

CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MONDAY, FEBRUARY 6, 2012
7:30 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 REGULAR MEETING OF JANUARY 17, 2012:

APPROVAL OF THE MINUTES OF REGULAR MEETING OF JANUARY 30, 2012:

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

1. Cystic Fibrosis Day Proclamation. A Proclamation of the Mayors Office declaring Cystic Fibrosis Day in the City of Owosso.
2. Introduction of new Veterans Affairs Director. Introduction of the new Shiawassee County Veterans Affairs Director Jerilyn Strein.

PUBLIC HEARINGS

1. Ordinance Amendment – Abandoned/Vacant Home Registration. Conduct a public hearing to receive citizen comment regarding proposed ordinance amendment to Chapter 8, Buildings and Building Regulations, Sections 8-162, 8-163, 8-168 and 8-174 of the Code of Ordinances of the City of Owosso, Michigan to remove potentially burdensome requirements that may affect home sales.
2. Ordinance Amendment – Wind Energy Conversion Systems. Conduct a public hearing to receive citizen comment regarding proposed ordinance amendment to amend Chapter 38, Zoning, Sections 38-5 and 38-379 of the Code of Ordinances of the City of Owosso, Michigan to establish procedures and standards to ensure that the location and function of wind energy conversion systems are compatible with the protection of the public health, safety and welfare.

3. Ordinance Amendment – Residential Structures in Non-residential Zoning Areas. Conduct a public hearing to receive citizen comment regarding proposed ordinance amendment to amend Chapter 38, Zoning, Sections 38-172, 38-197, 38-217, 38-242, 38-267 and 38-292 of the Code of Ordinances of the City of Owosso, Michigan to grandfather current residential structures in non-residential zoning areas be permitted to be rebuilt in the event that they are destroyed.

CITIZEN COMMENTS AND QUESTIONS

CITY MANAGER REPORT

Project Status Report

CONSENT AGENDA

1. Designation of Street Administrator. Authorize resolution designating Public Works Director Mark Sedlak as Street Administrator to represent the City in transactions with the State Transportation Department pursuant to Act 51.
2. Website Reconstruction Contract. Approve contract with Atriage Software LLC, dba Web Ascender, authorizing reconstruction of the City's website in an amount not to exceed \$15,000 and authorize payment up to that amount.
3. Warrant No. 436. Accept Warrant No. 436 as presented.
4. Revenue & Expenditure Report. Accept the December 2011 Revenue & Expenditure Report.

ITEMS OF BUSINESS

COMMUNICATIONS

1. Richard C. Williams, Finance Director. 2nd Quarter 2011 Cash and Investments Position Report.
2. Owosso Historical Commission. Minutes of January 17, 2012.
3. Owosso Downtown Historic District Commission. Minutes of January 18, 2012.
4. Owosso Planning Commission. Minutes of January 23, 2012.
5. Owosso Parks & Recreation Commission. Minutes of January 23, 2012.

CITIZEN COMMENTS AND QUESTIONS

NEXT MEETING

Tuesday, February 21, 2012

BOARDS AND COMMISSIONS OPENINGS

Downtown Development Authority/Owosso Main Street, term expires 06-30-2013

ADJOURNMENT

The City of Owosso will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes 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 or calling the following: Amy K. Kirkland, City Clerk, 301 West Main Street, Owosso, MI 48867 or at (989) 725-0500. The City of Owosso Website address is www.ci.owosso.mi.us.

OWOSSO CITY COUNCIL

JANUARY 17, 2012

7:30 P.M.

PRESIDING OFFICER: MAYOR BENJAMIN R. FREDERICK

OPENING PRAYER: COUNCILPERSON BURTON FOX

PLEDGE OF ALLEGIANCE: LES SCHNEIDER
VICE COMMANDER, DISABLED AMERICAN VETERANS

PRESENT: Mayor Benjamin R. Frederick, Mayor Pro-Tem Cindy S. Popovitch, Councilpersons Loreen F. Bailey (arrived at 7:54 p.m.), Thomas B. Cook, Michael J. Erfourth, and Burton D. Fox.

ABSENT: Councilperson Christopher T. Eveleth.

APPROVE AGENDA

Motion by Councilperson Cook to approve the agenda with the addition of a presentation of a donation by the local Disabled American Veterans chapter by member Eddie Urban.

Motion supported by Councilperson Erfourth and concurred in by unanimous vote.

APPROVAL OF THE MINUTES OF REGULAR MEETING OF JANUARY 3, 2012

Motion by Councilperson Fox to approve the Minutes of the Regular Meeting of January 3, 2012 as presented.

Motion supported by Mayor Pro-Tem Popovitch and concurred in by unanimous vote.

PROCLAMATIONS / SPECIAL PRESENTATIONS

DONATION PRESENTATION (added to agenda)

Chaplain Eddie Urban and Vice Commander Les Schneider of the local Disabled American Veterans chapter presented Mayor Frederick and Councilperson Fox with a donation for \$100 for the restoration of the 1921 Lafrance Pumper Truck.

PUBLIC HEARINGS

None.

CITIZEN COMMENTS AND QUESTIONS

Jeff McIntyre, president of the Shiawassee Association of Realtors, indicated his group had met with City staff in an effort to come to an agreement on the language in the abandoned/foreclosed homes registration ordinance. He said the Association supports the idea of registering such properties but feels the inspection requirement should only apply to blighted homes.

Jerry Meyer, representative for the Home Builders Association of Shiawassee County, indicated he also met with City staff regarding the ordinance. He reiterated the reasons he felt the ordinance needs to be changed saying he felt the current wording deterred home buyers. He went on to thank the Council for the opportunity to be heard.

Eddie Urban, 601 Glenwood Avenue, indicated he would like to arrange a donation for the pumper truck from the Military Order of the Purple Heart.

Tom Manke, owner of 118 South Washington Street, inquired how many lots in town would be eligible for the installation of a wind energy system under the currently proposed language. It was explained that while not many lots in town would be large enough for a windmill tower the intent is to allow roof mounted versions that require much less space.

Councilperson Cook inquired how much money had been raised for the restoration of the pumper truck. It was noted approximately \$350 had been raised so far.

Lori Bailey arrived at 7:54 p.m.

Councilperson Fox expressed concern with code enforcement in the Westown area, specifically enforcement of the sign ordinance as it applies to defunct businesses.

CITY MANAGER REPORT

City Manager Donald D. Crawford started his report saying there was a question at the last meeting regarding the budget set aside for entrance and wayfinding signs noting there was \$2,000. He went on to say that he would like to use that money and work with MDOT to install road signs noting the bike trail.

He went on to say that there were questions from the last meeting regarding the responsibilities of the new building inspector. He said the building inspector would handle serious code enforcement issues while the police department would continue to handle the routine cases. It is anticipated the new building inspector will begin work in early February.

Mayor Pro-Tem Popovitch said she was concerned that many code enforcement issues are not addressed until a citizen complains. She asked if the police could be more proactive in this effort.

Mayor Frederick indicated he would like the opportunity to speak to the new building official to relay Council's priorities relating to code enforcement.

CONSENT AGENDA

Motion by Councilperson Cook to approve the Consent Agenda as follows:

Ordinance Amendment First Reading and Set Public Hearing – Wind Energy Systems. Conduct First Reading and set a public hearing for February 6, 2012 to receive citizen comment regarding proposed ordinance amendment to amend Chapter 38, Zoning, Sections 38-5 and 38-379 of the Code of Ordinances of the City of Owosso, Michigan to establish procedures and standards to ensure that the location and function of wind energy conversion systems are compatible with the protection of the public health, safety and welfare as follows:

AN ORDINANCE AMENDING CHAPTER 38 ZONING OF THE CODE OF ORDINANCES TO PERMIT THE CONTINUANCE OF RESIDENTIAL USES IN NON-RESIDENTIAL ZONES

AN ORDINANCE to amend Chapter 38, Zoning, of the Code of the City of Owosso, Sections 38-172, 38-197, 38-216, 38-242, 38-267, and 38-291 to formally allow continued residential use in non-residential areas to ensure homeowners of such properties are able to obtain mortgages and home loans and have assurances they will be allowed to rebuild should their home be catastrophically damaged.

Whereas, the city council of the city of Owosso realizes that there are numerous housing structures existing in non-residential zones in the city that are still viable.

Whereas, these residential uses may not be able to be placed to a higher and better use due to the condition of the economy;

Whereas, these home owners are finding it very difficult to secure lending for improvements and for purchase due to the non-conformance of the existing use;

Whereas, rezoning all such parcels would be very impractical and problematic.

Now, Therefore, Be It Resolved, by the City Council of the City of Owosso, Michigan that the following amendments be made to Chapter 38, Zoning Code of the City of Owosso to allow continued used of residential structures in non-residential zoning areas.

THE CITY OF OWOSSO ORDAINS:

Section 1. That Chapter 38, Zoning, of the Code of the City of Owosso, Sections 38-172, 38-197, 38-217, 38-242, 38-267, and 38-292 *Principal uses permitted* be amended by adding, in the appropriate place, the following language to the list of permitted uses:

Residential structures existing as of January 1, 2012.

Section 2. This amendment shall become effective 20 days after passage.

Section 3. This ordinance may be purchased or inspected in the city clerks' office, Monday through Friday between the hours of 9:00 a.m. and 5:00 p.m.

First Reading and Set Public Hearing – Ordinance Amendment. Conduct First Reading and set a public hearing for February 6, 2012 to receive citizen comment regarding proposed ordinance amendment to amend Chapter 38, Zoning, Sections 38-172, 38-197, 38-217, 38-242, 38-267 and 38-292 of the Code of Ordinances of the City of Owosso, Michigan to grandfather current residential structures in non-residential zoning areas be permitted to be rebuilt in the event that they were destroyed as follows:

AN ORDINANCE AMENDING CHAPTER 38 ZONING OF THE CODE OF ORDINANCES TO REGULATE WIND ENERGY CONVERSION SYSTEMS

Whereas, the city council of the city of Owosso realizes the benefits of wind energy turbines for the entire community that includes:

- Reduced pressure on the local electrical grid
- Increased security that can provide back-up power to essential and public services
- Increased local energy independence
- Enhanced reliability and power quality of the electrical grid
- Diversified energy supply portfolio
- Reduced pollutants
- Increased market competition
- Reduced utility costs

Whereas, Owosso has sufficient wind energy to support a variety of small and potentially medium sized wind energy conversion systems;

Whereas, the city council wants to establish procedures and standards to ensure that the location and function of wind energy conversion systems including generation, transmission, and potential distribution are compatible with the protection of the public health, safety and welfare;

THE CITY OF OWOSSO ORDAINS that the City of Owosso Zoning Ordinance Sections 38-5 et seq. shall be amended as follows:

Section 1. That Chapter 38, Zoning Code of the City of Owosso Sec. 38-5. Definitions be amended by adding in the appropriate place:

Small Tower-Mounted Wind Energy System (STWES) is a tower-mounted small wind energy system that converts wind energy into electricity by using equipment that includes any base, blade, foundation, generator, nacelle, rotor, tower, transformers, vane, wire, inverter, batteries, or other components ancillary to such use in the system. The SWES is an accessory building that does not exceed 50 kilowatts or 120 feet.

Small Structure-Mounted Wind Energy System (SSWES) is a structure-mounted small wind energy system that converts wind energy into electricity by using equipment that includes any base, blade, foundation, generator, nacelle, rotor, tower, transformers, vane, wire, inverter, batteries, or other components ancillary to such use in the system. This structure an accessory building that is permanently affixed to a structure's roof, walls, or other elevated surface. The SSWES does not exceed 10 kilowatts or 15 in height as measured from the highest point of the roof, excluding chimneys, antennae, and similar protuberances.

Small Wind Energy System (SWES) represent all SSWES and STWES systems.

Shadow Flicker is the moving shadow, created by the sun or other permanent light source shining through the rotating blades of a wind energy system (WES). The amount or degree of shadow flicker is calculated and quantified by computer models.

Section 2. That Chapter 38, Zoning Code of the City of Owosso Sec. 38-379 (2). Accessory buildings be amended to read as follows:

Accessory buildings, except as otherwise permitted in this chapter, shall be subject to the following regulations:

- (2) Accessory buildings shall not be located in any required yard, except a rear yard.

Section 3. That Chapter 38, Zoning Code of the City of Owosso Sec. 38-379 (7). Accessory buildings be amended to read as follows:

- (7) On residential lots of less than seventeen thousand five hundred (17,500) square feet, only two (2) accessory buildings shall be permitted. On residential lots seventeen thousand five hundred (17,500) square feet or greater, only three (3) accessory buildings shall be permitted. These limits shall not apply to wind energy systems, satellite dishes, or dog pens.

Section 4. That Chapter 38, Zoning Code of the City of Owosso Sec. 38-379. Accessory buildings be amended by adding (10) as follows:

- (10) A small wind energy system shall be an accessory building in all zoning districts subject to the following requirements:

- a. Setbacks and location, as measured from the furthest outward extension of all moving parts.
 1. A STWES shall be set back a distance equal to its total height plus an additional five feet from any occupied building, street or highway right-of-way; any overhead utility lines; all property lines; and any existing guy wire, anchor or small wind energy tower on the property.
 2. A SSWES shall be a minimum of fifteen (15) feet from the property line, public right-of-way, public easement, or overhead utility lines if mounted directly on a roof or other elevated surface of a structure.

3. A SSWES shall not be affixed to the roof or wall of a structure facing a street.
 4. A STWES shall not be located in any front yard except for properties zoned and used for industrial purposes.
 5. The lowest extension of any blade or other exposed moving component of a WES shall be a least fifteen (15) feet above the ground as well as any outdoor surface intended for human use.
 6. Setbacks may be reduced to not less than twenty (20) feet if the applicant provides a registered engineer's certification that the WES is designed to collapse within a zone smaller than the height of the tower, yet still remain within the owner's property or the applicant acquires an easement to meet the required setback distance.
- b. Access.
1. All ground mounted electrical and control equipment shall be labeled and secured to prevent unauthorized access.
 2. The tower shall be designed and installed so as to not provide step bolts or a ladder readily accessible to the public for a minimum height of 8 feet above the ground.
- c. Electrical wires. All electrical wires associated with a small wind energy system, other than wires necessary to connect the wind generator to the wind tower wiring, the wind tower wiring to the disconnect junction box, and the grounding wires shall be located underground.
- d. Lighting. A wind tower and generator shall not be artificially lighted unless such lighting is required by the Federal Aviation Administration (FAA). Lighting of other parts of the small wind energy systems, such as appurtenant structures, shall be limited to that required for safety purposes, and shall be reasonably shielded from abutting properties.
- e. Appearance, color, and finish. The wind generator and wind tower shall remain painted or finished the color or finish that was originally applied by the manufacturer.
- f. Signs. All signs, other than the manufacturer's or installer's identification, appropriate warning signs, or owner identification on a wind generator, wind tower, building, or other structure associated with a small wind energy system visible from any public road shall be prohibited.
- g. Code compliance. A small wind energy system including wind tower shall comply with all applicable construction and electrical codes.
- h. Utility notification and interconnection. Small wind energy systems that connect to the electric utility shall comply with the Public Service Commission regulations.
- i. Small wind energy systems may be attached to any building, including guy wires, provided the city approves the submittal of documentation sealed by an engineer licensed by the state of Michigan showing the proposed connection of the system to the structure and whether any additional reinforcing is required. The city may not be found liable for damage caused by noise or vibration created by the system.

- j. Meteorological towers shall be permitted under the same standards, permit requirements, restoration requirements, and permit procedures as a small wind energy system.
- k. Each property is eligible for two small wind energy systems only, except properties of at least one contiguous acre may be allowed one additional system for each additional one-half acre or portion thereof
- l. A small wind energy system that is out-of-service for a continuous six-month period will be deemed to have been abandoned. The zoning administrator may issue a notice of abandonment to the owner of a small wind energy system that is deemed to have been abandoned. The owner shall have the right to respond in writing to the notice of abandonment setting forth the reasons for operational difficulty and providing a reasonable timetable for corrective action, within 30 days from the date of the notice. The administrator shall withdraw the notice of abandonment and notify the owner that the notice has been withdrawn if the owner provides information that demonstrates the wind energy system has not been abandoned.
- m. If the small wind energy system is determined to be abandoned, the owner of a small wind energy system shall remove the wind generator from the wind tower at the owner's sole expense within 90 days of the date of the notice of abandonment. If the owner fails to remove the wind generator from the wind tower, the administrator may pursue a legal action to have the wind generator removed at the owner's expense.
- o. Noise emanating from a small wind energy system shall not exceed 50 dB(A) as measured from any offsite habitable structure or 55dB(A) to any lot line.
- p. Wind energy systems shall not interfere with communication systems such as radio, telephone, television, satellite, emergency communications, or Wi-Fi.
- q. Shadow Flicker created by a STWES shall not exceed thirty (30) hours per year as observed on the windows or outdoor spaces (such as porches, patios, and decks) of any offsite building intended for human habitation or occupation. The zoning administrator may request a study to demonstrate the impact of a WES proposal.
- r. Public inquires and complaints by an aggrieved property owner that alleges that a STWES or SSWES does not meet noise or shadow flicker requirements shall be processed as follows:
 - 1. The property owner shall notify the city in writing regarding the concerns related to noise and/or shadow flicker.
 - 2. If the city zoning administrator or engineer deem the complaint sufficient to warrant an investigation, the city will request the aggrieved party to deposit funds in an amount sufficient to pay for a noise level test conducted by a certified acoustic technician and/or a shadow flicker study as performed by a professional.
 - 3. If the tests(s) show that the WES does not exceed the noise or shadow flicker requirements of this chapter, the city will use the deposit to pay for the test.
 - 4. If the WES is violating this chapter's noise requirements, the owner(s) shall reimburse the city for the testing and take immediate action to bring the WES into compliance, include ceasing operation of the WES till the violations are corrected. The city will refund the deposit to the aggrieved property owner.

Section 5. This amendment shall become effective 20 days after passage.

Section 6. This ordinance may be purchased or inspected in the city clerks' office, Monday through Friday between the hours of 9:00 a.m. and 5:00 p.m.

Boards and Commissions Appointments. Consider the following Mayoral boards and commissions appointments:

Name	Board/Commission	Term Expires
Tom Kurtz	Planning Commission Filling unexpired term of B. Fox	06-30-2012

Payment Authorization. Emergency Repair of the Palmer No. 3 Drinking Well and Pump was required. Authorize payment to Layne Christensen Company for repair of the well and pump in the amount of \$17,288.20 as follows:

RESOLUTION NO. 06-2012

**RESOLUTION AUTHORIZING PAYMENT TO
LAYNE CHRISTENSEN COMPANY
IN THE AMOUNT OF \$17,288.20 FOR THE EMERGENCY REPAIR
TO THE PALMER #3 DRINKING WATER WELL AND PUMP**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, required the emergency repair of the Palmer # 3 drinking water well and pump; and

WHEREAS, Layne Christensen Company is a licensed well contractor with the specialized personnel and equipment to perform the necessary work in the timely manner dictated by the operational needs of our municipal water supply system; and

WHEREAS, Layne Christensen Company has completed the emergency repair in a timely and professional manner;

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

- FIRST: The City of Owosso determined that it was necessary to repair the Palmer # 3 well and replace the well pump and column pipe on an emergency basis in the amount of \$17,288.20 as proposed from Layne Christensen Company.
- SECOND: The purchase agreement between the City and Layne Christensen Company is in the form of a City Purchase Order.
- THIRD: The above expenses shall be paid from the Water Fund.

Warrant No. 435. Accept Warrant No. 435 as follows:

Vendor	Description	Fund	Amount
Brown & Stewart PC	Professional Services- December 13, 2011 – January 9, 2012	General	\$ 7,053.28
Caledonia Charter Township	Caledonia Utility Fund Payment- October – December 2011	Water	\$15,201.84
Huron & Eastern Railway Company Inc	Annual maintenance of active traffic control devises- 2011	Major Streets	\$ 5,690.00

Owosso Charter Township	Owosso Charter Township 2011 Water Agreement Payment – October – December 2011	Water	\$ 6,367.96
Mario Chiesa	Professional Services –Arbitration	General	\$ 6,786.12
		TOTAL	\$41,099.20

Check Register. Receive and approve the Check Register for December 2011. (Full text of this document is available in the Clerk’s Office.)

Motion supported by Councilperson Fox.

Roll Call Vote.

AYES: Councilpersons Bailey, Erfourth, Mayor Pro-Tem Popovitch, Councilpersons Fox, Cook and Mayor Frederick.

NAYS: None.

ITEMS OF BUSINESS

FIRST READING AND SET PUBLIC HEARING – ORDINANCE AMENDMENT

The First Reading was conducted regarding the proposed ordinance amendment to Chapter 8, Buildings and Building Regulations, Sections 8-162, 8-163, 8-168 and 8-174 of the Code of Ordinances of the City of Owosso, Michigan to remove potentially burdensome requirements that may affect home sales.

Community Development Director Adam H. Zettel detailed the discussions that were had between the stakeholder group and City staff saying there was a significant amount of common ground. While further discussions will need to take place, with the possibility of more changes to the language, he said he felt that some of the proposed language was close to what is needed by all parties. Concern was focused on whether the ordinance should apply to blighted homes only or to all vacant/foreclosed homes. As well as who should be allowed to conduct any inspections required by the ordinance. Staff took the position that inspections should be limited to certified inspectors/inspection firms while the stakeholder group proposed allowing contractors to perform the requisite inspection. There was some question on the part of Council as to whether the City should get in the business of trying to regulate home sales. Councilperson Cook noted the intent was not to obstruct traditional home sales but to attempt to regulate the non-traditional sales that seem to cause many issues for the City.

City Attorney William C. Brown recommended staff look into whether some of the proposed options were preempted by the State construction code prior to adopting any final language.

Motion by Councilperson Cook to set a public hearing to receive citizen comment regarding the proposed ordinance amendment to Chapter 8, Buildings and Building Regulations, Sections 8-162, 8-163, 8-168 and 8-174 of the Code of Ordinances of the City of Owosso, Michigan to remove potentially burdensome requirements that may affect home sales as follows:

AN ORDINANCE TO REQUIRE ABANDONED OR FORECLOSED PROPERTY REGISTRATION AND MAINTENANCE

AN ORDINANCE to amend Sections 08-160 through 08-176, naming a new Article VIII, *Registering Abandoned and Foreclosed Homes*, Chapter 8, Buildings and Building Regulations, to insure the health, safety and welfare of the residents of the city of Owosso, by preventing blight, protecting property values and neighborhood integrity, avoiding the creation and maintenance of nuisances and ensuring safe and sanitary maintenance of structures, and repealing all ordinances and/or resolutions in conflict therewith.

WHEREAS, the City of Owosso has been hit particularly hard by the recent recession; and

WHEREAS, the recession has lead to a large increase in foreclosed and abandoned homes in the City; and

WHEREAS, foreclosed and abandoned homes are many times subject to neglect bringing down property values and presenting a health and safety risk to the neighborhoods they are a part of; and

WHEREAS, the City needs a mechanism to track foreclosed and abandoned homes to prevent them from becoming nuisances.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Owosso, Michigan that all foreclosed and abandoned homes in the City of Owosso be registered in accordance with Article VIII, *Registering Abandoned and Foreclosed Homes*, of Chapter 8, Buildings and Building Regulations, as follows:

THE CITY OF OWOSSO ORDAINS:

SECTION 1. Secs 8-160 through 8-176 shall read as follows:

Sec. 8-160. Purpose.

It is the purpose and intent of the city of Owosso, through the adoption of this article, to establish an abandoned residential property registration program as a mechanism to protect residential neighborhoods from becoming blighted through the lack of adequate maintenance and security of abandoned properties.

Sec. 8-161. Definitions.

For the purpose of this article, certain words and phrases are defined as follows:

Abandoned means a property that is vacant and is under a current complaint for foreclosure or notice of foreclosure and/or notice of trustee's sale, pending tax sale, and/or properties that have been the subject of a foreclosure sale where the title was retained by the beneficiary of a mortgage involved in the foreclosure and any properties transferred under a deed in lieu of foreclosure/sale.

Accessible property means a property that is accessible through a compromised/breached gate, fence, wall, etc.

Accessible structure means a structure/building that is unsecured and/or breached in such a way as to allow access to the interior space by unauthorized persons.

Agreement means any agreement or written instrument which provides that title to residential property shall be transferred or conveyed from one owner to another owner after the sale, trade, transfer, or exchange.

Assignment of rents means an instrument that transfers the beneficial interest under a mortgage from one lender/entity to another.

Beneficiary means a lender under a note secured by a mortgage.

Buyer means any person, co-partnership, association, corporation, or fiduciary who agrees to transfer anything of value in consideration for property described in an agreement of sale, as defined in this section.

Dangerous building means any building/structure that is in violation of any condition referenced in chapter 8 of this Code.

Days means consecutive calendar days.

Deed in lieu of foreclosure/sale means a recorded document that transfers ownership of a property from the trustor to the holder of a mortgage upon consent of the beneficiary of the mortgage of a deed from mortgagor to mortgagee.

Default means the failure to fulfill a contractual obligation, monetary, or conditional.

Distressed means a property that is under a current notice of default and/or notice of trustee's sale and/or pending tax assessor's lien sale or has been foreclosed upon by the trustee or has been conveyed to the beneficiary/trustee via a deed in lieu of foreclosure/sale.

Evidence of vacancy means any condition that on its own or combined with other conditions present would lead a reasonable person to believe that the property is vacant. Such conditions include, but are not limited to, overgrown and/or dead vegetation, accumulation of newspapers, circulars, flyers and/or mail, past due utility notices and/or disconnected utilities, accumulation of trash, junk and/or debris, the absence of window coverings such as curtains, blinds and/or shutters, the absence of furnishings and/or personal items consistent with residential habitation, statements by neighbors, passersby, delivery agents, government employees that the property is vacant.

Foreclosure means the process by which a property, placed as security for a real estate loan, is sold at auction to satisfy the debt if the trustor or mortgagor (borrower) defaults.

Local means within forty (40) road/driving miles distance of the subject property.

Mortgage means an instrument by which title to real estate is transferred to a third party trustee as security for a real estate loan or by which a mortgagor grants mortgagee a lien on real estate.

Mortgagee means a lender that has taken a lien on real property to secure a loan.

Mortgagor means an owner of real property that has granted a lien on real property to secure a loan.

Neighborhood standard means those conditions that are present on a simple majority of properties within a three-hundred-foot radius of an individual property. A property that is the subject of a neighborhood standard comparison, and any other abandoned property within the three-hundred-foot radius, shall not be counted toward the simple majority.

Out-of-area means in excess of forty (40) road/driving miles distance of the subject property.

Owner means any person, co-partnership, association, corporation, or fiduciary having a legal or equitable title or any interest in any real property excluding governmental agencies.

Owner of record means the person having recorded title to the property.

Property means any unimproved or improved real property, or portion thereof, situated in the city and includes the buildings or structures located on the property regardless of condition.

Residential building means any improved real property, or portion thereof, situated in the city, designed, or permitted to be used for dwelling purposes, and shall include the buildings or structures located on such improved real property. This includes any real property being offered for sale, trade, transfer, or exchange as residential whether or not it is legally permitted and/or zoned for such use.

Secure or *secured* means such measures as may be directed by the city of Owosso building official or his or her designee that render the property inaccessible to unauthorized persons, including but not

limited to the repairing of fences and walls, chaining/padlocking of gates, and the repair or boarding of doors, broken windows and/or other openings. In the case of broken windows, securing means the reglazing or boarding of the window. Boarding shall be completed or required. In addition, secure or secured means closing and locking widows, doors (walk-through, sliding and garage), gates and any other opening of such size that it may allow a person to access the interior of a property and/or structure(s).

Trustee means the person, firm, or corporation holding a mortgage on a property.

Trustor means a borrower under a mortgage, who deeds property to a trustee as security for the payment of a debt.

Vacant means a building/structure that is not legally occupied.

Sec. 8-162. Registration.

Any beneficiary/trustee or mortgagee, who holds a mortgage on a property located within the city, shall perform an examination, to the extent permitted by law or under the mortgage, of the property that is the security for the mortgage, upon default by the trustor or mortgagor, within five (5) days after either filing a complaint for foreclosure (if foreclosure is by judicial action) or publishing a notice of foreclosure (if foreclosure is by advertisement). If the property is found to be vacant or shows evidence of vacancy, it is, by this article, deemed abandoned and the beneficiary/trustee or mortgagee shall, within ten (10) days of the examination, register the property with the city of Owosso building official or his or her designee on forms provided by the city.

If the property is occupied but remains in default, it shall be examined, to the extent permitted by law and the mortgage, by the beneficiary/trustee or mortgagee, or his designee, monthly until (1) the trustor, mortgagor or other party remedies the default or (2) it is found to be vacant or shows evidence of vacancy at which time it is deemed abandoned, and the trustee shall, within ten (10) days of that examination, register the property with the city of Owosso building official or his or her designee on forms provided by the city.

In either case the registration shall contain the name of the beneficiary/trustee or mortgagee (corporation or individual), the direct street/office mailing address of the beneficiary/trustee or mortgagee (no P.O. boxes), a direct contact name and phone number for the beneficiary/trustee or mortgagee and, in the case of a corporation or out-of-area beneficiary/trustee or mortgagee, the local property management company responsible for the security, maintenance, and marketing of the property. Registration fees will not be prorated.

An annual registration fee shall accompany the registration form. The fee and registration shall be valid for the calendar year, or remaining portion of the calendar year, in which the registration was initially required. Subsequent registrations and fees are due January 1 of each year and must be received no later than January 31 of the year due.

This section shall also apply to properties that have been the subject of a foreclosure sale where the title was transferred to the beneficiary of a mortgage or mortgagee involved in the foreclosure and any properties transferred under a deed in lieu of foreclosure/sale. Such properties shall be registered with the city in accordance with the terms of this section upon transfer even if occupied at the time of transfer.

Properties subject to this article shall remain under the annual registration requirement, security, and maintenance standards of this section as long as they remain vacant.

A person, firm, or corporation that has registered a property under this article must report any change of information contained in the registration to the city of Owosso building official within ten (10) days of the change.

Sec. 8-163. Maintenance requirements.

Vacant and abandoned properties subject to this section shall be, in comparison to the neighborhood standard, kept free of weeds, dry bush, dead vegetation, trash, junk, debris, building materials, any accumulation of newspapers, circular, flyers, notices, except those required by federal, state, or local law, discarded personal items including but not limited to furniture, clothing, large and small appliances, printed material or any other items that give the appearance that the property is abandoned.

The property shall be maintained free of graffiti, tagging, or similar markings by removal or painting over with an exterior grade paint that matches the color of the exterior of the structure.

Visible front and side yards shall be landscaped and maintained to the neighborhood standard at the time registration was required. Landscape includes, but is not limited to, grass, ground covers, bushes, shrubs, hedges or similar plantings, decorative rock or bark or artificial turf/sod designed specifically for residential installation. Landscape does not include weeds, gravel, broken concrete, asphalt, decomposed granite, plastic sheeting, indoor-outdoor carpet or any similar material.

Maintenance includes but is not limited to regular watering, irrigation, cutting, pruning, and moving of required landscape and removal of all trimmings.

Pools and spas shall be either kept in working order so the water remains clear and free of pollutants and debris or drained and kept dry or drained and covered. In either case properties with pools and/or spas must comply with the minimum security fencing requirements of the state of Michigan.

Adherence to this section does not relieve the beneficiary/trustee or property owner of any obligations set forth in any covenants, conditions, and restrictions and/or homeowners' association rules and regulations which may apply to the property.

Sec. 8-164. Security requirements.

Properties subject to this section shall be secured so as not to be accessible to unauthorized persons. If the property is owned by a corporation and/or out-of-area beneficiary/trustee/owner/mortgagee, a local property management company shall be contracted to perform weekly inspections to verify that the requirements of this section, and any other applicable laws, are being met.

The local property management company shall inspect the property on a weekly basis to determine if the property is in compliance with the requirements of this article.

Sec. 8-165. Additional authority.

