

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MONDAY, DECEMBER 05, 2022
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 ORGANIZATIONAL MEETING OF NOVEMBER 21, 2022:

APPROVAL OF THE MINUTES OF REGULAR MEETING OF NOVEMBER 21, 2022:

ADDRESSING THE CITY COUNCIL

1. Your comments shall be made during times set aside for that purpose.
2. Stand or raise a hand to indicate that you wish to speak.
3. When recognized, give your name and address and direct your comments and/or questions to any City official in attendance.
4. Each person wishing to address the City Council and/or attending officials shall be afforded one opportunity of up to four (4) minutes duration during the first occasion for citizen comments and questions. Each person shall also be afforded one opportunity of up to three (3) minutes duration during the last occasion provided for citizen comments and questions and one opportunity of up to three (3) minutes duration during each public hearing. Comments made during public hearings shall be relevant to the subject for which the public hearings are held.
5. In addition to the opportunities described above, a citizen may respond to questions posed to him or her by the Mayor or members of the Council, provided members have been granted the floor to pose such questions.

PROCLAMATIONS / SPECIAL PRESENTATIONS

None.

PUBLIC HEARINGS

None.

CITIZEN COMMENTS AND QUESTIONS

CONSENT AGENDA

1. First Reading & Set Public Hearing – Zoning Ordinance Amendment. Conduct first reading and set a public hearing for Monday, December 19, 2022 at 7:30 p.m. to receive citizen comment on the proposed amendments to Chapter 38, Zoning, of the Code of Ordinances, to allow drive-through window service at marihuana retail locations.
Master Plan Implementation Goals: 1.17
2. 2023 Income Threshold Poverty Exemptions. Adopt the 2023 Income Threshold Poverty Exemptions, as required by Public Act No. 390 of 1994.

3. Grant Application Authorization – Michigan DNR Spark Grant. Approve application for a Michigan DNR Spark Grant in the amount of \$752,500.00 for improvements to the existing James Miner River Trail and construction of the unimproved trail section between Washington Street and the Oakwood Bridge.
Master Plan Implementation Goals: 4.5, 5.3, 5.34, 6.6
4. Discharge of Rental Rehab Mortgage & Regulatory Agreement. Authorize discharge of the Rental Rehab Deferred Payment Mortgage and the associated Regulatory Agreement for Restriction of Use and Occupancy Michigan Rental Rehab Program as it relates to the property at 114 N. Washington Street (Woodworth Properties, LLC & Curwood Storage, LLC)) and further authorize the Mayor and City Clerk to execute appropriate documents.
5. 2023 Schedule of Meetings. Adopt the 2023 Boards and Commissions Meeting Schedule.
6. Balancing Change Order - Water Tower and Standpipe Rehabilitation Project. Approve Balancing Change Order No. 1 to the contract with L&T Painting Company Inc. for additional work and materials for the Water Tower and Standpipe Rehabilitation Project, a 2022 DWSRF project, increasing the contract amount \$8,200.00, and further approve payment to the contractor upon satisfactory completion of project or portion thereof up to the amount of \$606,500.00.
Master Plan Implementation Goals: 3.4
7. Emergency Repair Authorization - Fire Department Engine 1. Authorize payment to Front Line Services, Inc. for emergency repair and replacement of parts on Fire Department Engine 1 in the amount of \$14,376.12.
8. Flexible Spending Account Terms Adoption. Authorize acceptance of the terms governing the Flexible Spending Accounts available to City employees, with an effective date of January 1, 2023.
9. MDOT Cost Sharing Agreement - W. North Street Reconstruction. Approve cost sharing agreement with the Michigan Department of Transportation for the reconstruction of W. North Street from Shiawassee Street to Hickory Street in the amount of \$347,000.00 and further approve payment up to the contract amount upon presentation of an approved invoice(s).
10. Purchase Authorization - Multi-function Copiers. Authorize agreement with Ricoh USA, Inc., through the State of Michigan's MiDEAL purchasing program, for the purchase of 3 Ricoh multi-function copiers, supplies, and service for a 5-year period in the amount of \$17,210.00.
11. Warrant No. 624. Authorize Warrant No. 624 as follows:

Vendor	Description	Fund	Amount
J & H Oil	Fleet Gas Usage	Multi	\$11,250.84

12. Check Register – November 2022. Affirm check disbursements totaling \$1,989,573.89 through November 30, 2022.

ITEMS OF BUSINESS

1. Easement Acceptance - Don & Metta Mitchell Amphitheater Grounds. Consider acceptance of a permanent easement from the Owosso Public Schools for the usage and maintenance of the grounds surrounding and leading to the Don & Metta Mitchell Performing Arts Center (Amphitheater) for the sum of One Dollar (\$1.00).
Master Plan Implementation Goals: 5.1, 5.2, 5.9, 5.12, 7.1

COMMUNICATIONS

1. Brad A. Barrett, Finance Director. Financial Report – October 2022
2. Owosso Historical Commission. Minutes of November 14, 2022.
3. Planning Commission. Minutes of November 28, 2022.

CITIZEN COMMENTS AND QUESTIONS

NEXT MEETING

Monday, December 19, 2022

BOARDS AND COMMISSIONS OPENINGS

Brownfield Redevelopment Authority – term expires June 30, 2026
Building Board of Appeals – Alternate - term expires June 30, 2024
Building Board of Appeals – Alternate - term expires June 30, 2025
Downtown Historic District Commission – term expires June 30, 2023
Downtown Historic District Commission - term expires June 30, 2024
Downtown Historic District Commission – term expires June 30, 2025
Owosso Historical Commission – 2 terms expire December 31, 2022
Owosso Historical Commission – term expires December 31, 2023
SATA Board of Directors – term expires October 1, 2025

ADJOURNMENT

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

PLEASE TAKE NOTICE THAT THE FOLLOWING MEETING CAN ONLY BE VIEWED VIRTUALLY

The Owosso City Council will conduct an in-person meeting on December 5, 2022. Citizens may view and listen to the meeting using the following link and phone numbers.

**OWOSSO CITY COUNCIL
Monday, December 05, 2022
at 7:30 p.m.**

The public joining the meeting via Zoom CANNOT participate in public comment.

- **Join Zoom Meeting:**
<https://us02web.zoom.us/j/88631836478?pwd=TEMvdzRSaFJxdmxRbEpta0hXeFFrZz09>
- **Meeting ID: 886 3183 6478**
- **Password: 013209**
- **One tap mobile**

+16465588656,,88631836478#,,,,*013209# US (New York)

+16469313860,,88631836478#,,,,*013209# US

Dial by your location

+1 312 626 6799 US (Chicago)
+1 646 558 8656 US (New York)
+1 301 715 8592 US (Washington DC)
+1 346 248 7799 US (Houston)
+1 669 900 9128 US (San Jose)
+1 253 215 8782 US (Tacoma)

- **For video instructions visit:**
 - o Signing up and Downloading Zoom <https://youtu.be/qsy2Ph6kSf8>
 - o Joining a Zoom Meeting <https://youtu.be/hlkCmbvAHQQ>
 - o Joining and Configuring Audio and Video <https://youtu.be/-s76QHshQnY>
- **Helpful notes for participants:** [Helpful Hints](#)
- **Meeting packets are published on the City of Owosso website** <http://www.ci.owosso.mi.us>

Any person who wishes to contact members of the City Council to provide input or ask questions on any business coming before the Council on December 5, 2022 may do so by calling or e-mailing the City Clerk's Office prior to the meeting at (989)725-0500 or city.clerk@ci.owosso.mi.us. Contact information for individual Council members can be found on the City website at: <http://www.ci.owosso.mi.us/Government/City-Council>

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**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MINUTES OF NOVEMBER 21, 2022
8:14 P.M.
VIRGINIA TEICH CITY COUNCIL CHAMBERS**

PRESIDING OFFICER: MAYOR ROBERT J. TEICH, JR.

OPENING PRAYER: PASTOR BILL MOULL
OWOSSO FREE METHODIST CHURCH

PLEDGE OF ALLEGIANCE: COUNCILMEMBER JEROME C. HABER

PRESENT: Mayor Robert J. Teich, Jr., Mayor Pro-Tem Susan J. Osika,
Councilmembers Janae L. Fear, Jerome C. Haber, Daniel A. Law, Emily
S. Olson, and Nicholas L. Pidek.

ABSENT: None.

APPROVAL OF THE AGENDA

Motion by Mayor Pro-Tem Osika to approve the agenda as presented.

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

APPROVAL OF THE MINUTES OF REGULAR MEETING OF NOVEMBER 7, 2022

Motion by Councilmember Pidek to approve the Minutes of the Regular Meeting of November 7, 2022 as presented.

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

PROCLAMATIONS / SPECIAL PRESENTATIONS

None.

PUBLIC HEARINGS

CDBG Grant Application -- 114-116 W Main Street

Master Plan Implementation Goals: 1.3, 1.9, 5.11, 5.13, 6.6

City Manager Nathan R. Henne indicated the application before Council is for a rental rehabilitation grant. The application requests \$700,000 in federal grant monies for the creation of seven new apartments on the third floor of the building at 114-116 West Main Street. The City will contribute approximately \$158,500 to the project in the form of a twelve-year OPRA Certificate, and approximately \$400,000 will be privately funded. The City will hire a third-party administrator to oversee the grant itself.

A public hearing was conducted to receive citizen comment regarding the proposed application for a CDBG grant for the 114-116 W Main Street Redevelopment Project.

The following people commented regarding the proposed application:

Randy Woodworth, building owner, commented that the process to get to this point has been long, starting before COVID. He indicated he was hoping for Council's support of the project and said he was available to answer any questions.

Rose Hooper, 708 Fletcher Street, inquired whether the new apartments will be handicap accessible. She said she knows of numerous handicap folks that are looking for homes that are accessible. Mr. Woodworth responded, saying a brand-new elevator will be installed as a part of the project and the apartments will be accessible as required by the building code.

Whereas, the Council, after due and legal notice, has met and having heard all interested parties, motion by Councilmember Pidek that the following resolution be adopted:

RESOLUTION NO. 174-2022

**APPROVING CDBG GRANT APPLICATION FOR THE RENTAL REHABILITATION
PROJECT LOCATED AT 114-116 WEST MAIN STREET AND DESIGNATING CITY
MANAGER AS CERTIFYING OFFICER**

WHEREAS, the Michigan Strategic Fund has invited Units of General Local Government to apply for its Community Development Block Grant Program to support 114-116 W Main Street – a seven unit Rental Rehabilitation Project; and

WHEREAS, the City of Owosso desires to request \$700,000 in CDBG funds to create seven rental units; and

WHEREAS, there are going to be four low to moderate income units and three market rate units; and

WHEREAS, the City of Owosso commits local funds by prior approval of a twelve year Obsolete Property Rehabilitation Certificate on April 20, 2020 – worth an estimated \$158,587 in abated property taxes over the life of the certificate; and

WHEREAS, Ruesswood REI Group, LLC is investing private funds in the amount of \$402,593; and

WHEREAS, the proposed project is consistent with the City of Owosso Master Plan completed in 2021 – specifically in goals related to adding new housing in the downtown area; and

WHEREAS, the proposed project will benefit all residents of the project area and 51.37% of the residents of the City of Owosso are low and moderate income persons as determined by the Michigan Economic Development Corporation's list of low and moderate income community customers dated 8/4/2022; and

WHEREAS, local funds and any other funds to be invested in the project have not been obligated/incurred and will not be obligated/incurred prior to a formal grant award, completion of the environmental review procedures and a formal written authorization to obligate/incur costs from the Michigan Economic Development Corporation; and

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

FIRST: City Manager Nathan R. Henne is hereby designated as the Certifying Officer, the Certified Environmental Officer, the person authorized to certify the Michigan CDBG Application, the person authorized to sign the Grant Agreement and payment requests, and the person authorized to execute any additional documents required to implement and execute the grant

SECOND: a public hearing was held on November 21, 2022 to receive public comment on the CDBG application for the 114-116 W Main Rental Rehabilitation Project in the amount of

\$700,000.

THIRD: due and adequate notice was provided in compliance with CDBG grant rules requiring 5 calendar days of said notice in a local media publication.

FOURTH: the grant application is hereby approved and the above-named certified officer is hereby directed to implement the requirements of the grant to complete the project.

Motion supported by Councilmember Fear.

Roll Call Vote.

AYES: Councilmembers Fear, Olson, Haber, Mayor Pro-Tem Osika, Councilmembers Law, Pidek, and Mayor Teich.

NAYS: None.

CITIZEN COMMENTS AND QUESTIONS

Mike Cline, 204 Stratford Drive, claimed that something went wrong at the last election. He has heard of numerous problems during the election, including processing issues and inaccurate results being posted to the web. He also spoke about the election in August and the general election two years ago. Mr. Cline ran out of time before concluding his comments.

Mayor Teich asked the City Manager if he had anything to add to Mr. Cline's comments. He indicated he did not.

There were no Council comments.

CONSENT AGENDA

Motion by Mayor Pro-Tem Osika to approve the Consent Agenda as follows:

Contract Extension - IT/Network Engineering Services. Authorize extension of the contract with Logicalis, Inc. for the provision of network administrator services for the 2023 calendar year in an amount not to exceed \$90,000.00, and further authorize payment to the vendor for services rendered up to the contract amount as follows:

RESOLUTION NO. 175-2022

ADOPTING THE LOGICALIS, INC. NETWORK ADMINISTRATOR STAFF AUGMENTATION FOR JEFF KISH

WHEREAS, the city of Owosso, a Michigan municipal corporation, utilizes a sophisticated network of computers to facilitate day-to-day operations; and

WHEREAS, said network requires the services of a skilled professional to continue to function properly; and

WHEREAS, the city contracts with Logicalis, Inc. for the provision of network administrator services; and

WHEREAS, the city council must adopt a resolution authorizing the terms of the contract for the calendar year effective January 1, 2023 through December 31, 2023.

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

- FIRST: it has been determined that it is advisable, necessary and in the public interest to continue the contract with Logicalis, Inc. for network administrator services for the year beginning January 1, 2023.
- SECOND: the mayor and city clerk are instructed and authorized to sign the document substantially in form attached as Network Administrator Staff Augmentation, Quotation # 2022-146654v1, between the City of Owosso and Logicalis, Inc.
- THIRD: the accounts payable department is authorized to pay Logicalis, Inc. for work satisfactorily performed in an amount not to exceed \$90,000.00.
- FOURTH: the above expenses shall be paid from Account No. 101-228-818000.
- FIFTH: all prior resolutions and documents for the *Logicalis Network Administrator Staff Augmentation and/or Staffing SOW* are rescinded as of January 1, 2023.

Bid Award – 2023 Street Program Engineering Services - Contract No. 1. Approve bid award to Eng., Inc. for engineering and construction administration services for the 2023 Street Program – Contract No. 1 in the amount of \$57,990.00, contingent upon a construction contract being awarded, and approve payment to the engineer upon satisfactory completion of the work or portion thereof as follows:

RESOLUTION NO. 176-2022

**AUTHORIZING THE EXECUTION OF AN AGREEMENT
FOR PROFESSIONAL ENGINEERING SERVICES WITH
ENG., INC.
FOR THE 2023 STREET PROGRAM – CONTRACT NO. 1**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, is considering the necessary resurfacing of Center Street, from King Street to North Street, as outlined within its RFP for professional engineering services; and

WHEREAS, this project requires the services of a professional engineering firm; and

WHEREAS, the City sought proposals from its Qualification Based Selection (QBS) list of firms to perform such work; and

WHEREAS, Eng., Inc. is selected as the most qualified firm to perform such work and offers to complete construction administration services of said project, in an amount not to exceed \$57,990.00.

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

- FIRST: The City of Owosso has theretofore determined that it is advisable, necessary and in the public interest to employ the firm of Eng., Inc. to provide professional engineering services for the 2023 Street Program – Contract No. 1, contingent upon a construction contract being awarded.
- SECOND: The Mayor and City Clerk are instructed and authorized to sign the document substantially in the form attached as Agreement for Professional Engineering Services between the City of Owosso, Michigan and Eng., Inc..

- THIRD: The Accounts Payable department is authorized to make payment up to the amount of \$57,990.00 to Eng., Inc. upon successful completion of stated work.
- FOURTH: The above expenses shall be paid from Local Street Acct No. 203-451-818.000-CENTERST21 and other funds as appropriated.

