 326 Dewey Street as it presents a danger to the neighborhood. Lastly, he

noted his objection to the Cruise the Pits event because attendees were doing damage to City streets that citizens have to pay for.

Mike Martin, 915 E. King Street, asked for additional police patrol on N. Gould Street, saying that speeding has been a problem. He also said he would like to see scooter activity curtailed on the streets as the vehicles disturbed the peace and were unsafe after dark.

Mayor Teich said he was not familiar with the idea that the names of debtors are always listed for the public to see.

### **COUNCIL COMMENTS**

None.

### **CONSENT AGENDA**

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

**\*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 as follows:

#### **RESOLUTION NO. 92-2025**

#### **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 – 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 as follows:

**RESOLUTION NO. 93-2025**

**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.

**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 as follows:

**RESOLUTION NO. 94-2025**

**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.

**\*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.

(See Resolution No. 95-2025 after the following agenda item.)

**\*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 as follows:

#### **RESOLUTION NO. 95-2025**

#### **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.

**\*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 as follows:

#### **RESOLUTION NO. 96-2025**

#### **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.

**\*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 as follows:

**RESOLUTION NO. 97-2025**

**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.

(See Resolution No. 99-2025 regarding financing of said purchase.)

**\*Purchase Authorization – Vector Truck.** Waive competitive bidding requirements, authorize the joint purchase of one 2026 Vector 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 as follows:

**RESOLUTION NO. 98-2025**

**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 Sourcewell 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 Sourcewell 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.

(See Resolution No. 99-2025 regarding financing of said purchase.)

**\*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 as follows:

**RESOLUTION NO. 99-2025**

**AUTHORIZING INSTALLMENT PURCHASE CONTRACTS  
FOR EQUIPMENT**

WHEREAS, it is determined to be necessary and desirable and in the best interest of the City of Owosso (the "City") that the City acquire certain equipment as described in Exhibit A hereto (collectively, the "Property") and that the acquisition of the Property be financed all or in part by installment purchase authorized under Act 99, Public Acts of Michigan, 1933, as amended ("Act 99"), and more specifically by the acquisition of the Property pursuant to one or more installment purchase Contracts (each, a "Contract" and collectively, the "Contracts") with the sellers thereof (each, a "Vendor" and collectively, the "Vendors") and Huntington Public Capital Corporation ("HPCC"); and

WHEREAS, the aggregate outstanding balance, exclusive of interest, of all purchases made by the City pursuant to Act 99, including the Contracts, does not exceed 1-¼% of the taxable value of the real and personal property in the City.

NOW, THEREFORE, BE IT RESOLVED that:

1. It is hereby found to be necessary and desirable for the City to finance all or a portion of the cost of the Property, including costs of issuance of the Contracts, which includes the cost of bond counsel, in the aggregate principal amount of not to exceed \$783,060.00 by purchasing the Property pursuant to the terms and conditions of the Contracts; and the City hereby pledges its full faith and credit for the payment of its obligations thereunder. The balance of the cost of the Property, if any, shall be paid by the City from available funds of the City. Proceeds of the financing authorized by this resolution may be deposited in any bank or escrow account eligible for such deposit under state law as such account may be designated by the Treasurer or Finance Director of the City.
2. The City shall include in its budget and pay the sum or sums necessary each year to meet the payments due pursuant to the provisions of the Contracts.
3. The Contracts shall be dated the date of delivery thereof. The interest rate on the outstanding principal balance of each Contract shall equal 4.44% per annum, and each Contract shall be payable as to principal and interest in seven (7) annual installments on the dates and in the amounts set forth in Exhibit A to the respective Contract. The Contracts shall be subject to prepayment at the option of the City at any time, at par, plus accrued interest to the date fixed for prepayment with 30 days' notice to HPCC.
4. The Contracts, substantially in the form presented to this meeting, are hereby approved, and the Mayor and the City Clerk are hereby authorized to execute and deliver the Contracts in substantially the form approved, with such changes as are approved by them and consistent with the terms of this resolution. The approval of such changes shall be conclusively evidenced by their signatures on the Contracts. Each Contract may be executed in counterparts, each of which shall be an original and all of which shall constitute but one and the same instrument.
5. The City covenants to comply with all provisions of the Internal Revenue Code of 1986, as amended, necessary to maintain the exclusion of interest on the Contracts from gross income for federal income tax purposes.
6. The Mayor, the City Clerk, the City Manager, the Finance Director, and other officers of the City as may be necessary are each hereby authorized to execute and deliver such documents, instruments and certificates as are necessary or desirable to consummate the described transactions and to maintain the exclusion of the interest on the Contracts from gross income for federal income tax purposes.
7. The useful life of the Property is determined to be seven (7) years and upwards.
8. Dickinson Wright PLLC, Troy, Michigan, is hereby appointed as bond counsel with respect to the Contracts, and the Mayor, City Manager, and Finance Director, individually or any number of them, are authorized to sign an engagement letter with Dickinson Wright PLLC setting forth, among other things, the scope of the bond counsel services to be provided and fee in connection with such bond counsel services. The City acknowledges that Dickinson Wright PLLC represents a number of financial institutions in other public finance matters, including HPCC, and consents to Dickinson Wright PLLC's representation of the City as bond counsel and, and waives any conflict of interest arising from such representation of HPCC in other matters not involving the City.

9. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are rescinded.

EXHIBIT A

	<u>Vendor</u>	<u>Property</u>	<u>Unit Cost</u>	<u>Qty.</u>	<u>Vendor Cost</u>	<u>Contract Amt.</u>
1	MacQueen Group of Lake Orion	Vactor truck	\$ 541,551.00	1	\$ 541,551.00	\$ 546,966.51
2	MacQueen Group of Lake Orion	Street sweeper truck	\$233,755.00	1	\$233,755.00	\$ 236,092.55
					Total:	\$ 783,059.06

**\*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 as follows:

**RESOLUTION NO. 100-2025**

**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.

**Warrant No. 658.** Authorize Warrant No. 658 as follows:

<b>Vendor</b>	<b>Description</b>	<b>Fund</b>	<b>Amount</b>
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

Motion supported by Councilmember Osmer.

Roll Call Vote.

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

NAYS: None.

ABSENT: Mayor Pro-Tem Haber.

### **ITEMS OF BUSINESS**

#### **\*Contract Approvals – Ludington Electric, Inc.**

Motion by Councilmember Owens to allow Councilmember Ludington to abstain from voting on contracts related to his business Ludington Electric, Inc.

Motion supported by Councilmember Osmer.

Roll Call Vote.

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

NAYS: None.

ABSENT: Mayor Pro-Tem Haber.

Councilmember Ludington left the meeting at 6:44 p.m.

Motion by Councilmember Olson to reiterate acknowledgement of the pecuniary interest of Councilmember Ludington in the contract(s) in question and approve the following contracts with Ludington Electric, Inc. for the period of June 2025:

<b>PO NUMBER</b>	<b>DEPT.</b>	<b>VENDOR</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
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
				<b><u>\$ 4,801.59</u></b>

Motion supported by Councilmember Owens.

Roll Call Vote.

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

NAYS: None.

ABSTAIN: Councilmember Ludington.

ABSENT: Mayor Pro-Tem Haber.

### **Property Purchase – S. Park Street**

City Manager Nathan R. Henne explained that the parcel in question is currently in the tax foreclosure process and as such the City is offered the first right of refusal. He recommended purchasing the property as it not only functions as part of the Comstock Parking Lot (Lot #10), but it also includes part of the former right of way for a portion of the now closed S. Park Street.

Motion by Councilmember Olson to approve the following resolution authorizing the purchase of property on S. Park Street (part of Parking Lot #10) in the amount of \$8,118.39 per the provisions of Public Act 206 of 1893:

#### **RESOLUTION NO. 101-2025**

#### **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), and described in Exhibit A, 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.

#### **EXHIBIT A**

Description: LOTS 24 25 26 M E HOLMES SUBDIV LOTS 7, 8 & 9 BLK 28 ORIGINAL PLAT INCLUDING ADJ CLOSED ALLEY AND 24.75' CLSD PARK ST

Motion supported by Councilmember Fear.

Roll Call Vote.

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

NAYS: None.

ABSENT: Mayor Pro-Tem Haber.

### **Unpaid Parking Ticket Write-Off**

City Manager Henne explained that the Finance Department is recommending Council write off \$5,130.00 in unpaid parking tickets due to uncollectability and administrative costs outweighing returns.

In response to Mr. Manke's earlier comments City Manager Henne indicated that at the time Council took action to have unpaid parking tickets turned over to the Secretary of State Office for enforcement the City had approximately \$50,000 in unpaid tickets. Said tickets had to go through a court process before becoming eligible to turn over to the Secretary of State Office. That office could then refuse to renew the driver's license or vehicle registration of any individual with three or more remaining unpaid tickets until such time as the tickets were paid. This law was subsequently changed in 2021 and the state no longer blocks renewals or registrations.

Motion by Councilmember Olson to authorize writing off \$5,130.00 in unpaid parking tickets recorded in the fiscal year ending June 30, 2024 as follows:

### **RESOLUTION NO. 102-2025**

#### **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, 2025.

Motion supported by Councilmember Ludington.

Roll Call Vote.

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

NAYS: None.

ABSENT: Mayor Pro-Tem Haber.

### **Paperless Utility Billing**

City Manager Henne explained the proposal to authorize a paperless billing option, saying that shut off notices will still need to be mailed to comply with state law and customers will need to acknowledge they have chosen the paperless billing option in writing. He went on to say that any potential cost savings will be determined by how many people take advantage of the paperless option and that it is hard to say how long it will take to see savings of any significance. Should Council approve the paperless billing option he will work with staff to develop a marketing campaign to get the word out. He estimated that the option could be implemented in time for the next billing cycle.

There was discussion regarding whether the acknowledgement had to be in writing. City Manager Henne indicated that without such an acknowledgement the City could be held liable if a bill got lost in a spam or junk folder. It was asked if the acknowledgement could be completed digitally to make it easier for folks to make the switch. City Manager Henne noted that he can look into digital options, but that it would not be available with the next billing cycle.

Motion by Councilmember Olson to approve the following resolution authorizing a paperless billing option for utility billing:

#### **RESOLUTION NO. 103-2025**

##### **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.

Motion supported by Councilmember Owens.

Roll Call Vote.

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

NAYS: None.

ABSENT: Mayor Pro-Tem Haber.

### **CITIZEN COMMENTS**

Tom Manke, 2910 W. M-21, said it would be good for residents to know who isn't paying their parking tickets. He went on to detail the Cruise the Pits event, saying that the large majority of attendees behaved themselves, its only a few people that cause problems.

### **COUNCIL COMMENTS**

Councilmember Osmer announced the free concert this Thursday at 7:00pm, hosted by The Arc.

Councilmember Olson inquired if the City could implement paperless billing for taxes as well as utilities. The City Manager and the City Attorney agreed to look into the matter.

There was discussion regarding Cruise the Pits attendees doing burnouts and damaging City streets, how the Public Safety Department handles the event, and the significant safety concerns presented by allowing the crowd to be near cars doing burnouts.

### **COMMUNICATIONS**

Tanya S. Buckelew, Planning & Building Director. June 2025 Building Department Report.

Tanya S. Buckelew, Planning & Building Director. June 2025 Code Violations Report.

Tanya S. Buckelew, Planning & Building Director. June 2025 Inspections Report.

Tanya S. Buckelew, Planning & Building Director. June 2025 Certificates Issued Report.

Kevin D. Lenkart, Public Safety Director. June 2025 Police Report.

Kevin D. Lenkart, Public Safety Director. June 2025 Fire Report.

Historic District Commission. Minutes of June 18, 2025.

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**

Motion by Councilmember Owens for adjournment at 7:06 p.m.

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

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Robert J. Teich, Jr., Mayor

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Amy K. Kirkland, City Clerk

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



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

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# ***MEMORANDUM***

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DATE: July 8, 2025  
TO: City Council  
FROM: Kevin Lenkart  
Director of Public Safety  
RE: Traffic Control Order # 1540

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Dan Dameron with Convergent Church is requesting a portion of the parking lot adjacent to The Armory for a Back 2 School Bash.

**LOCATION:** 201 N. Water Street – The Armory

**DATE:** August 17, 2025

**TIME:** 8am – 3pm

Contents of the application packet leave insurance coverage in question.

The Public Safety Department has issued Traffic Control Order # 1540 in accordance with the Rules for the Issuance of Certain Traffic Control Orders. Staff recommends approval and further authorization of a traffic control order formalizing the action, contingent upon receipt of proper insurance.

**CITY OF OWOSSO**

**TRAFFIC CONTROL ORDER**

*(SECTION 2.53 UNIFORM TRAFFIC CODE)*

ORDER NO.

DATE

TIME

1540

07/08/2025

4:04 PM

REQUESTED BY

Kevin Lenkart – Director of Public Safety

TYPE OF CONTROL

Parking lot closure

LOCATION OF CONTROL

Partial closure of the Armory Parking Lot (Lot #4).

EVENT:

Back 2 School Bash  
August 17, 2025  
8am – 3pm

APPROVED BY COUNCIL

\_\_\_\_\_, 20 \_\_\_\_

REMARKS



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

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

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

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

Event Name: Back 2 School Bash

Applicant Name: Convergent Church Date: 7/7/25  
(Individual or Group Name)

Primary Contact: Dan Dameron Title: Pastor

Address: 215 N Water Owosso, MI 48867

Phone: [REDACTED] Email: [REDACTED]

Requested Date(s): August 17, 2025 Requested Hours: 8am-3pm  
(Including set-up and clean-up)

Area Requested (Parking Lot - Parade Route): A portion of the parking lot adjacent to The Armory

Detailed description of the use for which the request is made: We will be holding our worship gathering in on the stage in front of The Armory and we would like to use a portion of the parking lot for a few inflatables for the kids

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

- |                                     |   |
|-------------------------------------|---|
| <input type="checkbox"/>            | Executed Hold Harmless Agreement  |
| <input type="checkbox"/>            | Map of the Event Area with Event location highlighted                   |
| <input type="checkbox"/>            | Rules or policies applicable to persons participating in proposed event |
| <input type="checkbox"/>            | Proof of Insurance  |
| or                                  |   |
| <input checked="" type="checkbox"/> | Request for Insurance Waiver  |
| <input checked="" type="checkbox"/> | Application Fee   |

Continued on back...



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

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

Applicant Signature: \_\_\_\_\_

Date: July 7, 2025

**Information Regarding Required Documents**

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

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

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

or

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

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

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

☒ \$30 Application (30-120 days prior to 1<sup>st</sup> day of event)

☐ Additional: \_\_\_\_\_

☐ \$50 Additional MDOT Closure (M-21, M-71, M-52)

☐ Additional: \_\_\_\_\_

☐ \$15 Additional-Expedited Fee (14-29 days prior to 1<sup>st</sup> day of event)

☐ Additional: \_\_\_\_\_

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

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

Approved ☐ Not Approved ☐ Date: \_\_\_\_\_

Traffic Control Order Number \_\_\_\_\_

Copy of Rules & Regulations provided to Applicant ☐

Cc: DDA – Director; WCIA – Chairperson

**Proposal**

Payment Outstanding

<b>PROPOSAL NUMBER</b> 4731371
<b>PREPARED ON</b> 07/11/2025
<b>PRICING VALID UNTIL</b> 07/18/2025 (7 days)

<b>PREPARED FOR</b> Convergent Church c/o Dan Dameron 215 N Water St, Owosso, MI 48867 Phone: [REDACTED] Email: [REDACTED]		<b>PRODUCER</b> CLH Insurance Agency 200 West Exchange Street, Owosso, MI 48867																									
<b>PROPOSAL CREATED BY</b> Joshua Ardelean 200 West Exchange Street, Owosso, MI 48867 Email: josh@clh-insurance.com		<b>INSURED BY</b> Evanston Insurance Company NAIC: 35378 Rating: A.M. BEST A(Excellent) XV																									
<b>COVERAGE LIMITS</b> <table> <tr> <td>Each Occurrence (Includes Bodily Injury and Property Damage)</td> <td>\$1,000,000</td> </tr> <tr> <td>Damage to Rented Premises (other than fire)</td> <td>\$1,000,000</td> </tr> <tr> <td>Personal &amp; Advertising Injury</td> <td>\$1,000,000</td> </tr> <tr> <td>Products / Completed Operations Aggregate</td> <td>\$2,000,000</td> </tr> <tr> <td>General Aggregate</td> <td>\$2,000,000</td> </tr> <tr> <td>Medical Payments</td> <td>\$5,000</td> </tr> <tr> <td>Liquor Liability</td> <td>Not Included</td> </tr> <tr> <td>Waiver of Subrogation</td> <td>Not Included</td> </tr> <tr> <td>Primary &amp; Non-Contributory</td> <td>Not Included</td> </tr> <tr> <td>Additional Insured(s)</td> <td>Included</td> </tr> <tr> <td>Hired &amp; Non-Owned Auto</td> <td>Not Included</td> </tr> <tr> <td>Deductible</td> <td>\$1,000</td> </tr> </table>		Each Occurrence (Includes Bodily Injury and Property Damage)	\$1,000,000	Damage to Rented Premises (other than fire)	\$1,000,000	Personal & Advertising Injury	\$1,000,000	Products / Completed Operations Aggregate	\$2,000,000	General Aggregate	\$2,000,000	Medical Payments	\$5,000	Liquor Liability	Not Included	Waiver of Subrogation	Not Included	Primary & Non-Contributory	Not Included	Additional Insured(s)	Included	Hired & Non-Owned Auto	Not Included	Deductible	\$1,000	<b>POLICY COVERAGE INTENT</b> <b>This is just a brief overview, see policy for exact coverage.</b> Property Damage Coverage for your rented Event Locations. Bodily Injury Coverage for your Event Attendees. Protection from Property Damage & Bodily Injury Lawsuits.	
Each Occurrence (Includes Bodily Injury and Property Damage)	\$1,000,000																										
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Additional Insured(s)	Included																										
Hired & Non-Owned Auto	Not Included																										
Deductible	\$1,000																										
		<b>COST BREAKDOWN</b> <table> <tr> <td>Premium</td> <td>\$222.60</td> </tr> <tr> <td>Stamping Fees</td> <td>\$1.11</td> </tr> <tr> <td>Tax</td> <td>\$4.45</td> </tr> <tr> <td>Policy Fee</td> <td>\$79.84</td> </tr> <tr> <td>Risk Purchasing Group Membership Cost</td> <td>\$0.00</td> </tr> </table>		Premium	\$222.60	Stamping Fees	\$1.11	Tax	\$4.45	Policy Fee	\$79.84	Risk Purchasing Group Membership Cost	\$0.00														
Premium	\$222.60																										
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Policy Fee	\$79.84																										
Risk Purchasing Group Membership Cost	\$0.00																										
		<b>Outstanding Policy Cost</b> <b>\$308.00</b>																									
<b>EVENT DETAILS</b> Where is your event? <b>MI</b> Total days of coverage you need? <b>1</b> Estimated total attendance? <b>200</b> <b>Festival &amp; Fair - No Rides</b>		<b>APPLICATION QUESTIONS</b> See Application Summary Document																									
<b>COVERAGE TERM</b> 08/17/2025																											
<b>ADDITIONAL INSURED(S) (SHOWING 1 OF 1)</b> City of Owosso/Convergent Church/ The Armory Parking Lot 215 N Water St Owosso, MI 48867																											

# Proposal

Payment Outstanding

<b>PROPOSAL NUMBER</b> 4731371
<b>PREPARED ON</b> 07/11/2025
<b>PRICING VALID UNTIL</b> 07/18/2025 (7 days)

If I choose to cancel my general liability policy, I will be subject to a refund fee of \$79.84, the full Administration Charge on my policy. In the very unlikely case our policy form and coverage terms do not meet my venue's insurance requirements and cannot be amended to do so, I am eligible for a full refund of my policy price. No refunds will be issued after the commencement of the policy period. [See full refund policy.](#)

**Dan Dameron Agreed on July 11, 2025 at 11:03 AM**

## NOTICE TO THE APPLICANT

No fact, circumstance or situation indicating the probability of a Claim or action for which coverage may be afforded by the proposed insurance is now known by any person(s) or organization(s) proposed for this insurance other than that which is disclosed in this application. It is agreed by all concerned that if there is knowledge of any such fact, circumstance or situation, any Claim subsequently emanating there from shall be excluded from coverage under the proposed insurance.

For the purpose of this application, I declare that to the best of my knowledge and belief, after reasonable inquiry, the statements in this application and in any attachments, are true and complete. Underwriting Managers or the Company are authorized to make any inquiry in connection with this application. Signing this application does not bind the Company to provide or the Applicant to purchase the insurance.

If the information in this application and any attachment materially changes between the date this application is signed and the effective date of the policy, I will promptly notify the underwriter, who may modify or withdraw any outstanding quotation or agreement to bind coverage.

## INSURANCE FRAUD WARNING

Any person who knowingly and with intent to defraud any insurance company or another person files an application for insurance or statement of claim containing any materially false information, or conceals for the purpose of misleading information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime in certain jurisdictions, and subjects the person to criminal and civil penalties.

[Click here for STATE-SPECIFIC FRAUD WARNING STATEMENTS](#)

[Please review SAMPLE POLICY here](#)

## TERMS AND CONDITIONS

A. I warrant to the Company, that I understand and accept the notice stated above and that the information contained herein is true and that it shall be the basis of the policy and deemed incorporated therein, should the Company evidence its acceptance of this application by issuance of a policy.

B. I confirm that I understand that this policy excludes coverage for: any Person while Practicing for or Participating in a Demonstration, Show, Competition, Contest or Athletic Event; Animal Exposures; (classified animal event removes animal exclusion) Assault & Battery; Auto Exposures; Communicable Diseases; Cyber Acts, Incidents or Data Breaches; Explosives; Firearms; Unmanned Aircraft

C. I confirm that there will be no Mosh Pits or Fireworks/Pyrotechnics, unless by a licensed/insured vendor. Sparklers OK

D. I understand there is no coverage for water activities, amusement devices, inflatables, rides or animals (classified animal event removes animal exclusion). This does not mean I cannot have them at my event, it means this policy will exclude coverage for water activities, amusement devices, inflatables, rides or animals. This policy will not cover any athletic or sports participants, employees, volunteers, or individuals compensated by the insured.

E. I understand that the event types under "EXCLUDED EVENT TYPES" are excluded from this policy.

## EXCLUDED EVENT TYPES & ACTIVITIES

Activist Events including Protests, Rallies or Marches; Aircraft Events; Boat Shows (on the open water); Burning Man Event/Vendor, Cannabis Events or Products; Childcare; Concerts with Rap, Hip Hop, Heavy Metal, or Hard Rock; Events with fire performers (unless approved by underwriter); Fraternity Events (unless approved by underwriter); Go Kart Races; Hang Gliding/SkyDiving; Haunted Attractions; Haunted Houses; Hot Air Balloon Rides or Events; Motorized Sporting Events; Music Events with Overnight Exposure; Obstacle Races and Mud Runs; Parachuting; Parasailing; Political Events (unless approved by underwriter); Raves; Rodeos or Roping events including Jaripeo or Charrería; Roller Coasters/Sky Coasters; Roller Derby; Roller Skating Events; Security Services: SkyDiving; Skateboarding; Sorority Events (unless approved by underwriter); Tractor Pulls; Trampolines; Unmanned Aircraft; Wall Climbing; War Games/Re-enactments; Water Events (unless classified as water event type); Water Slides; Weapon Events including Gun Shows

F. I am hereby notified that my policy will terminate effective no later than the date and time of its expiration. I have no right of automatic renewal and additional coverage will require application with no guarantee of approval or policy issuance.

I understand that by purchasing this insurance I am joining the Promotion, Event and Prize Purchasing Group.

[Click here for STATE-SPECIFIC NOTICES](#)





Shiawassee River

Mowinski Financial

201

Identogi

Owosso Armory

Convergent Church

INFLATABLES

175

N Water St

N Water St

Kori Shook & Associ

MA Hanna Corp  
Of Michigan



## MEMORANDUM

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

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DATE: August 4, 2025

TO: City Council

FROM: Clayton Wehner, Director of Engineering

SUBJECT: Change Order No. 2 to the 2025 Sewer Televising Project

### RECOMMENDATION:

Approval of Change Order No. 2 to the Contract between the City of Owosso and MEC Underground Solutions LLC of Fairgrove, Michigan for the 2025 Sewer Televising Project in the amount of \$22,424.00.

### BACKGROUND:

On December 2, 2024, City Council approved a contract with MEC Underground Solutions LLC in the amount of \$31,925.00 for the 2025 Sewer Televising Project to perform cleaning and televising services on sanitary and storm sewer segments in various locations throughout the city.

On May 7, 2025, City Council approved change order no. 1 in the amount of \$39,784.00 for sewer patching work. This revised the contract total to \$71,709.00.

City staff desires to complete additional televising for upcoming street and utility projects. See attached map for specific locations. Change Order No. 2 in the amount of \$22,424.00 adds new quantities for this work and revises the total contract amount to \$94,133.00.

### 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 \$6,825.00 each and Sewer Fund Account No. 590-549-818.000 in the amount of \$8,774.00.

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

**MASTER PLAN IMPLEMENTATION GOALS: 3.4**

**RESOLUTION NO.**

**AUTHORIZING CHANGE ORDER NO. 2  
TO THE CONTRACT BETWEEN THE CITY OF OWOSSO AND  
MEC UNDERGROUND SOLUTIONS LLC  
FOR THE 2025 SEWER TELEVISIONING PROJECT**

WHEREAS, the city of Owosso, Shiawassee County, Michigan, approved a contract with MEC Underground Solutions LLC on December 2, 2024 for the 2025 Sewer Televisioning Project to televise sanitary and storm sewer on various streets throughout the city; and

WHEREAS, Change Order No. 1 was approved on May 7, 2025 to perform sewer patching work; and

WHEREAS, city staff desires to televise additional sanitary and storm sewer to prepare for upcoming street and utility projects; and

WHEREAS, MEC Underground Solutions LLC has agreed to perform this additional work, and a change order in the amount of \$22,424.00 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: the City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to approve Change Order No 2 to the 2025 Sewer Televisioning Project contract with MEC Underground Solutions LLC to increase the contract amount to complete additional televisioning.
- SECOND: the mayor and city clerk are instructed and authorized to sign the document substantially in form attached as Change Order No. 2 in the amount of \$22,424.00; an increase to the Contract for Services between the city of Owosso and MEC Underground Solutions LLC, revising the total current contract amount from \$71,709.00 to \$94,133.00.
- THIRD: the accounts payable department is authorized to pay MEC Underground Solutions LLC for work satisfactorily completed up to the revised contract amount of \$94,133.00.
- FOURTH: the above expenses shall be paid from Major and Local Street Maintenance Fund Account Nos. 202/203-463-818.000 (\$6,825.00 each) and Sanitary Sewer Fund Account No. 590-549-818.000 (\$8,774.00).

**CHANGE ORDER**No. 2

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OWNER: City of Owosso  
CONTRACTOR: MEC Underground Solutions LLC  
CONTRACT NAME: City of Owosso 2025 Sewer Televising Project  
OWNER's P.O. NO. 46505

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

Description:

Add contract quantities for additional sewer televising.

