

AGENDA

OWOSSO MAIN STREET & DDA

REGULAR BOARD MEETING

Wednesday, September 3, 2025; 7:30 a.m.

Owosso City Hall; 301 W. Main St., Owosso, MI



Owosso Main Street's mission is to foster an active and thriving downtown that is the heart of our community by supporting historic preservation and promoting redevelopment, drawing both local residents and visitors to our city.

Call to order and roll call:

Review and Approval of Agenda: September 3, 2025

Review and Approval of Minutes: August 6, 2025

Public Comments:

Reports:

- Check Disbursement Report
- Revenue and Expenditure Report
- ChargePoint Report

Items of Business:

- 1) Electric Vehicle Charging Station Services
Master Plan Implementation Goals: 3.16
Owosso Main Street Strategic Plan Goals: 4.3

Committee Updates:

- Organization (Moore, Ardelean & Parzych)
- Promotion (Davis & Parzych)
- Economic Vitality (Parzych, Omer, & Howard)
- Design (Parzych)

Director Updates:

Board Comments:

Adjournment:

[The City of Owosso will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audiotapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting/hearing upon 72 hours' notice to the City of Owosso. Individuals with disabilities requiring auxiliary aids on services should contact the City of Owosso by writing or calling Amy Kirkland, City Clerk, 301 W. Main St, Owosso, MI 48867 (989) 725-0500 or on the Internet. The City of Owosso Website address is www.ci.owosso.mi.us.]

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

August 6, 2025, AT 7:30 A.M.

CALL TO ORDER: The meeting was called to order by Chair Daylen Howard at 7:30 A.M.

ROLL CALL: Taken by Lizzie Fredrick

PRESENT: Chair Daylen Howard, Mayor Robert J. Teich, Jr. and Commissioners Jill Davis, Bill Gilbert, Karen Parzych, and Jon Moore. Vice-Chair Lance Omer arrived at 7:52 a.m.

ABSENT: Commissioner Josh Ardelean

STAFF PRESENT: Lizzie Fredrick, OMS & DDA Director

AGENDA:

MOVED BY MOORE SUPPORTED BY DAVIS TO APPROVE THE AUGUST 6, 2025, OWOSSO MAIN STREET AND DOWNTOWN DEVELOPMENT AUTHORITY AGENDA AS PRESENTED.

**AYES: ALL
MOTION CARRIED**

MINUTES:

MOVED BY TEICH, SUPPORTED BY DAVIS TO APPROVE THE JULY 9, 2025, OWOSSO MAIN STREET AND DOWNTOWN DEVELOPMENT AUTHORITY ANNUAL MEETING MINUTES.

**AYE: ALL
MOTION CARRIED**

PUBLIC COMMENTS: None

REPORTS: Fredrick reviewed the July Check Disbursement Report and Revenue & Expenditure Report.

Fredrick presented July 2025 reports for Electric Vehicle Charging Station Revenue, Unique Drivers, and Session Quantity.

Fredrick confirmed the warranty for the Electric Vehicle Charging Stations ends in October 2025 and that an upgrade is being considered for one of the charging adapters.

ITEMS OF BUSINESS:

- 1. Owosso Main Street Transformation Strategy:** Fredrick reviewed the Transformation Strategy Development Plan, Measures of Success for the OMS 2025-2029 Strategic Plan, and the OMS Potential Programming Worksheet.

MOVED BY PARZYCH, SUPPORTED BY HOWARD TO ADOPT DOWNTOWN RENAISSANCE AS THE OWOSSO MAIN STREET TRANSFORMATION STRATEGY AND ADOPT THE MEASURES OF SUCCESS FOR THE OWOSSO MAIN STREET 2025-2029 STRATEGIC PLAN GOALS.

**AYE: ALL
MOTION CARRIED**

2. **2025 Owosso Main Street Self-Assessment:** Fredrick presented the Main Street Self-Assessment Tool to be completed for the national accreditation process.

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

COMMITTEE UPDATES:

1. **Organization:** Moore announced the fall volunteer recruitment event will be on September 6th from 9:00 a.m. to 12:00 p.m. at Foster Coffee Company.

Moore noted that the Organization Committee has begun discussing plans for the 2025 Volunteer Appreciation Event.

2. **Promotion:** Davis shared that social media highlights have begun for the businesses that opted out of the Chocolate Walk reimbursement and reminded the Board that the Trick or Treat Main Street Meetup for downtown business owners takes place on August 7th.

Davis and Teich provided a recap of National Night Out.

3. **Economic Vitality:** Fredrick shared that the Economic Vitality Committee will be discussing ways to increase engagement with Business of the Month nominees that have not received the award.

Parzych noted that the Economic Vitality Committee is working with the Michigan Small Business Development Center on marketing for the Revolving Loan & Grant Program.

4. **Design:** Parzych said the July Design Committee meeting focused on plans for the seasonal transition from downtown's flowers to fall decorations.

DIRECTOR UPDATES: Fredrick announced that Amy's Place was selected as a Match on Main grant recipient by the Michigan Economic Development Corporation.

Fredrick provided updates on the Main Street Plaza Masonry Repair 2.0, Main Street Plaza landscaping project, and the South Washington Street welcome sign repair and planter removal project.

Fredrick reminded the Board of upcoming events including Owosso Vintage Motorcycle Days on August 22nd and 23rd and the Downtown Fall Cleanup on October 3rd and 4th.

BOARD COMMENTS: None

ADJOURNMENT:

MOVED BY MOORE, SUPPORTED BY DAVIS TO ADJOURN AT 8:46 A.M.

AYES: ALL

MOTION CARRIED

NEXT MEETING SEPTEMBER 3, 2025.

