

**CITY OF OWOSSO  
REGULAR MEETING OF THE CITY COUNCIL  
TUESDAY, FEBRUARY 17, 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 FEBRUARY 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**

1. CDBG Housing Grant Application. Conduct a public hearing to receive citizen comment regarding the proposed application to the Michigan State Housing Development Authority for a grant to assist in the improvement of owner-occupied, single-family homes of low- to moderate- income residents and the unoccupied rental rehabilitation program and consider authorizing said application, and further approval of the related authorizing resolution, procurement procedure, and determination of level of environmental review.

Master Plan Implementation Goals: 1.1, 1.9, 1.13, 6.6

**CITIZEN COMMENTS**

**COUNCIL COMMENTS**

**CONSENT AGENDA**

1. Amend Purchase Order No. 47475 – CDW.G. Approve amending Purchase Order No. 47475 to include \$4,690.00 for the CrowdStrike Falcon Spotlight module and associated support for an 18-

month term for a total amount of \$72,040.00 to be fully funded by the State and Local Cybersecurity Grant Program and further approve payment to the vendor upon satisfactory installation of the equipment.

**Master Plan Goals: 3.2, 3.4, 3.7, 3.8, 6.6**

2. Contract Approval - Owosso Time Traveler Project. Rescind Resolution No 158-2025, the original unsigned contract and approve the contract with Michigan Technological University in the amount of \$6,859 for the Owosso Time Traveler Project with Michigan Technological University to build a website that will allow the cataloging and sharing historic documents, places, and photos with the public.

**Master Plan Goals 7.1, 6.5, 5.1**

### **ITEMS OF BUSINESS**

1. FOIA Policy Update. Consider adoption of a new FOIA Policy reflecting recent changes in the Michigan Freedom of Information Act, to take effect February 18, 2026.
2. City Budget Amendment. Adopt Amendment No.1 to the 2025-2026 Budget
3. Single Audit Act Compliance. Consider resolution accepting and placing on file the City of Owosso Federal Single Audit for the Fiscal Year Ended June 30, 2025.

### **CITIZEN COMMENTS**

### **COUNCIL COMMENTS**

### **COMMUNICATIONS**

1. Tanya S. Buckelew, Planning & Building Director. January 2026 Building Department Report.
2. Tanya S. Buckelew, Planning & Building Director. January 2026 Code Violations Report.
3. Tanya S. Buckelew, Planning & Building Director. January 2026 Inspections Report.
4. Tanya S. Buckelew, Planning & Building Director. January 2026 Rental Report.
5. Tanya S. Buckelew, Planning & Building Director. January 2026 Certificates Issued Report.
6. Kevin D. Lenkart, Public Safety Director. January 2026 Police Report.
7. Kevin D. Lenkart, Public Safety Director. July 1, 2025 - February 10, 2026 Parking Citation Report.
8. Kevin D. Lenkart, Public Safety Director. January 2026 Fire Report
9. Parks & Recreation Commission. Minutes of January 28, 2026.
10. Planning Commission. Minutes of January 26, 2026.
11. Downtown Development Authority. Minutes of February 04, 2026.

### **NEXT MEETING**

Monday, March 2, 2026

### **BOARDS AND COMMISSIONS OPENINGS**

Building Board of Appeals – Alternate - term expires June 30, 2026  
Building Board of Appeals – Alternate - term expires June 30, 2027  
Historical Commission – term expires 12-31-2026  
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](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 February 17, 2026. Citizens may view and listen to the meeting using the following link and phone numbers.

**OWOSSO CITY COUNCIL  
Tuesday, February 17, 2026 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/89789937064?pwd=W4UZU99aJ2RiUrSAulpAh8atHsgeQk.1>

**Meeting ID: 897 8993 7064**

**Passcode: 389724**

**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 December 15, 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>

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**CITY OF OWOSSO  
REGULAR MEETING OF THE CITY COUNCIL  
MINUTES OF FEBRUARY 2, 2026  
6:30 P.M.  
VIRGINIA TEICH CITY COUNCIL CHAMBERS**

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

**OPENING PRAYER:** KEN HERBRUCK  
OWOSSO ASSEMBLY OF GOD

**PLEDGE OF ALLEGIANCE:** UTILITIES DIRECTOR RYAN SUCHANEK

**PRESENT:** Mayor Robert J. Teich, Jr., Mayor Pro-Tem Jerome C. Haber,  
Councilmembers Janae L. Fear, Carl C. Ludington, Emily S. Olson, and  
Rachel M. Osmer

**ABSENT:** Councilmember Christopher D. Owens.

**APPROVE AGENDA**

Motion by Councilmember Osmer to approve the agenda as presented.

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

**APPROVAL OF THE MINUTES OF REGULAR MEETING OF JANUARY 20, 2026**

Motion by Councilmember Olson to approve the Minutes of the Regular Meeting of January 20, 2026 as presented.

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

**PROCLAMATIONS / SPECIAL PRESENTATIONS**

None.

**PUBLIC HEARINGS**

**Special Assessment District No. 2026-02.**

Master Plan Implementation Goals: 3.4, 3.7, 3.10

A public hearing was conducted to receive citizen comment regarding the authorization of Resolution No. 3 for Special Assessment District No. 2026-002 for Woodlawn Avenue from Monroe Street to Corunna Avenue for street rehabilitation.

City Manager Nathan R. Henne explained that this project is necessary, the last time the street had considerable attention was in 1973. He explained that Council received an updated packet pertaining to the project relaying an adjustment to the estimated assessments. He further explained that the corner lots belonging to Lonnie Carlson, did not receive the corner lot adjustment in the original packet and letters that were mailed to affected property owners. City Manager Henne noted that the sewer lines were being replaced in that area necessitating the repaving of the street.

The following person commented in regard to the proposed project:

Lonnie Carlson, via email, owner of three parcels in the project area objected to the proposed price of the special assessment.

Councilmember Osmer questioned if the corrected amounts were mailed to the affected property owners, the response given was no, the mistake was identified after receiving Mr. Carlson's email.

Whereas, the Council, after due and legal notice, has met and having heard all persons to be affected by, motion by Mayor Pro-Tem Haber that the following resolution be adopted:

**RESOLUTION NO. 19-2026**

**AUTHORIZING SPECIAL ASSESSMENT RESOLUTION NO. 3  
ESTABLISHING SPECIAL ASSESSMENT DISTRICT NO. 2026-02  
WOODLAWN AVENUE, FROM MONROE STREET TO CORUNNA AVENUE (M-71)  
FOR STREET REHABILITATION**

WHEREAS, the City Council, after due and legal notice, has met and having heard all persons to be affected by) the proposed public improvement more particularly hereinafter described; and

WHEREAS, the City Council deems it advisable and necessary to proceed with said public improvement as more particularly hereinafter described.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The City Council hereby determines to make and proceed with the following described public improvement and to defray a part or the whole cost, as more particularly hereinafter provided, by special assessment upon the property specially benefited:

WOODLAWN AVENUE, A PUBLIC STREET, FROM MONROE STREET TO CORUNNA AVENUE (M-71)  
FOR STREET REHABILITATION

2. The City Council hereby approves the plans for the aforesaid public improvement as prepared and presented by the City Manager and determines the estimated cost of said public improvement to be \$345,816.00 and approves said estimated cost and determines that the estimated life of said public improvement is twenty (20) years.
3. The City Council determines that of said total estimated cost, the sum of \$52,447.56 be paid by special assessment upon the property specially benefited, as more particularly hereinafter described, and that the sum of \$293,368.44 of said total estimated cost shall be the obligation of the City at large because of benefit to the City at large.
4. The City Council hereby designates the following described property as the special assessment district upon which the special assessment shall be levied:

**Woodlawn Avenue, a Public Street, from Monroe Street to Corunna Avenue (M-71)  
For Street Rehabilitation**

5. The City Assessor shall prepare a special assessment roll including all lots and parcels of land within the special assessment district herein designated, and the Assessor shall assess to each such lot or parcel of land such relative portion of the whole sum to be levied against all lands in the special assessment district as the benefit to such lot or parcel of land bears to the total benefits to all lands in such district.

When the Assessor shall have completed the assessment roll, he shall file the special assessment roll with the City Clerk for presentation to the City Council.

Motion supported by Councilmember Ludington.

Roll Call Vote.

AYES: Councilmembers Fear, Osmer, Ludington, Olson, Pro-Tem Haber and Mayor Teich

NAYS: None.

### **CITIZEN COMMENTS**

County Commission Chairman Gregory Brodeur updated the Council on County events including Land Bank grants of over \$500,000 for the demolition of three condemned buildings in the City.

Tom Manke, 2910 W. M-21, spoke about the library being relocated to a bigger facility as early as 2027.

### **COUNCIL COMMENTS**

Councilmember Osmer thanked the DPW for working in the cold weather to repair broken water mains. She went on to speak about non-profits highlighting that Owosso was home to approximately 650 in Shiawassee County. Lastly, she presented more information pertaining to the library needing a bigger location.

Councilmember Olson discussed belonging, and creating an atmosphere within our community of being more welcoming.

### **CONSENT AGENDA**

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

**Set Public Hearing – CDBG 2026-2027 Housing Rehabilitation Grant Program Application.** Setting a public hearing for Tuesday, February 17, 2026, at 6:30 p.m. to receive citizen comment regarding the proposed application to the Michigan State Housing Development Authority for a grant to assist in the improvement of owner-occupied, single-family homes of low- to moderate- income residents and the unoccupied rental rehabilitation program.

### **RESOLUTION NO. 20-2026**

#### **SETTING A PUBLIC HEARING TO RECEIVE CITIZEN COMMENTS REGARDING MICHIGAN COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING FOR THE 2026-2027 HOUSING REHABILITATION GRANT PROGRAM**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has received a CDBG grant to assist single family homeowners with interior and exterior improvements to their homes and to assist with the creation of 5 residential units in a downtown building; and

WHEREAS, the CDBG program requires a public hearing to receive citizen comment regarding the objectives of the grant, permitted activities, eligible locations, and the amounts allocated to each activity.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Owosso, Shiawassee County, Michigan that a public hearing is set for Tuesday, February 17, 2026 at 6:30 p.m. in the City Hall Council Chambers to receive citizen comment regarding the City's CDBG Housing Improvement Program.

**Master Plan Implementation Goals:** 1.1, 1.9

**AP Check Register – January 2026.** Affirm Accounts Payable check disbursements totaling \$4,541,501.09 for January 2026.

**Payroll Check Register – January 2026.** Affirm Payroll check disbursements totaling \$1,515,026.19 for the period from December 21, 2025, to January 28, 2026.

**Warrant No. 662.** Authorize Warrant No. 662 as follows:

Vendor	Description	Fund	Amount
Waste Management	WWTP Refuge Disposal Services	WWTP	\$10,279.17
Capitol Construction	1221 Center Street – Tap in refund	Water/Sewer	\$10,000.00
			<b>\$20,279.17</b>

Motion supported by Councilmember Olson.

Roll Call Vote.

AYES: Councilmembers Ludington, Fear, Osmer, Olson, Pro-Tem Haber, and Mayor Teich.

NAYS: None.

### **ITEMS OF BUSINESS**

None.

### **CITIZEN COMMENTS**

County Commission Chairman Brodeur addressed Council as a citizen of Owosso, thanking them for their work and watching over the city.

### **COUNCIL COMMENTS**

None.

### **CITY MANAGER REPORT**

Nathan R. Henne, City Manager. City Manager Report – January 2026.

### **ADJOURNMENT**

Motion by Councilmember Osmer for adjournment at 7:03 p.m.

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



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Robert J. Teich, Jr., Mayor

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Heather A. Wirwicki, Deputy 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.



## MEMORANDUM

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Building Department 301 W Main St Owosso, MI 989-725-0535

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**DATE:** February 10, 2026

**TO:** Mayor Teich and the Owosso City Council

**FROM:** Tanya Buckelew, Planning & Building Director

**SUBJECT:** Michigan State Housing Development Authority (MSHDA) and Community Development Block Grant (CDBG) Public Hearing and authorization to submit Application

### RECOMMENDATION:

A Public Hearing will be held this evening to inform citizens of the proposed objectives, activities, locations and amounts to be used for each activity of the Community Development Block Grant and recommend approval of the attached documents.

### BACKGROUND:

- The City applied for and has been awarded a CDBG Grant for \$1,486,800 (City match is not required). This includes reimbursements of administrative costs. This is a 2-part grant.
- Part 1 is the Homeowner Rehabilitation (HMR) grant for \$896,800 and will be used for interior and exterior renovations to single-family homes (i.e. roofing, siding, windows, furnace, water heater, electrical updates) that will benefit low- to moderate- income households.
- Each household can receive up to \$40,000 for improvements
- Part 2 is the Unoccupied Rental Rehabilitation (URR) grant for \$590,000 and will be used for the creation of 5 residential apartments on the 3<sup>rd</sup> floor of the building located at 123 N. Washington that will benefit low- to moderate-income residents. This project is being referred to as Citizens Loft.

### AUTHORIZING DOCUMENTS ATTACHED:

- CDBG Authorizing Resolution
- Authorized Signature Designation Form
- Determination of Level of Environmental Review
- CDBG Specific Procurement Policy and Procedure
- CDBG Application
- CDBG Application for HMR
- CDBG Application for URR

### FISCAL IMPACTS:

Minimal impact on the budget as the City will be reimbursed for the administrative costs associated with this grant.

Master Plan Implementation Goals: 1.1, 1.9, 1.13, 6.6

## **RESOLUTION NO.**

### **APPROVING A COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) AGREEMENT BETWEEN THE CITY OF OWOSSO AND THE MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY (MSHDA) NEIGHBORHOOD HOUSING INITIATIVES DIVISION (NHID)**

WHEREAS, the City of Owosso applied for and has been awarded a CDBG Grant totaling \$1,486,800 to assist low- to moderate-income residents; and

WHEREAS, the Homeowner Rehabilitation (HMR) grant is 100% for low- to moderate- income residents who own and occupy a permanent single-family home. The funding is for interior and exterior home improvements to meet code requirements such as roof replacement, windows, plumbing, electrical, mechanical and insulation and aid to the prevention or elimination of slum or blight. This excludes cosmetic only renovations and upgrades; and

WHEREAS, the beneficiaries of this grant will include residents of the City of Owosso with qualified incomes that meet the CDBG requirements; and

WHEREAS, each household can receive up to \$40,000 for improvements; and

WHEREAS, qualification for the HMR program is determined by the application process; and

WHEREAS, the Unoccupied Rental Rehabilitation (URR) grant is for the renovations to the third floor of the downtown building located at 123 N. Washington Street for five (5) new apartments that will be at least 51% occupied by low- to moderate- income residents; and

WHEREAS, the City of Owosso will not be required to match any grant dollars, but will serve as the administrator of the grant, as pass-through entity for grant funds and will abide by the terms and conditions set forth in the grant agreement; and

WHEREAS, the proposed project is consistent with the City of Owosso's Master Plan Goals; and

WHEREAS, no project costs (CDBG and non CDBG) will be incurred prior to a formal grant award, completion of the environmental review procedures and formal, written authorization to incur costs has been provided by the City's Designated CDBG Specialist; and

WHEREAS, the City Council voted and approved this Resolution on February 17, 2026 to submit the Michigan CDBG Application; and

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 approve submission of CDBG grant application to the Michigan State Housing Development Authority Neighborhood Housing Initiatives Division.
- SECOND: City Manager Nathan R. Henne and Planning & Building Director Tanya S. Buckelew are designated as Authorized Signers for said grant with the authority to sign the associated grant application and all attachments, the grant agreement and all amendments, and Payment Requests.
- THIRD: Planning & Building Director Tanya S. Buckelew is designated as the CDBG appointed Grant Administrator for said grant and is authorized to administer associated projects to completion in accordance with the Program Guidelines.
- FOURTH: Planning & Building Director Tanya S. Buckelew is designated as the Certifying Officer for the NEPA Environmental Review.

FIFTH: Approve the CDBG Specific Procurement Policy and Procedure for HMR and URR

## AUTHORIZED SIGNATURE DESIGNATION FORM

As the highest elected official of **City of Owosso** designate the following individual(s) as Authorized Signer(s) for Grant # **T.B.D. for CDBG Round 3 HMR and URR** to sign the associated Grant Agreement, submit FSR payment requests and Grant Amendments, if applicable, for the aforementioned grant.

### AUTHORIZED SIGNER(S)

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

\_\_\_\_\_  
Nathan R. Henne, City Manager

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

\_\_\_\_\_  
Tanya S. Buckelew, Planning & Building Director

### APPROVED BY HIGHEST ELECTED OFFICIAL

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

\_\_\_\_\_  
Robert J. Teich Jr., Mayor

## DETERMINATION OF LEVEL OF ENVIRONMENTAL REVIEW

**CERTIFYING OFFICER, Tanya S. Buckelew, Planning & Building Director**, is designated as the environmental certifying officer for the CDBG project described below. I certify that:

### PROJECT INFORMATION

Grantee (UGLG)	<b>City of Owosso</b>
Grantee Address	<b>301 W. Main St. Owosso, MI 48867</b>
Grantee Contact	<b>Tanya Buckelew , phone 989-725-0540</b>
Other Project Contact	<b>Nathan Henne, phone 989-725-0599</b>
Grant Number	<b>T.B.D.</b>
Project Title	<b>2026 CDBG for Homeowner Occupied Rehabilitation (HMR) and Unoccupied Rental Rehabilitation (URR)</b>

*The project description is a clear, concise overview of the project that enables the reader to understand the scale, scope, and extent of the project, and supports the reasons for determination of level of environmental review. The description should include information on all the proposed activities (listed by funding source), describe the existing environment at and around the project site(s), and include any relevant maps, photos, or other supporting documentation necessary to describe the project.*

**Project Description: CDBG funds for HMR is for Interior and exterior improvements to existing homes with health and safety concerns and maintenance issues to include improvements to meet code requirements such as roof replacement, windows, plumbing, electrical, mechanical and insulation to eligible single-family homes. HMR is Categorically Excluded Subject to 58.5 and both Tier I and II will be required. The HMR environment includes existing single-family homes with renovations to the homes only. Through Tier I and II, there will be a determination as to whether the house is in a flood zone and/or a historical district.**

**CDBG funds for the URR is for the 3<sup>rd</sup> floor of a downtown building to renovate and provide 5 rental units and will require a Phase I Environmental Assessment.**

### PROJECT DETERMINATION (completed by the Environmental Review Officer)

All project activities have been reviewed and the project meets the following environmental determination:

- ☐ Exempt
- ☐ Categorically Excluded Not Subject To §58.5
- ☒ Categorically Excluded Subject To §58.5
- ☒ Environmental Assessment
- ☐ Environmental Impact Statement

\_\_\_\_\_  
Certifying Officer Signature  
Tanya S. Buckelew, Planning & Building Director

\_\_\_\_\_  
Date

**CITY OF OWOSSO**  
**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROCUREMENT POLICY & PROCEDURE**

*Definition – Procurement is the process by which grantees and sub recipients procure supplies, materials, services, and equipment. Procurement policy ensures that all purchases are handled fairly and encourage full and open competition. As with all CDBG funds, sub recipients and/or beneficiary of funds must also ensure that there is no conflict of interest.*

CDBG funds are subject to federal procurement standards 2 CPF Part 200. This policy meets the requirements contained in 2 CFR 200.318-327, as applicable.

**1. CODE OF CONDUCT/CONFLICT OF INTEREST**

- Prohibits elected officials, staff, or agents from personally benefiting from CDBG.
- No elected officials, staff or agents may participate in the selection, award or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest.
- Such a conflict of interest would arise when the elected official, staff or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a business considered for a contract.
- The elected official, staff or agents may neither solicit nor accept gratuities, favors, or anything of monetary values from contractors or parties to sub-contacts.
- Sanctions or penalties for violations of the code of conduct by either the City of Owosso and/or beneficiary of funds, elected officials, staff, or agents, or by contractors or their agents are identified as follows – loss of grant funding to the City of Owosso and/or the beneficiary, disciplinary action against staff (determined by management), Contractor removed from the grant program.

**2. PROPOSED PROCUREMENTS**

- Will be reviewed by City staff to avoid unnecessary and duplicative purchases and to ensure costs are reasonable
- Consideration will be given to either consolidate or break out procurements to obtain the most economical purchase.

**3. EQUAL OPPORTUNITY REQUIREMENTS**

- Will take all the necessary affirmative steps to hire small-, minority-, and women-owned businesses
- These qualified businesses will be on the solicitation list.
- Primary contractors will be required to also take affirmative steps.

**4. SELECTION PROCEDURES – Homeowner Occupied Rehabilitation (HMR)**

- A list of prequalified contractors is developed by conducting request for qualifications (RFQ)
- Homeowner is required to solicit bids and choose a contractor from the list (*NOTE – MSHDA strongly encourages the use of a RFQ and the creation of a Pre-Qualified list of contractors for owner-occupied housing rehabilitation programs, where homeowners contract for construction services*).
- Contractors will be made aware of the \$40,000 cap for each project
- Submitted proposals are the responses from the contractors to the homeowners
- At least 2 quotes, within 25% of each other, must be received by the City of Owosso. If only 2 quotes are received and there is more than a 25% difference, at minimum, a 3<sup>rd</sup> quote must be obtained or approval from MSHDA secured.
- City of Owosso Staff and homeowners will review submitted proposals to determine the winning offer by selecting the lowest responsive, responsible bidder.
- Contracts will be awarded only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement.
- Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources.
- A fixed-price contract will be written so the price is not subject to any adjustments
- Costs will be tracked by use of purchase orders

- Contractors, after submission of invoices, will be reimbursed for materials and labor

## **5. SELECTION PROCEDURES – Unoccupied Rental Rehabilitation (URR)**

- Competitive proposals with price analysis is the preferred method for the beneficiary of funds to receive proposals or quotes for the materials, supplies and service being procured.
- The City of Owosso and the beneficiary of funds must make independent estimates before receiving proposals.
- The winning offeror is the firm that offers the most competitive price for the requested materials, supplies and services.
  - A cost reimbursement contract provides for payment of allowable incurred costs, to the extent prescribed in the contract. These contracts establish an estimate of total cost for the purpose of obligating funds and establishing a ceiling that the contractor may not exceed (except at its own risk) without the approval of the contracting officer.

## **6. PROCUREMENT TRANSACTIONS**

- Conducted to provide maximum open and free competition.
- The following situations are considered to be restrictive of competition and therefore prohibited:
  - Placing unreasonable requirements on firms for them to qualify to do business
  - Requiring unnecessary experience and excessive bonding
  - Noncompetitive pricing practices between firms or between affiliated companies
  - Noncompetitive awards to consultants that are on retainer contracts
  - Organizational conflicts of interests
  - Specifying only a brand-name product instead of allowing an equal product to be offered and describing the performance of other relevant requirements of the procurement
  - Any arbitrary action in the procurement process

## **7. VERIFICATION OF CONTRACTOR ELIGIBILITY**

- Prior to the award of the construction contract – the following will be completed
- Verification of contractor's license on LARA
- Obtain contractor clearance and determine whether the contractor is debarred at the federal level by searching [www.sam.gov](http://www.sam.gov) and HUD Limited Denial of Participation List

## **8. CONTRACT ADMINISTRATION AND RECORDS**

- Will maintain records sufficient to detail the history of procurement
- Rationale for the method of procurement
- Selection of contract type
- Contractor selection or rejection
- Basis for the contract price.
- Allow Auditor access to all records
- Track the entire process used for HMR and URR – via purchase orders, spreadsheets, IGX
- Show that the City of Owosso obtained high quality home improvements and rental rehabilitation at the lowest possible price through an open, competitive process

9. The City of Owosso is responsible, in accordance with good administrative practice and sound business judgement, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the City of Owosso of any contractual responsibilities under its contracts. The Federal awarding agency will not substitute its judgment for that of the City of Owosso unless the matter is primarily a Federal concern. Violations of law will be referred to the local, state, or Federal authority having proper jurisdiction.

## **10. BONDING for the HMR**

Each contract will be entered into with a maximum dollar amount of \$40,000. This does not exceed the simplified acquisition threshold of \$250,000. Therefore, bonding will not be required from the HMR contractor.



## **11. Bonding for the URR**

For construction contracts or subcontracts exceeding the simplified acquisition threshold (\$250,000), the City of Owosso may accept the bonding policy and requirements of the beneficiary of funds provided the City of Owosso has made a determination that the awarding agency's interest is adequately protected. If such a determination has not been made, the minimum requirements must be as follows:

1. A bid guarantee from each bidder equivalent to 5% of the bid price. The bid guarantee must consist of a firm commitment, such as a bid bond, certified check, or other negotiable instrument accompanying a bid as assurance that the bidder will, upon acceptance of the bid, execute such contractual documents as may be required within the time specified.
2. A performance bond on the part of the contractor for 100% of the contract price. A performance bond is one executed in connection with a contract to secure fulfillment of all the contractor's obligations under such contract.
3. A payment bond on the part of the contractor for 100% of the contract price. A payment bond is one executed in connection with a contract to assure payment as required by law of all persons supplying labor and material in the execution of the work provided for in the contract.

## **12. REPORTING**

The City of Owosso and beneficiary of funds must submit a Contract and Subcontract Activity Report (Form 11-C) (HUD 2516) to MSHDA within ten days of contract signing.

**Adopted by the City of Owosso**

**February 17, 2026**



## COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) APPLICATION

Units of General Local Government (UGLG) must complete the CDBG Application the appropriate activity specific supplements in their entirety and submit them with the required attachments.

A	APPLICANT INFORMATION	
1	APPLICANT (UGLG) NAME	City of Owosso
2	ADDRESS, CITY, STATE, ZIP	301 W Main St. Owosso, MI 48867
3	FEDERAL ID #	38-6004723
4	UNIQUE ENTITY IDENTIFIER (UEI) #	XBCTLZ75MPZ1
5	MSHDA ORG #	37
6	FISCAL YEAR END (mm/dd)	06/30
7	UGLG TYPE	<input checked="" type="checkbox"/> Unit of Government <input type="checkbox"/> Land Bank
8	UGLG CONTACT NAME	Tanya Buckelew, Planning & Building Director
9	UGLG CONTACT EMAIL	<a href="mailto:Tanya.buckelew@ci.owosso.mi.us">Tanya.buckelew@ci.owosso.mi.us</a>
10	UGLG CONTACT PHONE	989-725-0540

B	REGIONAL HOUSING
1	<p>Check the Housing Partnership Region your project is located in:</p> <p><input type="checkbox"/> <b>A. Western Upper Peninsula</b> - Baraga, Gogebic, Houghton, Iron, Keweenaw, Ontonagon</p> <p><input type="checkbox"/> <b>B. Central Upper Peninsula</b> - Alger, Delta, Dickinson, Marquette, Menominee, Schoolcraft</p> <p><input type="checkbox"/> <b>C. Eastern Upper Peninsula</b> - Chippewa, Luce, Mackinaw</p> <p><input type="checkbox"/> <b>D. Northwest</b> - Antrim, Benzie, Charlevoix, Emmet, Grand Traverse, Kalkaska, Leelanau, Manistee, Missaukee, Wexford</p> <p><input type="checkbox"/> <b>E. Northeast</b> - Alcona, Alpena, Cheboygan, Crawford, Iosco, Montmorency, Ogemaw, Oscoda, Otsego, Presque Isle, Roscommon</p> <p><input type="checkbox"/> <b>F. West Michigan</b> - Allegan, Barry, Ionia, Kent, Lake, Mason, Mecosta, Montcalm, Newaygo, Muskegon, Oceana, Osceola, Ottawa</p> <p><input type="checkbox"/> <b>G. East Central Michigan</b> - Arenac, Bay, Clare, Gladwin, Gratiot, Isabella, Midland, Saginaw</p> <p><input checked="" type="checkbox"/> <b>H. East Michigan</b> - Genesee, Huron, Lapeer, Sanilac, Shiawassee, St. Clair, Tuscola</p> <p><input type="checkbox"/> <b>I. South Central</b> - Clinton, Eaton, Ingham</p> <p><input type="checkbox"/> <b>J. Southwest</b> - Berrien, Branch, Calhoun, Cass, Kalamazoo, St. Joseph, Van Buren</p> <p><input type="checkbox"/> <b>K. Southeast</b> - Hillsdale, Jackson, Lenawee, Livingston, Monroe, Washtenaw</p>
2	<p>Within which County is the project located?</p> <p><b>Shiawassee</b></p>
3	<p>How does your project fit with the Regional Housing Plan goals? Indicate the Goal number (Regional Housing Plans can be accessed on the MSHDA website: <a href="#">Statewide Housing Plan.</a>)</p>

	<p><b>Rehabilitation and Preservation. Goal 4.4: Increase the rehabilitation and/or preservation of housing stock.</b></p> <p>This project will assist in preservation of the City’s aging housing stock and add 5 new residential units on the 3<sup>rd</sup> floor of an existing downtown building.</p>
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<b>C</b>	<p><b>COMMUNITY DEVELOPMENT NARRATIVE</b></p> <p>Title I of the Federal Housing and Community Development Act of 1974, as amended, requires Units of General Local Government (UGLG) applying for funds to provide a brief narrative on how the proposed project aligns with or impacts their locally adopted plans.</p> <p>To satisfy this requirement, UGLGs must complete the questions in this section. Applicants may reference a locally adopted plan, such as a Master Plan or Community Improvement Plan; however, all questions must be answered. If the UGLG’s locally adopted plan(s) do not specifically address the questions provided, supplemental information should be included to demonstrate how the proposed project fulfills the objectives of an existing plan.</p>
1	<p><b>Community Development and Housing Needs Assessment</b></p> <p>Provide an assessment of the community development and housing needs within the UGLG’s jurisdiction, including the specific needs of low- and moderate-income residents. The assessment must address both community development and housing needs, regardless of the funding category under which assistance is being requested.</p> <p><b>The City of Owosso adopted a Master Plan in June of 2021. The plan addresses the importance of economic development by investing in our residents through housing renovations and redeveloping existing buildings for additional housing. Several areas of concern are summarized in the plan in regard to housing – most residential units were built before 1939 and the median value of homes is \$77,000. The median income is \$36,723 with a high poverty rate of 24.3%. Goal 1 of the Master Plan is to protect the health, safety and general wellbeing of the community and pursuing housing grants is a way to meet this goal by improving the housing stock. The Master Plan has previously been uploaded in IGX.</b></p>
2	<p><b>Planned Short-Term Activities (1–2 Years)</b></p> <p>Summarize planned short-term activities (lasting one to two years) that will address the identified <b>community development and housing</b> needs within the UGLG’s jurisdiction.</p> <ol style="list-style-type: none"> <li>1. Currently working on MIN 1.0 and 2.0 to complete home improvements to at least 20 homes within the city by August 2026.</li> <li>2. Will begin CDBG 2.0 at the end of this year and continue for 2027 to complete home improvements to 10 homes within the city.</li> <li>3. Complete this process for CDBG 3.0 HMR for renovations to 19 homes (will begin the renovations in 2027)</li> <li>4. Also complete this process for CDBG 3.0 URR for 5 new apartments in the downtown (renovations to begin this year)</li> <li>5. Submitted LOI for CDBG Round 4 on 02/04/2026 for \$1,475,000 for 31 home renovations in 2028.</li> <li>6. Continue to apply for additional housing grants as available.</li> </ol>
3	<p><b>Planned Long-Term Activities (2+ Years)</b></p> <p>Provide a summary of planned long-term activities (lasting two years or more) designed to address the identified <b>community development and housing</b> needs within the UGLG’s jurisdiction.</p> <p><b>Continue to apply for additional housing improvements grants and expand into rental home renovations (homeowner occupied-duplex). Further pursue unoccupied rental rehabilitation with downtown building owners to improve housing stock and support the housing shortage by creating additional units.</b></p>
4	<p><b>Impact of the Proposed CDBG Activities</b></p>

	<p>Based on the identified needs, describe the anticipated impact of the proposed CDBG activities. Explain how activities complement the short-term and long-term activities outlined in the previous sections and contribute to the overall development goals of the UGLG.</p> <p><b>The housing renovations will bring the much-needed repairs to the older homes in the city. This will increase the value of the homes and the pride in home ownership. With the energy efficiency component, it is anticipated that homeowners will see a decrease in the gas/electric bills. This activity is expected to complete home renovations for 19 LMI households.</b></p> <p><b>The downtown rental units will increase housing availability to a County and City that are in serious need of housing. This activity will bring 5 rental (LMI) apartments to the downtown area.</b></p>
5	<p><b>Plan for Minimizing and Addressing Displacement</b></p> <p>Describe the strategy for minimizing displacement caused by grant-assisted activities and the approach for assisting individuals who are actually displaced. Reference your locally adopted Residential Anti-Displacement Plan as applicable or develop a new plan.</p> <p><b>We don't anticipate any displacement will occur during this activity because the housing improvements will be minor in nature, with minimal disruption to the household.</b></p> <p><b>This is a voluntary program and homeowners will be informed, in advance, they are responsible for paying for any temporary relocation if needed during repairs.</b></p> <p><b>The downtown building (upper floors) is currently vacant.</b></p>

D	PROJECT MANAGEMENT OVERVIEW
1	<p>Activity Type(s): <b>Check all that apply</b></p> <div style="display: flex; justify-content: space-between;"> <div> <input checked="" type="checkbox"/> Homeowner Rehabilitation  <input type="checkbox"/> Housing Infrastructure         </div> <div> <input type="checkbox"/> Manufactured Housing  <input type="checkbox"/> Reconstruction  <input checked="" type="checkbox"/> Unoccupied Rental Rehabilitation         </div> </div> <p>A corresponding <b>Application Supplement must be attached for each selected activity</b>, detailing specific implementation strategies.</p>
2	<p><b>Administrative Services</b></p> <p>Select one:</p> <p><input checked="" type="checkbox"/> Employees of the UGLG will administer the program.</p> <p><input type="checkbox"/> CDBG funds will be used to pay a third-party administrator to assist the UGLG with grant administration. Federal procurement compliance is required. The UGLG must request and receive authorization from MSHDA prior to signing an administration contract or incurring administrative costs.</p> <p><input type="checkbox"/> Non-CDBG funds will be used to pay a third-party administrator to assist the UGLG with grant administration. Name of third party, if known:</p>
3	<p><b>Procurement of Third-party Administrator</b></p> <p><input type="checkbox"/> Applicable                      <input checked="" type="checkbox"/> Not Applicable</p> <p>If applicable, explain the process to be used for procuring the third-party administrator.</p>
4	<p><b>Activity Oversight &amp; Administration</b></p> <p>Describe how the UGLG will provide oversight across all selected activities, ensuring compliance with program requirements. Use <b>Form 13-A "Grant Management Plan"</b> from Chapter 13 of the <a href="#">MSHDA CDBG Policy Manual</a> as a guide when outlining your response. Include:</p> <p>a) The structure for managing program administration and oversight.</p>

	<p><b>Management Structure – The Planning &amp; Building director will administer every aspect of the grant and ensure the completion of the activities with the help of the Building Official and Trades Inspectors. The Finance Director has experience with CDBG grants and will ensure compliance with the financial aspect of the program.</b></p> <p>b) <b>Roles and responsibilities of staff, contractors, or agencies in ensuring successful implementation. Roles and Responsibilities - For the HMR - the Planning &amp; Building Director, as the administrator, will ensure successful implementation of the grant and is the main point of contact. The Director will work with homeowners through the application process, assist homeowners with obtaining quotes from contractors and will ensure contractors are qualified for the program. The Director will process all documentation to the State.</b></p> <p><b>The Building Official will do all pre-inspections to compile the detailed list of work to be completed. Also, the Building Official will perform all on-site inspections with the contractor and homeowner. Trades inspectors will do on-site inspections for any electrical, mechanical and/or plumbing work that is completed.</b></p> <p><b>No agencies will be involved with the HMR portion of this grant.</b></p> <p><b>The contractors will comply with directives from the Building Department and will work with homeowners to schedule on site work. Contractors will follow building codes to ensure the projects are being done correctly. The contractors may act as a general contractor in the case where trades work is also a part of the activity. Contractors will be required to take before and after pictures of the work they are doing and submit, along with invoices, to the Director.</b></p> <p><b>For the URR portion of this grant – the City is the flow through entity for the grant funding. The Planning &amp; Building Director will be the administrator and will work with the property owners to ensure the grant is reaching the milestones and deadlines as needed. Contractors will be required to request inspections, submit progress reports and invoices for payments. The Building Official and Trades Inspectors will perform the on-site inspections to ensure compliance with the building codes.</b></p> <p>c) <b>How the UGLG will manage key regulatory requirements including Environmental Review. Regulatory Compliance - The City of Owosso will comply with all regulatory requirements and environmental review. The Planning &amp; Building Director completed the environmental review for the CDBG grant that was awarded in March of 2025 and understands that a new environmental review (or revisions to the existing) are required for each grant received. Any additional required regulations will be handled by the Director.</b></p> <p><b>For the URR, an updated Phase I will be submitted once completed by owners.</b></p> <p><b>Procurement Policy and Procedure was adopted by the City Council on 02/17/2026.</b></p> <p><b>Financial Management will include the Planning &amp; Building Director tracking project and administrative costs and submitting FSR's at least once per month.</b></p> <p><b>The Finance Department will be responsible for payments to the contractors. In addition, the City is audited every year.</b></p> <p>d) <b>Strategies for monitoring activities and addressing compliance issues. Monitoring and Compliance – HMR approved program guidelines and residential construction standards will be provided to the homeowners and contractors to ensure all parties are aware of all requirements. The Planning and Building Director will be in continuous contact with</b></p>
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	<p>homeowners and contractors to ensure the activity is going as planned. Also, the Building Official will be doing onsite inspections throughout the process to ensure code compliance.</p> <p>Program guidelines will be amended to include the URR for the owners and contractors to follow. Contractors will be required to meet all requirements set forth in the guidelines. The Building Official and Trade Inspectors will be doing onsite inspections throughout the process to ensure code compliance.</p>

E	BUDGET – Reflect costs to be incurred after application submission only.				
ACTIVITY	TOTAL # OF UNITS	CDBG FUNDS	LEVERAGE/MATCH FUNDS		TOTAL PROPOSED BUDGET
			UGLG	OTHER SOURCES	
Homeowner Rehab	19	760,000	0	0	760,000
Infrastructure (Housing) Reconstruction					
Unoccupied Rental Rehab	5	500,000	0		500,000
Manufactured Housing Administration		226,800			226,800
<b>TOTAL</b>	<b>24</b>	<b>1,486,800</b>	<b>\$</b>	<b>\$</b>	<b>1,486,800</b>

**\*\*Additional funding will be provided by the owners to cover the costs that are not allowed by CDBG funding\*\***

F	CAPACITY AND IMPLEMENTATION
1	<p><b>Organization and Staff Capacity</b> Describe the organizational capacity, staff composition, and grants management experience of the UGLG and, if applicable, its third-party administrator. If known, attach resumes or job descriptions for key staff.</p> <p><b>Description:</b> The Planning &amp; Building Director Tanya Buckelew will be responsible for administering this grant. The Director has over 35 years of experience in various areas of government that includes building and code enforcement, permitting, rental registration, planning and zoning and grant administrator for NEP Round 8 for \$75,000, MI-HOPE Phase 2 and 3 for \$265,000, MI-HOPE High Performer for an additional \$100,000, NEP Round 9 for \$75,000, NEP Public Amenity for \$15,000, MIN 1.0 and 2.0 for \$926,300, CDBG Round 2 for \$472,000 and experience with IGX.</p> <p>The Director has support staff that includes a full-time Building Official/Inspector, 1 part-time code enforcement officer and 2 part-time trades inspectors.</p> <p>The Finance Director has experience with CDBG grants and will add to the success of carrying out this grant.</p>
2	<p><b>Grant History</b> List all housing and community development grant awards received by the UGLG and/or its third-party administrator in the past five years, including all State awarded grants. Provide the status of each, such as:</p> <p>a) Application Pending (include prospective CDBG applications)</p> <ol style="list-style-type: none"> <li>Submitted LOI for CDBG Round 4 on 02/04/2026 (\$1,475,000 for HMR to 31 LMI households)</li> <li>This application submission for CDBG Round 3 (\$1,486,800 for HMR to 19 LMI households and URR for 5 downtown upper floor (LMI) apartments)</li> </ol> <p>b) Approved</p>

	<ol style="list-style-type: none"> <li>1. CDBG Round 2 was approved and grant agreement signed in December of 2025 (\$472,000 for HMR to 10 LMI households) to be completed throughout 2027.</li> <li>2. MIN 1.0 CDBG Housing Grant for \$454,300 was approved and grant agreement signed in March of 2025 to complete renovations to 10 homes.</li> <li>3. MIN 2.0 CDBG Housing Grant for \$472,000 is currently being added to MIN 1.0 to complete renovations to an additional 10 homes in 2026.</li> </ol> <p>c) Monitoring</p> <ol style="list-style-type: none"> <li>1. MI-HOPE was monitored and there were no Findings. The Planning &amp; Building Director received a Success in Monitoring Award.</li> </ol> <p>d) Completed Successfully</p> <ol style="list-style-type: none"> <li>1. NEP Housing Grant Round 8 in 2023 completed successfully for \$75,000 (home improvements to 5 homes) and the Planning &amp; Building Director received the Regional Impact Award at the 2024 All Grantee Meeting.</li> <li>2. NEP Housing Grant Round 9 in 2024 completed successfully for \$72,500 (home improvements to 3 homes)</li> <li>3. MI-HOPE Phase 2 and 3 for \$265,000 and the city received an additional \$100,000 for a High Performer Award for the work the Planning &amp; Building Director accomplished. Renovations to 16 homes were completed successfully in January of 2026.</li> <li>4. NEP Public Amenity for \$15,000 for playground equipment at the Grand Ave Park and was completed successfully in June of 2025.</li> </ol> <p>e) Completed with Findings - <b>NONE</b></p>
3	<p><b>Implementation Strategy</b></p> <p>Describe what makes the UGLG uniquely positioned for successful implementation of the selected programs. Explain the planned approach to execution.</p> <p><b>Based on the success of past housing grants, the staff of the Building Department and Finance Department are positioned for another successful round. The URR is a new aspect of CDBG and staff is looking forward to a new challenge.</b></p> <p><b>The planned approach is as follows:</b></p> <p><b>Public hearing will be held in February and then the application will be submitted for review. Sign grant agreement in March and the Director will revise current program guidelines for HMR and include URR. Environmental reviews will be updated and submitted for HMR and Phase 1 will be submitted for URR.</b></p> <p><b>Construction is expected to start this summer for the URR and take approximately 1 year to complete. And the HMR is expected to begin in 2027 and may continue to 2028 to complete the 19 homes.</b></p>
4	<p>Check <b>each</b> item and certify below that the UGLG:</p> <p><input checked="" type="checkbox"/> (a) Understands that all activities undertaken must meet the Federal/state/local code, whichever is stricter.</p> <p><input checked="" type="checkbox"/> (b) Understands that required zoning must be approved for Manufactured Housing, Infrastructure (Housing), Reconstruction, and Unoccupied Rental Rehabilitation activities, and specific sites/addresses must be pre-identified prior to UGLG application submission. No specific sites/addresses need to be pre-identified prior to UGLG submission for Homeowner Rehabilitation activities.</p> <p><input checked="" type="checkbox"/> (c) Understands that all activities must be completed, invoiced and all expenditures completed and processed with the MSHDA grants management system by the end of the Grant term. Invoices must be submitted at least quarterly.</p>

	<p><input checked="" type="checkbox"/> (d) Understands that this CDBG funding is not replacement funding; and can only serve as a matching resource for another state and/or federal Program with MSHDA pre-approval.</p> <p><input checked="" type="checkbox"/> (e) Understands that MSHDA reserves the right to reject any and all submissions, or parts thereof, or to waive any informality or defect in any submission if it is in the best interest of MSHDA and the State of Michigan. All submissions shall become the property of MSHDA. All submissions are considered public information and are subject to discovery under the Freedom of Information Act (FOIA). This submission is not a binding agreement and the notice of selection under this Notification does not guarantee project funding. <b>No project expenses may be incurred, nor contracts signed, for any work that will occur after the application is submitted, unless MSHDA provides formal written authorization. Failure to obtain this approval may jeopardize grant funding.</b></p> <p><input checked="" type="checkbox"/> (f) Understands that the UGLG is required to be in compliance and good standing with MSHDA and all other State and Federal Agencies.</p> <p><input checked="" type="checkbox"/> (g) Agrees to adhere to federal, state and local rules and regulations including, but not limited to, HUD, CDBG, MSHDA, MI Neighborhood, CHILL and CDBG Policy Manual, program rules, regulations, policies, procedures, Grant Agreement, reporting requirements, and the completion of closeout public hearing, monitoring, and grant closeout.</p>
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<b>G</b>	<p><b>COMPLIANCE REQUIREMENTS</b></p> <p>The following MSHDA CDBG Program Compliance Documents are required to be submitted with the CDBG Application or prior to receiving a Grant Agreement as indicated. Refer to the <a href="#">CDBG Policy Manual</a> for details.</p>
<b>MUST BE LABELED AND SUBMITTED WITH APPLICATION</b>	
1	<p><input type="checkbox"/> <b>Proof of funding attached for total project costs, including all leverage/match funds.</b></p> <p><b>OR</b></p> <p><input checked="" type="checkbox"/> <b>Proof of funding not applicable. No leverage/match funds.</b></p>
2	<p><input checked="" type="checkbox"/> <b>Public Hearing Documentation</b></p> <p><b>Purpose:</b> To ensure public awareness and input regarding proposed CDBG-funded activities.</p> <p><b>Submission Requirements:</b></p> <ul style="list-style-type: none"> <li>a) Public Hearing Publication Affidavit and Public Hearing Meeting Minutes must be provided.</li> <li>b) Notice must be published in a local or applicable newspaper at least five calendar days before the hearing. The first day counted is the day after publication.</li> </ul> <p><b>Public Hearing Notice Must Include:</b></p> <ul style="list-style-type: none"> <li>a) Total available funding for the proposed project.</li> <li>b) Eligible activities and the estimated amount allocated for low- and moderate-income (LMI) households.</li> <li>c) Plans to minimize displacement and provide benefits to displaced persons, if applicable.</li> <li>d) Information on the UGLG's performance in prior CDBG programs, if applicable.</li> </ul> <p>Refer to <a href="#">MSHDA CDBG Policy Manual</a> Chapter 3 – Notice of Public Hearing (Sample 3-A).</p> <p><b>Proof of Public Notice:</b> Applicants must submit an affidavit or a copy of the full newspaper page showing the publication date and notice details.</p>



	<p><b>Public Hearing Purpose:</b></p> <ul style="list-style-type: none"> <li>a) Inform citizens of project objectives, activities, locations, and funding allocation.</li> <li>b) Provide the opportunity for public review and comments on the application.</li> <li>c) Include the anticipated application submission date and details on where and when the application can be reviewed.</li> </ul> <p><b>Submission Timeline:</b></p> <ul style="list-style-type: none"> <li>a) Draft meeting minutes may be submitted with the application.</li> <li>b) Once approved, public hearing minutes and an attendance roster must be submitted to MSHDA before grant award.</li> </ul>
3	<p><input checked="" type="checkbox"/> <b>CDBG Authorizing Resolution</b></p> <p><b>Purpose:</b> To designate the <b>authorized official</b> responsible for the CDBG application, grant administration, and NEPA Environmental Review Certifying Officer.</p> <p><b>Submission Requirements:</b></p> <ul style="list-style-type: none"> <li>• Authorizing Resolution (Form 2-A from Chapter 2 of the <a href="#">MSHDA CDBG Policy Manual</a>) must be submitted with the application.</li> <li>• The highest elected official is responsible for signing grant documents unless delegated through the resolution.</li> </ul> <p><b>Instructions:</b></p> <p>Grantees are required to submit an Authorizing Resolution (2-A) designating their authorized official. By default, the highest elected official assumes responsibility of the grant application process, in addition to signing the grant agreement, oversight of grant activities, and signing of grant documents, pay requests, etc. However, these responsibilities may be delegated to another official (elected or hired) through the use of the Authorizing Resolution. The Authorizing Resolution should be completed prior to submitting the application or signing grant related documents and is often in tandem with the public hearing for the overview of the proposed project.</p> <p>At time of passing the Authorizing Resolution, the UGLG may also designate the Certifying Officer for the NEPA Environmental Review. Please review instructions in the Environmental Review chapter.</p> <p>An adopted CDBG Authorizing Resolution will, at a minimum, contain the following:</p> <ol style="list-style-type: none"> <li>1. Identification of the proposed project.</li> <li>2. Identification of the funding request and the commitment of the UGLG's matching funds.</li> <li>3. Statement that the proposed project is consistent with the UGLG's community development plan as described in the Application.</li> <li>4. Statement that all activities will be taken for the purpose of providing and/or improving permanent residential structures, which upon completion: <ol style="list-style-type: none"> <li>a. 100% will be occupied by low- or moderate-income households <b>[for projects that include Homeowner Rehabilitation, Reconstruction, and Manufactured Housing activities]</b> AND/OR</li> <li>b. 51% or more will be occupied by low- or moderate- income households <b>[for projects that include Housing Infrastructure and Unoccupied Rental Rehabilitation activities]</b></li> </ol> </li> <li>5. Statement that no project costs (CDBG and non-CDBG) will be incurred prior to a formal grant award, completion of the environmental review procedures and formal, written authorization to incur costs has been provided by MSHDA.</li> <li>6. Local authorization to submit the Michigan CDBG Application.</li> </ol>

	<p>7. Identification, by title, of the UGLGs authorized person to sign the Application and all attachments.</p> <p>8. Identification, by title, of the UGLGs authorized person to sign the Grant Agreement and all amendments.</p> <p>9. Identification, by title, of the UGLGs authorized person to sign Payment Requests.</p> <p>10. Identification, by title, of the UGLGs authorized person as the National Environmental Policy Act (NEPA) Environmental Review Certifying Officer.</p> <p>An Authorizing Resolution template is available in the CDBG Policy Manual Chapter 2 – Application and Award Process (2-A Authorizing Resolution).</p>
4	<b>Copy of the applicant's current Procurement Policy.</b> The Procurement Policy must meet 2 CFR Part 200 standards (see Procurement Policy section of the CDBG Policy Manual, Chapter 11 – Procurement).

