



OWOSSO HISTORICAL COMMISSION

MEETING AGENDA

August 12, 2024, at 6:00 pm at Owosso City Hall

Call to order:

Roll Call

Present:

Absent:

Agenda and Minutes:

Motion to approve June 11, 2024 minutes

Motion to approve August 12, 2024 agenda

Agenda Items

1. Curwood Painting
2. Budget Amendment and Capital Improvements
3. Home Tour Updates

Castle Report – D. Grace

Public Comment Period

Commissioner Comments

Next Meeting: Monday, September 9, 2024

Adjourn



Regular Meeting of the Owosso Historical Commission

Minutes of June 11, 2024 – 6:00 P.M. at Owosso City Hall

PRESIDING OFFICER: Chair Mark Erickson

MEMBERS PRESENT: Commissioners Elaine Greenway, Lance Little, Susan Osika, Bill Moull, and Robert Hooper

MEMBERS ABSENT: Vice Chair Debra Adams

CHAIR ERICKSON CALLED THE MEETING TO ORDER AT 6:00 P.M.

APPROVE MINUTES – APRIL 8, 2024

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

Approved by Voice Vote

APPROVE MINUTES – MAY 13, 2024

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

Approved by Voice Vote

APPROVE AGENDA – JUNE 11, 2024

Motion by Commissioner Osika to approve the agenda as presented, supported by Commissioner Hooper.

Approved by Voice Vote

ITEMS OF BUSINESS

Gould House Offers: Amy Fuller shared an updated offer of \$251,000 from Guy Stuart and an updated landscaping plan from Sean Harrington with the Commission. The Commissioners discussed the two offers. Motion by Commissioner Osika to continue with the offer from Sean Harrington, supported by Commissioner Greenway. Roll call vote; ayes, Greenway, Hooper, Moull, Osika, Erickson, and Little. Nays, none. Motion passed.

Home Tour Updates: Commissioner Osika shared that the Independent would still be able to publish the Home Tour booklet and thanked Commissioner Greenway for offering to host a thank-you dinner for the homeowners at her house. She also provided updates on fundraising.

Grant Projects: Amy Fuller presented a grant opportunity and asked if the Commission would like her to apply. The deadline for the application is July 24, 2024. Applying for either the Home Tour or landscaping in Curwood Castle Park was discussed. Amy will get quotes for irrigation in the park.

FINANCIAL REVIEW AND DISCUSSION:

Amy Fuller reported that the unbudgeted boiler expense will cause the Commission to dig into their fund balance this fiscal year but that the fund balance was healthy and could handle the expense.

Denice Grace reported that the Castle had a great month and thanked the Commissioners who were able to help with the Curwood Festival.

PUBLIC COMMENT PERIOD

Sean Harrington spoke (attended via telephone) and said he was looking forward to being a good steward of the Amos Gould house.

Denice Grace shared a copy of Airstream Magazine with Curwood Castle on the cover.

COMMISSIONER COMMENTS

Commissioner Little shared that he will miss the July meeting. Commissioner Moull said he would as well.

Commissioner Hooper reflected on the journey the Commission has gone on to sell the Gould House.

NEXT MEETING: Monday, July 8, 2024

ADJOURNMENT

Commissioner Moull moved to adjourn the meeting. Commissioner Little supported. The voice vote was unanimous to adjourn the meeting at 6:28 P.M.

Respectfully submitted by:
Amy Fuller, Assistant City Manager



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

MEMORANDUM

DATE: July 24, 2024
TO: Amy Fuller, Assistant City Manager
FROM: Brad Barrett, Finance Director
SUBJECT: Public Funds Investment Options

The investment of public funds require compliance with Public Act 20 of 1943, Section 8.13 of the Owosso City Charter, Ordinance Number 574 and the Owosso Investment Policy, as amended in 2023.

The city invests its funds in the following accounts:

Michigan CLASS	5.3954% Daily Yield
Huntington Liquidity Portal	
Fidelity Government Class I	5.26% (YTD Average)
Fidelity Treasury Class I	5.25% (YTD Average)
Invesco ATST Premier US Govt	5.27% (YTD Average)
Invesco STIT Govt & Agency	5.28% (YTD Average)
Invesco STIT Treasury Portfolio	5.27% (YTD Average)
The State Bank (IntraFi Cash Services)	4.40% (APY)
Dort Financial Credit Union	
Business Money Market	4% (APY)
Frankenmuth Credit Union	
Business Plus Savings	3.93% (APY)

The city uses the pooled cash method when investing extra funds. All options above are liquid and funds are available within 1-3 days when requested. The interest rates listed above are not guaranteed.