08/29/2025 09:39 AM
User: ELFredrick
DB: Owosso

CHECK DISBURSEMENT REPORT FOR CITY OF OWOSSO
CHECK DATE FROM 08/01/2025 - 08/29/2025

Page 1/2

| Check Date | Bank | Check # | Payee | Description | Account | Dept | Amount |
|--|------|-------------|---------------------------------|--------------------------------------|---------|------|----------|
| Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY | | | | | | | |
| 08/01/2025 | 1 | 12006 (A) | B S & A SOFTWARE | CONTRACTUAL SERVICES | 818.000 | 200 | 566.50 |
| 08/01/2025 | 1 | 12007 (A) | BRUCKMAN STORAGE LLC | 15X40 MONTHLY STORAGE UNIT | 818.000 | 200 | 1,200.00 |
| 08/01/2025 | 1 | 12052 (E) | MAILCHIMP | OPERATING SUPPLIES - DDA | 728.000 | 200 | 22.52 |
| 08/01/2025 | 1 | 138488 | AJ MORRIS | OMS WEBSITE MANAGEMENT | 818.000 | 200 | 1,200.00 |
| 08/01/2025 | 1 | 138514 | SMITH LAWNSCAPES LLC | DOWNTOWN LANDSCAPE SERVICES | 818.000 | 200 | 3,755.08 |
| 08/15/2025 | 1 | 12058 (A) | CAKEY CAKES LLC | DOZEN BAGELS | 818.000 | 707 | 50.00 |
| | | | | CHEESY BAGELS | 818.000 | 707 | 3.00 |
| | | | | TUB OF PLAIN CREAM CHEESE | 818.000 | 707 | 20.00 |
| | | | | CHECK 1 12058(A) TOTAL FOR FUND 248: | | | 73.00 |
| 08/15/2025 | 1 | 12061 (A) | CONSUMERS ENERGY | ELECTRICITY-EV STATION | 920.100 | 200 | 603.99 |
| 08/15/2025 | 1 | 12071 (A) # | GILBERT'S DO IT BEST HARDWARE & | JULY PURCHASES | 818.000 | 706 | 21.99 |
| | | | | JULY PURCHASES | 818.000 | 706 | 43.98 |
| | | | | JULY PURCHASES | 818.000 | 706 | 70.47 |
| | | | | JULY PURCHASES | 818.000 | 707 | 75.00 |
| | | | | CHECK 1 12071(A) TOTAL FOR FUND 248: | | | 211.44 |
| 08/15/2025 | 1 | 12085 (A) | QUADIEN FINANCE USA INC | OPERATING SUPPLIES | 728.000 | 200 | 3.45 |
| 08/15/2025 | 1 | 12087 (A) | S L H METALS INC | 5 MAIN ST PLAZA SCULPTURES | 818.000 | 706 | 625.00 |
| 08/15/2025 | 1 | 138521 | AMERICAN SPEEDY PRINTING | 100 1/2 PAGE FLYERS | 818.770 | 705 | 35.00 |
| 08/15/2025 | 1 | 138553 | TESS PASSINAULT PHOTO LLC | NAIL BOUTIQUE PHOTO SESSION | 818.000 | 707 | 75.00 |
| | | | | MARCH BIZ OF THE MONTH SERVICE | 818.000 | 707 | 75.00 |
| | | | | CHECK 1 138553 TOTAL FOR FUND 248: | | | 150.00 |
| 08/15/2025 | 1 | 138554 | VANATTAS FLOWER SHOP INC. | MAIN ST PLAZA FLOWERS | 818.000 | 706 | 256.44 |
| 08/29/2025 | 1 | 12101 (A) # | AMAZON CAPITAL SERVICES | DDA ORDER 8-18-2025 | 818.000 | 705 | 12.99 |
| | | | | DDA ORDER 8-18-2025 | 818.000 | 706 | 59.99 |
| | | | | CHECK 1 12101(A) TOTAL FOR FUND 248: | | | 72.98 |

08/29/2025 09:39 AM
User: ELFredrick
DB: Owosso

CHECK DISBURSEMENT REPORT FOR CITY OF OWOSSO
CHECK DATE FROM 08/01/2025 - 08/29/2025

Page 2/2

| Check Date | Bank | Check # | Payee | Description | Account | Dept | Amount |
|--|------|-------------|---------------------------------|---|---------|------|-----------------|
| Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY | | | | | | | |
| 08/29/2025 | 1 | 12135 (A) # | SHATTUCK SPECIALTY ADVERTISING | SPONSOR ACKNOWLEDGEMENT SIGNAGE | 818.000 | 704 | 80.00 |
| | | | | MOTORCYCLE DAYS T-SHIRTS | 818.770 | 705 | 567.00 |
| | | | | BANDANAS | 818.770 | 705 | 522.50 |
| | | | | CATEGORY TROPHIES | 818.770 | 705 | 252.00 |
| | | | | 1ST, 2ND, 3RD OVERALL TROPHIES | 818.770 | 705 | 66.00 |
| | | | | CHECK 1 12135 (A) TOTAL FOR FUND 248: | | | <u>1,487.50</u> |
| 08/29/2025 | 1 | 12142 (A) | VERIZON WIRELESS | DDA | 920.300 | 200 | 43.34 |
| 08/29/2025 | 1 | 12148 (E) | MAILCHIMP | OPERATING SUPPLIES - DDA | 728.000 | 200 | 22.52 |
| 08/29/2025 | 1 | 138572 | FOSTER COFFEE COMPANY LLC | HOT & COLD COFFEE W/ MILK FOR MEETING | 818.000 | 707 | 45.99 |
| 08/29/2025 | 1 | 138583 | SLOAN'S SEPTIC TANK SERVICE INC | MOTORCYCLE DAYS PORTABLE BATHROOMS | 818.770 | 705 | 420.00 |
| 08/29/2025 | 1 | 138584 | SMITH LAWNSCAPES LLC | DOWNTOWN LANDSCAPE SERVICES | 818.000 | 200 | 3,755.08 |
| | | | | Total for fund 248 DOWNTOWN DEVELOPMENT AUTHORITY | | | 14,549.83 |

