



OWOSSO HISTORICAL COMMISSION

MEETING AGENDA

October 2, 2023, at 5:30 pm at Owosso City Hall

Call to order:

Roll Call

Present:

Absent:

Agenda and Minutes:

Motion to approve September 11, 2023 minutes

Motion to approve the October 2, 2023 agenda

AGENDA ITEMS

1. Roaring 20's Party
2. Home Tour Updates
3. Gould House Memo/Resolution

Financial Review and Discussion:

Financial Activity and Cash Balance Report – A. Fuller
September Castle Financial Report – D. Grace

Public Comment Period

Commissioner Comments

Next Meeting: Monday, November 13, 2023

Adjourn



Regular Meeting of the Owosso Historical Commission

Minutes of September 11, 2023 – 6:00 P.M. at Owosso City Hall

PRESIDING OFFICER: Chair Mark Erickson

MEMBERS PRESENT: Vice-Chair Debra Adams, Commissioners Elaine Greenway, Lance Little, and Susan Osika.

MEMBERS ABSENT: Commissioners Bill Moull and Robert Hooper.

OTHERS PRESENT: Amy Fuller, Assistant City Manager, Denice Grace, Castle Docent

CHAIR ERICKSON CALLED THE MEETING TO ORDER AT 6:01 P.M.

APPROVE MINUTES – August 15, 2023

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

Passed by voice vote.

APPROVE AGENDA – September 11, 2023

Motion by Commissioner Osika to approve the agenda with the change of the Gould House Status: Discussion item changed to an item of business, supported by Commissioner Adams.

Passed by voice vote.

ITEMS OF BUSINESS

Castle 100th Anniversary: Commissioner Adams shared that the ice cream social was a very nice event, the weather was perfect. There was discussion on the Roaring 20's Party on Dec. 9. Denice and Amy will get together to work on getting invitations in the mail in October. Tickets need to be purchased by Nov. 17.

Home Tour 2024: Commissioner Osika shared updates on the Home Tour planning. The next committee meeting is October 10th.

Gould House Status: Motion by Commissioner Osika to sell the Gould House and have staff draft a memo and resolution for the Commission to review at their next meeting, supported by Adams. A roll call vote was taken. Ayes, Adams, Little, Osika, Greenway and Erickson. Nays, none. Vote passed.

FINANCIAL REVIEW AND DISCUSSION:

Amy Fuller provided a summary of the revenue and expense report as well as the cash balance. She also shared updates on the Castle Chimney repairs. Denice Grace reviewed the Castle’s monthly financial report.

PUBLIC COMMENT PERIOD

None.

COMMISSIONER COMMENTS

None.

NEXT MEETING: Motion by Osika to move the October meeting to Monday, October 2, 2023 at 5:30 in the City Hall Basement Conference Room, supported by Commissioner Little. Passed by voice vote.

ADJOURNMENT

Commissioner Little moved to adjourn the meeting. Commissioner Osika supported. The voice vote was unanimous to adjourn the meeting at 7:11 P.M.

Respectfully submitted by:
Amy Fuller, Assistant City Manager



MEMORANDUM

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

DATE: September 29, 2023
TO: Mayor Teich and the Owosso City Council
FROM: Amy Fuller, Assistant City Manager
SUBJECT: Amos Gould House

RECOMMENDATION:

Staff recommends authorization of the sale of the Amos Gould House

BACKGROUND:

The Owosso Historic Commission purchased the Amos Gould House on land contract in 1979 for \$74,000, an amount they had paid in full by 1990. Over the last forty years, the home has served a variety of purposes for the Commission. The upper level features two one-bedroom apartments, both are currently rented. The lower level has been event space and offices for the Commission but is currently only used as storage.

Maintaining the Amos Gould House has required a significant amount of resources, both financially and in volunteer hours. Originally it was raising the funds to purchase the home and then several years ago when the great room ceiling collapsed the Commission raised the funds to complete a beautiful restoration of that room. Most recently they replaced the roof, gutters, furnaces, air conditioning units, hot water heaters and installed new landscaping.

Being good stewards of the Amos Gould House has come at a cost, the Owosso Historic Commission also maintains Curwood Castle, Comstock Cabin and the Paymaster Building and are frequently having to pull resources from these properties in order to address the demands of the Amos Gould House. This is of particular concern because the Commission agrees that their primary concern needs to be Curwood Castle. As the Castle turns 100 this year, it faces its own costly maintenance needs.