In addition to the enforcement remedies established in this article or other chapters of the *Code of Ordinances*, the city of Owosso building official or his or her designee shall have the authority to require the beneficiary/trustee/owner/mortgagor/mortgagee and/or owner of record of any property affected by this section to implement additional maintenance and/or security measures including but not limited to securing any/all door, window, or other openings, installing additional security lighting, increasing on-site inspection frequency, employment of an on-site security guard or other measures as may be reasonably required to arrest the decline of the property.

Sec. 8-166. Fees.

The fee for registering an abandoned residential property shall be set by resolution of the city of Owosso.

Sec. 8-167. Failure to secure and maintain.

If a property has not been maintained or secured, the city and/or its contracted agent may maintain and/or secure the property and assess costs to the owner, beneficiary or trustee.

Sec. 8-168. Re-occupancy.

A registered property may not be occupied until all outstanding costs, assessments and/or liens owed to the city have been paid in full.

* * *

This section offers multiple versions of one section and is not in ordinance format.

Version One (Original):

An abandoned and/or vacant residential structure shall not be occupied until a certificate of occupancy has been issued by the city, and all violations have been corrected in accordance with the applicable requirements of the *Michigan Building/Residential Code, Michigan Electrical Code, Michigan Mechanical Code, Michigan Plumbing Code, International Property Maintenance Code* and applicable provisions of the *City of Owosso Code of Ordinances*. All mechanical, electrical, plumbing, and structural systems shall be certified by a licensed contractor as being in good repair.

Version Two:

An abandoned and/or vacant residential structure shall not be occupied until the structure passes inspection by a licensed building inspector and is subsequently issued a certificate of occupancy by the city, and all violations have been corrected.

Version Three:

An abandoned and/or vacant residential structure shall not be occupied until the structure undergoes inspection by a licensed building inspector or certified home inspector and the inspection report is filed in the city building office and made available to the prospective occupant.

Version Four (preferred by stakeholder group):

An abandoned and/or vacant residential structure registered under this ordinance shall not be re-occupied until a copy of a home inspection report by a Licensed Contractor or Professional Home Inspection company of the buyers choice, has been signed by the buyer and a copy delivered to the city.

Version Five:

An abandoned and/or vacant residential structure registered under this ordinance shall not be re-occupied until a copy of a home inspection report by a licensed contractor or Professional Home Inspection company of the buyers choice, signed by the buyer has been delivered the city, all health and safety related violations have been corrected and certificate of occupancy has been issued by the city.

* * *

Sec. 8-169. Violation/abatement.

Violations of this article shall be treated as a strict liability offense regardless of intent. Violations of this article may be enforced as allowed in this chapter. Alternatively, at the sole discretion of the city, the city may issue to the beneficiary/trustee/owner/mortgagor/mortgagee and/or owner of record a notice to abate. The notice to abate shall include:

- (1) The nature and location of the violation;
- (2) The time within which the violation must be abated;
- (3) Notice that the city may act to abate the violation if it is not abated by the owner within a reasonable time stated in the notice, but which may not exceed fifteen (15) days;
- (4) Notice that the cost of such action by the city, plus an administrative fee, shall be a personal debt of the owner, which may be assessed as a lien against the property until paid; and

- (5) Notice that any refusal to allow the city to abate an uncorrected violation shall be a separate violation under this Code.

Sec. 8-170. Authorization for city abatement.

Upon failure of a beneficiary/trustee/owner/mortgagor/mortgagee and/or owner of record to abate a violation as ordered in a notice to abate, the city may abate the nuisance. This abatement may be performed by the city, by a contract vendor, or by other means determined by the city.

Sec. 8-171. Administrative fees.

The fees necessary for the administration of this article shall be established from time to time by resolution of the city council. Such administrative fees shall include the following:

- (1) Notice to abate;
- (2) Search warrant;
- (3) Contact request or warning of abatement action;
- (4) Warning letter;
- (5) Civil infraction preparation;
- (6) Additional inspections;
- (7) Vending;
- (8) Second and subsequent vending;
- (9) Vehicle removal;
- (10) Second and subsequent vehicle removal; and
- (11) Denied entry.

Sec. 8-172. Charge for costs.

When the city has abated a cited nuisance, the cost of abatement, plus any applicable administrative charges as established by city council resolution, shall be billed to the property owner or beneficiary/trustee/mortgagor/mortgagee. Such billing shall be a personal debt of the owner to the city, which may be assessed as a lien against the property, including interest thereon, until paid.

Sec. 8-173. Appeals.

Any person aggrieved by any of the requirements of this section may appeal to the Owosso Building Board of Appeals, provided that a written application for appeal is filed within twenty (20) days after the day the decision, notice, or order was served. An application for appeal shall be based on a claim that the true intent of this Code or the rules legally adopted thereunder have been incorrectly interpreted, the provisions of this Code do not fully apply, the requirements of this Code are adequately satisfied by other means, or the strict application of any requirement of this Code would cause an undue hardship.

Sec. 8-174. Owner, unoccupied premises.

If a property is not in foreclosure but is otherwise unoccupied for a period of more than 180 days, the owner shall comply with all of the following:

- (1) Maintain the property in accordance with section 8-163 herein and article VI of this chapter.
- (2) Register the property in accordance with section 8-162
- (3) Responsible for the fee identified pursuant to section 8-166 herein.
- (4) Keep the property secure in accordance with sections 8-164 and 8-165 herein.
- (5) Not permit re-occupancy until all outstanding costs, assessments and/or liens owed to the city are paid in full.
- (6) If the owner leases or lets the property, the owner shall comply with article VII of this chapter in addition to the requirements herein.
- (7) Inspect the property in accordance with section 8-168.

Sec. 8-175. Exempt properties.

Properties currently registered with the City as a rental dwelling unit in accordance with Section VII of this Chapter are exempt from the *City of Owosso Abandoned or Foreclosed Property Registration and Maintenance Ordinance*.

Sec. 8-176. Penalty.

Violation of this article is a civil infraction wherein a fine of up to five hundred dollars (\$500.00) may be assessed for each violation.

Section 2: Severability.

If any section, subsection, sentence, clause or phrase of this article is, for any reason, held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this article. The city hereby declares that it would have passed this ordinance, and each section, subsection, clause or phrase thereof, irrespective of the fact that any one (1) or more sections, subsections, sentences, clauses and phrases be declared unconstitutional.

Section 3: Effective Date.

This ordinance shall take effect 20 days after passage.

Section 4: Inspection.

This Ordinance may be purchased or inspected in the City Clerk’s Office Monday through Friday between the hours of 9:00 a.m. and 5:00 p.m.

Motion supported by Councilperson Bailey.

Roll Call Vote.

AYES: Councilpersons Cook, Fox, Erfourth, Mayor Pro-Tem Popovitch, Councilperson Bailey and Mayor Frederick.

NAYS: None.

REGIONAL PARK ENTITY

Council discussed the potential for the formation of a regional parks entity. A brief presentation was given by City Manager Crawford describing the alternative forms and the laws governing them.

Council was very interested in the proposition and asked that the item be placed on the agenda for the 5th Monday meeting for further discussion. They also indicated they would like to hold a meeting in the future with any interested jurisdictions in the County to gauge whether there is a desire for such an organization.

COMMUNICATIONS

Gary Palmer, Building Official. December 2011 Building Department Report.

Gary Palmer, Building Official. December 2011 Code Violations Report.

Michael T. Compeau, Public Safety Director. December 2011 Police Department Report.

Michael T. Compeau, Public Safety Director. December 2011 Fire Department Report.

Owosso Main Street/Downtown Development Authority. Minutes of January 4, 2012.

Owosso Planning Commission. Minutes of January 9, 2012.

CITIZEN COMMENTS AND QUESTIONS

There were no citizen comments.

Mayor Pro-Tem Popovitch asked about rumors that the trails in Collamer Park would be widened. Public Safety Director Compeau noted there were plans to clear brush and overhanging branches from the trails to aid in emergency rescue should it be needed, but there were no plans to widen the trails themselves.

Mayor Pro-Tem Popovitch also noted the BMX track needs more dirt.

Councilperson Fox announced an informational meeting on meth labs will be held at Treasures Restaurant on Saturday, January 28th at 2:00 p.m.

NEXT MEETING

Monday, January 30, 2012 – 5th Monday
Monday, February 6, 2012

BOARDS AND COMMISSIONS OPENINGS

Historical Commission, term expiring June 30, 2014
Zoning Board of Appeals – Alternate, term expiring June 30, 2013

ADJOURNMENT

Motion by Councilperson Cook for adjournment at 9:22 p.m.

Motion supported by Mayor Pro-Tem Popovitch and concurred in by unanimous vote.

Benjamin R. Frederick, Mayor

Amy K. Kirkland, City Clerk

OWOSSO CITY COUNCIL

JANUARY 30, 2012

7:33 P.M.

PRESIDING OFFICER: MAYOR BENJAMIN R. FREDERICK

PRESENT: Mayor Benjamin R. Frederick, Mayor Pro-Tem Cindy S. Popovitch, Councilpersons Loreen F. Bailey, Thomas B. Cook, Christopher T. Eveleth and Burton D. Fox.

ABSENT: Councilperson Michael J. Erfourth.

DISCUSSION – REGIONAL PARKS

The Council discussed their interest in the development of a regional park entity, specifically how to proceed to determine if there is interest in such an organization in the area. They expressed a desire to ensure that all entities would be welcome to the discussion and they would come with no predetermined agendas.

The Council determined a meeting was in order to gauge interest from other organizations in the region. The meeting would be tentatively scheduled for late February or early March. They asked that invitations be sent out to all municipalities in the county as well as the school districts. Each municipality would be encouraged to bring with them any interested parties representing other organizations.

Plans were made to invite a presenter to discuss the regional park idea and possible organizational structures. A professional facilitator will also be invited to ensure the meeting runs smoothly. Mayor Frederick indicated he would draft the letter of invitation.

CITIZEN COMMENTS AND QUESTIONS

Parks & Recreation Commissioner Michael Espich said he felt Council was on the right track and it was great to see such an effort getting started.

Parks & Recreation Commission Chairperson Jerry Hebekeuser asked if the Council would be interested casting a wider net and considering forming a partnership with communities outside the county.

Councilperson Fox noted \$420 had been raised so far for the restoration of the 1921 Lafrance pumper truck.

Mayor Pro-Tem Popovitch inquired about the DDA and Main Street and how they fit into the City structure. It was noted Main Street is chartered by the DDA and the DDA is in turn chartered by the City.

ADJOURNMENT

Motion by Councilperson Eveleth for adjournment at 8:11 p.m.

Motion supported by Councilperson Cook and concurred in by unanimous vote.

Benjamin R. Frederick, Mayor

Amy K. Kirkland, City Clerk



301 W. MAIN • OWOSSO, MICHIGAN 48867-2958 • (989) 725-0599 • FAX (989) 723-8854

MEMORANDUM

DATE: February 2, 2012

TO: OWOSSO CITY COUNCIL

FROM: Adam Zettel, AICP

RE: Vacant Property Registration Ordinance

Since the January 17, 2012 city council meeting, city officials reconvened with the committee of community stakeholders to further investigate the vacant property registration ordinance. Their outstanding issues going into the meeting were with the application of the ordinance to non-blighted properties and which parties were allowed to perform inspections.

At the meeting, the stakeholders dropped their concern for the inspection of blighted versus non-blighted properties, conceding that the internal conditions could not be assessed without an inspection. We then deliberated on which parties could perform the inspections. After hearing all points, it was agreed that contractors would not be permitted to inspect properties. Instead, certified home inspection companies, registered building inspectors, and certified building officials would perform the inspection and provide the report. The changes apply to section 8-168, and the entire ordinance as drafted was informally accepted by the Association of Realtors and the Home Builders.

All other proposed changes from the first reading remain in force, with minor changes. For a further explanation on these and the intent and process leading to these changes, see the memo from the January 17, 2012 city council meeting. It is recommended that the ordinance be adopted in its current form.



This memo reprinted from
the meeting of
January 17, 2012

301 W. MAIN • OWOSSO, MICHIGAN 48867-2958 • (989) 725-0599 • FAX (989) 723-8854

MEMORANDUM

DATE: January 12, 2012

TO: OWOSSO CITY COUNCIL

FROM: Adam Zettel, AICP

RE: Vacant Property Registration Ordinance

City staff has met with a committee of community stakeholders to further investigate the vacant property registration ordinance during the 30 day moratorium period. The intent was to learn more from the public about how this ordinance is perceived, what the impact is anticipated to be, and what changes might need to be made to satisfy the intent of the ordinance and the needs of various stakeholders.

Most issues brought about by the committee, such as the intent and the cost of this ordinance, were generally addressed through explanation or are otherwise resolved. In short, we are primarily on the same page after this discussion. Some minor changes were made in the new draft for clarification and definition purposes. These include defining how long a non-foreclosed home can be vacant before it triggers registration (180 days), permitting mulch as a form of acceptable landscape material, and differentiating between an inspection and an examination. These are simple tweaks to the ordinance, but they still play a substantial role.

The stakeholder group did express and unify behind one other large concern. Many committee members were very concerned with the requirement for inspections before re-occupancy can occur. This is pretty much the crux of the issue. The group felt that this inspection could make homes nearly impossible to occupy and otherwise sell if all aspects of applicable codes were applied in the inspection and then required subsequent compliance. We do not disagree that this could be true and that such a high level of scrutiny is beyond the intent of the ordinance.

We expressed that the intent was to inspect for life-safety concerns and other hazards so that the buyer, potential occupants, and neighbors would be protected from the effects and costs of these issues. They stated that this was a justifiable intent and offered some inspection alternates that would still ensure the buyer was aware of what they were getting into without the real or perceived burden of unknown compliance mandates and costs.

Attached is the ordinance with different versions of this section (8-168) that have been offered to accomplish this. Some of these were drafted by staff and others by the stakeholder group. We can discuss these in more detail at the meeting. I anticipate a presence by the stakeholder group.

I have also attached an email from the group that further emphasizes some of their thoughts. In this statement, they note that they feel that the ordinance inspections should apply to blighted properties only. We understand this concern, but it is difficult to determine if there are hazards inside a structure, regardless of exterior condition, without some form of inspection. This may be a sticking point, but even if it is I think we are pretty close on this one.

Summarily, it is recommended that the ordinance be adopted in a modified state in the near future. The homes that we have been having problems with are not those generally cycled through the realtors that were in this stakeholder group but are those that are sold 'under the radar' on land contract or by other non-traditional means.

Our intent is not to burden or slow down sales of reasonable properties. However, we still need the *ability* to determine which properties have big issues, and we need to ensure buyers and occupants have this information as well. This ordinance should accomplish this with minimal impacts on most sales.

ORDINANCE NO. ____

**AN ORDINANCE TO REQUIRE ABANDONED OR FORECLOSED PROPERTY
REGISTRATION AND MAINTENANCE**

AN ORDINANCE to amend Sections 8-162, 8-163, 8-168 and 8-174 of Chapter 8, Buildings and Building Regulations, to insure the health, safety and welfare of the residents of the city of Owosso, by preventing blight, protecting property values and neighborhood integrity, avoiding the creation and maintenance of nuisances and ensuring safe and sanitary maintenance of structures, and repealing all ordinances and/or resolutions in conflict therewith.

WHEREAS, the City of Owosso has been hit particularly hard by the recent recession; and

WHEREAS, the recession has lead to a large increase in foreclosed and abandoned homes in the City; and

WHEREAS, foreclosed and abandoned homes are many times subject to neglect bringing down property values and presenting a health and safety risk to the neighborhoods they are a part of; and

WHEREAS, the City needs a mechanism to track foreclosed and abandoned homes to prevent them from becoming nuisances.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Owosso, Michigan that all foreclosed and abandoned homes in the City of Owosso be registered in accordance with Article VIII, *Registering Abandoned and Foreclosed Homes*, of Chapter 8, Buildings and Building Regulations, as follows:

THE CITY OF OWOSSO ORDAINS:

SECTION 1. Short Title.

This Ordinance shall be known and cited as the *City of Owosso Abandoned or Foreclosed Property Registration and Maintenance Ordinance*.

SECTION 2. Secs 8-160 through 8-176 shall read as follows:

Sec. 8-160. Purpose.

It is the purpose and intent of the city of Owosso, through the adoption of this article, to establish an abandoned residential property registration program as a mechanism to protect residential neighborhoods from becoming blighted through the lack of adequate maintenance and security of abandoned properties.

Sec. 8-161. Definitions.

For the purpose of this article, certain words and phrases are defined as follows:

Abandoned means a property that is vacant and is under a current complaint for foreclosure or notice of foreclosure and/or notice of trustee's sale, pending tax sale, and/or properties that have been the subject of a foreclosure sale where the title was retained by the beneficiary of a mortgage involved in the foreclosure and any properties transferred under a deed in lieu of foreclosure/sale.

Accessible property means a property that is accessible through a compromised/breached gate, fence, wall, etc.

Accessible structure means a structure/building that is unsecured and/or breached in such a way as to allow access to the interior space by unauthorized persons.

Agreement means any agreement or written instrument which provides that title to residential property shall be transferred or conveyed from one owner to another owner after the sale, trade, transfer, or exchange.

Assignment of rents means an instrument that transfers the beneficial interest under a mortgage from one lender/entity to another.

Beneficiary means a lender under a note secured by a mortgage.

Buyer means any person, co-partnership, association, corporation, or fiduciary who agrees to transfer anything of value in consideration for property described in an agreement of sale, as defined in this section.

Dangerous building means any building/structure that is in violation of any condition referenced in chapter 8 of this Code.

Days means consecutive calendar days.

Deed in lieu of foreclosure/sale means a recorded document that transfers ownership of a property from the trustor to the holder of a mortgage upon consent of the beneficiary of the mortgage of a deed from mortgagor to mortgagee.

Default means the failure to fulfill a contractual obligation, monetary, or conditional.

Distressed means a property that is under a current notice of default and/or notice of trustee's sale and/or pending tax assessor's lien sale or has been foreclosed upon by the trustee or has been conveyed to the beneficiary/trustee via a deed in lieu of foreclosure/sale.

Evidence of vacancy means any condition that on its own or combined with other conditions present would lead a reasonable person to believe that the property is vacant. Such conditions include, but are not limited to, overgrown and/or dead vegetation, accumulation of newspapers, circulars, flyers and/or mail, past due utility notices and/or disconnected utilities, accumulation of trash, junk and/or debris, the absence of window coverings such as curtains, blinds and/or shutters, the absence of furnishings and/or personal items consistent with residential habitation, statements by neighbors, passersby, delivery agents, government employees that the property is vacant.

Foreclosure means the process by which a property, placed as security for a real estate loan, is sold at auction to satisfy the debt if the trustor or mortgagor (borrower) defaults.

Local means within forty (40) road/driving miles distance of the subject property.

Mortgage means an instrument by which title to real estate is transferred to a third party trustee as security for a real estate loan or by which a mortgagor grants mortgagee a lien on real estate.

Mortgagee means a lender that has taken a lien on real property to secure a loan.

Mortgagor means an owner of real property that has granted a lien on real property to secure a loan.

Neighborhood standard means those conditions that are present on a simple majority of properties within a three-hundred-foot radius of an individual property. A property that is the subject of a neighborhood standard comparison, and any other abandoned property within the three-hundred-foot radius, shall not be counted toward the simple majority.

Out-of-area means in excess of forty (40) road/driving miles distance of the subject property.

Owner means any person, co-partnership, association, corporation, or fiduciary having a legal or equitable title or any interest in any real property excluding governmental agencies.

Owner of record means the person having recorded title to the property.

Property means any unimproved or improved real property, or portion thereof, situated in the city and includes the buildings or structures located on the property regardless of condition.

Residential building means any improved real property, or portion thereof, situated in the city, designed, or permitted to be used for dwelling purposes, and shall include the buildings or structures located on such improved real property. This includes any real property being offered for sale, trade, transfer, or exchange as residential whether or not it is legally permitted and/or zoned for such use.

Secure or secured means such measures as may be directed by the city of Owosso building official or his or her designee that render the property inaccessible to unauthorized persons, including but not limited to the repairing of fences and walls, chaining/padlocking of gates, and the repair or boarding of doors, broken windows and/or other openings. In the case of broken windows, securing means the reglazing or boarding of the window. Boarding shall be completed or required. In addition, secure or secured means closing and locking windows, doors (walk-through, sliding and garage), gates and any other opening of such size that it may allow a person to access the interior of a property and/or structure(s).

Trustee means the person, firm, or corporation holding a mortgage on a property.

Trustor means a borrower under a mortgage, who deeds property to a trustee as security for the payment of a debt.

Vacant means a building/structure that is not legally occupied.

Sec. 8-162. Registration.

Any beneficiary/trustee or mortgagee, who holds a mortgage on a property located within the city, shall perform an **examination**, to the extent permitted by law or under the mortgage, of the property that is the security for the mortgage, upon default by the trustor or mortgagor, within five (5) days after either filing a complaint for foreclosure (if foreclosure is by judicial action) or publishing a notice of foreclosure (if foreclosure is by advertisement). If the property is found to be vacant or shows evidence of vacancy, it is, by this article, deemed abandoned and the beneficiary/trustee or mortgagee shall, within ten (10) days of the **examination**, register the property with the city of Owosso building official or his or her designee on forms provided by the city.

If the property is occupied but remains in default, it shall be **examined**, to the extent permitted by law and the mortgage, by the beneficiary/trustee or mortgagee, or his designee, monthly until (1) the trustor, mortgagor or other party remedies the default or (2) it is found to be vacant or shows evidence of vacancy at which time it is deemed abandoned, and the trustee shall, within ten (10) days of that **examination**, register the property with the city of Owosso building official or his or her designee on forms provided by the city.

In either case the registration shall contain the name of the beneficiary/trustee or mortgagee (corporation or individual), the direct street/office mailing address of the beneficiary/trustee or mortgagee (no P.O. boxes), a direct contact name and phone number for the beneficiary/trustee or mortgagee and, in the case of a corporation or out-of-area beneficiary/trustee or mortgagee, the local property management company responsible for the security, maintenance, and marketing of the property. Registration fees will not be prorated.

An annual registration fee shall accompany the registration form. The fee and registration shall be valid for the calendar year, or remaining portion of the calendar year, in which the registration was initially required. Subsequent registrations and fees are due January 1 of each year and must be received no later than January 31 of the year due.

This section shall also apply to properties that have been the subject of a foreclosure sale where the title was transferred to the beneficiary of a mortgage or mortgagee involved in the foreclosure and any properties transferred under a deed in lieu of foreclosure/sale. Such properties shall be registered with the city in accordance with the terms of this section upon transfer even if occupied at the time of transfer.

Properties subject to this article shall remain under the annual registration requirement, security, and maintenance standards of this section as long as they remain vacant.

A person, firm, or corporation that has registered a property under this article must report any change of information contained in the registration to the city of Owosso building official within ten (10) days of the change.

Sec. 8-163. Maintenance requirements.

Vacant and abandoned properties subject to this section shall be, in comparison to the neighborhood standard, kept free of weeds, dry bush, dead vegetation, trash, junk, debris, building materials, any accumulation of newspapers, circular, flyers, notices, except those required by federal, state, or local law, discarded personal items including but not limited to furniture, clothing, large and small appliances, printed material or any other items that give the appearance that the property is abandoned.

The property shall be maintained free of graffiti, tagging, or similar markings by removal or painting over with an exterior grade paint that matches the color of the exterior of the structure.

Visible front and side yards shall be landscaped and maintained to the neighborhood standard at the time registration was required. Landscape includes, but is not limited to, grass, ground covers, bushes, shrubs, hedges or similar plantings, decorative rock or bark or artificial turf/sod designed specifically for residential installation. Landscape does not include weeds, gravel, broken concrete, asphalt, decomposed granite, plastic sheeting, indoor-outdoor carpet or any similar material.

Maintenance includes but is not limited to regular watering, irrigation, cutting, pruning, and moving of required landscape and removal of all trimmings.

Pools and spas shall be either kept in working order so the water remains clear and free of pollutants and debris or drained and kept dry or drained and covered. In either case properties with pools and/or spas must comply with the minimum security fencing requirements of the state of Michigan.

Adherence to this section does not relieve the beneficiary/trustee or property owner of any obligations set forth in any covenants, conditions, and restrictions and/or homeowners' association rules and regulations which may apply to the property.

Sec. 8-164. Security requirements.

Properties subject to this section shall be secured so as not to be accessible to unauthorized persons. If the property is owned by a corporation and/or out-of-area beneficiary/trustee/owner/mortgagee, a local property management company shall be contracted to perform weekly inspections to verify that the requirements of this section, and any other applicable laws, are being met.

The local property management company shall inspect the property on a weekly basis to determine if the property is in compliance with the requirements of this article.

Sec. 8-165. Additional authority.

In addition to the enforcement remedies established in this article or other chapters of the *Code of Ordinances*, the city of Owosso building official or his or her designee shall have the authority to require the beneficiary/trustee/owner/mortgagor/mortgagee and/or owner of record of any property affected by this section to implement additional maintenance and/or security measures including but not limited to securing any/all door, window, or other openings, installing additional security lighting, increasing on-site inspection frequency, employment of an on-site security guard or other measures as may be reasonably required to arrest the decline of the property.

Sec. 8-166. Fees.

The fee for registering an abandoned residential property shall be set by resolution of the city of Owosso.

Sec. 8-167. Failure to secure and maintain.

If a property has not been maintained or secured, the city and/or its contracted agent may maintain and/or secure the property and assess costs to the owner, beneficiary or trustee.

Sec. 8-168. Re-occupancy.

A registered property may not be occupied until all outstanding costs, assessments and/or liens owed to the city have been paid in full.

An abandoned and/or vacant residential structure registered under this ordinance shall not be re-occupied until a copy of a home inspection report by a certified building official in the State of Michigan, a registered building inspector in the state of Michigan, or a home inspection company of the buyers choice that is certified by MAHI, ASHI, AHIT, NAHI, or NACHI has been signed by the buyer and a copy delivered to the city.

Sec. 8-169. Violation/abatement.

Violations of this article shall be treated as a strict liability offense regardless of intent. Violations of this article may be enforced as allowed in this chapter. Alternatively, at the sole discretion of the city, the city may issue to the beneficiary/trustee/owner/mortgagor/mortgagee and/or owner of record a notice to abate. The notice to abate shall include:

- (1) The nature and location of the violation;
- (2) The time within which the violation must be abated;
- (3) Notice that the city may act to abate the violation if it is not abated by the owner within a reasonable time stated in the notice, but which may not exceed fifteen (15) days for identified hazards;
- (4) Notice that the cost of such action by the city, plus an administrative fee, shall be a personal debt of the owner, which may be assessed as a lien against the property until paid; and
- (5) Notice that any refusal to allow the city to abate an uncorrected violation shall be a separate violation under this Code.

Sec. 8-170. Authorization for city abatement.

Upon failure of a beneficiary/trustee/owner/mortgagor/mortgagee and/or owner of record to abate a violation as ordered in a notice to abate, the city may abate the nuisance. This abatement may be performed by the city, by a contract vendor, or by other means determined by the city.

Sec. 8-171. Administrative fees.

The fees necessary for the administration of this article shall be established from time to time by resolution of the city council. Such administrative fees shall include the following:

- (1) Notice to abate;
- (2) Search warrant;
- (3) Contact request or warning of abatement action;
- (4) Warning letter;
- (5) Civil infraction preparation;
- (6) Additional inspections;
- (7) Vending;
- (8) Second and subsequent vending;
- (9) Vehicle removal;
- (10) Second and subsequent vehicle removal; and
- (11) Denied entry.

Sec. 8-172. Charge for costs.

When the city has abated a cited nuisance, the cost of abatement, plus any applicable administrative charges as established by city council resolution, shall be billed to the property owner or

beneficiary/trustee/mortgagor/mortgagee. Such billing shall be a personal debt of the owner to the city, which may be assessed as a lien against the property, including interest thereon, until paid.

Sec. 8-173. Appeals.

Any person aggrieved by any of the requirements of this section may appeal to the Owosso Building Board of Appeals, provided that a written application for appeal is filed within twenty (20) days after the day the decision, notice, or order was served. An application for appeal shall be based on a claim that the true intent of this Code or the rules legally adopted thereunder have been incorrectly interpreted, the provisions of this Code do not fully apply, the requirements of this Code are adequately satisfied by other means, or the strict application of any requirement of this Code would cause an undue hardship.

Sec. 8-174. Owner, unoccupied premises.

If a property is not in foreclosure but is otherwise vacant for a period of more than 180 days, the owner shall comply with all of the following:

- (1) Maintain the property in accordance with section 8-163 herein and article VI of this chapter.
- (2) Register the property in accordance with section 8-162
- (3) Responsible for the fee identified pursuant to section 8-166 herein.
- (4) Keep the property secure in accordance with sections 8-164 and 8-165 herein.
- (5) Not permit re-occupancy until all outstanding costs, assessments and/or liens owed to the city are paid in full.
- (6) If the owner leases or lets the property, the owner shall comply with article VII of this chapter in addition to the requirements herein.
- (7) Inspect the property in accordance with section 8-168.

Sec. 8-175. Exempt properties.

Properties currently registered with the City as a rental dwelling unit in accordance with Section VII of this Chapter are exempt from the *City of Owosso Abandoned or Foreclosed Property Registration and Maintenance Ordinance*.

Sec. 8-176. Penalty.

Violation of this article is a civil infraction wherein a fine of up to five hundred dollars (\$500.00) may be assessed for each violation.

Section 2: Severability.

If any section, subsection, sentence, clause or phrase of this article is, for any reason, held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this article. The city hereby declares that it would have passed this ordinance, and each section, subsection, clause or phrase thereof, irrespective of the fact that any one (1) or more sections, subsections, sentences, clauses and phrases be declared unconstitutional.

Section 3: Effective Date.

This ordinance shall take effect 20 days after passage.

Section 4: Inspection.

This Ordinance may be purchased or inspected in the City Clerk's Office Monday through Friday between the hours of 9:00 a.m. and 5:00 p.m.



Reprinted from the
meeting of
January 17, 2012

301 W. MAIN • OWOSSO, MICHIGAN 48867-2958 • (989) 725-0599 • FAX (989) 723-8854

MEMORANDUM

DATE: January 10, 2012

TO: OWOSSO CITY COUNCIL

FROM: Adam Zettel, AICP

RE: Small Wind Energy System Ordinance

As a follow up to an earlier attempt to incorporate provisions for alternate energy generation systems in the city zoning code, the planning commission has reviewed an ordinance that will permit small wind energy systems in the city. This ordinance is intended to permit properties in all zoning districts to construct small roof-mounted or free-standing wind turbines for the purpose of generating energy to be used onsite.

This ordinance is not intended to permit or encourage large scale wind farms or other energy generating operations that are not accessory to an existing, primary use. The ordinance has been drafted so that it is relatively simple to understand and to conform to, while still ensuring that basic aesthetic, safety, and performance standards are adhered to.

The ordinance was deliberated by the planning commission on January 9, 2012, wherein a public hearing was held. The recommendation of the planning commission is to approve the ordinance as drafted.

City staff recommends approval of the next step in amending the ordinance by setting a public hearing for February 6, 2012 to receive citizen comment regarding the proposed amendment. Adoption of the small wind energy system ordinance would be considered at that time. I will be available to explain this ordinance in more detail at the meeting if necessary.

AN ORDINANCE AMENDING CHAPTER 38 ZONING OF THE CODE OF ORDINANCES TO
REGULATE WIND ENERGY CONVERSION SYSTEMS

Whereas, the city council of the city of Owosso realizes the benefits of wind energy turbines for the entire community that includes:

- Reduced pressure on the local electrical grid
- Increased security that can provide back-up power to essential and public services
- Increased local energy independence
- Enhanced reliability and power quality of the electrical grid
- Diversified energy supply portfolio
- Reduced pollutants
- Increased market competition
- Reduced utility costs

Whereas, Owosso has sufficient wind energy to support a variety of small and potentially medium sized wind energy conversion systems;

Whereas, the city council wants to establish procedures and standards to ensure that the location and function of wind energy conversion systems including generation, transmission, and potential distribution are compatible with the protection of the public health, safety and welfare;

THE CITY OF OWOSSO ORDAINS that the City of Owosso Zoning Ordinance Sections 38-5 et seq. shall be amended as follows:

Section 1. That Chapter 38, Zoning Code of the City of Owosso Sec. 38-5. Definitions be amended by adding in the appropriate place:

Small Tower-Mounted Wind Energy System (STWES) is a tower-mounted small wind energy system that converts wind energy into electricity by using equipment that includes any base, blade, foundation, generator, nacelle, rotor, tower, transformers, vane, wire, inverter, batteries, or other components ancillary to such use in the system. The SWES is an accessory building that does not exceed 50 kilowatts or 120 feet.