Comstock Cabin:

	Water entering cabin around the chimney
	Repair rotting wood
	Find docents so building can be open
	Add Christmas lights
	Have living history displays
	Add vegetable garden
	Add or improve landscaping

Curwood Castle:

	Signs of water damage of first floor
	Repair damaged plaster
	Landscaping: The shrubs need trimmed
	Gutters haven't been cleaned
	Carpet needs cleaning, there are stains from the boiler breaking
	Windows need painted on exterior
	There are a couple places shingles are missing
	Air conditioning: It is unpleasant for visitors and staff in the summer months
	Top turret windows: there was a glaze applied to the glass and it is peeling off
	General cleaning: consider hiring a cleaning company at regular intervals
	Add displays that involve video and photography (add tv screens or computer monitors)
	Fix Christmas lights
	Organize storage areas
	Renovate kitchen
	Consider replacing large box style exterior lighting
	Add a display to the 2 nd floor turret – conservation theme?
	Railings on stairs – something more secure

Paymaster:

	The exterior needs painted before there is damage to the wood siding
	Interior needs cleaned
	This space could be opened if the exhibit space was worked on
	Find docents to allow building to be open
	Landscaping/gardens

GL NUMBER	DESCRIPTION	YTD BALANCE		AVAILABLE BALANCE	% BDGT USED
		2024-25 AMENDED BUDGET	08/31/2024 (ABNORMAL) NORMAL		
Fund 297 - HISTORICAL FUND					
Revenues					
Dept 000 - REVENUE					
297-000-540.000	STATE SOURCES	0.00	0.00	0.00	0.00
297-000-643.000	SALES	3,000.00	742.00	2,258.00	24.73
297-000-665.000	INTEREST INCOME	2,000.00	248.01	1,751.99	12.40
297-000-665.100	ENDOWMENT SPENDABLE FUNDS	1,066.00	0.00	1,066.00	0.00
297-000-667.100	RENTAL INCOME	2,800.00	0.00	2,800.00	0.00
297-000-673.000	SALE OF FIXED ASSETS	0.00	0.00	0.00	0.00
297-000-674.100	PRIVATE DONATIONS	20,000.00	2,932.00	17,068.00	14.66
297-000-674.200	DONATIONS	11,650.00	0.00	11,650.00	0.00
297-000-675.000	MISCELLANEOUS	0.00	0.00	0.00	0.00
297-000-699.101	TRANSFERS FROM GENERAL FUND	17,500.00	0.00	17,500.00	0.00
Total Dept 000 - REVENUE		58,016.00	3,922.01	54,093.99	6.76
TOTAL REVENUES		58,016.00	3,922.01	54,093.99	6.76
Expenditures					
Dept 797 - HISTORICAL COMMISSION					
297-797-702.200	WAGES	15,331.00	1,085.29	14,245.71	7.08
297-797-702.400	WAGES - SEASONAL	0.00	0.00	0.00	0.00
297-797-715.000	SOCIAL SECURITY (FICA)	1,173.00	83.01	1,089.99	7.08
297-797-716.100	HEALTH INSURANCE	0.00	0.00	0.00	0.00