The Commission has had many conversations about the future of the Amos Gould House, most recently they considered converting it into museum space. They brought in an Architect who specializes in historic homes and were given a cost estimate exceeding \$150,000 to make the necessary changes to convert the home into a public space. These changes included an accessible entrance ramp, widened doorways, and larger bathroom facilities. The home also has deferred maintenance that needs to be addressed, the front porch needs to be replaced, exterior wood needs painted, interior walls and ceilings are peeling in places and the carriage house will need substantial work in the coming years.

In addition to the above costs, the Commission does not see a future museum or event space at the Amos Gould House being sustainable. Although they hold events and fundraise, they already rely on the City of Owosso to subsidize operations at Curwood Castle and are hesitant to take on a second venture that will add additional strain to their volunteer and fundraising capacity.

At the September 11, 2023 meeting the Owosso Historic Commission voted unanimously (with Commissioners Moull and Hooper absent) to sell the Amos Gould House. Since the Owosso Historic Commission is an entity of the City of Owosso, they require permission from Owosso City Council to move forward. If approved, staff would have an appraisal done and begin the process by issuing a Request for Proposals to hire a Real Estate Agent, with the contract coming back to Council for approval.

FISCAL IMPACTS:

Funds from the sale of the Amos Gould House will be deposited into the 297 (Historic Sites) fund for the Historical Commission to use for Curwood Castle, Comstock Cabin and the Paymaster Building.

RESOLUTION NO.

**AUTHORIZING STAFF TO ISSUE A REQUEST FOR PROPOSAL (RFP)
TO HANDLE THE SALE OF THE AMOS GOULD HOUSE**

WHEREAS, the city of Owosso, Shiawassee County, Michigan, Owosso Historical Commission owns the Amos Gould House located at 515 N. Washington Street, Owosso, MI 48867; and

WHEREAS, the Owosso Historical Commission has decided the property is under used and maintenance costs are not sustainable; and

WHEREAS, the Owosso Historical Commission has decided to sell the Amos Gould House; and

WHEREAS, the Owosso Historical Commission has decided hiring a real estate professional would be more successful than a public auction; and

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 issue an RFP for realtor services at the Amos Gould House

