CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MONDAY, NOVEMBER 16, 2026
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 NOVEMBER 2, 2026:

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 - Living Nativity Scene Permission. Approve waiver of the insurance requirement and request from First United Methodist Church for the use of North Street and Water Street for a Living Nativity Scene Saturday, December 12, 2026 from 4:00pm until 10:00pm and authorize Traffic Control Order No. 1571 formalizing the action.

2. Traffic Control Order - Holiday Village. Approve request from Argus-Press for the closure of Exchange Street from Part Street through the end of Remax/Argus Parking lot entrance, Saturday

November 28, 2026 from 1:00pm until 5:00pm and authorize Traffic Control Order No. 1572 formalizing the action.

3. Traffic Control Order – Food Distribution Event. Approve waiver of insurance requirement and request from St. John's United Church of Christ for the closure of Washington Street between Oliver Street and Williams Street, Tuesday December 15, 2026 from 9:00am until 3:30pm and authorize Traffic Control Order No. 1573 formalizing the action.

4. Change Order – WTP Filters Improvements Project. Approve Change Order #3, contingent upon EGLE approval, to the WTP Filters Improvements Project contract, increasing the contract amount of $342,714.00, bring the total to $2,222,403.00, with an addition of 166 days to the contract time and further approve payment to the contractor including Change Order No. 3.
Master Plan Implementation Goals: 3.4, 3.7

ITEMS OF BUSINESS

1. Analysis of Vacant Building Ordinance Proposals. Consider directing the City Manager and City Attorney to prepare a vacant building ordinance consistent with DDA Resolution No. 03-2026 and consistent code enforcement processes and schedules for Council consideration. And further recommend Council authorize the City Manager to provide the written responses requested by the DDA and the HDC.
Master Plan Implementation Goals: 1.12, 2.3

2. Collection of Delinquent Utility Charges – Resolution No 1. Approve resolution establishing March 31 and September 30 delinquency dates for placing delinquent water and sewer charges on the tax roll.
Master Plan Implementation Goals: 3.3

3. Collection of Delinquent Utility Charges – Resolution No 2. Approve resolution discontinuing the shutoff of water service for nonpayment that was approved by voters in August 2026.
Master Plan Implementation Goals: 3.3

4. Collection of Delinquent Utility Charges – Resolution No 3. Approve resolution retaining the City's authority to shut off service for nonpayment on landlord-tenant agreements making the tenant responsible, service restored upon payment of all delinquent charges and shutoff fees.
Master Plan Implementation Goals: 3.3

5. Collection of Delinquent Utility Charges – Resolution No 4. Approve resolution retaining authority to shut off water service for nonpayment if Shiawassee County ceases reimbursing the City for delinquent utility charges placed on the tax roll.
Master Plan Implementation Goals: 3.1, 3.3

CITIZEN COMMENTS

COUNCIL COMMENTS

COMMUNICATIONS

1. Tanya S. Buckelew, Community Development Director. October 2026 Building Department Report.
2. Tanya S. Buckelew, Community Development Director. October 2026 Code Violations Report.
3. Tanya S. Buckelew, Community Development Director. October 2026 Inspections Report.
4. Tanya S. Buckelew, Community Development Director. October 2026 Rental Report.
5. Tanya S. Buckelew, Community Development Director. October 2026 Certificates Issued Report.
6. Eric E. Cherry, Police Department Captain. October 2026 Police Report.
7. Kevin D. Lenkart, Public Safety Director. October 2026 Parking Citation Report.
8. Kevin D. Lenkart, Public Safety Director. October 2026 Fire Report.

9. Downtown Development Authority. Minutes of November 04, 2026.
10. Downtown Historical District Commission. Minutes of October 21, 2026.
11. Owosso Historical Commission. Minutes of November 10, 2026.
12. WWTP Review Board. Minutes of October 27, 2026.

NEXT MEETING

Monday, December 7, 2026

BOARDS AND COMMISSIONS OPENINGS

Building Board of Appeals – Alternate - term expires June 30, 2028
Building Board of Appeals – Alternate - term expires June 30, 2027
Downtown Historic District Commission – term expires June 30, 2027
Planning Commission – 2 terms expire June 30, 2027
Planning Commission – term expires June 30, 2029
Zoning Board of Appeals – Alternate – term expires June 30, 2027
Zoning Board of Appeals – Alternate – term expires June 30, 2028

ADJOURNMENT

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