Master Plan Implementation Goals: 3.10

Balancing Change Order – 2022 Street Patches Program. Approve Balancing Change Order No. 2 to the contract with TJ Smith Sand & Gravel, Inc. for the 2022 Street Patches Program, adding \$2,487.90 for additional street patches and authorizing payment up to the contract amount, plus Change Order Nos. 1 & 2, for a total contract amount of \$122,720.40 as follows:

RESOLUTION NO. 177-2022

**AUTHORIZING BALANCING CHANGE ORDER NO. 2
TO THE CONTRACT BETWEEN THE CITY OF OWOSSO AND
TJ SMITH SAND & GRAVEL, INC.
FOR THE 2022 STREET PATCHES PROGRAM**

WHEREAS, the city of Owosso, Shiawassee County, Michigan, approved a contract with TJ Smith Sand & Gravel, Inc. on May 15, 2021 for street patches on various streets throughout the city during the 2022 construction season; and

WHEREAS, Change Order No. 1 was approved on September 6, 2022 to add a second round of street patches to the project; and

WHEREAS, the project is now complete, and a balancing change order is necessary to reconcile contract quantities.

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

- FIRST: it has heretofore determined that it is advisable, necessary and in the public interest to approve Balancing Change Order No. 2 to the 2022 Street Patches Program contract with TJ Smith Sand & Gravel, Inc., increasing the contract amount by \$2,487.90 to reflect actual unit quantities used in completion of the project.
- SECOND: the mayor and city clerk are instructed and authorized to sign the document substantially in form attached as Balancing Change Order No. 2 to the Contract for Services between the city of Owosso and TJ Smith Sand & Gravel, Inc., increasing the total contract amount from \$120,232.50 to \$122,720.40.
- THIRD: the accounts payable department is authorized to pay TJ Smith Sand & Gravel, Inc. for work satisfactorily completed up to the revised contract amount of \$122,720.40.
- FOURTH: the above expenses shall be paid from Major and Local Street Account Nos. 202-463-818.000 (\$12,339.42) and 203-463-818.000 (\$5,881.04), Sewer Fund Account No. 590-549-818.000 (\$15,318.73), and Water Fund Account Nos. 591-552-818.000 (\$81,863.60), 591-552-818.000-LSL-ID0000 (\$161.85), and 591-552-818.000-LSLREPLACE (\$7,155.76).

Professional Services Agreement - Governmental Accounting Services. Authorize a professional

services agreement with Taylor and Morgan, C.P.A., P.C. for the provision of onsite governmental accounting services in an amount not to exceed \$45,000.00, and further authorize payment to the firm for services rendered in accordance with the contract as follows:

RESOLUTION NO. 178-2022

**AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT WITH
TAYLOR AND MORGAN, C.P.A., P.C.
FOR GOVERNMENTAL ACCOUNTING SERVICES**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, is required to complete an independent audit per Section 8.4 of the Owosso City Charter; and

WHEREAS, the Finance Department has statutory responsibilities per Section 7.5 of the Owosso City Charter; and

WHEREAS, Taylor and Morgan, C.P.A., P.C., a full-service public accounting firm, submitted a proposal for onsite accounting services for the fiscal year ending June 30, 2022; and

WHEREAS, the City of Owosso would like to continue a professional relationship with Taylor and Morgan, C.P.A., P.C. for accounting services in its Finance Department; and

WHEREAS, the employment of professional services is an exception to competitive bidding per Section 2-346(2) of the City of Owosso Code of Ordinances.

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

FIRST: The City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to enter into a professional service agreement with Taylor and Morgan, C.P.A., P.C. for governmental accounting services, annual budget creation and annual independent audit preparation services.

SECOND: The mayor and city clerk are instructed and authorized to sign the document substantially in form attached as Professional Services Agreement between the City of Owosso and Taylor and Morgan, C.P.A., P.C.

THIRD: The accounts payable department is authorized to pay Taylor and Morgan, C.P.A., P.C. for work satisfactorily completed, estimated at \$45,000, under said professional services agreement.

FOURTH: The above expenses shall be paid from General Fund Account 101.201.818.000.

New Year's Eve Block Party Permission. Approve request from Owosso Main Street for the closure of South Washington Street from Comstock Street to Jerome Street on Friday, December 31, 2022 at 6:00 p.m. until Saturday, January 1, 2023 at 12:00 a.m. for the New Year's Eve Block Party and approve Traffic Control Order No. 1491 formalizing the request.

Master Plan Implementation Goals: 4.2, 4.6, 5.9, 5.12

Motion supported by Councilmember Law.

Roll Call Vote.

AYES: Councilmembers Fear, Olson, Mayor Pro-Tem Osika, Councilmembers Haber, Pidek, Law, and Mayor Teich.

NAYS: None.

ITEMS OF BUSINESS

Lot Split Authorization – 623 South Chestnut Street

Master Plan Implementation Goals: 4.8

Motion by Councilmember Pidek authorizing the division of a City lot under the Michigan Subdivision Control Act for platted lot at 623 South Chestnut Street as follows:

Current Descriptions:

Address	Status	Parcel #1
623 Chestnut Street	Before Split	050-546-000-019-00
Description: COM 563.68' N OF CEN SEC 23 TH N 180.295' E 254' N 64.30' S 81° E 108.28' N 99' S 81° E 20.72' S00°24' W 200' S81°E 163', N00°24' E 200', S81° E 336', S14° 05' W 356.95', W 439.78', N 100', W 361.68' TO BEG. PART OF SEC 23 T7NR2E		

Address	Status	Parcel #2
1620 Gregory Street	Before Split	050-546-000-033-00
Description: PART OF W 1/2 NW 1/4 SEC 23, BEG AT PT N02°01'00"E 273.73' & N79°51'31"W (REC AS N81°W) 332.10' FROM NE COR OF LOT 7, STACHURSKI SUB, TH S01°55'00"W, 328.59' TO NLY ROW LN OF GREGORY ST, TH N89°22'00"W, 186.29' ALONG SAID ROW LN, TH N14°21'29"E (REC AS N14°05'E) 356.95', TH S79°51'31"E, 110.48' TO POB. (1.154 ACRES M/L)		

Descriptions After Split:

Address	Status	Parcel #1
623 Chestnut Street	After Split	050-546-000-019-00
Description: PART OF NE 1/4 SEC 23, T7N R2E, COMMENCING AT THE NORTH 1/4 CORNER OF SAID SECTION 23; THENCE SOUTH 00°31'16" WEST 1868.65 FEET ALONG THE NORTH-SOUTH 1/4 LINE OF SAID SECTION 23 TO THE POINT OF BEGINNING; THENCE NORTH 89°15'20" EAST 254.27 FEET; THENCE NORTH 00°39'34" EAST 64.30 FEET; THENCE SOUTH 81°20'18" EAST 108.28 FEET; THENCE NORTH 01°08'26" EAST 99.83 FEET; THENCE SOUTH 81°24'51" EAST 20.72 FEET; THENCE SOUTH 01°24'55" WEST 200.00 FEET; THENCE SOUTH 81°21'40" EAST 163.00 FEET; THENCE NORTH 01°46'18" EAST 200.00 FEET; THENCE SOUTH 81°24'51" EAST 110.00 FEET; THENCE SOUTH 03°42'07" WEST 382.96 FEET; THENCE SOUTH 89°18'22" WEST 272.00 FEET; THENCE NORTH 00°25'57" EAST 100.04 FEET; THENCE SOUTH 89°41'37" WEST 361.36 FEET TO SAID NORTH-SOUTH 1/4 LINE; THENCE NORTH 00°31'16" EAST 180.29 FEET ALONG SAID NORTH-SOUTH 1/4 LINE TO THE POINT OF BEGINNING. THE LAND DESCRIBED ABOVE CONTAINS 3.53 ACRES; MORE OR LESS, AND IS SUBJECT TO ALL EASEMENTS, RESTRICTIONS, AND RIGHTS-OF-WAY OF RECORD.		

Address	Status	New Parcel
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1620 Gregory Street	After Split	050-546-000-033-00
Description: PART OF NE 1/4 SEC 23, T7N R2E, COMMENCING AT THE NORTH 1/4 CORNER OF SAID SECTION 23; THENCE SOUTH 00°31'16" WEST 1662.86 FEET ALONG THE NORTH-SOUTH 1/4 LINE OF SAID SECTION 23; THENCE SOUTH 81°24'51" EAST 661.20 FEET TO THE POINT OF BEGINNING; THENCE SOUTH 81°24'51" EAST 337.38 FEET; THENCE SOUTH 00°41'53" WEST 327.53 FEET TO THE NORTHERLY RIGHT-OF-WAY LINE OF GREGORY STREET; THENCE SOUTH 89°18'22" WEST 354.36 FEET ALONG SAID RIGHT-OF-WAY LINE AND RIGHT-OF-WAY LINE EXTENDED; THENCE NORTH 03°42'07" EAST 382.96 FEET TO THE POINT OF BEGINNING. THE LAND DESCRIBED ABOVE CONTAINS 2.81 ACRES, MORE OR LESS, AND IS SUBJECT TO ALL EASEMENTS, RESTRICTIONS, AND RIGHTS-OF-WAY OF RECORD.		

Motion supported by Mayor Pro-Tem Osika.

Roll Call Vote.

AYES: Councilmembers Law, Haber, Fear, Olson, Pidek, Mayor Pro-Tem Osika, and Mayor Teich.

NAYS: None.

Stock Sale Authorization

City Manager Henne indicated he was unsure how the City came to own stock from American Financial Group, Inc., but it needed to be sold to bring us back into compliance with the City's Investment Policy. The funds resulting from the sale will go to local streets.

Motion by Mayor Pro-Tem Osika authorizing the sale of 270 shares of American Financial Group, Inc. stock to bring the City back into compliance with its Investment Policy as follows:

RESOLUTION NO. 179-2022

AUTHORIZING THE SALE OF AMERICAN FINANCIAL GROUP, INC STOCKS

WHEREAS, the City of Owosso, Shiawassee County, Michigan, is a political subdivision of the state of Michigan; and

WHEREAS, the City of Owosso is required to follow Public Act 20 of 1943, Investment of Surplus Funds of Political Subdivisions, and has adopted an investment policy in accordance of such public act; and

WHEREAS, the City of Owosso created a 10-year special assessment district in 2009 to improve Ball Street, Water Street, Dewey Street and Park Street; and

WHEREAS, the City of Owosso acquired shares of American Financial Group, Inc. stocks to pay for an unpaid special assessment in the 2009 special assessment district; and

WHEREAS, the special assessment district has been paid in full and closed as of 2019.

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

FIRST: it has heretofore determined that it is advisable, necessary and in the public interest to sell 270 shares of American Financial Group, Inc. stocks.

SECOND: the Mayor, City Clerk, City Treasurer and Finance Director are authorized to complete and sign the Broadridge Shareholder Sale Request Form on behalf of the City of Owosso.

THIRD: the Finance Department is directed to deposit this one-time revenue into the Local Street Fund.

Motion supported by Councilmember Fear.

Roll Call Vote.

AYES: Mayor Pro-Tem Osika, Councilmembers Pidek, Fear, Law, Haber, Olson, and Mayor Teich.

NAYS: None.

Small Cell Wireless Facilities Permit – 825 W. Main Street

Master Plan Implementation Goals: 5.15

City Manager Henne said he was vexed by Verizon's latest application for a small cell wireless facilities permit. The request is for a new pole, despite the fact that the City has made a concerted effort to have Verizon co-locate their equipment on existing poles. He further noted that the proposed pole is too tall, the application fee has not been paid, and no written explanation was offered, other than a map, as to why they could not co-locate. He recommended Council deny the request as it would be in violation of the requirements of the City's Small Cell Wireless Facilities Ordinance.

Motion by Mayor Pro-Tem Osika to deny the Small Cell Wireless Facilities Permit application from Verizon Wireless for the location of a new pole and small cell wireless facility at 825 West Main Street as follows:

RESOLUTION NO. 180-2022

DENYING THE SMALL CELL WIRELESS FACILITIES PERMIT APPLICATION FROM VERIZON WIRELESS FOR INSTALLATION OF A NEW POLE AND A SMALL CELL WIRELESS FACILITY IN THE CITY'S RIGHT-OF-WAY AT 825 W. MAIN STREET

WHEREAS, on October 10, 2022 the City of Owosso received a Small Cell Wireless Facilities Permit Application from Verizon Wireless, 24242 Northwestern Hwy., Southfield, Michigan 48075; and

WHEREAS, as provided under the Small Cell Wireless Communications Facilities Deployment Act, Act 365 of 2018, and City of Owosso Ordinance No. 813, adopted on November 2, 2020, Verizon Wireless is seeking a Small Cell Wireless Facilities Permit to install a new pole and antenna in the city's right-of-way at 825 W. Main Street in accordance with plans as submitted;

WHEREAS, staff has reviewed the application and recommends denial of said application due to non-compliance with PA 365 of 2018 and the City of Owosso Code of Ordinances.

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

FIRST: the Small Cell Wireless Facilities Permit application for a new pole and small cell wireless facility at 825 W. Main Street, received October 10, 2022 from Verizon Wireless, is hereby denied for the following reasons:

- The new support structure and facility height does not meet the City's design standards set forth in the Zoning Code (Secs. 24-353 and 34-355)
- No detailed evidence given as to why or how Consumers Energy denied permission to co-locate on existing Consumers Power poles (Sec. 34-352 (h)(10))
- Non-payment of the \$1,000 application fee for a new support structure and the \$500 fee for a new small cell wireless facility (MCL 460.1317(4)(a & b) and City of Owosso 2022 Fee Schedule)

Motion supported by Councilmember Fear.

Roll Call Vote.

AYES: Councilmember Pidek, Mayor Pro-Tem Osika, Councilmembers Olson, Fear, Law, Haber, and Mayor Teich.

NAYS: None.

COMMUNICATIONS

Tanya S. Buckelew, Planning & Building Director. October 2022 Building Department Report.

Tanya S. Buckelew, Planning & Building Director. October 2022 Code Violations Report.

Tanya S. Buckelew, Planning & Building Director. October 2022 Inspections Report.

Tanya S. Buckelew, Planning & Building Director. October 2022 Certificates Issued Report.

Kevin D. Lenkart, Public Safety Director. October 2022 Fire Report.

Kevin D. Lenkart, Public Safety Director. October 2022 Police Report.

Downtown Development Authority/Main Street. Minutes of November 2, 2022.

CITIZEN COMMENTS AND QUESTIONS

Rose Hooper, 708 Fletcher Street, asked if Council could require that a certain percentage of new housing is handicap accessible and if such a requirement could be enforced on all future developments. Randy Woodworth indicated that his development would have a brand-new elevator, accessible entrances, and accessible apartments.

Tom Manke, 2910 W. M-21, said he visited several polling locations in the City on election day and thought that workers did a great job and nothing nefarious was going on. He went on to ask why there were so many anomalies with the election, saying he has fielded calls from outside the state and outside the country wanting to know about the election in Shiawassee County. He alleged that all the tabulators in the City were tampered with via the internet or the phone lines for the benefit of a "plant". Mr. Manke's time expired before he could conclude his comments.

Mike Cline, 204 Stratford Drive, asked about the details of a conversation alleged to have taken place between the Mayor and City Manager.

Eddie Urban, 601 Glenwood Avenue, urged people to please eat the refreshments that he brought to share.

Joe Moore, property owner at 304 Michigan Avenue, thanked Council for handling things cordially. He went on to note that he is a small landlord and is wondering if there was something the City could do to help small landlords because COVID hit them hard.

Mayor Teich asked City Manager Henne for his perspective on Mr. Cline's inquiry. Mr. Henne indicated that there was no conversation that took place between he and the Mayor regarding the details of election

day. He said the best account of what happened that day is the November 10th Argus Press article written by Matthew Bartow. He said the day was challenging, but the results were correct.

Councilmember Haber said he has received many phone calls about anomalies in the November election. He said he was not sure how someone that hasn't lived here long placed second in the City Council race. He asked how long the City will remain contracted with Dominion and whether it was possible to tamper with the tabulators. City Clerk Amy K. Kirkland indicated the City is under contract with Dominion for another four years and that it was technically possible to tamper with any piece of equipment. She went on to express her frustration that people don't trust election results and continue to spread inaccurate rumors about elections yet remain willfully ignorant as to how elections are actually conducted. She spoke about the public testing of equipment, the laws, rules, and procedures in place to prevent fraud, and the overall mission of the Clerk's Office to conduct accurate elections. Councilmember Haber said he had faith in the Clerk and her staff, but not the equipment. He said he simply could not understand how a newcomer to the City could receive enough votes to be the second-place vote getter in the City Council race. He asked if it was at all possible for a tabulator to be wrong. Ms. Kirkland indicated that her office does everything possible to make sure the tabulator results are accurate, and that the chances of a tabulator counting votes for the wrong candidate during an election were infinitesimally small.