Small Structure-Mounted Wind Energy System (SSWES) is a structure-mounted small wind energy system that converts wind energy into electricity by using equipment that includes any base, blade, foundation, generator, nacelle, rotor, tower, transformers, vane, wire, inverter, batteries, or other components ancillary to such use in the system. This structure an accessory building that is permanently affixed to a structure's roof, walls, or other elevated surface. The SSWES does not exceed 10 kilowatts or 15 in height as measured from the highest point of the roof, excluding chimneys, antennae, and similar protuberances.

Small Wind Energy System (SWES) represent all SSWES and STWES systems.

Shadow Flicker is the moving shadow, created by the sun or other permanent light source shining through the rotating blades of a wind energy system (WES). The amount or degree of shadow flicker is calculated and quantified by computer models.

Section 2. That Chapter 38, Zoning Code of the City of Owosso Sec. 38-379 (2). Accessory buildings be

amended to read as follows:

Accessory buildings, except as otherwise permitted in this chapter, shall be subject to the following regulations:

- (2) Accessory buildings shall not be located in any required yard, except a rear yard.

Section 3. That Chapter 38, Zoning Code of the City of Owosso Sec. 38-379 (7). Accessory buildings be amended to read as follows:

- (7) On residential lots of less than seventeen thousand five hundred (17,500) square feet, only two (2) accessory buildings shall be permitted. On residential lots seventeen thousand five hundred (17,500) square feet or greater, only three (3) accessory buildings shall be permitted. These limits shall not apply to wind energy systems, satellite dishes, or dog pens.

Section 4. That Chapter 38, Zoning Code of the City of Owosso Sec. 38-379. Accessory buildings be amended by adding (10) as follows:

- (10) A small wind energy system shall be an accessory building in all zoning districts subject to the following requirements:
 - a. Setbacks and location, as measured from the furthest outward extension of all moving parts.
 1. A STWES shall be set back a distance equal to its total height plus an additional five feet from any occupied building, street or highway right-of-way; any overhead utility lines; all property lines; and any existing guy wire, anchor or small wind energy tower on the property.
 2. A SSWES shall be a minimum of fifteen (15) feet from the property line, public right-of-way, public easement, or overhead utility lines if mounted directly on a roof or other elevated surface of a structure.
 3. A SSWES shall not be affixed to the roof or wall of a structure facing a street.
 4. A STWES shall not be located in any front yard except for properties zoned and used for industrial purposes.
 5. The lowest extension of any blade or other exposed moving component of a WES shall be a least fifteen (15) feet above the ground as well as any outdoor surface intended for human use.
 6. Setbacks may be reduced to not less than twenty (20) feet if the applicant provides a registered engineer's certification that the WES is designed to collapse within a zone smaller than the height of the tower, yet still remain within the owner's property or the applicant acquires an easement to meet the required setback distance.
 - b. Access.

1. All ground mounted electrical and control equipment shall be labeled and secured to prevent unauthorized access.
2. The tower shall be designed and installed so as to not provide step bolts or a ladder readily accessible to the public for a minimum height of 8 feet above the ground.
- c. Electrical wires. All electrical wires associated with a small wind energy system, other than wires necessary to connect the wind generator to the wind tower wiring, the wind tower wiring to the disconnect junction box, and the grounding wires shall be located underground.
- d. Lighting. A wind tower and generator shall not be artificially lighted unless such lighting is required by the Federal Aviation Administration (FAA). Lighting of other parts of the small wind energy systems, such as appurtenant structures, shall be limited to that required for safety purposes, and shall be reasonably shielded from abutting properties.
- e. Appearance, color, and finish. The wind generator and wind tower shall remain painted or finished the color or finish that was originally applied by the manufacturer.
- f. Signs. All signs, other than the manufacturer's or installer's identification, appropriate warning signs, or owner identification on a wind generator, wind tower, building, or other structure associated with a small wind energy system visible from any public road shall be prohibited.
- g. Code compliance. A small wind energy system including wind tower shall comply with all applicable construction and electrical codes.
- h. Utility notification and interconnection. Small wind energy systems that connect to the electric utility shall comply with the Public Service Commission regulations.
- i. Small wind energy systems may be attached to any building, including guy wires, provided the city approves the submittal of documentation sealed by an engineer licensed by the state of Michigan showing the proposed connection of the system to the structure and whether any additional reinforcing is required. The city may not be found liable for damage caused by noise or vibration created by the system.
- j. Meteorological towers shall be permitted under the same standards, permit requirements, restoration requirements, and permit procedures as a small wind energy system.
- k. Each property is eligible for two small wind energy systems only, except properties of at least one contiguous acre may be allowed one additional system for each additional one-half acre or portion thereof
- l. A small wind energy system that is out-of-service for a continuous six-month period will be deemed to have been abandoned. The zoning administrator may issue a notice of abandonment to the owner of a small wind energy system that is deemed to

have been abandoned. The owner shall have the right to respond in writing to the notice of abandonment setting forth the reasons for operational difficulty and providing a reasonable timetable for corrective action, within 30 days from the date of the notice. The administrator shall withdraw the notice of abandonment and notify the owner that the notice has been withdrawn if the owner provides information that demonstrates the wind energy system has not been abandoned.

- m. If the small wind energy system is determined to be abandoned, the owner of a small wind energy system shall remove the wind generator from the wind tower at the owner's sole expense within 90 days of the date of the notice of abandonment. If the owner fails to remove the wind generator from the wind tower, the administrator may pursue a legal action to have the wind generator removed at the owner's expense.
- o. Noise emanating from a small wind energy system shall not exceed 50 dB(A) as measured from any offsite habitable structure or 55dB(A) to any lot line.
- p. Wind energy systems shall not interfere with communication systems such as radio, telephone, television, satellite, emergency communications, or Wi-Fi.
- q. Shadow Flicker created by a STWES shall not exceed thirty (30) hours per year as observed on the windows or outdoor spaces (such as porches, patios, and decks) of any offsite building intended for human habitation or occupation. The zoning administrator may request a study to demonstrate the impact of a WES proposal.
- r. Public inquires and complaints by an aggrieved property owner that alleges that a STWES or SSWES does not meet noise or shadow flicker requirements shall be processed as follows:
 - 1. The property owner shall notify the city in writing regarding the concerns related to noise and/or shadow flicker.
 - 2. If the city zoning administrator or engineer deem the complaint sufficient to warrant an investigation, the city will request the aggrieved party to deposit funds in an amount sufficient to pay for a noise level test conducted by a certified acoustic technician and/or a shadow flicker study as performed by a professional.
 - 3. If the tests(s) show that the WES does not exceed the noise or shadow flicker requirements of this chapter, the city will use the deposit to pay for the test.
 - 4. If the WES is violating this chapter's noise requirements, the owner(s) shall reimburse the city for the testing and take immediate action to bring the WES into compliance, include ceasing operation of the WES till the violations are corrected. The city will refund the deposit to the aggrieved property owner.

Section 5. This amendment shall become effective 20 days after passage.

Section 6. This ordinance may be purchased or inspected in the city clerks' office, Monday through Friday between the hours of 9:00 a.m. and 5:00 p.m.



Reprinted from the
meeting of
January 17, 2012

301 W. MAIN • OWOSSO, MICHIGAN 48867-2958 • (989) 725-0599 • FAX (989) 723-8854

MEMORANDUM

DATE: January 10, 2012

TO: OWOSSO CITY COUNCIL

FROM: Adam Zettel, AICP

RE: Housing Conformance Ordinance

It has come to the city's attention that some owners of residential properties in office and commercial zoning districts are having trouble securing home improvement loans and/or point of sale mortgages. The problem is that lenders have discovered that the city's ordinance does not guarantee that any residential structure can be rebuilt in the event of the structure's destruction if it is not in a residential zone. This is because residential uses in these non-residential zones are limited to the upper floors or are otherwise 'non-conforming.'

Because non-conforming uses can only be rebuilt with the approval of the zoning board of appeals, there can be no security for homeowners in these zoning districts (most of these areas are in transition areas on the fringe of downtown, on M-71, or near the M-21 corridor). Obviously, this could create a problem for occupants of these structures in terms of lending as well as long term housing options in the event that their home is destroyed by fire or some other means.

The solution to this issue is to alter the zoning code to provide some level of guarantee for these residential structures to be permitted in the event of their destruction. Instead of rezoning specific parcels, city staff felt it would be better if the zoning classifications permitted existing residential structures as-of-right. This would effectively 'grandfather' such uses so that, not only are they permitted to exist legally in their current state, but they would also be permitted to be rebuilt in the event that they were destroyed. This would not vest the structures with non-conforming setbacks or other height, bulk, or density provisions, but it would ensure that the *use* (residential) is permitted.

The impact of this ordinance is that loans and other mortgage debt will be more easily acquired by property owners, hopefully leading to further improvements and smoother sales in these areas. However, property owners would not have to change the use from residential to that of the effective zoning classification (office, commercial, or industrial) in the event of a disaster.

The planning commission deliberated on this ordinance during a public hearing session on January 9, 2012 and recommended that the city council approve the ordinance as drafted.

Staff recommends Council set a public hearing for February 6, 2012 to receive citizen comment regarding the proposed amendment. Consideration of approval would occur at that time.

ORDINANCE NO. ____

AN ORDINANCE AMENDING CHAPTER 38 ZONING OF THE CODE OF ORDINANCES TO PERMIT THE CONTINUANCE OF RESIDENTIAL USES IN NON-RESIDENTIAL ZONES

AN ORDINANCE to amend Chapter 38, Zoning, of the Code of the City of Owosso, Sections 38-172, 38-197, 38-216, 38-242, 38-267, and 38-291 to formally allow continued residential use in non-residential areas to ensure homeowners of such properties are able to obtain mortgages and home loans and have assurances they will be allowed to rebuild should their home be catastrophically damaged.

Whereas, the city council of the city of Owosso realizes that there are numerous housing structures existing in non-residential zones in the city that are still viable.

Whereas, these residential uses may not be able to be placed to a higher and better use due to the condition of the economy;

Whereas, these home owners are finding it very difficult to secure lending for improvements and for purchase due to the non-conformance of the existing use;

Whereas, rezoning all such parcels would be very impractical and problematic.

Now, Therefore, Be It Resolved, by the City Council of the City of Owosso, Michigan that the following amendments be made to Chapter 38, Zoning Code of the City of Owosso to allow continued used of residential structures in non-residential zoning areas.

THE CITY OF OWOSSO ORDAINS:

Section 1. That Chapter 38, Zoning, of the Code of the City of Owosso, Sections 38-172, 38-197, 38-217, 38-242, 38-267, and 38-292 *Principal uses permitted* be amended by adding, in the appropriate place, the following language to the list of permitted uses:

Residential structures existing as of January 1, 2012.

Section 2. This amendment shall become effective 20 days after passage.

Section 3. This ordinance may be purchased or inspected in the city clerks' office, Monday through Friday between the hours of 9:00 a.m. and 5:00 p.m.



301 W. MAIN • OWOSSO, MICHIGAN 48867-2958 • (989) 725-0599 • FAX (989) 723-8854

MEMORANDUM

DATE: February 1, 2012
TO: City Council
FROM: City Manager
RE: Designation of street administrator

Each year the city receives monies from the state for street maintenance as a part of PA 51 of 1951. This relationship is governed by a contract which requires the designation of a street administrator. The street administrator serves as the contact point for the Department of Transportation as well as the individual that coordinates all street related improvements and maintenance within the city. In light of the retirement of City Engineer Ron Baker, Public Works Director Mark Sedlak will be taking over these responsibilities.

Staff recommends approval of the attached resolution naming Mark Sedlak as the street administrator for the city.

RESOLUTION NO. ____

**FOR DESIGNATION OF STREET ADMINISTRATOR FOR THE CITY OF OWOSSO
PURSUANT TO SECTION 13(9) OF ACT 51, PUBLIC ACTS OF 1951**

WHEREAS, Section 13(9) of Act 51, Public Acts of 1951 requires that the city council by resolution designate one person as the street administrator;

WHEREAS, the Michigan Department of Transportation has provided the following resolution;

WHEREAS, Section 13(7) Act 51 provided that each incorporated city or village to which funds are returned under the provisions of this section, that, "the responsibility for street improvements, maintenance, and traffic operations work, and the development, construction, or repair of off-street parking facilities and construction or repair of street lighting shall be coordinated by a single administrator to be designated by the governing body who shall be responsible for and shall represent the municipality in transactions, with the State Transportation Department pursuant to this act."

NOW, THEREFORE, BE IT RESOLVED, that this Honorable Body designate Mark Sedlak as the single street administrator for the city of Owosso in all transactions with the State Transportation Department as provided in Section 13 of the Act.

BE IT FURTHER RESOLVED, that the city clerk prepare, certify and submit a copy of the resolution on the form provided by the Michigan Department of Transportation to the Michigan Department of Transportation.



301 W. MAIN • OWOSSO, MICHIGAN 48867-2958 • (989) 725-0599 • FAX (989) 723-8854

MEMORANDUM

DATE: 02/02/12

TO: City Council

FROM: Jessica B. Unangst, Director of HR & Administrative Services

RE: Website Contract

As we all are aware, the City of Owosso website (www.ci.owosso.mi.us) needs a major overhaul! Back in August the Council had a conference call/web viewing with our current website provider, Municipal Web Services. After much staff discussion and research we decided to look elsewhere for a provider. I've had conversations with five providers and the City Clerk, the City Manager and I met with two of the providers in January.

Web Ascender definitely stood out from the others. Based in Okemos, Michigan, they came highly recommended by Shiawassee County. I spoke with the County Administrator and she could not recommend them highly enough and said it was the most painless process ever. They are extremely pleased with their results (www.shiawassee.net).

Watertown Township was another one of Web Ascender's references (www.twp.watertown.mi.us). They too were thrilled with the product and stated that Web Ascender was great about explaining things. Web Ascender was very prompt in their response and were great to work with throughout the entire process. The one negative they noted was that when the Watertown Township website went live it was harder to get in-touch with Web Ascender. Overall, she said it would be a wonderful experience.

Attached is a agreement, resolution and back-up documentation from Web Ascender.

This is the next step in the process of moving our website into the 21st century. It is without reservation that I recommend you approve the contract with Web Ascender. I hope that by mid-summer we will have a new, user friendly, beautiful website!

RESOLUTION NO. ____

RESOLUTION AUTHORIZING THE EXECUTION OF AN AGREEMENT FOR WEBSITE DESIGN, DEVELOPMENT AND HOSTING SERVICES WITH ATRIAGE SOFTWARE, LLC D/B/A WEB ASCENDER

WHEREAS, the city of Owosso, Michigan, has determined that it is advisable, necessary and in the public interest to obtain professional design and development services for modifying the city's website; and

WHEREAS, The city of Owosso has determined that it is necessary to have a host for the city's website; and

WHEREAS, it is necessary to obtain professional design and development services and it is hereby determined that the firm of Atriage Software LLC d/b/a Web Ascender is qualified to provide such services;

NOW THEREFORE BE IT RESOLVED by the city of Owosso, county of Shiawassee, state of Michigan:

FIRST: that the city of Owosso has heretofore determined that it is advisable, necessary and in the public interest to employ the firm of Atriage Software LLC d/b/a Web Ascender for professional design and development services for modifying the city's website; and

SECOND: that the mayor of the city of Owosso is hereby instructed and authorized to sign the document attached as Exhibit A, Agreement Between the City of Owosso and Atriage Software, LLC for Website Design, Development and Hosting Services, on behalf of the city of Owosso; and

THIRD: that the payment for the services shall come from the General Fund in an amount to not exceed \$15,000.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF OWOSSO, COUNTY OF SHIAWASSEE, MICHIGAN THIS 6th DAY OF FEBRUARY, 2012.

Atriage employment agreement.wpd

AGREEMENT BETWEEN THE CITY OF OWOSSO AND ATRIAGE SOFTWARE, LLC FOR WEBSITE DESIGN, DEVELOPMENT AND HOSTING SERVICES

This agreement is made by and between Atriate Software LLC, d/b/a Web Ascender, 4151 Okemos Road Suite B, Okemos, MI 48864 (hereinafter referred to as Web Ascender), a Michigan corporation, and the city of Owosso, 301 West Main Street, Owosso, MI (hereinafter referred to as Owosso).

1. Relationship

Owosso is contracting with Web Ascender to create a website for the city, which shall include:

- A. Producing a new, professional and modern design for the website.
- B. Implementing a tried and true content management system for the website.
- C. Creating a well-rounded sitemap and information architecture.
- D. Working with Owosso to build the pages, add content, calendar entries, news items and more.
- E. Implementing a system that will be easy for Owosso to use and update.

2. Scope of work

Hours

- | | |
|---|-----------|
| A. Initial site design and research including review similar websites. | 5 |
| B. Create a new sitemap and content organization for the website. | 5 |
| C. Design a new look and feel for the website (Photoshop/art designs). | 20 |
| D. Install and configure DotNetNuke at Web Ascender facility including necessary content management system modules. | 20 |
| E. Turn the designs into templates that can be used within the content management system. | 20 |
| F. Train Owosso staff, move and organize content for 15 pages. | 6 |
| G. Deploy the website to production hosting facility at Liquid Web (Windows Server, IIS 7, SQL 2008). | |
| H. Build out website pages, link up documents, and add photos, etc. | <u>50</u> |

Total hours at \$100.00 an hour are estimated at 129

3. Charges

- A. Hourly services will be charged at \$100.00 per hour.
- B. Support services for up to four hours a month will be billed at \$250.00 per month, unless canceled at Owosso's option.
- C. Hosting on Web Ascender dedicated servers will include all server patches and backups, email addresses and weekly website statistics and will be charged at \$50.00 a month.
- D. SSL secure certificate will be available if requested at \$100.00 a year.

4. Terms of Payment

Web Ascender will invoice Owosso monthly, detailing charges.

5. Term of Agreement

This agreement will become effective when signed by both parties and will terminate on January 31, 2015, unless terminated in accordance with the following section.

6. Terminating the Agreement

Either party may terminate this agreement at any time by giving 30 days' written notice of termination. Web Ascender shall be entitled to full payment for services performed before the date of termination.

7. Limited Liability

Owosso agrees that Web Ascender's maximum liability under this agreement for all damages, losses, costs

and causes of actions from any and all claims (whether in contract, tort, or other legal theory) shall be limited to the least of (a) the total amount of payments actually paid by Owosso to Web Ascender for the six-month period immediately preceding the date on which the damage or loss occurred or the cause of action arose, or (b) an amount agreed upon between Web Ascender and Owosso, or (c) proven direct damages.

8. Notices

All notices and other communications concerning this Agreement shall be in writing and shall be considered given as follows:

- When delivered personally to the recipient's address as stated on this agreement.
- Three (3) days after being deposited in the United States mail, with postage prepaid to the recipient's address as stated in this agreement, or notice is effective upon receipt provided that a duplicate copy of the notice is promptly given by first class mail, or the recipient delivers a written confirmation of receipt.

9. Licensing and Ownership

Software developed by Web Ascender is based on Web Ascender intellectual property, licensed software or a derivative of freely licensed open source software. All inventions, improvements, website development and technical development will remain the property of Web Ascender. Owosso will have unrestricted license to use, modify and redistribute all provided materials for the software. Owosso may not resell any material that may conflict with a third party license or open source software agreement. Owosso will be entitled to copies of all original design, source code and databases used to create the software. Owosso will have right to use provided documents and code with future vendors after this agreement is terminated.

10. Confidentiality

Web Ascender agrees that Web Ascender will acquire confidential and proprietary information (collectively, confidential matter) concerning Owosso. Web Ascender shall not directly or indirectly use or disclose any confidential matter except for the sole benefit and with the consent of Owosso.

11. Severability

If any provision of this agreement shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If a court finds that any provision of this agreement is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision shall be deemed to be written, construed, and enforced as so limited.

12. Authorization

The city manager or the city manager's designee will make final decisions and prioritize tasks regarding this project. This agreement is the result of final negotiations between Owosso and Web Ascender and represents the entire and integrated agreement between Owosso and Web Ascender for the project and supersedes all prior negotiations, representations or agreements, either written or oral. This agreement may be amended only by written instrument signed by both Owosso and Web Ascender.

13. Applicable law

Both parties hereby expressly consent to the personal jurisdiction of the state and federal courts located in Michigan for any action or proceeding arising from or relating to this agreement.

IN WITNESS WHEREOF the parties hereto have set their hands and seals the day and date first below written.

Approved _____ 2012

For Atriage Software LLC d/b/a Web Ascender:

For Atriage Software LLC, d/b/a Web Ascender:

For the City of Owosso, Michigan

By: _____
Ryan Doom
President

By: _____
Benjamin R. Frederick
Mayor

By: _____
Secretary

Countersigned: (SEAL)

By: _____
Amy Kirkland
City Clerk

Executed: _____, 2012

Executed: _____, 2012

Approved as to substance:

Donald D. Crawford, City Manager

Date

Approved as to form:

William C. Brown, City Attorney

Date

Approved by City Council:



City of Owosso Website Design + Development

Date January 18th, 2012
Version 1.0
Author Ryan Doom



Web Ascender

4151 Okemos Rd. Suite B
Okemos, MI 48864

Phone 517.455.7837
Fax 1.866.807.6693
Email web@webascender.com
Web www.webascender.com

Web Design

Web Development

Internet Marketing

PROJECT OBJECTIVES

Web Ascender is recommending the redesign and redevelopment of the City of Owosso website. Our team will manage the project from start to finish and rely on your staff for their knowledge and subject expertise. An updated website will provide information to current and prospective residents and provide an easy way to find and submit critical information through online forms. The website will be delivered using a web based content management system (CMS). This will give the city staff a web based interface to easily update the information on the website. Calendars, documents, news, alerts, web forms, and more can easily be edited using the CMS.

Primary Objectives:

1. Produce a new professional and modern design for the website.
2. Implement a tried and true content management system for the website.
3. Create a well rounded sitemap and information architecture.
4. Work with the city to build the pages, add content, calendar entries, news items and more.
5. Implement a system that will be easy for the city to utilize for many years down the road.

Overall Benefits:

- Provide the city with an easy way to keep content up to date on the website
- Decrease the time it takes to perform web content changes
- Control access to edit certain areas of the website according to individual departments
- Easy to manage online calendars for the public to see
- Easy to manage news and announcements
- Easily upload images, PDF and other documents
- Set content to 'auto expire' or to 'activate' automatically on certain day and time
- Make it easy for the administration to create online forms to collect information and save submitted data to a database or emailed to city staff
- Provide web based tools to connect and query data from other database systems and display them on the website
- Create a navigation structure so the community can find information quickly and easily
- Allow visitors to find information online instead of calling the office
- Project a more professional image to residents and prospective residents and businesses

RELATED WEBSITES

Over the last 5 years Web Ascender has implemented over 100 websites of varying size. We have worked with international companies, fortune 500 companies as well as local businesses and municipalities. Within the last couple of years we have worked on two city / county websites in the area.

Shiawassee County – www.shiawassee.net **Clinton County** – www.clinton-county.org

City of East Lansing – www.cityofeastlansing.com **Gratiot County** – www.gratiotmi.com

Watertown Township – www.watertowntownship.com

Web Ascender is dedicated to serving our customers and has an excellent track record for delivering projects on time and on budget. To view our portfolio please visit www.webascender.com/Portfolio.aspx

PROJECT EFFORT

REQUIRED WEBSITE SERVICES

Web Ascender has outlined a list of required services and also created an optional set of services below. With some of our projects we are contracted to setup the core design, framework and provide training. The client is then responsible for moving all content, creating each page, setting up blogs, calendars etc. We have outlined your project into required services and optional services.

Required Deliverables	Effort (hrs)
Initial site design & research (review similar websites with City of Owosso)	5
Create a new sitemap and content organization for the website	5
Design a new look and feel for the website (Photoshop / art designs)	20
Install and configure DotNetNuke at Web Ascender facility (Install necessary CMS modules)	20
Turn the designs into 'templates' that can be used within the Content Management System	20
Training with City of Owosso and spend a day with them moving and organizing content (~ 15 pages)	6
Deploy the website to our production hosting facility at Liquid Web (Windows Server, IIS 7, SQL 2008)	3
TOTAL	79

@\$100/hr \$7,900

OPTIONAL SERVICES

Upon completion of the CMS setup, training and sitemap creation, the core content items will need to be created and added to the website. City of Owosso can contract with Web Ascender on none, some, or all of the services outlined below. Ideally it would be a collaborative effort of assembling and creating the content for the website. However, if needed Web Ascender will interview department heads and create the content necessary for the website.

Optional Deliverables	Low Est.	High Est.
Writing services: Web Ascender will interview employees and department areas and write new content for the website. (~50 pages)	\$ 6,000	\$ 10,000
Web Ascender will work with provided content or content we wrote to build out all the pages of your website, link up documents, add photos etc. (RECOMMENDED)	\$ 2,500	\$ 5,000
TOTAL	\$ 8,500	\$ 15,000

Our recommendation would be to contract with Web Ascender on creating your new website and use our staff to migrate and add necessary content on to the site. Your staff would receive a to-do list of content and would be responsible for re-writing or working necessary content for the site as well as acquiring any additional PDF's or documents.

Total completed site: \$10,400 – \$12,900

PARTIAL CMS CAPABILITIES LIST

Web Ascender utilizes cutting edge content management systems such as DotNetNuke to build out our customer's websites. Utilizing an open source, industry standard CMS will allow you to take control of your website. This will give you the power to add pages, content on pages and have lots of opportunities to continually grow your website. Outlined are some of the more common features we utilize on the websites we develop.

Website Pages & Content



All of our clients can easily add new pages, edit text and photos through an easy to use web interface.

Documents



Have areas of your website where visitors can easily download Word, PDF and other file formats. Managing and keeping this area up to date will be very easy for you.

Contact & Registration Forms



You will be able to create custom contact and registration forms on your website using only your web browser. Have forms email you, and save to an excel file to download later.

E-Commerce



Need a way to sell your products online? Use our e-commerce system to sell and ship to anyone in the world. Simply add your products through our web interface and upload images. Even sell digital / electronic goods and services.

Website Statistics & Tracking



Find out where visitors are coming from, where they are going on your website, how long they are staying and more with integrated Google analytics.

Forum



Want to create that community feel? Allow visitors to your website to ask questions answer questions and interact with each other.

Twitter, Facebook & Social Media



Give visitors the option to share your website content with popular social media outlets like Twitter, Facebook, MySpace, YouTube and more.

Blog, Articles & News



Having a blog, press release or news sections gives you an easy way to update the world on your organization. These features are great for visitors and keep the search engines happy.

Register & Login



Want to create a member's only or employee's only area? Allow visitors to create accounts, or create accounts for them and give them access to different areas and features of your website.

User & Membership Features



Use our membership components to charge an annual fee for access to areas of your website. Great for associations and websites that charge for access to content.

Chat & Online Agent



Want to provide support to visitors through your website? Allow employees at your organization to chat with visitors of your website in real time and answer their questions and help them find the product or service they are looking for.

Video & Podcast Integration



Easily upload your videos to services like Vimeo and YouTube then embed them on pages of your website. If you want you can even create your own YouTube style service directly on your website.

Events & Calendar



Include a full feature calendar in your website that supports re-occurring events, even RSVP and PayPal payment for registration for events.

Photo Gallery



Upload photos into a beautiful photo gallery for visitors to browse. It takes care of everything, even resizing your photos and putting them in a nice slideshow. If you want, even allow users to upload photos for you to approve and be included on the website!

MONTHLY SERVICES

Our service level agreement is simple. Feel free to call or email us anytime. All of our time is logged to the .1 or every 6 minutes. If you have our rock star support package chances are you will never see a charge above and beyond that. The majority of our clients never pay anything outside of their hosting and support contract after going live. We can fit a lot of support, maintenance and even new features within that package. We don't have a 24/7 hotline but if you ever have an emergency just give Ryan (517-507-9274) or Kevin (517-507-9273) a buzz.

PREMIUM HOSTING - \$50/mo



In order for your website to be a success it needs to be fast and available when your customers need it. Web Ascender hosts all of our websites on servers dedicated to Web Ascender at Liquid Web in Lansing Michigan. With our web hosting package all server patches and backups will be handled and you can rest easy as our servers have over 99.999% uptime percentage. Hosting also includes optional email addresses and website statistics delivered to you weekly by email.

ROCK STAR SUPPORT (OPTIONAL) - \$250/mo



Hosting will make sure your website is up and humming 24 hours a day 7 days a week. However, we want to make sure you get the most out of your website, and it continues to grow and become bigger and better. If you want that as well, and want the ability to call us or email us whenever you want then this option is a great fit for you. Don't worry about receiving a bill for support or advice, this package comes with up to 4 hours a month from our team. Use this for additional training, have us add new pages or content for you, add new features to your site, whatever you want. Time does not roll over to the next month. Any large project will need to be quoted outside of the support package.

SSL - SECURE CERTIFICATE - \$100/yr



If you want your customers or staff to have areas of the website where sensitive information is transferred back and forth it is a good idea to have a SSL certificate installed. This will ensure that the transaction for the computer to the web server is encrypted and secure. This is important when doing credit card processing directly on your website or if you are transferring sensitive information like social security numbers, medical information, financial information or data you do not want to be intercepted by a third party.

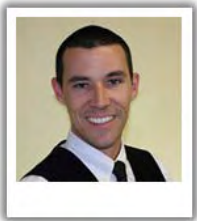
WEB ASCENDER & THE TEAM

OVERVIEW

Web Ascender is owned and managed by MSU Computer Science graduates Ryan Doom and Kevin Southworth who have been designing and developing web solutions since the mid 90's. Ryan and Kevin have led the design, development and online strategy for companies around the world. Web Ascender has helped brand new start-ups as well as publicly traded companies increase their revenue and reach new customers through the internet.

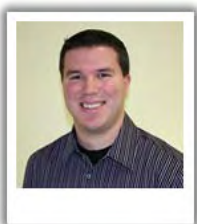
- Web Ascenders lead software programmers have at least a BS in Computer Science or Engineering and are Microsoft Certified Application Developer's (MCAD), MCP or MCSD
- Web Ascender's usability/ lead web designer has over 10 years of digital art experience
- All development work is performed in Michigan
- All website production is reviewed by our management team before being released to the client
- Web Ascender is dedicated to quality of code, and customer satisfaction and does not offshore any services.

RYAN DOOM – PRESIDENT, CREATIVE DIRECTOR & ONLINE MARKETING STRATEGY



Ryan Doom holds a degree in Computer Science from Michigan State University, a Microsoft Application Developers certification and has over 15 years of web development experience and 7 years of enterprise software consulting experience. Ryan had originally wanted to be a professional illustrator and designer but decided to pursue software programming and combine the two with web development. Now Ryan primarily studies marketing and online strategy to help customers achieve their full potential online. Ryan was on the founding board and is still currently active with the Greater Lansing Microsoft .NET Users Group, he actively sits on the Capital Area IT Councils Executive Board as well as LINC, a Lansing IT organizations board. He is also involved with many other community activities, such as getting Lansing Give Camp. Ryan frequently guest blogs, and has led social media presentation for JP Morgan Chase and Consumers Energy.

KEVIN SOUTHWORTH – VICE PRESIDENT, DIRECTOR OF DEVELOPMENT



Kevin Southworth has over 10 years of web development experience and has worked on web applications for small businesses as well as Fortune 500 companies. Kevin has a B.S. degree in Computer Science from Michigan State University, and is a Microsoft Certified Application Developer. Kevin's passion for Microsoft technology allows Web Ascender to constantly offer continued value and the latest web solutions to our clients. Kevin has been programming PHP, ASP .NET and working with leading content management systems for over 6 years.

MIKE FORD – SALES & MARKETING



Michael, a graduate of Michigan State University (BS, Human Resources) and Wayne State University (MA, Sports Administration), has several years of professional experience, beginning with his tenure in Marketing for the Detroit Pistons and Palace Sports & Entertainment. He has worked with clients in nearly every type of industry. Michael works on developing partnerships for Web Ascender in Chicago Illinois.