**NOTE: THE FOLLOWING ITEMS ARE SUBMITTED AFTER APPLICATION APPROVAL**

<b>MUST BE SUBMITTED PRIOR TO GRANT AGREEMENT EXECUTION</b>	
5	<p>Annual Profile Review.</p> <p>IGX Grant Management System instructions will be provided upon award.</p> <p>Complete and return 2-E Authorized Signature Designation</p> <p>Review CDBG Policy Manual Chapter 2 – Application and Award Process</p>
<b>MUST BE SUBMITTED PRIOR TO INCURRING ANY PROJECT COSTS (CDBG or non-CDBG)</b>	
6	<p>NEPA Environmental Review.</p> <p>Review CDBG Policy Manual Chapter 7 – Environmental Review</p>
<b>MUST BE SUBMITTED WITHIN 60 DAYS OF GRANT AGREEMENT EXECUTION</b>	
7	<p>Local Program Guidelines.</p> <p>Complete the Program Guidelines TEMPLATE</p> <p>Review CDBG Policy Manual Chapter 2 – Application and Award Process (2-C Program Guidelines)</p>

<b>H</b>	<b>CERTIFICATION BY THE UGLG</b> <input checked="" type="checkbox"/> <b>I have read and certify Section H below.</b>
	<p>The UGLG states that the person identified in the Authorizing Resolution certifies the following:</p> <ol style="list-style-type: none"> <li>1. Possesses legal authority to submit a grant application.</li> <li>2. Shall comply with 570.486(a) Citizen Participation Requirements of a Unit of General Local Government, including: <ol style="list-style-type: none"> <li>a. Provide for and encourage citizen participation, particularly by low- and moderate-income persons who reside in slum or blighted areas and areas in which CDBG funds are proposed to be used;</li> <li>b. Ensure that citizens will be given reasonable and timely access to local meetings, information, and records relating to the unit of local government's proposed and actual use of CDBG funds;</li> <li>c. Furnish citizens information, including but not limited to: <ol style="list-style-type: none"> <li>i. The amount of CDBG funds expected to be made available for the current fiscal year (including the grant and anticipated program income).</li> <li>ii. The range of activities that may be undertaken with the CDBG funds.</li> </ol> </li> </ol> </li> </ol>

	<ul style="list-style-type: none"> <li>iii. The estimated amount of the CDBG funds proposed to be used for activities that will meet the national objective of benefit to low- and moderate-income persons; and</li> <li>iv. The proposed CDBG activities likely to result in displacement and the unit of general local government's anti-displacement and relocation plans required under §570.488.</li> </ul> <ul style="list-style-type: none"> <li>d. Provide technical assistance to groups representative of persons of low and moderate income that request assistance in developing proposals in accordance with the procedures developed by the state. Such assistance need not include providing funds to such groups.</li> <li>e. Provide for a minimum of two public hearings, each at a different stage of the program, for the purpose of obtaining citizens' views and responding to proposals and questions. Together the hearings must cover community development and housing needs, development of proposed activities and a review of program performance. The public hearings to cover community development and housing needs must be held before submission of an application to the state. There must be reasonable notice of the hearings and they must be held at times and locations convenient to potential or actual beneficiaries, with accommodations for the handicapped. Public hearings shall be conducted in a manner to meet the needs of non-English speaking residents where a significant number of non-English speaking residents can reasonably be expected to participate.</li> <li>f. Provide citizens with reasonable advance notice of, and opportunity to comment on, proposed activities in an application to the state and, for grants already made, activities which are proposed to be added, deleted or substantially changed from the unit of general local government's application to the state. Substantially changed means changes made in terms of purpose, scope, location or beneficiaries as defined by criteria established by the state.</li> <li>g. Provide citizens the address, phone number, and times for submitting complaints and grievances, and provide timely written answers to written complaints and grievances, within 15 working days where practicable.</li> </ul> <p>3. Has in a timely manner:</p> <ul style="list-style-type: none"> <li>a. Furnished its citizens information concerning the amount of funds available and being applied for, and the proposed community development and housing activities to be undertaken, including the estimated amount proposed to be used for activities that will benefit persons of low and moderate income and the plans for minimizing displacement of persons due to proposed activities and for assisting persons displaced.</li> <li>b. Published public notice in such manner to afford citizens an opportunity to examine and submit comments on the proposed application and community development and housing activities.</li> <li>c. Held one or more public hearings to obtain the views of citizens on the proposed application and community development and housing needs; and</li> <li>d. Made the proposed application available to the public.</li> </ul> <p>4. Will conduct and administer the grant in conformity with Public Law 88-352 and Public Law 90-284 and will affirmatively further fair housing.</p>
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	<p>5. Has developed the proposed application so as to give maximum feasible priority to activities which will benefit low- and moderate-income families or aid to the prevention or elimination of slum or blight; or to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to health or welfare of the community where other financial resources are not available to meet such needs.</p> <p>6. Has developed a community development plan or community development narrative that identifies community development and housing needs and specifies both short- and long-term community development objectives that have been developed in accordance with the primary objective and requirements of the Title I Housing and Community Development Act of 1974, as amended;</p> <p>7. Will not attempt to recover any capital costs of public improvements assisted in whole or in part with Title I funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements, unless (A) Title I funds are used to pay the proportion of such fee or assessment that related to capital costs of such public improvement that are financed from revenue sources other than Title I funds; or (B) for purposes of assessing any amounts against properties owned and occupied by persons of low and moderate income who are not persons of very low income, and (name of local unit) certifies that it lacks sufficient Title I funds to comply with the requirements of clause (A);</p> <p>8. Will adopt a policy of prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in nonviolent civil rights demonstrations; and enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such nonviolent civil rights demonstrations within its jurisdictions.</p> <p>9. No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant or cooperative agreement;</p> <p>10. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with a federal contract, grant, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions;</p> <p>11. The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.</p> <p>12. Will comply with other provisions of Title I of the Housing and Community Development Act of 1987, as amended, and with other applicable laws.</p>
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<b>I</b>	<b>STATEMENT OF ASSURANCES</b> <input checked="" type="checkbox"/> <b>I have read Section I and assure the following:</b>
	<p>The UGLG states that the person identified in the Authorizing Resolution assures the following:</p> <p>1. Compliance with financial management and audit requirements in 2 CFR Part 200; Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards; Final Rule.</p>

	<ol style="list-style-type: none"> <li>2. Compliance with Civil Rights and Equal Opportunity statutes as set forth in Title I of the Civil Rights Act of 1964 (Public Law 88-352), Title VIII of the Civil Rights Act of 1968 (Public Law 90-284), the Michigan Civil Rights Act 453 of 1976, the Michigan Fair Employment Practices Act (MCL 423, 301-423, 311), related statutes and implementing rules and regulations.</li> <li>3. Compliance with Labor Standards statutes as set forth in the Davis-Bacon Fair Labor Standards Act (40 U.S.C. 276a-276a-5), related statutes and implementing rules and regulations.</li> <li>4. Compliance with Lead Based Paint Poisoning Prevention Act (42 U.S.C. 4831).</li> <li>5. Compliance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (42 U.S.C. 4630) and implementing regulations.</li> <li>6. Compliance with Section 504 of the Rehabilitation Act of 1973, as amended, and implementing rules and regulations 24 CFR Part 8.</li> <li>7. Compliance with the Citizen Participation Plan (24 CFR Part 570.486 (A)) and implementing regulations.</li> <li>8. Authorized state officials and representatives will have access to all books, accounts, records, reports, files, and other papers, things, or property pertaining to the project to make audits, examinations, excerpts, and transcripts; each contract or subcontract also shall provide for such success to relevant data and records pertaining to the development and implementation of the project.</li> </ol> <p>The UGLG agrees to assume all the responsibilities for environmental review, decision making, and action as specified and required under the National Environmental Policy Act of 1969 (42 U.S.C. 4321) and Section 104 (f) of Title I of the Housing and Community Development Act and implementing regulations 24 CFR Part 58.</p>
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<b>J</b>	<p><b>CHOICE LIMITING ACTION ACKNOWLEDGEMENT</b></p> <p><input checked="" type="checkbox"/> I acknowledge that engaging in choice-limiting activities prior to submitting the Request for Release of Funds (RROF) and Certification and receiving authorization, may jeopardize this project's eligibility for funding. Such actions may result in disqualification from CDBG funding and/or require repayment of CDBG funds already expended.</p>
	<p>In accordance with 24 CFR Part 58, neither the recipient nor any participant in the project—including public or private nonprofit organizations, for-profit entities, or their contractors—may commit or expend federal or non-federal project funds prior to approval of the Environmental Review Request for Release of Funds (RROF) and Certification, and subsequent authorization from MSHDA, unless explicitly allowed under 24 CFR Part 58.</p> <p>Examples of prohibited choice-limiting actions include, but are not limited to:</p> <ul style="list-style-type: none"> <li>• Acquisition of land or property</li> <li>• Demolition activities</li> <li>• Closing on loans</li> <li>• Signing contracts</li> <li>• Beginning site prep, construction or rehabilitation work</li> </ul>

K	<b>CERTIFICATION BY AUTHORIZED SIGNATORY</b>  The individual signing below is either the highest elected official or has been duly authorized through an Authorized Resolution. By signing, they certify that: <ol style="list-style-type: none"> <li>1. All required fields in this application have been completed and reviewed.</li> <li>2. The Certifications and Assurances included herein have been reviewed and acknowledged.</li> <li>3. No project costs (CDBG and non-CDBG) will be incurred prior to a formal grant award, and written authorization to incur costs has been provided by MSHDA.</li> <li>4. To the best of their knowledge, the information provided in this application is accurate and current.</li> <li>5. The UGLG agrees to comply with all applicable HUD, CDBG, and MSHDA rules, regulations, policies, procedures, and reporting requirements.</li> <li>6. All entities involved in the implementation of the proposed project will also comply with these rules and regulations throughout the grant administration process.</li> </ol>	
	SIGNATURE	
1	NAME	Tanya S. Buckelew
2	TITLE	Planning & Building Director
3	PHONE	989-725-0540
4	DATE	02/17/2026



## COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) APPLICATION SUPPLEMENT – HOMEOWNER REHABILITATION

**SUBMISSION DEADLINE IS AT 11:59:59 PM EST 120 DAYS AFTER  
THE DESIGNATION MEMO IS FULLY EXECUTED.**

Complete the CDBG Application and applicable Application Supplement(s) in full. Include all required attachments before submitting.

Please review the application to ensure that all fields of information, checkboxes and additional documents requested are addressed prior to submission. When answering the questions, please label all subfactors within the narrative, i.e., a), b), c), d).

A	APPLICANT INFORMATION	
1	APPLICANT NAME	City of Owosso

Please review each question carefully to ensure the response includes all required factors.

B	ACTIVITY SUMMARY
	Added: Please note that oversight and monitoring responsibilities must remain with the applicant. This includes key functions such as reviewing payment requests, approving assistance applications, submitting Environmental Reviews, and completing IGX submissions.
1	<p><b>Program Design &amp; Administration</b></p> <p>Describe the overall structure of the homeowner rehabilitation program, including:</p> <p>a) Activity-specific roles and responsibilities of staff, contractors, or partnering agencies.</p> <p><b>The Planning &amp; Building Director will administer the grant program, taking on most of the grant activities to include completing applications with homeowners, working with homeowners to obtain quotes, providing signed contracts to both the homeowners and contractors, submitting FSR's, mortgages/notes and grant closeout. Assisting the Director, is the Building Official who will do pre-inspections to determine the scope of the projects and on-site inspections throughout the home improvement process.</b></p> <p><b>Contractors will complete the job as quoted in compliance with the building codes of the State of Michigan. The contractors may also act as the general contractor in activities where trades work is part of the activity. Contractors will be required to submit before and after photos of their work, permit applications along with invoices for payment.</b></p> <p><b>No partnering agencies involved.</b></p> <p>b) Program parameters, including maximum assistance amounts, eligible repairs, and any homeowner contribution requirements.</p> <p><b>\$40,000 maximum in assistance per household for eligible repairs that could include roof replacement, siding, painting, windows, front porches/decks, ramps, soffit, fascia, electrical, mechanical, plumbing, insulation and accessibility improvements. Excluded are cosmetic only renovations.</b></p>

	<p><b>Homeowners would be required to pay the difference between the low and high quotes, if the homeowner chooses to go with the higher quote.</b></p> <p>c) Targeting strategies, such as income thresholds, geographic focus areas, or outreach methods to ensure equitable access.  <b>The focus area is the City of Owosso with households meeting the CDBG Limits 80% AMI - EFF 06/01/2025 or later.</b></p> <p><b>The City of Owosso has been accepting applications since January 2026. This was announced on the City's website and Facebook page. In addition, the local newspaper published an article on the grant program.</b></p>
2	<p><b>Participant &amp; Site Selection</b>  Explain how program participants and properties will be selected, including:</p> <p>a) Eligibility criteria for homeowners and properties.  <b>Households would have to meet the following:</b>  -Single family zoned residential  -Owner-occupied  -Owned the home for at least 12 months  -Current on mortgage (if applicable)  -Current on taxes  -Current on home owners insurance  -Not subject to foreclosure  -Has utilities turned on  -Is affixed to a permanent foundation  -Willing to accept the 5 year forgivable lien on the property</p> <p>b) Application process, including required documentation and evaluation methods.  <b>The City has been accepting applications using the 10C Application for CHILL Program for preliminary screening. Staff is reviewing applications as they are received to determine eligibility for the program. The initial reviews include discussions with homeowners and on site inspections to determine the need for housing renovations. The City has been prioritizing the applications based on an immediate need for home improvements.</b></p> <p><b>The application process will then move to the homeowner completing all the documents required as detailed in Chapter 10 for Income and Asset.</b></p> <p>c) Prioritization strategies, such as targeting the most urgent rehabilitation needs or specific demographic groups (e.g., seniors, people with disabilities).  <b>The City is targeting the most urgent rehabilitation needs for this round. The City has received 55 applications to date and over half are in urgent need of repairs.</b></p>
3	<p><b>Contractor Selection &amp; Construction Oversight</b>  Describe the process for managing rehabilitation activities, including:</p> <p>a) Contractor procurement and selection criteria (competitive bidding, qualifications, experience requirements).  <b>The City of Owosso will utilize a list of contractors that meet the following: located within Shiawassee County, have obtained building/trades permits from the City before and have passed inspections, currently licensed with the State of Michigan and up to date on insurance and work comp. This list will be provided to homeowners so they can reach out for quotes.</b></p> <p>b) Construction oversight, including project timelines, progress monitoring, and compliance checks.  <b>The contractors will be expected to complete the project within 6 months after the start date. This wording will be included in the contract. Any extensions would have to be approved by all</b></p>



	<p><b>parties including MSHDA. The Planning &amp; Building Director will be responsible for progress monitoring as reported by the homeowners and on-site inspections by the Building Official.</b></p> <p>c) Inspection procedures, including initial property assessments, progress evaluations, and final project signoffs.  <b>The Building Official will perform the initial property assessment to determine the housing needs. He will use his knowledge and experience along with following the checklist in the policy manual. Inspections will be performed at 50% completion and then at 100%. More if requested by the homeowner and/or the contractor. Final project signoffs will include the Building Official and Trades Inspectors performing the final inspections in order to close out the permits. Along with the homeowner signing off on the approval for final contractor payment.</b></p>																																																				
4	<p><b>Leveraged Resources</b>  Identify the amount and source of any leveraged resources and explain how they will be used (Note: this information should correlate with the numbers provided in the Budget Section (E) of the Application)</p> <p><b>N/A</b></p>																																																				
<b>C</b>	<p><b>TIMELINE</b></p> <p>Complete a detailed schedule of the time frame for the grant term with date ranges for each activity.</p> <table border="1"> <thead> <tr> <th colspan="4">TIMELINE</th> </tr> <tr> <th>Completed by</th><th>Task</th><th>Start Date</th><th>End Date</th></tr> </thead> <tbody> <tr> <td>Applicant</td><td>Grant Agreement Executed</td><td>3/1/26</td><td></td></tr> <tr> <td>Applicant</td><td>Procure Third-Party Administrator</td><td>N/A</td><td></td></tr> <tr> <td>Applicant</td><td>Procure Environmental Review consultant</td><td>N/A</td><td></td></tr> <tr> <td>Applicant</td><td>Complete Tier I Environmental Review</td><td>March 2026</td><td>April 2026</td></tr> <tr> <td>Applicant</td><td>Complete Program Guidelines</td><td>March 2026</td><td>April 2026</td></tr> <tr> <td>Applicant</td><td>Sites/Participants Selected (Tentative, pending successful Tier II ER and Verification of Eligibility)</td><td>September 2026</td><td>December 2026</td></tr> <tr> <td>Applicant</td><td>Complete Tier II Environmental Review</td><td>January 2027</td><td>February 2027</td></tr> <tr> <td>Applicant</td><td>Contractor Procurement</td><td>March 2027</td><td>March 2027</td></tr> <tr> <td>Applicant</td><td>Construction Period</td><td>April 2027</td><td>December 2027</td></tr> <tr> <td>Applicant</td><td>Final Inspection(s) Completed</td><td>December 2027</td><td>January 2028</td></tr> <tr> <td>Applicant</td><td>100% Disbursement of Funds/Final Reports</td><td>January 2028</td><td>2/29/28</td></tr> </tbody> </table> <p>Timeline Description:  <b>Once the grant agreement has been executed, previously approved guidelines along with any updates required, will be submitted to the CDBG Specialist for review. An environmental review will be updated for Tier 1 and Tier 2 will be for when the specific sites have been chosen.</b></p> <p><b>Potential applicants will be chosen but the application process will not begin until the Notice to Proceed has been issued. Once issued, applications will be completed and the Building Official will do the initial on-site inspection to determine the scope of each project.</b></p>	TIMELINE				Completed by	Task	Start Date	End Date	Applicant	Grant Agreement Executed	3/1/26		Applicant	Procure Third-Party Administrator	N/A		Applicant	Procure Environmental Review consultant	N/A		Applicant	Complete Tier I Environmental Review	March 2026	April 2026	Applicant	Complete Program Guidelines	March 2026	April 2026	Applicant	Sites/Participants Selected (Tentative, pending successful Tier II ER and Verification of Eligibility)	September 2026	December 2026	Applicant	Complete Tier II Environmental Review	January 2027	February 2027	Applicant	Contractor Procurement	March 2027	March 2027	Applicant	Construction Period	April 2027	December 2027	Applicant	Final Inspection(s) Completed	December 2027	January 2028	Applicant	100% Disbursement of Funds/Final Reports	January 2028	2/29/28
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	Once quotes have been obtained and the contractor has been chosen, contractors will submit permit applications and will have 6 months to complete the projects and get all required inspections. It is anticipated to have the proposed 19 homes completed by the end of 2027.
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## COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) APPLICATION SUPPLEMENT – UNOCCUPIED RENTAL REHABILITATION

**SUBMISSION DEADLINE IS AT 11:59:59 PM EST 120 DAYS AFTER  
THE DESIGNATION MEMO IS FULLY EXECUTED.**

Complete the CDBG Application and applicable Application Supplement(s) in full. Include all required attachments with application submission.

Please review the application to ensure that all fields of information, checkboxes and additional documents requested are addressed prior to submission. When answering the questions, please label all subfactors within the narrative, i.e., a), b), c), d).

A	APPLICANT INFORMATION	
1.	APPLICANT NAME	City of Owosso

B	ACTIVITY SUMMARY	
1.	<p><b>Project Scope:</b> Provide a detailed overview of the proposed Unoccupied Rental Rehabilitation project(s), including:</p> <ul style="list-style-type: none"> <li>a) The current physical condition and habitability of the units. <b>The units are vacant and uninhabitable.</b></li> <li>b) Whether the building is 100% residential or a mixed-use building. <b>The building is mixed-use, with a business on the 1<sup>st</sup> floor.</b></li> <li>c) Indicate whether any portion of the project was occupied by a business, non-profit organization, or residence within the six months leading up to the Letter of Intent (LOI) due date. <b>There has been a business on the 1<sup>st</sup> floor within the six months leading up to the LOI.</b></li> <li>d) Whether any of the units are being converted from non-residential space (adaptive reuse is not allowed). <b>No</b></li> <li>e) Rehabilitation scope: Describe the rehabilitation work proposed. Include: <ul style="list-style-type: none"> <li>i. Type of work to be completed (e.g., mechanical systems, kitchens, flooring, bathrooms, accessibility upgrades). <b>The type of work to be completed includes every aspect to make a unit habitable. This includes kitchens, bathrooms, heating and cooling, bedrooms, flooring and all the components necessary to meet code. This also includes accessibility upgrades.</b></li> <li>ii. Whether the scope includes any Energy Star features, universal design elements, or lead/asbestos mitigation. <b>The scope does include Energy Star features (i.e. appliances, windows, heating and cooling). Any lead/asbestos mitigation would be separated from this grant project.</b></li> <li>iii. Whether work involves fire suppression, stairwells, egress, or shared/common space improvements.</li> </ul> </li> </ul>	

	<b>Fire suppression, stairwells, elevator and common space improvements are included with the scope of this project but from another funding source, not CDBG.</b>
2.	<p><b>Purpose &amp; Justification:</b> Explain how this project expands access to quality, affordable rental housing and contributes to revitalization goals. Describe:</p> <ul style="list-style-type: none"> <li>a) Why this site and building are suitable for rehabilitation. <b>There is a desire for downtown living. Being a 3-story building, allows for residential units on the 2<sup>nd</sup> and 3<sup>rd</sup> floors. The scope of this project only includes the 5 residential units on the 3<sup>rd</sup> floor.</b></li> <li>b) Indicate whether the rental rehabilitation project benefits only new or rehabbed housing units, with at least 51% designated for low-to-moderate income (LMI) households. <b>This project benefits 5 rehabbed housing units and at least 51% of the units are designated for LMI households.</b></li> <li>c) If the project has broader benefits, outline additional beneficiaries (residential and non-residential) and any potential areawide impacts. <b>This project provides housing for a community that is experiencing a housing shortage. Additional housing units attract residents to the downtown area and supports local businesses.</b></li> </ul>
3.	<p><b>Project Planning &amp; Approvals:</b> Describe the current status and progress for:</p> <ul style="list-style-type: none"> <li>a) Engineering, permit approvals, and regulatory compliance. <b>Engineering plans are in the final review process. Permit approvals are pending the final review of plans. No permits have been issued at this time and won't be until the release of funds. The Phase I Environmental Review is in the process of being updated.</b></li> <li>b) Zoning and site plan approvals. <b>The building is Zoned CBD – Central Business District that allows for mixed use buildings including residential units on the upper floors. Site plan approvals are not required for this downtown location. Parking is subject to the availability in city lots and on street parking. No exterior changes are proposed, except for the façade. The façade (that will be completed under a different funding source) was approved by the City of Owosso Historic District Commission (HDC).</b></li> <li>c) Any anticipated project challenges and how they may affect the project's ability to meet project deadlines. <b>It is an old building and there may be unknown structural factors that may exist. Depending on the severity, any issues could extend the project timeline. If necessary, this would be brought to MSHDA's attention for an extension on completing the grant.</b></li> </ul>
4.	<p><b>Project Implementation and Compliance:</b> Describe how the UGLG and property owner will ensure ongoing compliance with MI Neighborhood requirements:</p> <ul style="list-style-type: none"> <li>a) How income-qualified tenants will be identified and certified. <b>Income-qualified tenants will be identified and certified by the City of Owosso and the property owner using income verification methods.</b></li> <li>b) Planned rent levels, utility arrangements, and rent increase limits. <b>The City of Owosso and property owner will set rent according to 80% AMI levels and include utilities per the guidance of the HUD Fair Market Rent Documentation System for Shiawassee County, MI. This document also guides the City of Owosso and the property owner for rental increases.</b></li> <li>c) How the five-year affordability period will be tracked and enforced. <b>The City of Owosso and property owner will track the five-year affordability period and adjust rents accordingly based on where each tenant is in their lease at the end of the five-year window and notify them if and when rent levels are changing.</b></li> <li>d) How fair marketing and leasing will be ensured.</li> </ul>

	<p><b>The City of Owosso and the property owner will ensure compliance by using the fair housing marketing, inclusive tenant selection policies, broad outreach and maintaining records for monitoring.</b></p> <p>e) Who is responsible for overseeing construction, permitting, and inspections.  <b>This will involve the General and Trades Contractors along with the Building Official and Trades Inspectors who will oversee the construction. The Planning &amp; Building Director and the Building Official will create permits and schedule the inspections to track progress.</b></p> <p>f) Detail how the applicant will provide oversight and track construction progress through occupancy, on the housing development.  <b>The City of Owosso uses BS&amp;A Software for all permits. This software allows staff the ability to track progress on all permits issued and follow through to the issuance of a Certificate of Occupancy.</b></p> <p>g) Whether property owners or immediate family will reside in the units (not allowed).  <b>No property owners nor immediate family will reside in any of the proposed units.</b></p>
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C	TIMELINE																																				
	<p>Provide a detailed project timeline of key milestones from grant agreement execution through unit lease-up.</p> <table><tr><th colspan="4">TIMELINE</th></tr><tr><th>Completed by</th><th>Task</th><th>Start Date</th><th>End Date</th></tr><tr><td>Applicant</td><td>Grant Agreement Executed</td><td>3/1/26</td><td></td></tr><tr><td>Applicant</td><td>Procure Third-Party Administrator</td><td>N/A</td><td></td></tr><tr><td>Applicant</td><td>Complete Environmental Review</td><td>02/18/26</td><td>03/18/26</td></tr><tr><td>Applicant</td><td>Procure Contractor(s)</td><td>03/18/26</td><td>04/15/26</td></tr><tr><td>Applicant</td><td>Begin Rehabilitation Work</td><td>05/01/26</td><td></td></tr><tr><td>Applicant</td><td>Final Inspections Completed</td><td>04/2027</td><td></td></tr><tr><td>Applicant</td><td>100% Disbursement of Funds/Final Report</td><td>05/2027</td><td>2/29/28</td></tr></table> <p>Timeline Description: The above timeline is anticipated as the property owners are anxious to get the project going. The above is contingent upon the environmental review approval and release of funds and will be adjusted accordingly.</p>	TIMELINE				Completed by	Task	Start Date	End Date	Applicant	Grant Agreement Executed	3/1/26		Applicant	Procure Third-Party Administrator	N/A		Applicant	Complete Environmental Review	02/18/26	03/18/26	Applicant	Procure Contractor(s)	03/18/26	04/15/26	Applicant	Begin Rehabilitation Work	05/01/26		Applicant	Final Inspections Completed	04/2027		Applicant	100% Disbursement of Funds/Final Report	05/2027	2/29/28
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Applicant	Complete Environmental Review	02/18/26	03/18/26																																		
Applicant	Procure Contractor(s)	03/18/26	04/15/26																																		
Applicant	Begin Rehabilitation Work	05/01/26																																			
Applicant	Final Inspections Completed	04/2027																																			
Applicant	100% Disbursement of Funds/Final Report	05/2027	2/29/28																																		

D	ATTACHMENTS
	<b>ATTACHMENTS MUST BE LABELED AND SUBMITTED WITH APPLICATION</b>
1	<p><input checked="" type="checkbox"/> <b>Detailed Project Map</b> Provide a parcel map clearly identifying each building or parcel involved in the rental rehabilitation activity.</p> <p>a) Demonstrate that the site is located within a downtown or along a primary road within one mile of downtown, in accordance with program eligibility requirements.</p>

2	<input checked="" type="checkbox"/> <b>List of Units:</b> For each parcel involved in the unoccupied rental rehabilitation housing project, complete the table below or provide an attachment. Add additional rows as needed.																																			
	<table border="1"> <thead> <tr> <th rowspan="2">Address</th> <th colspan="3">Units in Building</th> <th colspan="2">Rehabbed Units</th> </tr> <tr> <th>Total # of Units in Building</th> <th># of Occupied Units</th> <th># of Unoccupied Units</th> <th># of Units</th> <th>LMI Units</th> </tr> </thead> <tbody> <tr> <td>123 N Washington St, Owosso, MI</td> <td>12</td> <td>0</td> <td>12</td> <td>12</td> <td>5</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>TOTAL</td> <td>12</td> <td>0</td> <td>12</td> <td>12</td> <td>5</td> </tr> </tbody> </table>	Address	Units in Building			Rehabbed Units		Total # of Units in Building	# of Occupied Units	# of Unoccupied Units	# of Units	LMI Units	123 N Washington St, Owosso, MI	12	0	12	12	5													TOTAL	12	0	12	12	5
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123 N Washington St, Owosso, MI	12	0	12	12	5																															
TOTAL	12	0	12	12	5																															
3	<input checked="" type="checkbox"/> <b>Site Control Documentation:</b> Warranty deeds or proof of ownership.																																			
4	<input checked="" type="checkbox"/> <b>Approved Plans/Readiness Documentation:</b> <ol style="list-style-type: none"> <li>Zoning and site plan approval documentation.</li> <li>Site plans and stamped architectural/engineering plans, and general conditions/specifications.</li> <li>Provide site location photos, including both interior and exterior views of the property, as well as photos of adjacent properties and the surrounding neighborhood.</li> </ol>																																			
5	<input checked="" type="checkbox"/> <b>Financing Documentation:</b> <ol style="list-style-type: none"> <li>Third-party construction estimate dated within 60 days</li> <li>Documentation of total project cost and all committed funding sources.</li> <li>Project Proforma: <ol style="list-style-type: none"> <li>CDBG Unoccupied Rental Rehabilitation Proforma for rental housing developments.</li> </ol> </li> </ol>																																			
6	<input checked="" type="checkbox"/> <b>Environmental Documentation:</b> <ol style="list-style-type: none"> <li>Phase 1 Environmental Site Assessment (ESA): Must be dated within 5 years of application submission. Include page references for any identified Recognized Environmental Conditions (RECs).</li> <li>Phase 2 ESA documentation (if applicable).</li> </ol>																																			



## MEMORANDUM

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

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**DATE:** February 10, 2026

**TO:** Mayor Teich and the Owosso City Council

**FROM:** Jessica Ugnanst, Director of HR / IT

**SUBJECT:** Amending Purchase Order NO. 47475 – Addition of CrowdStrike Spotlight Module

### RECOMMENDATION:

Approval of an amendment to Purchase Order No. 47475 to authorize the purchase of the CrowdStrike Falcon Spotlight vulnerability management module from CDW-G in the amount of \$4,690.00, funded through the State and Local Cybersecurity Grant Program (SLCGP).

### BACKGROUND:

On December 1, 2025, City Council approved Resolution No. 174-2025 authorizing the purchase of CrowdStrike Falcon Complete and CrowdStrike Next-Gen SIEM services to enhance the City's cybersecurity posture using State and Local Cybersecurity Grant Program (SLCGP) funding. These services provide managed endpoint detection and response, threat monitoring, and centralized log analysis.

As implementation of the CrowdStrike platform progressed, it was identified that a dedicated vulnerability management component is necessary to fully address grant objectives related to proactive risk reduction. While the approved services detect and respond to active threats, they do not provide continuous identification and prioritization of underlying software and system vulnerabilities that could be exploited.

CrowdStrike Falcon Spotlight fills this gap by delivering real-time visibility into vulnerabilities across City systems, prioritizing remediation efforts based on risk and exploitability, and enabling more effective patch and configuration management. This capability strengthens the City's overall cybersecurity resilience and aligns directly with the intent of the SLCGP.

CDW-G has provided Quote #PTHH399 dated February 10, 2026, in the amount of \$4,690.00 for the CrowdStrike Falcon Spotlight module and associated support. The purchase is available through the Sourcewell cooperative contract and is eligible for SLCGP reimbursement.

### FISCAL IMPACTS:

The cost of \$4,690.00 for the CrowdStrike Falcon Spotlight module will be fully funded by the State and Local Cybersecurity Grant Program (SLCGP). No City funds are required. The amendment increases the total authorized amount under Purchase Order No. 47475 from \$67,350.00 to \$72,040.00.

**RESOLUTION NO. \_\_\_\_-2026**  
**AMENDING PURCHASE ORDER NO. 47475 TO AUTHORIZE THE**  
**PURCHASE OF**  
**CROWDSTRIKE FALCON SPOTLIGHT VULNERABILITY MANAGEMENT**  
**USING SLCGP GRANT FUNDING**  
**QUOTE # PRJS138 and QUOTE # PTHH399**

WHEREAS, the City of Owosso was awarded funding from the State and Local Cybersecurity Grant Program (SLCGP) to improve cybersecurity resilience and reduce cyber risk; and

WHEREAS, City Council previously approved Resolution No. 174-2025 authorizing the purchase of CrowdStrike Falcon Complete and CrowdStrike Next-Gen SIEM services to provide managed endpoint detection and response, threat monitoring, and centralized log retention; and

WHEREAS, eligible expenditures under the SLCGP include vulnerability management, continuous risk assessment, and tools that reduce the likelihood of cyber exploitation; and

WHEREAS, implementation of the approved CrowdStrike services identified the need for a dedicated vulnerability management solution to provide continuous identification, prioritization, and remediation guidance for software and system vulnerabilities; and

WHEREAS, CrowdStrike Falcon Spotlight provides real-time visibility into known vulnerabilities across City systems and prioritizes remediation efforts based on severity and exploitability, thereby strengthening the City's overall cybersecurity posture; and

WHEREAS, CDW-G has provided Quote #PTHH399 dated February 10, 2026, in the amount of \$4,690.00 for the CrowdStrike Falcon Spotlight module and associated support for an 18-month term; and

WHEREAS, the original purchase order authorized under Resolution No. 174-2025 was in the amount of \$67,350.00, and the addition of CrowdStrike Falcon Spotlight increases the total authorized purchase amount to \$72,040.00; and

WHEREAS, this purchase is available through cooperative purchasing contracts, satisfying competitive purchasing requirements; and

WHEREAS, this purchase will be fully funded by the State and Local Cybersecurity Grant Program (SLCGP) with no City funds required.



**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and City Council of the City of Owosso hereby amend Purchase Order No. 47475 to authorize the purchase of CrowdStrike Falcon Complete, CrowdStrike Next-Gen SIEM, and the CrowdStrike Falcon Spotlight vulnerability management module from CDW-G in a total amount not to exceed **\$72,040.00**, to be paid entirely from State and Local Cybersecurity Grant Program (SLCGP) funds.

**BE IT FURTHER RESOLVED** that the Director of Human Resources is authorized to sign all required purchase documents, amendments, and grant-related forms on behalf of the City.

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**Master Plan Goals: 3.2, 3.4, 3.7, 3.8, 6.6**

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I hereby certify that the foregoing document is a true and complete copy of a resolution passed by the Owosso City Council as part of the Consent Agenda at a regular meeting held on \_\_\_\_\_, 2026.

---

Amy K. Kohagen, City Clerk



Thank you for choosing CDW. We have received your quote.

Hardware      Software      Services      IT Solutions      Brands      Research Hub

# QUOTE CONFIRMATION

TODD WYZYNAJTYS,

Thank you for considering CDW•G for your technology needs. The details of your quote are below. **If you are an eProcurement or single sign on customer, please log into your system to access the CDW site.** You can search for your quote to retrieve and transfer back into your system for processing.

For all other customers, click below to convert your quote to an order.

Convert Quote to Order

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
PTHH399	2/10/2026	CS SPOTLIGHT	0774120	\$4,690.00

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
<a href="#">Falcon Spotlight - subscription license - 1 license</a> Mfg. Part#: CS.SPOTLT.SOLN.T3 Feb 6, 2026 - Aug 22, 2027) Electronic distribution - NO MEDIA Contract: Sourcewell 121923 CDWG-Software GOV ONLY (121923)	300	5793014	\$14.00	\$4,200.00
<a href="#">CrowdStrike 18-Month Express Support</a> Mfg. Part#: RR.HOS.ENT.EXPS.18M Feb 6, 2026 - Aug 22, 2027) Electronic distribution - NO MEDIA Contract: Sourcewell 121923 CDWG-Software GOV ONLY (121923)	1	5453877	\$490.00	\$490.00

SUBTOTAL	\$4,690.00
SHIPPING	\$0.00
SALES TAX	\$0.00
GRAND TOTAL	\$4,690.00

PURCHASER BILLING INFO	DELIVER TO
<b>Billing Address:</b> CITY OF OWOSSO ACCOUNTS PAYABL 301 W MAIN ST OWOSSO, MI 48867-2999 <b>Phone:</b> (989) 725-0572 <b>Payment Terms:</b> Net 30 Days-Govt State/Local	<b>Shipping Address:</b> CITY OF OWOSSO TODD WYZYNAJTYS 301 W MAIN ST OWOSSO, MI 48867-2999 <b>Phone:</b> (989) 725-0572 <b>Shipping Method:</b> ELECTRONIC DISTRIBUTION
<b>Please remit payments to:</b>	
CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515	



## Sales Contact Info

**Jay Hussein** | (866) 875-7587 | [jhussein@cdwg.com](mailto:jhussein@cdwg.com)

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This order is subject to CDW's Terms and Conditions of Sales and Service Projects at

<http://www.cdwg.com/content/terms-conditions/product-sales.aspx>

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## MEMORANDUM

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**DATE:** February 10, 2026

**TO:** Owosso City Council

**FROM:** Amy Fuller, Assistant City Manager

**SUBJECT:** Owosso Time Traveler Project

### RECOMMENDATION:

The Owosso Historical Commission recommends approving a contract with Michigan Technological University for the Owosso Time Traveler Project.

### BACKGROUND:

A previous contract with Michigan Technological University for the Owosso Time Traveler was sent to Council and approved for \$5,200. It was missing a Facilities and Administration Charge, and the university did not sign the contract. Staff recommends a new contract, with the Facilities and Administration Charge, in the amount of \$1,659. The total amount of the updated contract is \$6,859.

The Owosso Time Traveler is a digital mapping project that will create an interactive, web-based Geographic Information System (GIS) platform showcasing Owosso's rich history from 1836 to the present. Modeled after the successful Keweenaw Time Traveler, this project will overlay historical maps with contemporary views, allowing users to explore the city's evolution through time-layered visualizations enhanced with historical photographs, documents, stories, and points of interest.

This project uses Michigan Technological University's proven Keweenaw Time Traveler platform, eliminating the need for custom software development. MTU will be a partner in creating and maintaining the Owosso Time Traveler. The contract included for the council's review, details the partnership between MTU and the city of Owosso that will be necessary to complete this project.

The Commission intends to launch the Owosso Time Traveler to the public in June – August 2026.

Master Plan Goal 7.1, 6.5, 5.1

**RESOLUTION NO.**

**AUTHORIZING A CONTRACT WITH  
MICHIGAN TECHNOLOGICAL UNIVERSITY FOR THE  
OWOSSO TIME TRAVELER WEBSITE**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, approved the Owosso Time Traveler Project with Michigan Technological University to build a website that will allow the cataloging and sharing historic documents, places, and photos with the public in November of 2025; and

WHEREAS, the original contract has remained unsigned by MTU because it did not include a Facilities and Administration Charge; and

WHEREAS, the City of Owosso wishes to rescind Resolution No. 158-2025 approving the original contract and authorize a new contract containing said charge.