'#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

PERIOD ENDING 12/31/2025

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

| GL NUMBER | DESCRIPTION | 2025-26 | YTD BALANCE | ACTIVITY FOR | | AVAILABLE | % BDGT USED |
|---|---------------------------------------|----------------|-------------------|------------------|---------------------|-------------------|----------------|
| | | AMENDED BUDGET | 12/31/2025 | MONTH 12/31/2025 | INCREASE (DECREASE) | BALANCE | |
| | | | NORMAL (ABNORMAL) | | | NORMAL (ABNORMAL) | |
| Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY | | | | | | | |
| Revenues | | | | | | | |
| Dept 000 - REVENUE | | | | | | | |
| 248-000-402.000 | GENERAL PROPERTY TAX | 38,977.00 | 35,286.54 | 0.00 | | 3,690.46 | 90.53 |
| 248-000-402.100 | TIF | 229,031.00 | 0.00 | 0.00 | | 229,031.00 | 0.00 |
| 248-000-540.000 | STATE SOURCES | 0.00 | 0.00 | 0.00 | | 0.00 | 0.00 |
| 248-000-573.000 | LOCAL COMMUNITY STABILIZATION SHARE | 26,000.00 | 0.00 | 0.00 | | 26,000.00 | 0.00 |
| 248-000-605.200 | CHARGE FOR SERVICES RENDERED | 0.00 | 0.00 | 0.00 | | 0.00 | 0.00 |
| 248-000-665.000 | INTEREST INCOME | 5,000.00 | 796.49 | 0.00 | | 4,203.51 | 15.93 |
| 248-000-670.000 | LOAN PRINCIPAL | 0.00 | 0.00 | 0.00 | | 0.00 | 0.00 |
| 248-000-670.100 | LOAN INTEREST | 1,260.00 | 226.23 | 0.00 | | 1,033.77 | 17.95 |
| 248-000-674.200 | DONATIONS | 0.00 | 0.00 | 0.00 | | 0.00 | 0.00 |
| 248-000-674.300 | INCOME-ECNMC RESTRUCTING | 0.00 | 0.00 | 0.00 | | 0.00 | 0.00 |
| 248-000-674.400 | INCOME-PROMOTION | 13,000.00 | 1,383.00 | 0.00 | | 11,617.00 | 10.64 |
| 248-000-674.500 | INCOME-ORGANIZATION | 0.00 | 1,000.00 | 0.00 | | (1,000.00) | 100.00 |
| 248-000-674.600 | INCOME-DESIGN | 0.00 | 0.00 | 0.00 | | 0.00 | 0.00 |
| 248-000-674.700 | EV STATION REVENUE | 6,500.00 | 1,641.24 | 0.00 | | 4,858.76 | 25.25 |
| 248-000-675.000 | MISCELLANEOUS | 0.00 | 0.00 | 0.00 | | 0.00 | 0.00 |
| 248-000-699.101 | TRANFERS FROM GENERAL FUND | 36,286.00 | 0.00 | 0.00 | | 36,286.00 | 0.00 |
| 248-000-699.287 | ARPA TRANSFER IN | 0.00 | 0.00 | 0.00 | | 0.00 | 0.00 |
| Total Dept 000 - REVENUE | | 356,054.00 | 40,333.50 | 0.00 | | 315,720.50 | 11.33 |
| TOTAL REVENUES | | 356,054.00 | 40,333.50 | 0.00 | | 315,720.50 | 11.33 |
| Expenditures | | | | | | | |
| Dept 200 - GEN SERVICES | | | | | | | |
| 248-200-728.000 | OPERATING SUPPLIES | 2,000.00 | 48.49 | 0.00 | | 1,951.51 | 2.42 |
| 248-200-751.000 | GAS & OIL | 0.00 | 0.00 | 0.00 | | 0.00 | 0.00 |
| 248-200-801.000 | PROFESSIONAL SERVICES: ADMINISTRATIVE | 0.00 | 0.00 | 0.00 | | 0.00 | 0.00 |
| 248-200-810.000 | INSURANCE & BONDS | 3,172.00 | 1,567.12 | 0.00 | | 1,604.88 | 49.40 |
| 248-200-818.000 | CONTRACTUAL SERVICES | 90,000.00 | 10,476.66 | 0.00 | | 79,523.34 | 11.64 |
| 248-200-818.500 | AUDIT | 608.00 | 0.00 | 0.00 | | 608.00 | 0.00 |
| 248-200-920.000 | UTILITIES | 3,000.00 | 0.00 | 0.00 | | 3,000.00 | 0.00 |
| 248-200-920.100 | ELECTRICITY-EV STATION | 5,000.00 | 603.99 | 0.00 | | 4,396.01 | 12.08 |
| 248-200-920.300 | TELEPHONE | 520.00 | 43.34 | 0.00 | | 476.66 | 8.33 |
| 248-200-930.000 | BUILDING MAINTENANCE - DPW | 40,000.00 | 0.00 | 0.00 | | 40,000.00 | 0.00 |
| 248-200-940.000 | EQUIPMENT RENTAL - DPW | 10,000.00 | 415.68 | 0.00 | | 9,584.32 | 4.16 |
| 248-200-955.000 | MEMBERSHIPS & DUES | 800.00 | 0.00 | 0.00 | | 800.00 | 0.00 |
| 248-200-956.000 | EDUCATION & TRAINING | 4,000.00 | 0.00 | 0.00 | | 4,000.00 | 0.00 |
| 248-200-969.000 | DEVELOPER REIMBURSEMENT | 0.00 | 0.00 | 0.00 | | 0.00 | 0.00 |
| 248-200-995.101 | TRANSFER TO GENERAL FUND | 84,500.00 | 0.00 | 0.00 | | 84,500.00 | 0.00 |
| 248-200-995.243 | TRANSFER TO BROWNFIELDS | 33,465.00 | 0.00 | 0.00 | | 33,465.00 | 0.00 |
| Total Dept 200 - GEN SERVICES | | 277,065.00 | 13,155.28 | 0.00 | | 263,909.72 | 4.75 |
| Dept 261 - GENERAL ADMIN | | | | | | | |
| 248-261-702.100 | SALARIES | 69,272.00 | 9,017.66 | 0.00 | | 60,254.34 | 13.02 |
| 248-261-702.200 | WAGES | 250.00 | 320.71 | 0.00 | | (70.71) | 128.28 |
| 248-261-702.300 | OVERTIME | 500.00 | 0.00 | 0.00 | | 500.00 | 0.00 |
| 248-261-702.800 | ACCRUED SICK LEAVE | 0.00 | 0.00 | 0.00 | | 0.00 | 0.00 |
| 248-261-703.000 | OTHER COMPENSATION | 0.00 | 0.00 | 0.00 | | 0.00 | 0.00 |
| 248-261-715.000 | SOCIAL SECURITY (FICA) | 5,357.00 | 695.72 | 0.00 | | 4,661.28 | 12.99 |