GL NUMBER	DESCRIPTION	YTD BALANCE		AVAILABLE BALANCE	% BDGT USED
		2023-24 AMENDED BUDGET	09/30/2023 (ABNORMAL) NORMAL		
Fund 297 - HISTORICAL FUND					
Revenues					
Dept 000 - REVENUE					
297-000-540.000	STATE SOURCES	0.00	335.00	(335.00)	100.00
297-000-643.000	SALES	2,500.00	1,599.00	901.00	63.96
297-000-665.000	INTEREST INCOME	500.00	558.60	(58.60)	111.72
297-000-665.100	ENDOWMENT SPENDABLE FUNDS	1,010.00	0.00	1,010.00	0.00
297-000-667.100	RENTAL INCOME	14,000.00	3,500.00	10,500.00	25.00
297-000-673.000	SALE OF FIXED ASSETS	0.00	0.00	0.00	0.00
297-000-674.100	PRIVATE DONATIONS	13,000.00	7,352.73	5,647.27	56.56
297-000-674.200	DONATIONS	1,000.00	630.86	369.14	63.09
297-000-675.000	MISCELLANEOUS	0.00	0.00	0.00	0.00
297-000-692.100	APPROPRIATION OF FUND BALANCE	0.00	0.00	0.00	0.00
297-000-699.101	TRANSFERS FROM GENERAL FUND	20,000.00	0.00	20,000.00	0.00
Total Dept 000 - REVENUE		52,010.00	13,976.19	38,033.81	26.87
TOTAL REVENUES		52,010.00	13,976.19	38,033.81	26.87
Expenditures					
Dept 797 - HISTORICAL COMMISSION					
297-797-702.200	WAGES	16,451.00	3,167.83	13,283.17	19.26
297-797-702.400	WAGES - SEASONAL	2,783.00	511.95	2,271.05	18.40
297-797-715.000	SOCIAL SECURITY (FICA)	1,472.00	281.49	1,190.51	19.12
297-797-716.100	HEALTH INSURANCE	0.00	0.00	0.00	0.00
297-797-717.000	UNEMPLOYMENT INSURANCE	0.00	2.79	(2.79)	100.00
297-797-719.000	WORKERS' COMPENSATION	52.00	12.01	39.99	23.10
297-797-728.000	OPERATING SUPPLIES	300.00	0.00	300.00	0.00
297-797-729.000	FINANCIAL INSTITUTION FEES	600.00	136.25	463.75	22.71
297-797-801.000	PROFESSIONAL SERVICES: ADMINIST	200.00	37.50	162.50	18.75
297-797-810.000	INSURANCE & BONDS	3,000.00	0.00	3,000.00	0.00
297-797-818.500	AUDIT	600.00	50.00	550.00	8.33
297-797-930.000	BUILDING MAINTENANCE	0.00	0.00	0.00	0.00
297-797-961.000	MISCELLANEOUS	500.00	500.00	0.00	100.00
297-797-974.000	SYSTEM IMPROVEMENTS	0.00	0.00	0.00	0.00
Total Dept 797 - HISTORICAL COMMISSION		25,958.00	4,699.82	21,258.18	18.11
Dept 798 - CASTLE					
297-798-702.200	WAGES	0.00	0.00	0.00	0.00
297-798-702.400	WAGES - SEASONAL	0.00	0.00	0.00	0.00
297-798-715.000	SOCIAL SECURITY (FICA)	0.00	0.00	0.00	0.00
297-798-717.000	UNEMPLOYMENT INSURANCE	12.00	0.00	12.00	0.00
297-798-718.200	SOCIAL SECURITY (FICA)	0.00	0.00	0.00	0.00
297-798-719.000	WORKERS' COMPENSATION	0.00	0.00	0.00	0.00
297-798-728.000	OPERATING SUPPLIES	1,500.00	1,215.03	284.97	81.00
297-798-810.000	INSURANCE & BONDS	0.00	0.00	0.00	0.00
297-798-920.000	UTILITIES	4,858.00	532.07	4,325.93	10.95
297-798-930.000	BUILDING MAINTENANCE	9,750.00	6,717.58	3,032.42	68.90
297-798-940.000	EQUIPMENT RENTAL - BUILDING MAI	0.00	191.82	(191.82)	100.00
297-798-961.000	MISCELLANEOUS	300.00	2.47	297.53	0.82
Total Dept 798 - CASTLE		16,420.00	8,658.97	7,761.03	52.73
Dept 799 - GOULD HOUSE					
297-799-702.300	OVERTIME	0.00	67.54	(67.54)	100.00
297-799-715.000	SOCIAL SECURITY (FICA)	0.00	5.15	(5.15)	100.00
297-799-716.100	HEALTH INSURANCE	0.00	0.15	(0.15)	100.00
297-799-716.400	LIFE INSURANCE	0.00	0.90	(0.90)	100.00
297-799-716.500	DISABILITY INSURANCE	0.00	0.53	(0.53)	100.00
297-799-718.200	DEFINED CONTRIBUTION	0.00	1.55	(1.55)	100.00
297-799-810.000	INSURANCE & BONDS	0.00	0.00	0.00	0.00
297-799-920.000	UTILITIES	3,717.00	231.03	3,485.97	6.22
297-799-930.000	BUILDING MAINTENANCE	5,000.00	3,489.16	1,510.84	69.78
297-799-930.200	BLDG MAINTENANCE	0.00	0.00	0.00	0.00
297-799-940.000	EQUIPMENT RENTAL	0.00	427.28	(427.28)	100.00
297-799-961.000	MISCELLANEOUS	100.00	1,161.50	(1,061.50)	1,161.50
Total Dept 799 - GOULD HOUSE		8,817.00	5,384.79	3,432.21	61.07
Dept 800 - COMSTOCK/WOODARD					
297-800-930.000	BUILDING MAINTENANCE	500.00	104.61	395.39	20.92
Total Dept 800 - COMSTOCK/WOODARD		500.00	104.61	395.39	20.92

GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE		AVAILABLE		% BDGT USED
		AMENDED	BUDGET NORMAL	09/30/2023	(ABNORMAL)	NORMAL	(ABNORMAL)	
Fund 297 - HISTORICAL FUND								
Expenditures								
TOTAL EXPENDITURES		51,695.00		18,848.19		32,846.81		36.46
Fund 297 - HISTORICAL FUND:								
TOTAL REVENUES		52,010.00		13,976.19		38,033.81		26.87
TOTAL EXPENDITURES		51,695.00		18,848.19		32,846.81		36.46
NET OF REVENUES & EXPENDITURES		315.00		(4,872.00)		5,187.00		1,546.67

09/29/2023 10:52 AM
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CASH SUMMARY BY FUND FOR CITY OF OWOSSO
FROM 07/01/2023 TO 09/29/2023
FUND: 297
CASH AND INVESTMENT ACCOUNTS

Fund	Description	Beginning Balance 07/01/2023	Total Debits	Total Credits	Ending Balance 09/29/2023
297	HISTORICAL FUND	67,010.61	15,720.51	22,252.94	60,478.18