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

- FIRST: The City of Owosso has theretofore determined that it is advisable, necessary, and in the public interest to rescind Resolution No. 158-2025 authorizing a contract in the amount of \$5,200.00 with Michigan Technological University for the Owosso Time Traveler project.
- SECOND: The City of Owosso has further determined that it is advisable, necessary, and in the public interest to authorize a contract in the amount of \$6,859.00 with Michigan Technological University for the Owosso Time Traveler project.
- THIRD: The accounts payable department is authorized to submit payment to Michigan Technological University in an amount not to exceed \$6,859.
- FOURTH: The above expenses shall be paid for from the Historical Fund Account 297-799-930.000.

# PROFESSIONAL SERVICES AGREEMENT

Page 1 of 4

**Effective Date:** \_\_\_\_\_, \_\_\_\_, 2025

This Professional Services Agreement (the "Agreement") is entered into by and between the **Geospatial Research Facility at Michigan Technological University**, located at 1400 Townsend Drive, Houghton, Michigan 49931 ("GRF/MTU"), and the **City of Owosso**, a Michigan municipal corporation, located at 301 W Main St, Owosso, Michigan (the "City").

## RECITALS

- A. The City desires to engage GRF/MTU to provide professional services to create and support the "Owosso Time Traveler" project as proposed by GRF/MTU.
- B. GRF/MTU is soliciting a mapping program which will benefit the City and GRF/MTU has the necessary expertise, resources, and personnel to develop and service said program.
- C. The Parties intend for this Agreement to be a legally binding contract that establishes the terms, conditions, and mutual obligations for the services provided.

## AGREEMENT

In consideration of the mutual covenants and promises herein, the Parties agree as follows:

### 1. SCOPE OF WORK

GRF/MTU shall perform the following services for the City to support the development of the Owosso Time Traveler:

- 1.1. **Establishment of Development Space:** Establish the Owosso Time Traveler Development Space in GitHub.
- 1.2. **Geospatial Repository and Archive:** Establish a geospatial repository and digital archive for digital maps, photos, and other assets provided by the City of Owosso for use in the Owosso Time Traveler.
- 1.3. **Portal and Login Creation:** Establish geospatial portal and MapWarper logins and associated assets for City of Owosso staff.
- 1.4. **Geographic Layer Support:** Provide staff support to establish base geographic layers in the Owosso Time Traveler.

**1.5. Imagery Creation:** Provide staff support to create mosaic imagery and tile caches from historical georeferenced maps.

**1.6. Customization and Branding:** Provide staff support to help customize the Owosso Time Traveler to meet the design needs of the City, including City branding as requested.

**1.7. Outreach and Sustainability Guidance:** Provide staff support to guide the City on outreach and sustainability plans to ensure a wide reach and usability by the broader community.

**1.8. Consulting Support:** Provide one-on-one consulting support for City of Owosso staff to establish the Owosso Time Traveler.

**1.9. Data Maintenance and Access:** Maintain, preserve, and provide the City of Owosso access to any and all data, images, archives, and/or work product generated by GRF/MTU and provided by the City for the development of the Owosso Time Traveler.

## **2. COMPENSATION AND PAYMENT TERMS**

In consideration of the work to be performed, the City shall pay GRF/MTU as work is performed and invoiced, not to exceed a total sum of **\$6,859 (Fee)** during the Term. The Fee covers the following costs:

- **GIS Data Librarian – Bob Cowling:** \$4,000.00 (inclusive of salary and fringe benefits) for Owosso Time Traveler Mobile Application interface programming, development, application testing, debugging, and project staff support.
- **Senior Geospatial Research Scientist – Dr. James Juip:** \$1,200.00 (inclusive of salary and fringe benefits) for design, outreach, sustainability, and consulting support.
- **Facilities and Administration Charge:** \$1,659

The Fee is the maximum financial obligation of the City to GRF/MTU for the Owosso Time Traveler Project. The City will not be responsible for any additional costs, whether anticipated or incidental costs, facility costs, or administrative costs incurred by GRF/MTU for this Project.

## **3. DURATION OF AGREEMENT**

**3.1. Term:** This Agreement shall commence upon its execution by both Parties (the "Effective Date") and shall terminate on December 31, 2027 (the "Term").

**3.2 Post Term Work.** Any work performed after December 31, 2027, for the continued development and/or maintenance of Owosso Time Traveler by GRF/MTU shall be the responsibility of GRF/MTU and at no cost to the City.

## **4. RESPONSIBILITIES OF THE PARTIES**

### **4.1. GRF/MTU's Responsibilities.**

GRF/MTU agrees to:

- i. Perform all tasks as outlined in the “Scope of Work.”
- ii. Review and provide assistance for requests submitted by the City for continued development, performance issues, or further assist with a Scope of Work issue(s).
- iii. Provide the City with a digital copy (or other convenient means of delivery) or access to all information, images, and data related to the Owosso Time Traveler upon request of the City or upon the termination of this Agreement.
- iv. Maintain Owosso Time Traveler to the best of its ability.

### **4.2. City's Responsibilities.**

The City agrees to:

- i. Timely respond to GRF/MTU's requests or inquiries pertaining to the development and performance of the Owosso Time Traveler.
- ii. Work in good faith to provide sufficient amount of content to GRF/MTU to help in the timely development of Owosso Time Traveler.
- iii. Notify GRF/MTU as to any change in who is authorized to sign or give permission on behalf of the City.

## **5. CONTROL OF CONTENT**

**5.1 Determination.** The City shall have the final determination as to the authenticity, accuracy and whether any particular content is improper for publishing including but not limited to any and all images, mapping, data, commentary, and/or information (content).

**5.2 Survive.** The parties anticipate and expect that Owosso Time Traveler including its content will have an online presence and survive long after the expiration of this Agreement.

**5.3 Intent.** The parties intend to preserve and provide an accurate account of Owosso's history to the citizens of Owosso and people worldwide, while also contributing to the GRF/MTU's archives.

## **6. MISCELLANEOUS PROVISIONS**

**6.1. Entire Agreement:** This Agreement constitutes the entire agreement between the Parties and supersedes all prior discussions, agreements, or representations, whether oral or written.

**6.2. Governing Law:** This Agreement shall be governed by and construed in accordance with the laws of the State of Michigan.



6.3. **Signatories:** This Agreement is executed by the authorized representatives of both Parties, who warrant that they have the authority to bind their respective organizations to the terms of this Agreement.

6.4 **Delegation.** The City intends to delegate the responsibilities and tasks of Owosso Time Traveler to the Owosso Historical Commission (hereinafter OHC). The City will provide GRF/MTU contact information and confirmation of authority as mentioned in Section 4.2(iii). Any disputes or concerns between GRF/MTU and the OHC of which cannot be resolved, GRF/MTU shall contact the City directly in writing, describing the grievance, before any formal dispute resolution is pursued. The City shall have the final determination as to any proposed expenditure or invoice dispute. In all other regard, or until the City changes its delegation of authority, the OHC shall be GRF/MTU's point of contact and authority.

OHC as the delegated authority by the City, for the development and maintenance of Owosso Time Traveler, hereby recognizes the terms of this Agreement, and its duty to perform on behalf of the City. The signature below is only to confirm OHC's understanding of its responsibilities to the City as spelled out in this Agreement and in no way obligates or makes the OHC liable to GRF/MTU.

#### **OWOSSO HISTORICAL COMMISSION**

BY: Lance Little	Date
ITS: Board Chair	

#### **7. TERMINATION**

7.1 This Agreement may be terminated by either party with thirty (30) days' written notice. In the event GRF/MTU or the City terminates this Agreement in advance of the expiration date, GRF/MTU shall reimburse the fix fee on a pro rata basis back to the City.

This Agreement is executed by the authorized representatives of both parties.

**GEOSPATIAL RESEARCH  
FACILITY of  
MICHIGAN TECHNOLOGICAL  
UNIVERSITY**

**CITY OF OWOSSO**

(Signature)	Date
BY:	
ITS:	

(Signature)	Date
BY: Robert J. Teich, Jr.	
ITS: Mayor	



301 W. MAIN • OWOSSO, MICHIGAN 48867-2958 • (989) 725-0580

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# *MEMORANDUM*

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DATE: February 11, 2026

TO: Owosso City Council

FROM: Kevin Lenkart  
Director of Public Safety

RE: Updated FOIA Policy

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## Background:

On June 1, 2015 Owosso City Council approved our city Freedom of Information Act (FOIA) policy. Since then, the Michigan Legislature has approved two amendments to the FOIA act.

Listed below are the changes to the City of Owosso FOIA policy:

1. The written request must include the individual's complete name, address, and contact information, (written in compliance with US Postal Service Standards) and contact information (telephone number or email address). If the requestor qualifies as indigent, they must still provide a valid telephone number or email address so the City can respond.
2. If a request seeks information stored in a database or electronic information system, the City shall provide the requested non-exempt data fields if the City is able to do so using existing software and if doing so does not require the creation of new data.

## Request:

Request Owosso City Council approve the changes to the FOIA policy.

**RESOLUTION NO.**

**RESOLUTION APPROVING CHANGES TO THE FOIA POLICY**

WHEREAS, the City of Owosso, County of Shiawassee, State of Michigan is a public body that has adopted written Freedom of Information Act (FOIA) Policy pursuant to the Michigan Freedom of Information act, MCL 15.231; and

WHEREAS, in its capacity as a public body, the City of Owosso receives Freedom of Information Act requests; and

WHEREAS, these requests must be responded to in adherence with the FOIA act, being MCL 15.231, *et seq* (the “Act”); and

WHEREAS, the City of Owosso desires to amend its FOIA Policy to ensure consistency with State law and to provide clear direction to City staff and the public;

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

FIRST: The City of Owosso has determined that the new policy meets the guidelines of the State of Michigan;

SECOND: The mayor and city clerk are instructed and authorized to sign the document substantially in the form attached.

Third: The FOIA Policy will become effective February 18, 2026.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF OWOSSO,  
SHIAWASSEE COUNTY, MICHIGAN THIS 17th DAY OF FEBRUARY, 2026.

AYES:

NAYS:

ABSTENTIONS:

ABSENT:

CITY OF OWOSSO

ATTEST:

---

Robert Teich, Mayor

---

Amy K. Kohagen, City Clerk

## **City of Owosso FOIA Procedures and Guidelines**

### **Preamble: Statement of Principles**

It is the policy of the City of Owosso that all persons, except those incarcerated, consistent with the Michigan Freedom of Information Act (FOIA), are entitled to full and complete information regarding the affairs of government and the official acts of those who represent them as public officials and employees. The people shall be informed so that they fully participate in the democratic process.

The city's policy with respect to FOIA requests is to comply with State law in all respects and to respond to FOIA requests in a consistent, fair, and even-handed manner regardless of who makes such a request.

The city acknowledges that it has a legal obligation to disclose all nonexempt public records in its possession pursuant to a FOIA request. The city acknowledges that sometimes it is necessary to invoke the exemptions identified under FOIA in order to ensure the effective operation of government and to protect the privacy of individuals.

The city of Owosso will protect the public's interest in disclosure, while balancing the requirement to withhold or redact portions of certain records. The City's policy is to disclose public records consistent with and in compliance with State law.

The City of Owosso has established the following written procedures and guidelines to implement the FOIA and will create a written public summary of the specific procedures and guidelines relevant to the general public regarding how to submit written requests to the public body and explaining how to understand a public body's written responses, deposit requirements, fee calculations, and avenues for challenge and appeal. The written public summary will be written in a manner so as to be easily understood by the general public.

### **Section 1: General Policies**

The City of Owosso, acting pursuant to the authority at MCL 15.236, designates the Public Safety Chief as the FOIA Coordinator. He or she is authorized to designate other City staff to act on his or her behalf to accept and process written requests for the City's public records and approve denials.

If a request for a public record is received by fax or email, the request is deemed to have been received on the following business day. If a request is sent by email and delivered to a City spam or junk-mail folder, the request is not deemed received until one day after the FOIA Coordinator first becomes aware of the request. The FOIA Coordinator shall note in the FOIA log both the date the request was delivered to the spam or junk-mail folder and the date the FOIA Coordinator became aware of the request.

Field names mean a label or identifier for a category of information in a database, including but not limited to name, address, date, case number, or other data element.

Public records include records maintained in a database or electronic information system, including individual data fields, to the extent under the Michigan Freedom of Information Act.

**The FOIA Coordinator shall review City spam and junk-mail folders on a regular basis, which shall be no less than once a month. The FOIA Coordinator shall work with City Information Technology staff to develop administrative rules for handling spam and junk-mail so as to protect City systems from computer attacks which may be imbedded in an electronic FOIA request.**

The FOIA Coordinator may, in his or her discretion, implement administrative rules, consistent with State law and these Procedures and Guidelines to administer the acceptance and processing of FOIA requests.

The City is not obligated to create a new public record or make a compilation or summary of information which does not exist. The City is not required to create new data in response to a request. Neither the FOIA Coordinator nor other City staff are obligated to provide answers to questions contained in requests for public records or regarding the content of the records themselves.

The FOIA Coordinator shall keep a copy of all written requests for public records received by the City on file for a period of at least one year.

The City will make this Procedures and Guidelines document and the written Public Summary publicly available without charge. If it does not, the City cannot require deposits or charge fees otherwise permitted under the FOIA until it is in compliance.

A copy of this Procedures and Guidelines document and the City's Written Public Summary must be publicly available by providing free copies both in the City's response to a written request and upon request by visitors at the City's office.

This Procedures and Guidelines document and the City's Written Public Summary will be maintained on the City's website at: [www.ci.owosso.mi.us](http://www.ci.owosso.mi.us), so a link to those documents will be provided in lieu of providing paper copies of those documents.

## **Section 2: Requesting a Public Record**

No specific form to submit a request for a public record is required. However, the FOIA Coordinator may make available a FOIA Request Form for use by the public.

Requests to inspect or obtain copies of public records prepared, owned, used, possessed or retained by the City may be submitted on the City's FOIA Request Form, in any other form of writing (letter, fax, email, etc.).

If a person makes a written request for information believed to be available on the City's website, where practicable and to the best ability of the employee receiving the request, shall be informed of the pertinent website address.

A request must sufficiently describe a public record so as to enable City personnel to identify and find the requested public record.

Written requests for public records may be submitted in person or by mail or e-mail to any City office. Requests may also be submitted electronically by fax and email. Upon their receipt, requests for public records shall be promptly forwarded to the FOIA Coordinator for processing.

The written request must include the individual's complete name, address, and contact information, (written in compliance with US Postal Service Standards) and contact information (telephone number or email address). If the requestor qualifies as indigent, they must still provide a valid telephone number or email address so the City can respond.

A person may request that public records be provided on non-paper physical media, emailed or other otherwise provided to him or her in digital form in lieu of paper copies. The City will comply with the request only if it possesses the necessary technological capability to provide records in the requested non-paper physical media format.

A person may subscribe to future issues of public records that are created, issued or disseminated by the City of Owosso on a regular basis. A subscription is valid for up to 6 months and may be renewed by the subscriber.

A person serving a sentence of imprisonment in a local, state or federal correctional facility is not entitled to submit a request for a public record. The FOIA Coordinator will deny all such requests.

### **Section 3: Processing a Request**

Unless otherwise agreed to in writing by the person making the request, the City will issue a response within 5 business days of receipt of a FOIA request. If a request is received by fax, email or other electronic transmission, the request is deemed to have been received on the following business day.

The City will respond to a request in one of the following ways:

- Grant the request.
- Issue a written notice denying the request.
- Grant the request in part and issue a written notice denying in part the request.
- Issue a notice indicating that due to the nature of the request the City needs an additional 10 business days to respond for a total of no more than 15 business days. Only one such extension is permitted.
- Issue a written notice indicating that the public record requested is available at no charge on the City's website.

#### ***When a request is granted:***

If the request is granted, or granted in part, the FOIA Coordinator will require that payment be made in full for the allowable fees associated with responding to the request before the public record is made available.

The FOIA Coordinator shall provide a detailed itemization of the allowable costs incurred to process the request to the person making the request.

A copy of these Procedures and Guidelines and the Written Public Summary will be provided to the requestor free of charge with the response to a written request for public records, provided however, that because these Procedures and Guidelines, and the Written Public Summary are maintained on the City's website at: [www.ci.owosso.mi.us](http://www.ci.owosso.mi.us), a link to the Procedures and Guidelines and the Written Public Summary will be provided in lieu of providing paper copies of those documents.

If the cost of processing a FOIA request is \$50 or less, the requester will be notified of the amount due and where the documents can be obtained.

If the cost of processing a FOIA request is expected to exceed \$50 based on a good-faith calculation, or if the requestor has not paid in full for a previously granted request, the City will require a good-faith deposit pursuant to Section 4 of this policy before processing the request.

In making the request for a good faith deposit the FOIA Coordinator shall provide the requestor with a detailed itemization of the allowable costs estimated to be incurred by the City to process the request and also provide a best-efforts estimate of a time frame it will take the City to provide the records to the requestor. The best-efforts estimate shall be nonbinding on the City but will be made in good faith and will strive to be reasonably accurate, given the nature of the request in the particular instance, so as to provide the requested records in a manner based on the public policy expressed by Section 1 of the FOIA.

If a request seeks information stored in a database or electronic information system, the City shall provide the requested non-exempt data fields if the City is able to do so using existing software and if doing so does not require the creation of new data.

***When a request is denied or denied in part:***

If the request is denied or denied in part, the FOIA Coordinator will issue a Notice of Denial which shall provide in the applicable circumstance:

- An explanation as to why a requested public record is exempt from disclosure; or
- A certificate that the requested record does not exist under the name or description provided by the requestor, or another name reasonably known by the City; or
- An explanation or description of the public record or information within a public record that is separated or deleted from the public record; and
- An explanation of the person's right to submit an appeal of the denial to either the office of the City Manager or seek judicial review in the Shiawassee County Circuit Court.
- An explanation of the right to receive attorneys' fees, costs, and disbursements as well actual or compensatory damages, and punitive damages of \$1,000, should they prevail in Circuit Court.
- The Notice of Denial shall be signed by the FOIA Coordinator.

If a request does not sufficiently describe a public record, the FOIA Coordinator may, in lieu of issuing a Notice of Denial indicating that the request is deficient, seek clarification or amendment of the request by the person making the request. Any clarification or amendment will be considered a new request subject to the timelines described in this Section.

***Requests to inspect public records:***

The City shall provide reasonable facilities and opportunities for persons to examine and inspect public records during normal business hours. The FOIA Coordinator is authorized to promulgate rules regulating the manner in which records may be viewed so as to protect City records from loss, alteration, mutilation or destruction and to prevent excessive interference with normal City operations.

***Requests for certified copies:***

The FOIA Coordinator shall, upon written request, furnish a certified copy of a public record at no additional cost to the person requesting the public record.

**Section 4: Fee Deposits**

If the fee estimate is expected to exceed \$50.00 based on a good-faith calculation, the requestor will be asked to provide a deposit not exceeding one-half of the total estimated fee.

If a request for public records is from a person who has not paid the City in full for copies of public records made in fulfillment of a previously granted written request, the FOIA Coordinator will require a deposit of 100% of the estimated processing fee before beginning to search for a public record for any subsequent written request by that person when all of the following conditions exist:

- The final fee for the prior written request is not more than 105% of the estimated fee.
- The public records made available contained the information sought in the prior written request and remain in the City's possession.
- The public records were made available to the individual, subject to payment, within the time frame estimated by the City to provide the records.
- Ninety (90) days have passed since the FOIA Coordinator notified the individual in writing that the public records were available for pickup or mailing.
- The individual is unable to show proof of prior payment to the City; and
- The FOIA Coordinator has calculated a detailed itemization that is the basis for the current written request's increased estimated fee deposit.
- If the fee deposit is not paid within 45 days, the request is considered abandoned and the city is no longer required to fulfill the request.

The FOIA Coordinator will not require an increased estimated fee deposit if any of the following applies:

- The person making the request is able to show proof of prior payment in full to the City.
- The City is subsequently paid in full for the applicable prior written request; or
- Three hundred sixty-five (365) days have passed since the person made the request for which full payment was not remitted to the City.

**Section 5: Calculation of Fees**

A fee may be charged for the labor cost of copying/duplication.

A fee will not be charged for the labor cost of search, examination, review and the deletion and separation of exempt from nonexempt information unless failure to charge a fee would result in



unreasonably high costs to the City because of the nature of the request in the particular instance, and the City specifically identifies the nature of the unreasonably high costs.

Costs for the search, examination review, and deletion and separation of exempt from non-exempt information are “unreasonably high” when they are excessive and beyond the normal or usual amount for those services (Attorney General Opinion 7083 of 2001) compared to the costs of the city’s usual FOIA requests, not compared to the city’s operating budget. (*Bloch v. Davison Community Schools*, Michigan Court of Appeals, Unpublished, April 26, 2011)

The following factors shall be used to determine an unreasonably high cost to the City:

- Volume of the public record requested
- Amount of time spent searching for, examine, review and separate exempt from non-exempt information in the requested record.
- Whether the public records are from more than one City department or whether various City offices are necessary to respond to the request.
- Available staffing to respond to the request.
- Any other similar factors identified by the FOIA Coordinator in responding to the particular request.

The Michigan FOIA statute permits the City to charge the following costs associated with processing a request:

- Labor costs associated with copying or duplication, which includes making paper copies, making digital copies, or transferring digital public records to non-paper physical media or through the Internet.
- Labor costs associated with searching for, locating and examining a requested public record, when failure to charge a fee will result in unreasonably high costs to the City.
- Labor costs associated with a review of a record to separate and delete information exempt from disclosure, when failure to charge a fee will result in unreasonably high costs for the City.
- The cost of copying or duplication, not including labor, of paper copies of public records. This may include the cost for copies of records already on the city’s website if you ask for the city to make copies.
- The cost of computer discs, computer tapes or other digital or similar media when the requester asks for records in non-paper physical media. This may include the cost for copies of records already on the city’s website if you ask for the city to make copies.
- The cost to mail or send a public record to a requestor.
- Labor associated with extracting or compiling non-exempt data fields from an existing database using existing software shall be treated as labor for searching, examination, and separation of exempt from non-exempt information and may only be charged if failure to charge would result in unreasonably high costs to the City, consistent with the Michigan Freedom of Information Act.

Labor costs will be calculated based on the following requirements:

- All labor costs will be estimated and charged in 15-minute increments, with all partial time increments rounded down. If the time involved is less than 15 minutes, there will be no charge.
- Labor costs will be charged at the hourly wage of the lowest-paid City employee capable of doing the work in the specific fee category, regardless of who actually performs work.
- Labor costs will also include a charge to cover or partially cover the cost of fringe benefits.
- The City may add up to 50% to the applicable labor charge amount to cover or partially cover the cost of fringe benefits, but in no case may it exceed the actual cost of fringe benefits.
- Overtime wages will not be included in labor costs unless agreed to by the requestor; overtime costs will not be used to calculate the fringe benefit cost.

The cost to provide records on non-paper physical media when requested will be based on the following requirements:

- Computer disks, computer tapes or other digital or similar media will be at the actual and most reasonably economical cost for the non-paper media.
- This cost will only be assessed if the City has the technological capability necessary to provide the public record in the requested non-paper physical media format.
- The City will procure any non-paper media and will not accept media from the requestor in order to ensure integrity of the City's technology infrastructure.

The cost of providing paper copies of records will be based on the following requirements:

- Paper copies of public records made on standard letter (8 ½ x 11) or legal (8 ½ x 14) sized paper will not exceed \$.10 per sheet of paper. Copies for non-standard sized sheets of paper will reflect the actual cost of reproduction.
- The City will provide records using double-sided printing, if it is cost-saving and available.

The cost to mail records to a requestor will be based on the following requirements:

- The actual cost to mail public records using a reasonably economical and justified means.
- The City may charge for the least expensive form of postal delivery confirmation.
- No cost will be made for expedited shipping or insurance unless specified by the requestor.

If the FOIA Coordinator does not respond to a written request in a timely manner, the City must:

- Reduce the labor costs by 5% for each day the City exceeds the time permitted under FOIA up to a 50% maximum reduction, if **any** of the following applies:
  - The City's late response was willful and intentional,
  - The written request conveyed a request for information within the first 250 words of the body of a letter facsimile, email or email attachment, or
  - The written request included the words, characters, or abbreviations for "freedom of information," "information," "FOIA," "copy" or a recognizable misspelling of such, or

legal code reference to MCL 15. 231, et seq. or 1976 Public Act 442 on the front of an envelope or in the subject line of an email, letter or facsimile cover page.

- Fully note the charge reduction in the Detailed Itemization of Costs Form.

## **Section 6: Waiver of Fees**

The cost of the search for and copying of a public record may be waived or reduced if in the sole judgment of the FOIA Coordinator a waiver or reduced fee is in the public interest because it can be considered as primarily benefiting the general public.

## **Section 7: Discounted Fees**

### ***Indigence***

The FOIA Coordinator will discount the first \$20.00 of the processing fee for a request if the person requesting a public record submits an affidavit stating that they are:

- Indigent and receiving specific public assistance, or
- If not receiving public assistance, stating facts demonstrate an inability to pay because of indigence.

An individual is not eligible to receive the waiver if:

- The requester has previously received discounted copies of public records from the City twice during the calendar year; or
- The requestor requests information in connection with other persons who are offering or providing payment to make the request.

An affidavit is sworn statement. The FOIA Coordinator may make a Fee Waiver Affidavit Form available for use by the public.

### ***Nonprofit organization advocating for developmentally disabled or mentally ill individuals***

The FOIA Coordinator will discount the first \$20.00 of the processing fee for a request from:

- A nonprofit organization formally designated by the state to carry out activities under subtitle C of the federal developmental disabilities assistance and bill of rights act of 2000, Public Law 106-402, and the protection and advocacy for individuals with mental illness act, Public Law 99-319, or their successors, if the request meets all of the following requirements:
  - Is made directly on behalf of the organization or its clients.
  - Is made for a reason wholly consistent with the mission and provisions of those laws under section 931 of the mental health code, 1974 PA 258, MCL 330.1931.
  - Is accompanied by documentation of its designation by the state, if requested by the public body.

## **Section 8: Appeal of a Denial of a Public Record**

When a requestor believes that all or a portion of a public record has not been disclosed or has been improperly exempted from disclosure, he or she may appeal to the City of Owosso by filing an appeal of the denial with the office of the City Manager.

The appeal must be in writing, specifically state the word "appeal" and identify the reason or reasons the requestor is seeking a reversal of the denial. The City FOIA Appeal Form (To Appeal a Denial of Records), may be used.

Within 10 business days of receiving the appeal the City manager will respond in writing by:

- Reversing the disclosure denial;
- Upholding the disclosure denial; or
- Reverse the disclosure denial in part and uphold the disclosure denial in part; or
- Under unusual circumstances, issue a notice extending for not more than 10 business days the period during which the City Manager shall respond to the written appeal. The City Manager shall not issue more than 1 notice of extension for a particular written appeal.

If the City Manager fails to respond to a written appeal, or if the City Manager upholds all or a portion of the disclosure denial that is the subject of the written appeal, the requesting person may seek judicial review of the nondisclosure by commencing a civil action in Circuit Court.

Whether or not a requestor submitted an appeal of a denial to the City Board, he or she may file civil action in Shiawassee County Circuit Court within 180 days of the City's final determination to deny the request.

If a court that determines a public record is not exempt from disclosure, it shall order the City of Owosso to cease withholding or to produce all or a portion of a public record wrongfully withheld, regardless of the location of the public record. Failure to comply with an order of the court may be punished as contempt of court.

If a person asserting the right to inspect, copy, or receive a copy of all or a portion of a public record prevails in such an action, the court shall award reasonable attorneys' fees, costs, and disbursements. If the person or City of Owosso prevails in part, the court may, in its discretion, award all or an appropriate portion of reasonable attorneys' fees, costs, and disbursements.

If the court determines that the City of Owosso has arbitrarily and capriciously violated this act by refusal or delay in disclosing or providing copies of a public record, the court shall order the City to pay a civil fine of \$1,000.00, which shall be deposited into the general fund of the state treasury. The court shall award, in addition to any actual or compensatory damages, punitive damages in the amount of \$1,000.00 to the person seeking the right to inspect or receive a copy of a public record. The damages shall not be assessed against an individual but shall be assessed against the next succeeding public body that is not an individual and that kept or maintained the public record as part of its public function.

## Section 9: Appeal of an Excessive FOIA Processing Fee

“Fee” means the total fee or any component of the total fee calculated under section 4 of the FOIA, including any deposit.

If a requestor believes that the fee charged by the City to process a FOIA request exceeds the amount permitted by state law or under this policy, he or she must first appeal to the City Manager by submitting a written appeal for a fee reduction to the office of the City Manager.

The appeal must be in writing, specifically state the word "appeal" and identify how the required fee exceeds the amount permitted. The City FOIA Appeal Form (To Appeal an Excess Fee) may be used.

Within 10 business days after receiving the appeal, the City Manager will respond in writing by:

- Waiving the fee;
- Reducing the fee and issuing a written determination indicating the specific basis that supports the remaining fee;
- Upholding the fee and issuing a written determination indicating the specific basis that supports the required fee; or
- Issuing a notice detailing the reason or reasons for extending for not more than 10 business days the period during which the City Board will respond to the written appeal. The City Board shall not issue more than 1 notice of extension for a particular written appeal.

Where the City Manager reduces or upholds the fee, the determination must include a certification from the City Manager that the statements in the determination are accurate and that the reduced fee amount complies with its publicly available procedures and guidelines and Section 4 of the FOIA.

Within 45 days after receiving notice of the City Board’s determination of an appeal, the requesting person may commence a civil action in Shiawassee County Circuit Court for a fee reduction.

If a civil action is commenced against the City for an excess fee, the City is not obligated to complete the processing of the written request for the public record at issue until the court resolves the fee dispute.

An action shall not be filed in circuit court unless **one** of the following applies:

- The City does not provide for appeals of fees,
- The City Board failed to respond to a written appeal as required, or
- The City Board issued a determination to a written appeal.

If a court determines that the City requires a fee that exceeds the amount permitted under its publicly available procedures and guidelines or Section 4 of the FOIA, the court shall reduce the fee to a permissible amount. Failure to comply with an order of the court may be punished as contempt of court.

If the requesting person prevails in court by receiving a reduction of 50% or more of the total fee, the court may, in its discretion, award all or an appropriate portion of reasonable attorneys' fees, costs, and disbursements. The award shall be assessed against the public body liable for damages.

If the court determines that the City has arbitrarily and capriciously violated the FOIA by charging an excessive fee, the court shall order the City to pay a civil fine of \$500.00, which shall be deposited in the general fund of the state treasury. The court may also award, in addition to any actual or compensatory damages, punitive damages in the amount of \$500.00 to the person seeking the fee reduction. The fine and any damages shall not be assessed against an individual but shall be assessed against the next succeeding public body that is not an individual and that kept or maintained the public record as part of its public function.

#### **Section 10: Conflict with Prior FOIA Policies and Procedures; Effective Date**

To the extent that these Procedures and Guidelines conflict with previous FOIA policies promulgated by City of Owosso or the City Administration these Procedures and Guidelines are controlling. To the extent that any administrative rule promulgated by the FOIA Coordinator subsequent to the adoption of this resolution is found to be in conflict with any previous policy promulgated by the City Manager or the City Administration, the administrative rule promulgated by the FOIA Coordinator is controlling.

To the extent that any provision of these Procedures and Guidelines or any administrative rule promulgated by the FOIA Coordinator pertaining to the release of public records is found to be in conflict with any State statute, the applicable statute shall control. The FOIA Coordinator is authorized to modify this policy and all previous policies adopted by the City Board or the City Administration, and to adopt such administrative rules as he or she may deem necessary, to facilitate the legal review and processing of requests for public records made pursuant to Michigan's FOIA statute, provided that such modifications and rules are consistent with State law. The FOIA Coordinator shall inform the City Manager of any change to these Policies and Guidelines.

These FOIA Policies and Guidelines become effective February 18, 2026.



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

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# ***MEMORANDUM***

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DATE: February 22, 2026

TO: Owosso City Council

FROM: Brad Barrett, Finance Director

SUBJECT: Fiscal Year Ending 6-30-2026 – 6 Month Budget Amendments

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Please find attached FY 2025-2026 budget amendments. These amendments are necessary to be compliant with City of Owosso charter (Chapter 8) and Public Act 2 of 1968 (MCL 141.434 - 141.437).

## **HIGHLIGHTS**

### **General Fund (101)**

The reduction in expenses in the General Administration department is associated with bad debt which is now being charged to the Fire Department because it is associated with ambulance bills.

The reduction in the Human Resources department and increase in the Finance department and Information & Tech department are related to the payroll function being transferred from Human Resources to Finance and making the IT manager position from part-time to full-time.

The increase in the Public Works department is associated with the reclassification of Administration & Engineering (Street Funds) expenses to this department due to Act 51 requirements and not having an engineer on staff.

Revenues are projected at higher amounts due to interest earned from investments and Act 51 administration transfer.

### **Major Street Fund (202) / Local Street (203)**

The administrative transfer of Michigan Transportation Fund (MTF) monies has been increased to its maximum amount (10%) as allowed under the law.

Revenues are projected at higher amounts due to interest earned from investments.

### **Historical Sites Fund (297)**

The increase in the Castle department is associated with capital improvement projects. Sale proceeds of the Gould House are being used to fund these improvements.

### **Capital Project Fund (401)**

Revenues are tied to insurance refunds/rebates received as being members of the MML Workers Compensation Pool and MMRMA.

### **Sewer Fund (590)**

The increase in expenditure is tied to the Aclara Technologies auto meter reading system service contract (4 years) and engineering to replace the sanitary sewer on Dewey Street.

Revenues are projected at higher amounts due to interest earned from investments.

### **Water Fund (591)**

The increase in expenditure is tied to engineering costs associated with DWRF 7920.01 project.

Projected revenues include funds associated with DWRF 7920.01 project, these are reimbursable funds.

### **Waste Water Fund (599)**

The increase in expenditure is tied to engineering costs associated with CWRF 6034.01.

Projected revenues include funds associated with CWRF 6034.01 project, these are reimbursable funds.

### **Fleet (661)**

Revenues include financing sources (installment purchase agreement) used to purchase a new street sweeper and sewer vac truck.

### **RECOMMENDATION:**

Adopt Fiscal Year Ending 6-30-2026 second quarter / 6 month budget amendments as presented.



**RESOLUTION NO.**  
**GENERAL APPROPRIATIONS ACT (BUDGET)**  
**6 MONTH BUDGET AMENDMENTS FOR FYE 6-30-2026**

**WHEREAS**, pursuant to Chapter 8, Section 5 of the Owosso City Charter, the City Council has received the proposed budget for the fiscal year beginning July 1, 2025 on April 7, 2025 and held a public hearing on May 19, 2025 and;

**WHEREAS**, pursuant to Chapter 8, Section 5 of the Owosso City Charter, the City Council approved the budget for the fiscal year beginning July 1, 2025 on June 2, 2025; and

**NOW, THEREFORE, BE IT FUTHER RESOLVED THAT** the City Council of the City of Owosso hereby adopts the amended Fiscal Year 2025 – 2026 Budget with six month amendments reflected below:

**Section 1: Estimated Expenditures**

The following appropriations are hereby amended for the operations of the City Government and its activities for the fiscal year beginning July 1, 2025 and ending June 30, 2026:

**GENERAL FUND**

APPROPRIATIONS					
101	CITY COUNCIL	38,161	4,905	38,161	
171	CITY MANAGER	347,815	210,465	351,125	3,310
201	FINANCE	275,587	173,638	323,591	48,004
210	CITY ATTORNEY	169,000	89,774	169,000	
215	CLERK	270,741	128,864	278,588	7,847
228	INFORMATION & TECHNOLOGY	338,896	184,911	421,811	82,915
253	TREASURY	280,439	165,388	286,343	5,904
257	ASSESSING	228,553	138,431	230,725	2,172
261	GENERAL ADMIN	402,964	59,337	319,202	(83,762)
262	ELECTION	19,714	14,516	21,247	1,533
265	BUILDING & GROUNDS	791,944	660,849	818,786	26,842
270	HUMAN RESOURCES	307,448	112,207	175,987	(131,461)
301	POLICE	3,404,494	1,839,070	3,412,592	8,098
336	FIRE	3,653,707	1,955,399	3,738,535	84,828
441	PUBLIC WORKS	786,096	364,737	957,688	171,592
528	LEAF AND BRUSH COLLECTION	391,987	225,390	394,386	2,399
585	PARKING	38,430	20,481	49,058	10,628
720	COMMUNITY DEVELOPMENT	220,107	32,365	199,987	(20,120)
751	PARKS	422,848	197,970	451,009	28,161
966	TRANSFERS OUT	60,786	28,206	57,786	(3,000)
TOTAL APPROPRIATIONS		12,449,717	6,606,903	12,695,607	245,890

### MAJOR STREET FUND

APPROPRIATIONS					
451	CONSTRUCTION	5,410,300	44,110	5,417,120	6,820
463	STREET MAINTENANCE	380,866	253,429	385,276	4,410
473	BRIDGE MAINTENANCE		284	327	327
474	TRAFFIC SERVICES-MAINTENANCE	20,093	6,497	24,367	4,274
478	SNOW & ICE CONTROL	183,736	94,724	185,813	2,077
480	TREE TRIMMING	92,358	18,055	92,358	
482	ADMINISTRATION & ENGINEERING	151,037	72,318	155,504	4,467
485	LOCAL STREET TRANSFER	450,000	225,000	450,000	
486	TRUNKLINE SURFACE MAINTENANCE		3,876	4,680	4,680
490	TRUNKLINE TREE TRIM & REMOVAL		228	305	305
491	TRUNKLINE STORM DRAIN, CURBS		2,778	2,890	2,890
492	TRUNKLINE ROADSIDE CLEANUP		198	260	260
494	TRUNKLINE TRAFFIC SIGNS		390	625	625
497	TRUNKLINE SNOW & ICE CONTROL	22,000	16,473	31,075	9,075
TOTAL APPROPRIATIONS		6,710,390	738,360	6,750,600	40,210

### LOCAL STREET FUND

APPROPRIATIONS					
451	CONSTRUCTION	1,035,300	2,376	1,035,300	
463	STREET MAINTENANCE	548,755	317,802	552,088	3,333
474	TRAFFIC SERVICES-MAINTENANCE	1,100	7,542	11,813	10,713
478	SNOW & ICE CONTROL	77,968	39,371	78,970	1,002
480	TREE TRIMMING	130,103	40,424	130,603	500
482	ADMINISTRATION & ENGINEERING	102,278	54,135	57,288	(44,990)
TOTAL APPROPRIATIONS		1,895,504	461,650	1,866,062	(29,442)

### PARKS AND RECREATION SITES FUND

APPROPRIATIONS					
751	PARKS	165,514	11,177	186,583	21,069
TOTAL APPROPRIATIONS		165,514	11,177	186,583	21,069

### OMS/DDA REVOLVING LOAN FUND

APPROPRIATIONS					
200	GEN SERVICES	2,608	1,174	2,607	(1)
TOTAL APPROPRIATIONS		2,608	1,174	2,607	(1)

### BRA/OBRA 12 WOODWARD LOFT

APPROPRIATIONS					
721	PROFESSIONAL SERVICES	1,260		1,260	
964	TAX REIMBURSEMENTS	149,849		149,849	
TOTAL APPROPRIATIONS		151,109		151,109	

### BRA/OBRA 13 WEISNER BUILDING

APPROPRIATIONS					
721	PROFESSIONAL SERVICES	21,844			(21,844)
TOTAL APPROPRIATIONS		21,844			(21,844)

### DOWNTOWN DEVELOPMENT AUTHORITY

APPROPRIATIONS					
200	GEN SERVICES	277,065	162,558	284,576	7,511
261	GENERAL ADMIN	91,522	68,434	110,284	18,762
704	ORGANIZATION	1,650	304	1,650	
705	PROMOTION	14,950	9,556	15,310	360
706	DESIGN	10,000	4,887	12,000	2,000
707	ECONOMIC VITALITY	2,000	625	27,000	25,000
TOTAL APPROPRIATIONS		397,187	246,364	450,820	53,633

### BUILDING INSPECTION FUND

APPROPRIATIONS					
200	GEN SERVICES	108,254	68,265	110,124	1,870
371	BUILDING AND SAFETY	151,643	88,600	151,893	250
TOTAL APPROPRIATIONS		259,897	156,865	262,017	2,120

### HOUSING AND REDEVELOPMENT FUND

APPROPRIATIONS					
200	GEN SERVICES	454,300	8,208	462,048	7,748
TOTAL APPROPRIATIONS		454,300	8,208	462,048	7,748

### OBRA 5 ARMORY BUILDING

APPROPRIATIONS					
721	PROFESSIONAL SERVICES	3,928		3,928	
964	TAX REIMBURSEMENTS	39,934		39,934	
TOTAL APPROPRIATIONS		43,862		43,862	

### OBRA 17 CARGILL

APPROPRIATIONS					
721	PROFESSIONAL SERVICES	14,183		14,183	
905	DEBT SERVICE	167,999	60,000	167,999	
TOTAL APPROPRIATIONS		182,182	60,000	182,182	

### OBRA 9 ROBBINS LOFT

APPROPRIATIONS					
721	PROFESSIONAL SERVICES	1,200		1,200	
964	TAX REIMBURSEMENTS	4,700		4,665	(35)
TOTAL APPROPRIATIONS		5,900		5,865	(35)

### OBRA 16 QDOBA

APPROPRIATIONS					
721	PROFESSIONAL SERVICES	1,910		704	(1,206)
964	TAX REIMBURSEMENTS	13,890	5,963	5,963	(7,927)
TOTAL APPROPRIATIONS		15,800	5,963	6,667	(9,133)

### OBRA 20 J&H OIL

APPROPRIATIONS					
721	PROFESSIONAL SERVICES	4,255		4,255	
964	TAX REIMBURSEMENTS	52,524		52,524	
TOTAL APPROPRIATIONS		56,779		56,779	

### OBRA 3 TIAL

APPROPRIATIONS					
721	PROFESSIONAL SERVICES	750		750	
905	DEBT SERVICE	19,391		19,391	
TOTAL APPROPRIATIONS		20,141		20,141	

### OPIOID SETTLEMENT FUND

APPROPRIATIONS					
966	TRANSFERS OUT		2,931	3,931	3,931
TOTAL APPROPRIATIONS			2,931	3,931	3,931

### HISTORICAL FUND

APPROPRIATIONS					
797	HISTORICAL COMMISSION	29,643	20,034	38,504	8,861
798	CASTLE	21,425	26,865	176,084	154,659
800	COMSTOCK/WOODARD	3,000	216	2,000	(1,000)
TOTAL APPROPRIATIONS		54,068	47,115	216,588	162,520

### GENERAL DEBT SERVICE

APPROPRIATIONS					
905	DEBT SERVICE	768,150	126,325	768,150	
TOTAL APPROPRIATIONS		768,150	126,325	768,150	

### CAPITAL PROJECT FUND

### TRANSPORTATION FUND

APPROPRIATIONS					
200	GEN SERVICES	112,025	112,024	112,024	(1)
TOTAL APPROPRIATIONS		112,025	112,024	112,024	(1)

### SEWER FUND

APPROPRIATIONS					
200	GEN SERVICES	2,252,737	1,469,189	2,304,762	52,025
549	SEWER OPERATIONS	240,605	101,643	241,873	1,268
901	CAPITAL OUTLAY	1,910,000	183,689	1,969,925	59,925
905	DEBT SERVICE	122,678	61,276	122,678	
TOTAL APPROPRIATIONS		4,526,020	1,815,797	4,639,238	113,218

### WATER FUND

APPROPRIATIONS					
200	GEN SERVICES	974,495	577,436	1,015,024	40,529
552	WATER UNDERGROUND	2,240,761	1,013,750	2,241,074	313
553	WATER FILTRATION	1,954,746	873,990	2,096,213	141,467
901	CAPITAL OUTLAY	11,574,664	4,765,191	12,742,498	1,167,834
905	DEBT SERVICE	625,045	190,852	625,045	
TOTAL APPROPRIATIONS		17,369,711	7,421,219	18,719,854	1,350,143

### WASTEWATER FUND

APPROPRIATIONS					
200	GEN SERVICES	33,091	22,246	37,606	4,515
548	WASTEWATER OPERATIONS	2,021,250	947,748	2,039,553	18,303
901	CAPITAL OUTLAY	9,289,574	4,235,526	10,689,615	1,400,041
905	DEBT SERVICE	420,609	222,225	420,609	
TOTAL APPROPRIATIONS		11,764,524	5,427,745	13,187,383	1,422,859

### FLEET MAINTENANCE FUND

APPROPRIATIONS					
594	FLEET MAINTENANCE	552,344	256,589	554,469	2,125
901	CAPITAL OUTLAY	1,438,000	388,537	1,438,000	
TOTAL APPROPRIATIONS		1,990,344	645,126	1,992,469	2,125

## **Section 2: Estimated Revenues**

The following revenues are hereby amended for the fiscal year beginning July 1, 2025 and ending June 30, 2026 to meet the foregoing appropriations:

### GENERAL FUND

ESTIMATED REVENUES					
000	REVENUE	10,757,708	7,056,072	11,173,264	415,556
TOTAL ESTIMATED REVENUES		10,757,708	7,056,072	11,173,264	415,556

### MAJOR STREET FUND

ESTIMATED REVENUES					
000	REVENUE	6,120,491	1,003,633	6,225,709	105,218
TOTAL ESTIMATED REVENUES		6,120,491	1,003,633	6,225,709	105,218

### LOCAL STREET FUND

ESTIMATED REVENUES					
000	REVENUE	1,141,375	605,246	1,188,731	47,356
TOTAL ESTIMATED REVENUES		1,141,375	605,246	1,188,731	47,356

### PARK/RECREATION SITES FUND

ESTIMATED REVENUES					
000	REVENUE	167,514	170,469	172,898	5,384
TOTAL ESTIMATED REVENUES		167,514	170,469	172,898	5,384

### OMS/DDA REVOLVING LOAN FUND

ESTIMATED REVENUES					
000	REVENUE	29,816	36,262	34,916	5,100
TOTAL ESTIMATED REVENUES		29,816	36,262	34,916	5,100

### BRA / OBRA 12 WOODWARD LOFT

ESTIMATED REVENUES					
000	REVENUE	151,239	5,975	151,239	
TOTAL ESTIMATED REVENUES		151,239	5,975	151,239	

BRA / OBRA 13 WEISNER BUILDING

ESTIMATED REVENUES					
000	REVENUE	21,844			(21,844)
TOTAL ESTIMATED REVENUES		21,844			(21,844)

DOWNTOWN DEVELOPMENT AUTHORITY

ESTIMATED REVENUES					
000	REVENUE	356,054	107,583	391,089	35,035
TOTAL ESTIMATED REVENUES		356,054	107,583	391,089	35,035

BUILDING INSPECTION FUND

ESTIMATED REVENUES					
000	REVENUE	257,500	155,091	257,500	
TOTAL ESTIMATED REVENUES		257,500	155,091	257,500	

HOUSING AND REDEVELOPMENT FUND

ESTIMATED REVENUES					
000	REVENUE	454,300	15,371	469,671	15,371
TOTAL ESTIMATED REVENUES		454,300	15,371	469,671	15,371

OBRA 15 ARMORY BUILDING

ESTIMATED REVENUES					
000	REVENUE	43,862		43,862	
TOTAL ESTIMATED REVENUES		43,862		43,862	

OBRA 17 CARGILL

ESTIMATED REVENUES					
000	REVENUE	247,393		247,393	
TOTAL ESTIMATED REVENUES		247,393		247,393	

OBRA 9 ROBBINS LOFT

ESTIMATED REVENUES					
000	REVENUE	7,900	2,160	7,865	(35)
TOTAL ESTIMATED REVENUES		7,900	2,160	7,865	(35)

OBRA 16 QDOBA

OBRA 20 J&H OIL

ESTIMATED REVENUES					
000	REVENUE	56,779		56,779	
TOTAL ESTIMATED REVENUES		56,779		56,779	

OBRA 3 TIAL

ESTIMATED REVENUES					
000	REVENUE	18,723	680	18,811	88
TOTAL ESTIMATED REVENUES		18,723	680	18,811	88

### OPIOID SETTLEMENT FUND

ESTIMATED REVENUES					
000	REVENUE	1,320	13,839	14,843	13,523
TOTAL ESTIMATED REVENUES		1,320	13,839	14,843	13,523

### HISTORICAL FUND

ESTIMATED REVENUES					
000	REVENUE	54,500	32,915	54,704	204
TOTAL ESTIMATED REVENUES		54,500	32,915	54,704	204

### GENERAL DEBT SERVICE

ESTIMATED REVENUES					
000	REVENUE	768,150	726,989	761,614	(6,536)
TOTAL ESTIMATED REVENUES		768,150	726,989	761,614	(6,536)

### CAPITAL PROJECT FUND

ESTIMATED REVENUES					
000	REVENUE	122,000	180,935	184,192	62,192
TOTAL ESTIMATED REVENUES		122,000	180,935	184,192	62,192

### TRANSPORTATION FUND

ESTIMATED REVENUES					
000	REVENUE	112,420	112,958	114,528	2,108
TOTAL ESTIMATED REVENUES		112,420	112,958	114,528	2,108

### SEWER FUND

ESTIMATED REVENUES					
000	REVENUE	4,117,536	2,075,205	4,174,680	57,144
TOTAL ESTIMATED REVENUES		4,117,536	2,075,205	4,174,680	57,144

### WATER FUND

ESTIMATED REVENUES					
000	REVENUE	18,472,896	7,750,608	19,648,342	1,175,446
TOTAL ESTIMATED REVENUES		18,472,896	7,750,608	19,648,342	1,175,446

### WASTEWATER FUND

ESTIMATED REVENUES					
000	REVENUE	11,945,551	5,857,174	13,397,331	1,451,780
TOTAL ESTIMATED REVENUES		11,945,551	5,857,174	13,397,331	1,451,780

### FLEET MAINTENANCE FUND

ESTIMATED REVENUES					
000	REVENUE	1,012,814	1,484,647	1,979,177	966,363
TOTAL ESTIMATED REVENUES		1,012,814	1,484,647	1,979,177	966,363

### **Section 3: Adoption of Budget by Reference**

The general fund budget of the City of Owosso is hereby amended and adopted by reference, with revenues and activity expenditures as indicated in Sections 1 and 2 of this act.