KYLE SCHEBOR – CREATIVE DESIGNER & DEVELOPER



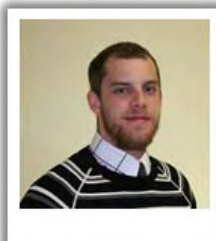
Kyle is a Michigan State Telecommunications graduate who currently leads our creative design. He is always researching and reviewing 'great design' and can also implement his graphic vision in HTML/CSS. He has been working with the DotNetNuke content management system for 3 years and Drupal for 2 years. He can think of a way to solve almost anything. He has a passion for authoring his own electronic music, mobile game development, and making great products.

ALISON SPENCER – CONTENT AND STRUCTURE



Alison is a Michigan State University English Literature major and works with our team on structuring website content for our clients. Alison is SHRM Certified (Society of Human Resource Management) and has experience working with many departments within a company. This gives Alison the ability to interview department heads, product managers and employees to figure out what content would be critical for their website.

MATT HALL –WEB DEVELOPER

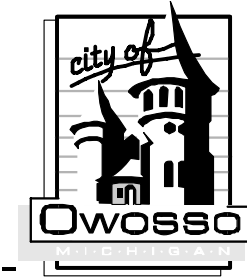


Matt Hall has been working with Web Ascender for three years and is a Michigan State University graduate with a minor in Computer Science. Matt works on programming website features as well as building upon content management systems. He is passionate about HTML/CSS and web standards and knows web technologies inside and out. He has experience working with clients that have had to review and organize 1000's of pages/articles of content.

CORRINE SWARTZ – GRAPHIC DESIGN, USER INTERFACE & WEB DESIGN



Corrine has provided the creative direction for some of our most popular websites. Her degree and experience in Applied Arts and Graphic Design brings a unique perspective to our entirely digital products. While working with Web Ascender, Corrine's experience in print and traditional design has allowed her to easily design something that aligns with any company's branding efforts. She also works with horses on the weekend and is a bass player in her church band.



WARRANT 436
January 31, 2012

Vendor	Description	Fund	Amount
TJ Smith Sand & Gravel Inc	Demolition of 117 S Shiawassee- \$250 retainer to be held for seeding	General	\$6,245.00
Netarx	Network Engineering – December 2011	General	\$6,664.00
		TOTAL	\$12,909.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

PERIOD ENDING 12/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 12/31/2011 MONTH NORM (ABNORM)	ACTIVITY FOR 12/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 101 - GENERAL FUND							
Revenues							
Dept 000							
101-000-401.403	GENERAL PROPERTY TAX	3,349,750.00	3,349,750.00	3,473,925.15	(827.95)	(124,175.15)	103.71
101-000-401.424	TRAILER PARK TAXES	975.00	975.00	473.00	78.00	502.00	48.51
101-000-401.430	INDUSTRIAL/COMMERCIAL FACILITIES TAX	2,700.00	2,700.00	5,706.62	0.00	(3,006.62)	211.36
101-000-401.431	OBSOLETE PROPERTY REHAB TAXES(OPRA)	1,225.00	1,225.00	1,245.18	0.00	(20.18)	101.65
101-000-401.432	NEIGHBORHOOD ENTERPRISE ZONE REHAB TAXES	750.00	750.00	1,518.29	0.00	(768.29)	202.44
101-000-401.443	ADMINISTRATION FEES	74,000.00	74,000.00	36,687.52	11,617.13	37,312.48	49.58
101-000-401.445	COLLECTION & INTEREST ON TAXES	21,600.00	21,600.00	4,897.99	1,041.42	16,702.01	22.68
101-000-450.452	PERMITS-BUILDING	28,700.00	28,700.00	18,619.50	1,001.00	10,080.50	64.88
101-000-450.453	LIQUOR LICENSES	8,450.00	8,450.00	8,462.30	0.00	(12.30)	100.15
101-000-450.454	PERMITS-ELECTRICAL	11,500.00	11,500.00	6,692.00	926.00	4,808.00	58.19
101-000-450.455	PERMITS-PLUMBING & MECHANICAL	29,900.00	29,900.00	12,548.00	2,009.00	17,352.00	41.97
101-000-450.460	MISCELLANEOUS LICENSES	1,000.00	1,000.00	795.00	30.00	205.00	79.50
101-000-450.477	PERMITS-HANDGUNS	800.00	800.00	0.00	0.00	800.00	0.00
101-000-450.478	DOG LICENSES	100.00	100.00	0.00	0.00	100.00	0.00
101-000-501.506	GRANT-FEDERAL	0.00	0.00	55,213.00	0.00	(55,213.00)	100.00
101-000-539.529	GRANT-DEPT OF JUSTICE	28,300.00	28,300.00	9,628.80	0.00	18,671.20	34.02
101-000-539.531	LOCAL GRANT	30,000.00	30,000.00	0.00	0.00	30,000.00	0.00
101-000-539.568	GRANT-RECREATION	30,000.00	30,000.00	0.00	0.00	30,000.00	0.00
101-000-539.575	REVENUE SHARING-CONSTITUTIONAL	1,259,900.00	1,259,900.00	554,803.00	0.00	705,097.00	44.04
101-000-600.626	CHARGE FOR SERVICES RENDERED	19,500.00	19,500.00	4,158.62	238.84	15,341.38	21.33
101-000-600.627	DUPLICATING SERVICES	5,000.00	5,000.00	1,140.25	97.50	3,859.75	22.81
101-000-600.628	RENTAL REGISTRATION	47,600.00	47,600.00	32,638.00	1,134.00	14,962.00	68.57
101-000-600.629	AMBULANCE CHARGES	165,200.00	165,200.00	76,826.41	10,135.76	88,373.59	46.51
101-000-600.630	AMBULANCE MILEAGE CHARGES	95,000.00	95,000.00	44,547.55	5,836.73	50,452.45	46.89
101-000-600.631	AMBULANCE/ ADVANCED LIFE SUPPORT CHARGES	398,000.00	398,000.00	164,968.83	25,462.35	233,031.17	41.45
101-000-600.633	FIRE SERVICES	7,000.00	7,000.00	1,500.00	0.00	5,500.00	21.43
101-000-600.642	CHARGE FOR SERVICES - SALES	2,500.00	2,500.00	335.00	15.00	2,165.00	13.40
101-000-600.647	CABLE TELEVISION FRANCHISE FEES	99,000.00	99,000.00	49,208.72	0.00	49,791.28	49.71
101-000-655.655	PARKING VIOLATIONS	21,400.00	21,400.00	7,200.28	1,298.56	14,199.72	33.65
101-000-655.659	PARKING LEASE INCOME	18,000.00	18,000.00	3,125.00	385.00	14,875.00	17.36
101-000-655.660	ORDINANCE FINES & COSTS	28,600.00	28,600.00	16,462.34	3,006.14	12,137.66	57.56
101-000-664.664	INTEREST INCOME	19,500.00	19,500.00	9,879.14	(3,215.82)	9,620.86	50.66
101-000-664.665	INTEREST INCOME-RESTRICTED ASSETS	0.00	0.00	1.47	0.24	(1.47)	100.00
101-000-664.668	RENTAL INCOME	5,000.00	5,000.00	1,280.00	530.00	3,720.00	25.60
101-000-671.675	DONATIONS-PRIVATE	12,200.00	12,200.00	22,830.00	1,050.00	(10,630.00)	187.13
101-000-671.677	DONATIONS-SMOKE HOUSE	0.00	0.00	25.00	0.00	(25.00)	100.00
101-000-671.687	INSURANCE REFUNDS	0.00	0.00	19,520.00	4,107.00	(19,520.00)	100.00
101-000-671.692	RECOVERY OF BAD DEBTS	5,200.00	5,200.00	2,476.02	342.25	2,723.98	47.62
101-000-671.694	MISCELLANEOUS	2,500.00	2,500.00	484.01	202.34	2,015.99	19.36
101-000-695.676	WASTEWATER UTIL. ADMIN REIMB	171,600.00	171,600.00	69,892.89	14,820.34	101,707.11	40.73
101-000-695.677	CITY UTILITIES ADMIN REIMB	268,000.00	268,000.00	134,002.00	22,333.00	133,998.00	50.00
101-000-695.678	DDA/OBRA REIMBURSEMENT	49,600.00	49,600.00	0.00	0.00	49,600.00	0.00
101-000-695.695	ACT 51 ADMIN REIMBURSEMENT	91,000.00	91,000.00	45,445.17	7,371.00	45,554.83	49.94
101-000-695.697	ENGINEERING REIMBURSEMENT	148,925.00	148,925.00	74,459.00	12,411.00	74,466.00	50.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO
 PERIOD ENDING 12/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 12/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 101 - GENERAL FUND							
Revenues							
101-000-695.698	OTHER FINANCING SOURCES	50,000.00	50,000.00	0.00	0.00	50,000.00	0.00
101-000-695.699	APPROPRIATION OF FUND BALANCE	115,875.00	115,875.00	0.00	0.00	115,875.00	0.00
Total Dept 000		<u>6,725,850.00</u>	<u>6,725,850.00</u>	<u>4,973,621.05</u>	<u>123,435.83</u>	<u>1,752,228.95</u>	<u>73.95</u>
TOTAL Revenues		<u>6,725,850.00</u>	<u>6,725,850.00</u>	<u>4,973,621.05</u>	<u>123,435.83</u>	<u>1,752,228.95</u>	<u>73.95</u>

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

PERIOD ENDING 12/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 12/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 101 - GENERAL FUND							
Expenditures							
Dept 101-CITY COUNCIL							
101-101-704.000	BOARDS & COMMISSIONS	2,600.00	2,600.00	1,080.00	1,080.00	1,520.00	41.54
101-101-728.000	OPERATING SUPPLIES	400.00	400.00	302.26	77.00	97.74	75.57
101-101-860.000	EDUCATION & TRAINING	2,000.00	2,000.00	85.00	85.00	1,915.00	4.25
101-101-978.000	EQUIPMENT	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
Total Dept 101-CITY COUNCIL		10,000.00	10,000.00	1,467.26	1,242.00	8,532.74	14.67
Dept 171-CITY MANAGER							
101-171-702.100	SALARIES	90,000.00	90,000.00	44,644.38	10,384.72	45,355.62	49.60
101-171-715.000	SOCIAL SECURITY (FICA)	7,075.00	7,075.00	3,449.67	802.58	3,625.33	48.76
101-171-716.100	HEALTH INSURANCE	3,400.00	3,400.00	0.00	0.00	3,400.00	0.00
101-171-716.200	DENTAL INSURANCE	550.00	550.00	269.95	45.30	280.05	49.08
101-171-716.300	OPTICAL INSURANCE	150.00	150.00	2.10	0.35	147.90	1.40
101-171-716.400	LIFE INSURANCE	600.00	600.00	297.00	49.50	303.00	49.50
101-171-716.500	LONG - TERM DISABILITY	875.00	875.00	279.00	46.50	596.00	31.89
101-171-718.200	DEFERRED COMPENSATION	13,850.00	13,850.00	6,696.71	1,557.72	7,153.29	48.35
101-171-719.000	WORKERS' COMPENSATION	300.00	300.00	195.00	0.00	105.00	65.00
101-171-728.000	OPERATING SUPPLIES	500.00	500.00	119.55	0.00	380.45	23.91
101-171-856.000	MISCELLANEOUS	250.00	250.00	0.00	0.00	250.00	0.00
101-171-858.000	MEMBERSHIPS & DUES	850.00	850.00	859.25	828.00	(9.25)	101.09
101-171-860.000	EDUCATION & TRAINING	3,000.00	3,000.00	400.00	0.00	2,600.00	13.33
Total Dept 171-CITY MANAGER		121,400.00	121,400.00	57,212.61	13,714.67	64,187.39	47.13
Dept 201-FINANCE							
101-201-702.100	SALARIES	101,250.00	101,250.00	36,955.47	9,777.92	64,294.53	36.50
101-201-702.400	WAGES - TEMPORARY	0.00	0.00	346.00	0.00	(346.00)	100.00
101-201-715.000	SOCIAL SECURITY (FICA)	7,775.00	7,775.00	2,695.54	716.81	5,079.46	34.67
101-201-716.100	HEALTH INSURANCE	31,800.00	31,800.00	11,098.66	1,849.78	20,701.34	34.90
101-201-716.200	DENTAL INSURANCE	1,325.00	1,325.00	458.91	77.00	866.09	34.63
101-201-716.300	OPTICAL INSURANCE	375.00	375.00	3.58	0.60	371.42	0.95
101-201-716.400	LIFE INSURANCE	625.00	625.00	196.83	32.81	428.17	31.49
101-201-716.500	LONG - TERM DISABILITY	975.00	975.00	342.88	57.13	632.12	35.17
101-201-717.000	UNEMPLOYMENT INSURANCE	25.00	25.00	0.00	0.00	25.00	0.00
101-201-718.000	RETIREMENT	8,850.00	8,850.00	0.00	0.00	8,850.00	0.00
101-201-719.000	WORKERS' COMPENSATION	675.00	675.00	357.00	0.00	318.00	52.89
101-201-728.000	OPERATING SUPPLIES	2,000.00	2,000.00	1,548.49	274.58	451.51	77.42
101-201-818.000	CONTRACTUAL SERVICES	78,500.00	78,500.00	28,726.50	5,554.50	49,773.50	36.59
101-201-858.000	MEMBERSHIPS & DUES	300.00	300.00	52.50	0.00	247.50	17.50
101-201-860.000	EDUCATION & TRAINING	500.00	500.00	235.52	0.00	264.48	47.10
Total Dept 201-FINANCE		234,975.00	234,975.00	83,017.88	18,341.13	151,957.12	35.33

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

PERIOD ENDING 12/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 12/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 101 - GENERAL FUND							
Expenditures							
Dept 209-ASSESSING							
101-209-702.100	SALARIES	66,025.00	66,025.00	34,795.54	8,188.30	31,229.46	52.70
101-209-704.000	BOARDS & COMMISSIONS	1,250.00	1,250.00	500.00	250.00	750.00	40.00
101-209-715.000	SOCIAL SECURITY (FICA)	5,100.00	5,100.00	2,659.49	625.96	2,440.51	52.15
101-209-716.100	HEALTH INSURANCE	4,300.00	4,300.00	667.19	100.49	3,632.81	15.52
101-209-716.200	DENTAL INSURANCE	850.00	850.00	468.57	78.06	381.43	55.13
101-209-716.300	OPTICAL INSURANCE	150.00	150.00	2.60	0.42	147.40	1.73
101-209-716.400	LIFE INSURANCE	500.00	500.00	258.08	42.78	241.92	51.62
101-209-716.500	LONG - TERM DISABILITY	625.00	625.00	344.63	56.86	280.37	55.14
101-209-717.000	UNEMPLOYMENT INSURANCE	25.00	25.00	0.00	0.00	25.00	0.00
101-209-718.000	RETIREMENT	5,750.00	5,750.00	0.00	0.00	5,750.00	0.00
101-209-719.000	WORKERS' COMPENSATION	750.00	750.00	447.00	0.00	303.00	59.60
101-209-728.000	OPERATING SUPPLIES	6,500.00	6,500.00	1,413.38	479.54	5,086.62	21.74
101-209-802.000	ADVERTISING	150.00	150.00	29.39	0.00	120.61	19.59
101-209-818.000	CONTRACTUAL SERVICES	5,000.00	5,000.00	3,695.00	0.00	1,305.00	73.90
101-209-833.000	EQUIPMENT MAINTENANCE	250.00	250.00	0.00	0.00	250.00	0.00
101-209-858.000	MEMBERSHIPS & DUES	300.00	300.00	200.00	0.00	100.00	66.67
101-209-860.000	EDUCATION & TRAINING	1,250.00	1,250.00	482.22	0.00	767.78	38.58
101-209-978.000	EQUIPMENT	1,400.00	1,400.00	0.00	0.00	1,400.00	0.00
Total Dept 209-ASSESSING		100,175.00	100,175.00	45,963.09	9,822.41	54,211.91	45.88
Dept 210-CITY ATTORNEY							
101-210-728.000	OPERATING SUPPLIES	0.00	0.00	23.50	23.50	(23.50)	100.00
101-210-801.000	PROFESSIONAL SERVICES: ADMINISTRATIVE	50,000.00	50,000.00	22,317.25	3,678.81	27,682.75	44.63
101-210-801.100	PROFESSIONAL SERVICES: POLICE/COURT	65,000.00	65,000.00	38,413.49	5,679.31	26,586.51	59.10
Total Dept 210-CITY ATTORNEY		115,000.00	115,000.00	60,754.24	9,381.62	54,245.76	52.83
Dept 215-CLERK							
101-215-702.100	SALARIES	102,000.00	102,000.00	49,734.80	11,549.97	52,265.20	48.76
101-215-706.000	ELECTIONS	13,500.00	13,500.00	4,915.24	181.52	8,584.76	36.41
101-215-715.000	SOCIAL SECURITY (FICA)	7,825.00	7,825.00	3,686.93	864.58	4,138.07	47.12
101-215-716.100	HEALTH INSURANCE	22,000.00	22,000.00	14,087.90	2,390.85	7,912.10	64.04
101-215-716.200	DENTAL INSURANCE	900.00	900.00	583.13	100.14	316.87	64.79
101-215-716.300	OPTICAL INSURANCE	375.00	375.00	4.55	0.79	370.45	1.21
101-215-716.400	LIFE INSURANCE	675.00	675.00	327.41	55.50	347.59	48.51
101-215-716.500	LONG - TERM DISABILITY	1,000.00	1,000.00	488.99	83.84	511.01	48.90
101-215-717.000	UNEMPLOYMENT INSURANCE	25.00	25.00	0.00	0.00	25.00	0.00
101-215-718.000	RETIREMENT	8,900.00	8,900.00	0.00	0.00	8,900.00	0.00
101-215-719.000	WORKERS' COMPENSATION	475.00	475.00	243.00	0.00	232.00	51.16
101-215-728.000	OPERATING SUPPLIES	4,000.00	4,000.00	1,868.66	593.09	2,131.34	46.72
101-215-802.000	ADVERTISING	2,500.00	2,500.00	1,196.78	247.51	1,303.22	47.87

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

PERIOD ENDING 12/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 12/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 101 - GENERAL FUND							
Expenditures							
101-215-818.000	CONTRACTUAL SERVICES	3,900.00	3,900.00	1,700.28	0.00	2,199.72	43.60
101-215-833.000	EQUIPMENT MAINTENANCE	2,250.00	2,250.00	0.00	0.00	2,250.00	0.00
101-215-858.000	MEMBERSHIPS & DUES	325.00	325.00	321.25	0.00	3.75	98.85
101-215-860.000	EDUCATION & TRAINING	1,600.00	1,600.00	0.00	0.00	1,600.00	0.00
Total Dept 215-CLERK		172,250.00	172,250.00	79,158.92	16,067.79	93,091.08	45.96
Dept 226-PERSONNEL							
101-226-702.100	SALARIES	142,675.00	142,675.00	66,182.65	15,286.44	76,492.35	46.39
101-226-702.800	ACCRUED SICK LEAVE	775.00	775.00	0.00	0.00	775.00	0.00
101-226-715.000	SOCIAL SECURITY (FICA)	10,925.00	10,925.00	4,861.11	1,121.51	6,063.89	44.50
101-226-716.100	HEALTH INSURANCE	8,525.00	8,525.00	0.00	0.00	8,525.00	0.00
101-226-716.200	DENTAL INSURANCE	1,700.00	1,700.00	866.60	145.42	833.40	50.98
101-226-716.300	OPTICAL INSURANCE	350.00	350.00	4.20	0.70	345.80	1.20
101-226-716.400	LIFE INSURANCE	725.00	725.00	358.38	59.73	366.62	49.43
101-226-716.500	LONG - TERM DISABILITY	1,175.00	1,175.00	570.12	95.02	604.88	48.52
101-226-717.000	UNEMPLOYMENT INSURANCE	25.00	25.00	0.00	0.00	25.00	0.00
101-226-718.000	RETIREMENT	4,250.00	4,250.00	0.00	0.00	4,250.00	0.00
101-226-718.200	DEFERRED COMPENSATION	2,850.00	2,850.00	1,310.26	310.98	1,539.74	45.97
101-226-719.000	WORKERS' COMPENSATION	375.00	375.00	342.00	0.00	33.00	91.20
101-226-728.000	OPERATING SUPPLIES	2,500.00	2,500.00	618.28	161.00	1,881.72	24.73
101-226-818.000	CONTRACTUAL SERVICES	25,000.00	25,000.00	31,241.41	300.25	(6,241.41)	124.97
101-226-833.000	EQUIPMENT MAINTENANCE	500.00	500.00	0.00	0.00	500.00	0.00
101-226-856.000	MISCELLANEOUS	1,000.00	1,000.00	34.75	0.00	965.25	3.48
101-226-858.000	MEMBERSHIPS & DUES	500.00	500.00	305.00	0.00	195.00	61.00
101-226-860.000	EDUCATION & TRAINING	2,000.00	2,000.00	594.92	0.00	1,405.08	29.75
Total Dept 226-PERSONNEL		205,850.00	205,850.00	107,289.68	17,481.05	98,560.32	52.12
Dept 253-TREASURY							
101-253-702.100	SALARIES	135,700.00	135,700.00	64,482.43	14,587.35	71,217.57	47.52
101-253-715.000	SOCIAL SECURITY (FICA)	10,400.00	10,400.00	4,893.20	1,106.50	5,506.80	47.05
101-253-716.100	HEALTH INSURANCE	22,100.00	22,100.00	17,301.08	2,883.51	4,798.92	78.29
101-253-716.200	DENTAL INSURANCE	1,150.00	1,150.00	907.10	152.22	242.90	78.88
101-253-716.300	OPTICAL INSURANCE	225.00	225.00	4.51	0.75	220.49	2.00
101-253-716.400	LIFE INSURANCE	650.00	650.00	460.94	76.82	189.06	70.91
101-253-716.500	LONG - TERM DISABILITY	1,050.00	1,050.00	586.57	97.77	463.43	55.86
101-253-717.000	UNEMPLOYMENT INSURANCE	25.00	25.00	0.00	0.00	25.00	0.00
101-253-718.000	RETIREMENT	10,700.00	10,700.00	0.00	0.00	10,700.00	0.00
101-253-719.000	WORKERS' COMPENSATION	500.00	500.00	477.00	0.00	23.00	95.40
101-253-728.000	OPERATING SUPPLIES	3,000.00	3,000.00	2,354.58	670.09	645.42	78.49
101-253-818.000	CONTRACTUAL SERVICES	11,500.00	11,500.00	5,304.92	1,644.92	6,195.08	46.13
101-253-833.000	EQUIPMENT MAINTENANCE	750.00	750.00	381.72	381.72	368.28	50.90

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

PERIOD ENDING 12/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 12/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 101 - GENERAL FUND							
Expenditures							
101-253-858.000	MEMBERSHIPS & DUES	450.00	450.00	11.25	0.00	438.75	2.50
101-253-860.000	EDUCATION & TRAINING	2,800.00	2,800.00	712.45	0.00	2,087.55	25.44
101-253-862.000	OVER & SHORT	0.00	0.00	18.65	20.00	(18.65)	100.00
Total Dept 253-TREASURY		201,000.00	201,000.00	97,896.40	21,621.65	103,103.60	48.70
Dept 258-INFORMATION & TECHNOLOGY							
101-258-719.000	WORKERS' COMPENSATION	0.00	0.00	162.00	0.00	(162.00)	100.00
101-258-728.000	OPERATING SUPPLIES	4,000.00	4,000.00	2,346.36	0.00	1,653.64	58.66
101-258-818.000	CONTRACTUAL SERVICES	130,000.00	130,000.00	37,886.75	7,778.00	92,113.25	29.14
101-258-833.000	EQUIPMENT MAINTENANCE	4,000.00	4,000.00	232.50	0.00	3,767.50	5.81
101-258-858.000	MEMBERSHIPS & DUES	200.00	200.00	0.00	0.00	200.00	0.00
101-258-860.000	EDUCATION & TRAINING	2,000.00	2,000.00	1,600.00	1,600.00	400.00	80.00
101-258-978.000	EQUIPMENT	22,825.00	22,825.00	23,022.50	7,700.00	(197.50)	100.87
Total Dept 258-INFORMATION & TECHNOLOGY		163,025.00	163,025.00	65,250.11	17,078.00	97,774.89	40.02
Dept 265-BUILDING & GROUNDS							
101-265-702.200	WAGES	39,000.00	39,000.00	19,683.19	4,416.16	19,316.81	50.47
101-265-703.000	OTHER COMPENSATION	8,900.00	8,900.00	2,554.92	528.96	6,345.08	28.71
101-265-715.000	SOCIAL SECURITY (FICA)	3,000.00	3,000.00	1,299.07	294.78	1,700.93	43.30
101-265-716.100	HEALTH INSURANCE	14,225.00	14,225.00	6,528.60	1,088.10	7,696.40	45.90
101-265-716.200	DENTAL INSURANCE	600.00	600.00	269.95	45.30	330.05	44.99
101-265-716.300	OPTICAL INSURANCE	175.00	175.00	2.10	0.35	172.90	1.20
101-265-716.400	LIFE INSURANCE	100.00	100.00	39.60	6.60	60.40	39.60
101-265-718.000	RETIREMENT	5,900.00	5,900.00	0.00	0.00	5,900.00	0.00
101-265-719.000	WORKERS' COMPENSATION	1,000.00	1,000.00	723.00	0.00	277.00	72.30
101-265-728.000	OPERATING SUPPLIES	4,000.00	4,000.00	657.09	144.63	3,342.91	16.43
101-265-818.000	CONTRACTUAL SERVICES	5,000.00	5,000.00	15.00	0.00	4,985.00	0.30
101-265-820.100	ELECTRICITY	17,000.00	17,000.00	7,804.01	1,452.76	9,195.99	45.91
101-265-820.200	GAS	8,000.00	8,000.00	948.38	514.71	7,051.62	11.85
101-265-820.400	WATER & SEWER	3,000.00	3,000.00	497.60	0.00	2,502.40	16.59
101-265-831.000	BUILDING MAINTENANCE	30,000.00	30,000.00	18,151.29	139.28	11,848.71	60.50
101-265-843.000	EQUIPMENT RENTAL	12,000.00	12,000.00	5,560.18	609.52	6,439.82	46.33
101-265-974.000	SYSTEM IMPROVEMENTS	0.00	0.00	5,300.00	0.00	(5,300.00)	100.00
Total Dept 265-BUILDING & GROUNDS		151,900.00	151,900.00	70,033.98	9,241.15	81,866.02	46.11
Dept 285-CABLE COMMISSION							
101-285-728.000	OPERATING SUPPLIES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-285-818.000	CONTRACTUAL SERVICES	3,900.00	3,900.00	995.00	0.00	2,905.00	25.51

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

PERIOD ENDING 12/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 12/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 101 - GENERAL FUND							
Expenditures							
Total Dept 285-CABLE COMMISSION		4,900.00	4,900.00	995.00	0.00	3,905.00	20.31
Dept 299-GENERAL ADMIN							
101-299-719.000	WORKERS' COMPENSATION	0.00	0.00	68.00	0.00	(68.00)	100.00
101-299-728.000	OPERATING SUPPLIES	24,200.00	24,200.00	12,268.40	508.54	11,931.60	50.70
101-299-810.000	INSURANCE & BONDS	140,000.00	140,000.00	67,778.00	(139,538.00)	72,222.00	48.41
101-299-818.000	CONTRACTUAL SERVICES	18,000.00	18,000.00	4,961.48	1,729.50	13,038.52	27.56
101-299-820.300	TELEPHONE	22,000.00	22,000.00	6,538.60	1,200.12	15,461.40	29.72
101-299-833.000	EQUIPMENT MAINTENANCE	2,000.00	2,000.00	1,864.32	546.24	135.68	93.22
101-299-845.000	LEASE	950.00	950.00	0.00	0.00	950.00	0.00
101-299-850.000	BAD DEBT EXPENSE	75,000.00	75,000.00	16,642.00	0.00	58,358.00	22.19
101-299-856.000	MISCELLANEOUS	6,500.00	6,500.00	12,104.76	99.95	(5,604.76)	186.23
101-299-858.000	MEMBERSHIPS & DUES	22,050.00	22,050.00	14,525.50	0.00	7,524.50	65.88
101-299-971.000	LAND	0.00	0.00	6,000.00	0.00	(6,000.00)	100.00
101-299-978.000	EQUIPMENT	45,000.00	45,000.00	45,000.00	0.00	0.00	100.00
101-299-978.100	COL - EQUIPMENT - INTEREST	13,650.00	13,650.00	7,431.25	0.00	6,218.75	54.44
Total Dept 299-GENERAL ADMIN		369,350.00	369,350.00	195,182.31	(135,453.65)	174,167.69	52.84
Dept 300-POLICE							
101-300-702.100	SALARIES	1,017,600.00	1,017,600.00	567,711.73	157,987.61	449,888.27	55.79
101-300-702.120	SALARIES-MAGNET	28,300.00	28,300.00	11,440.32	2,584.00	16,859.68	40.43
101-300-702.200	WAGES	33,300.00	33,300.00	5,113.72	1,654.38	28,186.28	15.36
101-300-702.300	OVERTIME	35,000.00	35,000.00	10,110.18	1,548.39	24,889.82	28.89
101-300-702.400	WAGES - TEMPORARY	8,800.00	8,800.00	3,791.00	1,044.15	5,009.00	43.08
101-300-702.600	UNIFORMS	850.00	850.00	0.00	0.00	850.00	0.00
101-300-702.800	ACCRUED SICK LEAVE	4,200.00	4,200.00	16,322.74	0.00	(12,122.74)	388.64
101-300-703.000	OTHER COMPENSATION	58,000.00	58,000.00	20,201.25	6,312.18	37,798.75	34.83
101-300-715.000	SOCIAL SECURITY (FICA)	17,350.00	17,350.00	12,752.34	3,438.36	4,597.66	73.50
101-300-716.100	HEALTH INSURANCE	223,950.00	223,950.00	92,529.25	14,538.15	131,420.75	41.32
101-300-716.200	DENTAL INSURANCE	7,600.00	7,600.00	4,195.00	659.66	3,405.00	55.20
101-300-716.300	OPTICAL INSURANCE	350.00	350.00	6.59	1.06	343.41	1.88
101-300-716.400	LIFE INSURANCE	1,675.00	1,675.00	915.21	147.50	759.79	54.64
101-300-716.500	LONG - TERM DISABILITY	1,250.00	1,250.00	839.56	136.67	410.44	67.16
101-300-716.600	PHYSICALS	0.00	0.00	15.00	0.00	(15.00)	100.00
101-300-717.000	UNEMPLOYMENT INSURANCE	100.00	100.00	5.61	0.00	94.39	5.61
101-300-718.000	RETIREMENT	51,700.00	51,700.00	0.00	0.00	51,700.00	0.00
101-300-718.100	MUNICIPAL EMPLOYEES RETIREMENT PROGRAM	13,200.00	13,200.00	6,577.83	1,124.76	6,622.17	49.83
101-300-719.000	WORKERS' COMPENSATION	26,700.00	26,700.00	18,636.00	0.00	8,064.00	69.80
101-300-728.000	OPERATING SUPPLIES	15,000.00	15,000.00	5,846.07	2,198.32	9,153.93	38.97
101-300-741.000	UNIFORMS & CLEANING	15,000.00	15,000.00	3,473.10	2,500.35	11,526.90	23.15
101-300-751.000	GAS & OIL	42,500.00	42,500.00	20,448.36	3,086.59	22,051.64	48.11
101-300-804.000	WITNESS JURY FEES	500.00	500.00	115.76	0.00	384.24	23.15