**Add the following sewer televising quantities:**

<u>Item No.</u>	<u>Description</u>	<u>Plan Quantity</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Total Cost</u>
3	CCTV of 10" Sanitary Sewer	475	Ft	\$2.00	\$950.00
5	CCTV of 10" Storm Sewer	1435	Ft	\$2.00	\$2,870.00
6	CCTV of 12" Storm Sewer	900	Ft	\$2.50	\$2,250.00
9	CCTV of 36" Storm Sewer	180	Ft	\$6.00	\$1,080.00
10	Heavy Cleaning	20	Hrs	\$255.00	\$5,100.00
17	CCTV of 8" Storm Sewer	275	Ft	\$2.00	\$550.00
18	Mobilization, Round 2	1	LSUM	\$3,000.00	\$3,000.00
19	Maintaining Traffic	1	LSUM	\$6,624.00	\$6,624.00
<b>Total:</b>					<b>\$22,424.00</b>

**Total Change Order Amount:**

**\$22,424.00**

CHANGE IN CONTRACT PRICE
Original Contract Price \$ <u>31,925.00</u>
Increase (Decrease) from previously approved Change Orders No. <u>1</u> to <u>1</u> : \$ <u>39,784.00</u>
Contract Price prior to this Change Order: \$ <u>71,709.00</u>
Increase (Decrease) of this Change Order: \$ <u>22,424.00</u>
Contract Price incorporating this Change Order: \$ <u>94,133.00</u>

CHANGE IN CONTRACT TIMES
Original Contract Times: Substantial Completion: <u>February 8, 2025</u> Ready for Final Payment: _____ (days or dates)
Increase (Decrease) from previously approved Change Orders No. <u>1</u> to <u>1</u> : Substantial Completion: <u>140 days</u> 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>126 days</u> Ready for Final Payment: _____ (days)
Contract Times with all approved Change Orders: Substantial Completion: <u>November 1, 2025</u> Ready for Final Payment: _____ (days or dates)

RECOMMENDED:

By: Clayton Wehner

ENGINEER (Authorized Signature)

Title: Director of Engineering

Date: 7/28/2025

APPROVED:

By: \_\_\_\_\_

OWNER (Authorized Signature)

Title: \_\_\_\_\_

Date: \_\_\_\_\_

ACCEPTED:

By: Michael Spaulding

CONTRACTOR (Authorized Signature)

Title: General Manager

Date: 7/25/2025



# City of Owosso

## Storm Sewer Mains to be Televised

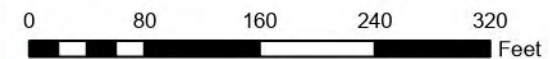
E King St at N Dewey St to East

and

Queen St at N Dewey St  
West to Bell Drain



- Storm Sewer Mains to Televis
- Subject Stormwater Manholes
- Other Storm Sewer Mains
- Other Stormwater Manholes
- Other Catchbasins
- City Parcels



24 July, 2025





# City of Owosso

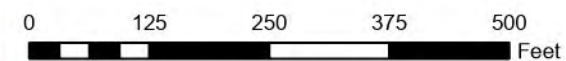
## Storm Sewer Mains to be Televised

Grand Ave

from Auburndale Ave  
to Monroe St



- Storm Sewer Mains to Televis
- Subject Stormwater Manholes
- Other Storm Sewer Mains
- Other Stormwater Manholes
- Other Catchbasins
- City Parcels



24 July, 2025





# City of Owosso

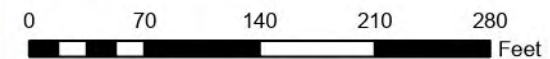
## Storm Sewer Mains to be Televised

North Street Ditch

North end of Hanover St  
East to Open Ditch



- Storm Sewer Mains to Televis
- Subject Stormwater Manholes
- Subject Catchbasins
- Subject Stormwater Outlets
- Other Storm Sewer Mains
- Other Stormwater Manholes
- Other Stormwater Outlets
- Other Catchbasins
- City Parcels



24 July, 2025







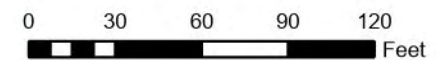
# City of Owosso

## Sanitary Sewer Mains to Televis

**Woodlawn Ave**  
**From Monroe St to Corunna Ave**



-  Sanitary Sewer Mains to Televis
-  Subject Sanitary Manholes
-  Other Sanitary Sewer Mains
-  Other Sanitary Manholes
-  City Parcels



24 July, 2025



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

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## ***MEMORANDUM***

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DATE: July 22, 2025

TO: Owosso City Council

FROM: Kevin Lenkart, Public Safety Chief

RE: Lunghamer– Payment Authorization

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Public Safety staff requests City Council approve payment to Lunghamer Ford, in the amount of \$4,951.76, for the emergency repair of Medic 1. Payment will be from the Fire Department vehicle repair fund.

In July 2025, Owosso Fire Department (OFD) staff noticed that Medic 1 required repair. Staff from Lunghamer Ford inspected the vehicle and found that Medic 1 needed immediate emergency repair. The staff at Lunghamer Ford recommended completing the necessary repairs to ensure the safety and integrity of the vehicle.

The invoices are attached to the memo.

**RESOLUTION NO.**

**AUTHORIZING PAYMENT TO  
LUNGHAMER FORD OF OWOSSO, LLC  
FOR EMERGENCY REPAIR OF OWOSSO FIRE DEPARTMENT MEDIC 1**

WHEREAS, the city of Owosso, Shiawassee County, Michigan, has a fire department vehicle, Medic 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 Lunghamer Ford of Owosso, LLC, to proceed and make the emergency repair, which subsequently totaled \$4,951.76 and

WHEREAS, the Public Safety Chief has reviewed the detailed billing from Lunghamer Ford of Owosso, LLC for the cost of the repair and recommends payment in the amount of \$4,951.76 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: the City of Owosso has heretofore determined that it was necessary and in the public interest to contract with Lunghamer Ford of Owosso, LLC for emergency repairs to Owosso Fire Department vehicle Medic 1.
- SECOND: the Accounts Payable department is authorized to submit payment to Lunghamer Ford of Owosso, LLC in the amount of \$4,951.76 as authorized by Council this 4th day of August 2025.
- THIRD: the above expenses shall be paid from the Fire Department vehicle repair fund.

LUNGHAMER FORD OF OWOSSO  
 1960 E MAIN  
 OWOSSO, MI 48867  
 PH:(989)725-2888 FAX:(989)723-4154  
 REGISTRATION NO. F170948

51286 CIT

LUNGHAMER AUTO OF PERRY  
 3942 LANSING RD  
 PERRY, MI 48872  
 REGISTRATION # 170945

LAYNE CITY OF OWOSSO 301 W MAIN ST OWOSSO, MI 488672999 bwhittemore@lunghamerford.com		VEHICLE ID		MILES IN	MILES OUT	DATE/TIME IN	DATE OUT	INVOICE NO.
		1FDXE4FN7PDD25074		38127	38137	07/07/25 14:49	07/18/25	51286
		VEHICLE DESCRIPTION					TAG NO.	STATUS
		2023 FORD E450					01378	COMPLETE
CONTROL NO.	LICENSE PLATE NO.	CUST. LABOR RATE	PROD. DATE	IN-SERV DATE	DELIV. DATE	DELIV. MILES	TERMS	
F32479				11/04/22	07/11/23		Cash	
HOME	WORK	PHONE 3	STOCK NO.	SERV. ADV.			RO COMMENT	
(989) 725-0599	(989) 725-0599			BRENT WHITTEMORE (993)				

Line	Op-Code	Fail Code	Tech	Hours	Type	Amount
A	C20		A17		Customer	\$1,536.00

Concern GUETS STATES A/C NOT BLOWING COLD IN THE FRONT CHECK AND ADVISE

Correction check concern found burnt fuel for blower motor & blower motor failure. replaced fuse & blower motor. retest system found vacuum leak at hvac vacuum resivoir. r&r evaperator case to gain access & replaced vacuum resivoir & vacuum line. retest & verify trepairs 8.0 hr tech 173

Part Number	Description	Qty.	Unit Price	Ext. Price
XC2Z 19805 BA	MOTOR - COOLING BLOWER	1	\$66.56	\$66.56
A,14526	FUSE	1	\$6.95	\$6.95
1W1Z 19E889 GB	"O" RING	1	\$3.22	\$3.22
YC2Z 19A566 AA	RESERVOIR - VACUUM	1	\$43.50	\$43.50
1W1Z 19E889 JB	"O" RING	1	\$2.89	\$2.89
2C2Z 19C827 A	HOSE - VACUUM	1	\$138.29	\$138.29
F7UZ 19C828 BA	HOSE - VACUUM	1	\$49.34	\$49.34
YN 19	REFRIGERANT - R-134A	44	\$0.87	\$38.28
D7OZ 19A563 A	VALVE - AIR CONDITIONER C	1	\$8.02	\$8.02
Parts Total...				\$357.05
Line Total...				\$1,893.05

<b>B</b>	D50		A17		Customer	\$787.20
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Concern GUEST STATES VEHICLE HAS CHECK ENGINE LIGHT AND CYLINDER 6 MISFIRE CHECK AND ADVISE

Correction performed koeo test found dtc pp0300, p0301, p0305 & p03016. inspect spark plug & wires found carbon tracks on plugs & wires. r&r replaced all 8 spark plugs & 8 spark plug wires cleared dtc road test & retest verify repair 4.0 hr tech 173

Part Number	Description	Qty.	Unit Price	Ext. Price
CYFS 12Y T6	SPARK PLUG SP589	8	\$7.94	\$63.52

LUNGHAMER FORD OF OWOSSO  
 1960 E MAIN  
 OWOSSO, MI 48867  
 PH:(989)725-2888 FAX:(989)723-4154  
 REGISTRATION NO. F170948

51286 CIT

LAYNE CITY OF OWOSSO 301 W MAIN ST OWOSSO, MI 488672999 bwhittemore@lunghamerford.com		VEHICLE ID		MILES IN	MILES OUT	DATE/TIME IN	DATE OUT	INVOICE NO.
		1FDXE4FN7PDD25074		38127	38137	07/07/25 14:49	07/18/25	51286
		VEHICLE DESCRIPTION					TAG NO.	STATUS
		2023 FORD E450					01378	COMPLETE
CONTROL NO.	LICENSE PLATE NO.	CUST. LABOR RATE	PROD. DATE	IN-SERV DATE	DELIV. DATE	DELIV. MILES	TERMS	
F32479				11/04/22	07/11/23		Cash	
HOME	WORK	PHONE 3	STOCK NO.	SERV. ADV.			RO COMMENT	
(989) 725-0599	(989) 725-0599			BRENT WHITTEMORE (993)				

Line	Op-Code	Fail Code	Tech	Hours	Type	Amount
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**B** Continued

Part Number	Description	Qty.	Unit Price	Ext. Price
LC3Z 12286 D	WIRE ASY - IGNITION	6	\$59.15	\$354.90
LC3Z 12286 D	WIRE ASY - IGNITION	2	\$66.71	\$133.42
Parts Total...				\$551.84
Line Total...				\$1,339.04

<b>C</b>	Q99PX	A17	Customer	\$0.00
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Concern EXPRESS SERVICE VEHICLE CHECK UP INSPECTION  
 Correction gtire gbk gbat

Line Total... \$0.00

<b>D</b>	PDEL	A17	Customer	\$0.00
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Concern PICKUP/DELIVER CUSTOMER VEHICLE FOR REPAIR  
 Correction picked up and returned

Part Number	Description	Qty.	Unit Price	Ext. Price
LC2Z 9601 B	ELEMENT ASY -	1	\$20.72	\$20.72
Parts Total...				\$20.72
Line Total...				\$20.72

<b>E +</b>	VFSF	A17	Customer	\$88.00
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Concern VALVOLINE FUEL SYSTEM FLUSH  
 Correction fuel system flush p/a 0.8 hr tech 173

Part Number	Description	Qty.	Unit Price	Ext. Price
A,884531C	FUEL INJECTION 2 PART	1	\$62.01	\$62.01
Parts Total...				\$62.01
Line Total...				\$150.01

<b>F +</b>	BRAKE	A17	Customer	\$768.00
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LUNGHAMER FORD OF OWOSSO  
 1960 E MAIN  
 OWOSSO, MI 48867  
 PH:(989)725-2888 FAX:(989)723-4154  
 REGISTRATION NO. F170948

51286 CIT

LAYNE CITY OF OWOSSO 301 W MAIN ST OWOSSO, MI 488672999 bwhittemore@lunghamerford.com		VEHICLE ID		MILES IN	MILES OUT	DATE/TIME IN	DATE OUT	INVOICE NO.
		1FDXE4FN7PDD25074		38127	38137	07/07/25 14:49	07/18/25	51286
		VEHICLE DESCRIPTION					TAG NO.	STATUS
2023 FORD E450					01378		COMPLETE	
CONTROL NO.	LICENSE PLATE NO.	CUST. LABOR RATE	PROD. DATE	IN-SERV DATE	DELIV. DATE	DELIV. MILES	TERMS	
F32479				11/04/22	07/11/23		Cash	
HOME	WORK	PHONE 3	STOCK NO.		SERV. ADV.		RO COMMENT	
(989) 725-0599	(989) 725-0599				BRENT WHITTEMORE (993)			

Line	Op-Code	Fail Code	Tech	Hours	Type	Amount
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F + Continued

Concern BRAKE SYSTEM REPAIR REAR BRAKES

Correction replaced rear brake pads & rotors. replaced rear hub seals & caliper pins 4.0 hr tech 173

Part Number	Description	Qty.	Unit Price	Ext. Price
NC2Z 2C026 A	ROTOR ASY - BR	2	\$166.40	\$332.80
8C2Z 2V200 D	PAD - BRAKE	1	\$51.99	\$51.99
BC2Z 2C150 B	KIT - BRAKE CALIPER ATTAC	2	\$14.18	\$28.36
CC3Z 1S175 A	SEAL	2	\$27.17	\$54.34
EOTZ 1001 A	GASKET - REAR	2	\$5.81	\$11.62
Parts Total...				\$479.11
Line Total...				\$1,247.11

G +	VCFC	A17	Customer	\$120.00
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Concern VALVOLUME PRIMARY & SECONDARY COOLANT FLUSH DIESEL

Correction flush cooling system 1.0 hr tech 173

Part Number	Description	Qty.	Unit Price	Ext. Price
VC 13DL D	ANTI-FREEZE	3	\$13.10	\$39.30
A,VP005C	COOLANT FLUSH	1	\$34.84	\$34.84
Parts Total...				\$74.14
Line Total...				\$194.14

#### Technician Summary

ID Technician	License	Lines
A17 MIKE SPITLER	M232135	A B E F G
Warranty Claim Type: F	Authorization Code:	Service Cont No:



LUNGHAMER FORD OF OWOSSO  
 1960 E MAIN  
 OWOSSO, MI 48867  
 PH:(989)725-2888 FAX:(989)723-4154  
 REGISTRATION NO. F170948

51286 CIT

LAYNE CITY OF OWOSSO 301 W MAIN ST OWOSSO, MI 488672999 bwhittemore@lunghamerford.com		VEHICLE ID <b>1FDXE4FN7PDD25074</b>		MILES IN 38127	MILES OUT 38137	DATE/TIME IN 07/07/25 14:49	DATE OUT 07/18/25	INVOICE NO. <b>51286</b>
VEHICLE DESCRIPTION 2023 FORD E450						TAG NO. <b>01378</b>	STATUS <b>COMPLETE</b>	
CONTROL NO. F32479	LICENSE PLATE NO.	CUST. LABOR RATE	PROD. DATE	IN-SERV DATE 11/04/22	DELIV. DATE 07/11/23	DELIV. MILES	TERMS Cash	
HOME (989) 725-0599	WORK (989) 725-0599	PHONE 3	STOCK NO.	SERV. ADV. BRENT WHITTEMORE (993)			RO COMMENT	

Totals

	Amount
Parts	\$1,544.87
Coupon/Credit	-\$50.00
SalesTax	\$92.69
Labor	\$3,299.20
Shop Supplies	\$65.00
Total Amount Due	\$4,951.76
Amount Due	\$4,951.76

ESTIMATE

LABOR AMOUNT \_\_\_\_\_ PARTS AMOUNT \_\_\_\_\_  
 TOTAL LESS TAX \_\_\_\_\_ APPROX. HRS. \_\_\_\_\_  
 DISCARD PARTS \_\_\_\_\_ IF CHECKED BY  
 CUSTOMER, CUST. APP. \_\_\_\_\_  
 ADDITIONAL  
 LABOR \_\_\_\_\_ PARTS \_\_\_\_\_ TOTAL \_\_\_\_\_  
 HOURS \_\_\_\_\_  
 DATE \_\_\_\_\_ TIME \_\_\_\_\_ A.M. P.M. CONTACT,  
 PHONE \_\_\_\_\_ IN PERSON \_\_\_\_\_  
 CONTACT NAME - APPROVAL, INITIALS \_\_\_\_\_

In accordance with EPA regulations, a hazardous waste disposal fee will be charged, where applicable. This fee is based upon the service operation performed in our shop and can vary depending upon the actual disposal waste created.

ALL PARTS ARE NEW UNLESS SPECIFIED. REPAIRS PROPERLY COMPLETED & CHECKED BY  
 AUTHORIZED SIGNATURE X \_\_\_\_\_

TERMS: STRICTLY CASH- UNLESS  
ARRANGEMENTS MADE

I hereby authorize the repair work herein set forth to be done along with the necessary materials and agree that you are not responsible for loss or damage to vehicle or articles left in vehicle in case of fire, theft or any other cause beyond your control or for any delays caused by unavailability of parts or delay in parts shipments by the supplier or transporter. I hereby grant you and/or your employees permission to operate the vehicle herein described on streets, highways or elsewhere for the purpose of testing and/or inspection. An express mechanic's garage keepers lien is hereby acknowledged on vehicle to secure the amount of repairs thereto. I understand that pursuant to said express garage keeper's lien, I have no right of possession to the vehicle until the repairs thereto have been paid in full or until you and/or your employees have voluntarily released the vehicle to me. BOTH, ESTIMATE OF REPAIRS AND DIAGNOSIS OF VEHICLE PROBLEMS ARE SUBJECT TO AN APPLICABLE FEE OR CHARGE FOR WORK PERFORMED IN THIS REGARD. READ BEFORE SIGNING.

CONSENT OPTION: By providing contact information and signing below, primary and secondary buyer(s) give permission to Lunghamer Ford of Owosso to enroll them in their VIP Club. Buyer(s) agree to receive automated informational and marketing text, emails and phone calls from dealership or assigns. Message and data rates may apply. Buyer(s) should average 3 texts per month. Reply end to any text to discontinue receiving text messages.

X \_\_\_\_\_

- CERTIFICATION-

ALL REPAIRS AND PARTS WERE FURNISHED IN COMPLIANCE WITH MICHIGAN AUTO REPAIR ACT (P.A. 300)

X \_\_\_\_\_

ROAD TEST [ ]

We guarantee our service work for 12 months or 12,000 miles, whichever comes first. If our repair or replacement fails in normal service within that period, we'll fix it free of charge. Parts and Labor.

\*MISC. SHOP SUPPLIES: A token charge equivalent to 10% or less of our labor charge, maximum of \$10.00, for supplies used in or on your vehicle. Applicable items are nuts, bolts, washers, tape, pins, solvents, lubricants, solder, window sealers, mats, towels, aerosprays, shellac, rags, carburetor cleaner, battery cleaner, wire and etc.



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

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# ***MEMORANDUM***

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DATE: August 4, 2025

TO: Owosso City Council

FROM: Lizzie Fredrick, OMS & DDA Executive Director

SUBJECT: Downtown Planter Removal Project Bid Award

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## **RECOMMENDATION:**

Award of contract to Perrin Construction Company, Inc. of Durand, Michigan, for the Downtown Planter Removal Project Bid in the amount of \$34,436.50.

## **BACKGROUND:**

Bids were received on July 22, 2025, for the Downtown Planter Removal Project. This work involves removing two (2) raised planter boxes on South Washington Street. Two (2) bids were received and reviewed by staff. The bid tab is attached.

### Owosso Main Street Strategic Plan Implementation Goal #3

Ensure downtown is an attractive place where infrastructure is maintained and enhanced to improve the aesthetics and functionality

- 3.2 - Consistently Improve Landscape and Streetscape (Consistent with Master Plan, Capital Improvement Plan, and Tax Increment Financing Plan)

## **FISCAL IMPACT:**

Expenses for the South Washington Street planter removal will fall under Owosso Main Street & Downtown Development Authority Contractual Services, 248.200.818.000.

## **ATTACHMENTS:**

Resolution  
Bid Tab

Master Plan Implementation Goals: 1.9, 3.17



**RESOLUTION NO.**

**AUTHORIZING AWARD OF THE DOWNTOWN PLANTER REMOVAL  
PROJECT BID TO PERRIN CONSTRUCTION COMPANY, INC. OF DURAND**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has identified the need to remove two raised planter boxes and replace concrete on South Washington Street; and

WHEREAS, the City of Owosso, in collaboration with Owosso Main Street & Downtown Development Authority, sought bids for the necessary work to be completed as outlined in the Downtown Planter Removal Project Bid, and the low responsive bid was received from Perrin Construction Company, Inc. in the amount of \$34,436.50; and

WHEREAS, Perrin Construction Company, Inc. is hereby determined to be qualified to provide such services.

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

- FIRST: the City of Owosso has heretofore determined that it is advisable, necessary and in the public's best interest to employ Perrin Construction Company, Inc. to complete the planter removal and concrete replacement as outlined in the Downtown Planter Removal Project Bid.
- SECOND: the Mayor and City Clerk are instructed and authorized to sign the document substantially in the form attached, Contract for Services Between the City of Owosso and Perrin Construction Company, Inc. in the amount of \$34,436.50.
- THIRD: the Accounts Payable Department is authorized to pay Perrin Construction Company, Inc. for work satisfactorily completed on the project up to the initial contract amount of \$34,436.50.
- FOURTH: the above expenses shall be paid from the Owosso Main Street & Downtown Development Authority Fund Account No. 248-200-818.000.

**EXHIBIT A**

**Contract for Services Between**

**The City of Owosso**

**and**

**Perrin Construction Co., Inc.**

**Downtown Planter Removal Project**

**August 2025**

## **CONTRACT**

THIS AGREEMENT is made on August \_\_\_\_, 2025 between the CITY OF OWOSSO, a Michigan municipal corporation, 301 W. Main Street, Owosso, Michigan 48867 ("city") and PERRIN CONSTRUCTION CO., INC. ("contractor"), a Michigan company, whose address is 8888 E. Lansing Road, Durand, Michigan 48429.

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

### **ARTICLE I - Scope of work**

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

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

### **ARTICLE II - The Contract Sum**

(A) The city shall pay to the contractor for the performance of the contract, the unit prices as given in the bid forms not to exceed thirty-four thousand four hundred thirty-six dollars and fifty cents (\$34,436.50). No additional work shall be performed unless a change order is issued by the city.

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

### **ARTICLE III – Assignment**

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

### **ARTICLE IV - Choice of law**

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

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

### **ARTICLE V - Relationship of the parties**

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

Contractor certifies that it has no personal or financial interest in the project other than the compensation it is to receive under the contract. Contractor certifies that it is not, and shall not become, overdue or in default to the city for any contract, debt, or any other obligation to the city

including real or personal property taxes. City shall have the right to set off any such debt against compensation awarded for services under this agreement.

**ARTICLE VI – Notice**

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

**ARTICLE VII - Indemnification**

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

**ARTICLE VIII - Entire agreement**

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

FOR CONTRACTOR

By\_\_\_\_\_

Its:\_\_\_\_\_

Date:\_\_\_\_\_

THE CITY OF OWOSSO

By\_\_\_\_\_

Its: Christopher T. Eveleth, Mayor

Date:

By\_\_\_\_\_

Its: Amy K. Kirkland, City Clerk

Date:

## CITY OF OWOSSO BID TABULATION SHEET

DATE 7/22/2025DEPT. DDASUBJECT: Downtown Planter Removal Project**Math error in bid**

				Engineer's Estimate		Perrin Construction Company, Inc 8888 E Lansing Rd Durand, MI 48429 989-288-6046		SP Powell's Sand and Soil 170 W State St Montrose, MI 48457 810-639-7516	
ITEM #	DESCRIPTION	EST. QTY	UNIT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	Stump, Rem, 6 inch to 18 inch	4	Ea	\$ 250.00	\$ 1,000.00	\$ 250.00	\$ 1,000.00	\$ 2,000.00	\$ 8,000.00
2	Masonry and Concrete Structure, Rem	30	Cyd	\$ 100.00	\$ 3,000.00	\$ 169.00	\$ 5,070.00	\$ 150.00	\$ 4,500.00
3	Sidewalk, Rem, Modified	75	Syd	\$ 20.00	\$ 1,500.00	\$ 62.64	\$ 4,698.00	\$ 100.00	\$ 7,500.00
4	Excavation, Earth	50	Cyd	\$ 20.00	\$ 1,000.00	\$ 105.56	\$ 5,278.00	\$ 100.00	\$ 5,000.00
5	Erosion Control, Inlet Protection, Fabric Drop	7	Ea	\$ 250.00	\$ 1,750.00	\$ 200.00	\$ 1,400.00	\$ 200.00	\$ 1,400.00
6	Subbase, CIP	15	Cyd	\$ 30.00	\$ 450.00	\$ 80.60	\$ 1,209.00	\$ 65.00	\$ 975.00
7	Sidewalk, Conc, 4 inch	650	Sft	\$ 10.00	\$ 6,500.00	\$ 13.30	\$ 8,645.00	\$ 25.00	\$ 16,250.00
8	Sidewalk, Conc, 4 inch, Decorative	150	Sft	\$ 30.00	\$ 4,500.00	\$ 29.16	\$ 4,374.00	\$ 50.00	\$ 7,500.00
9	Pedestrian Type II Channelizer, Temp	150	Ft	\$ 20.00	\$ 3,000.00	\$ 4.75	\$ 712.50	\$ 20.00	\$ 3,000.00
10	Minor Traf Devices, Max \$2,000	1	LSUM	\$ 2,000.00	\$ 2,000.00	\$ 1,600.00	\$ 1,600.00	\$ 2,000.00	\$ 2,000.00
11	Plastic Drum, High Intensity, Furn & Oper	25	Ea	\$ 20.00	\$ 500.00	\$ 10.50	\$ 262.50	\$ 100.00	\$ 2,500.00
12	Sign, Type B, Temp, Prismatic, Furn & Oper	50	Sft	\$ 6.00	\$ 300.00	\$ 3.75	\$ 187.50	\$ 50.00	\$ 2,500.00
TOTAL BID:				\$	25,500.00	\$	34,436.50	\$	61,125.00

DEPT.  
HEAD:PURCH.  
AGENT:

STAFF

REC.: Perrin Construction CoGENERAL LIABILITY INSURANCE  
EXPIRATION DATE: \_\_\_\_\_WORKERS COMPENSATION INSURANCE  
EXPIRATION DATE: \_\_\_\_\_SOLE PROPRIETORSHIP  
EXPIRATION DATE: \_\_\_\_\_