### **Section 4: City Council Adoption**

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BUDGET REPORT FOR CITY OF OWOSSO  
Fund: 101 GENERAL FUND  
Calculations as of 06/30/2026

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GL NUMBER	DESCRIPTION	2025-26	2025-26	2025-26	2025-26
		ORIGINAL BUDGET	ACTIVITY THRU 06/30/26	PROJECTED ACTIVITY	PROJECTED AMT CHANGE
ESTIMATED REVENUES					
Dept 000 - REVENUE					
101-000-402.000	GENERAL PROPERTY TAX	4,104,172	3,867,961	3,892,435	(211,737)
101-000-402.500	OBSOLETE PROPERTY REHAB TAXES (OPR)	4,388	8,788	8,788	4,400
101-000-404.000	PA 298 OF 1917	399,107	398,198	398,640	(467)
101-000-410.000	CURRENT PERSONAL PROPERTY TAXES		207,176	207,176	207,176
101-000-432.000	PAYMENT IN LIEU OF TAXES (PILT)	5,000		5,000	
101-000-434.000	TRAILER PARK TAXES	1,100	1,216	1,200	100
101-000-437.000	INDUSTRIAL/COMMERCIAL FACILITIES T	12,283	12,298	12,298	15
101-000-439.000	MARIJUANA TAX DISTR.	235,000		235,000	
101-000-445.000	INTEREST & PENALTIES ON TAXES	20,540	9,829	10,000	(10,540)
101-000-447.000	ADMINISTRATION FEES	164,327	169,822	170,000	5,673
101-000-476.000	LIQUOR LICENSES	11,000	6,695	11,000	
101-000-477.000	CABLE TELEVISION FRANCHISE FEES	70,000	14,839	70,000	
101-000-478.000	ROW LICENSES	1,000	300	1,000	
101-000-491.000	PERMITS (GUN)	500	250	500	
101-000-502.000	GRANT-FEDERAL	167,496		116,500	(50,996)
101-000-502.000-MSPEMSLCGP	GRANT-FEDERAL			71,890	71,890
101-000-502.000-USDAFY24PS	GRANT-FEDERAL	500,000		500,000	
101-000-502.100-COSSAP2022	FEDERAL GRANT - DEPT OF JUSTICE		10,196	10,196	10,196
101-000-540.000	STATE SOURCES	22,800	27,875	30,000	7,200
101-000-540.000-MCOLES-CPE	STATE SOURCES	19,000	5,646	19,000	
101-000-540.531	LOCAL GRANT		3,000	3,000	3,000
101-000-540.531-ADACITYHAL	LOCAL GRANT		10,000	10,000	10,000
101-000-540.531-RECYCL2025	LOCAL GRANT		5,000	5,000	5,000
101-000-569.000	OTHER STATE GRANTS		10,147	10,150	10,150
101-000-573.000	LOCAL COMMUNITY STABILIZATION SHAI	150,000	90,706	150,000	
101-000-574.000	REVENUE SHARING	1,609,268	556,027	1,609,268	
101-000-574.050	REVENUE SHARING - STATUTORY	542,977	161,000	542,977	
101-000-605.200	CHARGE FOR SERVICES RENDERED	17,500	9,567	17,500	
101-000-605.250	DUPLICATING SERVICES	1,000	65	1,000	
101-000-605.300	FIRE SERVICES	5,000	4,500	5,000	
101-000-605.301	POLICE DEPARTMENT SERVICES	195,764	103,074	195,764	
101-000-605.336	AMBULANCE SERVICES - TWP	308,109		308,109	
101-000-607.100	FILING FEES - ABATEMENT APPLICATIO	800		800	
101-000-638.000	AMBULANCE CHARGES	922,900	684,328	922,900	
101-000-642.000	CHARGE FOR SERVICES - SALES	2,500	1,425	2,500	
101-000-652.200	PARKING LEASE INCOME	720		720	
101-000-657.000	ORDINANCE FINES & COSTS	10,000	6,012	10,000	
101-000-657.100	PARKING VIOLATIONS	7,500	245	7,000	(500)
101-000-657.100-PARKINGTIX	PARKING VIOLATIONS		3,138	500	500
101-000-665.000	INTEREST INCOME	200,000	241,001	400,000	200,000
101-000-665.100	MERS INTEREST INCOME	100	71	100	
101-000-667.100	RENTAL INCOME	560	500	560	
101-000-673.000	SALE OF FIXED ASSETS		32,100	32,100	32,100
101-000-674.200	DONATIONS		3,000	3,000	3,000
101-000-675.000	MISCELLANEOUS	50,000	2,844	50,000	
101-000-676.200	WASTEWATER UTIL. ADMIN REIMB	180,340	69,490	180,340	
101-000-676.249	TRANSFER FROM FUND 249	9,500	4,859	9,500	
101-000-676.254	FUND 254 ADMIN CHARGE BACK	69,300	460	69,300	
101-000-676.300	CITY UTILITIES ADMIN REIMB	518,202	299,815	518,202	
101-000-676.400	DDA TIF CHARGE BACK	84,500	37,314	84,500	
101-000-676.500	ACT 51 ADMIN REIMBURSEMENT	106,395	36,720	212,791	106,396
101-000-676.600	BRA ADMIN FEES	7,060		6,060	(1,000)
101-000-678.000	SPECIAL ASSESSMENT	20,000	33,499	34,000	14,000
101-000-687.000	INSURANCE REFUNDS/REBATES		(94,924)		
Totals for dept 000 - REVENUE		10,757,708	7,056,072	11,173,264	415,556
TOTAL ESTIMATED REVENUES		10,757,708	7,056,072	11,173,264	415,556
APPROPRIATIONS					
Dept 101 - CITY COUNCIL					
101-101-704.000	BOARDS & COMMISSIONS	2,060		2,060	
101-101-728.000	OPERATING SUPPLIES	2,000		2,000	
101-101-956.000	EDUCATION & TRAINING	9,000	4,905	9,000	
101-101-978.000	EQUIPMENT	25,101		25,101	
Totals for dept 101 - CITY COUNCIL		38,161	4,905	38,161	
Dept 171 - CITY MANAGER					



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BUDGET REPORT FOR CITY OF OWOSSO  
Fund: 101 GENERAL FUND  
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GL NUMBER	DESCRIPTION	2025-26 ORIGINAL BUDGET	2025-26 ACTIVITY THRU 06/30/26	2025-26 PROJECTED ACTIVITY	2025-26 PROJECTED AMT CHANGE
APPROPRIATIONS					
Dept 171 - CITY MANAGER					
101-171-702.100	SALARIES	235,695	139,464	235,695	
101-171-702.800	ACCRUED SICK LEAVE		2,698	2,698	2,698
101-171-703.000	OTHER COMPENSATION	5,000	400	5,000	
101-171-715.000	SOCIAL SECURITY (FICA)	18,413	10,775	18,620	207
101-171-716.100	HEALTH INSURANCE	37,190	27,875	37,190	
101-171-716.200	DENTAL INSURANCE	1,549	1,233	1,549	
101-171-716.300	OPTICAL INSURANCE	244	182	244	
101-171-716.400	LIFE INSURANCE	1,044	891	1,044	
101-171-716.500	DISABILITY INSURANCE	2,304	1,620	2,304	
101-171-717.000	UNEMPLOYMENT INSURANCE	20		20	
101-171-718.200	DEFINED CONTRIBUTION	29,231	17,737	29,636	405
101-171-719.000	WORKERS' COMPENSATION	825	523	825	
101-171-728.000	OPERATING SUPPLIES	750	464	750	
101-171-818.000	CONTRACTUAL SERVICES	5,000	3,494	5,000	
101-171-920.300	TELEPHONE	1,050	553	1,050	
101-171-955.000	MEMBERSHIPS & DUES	2,500	696	2,500	
101-171-956.000	EDUCATION & TRAINING	7,000	1,860	7,000	
Totals for dept 171 - CITY MANAGER		347,815	210,465	351,125	3,310
Dept 201 - FINANCE					
101-201-702.100	SALARIES	117,286	69,125	117,286	
101-201-702.200	WAGES	56,937	41,259	84,488	27,551
101-201-702.800	ACCRUED SICK LEAVE		2,564	2,564	2,564
101-201-703.000	OTHER COMPENSATION	1,000	3,889	3,889	2,889
101-201-715.000	SOCIAL SECURITY (FICA)	13,405	8,792	15,930	2,525
101-201-716.100	HEALTH INSURANCE	28,767	20,089	37,300	8,533
101-201-716.200	DENTAL INSURANCE	1,549	1,266	1,790	241
101-201-716.300	OPTICAL INSURANCE	244	189	300	56
101-201-716.400	LIFE INSURANCE	715	393	875	160
101-201-716.500	DISABILITY INSURANCE	1,870	455	2,200	330
101-201-717.000	UNEMPLOYMENT INSURANCE	20		30	10
101-201-718.200	DEFINED CONTRIBUTION	15,680	10,515	18,750	3,070
101-201-719.000	WORKERS' COMPENSATION	614	428	689	75
101-201-728.000	OPERATING SUPPLIES	1,500	51	1,300	(200)
101-201-728.400	OFFICE SUPPLIES	500	604	700	200
101-201-818.000	CONTRACTUAL SERVICES	32,000	12,700	32,000	
101-201-955.000	MEMBERSHIPS & DUES	500	315	500	
101-201-956.000	EDUCATION & TRAINING	3,000	1,004	3,000	
Totals for dept 201 - FINANCE		275,587	173,638	323,591	48,004
Dept 210 - CITY ATTORNEY					
101-210-801.000	PROFESSIONAL SERVICES: ADMINISTRATION	60,000	40,604	60,000	
101-210-801.100	PROFESSIONAL SERVICES: POLICE/COURT	94,000	49,109	94,000	
101-210-801.200	PROFESSIONAL SERVICES: HR/LABOR	15,000	61	15,000	
Totals for dept 210 - CITY ATTORNEY		169,000	89,774	169,000	
Dept 215 - CLERK					
101-215-702.100	SALARIES	86,962	51,457	86,962	
101-215-702.200	WAGES	54,456	16,276	54,456	
101-215-702.400	WAGES - SEASONAL		7,829	7,289	7,289
101-215-703.000	OTHER COMPENSATION	1,000	112	1,000	
101-215-715.000	SOCIAL SECURITY (FICA)	10,895	5,635	11,453	558
101-215-716.100	HEALTH INSURANCE	37,190	14,228	37,190	
101-215-716.200	DENTAL INSURANCE	1,874	770	1,874	
101-215-716.300	OPTICAL INSURANCE	296	125	296	
101-215-716.400	LIFE INSURANCE	707	528	707	
101-215-716.500	DISABILITY INSURANCE	1,787	953	1,787	
101-215-717.000	UNEMPLOYMENT INSURANCE	20	5	20	
101-215-718.100	MUNICIPAL EMPLOYEES RETIREMENT PROGRAM	40,233	20,132	40,233	
101-215-718.200	DEFINED CONTRIBUTION	4,901	1,465	4,901	
101-215-719.000	WORKERS' COMPENSATION	495	278	495	
101-215-728.000	OPERATING SUPPLIES	2,100	733	2,100	
101-215-728.400	OFFICE SUPPLIES	675	478	675	
101-215-802.000	ADVERTISING	5,000	1,725	5,000	
101-215-818.000	CONTRACTUAL SERVICES	8,600	353	8,600	
101-215-933.000	EQUIPMENT MAINTENANCE	9,500	4,637	9,500	
101-215-955.000	MEMBERSHIPS & DUES	750	245	750	

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BUDGET REPORT FOR CITY OF OWOSSO  
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GL NUMBER	DESCRIPTION	2025-26 ORIGINAL BUDGET	2025-26 ACTIVITY THRU 06/30/26	2025-26 PROJECTED ACTIVITY	2025-26 PROJECTED AMT CHANGE
APPROPRIATIONS					
Dept 215 - CLERK					
101-215-956.000	EDUCATION & TRAINING	2,000	900	2,000	
101-215-978.000	EQUIPMENT	1,300		1,300	
Totals for dept 215 - CLERK		270,741	128,864	278,588	7,847
Dept 228 - INFORMATION & TECHNOLOGY					
101-228-702.200	WAGES	51,376	34,350	59,280	7,904
101-228-715.000	SOCIAL SECURITY (FICA)	3,930	2,628	4,535	605
101-228-717.000	UNEMPLOYMENT INSURANCE	10		10	
101-228-718.000	RETIREMENT			2,490	2,490
101-228-719.000	WORKERS' COMPENSATION	180	126	206	26
101-228-728.000	OPERATING SUPPLIES	41,600	25,986	41,600	
101-228-728.000-MSPMSLCGP	OPERATING SUPPLIES		67,350	71,890	71,890
101-228-818.000	CONTRACTUAL SERVICES	53,500	21,386	53,500	
101-228-933.000	EQUIPMENT MAINTENANCE	6,500		6,500	
101-228-978.000	EQUIPMENT	181,800	33,085	181,800	
Totals for dept 228 - INFORMATION & TECHNOLOGY		338,896	184,911	421,811	82,915
Dept 253 - TREASURY					
101-253-702.100	SALARIES	86,962	51,222	86,962	
101-253-702.200	WAGES	100,621	59,539	100,621	
101-253-703.000	OTHER COMPENSATION	1,250	2,637	2,637	1,387
101-253-715.000	SOCIAL SECURITY (FICA)	14,350	8,681	14,552	202
101-253-716.100	HEALTH INSURANCE	31,573	15,798	31,573	
101-253-716.200	DENTAL INSURANCE	3,054	2,431	3,054	
101-253-716.300	OPTICAL INSURANCE	488	364	364	(124)
101-253-716.400	LIFE INSURANCE	843	740	843	
101-253-716.500	DISABILITY INSURANCE	2,228	1,705	2,228	
101-253-717.000	UNEMPLOYMENT INSURANCE	30		30	
101-253-718.200	DEFINED CONTRIBUTION	16,883	10,206	17,120	237
101-253-719.000	WORKERS' COMPENSATION	657	419		(657)
101-253-728.000	OPERATING SUPPLIES	2,000	363	2,000	
101-253-728.400	OFFICE SUPPLIES	1,500	889	1,500	
101-253-818.000	CONTRACTUAL SERVICES	15,000	5,043	15,000	
101-253-955.000	MEMBERSHIPS & DUES	500	297	500	
101-253-956.000	EDUCATION & TRAINING	2,500	195	2,500	
101-253-960.100	OVER & SHORT		130	130	130
101-253-978.000	EQUIPMENT		4,729	4,729	4,729
Totals for dept 253 - TREASURY		280,439	165,388	286,343	5,904
Dept 257 - ASSESSING					
101-257-702.100	SALARIES	82,610	48,882	82,610	
101-257-702.200	WAGES	59,205	35,034	59,205	
101-257-703.000	OTHER COMPENSATION	550	2,389	2,389	1,839
101-257-704.000	BOARDS & COMMISSIONS	2,000	650	2,000	
101-257-715.000	SOCIAL SECURITY (FICA)	10,891	6,553	11,032	141
101-257-716.100	HEALTH INSURANCE	37,190	27,875	37,190	
101-257-716.200	DENTAL INSURANCE	1,874	1,492	1,874	
101-257-716.300	OPTICAL INSURANCE	296	221	296	
101-257-716.400	LIFE INSURANCE	721	622	721	
101-257-716.500	DISABILITY INSURANCE	1,814	1,317	1,814	
101-257-717.000	UNEMPLOYMENT INSURANCE	20		20	
101-257-718.200	DEFINED CONTRIBUTION	12,763	7,767	12,980	217
101-257-719.000	WORKERS' COMPENSATION	794	503	794	
101-257-728.000	OPERATING SUPPLIES	1,000		1,000	
101-257-728.400	OFFICE SUPPLIES	500	81	500	
101-257-802.000	ADVERTISING	25			(25)
101-257-818.000	CONTRACTUAL SERVICES	14,000	4,060	14,000	
101-257-955.000	MEMBERSHIPS & DUES	800	795	800	
101-257-956.000	EDUCATION & TRAINING	1,500	190	1,500	
Totals for dept 257 - ASSESSING		228,553	138,431	230,725	2,172
Dept 261 - GENERAL ADMIN					
101-261-716.000	FRINGES		(12,160)		
101-261-716.100	HEALTH INSURANCE		(199,485)		
101-261-728.000	OPERATING SUPPLIES	17,500	4,749	17,500	
101-261-728.400	OFFICE SUPPLIES	2,500	982	2,500	
101-261-810.000	INSURANCE & BONDS	166,292	164,313	164,313	(1,979)

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APPROPRIATIONS					
Dept 261 - GENERAL ADMIN					
101-261-818.000	CONTRACTUAL SERVICES	10,500	5,692	10,500	
101-261-818.500	AUDIT	6,070	6,070	6,070	
101-261-818.600	AIRPORT CONTRIBUTION	10,519		10,519	
101-261-819.200	PA 452 - OWOSSO TWP	19,422	19,649	19,649	227
101-261-920.300	TELEPHONE	2,552	25	2,552	
101-261-933.000	EQUIPMENT MAINTENANCE		14	20	20
101-261-955.000	MEMBERSHIPS & DUES	50,000	47,492	47,722	(2,278)
101-261-958.000	BAD DEBT EXPENSE	91,609	1,410	1,500	(90,109)
101-261-961.000	MISCELLANEOUS	26,000	10,229	26,000	
101-261-971.000	LAND		10,357	10,357	10,357
Totals for dept 261 - GENERAL ADMIN		402,964	59,337	319,202	(83,762)
Dept 262 - ELECTION					
101-262-702.200	WAGES		368	500	500
101-262-702.300	OVERTIME	200	659	1,000	800
101-262-702.400	WAGES - SEASONAL	9,050	7,046	9,050	
101-262-715.000	SOCIAL SECURITY (FICA)	708	618	807	99
101-262-717.000	UNEMPLOYMENT INSURANCE	20	4	20	
101-262-718.200	DEFINED CONTRIBUTION	18	92	135	117
101-262-719.000	WORKERS' COMPENSATION	18	25	35	17
101-262-728.000	OPERATING SUPPLIES	7,000	5,549	7,000	
101-262-818.000	CONTRACTUAL SERVICES	2,700	155	2,700	
Totals for dept 262 - ELECTION		19,714	14,516	21,247	1,533
Dept 265 - BUILDING & GROUNDS					
101-265-702.200	WAGES	39,763	28,767	39,763	
101-265-702.300	OVERTIME	500	593	750	250
101-265-702.600	UNIFORMS ALLOWANCE (PR)	700	700	700	
101-265-715.000	SOCIAL SECURITY (FICA)	3,134	2,285	3,153	19
101-265-716.100	HEALTH INSURANCE	21,049	17,465	21,049	
101-265-716.200	DENTAL INSURANCE	1,180	939	1,180	
101-265-716.300	OPTICAL INSURANCE	192	143	192	
101-265-716.400	LIFE INSURANCE	198	149	198	
101-265-716.500	DISABILITY INSURANCE	598	203	598	
101-265-717.000	UNEMPLOYMENT INSURANCE	10	1	10	
101-265-718.100	MUNICIPAL EMPLOYEES RETIREMENT PRG	40,233	20,117	40,233	
101-265-718.200	DEFINED CONTRIBUTION	2,386	2,200	3,709	1,323
101-265-719.000	WORKERS' COMPENSATION	1,527	257	1,527	
101-265-728.000	OPERATING SUPPLIES	3,000	202	3,000	
101-265-818.000	CONTRACTUAL SERVICES	3,650	2,544	3,650	
101-265-920.100	ELECTRICITY	21,893	10,156	21,893	
101-265-920.200	GAS	7,319	2,363	7,319	
101-265-920.300	TELEPHONE	3,500	1,864	3,500	
101-265-920.400	WATER & SEWER	5,000	2,255	5,000	
101-265-930.000	BUILDING MAINTENANCE	17,700	3,311	17,700	
101-265-930.000-LIBRARY000	BUILDING MAINTENANCE	10,000	112	10,000	
101-265-940.000	EQUIPMENT RENTAL	3,750	7,055	10,000	6,250
101-265-940.000-LIBRARY000	EQUIPMENT RENTAL	200		200	
101-265-975.000	BUILDING IMPROVEMENTS	600,000	557,168	600,000	
101-265-975.000-ADACITYHAL	BUILDING IMPROVEMENTS			19,000	19,000
101-265-978.000	EQUIPMENT	4,462		4,462	
Totals for dept 265 - BUILDING & GROUNDS		791,944	660,849	818,786	26,842
Dept 270 - HUMAN RESOURCES					
101-270-702.100	SALARIES	93,096	55,087	93,096	
101-270-702.200	WAGES	106,937	19,435	19,435	(87,502)
101-270-702.800	ACCRUED SICK LEAVE		1,132	1,132	1,132
101-270-703.000	OTHER COMPENSATION	500	5,587	5,587	5,087
101-270-715.000	SOCIAL SECURITY (FICA)	15,341	6,216	9,123	(6,218)
101-270-716.100	HEALTH INSURANCE	47,360	10,390	10,390	(36,970)
101-270-716.200	DENTAL INSURANCE	3,540	1,183	3,540	
101-270-716.300	OPTICAL INSURANCE	576	178	576	
101-270-716.400	LIFE INSURANCE	936	490	936	
101-270-716.500	DISABILITY INSURANCE	2,584	1,027	2,584	
101-270-717.000	UNEMPLOYMENT INSURANCE	30	5	30	
101-270-718.200	DEFINED CONTRIBUTION	18,048	6,754	10,733	(7,315)
101-270-719.000	WORKERS' COMPENSATION	700	298	700	

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APPROPRIATIONS					
Dept 270 - HUMAN RESOURCES					
101-270-728.000	OPERATING SUPPLIES	1,000	101	1,000	
101-270-728.400	OFFICE SUPPLIES	500	224	500	
101-270-802.000	ADVERTISING	500	599	600	100
101-270-818.000	CONTRACTUAL SERVICES	7,800	1,559	7,800	
101-270-920.300	TELEPHONE	500	244	500	
101-270-955.000	MEMBERSHIPS & DUES	500	569	600	100
101-270-956.000	EDUCATION & TRAINING	2,000	1,006	2,000	
101-270-961.000	MISCELLANEOUS	5,000		5,000	
101-270-978.000	EQUIPMENT		123	125	125
Totals for dept 270 - HUMAN RESOURCES		307,448	112,207	175,987	(131,461)
Dept 301 - POLICE					
101-301-702.100	SALARIES	51,307	31,607	51,307	
101-301-702.120	WAGES-MAGNET	73,229	43,331	73,229	
101-301-702.200	WAGES	1,220,196	737,371	1,220,196	
101-301-702.210	WAGES - SCHOOL LIAISON	207,894	109,649	207,894	
101-301-702.220	WAGES - OFFICE STAFF	45,485	26,304	45,485	
101-301-702.300	OVERTIME	105,092	67,878	105,092	
101-301-702.300-MCOLES-CPE	OVERTIME		4,715	5,000	5,000
101-301-702.400	WAGES - SEASONAL	17,430	488	17,430	
101-301-702.430	CROSSING GUARDS	45,000	28,484	45,000	
101-301-702.600	UNIFORMS ALLOWANCE (PR)	3,000	1,800	3,000	
101-301-702.800	ACCRUED SICK LEAVE	20,000	34,796	35,000	15,000
101-301-703.000	OTHER COMPENSATION	85,000	99,544	100,000	15,000
101-301-715.000	SOCIAL SECURITY (FICA)	34,626	24,969	34,626	
101-301-715.000-MCOLES-CPE	SOCIAL SECURITY (FICA)		67	100	100
101-301-716.100	HEALTH INSURANCE	300,836	185,461	300,836	
101-301-716.200	DENTAL INSURANCE	18,286	10,768	18,286	
101-301-716.300	OPTICAL INSURANCE	2,816	1,755	2,816	
101-301-716.400	LIFE INSURANCE	4,211	3,112	4,211	
101-301-716.500	DISABILITY INSURANCE	17,282	6,976	17,282	
101-301-717.000	UNEMPLOYMENT INSURANCE	250	24	250	
101-301-718.100	MUNICIPAL EMPLOYEES RETIREMENT PRO	437,376	206,467	450,000	12,624
101-301-718.200	DEFINED CONTRIBUTION	28,604	12,708	28,604	
101-301-719.000	WORKERS' COMPENSATION	43,142	30,128	43,142	
101-301-719.000-MCOLES-CPE	WORKERS' COMPENSATION		85	100	100
101-301-728.000	OPERATING SUPPLIES	22,000	8,957	22,000	
101-301-728.000-COSSAP2022	OPERATING SUPPLIES		7,812	7,812	7,812
101-301-728.400	OFFICE SUPPLIES	3,000	2,134	3,000	
101-301-741.000	UNIFORMS & CLEANING	22,000	10,758	22,000	
101-301-751.000	GAS & OIL	47,671	19,753	47,671	
101-301-818.000	CONTRACTUAL SERVICES	7,700	8,617	9,000	1,300
101-301-818.000-PARKINGTIX	CONTRACTUAL SERVICES	5,700	2,250	5,700	
101-301-920.100	ELECTRICITY	9,867	5,234	9,867	
101-301-920.200	GAS	6,259	2,671	6,259	
101-301-920.300	TELEPHONE	11,323	6,379	11,323	
101-301-920.400	WATER & SEWER	4,750	2,806	4,750	
101-301-920.500	REFUSE	575	302	575	
101-301-930.000	BUILDING MAINTENANCE	5,000	3,903	5,000	
101-301-933.000	EQUIPMENT MAINTENANCE	1,000	492	1,000	
101-301-933.400	EQUIP MAINT - MOBILE	20,000	33,806	40,000	20,000
101-301-940.000	EQUIPMENT RENTAL-BUILDING MAINTENANCE		65	100	100
101-301-955.000	MEMBERSHIPS & DUES	1,000	730	1,000	
101-301-956.000	EDUCATION & TRAINING	17,000	3,867	17,000	
101-301-956.000-MCOLES-CPE	EDUCATION & TRAINING	19,000	3,221	13,800	(5,200)
101-301-958.000	BAD DEBT EXPENSE		90	200	200
101-301-961.000	MISCELLANEOUS	1,300	567	1,300	
101-301-976.000	BUILDING ADD & IMPROVEMENTS	15,455		15,455	
101-301-976.000-USDAFY24PS	BUILDING ADD & IMPROVEMENTS	250,000	12,145	250,000	
101-301-978.000	EQUIPMENT	172,832	34,024	108,894	(63,938)
Totals for dept 301 - POLICE		3,404,494	1,839,070	3,412,592	8,098
Dept 336 - FIRE					
101-336-702.100	SALARIES	51,307	31,543	51,307	
101-336-702.200	WAGES	1,415,436	908,627	1,415,436	
101-336-702.220	WAGES - OFFICE STAFF	45,485	26,302	45,485	
101-336-702.300	OVERTIME	141,544	85,708	141,544	

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APPROPRIATIONS					
Dept 336 - FIRE					
101-336-702.500	MEAL ALLOWANCE	17,600	21,200	21,200	3,600
101-336-702.600	UNIFORMS ALLOWANCE (PR)	4,400	6,800	6,800	2,400
101-336-702.800	ACCRUED SICK LEAVE	5,000	3,777	5,000	
101-336-703.000	OTHER COMPENSATION	85,000	77,053	85,000	
101-336-715.000	SOCIAL SECURITY (FICA)	31,606	18,580	31,768	162
101-336-716.100	HEALTH INSURANCE	347,141	185,681	347,141	
101-336-716.200	DENTAL INSURANCE	19,762	10,604	19,762	
101-336-716.300	OPTICAL INSURANCE	3,128	1,297	3,128	
101-336-716.400	LIFE INSURANCE	5,500	3,827	5,500	
101-336-716.500	DISABILITY INSURANCE	12,441	8,768	12,441	
101-336-717.000	UNEMPLOYMENT INSURANCE	250	9	250	
101-336-718.100	MUNICIPAL EMPLOYEES RETIREMENT PRO	150,768	76,200	175,000	24,232
101-336-718.200	DEFINED CONTRIBUTION	41,221	21,438	41,221	
101-336-719.000	WORKERS' COMPENSATION	75,686	52,229	80,120	4,434
101-336-728.000	OPERATING SUPPLIES	14,000	5,844	14,000	
101-336-728.100	SUPPLIES	22,000	13,324	22,000	
101-336-728.400	OFFICE SUPPLIES	1,000		1,000	
101-336-729.000	FINANCIAL INSTITUTION FEES (AMB)	360	190	360	
101-336-741.000	UNIFORMS & CLEANING	25,000	20,085	25,000	
101-336-751.000	GAS & OIL	28,931	9,222	28,931	
101-336-818.000	CONTRACTUAL SERVICES	97,025	51,669	97,025	
101-336-920.100	ELECTRICITY	12,055	6,313	12,055	
101-336-920.200	GAS	6,259	2,671	6,259	
101-336-920.300	TELEPHONE	2,776	1,766	2,776	
101-336-920.400	WATER & SEWER	5,000	2,806	5,000	
101-336-920.500	REFUSE	575	302	575	
101-336-930.000	BUILDING MAINTENANCE	6,500	5,812	6,500	
101-336-933.000	EQUIPMENT MAINTENANCE	12,000	2,316	12,000	
101-336-933.400	EQUIP MAINT - MOBILE	86,900	29,837	86,900	
101-336-940.000	EQUIPMENT RENTAL-BUILDING MAINTEN	200		200	
101-336-956.000	EDUCATION & TRAINING	17,000	4,694	17,000	
101-336-958.000	BAD DEBT EXPENSE		20,728	50,000	50,000
101-336-976.000-USDAFY24PS	BUILDING ADD & IMPROVEMENTS	250,000	12,145	250,000	
101-336-978.000	EQUIPMENT	553,329	211,935	553,329	
101-336-991.100	PRINCIPAL	29,000		29,000	
101-336-993.000	INTEREST	30,522	14,097	30,522	
Totals for dept 336 - FIRE		3,653,707	1,955,399	3,738,535	84,828
Dept 441 - PUBLIC WORKS					
101-441-702.100	SALARIES	66,911	44,704	121,881	54,970
101-441-702.200	WAGES	71,748	54,383	111,598	39,850
101-441-702.300	OVERTIME	3,500	4,216	5,000	1,500
101-441-702.600	UNIFORMS ALLOWANCE (PR)		1,400	1,400	1,400
101-441-703.000	OTHER COMPENSATION	1,000	3,400	3,400	2,400
101-441-715.000	SOCIAL SECURITY (FICA)	10,952	8,031	18,206	7,254
101-441-716.100	HEALTH INSURANCE	30,162	39,927	53,316	23,154
101-441-716.200	DENTAL INSURANCE	1,935	2,683	3,233	1,298
101-441-716.300	OPTICAL INSURANCE	299	358	570	271
101-441-716.400	LIFE INSURANCE	705	1,021	1,443	738
101-441-716.500	DISABILITY INSURANCE	1,356	1,665	2,749	1,393
101-441-717.000	UNEMPLOYMENT INSURANCE	100	8	50	(50)
101-441-718.100	MUNICIPAL EMPLOYEES RETIREMENT PRO	40,233	20,117	40,233	
101-441-718.200	DEFINED CONTRIBUTION	10,371	2,837	17,777	7,406
101-441-719.000	WORKERS' COMPENSATION	3,293	2,711	4,073	780
101-441-728.000	OPERATING SUPPLIES	30,000	9,172	31,000	1,000
101-441-728.400	OFFICE SUPPLIES	2,000	366	3,500	1,500
101-441-751.000	GAS & OIL	2,280	1,312	2,280	
101-441-801.000	PROFESSIONAL SERVICES: ADMINISTRAT			5,628	5,628
101-441-818.000	CONTRACTUAL SERVICES	1,000	65	1,500	500
101-441-818.000-RECYCL2025	CONTRACTUAL SERVICES			16,300	16,300
101-441-920.100	ELECTRICITY	11,256	4,867	11,256	
101-441-920.200	GAS	3,558	1,506	3,558	
101-441-920.300	TELEPHONE	4,000	1,278	4,000	
101-441-920.400	WATER & SEWER	4,528	2,537	4,528	
101-441-920.500	REFUSE	1,400	620	1,400	
101-441-921.000	STREET LIGHTING	216,031	104,519	216,031	
101-441-922.000	DISPOSAL AREA (LANDFILL&HOPKINS)	2,500		2,500	

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APPROPRIATIONS					
Dept 441 - PUBLIC WORKS					
101-441-930.000	BUILDING MAINTENANCE	25,000	967	25,000	
101-441-930.100	STORM SEWER MAINTENANCE	110,000	5,208	110,000	
101-441-937.000	TREES & GARDEN	2,500	3,337	3,600	1,100
101-441-940.000	EQUIPMENT RENTAL	32,178	27,771	32,178	
101-441-956.000	EDUCATION & TRAINING	5,000	6,700	8,200	3,200
101-441-956.100	SAFETY TRAINING	4,200	1,560	4,200	
101-441-960.000	MISCELLANEOUS OPERATIONS	5,000		5,000	
101-441-975.000	BUILDING IMPROVEMENTS	10,000	182	10,000	
101-441-979.000-DDASTRLITE	COL-EQUIPMENT		9		
101-441-991.100	PRINCIPAL	60,000		60,000	
101-441-993.000	INTEREST	11,100	5,300	11,100	
Totals for dept 441 - PUBLIC WORKS		786,096	364,737	957,688	171,592
Dept 528 - LEAF AND BRUSH COLLECTION					
101-528-702.200	WAGES	75,222	58,766	75,222	
101-528-702.300	OVERTIME	6,000	3,756	6,000	
101-528-715.000	SOCIAL SECURITY (FICA)	6,214	4,532	6,214	
101-528-716.100	HEALTH INSURANCE	20,732	7,651	20,732	
101-528-716.200	DENTAL INSURANCE	1,186	587	1,186	
101-528-716.300	OPTICAL INSURANCE	182	46	182	
101-528-716.400	LIFE INSURANCE	339	132	339	
101-528-716.500	DISABILITY INSURANCE	717	315	717	
101-528-717.000	UNEMPLOYMENT INSURANCE	17		15	(2)
101-528-718.200	DEFINED CONTRIBUTION	3,432	3,358	5,483	2,051
101-528-719.000	WORKERS' COMPENSATION	4,486	3,185	4,486	
101-528-728.000	OPERATING SUPPLIES	500	666	750	250
101-528-818.000	CONTRACTUAL SERVICES	50,000	2,035	50,100	100
101-528-930.000	BUILDING MAINTENANCE	2,100		2,100	
101-528-940.000	EQUIPMENT RENTAL	220,860	140,361	220,860	
Totals for dept 528 - LEAF AND BRUSH COLLECTION		391,987	225,390	394,386	2,399
Dept 585 - PARKING					
101-585-702.200	WAGES	11,877	3,357	11,877	
101-585-702.300	OVERTIME	2,000	4,148	5,000	3,000
101-585-715.000	SOCIAL SECURITY (FICA)	1,062	553	1,292	230
101-585-716.100	HEALTH INSURANCE	3,274	1,208	3,274	
101-585-716.200	DENTAL INSURANCE	187	93	187	
101-585-716.300	OPTICAL INSURANCE	29	7	29	
101-585-716.400	LIFE INSURANCE	54	21	54	
101-585-716.500	DISABILITY INSURANCE	113	50	113	
101-585-717.000	UNEMPLOYMENT INSURANCE	3		5	2
101-585-718.200	DEFINED CONTRIBUTION	542	254	1,519	977
101-585-719.000	WORKERS' COMPENSATION	708	278	708	
101-585-728.000	OPERATING SUPPLIES	13,500	1,792	13,500	
101-585-818.000	CONTRACTUAL SERVICES		1,849	3,000	3,000
101-585-934.000	MAINTENANCE		686	1,000	1,000
101-585-940.000	EQUIPMENT RENTAL	5,081	6,185	7,500	2,419
Totals for dept 585 - PARKING		38,430	20,481	49,058	10,628
Dept 720 - COMMUNITY DEVELOPMENT					
101-720-702.100	SALARIES	11,376	6,791	11,376	
101-720-702.440	WAGES-PART TIME	44,222	9,271	25,580	(18,642)
101-720-715.000	SOCIAL SECURITY (FICA)	4,253	1,229	2,827	(1,426)
101-720-716.100	HEALTH INSURANCE	1,158	860	1,158	
101-720-716.200	DENTAL INSURANCE	56	44	84	28
101-720-716.300	OPTICAL INSURANCE	8	6	9	1
101-720-716.400	LIFE INSURANCE	77	66	89	12
101-720-716.500	DISABILITY INSURANCE	149	107	149	
101-720-717.000	UNEMPLOYMENT INSURANCE	25	4	20	(5)
101-720-718.200	DEFINED CONTRIBUTION	1,024	611	1,024	
101-720-719.000	WORKERS' COMPENSATION	288	78	200	(88)
101-720-818.000	CONTRACTUAL SERVICES	152,471	11,787	152,471	
101-720-818.200	BLIGHT-MOWING	5,000	1,511	5,000	
Totals for dept 720 - COMMUNITY DEVELOPMENT		220,107	32,365	199,987	(20,120)
Dept 751 - PARKS					
101-751-702.200	WAGES	63,345	40,084	63,345	

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		ORIGINAL BUDGET	ACTIVITY THRU 06/30/26	PROJECTED ACTIVITY	PROJECTED AMT CHANGE
APPROPRIATIONS					
Dept 751 - PARKS					
101-751-702.300	OVERTIME	3,750	2,649	3,750	
101-751-702.400	WAGES - SEASONAL	30,000	7,190	30,000	
101-751-715.000	SOCIAL SECURITY (FICA)	7,428	3,696	7,428	
101-751-716.100	HEALTH INSURANCE	17,468	6,443	17,468	
101-751-716.200	DENTAL INSURANCE	999	495	999	
101-751-716.300	OPTICAL INSURANCE	153	39	153	
101-751-716.400	LIFE INSURANCE	285	111	285	
101-751-716.500	DISABILITY INSURANCE	604	265	265	(339)
101-751-717.000	UNEMPLOYMENT INSURANCE	15	5	15	
101-751-718.200	DEFINED CONTRIBUTION	2,890	2,221	2,890	
101-751-719.000	WORKERS' COMPENSATION	4,617	2,287	4,617	
101-751-728.000	OPERATING SUPPLIES	5,000	2,227	5,000	
101-751-818.000	CONTRACTUAL SERVICES	15,000	6,610	15,000	
101-751-818.000-JAMESMINOR	CONTRACTUAL SERVICES	2,000		2,000	
101-751-920.100	ELECTRICITY	9,489	4,475	9,489	
101-751-920.400	WATER & SEWER	30,000	27,049	58,500	28,500
101-751-920.500	REFUSE	500	243	500	
101-751-930.000	BUILDING MAINTENANCE	92,000	23,020	92,000	
101-751-930.200	BLDG MAINTENANCE-BALLFIELDS	13,000	11,380	13,000	
101-751-937.000	TREES & GARDEN	3,000	1,513	3,000	
101-751-940.000	EQUIPMENT RENTAL	121,305	55,968	121,305	
Totals for dept 751 - PARKS		422,848	197,970	451,009	28,161
Dept 966 - TRANSFERS OUT					
101-966-995.248	TRANSFER TO DDA	36,286	17,456	36,286	
101-966-995.297	TRANSFER TO HISTORICAL COMMISSION	21,500	10,750	21,500	
101-966-995.588	TRANSFER TO SATA	3,000			(3,000)
Totals for dept 966 - TRANSFERS OUT		60,786	28,206	57,786	(3,000)
TOTAL APPROPRIATIONS		12,449,717	6,606,903	12,695,607	245,890
NET OF REVENUES/APPROPRIATIONS - FUND 101		(1,692,009)	449,169	(1,522,343)	169,666
BEGINNING FUND BALANCE		9,356,652	9,356,652	9,356,652	
ENDING FUND BALANCE		7,664,643	9,805,821	7,834,309	169,666