297-797-717.000	UNEMPLOYMENT INSURANCE	25.00	2.81	22.19	11.24
297-797-719.000	WORKERS' COMPENSATION	61.00	4.18	56.82	6.85
297-797-728.000	OPERATING SUPPLIES	1,000.00	0.00	1,000.00	0.00
297-797-729.000	FINANCIAL INSTITUTION FEES	1,200.00	83.99	1,116.01	7.00
297-797-801.000	PROFESSIONAL SERVICES: ADMINIST	1,500.00	37.50	1,462.50	2.50
297-797-810.000	INSURANCE & BONDS	2,994.00	0.00	2,994.00	0.00
297-797-818.500	AUDIT	814.00	0.00	814.00	0.00
297-797-930.000	BUILDING MAINTENANCE	0.00	31.82	(31.82)	100.00
297-797-961.000	MISCELLANEOUS	6,500.00	0.00	6,500.00	0.00
297-797-974.000	SYSTEM IMPROVEMENTS	0.00	0.00	0.00	0.00
Total Dept 797 - HISTORICAL COMMISSION		30,598.00	1,328.60	29,269.40	4.34
Dept 798 - CASTLE					
297-798-702.200	WAGES	500.00	29.07	470.93	5.81
297-798-702.400	WAGES - SEASONAL	0.00	0.00	0.00	0.00
297-798-715.000	SOCIAL SECURITY (FICA)	38.00	2.22	35.78	5.84
297-798-717.000	UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	0.00
297-798-718.200	SOCIAL SECURITY (FICA)	0.00	1.74	(1.74)	100.00
297-798-719.000	WORKERS' COMPENSATION	32.00	2.75	29.25	8.59
297-798-728.000	OPERATING SUPPLIES	2,500.00	1,119.68	1,380.32	44.79
297-798-810.000	INSURANCE & BONDS	0.00	0.00	0.00	0.00
297-798-920.000	UTILITIES	6,436.00	78.15	6,357.85	1.21
297-798-930.000	BUILDING MAINTENANCE	4,000.00	0.00	4,000.00	0.00
297-798-940.000	EQUIPMENT RENTAL - BUILDING MAI	1,000.00	334.99	665.01	33.50
297-798-961.000	MISCELLANEOUS	300.00	0.00	300.00	0.00
Total Dept 798 - CASTLE		14,806.00	1,568.60	13,237.40	10.59
Dept 799 - GOULD HOUSE					
297-799-702.300	OVERTIME	200.00	0.00	200.00	0.00
297-799-715.000	SOCIAL SECURITY (FICA)	15.00	0.00	15.00	0.00
297-799-716.100	HEALTH INSURANCE	0.00	0.00	0.00	0.00
297-799-716.400	LIFE INSURANCE	0.00	0.00	0.00	0.00
297-799-716.500	DISABILITY INSURANCE	0.00	0.00	0.00	0.00
297-799-718.200	DEFINED CONTRIBUTION	55.00	0.00	55.00	0.00
297-799-810.000	INSURANCE & BONDS	0.00	0.00	0.00	0.00
297-799-920.000	UTILITIES	3,559.00	146.92	3,412.08	4.13
297-799-930.000	BUILDING MAINTENANCE	4,000.00	0.00	4,000.00	0.00
297-799-930.200	BLDG MAINTENANCE	0.00	0.00	0.00	0.00
297-799-940.000	EQUIPMENT RENTAL	500.00	12.27	487.73	2.45
297-799-961.000	MISCELLANEOUS	2,000.00	16,267.43	(14,267.43)	813.37
Total Dept 799 - GOULD HOUSE		10,329.00	16,426.62	(6,097.62)	159.03
Dept 800 - COMSTOCK/WOODARD					
297-800-930.000	BUILDING MAINTENANCE	2,000.00	0.00	2,000.00	0.00
Total Dept 800 - COMSTOCK/WOODARD		2,000.00	0.00	2,000.00	0.00