AWARDED: \_\_\_\_\_

COUNCIL  
APPROVED: \_\_\_\_\_

PO NUMBER: \_\_\_\_\_

248,200.818.000

Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
Bank 1 GENERAL FUND (POOLED CASH)					
07/07/2025	11898 (E)	MAILCHIMP	MAILCHIMP	EMAIL SERVICE - ESSENTIALS PLAN	19.50
			MAILCHIMP	EMAIL SERVICE - ESSENTIALS PLAN	22.52
					<u>42.02</u>
07/07/2025	11899 (E)	USDA RURAL DEVELOPMENT	USDA RURAL DEVELOPMENT	USDA RURAL DEVELOPMENT LOAN PAYMENT	1,607.08
07/07/2025	11900 (A)	ALLSTAR TOWING & REPAIR	ALLSTAR TOWING & REPAIR	BATTERY CAR OPD 17-09	297.39
07/07/2025	11901 (A)	AMAZON CAPITAL SERVICES	AMAZON CAPITAL SERVICES	AMAZON - MAY 2025 PURCHASES	133.00
			AMAZON CAPITAL SERVICES	AMAZON - MAY 2025 PURCHASES	623.53
			AMAZON CAPITAL SERVICES	JUNE 2025 PURCHASES	50.02
			AMAZON CAPITAL SERVICES	JUNE 2025 PURCHASES	233.88
					<u>1,040.43</u>
07/07/2025	11902 (A)	AMERICAN WATER WORKS ASSOCIATI	AMERICAN WATER WORKS ASSOCIATI	AWWA SMALL UTILITY BUNDLE OF TWO CHA	625.00
07/07/2025	11903 (A)	BIO-CARE INC	BIO-CARE INC	RESPIRATORY SURVEILLANCE PROGRAM TES	85.00
07/07/2025	11904 (A)	BODMAN PLC	BODMAN PLC	IAFF ARBITRATION CANCELLATION	61.25
07/07/2025	11905 (A)	BROOKS INNOVATIVE GRAPHICS	BROOKS INNOVATIVE GRAPHICS	REFINISH ELECTION A-FRAME SIGNS 3 &	300.00
07/07/2025	11906 (A)	CDW GOVERNMENT, INC.	CDW GOVERNMENT, INC.	ENGINE # 5 - CRADLE POINT MODEM MGT	569.00
			CDW GOVERNMENT, INC.	(4) MS OFFICE PLUS PERPETUAL	1,902.80
					<u>2,471.80</u>
07/07/2025	11907 (A)	CHRISTOPHER OWENS	CHRISTOPHER OWENS	CITY COUNCIL PAYROLL	150.00
07/07/2025	11908 (A)	CINTAS CORPORATION #308	CINTAS CORPORATION #308	FLOOR MATS PER SERVICE AGREEMENT (US	38.32
07/07/2025	11909 (A)	ELITE AERIAL COMPLIANCE	ELITE AERIAL COMPLIANCE	BUCKET AND BOOM TRUCK INSPECTIONS	1,175.00
07/07/2025	11910 (A)	EMS MANAGEMENT & CONSULTANTS	EMS MANAGEMENT & CONSULTANTS	ICOLECTION FEE - MAY 2025	4,773.92
07/07/2025	11911 (A)	ENG INC	ENG INC	STEWART STREET PRE ENGINEERING WATEF	3,103.75
07/07/2025	11912 (A)	EQUIPMENT DISTRIBUTORS, INC.	EQUIPMENT DISTRIBUTORS, INC.	VEHICLE HOIST INSPECTION	260.00
07/07/2025	11913 (A)	FASTENAL COMPANY	FASTENAL COMPANY	SAFETY VESTS	79.38
			FASTENAL COMPANY	SAFETY VESTS	37.82
					<u>117.20</u>
07/07/2025	11914 (A)	FRONT LINE SERVICES INC	FRONT LINE SERVICES INC	LENS, GASKET, BULB FOR OFD EQUIPMENT	340.12
07/07/2025	11915 (A)	H & G IRRIGATION LLC	H & G IRRIGATION LLC	IRRIGATION REPAIRS	960.00
07/07/2025	11916 (A)	H2O COMPLIANCE SERVICES INC	H2O COMPLIANCE SERVICES INC	SOCCER FIELDS BACKFLOW INSPECTION	110.00
07/07/2025	11917 (A)	JON HARRIS	JON HARRIS	ELECTRICL PLAN REVIEWS JUNE 2025	150.00
07/07/2025	11918 (A)	JON HARRIS	JON HARRIS	ELECTRICAL INSPECTIONS & INSURANCE F	1,893.16
07/07/2025	11919 (A)	JONES & BARTLETT LEARNING LLC	JONES & BARTLETT LEARNING LLC	TRAINING RESOURCES	95.96
07/07/2025	11920 (A)	LUNGHAMER FORD OF OWOSSO	LUNGHAMER FORD OF OWOSSO	REAR WINDOW BACKRACK FOR #340	395.84
07/07/2025	11921 (A)	MARK BOOTH	MARK BOOTH	MECHANICAL & PLUMBING INSPECTIONS	1,920.00
			MARK BOOTH	PLUMBING AND MECHANICAL PLAN REVIEWS	150.00
					<u>2,070.00</u>
07/07/2025	11922 (A)	MERKEL AND KENNEY INC	MERKEL AND KENNEY INC	MI HOPE GRANT ARP202337MIH	12,750.00
			MERKEL AND KENNEY INC	MI HOPE GRANT ARP202337MIH	12,870.00
			MERKEL AND KENNEY INC	MI HOPE GRANT ARP202337MIH	12,750.00
			MERKEL AND KENNEY INC	MI HOPE GRANT ARP202337MIH	12,294.75
			MERKEL AND KENNEY INC	MI HOPE GRANT ARP202337MIH	12,000.00
					<u>62,664.75</u>
07/07/2025	11923 (A)	MEYER ELECTRIC INC	MEYER ELECTRIC INC	INFLUENT SAMPLING PUMP WIRING FOR WW	205.00

CHECK REGISTER FOR CITY OF OWOSSO  
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Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
			MEYER ELECTRIC INC	OSBURN LIFT STATION PUMP WIRING FOR	115.00
					320.00
07/07/2025	11924 (A)	MICHIGAN MUNICIPAL RISK MANAGEM	MICHIGAN MUNICIPAL RISK MANAGE	ANNUAL GENERAL INSURANCE AND AUTO F	148,007.00
			MICHIGAN MUNICIPAL RISK MANAGE	ANNUAL GENERAL INSURANCE AND AUTO F	12,500.00
					160,507.00
07/07/2025	11925 (A)	MID MICHIGAN EMERGENCY EQUIPM	MID MICHIGAN EMERGENCY EQUIPM	ECHANGE OVER FOR PUBLIC SAFETY VEHI	13,738.06
			MID MICHIGAN EMERGENCY EQUIPM	ECHANGE OVER FOR PUBLIC SAFETY VEHI	13,713.06
					27,451.12
07/07/2025	11926 (A)	MUNICIPAL EMERGENCY SERVICES	MUNICIPAL EMERGENCY SERVICES	MASK/VISION FACEPEICE WITH RADIO FOF	1,630.05
07/07/2025	11927 (A)	MUNICIPAL EMPLOYEES RETIREMENT	MUNICIPAL EMPLOYEES RETIREMENT	EMPLOYER CONTRIBUTIONS	65,523.00
07/07/2025	11928 (A)	NCL OF WISCONSIN INC	NCL OF WISCONSIN INC	TSS FILTERS AND 1000 ML BEAKERS	206.50
07/07/2025	11929 (A)	NORTHERN PUMP & WELL INC	NORTHERN PUMP & WELL INC	NECESSARY INSPECTION AND SVC QUOTE F	33,588.50
07/07/2025	11930 (A)	PATRIOT DIAMOND INC.	PATRIOT DIAMOND INC.	ASPHALT/CONCRETE BLADE	735.00
07/07/2025	11931 (A)	PHP INSURANCE COMPANY	PHP INSURANCE COMPANY	L0001457 - HEALTH INSURANCE PREMIUM	315.88
07/07/2025	11932 (A)	POWERDMS INC	POWERDMS INC	YEARLY DOCUMENT MANAGEMENT SOFTWARE	9,098.79
07/07/2025	11933 (A)	PRO-COMM INC	PRO-COMM INC	SERVICE CALL TO UNIT #8 - REPAIRED F	160.00
07/07/2025	11934 (A)	PVS TECHNOLOGIES, INC.	PVS TECHNOLOGIES, INC.	FERRIC CHLORIDE AT WWTP FYE 6-30-202	10,602.80
07/07/2025	11935 (A)	RACHEL OSMER	RACHEL OSMER	CITY COUNCIL PAYROLL	160.00
07/07/2025	11936 (A)	RCL CONSTRUCTION CO INC	RCL CONSTRUCTION CO INC	WWTP IMPROVEMENTS PHASE 1 - CWRP PRC	1,283,413.22
			RCL CONSTRUCTION CO INC	WWTP CLARIFIER PROJECT PROJECT 5919.	730,477.39
					2,013,890.61
07/07/2025	11937 (A)	SMITH SAND & GRAVEL INC	SMITH SAND & GRAVEL INC	22A GRAVEL - ESTIMATE QUANTITY - FYE	761.25
07/07/2025	11938 (A)	STAPLES BUSINESS CREDIT	STAPLES BUSINESS CREDIT	APRIL 2025 EXPENSES	767.73
			STAPLES BUSINESS CREDIT	MAY 2025 STAPLES ORDERS	211.63
					979.36
07/07/2025	11939 (A)	THE ARGUS-PRESS	THE ARGUS-PRESS	LEGAL PRINTING SERVICES 2 YEARS	299.45
07/07/2025	11940 (A)	THE SHERWIN-WILLIAMS CO.	THE SHERWIN-WILLIAMS CO.	PARTS FOR #599	113.77
07/07/2025	11941 (A)	TOTAL ENERGY SYSTEMS LLC	TOTAL ENERGY SYSTEMS LLC	MAINTENANCE ON OFD GENERATOR	355.99
07/07/2025	11942 (A)	TRUCK & TRAILER SPECIALTIES	TRUCK & TRAILER SPECIALTIES	STORAGE SYSTEM FOR PNEUMATIC SHORING	1,495.00
07/07/2025	11943 (A)	UNITED PARCEL SERVICE	UNITED PARCEL SERVICE	SHIPPING FOR WWTP	13.12
07/07/2025	11944 (A)	VERIZON WIRELESS	VERIZON WIRELESS	M2M ACCOUNT SHARE	125.14
07/07/2025	11945 (A)	VWR INTERNATIONAL INC	VWR INTERNATIONAL INC	SELECTED ITEMS FROM 2024 ANNUAL LAB	47.87
07/07/2025	11946 (A)	W W WILLIAMS COMPANY LLC, THE	W W WILLIAMS COMPANY LLC, THE	ANNUAL GENERATOR MAINTENANCE AND TES	970.00
07/07/2025	11947 (A)	WASTE MANAGEMENT OF MICHIGAN	WASTE MANAGEMENT OF MICHIGAN	WASTE MANAGEMENT SERVICES	9,317.07
07/18/2025	11948 (A)	ALS LABORATORY GROUP	ALS LABORATORY GROUP	FYE 6-30-2025 WASTEWATER ANALYSES-ES	750.00
07/18/2025	11949 (A)	AMAZON CAPITAL SERVICES	AMAZON CAPITAL SERVICES	JUNE 2025 PURCHASES	74.43
			AMAZON CAPITAL SERVICES	JUNE 2025 PURCHASES	4.79
			AMAZON CAPITAL SERVICES	JUNE 2025 PURCHASES	40.25
			AMAZON CAPITAL SERVICES	JUNE 2025 PURCHASES	130.76
			AMAZON CAPITAL SERVICES	JUNE 2025 PURCHASES	190.02
					440.25
07/18/2025	11950 (A)	BOUND TREE MEDICAL LLC	BOUND TREE MEDICAL LLC	SUPPLIES FOR OFD	923.29
07/18/2025	11951 (A)	CMP DISTRIBUTORS INC	CMP DISTRIBUTORS INC	LEATHER POUCHES FOR OPD GEAR	79.90
07/18/2025	11952 (A)	COMMUNITY IMAGE BUILDERS	COMMUNITY IMAGE BUILDERS	PLANNING, ZONING & DEVELOPMENT ADVIS	1,624.00
07/18/2025	11953 (A)	CONSUMERS ENERGY	CONSUMERS ENERGY	CITY OF OWOSSO ACCOUNTS	60,326.30
07/18/2025	11954 (A)	DALTON ELEVATOR LLC	DALTON ELEVATOR LLC	FYE6-30-2025 CYLINDER RENTAL/OXYGEN/	554.47
07/18/2025	11955 (A)	DICKINSON WRIGHT PLLC	DICKINSON WRIGHT PLLC	BOND COUNSEL 7880.01 DWRF	35,500.00
07/18/2025	11956 (A)	EMS MANAGEMENT & CONSULTANTS	EMS MANAGEMENT & CONSULTANTS	ICOLECTION FEE - JUNE 2025	4,289.21

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Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
07/18/2025	11957 (A)	ENG INC	ENG INC ENG INC	ENGINEERING SERVICE SFOR 2024 DWRSF STEWART STREET PRE ENGINEERING WATEF	3,040.40 854.60 <u>3,895.00</u>
07/18/2025	11958 (A)	ENLOW ENVIRO LLC	ENLOW ENVIRO LLC	HG BLUE	701.02
07/18/2025	11959 (A)	FASTENAL COMPANY	FASTENAL COMPANY	HARDWARE	90.54
07/18/2025	11960 (A)	FISHBECK, THOMPSON, CARR & HUE	FISHBECK, THOMPSON, CARR & HUE FISHBECK, THOMPSON, CARR & HUE	WTP FILTERS IMPROVEMENT PROJECT DWRE ENGINEERING - WELLS REHAB AND ABANDC	3,009.55 4,544.70 <u>7,554.25</u>
07/18/2025	11961 (A)	FRONT LINE SERVICES INC	FRONT LINE SERVICES INC FRONT LINE SERVICES INC FRONT LINE SERVICES INC	REPAIR TOWER 1 CHECK VALVES - SOLE S REPAIR TOWER 1 CHECK VALVES - SOLE S REPAIR TOWER 1 CHECK VALVES - SOLE S	2,382.50 452.28 12,022.50 <u>14,857.28</u>
07/18/2025	11962 (A)	GILBERT'S DO IT BEST HARDWARE	GILBERT'S DO IT BEST HARDWARE	JUNE 2025 PURCHASES	1,549.87
07/18/2025	11963 (A)	GILBERT'S DO IT BEST HARDWARE	GILBERT'S DO IT BEST HARDWARE	GLOW PARADE AWARDS	300.00
07/18/2025	11964 (A)	GLAESER DAWES CORP	GLAESER DAWES CORP	2025 STREET PROGRAM	37,323.62
07/18/2025	11965 (A)	GRAINGER INC	GRAINGER INC	PARTS FOR WWTP DUMP TRUCK	103.61
07/18/2025	11966 (A)	H2O COMPLIANCE SERVICES INC	H2O COMPLIANCE SERVICES INC	H2O CROSS CONNECTION CONTROL PROGRAM	767.81
07/18/2025	11967 (A)	HANNA INSTRUMENTS INC	HANNA INSTRUMENTS INC	REPLACEMENT PCA310U-1 + TUBING KITS	3,055.95
07/18/2025	11968 (A)	HARBOR FREIGHT TOOLS	HARBOR FREIGHT TOOLS	HOSE NOZZELS FOR FLEET	19.98
07/18/2025	11969 (A)	HI QUALITY GLASS, INC	HI QUALITY GLASS, INC	MISC GLASS REPAIR FOR OPD	130.67
07/18/2025	11970 (A)	J & H OIL COMPANY	J & H OIL COMPANY J & H OIL COMPANY	GAS AND FUEL GAS AND FUEL	4,566.36 5,557.35 <u>10,123.71</u>
07/18/2025	11971 (A)	JCI JONES CHEMICALS INC	JCI JONES CHEMICALS INC	SODIUM HYPOCHLORITE - WTP FYE6-30-20	4,985.53
07/18/2025	11972 (A)	KENDALL ELECTRIC, INC.	KENDALL ELECTRIC, INC.	CHAIRMAN LIGHT SUPPLIES	1,782.20
07/18/2025	11973 (A)	LOGICALIS INC	LOGICALIS INC	VIRTUAL IT QUOTATION: 2024-185294V2	112.50
07/18/2025	11974 (A)	MACQUEEN EMERGENCY GROUP	MACQUEEN EMERGENCY GROUP MACQUEEN EMERGENCY GROUP MACQUEEN EMERGENCY GROUP	LEATHER FIRE HELMET FRONT FOR OFD MOUNTING/HANGING KITS FOR OFD EQUIPM PAC TOOL BOARDS FOR OFD	70.45 1,565.95 1,093.49 <u>2,729.89</u>
07/18/2025	11975 (A)	MEMORIAL HEALTHCARE	MEMORIAL HEALTHCARE MEMORIAL HEALTHCARE	PRE-EMPLOYMENT DRUG SCREENS PRE-EMPLOYMENT DRUG SCREENS	507.50 217.50 <u>725.00</u>
07/18/2025	11976 (A)	MERIT LABORATORIES INC	MERIT LABORATORIES INC MERIT LABORATORIES INC MERIT LABORATORIES INC MERIT LABORATORIES INC	FYE 6/30/2025 WATER TESTS AND LSLR W FYE 6/30/2025 WATER TESTS AND LSLR W FYE6-30-2025 ANNUAL WATER TESTING SE FYE6-30-2025 ANNUAL WATER TESTING SE	364.00 468.00 152.00 624.00 <u>1,608.00</u>
07/18/2025	11977 (A)	MFCI LLC	MFCI LLC	UNDERWRITER/PLACEMENT AGENT/MUNI ADI	30,625.00
07/18/2025	11978 (A)	MODERN CRANE TECHNOLOGIES	MODERN CRANE TECHNOLOGIES	OVERHEAD CRANE/HOIST INSPECTIONS	464.00
07/18/2025	11979 (A)	NAPA AUTO PARTS	NAPA AUTO PARTS	PARTS/SUPPLIES-INVOICE TO BE SIGNED	1,108.44
07/18/2025	11980 (A)	NCL OF WISCONSIN INC	NCL OF WISCONSIN INC	CBOD SUPPLIES	132.67
07/18/2025	11981 (A)	PAXXO (USA) INC	PAXXO (USA) INC	LONGOPAC CASSETTES	910.18
07/18/2025	11982 (A)	PRO-COMM INC	PRO-COMM INC	REPAIR HEADSET FOR OFD	780.00



07/30/2025 02:39 PM  
User: BABarrett  
DB: Owosso

CHECK REGISTER FOR CITY OF OWOSSO  
CHECK DATE FROM 07/01/2025 - 07/31/2025

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Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
07/18/2025	11983 (A)	PROFESSIONAL ANSWERING SERVICE	PROFESSIONAL ANSWERING SERVICE	24 HOUR ANSWERING SERVICES	84.35
07/18/2025	11984 (A)	RCL CONSTRUCTION CO INC	RCL CONSTRUCTION CO INC	WWTP CLARIFIER PROJECT PROJECT 5919.	409,996.34
07/18/2025	11985 (A)	RCL CONSTRUCTION CO INC	RCL CONSTRUCTION CO INC	WWTP IMPROVEMENTS PHASE 1 - CWRP PRC	899,363.22
07/18/2025	11986 (A)	RUTHY'S LAUNDRY CENTER	RUTHY'S LAUNDRY CENTER	PUBLIC SAFETY UNIFORM CLEANING	538.50
			RUTHY'S LAUNDRY CENTER	PUBLIC SAFETY UNIFORM CLEANING	482.50
					<u>1,021.00</u>
07/18/2025	11987 (A)	SAFETY-KLEEN SYSTEMS INC	SAFETY-KLEEN SYSTEMS INC	FYE6-30-2025 WWTP-QUARTERLY REPLACE/	438.20
07/18/2025	11988 (A)	SMITH SAND & GRAVEL INC	SMITH SAND & GRAVEL INC	22A GRAVEL - ESTIMATE QUANTITY - FYE	2,984.25
07/18/2025	11989 (A)	SOME'S UNIFORMS, INC.	SOME'S UNIFORMS, INC.	AWARD PINS	117.00
07/18/2025	11990 (A)	SORENSEN GROSS COMPANY	SORENSEN GROSS COMPANY	WATER TREATMENT PLANT FILTERS IMPROV	18,539.19
07/18/2025	11991 (A)	STAPLES BUSINESS CREDIT	STAPLES BUSINESS CREDIT	JUNE 2025 PURCHASES	348.43
			STAPLES BUSINESS CREDIT	MAY 2025 STAPLES ORDERS	245.78
					<u>594.21</u>
07/18/2025	11992 (A)	STRYKER SALES CORPORATION	STRYKER SALES CORPORATION	LUCAS OIL SUCTION CUPS FOR OFD	582.25
07/18/2025	11993 (A)	TAYLOR AND MORGAN CPA PC	TAYLOR AND MORGAN CPA PC	2025 CALENDAR - ACCOUNTING SERVICES	1,295.00
07/18/2025	11994 (A)	TELEFLEX LLC	TELEFLEX LLC	NEEDLE KITS FOR OFD/EMS	1,100.00
07/18/2025	11995 (A)	THE ARGUS-PRESS	THE ARGUS-PRESS	LEGAL PRINTING SERVICES 2 YEARS	356.13
07/18/2025	11996 (A)	UNITED PARCEL SERVICE	UNITED PARCEL SERVICE	SHIPPING FOR WWTP	9.62
07/18/2025	11997 (A)	USA BLUE BOOK	USA BLUE BOOK	ITEM # 86410 HACH TL2300 TURB EPA 0-	3,975.34
			USA BLUE BOOK	LAB SUPPLIES AND TEST EQUIPMENT	1,873.26
			USA BLUE BOOK	ROUTINE PURCHASES NOT TO EXCEED \$20C	63.77
			USA BLUE BOOK	ROUTINE PURCHASES NOT TO EXCEED \$20C	303.95
			USA BLUE BOOK	ROUTINE PURCHASES NOT TO EXCEED \$20C	1,723.61
					<u>7,939.93</u>
07/18/2025	11998 (A)	VERIZON WIRELESS	VERIZON WIRELESS	VERIZON WIRELESS CELLULAR CHARGES: C	86.68
			VERIZON WIRELESS	VERIZON WIRELESS CELLULAR CHARGES: H.	40.72
			VERIZON WIRELESS	VERIZON WIRELESS CELLULAR CHARGES: F	613.56
			VERIZON WIRELESS	VERIZON WIRELESS CELLULAR CHARGES: F	86.44
			VERIZON WIRELESS	VERIZON WIRELESS CELLULAR CHARGES: F	43.34
			VERIZON WIRELESS	VERIZON WIRELESS CELLULAR CHARGES: F	89.06
			VERIZON WIRELESS	VERIZON WIRELESS CELLULAR CHARGES: I	185.50
			VERIZON WIRELESS	VERIZON WIRELESS CELLULAR CHARGES: W	179.70
			VERIZON WIRELESS	VERIZON WIRELESS CELLULAR CHARGES: W	134.02
			VERIZON WIRELESS	VERIZON WIRELESS CELLULAR CHARGES: I	43.34
					<u>1,502.36</u>
07/18/2025	11999 (A)	VERIZON WIRELESS	VERIZON WIRELESS	VERIZON WIRELESS CELLULAR CHARGES: F	616.35
07/18/2025	12000 (A)	VWR INTERNATIONAL INC	VWR INTERNATIONAL INC	LABORATORY ANALYTICAL BALANCE	2,989.54
			VWR INTERNATIONAL INC	MASTERFLEX TUBING SIZE 17	225.72
					<u>3,215.26</u>
07/18/2025	12001 (A)	WASTE MANAGEMENT OF MICHIGAN I	WASTE MANAGEMENT OF MICHIGAN I	WASTE MANAGEMENT SERVICES	9,410.53
07/18/2025	12002 (E)	HUNTINGTON NATONAL BANK -CREDI	HUNTINGTON NATONAL BANK -CREDI	CITY CREDIT CARD PURCHASES	3,689.03
07/07/2025	138401	AMERICAN SPEEDY PRINTING	AMERICAN SPEEDY PRINTING	JUNE BIZ OF THE MONTH SERVICE	75.00
			AMERICAN SPEEDY PRINTING	MOTORCYCLE DAYS SAVE THE DATES	108.00
					<u>183.00</u>
07/07/2025	138402	APPLE TREE LANE	APPLE TREE LANE	CHOCOLATE WALK PARTICIPATION REIMBUF	75.00
07/07/2025	138403	AUSTIN CARRIE	AUSTIN CARRIE	UB refund for account: 1093500002	341.53
07/07/2025	138404	BENJAMIN C PEIFFER	BENJAMIN C PEIFFER	EXAM APPLICATION FEE REIMBURSEMENT F	70.00

Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
07/07/2025	138405	BYK-RAK	BYK-RAK	UB refund for account: 4717792003	1,702.04
07/07/2025	138406	CARL LUDINGTON	CARL LUDINGTON	CITY COUNCIL PAYROLL	140.00
07/07/2025	138407	DAYSTARR COMMUNICATIONS	DAYSTARR COMMUNICATIONS	CASTLE PHONE AND INTERNET	78.16
07/07/2025	138408	DAYSTARR COMMUNICATIONS	DAYSTARR COMMUNICATIONS	CITY OF OWOSSO PHONE & INTERNET	1,743.67
07/07/2025	138409	DONE DEAL COMMERCIAL & RESIDENCE	DONE DEAL COMMERCIAL & RESIDENCE	CLEANING FOR CURWOOD CASTLE	150.00
07/07/2025	138410	EMILY OLSON	EMILY OLSON	CITY COUNCIL PAYROLL	160.00
07/07/2025	138411	GAME TIME	GAME TIME	DURACAD BENCH FOR GRAND AVE PARK	1,028.34
07/07/2025	138412	HARRIS ELECTRIC LLC	HARRIS ELECTRIC LLC	BD Payment Refund	110.00
07/07/2025	138413	IN-HOUSE SOLUTIONS, LLC	IN-HOUSE SOLUTIONS, LLC	FIELD TRAINING FOR FIRE DEPARTMENT	600.00
07/07/2025	138414	INDUSTRIAL SUPPLY OF OWOSSO	INDUSTRIAL SUPPLY OF OWOSSO	ROUTINE PURCHASES NOT TO EXCEED \$200	49.95
07/07/2025	138415	JANAE L FEAR	JANAE L FEAR	CITY COUNCIL PAYROLL	150.00
07/07/2025	138416	JEROME C HABER	JEROME C HABER	CITY COUNCIL PAYROLL	160.00
07/07/2025	138417	JGM PROPERTY GROUP	JGM PROPERTY GROUP	UB refund for account: 1093500001	194.47
07/07/2025	138418	JUDY CRAIG	JUDY CRAIG	MAIL COURIER SERVICE	190.00
07/07/2025	138419	KIMMERER MARIAH	KIMMERER MARIAH	UB refund for account: 2626890041	63.35
07/07/2025	138420	LAMPHERE PLUMBING & HEATING INC	LAMPHERE PLUMBING & HEATING INC	REPLACE THE PILOT ON THE WATER HEATER	158.00
				LAMPHERE PLUMBING & HEATING INC	165.45
					323.45
07/07/2025	138421	LANSING REAL GREEN LAWN CARE INC	LANSING REAL GREEN LAWN CARE INC	2025 MOWING CONTRACT - CODE ENFORCEMENT	973.00
07/07/2025	138422	LEBOWSKY CENTER FOR PERFORMING ARTS	LEBOWSKY CENTER FOR PERFORMING ARTS	NOV. BIZ OF THE MONTH SERVICE	75.00
07/07/2025	138423	MARK NELSON	MARK NELSON	WSL REPLACEMENT COST REIMBURSEMENT	3,700.00
07/07/2025	138424	MICHIGAN MUNICIPAL LEAGUE (UAW)	MICHIGAN MUNICIPAL LEAGUE (UAW)	UNEMPLOYMENT QUARTERLY PAYMENT	56.90
07/07/2025	138425	MODERN SHIAWASSEE	MODERN SHIAWASSEE	CONCRETE FOR GRAND PARK	595.00
07/07/2025	138426	NATIONAL ROOFING & SHEET METAL	NATIONAL ROOFING & SHEET METAL	EMERGENCY LAB/CONTROL ROOM ROOF LEAK	1,335.90
07/07/2025	138427	OWOSSO FLORAL & GIFTS	OWOSSO FLORAL & GIFTS	CHOCOLATE WALK BUSINESS REIMBURSEMENT	75.00
07/07/2025	138428	PASSPORT LABS INC	PASSPORT LABS INC	PARKING TICKET ENFORCEMENT SYSTEM (3	1,212.58
07/07/2025	138429	PRO TRAIN INC.	PRO TRAIN INC.	STOPS TRAINING OFF. 339	599.00
			PRO TRAIN INC.	STOPS TRAINING OFF. 318	599.00
					1,198.00
07/07/2025	138430	ROBERT J TEICH JR	ROBERT J TEICH JR	CITY COUNCIL PAYROLL	280.00
07/07/2025	138431	ROTARY CLUB OF OWOSSO	ROTARY CLUB OF OWOSSO	MEMBERSHIP DUES/MEALS - AMY FULLER	56.00
				MEMBERSHIP DUES/MEALS - AMY FULLER	47.00
					103.00
07/07/2025	138432	SHIAWASSEE COUNTY CLERK	SHIAWASSEE COUNTY CLERK	FAMOUS NAMES DEMONSTRATION BALLOTS	51.98
07/07/2025	138433	SHIAWASSEE COUNTY TREASURER	SHIAWASSEE COUNTY TREASURER	MOBILE HOME TAX DISBURSEMENT	490.00
07/07/2025	138434	SHIAWASSEE HEALTH & WELLNESS	SHIAWASSEE HEALTH & WELLNESS	COSSAP GRANT 15PBJA-21-GG-04538-COAF	2,008.75
07/07/2025	138435	STATE OF MICHIGAN	STATE OF MICHIGAN	SOR REGISTRATION FEE MAY 2025	60.00
07/07/2025	138436	TESS PASSINAULT PHOTO LLC	TESS PASSINAULT PHOTO LLC	FEB. BIZ OF THE MONTH SERVICE	75.00
07/07/2025	138437	THE HAPPY SOUL LLC	THE HAPPY SOUL LLC	CHOCOLATE WALK BUSINESS REIMBURSEMENT	75.00
07/07/2025	138438	THE MATTESONS LLC	THE MATTESONS LLC	APRIL BIZ OF THE MONTH SERVICE	75.00
			THE MATTESONS LLC	PHOTOS FOR CITY WEBSITE	300.00
					375.00
07/07/2025	138439	VERIDUS MICHIGAN LLC	VERIDUS MICHIGAN LLC	OWNERS REP - CITY HALL REHABILITATION	2,005.00
			VERIDUS MICHIGAN LLC	OWNER REPRESENTATIVE SERVICES - PS I	250.00
					2,255.00
07/07/2025	138440	VINCENT TYLER	VINCENT TYLER	UB refund for account: 1884000004	14.32
07/07/2025	138441	VONSTEENBURG NICK	VONSTEENBURG NICK	UB refund for account: 2549490013	100.59
07/07/2025	138442	WOMBAT SERVICES	WOMBAT SERVICES	2025 STORM DRAINAGE IMPROVEMENTS	6,000.00
07/18/2025	138443	ADE MICHAEL	ADE MICHAEL	UB refund for account: 2921200012	37.76

Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
07/18/2025	138444	AMERICAN SPEEDY PRINTING	AMERICAN SPEEDY PRINTING	GREEN APPROVED STICKERS FOR THE BUII	214.00
07/18/2025	138445	AUTO CRAFTERS	AUTO CRAFTERS	OPD# 2101 VIN #3479 BODY WORK - CLAI	9,961.46
07/18/2025	138446	BOND LOGAN	BOND LOGAN	UB refund for account: 2586390012	51.81
07/18/2025	138447	CITY OF OWOSSO - PETTY CASH	CITY OF OWOSSO - PETTY CASH	-WWTP PETTY CASH	62.72
07/18/2025	138448	CITY OF OWOSSO - PETTY CASH	CITY OF OWOSSO - PETTY CASH	PETTY CASH REIMBURSEMENT	103.85
07/18/2025	138449	CITY OF OWOSSO - WATER FUND	CITY OF OWOSSO - WATER FUND	QUARTERLY WATER BILLS	13,531.12
07/18/2025	138450	COOPER REGINA	COOPER REGINA	UB refund for account: 1740000004	150.00
07/18/2025	138451	CROSSROADS TITLE AGENCY	CROSSROADS TITLE AGENCY	SPECIAL ASSESSMENT REFUND	52.97
07/18/2025	138452	D & D TRUCK & TRAILER PARTS	D & D TRUCK & TRAILER PARTS	FYE6-30-2025 PARTS/SUPPLIES-INDIVIDU	374.59
07/18/2025	138453	EARLS LISA	EARLS LISA	UB refund for account: 5568070005	149.19
07/18/2025	138454	ELHORN ENGINEERING COMPANY	ELHORN ENGINEERING COMPANY	(11) ACCU-TAB 60# PAIL @\$180.00 EACH	1,980.00
07/18/2025	138455	H K ALLEN PAPER CO	H K ALLEN PAPER CO	ROUTINE PURCHASES NOT TO EXCEED \$20C	334.00
07/18/2025	138456	HAVILAND	HAVILAND	FYE 6/30/2025 SODIUM MEABISULFITE -	1,260.00
			HAVILAND	SODIUM HYPOCHLORITE TOTES (330 GALLC	1,528.50
			HAVILAND	SODIUM HYPOCHLORITE TOTES (330 GALLC	2,605.30
			HAVILAND	HAVAFLOK POLYMER, 2300 LB TOTE	4,857.60
			HAVILAND	SODIUM HYPOCHLORITE TOTES (330 GALLC	(164.12)
			HAVILAND	SODIUM HYPOCHLORITE TOTES (330 GALLC	(56.30)
					10,030.98
07/18/2025	138457	HOME DEPOT CREDIT SERVICES	HOME DEPOT CREDIT SERVICES	JUNE 2025 PURCHASES	7,546.87
07/18/2025	138458	INDUSTRIAL SUPPLY OF OWOSSO	INDUSTRIAL SUPPLY OF OWOSSO	ROUTINE PURCHASES NOT TO EXCEED \$20C	1,888.55
07/18/2025	138459	J & J ENVIRONMENTAL	J & J ENVIRONMENTAL	2025 SEWER LINGIN PROJECT	116,650.00
07/18/2025	138460	KENT COMMUNICATIONS INC	KENT COMMUNICATIONS INC	JUNE 30, 2025 UTILITY BILLING WITH 1	2,319.07
			KENT COMMUNICATIONS INC	2025 SUMMER TAX BILLS PRINTING AND F	1,513.51
					3,832.58
07/18/2025	138461	KINCAID CONSTRUCTION LLC	KINCAID CONSTRUCTION LLC	PORTABLE TOILET RENTAL - PARKS 2025-	85.00
			KINCAID CONSTRUCTION LLC	PORTABLE TOILET RENTAL - PARKS 2025-	1,535.00
					1,620.00
07/18/2025	138462	LANGDON ALAN	LANGDON ALAN	UB refund for account: 2004090003	16.67
07/18/2025	138463	LEXISNEXIS RISK COLOGIC SOLUTIONS	LEXISNEXIS RISK COLOGIC SOLUTIONS	SOFTWARE SUPPORT AND MAINTENANCE 3/1	858.60
07/18/2025	138464	LLOYD MILLER & SONS, INC	LLOYD MILLER & SONS, INC	MAIN DRIVELINE PART FOR #522	2,454.32
			LLOYD MILLER & SONS, INC	AUGER FOR BOLLARD INSTALLATION	998.00
					3,452.32
07/18/2025	138465	MATTHEW S FRAY	MATTHEW S FRAY	MEAL REIMBURSEMENT	30.08
07/18/2025	138466	MCLAREN RENT ALL	MCLAREN RENT ALL	PROPANE FOR LANCE	171.45
			MCLAREN RENT ALL	64' BOOM RENTAL FOR AMPHITHEATER MP	1,326.30
					1,497.75
07/18/2025	138467	NORTH AMERICAN OVERHEAD DOOR	NORTH AMERICAN OVERHEAD DOOR	ILOADER DOOR SPRING	397.98
07/18/2025	138468	OWOSSO BOLT & BRASS CO	OWOSSO BOLT & BRASS CO	ROUTINE PURCHASES NOT TO EXCEED \$20C	1,379.39
			OWOSSO BOLT & BRASS CO	ROUTINE PURCHASES NOT TO EXCEED \$20C	226.20
					1,605.59
07/18/2025	138469	RICOH USA	RICOH USA	PRINTING EXPENSES FROM 04/01/2025 -	835.93
07/18/2025	138470	ROBY ANTHONY	ROBY ANTHONY	UB refund for account: 1190510010	225.25
07/18/2025	138471	SHIAWASSEE COUNTY TREASURER	SHIAWASSEE COUNTY TREASURER	PARK STREET 050.300.000.024.00 PURCH	8,088.39
07/18/2025	138472	SHIAWASSEE COUNTY TREASURER	SHIAWASSEE COUNTY TREASURER	2025 SUMMER TAX	428.13

Void Reason: MISPRINT - REISSE

V

07/30/2025 02:39 PM  
User: BABarrett  
DB: Owosso

CHECK REGISTER FOR CITY OF OWOSSO  
CHECK DATE FROM 07/01/2025 - 07/31/2025

Page: 7/7

Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
07/18/2025	138473	SHIAWASSEE COUNTY TREASURER	SHIAWASSEE COUNTY TREASURER	2025 SUMMER TAX COLLECTION 07/02/202	298,374.08
07/18/2025	138474	SHIAWASSEE COUNTY-REGISTER OF	SHIAWASSEE COUNTY-REGISTER OF	RECORDING FEE - PURCHASE S PARK STRE	30.00
07/18/2025	138475	SPARTAN STORES LLC	SPARTAN STORES LLC	GATORADE FOR OFD	108.86
07/18/2025	138476	SPENCER L. SHURLOW	SPENCER L. SHURLOW	PAYROLL FOR WTP EMPLOYEE - 3 DAYS	474.24
07/18/2025	138477	STATE OF MICHIGAN	STATE OF MICHIGAN	OPRA TAX COLLECTION SET	1,181.40
07/18/2025	138478	TRACTOR SUPPLY CREDIT PLAN	TRACTOR SUPPLY CREDIT PLAN	MARCH 2025 PURCHASES	545.96
07/18/2025	138479	VANDERMOLIN KARIN	VANDERMOLIN KARIN	UB refund for account: 1066500004	63.53
07/18/2025	138480	VERIDUS MICHIGAN LLC	VERIDUS MICHIGAN LLC	OWNERS REP - CITY HALL REHABILITATIC	697.50
07/18/2025	138481	WAKELAND OIL COMPANY	WAKELAND OIL COMPANY	CARWASH CHARGES FOR PUBLIC SAFETY &	581.00
07/18/2025	138482	WEATHER VANE ROOFING	WEATHER VANE ROOFING	6" GUTTER & DOWN SPOUT. CONCESSION S	543.94
07/18/2025	138483	WILCOX R L	WILCOX R L	UB refund for account: 2841540001	116.90
07/18/2025	138484	WIN'S ELECTRICAL SUPPLY OF OWC	WIN'S ELECTRICAL SUPPLY OF OWC	FYE6-30-2025 SUPPLIES-INVOICE TO BE	446.15
07/16/2025	138485	SHIAWASSEE COUNTY TREASURER	SHIAWASSEE COUNTY TREASURER	2025 SUMMER TAX	428.13

1 TOTALS:

Total of 190 Checks:	4,535,497.43
Less 1 Void Checks:	428.13
Total of 189 Disbursements:	4,535,069.30

# 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: July 1 – July 30 2025

Vendor: Ludington Electric, Inc

Total Amount: 1349.17

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 \_\_\_\_August 18 2025\_\_ meeting of the Owosso City Council.

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Carl Ludington  
Signature

---

Date

Declared August 4 2025

07/30/2025

CUSTOM PURCHASE ORDER REPORT

PURCHASE		REQUESTED	DEPARTMENT	VENDOR	DESCRIPTION	AMOUNT	AMOUNT	
PO NUMBER	ORDER TYPE						BY	NAME
-----								
PO STATUS: OPEN								
PO TYPE: QUICK PO								
000046941	QUICK PO	tswheeler	862	LUDINGTON ELECTR	LIGHTS FOR PICKLE BALL / TENNIS COURTS	120.00	0.00	120.00
000047022	QUICK PO	tswheeler	862	LUDINGTON ELECTR	CHANGE OUT BAD BREAKER	179.17	0.00	179.17
000047059	QUICK PO	ELFredrick	859	LUDINGTON ELECTR	ELECTICAL WORK FOR PLANTER REMOVAL	1,050.00	0.00	1,050.00
TOTAL PO TYPE: QUICK PO						1,349.17	0.00	1,349.17
-----								
TOTAL PO STATUS: OPEN						1,349.17	0.00	1,349.17

June 27, 2025

**Michigan Municipal League Annual Meeting Notice**

**(Please present at the next Council, Commission or Board Meeting)**

Dear Official:

The Michigan Municipal League Annual Convention will be held in Grand Rapids, September 17-19, 2025. The League's "**Annual Meeting**" is scheduled for 4:30 pm on Wednesday, September 17 in the Pantlind Ballroom at the Amway Grand Plaza Hotel. The meeting will be held for the following purposes:

1. Election of Trustees. To elect five members of the Board of Trustees for terms of four years each (see #1 on page 2).
2. Policy. A) **To vote on the Core Legislative Principles document.**

In regard to the proposed League Core Legislative Principles, the document is available on the League website at <https://mml.org/resources-research/delegate/>. If you would like to receive a copy of the proposed principles by fax, please call Monica Drukis at the League at 800-653-2483.

**B) If the League Board of Trustees has presented any resolutions to the membership, they also will be voted on.** (See #2 on page 2.)

In regard to resolutions, member municipalities planning on submitting resolutions for consideration by the League Trustees are reminded that under the Bylaws, they must be submitted to the Trustees for their review by **August 17, 2025.**

3. Other Business. To transact such other business as may properly come before the meeting.

**Designation of Voting Delegates**

Pursuant to the provisions of the League Bylaws, you are requested to designate by action of your governing body one of your officials who will be in attendance at the Convention as your official representative to cast the vote of the municipality at the Annual Meeting, and, if possible, to designate one other official to serve as alternate. Please submit this information through the League website by visiting <https://mml.org/resources-research/delegate/> **no later than August 17, 2025.**

We love where you live.





Regarding the designation of an official representative of the member to the annual meeting, please note the following section of the League Bylaws:

"Section 4.4 - Votes of Members. Each member shall be equally privileged with all other members in its voice and vote in the election of officers and upon any proposition presented for discussion or decision at any meeting of the members. Honorary Members shall be entitled to participate in the discussion of any question, but such members shall not be entitled to vote. The vote of each member shall be cast by its official representative attending the meeting at which an election of officers or a decision on any proposition shall take place. Each member shall, by action of its governing body prior to the annual meeting or any special meeting, appoint one official of such member as its principal official representative to cast the vote of the member at such meeting, and may appoint one official as its alternate official representative to serve in the absence or inability to act of the principal representative."

#### 1. Election of Trustees

Regarding election of Trustees, under Section 5.3 of the League Bylaws, five members of the Board of Trustees will be elected at the annual meeting for a term of four years. The regulations of the Board of Trustees require the Nominations Committee to complete its recommendations and post the names of the nominees for the Board of Trustees on a board at the registration desk at least four hours before the hour of the business meeting.

#### 2. Statements of Policy and Resolutions

Regarding consideration of resolutions and statements of policy, under Section 4.5 of the League Bylaws, the Board of Trustees acts as the Resolutions Committee, and "no resolution or motion, except procedural and incidental matters having to do with business properly before the annual meeting or pertaining to the conduct of the meeting, shall be considered at the annual meeting unless it is either (1) submitted to the meeting by the Board of Trustees, or (2) submitted in writing to the Board of Trustees by resolution of the governing body of a member at least thirty (30) days preceding the date of the annual meeting." Thus, the deadline this year for the League to receive resolutions is **August 17, 2025**. Please submit resolutions to the attention of Daniel P. Gilmartin, Executive Director/CEO at 1675 Green Rd., Ann Arbor, MI 48105. **Any resolution submitted by a member municipality will go to the League Board of Trustees, serving as the resolutions committee under the Bylaws, which may present it to the membership at the Annual Meeting or refer it to the appropriate policy committee for additional action.**

Further, "Every proposed resolution submitted to the Board of Trustees by a member shall be stated in clear and concise language and shall be accompanied by a statement setting forth the reasons for recommending the proposed resolution. The Board shall consider the proposal at a Board meeting prior to the next annual meeting and, after consideration, shall make a recommendation as to the advisability of adopting each such resolution or a modification thereof.

We love where you live





### 3. Posting of Proposed Resolutions and Core Legislative Principles

The proposed Michigan Municipal League Core Legislative Principles and any new proposed Resolutions recommended by the Board of Trustees for adoption by the membership will be available on the League website, or at the League registration desk to permit governing bodies of member communities to have an opportunity to review such proposals and delegate to their voting representative the responsibility for expressing the official point of view of the member at the Annual Meeting.

The Board of Trustees will meet on Tuesday, September 16, 2025, at the Amway Grand Hotel for the purpose of considering such other matters as may be requested by the membership, in addition to other agenda items.

Sincerely,



Donald Gerrie  
President  
Mayor, Sault Sainte Marie



Daniel P. Gilmartin  
Executive Director & CEO





## City Manager's Monthly Report: July, 2025

Projects, Updates, Community Information, Staffing, General Operations

### MONTHLY ACTIVITIES UPDATE

On June 26, the building official called an emergency meeting regarding a building in Westtown. The owner of 800 W Main hired a structural engineer to assess the property in preparation for some masonry work that the owner had planned with a contractor. That structural engineer – again, hired by the owner not the city – contacted the building official promptly after the survey to say that he was very concerned about the structural stability of the building. The owner contacted me asking if I would grant him an extension rather than allow the building official to order the building be evacuated and the road closed down. As city manager I do not have that power and the building official acts autonomously when it comes to issues like this. After the meeting, the building official notified the owner that if he got a second opinion from another engineer that the building was safe, then the city would accept that. In a letter dated July 28, 2025, Brent Mowinski of Mowinski Properties LLC informed the City of Owosso's Building & Code Enforcement Department that he has been actively consulting with general contractors, engineers, demolition companies, and the Shiawassee Economic Development Partnership (SEDP) regarding the future of the property at 800 W Main Street. He is exploring potential funding from the state land bank through SEDP, which has delayed setting a definitive demolition date. Mowinski indicated that, due to cost considerations, he is currently leaning toward a full demolition of the building. He also noted difficulties in securing traffic control contractors to provide quotes for closure signs and barricades.

DPW Staff and I met with Great Lakes Fusion to discuss a cost share partnership for grinding brush at the Aiken Rd site. GLF seeks to rent a tub grinder for their needs but do not have the material to run the unit for the minimum month rental period. Aiken Rd has so much material that trucking it to the GLF site would not be feasible. We hope to share in the cost of the grinder and pay to have it moved to Aiken Rd after GLF is finished with their material. We have yet to hear back from GLF but the conversation seemed promising. Grinding is our only option now since we cannot burn anymore. There is simply too much material for a protracted burn anyway. It saved us money but caused some concern and complaints in the area.

The city's payroll function has been moved from HR to the Finance Department. With the added nuances and rules for payroll and the need for efficiency improvements, it was not longer possible for one employee to handle that. Cross training with finance and treasury employees is complete so we have a deep roster of team members who are working in payroll now – and it gives us some checks and balances that we did not have before.

The public safety building project is coming along. Still in the planning and engineering phase but I expect a solid scope of work to be translated into a bid solicitation very soon. A few walkthroughs have been conducted and we have a good grasp of what needs doing.

I attended the Michigan Municipal Executives summer workshop last week in Mt. Pleasant. Assistant City Manager Fuller attended as well.

A couple staff members met with ZenCity to discuss their efforts to collect and analyze public feedback via both active and passive methods. Their program is very attractive and seems to be priced fairly. I think an application that tracks public sentiment and feedback would be very useful for council so you aren't feeling pressure to utilize facebook and bimonthly meetings alone because of small groups who attend and participate on those platforms. I think this could be a better bang for your buck than the water portal due to the latter's low historic usage and

limited feedback and capabilities. However, that will be up to you. I think what I'll do is bring both to a near-future council meeting and let you decide which. "Community Survey" capability is listed in your annual goals, after all.

After 102 years, Curwood Castle now has air conditioning! It was installed to look very discreet and, in fact, from the exterior, you cannot tell that the work has been done. The units inside will be masked by carpentry similar to how the hot water radiators were covered years ago.

I attended US Senator Slotkin's meeting regarding the new Big Beautiful Bill Act. Most of the conversation was regarding the cuts to Medicaid and SNAP benefits.

The walkway under the M21 St bridge next to city hall has been closed by order of MDOT. 24 month bridge inspection included that walkway and there is some concern over increased undermining of the footings holding the sidewalk in place. This does not affect the vehicular traffic on the bridge surface. The bridge continues to be rated in "fair" condition so far as we know. The bridge is inspected every 2 years. MDOT believes that a storm drain pipe is causing the issue. They shared that if this is the problem, the pipe will be repaired, and the sidewalk will be replaced.

Project Name	Status
<b>LAND DIVISIONS/COMBINATIONS</b>	
Hospital – Vacant Lots	Combine lots on N Shiawassee and King St
<b>BUILDING PERMITS – COMMERCIAL</b>	
208 W Main St	2 <sup>nd</sup> Floor Apartments
1525 W King St.	New Roof
<b>MARIHUANA LICENSES</b>	
<b>GROW</b>	
1. 1370 E South St	Medical/Recreational Renewed – September 2024
2. 1455 Industrial	Recreational Issued – October 2024
3. 1410/1420 Hathaway	Recreational Pending
4. 1750 E South St	Recreational Issued - April 2025
<b>PROCESSING</b>	
1. 1750 E South St Ste. 1	Recreational Renewed – January 2025
<b>RETAIL</b>	
1. 117 E Main St	Medical and Recreational Renewed - October 2024
2. 1115 Corunna	Medical and Recreational Business closed – June 2025
3. 200 E Main	Recreational Renewed – May 2025
4. 116 N Washington	Recreational Renewed – January 2025

<b>STATE LEGISLATIVE UPDATE</b>		
\$7.5 million request to rebuild nitrification towers at WWTP	Request submitted to Representative Begole to pay for three nitrification towers at the Wastewater Plant. One round of testimony was given at the EGLE budget subcommittee meeting. It is not clear at this time if more testimony would be requested before the House votes on the bill package for the budget.	Funding TBD

### ECONOMIC DEVELOPMENT PROJECTS

123 N Washington project – estimated \$1.2 million CRP grant - 2022	<p>\$4.7 million redevelopment of downtown building to include 11 new upper story residential units and a restored historic façade. This project includes local tax abatements.</p> <p><u>Funding Breakdown:</u></p> <p>Grants/Abatements</p> <ul style="list-style-type: none"> <li>• \$403k – Brownfield (abatement)</li> <li>• \$85k – OPRA (abatement)</li> <li>• \$1.5 mil – CRP/MSF (Grant)</li> <li>• \$145k – County Land Bank (Grant)</li> </ul> <p>Private/Developer</p> <ul style="list-style-type: none"> <li>• \$2.6 mil</li> </ul>	<p>MSF Board Approved Grant Funding in Dec 2023. Owners pursuing historic tax credits. HDC approved CofA in November 2024. CofA rescinded by HDC in Jan 2025. HDC issued enforcement against owner for façade. Owner has not responded to the notice. Deadline is August 2025 and then the matter goes to the city attorney.</p>
Old Middle School project - 2022	<p>Estimated \$18 million redevelopment to include 50-54 new residential units. This project will most likely include LITEC and historical tax credits. This project was granted a 4% PILOT for the life of the mortgage but only for the previous developer. The new developer will ask for a similar PILOT ordinance to be granted. The tax credit application was approved in April 2024. Construction commencement: TBD</p>	<p>4% PILOT approved. State tax credits approved. In Oct, 2024 Venture informed the city that project was on hold pending election results. Now they are saying that no one will invest in the tax credits needed to close funding gaps. I am beginning to get concerned about Venture's ability to close this deal with OPS.</p>
Washington Park/Woodland Trails Housing Development Project - \$14,000,000 - 2024	<p>This project will build 14 new condo units in the Woodland Trails development and 14-16 multi family units on the Washington Park site. The developer will be requesting a 24 year brownfield to reimburse them for infrastructure and other eligible costs identified in the plan.</p> <p>Infrastructure Work scope includes sanitary sewer with lift station, water main installation, and street resurfacing on Wesley Dr from Water to Washington and water main installation on Washington St from North to Wesley. Water main and sanitary sewer permits have been issued by EGLE. The city is in the process of obtaining a CDBG grant from MSHDA to fund the infrastructure. Bids were received on May 27, 2025 with contract award planned for July 2025, pending grant award. Construction is pushed back to September 2025, pending grant award.</p>	<p>Construction on homes started. City waiting for information from developers before a bid for the infrastructure work is awarded.</p>

MEDC RAP Grant – Curwood Place – 344 W Main St - 2024	\$1,358,000 to rehabilitate upper story apartments. The owner has also shown interest in having a mural painted on the side of the building – possibly in partnership with SAC.	Awarded. OPRA approved by city April, 2024. Construction started.
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### PROJECTS/ISSUES OF PUBLIC INTEREST

City Club Building (Exchange Street)	After an interior collapse occurred in June, 2023 a natural gas line was severed and repaired. The building official red-tagged the building and required owner to submit stamped engineering report detailing the building's structural integrity. Stabilization of front and rear walls complete. Owner and Engineer to present plan to Building department to clear debris and secure site. Historic District Commission issued demolition by neglect notice. Notice has since been lifted. Owner says he plans to apply for land bank grant to clean debris. Land bank did not receive completed application and funding was denied. Court order issued allowing city to remediate property since the owner did not and entered a default judgement in the case.	County land bank to bid the project. Total funding available \$178,000 through state land bank blight elimination.
123 N Washington (5 <sup>th</sup> 3 <sup>rd</sup> )	MSF board approved \$1.2 million CRP grant in Dec 2023. Architectural plans complete. Building department waiting for permit application. After that is received, the HDC will consider approval for exterior. Building permit cannot be approved until HDC signs off on exterior plan.	Conflicting information received from owner regarding tax credits. I am contacting national parks office to verify status. HDC continuing with enforcement. Will most likely be turned over to city attorney in September.