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GL NUMBER	DESCRIPTION	2025-26	2025-26	2025-26	2025-26
		ORIGINAL BUDGET	ACTIVITY THRU 06/30/26	PROJECTED ACTIVITY	PROJECTED AMT CHANGE
ESTIMATED REVENUES					
Dept 000 - REVENUE					
202-000-502.000	GRANT-FEDERAL		121	121	121
202-000-540.000	STATE SOURCES	22,500		22,500	
202-000-540.000-MDOT-TRAIL	STATE SOURCES	4,300,000	18,692	4,300,000	
202-000-541.000	TRUNKLINE MAINTENANCE	42,948	18,198	42,948	
202-000-542.000	GAS & WEIGHT TAX	1,555,043	748,452	1,555,043	
202-000-665.000	INTEREST INCOME	100,000	103,073	190,000	90,000
202-000-675.000	MISCELLANEOUS		4,728	4,728	4,728
202-000-678.000	SPECIAL ASSESSMENT	100,000	110,369	110,369	10,369
Totals for dept 000 - REVENUE		6,120,491	1,003,633	6,225,709	105,218
TOTAL ESTIMATED REVENUES		6,120,491	1,003,633	6,225,709	105,218
APPROPRIATIONS					
Dept 451 - CONSTRUCTION					
202-451-728.000	OPERATING SUPPLIES	300	75	300	
202-451-818.000	CONTRACTUAL SERVICES	1,110,000	14,825	1,110,000	
202-451-818.000-MDOT-TRAIL	CONTRACTUAL SERVICES	4,300,000	22,390	4,300,000	
202-451-818.000-STEWRT2024	CONTRACTUAL SERVICES		4,320	4,320	4,320
202-451-818.000-WOODLAWNAV	CONTRACTUAL SERVICES		2,500	2,500	2,500
Totals for dept 451 - CONSTRUCTION		5,410,300	44,110	5,417,120	6,820
Dept 463 - STREET MAINTENANCE					
202-463-702.200	WAGES	51,468	27,838	51,468	
202-463-702.300	OVERTIME	3,088	1,849	3,088	
202-463-715.000	SOCIAL SECURITY (FICA)	4,174	2,132	4,174	
202-463-716.100	HEALTH INSURANCE	14,185	5,235	14,185	
202-463-716.200	DENTAL INSURANCE	812	402	812	
202-463-716.300	OPTICAL INSURANCE	125	32	125	
202-463-716.400	LIFE INSURANCE	232	90	232	
202-463-716.500	DISABILITY INSURANCE	491	215	491	
202-463-717.000	UNEMPLOYMENT INSURANCE	12		12	
202-463-718.200	DEFINED CONTRIBUTION	2,348	1,079	2,348	
202-463-719.000	WORKERS' COMPENSATION	3,069	1,524	3,069	
202-463-728.000	OPERATING SUPPLIES	10,000	6,806	10,000	
202-463-818.000	CONTRACTUAL SERVICES	247,272	159,321	247,272	
202-463-940.000	EQUIPMENT RENTAL	43,590	46,906	48,000	4,410
Totals for dept 463 - STREET MAINTENANCE		380,866	253,429	385,276	4,410
Dept 473 - BRIDGE MAINTENANCE					
202-473-702.300	OVERTIME		109	109	109
202-473-715.000	SOCIAL SECURITY (FICA)		8	8	8
202-473-718.200	DEFINED CONTRIBUTION		5	5	5
202-473-719.000	WORKERS' COMPENSATION		5	5	5
202-473-940.000	EQUIPMENT RENTAL		157	200	200
Totals for dept 473 - BRIDGE MAINTENANCE			284	327	327
Dept 474 - TRAFFIC SERVICES-MAINTENANCE					
202-474-702.200	WAGES		2,292	2,292	2,292
202-474-702.300	OVERTIME		716	716	716
202-474-715.000	SOCIAL SECURITY (FICA)		223	223	223
202-474-718.200	DEFINED CONTRIBUTION		160	160	160
202-474-719.000	WORKERS' COMPENSATION		145	145	145
202-474-728.000	OPERATING SUPPLIES	750	1,393	1,393	643
202-474-818.000	CONTRACTUAL SERVICES	17,775		17,775	
202-474-920.000	UTILITIES	163	79	163	
202-474-940.000	EQUIPMENT RENTAL	1,405	1,489	1,500	95
Totals for dept 474 - TRAFFIC SERVICES-MAINTENANCE		20,093	6,497	24,367	4,274
Dept 478 - SNOW & ICE CONTROL					
202-478-702.200	WAGES	35,632	16,903	35,632	
202-478-702.300	OVERTIME	10,000	11,003	12,000	2,000
202-478-715.000	SOCIAL SECURITY (FICA)	3,491	2,088	3,568	77
202-478-716.100	HEALTH INSURANCE	9,821	3,624	9,821	
202-478-716.200	DENTAL INSURANCE	562	278	562	
202-478-716.300	OPTICAL INSURANCE	86	22	86	
202-478-716.400	LIFE INSURANCE	161	62	161	
202-478-716.500	DISABILITY INSURANCE	340	149	340	



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		2025-26	2025-26	2025-26	2025-26
GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	ACTIVITY THRU 06/30/26	PROJECTED ACTIVITY	PROJECTED AMT CHANGE
APPROPRIATIONS					
Dept 478 - SNOW & ICE CONTROL					
202-478-717.000	UNEMPLOYMENT INSURANCE	8		8	
202-478-718.200	DEFINED CONTRIBUTION	1,626	1,516	1,626	
202-478-719.000	WORKERS' COMPENSATION	2,125	1,289	2,125	
202-478-728.000	OPERATING SUPPLIES	55,000	24,168	55,000	
202-478-940.000	EQUIPMENT RENTAL	64,884	33,622	64,884	
Totals for dept 478 - SNOW & ICE CONTROL		183,736	94,724	185,813	2,077
Dept 480 - TREE TRIMMING					
202-480-702.200	WAGES	15,836	5,942	15,836	
202-480-702.300	OVERTIME	4,600		4,600	
202-480-715.000	SOCIAL SECURITY (FICA)	1,564	442	1,564	
202-480-716.100	HEALTH INSURANCE	4,365	1,611	4,365	
202-480-716.200	DENTAL INSURANCE	250	124	250	
202-480-716.300	OPTICAL INSURANCE	38	10	38	
202-480-716.400	LIFE INSURANCE	72	28	72	
202-480-716.500	DISABILITY INSURANCE	151	66	151	
202-480-717.000	UNEMPLOYMENT INSURANCE	4		4	
202-480-718.200	DEFINED CONTRIBUTION	723	314	723	
202-480-719.000	WORKERS' COMPENSATION	944	325	944	
202-480-728.000	OPERATING SUPPLIES	250	380	250	
202-480-818.000	CONTRACTUAL SERVICES	30,000		30,000	
202-480-940.000	EQUIPMENT RENTAL	33,561	8,813	33,561	
Totals for dept 480 - TREE TRIMMING		92,358	18,055	92,358	
Dept 482 - ADMINISTRATION & ENGINEERING					
202-482-702.100	SALARIES	27,485	19,864		(27,485)
202-482-702.200	WAGES	19,925	10,802		(19,925)
202-482-715.000	SOCIAL SECURITY (FICA)	3,627	2,274		(3,627)
202-482-716.100	HEALTH INSURANCE	11,577	3,400		(11,577)
202-482-716.200	DENTAL INSURANCE	649	422		(649)
202-482-716.300	OPTICAL INSURANCE	106	65		(106)
202-482-716.400	LIFE INSURANCE	211	146		(211)
202-482-716.500	DISABILITY INSURANCE	542	300		(542)
202-482-717.000	UNEMPLOYMENT INSURANCE	10			(10)
202-482-718.200	DEFINED CONTRIBUTION	3,703	2,544		(3,703)
202-482-719.000	WORKERS' COMPENSATION	390	177		(390)
202-482-728.000	OPERATING SUPPLIES	500			(500)
202-482-728.400	OFFICE SUPPLIES	750	386		(750)
202-482-801.000	PROFESSIONAL SERVICES: ADMINISTRATION	1,600	1,241		(1,600)
202-482-818.000	CONTRACTUAL SERVICES	250	224		(250)
202-482-818.500	AUDIT	1,210	1,214		(1,210)
202-482-956.000	EDUCATION & TRAINING	750	60		(750)
202-482-995.101	TRANSFER TO GENERAL FUND	77,752	29,199	155,504	77,752
Totals for dept 482 - ADMINISTRATION & ENGINEERING		151,037	72,318	155,504	4,467
Dept 485 - LOCAL STREET TRANSFER					
202-485-995.203	TRANSFER TO LOCAL STREET	450,000	225,000	450,000	
Totals for dept 485 - LOCAL STREET TRANSFER		450,000	225,000	450,000	
Dept 486 - TRUNKLINE SURFACE MAINTENANCE					
202-486-702.200-21TRNKLINE	WAGES		858	1,000	1,000
202-486-702.200-52TRNKLINE	WAGES		47	50	50
202-486-702.300-21TRNKLINE	OVERTIME		20	50	50
202-486-702.300-52TRNKLINE	OVERTIME		20	50	50
202-486-702.300-71TRNKLINE	OVERTIME		20	50	50
202-486-715.000-21TRNKLINE	SOCIAL SECURITY (FICA)		64	100	100
202-486-715.000-52TRNKLINE	SOCIAL SECURITY (FICA)		5	10	10
202-486-715.000-71TRNKLINE	SOCIAL SECURITY (FICA)		2	5	5
202-486-718.200-21TRNKLINE	DEFINED CONTRIBUTION		38	50	50
202-486-718.200-52TRNKLINE	DEFINED CONTRIBUTION		4	10	10
202-486-719.000-21TRNKLINE	WORKERS' COMPENSATION		45	50	50
202-486-719.000-52TRNKLINE	WORKERS' COMPENSATION		3	5	5
202-486-728.000-21TRNKLINE	OPERATING SUPPLIES		1,588	2,000	2,000
202-486-728.000-52TRNKLINE	OPERATING SUPPLIES		20	50	50
202-486-940.000-21TRNKLINE	EQUIPMENT RENTAL		1,142	1,200	1,200
Totals for dept 486 - TRUNKLINE SURFACE MAINTENANCE			3,876	4,680	4,680

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		2025-26	2025-26	2025-26	2025-26
		ORIGINAL	ACTIVITY	PROJECTED	PROJECTED
GL NUMBER	DESCRIPTION	BUDGET	THRU 06/30/26	ACTIVITY	AMT CHANGE
APPROPRIATIONS					
Dept 490 - TRUNKLINE TREE TRIM & REMOVAL					
202-490-702.200-21TRNKLINE	WAGES		37	50	50
202-490-702.200-71TRNKLINE	WAGES		19	25	25
202-490-715.000-21TRNKLINE	SOCIAL SECURITY (FICA)		3	5	5
202-490-715.000-71TRNKLINE	SOCIAL SECURITY (FICA)		1	5	5
202-490-718.200-21TRNKLINE	DEFINED CONTRIBUTION		2	5	5
202-490-718.200-71TRNKLINE	DEFINED CONTRIBUTION		1	5	5
202-490-719.000-21TRNKLINE	WORKERS' COMPENSATION		2	5	5
202-490-719.000-71TRNKLINE	WORKERS' COMPENSATION		1	5	5
202-490-940.000-21TRNKLINE	EQUIPMENT RENTAL		162	200	200
Totals for dept 490 - TRUNKLINE TREE TRIM & REMOVAL			228	305	305
Dept 491 - TRUNKLINE STORM DRAIN, CURBS					
202-491-702.200-71TRNKLINE	WAGES		490	500	500
202-491-715.000-71TRNKLINE	SOCIAL SECURITY (FICA)		37	40	40
202-491-718.200-71TRNKLINE	DEFINED CONTRIBUTION		25	50	50
202-491-719.000-71TRNKLINE	WORKERS' COMPENSATION		30	50	50
202-491-818.000-71TRNKLINE	CONTRACTUAL SERVICES		20	50	50
202-491-940.000-71TRNKLINE	EQUIPMENT RENTAL		2,176	2,200	2,200
Totals for dept 491 - TRUNKLINE STORM DRAIN, CURBS			2,778	2,890	2,890
Dept 492 - TRUNKLINE ROADSIDE CLEANUP					
202-492-702.200-21TRNKLINE	WAGES		13	20	20
202-492-702.200-52TRNKLINE	WAGES		48	50	50
202-492-702.200-71TRNKLINE	WAGES		25	30	30
202-492-702.300-21TRNKLINE	OVERTIME		19	20	20
202-492-702.300-52TRNKLINE	OVERTIME		19	20	20
202-492-702.300-71TRNKLINE	OVERTIME		42	50	50
202-492-715.000-21TRNKLINE	SOCIAL SECURITY (FICA)		2	5	5
202-492-715.000-52TRNKLINE	SOCIAL SECURITY (FICA)		5	10	10
202-492-715.000-71TRNKLINE	SOCIAL SECURITY (FICA)		5	10	10
202-492-718.200-21TRNKLINE	DEFINED CONTRIBUTION		2	5	5
202-492-718.200-52TRNKLINE	DEFINED CONTRIBUTION		5	10	10
202-492-718.200-71TRNKLINE	DEFINED CONTRIBUTION		4	10	10
202-492-719.000-21TRNKLINE	WORKERS' COMPENSATION		2	5	5
202-492-719.000-52TRNKLINE	WORKERS' COMPENSATION		4	10	10
202-492-719.000-71TRNKLINE	WORKERS' COMPENSATION		3	5	5
Totals for dept 492 - TRUNKLINE ROADSIDE CLEANUP			198	260	260
Dept 494 - TRUNKLINE TRAFFIC SIGNS					
202-494-702.200-52TRNKLINE	WAGES		20	50	50
202-494-702.200-71TRNKLINE	WAGES		20	50	50
202-494-702.300-21TRNKLINE	OVERTIME		214	250	250
202-494-702.300-52TRNKLINE	OVERTIME		18	25	25
202-494-715.000-21TRNKLINE	SOCIAL SECURITY (FICA)		15	20	20
202-494-715.000-52TRNKLINE	SOCIAL SECURITY (FICA)		3	10	10
202-494-715.000-71TRNKLINE	SOCIAL SECURITY (FICA)		2	10	10
202-494-718.200-21TRNKLINE	DEFINED CONTRIBUTION		5	10	10
202-494-718.200-52TRNKLINE	DEFINED CONTRIBUTION		3	10	10
202-494-718.200-71TRNKLINE	DEFINED CONTRIBUTION		2	10	10
202-494-719.000-21TRNKLINE	WORKERS COMPENSATION		7	10	10
202-494-719.000-52TRNKLINE	WORKERS' COMPENSATION		2	10	10
202-494-719.000-71TRNKLINE	WORKERS' COMPENSATION		1	10	10
202-494-728.000	OPERATING SUPPLIES		52	100	100
202-494-728.000-21TRNKLINE	OPERATING SUPPLIES		26	50	50
Totals for dept 494 - TRUNKLINE TRAFFIC SIGNS			390	625	625
Dept 497 - TRUNKLINE SNOW & ICE CONTROL					
202-497-702.200-21TRNKLINE	WAGES		476	750	750
202-497-702.200-52TRNKLINE	WAGES		479	750	750
202-497-702.200-71TRNKLINE	WAGES		413	750	750
202-497-702.300-21TRNKLINE	OVERTIME		1,049	1,250	1,250
202-497-702.300-52TRNKLINE	OVERTIME		1,245	1,250	1,250
202-497-702.300-71TRNKLINE	OVERTIME		800	1,000	1,000
202-497-715.000-21TRNKLINE	SOCIAL SECURITY (FICA)		115	200	200
202-497-715.000-52TRNKLINE	SOCIAL SECURITY (FICA)		130	200	200
202-497-715.000-71TRNKLINE	SOCIAL SECURITY (FICA)		90	100	100
202-497-718.200-21TRNKLINE	DEFINED CONTRIBUTION		94	100	100

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APPROPRIATIONS					
Dept 497 - TRUNKLINE SNOW & ICE CONTROL					
202-497-718.200-52TRNKLINE	DEFINED CONTRIBUTION		101	125	125
202-497-718.200-71TRNKLINE	DEFINED CONTRIBUTION		54	100	100
202-497-719.000-21TRNKLINE	WORKERS' COMPENSATION		69	100	100
202-497-719.000-52TRNKLINE	WORKERS' COMPENSATION		73	100	100
202-497-719.000-71TRNKLINE	WORKERS' COMPENSATION		54	100	100
202-497-728.000-21TRNKLINE	OPERATING SUPPLIES	5,000	1,355	5,000	
202-497-728.000-52TRNKLINE	OPERATING SUPPLIES	7,200	2,240	7,200	
202-497-728.000-71TRNKLINE	OPERATING SUPPLIES	3,000	1,137	3,000	
202-497-940.000-21TRNKLINE	EQUIPMENT RENTAL	300	2,251	2,500	2,200
202-497-940.000-52TRNKLINE	EQUIPMENT RENTAL	3,500	2,638	3,500	
202-497-940.000-71TRNKLINE	EQUIPMENT RENTAL	3,000	1,610	3,000	
Totals for dept 497 - TRUNKLINE SNOW & ICE CONTROL		22,000	16,473	31,075	9,075
TOTAL APPROPRIATIONS		6,710,390	738,360	6,750,600	40,210
NET OF REVENUES/APPROPRIATIONS - FUND 202		(589,899)	265,273	(524,891)	65,008
BEGINNING FUND BALANCE		2,362,507	2,362,507	2,362,507	
ENDING FUND BALANCE		1,772,608	2,627,780	1,837,616	65,008

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		ORIGINAL BUDGET	ACTIVITY THRU 06/30/26	PROJECTED ACTIVITY	PROJECTED AMT CHANGE
ESTIMATED REVENUES					
Dept 000 - REVENUE					
203-000-540.000	STATE SOURCES	43,500		43,500	
203-000-542.000	GAS & WEIGHT TAX	572,875	275,735	572,875	
203-000-665.000	INTEREST INCOME	25,000	24,980	42,825	17,825
203-000-675.000	MISCELLANEOUS		525	525	525
203-000-678.000	SPECIAL ASSESSMENT	50,000	79,006	79,006	29,006
203-000-699.202	MAJOR STREET TRANSFER	450,000	225,000	450,000	
Totals for dept 000 - REVENUE		1,141,375	605,246	1,188,731	47,356
TOTAL ESTIMATED REVENUES		1,141,375	605,246	1,188,731	47,356
APPROPRIATIONS					
Dept 451 - CONSTRUCTION					
203-451-728.000	OPERATING SUPPLIES	300	67	300	
203-451-818.000	CONTRACTUAL SERVICES	1,035,000	2,309	1,035,000	
Totals for dept 451 - CONSTRUCTION		1,035,300	2,376	1,035,300	
Dept 463 - STREET MAINTENANCE					
203-463-702.200	WAGES	55,427	19,914	55,427	
203-463-702.300	OVERTIME	2,772	896	2,772	
203-463-715.000	SOCIAL SECURITY (FICA)	4,452	1,505	7,785	3,333
203-463-716.100	HEALTH INSURANCE	15,276	5,638	15,276	
203-463-716.200	DENTAL INSURANCE	874	433	874	
203-463-716.300	OPTICAL INSURANCE	134	35	134	
203-463-716.400	LIFE INSURANCE	250	97	250	
203-463-716.500	DISABILITY INSURANCE	528	232	528	
203-463-717.000	UNEMPLOYMENT INSURANCE	13		13	
203-463-718.200	DEFINED CONTRIBUTION	2,529	784	2,529	
203-463-719.000	WORKERS' COMPENSATION	3,305	1,101	3,305	
203-463-728.000	OPERATING SUPPLIES	13,000	11,117	13,000	
203-463-818.000	CONTRACTUAL SERVICES	387,272	243,543	387,272	
203-463-940.000	EQUIPMENT RENTAL	62,923	32,507	62,923	
Totals for dept 463 - STREET MAINTENANCE		548,755	317,802	552,088	3,333
Dept 474 - TRAFFIC SERVICES-MAINTENANCE					
203-474-702.200	WAGES		2,675	5,350	5,350
203-474-702.300	OVERTIME		129	250	250
203-474-715.000	SOCIAL SECURITY (FICA)		210	429	429
203-474-718.200	DEFINED CONTRIBUTION		180	504	504
203-474-719.000	WORKERS' COMPENSATION		142	280	280
203-474-728.000	OPERATING SUPPLIES	750	1,398	1,500	750
203-474-940.000	EQUIPMENT RENTAL	350	2,808	3,500	3,150
Totals for dept 474 - TRAFFIC SERVICES-MAINTENANCE		1,100	7,542	11,813	10,713
Dept 478 - SNOW & ICE CONTROL					
203-478-702.200	WAGES	15,836	13,154	15,836	
203-478-702.300	OVERTIME	3,326	2,756	3,326	
203-478-715.000	SOCIAL SECURITY (FICA)	1,466	1,198	1,466	
203-478-716.100	HEALTH INSURANCE	4,365	1,611	4,365	
203-478-716.200	DENTAL INSURANCE	250	124	250	
203-478-716.300	OPTICAL INSURANCE	38	10	38	
203-478-716.400	LIFE INSURANCE	71	28	71	
203-478-716.500	DISABILITY INSURANCE	151	66	151	
203-478-717.000	UNEMPLOYMENT INSURANCE	4		4	
203-478-718.200	DEFINED CONTRIBUTION	723	940	1,725	1,002
203-478-719.000	WORKERS' COMPENSATION	944	769	944	
203-478-728.000	OPERATING SUPPLIES	15,000	4,568	15,000	
203-478-940.000	EQUIPMENT RENTAL	35,794	14,147	35,794	
Totals for dept 478 - SNOW & ICE CONTROL		77,968	39,371	78,970	1,002
Dept 480 - TREE TRIMMING					
203-480-702.200	WAGES	23,754	11,566	23,754	
203-480-702.300	OVERTIME	2,850	99	2,850	
203-480-715.000	SOCIAL SECURITY (FICA)	2,035	865	2,035	
203-480-716.100	HEALTH INSURANCE	6,547	2,416	6,547	
203-480-716.200	DENTAL INSURANCE	375	186	375	
203-480-716.300	OPTICAL INSURANCE	57	15	57	
203-480-716.400	LIFE INSURANCE	107	42	107	

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BUDGET REPORT FOR CITY OF OWOSSO  
Fund: 203 LOCAL STREET FUND  
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GL NUMBER	DESCRIPTION	2025-26	2025-26	2025-26	2025-26
		ORIGINAL BUDGET	ACTIVITY THRU 06/30/26	PROJECTED ACTIVITY	PROJECTED AMT CHANGE
APPROPRIATIONS					
Dept 480 - TREE TRIMMING					
203-480-716.500	DISABILITY INSURANCE	226	99	226	
203-480-717.000	UNEMPLOYMENT	6		6	
203-480-718.200	DEFINED CONTRIBUTION	1,084	629	1,084	
203-480-719.000	WORKERS' COMPENSATION	1,417	632	1,417	
203-480-728.000	OPERATING SUPPLIES		380	500	500
203-480-818.000	CONTRACTUAL SERVICES	30,000		30,000	
203-480-940.000	EQUIPMENT RENTAL	61,645	23,495	61,645	
Totals for dept 480 - TREE TRIMMING		130,103	40,424	130,603	500
Dept 482 - ADMINISTRATION & ENGINEERING					
203-482-702.100	SALARIES	27,485	19,863		(27,485)
203-482-702.200	WAGES	19,925	10,801		(19,925)
203-482-715.000	SOCIAL SECURITY (FICA)	3,627	2,273		(3,627)
203-482-716.100	HEALTH INSURANCE	11,577	3,400		(11,577)
203-482-716.200	DENTAL INSURANCE	649	422		(649)
203-482-716.300	OPTICAL INSURANCE	106	65		(106)
203-482-716.400	LIFE INSURANCE	211	146		(211)
203-482-716.500	DISABILITY INSURANCE	542	300		(542)
203-482-717.000	UNEMPLOYMENT INSURANCE	10			(10)
203-482-718.200	DEFINED CONTRIBUTION	3,703	2,544		(3,703)
203-482-719.000	WORKERS' COMPENSATION	390	177		(390)
203-482-728.000	OPERATING SUPPLIES	500			(500)
203-482-728.400	OFFICE SUPPLIES	750	386		(750)
203-482-801.000	PROFESSIONAL SERVICES: ADMINISTRATION	1,600	2,140		(1,600)
203-482-818.000	CONTRACTUAL SERVICES	600	2,823		(600)
203-482-818.500	AUDIT	1,210	1,214		(1,210)
203-482-956.000	EDUCATION & TRAINING	750	60		(750)
203-482-995.101	TRANSFER TO GENERAL FUND	28,643	7,521	57,288	28,645
Totals for dept 482 - ADMINISTRATION & ENGINEERING		102,278	54,135	57,288	(44,990)
TOTAL APPROPRIATIONS		1,895,504	461,650	1,866,062	(29,442)
NET OF REVENUES/APPROPRIATIONS - FUND 203		(754,129)	143,596	(677,331)	76,798
BEGINNING FUND BALANCE		1,349,178	1,349,178	1,349,178	
ENDING FUND BALANCE		595,049	1,492,774	671,847	76,798

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BUDGET REPORT FOR CITY OF OWOSSO  
Fund: 208 PARK/RECREATION SITES FUND

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		2025-26	2025-26	2025-26	2025-26
GL NUMBER	DESCRIPTION	ORIGINAL	ACTIVITY	PROJECTED	PROJECTED
		BUDGET	THRU 06/30/26	ACTIVITY	AMT CHANGE
ESTIMATED REVENUES					
Dept 000 - REVENUE					
208-000-402.000	GENERAL PROPERTY TAX	165,514	162,744	163,162	(2,352)
208-000-665.000	INTEREST INCOME		2,489	4,500	4,500
208-000-674.100	PRIVATE DONATIONS	2,000	5,236	5,236	3,236
Totals for dept 000 - REVENUE		167,514	170,469	172,898	5,384
TOTAL ESTIMATED REVENUES		167,514	170,469	172,898	5,384
APPROPRIATIONS					
Dept 751 - PARKS					
208-751-728.000	OPERATING SUPPLIES		66	100	100
208-751-930.000	BUILDING MAINTENANCE		11,111	20,437	20,437
208-751-974.000	SYSTEM IMPROVEMENTS	165,514		166,046	532
Totals for dept 751 - PARKS		165,514	11,177	186,583	21,069
TOTAL APPROPRIATIONS		165,514	11,177	186,583	21,069
NET OF REVENUES/APPROPRIATIONS - FUND 208		2,000	159,292	(13,685)	(15,685)
BEGINNING FUND BALANCE		10,827	10,827	10,827	
ENDING FUND BALANCE		12,827	170,119	(2,858)	(15,685)

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BUDGET REPORT FOR CITY OF OWOSSO  
Fund: 239 OMS/DDA REVLG LOAN FUND  
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		2025-26 ORIGINAL BUDGET	2025-26 ACTIVITY THRU 06/30/26	2025-26 PROJECTED ACTIVITY	2025-26 PROJECTED AMT CHANGE
GL NUMBER	DESCRIPTION				
ESTIMATED REVENUES					
Dept 000 - REVENUE					
239-000-644.000	PENALTIES - LATE CHARGES	50	21	50	
239-000-665.000	INTEREST INCOME	20,000	19,527	25,000	5,000
239-000-670.000	LOAN PRINCIPAL		11,246		
239-000-670.100	LOAN INTEREST	9,766	5,368	9,766	
239-000-675.000	MISCELLANEOUS		100	100	100
Totals for dept 000 - REVENUE		29,816	36,262	34,916	5,100
TOTAL ESTIMATED REVENUES		29,816	36,262	34,916	5,100
APPROPRIATIONS					
Dept 200 - GEN SERVICES					
239-200-818.000	CONTRACTUAL SERVICES	2,000	567	2,000	
239-200-818.500	AUDIT	608	607	607	(1)
Totals for dept 200 - GEN SERVICES		2,608	1,174	2,607	(1)
TOTAL APPROPRIATIONS		2,608	1,174	2,607	(1)
NET OF REVENUES/APPROPRIATIONS - FUND 239		27,208	35,088	32,309	5,101
BEGINNING FUND BALANCE		1,141,318	1,141,318	1,141,318	
ENDING FUND BALANCE		1,168,526	1,176,406	1,173,627	5,101

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BUDGET REPORT FOR CITY OF OWOSSO  
Fund: 243 BRA / OBRA #12 WOODWARD LOFT

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Calculations as of 06/30/2026

		2025-26	2025-26	2025-26	2025-26
GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	ACTIVITY THRU 06/30/26	PROJECTED ACTIVITY	PROJECTED AMT CHANGE
ESTIMATED REVENUES					
Dept 000 - REVENUE					
243-000-402.300	OBRA:TAX CAPTURE	139,942		139,942	
243-000-402.300-BRA-DIST22	OBRA:TAX CAPTURE	32		32	
243-000-402.300-BRA-DIST23	OBRA:TAX CAPTURE	5,165		5,165	
243-000-573.000	LOCAL COMMUNITY STABILIZATION SHAI	6,000	5,895	6,000	
243-000-665.000	INTEREST INCOME	100	80	100	
Totals for dept 000 - REVENUE		151,239	5,975	151,239	
TOTAL ESTIMATED REVENUES		151,239	5,975	151,239	
APPROPRIATIONS					
Dept 721 - PROFESSIONAL SERVICES					
243-721-995.101	TRANSFER TO GENERAL FUND	1,000		1,000	
243-721-995.101-BRA-DIST22	TRANSFER TO GENERAL FUND	2		2	
243-721-995.101-BRA-DIST23	TRANSFER TO GENERAL FUND	258		258	
Totals for dept 721 - PROFESSIONAL SERVICES		1,260		1,260	
Dept 964 - TAX REIMBURSEMENTS					
243-964-969.000	DEVELOPER REIMBURSEMENT	144,942		144,942	
243-964-969.000-BRA-DIST23	DEVELOPER REIMBURSEMENT	4,907		4,907	
Totals for dept 964 - TAX REIMBURSEMENTS		149,849		149,849	
TOTAL APPROPRIATIONS		151,109		151,109	
NET OF REVENUES/APPROPRIATIONS - FUND 243		130	5,975	130	
BEGINNING FUND BALANCE		(128,433)	(128,433)	(128,433)	
ENDING FUND BALANCE		(128,303)	(122,458)	(128,303)	



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BUDGET REPORT FOR CITY OF OWOSSO  
Fund: 246 OBRA #13 WEISNER BUILDING

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GL NUMBER	DESCRIPTION	2025-26	2025-26	2025-26	2025-26
		ORIGINAL BUDGET	THRU 06/30/26	ACTIVITY	PROJECTED ACTIVITY
ESTIMATED REVENUES					
Dept 000 - REVENUE					
246-000-402.300	OBRA:TAX CAPTURE	6,051			(6,051)
246-000-699.248	TRANSFER FROM DDA	15,793			(15,793)
Totals for dept 000 - REVENUE		21,844			(21,844)
TOTAL ESTIMATED REVENUES		21,844			(21,844)
APPROPRIATIONS					
Dept 721 - PROFESSIONAL SERVICES					
246-721-995.101	TRANSFER TO GENERAL FUND	350			(350)
246-721-995.248	TRANSFER TO DDA	21,494			(21,494)
Totals for dept 721 - PROFESSIONAL SERVICES		21,844			(21,844)
TOTAL APPROPRIATIONS		21,844			(21,844)
NET OF REVENUES/APPROPRIATIONS - FUND 246					
BEGINNING FUND BALANCE					
ENDING FUND BALANCE					

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BUDGET REPORT FOR CITY OF OWOSSO  
Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY

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Calculations as of 06/30/2026

		2025-26	2025-26	2025-26	2025-26
GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	ACTIVITY THRU 06/30/26	PROJECTED ACTIVITY	PROJECTED AMT CHANGE
ESTIMATED REVENUES					
Dept 000 - REVENUE					
248-000-402.000	GENERAL PROPERTY TAX	38,977	35,287	35,286	(3,691)
248-000-402.100	TIF	229,031		229,031	
248-000-540.000-MTCHONMAIN	STATE SOURCES			25,000	25,000
248-000-540.531	LOCAL GRANT			4,140	4,140
248-000-569.000	OTHER STATE GRANTS		4,643	4,643	4,643
248-000-573.000	LOCAL COMMUNITY STABILIZATION SHAF	26,000	24,443	24,443	(1,557)
248-000-665.000	INTEREST INCOME	5,000	4,932	5,000	
248-000-670.100	LOAN INTEREST	1,260	856	1,260	
248-000-674.400	INCOME-PROMOTION	13,000	9,087	13,000	
248-000-674.500	INCOME-ORGANIZATION		1,000	1,000	1,000
248-000-674.700	EV STATION REVENUE	6,500	9,879	12,000	5,500
248-000-699.101	TRANFERS FROM GENERAL FUND	36,286	17,456	36,286	
Totals for dept 000 - REVENUE		356,054	107,583	391,089	35,035
TOTAL ESTIMATED REVENUES		356,054	107,583	391,089	35,035
APPROPRIATIONS					
Dept 200 - GEN SERVICES					
248-200-728.000	OPERATING SUPPLIES	2,000	367	2,000	
248-200-751.000	GAS & OIL		19	50	50
248-200-810.000	INSURANCE & BONDS	3,172	3,134	3,134	(38)
248-200-818.000	CONTRACTUAL SERVICES	90,000	96,958	115,000	25,000
248-200-818.500	AUDIT	608	607	607	(1)
248-200-920.000	UTILITIES	3,000	2,086	3,000	
248-200-920.100	ELECTRICITY-EV STATION	5,000	4,676	8,000	3,000
248-200-920.300	TELEPHONE	520	260	520	
248-200-930.000	BUILDING MAINTENANCE - DPW	40,000	8,955	20,000	(20,000)
248-200-940.000	EQUIPMENT RENTAL - DPW	10,000	7,008	10,000	
248-200-955.000	MEMBERSHIPS & DUES	800	250	800	
248-200-956.000	EDUCATION & TRAINING	4,000	924	3,500	(500)
248-200-995.101	TRANSFER TO GENERAL FUND	84,500	37,314	84,500	
248-200-995.243	TRANSFER TO BROWNFIELDS	33,465		33,465	
Totals for dept 200 - GEN SERVICES		277,065	162,558	284,576	7,511
Dept 261 - GENERAL ADMIN					
248-261-702.100	SALARIES	69,272	40,989	69,272	
248-261-702.200	WAGES	250	7,896	10,000	9,750
248-261-702.300	OVERTIME	500	2,309	5,000	4,500
248-261-702.800	ACCRUED SICK LEAVE		1,170	1,170	1,170
248-261-715.000	SOCIAL SECURITY (FICA)	5,357	3,922	6,536	1,179
248-261-716.100	HEALTH INSURANCE	7,718	5,682	7,718	
248-261-716.200	DENTAL INSURANCE	369	294	369	
248-261-716.300	OPTICAL INSURANCE	52	39	52	
248-261-716.400	LIFE INSURANCE	467	410	467	
248-261-716.500	DISABILITY INSURANCE	905	650	905	
248-261-717.000	UNEMPLOYMENT INSURANCE	10		10	
248-261-718.200	DEFINED CONTRIBUTION	6,234	4,345	7,585	1,351
248-261-719.000	WORKERS' COMPENSATION	388	728	1,200	812
Totals for dept 261 - GENERAL ADMIN		91,522	68,434	110,284	18,762
Dept 704 - ORGANIZATION					
248-704-728.000	SUPPLIES	150		150	
248-704-818.000	WORK PLAN EXPENDITURE	1,500	304	1,500	
Totals for dept 704 - ORGANIZATION		1,650	304	1,650	
Dept 705 - PROMOTION					
248-705-802.000	ADVERTISEMENT	700			(700)
248-705-818.000	WORK PLAN EXPENDITURES	1,000	228	1,000	
248-705-818.750	GLOW	10,000	7,367	10,710	710
248-705-818.770	MOTORCYCLE DAYS	2,500	1,961	2,100	(400)
248-705-818.780	CHOCOLATE WALK	750		1,500	750
Totals for dept 705 - PROMOTION		14,950	9,556	15,310	360
Dept 706 - DESIGN					
248-706-818.000	WORK PLAN EXPENDITURES	10,000	4,887	12,000	2,000
Totals for dept 706 - DESIGN		10,000	4,887	12,000	2,000

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BUDGET REPORT FOR CITY OF OWOSSO  
Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY

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GL NUMBER	DESCRIPTION	2025-26 ORIGINAL BUDGET	2025-26 ACTIVITY THRU 06/30/26	2025-26 PROJECTED ACTIVITY	2025-26 PROJECTED AMT CHANGE
APPROPRIATIONS					
Dept 707 - ECONOMIC VITALITY					
248-707-818.000	WORK PLAN EXPENDITURES	2,000	625	2,000	
248-707-818.000-MTCHONMAIN	CONTRACTUAL SERVICES			25,000	25,000
Totals for dept 707 - ECONOMIC VITALITY		2,000	625	27,000	25,000
TOTAL APPROPRIATIONS		397,187	246,364	450,820	53,633
NET OF REVENUES/APPROPRIATIONS - FUND 248		(41,133)	(138,781)	(59,731)	(18,598)
BEGINNING FUND BALANCE		270,455	270,455	270,455	
ENDING FUND BALANCE		229,322	131,674	210,724	(18,598)

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BUDGET REPORT FOR CITY OF OWOSSO  
 Fund: 249 BUILDING INSPECTION FUND

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GL NUMBER	DESCRIPTION	2025-26 ORIGINAL BUDGET	2025-26 ACTIVITY THRU 06/30/26	2025-26 PROJECTED ACTIVITY	2025-26 PROJECTED AMT CHANGE
ESTIMATED REVENUES					
Dept 000 - REVENUE					
249-000-476.100	MARIJUANA LICENSE FEE	55,000	35,000	55,000	
249-000-490.000	PERMITS-BUILDING	105,000	51,253	105,000	
249-000-490.100	PERMITS-ELECTRICAL	30,000	15,875	30,000	
249-000-490.200	PERMITS-PLUMBING & MECHANICAL	55,000	45,744	55,000	
249-000-628.000	RENTAL REGISTRATION	2,500	1,150	2,500	
249-000-665.000	INTEREST INCOME	10,000	6,209	10,000	
Totals for dept 000 - REVENUE		257,500	155,231	257,500	
TOTAL ESTIMATED REVENUES		257,500	155,231	257,500	
APPROPRIATIONS					
Dept 200 - GEN SERVICES					
249-200-702.100	SALARIES	64,461	38,482	64,461	
249-200-702.800	ACCRUED SICK LEAVE	1,000	1,167	1,167	167
249-200-703.000	OTHER COMPENSATION	1,000	2,042	2,042	1,042
249-200-715.000	SOCIAL SECURITY (FICA)	5,085	3,190	5,177	92
249-200-716.100	HEALTH INSURANCE	6,560	4,874	6,560	
249-200-716.200	DENTAL INSURANCE	314	250	314	
249-200-716.300	OPTICAL INSURANCE	44	33	50	6
249-200-716.400	LIFE INSURANCE	432	376	432	
249-200-716.500	DISABILITY INSURANCE	842	605	842	
249-200-717.000	UNEMPLOYMENT INSURANCE	9		5	(4)
249-200-718.200	DEFINED CONTRIBUTION	5,801	3,752	6,090	289
249-200-719.000	WORKERS' COMPENSATION	226	153	243	17
249-200-728.000	OPERATING SUPPLIES	5,500	1,869	5,500	
249-200-728.400	OFFICE SUPPLIES	700	767	1,000	300
249-200-801.000	PROFESSIONAL SERVICES: ADMINISTRATION	2,500	1,700	2,500	
249-200-810.000	INSURANCE & BONDS	3,172	3,134	3,134	(38)
249-200-818.500	AUDIT	608	607	607	(1)
249-200-956.000	EDUCATION & TRAINING	500	405	500	
249-200-995.101	TRANSFER TO GENERAL FUND	9,500	4,859	9,500	
Totals for dept 200 - GEN SERVICES		108,254	68,265	110,124	1,870
Dept 371 - BUILDING AND SAFETY					
249-371-702.100	SALARIES	67,600	40,000	67,600	
249-371-715.000	SOCIAL SECURITY (FICA)	5,171	2,966	5,171	
249-371-716.100	HEALTH INSURANCE	16,141	12,152	16,141	
249-371-716.200	DENTAL INSURANCE	1,180	939	1,180	
249-371-716.300	OPTICAL INSURANCE	192	143	223	31
249-371-716.400	LIFE INSURANCE	453	400	633	180
249-371-716.500	DISABILITY INSURANCE	883	634	919	36
249-371-717.000	UNEMPLOYMENT INSURANCE	10		10	
249-371-718.200	DEFINED CONTRIBUTION	6,084	3,600	6,084	
249-371-719.000	WORKERS' COMPENSATION	379	231	382	3
249-371-818.000	CONTRACTUAL SERVICES	53,550	27,535	53,550	
Totals for dept 371 - BUILDING AND SAFETY		151,643	88,600	151,893	250
TOTAL APPROPRIATIONS		259,897	156,865	262,017	2,120
NET OF REVENUES/APPROPRIATIONS - FUND 249		(2,397)	(1,634)	(4,517)	(2,120)
BEGINNING FUND BALANCE		304,371	304,371	304,371	
ENDING FUND BALANCE		301,974	302,737	299,854	(2,120)

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BUDGET REPORT FOR CITY OF OWOSSO  
Fund: 254 HOUSING & REDEVELOPMENT  
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		2025-26	2025-26	2025-26	2025-26
GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	ACTIVITY THRU 06/30/26	PROJECTED ACTIVITY	PROJECTED AMT CHANGE
ESTIMATED REVENUES					
Dept 000 - REVENUE					
254-000-540.000	STATE SOURCES	454,300		454,300	
254-000-540.000-MSHDMIHOPE	STATE SOURCES		15,312	15,312	15,312
254-000-665.000	INTEREST INCOME		59	59	59
Totals for dept 000 - REVENUE		454,300	15,371	469,671	15,371
TOTAL ESTIMATED REVENUES		454,300	15,371	469,671	15,371
APPROPRIATIONS					
Dept 200 - GEN SERVICES					
254-200-818.000	CONTRACTUAL SERVICES	385,000		385,000	
254-200-818.000-CDBGHRGP25	CONTRACTUAL SERVICES		82	82	82
254-200-818.000-MSHDMIHOPE	CONTRACTUAL SERVICES		7,666	7,666	7,666
254-200-995.101	TRANSFER TO GENERAL FUND	69,300	460	69,300	
Totals for dept 200 - GEN SERVICES		454,300	8,208	462,048	7,748
TOTAL APPROPRIATIONS		454,300	8,208	462,048	7,748
NET OF REVENUES/APPROPRIATIONS - FUND 254			7,163	7,623	7,623
BEGINNING FUND BALANCE		3,675	3,675	3,675	
ENDING FUND BALANCE		3,675	10,838	11,298	7,623

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BUDGET REPORT FOR CITY OF OWOSSO  
Fund: 259 OBRA-DIST#15 -ARMORY BUILDING

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GL NUMBER	DESCRIPTION	2025-26	2025-26	2025-26	2025-26
		ORIGINAL BUDGET	THRU 06/30/26 ACTIVITY	PROJECTED ACTIVITY	PROJECTED AMT CHANGE
ESTIMATED REVENUES					
Dept 000 - REVENUE					
259-000-402.300	OBRA:TAX CAPTURE	26,190		26,190	
259-000-699.248	TRANSFER FROM DDA	17,672		17,672	
Totals for dept 000 - REVENUE		43,862		43,862	
TOTAL ESTIMATED REVENUES		43,862		43,862	
APPROPRIATIONS					
Dept 721 - PROFESSIONAL SERVICES					
259-721-801.000	PROFESSIONAL SERVICES: ADMINISTRAT	2,428		2,428	
259-721-995.101	TRANSFER TO GENERAL FUND	1,500		1,500	
Totals for dept 721 - PROFESSIONAL SERVICES		3,928		3,928	
Dept 964 - TAX REIMBURSEMENTS					
259-964-969.000	DEVELOPER REIMBURSEMENT	39,934		39,934	
Totals for dept 964 - TAX REIMBURSEMENTS		39,934		39,934	
TOTAL APPROPRIATIONS		43,862		43,862	
NET OF REVENUES/APPROPRIATIONS - FUND 259					
BEGINNING FUND BALANCE		4,732	4,732	4,732	
ENDING FUND BALANCE		4,732	4,732	4,732	