PERIOD ENDING 12/31/2025

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

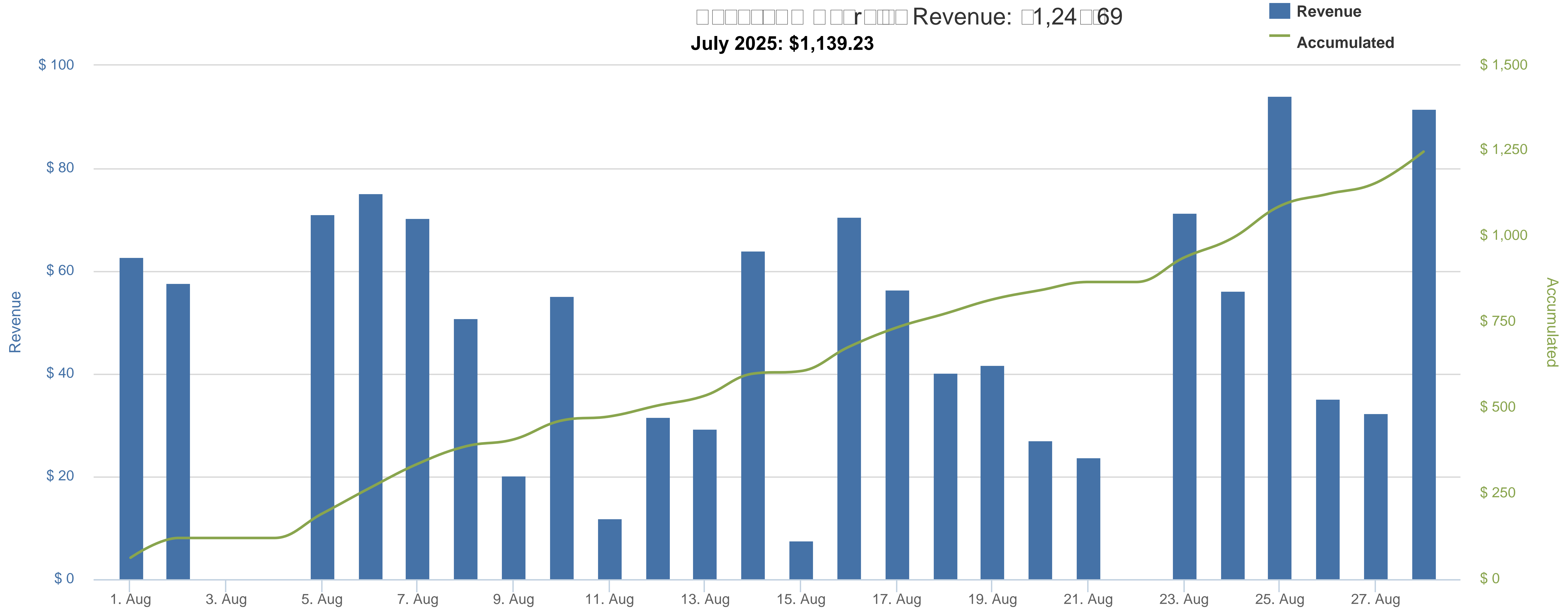
| | | 2025-26 | YTD BALANCE | ACTIVITY FOR | AVAILABLE | |
|---|------------------------------|----------------|-------------------|---------------------|-------------------|-------------|
| GL NUMBER | DESCRIPTION | AMENDED BUDGET | NORMAL (ABNORMAL) | MONTH 12/31/2025 | BALANCE | % BDGT USED |
| | | | | INCREASE (DECREASE) | NORMAL (ABNORMAL) | |
| Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY | | | | | | |
| Expenditures | | | | | | |
| 248-261-716.100 | HEALTH INSURANCE | 7,718.00 | 1,269.08 | 0.00 | 6,448.92 | 16.44 |
| 248-261-716.200 | DENTAL INSURANCE | 369.00 | 63.65 | 0.00 | 305.35 | 17.25 |
| 248-261-716.300 | OPTICAL INSURANCE | 52.00 | 8.64 | 0.00 | 43.36 | 16.62 |
| 248-261-716.400 | LIFE INSURANCE | 467.00 | 88.44 | 0.00 | 378.56 | 18.94 |
| 248-261-716.500 | DISABILITY INSURANCE | 905.00 | 140.06 | 0.00 | 764.94 | 15.48 |
| 248-261-717.000 | UNEMPLOYMENT INSURANCE | 10.00 | 0.00 | 0.00 | 10.00 | 0.00 |
| 248-261-718.200 | DEFINED CONTRIBUTION | 6,234.00 | 828.50 | 0.00 | 5,405.50 | 13.29 |
| 248-261-719.000 | WORKERS' COMPENSATION | 388.00 | 67.84 | 0.00 | 320.16 | 17.48 |
| Total Dept 261 - GENERAL ADMIN | | 91,522.00 | 12,500.30 | 0.00 | 79,021.70 | 13.66 |
| Dept 704 - ORGANIZATION | | | | | | |
| 248-704-728.000 | SUPPLIES | 150.00 | 0.00 | 0.00 | 150.00 | 0.00 |
| 248-704-818.000 | WORK PLAN EXPENDITURE | 1,500.00 | 80.00 | 0.00 | 1,420.00 | 5.33 |
| Total Dept 704 - ORGANIZATION | | 1,650.00 | 80.00 | 0.00 | 1,570.00 | 4.85 |
| Dept 705 - PROMOTION | | | | | | |
| 248-705-802.000 | ADVERTISEMENT | 700.00 | 0.00 | 0.00 | 700.00 | 0.00 |
| 248-705-818.000 | WORK PLAN EXPENDITURES | 1,000.00 | 12.99 | 0.00 | 987.01 | 1.30 |
| 248-705-818.730 | ART WALK | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 248-705-818.750 | GLOW | 10,000.00 | 0.00 | 0.00 | 10,000.00 | 0.00 |
| 248-705-818.760 | RETAIL EVENTS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 248-705-818.770 | MOTORCYCLE DAYS | 2,500.00 | 1,862.50 | 0.00 | 637.50 | 74.50 |
| 248-705-818.780 | CHOCOLATE WALK | 750.00 | 0.00 | 0.00 | 750.00 | 0.00 |
| 248-705-818.790 | NYE BLOCK PARTY | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Dept 705 - PROMOTION | | 14,950.00 | 1,875.49 | 0.00 | 13,074.51 | 12.55 |
| Dept 706 - DESIGN | | | | | | |
| 248-706-818.000 | WORK PLAN EXPENDITURES | 10,000.00 | 1,077.87 | 0.00 | 8,922.13 | 10.78 |
| 248-706-818.700 | CONTRACTUAL SERVICES-FLOWERS | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Dept 706 - DESIGN | | 10,000.00 | 1,077.87 | 0.00 | 8,922.13 | 10.78 |
| Dept 707 - ECONOMIC VITALITY | | | | | | |
| 248-707-818.000 | WORK PLAN EXPENDITURES | 2,000.00 | 268.99 | 0.00 | 1,731.01 | 13.45 |
| Total Dept 707 - ECONOMIC VITALITY | | 2,000.00 | 268.99 | 0.00 | 1,731.01 | 13.45 |
| Dept 901 - CAPITAL OUTLAY | | | | | | |
| 248-901-965.585 | CAPITAL CONTRIBUTION-DDA | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Dept 901 - CAPITAL OUTLAY | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Dept 905 - DEBT SERVICE | | | | | | |
| 248-905-991.100 | PRINCIPAL | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

PERIOD ENDING 12/31/2025

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

| GL NUMBER | DESCRIPTION | 2025-26 | YTD BALANCE | ACTIVITY FOR | | AVAILABLE | % BDGT USED |
|--|---------------------------------|----------------|-------------------|--------------|------------|-------------------|----------------|
| | | AMENDED BUDGET | 12/31/2025 | MONTH | 12/31/2025 | BALANCE | |
| | | | NORMAL (ABNORMAL) | INCREASE | (DECREASE) | NORMAL (ABNORMAL) | |
| Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY | | | | | | | |
| Expenditures | | | | | | | |
| 248-905-992.000 | PAYING AGENT FEES | 0.00 | 0.00 | | 0.00 | 0.00 | 0.00 |
| 248-905-993.000 | INTEREST | 0.00 | 0.00 | | 0.00 | 0.00 | 0.00 |
| Total Dept 905 - DEBT SERVICE | | 0.00 | 0.00 | | 0.00 | 0.00 | 0.00 |
| Dept 966 - TRANSFERS OUT | | | | | | | |
| 248-966-995.304 | TRANSFER TO DEBT 2009 LTGO FUND | 0.00 | 0.00 | | 0.00 | 0.00 | 0.00 |
| Total Dept 966 - TRANSFERS OUT | | 0.00 | 0.00 | | 0.00 | 0.00 | 0.00 |
| TOTAL EXPENDITURES | | 397,187.00 | 28,957.93 | | 0.00 | 368,229.07 | 7.29 |
| Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY: | | | | | | | |
| TOTAL REVENUES | | 356,054.00 | 40,333.50 | | 0.00 | 315,720.50 | 11.33 |
| TOTAL EXPENDITURES | | 397,187.00 | 28,957.93 | | 0.00 | 368,229.07 | 7.29 |
| NET OF REVENUES & EXPENDITURES | | (41,133.00) | 11,375.57 | | 0.00 | (52,508.57) | 27.66 |