### Grants

Grant	Amount	Status	Description
Drinking Water State Revolving Loan Fund – 2024 (7497-01)	\$1,622,500	Awarded	Part of a \$3.4 million project, this state ARPA grant will help replace water main: N Dewey, Young, W Stewart, Grace, and Tracy St. Lead service lines in water main project areas and make improvements to the WTP: replace backwash pump, process piping, obsolete controls, communications equipment, and gravity filter improvements.
Drinking Water State Revolving Loan Fund - 2023	\$1,033,750	Awarded	This grant will help with lead service line replacement, water main replacement, and well upgrades. It's part of a \$4,045,000 project to continue improving the Owosso water system. Water Main: North, Lee, Clyde, Lunn, Huron, Milwaukee. Lead Service replacements in water main project areas. SCADA upgrades at water treatment plant. Improvements to Palmer 3a and Juniper wells. Fishbeck water study. Remainder of cost will be paid with low interest SRF loans.
Clean Water State Revolving Loan Fund - 2023	\$1,412,500 plus \$5,300,000 loan forgiveness	Award – 2023	This grant plus loan forgiveness program will partially fund improvements at the wastewater plant to include: filter replacement, disinfection system replacement, electrical and SCADA upgrades, and solids drying. Total cost of the project is \$19,000,000. The remainder of the cost will be paid with low

			interest SRF loans. Project has begun. Old chlorine tanks removed and plant processes temporarily bypassed to facilitate construction.
Railroad Grade Repair Grant	\$181,653	Awarded	This grant is from MDOT and will fund the replacement of the railroad crossing at S. Cedar Street.
ARP Grant – Medicare/Medicaid/CHIP - 2021	\$80,708	Award Updated	The Department of Health and Human Services (HHS), through the Health Resources and Services Administration (HRSA), is making payments to providers based on the amount and type of Medicare, Medicaid, and Children’s Health Insurance Program (CHIP) services provided to rural beneficiaries from January 1, 2019 through September 30, 2020. Initial award was \$56,200. An additional \$24,530 was awarded in Dec 2021.
ARPA Funding - 2021	\$1,510,000	Awarded	1 <sup>st</sup> payment received. Last payment will be received in 2022. Public online survey completed. Waiting on Council members to submit project application scoring to staff. \$750,000 has been allocated to water infrastructure.
MSHDA NEP Grant - 2023	\$75,000	Awarded	Used to assist low-income home owners with eligible exterior home improvements up to \$7,500. Application being drafted.
MSHDA MI HOPE Grant - 2023	\$105,000	Awarded	This grant program is designed to encourage and facilitate energy-efficiency focused residential housing repairs and upgrades to owner occupied homes and non-owner occupied single-family homes and multi-family properties consisting of a maximum of three total units within both rural and urban areas.
DNR Grant for Holman Pool Building - 2020	\$150,000	Cancelled	Bids came back more than twice what was budgeted for the project due to increases in labor and material costs. The building will be used for storage.
EGLE DWAM Grant - 2019	\$460,000	Awarded	Original work scope includes investigating 364 water service lines through the city, updating distribution system material inventory, and updating the water asset management plan. The project is funded by a grant from the State of Michigan. All addresses on the original list, change order no. 1 list, and change order no. 2 list have been hydro-excavated at the curb stop. Hard surface restoration is in progress.
EGLE Service Line Replacement Funding - 2020	\$3,000,000	Awarded	Owosso’s application was scored the highest this round. Project plan submitted July 1, 2021. This is 100% forgiven loan (Booker Funding) through the state’s revolving loan fund program. Dollars will be used to replace water service lines subject to LCR requirements.
EGLE Service Line Replacement Funding (2)	\$1,345,000	Awarded	This partial loan forgiveness funding is tied to the application above. This project involves more LSR replacements coupled with the replacement of the Center St water main and rehabilitation of the water system elevated towers. This opportunity is 30% Booker forgivable. Remainder of this project will need ARPA funding to complete.
FEMA SCBA Grant - 2022	\$250,000	Denied	This grant replaces the OFD’s breathing apparatuses. This is the second year we have been denied.
FEMA Radio Grant - 2021	\$1,200,000	Denied	This grant was in conjunction with other municipalities to replace OFD’s radio units.
Federal COPS Grant - 2022	\$582,875 over 3 years	Denied	This grant funds up to 3 new police officer positions for 3 years. If awarded, the city would be required to continue funding these positions for an additional year.
Saginaw WIN Grant - 2020	\$10,500	Awarded	To help fund the Middle School area kayak launch.



Safe Routes to School - 2022	\$600,000	Awarded	Work scope includes constructing ADA compliant sidewalk ramps at various locations within the city along with constructing new sidewalks primarily in the Middle School area. The project is complete.
Consumers LED Rebate - 2021	\$5,460	Completed	Replace light fixtures in City Hall with more efficient LED lights
Small Urban Grant - 2022	\$375,000	Denied	Reconstruct Chipman St from Beehler to M-21.
MEDC WRI Grant - 2021	\$1,600,000	Denied	Replace water main, streets, and LSLs on Center, Clyde, Huron, Lynn, and Milwaukee Streets. 25% match required.
MCACA Grant - 2020	\$82,500	Denied	Replace library AC, Library steam pipes, Gould House heat and AC, and Castle boiler. Required \$82,500 match. Will know in September, 2021 if we are awarded.
Small Urban Grant - 2019	\$375,000	Awarded	Reconstruct Gould St from Oliver to Moore.
T-Mobile Hometown Grant - 2020	\$45,300	Denied	Possibly help fund the Middle School Kayak Launch project so no millage money would be needed to complete the project. This would add to the Saginaw WIN Grant already awarded.
Wellhead Protection Grant - 2021	\$52,000	Denied	Fund wellhead educational activities, groundwater audit, wellhead protection software, and update the city's wellhead plan.
Consumers Tree Planting Grant - 2022	\$2,600	Awarded	Consumers Energy's tree planting grant program to assist with annual fall tree planting in 2022.
MDOT RR Grade Crossing Grant – Woodlawn	\$108,621	Denied	Replace RR crossing at Woodlawn Ave. Funding: 60% MDOT/40% RR
MDOT RR Grade Crossing Grant – Chestnut - 2023	\$81,765	Denied	Replace RR crossing at Chestnut St. Funding: 60% MDOT/40% RR
MDOT RR Grade Crossing Grant – Cedar - 2022	\$181,653	Awarded - 2021	Replace RR crossing at Cedar St. Funding 60% MDOT/40% RR
MDOT RR Grade Crossing Grant – S. Chipman - 2023	\$112,381	Denied	Replace RR crossing at S Chipman St. Funding: 60% MDOT/40% RR
FY 2023 DWSRF – Water	\$1,011,250	Awarded	Replace water main on North, Lee, Clyde, Lunn, Huron, and Milwaukee St and LSRs (see below for project specifics). SCADA control upgrade at water plant. Wells at Palmer and Juniper. Fishbeck water study. Grant amount is 25% of total project cost. Remainder to be funded by SRF low interest loans.
FY 2023 CWSRF – Sewer	\$6,712,500	Awarded	Replace waste water plant treatment towers (3). This represents 50% of the cost of the project funded by grants and forgivable loans. The remainder will be funded by low interest SRF loans. Total cost now \$19 million. Due to inflation and increase in construction costs, council decided to reduce the project scope by delaying the tower replacement portion of the project
DNR Spark Grant - 2022	\$752,500	Application delayed to resolve property ownership issue.	Make improvements to the James Minor River Trail along Jerome St to coincide with future street reconstruction. Grant will fund trail improvements and paving from Washington St to the Oakwood walk bridge.
Match on Main - 2022	\$25,000	Awarded	Grant from MEDC to Aviator Jayne for business expansion.
Match on Main - 2022	\$25,000	Awarded	Grant from MEDC to Taphouse Meat Market for business creation.
Consumers Tree Grant – 2023	\$3,000	Awarded	Grant from Consumers Energy to plant 15 trees in the city right of way.
FY 2024 DWSRF (7497-01) – Water - 2023	\$1,745,000	Awarded	Total project cost (SRF loan): \$3,490,000. 50% principal forgiveness. This project will replace water main on Dewey, Young, Tracy, Grace, and W Stewart Streets. It will also pay for WTP improvements: backwash pump replacement, process piping

			replacement, communication and controls upgrades, and sand filter rehabilitation.
MEDC RAP Grant – DDA Downtown Lights - 2023	\$300,000	Awarded	<p>The scope of work is street light removal and replacement including new conduit and wiring on the following streets:</p> <ul style="list-style-type: none"> <li>• Comstock from Water to Park</li> <li>• Washington from Water to Main (M-21)</li> <li>• Main (M-21) from Washington to Park (south side only)</li> <li>• Park from Comstock to Main (M-21) (west side only)</li> </ul> <p>The project is funded by ARPA funds and a RAP grant. The project is complete.</p>
MEDC RAP Grant – Curwood Place – 344 W Main St - 2023	\$1,358,000	Awarded	This grant will pay for the rehabilitation and addition of upper story residential units at 344 W Main Street.
CIS Trail Appropriation - 2024	\$4.4 million	Awarded	Legislative appropriation from State to complete the gap in the CIS trail and make improvements to trail along Jerome St. Scope of work includes trail construction from the existing Clinton-Ionia-Shiawassee (CIS) trail termination at Smith Road to Chestnut St, bike lane installation on Chestnut St, Stewart St, and Washington St, James Miner Trail reconstruction from Hickory St to Oakwood St, and paving the Sam & Opal Voight walkway from Washington Street to the boardwalk. The project also includes rehabilitating Jerome St from Hickory St to Oakwood St. Design work is in progress by Fleis & Vandenbrink. Work is scheduled to take place in 2025 and 2026.
MSHDA NEP – 2024	\$75,000	Awarded	Assists low income home owners with eligible exterior home improvements up to \$24,000 each.
MSHDA MIHope – 2024	\$365,000	Awarded	Assist low income home owners with eligible energy efficient upgrades up to \$25,000 each. In October, 2024 an additional \$100,000 was granted to the city for being a “high performer” in the program.
EPA Community Change Grant – Memorial - 2024	\$11,000,000	Awaiting decision	<p>The EPA Community Change Grant, funded by the Inflation Reduction Act, provides approximately \$2 billion to help disadvantaged communities address environmental and climate justice challenges. The grants support projects that reduce pollution and build community resilience. Eligible applicants include partnerships of community-based organizations with tribes, local governments, or educational institutions. Applications are accepted on a rolling basis until November 21, 2024.</p> <p>The City seeks to partner with Memorial Healthcare to seek \$11 million to build the first phase of equalization storage at the Waste Water Treatment Plant in an attempt to lift the 2005 consent order from EGLE.</p>
EPA Community Change Grant – YMCA - 2024	\$11,500,000	Denied	Much like the memorial grant above, this application is for the same program only the city would partner with the YMCA for a community resiliency project. The Y is looking to address issues of climate change by better preparing the community for more hazardous weather events caused by climate change. The city's portion of the grant would pay for clean water initiatives via the construction of wastewater retention at the wastewater plant. Unlike the memorial grant, this application would add an additional city component addressing clean air initiatives with the replacement of the library's heating system. This would replace

			the ancient steam boiler with a modern high-efficiency hydronic boiler system.
TMF Grant – EGLE (Lead Service Line ID) - 2024	\$600,000	Awarded	The Michigan Department of Environment, Great Lakes, and Energy (EGLE) has established the Community Technical, Managerial, and Financial (TMF) Support for Lead Line Replacement grant. This program, with an appropriation of \$48 million, aims to assist publicly owned community drinking water systems in lead service line replacement efforts. The grants, with a maximum award of \$600,000 per proposal, prioritize communities that have not previously received funding and those with lower Median Annual Household Income (MAHI). Work scope includes investigating approximately 700 water service lines throughout the city. Water service lines will be investigated at the curb stop via hydro-excavating and inside the building at the water meter. Notification for scheduling investigations inside the building are in progress. Investigation at the curb stop is scheduled for Summer 2025.
MiNeighborhood MSHDA - 2024	\$395,300	Awarded	<p>The Michigan State Housing Development Authority's (MSHDA) MI Neighborhood grant program provides funding to enhance community living and directly assist homeowners through various eligible activities, including:</p> <ul style="list-style-type: none"> <li>• Housing Rehabilitation: Exterior repairs such as roof replacements, siding, windows, doors, and accessibility improvements like ramps and handrails.</li> <li>• Energy Efficiency Upgrades: Enhancements like insulation, energy-efficient windows, and HVAC system improvements to reduce utility costs.</li> <li>• Accessibility Modifications: Interior adjustments to improve accessibility for individuals with disabilities, including bathroom modifications and kitchen adaptations.</li> <li>• Public Amenity Enhancements: Community-wide projects such as park improvements, playground installations, and the creation of community gardens.</li> </ul> <p>Eligibility for homeowner assistance typically includes income limits (usually up to 120% of the Area Median Income), property ownership as a primary residence, and location within the city. Up to \$40,000 per project.</p>
James Minor Trail Grant	\$70,000	Awarded	Widen and resurface the James Minor Trail from Gould Street to the Corunna footbridge with DNR approved stone.
SHPO Grant for Congregational Church	\$28,480	Denied	Repair interior plaster around stained glass windows. HDC Grant. Denied when city discovered that the work was completed while SHPO was still considering grant award.
Congressional Appropriation for water and sewer plant project assistance.	\$111,000,000 (denied) \$5 million (applied)	Applied but request significantly reduced by congressional representation.	Applied for this coming US budget fiscal year to assist with improvements at the water and sewer plant. Had a discussion with Rep Barrett's staff advising that the request needed to be less than \$5 million. Revised request to include around \$4.7 million in water main replacements that fit in the congressional budget schedule and city's fiscal year.

State Appropriation request for sewer plant improvements	\$15,000,000	Applied with Rep BeGole's office	Replacement of nitrification towers at sewer treatment plant. Unclear if staff will be asked to testify during the state's ongoing budget process.
Match on Main	\$25,000	Amy's Place	DDA facilitates Match on Main Grants and were awarded \$25,000 for Amy's Place Diner.
<b>TOTAL GRANTS AWARDED</b>	<b>\$33,851,374 – 53%</b>	<i>Grants Denied</i>	<i>\$15,990,442 – 47%</i>

### STREETS AND SIDEWALKS

<b>2024-2025 Sidewalk Replacement</b>		The contract was extended to October 5, 2025. The focus area for sidewalk replacement in 2025 is the area bounded by Alger Ave, Corunna Ave, Abrey Ave, and the south city limits. This work is scheduled to begin early August 2025	
<b>2023-25 Street Patching</b>		Work scope includes patches on various streets within the city of Owosso needed for water main breaks, sewer repairs, etc. The contract was extended to November 30, 2025. Patching is in progress.	
<b>2025 Pavement Marking</b>		Scope of work is re-painting pavement markings at various locations throughout the city. The project has been awarded to PK Contracting. Worked is planned for Summer 2025.	
<b>2025 Chip Seal Program</b>		The scope of work is double chip and fog seal on the following streets: <ul style="list-style-type: none"> <li>• Tracy from Frederick to Stewart</li> <li>• Ament from Lyon to Cedar</li> <li>• Ament from Walnut to Shiawassee (M-52)</li> <li>• Mary from Chipman to State</li> <li>• Hiram from Chipman to State</li> <li>• State from South to Mary</li> </ul> The project has been awarded to Highway Maintenance with work planned for late August 2025.	2025
<b>Street Projects</b>	Jerome: Hickory to Oakwood	Work scope includes crush and shape with asphalt pavement construction along with minor drainage upgrades. Project is on hold until funding is available.	On hold pending funding.

### UTILITIES (Water and Sewer)

Project	Project Name/Description	Status	Completed
<b>2025 TMF Service Line Investigations</b>		Work scope includes investigating approximately 700 water service lines throughout the city. Water service lines will be investigated at the curb stop via hydro-excavating and inside the building at the water meter. Notification for scheduling investigations inside the building are in progress. Investigation at the curb stop is scheduled for Summer 2025.	

<b>2025 Sewer Lining</b>		Scope of work is cured in place pipe lining on sanitary and storm sewers at various locations. The project was awarded to J&J Environmental. The first round of lining is complete. A second round of lining is planned for late Summer / early Fall.	
<b>Lead Service Line Identification Project</b>	Funded by TMF Grant. Will ID 700 water service lines throughout the city. Water service lines will be investigated at the curb stop via hydro-excavating and inside the building at the water meter.	Work scope includes investigating approximately 700 water service lines throughout the city. Water service lines will be investigated at the curb stop via hydro-excavating and inside the building at the water meter. Notification for scheduling investigations inside the building are in progress. The project was awarded to M.L. Chartier Excavating. Investigations at the curb stop are planned to begin August 2025.	Summer 2025
<b>Water Treatment Plant</b>	SCADA System - 2023	Kick-off meeting with Tetra tech was 10.30.20. Design phase completed. Included in next DWRP loan application.	In progress
<b>Water Main Projects – 2025 Contract 1</b>		Work scope includes water main replacement including non-compliant water service line replacement on the following streets: <ol style="list-style-type: none"> <li>1. Olmstead Street from Ward to Chipman</li> <li>2. Harding Avenue from Willow Springs to Hanover</li> <li>3. Hanover Street from Harding to Riverside</li> </ol> The project was approved as part of the State of Michigan Department of EGLE 2025 Drinking Water State Revolving Fund project. Loan closing is scheduled for mid-July 2025 with construction planned to begin September 2025.	
<b>Water Main Projects – 2025 Contract 2</b>		Work scope includes water main replacement including non-compliant water service line replacement on the following streets: <ol style="list-style-type: none"> <li>1. Nafus Street from south end to Frederick</li> <li>2. Grace Street from Cedar to Shiawassee</li> <li>3. Young Street from Chestnut to Brooks</li> </ol> The project was approved as part of the State of Michigan Department of EGLE 2025 Drinking Water State Revolving Fund project. Loan closing is scheduled for mid-July 2025 with construction planned to begin August 2025.	
<b>S Chestnut St Rail Crossing and Westown Drainage</b>	S Chestnut Street H&E Railroad Crossing – south of M-21	A property owner near the RR crossing is concerned with their property being partially flooded during very heavy rain events. The ditch in the RR right of way overflows and it is suspected that debris in the ditch clogs the culvert. City engineer and city manager met with RR personnel in Sept 2023 where we were informed the RR will not clean/clear the ditch but would allow us access to the ditch to create a debris catch for the culvert. If that does not work, we will have to approach the township and drain commission for a study to assess required improvements to the drainage system in the area. This project is not on the city's latest approved Capital Improvement Project. Staff met with property owners in westown and the drain	Ongoing.

		commissioner in October. A 1998 study will need to be updated in partnership with Owosso Twp, County, and MDOT per the rules for "Chapter 20 cost share" county drains. City's contribution of study will be 51%.	
<b>Future Water Main Projects</b>		<p>Projects submitted to EGLE for FY2025 Drinking Water State Revolving Fund (DWSRF) funds for water main replacement:</p> <ol style="list-style-type: none"> <li>1. Nafus Street from south end to Frederick</li> <li>2. Gilbert Street from Mason to Oliver</li> <li>3. Clinton Street from Cedar to Shiawassee</li> <li>4. Olmstead Street from Ward to Chipman</li> <li>5. Harding Avenue from Willow Springs to Hanover</li> <li>6. Hanover Street from Harding to Riverside</li> <li>7. Stewart Street from Cedar to Shiawassee</li> <li>8. Williams Street from Shiawassee to Washington</li> <li>9. Dewey Street from Main (M-21) to King</li> </ol>	Bonding approved by council in Feb 2025
<b>2025 Sewer Televising Project</b>		<p>The following sewers are planned for televising:</p> <ol style="list-style-type: none"> <li>1. Ament St between Lyon and Shiawassee (M-52) – storm sewer</li> <li>2. Bennett Field Dr between Lafayette and Hoyt – storm sewer</li> <li>3. Oliver St and Chipman St intersection – storm sewer</li> <li>4. Hickory St between King and Osburn – storm sewer</li> <li>5. Park Street between Osburn and Stratford – storm sewer</li> <li>6. King St and Dewey St intersection – storm and sanitary sewer</li> <li>7. Sanitary Sewer Interceptor from Robbins and Main (M-21) to Hathaway – sanitary sewer</li> </ol> <p>The project has been awarded to MEC Underground Solutions. The first round of televising and sewer patching are complete. A second round of televising is planned for later Summer / early Fall.</p>	2025
<b>2025 Drainage Improvement Project – North St between Chipman and Hanover</b>		Work scope includes ditch cleaning on the North St ditch between Chipman St and Hanover St and on the Coventry Ct ditch north of Stewart St. The project is complete with punch list and close out procedures underway.	
<b>2025-27 Water Service Line Replacement Project</b>		Work scope includes noncompliant water service lines replacements targeting 500 locations within the City of Owosso over a 3-year time period. The project was approved as part of the State of Michigan Department of EGLE 2025 Drinking Water State Revolving Fund project. Loan closing is scheduled for mid-July 2025 with construction planned to begin September 2025.	2025-2027

## WATER TREATMENT PLANT



Project Name/Description	Status	Completed
<b>SCADA Upgrades</b>	Upgrade and expand the SCADA system for the WTP and wells. Tower permit with FCC has been approved! Could take 12 weeks to hear back. Any existing or new wells can continue operation with SCADA – which could be implemented later. Standpipe radio install has been progressing with Tetra Tech and Countyline.	Complete

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

BUILDING AND GROUNDS			
<b>Library</b>	Heating System Replacement	Abandon/dismantle existing steam boiler and distribution lines. Add hydronic boiler system. Est cost: \$500,000	On Hold
<b>City Hall</b>	City Hall HVAC, electric service, and generator replacement	Replace RTUs, electric service panels, generator and transfer switch, and address structural issues with room below grade on west side of building. Project start date: Sept 8, 2025	Contract negotiated. Contract approved.
<b>Public Safety</b>	HVAC replacement/efficiency upgrades	As part of the city hall efficiency project, I'm also planning to propose replacement of the public safety building's boiler and heating/cooling systems. As part of the project we would like to replace most of the overhead doors, garage bay ceiling panels, foam insulate the ceiling in garage bay, and replace worn entry doors. Walk Thru with Veridus and Spicer Group to draft scope of work complete.	Congressional appropriation through USDA approved. Approved by regional office. Veridus hired as owners rep

INTERGOVERNMENTAL AGREEMENTS			
Project	Project Name/Description	Status	Completed
	Lift Station 5 Agreement	Staff has been negotiating an agreement for lift station 5 service portions of Owosso Township and the City of Owosso wastewater users in the area. This lift station may need upsizing in the near future as it is close to capacity. Engineering studies were	Draft being reviewed by Attorney Gould

		conducted and the Township and City have been negotiating terms.	
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301 WEST MAIN STREET • OWOSSO, MICHIGAN 48867-2958

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## MEMORANDUM

**TO:** Owosso City Council

**FROM:** Scott J. Gould, City Attorney

**DATE:** July 30, 2025

**SUBJECT:** Legal Requirements for Delivering Property Tax Bills and Assessment Notices in Owosso

- 1) **Question:** May the City of Owosso unilaterally decide to email citizens their property tax bill rather than by traditional postal service?

**Answer:** No

- 2) **Question:** Can the City of Owosso offer an emailed property tax bill in place of the traditional postal service paper tax bill so long as a citizen consents?

**Answer:** No

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### QUESTION 1 ANALYSIS

The Michigan General Property Tax Act (GPTA) explicitly governs these processes. Relevant Michigan statutes indicates a clear legislative intent for physical mail delivery of these critical documents.

#### 1. Real Property Tax Bills (MCL 211.44(1)):

MCL 211.44(1) states, in part:

"The township treasurer or other collector **shall mail to each taxpayer at the taxpayer's last known address on the tax roll** or to the taxpayer's designated agent a statement showing the description of the property against which the tax is levied, the taxable value of the property, the amount of the tax on the property..."

The construction of the aforementioned statutory sentence has within it very concise directives. First, the use of the word "shall" in this context indicates a mandatory requirement. Second "mail to each taxpayer" specifies "mail" as the method of communication, which in the absence of other specified electronic means, refers to

physical postal deliver. Third, "at the taxpayer's last known address on the tax roll" reinforces the need for a physical address for mail delivery, as opposed to an email address. Fourth, "tax roll" is a record property owner and their physical address, designed for traditional postal delivery-based correspondence.

While the statute allows for a statement sent to a "taxpayer's designated agent" to be in an "electronic data processing format," this specific allowance for agents does not supersede the primary mandate to "mail" the statement to the taxpayer directly. This suggests that electronic delivery for the primary taxpayer is not currently authorized as a sole method under this section. This explicit rule further shows the legislature's ability to differentiate between various forms of correspondence.

## **2. Notice of Assessment (MCL 211.24c(1)):**

Further insight into legislative intent is provided by MCL 211.24c(1), which governs the delivery of the "Notice of Assessment" (notification of changes in tentative state equalized valuation or tentative taxable value). This section explicitly states:

"The assessor shall give to each owner or person or persons listed on the assessment roll of the property a notice **by first-class mail** of an increase in the tentative state equalized valuation or the tentative taxable value for the year."

The specific requirement for "first-class mail" for assessment notices reinforces the understanding that Michigan law places a high value on the certainty and reliability of traditional postal delivery for official property tax communications. This explicit requirement in a related section of the GPTA suggests that if the Legislature intended to permit email as a primary means of notice for tax bills, it would have explicitly stated so.

## **QUESTION 2**

Can the City of Owosso offer an emailed property tax bill in place of the traditional postal service paper tax bill so long as a citizen consents?

**ANSWER: No**

## **QUESTION 2 ANALYSIS**

Currently, a Michigan citizen cannot unilaterally choose to receive only email rather than postal mail for their official property tax bills and assessment notices.

Taking into account and in addition to the analysis of Question 1:

- **Statutory Mandate for Mail:** As established, MCL 211.44(1) states the collector "shall mail" tax statements, and MCL 211.24c(1) requires assessment notices to be sent "by first-class mail." These are mandatory directives to the governmental unit, not options for the taxpayer to waive.
- **Legal "Notice":** The core reason for these mailing requirements is to ensure proper legal notice. Tax bills and assessment notices are not mere informational communications; they trigger important legal obligations (like payment) and rights (like appealing an assessment). Courts generally require a robust method of delivery that can be proven, and traditional mail is the established standard for this in Michigan property tax law.
- **"Designated Agent" Exception:** The exception in MCL 211.44(1) for a "designated agent" to receive a summary or electronic format is key. This implies that the Legislature considered electronic delivery but intentionally limited its scope. It suggests that if direct taxpayer electronic delivery were intended as an option, it would have been explicitly included.

#### **Permissible options:**

- **Online Portals/Informational Copies:** Owosso does provide online portals (BS&A) where taxpayers can view their tax bills, payment history, and assessment information. This is a convenience and a supplementary service. However, this service alone cannot circumvent the postal mail obligation as described by the law.
- **Electronic Payment:** Offering the ability to pay taxes online via ACH or credit card is common and perfectly legal.
- **Email Reminders/Notifications:** The City could likely send unofficial email reminders about upcoming due dates or that a new bill is available online, provided the official mailed bill is still sent.
- **Opt-in for Additional Electronic Copies:** The City might be able to offer a program where a citizen can voluntarily opt-in to receive an additional electronic copy of their tax bill via email, but the City would still have to send the official mailed copy to comply with the statute. The email would be a convenience, not a replacement.

If the City were to stop mailing physical tax bills and only send them via email, even with a taxpayer's consent, it would be operating outside the clear statutory requirements of the GPTA. This could expose the city to legal challenges, particularly if a taxpayer claims they did not receive a bill and therefore were unaware of their tax obligations or missed an appeal deadline. The "failure to send or receive the notice does not prejudice the right to collect or

enforce the payment of the tax" (MCL 211.44(2)) protects the city's ability to collect taxes, but it doesn't absolve the city of its obligation to follow the prescribed method of delivery.

For the City of Owosso to fully transition to email-only tax bills, even with consent by the property owner, it would likely require an amendment to the General Property Tax Act by the state legislature.

### **CONCLUSION**

Based on the explicit language in both MCL 211.44(1) and MCL 211.24c(1) of the Michigan General Property Tax Act, the City of Owosso is legally required to continue mailing property tax bills and assessment notices to taxpayers via physical postal mail.

While the City may offer convenient supplementary services such as online access to tax information, electronic payment options, or even programs where a taxpayer voluntarily opts in to receive an additional electronic copy of their bill, these services cannot, under current Michigan law, replace the mandatory physical mail delivery of the official tax bill and assessment notice to the primary taxpayer.

Implementing an email-only system for these official documents would likely be challenged as non-compliant with the General Property Tax Act, risking legal exposure for the City.

Therefore, the City of Owosso should continue its current practice of postal service mailing all property tax bills and assessment notices to property owners to ensure full compliance with state law.

SJG





## MEMORANDUM

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

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DATE: July 30, 2025  
TO: Owosso City Council  
FROM: Brad Barrett, Finance Director  
SUBJECT: Monthly Financial Report – June 2025

RECOMMENDATION:

Receive and file communication from Finance Department.

BACKGROUND:

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

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

A revenue and expenditure report and cash summary report are included for the period ending June 30, 2025.