Karen Mead-Elford of The Independent noted that the decision to contract with Dominion for election equipment was made at the county level, not by the City.

Matthew Bartow of The Argus-Press said he was told by the County Clerk that the results reporting error was made at the county level.

Councilmember Law said he too had received a lot of phone calls about the results of the election, but no one questioned the integrity of the Clerk's Office.

Councilmember Pidek welcomed Councilmember Olson to the Council, saying that while he may not agree with her on everything, he appreciated her standing up for what she believes in – an example of democracy in action.

Councilmember Olson thanked the citizens that voted for her. She credited her vote count to the fact that she is a business owner, the founder of a women's group, and the recent negative press that may have given her exposure to people in other social circles.

Councilmember Fear reminded everyone to attend the Glow Owosso events on Friday.

Councilmember Haber said he would like it noted for the record that he is not questioning the City Clerk or the Deputy Clerk.

NEXT MEETING

Monday, December 05, 2022

BOARDS AND COMMISSIONS OPENINGS

Brownfield Redevelopment Authority – term expires June 30, 2026
Building Board of Appeals – Alternate - term expires June 30, 2024
Building Board of Appeals – Alternate - term expires June 30, 2025
Downtown Historic District Commission – term expires June 30, 2023
Downtown Historic District Commission - term expires June 30, 2024
Downtown Historic District Commission – term expires June 30, 2025
Owosso Historical Commission – 2 terms expire December 31, 2022
Owosso Historical Commission – term expires December 31, 2023

SATA Board of Directors – term expires October 1, 2025

ADJOURNMENT

Motion by Mayor Pro-Tem Osika for adjournment at 9:07 p.m.

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

Robert J. Teich, Jr., Mayor

Amy K. Kirkland, City Clerk

*Due to their length, text of marked items is not included in the minutes. Full text of these documents is on file in the Clerk's Office.

**CITY OF OWOSSO
ORGANIZATIONAL MEETING OF THE CITY COUNCIL
MINUTES OF NOVEMBER 21, 2022
7:30 P.M.
VIRGINIA TEICH CITY COUNCIL CHAMBERS**

City Clerk Amy K. Kirkland administered the Oath of Office to Janae L. Fear (four-year term); Jerome C. Haber (four year term); Emily S. Olson (four year term); and Nicholas L. Pidek (two year term).

City Manager Nathan R. Henne addressed the City Council regarding the custom of having the City Clerk chair the meeting until a mayor is elected.

City Clerk Kirkland called the meeting to order at 7:35 p.m. and lead the Pledge of Allegiance to the Flag.

PRESENT: Councilmembers Janae L. Fear, Jerome C. Haber, Daniel A. Law, Emily S. Olson, Susan J. Osika, Nicholas L. Pidek, and Robert J. Teich, Jr.

ABSENT: None.

APPROVE AGENDA

Motion by Councilmember Osika to approve the agenda as presented.

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

ADOPTION OF RULES OF ORDER

City Attorney Scott J. Gould addressed the City Council regarding the rules for abstaining from voting and the staff recommendation for the adoption of Robert's Rules of Order, 11th Edition, as the rules of order.

Motion by Councilmember Fear to adopt Robert's Rules of Order, 11th Edition, as the rules of order.

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

ELECTION OF MAYOR

City Clerk Kirkland explained the method of voting for the election of the Mayor and Mayor Pro-Tem and opened the floor for nominations.

Councilmember Osika nominated Councilmember Teich for Mayor.

Councilmember Olson nominated Councilmember Fear for Mayor.

Further calls for nominations went unanswered, and the floor was closed with two nominees.

Roll Call Vote.

FEAR: Councilmembers Fear and Olson.

TEICH: Councilmembers Haber, Law, Osika, Pidek, and Teich.

Councilmember Robert J. Teich, Jr. was elected as Mayor.

Prior to administering the oath of office to the new Mayor, City Clerk Kirkland noted the Council Chambers were dedicated in honor of Mayor Teich's mother, Virginia "Jo" Teich, the first woman elected to the City Council. Mayor Teich reflected on his mother's service and noted she also served as the first female Mayor Pro-Tem during the course of her tenure. He dedicated his term as mayor in honor of his mother.

City Clerk Kirkland administered the Oath of Office and turned over the chair of the meeting to Mayor Teich.

ELECTION OF MAYOR PRO-TEM

Mayor Teich opened the floor for nominations for Mayor Pro-Tem.

Councilmembers Law and Pidek nominated Councilmember Osika for Mayor Pro-Tem.

Further calls for nominations went unanswered and the floor was closed with one nominee.

Roll Call Vote.

AYES: Councilmembers Fear, Haber, Law, Olson, Osika, Pidek, and Mayor Teich.

NAYS: None.

City Clerk Kirkland administered the Oath of Office to Mayor Pro-Tem Osika.

Mayor Teich indicated that he had received an email from Councilmember Olson prior to the meeting requesting that he consider removing the prayer from the regular order of business because it could be interpreted as being exclusionary to those outside the Christian religion. He said he was not willing to single-handedly make such a decision, but she could put forth a motion for the entire Council if she so desired.

Motion by Councilmember Olson remove the prayer from the Council agenda.

Motion supported by Councilmember Fear.

Significant discussion ensued. Those in favor of removing the prayer from the agenda said the practice could be seen as exclusionary by those that are not Christian, that all citizens of the community deserve to be represented and people should feel free to participate in local government without religious concern. Those in favor of continuing the prayer noted the community's strong Christian background, that removing the prayer could make Christians feel excluded, that the prayers offered in the past have been inclusive of everyone, no one has been singled out, and that prayer recognizes there is power when people gather as a group. It was also noted that in 2014 the U.S. Supreme Court concluded it is not a violation of the Constitution to open government meetings with a prayer so long as there is no discrimination against minority faiths and participation is not coerced.

Roll Call Vote for the motion to remove the prayer from the Council agenda.

AYES: Councilmembers Fear and Olson.

NAYS: Mayor Pro-Tem Osika, Councilmembers Haber, Law, Pidek, and Mayor Teich.

Mayor Teich indicated that with this vote he considers the issue of prayer as having been addressed and he will not entertain requests from Councilmembers to revisit the matter while he is mayor.

CONSIDERATION OF CITY COUNCIL RULES OF PROCEDURE

City Manager Henne briefly detailed the Rules for Roll Call Votes and highlighted the Rule of Civility.

City Clerk Kirkland suggested the Council consider removing the second paragraph of section 5 of the Rules for Addressing a Meeting of the City Council as it applies to virtual meetings and a virtual meeting of the entire Council is no longer allowed by law.

Motion by Councilmember Fear to adopt the following City Council Rules of Procedure with the removal of paragraph 2 of section 5 of the Rules for Addressing a Meeting of the City Council:

CITY COUNCIL RULES OF PROCEDURE

Rules for Roll Call Votes

1. *These rules are adopted pursuant to Section 5.4(j) of the Charter of the City of Owosso.*
2. *The purpose of these rules is to establish the procedure to be followed when conducting a roll call vote of City Council members.*
3. *When requested by the Mayor or, in his or her absence, the presiding officer, to conduct a roll call vote, the City Clerk shall call the names of all Council members except the Mayor in a random order followed by the name of the Mayor.*
4. *The City Clerk shall implement these rules in such a manner as to insure that the order in which names of Council members is called shall vary from one roll call vote to the next.*
5. *The City Clerk shall use a computer randomization program or other similar method to insure that each Council member's name has a statistically equal probability of appearing in any given position in the order of the roll call.*
6. *If a member of the Council is absent from a meeting, the City Clerk may strike his or her name from the roll call and such striking shall not constitute a violation of the procedure for random roll call voting. If the Mayor is absent from a meeting, the name of the presiding officer shall be included in the random roll call vote.*

Rules for Addressing a Meeting of the City Council

1. *These rules are adopted pursuant to Section 3(5) of P.A. 267 of 1976, commonly known as the Open Meetings Act.*
2. *The purpose of these rules is to establish procedures to be followed when persons desire to address a meeting of the City Council so as to insure that all persons who wish to do so are afforded an adequate opportunity to exercise the right to address their city government while conducting the public business in an orderly, professional manner.*
3. *Persons wishing to address a meeting of the City Council shall do so during times set aside on the agenda for that purpose and at other times when recognized by the Mayor for the purpose of addressing the meeting.*
4. *Persons wishing to address the City Council and attending officials shall stand, raise a hand, or otherwise signal a desire to speak, and wait to be recognized by the Mayor. When so recognized, persons shall give their names and addresses, and address their comments and/or questions to any City official attending the council meeting.*

5. *Each person wishing to address the City Council shall be afforded one opportunity of up to four (4) minutes duration during the first occasion provided for citizen comments and questions, one opportunity of up to three (3) minutes duration during the last occasion provide for citizen comments and questions and one opportunity of up to three (3) minutes duration during each public hearing; provided, however, that comments made during public hearings shall be relevant to the subject for which the public hearings are held.*

~~*Each person wishing to address the City Council at a virtual meeting shall be afforded one opportunity of up to five (5) minutes duration during the occasion provided for citizen comments and questions, and one opportunity of up to three (3) minutes duration during each public hearing; provided, however, that comments made during public hearings shall be relevant to the subject for which the public hearings are held.*~~

6. *In addition to the opportunities to address the City Council described above, a citizen may respond to questions posed to him or her by the mayor or members of the Council provided that members of the Council have been given the floor by the Mayor to pose such questions.*
7. *Each citizen comment and question period described in paragraph 5, excluding public hearings, shall last up to thirty minutes. If time expires for the comment and question period and additional time appears necessary to accommodate citizens wishing to address city officials, the council may vote to extend the period for a specific length of time. Only one such extension of each comment and question period shall be permitted during a Council meeting.*

Rule of Civility

1. *Council members, City staff, and members of the public will communicate respectfully with each other in their conversations, reports, debates, and testimony. All present will listen attentively to others when they are speaking, not interrupt others or carry on side conversations; and when given the floor will speak to the issues at hand, not engage in personal attacks or use derogatory language, and will honor the right of all to contribute to public policy deliberation.*

Motion supported by Councilmember Pidek.

Roll Call Vote.

AYES: Mayor Pro-Tem Osika, Councilmembers Fear, Haber, Law, Olson, Pidek, and Mayor Teich.

NAYS: None.

MEETING SCHEDULE

City Manager Henne indicated that City Council meetings have traditionally been held the 1st and 3rd Mondays of each month at 7:30 p.m. If there are five Mondays in a month the Council can choose to call an additional meeting on the 5th Monday if they so choose. Lastly, he noted that there are five meetings in 2023 scheduled for Tuesday due to the regular meeting date falling on a Federal holiday.

Mayor Pro-Tem Osika inquired if anyone would be interested in meeting at 7:00 p.m. so meetings wouldn't go so late.

Councilmember Fear said she prefers a 7:30 p.m. start time as it provides a little more time for her to wrap up activities with her children before heading off to the meeting.

Motion by Mayor Pro-Tem Osika to change the regular meeting time for City Council to 7:00 p.m.

The motion fails for lack of support.

Motion by Councilmember Olson to continue to hold City Council meetings on the first and third Monday of each month at 7:30 p.m.

Motion supported by Mayor Pro-Tem Osika.

Roll Call Vote.

AYES: Mayor Pro-Tem Osika, Councilmembers Fear, Haber, Law, Olson, Pidek, and Mayor Teich.

NAYS: None.

CITIZEN COMMENTS AND QUESTIONS

Stacey Jameson, 425 N. Water Street, said she had recently emailed a few members of Council but had not received a reply or indication the message was received. She also noted that there are people in the community that are uncomfortable with prayer, including her.

Tom Manke, 2910 W. M-21, said that he felt Councilmember Olson had violated the Open Meetings Act earlier in the week when she sent an email to other Councilmembers in an intentional effort to circumvent the Open Meetings Act. He said she was guilty and asked that Council take action before it gets sued. He went on to allege that there were “anomalies” in the election that allowed Ms. Olson, a newcomer to the Council, to receive the most votes in a couple of precincts.

In light of the contentious discussions during the meeting, Bill Farrell, 1520 Hiawatha Drive, thanked the Mayor for running a civil meeting and everyone present for handling themselves well.

Cindy Garber, 810 W. Bennington Road, congratulated the new Mayor and thanked him for upholding the prayer.

Rose Hooper, 708 Fletcher Street, thanked the Council for upholding the community's values. She said she felt the City's newest Councilmember was out of step with the community as she is originally from out of state.

Holly Jo Edwards, 1313 Gould Street, inquired why one Councilmember did not stand for the Pledge of Allegiance, saying it was disrespectful.

Mike Cline, 204 Stratford Drive, cautioned the Mayor about his comment regarding the prayer, saying that citizens have a 1st Amendment right to speak about the prayer if they wish.

Randy Woodworth, 1110 Riverside Drive, tried to clarify the statements of Mr. Cline and Mayor Teich, saying he thinks that Mr. Cline was referring to citizens having a right to comment on whatever they wish and the Mayor was referring to whether Council would take up the issue of the prayer again during his tenure.

Barb Clatterbaugh, 1108 Riverside Drive, former County Commissioner, commented on the importance of the flag as a symbol to U.S. citizens, saying symbolism holds societies together and disrespecting the flag says a lot about a person. She went on to say that elected officials are representatives of the citizens and role models for the next generation.

Eddie Urban, 601 Glenwood Avenue, said that you will lose friends by arguing about religion and politics. He went on to say that we need to help each other out and not break each other down during government meetings. Try to get along and accept other people the way they are, life is too short to do otherwise.

Lastly, he indicated that he brought a bunch of refreshments from the Military Order of the Purple Heart for anyone interested.

ADJOURNMENT

Motion by Mayor Pro-Tem Osika for adjournment at 8:05 p.m.

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

Robert J. Teich, Jr., Mayor

Amy K. Kirkland, City Clerk



MEMORANDUM

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

DATE: November 29, 2022

TO: Mayor Teich and the Owosso City Council

FROM: Tanya Buckelew, Planning & Building Director

SUBJECT: Zoning Ordinance Amendment – Allow drive-thru window service at marihuana retail locations

RECOMMENDATION:

The Planning Commission recommends amending the following sections of **the Zoning Ordinance (Chapter 38 of the Code of Ordinances.)**

- Article IX. B-1 Local Business District – Sec. 38-197. Principal Uses Permitted (11) a. 2.
- Article X. B-2 Planned Shopping Center Districts – Sec. 38-217. Principal Uses Permitted (4) a. 2.
- Article XI. B-3 Central Business District – Sec. 38-242. Principal Uses Permitted (9) a. 2.
- Article XII. B-4 General Business Districts – Sec. 38-267. Principal Uses Permitted (10) a. 2.

The amendment is as follows –

Remove

- a. 2. Indoor activities text for the B-1, B-2, B-3 and B-4 Districts.

Replace with

- a. 2. Contactless or limited contact transactions. A marihuana provisioning center may designate an area for contactless or limited contact transactions either by curbside service or a drive through window service. Contactless or limited contact transactions must be completed during normal business hours. Marihuana being transferred during a contactless or limited contact transaction must be in an opaque bag and the contents must not be visible to the general public upon pick up.

BACKGROUND:

The City received a request from JARS Cannabis at 200 E. Main Street to amend the Zoning Ordinance to allow for drive-thru window service at marihuana retail locations. This amendment was presented to the Planning Commission.

The Planning Commission after the Public Hearing, voted at its regular meeting on November 28, 2022 to recommend to the City Council to approve the ordinance amendment.

FISCAL IMPACTS:

None

RESOLUTION NO.

**SETTING A PUBLIC HEARING TO AMEND VARIOUS SECTIONS OF
CHAPTER 38, ZONING,
OF THE CODE OF ORDINANCES
TO ALLOW DRIVE-THRU WINDOW SERVICE AT MARIHUANA RETAIL LOCATIONS**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, Planning Commission desires to amend the Zoning Ordinance to allow drive-thru window service at marihuana retail locations; and

WHEREAS, the Planning Commission held a public hearing on November 28, 2022, at its regularly scheduled meeting, regarding a request to amend various sections of Chapter 38, Zoning, to allow the purpose noted. Two citizens spoke, one in favor of the proposed amendments, the other, opposed; and

WHEREAS, the Planning Commission recommends approval of the proposed amendments to Chapter 38, Zoning; and

WHEREAS, it is the long-standing practice of the City Council to hold a public hearing to receive citizen comment regarding any and all proposed ordinance amendments.