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

PERIOD ENDING 12/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 12/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 101 - GENERAL FUND							
Expenditures							
101-300-813.000	WRECKER SERVICE	400.00	400.00	0.00	0.00	400.00	0.00
101-300-818.000	CONTRACTUAL SERVICES	17,000.00	17,000.00	18,510.59	8,263.76	(1,510.59)	108.89
101-300-820.100	ELECTRICITY	6,500.00	6,500.00	3,654.01	693.76	2,845.99	56.22
101-300-820.200	GAS	8,200.00	8,200.00	1,526.71	798.67	6,673.29	18.62
101-300-820.300	TELEPHONE	6,000.00	6,000.00	1,885.61	258.85	4,114.39	31.43
101-300-820.400	WATER & SEWER	1,800.00	1,800.00	550.10	0.00	1,249.90	30.56
101-300-820.500	REFUSE	400.00	400.00	189.00	31.50	211.00	47.25
101-300-831.000	BUILDING MAINTENANCE	7,500.00	7,500.00	2,466.62	998.97	5,033.38	32.89
101-300-833.000	EQUIPMENT MAINTENANCE	1,000.00	1,000.00	159.26	83.00	840.74	15.93
101-300-833.400	EQUIP MAINT - MOBILE	25,000.00	25,000.00	14,525.44	4,746.35	10,474.56	58.10
101-300-856.000	MISCELLANEOUS	1,000.00	1,000.00	54.00	0.00	946.00	5.40
101-300-858.000	MEMBERSHIPS & DUES	500.00	500.00	335.00	0.00	165.00	67.00
101-300-860.000	EDUCATION & TRAINING	2,000.00	2,000.00	420.72	116.85	1,579.28	21.04
101-300-978.000	EQUIPMENT	0.00	0.00	5,810.00	0.00	(5,810.00)	100.00
101-300-978.100	COL - EQUIPMENT - INTEREST	40,000.00	40,000.00	0.00	0.00	40,000.00	0.00
Total Dept 300-POLICE		1,720,225.00	1,720,225.00	851,133.68	214,953.84	869,091.32	49.48
Dept 335-FIRE							
101-335-702.100	SALARIES	909,550.00	909,550.00	429,675.91	96,056.15	479,874.09	47.24
101-335-702.200	WAGES	0.00	0.00	104.41	69.83	(104.41)	100.00
101-335-702.300	OVERTIME	75,000.00	75,000.00	90,083.18	21,123.97	(15,083.18)	120.11
101-335-702.400	WAGES - TEMPORARY	0.00	0.00	2,199.75	1,423.50	(2,199.75)	100.00
101-335-702.500	MEAL ALLOWANCE	12,750.00	12,750.00	11,250.00	0.00	1,500.00	88.24
101-335-702.600	UNIFORMS	1,700.00	1,700.00	232.50	232.50	1,467.50	13.68
101-335-702.800	ACCRUED SICK LEAVE	4,825.00	4,825.00	9,086.56	0.00	(4,261.56)	188.32
101-335-715.000	SOCIAL SECURITY (FICA)	13,250.00	13,250.00	8,146.13	1,787.91	5,103.87	61.48
101-335-716.100	HEALTH INSURANCE	254,050.00	254,050.00	101,880.64	17,892.61	152,169.36	40.10
101-335-716.200	DENTAL INSURANCE	8,100.00	8,100.00	3,982.00	676.24	4,118.00	49.16
101-335-716.300	OPTICAL INSURANCE	2,900.00	2,900.00	34.61	5.77	2,865.39	1.19
101-335-716.400	LIFE INSURANCE	2,250.00	2,250.00	1,049.33	174.88	1,200.67	46.64
101-335-716.500	LONG - TERM DISABILITY	1,125.00	1,125.00	607.27	101.20	517.73	53.98
101-335-716.600	PHYSICALS	6,000.00	6,000.00	4,980.00	0.00	1,020.00	83.00
101-335-717.000	UNEMPLOYMENT INSURANCE	125.00	125.00	4.33	0.00	120.67	3.46
101-335-718.000	RETIREMENT	48,725.00	48,725.00	0.00	0.00	48,725.00	0.00
101-335-719.000	WORKERS' COMPENSATION	36,500.00	36,500.00	23,520.00	0.00	12,980.00	64.44
101-335-728.000	OPERATING SUPPLIES	5,000.00	5,000.00	4,460.29	675.17	539.71	89.21
101-335-728.100	SUPPLIES	15,000.00	15,000.00	7,968.81	2,293.03	7,031.19	53.13
101-335-741.000	UNIFORMS & CLEANING	6,000.00	6,000.00	1,627.52	167.60	4,372.48	27.13
101-335-751.000	GAS & OIL	15,000.00	15,000.00	9,376.65	1,824.31	5,623.35	62.51
101-335-818.000	CONTRACTUAL SERVICES	52,000.00	52,000.00	19,337.24	3,890.64	32,662.76	37.19
101-335-820.100	ELECTRICITY	7,000.00	7,000.00	4,226.76	808.58	2,773.24	60.38
101-335-820.200	GAS	8,500.00	8,500.00	1,526.73	798.68	6,973.27	17.96
101-335-820.300	TELEPHONE	4,000.00	4,000.00	1,274.53	162.17	2,725.47	31.86

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

PERIOD ENDING 12/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 12/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 101 - GENERAL FUND							
Expenditures							
101-335-820.400	WATER & SEWER	2,000.00	2,000.00	550.10	0.00	1,449.90	27.51
101-335-820.500	REFUSE	500.00	500.00	189.00	31.50	311.00	37.80
101-335-831.000	BUILDING MAINTENANCE	6,500.00	6,500.00	1,695.72	769.50	4,804.28	26.09
101-335-833.000	EQUIPMENT MAINTENANCE	6,500.00	6,500.00	2,496.34	775.43	4,003.66	38.41
101-335-833.400	EQUIP MAINT - MOBILE	20,000.00	20,000.00	5,024.97	0.00	14,975.03	25.12
101-335-845.000	LEASE	113,350.00	113,350.00	0.00	0.00	113,350.00	0.00
101-335-860.000	EDUCATION & TRAINING	2,000.00	2,000.00	9,683.58	5,425.00	(7,683.58)	484.18
101-335-978.000	EQUIPMENT	0.00	0.00	125,037.13	25,389.00	(125,037.13)	100.00
101-335-978.100	COL - EQUIPMENT - INTEREST	8,400.00	8,400.00	0.00	0.00	8,400.00	0.00
Total Dept 335-FIRE		1,648,600.00	1,648,600.00	881,311.99	182,555.17	767,288.01	53.46
Dept 370-BUILDING AND SAFETY							
101-370-702.100	SALARIES	64,900.00	64,900.00	8,394.97	1,852.13	56,505.03	12.94
101-370-715.000	SOCIAL SECURITY (FICA)	4,975.00	4,975.00	608.46	133.90	4,366.54	12.23
101-370-716.100	HEALTH INSURANCE	15,625.00	15,625.00	1,334.43	200.97	14,290.57	8.54
101-370-716.200	DENTAL INSURANCE	675.00	675.00	70.60	10.71	604.40	10.46
101-370-716.300	OPTICAL INSURANCE	250.00	250.00	1.02	0.16	248.98	0.41
101-370-716.400	LIFE INSURANCE	375.00	375.00	29.15	4.39	345.85	7.77
101-370-716.500	LONG - TERM DISABILITY	575.00	575.00	72.74	10.95	502.26	12.65
101-370-718.000	RETIREMENT	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
101-370-719.000	WORKERS' COMPENSATION	875.00	875.00	447.00	0.00	428.00	51.09
101-370-728.000	OPERATING SUPPLIES	3,000.00	3,000.00	126.65	30.00	2,873.35	4.22
101-370-818.000	CONTRACTUAL SERVICES	50,000.00	50,000.00	17,875.00	2,600.00	32,125.00	35.75
101-370-820.300	TELEPHONE	250.00	250.00	127.65	20.95	122.35	51.06
101-370-833.000	EQUIPMENT MAINTENANCE	250.00	250.00	49.89	21.00	200.11	19.96
101-370-856.000	MISCELLANEOUS	500.00	500.00	0.00	0.00	500.00	0.00
101-370-858.000	MEMBERSHIPS & DUES	500.00	500.00	31.25	0.00	468.75	6.25
101-370-860.000	EDUCATION & TRAINING	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
Total Dept 370-BUILDING AND SAFETY		147,750.00	147,750.00	29,168.81	4,885.16	118,581.19	19.74
Dept 441-PUBLIC WORKS							
101-441-702.100	SALARIES	18,400.00	18,400.00	18,170.82	4,212.83	229.18	98.75
101-441-702.200	WAGES	40,000.00	40,000.00	23,345.44	4,754.74	16,654.56	58.36
101-441-702.800	ACCRUED SICK LEAVE	0.00	0.00	4,101.78	0.00	(4,101.78)	100.00
101-441-703.000	OTHER COMPENSATION	9,200.00	9,200.00	55,075.54	8,217.28	(45,875.54)	598.65
101-441-715.000	SOCIAL SECURITY (FICA)	4,500.00	4,500.00	16,867.11	3,359.49	(12,367.11)	374.82
101-441-716.100	HEALTH INSURANCE	15,800.00	15,800.00	67,939.74	11,102.47	(52,139.74)	430.00
101-441-716.200	DENTAL INSURANCE	800.00	800.00	3,131.40	505.02	(2,331.40)	391.43
101-441-716.300	OPTICAL INSURANCE	200.00	200.00	21.95	3.42	178.05	10.98
101-441-716.400	LIFE INSURANCE	200.00	200.00	490.51	77.34	(290.51)	245.26
101-441-716.500	LONG - TERM DISABILITY	100.00	100.00	178.25	29.70	(78.25)	178.25

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

PERIOD ENDING 12/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 12/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 101 - GENERAL FUND							
Expenditures							
101-441-717.000	UNEMPLOYMENT INSURANCE	25.00	25.00	2.60	0.00	22.40	10.40
101-441-718.000	RETIREMENT	9,900.00	9,900.00	0.00	0.00	9,900.00	0.00
101-441-719.000	WORKERS' COMPENSATION	4,500.00	4,500.00	15,162.00	0.00	(10,662.00)	336.93
101-441-728.000	OPERATING SUPPLIES	2,500.00	2,500.00	462.59	53.50	2,037.41	18.50
101-441-751.000	GAS & OIL	50,000.00	50,000.00	21,448.27	5,094.16	28,551.73	42.90
101-441-818.000	CONTRACTUAL SERVICES	2,000.00	2,000.00	953.34	0.00	1,046.66	47.67
101-441-820.100	ELECTRICITY	18,000.00	18,000.00	8,146.05	2,319.44	9,853.95	45.26
101-441-820.200	GAS	10,000.00	10,000.00	605.98	364.86	9,394.02	6.06
101-441-820.300	TELEPHONE	3,000.00	3,000.00	1,177.52	145.29	1,822.48	39.25
101-441-820.400	WATER & SEWER	800.00	800.00	214.30	0.00	585.70	26.79
101-441-820.500	REFUSE	1,500.00	1,500.00	750.00	125.00	750.00	50.00
101-441-821.000	STREET LIGHTING	225,000.00	225,000.00	106,943.54	21,838.02	118,056.46	47.53
101-441-831.000	BUILDING MAINTENANCE	2,000.00	2,000.00	76.35	137.86	1,923.65	3.82
101-441-831.100	STORM SEWER MAINTENANCE	55,000.00	55,000.00	1,521.18	1,403.94	53,478.82	2.77
101-441-836.200	TREES & GARDEN	0.00	0.00	2,205.76	0.00	(2,205.76)	100.00
101-441-838.000	MISCELLANEOUS OPERATIONS	3,000.00	3,000.00	575.85	0.00	2,424.15	19.20
101-441-843.000	EQUIPMENT RENTAL	11,000.00	11,000.00	8,984.66	1,224.33	2,015.34	81.68
101-441-860.000	EDUCATION & TRAINING	2,000.00	2,000.00	1,398.00	150.00	602.00	69.90
101-441-860.100	SAFETY TRAINING	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
Total Dept 441-PUBLIC WORKS		491,425.00	491,425.00	359,950.53	65,118.69	131,474.47	73.25
Dept 447-ENGINEERING							
101-447-702.100	SALARIES	77,400.00	77,400.00	66,089.73	17,504.58	11,310.27	85.39
101-447-702.400	WAGES - TEMPORARY	4,800.00	4,800.00	0.00	0.00	4,800.00	0.00
101-447-715.000	SOCIAL SECURITY (FICA)	5,925.00	5,925.00	5,027.65	1,333.41	897.35	84.85
101-447-716.100	HEALTH INSURANCE	15,900.00	15,900.00	11,390.74	1,632.16	4,509.26	71.64
101-447-716.200	DENTAL INSURANCE	650.00	650.00	838.26	140.66	(188.26)	128.96
101-447-716.300	OPTICAL INSURANCE	125.00	125.00	5.30	0.89	119.70	4.24
101-447-716.400	LIFE INSURANCE	200.00	200.00	371.27	61.89	(171.27)	185.64
101-447-716.500	LONG - TERM DISABILITY	225.00	225.00	597.57	99.60	(372.57)	265.59
101-447-717.000	UNEMPLOYMENT INSURANCE	25.00	25.00	0.00	0.00	25.00	0.00
101-447-718.000	RETIREMENT	6,300.00	6,300.00	0.00	0.00	6,300.00	0.00
101-447-719.000	WORKERS' COMPENSATION	300.00	300.00	918.00	0.00	(618.00)	306.00
101-447-728.000	OPERATING SUPPLIES	3,000.00	3,000.00	966.25	113.82	2,033.75	32.21
101-447-818.000	CONTRACTUAL SERVICES	3,000.00	3,000.00	1,730.82	43.50	1,269.18	57.69
101-447-833.000	EQUIPMENT MAINTENANCE	2,000.00	2,000.00	337.55	0.00	1,662.45	16.88
101-447-858.000	MEMBERSHIPS & DUES	700.00	700.00	0.00	0.00	700.00	0.00
101-447-860.000	EDUCATION & TRAINING	3,000.00	3,000.00	10.00	0.00	2,990.00	0.33
101-447-978.000	EQUIPMENT	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00
Total Dept 447-ENGINEERING		126,050.00	126,050.00	88,283.14	20,930.51	37,766.86	70.04

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

PERIOD ENDING 12/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 12/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 101 - GENERAL FUND							
Expenditures							
Dept 528-LEAF AND BRUSH COLLECTION							
101-528-702.200	WAGES	40,000.00	40,000.00	45,576.44	17,553.39	(5,576.44)	113.94
101-528-703.000	OTHER COMPENSATION	9,200.00	9,200.00	0.00	0.00	9,200.00	0.00
101-528-716.000	FRINGES	30,000.00	30,000.00	0.00	0.00	30,000.00	0.00
101-528-728.000	OPERATING SUPPLIES	1,500.00	1,500.00	1,038.74	0.00	461.26	69.25
101-528-818.000	CONTRACTUAL SERVICES	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
101-528-831.000	BUILDING MAINTENANCE	8,000.00	8,000.00	7,200.00	4,000.00	800.00	90.00
101-528-843.000	EQUIPMENT RENTAL	46,750.00	46,750.00	94,163.18	37,411.69	(47,413.18)	201.42
Total Dept 528-LEAF AND BRUSH COLLECTION		145,450.00	145,450.00	147,978.36	58,965.08	(2,528.36)	101.74
Dept 585-PARKING							
101-585-702.200	WAGES	9,375.00	9,375.00	4,925.97	701.21	4,449.03	52.54
101-585-703.000	OTHER COMPENSATION	2,150.00	2,150.00	0.00	0.00	2,150.00	0.00
101-585-716.000	FRINGES	7,000.00	7,000.00	0.00	0.00	7,000.00	0.00
101-585-728.000	OPERATING SUPPLIES	0.00	0.00	1,580.31	104.10	(1,580.31)	100.00
101-585-834.000	MAINTENANCE	500.00	500.00	325.19	0.00	174.81	65.04
101-585-843.000	EQUIPMENT RENTAL	8,250.00	8,250.00	2,890.27	254.59	5,359.73	35.03
101-585-974.000	SYSTEM IMPROVEMENTS	50,000.00	50,000.00	40,861.91	0.00	9,138.09	81.72
Total Dept 585-PARKING		77,275.00	77,275.00	50,583.65	1,059.90	26,691.35	65.46
Dept 728-COMMUNITY DEVELOPMENT							
101-728-702.100	SALARIES	119,300.00	119,300.00	40,859.46	7,911.68	78,440.54	34.25
101-728-702.800	ACCRUED SICK LEAVE	0.00	0.00	276.65	276.65	(276.65)	100.00
101-728-715.000	SOCIAL SECURITY (FICA)	9,150.00	9,150.00	3,093.68	590.37	6,056.32	33.81
101-728-716.100	HEALTH INSURANCE	24,150.00	24,150.00	11,755.58	1,460.63	12,394.42	48.68
101-728-716.200	DENTAL INSURANCE	1,275.00	1,275.00	515.93	78.06	759.07	40.47
101-728-716.300	OPTICAL INSURANCE	400.00	400.00	3.34	0.43	396.66	0.84
101-728-716.400	LIFE INSURANCE	650.00	650.00	302.21	42.79	347.79	46.49
101-728-716.500	LONG - TERM DISABILITY	1,150.00	1,150.00	414.71	56.87	735.29	36.06
101-728-718.200	DEFERRED COMPENSATION	5,600.00	5,600.00	1,587.18	290.49	4,012.82	28.34
101-728-719.000	WORKERS' COMPENSATION	500.00	500.00	288.00	0.00	212.00	57.60
101-728-728.000	OPERATING SUPPLIES	10,000.00	10,000.00	2,409.71	427.00	7,590.29	24.10
101-728-818.000	CONTRACTUAL SERVICES	25,000.00	25,000.00	850.00	0.00	24,150.00	3.40
101-728-833.000	EQUIPMENT MAINTENANCE	500.00	500.00	33.84	21.00	466.16	6.77
101-728-858.000	MEMBERSHIPS & DUES	1,000.00	1,000.00	789.00	0.00	211.00	78.90
101-728-860.000	EDUCATION & TRAINING	2,000.00	2,000.00	2,156.84	0.00	(156.84)	107.84
Total Dept 728-COMMUNITY DEVELOPMENT		200,675.00	200,675.00	65,336.13	11,155.97	135,338.87	32.56
Dept 750-HOLMAN POOL							

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

PERIOD ENDING 12/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 12/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 101 - GENERAL FUND							
Expenditures							
101-750-702.200	WAGES	0.00	0.00	5,060.65	1,480.29	(5,060.65)	100.00
101-750-820.100	ELECTRICITY	100.00	100.00	0.00	0.00	100.00	0.00
101-750-820.200	GAS	100.00	100.00	0.00	0.00	100.00	0.00
101-750-843.000	EQUIPMENT RENTAL	0.00	0.00	12,785.52	3,826.00	(12,785.52)	100.00
Total Dept 750-HOLMAN POOL		200.00	200.00	17,846.17	5,306.29	(17,646.17)	8,923.09
Dept 756-PARKS							
101-756-702.200	WAGES	31,200.00	31,200.00	26,992.90	963.05	4,207.10	86.52
101-756-703.000	OTHER COMPENSATION	7,175.00	7,175.00	0.00	0.00	7,175.00	0.00
101-756-716.000	FRINGES	23,400.00	23,400.00	0.00	0.00	23,400.00	0.00
101-756-728.000	OPERATING SUPPLIES	3,500.00	3,500.00	194.20	194.20	3,305.80	5.55
101-756-820.100	ELECTRICITY	10,000.00	10,000.00	5,979.35	1,155.76	4,020.65	59.79
101-756-820.200	GAS	0.00	0.00	54.76	8.16	(54.76)	100.00
101-756-820.400	WATER & SEWER	5,000.00	5,000.00	4,230.57	2,168.67	769.43	84.61
101-756-820.500	REFUSE	500.00	500.00	184.92	(23.38)	315.08	36.98
101-756-831.000	BUILDING MAINTENANCE	15,000.00	15,000.00	4,656.59	89.82	10,343.41	31.04
101-756-831.200	BLDG MAINTENANCE-RENTAL	2,000.00	2,000.00	507.52	0.00	1,492.48	25.38
101-756-843.000	EQUIPMENT RENTAL	24,750.00	24,750.00	36,743.72	447.04	(11,993.72)	148.46
101-756-971.000	LAND	0.00	0.00	(30,577.64)	(30,577.64)	30,577.64	100.00
101-756-974.000	SYSTEM IMPROVEMENTS	114,200.00	114,200.00	13,024.15	389.98	101,175.85	11.40
Total Dept 756-PARKS		236,725.00	236,725.00	61,991.04	(25,184.34)	174,733.96	26.19
Dept 966-TRANSFERS OUT							
101-966-999.297	TRANSFER TO HISTORICAL COMMISSION	17,450.00	17,450.00	8,726.00	1,454.00	8,724.00	50.01
101-966-999.700	TRANSFER TO AIRPORT	7,000.00	7,000.00	6,978.00	3,489.00	22.00	99.69
101-966-999.731	TRANSFER-RETIREMENT	57,200.00	57,200.00	0.00	0.00	57,200.00	0.00
Total Dept 966-TRANSFERS OUT		81,650.00	81,650.00	15,704.00	4,943.00	65,946.00	19.23
TOTAL Expenditures		6,725,850.00	6,725,850.00	3,433,508.98	543,227.09	3,292,341.02	51.05
Fund 101:							
TOTAL REVENUES		6,725,850.00	6,725,850.00	4,973,621.05	123,435.83	1,752,228.95	73.95
TOTAL EXPENDITURES		6,725,850.00	6,725,850.00	3,433,508.98	543,227.09	3,292,341.02	51.05
NET OF REVENUES & EXPENDITURES		0.00	0.00	1,540,112.07	(419,791.26)	(1,540,112.07)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

PERIOD ENDING 12/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 12/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 202 - MAJOR STREET FUND							
Revenues							
Dept 000							
202-000-501.506	GRANT-FEDERAL	288,000.00	288,000.00	0.00	0.00	288,000.00	0.00
202-000-539.530	LAND TRUST GRANT	33,800.00	33,800.00	0.00	0.00	33,800.00	0.00
202-000-539.546	TRUNKLINE MAINTENANCE	37,800.00	37,800.00	4,230.58	0.00	33,569.42	11.19
202-000-539.569	GAS & WEIGHT TAX	664,700.00	664,700.00	184,921.53	0.00	479,778.47	27.82
202-000-695.672	SPECIAL ASSESSMENT	143,000.00	143,000.00	0.00	0.00	143,000.00	0.00
202-000-695.698	OTHER FINANCING SOURCES	184,025.00	184,025.00	0.00	0.00	184,025.00	0.00
Total Dept 000		1,351,325.00	1,351,325.00	189,152.11	0.00	1,162,172.89	14.00
TOTAL Revenues		1,351,325.00	1,351,325.00	189,152.11	0.00	1,162,172.89	14.00
Expenditures							
Dept 451-CONSTRUCTION							
202-451-818.000	CONTRACTUAL SERVICES	606,800.00	606,800.00	245,700.36	0.00	361,099.64	40.49
Total Dept 451-CONSTRUCTION		606,800.00	606,800.00	245,700.36	0.00	361,099.64	40.49
Dept 463-STREET MAINTENANCE							
202-463-702.200	WAGES	26,400.00	26,400.00	14,570.28	2,661.05	11,829.72	55.19
202-463-716.000	FRINGES	23,800.00	23,800.00	0.00	0.00	23,800.00	0.00
202-463-728.000	OPERATING SUPPLIES	13,000.00	13,000.00	2,506.91	443.64	10,493.09	19.28
202-463-818.000	CONTRACTUAL SERVICES	70,000.00	70,000.00	35,230.08	0.00	34,769.92	50.33
202-463-843.000	EQUIPMENT RENTAL	24,200.00	24,200.00	20,193.29	4,282.50	4,006.71	83.44
Total Dept 463-STREET MAINTENANCE		157,400.00	157,400.00	72,500.56	7,387.19	84,899.44	46.06
Dept 473-BRIDGE MAINTENANCE							
202-473-702.200	WAGES	200.00	200.00	138.32	34.58	61.68	69.16
202-473-716.000	FRINGES	175.00	175.00	0.00	0.00	175.00	0.00
202-473-728.000	OPERATING SUPPLIES	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00
202-473-843.000	EQUIPMENT RENTAL	200.00	200.00	135.08	126.72	64.92	67.54
Total Dept 473-BRIDGE MAINTENANCE		3,075.00	3,075.00	273.40	161.30	2,801.60	8.89
Dept 474-TRAFFIC SERVICES-MAINTENANCE							
202-474-702.200	WAGES	6,500.00	6,500.00	1,620.62	356.44	4,879.38	24.93
202-474-716.000	FRINGES	5,900.00	5,900.00	0.00	0.00	5,900.00	0.00
202-474-728.000	OPERATING SUPPLIES	8,000.00	8,000.00	989.26	43.79	7,010.74	12.37
202-474-818.000	CONTRACTUAL SERVICES	10,500.00	10,500.00	0.00	0.00	10,500.00	0.00
202-474-820.000	UTILITIES	7,000.00	7,000.00	(152.53)	10.62	7,152.53	(2.18)

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

PERIOD ENDING 12/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 12/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 202 - MAJOR STREET FUND							
Expenditures							
202-474-843.000	EQUIPMENT RENTAL	1,650.00	1,650.00	810.08	226.10	839.92	49.10
Total Dept 474-TRAFFIC SERVICES-MAINTENANCE		39,550.00	39,550.00	3,267.43	636.95	36,282.57	8.26
Dept 478-SNOW & ICE CONTROL							
202-478-702.200	WAGES	16,900.00	16,900.00	1,829.28	1,829.28	15,070.72	10.82
202-478-716.000	FRINGES	15,300.00	15,300.00	0.00	0.00	15,300.00	0.00
202-478-728.000	OPERATING SUPPLIES	38,000.00	38,000.00	4,788.60	2,810.70	33,211.40	12.60
202-478-843.000	EQUIPMENT RENTAL	19,250.00	19,250.00	4,743.07	4,743.07	14,506.93	24.64
Total Dept 478-SNOW & ICE CONTROL		89,450.00	89,450.00	11,360.95	9,383.05	78,089.05	12.70
Dept 480-TREE TRIMMING							
202-480-702.200	WAGES	13,000.00	13,000.00	3,960.42	0.00	9,039.58	30.46
202-480-716.000	FRINGES	11,700.00	11,700.00	0.00	0.00	11,700.00	0.00
202-480-728.000	OPERATING SUPPLIES	2,500.00	2,500.00	4,450.00	0.00	(1,950.00)	178.00
202-480-843.000	EQUIPMENT RENTAL	17,600.00	17,600.00	7,304.48	0.00	10,295.52	41.50
Total Dept 480-TREE TRIMMING		44,800.00	44,800.00	15,714.90	0.00	29,085.10	35.08
Dept 482-ADMINISTRATION & ENGINEERING							
202-482-702.100	SALARIES	82,400.00	82,400.00	40,597.43	7,307.54	41,802.57	49.27
202-482-715.000	SOCIAL SECURITY (FICA)	0.00	0.00	588.72	139.73	(588.72)	100.00
202-482-716.000	FRINGES	35,500.00	35,500.00	11,726.00	1,954.00	23,774.00	33.03
202-482-716.200	DENTAL INSURANCE	0.00	0.00	67.50	11.32	(67.50)	100.00
202-482-716.300	OPTICAL INSURANCE	0.00	0.00	0.51	0.09	(0.51)	100.00
202-482-716.400	LIFE INSURANCE	0.00	0.00	60.88	10.15	(60.88)	100.00
202-482-716.500	LONG - TERM DISABILITY	0.00	0.00	77.10	12.86	(77.10)	100.00
202-482-719.000	WORKERS' COMPENSATION	0.00	0.00	339.00	0.00	(339.00)	100.00
202-482-801.000	PROFESSIONAL SERVICES: ADMINISTRATIVE	4,500.00	4,500.00	77.00	77.00	4,423.00	1.71
202-482-999.101	CONTRIBUTION-GF ADMIN	64,550.00	64,550.00	32,276.00	5,379.00	32,274.00	50.00
Total Dept 482-ADMINISTRATION & ENGINEERING		186,950.00	186,950.00	85,810.14	14,891.69	101,139.86	45.90
Dept 484-TRUNKLINE SUPERVISOR							
202-484-702.100	SALARIES	4,150.00	4,150.00	389.84	0.00	3,760.16	9.39
Total Dept 484-TRUNKLINE SUPERVISOR		4,150.00	4,150.00	389.84	0.00	3,760.16	9.39
Dept 485-LOCAL STREET TRANSFER							

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

PERIOD ENDING 12/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 12/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 202 - MAJOR STREET FUND							
Expenditures							
202-485-999.203	TRANSFER TO LOCAL STREET	173,200.00	173,200.00	46,230.40	0.00	126,969.60	26.69
Total Dept 485-LOCAL STREET TRANSFER		173,200.00	173,200.00	46,230.40	0.00	126,969.60	26.69
Dept 486-TRUNKLINE SURFACE MAINTENANCE							
202-486-702.200	WAGES	800.00	800.00	79.80	27.93	720.20	9.98
202-486-716.000	FRINGES	725.00	725.00	0.00	0.00	725.00	0.00
202-486-728.000	OPERATING SUPPLIES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
202-486-843.000	EQUIPMENT RENTAL	650.00	650.00	71.86	12.54	578.14	11.06
Total Dept 486-TRUNKLINE SURFACE MAINTENANCE		3,175.00	3,175.00	151.66	40.47	3,023.34	4.78
Dept 488-TRUNKLINE SWEEPING & FLUSHING							
202-488-702.200	WAGES	350.00	350.00	0.00	0.00	350.00	0.00
202-488-716.000	FRINGES	300.00	300.00	0.00	0.00	300.00	0.00
202-488-843.000	EQUIPMENT RENTAL	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
Total Dept 488-TRUNKLINE SWEEPING & FLUSHING		1,650.00	1,650.00	0.00	0.00	1,650.00	0.00
Dept 490-TRUNKLINE TREE TRIIM & REMOVAL							
202-490-702.200	WAGES	50.00	50.00	89.78	27.93	(39.78)	179.56
202-490-716.000	FRINGES	25.00	25.00	0.00	0.00	25.00	0.00
202-490-843.000	EQUIPMENT RENTAL	100.00	100.00	113.65	39.57	(13.65)	113.65
Total Dept 490-TRUNKLINE TREE TRIIM & REMOVAL		175.00	175.00	203.43	67.50	(28.43)	116.25
Dept 491-TRUNKLINE STORM DRAIN, CURBS							
202-491-702.200	WAGES	1,100.00	1,100.00	117.99	33.82	982.01	10.73
202-491-716.000	FRINGES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
202-491-728.000	OPERATING SUPPLIES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
202-491-843.000	EQUIPMENT RENTAL	1,800.00	1,800.00	46.17	0.00	1,753.83	2.57
Total Dept 491-TRUNKLINE STORM DRAIN, CURBS		4,900.00	4,900.00	164.16	33.82	4,735.84	3.35
Dept 492-TRUNKLINE ROADSIDE CLEANUP							
202-492-702.200	WAGES	75.00	75.00	95.11	0.00	(20.11)	126.81
202-492-716.000	FRINGES	50.00	50.00	0.00	0.00	50.00	0.00
202-492-843.000	EQUIPMENT RENTAL	50.00	50.00	20.90	0.00	29.10	41.80