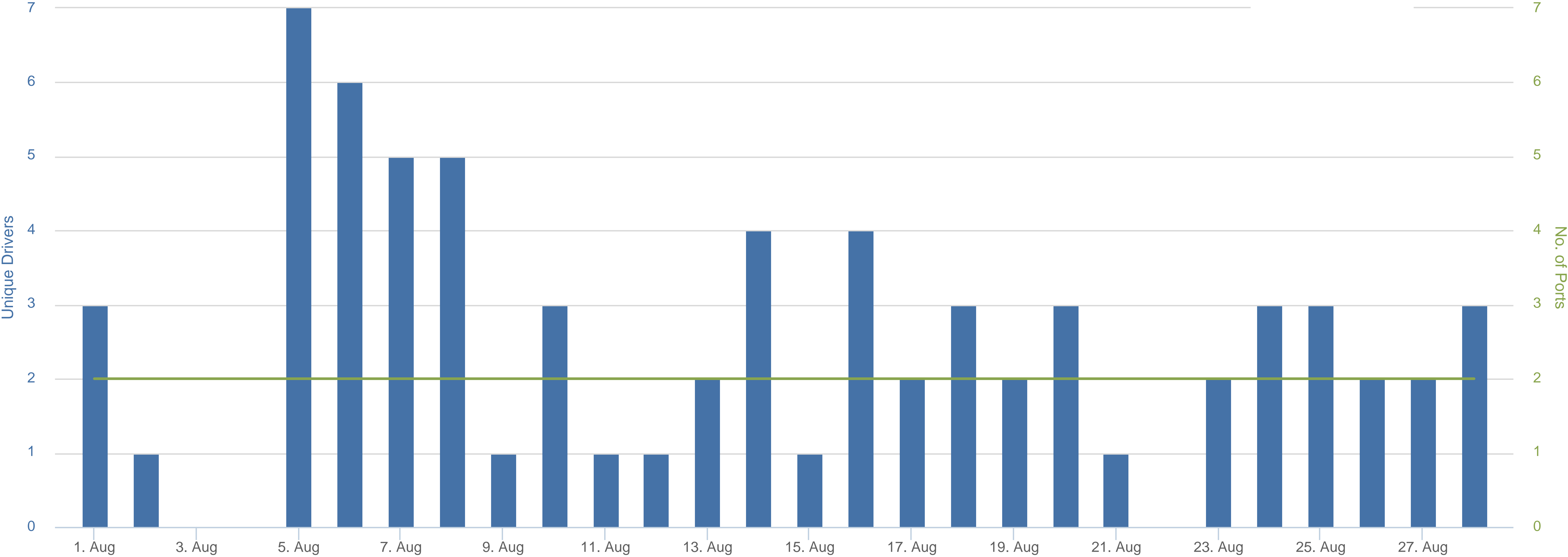
Revenue: 1,2469
July 2025: \$1,139.23



2025 Unique Drivers: 46

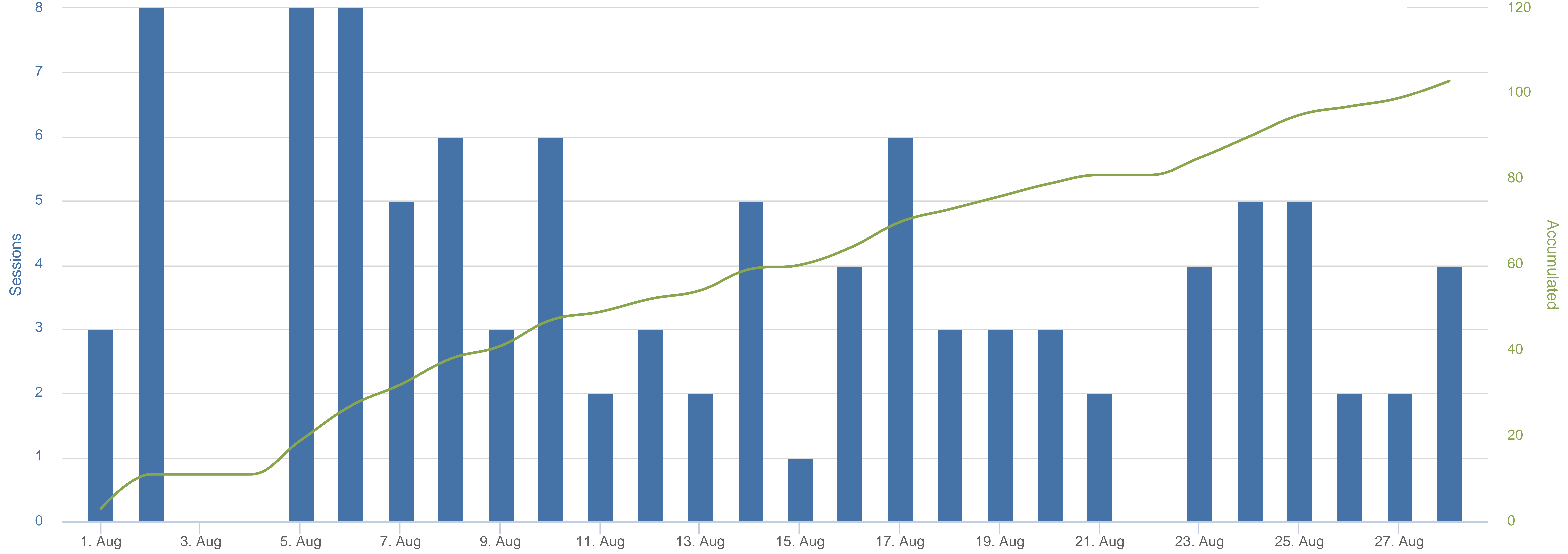
July 2025: 33

Unique Drivers
No. of Ports



2025 Sessions: 10
July 2025: 96

Sessions
Accumulated





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

MEMORANDUM

DATE: September 3, 2025

TO: Owosso Main Street & Downtown Development Authority

FROM: Lizzie Fredrick, OMS & DDA Executive Director

SUBJECT: Electric Vehicle Charging Station Services

BACKGROUND:

In 2020, Owosso Main Street & Downtown Development Authority was awarded a loan of \$34,257.00 from the Revolving Loan & Grant Program to pair with a grant award for the 2021 purchase, installation, three-year software service and maintenance (Cloud Plan), and three-year warranty of two Level 3 (Fast Charge) Electric Vehicle Charging Stations (EV Chargers). One year of Cloud Plan and one year of warranty were complimentary with the purchase.

The Cloud Plan and warranty for the EV Chargers will expire on October 23, 2025. Attached are quotes for the renewal of the Cloud Plan and warranty for the Board's consideration.

A cost estimate has also been provided for an upgrade of the CHAdeMo cable to a NACS cable. The EV Chargers currently have CCS1 and CHAdeMo cables. All Electric Vehicles will eventually use NACS cables, which Tesla vehicles currently use, making the Main Street Plaza charging cables obsolete. CHAdeMO cables specifically charge the Nisan Leaf, which will be discontinued in 2025.

With a potential increase to EV Charger related expenses, staff have included existing rates for the Board's consideration of a rate increase.

June 2025 EV Actual Revenue: \$794.39

June 2025 Flex Billing Remittance: \$674.52

June 2025 EV Energy Bill: \$490.92

FY24-25 EV Remittance Revenue: \$8,735.57

FY24-25 EV Energy Expenditures: \$5,416.82

FY24-25 Net: \$3,318.75 / 12 = \$276.56 a month

ChargePoint Cost Estimates

3-Year Cloud Plan & 1-Year Warranty: $\$11,900 / 36 = \text{approx. } \330.55 a month

3-Year Cloud Plan Only: $\$6,840 / 36 = \190 a month

1-Year Cloud Plan Only: $\$2,400.00 / 12 = \200 a month

Future Energy Cable Upgrade Cost Estimate

\$5,900 (\$2,950 ea.)

\$1,000 Installation*

*Future Energy estimated approx. \$500 for local electrician installation

Current EV Charging Rates

.35 per kwh

.75 per min after 30 min. Grace Period

Max Fee \$50

Going Rates for Fast Chargers

.40 to .45 per kwh

.50 one-time Session Fee

10 to 15 min. Grace Period

FISCAL IMPACT:

Fiscal impact will be dependent upon the OMS & DDA course of action.