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BUDGET REPORT FOR CITY OF OWOSSO  
Fund: 272 OBRA FUND-DISTRICT #17 CARGILL (PREV #8)  
Calculations as of 06/30/2026

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GL NUMBER	DESCRIPTION	2025-26	2025-26	2025-26	2025-26
		ORIGINAL BUDGET	ACTIVITY THRU 06/30/26	PROJECTED ACTIVITY	PROJECTED AMT CHANGE
ESTIMATED REVENUES					
Dept 000 - REVENUE					
272-000-402.300	OBRA:TAX CAPTURE	247,393		247,393	
Totals for dept 000 - REVENUE		247,393		247,393	
TOTAL ESTIMATED REVENUES		247,393		247,393	
APPROPRIATIONS					
Dept 721 - PROFESSIONAL SERVICES					
272-721-801.000	PROFESSIONAL SERVICES: ADMINISTRATIVE	14,183		14,183	
Totals for dept 721 - PROFESSIONAL SERVICES		14,183		14,183	
Dept 905 - DEBT SERVICE					
272-905-991.100	PRINCIPAL	144,273	60,000	144,273	
272-905-993.000	INTEREST	23,726		23,726	
Totals for dept 905 - DEBT SERVICE		167,999	60,000	167,999	
TOTAL APPROPRIATIONS		182,182	60,000	182,182	
NET OF REVENUES/APPROPRIATIONS - FUND 272		65,211	(60,000)	65,211	
BEGINNING FUND BALANCE		(1,011,348)	(1,011,348)	(1,011,348)	
ENDING FUND BALANCE		(946,137)	(1,071,348)	(946,137)	

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BUDGET REPORT FOR CITY OF OWOSSO  
Fund: 273 OBRA #9 ROBBINS LOFT  
Calculations as of 06/30/2026

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GL NUMBER	DESCRIPTION	2025-26	2025-26	2025-26	2025-26
		ORIGINAL BUDGET	ACTIVITY THRU 06/30/26	PROJECTED ACTIVITY	PROJECTED AMT CHANGE
ESTIMATED REVENUES					
Dept 000 - REVENUE					
273-000-402.300	OBRA:TAX CAPTURE	5,300		5,300	
273-000-573.000	LOCAL COMMUNITY STABILIZATION SHAF	600	565	565	(35)
273-000-665.000	INTEREST INCOME	2,000	1,595	2,000	
Totals for dept 000 - REVENUE		7,900	2,160	7,865	(35)
TOTAL ESTIMATED REVENUES		7,900	2,160	7,865	(35)
APPROPRIATIONS					
Dept 721 - PROFESSIONAL SERVICES					
273-721-995.101	TRANSFER TO GENERAL FUND	1,200		1,200	
Totals for dept 721 - PROFESSIONAL SERVICES		1,200		1,200	
Dept 964 - TAX REIMBURSEMENTS					
273-964-969.000	DEVELOPER REIMBURSEMENT	4,700		4,665	(35)
Totals for dept 964 - TAX REIMBURSEMENTS		4,700		4,665	(35)
TOTAL APPROPRIATIONS		5,900		5,865	(35)
NET OF REVENUES/APPROPRIATIONS - FUND 273		2,000	2,160	2,000	
BEGINNING FUND BALANCE		64,277	64,277	64,277	
ENDING FUND BALANCE		66,277	66,437	66,277	



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BUDGET REPORT FOR CITY OF OWOSSO  
Fund: 276 OBRA FUND DISTRICT #16 - QDOBA  
Calculations as of 06/30/2026

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GL NUMBER	DESCRIPTION	2025-26 ORIGINAL BUDGET	2025-26 ACTIVITY THRU 06/30/26	2025-26 PROJECTED ACTIVITY	2025-26 PROJECTED AMT CHANGE
APPROPRIATIONS					
Dept 721 - PROFESSIONAL SERVICES					
276-721-801.000	PROFESSIONAL SERVICES: ADMINISTRAT	910		704	(206)
276-721-995.101	TRANSFER TO GENERAL FUND	1,000			(1,000)
Totals for dept 721 - PROFESSIONAL SERVICES		1,910		704	(1,206)
Dept 964 - TAX REIMBURSEMENTS					
276-964-969.000	DEVELOPER REIMBURSEMENT	13,890	5,963	5,963	(7,927)
Totals for dept 964 - TAX REIMBURSEMENTS		13,890	5,963	5,963	(7,927)
TOTAL APPROPRIATIONS		15,800	5,963	6,667	(9,133)
NET OF REVENUES/APPROPRIATIONS - FUND 276		(15,800)	(5,963)	(6,667)	9,133
BEGINNING FUND BALANCE		6,667	6,667	6,667	
ENDING FUND BALANCE		(9,133)	704		9,133

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BUDGET REPORT FOR CITY OF OWOSSO  
Fund: 277 OBRA FUND DISTRICT #20 - J&H OIL  
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		2025-26	2025-26	2025-26	2025-26
GL NUMBER	DESCRIPTION	ORIGINAL	ACTIVITY	PROJECTED	PROJECTED
		BUDGET	THRU 06/30/26	ACTIVITY	AMT CHANGE
ESTIMATED REVENUES					
Dept 000 - REVENUE					
277-000-402.300	OBRA:TAX CAPTURE	56,779		56,779	
Totals for dept 000 - REVENUE		56,779		56,779	
TOTAL ESTIMATED REVENUES		56,779		56,779	
APPROPRIATIONS					
Dept 721 - PROFESSIONAL SERVICES					
277-721-801.000	PROFESSIONAL SERVICES: ADMINISTRATIVE	3,255		3,255	
277-721-995.101	TRANSFER TO GENERAL FUND	1,000		1,000	
Totals for dept 721 - PROFESSIONAL SERVICES		4,255		4,255	
Dept 964 - TAX REIMBURSEMENTS					
277-964-969.000	DEVELOPER REIMBURSEMENT	52,524		52,524	
Totals for dept 964 - TAX REIMBURSEMENTS		52,524		52,524	
TOTAL APPROPRIATIONS		56,779		56,779	
NET OF REVENUES/APPROPRIATIONS - FUND 277					
BEGINNING FUND BALANCE		3,144	3,144	3,144	
ENDING FUND BALANCE		3,144	3,144	3,144	

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BUDGET REPORT FOR CITY OF OWOSSO  
Fund: 283 OBRA FUND-DISTRICT#3-TIAL  
Calculations as of 06/30/2026

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GL NUMBER	DESCRIPTION	2025-26	2025-26	2025-26	2025-26
		ORIGINAL BUDGET	ACTIVITY THRU 06/30/26	PROJECTED ACTIVITY	PROJECTED AMT CHANGE
ESTIMATED REVENUES					
Dept 000 - REVENUE					
283-000-402.300	OBRA:TAX CAPTURE	18,093		18,093	
283-000-573.000	LOCAL COMMUNITY STABILIZATION SHAF	630	621	621	(9)
283-000-665.000	INTEREST INCOME		59	97	97
Totals for dept 000 - REVENUE		18,723	680	18,811	88
TOTAL ESTIMATED REVENUES		18,723	680	18,811	88
APPROPRIATIONS					
Dept 721 - PROFESSIONAL SERVICES					
283-721-995.101	TRANSFER TO GENERAL FUND	750		750	
Totals for dept 721 - PROFESSIONAL SERVICES		750		750	
Dept 905 - DEBT SERVICE					
283-905-991.100	PRINCIPAL	19,391		19,391	
Totals for dept 905 - DEBT SERVICE		19,391		19,391	
TOTAL APPROPRIATIONS		20,141		20,141	
NET OF REVENUES/APPROPRIATIONS - FUND 283		(1,418)	680	(1,330)	88
BEGINNING FUND BALANCE		(17,344)	(17,344)	(17,344)	
ENDING FUND BALANCE		(18,762)	(16,664)	(18,674)	88

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BUDGET REPORT FOR CITY OF OWOSSO  
Fund: 284 OPIOID SETTLEMENT FUND  
Calculations as of 06/30/2026

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GL NUMBER	DESCRIPTION	2025-26	2025-26	2025-26	2025-26
		ORIGINAL BUDGET	ACTIVITY THRU 06/30/26	PROJECTED ACTIVITY	PROJECTED AMT CHANGE
ESTIMATED REVENUES					
Dept 000 - REVENUE					
284-000-665.000	INTEREST INCOME	1,320	1,596	2,600	1,280
284-000-685.000	OPIOID SETTLEMENT REVENUE		12,243	12,243	12,243
Totals for dept 000 - REVENUE		1,320	13,839	14,843	13,523
TOTAL ESTIMATED REVENUES		1,320	13,839	14,843	13,523
APPROPRIATIONS					
Dept 966 - TRANSFERS OUT					
284-966-995.588	TRANSFER TO SATA		2,931	3,931	3,931
Totals for dept 966 - TRANSFERS OUT			2,931	3,931	3,931
TOTAL APPROPRIATIONS			2,931	3,931	3,931
NET OF REVENUES/APPROPRIATIONS - FUND 284		1,320	10,908	10,912	9,592
BEGINNING FUND BALANCE		63,942	63,942	63,942	
ENDING FUND BALANCE		65,262	74,850	74,854	9,592

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BUDGET REPORT FOR CITY OF OWOSSO  
Fund: 297 HISTORICAL FUND  
Calculations as of 06/30/2026

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GL NUMBER	DESCRIPTION	2025-26	2025-26	2025-26	2025-26
		ORIGINAL BUDGET	ACTIVITY THRU 06/30/26	PROJECTED ACTIVITY	PROJECTED AMT CHANGE
ESTIMATED REVENUES					
Dept 000 - REVENUE					
297-000-643.000	SALES	3,000	5,345	6,000	3,000
297-000-665.000	INTEREST INCOME	10,000	3,638	6,000	(4,000)
297-000-665.100	ENDOWMENT SPENDABLE FUNDS	1,000	1,000	1,000	
297-000-674.100	PRIVATE DONATIONS	19,000	10,978	19,000	
297-000-674.200	DONATIONS		1,004	1,004	1,004
297-000-675.000	MISCELLANEOUS		200	200	200
297-000-699.101	TRANFERS FROM GENERAL FUND	21,500	10,750	21,500	
Totals for dept 000 - REVENUE		54,500	32,915	54,704	204
TOTAL ESTIMATED REVENUES		54,500	32,915	54,704	204
APPROPRIATIONS					
Dept 797 - HISTORICAL COMMISSION					
297-797-702.200	WAGES	19,500	11,312	19,500	
297-797-715.000	SOCIAL SECURITY (FICA)	1,492	865	1,492	
297-797-717.000	UNEMPLOYMENT INSURANCE	20	4	20	
297-797-719.000	WORKERS' COMPENSATION	51	27	51	
297-797-728.000	OPERATING SUPPLIES	200	100	200	
297-797-729.000	FINANCIAL INSTITUTION FEES	1,200	564	1,200	
297-797-801.000	PROFESSIONAL SERVICES: ADMINISTRATION		388	500	500
297-797-810.000	INSURANCE & BONDS	3,172	3,134	3,134	(38)
297-797-818.000	CONTRACTUAL SERVICES			6,900	6,900
297-797-818.500	AUDIT	608	607	607	(1)
297-797-930.000	BUILDING MAINTENANCE	2,400	1,006	2,400	
297-797-961.000	MISCELLANEOUS	1,000	2,027	2,500	1,500
Totals for dept 797 - HISTORICAL COMMISSION		29,643	20,034	38,504	8,861
Dept 798 - CASTLE					
297-798-702.200	WAGES		1,657	2,500	2,500
297-798-702.300	OVERTIME		323	500	500
297-798-715.000	SOCIAL SECURITY (FICA)		149	230	230
297-798-718.200	DEFINED CONTRIBUTION		102	270	270
297-798-719.000	WORKERS' COMPENSATION		100	150	150
297-798-728.000	OPERATING SUPPLIES	5,000	1,622	5,000	
297-798-920.000	UTILITIES	5,425	3,355	5,425	
297-798-930.000	BUILDING MAINTENANCE	10,000	5,064	31,500	21,500
297-798-940.000	EQUIPMENT RENTAL - BUILDING MAINTENANCE	1,000	987	1,000	
297-798-961.000	MISCELLANEOUS		47	50	50
297-798-976.000	BUILDING ADD & IMPROVEMENTS		13,459	129,459	129,459
Totals for dept 798 - CASTLE		21,425	26,865	176,084	154,659
Dept 800 - COMSTOCK/WOODARD					
297-800-930.000	BUILDING MAINTENANCE	3,000	216	2,000	(1,000)
Totals for dept 800 - COMSTOCK/WOODARD		3,000	216	2,000	(1,000)
TOTAL APPROPRIATIONS		54,068	47,115	216,588	162,520
NET OF REVENUES/APPROPRIATIONS - FUND 297		432	(14,200)	(161,884)	(162,316)
BEGINNING FUND BALANCE		172,674	172,674	172,674	
ENDING FUND BALANCE		173,106	158,474	10,790	(162,316)

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BUDGET REPORT FOR CITY OF OWOSSO  
Fund: 301 GENERAL DEBT SERVICE (VOTED BONDS)  
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		2025-26	2025-26	2025-26	2025-26
GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	THRU 06/30/26 ACTIVITY	PROJECTED ACTIVITY	PROJECTED AMT CHANGE
ESTIMATED REVENUES					
Dept 000 - REVENUE					
301-000-402.000	GENERAL PROPERTY TAX	718,150	709,132	709,678	(8,472)
301-000-569.000	OTHER STATE GRANTS		1,695	1,695	1,695
301-000-573.000	LOCAL COMMUNITY STABILIZATION SHAF	50,000	15,921	50,000	
301-000-665.000	INTEREST INCOME		241	241	241
Totals for dept 000 - REVENUE		768,150	726,989	761,614	(6,536)
TOTAL ESTIMATED REVENUES		768,150	726,989	761,614	(6,536)
APPROPRIATIONS					
Dept 905 - DEBT SERVICE					
301-905-991.100	PRINCIPAL	515,000		515,000	
301-905-992.000	PAYING AGENT FEES	500		500	
301-905-993.000	INTEREST	252,650	126,325	252,650	
Totals for dept 905 - DEBT SERVICE		768,150	126,325	768,150	
TOTAL APPROPRIATIONS		768,150	126,325	768,150	
NET OF REVENUES/APPROPRIATIONS - FUND 301			600,664	(6,536)	(6,536)
BEGINNING FUND BALANCE		35,276	35,276	35,276	
ENDING FUND BALANCE		35,276	635,940	28,740	(6,536)

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BUDGET REPORT FOR CITY OF OWOSSO  
Fund: 401 CAPITAL PROJECT FUND  
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GL NUMBER	DESCRIPTION	2025-26	2025-26	2025-26	2025-26
		ORIGINAL BUDGET	ACTIVITY THRU 06/30/26	PROJECTED ACTIVITY	PROJECTED AMT CHANGE
ESTIMATED REVENUES					
Dept 000 - REVENUE					
401-000-665.000	INTEREST INCOME	2,000	6,743	10,000	8,000
401-000-687.000	INSURANCE REFUNDS/REBATES	120,000	174,192	174,192	54,192
Totals for dept 000 - REVENUE		122,000	180,935	184,192	62,192
TOTAL ESTIMATED REVENUES		122,000	180,935	184,192	62,192
NET OF REVENUES/APPROPRIATIONS - FUND 401		122,000	180,935	184,192	62,192
BEGINNING FUND BALANCE					
ENDING FUND BALANCE		122,000	180,935	184,192	62,192

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BUDGET REPORT FOR CITY OF OWOSSO  
Fund: 588 TRANSPORTATION FUND  
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		2025-26	2025-26	2025-26	2025-26
GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	ACTIVITY THRU 06/30/26	PROJECTED ACTIVITY	PROJECTED AMT CHANGE
ESTIMATED REVENUES					
Dept 000 - REVENUE					
588-000-402.000	GENERAL PROPERTY TAX	107,745	107,356	107,598	(147)
588-000-573.000	LOCAL COMMUNITY STABILIZATION SHAF	1,575	1,999	1,999	424
588-000-665.000	INTEREST INCOME	100	672	1,000	900
588-000-699.101	TRANFERS FROM GENERAL FUND	3,000			(3,000)
588-000-699.284	TRANSFER FROM OPIOID FUND		2,931	3,931	3,931
Totals for dept 000 - REVENUE		112,420	112,958	114,528	2,108
TOTAL ESTIMATED REVENUES		112,420	112,958	114,528	2,108
APPROPRIATIONS					
Dept 200 - GEN SERVICES					
588-200-818.000	CONTRACTUAL SERVICES	111,417	111,417	111,417	
588-200-818.500	AUDIT	608	607	607	(1)
Totals for dept 200 - GEN SERVICES		112,025	112,024	112,024	(1)
TOTAL APPROPRIATIONS		112,025	112,024	112,024	(1)
NET OF REVENUES/APPROPRIATIONS - FUND 588		395	934	2,504	2,109
BEGINNING FUND BALANCE		212	212	212	
ENDING FUND BALANCE		607	1,146	2,716	2,109



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BUDGET REPORT FOR CITY OF OWOSSO  
Fund: 590 SEWER FUND  
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GL NUMBER	DESCRIPTION	2025-26	2025-26	2025-26	2025-26
		ORIGINAL BUDGET	ACTIVITY THRU 06/30/26	PROJECTED ACTIVITY	PROJECTED AMT CHANGE
ESTIMATED REVENUES					
Dept 000 - REVENUE					
590-000-491.000	PERMITS	1,000	525	1,000	
590-000-605.350	MATERIAL & SERVICE	5,000	20,166	20,166	15,166
590-000-607.200	WATER AND SEWER FEES	1,200	997	1,200	
590-000-643.100	METERED SALES	3,995,246	1,949,812	3,995,246	
590-000-644.000	PENALTIES - LATE CHARGES	65,090	50,051	65,090	
590-000-665.000	INTEREST INCOME	50,000	53,654	91,978	41,978
Totals for dept 000 - REVENUE		4,117,536	2,075,205	4,174,680	57,144
TOTAL ESTIMATED REVENUES		4,117,536	2,075,205	4,174,680	57,144
APPROPRIATIONS					
Dept 200 - GEN SERVICES					
590-200-702.100	SALARIES	43,016	28,423	43,016	
590-200-702.200	WAGES	63,214	37,500	63,214	
590-200-715.000	SOCIAL SECURITY (FICA)	8,127	4,961	8,127	
590-200-716.100	HEALTH INSURANCE	27,716	11,549	27,716	
590-200-716.200	DENTAL INSURANCE	1,579	1,193	1,579	
590-200-716.300	OPTICAL INSURANCE	254	180	254	
590-200-716.400	LIFE INSURANCE	442	356	442	
590-200-716.500	DISABILITY INSURANCE	1,261	882	1,261	
590-200-717.000	UNEMPLOYMENT INSURANCE	50		50	
590-200-718.200	DEFINED CONTRIBUTION	9,186	5,789	9,186	
590-200-719.000	WORKERS' COMPENSATION	524	347	524	
590-200-728.000	OPERATING SUPPLIES	500		500	
590-200-728.400	OFFICE SUPPLIES	500		500	
590-200-801.000	PROFESSIONAL SERVICES: ADMINISTRATIVE	500		500	
590-200-810.000	INSURANCE & BONDS	14,273	14,103	14,103	(170)
590-200-818.000	CONTRACTUAL SERVICES	20,900	24,429	73,095	52,195
590-200-818.500	AUDIT	6,070	6,070	6,070	
590-200-956.000	EDUCATION & TRAINING	500	50	500	
590-200-962.000	OPERATION & MAINTENANCE	1,396,038	913,815	1,396,038	
590-200-963.000	REPLACEMENT	263,874	173,420	263,874	
590-200-965.101	GENERAL FUND CONTRIBUTION	171,289	97,506	171,289	
590-200-990.100	DEBT SERVICE & CAPITAL	222,924	148,616	222,924	
Totals for dept 200 - GEN SERVICES		2,252,737	1,469,189	2,304,762	52,025
Dept 549 - SEWER OPERATIONS					
590-549-702.200	WAGES	42,615	31,896	42,615	
590-549-702.300	OVERTIME	2,500	285	2,500	
590-549-702.600	UNIFORMS ALLOWANCE (PR)	700		700	
590-549-715.000	SOCIAL SECURITY (FICA)	3,505	2,392	3,505	
590-549-716.100	HEALTH INSURANCE	16,141	6,715	16,141	
590-549-716.200	DENTAL INSURANCE	694	305	694	
590-549-716.300	OPTICAL INSURANCE	104	43	104	
590-549-716.400	LIFE INSURANCE	198	83	198	
590-549-716.500	DISABILITY INSURANCE	248	82	248	
590-549-717.000	UNEMPLOYMENT INSURANCE	10		10	
590-549-718.100	MUNICIPAL EMPLOYEES RETIREMENT PROGRAM	40,233	20,117	40,233	
590-549-718.200	DEFINED CONTRIBUTION	1,164	595	1,164	
590-549-719.000	WORKERS' COMPENSATION	546	480	546	
590-549-728.000	OPERATING SUPPLIES	22,500	8,370	22,500	
590-549-751.000	GAS & OIL	7,500	2,944	7,500	
590-549-818.000	CONTRACTUAL SERVICES	57,000	14,153	57,000	
590-549-818.000-WASHPARK21	CONTRACTUAL SERVICES		110	110	110
590-549-920.300	TELEPHONE	1,302	728	1,302	
590-549-923.000	LIFT STATION UTILITIES	3,572	2,995	3,572	
590-549-933.200	MAIN REPAIRS & INSTALL		1,158	1,158	1,158
590-549-936.000	LIFT STATION MAINTENANCE	5,000	541	5,000	
590-549-940.000	EQUIPMENT RENTAL	33,073	7,321	33,073	
590-549-956.000	EDUCATION & TRAINING	2,000	330	2,000	
Totals for dept 549 - SEWER OPERATIONS		240,605	101,643	241,873	1,268
Dept 901 - CAPITAL OUTLAY					
590-901-973.000	CAPITAL OUTLAY - SEWERS			51,800	51,800
590-901-973.000-SEWER LINE		400,000		400,000	
590-901-973.000-SEWERREHAB	CAPITAL OUTLAY - SEWERS	1,400,000	65,564	1,400,000	
590-901-977.000	COL - EQUIPMENT	110,000	118,125	118,125	8,125

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GL NUMBER	DESCRIPTION	2025-26	2025-26	2025-26	2025-26
		ORIGINAL BUDGET	ACTIVITY THRU 06/30/26	PROJECTED ACTIVITY	PROJECTED AMT CHANGE
APPROPRIATIONS					
Dept 901 - CAPITAL OUTLAY					
Totals for dept 901 - CAPITAL OUTLAY		1,910,000	183,689	1,969,925	59,925
Dept 905 - DEBT SERVICE					
590-905-991.100	PRINCIPAL	100,000	50,000	100,000	
590-905-993.000	INTEREST	22,678	11,276	22,678	
Totals for dept 905 - DEBT SERVICE		122,678	61,276	122,678	
TOTAL APPROPRIATIONS		4,526,020	1,815,797	4,639,238	113,218
NET OF REVENUES/APPROPRIATIONS - FUND 590		(408,484)	259,408	(464,558)	(56,074)
BEGINNING FUND BALANCE		5,608,025	5,608,025	5,608,025	
ENDING FUND BALANCE		5,199,541	5,867,433	5,143,467	(56,074)

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		2025-26	2025-26	2025-26	2025-26
GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	ACTIVITY THRU 06/30/26	PROJECTED ACTIVITY	PROJECTED AMT CHANGE
ESTIMATED REVENUES					
Dept 000 - REVENUE					
591-000-491.000	PERMITS	1,500	925	1,500	
591-000-502.000-CTMFS-LSLR	GRANT-FEDERAL	600,000	401,012	600,000	
591-000-538.000-DWRF788001	CAPITAL CONTRIBUTION-FEDERAL	11,161,000	3,550,620	11,161,000	
591-000-538.000-DWRF792001	CAPITAL CONTRIBUTION-FEDERAL			1,097,700	1,097,700
591-000-538.000-DWRLF24-25	CAPITAL CONTRIBUTION-FEDERAL	200,000	90,659	200,000	
591-000-605.100	WATER MAIN REPLACEMENT CHARGE	1,000,375	508,558	1,000,375	
591-000-605.350	MATERIAL & SERVICE	50,000	76,146	76,150	26,150
591-000-607.200	WATER AND SEWER FEES	30,000	9,077	30,000	
591-000-643.100	METERED SALES	4,833,286	2,397,932	4,833,286	
591-000-643.200	METERED SALES-WHOLESALE-USAGE	392,133	255,839	392,133	
591-000-644.000	PENALTIES - LATE CHARGES	69,942	62,644	69,942	
591-000-665.000	INTEREST INCOME	100,000	99,600	150,000	50,000
591-000-667.100	RENTAL INCOME	1,320	1,282	1,320	
591-000-667.300	HYDRANT RENTAL	27,710	5,060	27,710	
591-000-670.100	LOAN INTEREST	1,700		1,700	
591-000-675.000	MISCELLANEOUS		290,024	1,596	1,596
591-000-675.200	UB FEES	3,930	1,230	3,930	
Totals for dept 000 - REVENUE		18,472,896	7,750,608	19,648,342	1,175,446
TOTAL ESTIMATED REVENUES		18,472,896	7,750,608	19,648,342	1,175,446
APPROPRIATIONS					
Dept 200 - GEN SERVICES					
591-200-702.100	SALARIES	57,832	37,532	57,832	
591-200-702.200	WAGES	97,125	58,366	97,125	
591-200-715.000	SOCIAL SECURITY (FICA)	11,854	7,243	11,854	
591-200-716.100	HEALTH INSURANCE	40,188	12,401	40,188	
591-200-716.200	DENTAL INSURANCE	2,328	1,789	2,328	
591-200-716.300	OPTICAL INSURANCE	374	269	374	
591-200-716.400	LIFE INSURANCE	657	527	657	
591-200-716.500	DISABILITY INSURANCE	1,919	1,289	1,919	
591-200-717.000	UNEMPLOYMENT INSURANCE	50		50	
591-200-718.200	DEFINED CONTRIBUTION	13,571	8,487	13,571	
591-200-719.000	WORKERS' COMPENSATION	799	511	799	
591-200-728.000	OPERATING SUPPLIES	5,000	4,801	5,000	
591-200-728.400	OFFICE SUPPLIES	500	483	500	
591-200-801.000	PROFESSIONAL SERVICES: ADMINISTRATION	5,000	930	5,000	
591-200-810.000	INSURANCE & BONDS	52,334	51,711	51,711	(623)
591-200-818.000	CONTRACTUAL SERVICES	35,500	25,888	74,554	39,054
591-200-818.500	AUDIT	6,070	6,070	6,070	
591-200-941.000	LEASE	2,100	2,096	2,096	(4)
591-200-956.000	EDUCATION & TRAINING	4,000	2,430	4,000	
591-200-961.000	MISCELLANEOUS		2,102	2,102	2,102
591-200-962.200	WATER CHARGE BACK - OWOSSO TWP.	96,666	47,180	96,666	
591-200-962.300	WATER CHARGE BACK - CALEDONIA TWP.	289,997	150,304	289,997	
591-200-965.101	GENERAL FUND CONTRIBUTION	250,631	155,027	250,631	
Totals for dept 200 - GEN SERVICES		974,495	577,436	1,015,024	40,529
Dept 552 - WATER UNDERGROUND					
591-552-702.100	SALARIES	31,439	21,706	31,439	
591-552-702.200	WAGES	220,586	107,295	220,586	
591-552-702.300	OVERTIME	40,000	36,602	40,000	
591-552-702.600	UNIFORMS ALLOWANCE (PR)	3,500	2,100	3,500	
591-552-702.800	ACCRUED SICK LEAVE	1,000	1,268	1,268	268
591-552-703.000	OTHER COMPENSATION	10,000	6,841	10,000	
591-552-715.000	SOCIAL SECURITY (FICA)	23,450	13,178	23,470	20
591-552-716.100	HEALTH INSURANCE	82,091	41,486	82,091	
591-552-716.200	DENTAL INSURANCE	4,706	1,886	4,706	
591-552-716.300	OPTICAL INSURANCE	757	319	757	
591-552-716.400	LIFE INSURANCE	1,188	770	1,188	
591-552-716.500	DISABILITY INSURANCE	2,453	430	2,453	
591-552-717.000	UNEMPLOYMENT INSURANCE	55	18	55	
591-552-718.100	MUNICIPAL EMPLOYEES RETIREMENT PROGRAM	40,233	20,117	40,233	
591-552-718.200	DEFINED CONTRIBUTION	13,041	5,548	13,065	24
591-552-719.000	WORKERS' COMPENSATION	7,169	5,172	7,169	
591-552-728.000	OPERATING SUPPLIES	47,450	11,152	47,450	
591-552-751.000	GAS & OIL	10,358	2,878	10,358	

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		ORIGINAL BUDGET	ACTIVITY THRU 06/30/26	PROJECTED ACTIVITY	PROJECTED AMT CHANGE
APPROPRIATIONS					
Dept 552 - WATER UNDERGROUND					
591-552-818.000	CONTRACTUAL SERVICES	150,000	69,868	150,000	
591-552-818.000-CTMFS-LSLR	CONTRACTUAL SERVICES	600,000	443,093	600,000	
591-552-818.000-LSL-ID0000	CONTRACTUAL SERVICES	154,000	3,082	154,000	
591-552-818.000-LSLREPLACE	CONTRACTUAL SERVICES	502,000	72,827	502,000	
591-552-818.000-WASHPARK21	CONTRACTUAL SERVICES		1	1	1
591-552-920.100	ELECTRICITY	5,635	2,653	5,635	
591-552-920.200	GAS	2,675	1,144	2,675	
591-552-920.300	TELEPHONE	4,300	2,389	4,300	
591-552-933.000	EQUIPMENT MAINTENANCE	4,000	3,636	4,000	
591-552-933.200	MAIN REPAIRS & INSTALL	40,000	15,475	40,000	
591-552-933.300	SERVICE LINE REPAIRS & INSTALL	20,000	13,279	20,000	
591-552-940.000	EQUIPMENT RENTAL	212,675	105,880	212,675	
591-552-956.000	EDUCATION & TRAINING	6,000	1,657	6,000	
Totals for dept 552 - WATER UNDERGROUND		2,240,761	1,013,750	2,241,074	313
Dept 553 - WATER FILTRATION					
591-553-702.100	SALARIES	87,639	51,858	87,639	
591-553-702.200	WAGES	327,228	197,997	327,228	
591-553-702.300	OVERTIME	45,000	49,699	50,000	5,000
591-553-702.600	UNIFORMS ALLOWANCE (PR)	4,900	4,900	4,900	
591-553-702.800	ACCRUED SICK LEAVE	1,000	183	1,000	
591-553-703.000	OTHER COMPENSATION	10,000	9,124	10,000	
591-553-715.000	SOCIAL SECURITY (FICA)	36,396	23,838	36,779	383
591-553-716.100	HEALTH INSURANCE	125,933	70,441	125,933	
591-553-716.200	DENTAL INSURANCE	7,818	4,839	7,818	
591-553-716.300	OPTICAL INSURANCE	1,256	747	1,256	
591-553-716.400	LIFE INSURANCE	1,908	1,403	1,908	
591-553-716.500	DISABILITY INSURANCE	4,750	2,923	4,750	
591-553-717.000	UNEMPLOYMENT INSURANCE	80	5	80	
591-553-718.100	MUNICIPAL EMPLOYEES RETIREMENT PRO	40,233	20,117	40,233	
591-553-718.200	DEFINED CONTRIBUTION	24,680	16,772	25,000	320
591-553-719.000	WORKERS' COMPENSATION	12,778	9,637	12,778	
591-553-728.000	OPERATING SUPPLIES	7,000	2,837	7,000	
591-553-728.100	LAB SUPPLIES	39,000	14,165	39,000	
591-553-728.400	OFFICE SUPPLIES	1,500	249	1,500	
591-553-743.000	CHEMICALS	300,000	125,099	300,000	
591-553-751.000	GAS & OIL	2,375	610	2,375	
591-553-818.000	CONTRACTUAL SERVICES	46,015	11,005	46,015	
591-553-920.100	ELECTRICITY	155,423	74,150	155,423	
591-553-920.200	GAS	12,095	7,496	12,095	
591-553-920.300	TELEPHONE	11,145	6,394	11,145	
591-553-920.500	REFUSE	2,600	235	2,600	
591-553-930.000	BUILDING MAINTENANCE	29,250	2,580	29,250	
591-553-933.000	EQUIPMENT MAINTENANCE	56,244	12,738	56,244	
591-553-933.100	EQUIP MAINT - WELLS	53,000	23,270	53,000	
591-553-934.000	MAINTENANCE	500,000	122,878	632,764	132,764
591-553-940.000	EQUIPMENT RENTAL	2,000	4,944	5,000	3,000
591-553-956.000	EDUCATION & TRAINING	5,500	857	5,500	
Totals for dept 553 - WATER FILTRATION		1,954,746	873,990	2,096,213	141,467
Dept 901 - CAPITAL OUTLAY					
591-901-972.000-DWRF788001	MAINS & HYDRANTS	6,994,276	4,069,567	6,994,276	
591-901-972.000-DWRF792001	MAINS & HYDRANTS		16,300	658,041	658,041
591-901-972.000-DWRLF24-25	MAINS & HYDRANTS	100,000	24,326	100,000	
591-901-972.000-NORTHSTR23	MAINS & HYDRANTS	3,967		3,967	
591-901-972.200	COL-WTP/STORAGE/WELLS		10,620	70,134	70,134
591-901-972.200-DWRF788001	COL-WTP/STORAGE/WELLS	4,166,724	482,756	4,166,724	
591-901-972.200-DWRF792001	COL-WTP/STORAGE/WELLS		27,506	439,659	439,659
591-901-972.200-DWRLF23-24	COL-WTP/STORAGE/WELLS	200,000	11,123	200,000	
591-901-972.200-DWRLF24-25	COL-WTP/STORAGE/WELLS	109,697	122,993	109,697	
Totals for dept 901 - CAPITAL OUTLAY		11,574,664	4,765,191	12,742,498	1,167,834
Dept 905 - DEBT SERVICE					
591-905-991.100	PRINCIPAL	511,682	131,000	511,682	
591-905-993.000	INTEREST	113,363	59,852	113,363	
Totals for dept 905 - DEBT SERVICE		625,045	190,852	625,045	

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		ORIGINAL BUDGET	ACTIVITY THRU 06/30/26	PROJECTED ACTIVITY	PROJECTED AMT CHANGE
APPROPRIATIONS					
TOTAL APPROPRIATIONS		17,369,711	7,421,219	18,719,854	1,350,143
NET OF REVENUES/APPROPRIATIONS - FUND 591		1,103,185	329,389	928,488	(174,697)
BEGINNING FUND BALANCE		22,493,216	22,493,216	22,493,216	
ENDING FUND BALANCE		23,596,401	22,822,605	23,421,704	(174,697)

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		2025-26	2025-26	2025-26	2025-26
GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	ACTIVITY THRU 06/30/26	PROJECTED ACTIVITY	PROJECTED AMT CHANGE
ESTIMATED REVENUES					
Dept 000 - REVENUE					
599-000-538.000-CWSR603401	CAPITAL CONTRIBUTION-FEDERAL			1,400,041	1,400,041
599-000-538.000-CWSRF23-24	CAPITAL CONTRIBUTION-FEDERAL (BONI	5,000,000	1,524,856	5,000,000	
599-000-538.000-CWSRF24-25	CAPITAL CONTRIBUTION-FEDERAL (BONI	4,000,000	2,332,597	4,000,000	
599-000-602.100	OP & MAINT CHRG - OWOSSO	1,396,038	913,815	1,396,038	
599-000-602.200	OP & MAINT CHRG - OWOSSO TWP	233,869	183,803	233,869	
599-000-602.300	OP & MAINT CHRG - CALEDONIA TWSP	148,192	88,609	148,192	
599-000-602.400	OP & MAINT CHRG - CORUNNA	271,583	180,925	271,583	
599-000-603.100	REPLACEMENT CHRG - OWOSSO	263,874	173,420	263,874	
599-000-603.200	REPLACEMENT CHRG - OWOSSO TWP	60,058	43,978	60,058	
599-000-603.300	REPLACEMENT CHRG - CALEDONIA TWSP	41,418	26,171	41,418	
599-000-603.400	REPLACEMENT CHRG - CORUNNA	49,910	33,272	49,910	
599-000-606.100	DEBT SERVICE CHRG - OWOSSO	222,923	148,616	222,923	
599-000-606.200	DEBT SERVICE CHRG - OWOSSO TWP.	90,431	60,288	90,431	
599-000-606.300	DEBT SERVICE CHRG - CALEDONIA TWP	68,559	45,706	68,559	
599-000-606.400	DEBT SERVICE CHRG - CORUNNA	38,696	25,798	38,696	
599-000-665.000	INTEREST INCOME	50,000	63,581	100,000	50,000
599-000-675.000	MISCELLANEOUS	10,000	11,739	11,739	1,739
Totals for dept 000 - REVENUE		11,945,551	5,857,174	13,397,331	1,451,780
TOTAL ESTIMATED REVENUES		11,945,551	5,857,174	13,397,331	1,451,780
APPROPRIATIONS					
Dept 200 - GEN SERVICES					
599-200-702.100	SALARIES	14,815	9,108	14,815	
599-200-702.200	WAGES	4,407	2,712	4,407	
599-200-715.000	SOCIAL SECURITY (FICA)	1,471	897	1,471	
599-200-716.100	HEALTH INSURANCE	1,684	852	1,684	
599-200-716.200	DENTAL INSURANCE	125	99	132	7
599-200-716.300	OPTICAL INSURANCE	20	14	20	
599-200-716.400	LIFE INSURANCE	98	80	107	9
599-200-716.500	DISABILITY INSURANCE	62	163	218	156
599-200-717.000	UNEMPLOYMENT INSURANCE	10		10	
599-200-718.200	DEFINED CONTRIBUTION	1,730	1,064	1,730	
599-200-719.000	WORKERS' COMPENSATION	99	63	99	
599-200-818.000	CONTRACTUAL SERVICES	2,500	1,124	6,843	4,343
599-200-818.500	AUDIT	6,070	6,070	6,070	
Totals for dept 200 - GEN SERVICES		33,091	22,246	37,606	4,515
Dept 548 - WASTEWATER OPERATIONS					
599-548-702.100	SALARIES	87,639	51,858	87,639	
599-548-702.200	WAGES	342,557	215,090	342,557	
599-548-702.300	OVERTIME	59,072	15,606	59,072	
599-548-702.400	WAGES - SEASONAL	8,216	34	8,216	
599-548-702.440	WAGES-PART TIME	20,279	19,052	20,279	
599-548-702.600	UNIFORMS ALLOWANCE (PR)	4,900	4,200	4,900	
599-548-702.800	ACCRUED SICK LEAVE	1,000	497	1,000	
599-548-703.000	OTHER COMPENSATION	10,000	1,927	10,000	
599-548-715.000	SOCIAL SECURITY (FICA)	40,825	23,055	40,825	
599-548-716.100	HEALTH INSURANCE	118,933	55,275	118,933	
599-548-716.200	DENTAL INSURANCE	6,360	4,522	6,360	
599-548-716.300	OPTICAL INSURANCE	904	601	904	
599-548-716.400	LIFE INSURANCE	2,020	1,430	2,020	
599-548-716.500	DISABILITY INSURANCE	5,063	3,295	5,063	
599-548-716.600	PHYSICALS	1,250	65	1,250	
599-548-717.000	UNEMPLOYMENT INSURANCE	70		70	
599-548-718.100	MUNICIPAL EMPLOYEES RETIREMENT PRO	80,469	40,235	80,469	
599-548-718.200	DEFINED CONTRIBUTION	20,154	14,899	20,154	
599-548-719.000	WORKERS' COMPENSATION	5,766	4,002	5,766	
599-548-728.000	OPERATING SUPPLIES	36,500	9,835	36,500	
599-548-728.100	SUPPLIES	25,600	17,154	25,600	
599-548-743.100	CHEMICALS - IRON	110,000	60,279	110,000	
599-548-743.200	CHEMICALS - POLYMER	45,000	14,858	45,000	
599-548-743.300	CHEMICALS - CHLORINE		1,355	16,095	16,095
599-548-751.000	GAS & OIL	7,228	2,884	7,228	
599-548-801.000	PROFESSIONAL SERVICES: ADMINISTRAT	25,250	12,231	25,250	
599-548-810.000	INSURANCE & BONDS	47,577	47,011	47,011	(566)
599-548-920.100	ELECTRICITY	300,000	103,249	300,000	

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APPROPRIATIONS					
Dept 548 - WASTEWATER OPERATIONS					
599-548-920.200	GAS	36,386	11,370	36,386	
599-548-920.300	TELEPHONE	9,350	2,512	9,350	
599-548-920.400	WATER & SEWER	6,921	5,106	6,921	
599-548-920.500	REFUSE	1,200	609	1,200	
599-548-930.000	BUILDING MAINTENANCE	28,300	5,059	28,300	
599-548-932.000	STATIONARY EQUIPMENT	6,610	5,500	6,610	
599-548-933.000	EQUIPMENT MAINTENANCE	55,720	12,967	58,494	2,774
599-548-934.000	MAINTENANCE	265,000	101,695	265,000	
599-548-940.000	EQUIPMENT RENTAL	10,860	7,146	10,860	
599-548-955.000	MEMBERSHIPS & DUES	445	432	445	
599-548-956.000	EDUCATION & TRAINING	4,000	1,363	4,000	
599-548-956.100	SAFETY TRAINING	500		500	
599-548-965.101	GENERAL FUND CONTRIBUTION	183,326	69,490	183,326	
Totals for dept 548 - WASTEWATER OPERATIONS		2,021,250	947,748	2,039,553	18,303
Dept 901 - CAPITAL OUTLAY					
599-901-977.000	COL - EQUIPMENT	130,000	17,357	130,000	
599-901-977.000-CWSR571001	COL - EQUIPMENT	50,000		50,000	
599-901-977.000-CWSR603401	COL - EQUIPMENT			1,400,041	1,400,041
599-901-977.000-CWSRF23-24	COL - EQUIPMENT	5,087,574	2,575,860	5,087,574	
599-901-977.000-CWSRF24-25	COL - EQUIPMENT	4,022,000	1,642,309	4,022,000	
Totals for dept 901 - CAPITAL OUTLAY		9,289,574	4,235,526	10,689,615	1,400,041
Dept 905 - DEBT SERVICE					
599-905-991.100	PRINCIPAL	230,000	95,000	230,000	
599-905-993.000	INTEREST	190,609	127,225	190,609	
Totals for dept 905 - DEBT SERVICE		420,609	222,225	420,609	
TOTAL APPROPRIATIONS		11,764,524	5,427,745	13,187,383	1,422,859
NET OF REVENUES/APPROPRIATIONS - FUND 599		181,027	429,429	209,948	28,921
BEGINNING FUND BALANCE		15,536,980	15,536,980	15,536,980	
ENDING FUND BALANCE		15,718,007	15,966,409	15,746,928	28,921

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BUDGET REPORT FOR CITY OF OWOSSO  
Fund: 661 FLEET MAINTENANCE FUND  
Calculations as of 06/30/2026

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		2025-26	2025-26	2025-26	2025-26
GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	ACTIVITY THRU 06/30/26	PROJECTED ACTIVITY	PROJECTED AMT CHANGE
ESTIMATED REVENUES					
Dept 000 - REVENUE					
661-000-665.000	INTEREST INCOME	50,000	75,056	125,000	75,000
661-000-667.200	EQUIPMENT RENTAL	962,814	544,972	989,558	26,744
661-000-673.000	SALE OF FIXED ASSETS		75,000	75,000	75,000
661-000-675.000	MISCELLANEOUS		6,559	6,559	6,559
661-000-692.000	OTHER FINANCING SOURCES		783,060	783,060	783,060
Totals for dept 000 - REVENUE		1,012,814	1,484,647	1,979,177	966,363
TOTAL ESTIMATED REVENUES		1,012,814	1,484,647	1,979,177	966,363
APPROPRIATIONS					
Dept 594 - FLEET MAINTENANCE					
661-594-702.200	WAGES	102,353	44,331	102,353	
661-594-702.300	OVERTIME	5,000	2,064	5,000	
661-594-702.600	UNIFORMS ALLOWANCE (PR)	1,400	1,400	1,400	
661-594-702.800	ACCRUED SICK LEAVE	250	302	302	52
661-594-703.000	OTHER COMPENSATION	5,000	1,400	5,000	
661-594-715.000	SOCIAL SECURITY (FICA)	8,721	3,715	8,721	
661-594-716.100	HEALTH INSURANCE	26,311	17,425	26,311	
661-594-716.200	DENTAL INSURANCE	1,180	939	1,180	
661-594-716.300	OPTICAL INSURANCE	192	143	192	
661-594-716.400	LIFE INSURANCE	396	297	396	
661-594-716.500	DISABILITY INSURANCE	1,304	915	1,304	
661-594-717.000	UNEMPLOYMENT INSURANCE	20		20	
661-594-718.100	MUNICIPAL EMPLOYEES RETIREMENT PRO	40,233	20,117	40,233	
661-594-718.200	DEFINED CONTRIBUTION	6,141	3,286	6,141	
661-594-719.000	WORKERS' COMPENSATION	3,060	1,638	3,060	
661-594-728.000	OPERATING SUPPLIES	30,000	3,425	30,000	
661-594-751.000	GAS & OIL	66,056	36,559	66,056	
661-594-810.000	INSURANCE & BONDS	34,889	34,474	34,474	(415)
661-594-818.000	CONTRACTUAL SERVICES	3,000	1,408	3,000	
661-594-818.500	AUDIT	610	607	607	(3)
661-594-920.300	TELEPHONE	756	480	756	
661-594-930.000	BUILDING MAINTENANCE	14,300	2,117	14,300	
661-594-933.000	EQUIPMENT MAINTENANCE	80,000	31,665	80,000	
661-594-940.000	EQUIPMENT RENTAL		358	358	358
661-594-956.000	EDUCATION & TRAINING	2,000		2,000	
661-594-965.101	GENERAL FUND CONTRIBUTION	96,822	47,282	98,955	2,133
661-594-975.000	BUILDING IMPROVEMENTS	22,350	242	22,350	
Totals for dept 594 - FLEET MAINTENANCE		552,344	256,589	554,469	2,125
Dept 901 - CAPITAL OUTLAY					
661-901-979.000	COL-EQUIPMENT	1,438,000	388,537	1,438,000	
Totals for dept 901 - CAPITAL OUTLAY		1,438,000	388,537	1,438,000	
TOTAL APPROPRIATIONS		1,990,344	645,126	1,992,469	2,125
NET OF REVENUES/APPROPRIATIONS - FUND 661		(977,530)	839,521	(13,292)	964,238
BEGINNING FUND BALANCE		5,090,269	5,090,269	5,090,269	
ENDING FUND BALANCE		4,112,739	5,929,790	5,076,977	964,238



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BUDGET REPORT FOR CITY OF OWOSSO  
Fund: 703 CURRENT TAX COLLECTION FUND

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Calculations as of 06/30/2026

GL NUMBER	DESCRIPTION	2025-26	2025-26	2025-26	2025-26
		ORIGINAL BUDGET	ACTIVITY THRU 06/30/26	PROJECTED ACTIVITY	PROJECTED AMT CHANGE
ESTIMATED REVENUES					
Dept 000 - REVENUE					
703-000-665.000	INTEREST INCOME		21,526		
Totals for dept 000 - REVENUE			21,526		
TOTAL ESTIMATED REVENUES			21,526		
NET OF REVENUES/APPROPRIATIONS - FUND 703			21,526		
BEGINNING FUND BALANCE					
ENDING FUND BALANCE			21,526		
ESTIMATED REVENUES - ALL FUNDS		56,439,685	27,415,478	60,769,138	(169,666.00)
APPROPRIATIONS - ALL FUNDS		59,417,576	23,894,946	62,782,586	169,666.00
NET OF REVENUES/APPROPRIATIONS - ALL FUNDS		(2,977,891)	3,520,532	(2,013,448)	
BEGINNING FUND BALANCE - ALL FUNDS		62,721,270	62,721,270	62,721,270	
ENDING FUND BALANCE - ALL FUNDS		59,743,379	66,241,802	60,707,822	964,443



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

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# ***MEMORANDUM***

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DATE: February 9, 2026  
TO: Owosso City Council  
FROM: Brad Barrett, Finance Director  
SUBJECT: Single Audit Act Compliance – Fiscal Year Ending 6-30-2025

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The Federal Single Audit required for the Fiscal Year Ending 6/30/2025 has been completed and will be submitted to the Federal Audit Clearing House.