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO
 PERIOD ENDING 12/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 12/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 202 - MAJOR STREET FUND							
Expenditures							
Total Dept 492-TRUNKLINE	ROADSIDE CLEANUP	175.00	175.00	116.01	0.00	58.99	66.29
Dept 494-TRUNKLINE TRAFFIC SIGNS							
202-494-702.200	WAGES	200.00	200.00	27.93	0.00	172.07	13.97
202-494-716.000	FRINGES	175.00	175.00	0.00	0.00	175.00	0.00
202-494-728.000	OPERATING SUPPLIES	250.00	250.00	0.00	0.00	250.00	0.00
202-494-843.000	EQUIPMENT RENTAL	100.00	100.00	4.18	0.00	95.82	4.18
Total Dept 494-TRUNKLINE TRAFFIC SIGNS		725.00	725.00	32.11	0.00	692.89	4.43
Dept 496-TRUNKLINE TRAFFIC SIGNALS							
202-496-702.200	WAGES	250.00	250.00	93.43	0.00	156.57	37.37
202-496-716.000	FRINGES	225.00	225.00	0.00	0.00	225.00	0.00
202-496-820.100	ELECTRICITY	1,400.00	1,400.00	629.94	314.97	770.06	45.00
202-496-843.000	EQUIPMENT RENTAL	150.00	150.00	43.49	0.00	106.51	28.99
Total Dept 496-TRUNKLINE TRAFFIC SIGNALS		2,025.00	2,025.00	766.86	314.97	1,258.14	37.87
Dept 497-TRUNKLINE SNOW & ICE CONTROL							
202-497-702.200	WAGES	3,300.00	3,300.00	276.64	276.64	3,023.36	8.38
202-497-716.000	FRINGES	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
202-497-728.000	OPERATING SUPPLIES	14,000.00	14,000.00	1,509.45	832.80	12,490.55	10.78
202-497-843.000	EQUIPMENT RENTAL	7,500.00	7,500.00	594.02	594.02	6,905.98	7.92
Total Dept 497-TRUNKLINE SNOW & ICE CONTROL		27,800.00	27,800.00	2,380.11	1,703.46	25,419.89	8.56
Dept 502-TRUNKLINE LEAVE & INS BENEFITS							
202-502-702.200	WAGES	5,325.00	5,325.00	831.33	0.00	4,493.67	15.61
Total Dept 502-TRUNKLINE LEAVE & INS BENEFITS		5,325.00	5,325.00	831.33	0.00	4,493.67	15.61
TOTAL Expenditures		1,351,325.00	1,351,325.00	485,893.65	34,620.40	865,431.35	35.96
Fund 202:							
TOTAL REVENUES		1,351,325.00	1,351,325.00	189,152.11	0.00	1,162,172.89	14.00
TOTAL EXPENDITURES		1,351,325.00	1,351,325.00	485,893.65	34,620.40	865,431.35	35.96
NET OF REVENUES & EXPENDITURES		0.00	0.00	(296,741.54)	(34,620.40)	296,741.54	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO
 PERIOD ENDING 12/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 12/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 203 - LOCAL STREET FUND							
Revenues							
Dept 000							
203-000-539.529	METRO ACT	12,400.00	12,400.00	0.00	0.00	12,400.00	0.00
203-000-539.569	GAS & WEIGHT TAX	245,600.00	245,600.00	67,601.79	0.00	177,998.21	27.53
203-000-695.202	MAJOR STREET TRANSFER	173,200.00	173,200.00	46,230.40	0.00	126,969.60	26.69
203-000-695.672	SPECIAL ASSESSMENT	130,275.00	130,275.00	0.00	0.00	130,275.00	0.00
203-000-695.698	OTHER FINANCING SOURCES	226,675.00	226,675.00	0.00	0.00	226,675.00	0.00
Total Dept 000		788,150.00	788,150.00	113,832.19	0.00	674,317.81	14.44
TOTAL Revenues		788,150.00	788,150.00	113,832.19	0.00	674,317.81	14.44
Expenditures							
Dept 451-CONSTRUCTION							
203-451-818.000	CONTRACTUAL SERVICES	319,300.00	319,300.00	281,849.83	0.00	37,450.17	88.27
Total Dept 451-CONSTRUCTION		319,300.00	319,300.00	281,849.83	0.00	37,450.17	88.27
Dept 463-STREET MAINTENANCE							
203-463-702.200	WAGES	28,000.00	28,000.00	19,805.95	3,959.52	8,194.05	70.74
203-463-716.000	FRINGES	25,200.00	25,200.00	0.00	0.00	25,200.00	0.00
203-463-728.000	OPERATING SUPPLIES	0.00	0.00	3,096.70	1,632.14	(3,096.70)	100.00
203-463-818.000	CONTRACTUAL SERVICES	90,000.00	90,000.00	65,370.93	0.00	24,629.07	72.63
203-463-843.000	EQUIPMENT RENTAL	40,700.00	40,700.00	40,131.75	8,566.16	568.25	98.60
Total Dept 463-STREET MAINTENANCE		183,900.00	183,900.00	128,405.33	14,157.82	55,494.67	69.82
Dept 474-TRAFFIC SERVICES-MAINTENANCE							
203-474-702.200	WAGES	3,800.00	3,800.00	1,508.60	692.93	2,291.40	39.70
203-474-716.000	FRINGES	3,500.00	3,500.00	0.00	0.00	3,500.00	0.00
203-474-728.000	OPERATING SUPPLIES	3,000.00	3,000.00	555.67	194.74	2,444.33	18.52
203-474-843.000	EQUIPMENT RENTAL	725.00	725.00	901.66	355.11	(176.66)	124.37
Total Dept 474-TRAFFIC SERVICES-MAINTENANCE		11,025.00	11,025.00	2,965.93	1,242.78	8,059.07	26.90
Dept 478-SNOW & ICE CONTROL							
203-478-702.200	WAGES	8,000.00	8,000.00	1,397.17	1,397.17	6,602.83	17.46
203-478-716.000	FRINGES	7,200.00	7,200.00	0.00	0.00	7,200.00	0.00
203-478-728.000	OPERATING SUPPLIES	35,000.00	35,000.00	1,145.10	572.55	33,854.90	3.27
203-478-843.000	EQUIPMENT RENTAL	12,650.00	12,650.00	3,768.31	3,768.31	8,881.69	29.79

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO
 PERIOD ENDING 12/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 12/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 203 - LOCAL STREET FUND							
Expenditures							
Total Dept 478-SNOW & ICE CONTROL		62,850.00	62,850.00	6,310.58	5,738.03	56,539.42	10.04
Dept 480-TREE TRIMMING							
203-480-702.200	WAGES	32,000.00	32,000.00	12,185.69	425.60	19,814.31	38.08
203-480-716.000	FRINGES	28,800.00	28,800.00	0.00	0.00	28,800.00	0.00
203-480-728.000	OPERATING SUPPLIES	2,500.00	2,500.00	49.99	0.00	2,450.01	2.00
203-480-843.000	EQUIPMENT RENTAL	39,875.00	39,875.00	24,646.41	531.81	15,228.59	61.81
Total Dept 480-TREE TRIMMING		103,175.00	103,175.00	36,882.09	957.41	66,292.91	35.75
Dept 482-ADMINISTRATION & ENGINEERING							
203-482-702.100	SALARIES	60,000.00	60,000.00	28,091.64	5,115.42	31,908.36	46.82
203-482-715.000	SOCIAL SECURITY (FICA)	0.00	0.00	471.06	111.81	(471.06)	100.00
203-482-716.000	FRINGES	19,800.00	19,800.00	7,813.00	1,302.00	11,987.00	39.46
203-482-716.200	DENTAL INSURANCE	0.00	0.00	53.99	9.06	(53.99)	100.00
203-482-716.300	OPTICAL INSURANCE	0.00	0.00	0.41	0.06	(0.41)	100.00
203-482-716.400	LIFE INSURANCE	0.00	0.00	48.68	8.11	(48.68)	100.00
203-482-716.500	LONG - TERM DISABILITY	0.00	0.00	61.65	10.27	(61.65)	100.00
203-482-719.000	WORKERS' COMPENSATION	0.00	0.00	270.00	0.00	(270.00)	100.00
203-482-801.000	PROFESSIONAL SERVICES: ADMINISTRATIVE	4,200.00	4,200.00	33.00	33.00	4,167.00	0.79
203-482-999.101	CONTRIBUTION-GF ADMIN	23,900.00	23,900.00	11,948.00	1,992.00	11,952.00	49.99
Total Dept 482-ADMINISTRATION & ENGINEERING		107,900.00	107,900.00	48,791.43	8,581.73	59,108.57	45.22
TOTAL Expenditures		788,150.00	788,150.00	505,205.19	30,677.77	282,944.81	64.10
Fund 203:							
TOTAL REVENUES		788,150.00	788,150.00	113,832.19	0.00	674,317.81	14.44
TOTAL EXPENDITURES		788,150.00	788,150.00	505,205.19	30,677.77	282,944.81	64.10
NET OF REVENUES & EXPENDITURES		0.00	0.00	(391,373.00)	(30,677.77)	391,373.00	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO
 PERIOD ENDING 12/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 12/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 273 - CDBG REVOLVING LOAN FUND							
Revenues							
Dept 000							
273-000-664.664	INTEREST INCOME	0.00	0.00	35.44	4.48	(35.44)	100.00
273-000-671.675	LOAN REPAYMENTS-CDBG	7,500.00	7,500.00	10,989.58	442.58	(3,489.58)	146.53
273-000-695.699	APPROPRIATION OF FUND BALANCE	91,225.00	91,225.00	0.00	0.00	91,225.00	0.00
Total Dept 000		98,725.00	98,725.00	11,025.02	447.06	87,699.98	11.17
TOTAL Revenues		98,725.00	98,725.00	11,025.02	447.06	87,699.98	11.17
Expenditures							
Dept 200-GEN SERVICES							
273-200-801.100	PROFESSIONAL SERVICES:AUDIT COSTS	0.00	0.00	46.00	46.00	(46.00)	100.00
273-200-818.200	REHABILITATION	70,000.00	70,000.00	0.00	0.00	70,000.00	0.00
Total Dept 200-GEN SERVICES		70,000.00	70,000.00	46.00	46.00	69,954.00	0.07
Dept 901-CAPITAL OUTLAY							
273-901-976.000	BUILDING ADD & IMPROVEMENTS	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00
Total Dept 901-CAPITAL OUTLAY		20,000.00	20,000.00	0.00	0.00	20,000.00	0.00
Dept 966-TRANSFERS OUT							
273-966-999.275	TRANSFER TO HOUSING/RDEVLPMT	8,725.00	8,725.00	0.00	0.00	8,725.00	0.00
Total Dept 966-TRANSFERS OUT		8,725.00	8,725.00	0.00	0.00	8,725.00	0.00
TOTAL Expenditures		98,725.00	98,725.00	46.00	46.00	98,679.00	0.05
Fund 273:							
TOTAL REVENUES		98,725.00	98,725.00	11,025.02	447.06	87,699.98	11.17
TOTAL EXPENDITURES		98,725.00	98,725.00	46.00	46.00	98,679.00	0.05
NET OF REVENUES & EXPENDITURES		0.00	0.00	10,979.02	401.06	(10,979.02)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

PERIOD ENDING 12/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 12/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 275 - HOUSING & REDEVELOPMENT							
Revenues							
Dept 000							
275-000-501.520	GRANT-HUD/MSHDA	118,000.00	118,000.00	89,573.00	0.00	28,427.00	75.91
275-000-600.626	CHARGE FOR SERVICES RENDERED	30,000.00	30,000.00	5,862.87	0.00	24,137.13	19.54
275-000-695.273	TRANSFER FROM CDBG (ADVANCE)	8,725.00	8,725.00	0.00	0.00	8,725.00	0.00
Total Dept 000		156,725.00	156,725.00	95,435.87	0.00	61,289.13	60.89
TOTAL Revenues		156,725.00	156,725.00	95,435.87	0.00	61,289.13	60.89
Expenditures							
Dept 690-GENERAL SERVICES							
275-690-702.100	SALARIES	46,975.00	46,975.00	22,759.95	5,420.19	24,215.05	48.45
275-690-715.000	SOCIAL SECURITY (FICA)	3,600.00	3,600.00	1,675.37	399.04	1,924.63	46.54
275-690-716.100	HEALTH INSURANCE	16,200.00	16,200.00	8,160.90	1,360.15	8,039.10	50.38
275-690-716.200	DENTAL INSURANCE	900.00	900.00	433.30	72.71	466.70	48.14
275-690-716.300	OPTICAL INSURANCE	150.00	150.00	2.10	0.35	147.90	1.40
275-690-716.400	LIFE INSURANCE	325.00	325.00	132.24	22.04	192.76	40.69
275-690-716.500	LONG - TERM DISABILITY	400.00	400.00	210.00	35.00	190.00	52.50
275-690-718.200	DEFERRED COMPENSATION	1,900.00	1,900.00	910.41	216.81	989.59	47.92
275-690-719.000	WORKERS' COMPENSATION	200.00	200.00	84.00	0.00	116.00	42.00
275-690-728.000	OPERATING SUPPLIES	0.00	0.00	302.05	45.00	(302.05)	100.00
275-690-818.000	CONTRACTUAL SERVICES	86,075.00	86,075.00	79,239.73	467.18	6,835.27	92.06
275-690-858.000	MEMBERSHIPS & DUES	0.00	0.00	31.25	0.00	(31.25)	100.00
275-690-860.000	EDUCATION & TRAINING	0.00	0.00	10.00	0.00	(10.00)	100.00
Total Dept 690-GENERAL SERVICES		156,725.00	156,725.00	113,951.30	8,038.47	42,773.70	72.71
TOTAL Expenditures		156,725.00	156,725.00	113,951.30	8,038.47	42,773.70	72.71
Fund 275:							
TOTAL REVENUES		156,725.00	156,725.00	95,435.87	0.00	61,289.13	60.89
TOTAL EXPENDITURES		156,725.00	156,725.00	113,951.30	8,038.47	42,773.70	72.71
NET OF REVENUES & EXPENDITURES		0.00	0.00	(18,515.43)	(8,038.47)	18,515.43	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO
 PERIOD ENDING 12/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 12/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 283 - OBRA FUND-DISTRICT#3-CONAGRA							
Revenues							
Dept 000							
283-000-401.407	OBRA:TAX REIMBURSEMENTS	7,875.00	7,875.00	0.00	0.00	7,875.00	0.00
283-000-695.698	OTHER FINANCING SOURCES	0.00	0.00	1,418.00	0.00	(1,418.00)	100.00
Total Dept 000		7,875.00	7,875.00	1,418.00	0.00	6,457.00	18.01
TOTAL Revenues		7,875.00	7,875.00	1,418.00	0.00	6,457.00	18.01
Expenditures							
Dept 730-PROFESSIONAL SERVICES							
283-730-801.000	PROFESSIONAL SERVICES: ADMINISTRATIVE	750.00	750.00	0.00	0.00	750.00	0.00
Total Dept 730-PROFESSIONAL SERVICES		750.00	750.00	0.00	0.00	750.00	0.00
Dept 901-CAPITAL OUTLAY							
283-901-974.000	SYSTEM IMPROVEMENTS	0.00	0.00	59.00	59.00	(59.00)	100.00
Total Dept 901-CAPITAL OUTLAY		0.00	0.00	59.00	59.00	(59.00)	100.00
Dept 905-DEBT SERVICE							
283-905-980.991	PRINCIPAL	5,940.00	5,940.00	1,418.00	0.00	4,522.00	23.87
Total Dept 905-DEBT SERVICE		5,940.00	5,940.00	1,418.00	0.00	4,522.00	23.87
Dept 964-TAX REIMBURSEMENTS							
283-964-969.000	OBRA TAX REIMBURSEMENT	1,185.00	1,185.00	0.00	0.00	1,185.00	0.00
Total Dept 964-TAX REIMBURSEMENTS		1,185.00	1,185.00	0.00	0.00	1,185.00	0.00
TOTAL Expenditures		7,875.00	7,875.00	1,477.00	59.00	6,398.00	18.76
Fund 283:							
TOTAL REVENUES		7,875.00	7,875.00	1,418.00	0.00	6,457.00	18.01
TOTAL EXPENDITURES		7,875.00	7,875.00	1,477.00	59.00	6,398.00	18.76
NET OF REVENUES & EXPENDITURES		0.00	0.00	(59.00)	(59.00)	59.00	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO
 PERIOD ENDING 12/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 12/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BGD USED
Fund 291 - OBRA FUND-DIST#11 (CAPITOL BWL							
Revenues							
Dept 000							
291-000-401.407	OBRA:TAX REIMBURSEMENTS	775.00	775.00	13,242.00	0.00	(12,467.00)	1,708.65
291-000-671.676	DONATIONS	13,350.00	13,350.00	0.00	0.00	13,350.00	0.00
Total Dept 000		14,125.00	14,125.00	13,242.00	0.00	883.00	93.75
TOTAL Revenues		14,125.00	14,125.00	13,242.00	0.00	883.00	93.75
Expenditures							
Dept 730-PROFESSIONAL SERVICES							
291-730-801.000	PROFESSIONAL SERVICES: ADMINISTRATIVE	875.00	875.00	0.00	0.00	875.00	0.00
Total Dept 730-PROFESSIONAL SERVICES		875.00	875.00	0.00	0.00	875.00	0.00
Dept 901-CAPITAL OUTLAY							
291-901-974.000	SYSTEM IMPROVEMENTS	0.00	0.00	58.00	58.00	(58.00)	100.00
Total Dept 901-CAPITAL OUTLAY		0.00	0.00	58.00	58.00	(58.00)	100.00
Dept 905-DEBT SERVICE							
291-905-980.991	PRINCIPAL	2,675.00	2,675.00	0.00	0.00	2,675.00	0.00
Total Dept 905-DEBT SERVICE		2,675.00	2,675.00	0.00	0.00	2,675.00	0.00
Dept 964-TAX REIMBURSEMENTS							
291-964-969.000	OBRA TAX REIMBURSEMENT	10,575.00	10,575.00	0.00	0.00	10,575.00	0.00
Total Dept 964-TAX REIMBURSEMENTS		10,575.00	10,575.00	0.00	0.00	10,575.00	0.00
TOTAL Expenditures		14,125.00	14,125.00	58.00	58.00	14,067.00	0.41
Fund 291:							
TOTAL REVENUES		14,125.00	14,125.00	13,242.00	0.00	883.00	93.75
TOTAL EXPENDITURES		14,125.00	14,125.00	58.00	58.00	14,067.00	0.41
NET OF REVENUES & EXPENDITURES		0.00	0.00	13,184.00	(58.00)	(13,184.00)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO
 PERIOD ENDING 12/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 12/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 296 - DOWNTOWN DEVELOPMENT AUTHORITY							
Revenues							
Dept 000							
296-000-401.403	GENERAL PROPERTY TAX	30,050.00	30,050.00	30,047.01	(81.24)	2.99	99.99
296-000-401.405	TIF	174,900.00	174,900.00	0.00	0.00	174,900.00	0.00
296-000-600.642	SALES-FARMER'S MARKET	2,600.00	2,600.00	1,685.00	0.00	915.00	64.81
296-000-600.643	SALES-ARTISAN MARKET	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
296-000-664.664	INTEREST INCOME	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
296-000-671.678	FUNDRAISER-PROMOTIONS	5,000.00	5,000.00	280.61	0.00	4,719.39	5.61
296-000-671.679	FUNDRAISER-ORGANIZATIONAL	3,900.00	3,900.00	257.00	0.00	3,643.00	6.59
296-000-671.694	MISCELLANEOUS	1,000.00	1,000.00	3,005.25	0.00	(2,005.25)	300.53
296-000-695.699	APPROPRIATION OF FUND BALANCE	13,350.00	13,350.00	0.00	0.00	13,350.00	0.00
Total Dept 000		232,800.00	232,800.00	35,274.87	(81.24)	197,525.13	15.15
TOTAL Revenues		232,800.00	232,800.00	35,274.87	(81.24)	197,525.13	15.15
Expenditures							
Dept 200-GEN SERVICES							
296-200-728.000	OPERATING SUPPLIES	1,900.00	1,900.00	379.39	0.00	1,520.61	19.97
296-200-801.000	PROFESSIONAL SERVICES: ADMINISTRATIVE	1,500.00	1,500.00	508.37	478.40	991.63	33.89
296-200-802.000	ADVERTISING	500.00	500.00	310.00	0.00	190.00	62.00
296-200-818.000	CONTRACTUAL SERVICES	2,500.00	2,500.00	567.37	122.96	1,932.63	22.69
296-200-831.000	MAINTENANCE	11,000.00	11,000.00	16,641.14	2,940.19	(5,641.14)	151.28
296-200-858.000	MEMBERSHIPS & DUES	2,500.00	2,500.00	0.00	0.00	2,500.00	0.00
296-200-860.000	EDUCATION & TRAINING	2,500.00	2,500.00	93.76	0.00	2,406.24	3.75
296-200-999.101	CONTRIBUTION-GF ADMIN	46,000.00	46,000.00	0.00	0.00	46,000.00	0.00
Total Dept 200-GEN SERVICES		68,400.00	68,400.00	18,500.03	3,541.55	49,899.97	27.05
Dept 695-ORGANIZATION							
296-695-728.000	SUPPLIES	4,650.00	4,650.00	26.00	0.00	4,624.00	0.56
296-695-818.000	CONTRACTUAL SERVICES	400.00	400.00	0.00	0.00	400.00	0.00
Total Dept 695-ORGANIZATION		5,050.00	5,050.00	26.00	0.00	5,024.00	0.51
Dept 696-PROMOTIONS							
296-696-728.000	SUPPLIES	3,500.00	3,500.00	1,016.02	671.06	2,483.98	29.03
296-696-802.000	ADVERTISING	6,300.00	6,300.00	2,526.00	2,152.00	3,774.00	40.10
296-696-818.000	CONTRACTUAL SERVICES	1,500.00	1,500.00	1,167.00	0.00	333.00	77.80
296-696-818.700	CONTRACTUAL SERVICES-FARMER'S MARKET	8,000.00	8,000.00	5,417.93	0.00	2,582.07	67.72
296-696-818.720	CONTRACTUAL SERVICES-ARTISAN MARKET	5,400.00	5,400.00	2,672.11	0.00	2,727.89	49.48

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

PERIOD ENDING 12/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 12/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 296 - DOWNTOWN DEVELOPMENT AUTHORITY							
Expenditures							
Total Dept 696-PROMOTIONS		24,700.00	24,700.00	12,799.06	2,823.06	11,900.94	51.82
Dept 697-DESIGNS							
296-697-728.000	OPERATING SUPPLIES	28,700.00	28,700.00	1,362.41	223.53	27,337.59	4.75
296-697-818.000	CONTRACTUAL SERVICES	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00
Total Dept 697-DESIGNS		32,700.00	32,700.00	1,362.41	223.53	31,337.59	4.17
Dept 698-ECONOMIC RESTRUCTURING							
296-698-728.000	SUPPLIES	925.00	925.00	0.00	0.00	925.00	0.00
296-698-818.000	CONTRACTUAL SERVICES	500.00	500.00	0.00	0.00	500.00	0.00
Total Dept 698-ECONOMIC RESTRUCTURING		1,425.00	1,425.00	0.00	0.00	1,425.00	0.00
Dept 901-CAPITAL OUTLAY							
296-901-965.730	CAPITAL CONTRIBUTION-ECON DVMT	13,350.00	13,350.00	0.00	0.00	13,350.00	0.00
Total Dept 901-CAPITAL OUTLAY		13,350.00	13,350.00	0.00	0.00	13,350.00	0.00
Dept 905-DEBT SERVICE							
296-905-980.991	PRINCIPAL	13,375.00	13,375.00	(100.00)	0.00	13,475.00	(0.75)
296-905-980.995	INTEREST	1,675.00	1,675.00	0.00	0.00	1,675.00	0.00
Total Dept 905-DEBT SERVICE		15,050.00	15,050.00	(100.00)	0.00	15,150.00	(0.66)
Dept 966-TRANSFERS OUT							
296-966-999.397	TRANSFER TO DEBT 2009 LTGO FUND	72,125.00	72,125.00	34,404.50	0.00	37,720.50	47.70
Total Dept 966-TRANSFERS OUT		72,125.00	72,125.00	34,404.50	0.00	37,720.50	47.70
TOTAL Expenditures		232,800.00	232,800.00	66,992.00	6,588.14	165,808.00	28.78
Fund 296:							
TOTAL REVENUES		232,800.00	232,800.00	35,274.87	(81.24)	197,525.13	15.15
TOTAL EXPENDITURES		232,800.00	232,800.00	66,992.00	6,588.14	165,808.00	28.78
NET OF REVENUES & EXPENDITURES		0.00	0.00	(31,717.13)	(6,669.38)	31,717.13	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

PERIOD ENDING 12/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 12/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 297 - HISTORICAL FUND							
Revenues							
Dept 000							
297-000-600.600	SALES	3,500.00	3,500.00	1,576.90	151.25	1,923.10	45.05
297-000-664.664	INTEREST INCOME	750.00	750.00	427.80	4.49	322.20	57.04
297-000-664.667	RENTS & DEPOSITS-CASTLE	2,100.00	2,100.00	50.00	0.00	2,050.00	2.38
297-000-664.668	RENTAL INCOME	15,000.00	15,000.00	7,657.00	1,270.00	7,343.00	51.05
297-000-671.675	DONATIONS-PRIVATE	7,000.00	7,000.00	3,464.35	232.10	3,535.65	49.49
297-000-671.678	FUNDRAISER-BRICKS	1,000.00	1,000.00	2,188.46	1,996.00	(1,188.46)	218.85
297-000-671.679	DONATIONS:HOME TOUR	8,000.00	8,000.00	0.00	0.00	8,000.00	0.00
297-000-695.101	GENERAL FUND TRANSFER	17,450.00	17,450.00	8,726.00	1,454.00	8,724.00	50.01
297-000-695.699	APPROPRIATION OF FUND BALANCE	7,700.00	7,700.00	0.00	0.00	7,700.00	0.00
Total Dept 000		62,500.00	62,500.00	24,090.51	5,107.84	38,409.49	38.54
TOTAL Revenues		62,500.00	62,500.00	24,090.51	5,107.84	38,409.49	38.54
Expenditures							
Dept 797-HISTORICAL COMMISSION							
297-797-728.000	OPERATING SUPPLIES	8,000.00	8,000.00	850.94	0.00	7,149.06	10.64
297-797-728.300	HOME TOUR PROMOTION	1,200.00	1,200.00	0.00	0.00	1,200.00	0.00
297-797-801.000	PROFESSIONAL SERVICES: ADMINISTRATIVE	750.00	750.00	417.00	417.00	333.00	55.60
297-797-810.000	INSURANCE & BONDS	1,325.00	1,325.00	1,175.00	1,175.00	150.00	88.68
297-797-856.000	MISCELLANEOUS	1,200.00	1,200.00	0.00	0.00	1,200.00	0.00
Total Dept 797-HISTORICAL COMMISSION		12,475.00	12,475.00	2,442.94	1,592.00	10,032.06	19.58
Dept 798-CASTLE							
297-798-702.400	WAGES - TEMPORARY	10,250.00	10,250.00	4,952.41	1,160.15	5,297.59	48.32
297-798-715.000	SOCIAL SECURITY (FICA)	800.00	800.00	378.87	88.76	421.13	47.36
297-798-719.000	WORKERS' COMPENSATION	0.00	0.00	15.00	0.00	(15.00)	100.00
297-798-728.000	OPERATING SUPPLIES	100.00	100.00	0.00	0.00	100.00	0.00
297-798-810.000	INSURANCE & BONDS	850.00	850.00	736.00	736.00	114.00	86.59
297-798-820.000	UTILITIES	5,000.00	5,000.00	1,137.67	384.91	3,862.33	22.75
297-798-831.000	BUILDING MAINTENANCE	11,000.00	11,000.00	1,933.45	165.00	9,066.55	17.58
297-798-856.000	MISCELLANEOUS	500.00	500.00	0.00	0.00	500.00	0.00
Total Dept 798-CASTLE		28,500.00	28,500.00	9,153.40	2,534.82	19,346.60	32.12
Dept 799-GOULD HOUSE							
297-799-728.300	HOME TOUR PROMOTION	0.00	0.00	7,929.81	0.00	(7,929.81)	100.00
297-799-810.000	INSURANCE & BONDS	975.00	975.00	863.00	863.00	112.00	88.51
297-799-820.100	ELECTRICITY	5,700.00	5,700.00	1,268.93	386.41	4,431.07	22.26
297-799-820.400	WATER & SEWER	500.00	500.00	96.60	0.00	403.40	19.32

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO
 PERIOD ENDING 12/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 12/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 297 - HISTORICAL FUND							
Expenditures							
297-799-831.000	BUILDING MAINTENANCE	13,000.00	13,000.00	4,724.71	205.00	8,275.29	36.34
297-799-831.200	BLDG MAINTENANCE-RENTAL	150.00	150.00	65.94	0.00	84.06	43.96
297-799-856.000	MISCELLANEOUS	1,200.00	1,200.00	331.33	53.45	868.67	27.61
Total Dept 799-GOULD HOUSE		21,525.00	21,525.00	15,280.32	1,507.86	6,244.68	70.99
TOTAL Expenditures		62,500.00	62,500.00	26,876.66	5,634.68	35,623.34	43.00
Fund 297:							
TOTAL REVENUES		62,500.00	62,500.00	24,090.51	5,107.84	38,409.49	38.54
TOTAL EXPENDITURES		62,500.00	62,500.00	26,876.66	5,634.68	35,623.34	43.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	(2,786.15)	(526.84)	2,786.15	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO
 PERIOD ENDING 12/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 12/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 325 - DEBT SERVICE-2010 GO BONDS							
Revenues							
Dept 000							
325-000-401.403	GENERAL PROPERTY TAX	14,210.00	14,210.00	0.00	0.00	14,210.00	0.00
325-000-401.430	INDUSTRIAL/COMMERCIAL FACILITIES TAX	20.00	20.00	0.00	0.00	20.00	0.00
325-000-401.431	OBSOLETE PROPERTY REHAB TAXES (OPRA)	10.00	10.00	0.00	0.00	10.00	0.00
325-000-695.699	APPROPRIATION OF FUND BALANCE	39,010.00	39,010.00	0.00	0.00	39,010.00	0.00
Total Dept 000		53,250.00	53,250.00	0.00	0.00	53,250.00	0.00
TOTAL Revenues		53,250.00	53,250.00	0.00	0.00	53,250.00	0.00
Expenditures							
Dept 905-DEBT SERVICE							
325-905-980.991	PRINCIPAL	15,000.00	15,000.00	15,000.00	0.00	0.00	100.00
325-905-980.995	INTEREST	38,250.00	38,250.00	19,182.50	0.00	19,067.50	50.15
Total Dept 905-DEBT SERVICE		53,250.00	53,250.00	34,182.50	0.00	19,067.50	64.19
TOTAL Expenditures		53,250.00	53,250.00	34,182.50	0.00	19,067.50	64.19
Fund 325:							
TOTAL REVENUES		53,250.00	53,250.00	0.00	0.00	53,250.00	0.00
TOTAL EXPENDITURES		53,250.00	53,250.00	34,182.50	0.00	19,067.50	64.19
NET OF REVENUES & EXPENDITURES		0.00	0.00	(34,182.50)	0.00	34,182.50	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

PERIOD ENDING 12/31/2011

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

GL NUMBER	DESCRIPTION	2011-12	2011-12	YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	12/31/2011	MONTH 12/31/2011	NORM	(ABNORM)	
Fund 338 - DEBT SERVICE-1994 SPECIAL ASMT								
Revenues								
Dept 000								
338-000-401.404	SPECIAL ASSESSMENTS	0.00	0.00	750.00	0.00	(750.00)		100.00
338-000-401.445	COLLECTION & INTEREST ON TAXES	0.00	0.00	146.94	0.00	(146.94)		100.00
Total Dept 000		0.00	0.00	896.94	0.00	(896.94)		100.00
TOTAL Revenues		0.00	0.00	896.94	0.00	(896.94)		100.00
Fund 338:								
TOTAL REVENUES		0.00	0.00	896.94	0.00	(896.94)		100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00		0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	896.94	0.00	(896.94)		100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

PERIOD ENDING 12/31/2011

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

GL NUMBER	DESCRIPTION	2011-12	2011-12	YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	12/31/2011 NORM (ABNORM)	MONTH 12/31/2011 INCR (DECR)	BALANCE NORM (ABNORM)		
Fund 356 - 2003 SPECIAL ASSESSMENT								
Revenues								
Dept 000								
356-000-401.404	SPECIAL ASSESSMENTS	0.00	0.00	775.49	0.00	(775.49)	100.00	
356-000-401.445	COLLECTION & INTEREST ON TAXES	0.00	0.00	126.26	2.18	(126.26)	100.00	
Total Dept 000		0.00	0.00	901.75	2.18	(901.75)	100.00	
TOTAL Revenues		0.00	0.00	901.75	2.18	(901.75)	100.00	
Fund 356:								
TOTAL REVENUES		0.00	0.00	901.75	2.18	(901.75)	100.00	
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00	
NET OF REVENUES & EXPENDITURES		0.00	0.00	901.75	2.18	(901.75)	100.00	