NOW, THEREFORE, BE IT RESOLVED, THAT THE CITY OF OWOSSO ORDAINS THAT:

SECTION 1. AMENDMENT. That Subsection (11)a.2. of Sec. 38-197, Principal uses permitted, of Article IX, *B-1 Local Business District*, of Chapter 38, Zoning, shall be amended as follows:

Sec. 38-197 (11)a.2.

- (11) A marihuana provisioning center as authorized by the city's medical marihuana facilities licensing — police power ordinance, chapter 16.5.
 - a. Provisioning centers shall be subject to the following standards:
 - 2. ~~*Indoor activities.* All activities of a provisioning center, including all transfers of marihuana, shall be conducted within the structure and out of public view. A provisioning center shall not have a walk-up window or drive-thru window service.~~
 - 2. **Contactless or limited contact transactions. A marihuana provisioning center may designate an area for contactless or limited contact transactions either by curbside service or a drive through window service. Contactless or limited contact transactions must be completed during normal business hours. Marihuana being transferred during a contactless or limited contact transaction must be in an opaque bag and the contents must not be visible to the general public upon pick up.**

SECTION 2. AMENDMENT. That Subsection (4)a.2. of Sec. 38-217, Principal uses permitted, of Article X, *B-2 Planned Shopping Center Districts*, of Chapter 38, Zoning, shall be amended as follows:

Sec. 38-217 (4)a.2.

- (4) A marihuana provisioning center as authorized by the city's medical marihuana facilities licensing — police power authorizing ordinance.
 - a. Provisioning centers shall be subject to the following standards:
 - 2. ~~*Indoor activities.* All activities of a provisioning center, including all transfers of marihuana, shall be conducted within the structure and out of public view. A provisioning center shall not have a walk-up window or drive-thru window service.~~

2. **Contactless or limited contact transactions. A marihuana provisioning center may designate an area for contactless or limited contact transactions either by curbside service or a drive through window service. Contactless or limited contact transactions must be completed during normal business hours. Marihuana being transferred during a contactless or limited contact transaction must be in an opaque bag and the contents must not be visible to the general public upon pick up.**

SECTION 3. AMENDMENT. That Subsection (9)a.2. of Sec. 38-242, Principal uses permitted, of Article XI, *B-3 Central Business District*, of Chapter 38, Zoning, shall be amended as follows:

Sec. 38-242 (9)a.2.

- (9) A marihuana provisioning center as authorized by the city's medical marihuana facilities licensing - police power authorizing ordinance.
 - a. Provisioning centers shall be subject to the following standards:
 2. ~~*Indoor activities.* All activities of a provisioning center, including all transfers of marihuana, shall be conducted within the structure and out of public view. A provisioning center shall not have a walk-up window or drive-thru window service.~~
 2. **Contactless or limited contact transactions. A marihuana provisioning center may designate an area for contactless or limited contact transactions either by curbside service or a drive through window service. Contactless or limited contact transactions must be completed during normal business hours. Marihuana being transferred during a contactless or limited contact transaction must be in an opaque bag and the contents must not be visible to the general public upon pick up.**

SECTION 4. AMENDMENT. That Subsection (10)a.2. of Sec. 38-267, Principal uses permitted, of Article XII, *B-4 General Business Districts*, of Chapter 38, Zoning, shall be amended as follows:

Sec. 38-267 (10)a.2.

- (9) A marihuana provisioning center as authorized by the city's medical marihuana facilities licensing - police power authorizing ordinance.
 - a. Provisioning centers shall be subject to the following standards:
 2. ~~*Indoor activities.* All activities of a provisioning center, including all transfers of marihuana, shall be conducted within the structure and out of public view. A provisioning center shall not have a walk-up window or drive-thru window service.~~
 2. **Contactless or limited contact transactions. A marihuana provisioning center may designate an area for contactless or limited contact transactions either by curbside service or a drive through window service. Contactless or limited contact transactions must be completed during normal business hours. Marihuana being transferred during a contactless or limited contact transaction must be in an opaque bag and the contents must not be visible to the general public upon pick up.**

SECTION 5. 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 6. PUBLIC HEARING. A public hearing is set for Tuesday, January 3, 2023 at 7:30 p.m. in the City Hall Council Chambers for the purpose of hearing citizen comment regarding the proposed amendments to the Code of Ordinances.

SECTION 7. AVAILABILITY. 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.

SECTION 8. EFFECTIVE DATE. This amendment shall become effective 20 days after passage.



803 W Big Beaver Rd Ste 202 Troy, MI 48084
(248) 268-8235 | licensing@jarscannabis.com

October 24, 2022

City of Owosso

301 W Main St
Owosso, MI 48867

To Whom It May Concern:

Please accept this letter as our formal request to amend ordinance Section 38-242(g)(a)(2) to allow drive-thru windows at marihuana provisioning centers.

Our proposed building at 200 E Main was previously utilized as a bank building that had drive-thru service. Our existing site is not in downtown. Authorizing a drive-thru window allows our customers ease of access to submit online orders and easily pick up. The window service also creates less curbside traffic pulling in and out of parking spots. A drive-thru window will be convenient for residents, and more accessible for our handicap customers.

We've been in contact with the Michigan Department of Transportation which has authorized this request from their perspective. Since this site was previously set up as a bank, the ingress/egress has already been optimized for drive through customers not to spill out into the roadway.

If you have any additional question, please contact Lisa Dawdy with additional questions at (616) 551-3855 or lisa.dawdy@jarscannabis.com

Sincerely,

Hani Kassab Jr



November 23, 2022

Planning Commission
City of Owosso
301 W. Main Street
Owosso, Michigan 48867

Subject: Zoning Text Amendment

Request: Consider amendments to the Owosso Zoning Ordinance text in Sections 38-197(11.a.2), 38-217(4.a.2), 38-242(9.a.2) and 38-267(10.a.2) to allow for drive-thru window services at marihuana provisioning centers.

Applicant: Hani Kassab Jr, Jars Cannabis

Dear Planning Commissioners:

At your request, we have reviewed the above application from Hani Kassab Jr to consider amending the above referenced sections of the City of Owosso Zoning Ordinance to allow for drive—thru service at marihuana provisioning centers in the City. Drive-thru services are not currently allowed but a change in the State of Michigan rules and legislation now permit this service if authorized by local zoning. It is not required that they be permitted.

Our comments are based on a review of the information submitted by the applicant, a site visit, meetings with the applicant, discussions with the Planning Commission, and conformance to the City's Master Plan and Zoning Ordinance. In reaching a decision on the application, the Planning Commission should consider our comments along with those from other staff and consultants, relevant input from the public, additional information provided by the applicant, and your own findings based on ordinance standards as part of your deliberation and recommendation to City Council.

DISCUSSION

The planning commission and city council shall consider the following criteria to determine the appropriateness of amending the text, standards and regulations of the zoning ordinance:

1. Documentation has been provided from city staff, or the zoning board of appeals indicating problems and conflicts in implementation of specific sections of the ordinance.

Finding – There is currently no issues, problems or conflicts with implementation of existing ordinances, however the city has been permitting curb-side delivery of marihuana during the Covid-19 Pandemic.

2. Reference materials, planning and zoning publication, information gained at seminars or experiences of other communities that demonstrate improved techniques to deal with certain zoning issues, or that the city's standards are outdated.

Finding – As noted above, the state has changed rules to allow for the use of drive-thru services. Those rules can be seen below.

Rule 7a.

- (1) A marihuana sales location may designate an area for contactless or limited contact transactions unless prohibited by an ordinance adopted by the municipality where the marihuana sales location is located.
 - (2) Contactless or limited contact transaction include, but are not limited to the following:
 - (a) Curbside service.
 - (b) Drive through window service.
 - (3) A marihuana sales location may accept online or telephonic orders for marihuana product and payment for the order that will be picked up at the marihuana sales location.
 - (4) (4) The designated area for contactless or limited contact transactions must be identified in the marihuana business location plan.
 - (5) A marihuana sales location operating a contactless or limited contact transaction must have a written standard operating procedure in place and be made available to the agency upon request.
 - (6) Contactless or limited contact transactions must be completed during normal business hours.
 - (7) A marihuana sales location using a designated area for contactless or limited contact transactions must have in place an anti-theft policy, procedure, or automatic capability.
 - (8) The designated area for contactless or limited contact transactions must comply with R 420.209.
 - (9) The contactless and limited contact transaction must comply with R 420.505 and R 420.506.
 - (10) Marihuana being transferred during a contactless or limited contact transaction must be in an opaque bag and the contents must not be visible to the general public upon pick up.
3. The city attorney recommends an amendment to respond to significant case law.

Finding – The city attorney is not opposed to the proposed amendments but is not recommending approval as a result of significant case law.

4. The amendment would promote implementation of the goals and objectives of the city's master plan.

Finding – The amendment would not promote the goals and objectives in the downtown where auto-oriented uses are intended for other commercial areas of the city.

5. Other factors deemed appropriate by the planning commission and city council.

Finding – This application has not been previously before the City.

RECOMMENDATION

Based upon the above comments, **the Planning Commission will need to consider a number of factors to determine if this amendment is most appropriate for the city and its residents and businesses as follows;**

1. That the request is not in overwhelming conflict with the Master Plan or the Zoning Ordinance;
2. The rules have changed at the state which now allow for these services;
3. That a change in the ordinance will not lead to public safety issues or a nuisance to the city and its residents and businesses.

We look forward to discussing this with you at your November Planning Commission meeting. If you have any further questions, please contact us at 810-734-0000.

Sincerely,

CIB Planning



Justin Sprague
Vice President



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

MEMORANDUM

DATE: December 5, 2022

TO: Mayor Teich, City Council and City Manager Henne

FROM: Michael Dowler, Assessor

RE: 2023 Poverty Exemption Policy, Guidelines and Thresholds

Please consider the attached resolution regarding the City's poverty exemption policy, income levels, and asset levels for 2023. This resolution continues the recent practice of using a blend of income thresholds between current Federal Poverty Guidelines and the Shiawassee County Median 40% Income, whichever threshold is higher (summarized below). I am also recommending a slight increase in asset thresholds, since these levels have not been adjusted in at least 15 years.

As per the provisions of Public Act 390 of 1994 and further amended by Public Act 620 of 2002, local governing bodies are required to set income levels for their poverty exemption guidelines and those income levels **shall not** be set lower than the federal poverty guidelines as updated annually by the U.S. Department of Health and Human Services. The act also requires an asset test to be a part of the policy and guidelines.

Thank you in advance for your cooperation in this matter and as always, if you have any questions, please feel free to contact me.

Household size	Last Yr Federal	Last Yr apprvd rates	This Yr Federal	2023 sugg. rates
1	\$12,880	\$19,600	\$13,590	\$21,120
2	\$17,420	\$22,400	\$18,310	\$24,160
3	\$21,960	\$25,200	\$23,030	\$27,160
4	\$26,500	\$27,960	\$27,750	\$30,160
5	\$31,040	\$31,040	\$32,470	\$32,600
6	\$35,580	\$35,580	\$37,190	\$37,190
7	\$40,120	\$40,120	\$41,910	\$41,910
8	\$44,660	\$44,660	\$46,630	\$46,630
Ea add'l:	\$4,540	\$4,540	\$4,720	\$4,720

RESOLUTION NO.

CITY OF OWOSSO POVERTY EXEMPTION GUIDELINES FOR 2023

WHEREAS, the adoption of guidelines for poverty exemptions is within the purview of the City Council; and

WHEREAS, the homestead of persons who, by reason of poverty, are unable to contribute to the public charges, is eligible for exemption in whole or part from taxation under Public Act 390 of 1994 (MCL 211.7u); and

WHEREAS, pursuant to PA 390 of 1994, the City of Owosso, Shiawassee County adopts the following guidelines for the Board of Review to implement. The guidelines shall include, but not be limited to, the specific income and asset levels of the applicant and all persons residing in the household; and

WHEREAS, pursuant to Public Act 253 of 2020, if a person qualifies, the board of review shall grant either a 100%, 50% or 25% reduction in taxable value for the applicable tax year, or any other percentage reduction approved by the state tax commission. However, the City of Owosso elects to give only 100% reduction to approved applicants; and

WHEREAS, to be eligible, a person shall do all the following on an annual basis:

- Be the owner and occupy the principal residence of the property for which an exemption is applied.
- Submit an application on the form provided by the State of Michigan, available through the City Assessor's office. The application constitutes an appearance before the Board of Review for the purpose of preserving the applicant's right to appeal.
- Provide proof of residency for **all** residents in the home.
- Supply a copy of federal and state income tax returns filed in the current year for **all adult residents** if available, or immediately preceding year if current is unavailable, and/or a signed affidavit stating income tax returns are not required to be filed (Treasury Form 4988).
- Supply copies of six-months-worth of income evidence for the previous year (pay stubs, benefit statement, etc.) for **all** residents 18 years old and over. Additional stubs may be requested later.
- **If the applicant fails to supply all the required documents or if it is found that the information supplied is fraudulent, the application shall be denied.**

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Owosso City Council that the Board of Review shall follow the above stated policy and the below stated guidelines in granting or denying an exemption.

Applicant's income shall not exceed the poverty income thresholds listed here. Income of students under the age of 18 years shall **not** be included as income.

2023 Income Standards Poverty Threshold

Total number of persons residing in homestead	Annual allowable income
1 person	\$21,120
2 persons	\$24,160
3 persons	\$27,160
4 persons	\$30,160
5 persons	\$32,600
6 persons	\$37,190
7 persons	\$41,910
8 persons	\$46,630
Each additional person, add	\$4,720

BE IT FURTHER RESOLVED, if asset levels exceed the items/amounts below, the individual/property owner shall **not be eligible for a Property Tax Poverty Exemption.**

- Assets (except the original homestead, essential household goods and the first \$8,000 of the market value of a motor vehicle), less what is owed on said vehicle, shall not exceed \$5,000 (five thousand dollars) for individual applicant and/or \$7,000 (seven thousand dollars) per household if more than one financial contributor.



MEMORANDUM

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

DATE: November 30, 2022

TO: Owosso City Council

FROM: Amy Fuller, Assistant City Manager

SUBJECT: Spark Grant

RECOMMENDATION:

Staff recommends applying for a Spark Grant, which is administered by the State of Michigan Department of Natural Resources.

BACKGROUND:

The State of Michigan introduced the Spark Grant in October 2022. This grant has \$65 million to be dispersed in three rounds of funding.

The City's Engineering Department has Jerome Street tentatively scheduled for resurfacing during fiscal years 2024-2025. Staff recommends applying for the Spark Grant in the amount of \$752,500 for improvements to the James Miner trail to compliment the street work. Improvements would include widening the existing paved path and extending it to Oakwood Bridge, replacing damaged sections of existing paved trail, adding bollards between the parking area and the trail, adding street lights and making improvements to the Oakwood Avenue Bridge.

The City would receive a funding decision January 2023 and would likely begin construction during fiscal year 2025. If the first grant application is not funded, there are two additional opportunities to resubmit for funding.

FISCAL IMPACTS:

There is no match requirement for this grant.

RESOLUTION NO.

**SEEKING A SPARK GRANT FOR THE JAMES MINER RIVER TRAIL IMPROVEMENT
PROJECT**

WHEREAS, the City of Owosso wishes to submit an application to the Michigan Department of Natural Resources Spark Grant Program for improvements to a portion of the James Miner River Trail; and

WHEREAS, the location of the proposed project is within the jurisdiction of the City of Owosso; and

WHEREAS, the proposed project, if completed, will be a benefit to the community; and

WHEREAS, the City Council supports the James Miner River Trail Improvement Project and the corresponding application to the Spark Grant Program for trail improvements along the James Miner Trail; and

WHEREAS, with this resolution of support it is acknowledged that the City of Owosso is not committing to any obligations; financial or otherwise.

NOW THEREFORE, BE IT RESOLVED that the Council of the City of Owosso hereby supports the submission of a grant application for \$752,500 to the Michigan Department of Natural Resources Spark Grant Program.