Due to the month of June being the end of the fiscal year for the city, this report will change with end of the year entries that will be occurring over the next two months.

Revenue Expense Report

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

FISCAL IMPACTS:

None.

**Document originated by:**

Revenue and Expenditure Report for City of Owosso – Period ending 06-30-2025  
Cash Summary by Account for City of Owosso – 06-01-2025– 06-30-2025

PERIOD ENDING 06/30/2025

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

CITY OF OWOSSO  
MONTHLY REVENUE AND EXPENDITURE REPORT

		2024-25	2024-25	ACTIVITY FOR	YTD BALANCE	AVAILABLE	
GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	AMENDED BUDGET	MONTH 06/30/25 INCR (DECR)	06/30/2025 NORM (ABNORM)	BALANCE NORM (ABNORM)	% BDGT USED
Fund 101 - GENERAL FUND							
Revenues							
101-000-402.000	GENERAL PROPERTY TAX	3,968,376.00	3,936,941.00	0.00	3,936,940.64	0.36	100.00
101-000-402.500	OBSOLETE PROPERTY REHAB TAXES (O	3,306.00	4,008.00	0.00	4,008.46	(0.46)	100.01
101-000-404.000	PA 298 OF 1917	316,083.00	314,914.00	331.91	315,246.19	(332.19)	100.11
101-000-432.000	PAYMENT IN LIEU OF TAXES (PILT)	5,000.00	5,000.00	4,169.10	5,617.53	(617.53)	112.35
101-000-434.000	TRAILER PARK TAXES	1,000.00	1,022.00	(387.00)	1,119.50	(97.50)	109.54
101-000-437.000	INDUSTRIAL/COMMERCIAL FACILITIES	14,045.00	13,502.00	0.00	13,501.51	0.49	100.00
101-000-439.000	MARIJUANA TAX DISTR.	237,851.00	235,148.00	0.00	235,147.84	0.16	100.00
101-000-445.000	INTEREST & PENALTIES ON TAXES	19,858.00	33,104.00	0.00	33,103.74	0.26	100.00
101-000-447.000	ADMINISTRATION FEES	162,835.00	161,325.00	0.00	161,325.02	(0.02)	100.00
101-000-476.000	LIQUOR LICENSES	10,500.00	8,758.00	0.00	8,757.65	0.35	100.00
101-000-477.000	CABLE TELEVISION FRANCHISE FEES	73,000.00	73,000.00	0.00	55,357.37	17,642.63	75.83
101-000-478.000	ROW LICENSES	1,000.00	1,000.00	100.00	780.00	220.00	78.00
101-000-491.000	PERMITS (GUN)	400.00	680.00	20.00	700.00	(20.00)	102.94
101-000-502.000	GRANT-FEDERAL	173,570.00	116,500.00	0.00	0.00	116,500.00	0.00
101-000-502.000-USDAFY24PS	GRANT-FEDERAL	0.00	500,000.00	0.00	0.00	500,000.00	0.00
101-000-502.000-USDOT-OHSP	GRANT-FEDERAL	0.00	2,393.00	3,409.76	5,802.31	(3,409.31)	242.47
101-000-502.100	FEDERAL GRANT - DEPT OF JUSTICE	0.00	936.00	0.00	936.00	0.00	100.00
101-000-502.100-COSSAP2022	FEDERAL GRANT - DEPT OF JUSTICE	100,000.00	66,542.00	10,678.67	41,536.93	25,005.07	62.42
101-000-502.100-DOJ-SRTBWC	FEDERAL GRANT - DEPT OF JUSTICE	0.00	4,941.00	0.00	4,941.03	(0.03)	100.00
101-000-540.000	STATE SOURCES	3,750.00	35,743.00	0.00	35,742.66	0.34	100.00
101-000-540.000-DDASTRLITE	STATE SOURCES	300,000.00	300,000.00	0.00	300,000.00	0.00	100.00
101-000-540.000-MCOLES-CPE	STATE SOURCES	0.00	10,395.00	5,642.20	10,391.18	3.82	99.96
101-000-540.531	LOCAL GRANT	0.00	7,700.00	0.00	7,700.00	0.00	100.00
101-000-573.000	LOCAL COMMUNITY STABILIZATION S	150,000.00	184,350.00	0.00	184,350.45	(0.45)	100.00
101-000-574.000	REVENUE SHARING	1,619,621.00	1,571,642.00	250,874.00	1,312,561.00	259,081.00	83.52
101-000-574.050	REVENUE SHARING - STATUTORY	521,375.00	521,375.00	101,407.00	443,932.00	77,443.00	85.15
101-000-605.200	CHARGE FOR SERVICES RENDERED	17,500.00	17,500.00	2,826.33	18,480.21	(980.21)	105.60
101-000-605.250	DUPLICATING SERVICES	1,000.00	1,000.00	0.00	985.00	15.00	98.50
101-000-605.300	FIRE SERVICES	5,000.00	7,250.00	1,200.00	7,950.00	(700.00)	109.66
101-000-605.301	POLICE DEPARTMENT SERVICES	195,764.00	195,764.00	55,733.13	208,932.90	(13,168.90)	106.73
101-000-605.336	AMBULANCE SERVICES - TWP	331,898.00	313,628.00	0.00	313,627.57	0.43	100.00
101-000-607.100	FILING FEES - ABATEMENT APPLICA'	800.00	800.00	0.00	800.00	0.00	100.00
101-000-638.000	AMBULANCE CHARGES	291,515.00	933,635.00	99,804.55	909,168.41	24,466.59	97.38
101-000-638.000-TREAT-ONLY	AMBULANCE CHARGES	13,883.00	9,650.00	0.00	9,650.00	0.00	100.00
101-000-638.100	AMBULANCE MILEAGE CHARGES	196,461.00	52,399.00	0.00	52,398.71	0.29	100.00
101-000-638.200	AMBULANCE/ ADVANCED LIFE SUPPOR'	432,847.00	260,054.00	0.00	260,053.52	0.48	100.00
101-000-642.000	CHARGE FOR SERVICES - SALES	2,500.00	3,330.00	400.00	3,630.00	(300.00)	109.01
101-000-652.200	PARKING LEASE INCOME	1,680.00	120.00	0.00	120.00	0.00	100.00
101-000-657.000	ORDINANCE FINES & COSTS	10,000.00	10,000.00	50.00	7,453.60	2,546.40	74.54
101-000-657.100	PARKING VIOLATIONS	7,500.00	7,500.00	(3,865.00)	0.00	7,500.00	0.00
101-000-657.100-PARKINGTIX	PARKING VIOLATIONS	0.00	0.00	82.50	82.50	(82.50)	100.00
101-000-665.000	INTEREST INCOME	50,000.00	360,000.00	38,666.93	395,744.43	(35,744.43)	109.93
101-000-665.100	MERS INTEREST INCOME	100.00	50.00	0.90	50.47	(0.47)	100.94
101-000-667.100	RENTAL INCOME	500.00	560.00	0.00	560.00	0.00	100.00
101-000-673.000	SALE OF FIXED ASSETS	0.00	252,209.00	8,044.00	260,253.25	(8,044.25)	103.19
101-000-674.200	DONATIONS	0.00	17,375.00	0.00	17,375.00	0.00	100.00
101-000-675.000	MISCELLANEOUS	75,000.00	50,000.00	594.07	31,103.90	18,896.10	62.21
101-000-676.200	WASTEWATER UTIL. ADMIN REIMB	185,623.00	122,807.00	84,963.47	177,133.12	(54,326.12)	144.24
101-000-676.254	FUND 254 ADMIN CHARGE BACK	5,500.00	5,500.00	1,167.47	3,477.16	2,022.84	63.22
101-000-676.300	CITY UTILITIES ADMIN REIMB	452,627.00	453,728.00	107,011.37	439,790.47	13,937.53	96.93
101-000-676.400	DDA TIF CHARGE BACK	134,024.00	134,024.00	634.50	81,929.24	52,094.76	61.13

PERIOD ENDING 06/30/2025

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

CITY OF OWOSSO  
MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2024-25	2024-25	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 06/30/25 INCR (DECR)	06/30/2025 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 101 - GENERAL FUND							
Revenues							
101-000-676.500	ACT 51 ADMIN REIMBURSEMENT	209,887.00	209,887.00	68,832.77	194,116.24	15,770.76	92.49
101-000-676.600	BRA ADMIN FEES	6,451.00	6,451.00	0.00	6,452.00	(1.00)	100.02
101-000-678.000	SPECIAL ASSESSMENT	0.00	44,301.00	0.00	44,301.22	(0.22)	100.00
101-000-687.000	INSURANCE REFUNDS/REBATES	88,000.00	33,225.00	9,961.46	43,186.00	(9,961.00)	129.98
101-000-696.000	BOND PROCEEDS	806,371.00	806,371.00	14,471.06	750,000.00	56,371.00	93.01
101-000-699.287	ARPA TRANSFER IN	276,000.00	305,835.00	0.00	305,835.23	(0.23)	100.00
TOTAL REVENUES		11,480,001.00	12,725,872.00	866,825.15	11,664,139.16	1,061,732.84	91.66
Expenditures							
101	CITY COUNCIL	8,060.00	13,560.00	1,400.42	10,222.52	3,337.48	75.39
171	CITY MANAGER	339,400.00	344,632.00	33,506.04	335,717.37	8,914.63	97.41
201	FINANCE	254,052.00	258,314.00	25,450.22	235,627.06	22,686.94	91.22
210	CITY ATTORNEY	164,600.00	169,600.00	10,749.53	149,127.93	20,472.07	87.93
215	CLERK	254,983.00	262,448.00	23,225.30	218,052.53	44,395.47	83.08
228	INFORMATION & TECHNOLOGY	154,000.00	166,533.00	11,470.22	150,153.45	16,379.55	90.16
253	TREASURY	275,205.00	275,751.00	33,991.38	251,853.02	23,897.98	91.33
257	ASSESSING	222,748.00	228,511.00	19,294.31	211,893.52	16,617.48	92.73
261	GENERAL ADMIN	448,621.00	470,388.00	2,542.83	400,508.52	69,879.48	85.14
262	ELECTION	79,829.00	77,300.00	606.65	72,049.22	5,250.78	93.21
265	BUILDING & GROUNDS	835,789.00	891,743.00	29,668.07	226,517.00	665,226.00	25.40
270	HUMAN RESOURCES	217,410.00	217,794.00	16,738.09	196,468.01	21,325.99	90.21
301	POLICE	3,105,516.00	3,356,703.00	381,551.23	3,019,142.19	337,560.81	89.94
336	FIRE	4,053,099.00	4,381,965.00	258,676.63	3,218,745.51	1,163,219.49	73.45
371	BUILDING AND SAFETY	46,045.00	526.00	0.00	526.03	(0.03)	100.01
441	PUBLIC WORKS	1,262,732.00	1,249,187.00	81,652.25	1,212,007.73	37,179.27	97.02
528	LEAF AND BRUSH COLLECTION	313,011.00	338,435.00	25,611.97	299,298.86	39,136.14	88.44
585	PARKING	36,025.00	37,613.00	708.63	32,220.07	5,392.93	85.66
720	COMMUNITY DEVELOPMENT	37,222.00	233,729.00	6,215.64	66,908.10	166,820.90	28.63
751	PARKS	369,923.00	426,647.00	70,730.88	378,862.15	47,784.85	88.80
966	TRANSFERS OUT	52,633.00	287,326.00	13,798.76	286,672.30	653.70	99.77
TOTAL EXPENDITURES		12,530,903.00	13,688,705.00	1,047,589.05	10,972,573.09	2,716,131.91	80.16
Fund 101 - GENERAL FUND:							
TOTAL REVENUES		11,480,001.00	12,725,872.00	866,825.15	11,664,139.16	1,061,732.84	91.66
TOTAL EXPENDITURES		12,530,903.00	13,688,705.00	1,047,589.05	10,972,573.09	2,716,131.91	80.16
NET OF REVENUES & EXPENDITURES		(1,050,902.00)	(962,833.00)	(180,763.90)	691,566.07	(1,654,399.07)	71.83

PERIOD ENDING 06/30/2025

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

CITY OF OWOSSO  
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2024-25	2024-25	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 06/30/25 INCR (DECR)	06/30/2025 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 202 - MAJOR STREET FUND							
Revenues							
202-000-502.000	GRANT-FEDERAL	560,000.00	284,853.00	0.00	284,852.57	0.43	100.00
202-000-502.000-SRTS2024GR	GRANT-FEDERAL	0.00	225,283.00	0.00	225,283.25	(0.25)	100.00
202-000-540.000	STATE SOURCES	22,500.00	23,392.00	0.00	23,392.29	(0.29)	100.00
202-000-540.000-MDOT-TRAIL	STATE SOURCES	225,000.00	225,000.00	0.00	23,112.50	201,887.50	10.27
202-000-541.000	TRUNKLINE MAINTENANCE	42,948.00	42,948.00	14,389.60	47,875.70	(4,927.70)	111.47
202-000-542.000	GAS & WEIGHT TAX	1,534,024.00	1,534,024.00	242,033.89	1,418,567.07	115,456.93	92.47
202-000-665.000	INTEREST INCOME	10,000.00	225,000.00	16,402.75	235,201.92	(10,201.92)	104.53
202-000-675.000	MISCELLANEOUS	0.00	3,486.00	0.00	3,486.15	(0.15)	100.00
202-000-678.000	SPECIAL ASSESSMENT	0.00	185,160.00	0.00	185,159.57	0.43	100.00
TOTAL REVENUES		2,394,472.00	2,749,146.00	272,826.24	2,446,931.02	302,214.98	89.01
Expenditures							
451	CONSTRUCTION	1,587,350.00	1,529,674.00	6,526.50	1,310,430.46	219,243.54	85.67
463	STREET MAINTENANCE	690,735.00	807,467.00	69,729.42	652,915.46	154,551.54	80.86
473	BRIDGE MAINTENANCE	85,100.00	0.00	0.00	0.00	0.00	0.00
474	TRAFFIC SERVICES-MAINTENANCE	16,655.00	21,994.00	1,843.01	22,697.21	(703.21)	103.20
478	SNOW & ICE CONTROL	171,045.00	187,362.00	2,125.55	164,190.78	23,171.22	87.63
480	TREE TRIMMING	86,396.00	86,180.00	8,402.55	49,520.39	36,659.61	57.46
482	ADMINISTRATION & ENGINEERING	219,407.00	219,229.00	56,358.18	203,878.04	15,350.96	93.00
485	LOCAL STREET TRANSFER	350,000.00	350,000.00	175,000.00	350,000.00	0.00	100.00
486	TRUNKLINE SURFACE MAINTENANCE	0.00	4,241.00	4,680.05	7,148.38	(2,907.38)	168.55
490	TRUNKLINE TREE TRIM & REMOVAL	0.00	106.00	0.00	106.02	(0.02)	100.02
491	TRUNKLINE STORM DRAIN, CURBS	0.00	246.00	0.00	245.44	0.56	99.77
492	TRUNKLINE ROADSIDE CLEANUP	0.00	71.00	0.00	70.75	0.25	99.65
494	TRUNKLINE TRAFFIC SIGNS	0.00	418.00	0.00	416.90	1.10	99.74
497	TRUNKLINE SNOW & ICE CONTROL	12,784.00	30,989.00	0.00	35,202.44	(4,213.44)	113.60
TOTAL EXPENDITURES		3,219,472.00	3,237,977.00	324,665.26	2,796,822.27	441,154.73	86.38
Fund 202 - MAJOR STREET FUND:							
TOTAL REVENUES		2,394,472.00	2,749,146.00	272,826.24	2,446,931.02	302,214.98	89.01
TOTAL EXPENDITURES		3,219,472.00	3,237,977.00	324,665.26	2,796,822.27	441,154.73	86.38
NET OF REVENUES & EXPENDITURES		(825,000.00)	(488,831.00)	(51,839.02)	(349,891.25)	(138,939.75)	71.58

PERIOD ENDING 06/30/2025

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

CITY OF OWOSSO  
MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2024-25	2024-25	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 06/30/25 INCR (DECR)	06/30/2025 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 203 - LOCAL STREET FUND							
Revenues							
203-000-502.000	GRANT-FEDERAL	175,000.00	0.00	0.00	0.00	0.00	0.00
203-000-502.000-SRTS2024GR	GRANT-FEDERAL	0.00	225,283.00	0.00	225,283.25	(0.25)	100.00
203-000-540.000	STATE SOURCES	43,500.00	45,409.00	0.00	45,408.55	0.45	100.00
203-000-542.000	GAS & WEIGHT TAX	564,856.00	564,856.00	89,163.44	522,595.25	42,260.75	92.52
203-000-665.000	INTEREST INCOME	10,000.00	42,401.00	4,077.01	44,060.20	(1,659.20)	103.91
203-000-678.000	SPECIAL ASSESSMENT	0.00	77,248.00	1,273.97	77,194.69	53.31	99.93
203-000-699.202	MAJOR STREET TRANSFER	350,000.00	350,000.00	175,000.00	350,000.00	0.00	100.00
TOTAL REVENUES		1,143,356.00	1,305,197.00	269,514.42	1,264,541.94	40,655.06	96.89
Expenditures							
451	CONSTRUCTION	307,350.00	249,167.00	39,593.10	197,100.12	52,066.88	79.10
463	STREET MAINTENANCE	716,373.00	813,207.00	77,667.24	698,464.22	114,742.78	85.89
474	TRAFFIC SERVICES-MAINTENANCE	1,500.00	2,561.00	994.57	2,502.03	58.97	97.70
478	SNOW & ICE CONTROL	79,256.00	79,040.00	944.48	63,748.58	15,291.42	80.65
480	TREE TRIMMING	126,409.00	133,251.00	9,629.40	99,858.69	33,392.31	74.94
482	ADMINISTRATION & ENGINEERING	122,490.00	123,067.00	24,599.43	114,740.35	8,326.65	93.23
TOTAL EXPENDITURES		1,353,378.00	1,400,293.00	153,428.22	1,176,413.99	223,879.01	84.01
Fund 203 - LOCAL STREET FUND:							
TOTAL REVENUES		1,143,356.00	1,305,197.00	269,514.42	1,264,541.94	40,655.06	96.89
TOTAL EXPENDITURES		1,353,378.00	1,400,293.00	153,428.22	1,176,413.99	223,879.01	84.01
NET OF REVENUES & EXPENDITURES		(210,022.00)	(95,096.00)	116,086.20	88,127.95	(183,223.95)	92.67



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

CITY OF OWOSSO							
MONTHLY REVENUE AND EXPENDITURE REPORT							
GL NUMBER	DESCRIPTION	2024-25	2024-25	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 06/30/25 INCR (DECR)	06/30/2025 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 208 - PARK/RECREATION SITES FUND							
Revenues							
208-000-665.000	INTEREST INCOME	500.00	1,700.00	88.40	1,602.30	97.70	94.25
208-000-674.100	PRIVATE DONATIONS	8,000.00	12,650.00	1,028.34	13,678.34	(1,028.34)	108.13
TOTAL REVENUES		8,500.00	14,350.00	1,116.74	15,280.64	(930.64)	106.49
Expenditures							
751	PARKS	31,700.00	31,700.00	1,028.34	28,573.91	3,126.09	90.14
TOTAL EXPENDITURES		31,700.00	31,700.00	1,028.34	28,573.91	3,126.09	90.14
Fund 208 - PARK/RECREATION SITES FUND:							
TOTAL REVENUES		8,500.00	14,350.00	1,116.74	15,280.64	(930.64)	106.49
TOTAL EXPENDITURES		31,700.00	31,700.00	1,028.34	28,573.91	3,126.09	90.14
NET OF REVENUES & EXPENDITURES		(23,200.00)	(17,350.00)	88.40	(13,293.27)	(4,056.73)	76.62

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

CITY OF OWOSSO							
MONTHLY REVENUE AND EXPENDITURE REPORT							
GL NUMBER	DESCRIPTION	2024-25	2024-25	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL	AMENDED BUDGET	MONTH 06/30/25	06/30/2025	BALANCE	
		BUDGET		INCR (DECR)	NORM (ABNORM)	NORM (ABNORM)	USED
Fund 239 - OMS/DDA REVLG LOAN FUND							
Revenues							
239-000-644.000	PENALTIES - LATE CHARGES	250.00	50.00	0.00	29.08	20.92	58.16
239-000-665.000	INTEREST INCOME	10,000.00	25,609.00	2,793.34	27,056.95	(1,447.95)	105.65
239-000-670.000	LOAN PRINCIPAL	0.00	0.00	(10,939.27)	0.00	0.00	0.00
239-000-670.100	LOAN INTEREST	15,000.00	10,074.00	747.77	10,073.64	0.36	100.00
TOTAL REVENUES		25,250.00	35,733.00	(7,398.16)	37,159.67	(1,426.67)	103.99
Expenditures							
200	GEN SERVICES	2,814.00	26,581.00	217.00	26,503.00	78.00	99.71
TOTAL EXPENDITURES		2,814.00	26,581.00	217.00	26,503.00	78.00	99.71
Fund 239 - OMS/DDA REVLG LOAN FUND :							
TOTAL REVENUES		25,250.00	35,733.00	(7,398.16)	37,159.67	(1,426.67)	103.99
TOTAL EXPENDITURES		2,814.00	26,581.00	217.00	26,503.00	78.00	99.71
NET OF REVENUES & EXPENDITURES		22,436.00	9,152.00	(7,615.16)	10,656.67	(1,504.67)	116.44

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

CITY OF OWOSSO							
MONTHLY REVENUE AND EXPENDITURE REPORT							
GL NUMBER	DESCRIPTION	2024-25	2024-25	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL	AMENDED BUDGET	MONTH 06/30/25	06/30/2025	BALANCE	
		BUDGET		INCR (DECR)	NORM (ABNORM)	NORM (ABNORM)	USED
Fund 243 - BRA / OBRA #12 WOODWARD LOFT							
Revenues							
243-000-402.300	OBRA:TAX CAPTURE	135,052.00	135,362.00	0.00	135,361.83	0.17	100.00
243-000-402.300-BRA-DIST22	OBRA:TAX CAPTURE	16.00	160.00	0.00	16.19	143.81	10.12
243-000-573.000	LOCAL COMMUNITY STABILIZATION S	0.00	6,072.00	0.00	6,072.19	(0.19)	100.00
243-000-665.000	INTEREST INCOME	50.00	250.00	0.00	243.76	6.24	97.50
TOTAL REVENUES		135,118.00	141,844.00	0.00	141,693.97	150.03	99.89
Expenditures							
721	PROFESSIONAL SERVICES	1,003.00	1,017.00	0.00	1,017.11	(0.11)	100.01
964	TAX REIMBURSEMENTS	134,065.00	140,447.00	0.00	140,434.02	12.98	99.99
TOTAL EXPENDITURES		135,068.00	141,464.00	0.00	141,451.13	12.87	99.99
Fund 243 - BRA / OBRA #12 WOODWARD LOFT:							
TOTAL REVENUES		135,118.00	141,844.00	0.00	141,693.97	150.03	99.89
TOTAL EXPENDITURES		135,068.00	141,464.00	0.00	141,451.13	12.87	99.99
NET OF REVENUES & EXPENDITURES		50.00	380.00	0.00	242.84	137.16	63.91

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

CITY OF OWOSSO  
MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2024-25	2024-25	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 06/30/25 INCR (DECR)	06/30/2025 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY							
Revenues							
248-000-402.000	GENERAL PROPERTY TAX	38,963.00	37,641.00	0.00	34,672.57	2,968.43	92.11
248-000-402.100	TIF	234,378.00	237,912.00	0.00	237,912.19	(0.19)	100.00
248-000-540.000-MATCHMAIN3	STATE SOURCES	0.00	20,857.00	0.00	20,856.92	0.08	100.00
248-000-573.000	LOCAL COMMUNITY STABILIZATION S	21,478.00	26,454.00	0.00	26,454.48	(0.48)	100.00
248-000-665.000	INTEREST INCOME	5,000.00	8,000.00	891.88	8,832.69	(832.69)	110.41
248-000-670.100	LOAN INTEREST	1,577.00	1,577.00	116.10	1,521.35	55.65	96.47
248-000-674.400	INCOME-PROMOTION	15,000.00	13,693.00	0.00	13,693.00	0.00	100.00
248-000-674.500	INCOME-ORGANIZATION	0.00	3,500.00	0.00	3,500.00	0.00	100.00
248-000-674.600	INCOME-DESIGN	0.00	735.00	0.00	735.00	0.00	100.00
248-000-674.700	EV STATION REVENUE	2,400.00	7,990.00	745.93	8,735.57	(745.57)	109.33
248-000-699.101	TRANFERS FROM GENERAL FUND	35,133.00	35,133.00	9,423.76	34,479.30	653.70	98.14
TOTAL REVENUES		353,929.00	393,492.00	11,177.67	391,393.07	2,098.93	99.47
Expenditures							
200	GEN SERVICES	240,104.00	242,169.00	13,878.18	176,969.95	65,199.05	73.08
261	GENERAL ADMIN	89,179.00	90,164.00	8,992.33	90,122.81	41.19	99.95
704	ORGANIZATION	750.00	1,250.00	37.90	980.37	269.63	78.43
705	PROMOTION	15,050.00	14,800.00	739.98	11,032.54	3,767.46	74.54
706	DESIGN	7,000.00	10,000.00	1,375.26	7,325.66	2,674.34	73.26
707	ECONOMIC VITALITY	1,500.00	22,857.00	300.00	21,832.92	1,024.08	95.52
TOTAL EXPENDITURES		353,583.00	381,240.00	25,323.65	308,264.25	72,975.75	80.86
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:							
TOTAL REVENUES		353,929.00	393,492.00	11,177.67	391,393.07	2,098.93	99.47
TOTAL EXPENDITURES		353,583.00	381,240.00	25,323.65	308,264.25	72,975.75	80.86
NET OF REVENUES & EXPENDITURES		346.00	12,252.00	(14,145.98)	83,128.82	(70,876.82)	678.49

PERIOD ENDING 06/30/2025

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

CITY OF OWOSSO  
MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2024-25	2024-25	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 06/30/25 INCR (DECR)	06/30/2025 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 249 - BUILDING INSPECTION FUND							
Revenues							
249-000-476.100	MARIJUANA LICENSE FEE	55,000.00	65,000.00	0.00	60,000.00	5,000.00	92.31
249-000-490.000	PERMITS-BUILDING	105,000.00	115,000.00	6,520.00	116,741.13	(1,741.13)	101.51
249-000-490.100	PERMITS-ELECTRICAL	30,000.00	45,000.00	7,520.00	44,100.00	900.00	98.00
249-000-490.200	PERMITS-PLUMBING & MECHANICAL	55,000.00	62,000.00	5,520.00	63,924.00	(1,924.00)	103.10
249-000-628.000	RENTAL REGISTRATION	9,000.00	4,000.00	300.00	3,850.00	150.00	96.25
249-000-665.000	INTEREST INCOME	5,000.00	11,800.00	984.06	11,860.45	(60.45)	100.51
249-000-675.000	MISCELLANEOUS	0.00	0.00	0.00	(120.00)	120.00	100.00
TOTAL REVENUES		259,000.00	302,800.00	20,844.06	300,355.58	2,444.42	99.19
Expenditures							
200	GEN SERVICES	100,506.00	92,387.00	8,223.53	91,969.32	417.68	99.55
371	BUILDING AND SAFETY	161,834.00	147,217.00	16,404.02	133,906.33	13,310.67	90.96
TOTAL EXPENDITURES		262,340.00	239,604.00	24,627.55	225,875.65	13,728.35	94.27
Fund 249 - BUILDING INSPECTION FUND:							
TOTAL REVENUES		259,000.00	302,800.00	20,844.06	300,355.58	2,444.42	99.19
TOTAL EXPENDITURES		262,340.00	239,604.00	24,627.55	225,875.65	13,728.35	94.27
NET OF REVENUES & EXPENDITURES		(3,340.00)	63,196.00	(3,783.49)	74,479.93	(11,283.93)	117.86