MOTION TO CONSIDER:

Motion to be determined during discussion.

Attachments:

ChargePoint 3-Year Cloud Plan & 1-Year Warranty Cost Estimate

ChargePoint 1-Year Cloud Plan Cost Estimate

Future Energy Cable Upgrade Cost Estimate

Additional ChargePoint Reports

Quotation

ChargePoint, Inc.
Driving a Better Way™
chargepoint.com

Sales Representative: Benjoe Pamintuan
E-Mail: benjoe.pamintuan@ext.chargepoint.com
Telephone:

Quote Number: Q-575506-1
Date: 8/27/2025
Expires On: 10/23/2025

ChargePoint Org Name: Owosso Main Street
ChargePoint Org: NA026407

Primary Contact: Lizzie Fredick

ChargePoint Cloud Plans

| Product Name | Product Description | Quantity | End Date | Total Price (USD) |
|-------------------------|--|----------|------------|-------------------|
| CPCLD-ENTERPRISE-DC-REN | Coterminous renewal, Enterprise Cloud Plan subscription with advanced station management features such as: Custom Video uploads, and Automatic Software Updates, driver and fleet management features including: Access Control and Pricing & Automatic Payment Collection, as well as advanced energy and power management features which include: Time of Use Power Sharing and Energy Management APIs. Real-time dashboards and reports provided for applicable features including 15 min meter data readings and associated advanced energy reports. | 2.0 | 10/23/2028 | 6,840.00 |

ChargePoint Assure Maintenance and Management

| Product Name | Product Description | Quantity | End Date | Total Price (USD) |
|-------------------|--|----------|------------|-------------------|
| CPE250-ASSURE-REN | Prepaid coterminous renewal of ChargePoint Assure for CPE250 stations. Includes Parts and Labor Warranty, Remote Technical Support, On-Site Repairs when needed, Unlimited Configuration Changes, and Reporting. | 2.0 | 10/23/2026 | 5,060.00 |

Total : USD 11,900.00

Quotation

ChargePoint, Inc.
Driving a Better Way™
chargepoint.com

Sales Representative: Benjoe Pamintuan
E-Mail: benjoe.pamintuan@ext.chargepoint.com
Telephone:

Quote Number: Q-555044-2
Date: 8/29/2025
Expires On: 9/21/2025

ChargePoint Org Name: Owosso Main Street
ChargePoint Org: NA026407

Primary Contact:

ChargePoint Cloud Plans

| Product Name | Product Description | Quantity | End Date | Total Price (USD) |
|-------------------------|--|----------|------------|-------------------|
| CPCLD-ENTERPRISE-DC-REN | Coterminous renewal, Enterprise Cloud Plan subscription with advanced station management features such as: Custom Video uploads, and Automatic Software Updates, driver and fleet management features including: Access Control and Pricing & Automatic Payment Collection, as well as advanced energy and power management features which include: Time of Use Power Sharing and Energy Management APIs. Real-time dashboards and reports provided for applicable features including 15 min meter data readings and associated advanced energy reports. | 2.0 | 10/23/2026 | 2,400.00 |

Total : USD 2,400.00

Re: Owosso Main Street Charging Stations

From Tino Sida <tino.sida@futureenergy.com>

Date Thu 8/28/2025 11:07 AM

To Lizzie L. Fredrick <lizzie.fredrick@ci.owosso.mi.us>





Lizzie,

Call me when you have a minute. Your chargers are LV3, not LV2 as I thought.
The rebates/incentives offered by Consumers Energy are for LV2 chargers, these would not qualify.

The NACS cable replacement cable is \$2,950/per unit. It would replace the CHAdeMO cable.

If you made the update you would have a CCS1 and a NACS port on each charger.

Station Details

| MAIN ST PLAZA MAIN ST PLAZA 1 | MAIN ST PLAZA MAIN ST PLAZA 2 |
|--|--|
| ChargePoint Less Details https://www.chargepoint.com Network Support Number: +1 888-758-4389 Sign Up https://signup.chargepoint.com | ChargePoint More Details |
| Energy 0.35 USD per kWh Parking (While not charging) 0.75 USD per minute After 30 mins of grace Period Parking (While plugged in) Free Max Fee 50 USD | Energy 0.35 USD per kWh Parking (While not charging) 0.75 USD per minute After 30 mins of grace Period Parking (While plugged in) Free Max Fee 50 USD |
| Plugs <div><div>Available  CHAdeMO 62.5 kW</div><div>Available  CCS1 62 kW</div></div> | Plugs <div><div> CHAdeMO 62.5 kW</div><div> CCS1 62 kW</div></div> |

[Book time with Tino Sida](#)