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

DATE: December 1, 2022

TO: Mayor Teich and the Owosso City Council

FROM: Nathan Henne, City Manager

SUBJECT: 114 N Washington Mortgage Discharge

BACKGROUND:

In September, 2016, the owners of 114 N. Washington received a Rental Rehab Grant to remodel a second floor apartment at that address. This grant program behaves more like a mortgage because as a condition of receiving these grant dollars, the owners have to agree to subsidize rent for 5 years. The City acts like the lender for 5 years to guarantee compliance. After 5 years, that part of the grant agreement is satisfied and the 'mortgage' can be discharged. That 5 year lien period has expired as of September, 2021.

FISCAL IMPACT:

There are no fiscal impacts to the City if you discharge this mortgage.

RECOMMENDATION:

Since the 5 year lien period is up, I recommend discharging to mortgage to clear title to the property.

RESOLUTION NO.

**AUTHORIZING DISCHARGE OF MORTGAGE FOR THE PROPERTY
AT 114 N. WASHINGTON STREET**

WHEREAS, on November 8, 2016 the City of Owosso, Shiawassee County, Michigan filed a lien on the property located at 114 N. Washington Street as a component of a Rental Rehabilitation Grant through the Michigan State Housing Development Authority; and

WHEREAS, the Rental Rehabilitation Program requires the owner to subsidize rent for a five (5) year period as a requirement of the grant program; and

WHEREAS, the five-year subsidized rent requirement expired on September 14, 2021.

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

FIRST: it has theretofore determined that it is advisable, necessary and in the public interest to discharge its mortgage lien for the Rental Rehabilitation Grant for the property at 114 N. Washington Street.

SECOND: the Mayor and City Clerk are instructed and authorized to sign the document substantially in the form attached, Discharge of Mortgage.

DISCHARGE OF MORTGAGE

KNOW ALL MEN BY THESE PRESENTS, that the CITY OF OWOSSO, a Michigan municipal corporation, whose address is 301 West Main Street, Owosso, Michigan, does hereby certify, that a certain City of Owosso Rental Rehab Program Rental Rehab Deferred Payment Mortgage dated September 14, 2016, made and executed by Woodworth Properties, LLC (Randall Woodworth) & Curwood Storage, LLC (Larry Fisher), Mortgagors, to the CITY OF OWOSSO, Mortgagee, a Michigan municipal corporation, and recorded in the Register of Deeds Office for the County of Shiawassee, State of Michigan, on November 8, 2016, in Liber 1228, Page 71, covering Real Estate situated in the City of Owosso, Shiawassee County, Michigan, described as:

LOT 4 (EX N 1/3 & S 1/3) BLK 21 ORIGINAL PLAT

Parcel # 050-470-021-008-00

Commonly known as: 114 N. Washington Street

is fully satisfied and discharged.

The City of Owosso also acknowledges that the Regulatory Agreement for Restriction of Use and Occupancy Michigan Rental Rehab Program, dated September 14, 2016, and recorded on November 8, 2016 at Liber 1228, Page 72, has expired under that document's own terms.

Dated: December ____ , 2022

City of Owosso

By: Robert J. Teich, Jr.
Its: Mayor

Signed and acknowledged before me in Shiawassee County, Michigan on December ____, 2022 by Robert J. Teich, Jr. as Mayor of the City of Owosso.

Notary Public

Dated: December _____, 2022

City of Owosso

By: Amy K. Kirkland
Its: City Clerk

Signed and acknowledged before me in Shiawassee County, Michigan on December ____, 2022 by Amy K. Kirkland as City Clerk of the City of Owosso.

Notary Public

**CITY OF OWOSSO
SCHEDULE OF REGULAR MEETINGS
FOR THE CALENDAR YEAR BEGINNING JANUARY 1, 2023**

NOTICE IS HEREBY GIVEN, pursuant to the provisions of Act 267, Public Acts of 1976, of the schedule of Regular Meetings of the City of Owosso, County of Shiawassee, State of Michigan for the calendar year beginning January 1, 2023. The Board, dates, time and place of said regular meetings shall be as follows:

CITY COUNCIL					
The 1 st and 3 rd Monday of each month, except as noted – 7:30 p.m., local prevailing time					
Owosso City Hall, Council Chambers					
JAN 03*	MAR 06	MAY 01	JUL 03	SEP 05*	NOV 06
JAN 17*	MAR 20	MAY 15	JUL 17	SEP 18	NOV 20
FEB 06	APR 03	JUN 05	AUG 07	OCT 02	DEC 04
FEB 21*	APR 17	JUN 20*	AUG 21	OCT 16	DEC 18
DOWNTOWN DEVELOPMENT AUTHORITY / OWOSSO MAIN STREET			DOWNTOWN HISTORIC DISTRICT COMMISSION		
The 1 st Wednesday of each month, except as noted – 7:30 a.m., local prevailing time			The 3 rd Wednesday of each month - 6:00 p.m., local prevailing time		
Owosso City Hall, Council Chambers			Owosso City Hall, Conference Room		
JAN 04	MAY 03	SEP 06	JAN 18	MAY 17	SEP 20
FEB 01	JUN 07	OCT 04	FEB 15	JUN 21	OCT 18
MAR 01	JUL 05	NOV 01	MAR 15	JUL 19	NOV 15
APR 05	AUG 02	DEC 06	APR 19	AUG 16	DEC 20
OWOSSO HISTORICAL COMMISSION			PARKS & RECREATION COMMISSION		
The 2 nd Monday of each month, except as noted – 6:00 p.m., local prevailing time			The 4 th Wednesday of each month, except as noted – 7:00 p.m., local prevailing time		
Owosso City Hall, Council Chambers			Owosso City Hall, Council Chambers		
JAN 09	MAY 08	SEP 11	JAN 25	MAY 24	SEP 27
FEB 13	JUN 12	OCT 10*	FEB 22	JUN 28	OCT 25
MAR 13	JUL 10	NOV 13	MAR 22	JUL 26	DEC 06*
APR 10	AUG 14	DEC 11	APR 26	AUG 23	
PLANNING COMMISSION			WWTP Review Board		
The 4 th Monday of each month, except as noted – 6:30 p.m., local prevailing time			The 4 th Tuesday of each month, 4:30 p.m., local prevailing time		
Owosso City Hall, Council Chambers			Owosso Wastewater Plant, Administration Building 1410 Chippewa Trail, Owosso		
JAN 23	MAY 22	SEP 25	JAN 24	MAY 23	SEP 26
FEB 27	JUN 26	OCT 23	FEB 28	JUN 27	OCT 24
MAR 27	JUL 24	NOV 27	MAR 28	JUL 25	NOV 28
APR 24	AUG 28	DEC 11*	APR 25	AUG 22	DEC 26
ZONING BOARD OF APPEALS			* = Rescheduled due to legal holiday on regular meeting date or other scheduling conflict		
The 3 rd Tuesday of each month, except as noted – 9:30 a.m., local prevailing time					
Owosso City Hall, Council Chambers					
JAN 17	MAY 16	SEP 19			
FEB 21	JUN 20	OCT 17			
MAR 21	JUL 18	NOV 21			
APR 18	AUG 15	DEC 19			

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



MEMORANDUM

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

DATE: December 5, 2022

TO: Owosso City Council

FROM: Ryan E. Suchanek, Director of Public Services & Utilities

SUBJECT: 2022 Standpipe and Elevated Tower Rehab Change Order #1

RECOMMENDATION:

Approval of increased payment for rehab service work by L&T Painting Company Inc. (Shelby Twp, MI) for the Standpipe and Elevated Tower Rehab Project in the amount of \$8,200.00.

BACKGROUND:

On March 21, 2022, the City Council awarded the bid for the 2022 Standpipe and Elevated Tower Rehab Project to L&T Painting Company Inc. in the amount of \$598,300.00.

Additional work and paint required to complete the project have resulted in additional costs of \$8,200.00. Bringing the grand total for construction on both the Standpipe and Elevated Tower to \$606,500.00.

FISCAL IMPACTS:

The project is funded by the DWSRF, with the additional costs of \$8,200.00. Final expenses in the amount of \$606,500.00 shall be paid from Water Fund Account # 591-901-972.200-DWRF745801

ATTACHMENTS: (1) Resolution
(2) Change Order

RESOLUTION NO.

**AUTHORIZING BALANCING CHANGE ORDER NO. 1
TO THE CONTRACT BETWEEN THE CITY OF OWOSSO AND
L&T PAINTING COMPANY INC.
FOR THE 2022 STANDPIPE AND ELEVATED TOWER REHAB PROJECT**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, approved a contract with L&T Painting Company Inc., on March 21, 2022 for rehabbing both the water distribution system Standpipe and Elevated Tower during the 2022 construction season; and

WHEREAS, the project is now complete, and a balancing change order is necessary to reconcile contract work and supplies used.

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

FIRST: it has heretofore determined that it is advisable, necessary and in the public interest to approve Balancing Change Order No. 1 to the 2022 Standpipe and Elevated Tower Rehabilitation Project contract with L&T Painting Company Inc., increasing the contract amount by \$8,200.00 to reflect actual work performed and supplies used.

SECOND: the Mayor and City Clerk are instructed and authorized to sign the document substantially in form attached as Balancing Change Order No. 1 to the Contract for Services between the City of Owosso and L&T Painting Company Inc., increasing the total contract amount from \$598,300.00 to \$606,500.00.

THIRD: the Accounts Payable department is authorized to pay L&T Painting Company Inc. for work satisfactorily completed up to the revised contract amount of \$606,500.00.

FOURTH: The above expenses shall be paid from Water Fund Account # 591-901-972.200-DWRF745801



34000 Plymouth Road, Livonia, MI 48150
Telephone: 734.522.6711
Fax: 734.522.6427

CHANGE ORDER - BALANCING CHANGE ORDER NO. 1

Distribution:

Owner - 1
Contractor - 1
OHM - 1

Owner: City of Owosso

Project: Owosso Water Tower and
Standpipe Rehabilitation DWSRF

Contractor: L & T Painting Company, Inc.
50502 Hunters Creek Trail,
Shelby Township, MI. 48317

OHM Project #: 0020-21-0040

Change Order No.: 01

Date: November 1, 2022

To the Contractor named above:

Under the above contract and upon approval of the Owner, we hereby recommend the following changes to the Contract:

No.	Description	Amount
1.01	Replace Standpipe Couplings Provide extra heavy couplings to replace the existing couplings (12). See attached email for reference. <i>Reason for Change:</i> <i>While contractor was beginning the welding repairs portion of the project, they observed the existing couplings were in rotted out and in need of replacement. This item while improve safety for operations staff.</i>	Add \$1,200.00
1.02	Upgrade Finish Coat of Standpipe and Water Tower For the exterior of both the water tower and the standpipe, upgrade the finish coat from series 1074 to series 740. See attached email for reference. <i>Reason for Change:</i> <i>Due to a shortage of urethane, series 1074 finish coating was out of stock at the time of placing the order for paint. Series 740 is an alternative to series 1074 and will result in a finish comparable or better than series 1074.</i>	Add \$6,000.00
1.03	Replace Mud Valve and Overflow Pipe To remove and replace the existing mud valve and overflow pipe with a new mud valve and overflow pipe. See attached email for reference. <i>Reason for Change:</i> <i>Located on the existing mud valve, there is a cracked weld seam on the upper platform and shows signs of leaking. The drain pipe is to be removed and replaced to avoid conflict with the spray-on insulation. This item is required for operations.</i>	Add \$1,000.00

THIS CHANGE ORDER TOTAL	Add	\$8,200.00
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There will be changes to the Contract Amount with this Change Order:

Original Contract Amount	\$598,300.00
--------------------------	--------------

This Change Order No. 01	<u>\$8,200.00</u>
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Revised Contract Amount	\$606,500.00
--------------------------------	---------------------

There will be changes to the Contract Times

Original Substantial Completion Date:	October 21, 2022
Additional contract time for this change order,	0 days
Revised Substantial Completion Date	October 21, 2022

Original Final Completion Date	October 31, 2022
Additional contract time for this change order,	0 days
Revised Final Completion Date	October 31, 2022

This Change Order constitutes full mutual accord and satisfaction for all costs related to these changes. By acceptance of this Change Order, the Contractor hereby agrees that this change represents an equitable adjustment for these changes and further agrees to waive any further claims for these changes unless it can be shown that the work was further impacted by circumstances that were not known or could not have been anticipated at the time of the execution of this Change Order.

RECOMMENDED BY: OHM Advisors



Jennifer Drinan, P.E., Project Manager

DATE 11/1/2022

ACCEPTED BY: L & T Painting Company, Inc



Leo Lulaj,

DATE 11-14-22

APPROVED BY: City of Owosso

Robert J. Teich, Jr., Mayor

DATE _____

Amy K. Kirkland, City Clerk

DATE _____

Jennifer Drinan

From: leonard lulaj <lulaj82@yahoo.com>
Sent: Saturday, October 1, 2022 3:45 PM
To: Jennifer Drinan
Cc: Ray Otberg
Subject: Re: Stand pipe bracket replacements

This Message originated outside your organization.

On beginning when we started with welding repairs on the stand pipe we noticed that the existing couplings were completely rotted out,
We agreed to \$100 a piece for me to replace with new extra heavy couplings they were 12 of them
\$1200 total for that .
-and we agreed to upgrade the finish coat on the exterior for both From series 1074 to 740 For a total of \$6000
Thank you

On Oct 1, 2022, at 2:49 PM, Jennifer Drinan <Jennifer.Drinan@ohm-advisors.com> wrote:

Leo,
Can you please send me an email documenting the extra for the change out of the clips on the
Standpipe Roof at the beginning of the project? I can't find any emails on that one and I need to include
the backup on the balancing change order.

Thanks,

Jennifer

JENNIFER DRINAN, PE
PRINCIPAL

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Award Winning By Design: Engineering News-Record (ENR)'s Top 500 Design Firms, 2021 | Gallup Exceptional Workplace Award 2021 | Zweig
Group Hot Firm List, 2021 | Zweig Group Best Firms to Work For, 2021

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other than the intended recipient is prohibited. If you received this in error, please contact the sender and destroy any copies of this information.

Jennifer Drinan

From: leonard lulaj <lulaj82@yahoo.com>
Sent: Friday, June 17, 2022 2:11 PM
To: Keith Nelson; Jennifer Drinan
Subject: Fwd: Series 740
Attachments: Series 740_PDS.pdf; Series 750_PDS.pdf

This Message originated outside your organization.

Hello I tried to place an order today for the paint for both project in Owosso mi It looks like Tnemec ran out of urethane
which is topcoat Exterior 1074 specified for these projects there is a better product as an alternative but it costs about
\$70 more per gallon both project assumingly will need 80 to 90 gallons
Money wise change I will agree with \$6000.00increase.
Please see attached PDS for the alternative product
Thank you

Begin forwarded message:

From: Buddy Stanford <bstanford@redoxcoatings.com>
Date: June 17, 2022 at 1:51:58 PM EDT
To: lulaj82@yahoo.com
Subject: Series 740

Leo,

Here are those data sheets. 740 is gloss, 750 is semi-gloss.

Best,
Buddy

Buddy Stanford
Redox Coating Consultants, LLC | Coating Consultant
614.698.6865 Cell | 800.890.7580 | tnemec.com/redox

To see what makes Tnemec a different kind of coatings manufacturer, visit tnemec.com/performance-matters.

Jennifer Drinan

From: Jennifer Drinan
Sent: Saturday, October 1, 2022 2:12 PM
To: Ray Otberg; leonard lulaj
Cc: Keith Nelson; David H. Haut (david.haut@ci.owosso.mi.us); ryan.suchanek@ci.owosso.mi.us
Subject: FW: Owosso Questions mudvalve drain and fill pipe flushing
Attachments: IMG_3563.JPG; IMG_3561.JPG

Leo and Ray,
Please proceed with the proposed installation of the mud valve and re-routing of the line to the overflow pipe. Also, the existing 3" drain pipe shall be removed down to the condensate level for the additional \$1,000. This amount will be included in the balancing change order at the end of the project.
Thanks,
Jennifer

JENNIFER DRINAN, PE | OHM Advisors® | est.1962
PRINCIPAL
D (734) 466-4568 C (734) 323-8954 O (734) 522-6711
jennifer.drinan@ohm-advisors.com | OHM-Advisors.com

From: Jennifer Drinan
Sent: Wednesday, September 14, 2022 1:17 PM
To: Ray Otberg <ray@nelsontank.com>; David H. Haut <David.Haut@ci.owosso.mi.us>
Cc: Benjamin C. Peiffer <benjamin.peiffer@ci.owosso.mi.us>; Adam J. Riley <adam.riley@ci.owosso.mi.us>; Ryan E. Suchanek <ryan.suchanek@ci.owosso.mi.us>
Subject: RE: Owosso Questions mudvalve drain and fill pipe flushing

Dave,
Please see attached for a detail for the proposed installation of the new mud valve and the piping to the overflow pipe. L&T has offered to install in the new mud valve according to the attached detail at no additional cost. This would include installing a welded plate where the pipe exits the ball and the base bell.