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

CITY OF OWOSSO  
MONTHLY REVENUE AND EXPENDITURE REPORT

		2024-25		ACTIVITY FOR	YTD BALANCE	AVAILABLE	
GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	2024-25 AMENDED BUDGET	MONTH 06/30/25 INCR (DECR)	06/30/2025 NORM (ABNORM)	BALANCE NORM (ABNORM)	% BDGT USED
Fund 254 - HOUSING & REDEVELOPMENT							
Revenues							
254-000-540.000-114116MAIN	STATE SOURCES	0.00	49,232.00	0.00	49,232.21	(0.21)	100.00
254-000-540.000-CDBGHRGP24	STATE SOURCES	0.00	0.00	101.65	101.65	(101.65)	100.00
254-000-540.000-CDBGHRGP25	STATE SOURCES	0.00	0.00	21.29	21.29	(21.29)	100.00
254-000-540.000-MSHDANEP23	STATE SOURCES	0.00	0.00	15,000.00	15,000.00	(15,000.00)	100.00
254-000-540.000-MSHDANEP24	STATE SOURCES	72,500.00	57,262.00	0.00	57,261.80	0.20	100.00
254-000-540.000-MSHDMIHOPE	STATE SOURCES	53,000.00	255,294.00	62,664.75	219,720.62	35,573.38	86.07
254-000-665.000	INTEREST INCOME	0.00	2,350.00	152.57	2,357.06	(7.06)	100.30
254-000-675.000-114116MAIN	MISCELLANEOUS	0.00	157,339.00	0.00	157,339.16	(0.16)	100.00
TOTAL REVENUES		125,500.00	521,477.00	77,940.26	501,033.79	20,443.21	96.08
Expenditures							
200	GEN SERVICES	125,500.00	539,038.00	63,853.51	500,122.53	38,915.47	92.78
TOTAL EXPENDITURES		125,500.00	539,038.00	63,853.51	500,122.53	38,915.47	92.78
Fund 254 - HOUSING & REDEVELOPMENT:							
TOTAL REVENUES		125,500.00	521,477.00	77,940.26	501,033.79	20,443.21	96.08
TOTAL EXPENDITURES		125,500.00	539,038.00	63,853.51	500,122.53	38,915.47	92.78
NET OF REVENUES & EXPENDITURES		0.00	(17,561.00)	14,086.75	911.26	(18,472.26)	5.19



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

CITY OF OWOSSO

MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2024-25 ORIGINAL BUDGET	2024-25 AMENDED BUDGET	ACTIVITY FOR MONTH 06/30/25 INCR (DECR)	YTD BALANCE 06/30/2025 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 259 - OBRA-DIST#15 -ARMORY BUILDING							
Revenues							
259-000-402.300	OBRA:TAX CAPTURE	48,103.00	51,182.00	0.00	51,182.04	(0.04)	100.00
259-000-699.248	TRANSFER FROM DDA	0.00	33,964.00	0.00	33,963.58	0.42	100.00
TOTAL REVENUES		48,103.00	85,146.00	0.00	85,145.62	0.38	100.00
Expenditures							
721	PROFESSIONAL SERVICES	6,232.00	6,230.00	0.00	6,006.50	223.50	96.41
964	TAX REIMBURSEMENTS	41,871.00	78,916.00	0.00	78,915.57	0.43	100.00
TOTAL EXPENDITURES		48,103.00	85,146.00	0.00	84,922.07	223.93	99.74
Fund 259 - OBRA-DIST#15 -ARMORY BUILDING:							
TOTAL REVENUES		48,103.00	85,146.00	0.00	85,145.62	0.38	100.00
TOTAL EXPENDITURES		48,103.00	85,146.00	0.00	84,922.07	223.93	99.74
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	223.55	(223.55)	100.00

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

CITY OF OWOSSO							
MONTHLY REVENUE AND EXPENDITURE REPORT							
GL NUMBER	DESCRIPTION	2024-25	2024-25	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL	AMENDED BUDGET	MONTH 06/30/25	06/30/2025	BALANCE	
		BUDGET		INCR (DECR)	NORM (ABNORM)	NORM (ABNORM)	USED
Fund 272 - OBRA FUND-DISTRICT #17 CARGILL (PREV #8)							
Revenues							
272-000-402.300	OBRA:TAX CAPTURE	209,874.00	211,518.00	0.00	211,517.78	0.22	100.00
TOTAL REVENUES		209,874.00	211,518.00	0.00	211,517.78	0.22	100.00
Expenditures							
721	PROFESSIONAL SERVICES	12,050.00	12,050.00	0.00	11,368.50	681.50	94.34
905	DEBT SERVICE	167,999.00	167,999.00	0.00	167,998.20	0.80	100.00
TOTAL EXPENDITURES		180,049.00	180,049.00	0.00	179,366.70	682.30	99.62
Fund 272 - OBRA FUND-DISTRICT #17 CARGILL (PREV #8):							
TOTAL REVENUES		209,874.00	211,518.00	0.00	211,517.78	0.22	100.00
TOTAL EXPENDITURES		180,049.00	180,049.00	0.00	179,366.70	682.30	99.62
NET OF REVENUES & EXPENDITURES		29,825.00	31,469.00	0.00	32,151.08	(682.08)	102.17

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REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

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

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MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2024-25 ORIGINAL BUDGET	2024-25 AMENDED BUDGET	ACTIVITY FOR MONTH 06/30/25 INCR (DECR)	YTD BALANCE 06/30/2025 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 273 - OBRA #9 ROBBINS LOFT							
Revenues							
273-000-402.300	OBRA:TAX CAPTURE	4,878.00	4,917.00	0.00	4,916.75	0.25	99.99
273-000-573.000	LOCAL COMMUNITY STABILIZATION S	0.00	565.00	0.00	564.68	0.32	99.94
273-000-665.000	INTEREST INCOME	1,000.00	2,584.00	230.50	2,578.85	5.15	99.80
TOTAL REVENUES		5,878.00	8,066.00	230.50	8,060.28	5.72	99.93
Expenditures							
721	PROFESSIONAL SERVICES	1,200.00	1,200.00	0.00	1,200.00	0.00	100.00
964	TAX REIMBURSEMENTS	3,678.00	4,243.00	0.00	0.00	4,243.00	0.00
TOTAL EXPENDITURES		4,878.00	5,443.00	0.00	1,200.00	4,243.00	22.05
Fund 273 - OBRA #9 ROBBINS LOFT:							
TOTAL REVENUES		5,878.00	8,066.00	230.50	8,060.28	5.72	99.93
TOTAL EXPENDITURES		4,878.00	5,443.00	0.00	1,200.00	4,243.00	22.05
NET OF REVENUES & EXPENDITURES		1,000.00	2,623.00	230.50	6,860.28	(4,237.28)	261.54

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REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

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

CITY OF OWOSSO

MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2024-25 ORIGINAL BUDGET	2024-25 AMENDED BUDGET	ACTIVITY FOR MONTH 06/30/25 INCR (DECR)	YTD BALANCE 06/30/2025 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 276 - OBRA FUND DISTRICT #16 - QDOBA							
Revenues							
276-000-402.300	OBRA:TAX CAPTURE	12,253.00	12,349.00	0.00	12,348.97	0.03	100.00
276-000-674.200	DONATIONS	17,623.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		29,876.00	12,349.00	0.00	12,348.97	0.03	100.00
Expenditures							
721	PROFESSIONAL SERVICES	1,704.00	2,960.00	0.00	2,256.00	704.00	76.22
905	DEBT SERVICE	28,172.00	0.00	0.00	0.00	0.00	0.00
964	TAX REIMBURSEMENTS	0.00	8,133.00	0.00	8,132.97	0.03	100.00
TOTAL EXPENDITURES		29,876.00	11,093.00	0.00	10,388.97	704.03	93.65
Fund 276 - OBRA FUND DISTRICT #16 - QDOBA:							
TOTAL REVENUES		29,876.00	12,349.00	0.00	12,348.97	0.03	100.00
TOTAL EXPENDITURES		29,876.00	11,093.00	0.00	10,388.97	704.03	93.65
NET OF REVENUES & EXPENDITURES		0.00	1,256.00	0.00	1,960.00	(704.00)	156.05

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

CITY OF OWOSSO							
MONTHLY REVENUE AND EXPENDITURE REPORT							
GL NUMBER	DESCRIPTION	2024-25	2024-25	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL	AMENDED BUDGET	MONTH 06/30/25	06/30/2025	BALANCE	
		BUDGET		INCR (DECR)	NORM (ABNORM)	NORM (ABNORM)	USED
Fund 277 - OBRA FUND DISTRICT #20 - J&H OIL							
Revenues							
277-000-402.300	OBRA:TAX CAPTURE	54,752.00	55,181.00	0.00	55,180.85	0.15	100.00
TOTAL REVENUES		54,752.00	55,181.00	0.00	55,180.85	0.15	100.00
Expenditures							
721	PROFESSIONAL SERVICES	4,144.00	4,143.00	0.00	3,972.00	171.00	95.87
964	TAX REIMBURSEMENTS	50,608.00	51,038.00	0.00	51,037.62	0.38	100.00
TOTAL EXPENDITURES		54,752.00	55,181.00	0.00	55,009.62	171.38	99.69
Fund 277 - OBRA FUND DISTRICT #20 - J&H OIL:							
TOTAL REVENUES		54,752.00	55,181.00	0.00	55,180.85	0.15	100.00
TOTAL EXPENDITURES		54,752.00	55,181.00	0.00	55,009.62	171.38	99.69
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	171.23	(171.23)	100.00

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

CITY OF OWOSSO							
MONTHLY REVENUE AND EXPENDITURE REPORT							
GL NUMBER	DESCRIPTION	2024-25	2024-25	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL	AMENDED BUDGET	MONTH 06/30/25	06/30/2025	BALANCE	
		BUDGET		INCR (DECR)	NORM (ABNORM)	NORM (ABNORM)	USED
Fund 283 - OBRA FUND-DISTRICT#3-TIAL							
Revenues							
283-000-402.300	OBRA:TAX CAPTURE	16,824.00	16,956.00	0.00	16,956.28	(0.28)	100.00
283-000-573.000	LOCAL COMMUNITY STABILIZATION S	0.00	621.00	0.00	620.62	0.38	99.94
283-000-665.000	INTEREST INCOME	0.00	31.00	7.22	30.87	0.13	99.58
TOTAL REVENUES		16,824.00	17,608.00	7.22	17,607.77	0.23	100.00
Expenditures							
721	PROFESSIONAL SERVICES	750.00	750.00	0.00	750.00	0.00	100.00
905	DEBT SERVICE	19,391.00	19,391.00	0.00	19,391.28	(0.28)	100.00
TOTAL EXPENDITURES		20,141.00	20,141.00	0.00	20,141.28	(0.28)	100.00
Fund 283 - OBRA FUND-DISTRICT#3-TIAL:							
TOTAL REVENUES		16,824.00	17,608.00	7.22	17,607.77	0.23	100.00
TOTAL EXPENDITURES		20,141.00	20,141.00	0.00	20,141.28	(0.28)	100.00
NET OF REVENUES & EXPENDITURES		(3,317.00)	(2,533.00)	7.22	(2,533.51)	0.51	100.02



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

CITY OF OWOSSO								
MONTHLY REVENUE AND EXPENDITURE REPORT								
GL NUMBER	DESCRIPTION	2024-25	2024-25	ACTIVITY FOR	YTD BALANCE	AVAILABLE		% BDGT
		ORIGINAL	AMENDED BUDGET	MONTH 06/30/25	06/30/2025	BALANCE		
		BUDGET		INCR (DECR)	NORM (ABNORM)	NORM (ABNORM)		USED
Fund 284 - OPIOID SETTLEMENT FUND								
Revenues								
284-000-665.000	INTEREST INCOME	100.00	1,540.00	100.41	1,543.80	(3.80)		100.25
284-000-685.000	OPIOID SETTLEMENT REVENUE	0.00	12,621.00	0.00	12,620.84	0.16		100.00
TOTAL REVENUES		100.00	14,161.00	100.41	14,164.64	(3.64)		100.03
Fund 284 - OPIOID SETTLEMENT FUND:								
TOTAL REVENUES		100.00	14,161.00	100.41	14,164.64	(3.64)		100.03
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00		0.00
NET OF REVENUES & EXPENDITURES		100.00	14,161.00	100.41	14,164.64	(3.64)		100.03

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

CITY OF OWOSSO							
MONTHLY REVENUE AND EXPENDITURE REPORT							
GL NUMBER	DESCRIPTION	2024-25	2024-25	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL	AMENDED BUDGET	MONTH 06/30/25	06/30/2025	BALANCE	
		BUDGET		INCR (DECR)	NORM (ABNORM)	NORM (ABNORM)	USED
Fund 287 - ARPA - AMERICAN RESCUE PLAN ACT							
Revenues							
287-000-528.000	OTHER FEDERAL GRANTS	0.00	372,731.00	0.00	372,731.25	(0.25)	100.00
287-000-665.000	INTEREST INCOME	20,000.00	7,407.00	0.00	7,406.55	0.45	99.99
TOTAL REVENUES		20,000.00	380,138.00	0.00	380,137.80	0.20	100.00
Expenditures							
966	TRANSFERS OUT	1,413,573.00	488,441.00	0.00	488,440.95	0.05	100.00
TOTAL EXPENDITURES		1,413,573.00	488,441.00	0.00	488,440.95	0.05	100.00
Fund 287 - ARPA - AMERICAN RESCUE PLAN ACT:							
TOTAL REVENUES		20,000.00	380,138.00	0.00	380,137.80	0.20	100.00
TOTAL EXPENDITURES		1,413,573.00	488,441.00	0.00	488,440.95	0.05	100.00
NET OF REVENUES & EXPENDITURES		(1,393,573.00)	(108,303.00)	0.00	(108,303.15)	0.15	100.00

PERIOD ENDING 06/30/2025

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

CITY OF OWOSSO  
MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2024-25	2024-25	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 06/30/25 INCR (DECR)	06/30/2025 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 297 - HISTORICAL FUND							
Revenues							
297-000-643.000	SALES	3,000.00	3,750.00	652.00	4,011.00	(261.00)	106.96
297-000-665.000	INTEREST INCOME	2,000.00	4,500.00	1,081.99	4,703.77	(203.77)	104.53
297-000-665.100	ENDOWMENT SPENDABLE FUNDS	1,066.00	1,134.00	0.00	1,134.00	0.00	100.00
297-000-667.100	RENTAL INCOME	2,800.00	0.00	0.00	0.00	0.00	0.00
297-000-674.100	PRIVATE DONATIONS	20,000.00	19,775.00	3,071.00	18,835.00	940.00	95.25
297-000-674.200	DONATIONS	11,650.00	5,411.00	0.00	5,410.66	0.34	99.99
297-000-675.000	MISCELLANEOUS	0.00	1,000.00	0.00	1,001.96	(1.96)	100.20
297-000-699.101	TRANFERS FROM GENERAL FUND	17,500.00	252,193.00	4,375.00	252,193.00	0.00	100.00
TOTAL REVENUES		58,016.00	287,763.00	9,179.99	287,289.39	473.61	99.84
Expenditures							
797	HISTORICAL COMMISSION	30,598.00	157,042.00	127,839.14	155,310.50	1,731.50	98.90
798	CASTLE	14,806.00	21,808.00	946.99	12,874.07	8,933.93	59.03
799	GOULD HOUSE	10,329.00	2,419.00	0.00	1,391.17	1,027.83	57.51
800	COMSTOCK/WOODARD	2,000.00	4,200.00	3,600.00	4,141.04	58.96	98.60
TOTAL EXPENDITURES		57,733.00	185,469.00	132,386.13	173,716.78	11,752.22	93.66
Fund 297 - HISTORICAL FUND:							
TOTAL REVENUES		58,016.00	287,763.00	9,179.99	287,289.39	473.61	99.84
TOTAL EXPENDITURES		57,733.00	185,469.00	132,386.13	173,716.78	11,752.22	93.66
NET OF REVENUES & EXPENDITURES		283.00	102,294.00	(123,206.14)	113,572.61	(11,278.61)	111.03

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

CITY OF OWOSSO							
MONTHLY REVENUE AND EXPENDITURE REPORT							
GL NUMBER	DESCRIPTION	2024-25	2024-25	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL	AMENDED BUDGET	MONTH 06/30/25	06/30/2025	BALANCE	
		BUDGET		INCR (DECR)	NORM (ABNORM)	NORM (ABNORM)	USED
Fund 301 - GENERAL DEBT SERVICE (VOTED BONDS)							
Revenues							
301-000-402.000	GENERAL PROPERTY TAX	723,150.00	715,515.00	711.04	716,225.96	(710.96)	100.10
301-000-573.000	LOCAL COMMUNITY STABILIZATION S	50,000.00	50,232.00	0.00	50,231.97	0.03	100.00
301-000-665.000	INTEREST INCOME	0.00	459.00	0.00	458.53	0.47	99.90
TOTAL REVENUES		773,150.00	766,206.00	711.04	766,916.46	(710.46)	100.09
Expenditures							
905	DEBT SERVICE	773,150.00	773,150.00	0.00	773,150.00	0.00	100.00
TOTAL EXPENDITURES		773,150.00	773,150.00	0.00	773,150.00	0.00	100.00
Fund 301 - GENERAL DEBT SERVICE (VOTED BONDS):							
TOTAL REVENUES		773,150.00	766,206.00	711.04	766,916.46	(710.46)	100.09
TOTAL EXPENDITURES		773,150.00	773,150.00	0.00	773,150.00	0.00	100.00
NET OF REVENUES & EXPENDITURES		0.00	(6,944.00)	711.04	(6,233.54)	(710.46)	89.77

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

CITY OF OWOSSO							
MONTHLY REVENUE AND EXPENDITURE REPORT							
GL NUMBER	DESCRIPTION	2024-25	2024-25	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL	AMENDED BUDGET	MONTH 06/30/25	06/30/2025	BALANCE	
		BUDGET		INCR (DECR)	NORM (ABNORM)	NORM (ABNORM)	USED
Fund 401 - CAPITAL PROJECT FUND							
Revenues							
401-000-665.000	INTEREST INCOME	0.00	2,941.00	259.64	2,957.25	(16.25)	100.55
401-000-687.000	INSURANCE REFUNDS/REBATES	0.00	206,011.00	(31,819.34)	115,733.66	90,277.34	56.18
TOTAL REVENUES		0.00	208,952.00	(31,559.70)	118,690.91	90,261.09	56.80
Fund 401 - CAPITAL PROJECT FUND:							
TOTAL REVENUES		0.00	208,952.00	(31,559.70)	118,690.91	90,261.09	56.80
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	208,952.00	(31,559.70)	118,690.91	90,261.09	56.80

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REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

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PERIOD ENDING 06/30/2025

DB: Owosso

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

CITY OF OWOSSO

MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2024-25 ORIGINAL BUDGET	2024-25 AMENDED BUDGET	ACTIVITY FOR MONTH 06/30/25 INCR (DECR)	YTD BALANCE 06/30/2025 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 588 - TRANSPORTATION FUND							
Revenues							
588-000-402.000	GENERAL PROPERTY TAX	104,307.00	103,881.00	109.46	103,990.48	(109.48)	100.11
588-000-573.000	LOCAL COMMUNITY STABILIZATION S	1,581.00	0.00	0.00	0.00	0.00	0.00
588-000-665.000	INTEREST INCOME	0.00	82.00	0.00	75.07	6.93	91.55
TOTAL REVENUES		105,888.00	103,963.00	109.46	104,065.55	(102.55)	100.10
Expenditures							
200	GEN SERVICES	105,888.00	105,655.00	0.00	105,654.83	0.17	100.00
TOTAL EXPENDITURES		105,888.00	105,655.00	0.00	105,654.83	0.17	100.00
Fund 588 - TRANSPORTATION FUND:							
TOTAL REVENUES		105,888.00	103,963.00	109.46	104,065.55	(102.55)	100.10
TOTAL EXPENDITURES		105,888.00	105,655.00	0.00	105,654.83	0.17	100.00
NET OF REVENUES & EXPENDITURES		0.00	(1,692.00)	109.46	(1,589.28)	(102.72)	93.93



PERIOD ENDING 06/30/2025

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

CITY OF OWOSSO  
MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2024-25	2024-25	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 06/30/25 INCR (DECR)	06/30/2025 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 590 - SEWER FUND							
Revenues							
590-000-491.000	PERMITS	1,000.00	1,200.00	200.00	1,250.00	(50.00)	104.17
590-000-605.350	MATERIAL & SERVICE	0.00	19,235.00	2,394.16	19,234.57	0.43	100.00
590-000-607.200	WATER AND SEWER FEES	0.00	49,568.00	63,639.00	64,817.00	(15,249.00)	130.76
590-000-643.100	METERED SALES	3,325,992.00	3,325,992.00	771,205.51	3,009,686.12	316,305.88	90.49
590-000-644.000	PENALTIES - LATE CHARGES	43,238.00	60,139.00	(780.63)	60,138.57	0.43	100.00
590-000-665.000	INTEREST INCOME	10,000.00	85,000.00	8,752.00	89,194.04	(4,194.04)	104.93
590-000-675.000	MISCELLANEOUS	5,000.00	87,500.00	87,500.00	87,500.00	0.00	100.00
TOTAL REVENUES		3,385,230.00	3,628,634.00	932,910.04	3,331,820.30	296,813.70	91.82
Expenditures							
200	GEN SERVICES	2,628,755.00	2,728,718.00	249,676.11	2,570,120.11	158,597.89	94.19
549	SEWER OPERATIONS	307,880.00	309,766.00	25,988.97	262,803.01	46,962.99	84.84
901	CAPITAL OUTLAY	427,500.00	427,500.00	101,537.50	321,397.77	106,102.23	75.18
905	DEBT SERVICE	124,302.00	124,303.00	0.00	124,302.94	0.06	100.00
TOTAL EXPENDITURES		3,488,437.00	3,590,287.00	377,202.58	3,278,623.83	311,663.17	91.32
Fund 590 - SEWER FUND:							
TOTAL REVENUES		3,385,230.00	3,628,634.00	932,910.04	3,331,820.30	296,813.70	91.82
TOTAL EXPENDITURES		3,488,437.00	3,590,287.00	377,202.58	3,278,623.83	311,663.17	91.32
NET OF REVENUES & EXPENDITURES		(103,207.00)	38,347.00	555,707.46	53,196.47	(14,849.47)	138.72

PERIOD ENDING 06/30/2025

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

CITY OF OWOSSO  
MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2024-25	2024-25	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 06/30/25 INCR (DECR)	06/30/2025 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 591 - WATER FUND							
Revenues							
591-000-491.000	PERMITS	1,500.00	1,750.00	100.00	1,800.00	(50.00)	102.86
591-000-493.000	PERMITS-OWOSSO TOWNSHIP	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
591-000-502.000-CTMFS-LSLR	GRANT-FEDERAL	0.00	173.00	172.59	172.59	0.41	99.76
591-000-502.000-DWRLF24-25	GRANT-FEDERAL	1,745,000.00	1,205,360.00	0.00	972,813.43	232,546.57	80.71
591-000-538.000-DWRF755501	CAPITAL CONTRIBUTION-FEDERAL	500,000.00	0.00	0.00	0.00	0.00	0.00
591-000-538.000-DWRLF23-24	CAPITAL CONTRIBUTION-FEDERAL	617,634.00	0.00	0.00	0.00	0.00	0.00
591-000-538.000-DWRLF24-25	CAPITAL CONTRIBUTION-FEDERAL	1,745,000.00	1,817,500.00	277,122.02	430,226.45	1,387,273.55	23.67
591-000-605.100	WATER MAIN REPLACEMENT CHARGE	794,937.00	794,937.00	198,106.71	805,164.83	(10,227.83)	101.29
591-000-605.350	MATERIAL & SERVICE	35,000.00	121,457.00	18,714.73	140,196.75	(18,739.75)	115.43
591-000-607.200	WATER AND SEWER FEES	0.00	48,444.00	12,906.06	61,763.00	(13,319.00)	127.49
591-000-643.100	METERED SALES	3,732,072.00	3,732,072.00	941,194.92	3,728,066.85	4,005.15	99.89
591-000-643.200	METERED SALES-WHOLESALE-USAGE	339,900.00	309,000.00	26,152.29	309,177.47	(177.47)	100.06
591-000-644.000	PENALTIES - LATE CHARGES	67,905.00	72,312.00	(1,110.29)	72,311.82	0.18	100.00
591-000-665.000	INTEREST INCOME	10,000.00	220,000.00	12,025.03	217,153.43	2,846.57	98.71
591-000-667.100	RENTAL INCOME	1,320.00	1,320.00	120.00	1,440.00	(120.00)	109.09
591-000-667.300	HYDRANT RENTAL	33,000.00	33,000.00	28,960.00	33,123.28	(123.28)	100.37
591-000-670.100	LOAN INTEREST	1,929.00	1,798.00	0.00	1,797.57	0.43	99.98
591-000-673.000	SALE OF FIXED ASSETS	0.00	3,696.00	0.00	3,695.88	0.12	100.00
591-000-675.000	MISCELLANEOUS	0.00	12,354.00	10,904.84	12,354.21	(0.21)	100.00
591-000-675.200	UB FEES	2,000.00	3,145.00	240.00	3,260.00	(115.00)	103.66
591-000-699.287	ARPA TRANSFER IN	1,137,573.00	182,606.00	0.00	182,605.72	0.28	100.00
TOTAL REVENUES		10,774,770.00	8,570,924.00	1,525,608.90	6,977,123.28	1,593,800.72	81.40
Expenditures							
200	GEN SERVICES	895,857.00	1,439,699.00	85,172.79	737,123.81	702,575.19	51.20
552	WATER UNDERGROUND	2,042,741.00	1,576,451.00	68,038.12	1,203,038.58	373,412.42	76.31
553	WATER FILTRATION	1,878,385.00	1,898,592.00	172,264.79	1,265,044.30	633,547.70	66.63
901	CAPITAL OUTLAY	6,559,421.00	5,369,328.00	965,929.14	3,790,343.18	1,578,984.82	70.59
905	DEBT SERVICE	600,489.00	548,044.00	0.00	548,043.40	0.60	100.00
TOTAL EXPENDITURES		11,976,893.00	10,832,114.00	1,291,404.84	7,543,593.27	3,288,520.73	69.64
Fund 591 - WATER FUND:							
TOTAL REVENUES		10,774,770.00	8,570,924.00	1,525,608.90	6,977,123.28	1,593,800.72	81.40
TOTAL EXPENDITURES		11,976,893.00	10,832,114.00	1,291,404.84	7,543,593.27	3,288,520.73	69.64
NET OF REVENUES & EXPENDITURES		(1,202,123.00)	(2,261,190.00)	234,204.06	(566,469.99)	(1,694,720.01)	25.05