Tino Sida

Director of Accounts

O: 586.782.4000 | M: 817.521.2667

E: tino.sida@futureenergy.com

Corporate Headquarters

3250 West Big Beaver Road | Suite 520

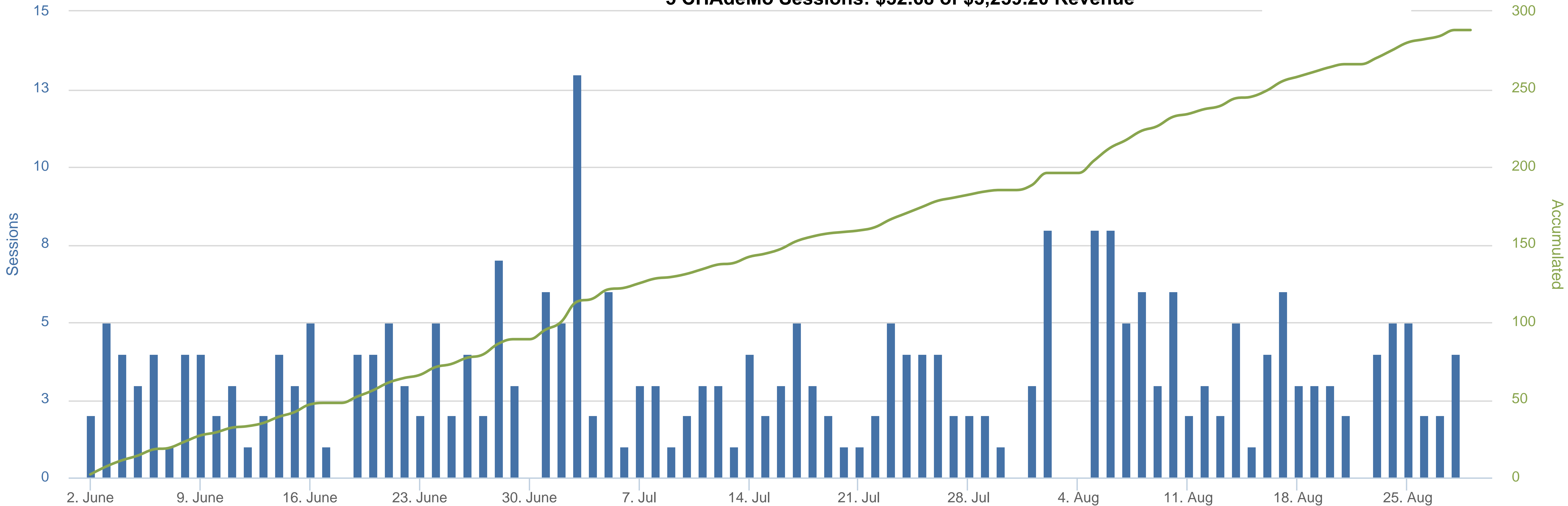
Troy | Michigan | 48084

www.futureenergy.com

2 Sessions Last 90 Days

5 CHAdemo Sessions: \$32.68 of \$3,259.20 Revenue

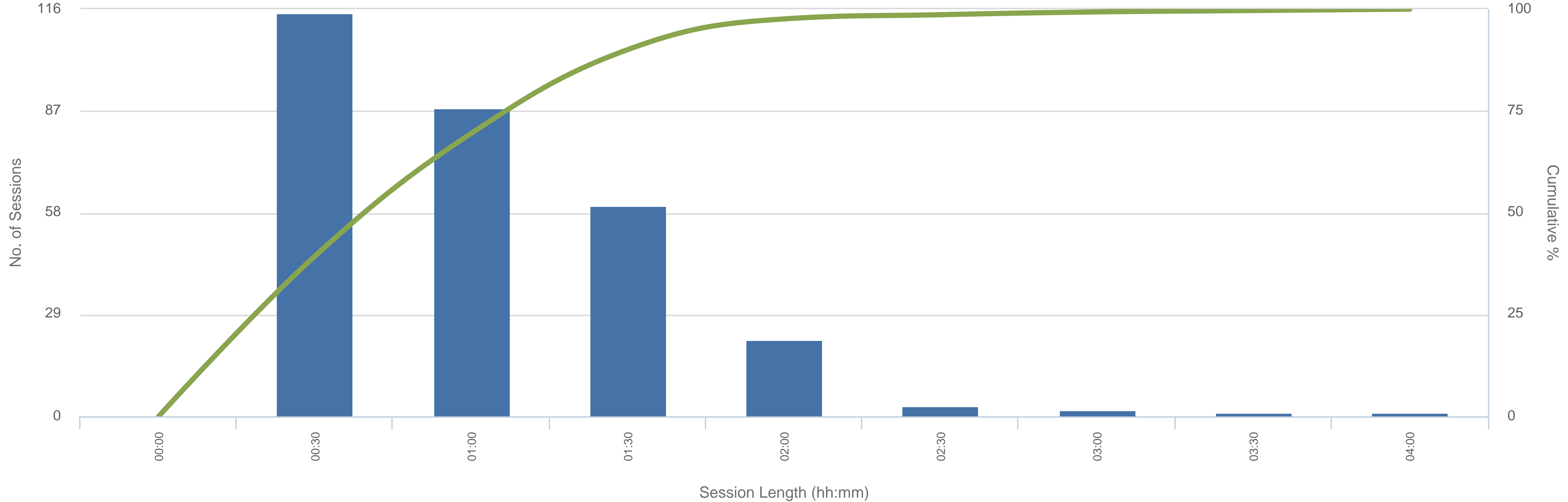
Sessions
Accumulated



Session Length Histogram Last 90 Days

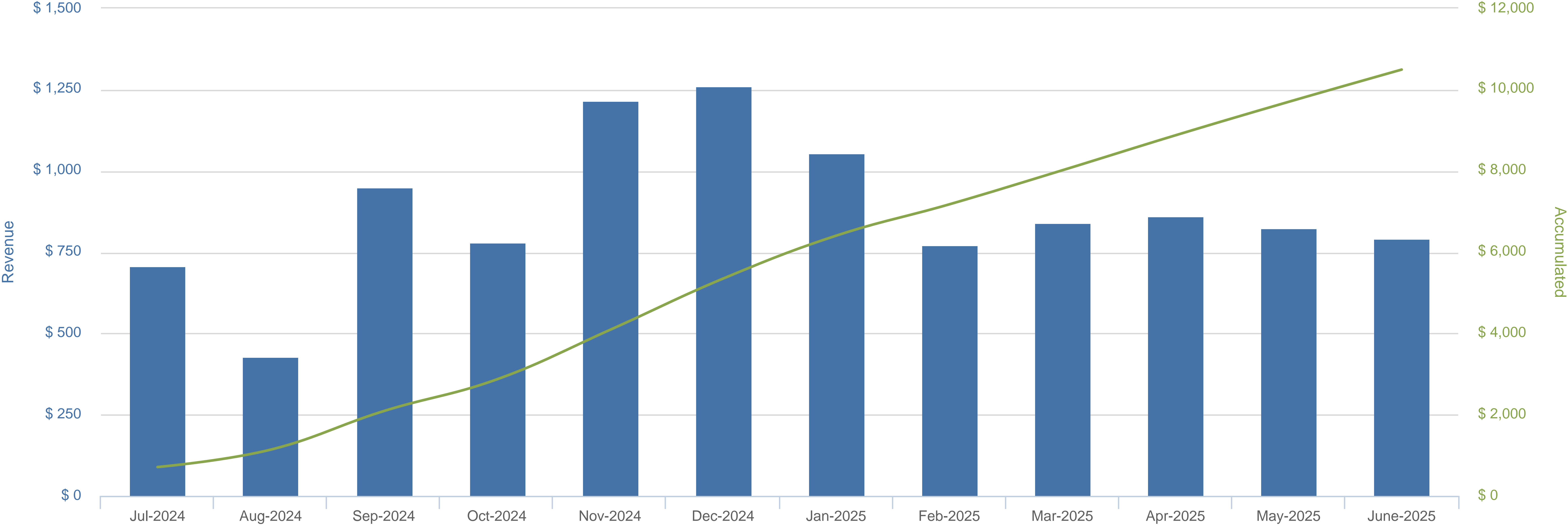
Avg. Session Length = 00:44:27.5821

No. of Sessions
Cumulative %



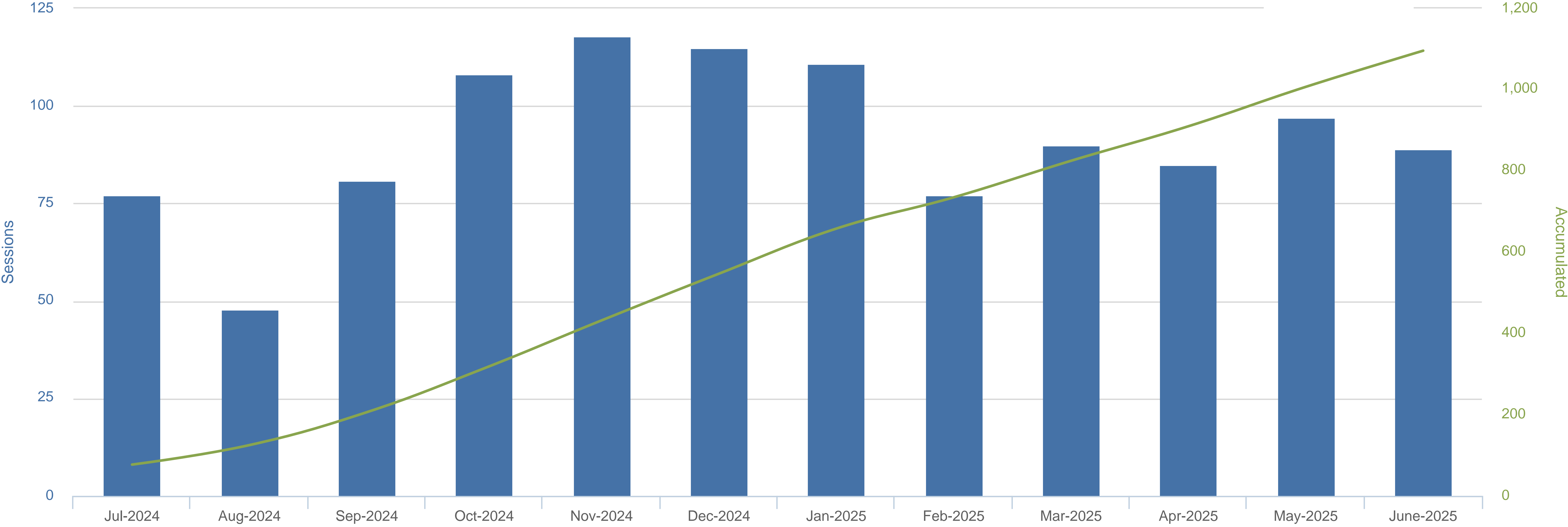
FY 24-25 Revenue: \$10,494.19
Last Fiscal Year Revenue: \$4,142.63

Revenue
Accumulated



FY 24-25 Sessions: 1,096
Last Fiscal Year Sessions: 508

Sessions
Accumulated



MINUTES

OMS ORGANIZATION COMMITTEE

REGULAR MEETING

Tuesday, August 12, 2025, 2:00 p.m.

City Hall; 301 W. Main Street



Owosso Main Street's mission is to foster an active and thriving downtown that is the heart of our community by supporting historic preservation and promoting redevelopment, drawing both local residents and visitors to our city.

Called to order at 2:00 p.m.

Present: J. Moore

Absent: J. Adams, J. Ardelean, and K. Parzych

Staff: L. Fredrick

Newsletter Subscriptions

Moore and Fredrick subscribed the emails collected at National Night Out to the monthly Community Newsletter and randomly selected a winner for The Sideline Sports Bar gift card giveaway.

Volunteer Recruitment Event

Moore and Fredrick created a landing page for the OMS Volunteer Database Email List and discussed creating a general OMS one page handout for presentations, volunteer recruitment, and sponsorship asks.

OMS FY24-25 Impact Report

Moore and Fredrick reviewed past OMS Impact Reports and discussed potential programming to highlight for Fiscal Year 2024-2025.

Director Updates:

None

Committee Comments:

None

Next Meeting:

Tuesday, September 9th at 2:00 p.m. at City Hall; 301 W. Main Street

MINUTES

*OWOSSO MAIN STREET
PROMOTION COMMITTEE*

REGULAR MEETING

Thursday, August 14, 2025, 8:00 a.m.
City Hall; 301 W. Main Street



Owosso Main Street's mission is to foster an active and thriving downtown that is the heart of our community by supporting historic preservation and promoting redevelopment, drawing both local residents and visitors to our city.

Called to order at 8:00 a.m.

Present: J. Davis and B. Atkins

Absent: K. Parzych, S. Maginity and P. Vreibel

Staff: L. Fredrick

Downtown Owosso Trick or Treat

Committee recapped the Trick or Treat Main Street Meetup and finalized plans for a QR code scavenger hunt that was developed during the Meetup.

Davis suggested hosting the Promotion Committee's next Meetup during the evening now that two have taken place in the morning.

Q2 Downtown Photos

Committee discussed October, November, and December photo assignments for The Mattesons Photography.

Committee agreed to include the Downtown Fall Cleanup, Revolving Loan & Grant Program Main Street Meetup, Holiday Decoration Installation, Holiday Décor, and Winter Landscapes.

Davis volunteered to confirm The Mattesons Photography availability for Glow Owosso.

Director Updates:

Fredrick reminded the Committee that they had asked to get public feedback with a survey to help determine the project that will be paid for by the 2025 Chocolate Walk ticket sales.