For the addition of \$1,000 L&T would remove the majority of the 3" drain line. It would not be removed below the condensate level due to the interference with the spray-on insulation. This piping could also just remain in place.

Thanks,
Jennifer

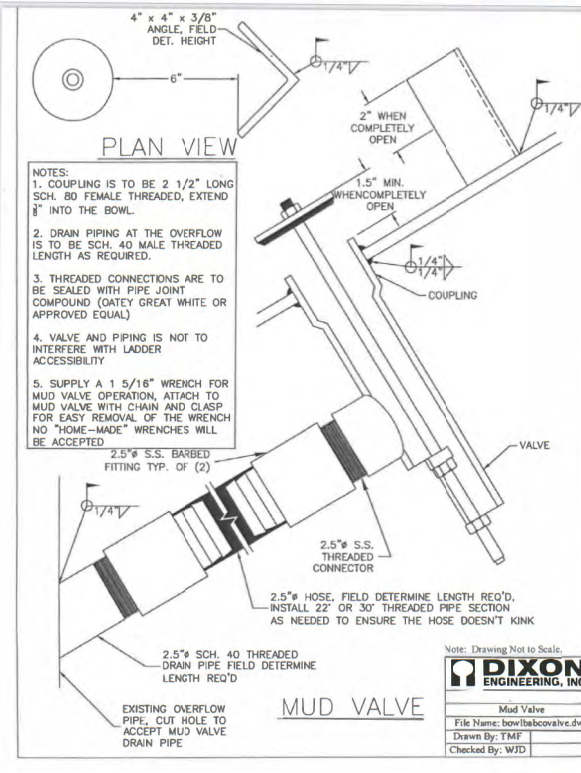
JENNIFER DRINAN, PE | OHM Advisors® | est.1962
PRINCIPAL
D (734) 466-4568 C (734) 323-8954 O (734) 522-6711
jennifer.drinan@ohm-advisors.com | OHM-Advisors.com

10:33

5G

Done

mudvalve a (2 of 15)





301 W. MAIN • OWOSSO, MICHIGAN 48867-2958 • (989) 725-0580 • FAX (989) 723-8854

MEMORANDUM

DATE: November 18, 2022

TO: Owosso City Council

FROM: Kevin Lenkart, Public Safety Chief

RE: Front Line Services, Inc.– Payment Authorization

Public Safety staff requests City Council authorize payment to Front Line Services, Inc.(FLSI), in the amount of \$14,376.12 for the emergency repair and replacement of equipment on Fire Department Engine 1. Payment will be from the Fire Department vehicle repair fund.

In September 2022, Owosso Fire Department (OFD) staff noticed the pump and transmission on E-1 were not working properly. FLSI inspected the vehicle and found that E-1 needed immediate repair. At the request of FLSI staff, the vehicle was driven to their facility in Freeland, Michigan for a more comprehensive evaluation of the fire truck.

The staff at FLSI recommended completing the necessary repairs to ensure the safety and integrity of the vehicle. The invoice is attached to the memo.

RESOLUTION NO.

**AUTHORIZING PAYMENT TO
FRONT LINE SERVICES, INC.
FOR EMERGENCY REPAIR OF OWOSSO FIRE DEPARTMENT ENGINE 1**

WHEREAS, the city of Owosso, Shiawassee County, Michigan, has a Fire Department vehicle Engine 1 that required emergency repairs; and

WHEREAS, the City directed Front Line Services, Inc., to proceed and make the necessary repairs, which subsequently totaled \$14,376.12; and

WHEREAS, the Public Safety Chief has reviewed the detailed billing from Front Line Services, Inc. for the cost of the repair and recommends payment in the amount of \$14,376.12 for the work that was satisfactorily completed.

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

- FIRST: it has heretofore determined that it was necessary and in the public interest to contract with Front Line Services, Inc. for emergency repairs to Owosso Fire Department vehicle Engine 1.
- SECOND: the Accounts Payable department is authorized to submit payment to Front Line Services Inc. in the amount of \$14,376.12 as authorized this 5th day of December, 2022.
- THIRD: the above expenses shall be paid from the Fire Department vehicle repair fund, 101-336-933-400.



Front Line Services, Inc.
8588 Carter Road
Freeland, MI 48623

(989) 695-6633
(800) 289-3574
fax (989) 695-6636

License # F139978

Inv #: 37471

Cust #: 0030

Date: 10/26/2022

Page: 1

Bill To:

Owosso Fire Department
rhonda.pritchett@ci.owosso.mi.us
Kevin.Lenkart@ci.owosso.mi.us

Ship To:

Owosso Fire Department
202 S. Water St.

Owosso MI 48867

Cust PO		SP	Ship Via	FOB	Terms	FLSI No
		FLSI	BEST		Net 30	44,787
Order	Ship	B/O	Item Number Description	Price	Disc	Ext Pr
1	1	0	FLSQUOTED Install Relief Valve per Quote	\$12,594.00	\$0.00	\$12,594.00
2.50	2.50	0.00	LBRS Shop Labor-Take Truck to Michigan Truck Spring	\$45.00	\$0.00	\$112.50

Subtotal \$12,706.50
Tax \$0.00
(Deposit) \$0.00

44769 1 of 1

Engine 1

TOTAL \$12,706.50



Work Order

W.O. # 44769

CUSTOMER:	Owosso Fire Dept	CUST. #:	O030	WO:	1 of 1
VEHICLE:	Engine 1	YEAR:	1997	DATE COMPL:	10/20/2022
MAKE:	Pierce			MILEAGE:	60,027.7

A Install relief valve per quote

Services Performed: Install relief valve per quote.

Recommendations: None

B Run truck to Michigan Truck Spring

Services Performed: Ran truck to Michigan Truck Spring and back.

Recommendations: None



Front Line Services, Inc.
8588 Carter Road
Freeland, MI 48623

(989) 695-6633
(800) 289-3574
fax (989) 695-6636

License # F139978

Inv #: 37506

Cust #: 0030

Date: 10/26/2022

Page: 1

Bill To:

Owosso Fire Department
rhonda.pritchett@ci.owosso.mi.us
Kevin.Lenkart@ci.owosso.mi.us

Ship To:

Owosso Fire Department
202 S. Water St.
Owosso MI 48867

Cust PO	SP FLSI	Ship Via BEST	FOB	Terms Net 30	FLSI No 44,525
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Order	Ship	B/O	Item Number Description	Price	Disc	Ext Pr
2	2	0	MISC Lift Cylinder Seal Kit	\$70.00	\$0.00	\$140.00
3	3	0	SU05TFMB Transmission Fluid - Dex III - Bulk (Qt)	\$6.54	\$0.00	\$19.62
8.00	8.00	0.00	LBRS Shop Labor- Cab Lift Cylinders	\$120.00	\$0.00	\$960.00
2.50	2.50	0.00	LBRS Shop Labor- Governor	\$120.00	\$0.00	\$300.00
0.50	0.50	0.00	LBRS Shop Labor- Pump Packing	\$120.00	\$0.00	\$60.00
1.00	1.00	0.00	LBRS Shop Labor- Frame Evaluation	\$120.00	\$0.00	\$120.00
1	1	0	FLSSUPP Supplies	\$70.00	\$0.00	\$70.00

Subtotal	\$1,669.62
Tax	\$0.00
(Deposit)	\$0.00

44525 1 of 1

E-1

TOTAL \$1,669.62



Work Order

W.O. # 44525

CUSTOMER:	Owosso Fire Dept	CUST. #:	O030	WO:	1 of 1
VEHICLE:	Engine 1	YEAR:	1997	DATE COMPL:	9/29/2022
MAKE:	Pierce	MILEAGE:	60,009		

A Repair leaking cab lift cylinders

Services Performed: Removed, cleaned and reinstalled cab lift cylinders. Tested, all ok.

Recommendations: None

B Troubleshoot governor not working properly

Services Performed: Troubleshoot governor. Working with manufacturer to determine governor is inoperable and unrepairable.

Recommendations: None

C FD reports pump packing leaking

Services Performed: Adjusted pump packing. All ok.

Recommendations: None

D FD requests a frame evaluation

Services Performed: Raised truck on lifts and inspected frame. Sprayed with 4 cans of PB Blaster.

Recommendations: FD to monitor frame rust.



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

MEMORANDUM

DATE: November 30, 2022

TO: Mayor Teich & City Council

FROM: Jessica Unangst, Director of HR & Administrative Services

RE: City of Owosso Flexible Spending Plan

Attached is an updated Service Agreement for the City of Owosso's Flexible Spending Plan. Over the past thirteen years we have utilized Employee Benefit Concepts, Inc. (EBC), a Group Resources company to administer our flexible spending account (FSA) plans (both medical and dependent care expense accounts). I have reviewed all documents. These documents are updated on an annual basis. I recommend approval and authorization of the Flexible Spending Plan.

RESOLUTION NO.

ADOPTING THE CITY OF OWOSSO FLEXIBLE SPENDING PLAN

WHEREAS, the City of Owosso, a Michigan municipal corporation, provides a cafeteria plan for its employees; and

WHEREAS, under the tax laws of the United States of America the City Council must adopt a resolution for the calendar year effective January 1, 2023 and subsequent years.

NOW THEREFORE, the City Council of the City of Owosso, Michigan (the employer) resolves:

- FIRST: that the form of Cafeteria Plan, including a Dependent Care Flexible Spending Account and Health Flexible Spending Account effective January 1, 2023 presented and attached, is approved and adopted and that the duly authorized agents of the city are hereby authorized and directed to execute and deliver to the Administrator of the Plan one or more counterparts of the Plan.
- SECOND: that the Administrator is instructed to take such actions that they deem necessary and proper to implement the Plan, and to set up adequate accounting and administrative procedures to provide benefits under the Plan.
- THIRD: that attached as Exhibit 1, is a true copy of the *City of Owosso Flexible Spending Plan* approved and adopted in this resolution.
- FOURTH: that all prior resolutions and documents for the City of Owosso Flexible Spending Plan are rescinded as of January 1, 2023.

**EMPLOYEE BENEFIT CONCEPTS, INC.
CONSULTING AND THIRD PARTY ADMINISTRATOR SERVICE AGREEMENT**

THIS AGREEMENT made by and between **City of Owosso** (hereinafter referred to as the "Employer") and Employee Benefit Concepts, Inc. (hereinafter referred to as "Third Party Administrator" or "TPA").

RECITALS

WHEREAS, the Employer has adopted and sponsors a Flexible Spending Account Plan(s) (the "Plan") for its employees and the dependents of participating employees and has agreed to provide certain benefits through the Plan;

WHEREAS, under the Plan, the Employer as the administrator has the authority to appoint, hire others to perform and/or delegate the duties it provides under the Plan;

WHEREAS, the Employer is desirous that the TPA furnish certain services to the Plan with respect to the benefits to be provided under the Plan; and

WHEREAS, the Employer is executing this Agreement on behalf of itself and the Plan.

NOW, THEREFORE, in consideration of the mutual promises contained in this Agreement, the Employer and the TPA hereby agree as follows:

**SECTION I
PLAN**

Wherever, in the Agreement reference is made to the term "Plan" it shall mean the benefits provided under the Flexible Spending Account Plan of the Employer as furnished to TPA from time to time by the Employer and as defined in the Flexible Spending Account Plan Document(s).

**SECTION II
SERVICES TO BE PROVIDED BY THE TPA**

During the continuance of this Agreement, the TPA shall provide those certain services to the Employer relating to the administration of the plan as outlined in the Fee Schedule appended hereto as Exhibit A and incorporated herein.

**SECTION III
RESPONSIBILITIES OF THE EMPLOYER AND TPA**

(A) It is understood that the Employer retains all final authority and responsibility for the Plan and its operation and that the TPA is empowered to act on behalf of the Plan and the Employer in connection with the Plan only as expressly stated in this Agreement or as mutually agreed to in writing by the Employer and the TPA.

(B) The Health Insurance Portability and Accountability Act ("HIPAA") of 1996, as it may be amended; from time to time requires "covered entities" to have contracts with its "business associates." Employer has signed the Agreement on behalf of itself and the Plan. Since the Plan is a Covered Entity, it must have a contract with TPA as its Business Associate. Exhibit "B," which is a business associate agreement and which is attached to this Agreement, is hereby added to and deemed a part of this Agreement. The meanings of the terms "covered entities" and "business associates" are as defined in HIPAA.

(C) The TPA shall, when reasonable, advise the Employer of matters which come to its attention involving potential legal actions involving the Plan and shall promptly advise of legal actions commenced against the Plan which come to its attention. The defense of any legal action involving a claim for benefits under the Plan shall not be the obligation of the TPA under this Agreement, but it is understood and agreed that the TPA shall fully cooperate with the Plan in defense of any action arising out of matters related to this Agreement.

(D) The TPA shall discharge its duties with respect to the Plan covered under this Agreement solely in the interest of the Plan, the Employer and participants of the Plan with the ordinary care, skill, prudence and diligence under the circumstances then prevailing that a prudent person acting in a like capacity and familiar with such matters would use in the conduct of an enterprise of like characteristics and with like aims, and in accordance with the Plan documents, to the extent they are consistent with applicable provisions of applicable law. Further, TPA shall only be liable for losses, damages, expenses, or claims arising out of or with respect to this Agreement for the performance of any obligations or any functions in the administration of the Plan resulting from or arising out of the fraudulent, intentional, criminal or negligent acts or omissions of the TPA, or its employees.

(E) The Employer agrees to indemnify and hold harmless the TPA and its directors, officers and employees against any and all claims, lawsuits, settlements, judgments, costs, penalties and expenses, including attorney's fees resulting from, or arising out of or in connection with, a claim for benefits under the Plan during the continuance of this Agreement unless it is determined that the liability therefore resulted from or arose out of the fraudulent, intentional, criminal or negligent acts or omissions of the TPA, or its employees.

(F) If it is determined that any payment had been made under this Agreement to an ineligible employee or dependent, or if it is determined that an incorrect amount has been paid by the TPA, the TPA will make a diligent attempt to recover the payment but the TPA will not be required to initiate or continue any court proceedings for any such recovery.

SECTION IV DUTIES OF THE EMPLOYER

(A) Unless otherwise provided in Exhibit A, it shall be the obligation of the Employer (pursuant to MLA Section 550.932) to provide a written notice to each individual covered by the Plan, which notice shall contain the following information:

(i) What benefits are being provided;

(ii) Changes in benefits;

(iii) The fact that individuals covered by the Plan are not insured, or are only partially insured, as the case may be;

(iv) If the Plan is not insured, the fact that in the event the Plan or the Employer does not ultimately pay medical expenses that are eligible for payment under the Plan for any reason, the individuals covered by the Plan may be liable for those expenses;

(v) The fact that the TPA merely processes claims and does not insure that any medical expenses of individuals covered by the Plan will be paid; and

(vi) The fact that complete and proper claims for benefits made by individuals covered by the Plan will be promptly processed, but that in the event there are delays in processing claims, the individuals covered by the Plan shall have no greater rights to interest or other remedies against the TPA than as otherwise afforded them by law.

(B) In order for the TPA to perform the benefit payment and other services for the Plan as set forth in this Agreement, the Employer shall furnish to the TPA certain information concerning the Plan and employees and dependents covered under the Plan as may from time to time be required by the TPA and shall furnish monies in a timely fashion to carry out the requirements of the Plan.

(C) It shall be the sole obligation of the Employer and the Plan to comply with all provisions of HIPAA. TPA will abide by the terms of HIPAA relating to Business Associates.

SECTION V EFFECTIVE DATE; AGREEMENT PERIOD

(A) This Agreement shall be effective as of January 1, 2023 and continue until December 31, 2023 unless continued in accordance with Section (B) below.

(B) At the expiration of the Initial Year, or at the expiration of any year thereafter during which this Agreement is in effect, this Agreement shall be automatically renewed for a period of one (1) year under the same terms and conditions as were in effect for the year immediately preceding such renewal, unless written notice is given sixty (60) days in advance of the expiration of any such Plan year by either the TPA or the Employer to the other party to this Agreement.