PERIOD ENDING 06/30/2025

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

CITY OF OWOSSO  
MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2024-25	2024-25	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 06/30/25 INCR (DECR)	06/30/2025 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 599 - WASTEWATER FUND							
Revenues							
599-000-538.000-CWSRF23-24	CAPITAL CONTRIBUTION-FEDERAL (B	0.00	13,706,282.00	1,002,225.05	7,104,380.44	6,601,901.56	51.83
599-000-538.000-CWSRF24-25	CAPITAL CONTRIBUTION-FEDERAL (B	0.00	3,557,113.00	566,704.62	614,074.62	2,943,038.38	17.26
599-000-540.000-CWSRF571001	STATE SOURCES	0.00	175,366.00	0.00	175,366.00	0.00	100.00
599-000-540.000-CWSRF24-25	STATE SOURCES (GRANT)	2,600,000.00	2,600,000.00	0.00	1,897,494.34	702,505.66	72.98
599-000-602.100	OP & MAINT CHRG - OWOSSO	1,407,517.00	1,400,519.00	118,798.96	1,400,518.81	0.19	100.00
599-000-602.200	OP & MAINT CHRG - OWOSSO TWP	230,729.00	252,929.00	19,115.43	252,929.03	(0.03)	100.00
599-000-602.300	OP & MAINT CHRG - CALEDONIA TWS	139,084.00	128,049.00	11,983.53	128,048.69	0.31	100.00
599-000-602.400	OP & MAINT CHRG - CORUNNA	264,539.00	262,356.00	20,952.07	262,356.47	(0.47)	100.00
599-000-603.100	REPLACEMENT CHRG - OWOSSO	265,554.00	264,281.00	22,243.95	264,280.72	0.28	100.00
599-000-603.200	REPLACEMENT CHRG - OWOSSO TWP	59,624.00	62,762.00	4,952.80	62,762.00	0.00	100.00
599-000-603.300	REPLACEMENT CHRG - CALEDONIA TW	40,136.00	38,576.00	3,400.26	38,575.93	0.07	100.00
599-000-603.400	REPLACEMENT CHRG - CORUNNA	48,954.00	48,645.00	3,924.99	48,645.36	(0.36)	100.00
599-000-606.100	DEBT SERVICE CHRG - OWOSSO	563,996.00	563,998.00	46,999.87	563,998.44	(0.44)	100.00
599-000-606.200	DEBT SERVICE CHRG - OWOSSO TWP.	228,791.00	228,792.00	19,065.99	228,791.88	0.12	100.00
599-000-606.300	DEBT SERVICE CHRG - CALEDONIA T	173,455.00	173,456.00	14,454.68	173,456.16	(0.16)	100.00
599-000-606.400	DEBT SERVICE CHRG - CORUNNA	97,901.00	97,902.00	8,158.47	97,901.64	0.36	100.00
599-000-665.000	INTEREST INCOME	10,000.00	64,400.00	8,054.15	67,841.76	(3,441.76)	105.34
599-000-673.000	SALE OF FIXED ASSETS	0.00	0.00	2,392.25	2,392.25	(2,392.25)	100.00
599-000-675.000	MISCELLANEOUS	5,000.00	15,997.00	783.64	15,997.16	(0.16)	100.00
TOTAL REVENUES		6,135,280.00	23,641,423.00	1,874,210.71	13,399,811.70	10,241,611.30	56.68
Expenditures							
200	GEN SERVICES	34,700.00	38,249.00	8,192.98	38,636.37	(387.37)	101.01
548	WASTEWATER OPERATIONS	2,007,153.00	2,592,016.00	288,074.14	1,884,542.52	707,473.48	72.71
901	CAPITAL OUTLAY	3,581,400.00	20,484,491.00	4,501,690.58	14,504,335.59	5,980,155.41	70.81
905	DEBT SERVICE	1,064,144.00	379,585.00	0.00	379,584.86	0.14	100.00
TOTAL EXPENDITURES		6,687,397.00	23,494,341.00	4,797,957.70	16,807,099.34	6,687,241.66	71.54
Fund 599 - WASTEWATER FUND:							
TOTAL REVENUES		6,135,280.00	23,641,423.00	1,874,210.71	13,399,811.70	10,241,611.30	56.68
TOTAL EXPENDITURES		6,687,397.00	23,494,341.00	4,797,957.70	16,807,099.34	6,687,241.66	71.54
NET OF REVENUES & EXPENDITURES		(552,117.00)	147,082.00	(2,923,746.99)	(3,407,287.64)	3,554,369.64	2,316.59

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

CITY OF OWOSSO							
MONTHLY REVENUE AND EXPENDITURE REPORT							
GL NUMBER	DESCRIPTION	2024-25	2024-25	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL	AMENDED BUDGET	MONTH 06/30/25	06/30/2025	BALANCE	
		BUDGET		INCR (DECR)	NORM (ABNORM)	NORM (ABNORM)	USED
Fund 661 - FLEET MAINTENANCE FUND							
Revenues							
661-000-502.000	GRANT-FEDERAL	0.00	50,000.00	0.00	0.00	50,000.00	0.00
661-000-665.000	INTEREST INCOME	50,000.00	120,000.00	9,110.37	121,850.80	(1,850.80)	101.54
661-000-667.200	EQUIPMENT RENTAL	859,648.00	1,021,720.00	86,362.42	968,089.71	53,630.29	94.75
661-000-675.000	MISCELLANEOUS	0.00	275.00	0.00	275.00	0.00	100.00
TOTAL REVENUES		909,648.00	1,191,995.00	95,472.79	1,090,215.51	101,779.49	91.46
Expenditures							
594	FLEET MAINTENANCE	474,411.00	478,947.00	54,296.29	350,216.94	128,730.06	73.12
901	CAPITAL OUTLAY	710,000.00	710,000.00	995.10	159,188.94	550,811.06	22.42
TOTAL EXPENDITURES		1,184,411.00	1,188,947.00	55,291.39	509,405.88	679,541.12	42.85
Fund 661 - FLEET MAINTENANCE FUND:							
TOTAL REVENUES		909,648.00	1,191,995.00	95,472.79	1,090,215.51	101,779.49	91.46
TOTAL EXPENDITURES		1,184,411.00	1,188,947.00	55,291.39	509,405.88	679,541.12	42.85
NET OF REVENUES & EXPENDITURES		(274,763.00)	3,048.00	40,181.40	580,809.63	(577,761.63)	9,055.43
TOTAL REVENUES - ALL FUNDS							
TOTAL REVENUES - ALL FUNDS		38,452,515.00	57,373,938.00	5,919,827.74	43,622,625.65	13,751,312.35	76.03
TOTAL EXPENDITURES - ALL FUNDS		44,040,039.00	60,702,059.00	8,294,975.22	46,207,313.34	14,494,745.66	76.12
NET OF REVENUES & EXPENDITURES		(5,587,524.00)	(3,328,121.00)	(2,375,147.48)	(2,584,687.69)	(743,433.31)	77.66

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CASH SUMMARY BY ACCOUNT FOR CITY OF OWOSSO  
FROM 06/01/2025 TO 06/30/2025  
FUND: ALL FUNDS  
CASH AND INVESTMENT ACCOUNTS

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Fund Account	Description	Beginning Balance 06/01/2025	Total Debits	Total Credits	Ending Balance 06/30/2025
Fund 101 GENERAL FUND					
001.200	POOLED CASH (HUNTINGTON BANK)	(785,451.89)	1,112,243.86	682,023.24	(355,231.27)
001.201	MI CLASS ACCOUNT	187,738.72	675.82	0.00	188,414.54
001.204	HUNTINGTON LIQUIDITY PORTAL	682,495.54	2,459.98	0.00	684,955.52
001.205	CHOICEONE BANK	3,553,418.20	24,750.92	0.00	3,578,169.12
001.206	SWEEP ACCOUNT HUNTINGTON	142,055.38	5,508.60	0.00	147,563.98
001.207	HUNTINGTON - STRIPE/BSA CC PAYMENTS	0.00	319.66	2,565.14	(2,245.48)
001.300	FRANKENMUTH CREDIT UNION ACCOUNTS	1,763,491.64	7,438.92	0.00	1,770,930.56
001.306	DORT FEDERAL CREDIT UNION ACCOUNTS	1,905,356.61	12,220.01	0.00	1,917,576.62
002.203	AMBULANCE PAYMENT BANK ACCOUNT	447,884.14	58,432.09	300,229.65	206,086.58
004.000	PETTY CASH	1,715.00	0.00	0.00	1,715.00
005.401	MERS DC FUNDS - RESTRICTED	255.71	0.90	0.00	256.61
	GENERAL FUND	7,898,959.05	1,224,050.76	984,818.03	8,138,191.78
Fund 202 MAJOR STREET FUND					
001.200	POOLED CASH (HUNTINGTON BANK)	16,190.73	123,036.58	318,573.71	(179,346.40)
001.201	MI CLASS ACCOUNT	1,274,552.97	4,586.92	0.00	1,279,139.89
001.204	HUNTINGTON LIQUIDITY PORTAL	2,636,741.86	9,503.54	0.00	2,646,245.40
001.300	FRANKENMUTH CREDIT UNION ACCOUNTS	548,164.44	2,312.29	0.00	550,476.73
	MAJOR STREET FUND	4,475,650.00	139,439.33	318,573.71	4,296,515.62
Fund 203 LOCAL STREET FUND					
001.200	POOLED CASH (HUNTINGTON BANK)	172,894.49	221,652.68	95,335.60	299,211.57
001.201	MI CLASS ACCOUNT	89,165.99	320.83	0.00	89,486.82
001.204	HUNTINGTON LIQUIDITY PORTAL	400,626.23	1,443.89	0.00	402,070.12
001.300	FRANKENMUTH CREDIT UNION ACCOUNTS	548,164.44	2,312.29	0.00	550,476.73
	LOCAL STREET FUND	1,210,851.15	225,729.69	95,335.60	1,341,245.24
Fund 208 PARK/RECREATION SITES FUND					
001.200	POOLED CASH (HUNTINGTON BANK)	(13,759.10)	1,028.34	0.00	(12,730.76)
001.204	HUNTINGTON LIQUIDITY PORTAL	24,497.21	88.40	0.00	24,585.61
	PARK/RECREATION SITES FUND	10,738.11	1,116.74	0.00	11,854.85
Fund 239 OMS/DDA REVLG LOAN FUND					
001.200	POOLED CASH (HUNTINGTON BANK)	119,360.10	6,242.67	217.00	125,385.77
001.204	HUNTINGTON LIQUIDITY PORTAL	329,910.04	1,189.17	0.00	331,099.21
001.300	FRANKENMUTH CREDIT UNION ACCOUNTS	219,264.88	924.88	0.00	220,189.76
001.306	DORT FEDERAL CREDIT UNION ACCOUNTS	218,624.47	1,402.06	0.00	220,026.53
	OMS/DDA REVLG LOAN FUND	887,159.49	9,758.78	217.00	896,701.27
Fund 243 BRA / OBRA #12					
001.200	WOODWARD LOFT POOLED CASH (HUNTINGTON BANK)	2,108.88	0.00	0.00	2,108.88
001.200-BRA-DIST22	POOLED CASH (HUNTINGTON BANK)	14.19	0.00	0.00	14.19

CASH SUMMARY BY ACCOUNT FOR CITY OF OWOSSO  
 FROM 06/01/2025 TO 06/30/2025  
 FUND: ALL FUNDS  
 CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 06/01/2025	Total Debits	Total Credits	Ending Balance 06/30/2025
	BRA / OBRA #12 WOODWARD LOFT	2,123.07	0.00	0.00	2,123.07
Fund 248	DOWNTOWN DEVELOPMENT AUTHORITY				
001.200	POOLED CASH (HUNTINGTON BANK)	7,792.68	9,936.75	18,001.37	(271.94)
001.201	MI CLASS ACCOUNT	55,758.01	200.74	0.00	55,958.75
001.203	MAIN STREET OWOSSO / DDA CHECKING	5,573.80	745.93	0.00	6,319.73
001.204	HUNTINGTON LIQUIDITY PORTAL	191,744.32	691.14	0.00	192,435.46
	DOWNTOWN DEVELOPMENT AUTHORITY	260,868.81	11,574.56	18,001.37	254,442.00
Fund 249	BUILDING INSPECTION FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	47,995.81	18,350.00	16,727.63	49,618.18
001.204	HUNTINGTON LIQUIDITY PORTAL	273,054.81	984.05	0.00	274,038.86
001.207	HUNTINGTON - STRIPE/BSA CC PAYMENTS	0.00	715.01	0.00	715.01
004.000	PETTY CASH	200.00	0.00	0.00	200.00
	BUILDING INSPECTION FUND	321,250.62	20,049.06	16,727.63	324,572.05
Fund 254	HOUSING & REDEVELOPMENT				
001.200	POOLED CASH (HUNTINGTON BANK)	(52,909.74)	0.00	1,167.47	(54,077.21)
001.204	HUNTINGTON LIQUIDITY PORTAL	42,497.16	153.07	0.00	42,650.23
	HOUSING & REDEVELOPMENT	(10,412.58)	153.07	1,167.47	(11,426.98)
Fund 259	OBRA-DIST#15 -ARMORY BUILDING				
001.200	POOLED CASH (HUNTINGTON BANK)	4,732.00	0.00	0.00	4,732.00
Fund 272	OBRA FUND-DISTRICT #17 CARGILL (PREV #8)				
001.200	POOLED CASH (HUNTINGTON BANK)	72,777.16	0.00	0.00	72,777.16
Fund 273	OBRA #9 ROBBINS LOFT				
001.201	MI CLASS ACCOUNT	64,046.27	230.50	0.00	64,276.77
Fund 276	OBRA FUND DISTRICT #16 - QDOBA				
001.200	POOLED CASH (HUNTINGTON BANK)	6,666.85	0.00	0.00	6,666.85
Fund 277	OBRA FUND DISTRICT #20 - J&H OIL				
001.200	POOLED CASH (HUNTINGTON BANK)	3,144.00	0.00	0.00	3,144.00
Fund 283	OBRA FUND-DISTRICT#3-TIAL				
001.201	MI CLASS ACCOUNT	2,030.19	7.22	0.00	2,037.41
Fund 284	OPIOID SETTLEMENT FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	36,016.97	0.00	0.00	36,016.97
001.204	HUNTINGTON LIQUIDITY PORTAL	27,824.83	100.41	0.00	27,925.24
	OPIOID SETTLEMENT FUND	63,841.80	100.41	0.00	63,942.21
Fund 297	HISTORICAL FUND				



CASH SUMMARY BY ACCOUNT FOR CITY OF OWOSSO  
 FROM 06/01/2025 TO 06/30/2025  
 FUND: ALL FUNDS  
 CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 06/01/2025	Total Debits	Total Credits	Ending Balance 06/30/2025
001.200	POOLED CASH (HUNTINGTON BANK)	(6,760.50)	7,662.00	132,746.33	(131,844.83)
001.202	HC CHECKING ACCOUNT	2,384.66	955.00	51.49	3,288.17
001.204	HUNTINGTON LIQUIDITY PORTAL	300,156.12	1,081.99	0.00	301,238.11
004.000	PETTY CASH	100.00	0.00	0.00	100.00
	HISTORICAL FUND	295,880.28	9,698.99	132,797.82	172,781.45
Fund 301 GENERAL DEBT SERVICE (VOTED BONDS)					
001.200	POOLED CASH (HUNTINGTON BANK)	34,565.06	711.04	0.00	35,276.10
Fund 401 CAPITAL PROJECT FUND					
001.200	POOLED CASH (HUNTINGTON BANK)	78,189.00	0.00	31,819.34	46,369.66
001.204	HUNTINGTON LIQUIDITY PORTAL	72,061.61	259.64	0.00	72,321.25
	CAPITAL PROJECT FUND	150,250.61	259.64	31,819.34	118,690.91
Fund 588 TRANSPORTATION FUND					
001.200	POOLED CASH (HUNTINGTON BANK)	102.89	109.46	0.00	212.35
Fund 590 SEWER FUND					
001.200	POOLED CASH (HUNTINGTON BANK)	607,778.32	112,878.76	268,078.84	452,578.24
001.201	MI CLASS ACCOUNT	436,699.54	1,571.59	0.00	438,271.13
001.204	HUNTINGTON LIQUIDITY PORTAL	689,271.00	2,484.30	0.00	691,755.30
001.207	HUNTINGTON - STRIPE/BSA CC PAYMENTS	89.25	8,308.29	6,225.22	2,172.32
001.300	FRANKENMUTH CREDIT UNION	273,243.95	1,152.70	0.00	274,396.65
001.306	DORT FEDERAL CREDIT UNION ACCOUNTS	552,499.02	3,543.37	0.00	556,042.39
004.000	PETTY CASH	200.00	0.00	0.00	200.00
	SEWER FUND	2,559,781.08	129,939.01	274,304.06	2,415,416.03
Fund 591 WATER FUND					
001.200	POOLED CASH (HUNTINGTON BANK)	507,117.48	2,183,971.90	1,966,032.04	725,057.34
001.201	MI CLASS ACCOUNT	1,683,753.41	6,059.55	0.00	1,689,812.96
001.204	HUNTINGTON LIQUIDITY PORTAL	2,605,047.33	805,965.28	1,750,000.00	1,661,012.61
001.207	HUNTINGTON - STRIPE/BSA CC PAYMENTS	31.93	13,600.01	4,001.61	9,630.33
	WATER FUND	4,795,950.15	3,009,596.74	3,720,033.65	4,085,513.24
Fund 599 WASTEWATER FUND					
001.200	POOLED CASH (HUNTINGTON BANK)	499,961.53	1,866,156.56	1,382,037.47	984,080.62
001.201	MI CLASS ACCOUNT	409,433.96	1,473.51	0.00	410,907.47
001.204	HUNTINGTON LIQUIDITY PORTAL	911,840.51	3,286.63	0.00	915,127.14
001.300	FRANKENMUTH CREDIT UNION ACCOUNTS	273,243.95	1,152.70	0.00	274,396.65
001.306	DORT FEDERAL CREDIT UNION ACCOUNTS	333,872.71	2,141.31	0.00	336,014.02
	WASTEWATER FUND	2,428,352.66	1,874,210.71	1,382,037.47	2,920,525.90
Fund 661 FLEET MAINTENANCE FUND					
001.200	POOLED CASH (HUNTINGTON BANK)	559,506.22	86,662.42	34,512.65	611,655.99

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CASH SUMMARY BY ACCOUNT FOR CITY OF OWOSSO  
FROM 06/01/2025 TO 06/30/2025  
FUND: ALL FUNDS  
CASH AND INVESTMENT ACCOUNTS

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Fund Account	Description	Beginning Balance 06/01/2025	Total Debits	Total Credits	Ending Balance 06/30/2025
001.201	MI CLASS ACCOUNT	689,725.75	2,482.14	0.00	692,207.89
001.204	HUNTINGTON LIQUIDITY PORTAL	307,454.21	1,108.17	0.00	308,562.38
001.205	CHOICEONE BANK	1,094,655.15	3,166.83	0.00	1,097,821.98
001.300	FRANKENMUTH CREDIT UNION ACCOUNTS	557,869.05	2,353.23	0.00	560,222.28
	FLEET MAINTENANCE FUND	3,209,210.38	95,772.79	34,512.65	3,270,470.52
Fund 956 GASB 34 LONG TERM DEBT					
005.200	MMRMA CASH - RESTRICTED	225,494.57	0.00	0.00	225,494.57
	TOTAL - ALL FUNDS	28,974,013.67	6,752,508.50	7,010,345.80	28,716,176.37

## **PARKS AND RECREATION COMMISSION**

### **REGULAR MEETING**

Draft Minutes of Wednesday, June 25, 2025

7:00 p.m. at Harmon Patridge Pavilion

**CALL TO ORDER:** Chairman Workman called the meeting to order at 7:00 p.m.

#### **ROLL CALL:**

*MEMBERS PRESENT:* Chairman Workman, Vice-Chair Selbig, Commissioners Mahoney, Rodman, Agnew, Maginity, Lienau, and Smith

*MEMBERS ABSENT:* None.

**APPROVAL OF AGENDA:** Commissioner Rodman made a motion to approve the agenda for June 25, 2025. The motion was supported by Commissioner Maginity. Ayes all, motion carried.

**APPROVAL OF MINUTES:** Commissioner Rodman made a motion to approve the minutes for May 28, 2025. The motion was supported by Commissioner Mahoney. Ayes all, motion carried.

**PUBLIC COMMENTS:** None.

**OLD BUSINESS REPORT:** Amy Fuller shared that sidewalks are expected to be installed at the soccer fields in mid-July. She also reported that Grand Avenue Park is complete and there was a great turnout for the ribbon cutting. She thanked Commissioners Maginity, Rodman, and Agnew for attending.

#### **ITEMS OF BUSINESS:**

**Park Signage:** Amy Fuller shared revised examples of park signage. Motion by Commission Selbig to approve the sign design from Agnew Signs with no shadow behind the letters. Supported by Commissioner Mahoney. Ayes all, motion carried.

**Grove Holman Mural:** Jael Harrington has offered to cover the graffiti on the Grove Holman Pool Building with a mural at no cost to the city. She shared design ideas with the commission. Motion by Commissioner Smith to approve the request from Jael Harrington to complete a mural at Grove Holman Park. Motion supported by Commissioner Rodman. Ayes all, motion carried.

**Scoreboards:** Amy Fuller shared that the scoreboard quote came back at \$9,700.00. With the electrical install, she estimated the project would go about \$2,000-\$3,000 over the \$10,000 originally allocated. Motion by Commissioner Mahoney to move forward with the project. Motion supported by Commissioner Selbig. Ayes all, motion carried.

**Board Chair:** There was discussion on who would serve as the next chair, since Chairman Workman's term ends June 30, 2025. Commissioner Smith nominated Commissioner Rodman. Commissioner Selbig nominated Commissioner Mahoney. Commissioner Rodman declined the nomination. Commissioner Selbig made a motion of unanimous consent to appoint Commissioner Mahoney as chair. Motion supported by Commissioner Agnew. Motion passed.

**PUBLIC/COMMISSIONER COMMENTS:** Commissioner Maginity asked the Commission to host the 3<sup>rd</sup> annual BJ Bannan Pickleball Tournament on August 15-16. Motion by Commissioner Smith to host the tournament. Supported by Commissioner Rodman. Ayes all, motion carried.

Amy Fuller shared that she would be at a conference for the July meeting. Motion by Commissioner Mahoney to cancel the July meeting. Supported by Commissioner Maginity. Ayes all, motion carried.

Commissioner Smith thanked Chairman Workman for his service on the Commission.

Commissioner Maginity shared that there is free pickleball instruction being offered at Bentley Park. He also thanked DPW for their help with the new court divider.

**NEXT MEETING:** August 27, 2025 at Bentley Park

**ADJOURNMENT:** Commissioner Selbig made a motion to adjourn at 7:49 p.m. The motion was supported by Commissioner Rodman. Ayes all, motion carried.

Respectfully submitted by:

Amy Fuller, Assistant City Manager



### **Regular Meeting of the Owosso Historical Commission**

**Minutes of July 14, 2025 – 6:00 P.M. at Owosso City Hall**

PRESIDING OFFICER: Chairman Lance Little

MEMBERS PRESENT: Commissioners Elaine Greenway, Bill Moull, Christopher Owens, Steven Teich, and Vice Chair Adams

MEMBERS ABSENT: Robert Hooper

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

#### **APPROVE MINUTES – June 9, 2025**

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

Approved by voice vote

#### **APPROVE AGENDA – July 14, 2025**

Motion by Commissioner Teich to approve the agenda as presented, supported by Commissioner Owens.

Approved by voice vote

#### **ITEMS OF BUSINESS**

Moonlight Market and ArtWalk: The Commission discussed having the Castle and Comstock Cabin open for these events, along with the SAC art event in August.

#### **COMMITTEE REPORTS**

Building and Grounds Committee: Commissioner Owens reported that he will be repairing the window soon, air conditioning works, and the committee is working on the roof issue.

Historic Appreciation Committee: will meet at the Castle August 11.

The Home Tour Committee: Elaine announced that the newest house to sign up for the tour is on Summit St.

Educating our Youth Committee: Meets in September

**FINANCIAL REPORTS:**

Amy Fuller reviewed the Commission's revenue and expense report.

Denice Grace reported on the June numbers for Curwood Castle.

**PUBLIC COMMENT PERIOD:** None

**COMMISSIONER COMMENTS**

Commissioner Owens shared excitement for the moonlight market events and the free concert series.

Commissioner Greenway discussed wanting to work on the kitchen at the Castle

**NEXT MEETING:** Monday, August 11, 2025, 6:00 p.m.

**ADJOURNMENT**

Chairman Little adjourned the meeting at 6:27 p.m.

Respectfully submitted by:

Amy Fuller, Assistant City Manager

MINUTES FOR REGULAR MEETING  
**OWOSSO HISTORIC DISTRICT COMMISSION**  
Wednesday, July 16, 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 VanEpps, Commissioner Byrne, Commissioner Harrington

**ABSENT:** Commissioner Powell

**OTHERS IN ATTENDANCE:** Nathan Henne, Jim Woodworth, Jaye Harrington, Kori Shook, Mark Agnew

**AGENDA APPROVAL:** July 16, 2025.

**MOTION FOR APPROVAL OF THE AGENDA BY VANEPPS. SECONDED BY HARRINGTON.**

**AYES ALL. MOTION CARRIED.**

**MINUTES APPROVAL:** June 18, 2025.

**MOTION FOR APPROVAL OF MINUTES AS PRESENTED BY OMER. SECONDED BY AINSWORTH.**

**AYES ALL. MOTION CARRIED.**

**COMMUNICATIONS**

**AYES ALL. MOTION CARRIED.**

**ITEMS OF BUSINESS:**

**New Sign Approval: 300 W Main St**

Henne explained that the owners of 300 W Main St wished to put up new signs and that this was not something that could be approved administratively. That power is only granted for signs to be replaced. While the building alterations previously approved were subject to a Notice to Proceed, the sign application approval can be a Certificate of Appropriateness. Lastly, while backlit signs are generally prohibited, they can be allowed on non-contributing buildings – which this property now is because of significant alterations and partial demolition. VanEpps asked Agnew to clarify the sign's color because the document was not clear. Agnew replied that the sign would be white and that the application just sought to differentiate the components of the sign and that it was easier to represent that by color coding the schematic.

**MOTION BY HARRINGTON TO APPROVE THE NEW SIGN C OF A FOR 300 W MAIN ST. SUPPORTED BY AINSWORTH.**

**AYES ALL**

**Approve Certificate of Appropriateness for 123 N Washington St Façade**



Jim Woodworth explained that the only change from the plans from the last Certificate of Appropriateness that was approved and rescinded earlier in the year was the layout of the third floor interior. While this does not affect the application – as it pertains to the interior of the building – he wanted to point that out anyway. Omer asked Woodworth when he could start and Woodworth replied that it would be sometime this year. He explained that the 3<sup>rd</sup> floor layout was what was holding up NPS approval and now he can move forward. NPS conditional approval was provided in the packet. Woodworth explained that the conditions in the approval are only verified once the project is completed so he is free to begin, finally. Chairman Teich reminded the Commission that the property is currently under enforcement for demolition by neglect with a deadline for correction of the façade issue by the end of August 2025. Woodworth acknowledged this and asked that the CofA be approved and the enforcement rescinded so as not to complicate the project's progression through the build phase. He would like concentrate on the project and not fighting an enforcement in court at the same time.

**MOTION BY VANEPPS TO APPROVE THE CERTIFICATE OF APPROPRIATENESS TO EXPIRE IN SEPTEMBER OF 2026. SUPPORTED BY AINSWORTH.**

**AYES ALL**

**MOTION BY VANEPPS TO RESCIND THE DEMOLITION BY NEGLECT ENFORCEMENT ON THE PROPERTY. SUPPORTED BY OMER.**

**AYES ALL.**

**PUBLIC COMMENTS:**

**BOARD COMMENTS:** Byrne asked for an update on 117 W Exchange. Henne answered that the County Land Bank is working on the bidding process and the city has assisted. He reminded the commission that the cornice piece would most likely be the property of whichever contractor got the bid unless the county land bank structured the final contract differently. Omer asked if backlit signs were allowed. Henne said that the NPS doesn't explicitly prohibit them but that they should only go on noncontributing buildings. That is the most clear guidance he could find.

**NEXT MEETING:** August 20, 2025

**CHAIRMAN TEICH ADJOURNED THE MEETING AT 6:22 P.M.**