September 2015 - 2022 Castle Monthly Comparison Report

	Visitors	Revenue	gift shop	donations	totals
2015	241	\$997.00	\$263.50	\$65.00	\$1,325.50
2016	409	\$1,202.00	\$188.00	\$60.00	\$1,450.00
2017	222	\$1,022.00	\$492.00	\$350.68	\$1,864.68
2018	486	\$1,057.00	\$454.00	\$45.00	\$1,556.00
2019	468	\$965.00	\$297.00	\$80.00	\$1,342.00
2020					
2021	309	\$1,367.00	\$479.00	\$85.00	\$1,931.00
2022	362	\$1,526.00	\$256.00	\$516.00	\$2,298.00
2023	445	\$2,045.00	\$557.00	\$570.73	\$3,172.73

September 2023 Curwood Castle Financial Report

			Square		Cash			
Date	Adults	Kids	Admits	Gift Shop	Admits	Gift Shop	Donations	Deposits
9/1/2023	9	6	\$16.00		\$57.00	\$20.00		
9/2/2023	20	4	\$26.00	\$10.00	\$82.00			
9/3/2023	20		\$20.00		\$80.00			
9/4/2023								
9/5/2023	3			\$56.00	\$15.00	\$5.00		
9/6/2023	2				\$10.00	\$10.00		
9/7/2023	8				\$40.00	\$29.00		
9/8/2023	14		\$25.00		\$45.00	\$24.00		
9/9/2023	21	4			\$113.00	\$11.00	\$20.00	
9/10/2023	12	8	\$17.00		\$59.00	\$29.00	\$219.00	
9/11/2023								
9/12/2023	12			\$34.00	\$60.00	\$10.00		
9/13/2023	3				\$15.00			
9/14/2023	13		\$10.00		\$55.00		\$287.73	
9/15/2023	4	2		\$20.00	\$24.00	\$20.00		
9/16/2023	51	4			\$253.00	\$66.00		
9/17/2023	10	2	\$10.00		\$44.00	\$12.00		
9/18/2023								
9/19/2023	10				\$50.00			
9/20/2023	12		\$5.00	\$25.00	\$55.00	\$19.00		
9/21/2023	6	1	\$22.00	\$42.00	\$10.00			
9/22/2023	11	1	\$25.00	\$24.00	\$32.00	\$5.00		
9/23/2023	26	5	\$30.00		\$110.00	\$10.00		
9/24/2023	16	8	\$9.00		\$87.00			
9/25/2023								
9/26/2023					\$0.00			
9/27/2023	6				\$30.00			
9/28/2023	8	1	\$42.00	\$11.00		\$10.00		
9/29/2023	14	4			\$78.00	\$40.00		
9/30/2023	72	12	\$303.00		\$81.00	\$15.00	\$44.00	
Cash Totals	383	62			\$1,485.00	\$335.00	\$570.73	\$2,390.73
Square totals			\$560.00	\$222.00				\$782.00
Total								\$3,172.73

September 2023 Curwood Castle Gift Shop Report

Item	Price	# Sold	Square	Cash
Blueprint T-Shirt child S	\$10.00			
Blueprint T-shirt child M	\$10.00			
Blueprint T-shirt Child L	\$10.00	1		\$10.00
Blueprint T-shirt Child XL	\$10.00			
New T-Shirt - Adult S	\$10.00			
New T-Shirt - Adult M	\$10.00	2	\$10.00	\$10.00
New T-Shirt - Adult Large	\$10.00	3	\$20.00	\$10.00
New T-Shirt - Adult X Large	\$10.00	5	\$20.00	\$30.00
New T-shirt Adult 2XL	\$12.00			
New T-Shirt - Adult 3XL	\$12.00			
Book- Bear - reprint	\$10.00			
Books -Vintage	\$12-\$20	22	\$140.00	\$108.00
Book -My Adventure to Curwood Castle	\$10.00	4		\$40.00
Coaster - Castle Great Room	\$4.00			
Coaster - Curwood statue	\$5.00			
Coaster - Curwood Statue	\$4.00			
Coaster - Winter	\$4.00			
Souvenir Book - Gray	\$5.00	4	\$5.00	\$15.00
Souvenir Book- Yellow	\$5.00			
Glasses - Comstock Cabin	\$5.00			
Glasses - Curwood Home	\$5.00			
Glasses - Gould House	\$5.00			
Glasses - Curwood Castle	\$5.00			
DVD - The Bear	\$20.00			
Hats- Curwood Castle Black	\$15.00			
Postcards	\$1 / \$5	20	\$1.00	\$17.00
Curwood Castle Teddy Bear	\$10.00			
Magnets - small	\$3.00	2	\$6.00	
Magnets - Large	\$5.00	7		\$35.00
Mary Anderson Drawings	\$10.00	4	\$20.00	\$20.00
Castle ornament	\$10.00			
TOTALS			\$222.00	\$295.00