SECTION VI TPA SERVICE CHARGES

(A) In consideration of the TPA providing the services provided for under this Agreement, the Employer agrees to pay the TPA those fees as provided for in the Fee Schedule.

(B) In addition to the TPA fees as set forth on Exhibit A, the Plan shall reimburse the TPA for any premium taxes, or other charges or fees in connection therewith assessed against the TPA with respect to any benefit payments made by the TPA under the Plan and this Agreement.

**SECTION VII
EXAMINATION OF RECORDS**

Subject to the provisions of Exhibit "B," the Employer shall have the right, upon reasonable request, to examine any records of the TPA relating to the services provided hereunder: provided, however, that any examination of participant payment records shall be carried out in a manner agreed to between the Employer and the TPA designed to protect the confidentiality of the participant.

**SECTION VIII
BENEFIT ENTITLEMENT DETERMINATION**

(A) During the continuance of this Agreement, all requests for benefit payments under the Plan will be made to the TPA. The TPA shall determine the entitlement of any participating employee requesting benefits under the Plan. Such determination will be made in accordance with the Plan documents.

(B) With respect to any person who makes a request for benefits which is denied, the TPA will notify said person of the denial and of his or her right of review of the denial, in a manner agreed to between the Employer and the TPA designed to satisfy the requirements of the Employee Retirement Income Security Act of 1974, as amended.

**SECTION IX
GENERAL ADMINISTRATION**

The TPA's personnel will be available to assist the Employer in connection with the general administration of the Plan, including assistance as to the enrollment of eligible Employees under the Plan and administration and record keeping systems for the ongoing operation of the Plan.

**SECTION X
MAINTENANCE AND RETURN OF RECORDS**

The TPA shall maintain all records in connection with its administration of the plan. In the event of discontinuance of this Agreement, any such records in possession of the TPA shall be forwarded to the Employer as soon as practicable, but in any case, within forty-five (45) days of the date of discontinuance.

SECTION XI DEFAULT; TERMINATION

(A) The occurrence of any of the following events shall constitute a default under this agreement:

Assignment. TPA shall neither assign, transfer nor convey this Agreement nor suffer or permit any such assignment, transfer or encumbrance to occur by operation of law or otherwise, without the prior written consent of the Employer. If the TPA purports to affect any assignment or transfer without the written consent of the Employer, the Employer may, without prejudice to any other rights or remedies contained in this Agreement or provided by law or equity, terminate this Agreement.

(i) TPA makes, or has made, any gross misrepresentation to the Employer including inducing the Employer to enter into this Agreement.

(ii) TPA materially defaults in the performance of any other obligations under this Agreement.

(iii) TPA or any of its directors or officers shall have performed or have been guilty of fraudulent or criminal conduct in their administration under this Agreement.

(B) Upon occurrence of any of the events set forth in Paragraph XI (A), the Employer may, without prejudice to any other rights or remedies contained in this Agreement or provided by law or equity, terminate this Agreement. Such termination shall be effective sixty (60) days after the Employer gives written notice to the TPA of any of the events set forth above.

(C) The TPA will use its best efforts to provide the services contemplated by this Agreement.

SECTION XII TERMINATION

If this Agreement is terminated for any reason, TPA at the Employer's expense shall assist in the transition to a successor third party administrator so as not to unduly interrupt or disrupt the business of the Plan. TPA shall provide such assistance for a period of sixty (60) days, during which time the TPA will be paid reasonable compensation for time actually spent.

SECTION XIII GOVERNING LAWS

This Agreement shall be deemed to have been made and entered into in the State of Michigan, and all rights and obligations of the parties hereto shall be governed by and constructed in accordance with the laws of the State of Michigan.

**SECTION XIV
ENTIRE AGREEMENT**

This Agreement constitutes the entire Agreement between TPA and the Employer in respect of the subject matter hereof, and this Agreement supersedes all prior and contemporaneous agreements between TPA and the Employer in connection with the subject matter of this Agreement. No officer, employee or other servant or agent of the TPA or the Employer is authorized to make any representation, warranty or other promise not contained in this Agreement. No change, modification, termination, or attempted waiver of any of the provisions of this Agreement shall be binding upon the TPA or the Employer unless in writing and signed by the TPA and the Plan.

**SECTION XV
EXECUTION OF AGREEMENT**

IN WITNESS WHEREOF, the Employer and the TPA have caused this Agreement to be executed in duplicate by their respective officers duly authorized to do so.

Dated at _____, Michigan this ____ day of _____, 20_____.

WITNESS:

City of Owosso

By: _____

Title: _____

Employee Benefit Concepts, Inc.
A Group Resources, Inc.
A Michigan Corporation

By: _____

Title: _____

City of Owosso

Exhibit A

January 1, 2023 - December 31, 2023

Compliance/Legislation

Discrimination Testing (as required)

Initial Preparation Flexible Spending Account Plan Document/Summary Plan Description

Re-enrollment

Employee Group Meetings

Communication Materials

Enrollment Forms

Claim Forms (available via paper or online)

Pre-addressed Return Envelopes

System Data Loading

Administration

Initial System Plan and Data Programming/Set Up

Payroll Posting/Reconciliation (to each employee account)

Claim Administration (via mail/fax/email)

Check Writing/Printing ACH Direct to Participants*

Monthly Bank Account maintenance/Reconciliation**

Eligibility Administration (adds/terms/change in status via paper or online)

On Line Statement to Employees

Claim Forms (available via paper or online)

COBRA Administration/Termination Notification

Employee/Employer Account Access via Internet

Employer Management Reporting (via paper or online)

Annual Information for Form 5500 Filing if required

Plan Year: \$5.50 per participant per month with a minimum of \$100.00, whichever is greater, invoiced upon the commencement of TPA service.

Re-enrollment services of \$300.00 are payable annually in advance of the applicable plan year(s).

Fees for required amendments to Plan Document/Summary Plan Description will be quoted at the time of the applicable occurrence.

This fee schedule is exclusive of printing, travel and ongoing administrative costs, bank fees**, which will be invoiced monthly as incurred.

* Daily or weekly as determined between TPA and Employer. **Net monthly bank charges will be billed to the employer/employee, as determined between the TPA and Employer upon each applicable charge.

Signature for City of Owosso

Signature for EBC, Inc.
A Group Resources® Company

Date_____

Date_____



MEMORANDUM

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

DATE: December 5, 2022

TO: Owosso City Council

FROM: Clayton Wehner, Director of Engineering

SUBJECT: Cost Agreement between MDOT and city of Owosso for improvements along North Street from Shiawassee Street (M-52) easterly to Hickory Street

RECOMMENDATION:

Approval of MDOT Cost Agreement No. 22-5513 for the proposed road improvements along North Street from Shiawassee Street (M-52) easterly to Hickory Street.

BACKGROUND:

On February 4, 2019, City Council approved city staff recommendation to make application to MDOT for Federal Small Urban Program Funds for the proposed reconstruction of North Street from Shiawassee Street (M-52) to Hickory Street. The state of Michigan offers these funds for improvements along eligible roads of the National Functional Classification Road System, such as North Street. Proposed work includes asphalt paving, intersection improvements, storm drainage, concrete curb and gutter, concrete sidewalk and ramp, permanent signing, and pavement marking work; and all together with necessary related work and water main replacement (also referred to as 'project'). The City is responsible to design and oversee the project in accordance with MDOT standards. The state agrees to reimburse the city for its share of federal funds when available, in accordance with the agreement.

FISCAL IMPACTS:

The total estimated cost for this project is \$1,697,000.00 and of that amount, Federal Small Urban Program Funds will pay \$347,000.00. The City's estimated share is \$1,350,000.00. The City will also be responsible for any cost overruns exceeding the estimated cost for the project. Funds for the City's share of cost will be taken from the Major Street Fund (\$644,000.00) and the Water Fund (\$706,000.00).

Attachments: (1) Resolution
(2) MDOT Cost Agreement

RESOLUTION NO.

**AUTHORIZING EXECUTION OF MDOT COST AGREEMENT FOR IMPROVEMENTS
ON NORTH STREET FROM SHIAWASSEE STREET (M-52)
EASTERLY TO HICKORY STREET**

WHEREAS, North Street, from Shiawassee Street (M-52) to Hickory Street, is a part of the National Functional Classification Road system; and

WHEREAS, the City is required to provide a safe and expedient road system for users which requires proper maintenance of the roadway; and

WHEREAS, the City has applied for, and is now approved to receive, Federal Small Urban Program Funds to assist with improvements to this street; and

WHEREAS, after review, city staff recommends approval of MDOT Cost Agreement No. 22-5513 for the proposed hot mix asphalt paving work along North Street from Shiawassee Street (M-52) easterly to Hickory Street; including intersection improvements, storm drainage, concrete curb and gutter, concrete sidewalk and ramp, permanent signing, and pavement marking work; and all together with necessary related work and water main replacement (also referred to as 'project'); and

WHEREAS, the Michigan Department of Transportation requires the City of Owosso adopt a resolution indicating its willingness to participate in the improvements to North Street as set forth in the agreement.

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

- FIRST: it has heretofore determined that it is advisable, necessary and in the public interest to approve MDOT Contract No. 22-5513 for the proposed street improvements to North Street, from Shiawassee Street (M-52) easterly to Hickory Street.
- SECOND: the City of Owosso is willing to participate in the project and cost as illustrated within said contract.
- THIRD: the Mayor and City Clerk are hereby authorized to sign the Agreement as attached.
- FOURTH: staff is directed to allocate \$1,350,000.00 from the Major Street Fund (\$644,000.00) and the Water Fund (\$706,000.00) and to receive another \$347,000.00 from Federal Small Urban Grant Program Funds for a total of \$1,697,000.00 to fund this project and directs the City Manager to proceed with the project, in accordance with the MDOT Contract Agreement.

STP

DA

Control Section	STUL 76000
Job Number	208231CON
Project	23A0065
CFDA No.	20.205 (Highway Research Planning & Construction)
Contract No.	22-5513

PART I

THIS CONTRACT, consisting of PART I and PART II (Standard Agreement Provisions), is made by and between the MICHIGAN DEPARTMENT OF TRANSPORTATION, hereinafter referred to as the "DEPARTMENT"; and the CITY OF OWOSSO, a Michigan municipal corporation, hereinafter referred to as the "REQUESTING PARTY"; for the purpose of fixing the rights and obligations of the parties in agreeing to the following improvements, in Owosso, Michigan, hereinafter referred to as the "PROJECT" and estimated in detail on EXHIBIT "I", dated November 9, 2022, attached hereto and made a part hereof:

PART A – FEDERAL PARTICIPATION

Hot mix asphalt reconstruction along West North Street from M-52 to Hickory Street including aggregate base, concrete curb and gutter, curb ramps and sidewalk, storm sewer, permanent signing and pavement markings; and all together with necessary related work.

PART B – NO FEDERAL PARTICIPATION

Water main, service leads and audio-visual filming along the limits as described in PART A; and all together with necessary related work.

WITNESSETH:

WHEREAS, pursuant to Federal law, monies have been provided for the performance of certain improvements on public roads; and

WHEREAS, the reference "FHWA" in PART I and PART II refers to the United States Department of Transportation, Federal Highway Administration; and

WHEREAS, the PROJECT, or portions of the PROJECT, at the request of the REQUESTING PARTY, are being programmed with the FHWA, for implementation with the use of Federal Funds under the following Federal program(s) or funding:

SURFACE TRANSPORTATION PROGRAM

WHEREAS, the parties hereto have reached an understanding with each other regarding the performance of the PROJECT work and desire to set forth this understanding in the form of a written contract.

NOW, THEREFORE, in consideration of the premises and of the mutual undertakings of the parties and in conformity with applicable law, it is agreed:

1. The parties hereto shall undertake and complete the PROJECT in accordance with the terms of this contract.

2. The term "PROJECT COST", as herein used, is hereby defined as the cost of the physical construction necessary for the completion of the PROJECT, including any other costs incurred by the DEPARTMENT as a result of this contract, except construction engineering and inspection.

No charges will be made by the DEPARTMENT to the PROJECT for any inspection work or construction engineering.

The costs incurred by the REQUESTING PARTY for preliminary engineering, construction engineering, construction materials testing, inspection, and right-of-way are excluded from the PROJECT COST as defined by this contract.

The Michigan Department of Environment, Great Lakes, and Energy has informed the DEPARTMENT that it adopted new administrative rules (R 325.10101, et. seq.) which prohibit any governmental agency from connecting and/or reconnecting lead and/or galvanized service lines to existing and/or new water main. Questions regarding these administrative rules should be directed to the Michigan Department of Environment, Great Lakes, and Energy. The cost associated with replacement of any lead and/or galvanized service lines, including but not limited to contractor claims, will be the sole responsibility of the REQUESTING PARTY.

3. The DEPARTMENT is authorized by the REQUESTING PARTY to administer on behalf of the REQUESTING PARTY all phases of the PROJECT, including advertising and awarding the construction contract for the PROJECT or portions of the PROJECT. Such administration shall be in accordance with PART II, Section II of this contract.

Any items of the PROJECT COST incurred by the DEPARTMENT may be charged to the PROJECT.

4. The REQUESTING PARTY, at no cost to the PROJECT or to the DEPARTMENT, shall:

- A. Design or cause to be designed the plans for the PROJECT.
- B. Appoint a project engineer who shall be in responsible charge of the PROJECT and ensure that the plans and specifications are followed.
- C. Perform or cause to be performed the construction engineering, construction materials testing, and inspection services necessary for the completion of the PROJECT.

The REQUESTING PARTY will furnish the DEPARTMENT proposed timing sequences for trunkline signals that, if any, are being made part of the improvement. No timing adjustments shall be made by the REQUESTING PARTY at any trunkline intersection, without prior issuances by the DEPARTMENT of Standard Traffic Signal Timing Permits.

5. The PROJECT COST shall be met in accordance with the following:

PART A

Federal Surface Transportation Funds shall be applied to the eligible items of the PART A portion of the PROJECT COST up to the lesser of: (1) \$347,000, or (2) an amount such that 81.85 percent, the normal Federal participation ratio for such funds, for the PART A portion of the PROJECT is not exceeded at the time of the award of the construction contract. The balance of the PART A portion of the PROJECT COST, after deduction of Federal Funds, shall be charged to and paid by the REQUESTING PARTY in the manner and at the times hereinafter set forth.

PART B

The PART B portion of the PROJECT COST is not eligible for Federal participation and shall be charged to and paid 100 percent by the REQUESTING PARTY in the manner and at the times hereinafter set forth.

Any items of PROJECT COST not reimbursed by Federal Funds will be the sole responsibility of the REQUESTING PARTY.

6. No working capital deposit will be required for this PROJECT.

In order to fulfill the obligations assumed by the REQUESTING PARTY under the provisions of this contract, the REQUESTING PARTY shall make prompt payments of its share of the PROJECT COST upon receipt of progress billings from the DEPARTMENT as herein provided. All payments will be made within 30 days of receipt of billings from the DEPARTMENT. Billings to the REQUESTING PARTY will be based upon the REQUESTING PARTY'S share of the actual costs incurred less Federal Funds earned as the PROJECT progresses.

7. At such time as traffic volumes and safety requirements warrant, the REQUESTING PARTY will cause to be enacted and enforced such ordinances as may be necessary to prohibit parking in the traveled roadway throughout the limits of the PROJECT.

8. The performance of the entire PROJECT under this contract, whether Federally funded or not, will be subject to the provisions and requirements of PART II that are applicable to a Federally funded project.

In the event of any discrepancies between PART I and PART II of this contract, the provisions of PART I shall prevail.

Buy America Requirements (23 CFR 635.410) shall apply to the PROJECT and will be adhered to, as applicable, by the parties hereto.

9. The REQUESTING PARTY certifies that it is not aware if and has no reason to believe that the property on which the work is to be performed under this agreement is a facility, as defined by the Michigan Natural Resources and Environmental Protection Act [(NREPA), PA 451, 1994, as amended 2012]; MCL 324.20101(1)(s). The REQUESTING PARTY also certifies that it is not a liable party pursuant to either Part 201 or Part 213 of NREPA, MCL 324.20126 et seq. and MCL 324.21323a et seq. The REQUESTING PARTY is a local unit of government that has acquired or will acquire property for the use of either a transportation corridor or public right-of-way and was not responsible for any activities causing a release or threat of release of any hazardous materials at or on the property. The REQUESTING PARTY is not a person who is liable for response activity costs, pursuant to MCL 324.20101 (vv) and (ww).