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

PERIOD ENDING 12/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 12/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 358 - 2004 SPECIAL ASSESSMENT							
Revenues							
Dept 000							
358-000-401.404	SPECIAL ASSESSMENTS	0.00	0.00	5,014.43	12.70	(5,014.43)	100.00
358-000-401.445	COLLECTION & INTEREST ON TAXES	0.00	0.00	1,103.13	1.44	(1,103.13)	100.00
Total Dept 000		0.00	0.00	6,117.56	14.14	(6,117.56)	100.00
TOTAL Revenues		0.00	0.00	6,117.56	14.14	(6,117.56)	100.00
Fund 358:							
TOTAL REVENUES		0.00	0.00	6,117.56	14.14	(6,117.56)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	6,117.56	14.14	(6,117.56)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

PERIOD ENDING 12/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 12/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 360 - 2005 SPECIAL ASSESSMENT							
Revenues							
Dept 000							
360-000-401.404	SPECIAL ASSESSMENTS	0.00	0.00	4,687.66	0.00	(4,687.66)	100.00
360-000-401.445	COLLECTION & INTEREST ON TAXES	0.00	0.00	1,043.28	2.00	(1,043.28)	100.00
Total Dept 000		0.00	0.00	5,730.94	2.00	(5,730.94)	100.00
TOTAL Revenues		0.00	0.00	5,730.94	2.00	(5,730.94)	100.00
Fund 360:							
TOTAL REVENUES		0.00	0.00	5,730.94	2.00	(5,730.94)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	5,730.94	2.00	(5,730.94)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

PERIOD ENDING 12/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 12/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 362 - 2006 SPECIAL ASSESSMENT							
Revenues							
Dept 000							
362-000-401.404	SPECIAL ASSESSMENTS	0.00	0.00	15,552.20	3,843.52	(15,552.20)	100.00
362-000-401.445	COLLECTION & INTEREST ON TAXES	0.00	0.00	3,879.10	42.55	(3,879.10)	100.00
Total Dept 000		0.00	0.00	19,431.30	3,886.07	(19,431.30)	100.00
TOTAL Revenues		0.00	0.00	19,431.30	3,886.07	(19,431.30)	100.00
Fund 362:							
TOTAL REVENUES		0.00	0.00	19,431.30	3,886.07	(19,431.30)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	19,431.30	3,886.07	(19,431.30)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

PERIOD ENDING 12/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 12/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 364 - 2007 SPECIAL ASSESSMENT							
Revenues							
Dept 000							
364-000-401.404	SPECIAL ASSESSMENTS	0.00	0.00	9,304.59	381.18	(9,304.59)	100.00
364-000-401.445	COLLECTION & INTEREST ON TAXES	0.00	0.00	3,670.93	8.28	(3,670.93)	100.00
Total Dept 000		0.00	0.00	12,975.52	389.46	(12,975.52)	100.00
TOTAL Revenues		0.00	0.00	12,975.52	389.46	(12,975.52)	100.00
Fund 364:							
TOTAL REVENUES		0.00	0.00	12,975.52	389.46	(12,975.52)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	12,975.52	389.46	(12,975.52)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

PERIOD ENDING 12/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 12/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 366 - 2008 SPECIAL ASSESSMENT							
Revenues							
Dept 000							
366-000-401.404	SPECIAL ASSESSMENTS	0.00	0.00	6,571.63	1,240.00	(6,571.63)	100.00
366-000-401.445	COLLECTION & INTEREST ON TAXES	0.00	0.00	2,351.03	2.54	(2,351.03)	100.00
Total Dept 000		0.00	0.00	8,922.66	1,242.54	(8,922.66)	100.00
TOTAL Revenues		0.00	0.00	8,922.66	1,242.54	(8,922.66)	100.00
Fund 366:							
TOTAL REVENUES		0.00	0.00	8,922.66	1,242.54	(8,922.66)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	8,922.66	1,242.54	(8,922.66)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

PERIOD ENDING 12/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 12/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 368 - 2009 SPECIAL ASSESSMENT							
Revenues							
Dept 000							
368-000-401.404	SPECIAL ASSESSMENTS	0.00	0.00	5,260.53	1,309.25	(5,260.53)	100.00
368-000-401.445	COLLECTION & INTEREST ON TAXES	0.00	0.00	1,880.25	35.56	(1,880.25)	100.00
368-000-664.664	INTEREST INCOME	0.00	0.00	120.48	12.94	(120.48)	100.00
Total Dept 000		0.00	0.00	7,261.26	1,357.75	(7,261.26)	100.00
TOTAL Revenues		0.00	0.00	7,261.26	1,357.75	(7,261.26)	100.00
Fund 368:							
TOTAL REVENUES		0.00	0.00	7,261.26	1,357.75	(7,261.26)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	7,261.26	1,357.75	(7,261.26)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

PERIOD ENDING 12/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 12/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 370 - 2010 SPECIAL ASSESSMENT							
Revenues							
Dept 000							
370-000-401.404	SPECIAL ASSESSMENTS	0.00	0.00	8,596.84	(448.80)	(8,596.84)	100.00
370-000-401.445	COLLECTION & INTEREST ON TAXES	0.00	0.00	2,300.52	4.16	(2,300.52)	100.00
Total Dept 000		0.00	0.00	10,897.36	(444.64)	(10,897.36)	100.00
TOTAL Revenues		0.00	0.00	10,897.36	(444.64)	(10,897.36)	100.00
Fund 370:							
TOTAL REVENUES		0.00	0.00	10,897.36	(444.64)	(10,897.36)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	10,897.36	(444.64)	(10,897.36)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO
 PERIOD ENDING 12/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 12/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 371 - DEBT SERVICE-1990 BA							
Expenditures							
Dept 905-DEBT SERVICE							
371-905-801.000	PROFESSIONAL SERVICES: ADMINISTRATIVE	0.00	0.00	220.00	220.00	(220.00)	100.00
Total Dept 905-DEBT SERVICE		0.00	0.00	220.00	220.00	(220.00)	100.00
TOTAL Expenditures		0.00	0.00	220.00	220.00	(220.00)	100.00
Fund 371:							
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	220.00	220.00	(220.00)	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	(220.00)	(220.00)	220.00	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

PERIOD ENDING 12/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 12/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 372 - 2011 SPECIAL ASSESSMENT							
Revenues							
Dept 000							
372-000-401.404	SPECIAL ASSESSMENTS	0.00	0.00	59,163.88	2,468.85	(59,163.88)	100.00
372-000-401.445	COLLECTION & INTEREST ON TAXES	0.00	0.00	18.91	18.91	(18.91)	100.00
Total Dept 000		0.00	0.00	59,182.79	2,487.76	(59,182.79)	100.00
TOTAL Revenues		0.00	0.00	59,182.79	2,487.76	(59,182.79)	100.00
Expenditures							
Dept 905-DEBT SERVICE							
372-905-980.998	DEBT SERVICE	0.00	0.00	668.00	668.00	(668.00)	100.00
Total Dept 905-DEBT SERVICE		0.00	0.00	668.00	668.00	(668.00)	100.00
TOTAL Expenditures		0.00	0.00	668.00	668.00	(668.00)	100.00
Fund 372:							
TOTAL REVENUES		0.00	0.00	59,182.79	2,487.76	(59,182.79)	100.00
TOTAL EXPENDITURES		0.00	0.00	668.00	668.00	(668.00)	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	58,514.79	1,819.76	(58,514.79)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

PERIOD ENDING 12/31/2011

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

GL NUMBER	DESCRIPTION	2011-12	2011-12	YTD BALANCE	ACTIVITY FOR	AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	12/31/2011	MONTH 12/31/2011	NORM	(ABNORM)	
Fund 396 - DEBT SERVICE-LDFA II								
Expenditures								
Dept 905-DEBT SERVICE								
396-905-980.998	DEBT SERVICE	0.00	0.00	97.00	97.00	(97.00)		100.00
Total Dept 905-DEBT SERVICE		0.00	0.00	97.00	97.00	(97.00)		100.00
TOTAL Expenditures		0.00	0.00	97.00	97.00	(97.00)		100.00
Fund 396:								
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00		0.00
TOTAL EXPENDITURES		0.00	0.00	97.00	97.00	(97.00)		100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	(97.00)	(97.00)	97.00		100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO
 PERIOD ENDING 12/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 12/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 411 - CAPITAL PROJECTS-2011 STREET PROGRAM							
Revenues							
Dept 000							
411-000-664.664	INTEREST INCOME	0.00	0.00	660.00	90.97	(660.00)	100.00
Total Dept 000		0.00	0.00	660.00	90.97	(660.00)	100.00
TOTAL Revenues		0.00	0.00	660.00	90.97	(660.00)	100.00
Expenditures							
Dept 966-TRANSFERS OUT							
411-966-999.202	TRANSFER TO MAJOR STREET	0.00	0.00	(27,568.12)	0.00	27,568.12	100.00
Total Dept 966-TRANSFERS OUT		0.00	0.00	(27,568.12)	0.00	27,568.12	100.00
TOTAL Expenditures		0.00	0.00	(27,568.12)	0.00	27,568.12	100.00
Fund 411:							
TOTAL REVENUES		0.00	0.00	660.00	90.97	(660.00)	100.00
TOTAL EXPENDITURES		0.00	0.00	(27,568.12)	0.00	27,568.12	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	28,228.12	90.97	(28,228.12)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

PERIOD ENDING 12/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 12/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 494 - DDA CONSTRUCTION FUND							
Revenues							
Dept 000							
494-000-664.664	INTEREST INCOME	0.00	0.00	99.05	13.65	(99.05)	100.00
Total Dept 000		0.00	0.00	99.05	13.65	(99.05)	100.00
TOTAL Revenues		0.00	0.00	99.05	13.65	(99.05)	100.00
Fund 494:							
TOTAL REVENUES		0.00	0.00	99.05	13.65	(99.05)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	99.05	13.65	(99.05)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

PERIOD ENDING 12/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 12/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 497 - CAPITAL PROJECTS-SUBDIVISION							
Expenditures							
Dept 270-ADMINISTRATIVE							
497-270-801.000	PROFESSIONAL SERVICES: ADMINISTRATIVE	0.00	0.00	3,113.00	3,113.00	(3,113.00)	100.00
Total Dept 270-ADMINISTRATIVE		0.00	0.00	3,113.00	3,113.00	(3,113.00)	100.00
TOTAL Expenditures		0.00	0.00	3,113.00	3,113.00	(3,113.00)	100.00
Fund 497:							
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		0.00	0.00	3,113.00	3,113.00	(3,113.00)	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	(3,113.00)	(3,113.00)	3,113.00	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

PERIOD ENDING 12/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 12/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 588 - TRANSPORTATION FUND							
Revenues							
Dept 000							
588-000-401.403	GENERAL PROPERTY TAX	49,725.00	49,725.00	49,616.86	0.00	108.14	99.78
Total Dept 000		49,725.00	49,725.00	49,616.86	0.00	108.14	99.78
TOTAL Revenues		49,725.00	49,725.00	49,616.86	0.00	108.14	99.78
Expenditures							
Dept 200-GEN SERVICES							
588-200-818.000	CONTRACTUAL SERVICES	49,725.00	49,725.00	43,960.44	384.55	5,764.56	88.41
Total Dept 200-GEN SERVICES		49,725.00	49,725.00	43,960.44	384.55	5,764.56	88.41
TOTAL Expenditures		49,725.00	49,725.00	43,960.44	384.55	5,764.56	88.41
Fund 588:							
TOTAL REVENUES		49,725.00	49,725.00	49,616.86	0.00	108.14	99.78
TOTAL EXPENDITURES		49,725.00	49,725.00	43,960.44	384.55	5,764.56	88.41
NET OF REVENUES & EXPENDITURES		0.00	0.00	5,656.42	(384.55)	(5,656.42)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

PERIOD ENDING 12/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 12/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 590 - SEWER FUND							
Revenues							
Dept 000							
590-000-401.446	PENALTIES - LATE CHARGES	30,000.00	30,000.00	16,296.15	(7.20)	13,703.85	54.32
590-000-450.477	SWR:PERMITS/INSPECTION FEE	500.00	500.00	280.00	100.00	220.00	56.00
590-000-600.601	METERED SALES	1,500,000.00	1,500,000.00	311,405.60	1,756.25	1,188,594.40	20.76
590-000-664.664	INTEREST INCOME	5,000.00	5,000.00	2,352.74	1,802.73	2,647.26	47.05
590-000-671.694	MISCELLANEOUS	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
590-000-695.699	APPROPRIATION OF FUND BALANCE	169,770.00	169,770.00	0.00	0.00	169,770.00	0.00
Total Dept 000		1,706,270.00	1,706,270.00	330,334.49	3,651.78	1,375,935.51	19.36
TOTAL Revenues		1,706,270.00	1,706,270.00	330,334.49	3,651.78	1,375,935.51	19.36
Expenditures							
Dept 200-GEN SERVICES							
590-200-702.100	SALARIES	43,000.00	43,000.00	14,862.85	4,497.48	28,137.15	34.56
590-200-715.000	SOCIAL SECURITY (FICA)	3,300.00	3,300.00	1,129.65	340.60	2,170.35	34.23
590-200-716.100	HEALTH INSURANCE	8,300.00	8,300.00	2,502.63	544.05	5,797.37	30.15
590-200-716.150	OPEB EXPENSE	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
590-200-716.200	DENTAL INSURANCE	600.00	600.00	212.17	40.76	387.83	35.36
590-200-716.300	OPTICAL INSURANCE	100.00	100.00	1.64	0.31	98.36	1.64
590-200-716.400	LIFE INSURANCE	200.00	200.00	54.27	10.39	145.73	27.14
590-200-716.500	LONG - TERM DISABILITY	300.00	300.00	133.16	25.47	166.84	44.39
590-200-717.000	UNEMPLOYMENT INSURANCE	100.00	100.00	0.00	0.00	100.00	0.00
590-200-718.000	RETIREMENT	3,000.00	3,000.00	0.00	0.00	3,000.00	0.00
590-200-719.000	WORKERS' COMPENSATION	1,000.00	1,000.00	279.00	0.00	721.00	27.90
590-200-728.000	OPERATING SUPPLIES	1,500.00	1,500.00	101.79	101.79	1,398.21	6.79
590-200-801.000	PROFESSIONAL SERVICES: ADMINISTRATIVE	4,200.00	4,200.00	2,607.00	2,607.00	1,593.00	62.07
590-200-810.000	INSURANCE & BONDS	12,200.00	12,200.00	11,363.00	11,363.00	837.00	93.14
590-200-818.000	CONTRACTUAL SERVICES	10,000.00	10,000.00	7,246.19	84.00	2,753.81	72.46
590-200-860.000	EDUCATION & TRAINING	500.00	500.00	0.00	0.00	500.00	0.00
590-200-890.200	OPERATION & MAINTENANCE	912,000.00	912,000.00	478,727.49	78,522.75	433,272.51	52.49
590-200-890.300	REPLACEMENT	86,000.00	86,000.00	44,884.22	22,285.98	41,115.78	52.19
590-200-968.000	DEPRECIATION EXPENSE	45,200.00	45,200.00	11,310.00	0.00	33,890.00	25.02
590-200-999.101	CONTRIBUTION-GF ADMIN	40,000.00	40,000.00	20,002.00	3,333.00	19,998.00	50.01
Total Dept 200-GEN SERVICES		1,174,500.00	1,174,500.00	595,417.06	123,756.58	579,082.94	50.70
Dept 549-SEWER OPERATIONS							
590-549-702.100	SALARIES	27,500.00	27,500.00	0.00	0.00	27,500.00	0.00
590-549-702.200	WAGES	60,000.00	60,000.00	12,233.69	3,322.11	47,766.31	20.39
590-549-702.300	OVERTIME	3,000.00	3,000.00	738.42	124.22	2,261.58	24.61
590-549-702.400	WAGES - TEMPORARY	500.00	500.00	0.00	0.00	500.00	0.00
590-549-702.600	UNIFORMS	1,300.00	1,300.00	0.00	0.00	1,300.00	0.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

PERIOD ENDING 12/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 12/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 590 - SEWER FUND							
Expenditures							
590-549-702.800	ACCRUED SICK LEAVE	1,600.00	1,600.00	1,512.08	0.00	87.92	94.51
590-549-703.000	OTHER COMPENSATION	2,000.00	2,000.00	6,906.82	894.33	(4,906.82)	345.34
590-549-715.000	SOCIAL SECURITY (FICA)	8,200.00	8,200.00	2,927.34	618.30	5,272.66	35.70
590-549-716.100	HEALTH INSURANCE	38,000.00	38,000.00	13,117.20	2,176.20	24,882.80	34.52
590-549-716.200	DENTAL INSURANCE	1,750.00	1,750.00	703.25	118.01	1,046.75	40.19
590-549-716.300	OPTICAL INSURANCE	200.00	200.00	4.20	0.70	195.80	2.10
590-549-716.400	LIFE INSURANCE	250.00	250.00	79.20	13.20	170.80	31.68
590-549-718.000	RETIREMENT	6,000.00	6,000.00	0.00	0.00	6,000.00	0.00
590-549-719.000	WORKERS' COMPENSATION	2,000.00	2,000.00	1,014.00	0.00	986.00	50.70
590-549-728.000	OPERATING SUPPLIES	10,000.00	10,000.00	429.12	0.00	9,570.88	4.29
590-549-751.000	GAS & OIL	7,000.00	7,000.00	4,172.46	855.20	2,827.54	59.61
590-549-818.000	CONTRACTUAL SERVICES	55,000.00	55,000.00	7,675.02	4,752.00	47,324.98	13.95
590-549-833.000	EQUIPMENT MAINTENANCE	500.00	500.00	20.48	0.00	479.52	4.10
590-549-833.200	SEWER REPAIR	20,000.00	20,000.00	4,990.00	0.00	15,010.00	24.95
590-549-833.300	SERVICE LINE REPAIR SEPARATION-SSO	50,000.00	50,000.00	0.00	0.00	50,000.00	0.00
590-549-836.000	LIFT STATION MAINTENANCE	2,500.00	2,500.00	414.03	414.03	2,085.97	16.56
590-549-836.100	LIFT STATION UTILITIES	1,800.00	1,800.00	794.88	146.54	1,005.12	44.16
590-549-843.000	EQUIPMENT RENTAL	35,000.00	35,000.00	5,914.45	1,517.25	29,085.55	16.90
Total Dept 549-SEWER OPERATIONS		334,100.00	334,100.00	63,646.64	14,952.09	270,453.36	19.05
Dept 901-CAPITAL OUTLAY							
590-901-973.000	CAPITAL OUTLAY - SEWERS	135,000.00	135,000.00	99,606.34	0.00	35,393.66	73.78
590-901-979.000	COL-LIFT STATIONS	15,000.00	15,000.00	0.00	0.00	15,000.00	0.00
Total Dept 901-CAPITAL OUTLAY		150,000.00	150,000.00	99,606.34	0.00	50,393.66	66.40
Dept 905-DEBT SERVICE							
590-905-980.991	PRINCIPAL	30,000.00	30,000.00	0.00	0.00	30,000.00	0.00
590-905-980.995	INTEREST	17,670.00	17,670.00	8,834.83	0.00	8,835.17	50.00
Total Dept 905-DEBT SERVICE		47,670.00	47,670.00	8,834.83	0.00	38,835.17	18.53
TOTAL Expenditures		1,706,270.00	1,706,270.00	767,504.87	138,708.67	938,765.13	44.98
Fund 590:							
TOTAL REVENUES		1,706,270.00	1,706,270.00	330,334.49	3,651.78	1,375,935.51	19.36
TOTAL EXPENDITURES		1,706,270.00	1,706,270.00	767,504.87	138,708.67	938,765.13	44.98
NET OF REVENUES & EXPENDITURES		0.00	0.00	(437,170.38)	(135,056.89)	437,170.38	100.00

02/02/2012 12:01 PM
User: FMKukulis
DB: Owosso

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

Page 49/56

PERIOD ENDING 12/31/2011

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

GL NUMBER	DESCRIPTION	2011-12	2011-12	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDT
		ORIGINAL	AMENDED	12/31/2011	MONTH 12/31/2011	BALANCE	
		BUDGET	BUDGET	NORM (ABNORM)	INCR (DECR)	NORM (ABNORM)	USED

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

PERIOD ENDING 12/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 12/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 591 - WATER FUND							
Revenues							
Dept 000							
591-000-401.446	PENALTIES - LATE CHARGES	35,000.00	35,000.00	19,760.34	(5.60)	15,239.66	56.46
591-000-450.477	WTR:PERMITS/INSPECTION FEE	10,000.00	10,000.00	440.00	100.00	9,560.00	4.40
591-000-600.601	METERED SALES	1,840,000.00	1,840,000.00	377,385.61	(19,495.66)	1,462,614.39	20.51
591-000-600.602	METERED SALES-WHOLESALE-USAGE	168,000.00	168,000.00	106,940.91	14,942.81	61,059.09	63.66
591-000-600.603	METERED SALES-WHOLESALE-DEBT	40,500.00	40,500.00	0.00	0.00	40,500.00	0.00
591-000-600.640	MATERIAL & SERVICE	5,000.00	5,000.00	150.18	48.84	4,849.82	3.00
591-000-664.664	INTEREST INCOME	5,000.00	5,000.00	971.57	(83.75)	4,028.43	19.43
591-000-671.688	HYDRANT RENTAL	14,000.00	14,000.00	0.00	0.00	14,000.00	0.00
591-000-671.694	MISCELLANEOUS	1,200.00	1,200.00	600.00	100.00	600.00	50.00
591-000-671.695	MISCELLANEOUS WATER CHARGES	6,000.00	6,000.00	3,796.38	1,930.00	2,203.62	63.27
Total Dept 000		2,124,700.00	2,124,700.00	510,044.99	(2,463.36)	1,614,655.01	24.01
TOTAL Revenues		2,124,700.00	2,124,700.00	510,044.99	(2,463.36)	1,614,655.01	24.01
Expenditures							
Dept 200-GEN SERVICES							
591-200-702.100	SALARIES	36,000.00	36,000.00	15,636.74	3,461.89	20,363.26	43.44
591-200-715.000	SOCIAL SECURITY (FICA)	2,760.00	2,760.00	1,196.22	264.84	1,563.78	43.34
591-200-716.100	HEALTH INSURANCE	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
591-200-716.150	OPEB EXPENSE	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
591-200-716.200	DENTAL INSURANCE	400.00	400.00	161.97	27.19	238.03	40.49
591-200-716.300	OPTICAL INSURANCE	100.00	100.00	1.26	0.21	98.74	1.26
591-200-716.400	LIFE INSURANCE	100.00	100.00	41.59	6.93	58.41	41.59
591-200-716.500	LONG - TERM DISABILITY	240.00	240.00	103.01	17.16	136.99	42.92
591-200-718.000	RETIREMENT	4,000.00	4,000.00	0.00	0.00	4,000.00	0.00
591-200-719.000	WORKERS' COMPENSATION	1,200.00	1,200.00	315.00	0.00	885.00	26.25
591-200-728.000	OPERATING SUPPLIES	3,000.00	3,000.00	1,228.86	390.69	1,771.14	40.96
591-200-801.000	PROFESSIONAL SERVICES: ADMINISTRATIVE	5,600.00	5,600.00	5,202.00	5,202.00	398.00	92.89
591-200-810.000	INSURANCE & BONDS	50,000.00	50,000.00	52,035.00	52,035.00	(2,035.00)	104.07
591-200-818.000	CONTRACTUAL SERVICES	18,000.00	18,000.00	18,164.48	92.64	(164.48)	100.91
591-200-845.000	LEASE	700.00	700.00	710.70	0.00	(10.70)	101.53
591-200-850.000	BAD DEBT EXPENSE	100.00	100.00	0.00	0.00	100.00	0.00
591-200-856.000	MISCELLANEOUS	100.00	100.00	0.00	0.00	100.00	0.00
591-200-860.000	EDUCATION & TRAINING	700.00	700.00	262.50	0.00	437.50	37.50
591-200-999.101	CONTRIBUTION-GF ADMIN	200,000.00	200,000.00	99,998.00	16,667.00	100,002.00	50.00
Total Dept 200-GEN SERVICES		330,000.00	330,000.00	195,057.33	78,165.55	134,942.67	59.11
Dept 552-WATER UNDERGROUND							
591-552-702.100	SALARIES	16,000.00	16,000.00	7,710.02	1,815.56	8,289.98	48.19
591-552-702.200	WAGES	147,000.00	147,000.00	52,822.95	8,986.18	94,177.05	35.93

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

PERIOD ENDING 12/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 12/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 591 - WATER FUND							
Expenditures							
591-552-702.400	WAGES - TEMPORARY	3,600.00	3,600.00	1,879.85	0.00	1,720.15	52.22
591-552-702.800	ACCRUED SICK LEAVE	500.00	500.00	1,164.16	0.00	(664.16)	232.83
591-552-703.000	OTHER COMPENSATION	45,000.00	45,000.00	22,512.59	3,700.03	22,487.41	50.03
591-552-715.000	SOCIAL SECURITY (FICA)	20,000.00	20,000.00	8,303.91	1,483.72	11,696.09	41.52
591-552-716.100	HEALTH INSURANCE	100,000.00	100,000.00	37,887.05	5,168.55	62,112.95	37.89
591-552-716.200	DENTAL INSURANCE	5,000.00	5,000.00	1,888.29	274.76	3,111.71	37.77
591-552-716.300	OPTICAL INSURANCE	1,000.00	1,000.00	10.68	1.49	989.32	1.07
591-552-716.400	LIFE INSURANCE	650.00	650.00	252.30	36.55	397.70	38.82
591-552-716.500	LONG - TERM DISABILITY	150.00	150.00	77.05	12.84	72.95	51.37
591-552-718.000	RETIREMENT	18,400.00	18,400.00	0.00	0.00	18,400.00	0.00
591-552-719.000	WORKERS' COMPENSATION	8,000.00	8,000.00	5,454.00	0.00	2,546.00	68.18
591-552-728.000	OPERATING SUPPLIES	5,000.00	5,000.00	701.41	0.00	4,298.59	14.03
591-552-751.000	GAS & OIL	11,000.00	11,000.00	9,270.15	1,844.92	1,729.85	84.27
591-552-818.000	CONTRACTUAL SERVICES	20,000.00	20,000.00	5,477.54	713.88	14,522.46	27.39
591-552-820.100	ELECTRICITY	3,200.00	3,200.00	1,120.14	230.75	2,079.86	35.00
591-552-820.200	GAS	4,000.00	4,000.00	426.64	254.04	3,573.36	10.67
591-552-820.300	TELEPHONE	3,000.00	3,000.00	1,211.36	157.97	1,788.64	40.38
591-552-833.000	EQUIPMENT MAINTENANCE	2,000.00	2,000.00	660.73	83.50	1,339.27	33.04
591-552-833.200	EQUIPMENT MAINT-HYDRANTS & MAINS	35,000.00	35,000.00	40,983.94	1,538.19	(5,983.94)	117.10
591-552-833.300	EQUIP MAINT. METER & SERV	150,000.00	150,000.00	71,389.79	12,637.35	78,610.21	47.59
591-552-843.000	EQUIPMENT RENTAL	3,000.00	3,000.00	485.19	379.25	2,514.81	16.17
591-552-860.000	EDUCATION & TRAINING	500.00	500.00	370.00	150.00	130.00	74.00
591-552-968.000	DEPRECIATION EXPENSE	110,000.00	110,000.00	27,699.00	0.00	82,301.00	25.18
Total Dept 552-WATER UNDERGROUND		712,000.00	712,000.00	299,758.74	39,469.53	412,241.26	42.10
Dept 553-WATER FILTRATION							
591-553-702.100	SALARIES	0.00	0.00	752.16	0.00	(752.16)	100.00
591-553-702.200	WAGES	206,000.00	206,000.00	99,888.10	27,168.24	106,111.90	48.49
591-553-702.300	OVERTIME	24,000.00	24,000.00	15,430.79	6,448.09	8,569.21	64.29
591-553-702.400	WAGES - TEMPORARY	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
591-553-702.600	UNIFORMS	2,750.00	2,750.00	2,600.00	0.00	150.00	94.55
591-553-702.800	ACCRUED SICK LEAVE	1,650.00	1,650.00	841.44	0.00	808.56	51.00
591-553-703.000	OTHER COMPENSATION	100.00	100.00	0.00	0.00	100.00	0.00
591-553-715.000	SOCIAL SECURITY (FICA)	18,500.00	18,500.00	9,022.82	2,537.42	9,477.18	48.77
591-553-716.100	HEALTH INSURANCE	60,000.00	60,000.00	25,298.53	5,349.88	34,701.47	42.16
591-553-716.200	DENTAL INSURANCE	3,500.00	3,500.00	1,293.73	250.65	2,206.27	36.96
591-553-716.300	OPTICAL INSURANCE	400.00	400.00	10.85	2.10	389.15	2.71
591-553-716.400	LIFE INSURANCE	500.00	500.00	204.60	39.60	295.40	40.92
591-553-718.000	RETIREMENT	17,500.00	17,500.00	0.00	0.00	17,500.00	0.00
591-553-718.200	DEFERRED COMPENSATION	2,500.00	2,500.00	832.78	244.05	1,667.22	33.31
591-553-719.000	WORKERS' COMPENSATION	7,000.00	7,000.00	4,155.00	0.00	2,845.00	59.36
591-553-728.000	OPERATING SUPPLIES	16,000.00	16,000.00	6,853.76	670.30	9,146.24	42.84
591-553-743.000	CHEMICALS	123,000.00	123,000.00	58,366.21	14,843.29	64,633.79	47.45

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

PERIOD ENDING 12/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 12/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 591 - WATER FUND							
Expenditures							
591-553-751.000	GAS & OIL	500.00	500.00	833.84	57.12	(333.84)	166.77
591-553-818.000	CONTRACTUAL SERVICES	6,000.00	6,000.00	5,238.50	336.00	761.50	87.31
591-553-820.100	ELECTRICITY	120,000.00	120,000.00	47,956.20	8,113.53	72,043.80	39.96
591-553-820.200	GAS	8,000.00	8,000.00	943.70	645.43	7,056.30	11.80
591-553-820.300	TELEPHONE	5,000.00	5,000.00	1,667.47	146.66	3,332.53	33.35
591-553-820.500	REFUSE	500.00	500.00	250.00	41.67	250.00	50.00
591-553-831.000	BUILDING MAINTENANCE	10,000.00	10,000.00	2,374.52	158.02	7,625.48	23.75
591-553-832.000	STATIONARY EQUIPMENT	5,000.00	5,000.00	4,137.73	0.00	862.27	82.75
591-553-833.000	EQUIPMENT MAINTENANCE	15,000.00	15,000.00	4,537.33	3,455.30	10,462.67	30.25
591-553-833.100	EQUIP MAINT - WELLS	20,000.00	20,000.00	258.08	0.00	19,741.92	1.29
591-553-834.000	MAINTENANCE	120,000.00	120,000.00	0.00	0.00	120,000.00	0.00
591-553-860.000	EDUCATION & TRAINING	600.00	600.00	520.00	0.00	80.00	86.67
591-553-968.000	DEPRECIATION EXPENSE	164,000.00	164,000.00	40,770.00	0.00	123,230.00	24.86
Total Dept 553-WATER FILTRATION		963,000.00	963,000.00	335,038.14	70,507.35	627,961.86	34.79
Dept 901-CAPITAL OUTLAY							
591-901-972.000	MAINS & HYDRANTS	200,000.00	200,000.00	223,372.87	565.19	(23,372.87)	111.69
591-901-977.000	COL - EQUIPMENT	200,000.00	200,000.00	0.00	0.00	200,000.00	0.00
Total Dept 901-CAPITAL OUTLAY		400,000.00	400,000.00	223,372.87	565.19	176,627.13	55.84
Dept 905-DEBT SERVICE							
591-905-980.991	PRINCIPAL	180,000.00	180,000.00	180,000.00	0.00	0.00	100.00
591-905-980.995	INTEREST	190,000.00	190,000.00	95,929.38	0.00	94,070.62	50.49
Total Dept 905-DEBT SERVICE		370,000.00	370,000.00	275,929.38	0.00	94,070.62	74.58
TOTAL Expenditures		2,775,000.00	2,775,000.00	1,329,156.46	188,707.62	1,445,843.54	47.90
Fund 591:							
TOTAL REVENUES		2,124,700.00	2,124,700.00	510,044.99	(2,463.36)	1,614,655.01	24.01
TOTAL EXPENDITURES		2,775,000.00	2,775,000.00	1,329,156.46	188,707.62	1,445,843.54	47.90
NET OF REVENUES & EXPENDITURES		(650,300.00)	(650,300.00)	(819,111.47)	(191,170.98)	168,811.47	125.96