The single audit is a schedule of expenditures of federal awards received by the City of Owosso that are analyzed as required by Title 2 US Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards. Such analysis is not required to be a part of the annual financial statements.

A single audit is required because the City of Owosso received more than \$750,000 in federal dollars. For Fiscal Year Ending 6/30/2025 the city had total expenditures equaling \$5,161,752 in federal awards of which \$3,486,146 came from Coronavirus State and Local Fiscal Recovery Funds Program.

## **RESOLUTION NO.**

### **ACCEPTING AND PLACING ON FILE THE CITY OF OWOSSO, SINGLE AUDIT ACT COMPLIANCE FOR THE FISCAL YEAR ENDED JUNE 30, 2025**

WHEREAS, the Owosso City Charter requires an independent audit be made of all accounts of the city government at the close of each fiscal year per Section 8.14; and

WHEREAS, the city of Owosso is required by the laws of the state of Michigan to annually have an independent audit performed in accordance with generally accepted auditing standards; and

WHEREAS, the city of Owosso is required by Title 2 US Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, to complete a single audit when more than \$750,000 of federal funding is received in a fiscal year; and

WHEREAS, the city of Owosso employed Berthiaume & Company, certified public accountants, to audit the financial records of the city of Owosso and such audit has been completed and is presented this date to the city council.

NOW THEREFORE BE IT RESOLVED by the city council of the city of Owosso, Shiawassee County, Michigan that:

- FIRST: The City of Owosso, Single Audit Act Compliance for the Fiscal Year Ended June 30, 2025, attached hereto and made a part hereof as Exhibit A, is hereby accepted and placed on file.
- SECOND: A copy of the City of Owosso, Single Audit Act Compliance for the Fiscal Year Ended June 30, 2025 will be maintained on file in the office of the city clerk for public examination, a copy will be placed in the Shiawassee District Library Owosso Branch for public examination, and copies will be sent to those required by law and agreement.

# **CITY OF OWOSSO**

Shiawassee County, Michigan

## **Single Audit**

Federal Awards Supplemental Information

June 30, 2025

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BERTHIAUME  
& COMPANY

Certified Public Accountants



60 Harrow Lane  
Saginaw, Michigan 48638

(989) 791-1555  
Fax (989) 791-1992

## **INDEPENDENT AUDITORS' REPORT ON SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS REQUIRED BY THE UNIFORM GUIDANCE**

To the Members of the City Council  
City of Owosso  
Owosso, Michigan

We have audited the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the City of Owosso as of and for the year ended June 30, 2025, and the related notes to the financial statements, which collectively comprise the City of Owosso's basic financial statements. We issued our report thereon dated December 8, 2025, which contained unmodified opinions on those financial statements. Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements. We have not performed any procedures with respect to the audited financial statements subsequent to December 8, 2025.

The accompanying schedule of expenditures of federal awards is presented for purposes of additional analysis as required by the Uniform Guidance and is not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

*Berthiaume & Co.*

Saginaw, Michigan  
February 6, 2026



**INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER  
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED  
ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE  
WITH *GOVERNMENT AUDITING STANDARDS***

To the Members of the City Council  
City of Owosso  
Owosso, Michigan

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the City of Owosso, as of and for the year ended June 30, 2025, and the related notes to the financial statements, which collectively comprise the City of Owosso's basic financial statements, and have issued our report thereon dated December 8, 2025.

**Report on Internal Control Over Financial Reporting**

In planning and performing our audit of the financial statements, we considered the City of Owosso's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City of Owosso's internal control. Accordingly, we do not express an opinion on the effectiveness of the City of Owosso's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

**Report on Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the City of Owosso's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

To the Members of the City Council  
City of Owosso  
Owosso, Michigan

**Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Berthiaume & Co.*

Saginaw, Michigan  
December 8, 2025





**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR  
PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY  
THE UNIFORM GUIDANCE**

To the Members of the City Council  
City of Owosso  
Owosso, Michigan

**Report on Compliance for Each Major Federal Program**

***Opinion on Each Major Federal Program***

We have audited the City of Owosso's compliance with the types of compliance requirements identified as subject to audit in the *OMB Compliance Supplement* that could have a direct and material effect on each of the City of Owosso's major federal program for the year ended June 30, 2025. The City of Owosso's major federal program is identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

In our opinion, the City of Owosso complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on its major federal program for the year ended June 30, 2025.

***Basis for Opinion on Each Major Federal Program***

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Our responsibilities under those standards and the Uniform Guidance are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the City of Owosso and to meet our other ethical responsibilities, in accordance with relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination of the City of Owosso's compliance with the compliance requirements referred to above.

***Responsibilities of Management for Compliance***

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules, and provisions of contracts or grant agreements applicable to the City of Owosso's federal programs.

To the Members of the City Council  
City of Owosso  
Owosso, Michigan

### ***Auditor's Responsibilities for the Audit of Compliance***

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the City of Owosso's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material if there is substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the compliance about the City of Owosso's compliance with the requirements of each major federal program as a whole.

In performing an audit in accordance with generally accepted auditing standards, *Government Auditing Standards*, and the Uniform Guidance, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the City of Owosso's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances.
- Obtain an understanding of the City of Owosso's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the City of Owosso's internal control over compliance. Accordingly, no such opinion is expressed.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

### **Report on Internal Control Over Compliance**

*A deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance. Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above. However, material weaknesses or significant deficiencies in internal control over compliance may exist that were not been identified.

To the Members of the City Council  
City of Owosso  
Owosso, Michigan

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no opinion is expressed.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

*Berthiaume & Co.*

Saginaw, Michigan  
February 6, 2026

# CITY OF OWOSSO

## SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

Year Ended June 30, 2025

<i>Federal Grants/Pass-Through Grantor/Program Title</i>	<i>Assistance Listing Number</i>	<i>Program or Award Amount</i>	<i>Current Year Expenditures</i>
<b>UNITED STATES DEPARTMENT OF AGRICULTURE (USDA)</b>			
Community Facilities Loans and Grants	10.766		
Passed through Rural Development			
<i>Plowtruck</i>		\$ 50,000	\$ 50,000
<b>TOTAL US DEPARTMENT OF AGRICULTURE</b>		50,000	50,000
<b>UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD)</b>			
Community Development Block Grants/State's program and Non-Entitlement Grants in Hawaii	14.228		
Passed through State of Michigan - MSHDA			
<i>NDD-2023-37-MIN</i>		454,300	102
<i>NDD-2023-37-CDB</i>		472,000	21
Passed through State of Michigan - MEDC			
<i>MSC 222019RR</i>		723,180	130,233
<b>TOTAL US DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT</b>		1,649,480	130,356
<b>UNITED STATES DEPARTMENT OF JUSTICE (DOJ)</b>			
Bulletproof Vest Partnership Program	16.607		
Direct			
<i>2024BUBX24039217</i>		936	936
Comprehensive Opioid, Stimulant, and other Substances Use Program	16.838		
Passed through Michigan State Police			
<i>15PBJA-21-GG-04538-COAP</i>		54,048	41,537
Body Worn Camera Policy and Implementation	16.835		
Direct			
<i>29334352-1</i>		44,483	4,941
<b>TOTAL US DEPARTMENT OF JUSTICE</b>		99,467	47,414

continued

The accompanying notes are an integral part of this schedule.

# CITY OF OWOSSO

## SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS, CONTINUED

Year Ended June 30, 2025

<i>Federal Grants/Pass-Through Grantor/Program Title</i>	<i>Assistance Listing Number</i>	<i>Program or Award Amount</i>	<i>Current Year Expenditures</i>
<b>UNITED STATES DEPARTMENT OF TRANSPORTATION (DOT)</b>			
State and Community Highway Safety	20.600		
Passed through Shiawassee County Sheriff's Office			
2024-PT-00-78		9,663	5,802
<b>TOTAL US DEPARTMENT OF TRANSPORTATION</b>		9,663	5,802
<b>UNITED STATES DEPARTMENT OF THE TREASURY (TREAS)</b>			
Coronavirus State and Local Fiscal Recovery Funds (COVID-19)	21.027		
Direct award facilitated by State of Michigan - Treasury			
78-2040/MI7844		1,517,586	372,731
Passed through Michigan State Housing Development Authority (COVID-19)			
ARP-2023-37-MIH		365,000	242,935
Passed through State of Michigan - EGLE (COVID-19)			
TMF-128		600,000	173
A5919.01		2,600,000	1,897,494
A7497.01		1,622,500	972,813
<b>TOTAL US DEPARTMENT OF THE TREASURY</b>		6,705,086	3,486,146
<b>UNITED STATES ENVIRONMENTAL PROTECTION AGENCY (EPA)</b>			
Drinking Water State Revolving Fund	66.468		
Passed through State of Michigan - EGLE			
Project 7497.01		1,867,500	1,442,034
<b>TOTAL US ENVIRONMENTAL PROTECTION AGENCY</b>		1,867,500	1,442,034
<b>TOTAL</b>		\$ 10,381,196	\$ 5,161,752

The accompanying notes are an integral part of this schedule.

# CITY OF OWOSSO

## NOTES TO THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS Year Ended June 30, 2025

### NOTE 1: BASIS OF PRESENTATION

The accompanying schedule of expenditures of federal awards (the "Schedule") includes the federal award activity of the City of Owosso under programs of the federal government for the year ended June 30, 2025. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of the City of Owosso, it is not intended to and does not present the financial position, changes in net position, or cash flows of the City of Owosso.

### NOTE 2: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement. Negative amounts, if any, shown on the Schedule represent adjustments or credits made in the normal course of business to amounts reported as expenditures in prior years.

### NOTE 3: LOANS OUTSTANDING

The City of Owosso had the following loan balances outstanding at June 30, 2025:

<i>Federal Grants/Pass-Through Grantor/Program Title</i>	<i>Assistance Listing Number</i>	<i>Beginning Balance *</i>	<i>New Loans*</i>	<i>Repayments</i>	<i>Ending Balance *</i>
<b>UNITED STATES ENVIRONMENTAL PROTECTION AGENCY (EPA)</b>					
Clean Water State Revolving Fund	66.458				
Passed through State of Michigan EGLE					
<i>Project 5691.01</i>		\$ 1,875,000	\$ -	\$ (95,000)	\$ 1,780,000
<i>Project 5699.01</i>		981,664	-	(50,000)	931,664
<i>Project 5710.01</i>		4,755,000	-	(130,000)	4,625,000
Drinking Water State Revolving Fund	66.468				
Passed through State of Michigan EGLE					
<i>Project 7497.01</i>		50,000	1,454,053	-	1,504,053
<b>TOTAL US ENVIRONMENTAL PROTECTION AGENCY (EPA)</b>					
		\$ 7,661,664	\$ 1,454,053	\$ (275,000)	\$ 8,840,717

\* Includes both State and Federal revolving loan funds, separation of federal portion-only is not feasible, possible or practicable.

# CITY OF OWOSSO

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## NOTES TO THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS Year Ended June 30, 2025

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### NOTE 4: RECONCILIATION OF SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS TO FINANCIAL STATEMENTS

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Reported in the City's financial statements for the year ended June 30, 2025:

Governmental Funds, Federal grant revenue	\$ 1,404,424
Less: Major Street Fund, grant spent by MDOT	(510,136)
Less: Local Street Fund, grant spent by MDOT	(225,283)
Governmental Funds, Federal grant revenue reported as State grant revenue	49,232
Add: Housing and Redevelopment Fund, prior year retainage	81,001
Water Supply System Fund, Federal grant revenue	1,095,486
Water Supply System Fund, Loan from US Environmental Protection Agency Passed Through State of Michigan - EGLE	1,454,053
Less: Retainage	(134,519)
Wastewater Treatment System Fund, Federal grant revenue	1,897,494
Internal Service Fund, Federal grant revenue	50,000
<b><i>TOTAL SEFA EXPENDITURES</i></b>	<b>\$ 5,161,752</b>

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### NOTE 5: DE MINIMIS INDIRECT COST RATE

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The City did not elect to use the 10% de minimis indirect cost rate.

# CITY OF OWOSSO

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## SCHEDULE OF FINDINGS AND QUESTIONED COSTS

Year Ended June 30, 2025

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### Section I - Summary of Auditors' Results

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#### *Financial Statements*

Type of auditors' report issued:	Unmodified
Internal control over financial reporting:	
• Any material weakness(es) identified?	No
• Any significant deficiencies identified not considered to be material weaknesses?	None reported
• Any noncompliance material to financial statements noted?	No

#### *Federal Awards*

Internal control over major program:	
• Any material weakness(es) identified?	No
• Any significant deficiencies identified not considered to be material weaknesses?	None reported
Type of auditor's report issued on compliance for major program:	Unmodified
• Any audit findings disclosed that are required to be reported in accordance with OMB Uniform Guidance?	No
Identification of major program:	
66.468 Drinking Water State Revolving Fund	
Dollar threshold used to distinguish between type A and type B programs:	\$750,000
Auditee qualified as low-risk auditee?	Yes



# CITY OF OWOSSO

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## **SCHEDULE OF FINDINGS AND QUESTIONED COSTS, CONTINUED** Year Ended June 30, 2025

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### **Section II - Financial Statement Findings**

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There were no audit findings in the current year.

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### **Section III - Federal Award Findings and Questioned Costs**

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No matters were reported.

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### **Section IV – Summary Schedule of Prior Year Findings**

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There were no audit findings in the prior year.

<b>From:</b>	<b>Building Department</b>
<b>To:</b>	<b>Owosso City Council</b>
<b>Report Month:</b>	<b>JANUARY 2026</b>

<b>Category</b>	<b>Estimated Cost</b>	<b>Permit Fee</b>	<b>Number of Permits</b>
BASEMENT WATERPROOFING	\$46,218	\$555	1
Electrical	\$0	\$1,425	6
Mechanical	\$0	\$5,000	28
Plumbing	\$0	\$5,060	40
RES. ADD/ALTER/REPAIR	\$90,000	\$1,165	2
ROOF	\$120,003	\$1,670	8
ROW-UTILITY	\$0	\$50	1
WINDOWS	\$2,512	\$90	1
<b>Totals</b>	<b>\$258,733</b>	<b>\$15,015</b>	<b>87</b>

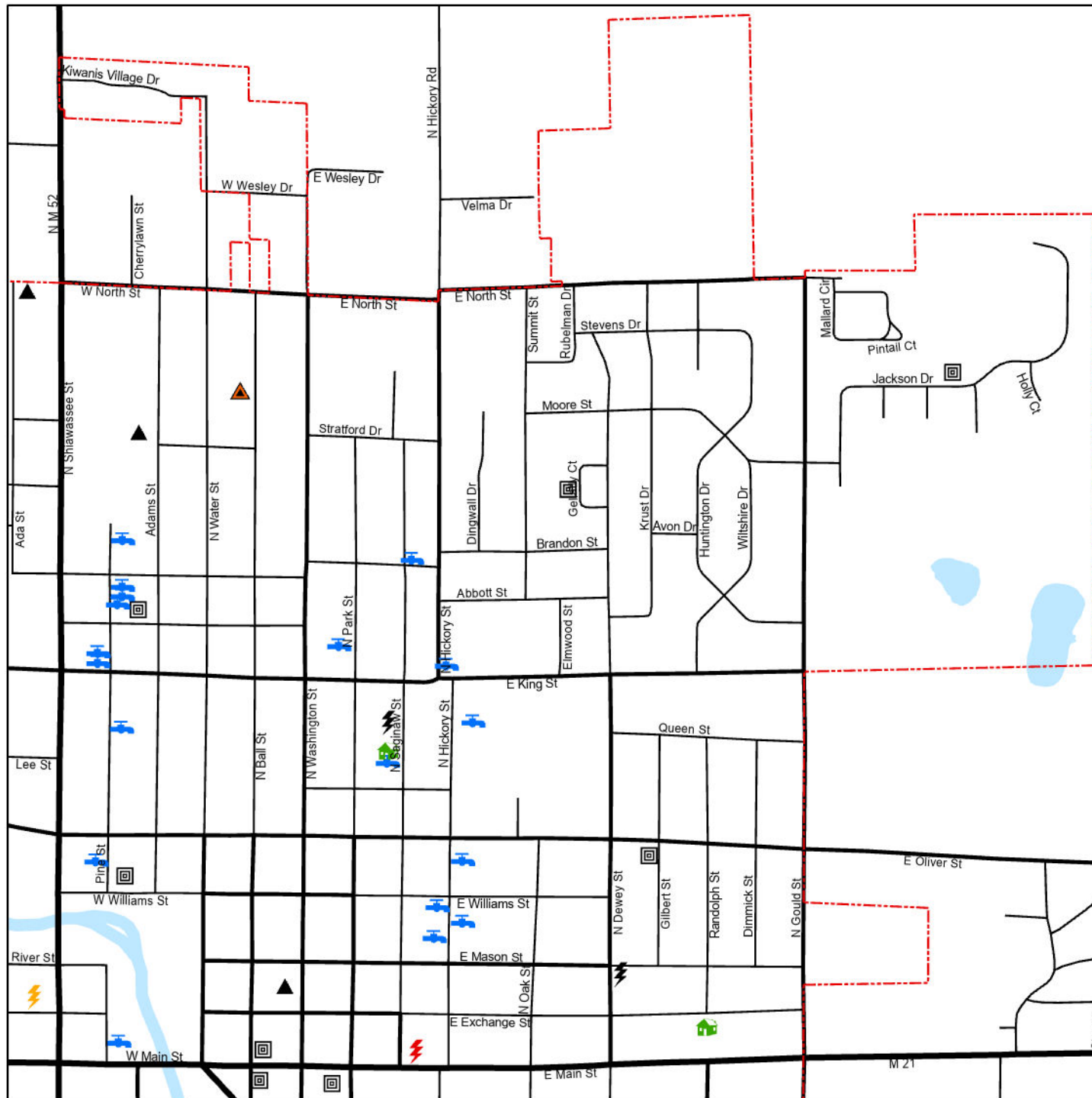
2025 COMPARISON TOTALS

<b>JANUARY 2025</b>	<b>\$352,954</b>	<b>\$12,548</b>	<b>63</b>
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# City of Owosso

Permit Activity  
January 2026

NE Quadrant



## Category

- ⚡ Electrical
- ⚡ Electrical & Mechanical
- ⚡ Electrical, Mechanical & Plumbing
- 🏠 Mechanical
- 🔧 Plumbing
- 🏠 Res. Add/Alter/Repair
- ▲ Roof
- ⚠️ ROW - Utility

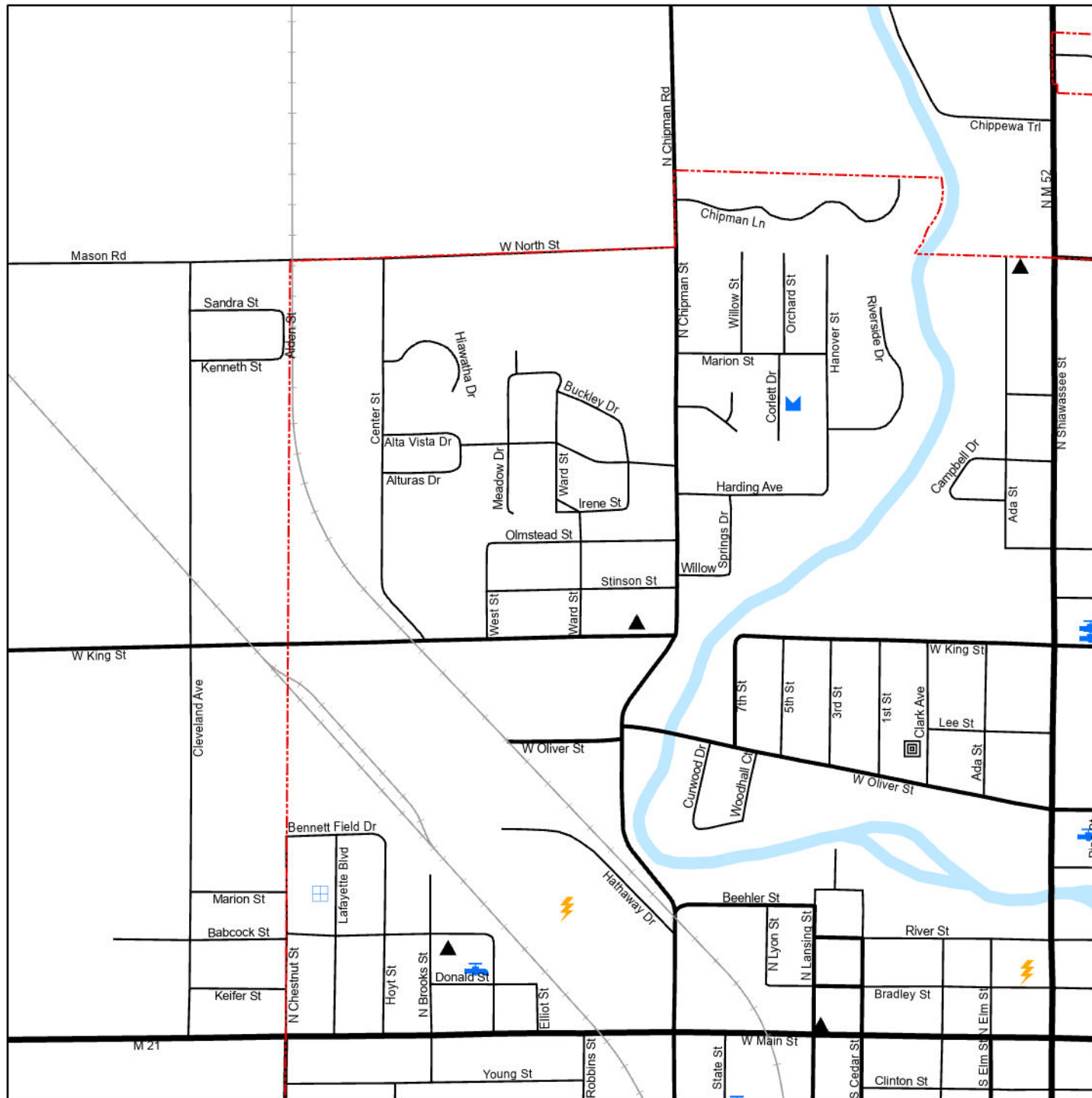
## Other Features

- City Limit
- Railroads
- 🌊 River & Lakes

# City of Owosso

Permit Activity  
January 2026

NW Quadrant



## Category

- Basement Waterproofing
- Electrical
- Mechanical
- Plumbing
- Roof
- Windows

## Other Features

- City Limit
- Railroads
- River & Lakes

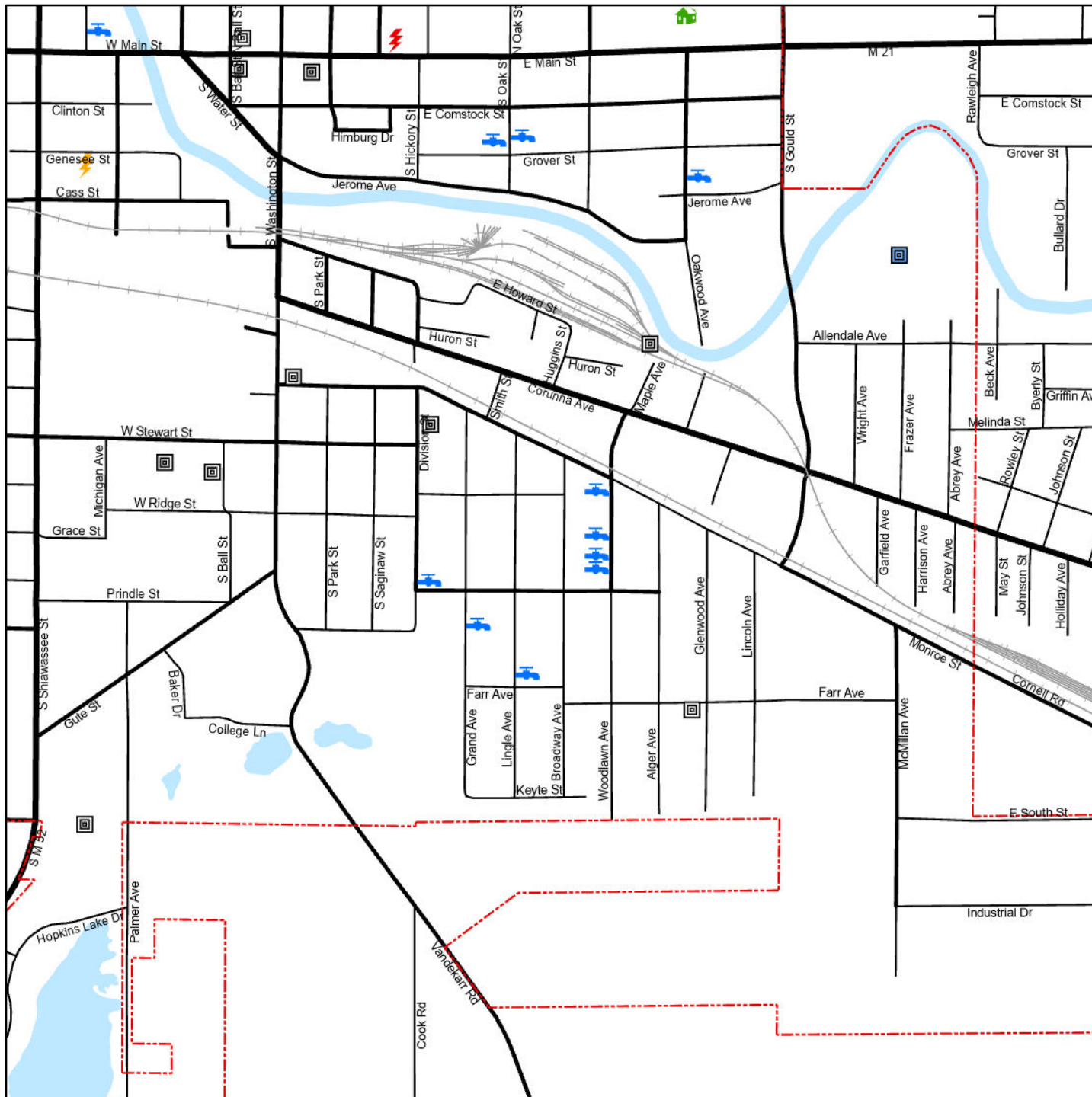
0 300 600 900 1,200 Feet



# City of Owosso

Permit Activity  
January 2026

SE Quadrant



## Category

- Electrical
- Electrical, Mechanical & Plumbing
- Mechanical
- Mechanical & Plumbing
- Plumbing
- Res. Add/Alter/Repair

## Other Features

- City Limit
- Railroads
- River & Lakes

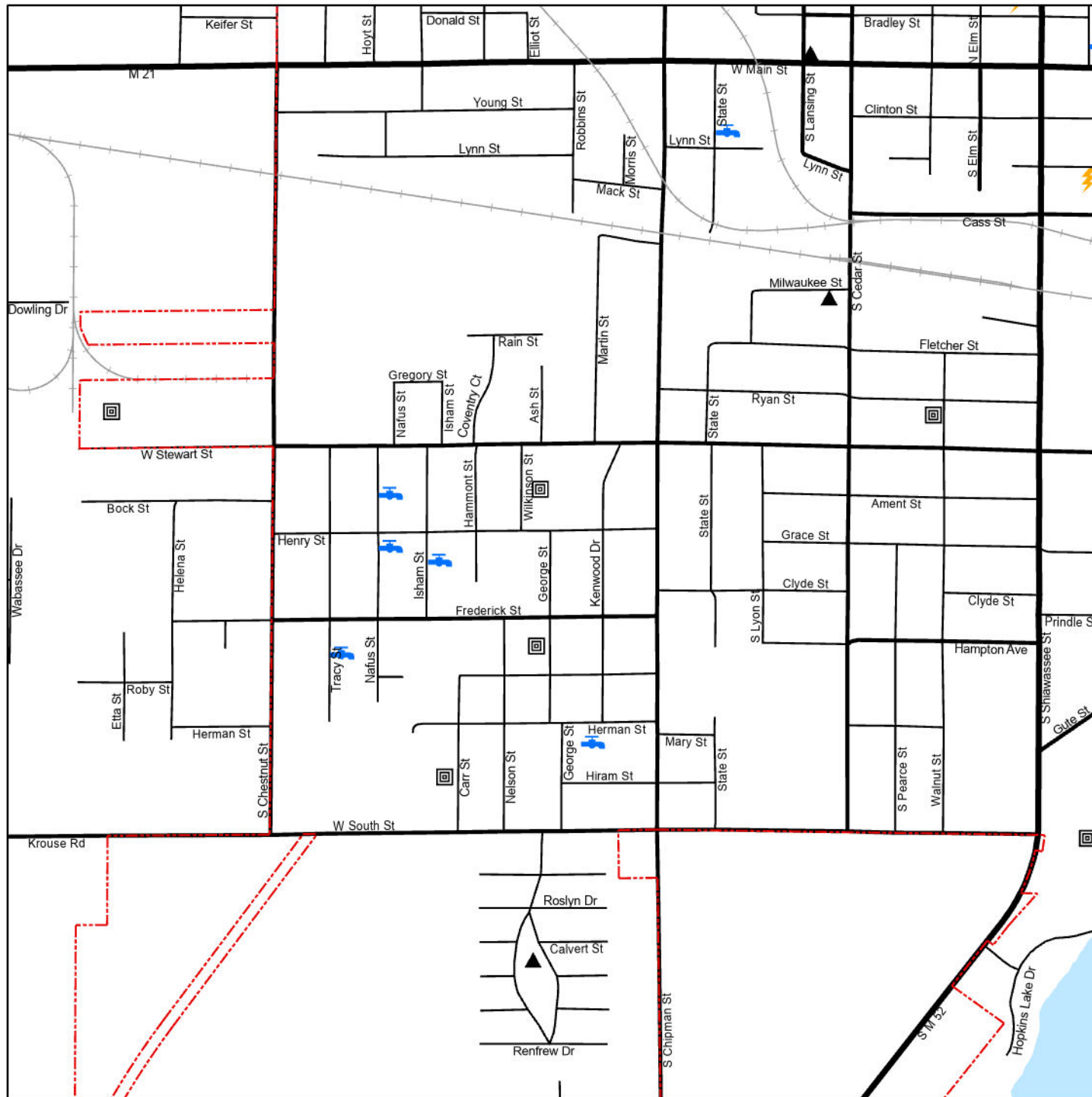
0 300 600 900 1,200 Feet



# City of Owosso

Permit Activity  
January 2026

SW Quadrant



## Category

- Electrical
- Mechanical
- Plumbing
- Roof

## Other Features

- City Limit
- Railroads
- River & Lakes

0 300 600 900 1,200 Feet



**Code Enforcement Activity**  
**JANUARY 2026**

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ACCESSORY STRUCTURES								
ENF 24-0655	DEWEY ST	FINAL NOTICE SENT	RECHECK SCHEDULED	04/17/2024	01/20/2026	02/17/2026		N
			Total Entries	1				
AUTO REP/JUNK VEH								
ENF 26-0003	CHESTNUT ST	INSPECTED PROPERTY	CLOSED	01/09/2026	01/09/2026		01/09/2026	N
ENF 25-0961	FRAZER AVE	RESOLVED	CLOSED	10/20/2025	01/12/2026		01/12/2026	N
ENF 25-1082	GENESEE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	12/22/2025	01/15/2026	02/03/2026		N
ENF 25-0952	CHIPMAN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/15/2025	01/28/2026	02/19/2026		COMM
ENF 26-0027	MAIN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	01/22/2026	01/29/2026	02/19/2026		N
ENF 26-0040	GEORGE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	01/29/2026	01/29/2026	02/19/2026		N
			Total Entries	6				
BUILDING VIOL								
ENF 21-1156	WILLIAMS ST	INSPECTED PROPERTY	RECHECK SCHEDULED	08/01/2023	01/15/2026	02/16/2026		N
ENF 21-1484	SAGINAW ST	INSPECTED PROPERTY	RECHECK SCHEDULED	09/27/2021	01/15/2026	02/16/2026		VAC
ENF 22-0167	CEDAR ST	INSPECTED PROPERTY	RECHECK SCHEDULED	02/15/2022	01/20/2026	02/03/2026		N
			Total Entries	3				
BUILDING VIOLATIONS								
ENF 25-1023	SHIAWASSEE ST	CONTACT WITH OWNER	RECHECK SCHEDULED	11/17/2025	01/08/2026	05/04/2026		N
ENF 25-0346	CHIPMAN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	04/29/2025	01/09/2026	02/09/2026		N
ENF 25-0916	LYNN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/02/2025	01/09/2026	02/16/2026		N
ENF 25-0987	STATE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/30/2025	01/09/2026	03/02/2026		N
ENF 26-0004	HARRISON AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	01/09/2026	01/09/2026	02/09/2026		N



## JANUARY 2026

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 25-0994	MAIN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	11/03/2025	01/15/2026	02/16/2026		COMM
ENF 25-1045	SAGINAW ST	INSPECTED PROPERTY	RECHECK SCHEDULED	11/25/2025	01/20/2026	02/16/2026		N
ENF 26-0008	GOULD ST	INSPECTED PROPERTY	CLOSED	01/12/2026	01/20/2026		01/20/2026	Y
ENF 25-1096	EXCHANGE	EMAILED OWNER	RECHECK SCHEDULED	12/30/2025	01/22/2026	02/19/2026		COMM
ENF 24-1236	GREEN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	08/06/2024	01/26/2026	02/26/2026		VACANT
ENF 26-0014	OLIVER ST	REF TO BLDG OFFICIAL	RECHECK SCHEDULED	01/15/2026	01/28/2026	02/05/2026		Y
Total Entries				11				
CHICKENS/DUCKS								
ENF 25-0321	STEWART ST	INSPECTED PROPERTY	LEGAL ACTION	04/21/2025	01/12/2026	03/05/2026		N
ENF 25-0323	RIDGE ST	INSPECTED PROPERTY	LEGAL ACTION	04/21/2025	01/20/2026	03/02/2026		N
Total Entries				2				
FENCE VIOLATION								
ENF 25-1093	MASON ST	CONTACT WITH OCCUPANT	RECHECK SCHEDULED	12/30/2025	01/05/2026	03/05/2026		Y
Total Entries				1				
FIRE DAMAGE								
ENF 24-1816	GUTE ST	INSPECTED PROPERTY	CLOSED	11/08/2024	01/15/2026		01/20/2026	VACANT
Total Entries				1				
FRONT YARD PARKING								
ENF 25-0979	CHIPMAN ST	RESOLVED	CLOSED	10/29/2025	01/09/2026		01/09/2026	N
ENF 25-1070	STATE ST	INSPECTED PROPERTY	CLOSED	12/11/2025	01/15/2026		01/20/2026	N
ENF 25-1072	NAFUS ST	RESOLVED	CLOSED	12/11/2025	01/15/2026		01/15/2026	N
ENF 26-0029	LINGLE AVE	RESOLVED	CLOSED	01/22/2026	01/22/2026		01/28/2026	N



**Code Enforcement Activity**  
**JANUARY 2026**

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 26-0032	DEWEY ST	INSPECTED PROPERTY	RECHECK SCHEDULED	01/27/2026	01/27/2026	02/03/2026		Y
ENF 26-0037	DIVISION ST	INSPECTED PROPERTY	RECHECK SCHEDULED	01/28/2026	01/28/2026	02/04/2026		N
ENF 25-1071	GEORGE ST	LETTER SENT	RECHECK SCHEDULED	12/11/2025	01/29/2026	02/05/2026		N
			Total Entries	7				
FURNITURE OUTSIDE								
ENF 26-0011	GRAND AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	01/12/2026	02/02/2026	02/02/2026		N
			Total Entries	1				
GARBAGE & DEBRIS								
ENF 25-0937	CASS ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/09/2025	01/09/2026	02/05/2026		N
ENF 25-0981	CLINTON ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/30/2025	01/09/2026	02/09/2026		VACANT
ENF 25-1061	STEWART ST	RESOLVED	CLOSED	12/08/2025	01/09/2026		01/09/2026	N
ENF 25-1007	GRAND AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	11/05/2025	01/12/2026	02/09/2026		N
ENF 23-1355	WILLIAMS ST	INSPECTED PROPERTY	RECHECK SCHEDULED	12/12/2023	01/15/2026	02/16/2026		N
ENF 25-1085	GENESEE ST	INSPECTED PROPERTY	CLOSED	12/22/2025	01/15/2026		01/20/2026	N
ENF 25-1086	GENESEE ST	INSPECTED PROPERTY	CLOSED	12/22/2025	01/15/2026		01/20/2026	Y
ENF 24-1991	BRANDON ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	12/19/2024	01/20/2026	02/03/2026		Y
ENF 25-1055	MICHIGAN AVE	LETTER SENT	RECHECK SCHEDULED	12/02/2025	01/20/2026	02/03/2026		N
ENF 25-1074	PINE ST	LETTER SENT	RECHECK SCHEDULED	12/11/2025	01/20/2026	02/03/2026		Y
ENF 25-1080	RIVER ST	LETTER SENT	RECHECK SCHEDULED	12/22/2025	01/20/2026	02/03/2026		Y
ENF 25-0696	YOUNG ST	INSPECTED PROPERTY	PENDING 2ND TICKET	07/22/2025	01/21/2026	02/04/2026		N
ENF 25-0844	KING ST	INSPECTED PROPERTY	CLOSED	09/02/2025	01/21/2026		01/22/2026	Y
ENF 25-0982	CLYDE ST	INSPECTED PROPERTY	2ND NOTICE SENT	10/30/2025	01/21/2026	02/04/2026		N

**Code Enforcement Activity**  
**JANUARY 2026**

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 26-0022	NORTH ST	LETTER SENT	RECHECK SCHEDULED	01/21/2026	01/21/2026	02/04/2026		N
ENF 26-0005	FRAZER AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	01/09/2026	01/26/2026	02/19/2026		Y
ENF 26-0009	OAK ST	LETTER SENT	RECHECK SCHEDULED	01/12/2026	01/26/2026	02/11/2026		N
ENF 26-0030	MOORE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	01/26/2026	01/26/2026	02/19/2026		N
ENF 25-1035	WOODLAWN AVE	CONTACT WITH OCCUPANT	RECHECK SCHEDULED	11/24/2025	01/27/2026	02/17/2026		Y
ENF 26-0033	CORUNNA AVE	LETTER SENT	RECHECK SCHEDULED	01/27/2026	01/27/2026	02/05/2026		N
ENF 26-0034	PRINDLE ST	LETTER SENT	RECHECK SCHEDULED	01/27/2026	01/27/2026	02/10/2026		N
ENF 25-0929	HAMPTON AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	10/07/2025	01/28/2026	02/04/2026		N
ENF 26-0036	GRACE ST	LETTER SENT	RECHECK SCHEDULED	01/28/2026	01/28/2026	02/12/2026		N
ENF 26-0002	STEWART ST	LETTER SENT	RECHECK SCHEDULED	01/09/2026	01/29/2026	02/12/2026		Y
ENF 26-0042	WOODLAWN AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	01/29/2026	01/29/2026	02/12/2026		N
ENF 26-0001	CASS ST	INSPECTED PROPERTY	RECHECK SCHEDULED	01/09/2026	02/02/2026	02/02/2026		N
Total Entries				26				
GARBAGE CANS								
ENF 25-1095	BALL ST	RESOLVED	CLOSED	12/30/2025	01/09/2026		01/09/2026	Y
ENF 25-1063	WOODLAWN AVE	RESOLVED	CLOSED	12/08/2025	01/15/2026		01/15/2026	N
Total Entries				2				
GARBAGE/JUNK IN ROW								
ENF 25-0974	KING ST	RESOLVED	CLOSED	10/27/2025	01/09/2026		01/09/2026	N
ENF 25-1053	WASHINGTON ST	RESOLVED	CLOSED	12/02/2025	01/09/2026		01/09/2026	Y
ENF 25-1054	ROBBINS ST	RESOLVED	CLOSED	12/02/2025	01/09/2026		01/09/2026	Y