GL NUMBER	DESCRIPTION	2024-25		YTD BALANCE		AVAILABLE		% BDT USED
		AMENDED	BUDGET NORMAL	08/31/2024	(ABNORMAL)	NORMAL	(ABNORMAL)	
Fund 297 - HISTORICAL FUND								
Expenditures								
TOTAL EXPENDITURES		57,733.00		19,323.82		38,409.18		33.47
Fund 297 - HISTORICAL FUND:								
TOTAL REVENUES		58,016.00		3,922.01		54,093.99		6.76
TOTAL EXPENDITURES		57,733.00		19,323.82		38,409.18		33.47
NET OF REVENUES & EXPENDITURES		283.00		(15,401.81)		15,684.81		5,442.34

08/06/2024 01:13 PM
User: AKFuller
DB: Owosso

CASH SUMMARY BY FUND FOR CITY OF OWOSSO
FROM 07/01/2023 TO 08/06/2024
FUND: 297
CASH AND INVESTMENT ACCOUNTS

Fund	Description	Beginning Balance 07/01/2023	Total Debits	Total Credits	Ending Balance 08/06/2024
297	HISTORICAL FUND	67,010.61	72,243.45	95,654.34	43,599.72

July 2024 Curwood Castle Financial Report

Date	Adults	Kids	Square		Cash		Donations	Deposits
			Admits	Gift Shop	Admits	Gift Shop		
7/1/2024								
7/2/2024	18	10	\$34.00	\$85.00	\$76.00			
7/3/2024	13	2			\$69.00	\$47.00		
7/4/2024								
7/5/2024	13	2	\$14.00	\$5.00	\$55.00			
7/6/2024	23	4	\$57.00		\$66.00	\$15.00		
7/7/2024	24	4	\$30.00	\$14.00	\$98.00	\$29.00		
7/8/2024								
7/9/2024	7	3	\$21.00		\$20.00	\$12.00		
7/10/2024	2	2			\$14.00			
7/11/2024	7	11		\$12.00	\$57.00			
7/12/2024	11	10	\$43.00	\$40.00	\$29.00	\$15.00		
7/13/2024	38	4	\$15.00	\$20.00	\$183.00			
7/14/2024	15	1			\$77.00	\$20.00		
7/15/2024								
7/16/2024	14	5	\$29.00	\$39.00	\$51.00			
7/17/2024	16	6	\$36.00		\$56.00			
7/18/2024	17	12	\$21.00	\$5.00	\$88.00	\$5.00		
7/19/2024	18	8	\$22.00	\$45.00	\$84.00	\$20.00		
7/20/2024	25	7	\$34.00	\$13.00	\$115.00	\$31.00		
7/21/2024	19	10	\$28.00		\$87.00			
7/22/2024								
7/23/2024	15	2	\$24.00		\$55.00	\$19.00		
7/24/2024	15	4	\$10.00		\$73.00	\$17.00		
7/25/2024	21	10	\$23.00	\$20.00	\$102.00	\$5.00		
7/26/2024	18	8	\$55.00	\$30.00	\$53.00			
7/27/2024	26	10	\$51.00	\$47.00	\$99.00	\$17.00		
7/28/2024	18	10	\$28.00		\$82.00	\$20.00		
7/29/2024								
7/30/2024	10	7		\$20.00	\$64.00			
7/31/2024	5				\$25.00			
CashTotals					\$1,778.00	\$272.00		\$2,050.00
Credit total			\$575.00	\$395.00				\$970.00
Total	408	152						\$3,020.00

July 2024 Curwood Castle Gift Shop Report

Item	Price	Number Sold	Square	Cash
Blueprint T-Shirt child S	\$10.00			
Blueprint T-shirt child M	\$10.00			
Blueprint T-shirt Child L	\$10.00			
Blueprint T-shirt Child XL	\$10.00			
New T-Shirt - Adult S	\$10.00	2	\$30.00	
New T-Shirt - Adult M	\$10.00			
New T-Shirt - Adult Large	\$10.00			
New T-Shirt - Adult X Large	\$10.00			
New T-shirt Adult 2XL	\$12.00			
New T-Shirt - Adult 3XL	\$12.00			
Book- Bear - reprint	\$10.00	4	\$12.00	\$12.00
Books -Vintage	\$12-\$20	23	\$220.00	\$136.00
Book -My Adventure to Curwood Castle	\$10.00			
Coaster - Castle Great Room	\$4.00			
Coaster - Curwood statue	\$4.00	1	\$4.00	
Souvenir Book - Gray	\$5.00	12	\$35.00	\$25.00
Glasses - Comstock Cabin	\$5.00	1		\$5.00
Glasses - Curwood Home	\$5.00	1		\$5.00
Glasses - Gould House	\$5.00			
DVD - The Bear	\$20.00	1	\$20.00	
Postcards	\$1 / \$5	10	\$4.00	\$6.00
Curwood Castle Teddy Bear	\$10.00	7	\$30.00	\$40.00
Magnets - small	\$3.00	1		\$3.00
Magnets - Large	\$5.00	10	\$20.00	\$30.00
Mary Anderson Drawings	\$10.00	1	\$10.00	
Castle ornament	\$10.00	2	\$10.00	\$10.00
TOTALS			\$395.00	\$272.00

\$667.00

July 2015 - 2024 Curwood Castle Monthly Comparison Report

	adults	children	Total Visitors	admissions	gift shop	donations	totals
2015	810	97	907	\$2,092.00	\$451.50	\$35.50	\$2,579.00
2016	308	116	424	\$1,613.00	\$333.00	\$70.00	\$2,016.00
2017	491	222	713	\$2,038.00	\$553.00	\$113.00	\$2,704.00
2018	535	174	709	\$2,472.00	\$626.00	\$0.00	\$3,098.00
2019	392	70	462	\$1,612.00	\$326.00	\$81.00	\$2,019.00
2020							
2021	456	134	590	\$2,344.00	\$975.00	\$193.00	\$3,512.00
2022	404	137	541	\$2,333.00	\$462.00	\$175.00	\$2,970.00
2023	474	177	651	\$2,766.00	\$455.00	\$140.00	\$3,361.00
2024	408	152	560	\$2,353.00	\$667.00		\$3,020.00