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

PERIOD ENDING 12/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 12/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 599 - WASTEWATER FUND							
Revenues							
Dept 000							
599-000-601.100	DEBT SERVICE CHRG - OWOSSO	912,000.00	0.00	0.00	0.00	0.00	0.00
599-000-601.200	DEBT SERVICE CHRG - OWOSSO TWP.	132,000.00	0.00	0.00	0.00	0.00	0.00
599-000-601.300	DEBT SERVICE CHRG - CALEDONIA TWSP	128,000.00	0.00	0.00	0.00	0.00	0.00
599-000-601.400	DEBT SERVICE CHRG - CORUNNA	172,000.00	0.00	0.00	0.00	0.00	0.00
599-000-602.100	OP & MAINT CHRG - OWOSSO	86,000.00	912,000.00	478,727.49	78,522.75	433,272.51	52.49
599-000-602.200	OP & MAINT CHRG - OWOSSO TWP	12,500.00	132,000.00	48,726.46	9,984.07	83,273.54	36.91
599-000-602.300	OP & MAINT CHRG - CALEDONIA TWSP	11,500.00	128,000.00	63,552.77	9,745.96	64,447.23	49.65
599-000-602.400	OP & MAINT CHRG - CORUNNA	16,000.00	172,000.00	80,993.28	13,747.22	91,006.72	47.09
599-000-603.100	REPLACEMENT CHRG - OWOSSO	0.00	86,000.00	44,884.22	22,285.98	41,115.78	52.19
599-000-603.200	REPLACEMENT CHRG - OWOSSO TWP	0.00	12,500.00	5,418.43	2,692.70	7,081.57	43.35
599-000-603.300	REPLACEMENT CHRG - CALEDONIA TWSP	0.00	11,500.00	5,093.45	2,673.03	6,406.55	44.29
599-000-603.400	REPLACEMENT CHRG - CORUNNA	0.00	16,000.00	7,603.89	3,848.29	8,396.11	47.52
599-000-664.664	INTEREST INCOME	8,000.00	8,000.00	3,662.87	2,728.39	4,337.13	45.79
599-000-671.694	MISCELLANEOUS	2,000.00	2,000.00	1,274.44	78.12	725.56	63.72
599-000-695.699	APPROPRIATION OF FUND BALANCE	550,000.00	550,000.00	0.00	0.00	550,000.00	0.00
Total Dept 000		2,030,000.00	2,030,000.00	739,937.30	146,306.51	1,290,062.70	36.45
TOTAL Revenues		2,030,000.00	2,030,000.00	739,937.30	146,306.51	1,290,062.70	36.45
Expenditures							
Dept 548-WASTEWATER OPERATIONS							
599-548-702.100	SALARIES	60,000.00	60,000.00	28,464.93	6,417.71	31,535.07	47.44
599-548-702.200	WAGES	284,000.00	284,000.00	127,099.75	29,553.10	156,900.25	44.75
599-548-702.300	OVERTIME	23,000.00	23,000.00	17,181.54	3,669.58	5,818.46	74.70
599-548-702.400	WAGES - TEMPORARY	6,500.00	6,500.00	2,178.27	0.00	4,321.73	33.51
599-548-702.600	UNIFORMS	4,300.00	4,300.00	3,900.00	0.00	400.00	90.70
599-548-702.800	ACCRUED SICK LEAVE	3,000.00	3,000.00	3,292.89	0.00	(292.89)	109.76
599-548-703.000	OTHER COMPENSATION	100.00	100.00	0.00	0.00	100.00	0.00
599-548-715.000	SOCIAL SECURITY (FICA)	29,100.00	29,100.00	13,639.54	2,963.07	15,460.46	46.87
599-548-716.100	HEALTH INSURANCE	110,000.00	110,000.00	52,610.68	8,614.28	57,389.32	47.83
599-548-716.150	OPEB EXPENSE	7,200.00	7,200.00	0.00	0.00	7,200.00	0.00
599-548-716.200	DENTAL INSURANCE	6,000.00	6,000.00	2,580.37	433.00	3,419.63	43.01
599-548-716.300	OPTICAL INSURANCE	1,200.00	1,200.00	14.70	2.45	1,185.30	1.23
599-548-716.400	LIFE INSURANCE	1,200.00	1,200.00	419.76	69.96	780.24	34.98
599-548-716.500	LONG - TERM DISABILITY	600.00	600.00	230.16	38.36	369.84	38.36
599-548-716.600	PHYSICALS	300.00	300.00	178.98	0.00	121.02	59.66
599-548-717.000	UNEMPLOYMENT INSURANCE	100.00	100.00	2.96	0.00	97.04	2.96
599-548-718.000	RETIREMENT	40,000.00	40,000.00	0.00	0.00	40,000.00	0.00
599-548-718.200	DEFERRED COMPENSATION	2,000.00	2,000.00	855.79	189.84	1,144.21	42.79
599-548-719.000	WORKERS' COMPENSATION	7,000.00	7,000.00	5,340.00	0.00	1,660.00	76.29
599-548-728.000	OPERATING SUPPLIES	7,000.00	7,000.00	3,398.10	1,610.42	3,601.90	48.54

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

PERIOD ENDING 12/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 12/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BGD USED
Fund 599 - WASTEWATER FUND							
Expenditures							
599-548-728.100	SUPPLIES	8,000.00	8,000.00	6,337.91	178.68	1,662.09	79.22
599-548-743.100	CHEMICALS - IRON	42,000.00	42,000.00	20,602.77	5,117.36	21,397.23	49.05
599-548-743.200	CHEMICALS - POLYMER	14,000.00	14,000.00	7,664.80	3,665.20	6,335.20	54.75
599-548-743.300	CHEMICALS - CHLORINE	30,000.00	30,000.00	13,889.38	4,106.13	16,110.62	46.30
599-548-751.000	GAS & OIL	4,200.00	4,200.00	2,473.11	430.30	1,726.89	58.88
599-548-801.000	PROFESSIONAL SERVICES: ADMINISTRATIVE	33,000.00	33,000.00	10,588.73	4,129.14	22,411.27	32.09
599-548-810.000	INSURANCE & BONDS	53,000.00	53,000.00	52,750.00	52,750.00	250.00	99.53
599-548-820.100	ELECTRICITY	225,000.00	225,000.00	89,301.79	16,453.33	135,698.21	39.69
599-548-820.200	GAS	24,000.00	24,000.00	1,492.49	957.10	22,507.51	6.22
599-548-820.300	TELEPHONE	3,000.00	3,000.00	1,420.27	212.61	1,579.73	47.34
599-548-820.400	WATER & SEWER	2,200.00	2,200.00	716.40	0.00	1,483.60	32.56
599-548-820.500	REFUSE	600.00	600.00	250.00	41.67	350.00	41.67
599-548-831.000	BUILDING MAINTENANCE	30,000.00	30,000.00	22,940.11	6,743.59	7,059.89	76.47
599-548-832.000	STATIONARY EQUIPMENT	6,000.00	6,000.00	5,600.00	5,500.00	400.00	93.33
599-548-833.000	EQUIPMENT MAINTENANCE	35,000.00	35,000.00	11,881.34	2,383.50	23,118.66	33.95
599-548-834.000	MAINTENANCE	64,000.00	64,000.00	27,471.07	6,791.76	36,528.93	42.92
599-548-834.100	HHW PROGRAM	4,600.00	4,600.00	4,600.00	0.00	0.00	100.00
599-548-858.000	MEMBERSHIPS & DUES	200.00	200.00	210.00	0.00	(10.00)	105.00
599-548-860.000	EDUCATION & TRAINING	1,000.00	1,000.00	1,257.50	0.00	(257.50)	125.75
599-548-968.000	DEPRECIATION EXPENSE	358,000.00	358,000.00	79,995.00	0.00	278,005.00	22.34
599-548-999.101	CONTRIBUTION-GF ADMIN	171,600.00	171,600.00	69,892.89	14,820.34	101,707.11	40.73
Total Dept 548-WASTEWATER OPERATIONS		1,702,000.00	1,702,000.00	692,723.98	177,842.48	1,009,276.02	40.70
Dept 901-CAPITAL OUTLAY							
599-901-975.000	COL - BUILDING IMPROVEMENTS	100,000.00	100,000.00	0.00	0.00	100,000.00	0.00
599-901-977.000	COL - EQUIPMENT	450,000.00	450,000.00	62,291.63	9,232.18	387,708.37	13.84
Total Dept 901-CAPITAL OUTLAY		550,000.00	550,000.00	62,291.63	9,232.18	487,708.37	11.33
TOTAL Expenditures		2,252,000.00	2,252,000.00	755,015.61	187,074.66	1,496,984.39	33.53
Fund 599:							
TOTAL REVENUES		2,030,000.00	2,030,000.00	739,937.30	146,306.51	1,290,062.70	36.45
TOTAL EXPENDITURES		2,252,000.00	2,252,000.00	755,015.61	187,074.66	1,496,984.39	33.53
NET OF REVENUES & EXPENDITURES		(222,000.00)	(222,000.00)	(15,078.31)	(40,768.15)	(206,921.69)	6.79

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

PERIOD ENDING 12/31/2011

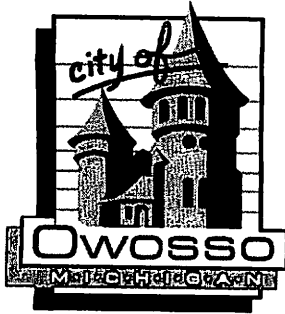
*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 12/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 661 - FLEET MAINTENANCE FUND							
Revenues							
Dept 000							
661-000-664.669	EQUIPMENT RENTAL	411,950.00	411,950.00	325,163.49	78,224.71	86,786.51	78.93
661-000-671.673	SALE OF FIXED ASSETS	25,000.00	25,000.00	0.00	0.00	25,000.00	0.00
661-000-695.699	APPROPRIATION OF FUND BALANCE	351,075.00	351,075.00	0.00	0.00	351,075.00	0.00
Total Dept 000		788,025.00	788,025.00	325,163.49	78,224.71	462,861.51	41.26
TOTAL Revenues		788,025.00	788,025.00	325,163.49	78,224.71	462,861.51	41.26
Expenditures							
Dept 891-FLEET MAINTENANCE							
661-891-702.200	WAGES	85,600.00	85,600.00	28,855.56	6,162.29	56,744.44	33.71
661-891-702.800	ACCRUED SICK LEAVE	0.00	0.00	1,573.08	0.00	(1,573.08)	100.00
661-891-703.000	OTHER COMPENSATION	19,700.00	19,700.00	10,232.54	1,611.40	9,467.46	51.94
661-891-715.000	SOCIAL SECURITY (FICA)	6,550.00	6,550.00	3,319.80	691.04	3,230.20	50.68
661-891-716.100	HEALTH INSURANCE	33,700.00	33,700.00	16,321.80	2,720.30	17,378.20	48.43
661-891-716.200	DENTAL INSURANCE	1,700.00	1,700.00	866.60	145.42	833.40	50.98
661-891-716.300	OPTICAL INSURANCE	325.00	325.00	4.20	0.70	320.80	1.29
661-891-716.400	LIFE INSURANCE	150.00	150.00	79.20	13.20	70.80	52.80
661-891-718.000	RETIREMENT	13,700.00	13,700.00	0.00	0.00	13,700.00	0.00
661-891-719.000	WORKERS' COMPENSATION	2,100.00	2,100.00	1,572.00	0.00	528.00	74.86
661-891-728.000	OPERATING SUPPLIES	500.00	500.00	0.00	0.00	500.00	0.00
661-891-801.000	PROFESSIONAL SERVICES: ADMINISTRATIVE	0.00	0.00	1,294.00	1,294.00	(1,294.00)	100.00
661-891-810.000	INSURANCE & BONDS	0.00	0.00	20,616.00	20,616.00	(20,616.00)	100.00
661-891-833.000	EQUIPMENT MAINTENANCE	70,000.00	70,000.00	36,337.93	1,980.87	33,662.07	51.91
661-891-968.000	DEPRECIATION EXPENSE	260,000.00	260,000.00	36,162.00	0.00	223,838.00	13.91
661-891-999.101	CONTRIBUTION-GF ADMIN	28,000.00	28,000.00	14,002.00	2,333.00	13,998.00	50.01
Total Dept 891-FLEET MAINTENANCE		522,025.00	522,025.00	171,236.71	37,568.22	350,788.29	32.80
Dept 901-CAPITAL OUTLAY							
661-901-979.000	COL-EQUIPMENT	266,000.00	266,000.00	0.00	0.00	266,000.00	0.00
Total Dept 901-CAPITAL OUTLAY		266,000.00	266,000.00	0.00	0.00	266,000.00	0.00
TOTAL Expenditures		788,025.00	788,025.00	171,236.71	37,568.22	616,788.29	21.73
Fund 661: TOTAL REVENUES		788,025.00	788,025.00	325,163.49	78,224.71	462,861.51	41.26

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO
 PERIOD ENDING 12/31/2011

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

GL NUMBER	DESCRIPTION	2011-12 ORIGINAL BUDGET	2011-12 AMENDED BUDGET	YTD BALANCE 12/31/2011 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/2011 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 661 - FLEET MAINTENANCE FUND							
TOTAL EXPENDITURES		788,025.00	788,025.00	171,236.71	37,568.22	616,788.29	21.73
NET OF REVENUES & EXPENDITURES		0.00	0.00	153,926.78	40,656.49	(153,926.78)	100.00
TOTAL REVENUES - ALL FUNDS		16,282,220.00	16,282,220.00	7,566,328.38	363,671.01	8,715,891.62	46.47
TOTAL EXPENDITURES - ALL FUNDS		17,154,520.00	17,154,520.00	7,732,657.75	1,185,491.27	9,421,862.25	45.08
NET OF REVENUES & EXPENDITURES		(872,300.00)	(872,300.00)	(166,329.37)	(821,820.26)	(705,970.63)	19.07



MEMORANDUM

DATE: 2 February 2012

TO: Owosso City Council

FROM: Rick Williams, Finance Director

SUBJECT: Cash and Investments Position
2nd Quarter Ending December 31, 2011
Information Only – No Action Required

The cash and investment position, summarized below, for quarter ending December 31, 2011 totaling \$14,439,276.91, includes the primary and component units of the City. It does not include the portfolio of the Employees Retirement System.

Type of Deposit/Investment	Maturity	Insured	*Uninsured	Rating
Demand & Time Deposits At Cost	< 1 yr	175,600.60		*
Negotiable Order of Withdrawal At Cost	< 1 yr	1,694,935.62	4,067,091.08	*
Money Market Accounts At Cost	< 1 yr	1,057,657.41	1,657,537.95	*
Mutual Funds At Cost, NAV \$1/share	< 1 yr		4,836,454.25	AAAm
Commercial Paper At Cost	< 1 yr			
US, Agency, Gov't Bonds Fair Value	1-3 yrs		950,000.00	AA-

*Mutual Funds and Commercial Paper are insured under limited circumstances through SIPC. Depository accounts with banking institutions are rated internally on a scale of one to five based on capital adequacy, asset quality, management, earnings, liquidity, and sensitivity to market risk.

Minutes of the **January 17, 2012**, regular meeting
of the **Owosso Historical Commission** held
at the Gould House, 6:30 p.m.

Members Present: Chairperson Piper Brewer, and members Michael Erfourth, Shaffer Fox, JoEllen Hartley, Paul Heimnick, Lorraine Weckwert and Gary Wilson.

Members Absent: Crystal Smith.

Guests Present: none

The meeting was called to order at 6:33 p.m. by Chairperson Brewer. Paul Heimnick was welcomed as a new member of the Commission.

There were no citizen comments.

Motion to accept and place on file the minutes of November 15, 2011 was made by Wilson and supported by Heimnick. Approved.

The Treasurer's Report was reviewed. It was noted proceeds from the December book fundraiser was \$1,996. Motion by Weckwert to accept the Treasurer's Report, seconded by Erfourth and carried.

The required annual distribution of the Commission Bylaws was noted as a communication.

Members were thanked for their participation in the Curwood book fundraiser. The Steam Railroading Institute will be consulted to determine if any of the donated train sets are desired for their collection. Remaining sets will be offered for sale.

Member Weckwert will finish reviewing the walking tour brochure for printing. Chairman Brewer has ordered the copies of the 1908 book reprint.

It was noted that during past Curwood Festivals, films based on Curwood's books have been shown in the basement of the Castle. Members agreed by consensus that this would be a worthwhile endeavor for this year's festival. Motion by Erfourth to apply for the Commercial Food Vendor Sponsorship Program as has been done in past years, providing a \$30.00 service club fee. Supported by Weckwert and approved.

Hartley arrived 6:50 p.m.

Members were informed of two requests for children's parties to be held at the Castle. Members requested to review this issue later in the meeting.

Fox arrived 6:55 p.m.

Motion by Weckwert that the Historical Commission purchase advertising in the Argus Press for \$92.00 which would cover four advertisements during the year. Supported by Fox and carried.

Motion by Erfourth to change the meeting date to the second Monday of each month, beginning with the February meeting. Support by Weckwert and carried.

Erfourth left to attend the City Council meeting.

By consensus, members agreed to keep in place current rental rates for use of the Castle and Gould House. Members asked that a Castle docent take responsibility for booking the Castle.

Motion by Weckwert not to allow children's birthday parties inside of the Curwood Castle.
Supported by Hartley and approved.

Motion to adjourn by Fox at 8:00 p.m.

Respectfully submitted,
Ronald J. Tobey, Secretary/Treasurer

DRAFT

MINUTES FOR THE REGULAR MEETING
OWOSSO HISTORIC DISTRICT COMMISSION
JANUARY 18, 2012 at 6:00 p.m.
COUNCIL CHAMBERS / CITY HALL

MEETING WAS CALLED TO ORDER at 6:03 p.m. by Chairman Scott Newman.

ROLL CALL was taken by Marty Stinson.

MEMBERS PRESENT: Chairman Scott Newman, Secretary Phil Hathaway, Commissioners James Eaton, Matthew Van Epps and Gary Wilson.

MEMBERS ABSENT: Vice-Chairman Vincent Gonyou; and Commissioner Lance Omer.

OTHERS PRESENT: Sarah Warren-Riley, Housing Program Manager; and Mike Ellithorpe from Bill Carr Signs, Inc.

AGENDA APPROVAL: Motion by Commissioner Hathaway, supported by Commissioner Van Epps to approve the agenda for January 18, 2012.

Yeas: All. Motion was passed.

MINUTES APPROVAL: Motion by Commissioner Van Epps and supported by Commissioner Omer to approve the minutes of the meeting for December 21, 2011,

Yeas: All. Motion was passed.

COMMUNICATIONS:

- 1) Staff Memorandum
- 2) Meeting minutes of December 21, 2011

PUBLIC COMMENTS: None.

COMMITTEE REPORTS: None.

PUBLIC HEARINGS: None.

ITEMS OF BUSINESS:

1) 100 North Washington Street – Sign application

Sarah Warren-Riley, Housing Program Manager, stated that Edward Jones has withdrawn the request for the sign on the side of the building facing E. Main Street. They now only propose the sign for Washington Street. Ms. Warren-Riley introduced Mr. Mike Ellithorpe from Bill Carr Signs, Inc. He stated the sign would be 28" x 160", illuminated and set with angle iron brackets.

Chairman Scott noted that this was the appropriate size and was placed well on the documentation submitted.

Commissioner Hathaway discussed the sign color and illumination. He preferred the opaque background with white lettering as was proposed in this instance.

It was asked why there are so many Edward Jones offices in the area. Commissioner Eaton replied because they can only have one broker per office. Rory Keay had been in with his father, but it's time for him to have his own office.

Motion by Commissioner Hathaway, supported by Commissioner Van Epps, that the Owasso Downtown Historic District Commission, finding that the exterior improvements at 100 North Washington Street meets all the Secretary of the Interiors Standards, as well as local standards, hereby directs staff to issue a certificate of appropriateness for the work and building permit application as applied for and illustrated.
Yeas: All. Motion was passed.

PUBLIC COMMENTS: None

COMMISSIONER COMMENTS:

Commissioner Hathaway would like to review the sign guidelines for the historic district. This was such an easy determination. Ms. Warren-Riley stated that because lights were involved, Mr. Zettel suggested that a meeting be called.

Commissioner Wilson stated that the board needs to lay down the guidelines so that Mr. Zettel could proceed with situations like this one.

Commissioner Hathaway said we should be informed of each decision, however.

Chairman Newman asked if we could cover these issues by e-mail. Commissioner Hathaway stated the board would be allowed to have a smaller group, less than a quorum, to meet and make a decision.

Ms. Warren-Riley will send out the guidelines as they exist, and then they can be examined and refined at the next meeting.

Commissioner Hathaway addressed another subject – his discomfort with being on the board with the tax credits no long being available at this time. He said we need to bring in low interest loans to assist the building owners. Without tax credits, we're up against a wall. We need to be able to offer a substitute financial incentive. We need a block grant to survive historically downtown. We have to work harder to maintain the integrity of the historic district.

ADJOURNMENT:

Chairman Newman adjourned the meeting at 6:35 p.m.

Phil Hathaway, Secretary

mms

MINUTES
REGULAR MEETING OF THE OWOSSO PLANNING COMMISSION
Council Chambers, City Hall
January 23, 2012 – 7 pm

Meeting was called to order at 7:00 p.m. by Chairman William Wascher.

The Pledge of Allegiance was recited by all in attendance.

Roll Call was taken by Recording Secretary Marty Stinson.

MEMBERS PRESENT: Chairman William Wascher, Vice-Chairman Francis Livingston, Secretary Melvin Renfrow, Commissioners David Bandkau, Terri Brown, Tom Kurtz, Cindy Popovitch, Brent Smith, and Thomas Taylor.

MEMBERS ABSENT: None

OTHERS PRESENT: Adam Zettel, Assistant City Manager and Director of Community Development.

Mr. Adam Zettel introduced the new member to the commission, Mr. Tom Kurtz. He has been at Baker College for ten years and is the Dean of the CIS and Technology programs. He has lived in the Owosso area for many years and is married to Athena Kurtz.

AGENDA APPROVAL:

MOTION BY COMMISSIONER POPOVITCH, SUPPORTED BY VICE CHAIRPERSON LIVINGSTON TO APPROVE THE AGENDA FOR JANUARY 23, 2012 AS PRESENTED.
YEAS ALL. MOTION CARRIED.

MINUTES APPROVAL:

MOTION BY VICE CHAIRPERSON LIVINGSTON, SUPPORTED BY COMMISSIONER BROWN TO APPROVE THE MINUTES OF THE MEETING OF JANUARY 9, 2012.
YEAS ALL. MOTION CARRIED.

COMMUNICATIONS:

1. Staff memorandum
2. PC minutes from January 9, 2012
3. Master plan draft sections

COMMISSIONER/PUBLIC COMMENTS: None

PUBLIC HEARING: None

SITE PLAN REVIEW: None

BUSINESS ITEMS: None

ITEMS OF DISCUSSION:

1. MASTER PLAN DRAFT DISCUSSIONS

Mr. Zettel said there were two sections in the draft form – Chapters 6 and 8. He reviewed the process to date. We now have the reference material and are working on the visioning. The goal is to achieve a vision for the land use for the downtown. He will do more mapping work as goals and implementation steps are decided towards the end of the process.

Commissioner Popovitch appreciates the maps. Mr. Zettel commented that some may be split in quadrants or may be presented in an 11 x 17 inch format. Mr. Zettel discussed the development of the narrative in the land use chapter. It's a complex subject.

Commissioner Kurtz asked if we can list some of the quantifiable items. Mr. Zettel replied that if we can find some of the statistics, yes. It helps tell the story.

Commissioner Popovitch asked about a traffic count. Mr. Zettel said yes. He continued, it's difficult to work on this. There are so many ways and a huge fiscal impact study could be done, but he's not sure what direction the planning commission wants. It could be a 300 page document.

Commissioner Taylor said to hit on some of the major items that we can do something about. Mr. Zettel agreed in the five years time until the master plan is reviewed again, then we can delve deeper.

Chairman Wascher asked, do we look outside our area? Mr. Zettel replied for future land use, yes; to match their future with ours.

Mr. Zettel is challenged by the industrial sites by the railroads. It's a really good mix except for the brownfields. Commissioner Smith asked what other cities had done with their rails. Mr. Zettel replied that New York City built elevated walkways; west of Owosso is a walkway. With active rails, we don't have a lot of choices. They can be used for light rails like Brighton to Ann Arbor or an Owosso stop on the way to Traverse City.

Commissioner Popovitch asked if it is worthwhile to work with the railroads for walking trails. Mr. Zettel said it's easier to do it without contacting the railroads. It's just impossible to get anything from the rails.

It was suggested to use a bus to tour some of the areas for land use to make determinations. Ms Popovitch mentioned space along the river – like the riverwalk. Mr. Zettel commented that recent survey remarks mentioned closing off a portion of Jerome Street and using it for developments.

Mr. Zettel further discussed brownfields along rail lines. The flood plain map with exceptions by letter map amendments, but not an actual map change. People pay \$50 to \$100 per month for flood plain insurance on their mortgages which makes some houses worth \$20,000 less than neighboring homes that are not in the flood plain. Chairman Wascher suggested a FEMA Flood Plain map with the letter residences another color.

Commissioner Popovitch asked what the planning commission could do to help Mr. Zettel. Mr. Zettel replied that he needed to know the issues in the community and what do we want to be. We're looking for critique.

Commissioner Smith asked if Mr. Zettel had a magic wand to use for the city, what would he work on. Mr. Zettel replied 1) housing – we have a new building official starting full time on Monday. 2) Corridors. 3) A handful of properties redeveloped like the Matthews Building, the Armory and the Middle School.

Commissioner Taylor asked what is the best use of Armory? Mr. Zettel replied, theater or community center. Basketball court or residential, but it doesn't have parking. He was asked what he would personally do with the building. He stated he would make a wedding chapel and banquet hall. He would encourage the city to be a wedding destination with the castle, etc.

Commissioner Taylor asked about the Chamber building and its status. Mr. Zettel discussed details.

Mr. Zettel invited personal visits to his office by the board members regarding the Master Plan. Commissioner Taylor said he likes what has been started.

ADJOURNMENT:
MOTION BY COMMISSIONER POPOVITCH, SUPPORTED BY VICE CHAIRPERSON LIVINGSTON TO ADJOURN AT 8:34 P.M. UNTIL FEBRUARY 13, 2012.

m.m.s.

Melvin Renfrow, Secretary

**Minutes
Regular Meeting of the Parks & Recreation Commission
Council Chambers, City Hall
January 23, 2012 – 6 p.m.**

The meeting was called to order at 6:03 p.m. by Chairperson Hebekeuser.

Roll call was taken by Recording Secretary Marty Stinson.

Members Present: Chairperson Jerry Hebekeuser, Vice Chairperson Marsha Ladd, Commissioners Michael Espich, and Jeff Selbig.

Members Absent: Commissioner Sherri Chavora.

Others Present: Adam Zettel, Assistant City Manager and Director of Community Development; Councilmember Burton Fox; Dave Acton with the Splash Pad group.

Approve Agenda for January 23, 2012:

A motion to approve the agenda as presented by Commissioner Espich and supported by Vice-Chairperson Ladd.

Ayes: all, motion carried.

Approve Minutes from November 28, 2011 meeting:

A motion to approve the minutes from the November 28, 2011 meeting was made by Commissioner Espich and supported by Commissioner Selbig, with the correction of the arrival time of the Mayor. It should be 6:40.

Ayes: all, motion carried.

Public Comments:

Commissioner Espich said the Splash Pad group met last Tuesday and the discussion led them to look outside of the downtown area with Bentley Park the most favored. A splash pad can be accomplished for \$5,000 – \$10,000.

Mr. Espich introduced Mr. Dave Acton. Mr. Acton said this project started as an Owosso Main Street project, but because it is moving out of that area, it no longer has that designation. The same volunteers that started would like to stay with the project. This is a high value, low cost project. We can have about 16 heads for about \$5,000 and use the next \$5,000 for cement and maintenance. The size can be added to at another time with more funds.

Chairman Hebekeuser stated this group could be a subcommittee of the Parks and Recreation Commission, especially with two commissioners, Espich and Selbig already participating. He asked Mr. Acton if an ice skating rink could be integrated with the splash pad into one project. They would need to check with the contractor about that idea. Commissioner Espich said it's definitely doable. Chairman Hebekeuser had seen the same application elsewhere.

Mr. Acton said it had been suggested they have a kick off event with parents and children. Maybe a service club could donate substantially to start also. Vice Chairperson Ladd likes the idea of putting more splash pads around town as the money allows.

Mr. Adam Zettel, Assistant City Manager and Director of Community Development, stated the Parks and Recreation Commission is to make recommendations to the City Council.

Commissioner Espich asked if the possible regionalization might affect this project. Mr. Zettel stated it could, but it is quite a way into the future.

Mr. Acton said if we have great instructions, it could be installed within a couple days. Chairman Hebekeuser mentioned that when we involve the citizens, they will become the “Neighborhood Watch” to prevent vandalism.

Vice Chairperson Ladd asked for an estimate on the annual maintenance. Mr. Acton replied it would be approximately \$150 to winterize; \$150 to open it in the spring; \$50 for the chlorinator – maybe \$500 for the year.

Commissioner Espich noted that Mr. Acton has done all the footwork on this project and the board applauded his efforts.

Communications:

1. Staff memorandum
2. November 28, 2011 minutes
3. Fundraising report

Business:

1. Disc Golf – Dorcey Crank

Mr. Crank was unable to attend the meeting. Commissioner Espich noted that he and the Mayor had a discussion, and Mr. Crank joined them. Mr. Crank was under the impression that the city was not proceeding with the project.

On the contrary, this commission is interested. Mr. Zettel thought someone was going to approach the cemetery board and have a meeting. Maybe something like a year-to-year easement – there are many ways to handle trail access.

Chairman Hebekeuser suggested that the land needs to be walked and see what will fit. Mike White is the cemetery spokesperson to be approached at Oak Hill Cemetery. Mr. Hebekeuser asked Commissioner Selbig to contact his neighbor, Dorcey Crank. Mr. Hebekeuser will check with Commissioner Chavora and see if she ever spoke with Mr. White.

Mr. Zettel commented that the Mayor is in favor of the disc golf and may be interested in possible supporting funds. Commissioner Selbig said the total cost may be around \$5,000. Discs are \$20 each and the rest is free for the public participation.

Commissioner Espich mentioned that parking might be a concern. Discussion followed about parking around Rosevear Park during soccer season.

2. Bentley Park / Playscape Updates

Mr. Zettel noted that next Monday (January 30) the mayor is going to have a meeting at 6:30 p.m. to figure out the in-kind service contributions one hour before the council meeting. Mr. Zettel also mentioned that Mr. Dave Tooley will be here for the February meeting of the Parks and Recreation Commission. Prior to that meeting, Mr. Zettel and Mr. Tooley plan on walking the park. Hopefully final plans can culminate in March – and we’ll know the site plans. The build date may be in late summer.

Mr. Zettel noted that the mayor is advocating the council delegate money for the playscape. Chairman Hebekeuser said the city was a tremendous help with the concession stand at the ball park and helped with trenching, etc.

Chairman Hebekeuser asked about an ice skating rink. Mr. Zettel said that plans are made; we just need some sustained cold weather.

Mr. Zettel stated he would have a park department budget and some figures for the Phase I and II funds from the Council at the next meeting.

Vice-Chairperson Ladd asked about a regional park system meeting. Mr. Zettel replied that at the 5th Monday of January Council meeting they would like to get some public feedback. It would be good for this commission to attend.

Public Comments: None

Adjournment:

A motion to adjourn the meeting was made by Commissioner Espich and was supported by Vice Chairperson Ladd. The meeting adjourned at 6:54 p.m.

Ayes: all, motion carried.

Adam Zettel, Secretary