Fredrick confirmed there were only two potential projects at this time.

Committee Comments:

Atkins recommended finalizing the annual event calendar with enough time to review the calendar with the downtown businesses so they can budget for them and plan ahead.

Next Meeting:

Thursday, September 11th at 8:00 a.m. at City Hall; 301 W. Main Street

MINUTES

*OWOSSO MAIN STREET
ECONOMIC VITALITY COMMITTEE*

REGULAR MEETING

Tuesday, August 19, 2025, 1:00 p.m.
City Hall; 301 W. Main Street



Owosso Main Street's mission is to foster an active and thriving downtown that is the heart of our community by supporting historic preservation and promoting redevelopment, drawing both local residents and visitors to our city.

Called to order at 1:00 p.m.

Present: K. Parzych, B. Meyer, R. Teich, and L. Omer

Absent: D. Howard

Staff: L. Fredrick

Business of the Month Program

Committee presented their nominees for the September Business of the Month.

Committee discussed ways to increase engagement with nominated businesses that haven't won Business of the Month.

Teich suggested reminding the businesses how they can become the Business of the Month in the September newsletter.

Main Street Meetups

Fredrick provided a recap of the Trick or Treat Main Street Meetup.

Committee finalized plans for the October 7th Main Street Meetup for the Revolving Loan & Grant Program.

Building & Business Inventory

Committee reviewed the Building & Business Inventory and discussed leaving time during the Committee meetings to make updates.

Director Updates:

Fredrick noted that placeholder text has been added to the Business & Development Resources webpage for the Block Captain Program.

Committee Comments:

None

Next Meeting:

Tuesday, September 16th at 1:00 p.m. at City Hall; 301 W. Main Street

MINUTES

OWOSSO MAIN STREET

DESIGN COMMITTEE

REGULAR MEETING

Thursday August 21, 2025, 8:30 a.m.

City Hall; 301 W. Main Street



Owosso Main Street's mission is to foster an active and thriving downtown that is the heart of our community by supporting historic preservation and promoting redevelopment, drawing both local residents and visitors to our city.

Called to order at 8:30 a.m.

Present: K. Parzych and D. Drenovsky

Absent: B. Gilbert, C. Guillen, and J. Ardelean

Staff: L. Fredrick

2025 Chocolate Walk Beneficiary Project

Committee selected three potential projects for community members to vote on as the beneficiary project from the 2025 Chocolate Walk proceeds including an art piece from the Shiawassee Arts Center's Upcycle Art in the Park exhibit, a historical marker outside the Steam Railroading Institute, or additional downtown seating.

Seasonal Beautification

Fredrick provided updates on summer and fall beautification.

Committee finalized plans for fall décor.

Main Street Plaza

Drenovsky and Fredrick provided updates on progress of the landscaping project for the planter on the east side of the plaza.

Committee discussed next steps for plaza improvements including landscaping for the northwest planter and the standalone concrete planters.

Director Updates:

Fredrick notified the Committee that the bee sculpture, on the corner of Ball and Exchange Street, had been knocked over.

Committee Comments:

None.

Next Meeting:

Thursday, September 18th at 8:30 a.m. at City Hall; 301 W. Main Street