## JANUARY 2026

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 25-1060	LYNN ST	RESOLVED	CLOSED	12/08/2025	01/09/2026		01/09/2026	N
ENF 25-1066	SAGINAW ST	RESOLVED	CLOSED	12/11/2025	01/09/2026		01/09/2026	N
ENF 25-1075	DEWEY ST	RESOLVED	CLOSED	12/11/2025	01/09/2026		01/09/2026	N
ENF 25-1076	ADAMS ST	RESOLVED	CLOSED	12/15/2025	01/09/2026		01/09/2026	Y
ENF 25-1079	WASHINGTON ST	RESOLVED	CLOSED	12/16/2025	01/09/2026		01/09/2026	N
ENF 25-1089	MASON ST	RESOLVED	CLOSED	12/23/2025	01/09/2026		01/09/2026	N
ENF 25-1088	MASON ST	RESOLVED	CLOSED	12/23/2025	01/21/2026		01/21/2026	N
ENF 25-1094	MASON ST	RESOLVED	CLOSED	12/30/2025	01/21/2026		01/21/2026	N
ENF 26-0015	COMSTOCK ST	LETTER SENT	RECHECK SCHEDULED	01/15/2026	01/21/2026	02/04/2026		Y
ENF 26-0012	SHIAWASSEE ST	LETTER SENT	COMPLAINT LOGGED	01/12/2026	01/26/2026	02/12/2026		Y
ENF 26-0019	WASHINGTON ST	LETTER SENT	COMPLAINT LOGGED	01/20/2026	01/26/2026	02/12/2026		N
ENF 26-0020	CHIPMAN ST	LETTER SENT	COMPLAINT LOGGED	01/20/2026	01/26/2026	02/12/2026		N
ENF 26-0023	STEVENS DR	INSPECTED PROPERTY	PARTIALLY RESOLVED	01/22/2026	01/28/2026	02/04/2026		N
ENF 26-0039	WILLIAMS ST	INSPECTED PROPERTY	RECHECK SCHEDULED	01/28/2026	01/28/2026	02/04/2026		Y
ENF 26-0024	SAGINAW ST	LETTER SENT	RECHECK SCHEDULED	01/22/2026	01/29/2026	02/12/2026		Y
ENF 26-0025	EXCHANGE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	01/22/2026	01/29/2026	02/19/2026		Y

Total Entries	19
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HDC - NOTICE OF VIOLATION

ENF 24-1717	EXCHANGE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/24/2024	01/22/2026	02/25/2026		COMM
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Total Entries	1
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HEALTH & SAFETY

## JANUARY 2026

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 25-0978	PINE ST	CONTACT WITH OWNER	RECHECK SCHEDULED	10/28/2025	01/16/2026	02/05/2026		N
			Total Entries	1				
HOUSE FIRE								
ENF 24-1057	CASS ST	INSPECTED PROPERTY	RECHECK SCHEDULED	06/25/2024	01/09/2026	02/05/2026		N
ENF 25-0860	MICHIGAN AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	09/05/2025	01/20/2026	02/17/2026		N
ENF 26-0031	CHIPMAN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	01/26/2026	01/26/2026	02/26/2026		VACANT
			Total Entries	3				
IMMINENT DANGER OF STRUCTURE								
ENF 22-0059	DEWEY ST	INSPECTED PROPERTY	LEGAL ACTION	01/21/2022	01/28/2026	02/25/2026		VAC
ENF 25-0609	MAIN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	06/25/2025	01/29/2026	02/26/2026		COMM
			Total Entries	2				
MULTIPLE VIOLATIONS								
ENF 25-1092	MASON ST	LETTER SENT	RECHECK SCHEDULED	12/30/2025	01/02/2026	07/01/2026		N
ENF 25-0666	MACK ST	INSPECTED PROPERTY	CLOSED	07/14/2025	01/09/2026		01/12/2026	N
ENF 25-0738	MAIN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	08/04/2025	01/09/2026	02/05/2026		N
ENF 25-0988	STEWART ST	INSPECTED PROPERTY	CLOSED	10/30/2025	01/09/2026		01/12/2026	N
ENF 25-0989	HOYT ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	10/30/2025	01/09/2026	02/09/2026		N
ENF 25-1012	KENWOOD DR	INSPECTED PROPERTY	RECHECK SCHEDULED	11/11/2025	01/09/2026	02/09/2026		N
ENF 25-1020	FREDERICK ST	CONTACT WITH OWNER	RECHECK SCHEDULED	11/17/2025	01/09/2026	02/09/2026		N
ENF 25-0704	CORUNNA AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	07/23/2025	01/12/2026	02/12/2026		N
ENF 25-1090	COMSTOCK ST	CONTACT WITH OWNER	RECHECK SCHEDULED	12/30/2025	01/12/2026	05/04/2026		N
ENF 24-0907	PINE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	05/23/2024	01/15/2026	02/16/2026		VAC

**Code Enforcement Activity**  
**JANUARY 2026**

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 25-0993	PRINDLE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	11/03/2025	01/15/2026	02/16/2026		N
ENF 25-1014	BROOKS ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	11/12/2025	01/15/2026	02/05/2026		N
ENF 25-0082	OLMSTEAD ST	INSPECTED PROPERTY	RECHECK SCHEDULED	02/04/2025	01/20/2026	02/03/2026		N
ENF 25-0922	OAK ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	10/02/2025	01/20/2026	02/03/2026		N
ENF 25-1032	EXCHANGE ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	11/19/2025	01/20/2026	02/10/2026		COMM
ENF 26-0017	MACK ST	LETTER SENT	RECHECK SCHEDULED	01/15/2026	01/20/2026	02/03/2026		N
ENF 21-1578	ROBBINS ST	OBTAINED PERMIT	RECHECK SCHEDULED	10/14/2021	01/21/2026	02/27/2026		COMM
ENF 25-0679	CHIPMAN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	07/16/2025	01/21/2026	02/04/2026		N
ENF 25-1015	CLEVELAND ST	INSPECTED PROPERTY	RECHECK SCHEDULED	11/12/2025	01/21/2026	02/18/2026		N
ENF 25-1048	CHIPMAN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	11/26/2025	01/21/2026	02/11/2026		COMM
ENF 25-1064	WASHINGTON ST	INSPECTED PROPERTY	CLOSED	12/09/2025	01/21/2026		01/21/2026	Y
ENF 26-0021	SHIAWASSEE ST	LETTER SENT	RECHECK SCHEDULED	01/21/2026	01/21/2026	02/04/2026		Y
ENF 24-0890	STEWART ST	INSPECTED PROPERTY	RECHECK SCHEDULED	05/21/2024	01/22/2026	02/05/2026		N
ENF 25-0647	HOWELL ST	INSPECTED PROPERTY	RECHECK SCHEDULED	07/09/2025	01/26/2026	02/10/2026		N
ENF 25-0737	STEWART ST	INSPECTED PROPERTY	RECHECK SCHEDULED	08/04/2025	01/26/2026	02/05/2026		VACANT LOT
ENF 25-0825	HICKORY ST	INSPECTED PROPERTY	RECHECK SCHEDULED	08/25/2025	01/26/2026	02/19/2026		N
ENF 25-0945	CORUNNA AVE	INSPECTED PROPERTY	PARTIALLY RESOLVED	10/13/2025	01/26/2026	02/19/2026		COMM
ENF 25-1078	WRIGHT AVE	LETTER SENT	RECHECK SCHEDULED	12/16/2025	01/26/2026	02/11/2026		Y
ENF 25-1087	BRADLEY ST	INSPECTED PROPERTY	RECHECK SCHEDULED	12/23/2025	01/26/2026	02/19/2026		N
ENF 26-0006	WILLIAMS ST	INSPECTED PROPERTY	RECHECK SCHEDULED	01/12/2026	01/26/2026	02/19/2026		N

**Code Enforcement Activity**  
**JANUARY 2026**

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 26-0010	LINGLE AVE	LETTER SENT	RECHECK SCHEDULED	01/12/2026	01/26/2026	02/12/2026		N
ENF 25-0173	BROADWAY AVE	INSPECTED PROPERTY	1ST TICKET ISSUED	03/05/2025	01/27/2026	02/12/2026		N
ENF 25-0764	CORUNNA AVE	CONTACT WITH OWNER	RECHECK SCHEDULED	08/11/2025	01/27/2026	02/17/2026		COMM
ENF 25-0962	PRINDLE ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	10/20/2025	01/27/2026	02/24/2026		N
ENF 25-1028	LINGLE AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	11/18/2025	01/27/2026	02/10/2026		VACANT LOT
ENF 24-0495	OLIVER ST	INSPECTED PROPERTY	RECHECK SCHEDULED	03/19/2024	01/28/2026	03/02/2026		N
ENF 24-1262	LINGLE AVE	INSPECTED PROPERTY	LEGAL ACTION	08/08/2024	01/28/2026	02/25/2026		N
ENF 25-0662	WOODLAWN AVE	INSPECTED PROPERTY	FINAL NOTICE	07/14/2025	01/28/2026	02/11/2026		N
ENF 25-0951	MACK ST	FINAL NOTICE SENT	RECHECK SCHEDULED	10/15/2025	01/28/2026	02/11/2026		N
ENF 25-0971	HARRISON AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	10/27/2025	01/28/2026	02/16/2026		N
ENF 26-0016	GLENWOOD AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	01/15/2026	01/28/2026	02/18/2026		VACANT
ENF 26-0035	CHESTNUT ST	LETTER SENT	RECHECK SCHEDULED	01/28/2026	01/28/2026	06/01/2026		N
ENF 26-0038	GOULD ST	INSPECTED PROPERTY	RECHECK SCHEDULED	01/28/2026	01/28/2026	02/04/2026		N
ENF 26-0026	EXCHANGE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	01/22/2026	01/29/2026	02/19/2026		Y
ENF 26-0028	RIDGE ST	LETTER SENT	RECHECK SCHEDULED	01/22/2026	01/29/2026	02/19/2026		Y
ENF 26-0041	SHIAWASSEE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	01/29/2026	01/29/2026	02/19/2026		N
Total Entries				46				
NO BUILDING PERMIT								
ENF 25-0947	CHIPMAN ST	INSPECTED PROPERTY	CLOSED	10/14/2025	12/09/2025		01/08/2026	N
ENF 25-1058	CARMODY ST	INSPECTED PROPERTY	RECHECK SCHEDULED	12/03/2025	01/15/2026	02/17/2026		VACANT
Total Entries				2				

JANUARY 2026

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
RENTAL REGISTRATION								
ENF 25-1052	OLIVER ST	FINAL NOTICE SENT	RECHECK SCHEDULED	12/02/2025	01/13/2026	02/06/2026		Y
ENF 25-0168	ABREY AVE	RENTAL REG FORM SUBMITTED	CLOSED	03/04/2025	01/28/2026		01/28/2026	Y
ENF 25-0167	STATE ST	FINAL NOTICE SENT	RECHECK SCHEDULED	03/04/2025	01/29/2026	02/27/2026		Y
ENF 26-0043	RIVER ST	COMPLAINT LOGGED	LETTER SENT	01/29/2026	01/29/2026	02/27/2026		Y
Total Entries				4				
ROW VIOLATIONS								
ENF 26-0007	STEWART ST	INSPECTED PROPERTY	CLOSED	01/12/2026	01/12/2026		01/12/2026	N
ENF 26-0018	DEWEY ST	INSPECTED PROPERTY	RECHECK SCHEDULED	01/20/2026	01/20/2026	02/03/2026		N
Total Entries				2				
TEMPORARY STRUCTURES								
ENF 24-1013	WASHINGTON ST	INSPECTED PROPERTY	RECHECK SCHEDULED	06/17/2024	01/09/2026	02/05/2026		N
ENF 26-0013	HENRY ST	LETTER SENT	RECHECK SCHEDULED	01/12/2026	01/12/2026	06/01/2026		N
ENF 25-0685	WILLIAMS ST	RESOLVED	CLOSED	07/21/2025	01/21/2026		01/21/2026	N
ENF 25-1001	PRINDLE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	11/04/2025	01/21/2026	02/05/2026		N
Total Entries				4				
TIRES								
ENF 25-1062	AMENT ST	INSPECTED PROPERTY	CLOSED	12/08/2025	01/09/2026		01/12/2026	Y
ENF 25-1057	CLEVELAND ST	INSPECTED PROPERTY	RECHECK SCHEDULED	12/03/2025	01/28/2026	02/26/2026		N
Total Entries				2				
TREE VIOLATIONS								

## JANUARY 2026

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 25-1073	OLIVER ST	RESOLVED	CLOSED	12/11/2025	01/28/2026		01/28/2026	Y
Total Entries				1				
VACANT STRUCTURES								
ENF 24-0728	ADAMS ST	INSPECTED PROPERTY	RECHECK SCHEDULED	05/01/2024	01/15/2026	02/16/2026		VAC
Total Entries				1				
Total Records:		149			Total Pages:	10		

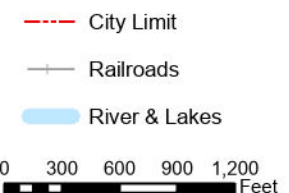




### NW Quadrant



### SE Quadrant

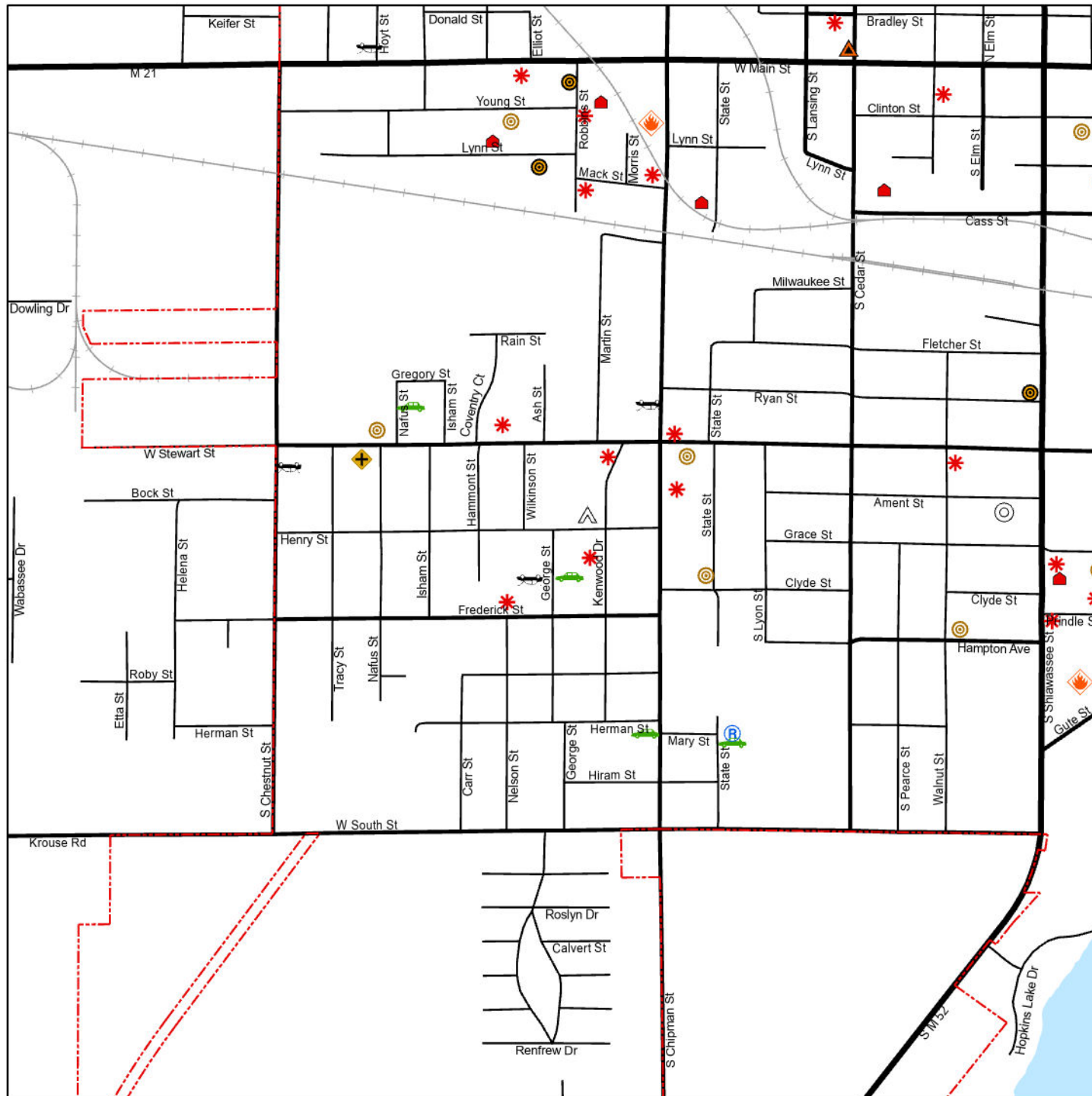




# City of Owosso

## Code Enforcement Activity January 2026

### SW Quadrant



#### Category

- Auto Repair/Junk Vehicle
- Building Violations
- Fire Damage
- Front Yard Parking
- Garbage & Debris
- Garbage/Junk In ROW
- Imminent Danger Of Structure
- Multiple Violations
- Rental Registration
- ROW Violations
- Temporary Structures
- Tires

#### Other Features

- City Limit
- Railroads
- River & Lakes

0 300 600 900 1,200 Feet



**Monthly Inspection List**  
**JANUARY 2026**

CHARLES, NATHAN	BUILDING OFFICIAL Total Inspections:	<b>39</b>
BOOTH, MARK	MECHANICAL & PLUMBING INSPECTOR Total Inspections:	<b>28</b>
HARRIS, JON	ELECTRICAL INSPECTOR Total Inspections:	<b>8</b>
FREEMAN, GREG	CODE ENFORCEMENT Total Inspections:	<b>146</b>
<b>Grand Total Inspections:</b>		<b>221</b>

## Rental Inspection Program JANUARY 2026

*Registrations are by property address. A property address may have multiple units.*

<b>Registered Properties</b>	<b>720</b>
<b>Properties Inspected</b>	<b>699</b>
<b>Properties Not Inspected</b>	<b>21</b>

*Properties that have not been inspected are mostly due to more recent/newer registrations.*

### *Types of Registered Units and the Unit Count*

<b>Single Family</b>	<b>402</b>
<b>Duplex</b>	<b>338</b>
<b>Owner Occupied Duplex</b>	<b>44</b>
<b>Multi-Family</b>	<b>877</b>
<b>Owner Occupied Multi-Family</b>	<b>10</b>
<b>Apartments over Businesses</b>	<b>23</b>
<b>TOTAL UNITS</b>	<b>1,694</b>

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
<b>Registrations Processed</b>	12											
<b>Registrations Removed</b>	1											
<b>Properties Inspected</b>	27											

*Final Notices and Civil Infractions are in process for those properties that have not been inspected within the five year ordinance period.*

**CERTIFICATES & LICENSES ISSUED BY MONTH FOR 2026**

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
<b>ADULT USE RECREATIONAL RETAIL</b>												
1												1
\$5,000												\$5,000
<b>AMPHITHEATER</b>												
												0
												\$0
<b>BENTLEY PARK RENTAL</b>												
					2	4	7	1				14
					\$50	\$125	\$225	\$25				\$425
<b>GROWER LICENSE (Medical)</b>												
												0
												\$0
<b>HARMON PATRIDGE PARK RENTAL</b>												
					4	2	2					8
					\$150	\$50	\$50					\$250
<b>MOBILE FOOD VENDING (Food Truck License)</b>												
												0
												\$0
<b>PROCESSOR LICENSE</b>												
1												1
\$5,000												\$5,000
<b>PROVISIONING CENTER</b>												
												0
												\$0
<b>RECREATIONAL GROW</b>												
												0
												\$0
<b>RENTAL (Renewals)</b>												
7												7
\$350												\$350
<b>RENTAL REGISTRATIONS (New)</b>												
5												5
\$250												\$250
<b>TOTALS:</b>												
14	0	0	0	0	6	6	9	1	0	0	0	36
\$10,600	\$0	\$0	\$0	\$0	\$200	\$175	\$275	\$25	\$0	\$0	\$0	\$11,275



# OWOSSO POLICE DEPARTMENT

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

## MEMORANDUM

DATE: 4 February 2026  
TO: Owosso City Council  
FROM: Eric E. Cherry  
Police Department Captain  
RE: January 2026 Police Activity Report

### ***Master Plan Goal 3.1, 3.2***

*The Investigative Services Bureau attended the monthly Mult-Disciplinary Team (MDT) meeting to discuss open sexual assault cases with our partners; Shiawassee County Prosecutors, Child Protective Services, Voices for Children and other law enforcement agencies.*

*The Police Administration attended the Mid-Michigan Area Group Narcotics Enforcement Team (MAGNET) board meeting.*

*The Public Safety Administration and City Hall Administration met with Veridus Advisors and the Spicer Group to outline the building improvements going into the Public Safety Building.*

*The Owosso Police Department covered emergency calls in the City of Corunna for over 320 hours last month or just over 10 hours a day.*

### **January - 5 YEAR AVERAGE**

	2022- January	2023- January	2024- January	2025- January	2026- January	January 5YR AVG
Part I Crimes	28	20	17	23	20	21.6
Part II Crimes	63	71	72	65	56	65.4
Violent Crimes	3	5	6	7	7	5.6
Total Reports	141	141	133	160	134	141.8
Felony Arrests	4	8	6	5	10	6.6
Total Arrests	24	44	30	22	31	30.2
Traffic Stops	26	213	79	105	62	97
All Dispatched Events	785	1071	940	835	639	854



**LAST 12 MONTHS**

	2025- Feb	2025- Mar	2025- Apr	2025- May	2025- Jun	2025- Jul	2025- Aug	2025- Sep	2025- Oct	2025- Nov	2025- Dec	2026- Jan	Last 12 Months	Average
Part I Crimes	18	30	18	25	13	26	23	21	32	33	22	20	281	23.42
Part II Crimes	59	84	87	87	82	79	80	92	96	77	65	56	944	78.67
Violent Crimes	2	10	4	8	4	7	5	6	13	8	10	7	84	7
Total Reports	114	157	166	168	157	149	150	182	182	158	145	134	1,862	155.17
Felony Arrests	5	6	8	8	15	12	7	4	5	7	9	10	91	8
Total Arrests	20	27	33	35	42	37	28	31	26	26	33	31	360	30.75
Traffic Stops	109	43	87	84	35	118	23	40	36	28	66	62	774	60.92
All Dispatched Events	657	730	820	798	787	907	836	792	764	667	717	639	9,310	759.5



301 W. MAIN • OWOSSO, MICHIGAN 48867-2958 • (989) 725-0580

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# *MEMORANDUM*

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DATE: February 10, 2026

TO: Owosso City Council

FROM: Kevin Lenkart  
Director of Public Safety

RE: Parking Citation Activity Summary

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Listed below is a summary of parking citation activity for the period of July 1, 2025 through February 10, 2026.

During this time frame, a total of 344 parking citations were issued.

Of those citations, 103 delinquent letters were sent at the 31-day mark. Of the delinquent accounts, 28 have been paid, representing 27.2% compliance after the delinquent notice was issued.

There were 19 parking citations that were formally appealed. Of those appeals, 15 were paid and 4 remain unpaid, resulting in a payment rate of 78.9% for appealed citations.

The total dollar amount assessed for parking citations during this period was \$11,343.75. Of that amount, \$4,878.75 has been collected, representing 43.0% of the total citation value. The remaining unpaid balance is \$6,465.00.

These figures provide an overview of citation issuance, appeal outcomes, and overall collection performance for the reporting period.



301 W. MAIN • OWOSSO, MICHIGAN 48867-2958 • (989) 725-0580

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# MEMORANDUM

---

DATE: February 3, 2026

TO: Owosso City Council

FROM: Kevin Lenkart  
Director of Public Safety

RE: January 2026 Fire & Ambulance Report

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Master Plan Goal: 3.1, 3.2

Attached are the statistics for the Owosso Fire Department (OFD) for January 2026. The Owosso Fire Department responded to 255 incidents in the month of January.

OFD responded to 20 fire or rescue calls and EMS responded to 235 EMS calls.

Fire Calls		EMS Calls	
Illegal Burning	0	City of Owosso	175
Wires Down	0	Corunna EMS	3
Rescue	3	Fairfield Twp.	8
Car Fire	1	Laingsburg	1
False Alarm	4	Middlebury Twp.	6
Building Fire-Owosso	1	Owosso Twp.	38
Building Fire-Mutual Aid	2	Perry Area EMS	2
Gas Leak	6	Rush Twp.	0
Smoke Investigation	3	Out of County	2
<b>Total</b>	<b>20</b>	<b>Total</b>	<b>235</b>

Filter statement

Filters

Days in Dispatched1/1/26 to 1/31/26 | Is Lockedtrue | Is Activetrue

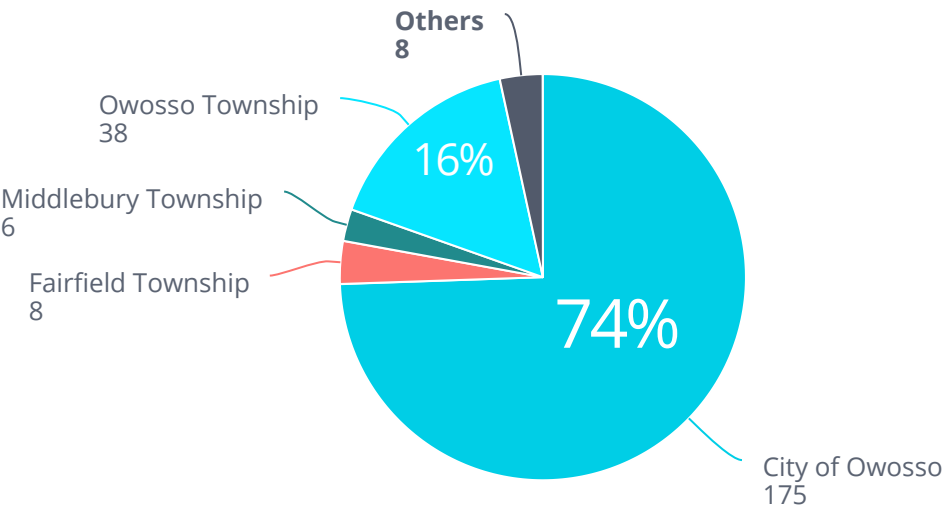
# Responses by Scene Zone

Total Records



Responses by Zone

- City of Owosso
- Fairfield Township
- Middlebury Township
- Owosso Township
- Others



# **PARKS AND RECREATION COMMISSION**

## **REGULAR MEETING**

Draft Minutes of Monday, January 28, 2026

7:00 p.m. at City Hall

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

**PLEDGE OF ALLEGIANCE:** Was recited

### **ROLL CALL:**

**MEMBERS PRESENT:** Chairman Dennis Mahoney, Vice-Chair Jeff Selbig, Commissioners Ellen Rodman, Kevin Maginity, Adeline Mahoney, and Carol Anne Smith.

**MEMBERS ABSENT:** Commissioners Emily Olson and Kollin Lienau

**APPROVAL OF AGENDA:** Commissioner Smith made a motion to approve the agenda for January 28, 2026. Commissioner Rodman supported the motion. Passed by voice vote.

**APPROVAL OF MINUTES:** Commissioner Rodman made a motion to approve the minutes for December 3, 2025. The motion was supported by Commissioner Maginity. Passed by voice vote.

**PUBLIC COMMENTS:** Jacob Unger from Troop 85 talked to the commission about his plan to build community garden beds as part of his Eagle Scout project.

**OLD BUSINESS REPORT:** Was reviewed

### **ITEMS OF BUSINESS:**

Fitness Course: The Commission reviewed a PowerPoint from Commissioner Selbig showing potential stations for a fitness course at Harmon Patridge Park. Commissioner Mahoney volunteered to come up with dimensions for each of the components.

Park Millage: There was discussion about asking that the park millage be renewed. Commissioner Mahoney requested that signs be placed identifying each of the millage projects in the parks.

**PUBLIC/COMMISSIONER COMMENTS:** None.

**NEXT MEETING:** February 25, 2026

**ADJOURNMENT:** Commissioner Smith made a motion to adjourn at 8:03 p.m. The motion was supported by Commissioner Selbig. Ayes all, motion carried.

Respectfully submitted by:

Amy Fuller, Assistant City Manager

**MINUTES  
REGULAR MEETING OF THE OWOSSO PLANNING COMMISSION  
Monday, January 26, 2026 – 6:30 P.M.**

**CALL TO ORDER:** Chairman Livingston called the meeting to order at 6:30 p.m.

**PLEDGE OF ALLEGIANCE:** Recited

**ROLL CALL:** Tanya Buckelew, Planning & Building Director

**MEMBERS PRESENT:** Commissioner Albertson, Secretary Fear, Chairman Livingston, Commissioner Osika, Vice-Chair Robertson

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** Tanya Buckelew, Planning & Building Director; Justin Sprague, OHM Advisors

**APPROVAL OF AGENDA:**

**MOTION BY VICE-CHAIR ROBERTSON, SUPPORTED BY COMMISSIONER OSIKA TO APPROVE THE AGENDA FOR January 26, 2026.**

**YEAS ALL. MOTION CARRIED.**

**APPROVAL OF MINUTES:**

**MOTION BY COMMISSIONER OSIKA SUPPORTED BY SECRETARY FEAR TO APPROVE THE MINUTES FOR THE April 28, 2025 MEETING.**

**YEAS ALL. MOTION CARRIED.**

**ELECTIONS OF OFFICERS:**

**MOTION BY SECRETARY FEAR AND SUPPORTED BY VICE-CHAIR ROBERTSON TO EXTEND THE 2024 TERMS UNTIL JULY OF 2026.**

**YEAS ALL. MOTION CARRIED.**

**SITE PLAN REVIEW:**

**1. 700 N SHIAWASSEE STREET – MEMORIAL HEALTHCARE:**

Site plan review for a daytime overflow parking lot, with sixty-two (62) parking spaces, for Memorial Healthcare employees. The Zoning Board of Appeals approved a variance to allow for an encroachment of five (5) feet into the front yard setback and to reduce the two-way aisle width from twenty-six (26) feet to twenty-four (24) feet on December 16, 2025.

Justin Sprague's comments included that a white vinyl fence will be installed along the east side of the parking lot, all lights must be at 90 degrees, this is a small lot – no islands are required and provided his recommendations for approval.

Charlie Thompson, Memorial Healthcare, discussed the need for additional parking, the incentive for employees to use this lot and the crosswalk and the public safety department will patrol the lot to ensure it is utilized for employee parking during the daytime hours.

Doug Scott, Rowe Professional Service, discussed the parking spots along 52 and the need for the 9' X 18' size and allow for overhang over the front bumper buffer, not the sidewalk. There will be dim lights during the nighttime. There have been discussions with MDOT to ensure the safe use of the crosswalk. And they will continue to maintain the monitoring wells in the lot for contamination levels.

Review Comments from Justin Sprague, OHM Advisors:

1. Information items. The site plan meets the informational requirements of the ordinance.
2. Parking. The site plan was reviewed against Article XV, Off-Street Parking and Loading Standards of the City of Owosso Zoning Ordinance. The applicant will utilize the existing two-way driveway onto King Street and the drive along M-52 will be constructed with a right-in/right-out flow of traffic for safety purposes.

	Required	Provided	Comments
Parking Setback (Front)	20'	15'	In compliance. Applicant was granted a dimensional variance for a 5' encroachment into the front yard setback.
Parking Space Dimension	9' X 20' (90 degree)	Parking spaces abutting N. Shiawassee are 9' X 18'	Partially in compliance. The Planning Commission should determine if the smaller parking spaces are permissible.
Two-Way Aisle Width	26'	24'-25'	In compliance. Applicant was granted a dimensional variance to allow a 24' wide, two-way drive aisle.
Curbs	Min 6"	6"	In compliance

3. Landscaping. The proposed landscape plan on Sheet 11 was reviewed in accordance with Article XVII, Landscape Standards and Tree Replacement, as described in the following table.

	Required	Provided	Comments
Greenbelt (required along public rights-of-way)	20' wide, 1 canopy tree + 6 shrubs per 30 linear feet of street frontage - 160' linear street frontage = 5 canopy trees + 27 shrubs	8 canopy trees + 32 shrubs	Potentially in compliance. The applicant used the calculations for a "Buffer A." The landscape plan may be revised with the calculations for greenbelts (as shown it exceeds the requirements); the greenbelt should extend to the frontage along W. King Street.
Parking Lot Landscaping	1 canopy tree per 8 parking spaces with 1/3 placed within parking lot islands	Not provided	Not in compliance. Parking lot landscaping was not included on the landscape plan.
Buffer Zone (along eastern property line)	Buffer A: 2 canopy trees and 4 shrubs per 20 linear feet including a wall, berm or combination as determined by the PC.	120 linear feet = 6 trees + 24 shrubs	Potentially in compliance. The applicant notes that number of canopy trees provided was reduced to provide proper spacing between trees to allow for growth; the Planning Commission should determine if this is sufficient.

4. Lighting. The site plan contains a photometric plan on Sheet 12. The plan demonstrates that intensity of light does not exceed ten (10) footcandles in the southwest corner of the site; the plan should be revised to meet the requirements of the ordinance. The applicant proposes a total of six (6) pole-mounted lights, mounted twenty (20) feet high. Details of the light fixture proposed were not included

on the plan; a note must be included on the revised plan acknowledging that all lighting will be fixed in a downward (90 degree) direction to prevent off-site glare.

5. Other Approvals. The proposed site plan must be reviewed and approved by the appropriate city departments, consultants and agencies.

**MOTION BY VICE-CHAIR ROBERTSON SUPPORTED BY COMMISSIONER OSIKA TO APPROVE THE SITE PLAN REVIEW TO ESTABLISH AN EMPLOYEE PARKING LOT FOR 700 N. SHIAWASSEE CONDITIONED UPON MEETING THE REQUIREMENTS AS SET FORTH BY THE CITY PLANNER AS FOLLOWS:**

1. A determination by the Planning Commission that 9' x 18' foot parking spaces are permissible - APPROVED.
2. A revised landscape plan with the calculations for greenbelts, and an extension of the greenbelt along the frontage on W King Street – WITH FURTHER ADMINISTRATIVE REVIEWS.
3. A revised landscape plan that includes the required parking lot landscaping – WITH FURTHER ADMINISTRATIVE REVIEWS.
4. A determination by the Planning Commission that the number of canopy trees included in the Buffer A along the eastern property line is sufficient - APPROVED.
5. A revised photometric plan in which the intensity of light does exceed ten (10) footcandles on the site – WITH FURTHER ADMINISTRATIVE REVIEWS.
6. The applicant should submit a revised site plan noting that light fixtures will be fixed and not adjustable, directed downward as required by the Ordinance – WITH FURTHER ADMINISTRATIVE REVIEWS.
7. That any conditions for variance approval as imposed by the Zoning Board of Appeals at their December 16, 2025, are required to be met; and
8. Review and approval by the appropriate city departments, consultants, and agencies prior to the issuance of a building permit is required.

**YEAS: SECRETARY FEAR, COMMISSIONER OSIKA, VICE-CHAIR ROBERTSON, COMMISSIONER ALBERTSON AND CHAIRMAN LIVINGSTON.**

**NAYS: NONE**

**RCV. MOTION CARRIED.**

**2. 640 N SHIAWASSEE STREET – MEMORIAL HEALTHCARE:**

Site plan review to demolish and rebuild a portion of the existing bus garage and develop additional parking facilities for a mobile medical unit and ambulance vehicles for Memorial Healthcare. The Zoning Board of Appeals approved a variance to allow for an encroachment of twenty-five (25) feet into the rear yard setback on December 16, 2025.

Justin Spragues comments included that a white vinyl fence will installed along the east side of the lot, to the north of the existing/proposed building.

Charlie Thompson, Memorial Healthcare, discussed the building will be used to house the ambulance service and a mobile bus and included a lounge space for paramedics. The north portion of the existing building will be removed and rebuilt. This includes a new roof and siding with neutral colors similar to the NOW building. There will be a concrete parking lot with a wood privacy fence around the dumpsters. The access off of 52 will be closed and landscaping will be added.

Review Comments from Justin Sprague, OHM Advisors:

1. Information items. The site plan meets the informational requirements of the ordinance.



2. Area and Bulk. The proposed site was reviewed in accordance with Section 38-94, Area, Height, Bulk and Placement Regulations for the COR district and is described in the following table.

	Required	Provided	Comments
Front Yard Setback	25'	86'	In compliance
Side Yard Setback	0'	55' north 0' south	In compliance
Rear Yard Setback	25'	0'	In compliance. Applicant was granted a dimensional variance for a 25' encroachment into the rear yard setback.
Building Height	3 stories/35'	1 story	In compliance
Max Lot Coverage (building)	50%	16%	In compliance

3. Parking. The site plan was reviewed against Article XV, Off-Street Parking and Loading Standards of the City of Owosso Zoning Ordinance. The applicant will utilize the existing two-way driveway onto King Street.

	Required	Provided	Comments
Parking Setback (front)	20'	20'	In compliance
Parking Space Dimension	N/A	N/A	In compliance
Two-Way Aisle Width	Varies	40'	In compliance
Curbs	Min 6"	6"	In compliance

**MOTION BY COMMISSIONER OSIKA SUPPORTED BY COMMISSIONER ALBERTSON TO APPROVE THE SITE PLAN REVIEW TO DEMOLISH AND REBUILD A PORTION OF THE EXISTING BUS GARAGE AND DEVELOP ADDITIONAL PARKING FACILITIES FOR A MOBILE MEDICAL UNIT AND AMBULANCE SERVICES FOR MEMORIAL HEALTHCARE CONDITIONED UPON MEETING THE REQUIREMENTS AS SET FORTH BY THE CITY PLANNER AS FOLLOWS:**

1. The applicant should submit a revised site plan noting that light fixtures will be fixed and not adjustable, directed downward as required by the Ordinance – WITH FURTHER ADMINISTRATIVE REVIEWS.
2. The applicant should revise the calculations for greenbelts to include the correct number of trees and shrubs, and the greenbelt should extend to the frontage along W. King Street – WITH FURTHER ADMINISTRATIVE REVIEWS.
3. The Planning Commission determined that the proposed exterior building materials satisfy the requirements of Section 38-45, Non-Residential Design Requirements/Building Façade Design.
4. That any conditions for variance approval as imposed by the Zoning Board of Appeals at their December 16, 2025 meeting, are required to be met; and
5. Review and approval by the appropriate city departments, consultants, and agencies prior to the issuance of a building permit is required.

**YEAS: COMMISSIONER OSIKA, VICE-CHAIR ROBERTSON, COMMISSIONER ALBERTSON, SECRETARY FEAR AND CHAIRMAN LIVINGSTON.**

**NAYS: NONE**

**RCV. MOTION CARRIED.**

**ITEMS OF BUSINESS:**

**1. 2025 ANNUAL PLANNING COMMISSION REPORT**

This item was tabled until the February meeting due to it not being included in the packet.

**ADJOURNMENT:**

**MOTION BY VICE-CHAIR ROBERTSON SUPPORTED BY COMMISSIONER OSIKA TO ADJOURN AT 7:15 PM UNTIL THE NEXT MEETING ON FEBRUARY 23, 2026.**

**YEAS ALL, MOTION CARRIED**

---

**Janae Fear, Secretary**

DRAFT

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

**February 4, 2026, at 7:30 A.M.**

**CALL TO ORDER:** The meeting was called to order by Vice-Chair Lance Omer at 7:33 A.M.

**ROLL CALL:** Taken by Lizzie Fredrick

**PRESENT:** Vice-Chair Lance Omer, Mayor Robert J. Teich, Jr., and Commissioners Josh Ardelean, Jill Davis, Karen Parzych, and Colin McCallum.

**ABSENT:** Chair Daylen Howard and Commissioners Bill Gilbert and Jon Moore

**STAFF PRESENT:** Lizzie Fredrick

**AGENDA:**

**MOVED BY TEICH, SUPPORTED BY DAVIS TO APPROVE THE FEBRUARY 4, 2026, OWOSSO MAIN STREET & DOWNTOWN DEVELOPMENT AUTHORITY AGENDA AS PRESENTED.**

**AYES: ALL  
MOTION CARRIED**

**MINUTES:**

**MOVED BY ARDELEAN, SUPPORTED BY PARZYCH TO APPROVE THE DECEMBER 3, 2025, OWOSSO MAIN STREET & DOWNTOWN DEVELOPMENT AUTHORITY REGULAR MEETING MINUTES.**

**AYE: ALL  
MOTION CARRIED**

**MOVED BY PARZYCH, SUPPORTED BY ARDELEAN TO APPROVE THE JANUARY 7, 2026, OWOSSO MAIN STREET & DOWNTOWN DEVELOPMENT AUTHORITY REGULAR MEETING MINUTES.**

**AYE: ALL  
MOTION CARRIED**

**PUBLIC COMMENTS:** None

**REPORTS:** Fredrick reviewed the January Check Disbursement and Revenue & Expenditure Reports.

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

Fredrick confirmed usage of NACS cables, which replaced CHAdeMO cables on the Electric Vehicle Charging Stations on December 17, 2025, generated \$146.95 in January, while usage of the CHAdeMO cables generated \$144.98 in 2025.

Fredrick noted that at least six NACS cable users charged a combined total of 11 times in January, and six CHAdeMO cable users charged a combined total of 20 times in 2025.

**ITEMS OF BUSINESS:**

- 1. FY25-26 Budget Amendments:** Fredrick reviewed the proposed mid-year budget amendments.

Fredrick highlighted a reallocation of \$20,000 from Building Maintenance-DPW (248.200.930.000) to Contractual Services (248.200.810.000) and an increase of \$16,328 to General Administration for Public Works labor.

Fredrick reminded the Board that approximately \$40,000.00 was initially budgeted to be spent from the Fund Balance because the South Washington Street Planter Removal Project and Main Street Plaza Masonry Repair 2.0 were completed in the beginning of FY25-26, instead of the end of FY24-25.

**MOVED BY ARDELEAN, SUPPORTED BY DAVIS TO APPROVE THE FISCAL YEAR2025-2026 BUDGET AMENDMENTS AS PRESENTED.**

**AYE: ALL**

**MOTION CARRIED**

2. **2026-2031 Capital Improvement Plan:** Fredrick reviewed the 2025-2030 OMS & DDA Capital Improvement Plan projects including the Downtown Streetlight Replacement Project, Parking Lot #9 Reconstruction, Downtown Mural Project, Main Street Plaza Masonry Repair 2.0, and IT Upgrades.

Fredrick confirmed the removal of the Main Street Plaza Masonry Repair 2.0 from the 2026-2031 CIP since the project has been completed.

Fredrick noted the addition of the Ground Bed Concrete Project in the 2026-2031 CIP and provided a project overview.

**COMMITTEE UPDATES:**

1. **Promotion:** Fredrick confirmed the Glow Owosso Committee has approximately \$1,000.00 remaining in their budget for 2026 event expenses.

Parzych presented plans for a storefront scavenger hunt in July.

Fredrick noted that 56 out of 350 Chocolate Walk tickets were purchased in the first four days.

2. **Organization:** Parzych confirmed that the Organization Committee will now meet on the third Friday of each month at 1:00 p.m.

Fredrick noted that the 2026 Annual Sponsor Guide has been published on the OMS website and the Organization Committee is in discussion of recruiting a high school student for a committee member position.

3. **Economic Vitality:** Omer announced Kori Shook & Associates is the February Business of the Month.

Omer provided updates on the Match on Main Grant Program and a \$200,000.00 loan application, which was not recommended for funding from the Revolving Loan & Grant Program.

Omer thanked the Board Members that attended the January 27<sup>th</sup> Main Street Meetup for downtown business owners.

4. **Design:** Parzych reviewed the January Design Committee Report including Chocolate Walk Project Options, Seasonal Beautification plans, intentions for the March 11<sup>th</sup> Summer Beautification Main Street Meetup, and updates to the Social District signage.

**DIRECTOR UPDATES:** Fredrick thanked Parzych, from Dort Financial Credit Union, and Ardelean, from CLH Insurance Agency, for renewing their annual sponsorships.

Fredrick reminded the Board of the Match on Main Grant Info Session on February 10<sup>th</sup>, Curwood Festival Grant Acceptance on February 11<sup>th</sup>, and Volunteer Appreciation Party on February 19<sup>th</sup>.

Fredrick confirmed the 2026 Michigan Main Street Community Support Service will be Business Recruitment & Property Development Primer.

**BOARD COMMENTS:** None

**ADJOURNMENT:**

**MOVED BY ARDELEAN, SUPPORTED BY PARZYCH TO ADJOURN AT 8:44 A.M.**

**AYES: ALL**

**MOTION CARRIED**

**NEXT MEETING MARCH 4, 2026.**