10. If, subsequent to execution of this contract, previously unknown hazardous substances are discovered within the PROJECT limits, which require environmental remediation pursuant to either state or federal law, the REQUESTING PARTY, in addition to reporting that fact to the Michigan Department of Environment, Great Lakes, and Energy, shall immediately notify the DEPARTMENT, both orally and in writing of such discovery. The DEPARTMENT shall consult with the REQUESTING PARTY to determine if it is willing to pay for the cost of remediation and, with the FHWA, to determine the eligibility, for reimbursement, of the remediation costs. The REQUESTING PARTY shall be charged for and shall pay all costs associated with such remediation, including all delay costs of the contractor for the PROJECT, in the event that remediation and delay costs are not deemed eligible by the FHWA. If the REQUESTING PARTY refuses to participate in the cost of remediation, the DEPARTMENT shall terminate the PROJECT. The parties agree that any costs or damages that the DEPARTMENT incurs as a result of such termination shall be considered a PROJECT COST.

11. If federal and/or state funds administered by the DEPARTMENT are used to pay the cost of remediating any hazardous substances discovered after the execution of this contract and if there is a reasonable likelihood of recovery, the REQUESTING PARTY, in cooperation with the Michigan Department of Environment, Great Lakes, and Energy and the DEPARTMENT, shall make a diligent effort to recover such costs from all other possible entities. If recovery is made, the DEPARTMENT shall be reimbursed from such recovery for the proportionate share of the amount paid by the FHWA and/or the DEPARTMENT and the DEPARTMENT shall credit such sums to the appropriate funding source.

12. The DEPARTMENT'S sole reason for entering into this contract is to enable the REQUESTING PARTY to obtain and use funds provided by the Federal Highway Administration pursuant to Title 23 of the United States Code.

Any and all approvals of, reviews of, and recommendations regarding contracts, agreements, permits, plans, specifications, or documents, of any nature, or any inspections of

work by the DEPARTMENT or its agents pursuant to the terms of this contract are done to assist the REQUESTING PARTY in meeting program guidelines in order to qualify for available funds. Such approvals, reviews, inspections and recommendations by the DEPARTMENT or its agents shall not relieve the REQUESTING PARTY and the local agencies, as applicable, of their ultimate control and shall not be construed as a warranty of their propriety or that the DEPARTMENT or its agents is assuming any liability, control or jurisdiction.

The providing of recommendations or advice by the DEPARTMENT or its agents does not relieve the REQUESTING PARTY and the local agencies, as applicable of their exclusive jurisdiction of the highway and responsibility under MCL 691.1402 et seq., as amended.

When providing approvals, reviews and recommendations under this contract, the DEPARTMENT or its agents is performing a governmental function, as that term is defined in MCL 691.1401 et seq., as amended, which is incidental to the completion of the PROJECT.

Upon completion of the PROJECT, the REQUESTING PARTY shall accept the facilities constructed as built to specifications within the contract documents. It is understood that the REQUESTING PARTY shall own the facilities and shall operate and maintain the facilities in accordance with all applicable Federal and State laws and regulations, including, but not limited to, Title II of the Americans with Disabilities Act (ADA), 42 USC 12131 et seq., and its associated regulations and standards, and DEPARTMENT Road and Bridge Standard Plans and the Standard Specifications for Construction.

13. The DEPARTMENT, by executing this contract, and rendering services pursuant to this contract, has not and does not assume jurisdiction of the highway, described as the PROJECT for purposes of MCL 691.1402 et seq., as amended. Exclusive jurisdiction of such highway for the purposes of MCL 691.1402 et seq., as amended, rests with the REQUESTING PARTY and other local agencies having respective jurisdiction.

14. The REQUESTING PARTY shall approve all of the plans and specifications to be used on the PROJECT and shall be deemed to have approved all changes to the plans and specifications when put into effect. It is agreed that ultimate responsibility and control over the PROJECT rests with the REQUESTING PARTY and local agencies, as applicable.

15. The REQUESTING PARTY agrees that the costs reported to the DEPARTMENT for this contract will represent only those items that are properly chargeable in accordance with this contract. The REQUESTING PARTY also certifies that it has read the contract terms and has made itself aware of the applicable laws, regulations, and terms of this contract that apply to the reporting of costs incurred under the terms of this contract.

16. Each party to this contract will remain responsible for any and all claims arising out of its own acts and/or omissions during the performance of the contract, as provided by this contract or by law. In addition, this is not intended to increase or decrease either party's liability for or immunity from tort claims. This contract is also not intended to nor will it be interpreted as giving either party a right of indemnification, either by contract or by law, for claims arising out of the performance of this contract.

17. The parties shall promptly provide comprehensive assistance and cooperation in defending and resolving any claims brought against the DEPARTMENT by the contractor, vendors or suppliers as a result of the DEPARTMENT'S award of the construction contract for the PROJECT. Costs incurred by the DEPARTMENT in defending or resolving such claims shall be considered PROJECT COSTS.

18. The DEPARTMENT shall require the contractor who is awarded the contract for the construction of the PROJECT to provide insurance in the amounts specified and in accordance with the DEPARTMENT'S current Standard Specifications for Construction and to:

- A. Maintain bodily injury and property damage insurance for the duration of the PROJECT.
- B. Provide owner's protective liability insurance naming as insureds the State of Michigan, the Michigan State Transportation Commission, the DEPARTMENT and its officials, agents and employees, the REQUESTING PARTY and any other county, county road commission, or municipality in whose jurisdiction the PROJECT is located, and their employees, for the duration of the PROJECT and to provide, upon request, copies of certificates of insurance to the insureds. It is understood that the DEPARTMENT does not assume jurisdiction of the highway described as the PROJECT as a result of being named as an insured on the owner's protective liability insurance policy.
- C. Comply with the requirements of notice of cancellation and reduction of insurance set forth in the current standard specifications for construction and to provide, upon request, copies of notices and reports prepared to those insured.

19. This contract shall become binding on the parties hereto and of full force and effect upon the signing thereof by the duly authorized officials for the parties hereto and upon the adoption of the necessary resolutions approving said contract and authorizing the signatures thereto of the respective officials of the REQUESTING PARTY, a certified copy of which resolution shall be attached to this contract.

IN WITNESS WHEREOF, the parties hereto have caused this contract to be executed as written below.

CITY OF OWOSSO

MICHIGAN DEPARTMENT
OF TRANSPORTATION

By _____
Title:

By _____
Department Director MDOT

By _____
Title:



November 9, 2022

EXHIBIT I

CONTROL SECTION	STUL 76000
JOB NUMBER	208231CON
PROJECT	23A0065

ESTIMATED COST

CONTRACTED WORK

	<u>PART A</u>	<u>PART B</u>	<u>TOTAL</u>
Estimated Cost	\$991,000	\$706,000	\$1,697,000

COST PARTICIPATION

GRAND TOTAL ESTIMATED COST	\$991,000	\$706,000	\$1,697,000
Less Federal Funds*	<u>\$347,000</u>	<u>\$ 0</u>	<u>\$ 347,000</u>
BALANCE (REQUESTING PARTY'S SHARE)	\$644,000	\$706,000	\$1,350,000

*Federal Funds for the PROJECT are limited to an amount as described in Section 5.

NO DEPOSIT

DOT

TYPE B
BUREAU OF HIGHWAYS
03-15-93

PART II

STANDARD AGREEMENT PROVISIONS

SECTION I COMPLIANCE WITH REGULATIONS AND DIRECTIVES

SECTION II PROJECT ADMINISTRATION AND SUPERVISION

SECTION III ACCOUNTING AND BILLING

SECTION IV MAINTENANCE AND OPERATION

SECTION V SPECIAL PROGRAM AND PROJECT CONDITIONS

Documents listed in Part II of the agreement can be viewed online or obtained by contacting the Clerk's Office at 989-725-0500 or city.clerk@ci.owosso.mi.us.



MEMORANDUM

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

DATE: November 30, 2022

TO: Owosso City Council

FROM: Brad Barrett, Finance Director

SUBJECT: Purchase copy machines from Ricoh USA, Inc.

RECOMMENDATION:

Authorize the purchase of three copy machines from Ricoh USA, Inc. in an amount estimated at \$17,210.00.

BACKGROUND:

The City of Owosso has three Ricoh USA copy machines. Two machines are located in City Hall, and the third machine is located in the Public Safety building. These machines are 10+ years old and have passed their useful life.

Staff recommendation is to purchase new machines outright through the MiDeal Extended Purchasing Program and sign new maintenance service agreements. The per copy/image costs under new maintenance agreements are nearly 30% less than the current rates. As a part of the deal, the City will receive a onetime rebate for the upgrade of each machine, as well as ongoing maintenance services that include toner, developer, parts, labor and staples.

FISCAL IMPACTS:

One time expense estimated at \$17,210 for three new Ricoh USA, Inc. copy machines and reduced per copy/image costs.

Document originated by:

Attachments: (1) Resolution
(2) Ricoh USA, Inc. Quote

RESOLUTION NO.

**AUTHORIZING THE PURCHASE OF THREE MULTI-FUNCTION COPIERS
FROM RICOH USA, INC.**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has a need to replace the three current ten year old copiers at City Hall and the Public Safety Department with new, current model multi-function copiers that are more efficient; and

WHEREAS, it has been determined that the best interest of the City would be served by purchasing directly from the manufacturer through a State of Michigan bid contract that has been extended to local units through the MiDEAL Extended Purchasing Program; and

WHEREAS, Sec. 2-345 of the Code of Ordinances allows for the use of cooperative purchasing for the procurement of any supplies, services or construction with one or more other governmental bodies.

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

- FIRST: it has theretofore determined that it is advisable, necessary and in the public interest to purchase one Ricoh IMC3000 copier and two Ricoh IMC4500 copiers from Ricoh USA, Inc., via State of Michigan Contract No. 180000000366, in an amount estimated at \$17,210.00 (depending on usage).
- SECOND: the Mayor, City Clerk and/or Finance Director are authorized to execute appropriate documents to complete the sale with Ricoh USA, Inc.
- THIRD: the Finance Department is authorized encumber and make payment from Account No. 101-261-978000 upon the delivery, installation, training and proper documentation of all three copiers.

City of Owosso Ricoh quote through MI DEAL

11/30/2022

Current Equipment

Site State	Site City	Site Address	Location	Account Number	Site Number	Vendor	Model	Equipment Id	Serial Number	Mfg Serial Number	Install Date	Order Number	Contract Number	BW AMCV	BW Image Rate	BW Monthly Cost	Color AMCV	Color Image Rate	Color Monthly Cost	Total Monthly	Features
MI	OWOSSO	301 W MAIN ST	2nd Floor	14927269	11778798	Ricoh	MPC4503	13066273	C84043869	E173M710541	10/21/2013	46094568	3423125	3,337	0.0081	\$ 27.03	650	0.06658	\$ 43.28	\$ 70.31	45 pages a minute color, copy, print, scan, 1,000 Sheet finisher with stapling, 4- 550 sheet paper trays, and 1,500 sheet side paper deck.
MI	OWOSSO	301 W MAIN ST	Public Safety	14927269	11778798	Ricoh	MPC4503	12984105	C84043889	E173M710264	10/21/2013	46094568	3423125	2,904	0.0081	\$ 23.52	1,529	0.06658	\$ 101.80	\$ 125.32	45 pages a minute color, copy, print, scan, 500 sheet internal finisher with stapling, and 2,000 sheet paper deck
MI	OWOSSO	301 W MAIN ST	1st Floor	14927269	11778798	Ricoh	MPC4503	12986772	C84044109	E173M860605	10/21/2013	46094568	3423125	8,170	0.0081	\$ 66.18	3,294	0.06658	\$ 219.31	\$ 285.49	45 pages a minute color, copy, print, scan, 1,000 Sheet finisher with stapling, 4- 550 sheet paper trays, and 1,500 sheet side paper deck.

\$ 481.12

Recommendation

Site State	Site City	Site Address	Location	Vendor	Model	60 Month Lease	BW AMCV	BW Image Rate	BW Monthly Cost	Color AMCV	Color Image Rate	Color Monthly Cost	Total Monthly	Features	Purchase Price
MI	OWOSSO	301 W MAIN ST	2nd Floor	Ricoh	IMC4500	\$ 135.02	3,337	0.0058	\$ 19.35	650	0.045	\$ 29.25	\$ 183.62	45 pages a minute color, copy, print, scan, 1,000 Sheet finisher with stapling, and 4- 550 sheet paper trays and hole punch.	\$6,027.94
MI	OWOSSO	301 W MAIN ST	Public Safety	Ricoh	IMC3000	\$ 101.25	2,904	0.0068	\$ 19.75	1,529	0.045	\$ 68.81	\$ 189.80	30 pages a minute color, copy, print, scan, 500 sheet internal finisher with stapling, and 2,000 sheet paper deck	\$4,550.02
MI	OWOSSO	301 W MAIN ST	1st Floor	Ricoh	IMC4500	\$ 148.35	8,170	0.0058	\$ 47.39	3,294	0.045	\$ 148.23	\$ 343.97	45 pages a minute color, copy, print, scan, 1,000 Sheet finisher with stapling, and 4- 550 sheet paper trays, 1,500 sheet paper tray and hole punch.	\$6,632.00

Notes:

Pricing fixed for 60 Months

Pricing includes a rebate of \$1,200 per machine for upgrade to new IMC4500 model and \$850 for the IMC3000.

Pricing includes delivery, networking and training

Maintenance pricing includes toner, developer, parts, labor and staples.

Quote good through December 2022



Warrant 624
November 28, 2022

Date	Vendor	Description	Fund	Amount
11/15/2022	J & H Oil	Fleet Gas Usage	Multi	11,250.84
			TOTAL	11,250.84

Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
Bank 1 GENERAL FUND (POOLED CASH)					
11/10/2022	135344	ALLSTAR TOWIING & REPAIR	ALLSTAR TOWIING & REPAIR	TOW FOR OPD QPO 27803	75.00
11/10/2022	135345	CALEDONIA CHARTER TOWNSHIP	CALEDONIA CHARTER TOWNSHIP	WATER DISTRICT AGREEMENT QTR EN	85,072.65
11/10/2022	135346	D & D TRUCK & TRAILER PARTS	D & D TRUCK & TRAILER PARTS	INV# 424300 423820 423634 42349	1,920.74
11/10/2022	135347	DURAND AUTO PARTS	DURAND AUTO PARTS	SUPPLIES FOR DPW QPO 27876	238.12
11/10/2022	135348	GREAT LAKES CONCRETE SUPPLY	GREAT LAKES CONCRETE SUPPLY	LICONCRETE CURING COMPOUND & WIRE	69.94
11/10/2022	135349	GREAT LAKES FUSION LLC	GREAT LAKES FUSION LLC	JAMES MINER LAUNCH BASE PROJECT	29,437.75
			GREAT LAKES FUSION LLC	JAMES MINER LAUNCH BASE PROJECT	1,875.00
					31,312.75
11/10/2022	135350	H K ALLEN PAPER CO	H K ALLEN PAPER CO	SUPPLIES FOR WTP QPO 27545	115.00
11/10/2022	135351	HODGE GLASS SERVICE INC	HODGE GLASS SERVICE INC	WINDSHIELD REPAIR CAR 5 OPD QPO	362.24
11/10/2022	135352	HOME DEPOT CREDIT SERVICES	HOME DEPOT CREDIT SERVICES	OCT. 2022 - HOME DEPOT PURCHASE	1,121.13
11/10/2022	135353	HUNTINGTON NATONAL BANK -CREDI	HUNTINGTON NATONAL BANK -CREDI	CC PURCHASES OCT. 2022	1,265.00
11/10/2022	135354	JACKSON TRUCKING	JACKSON TRUCKING	LIMESTONE 21AA & 6A QUANTITIES	2,604.38
11/10/2022	135355	JUDY ELAINE CRAIG	JUDY ELAINE CRAIG	MAIL SERVICE OCT. 2022	180.00
11/10/2022	135356	KELLY'S REFUSE	KELLY'S REFUSE	DDA - DOWNTOWN TRASH CANS PICK	1,000.00
11/10/2022	135357	KENDRA NICHOLS	KENDRA NICHOLS	LAWN MAINTENANCE 5/29/2022	341.00
			KENDRA NICHOLS	LAWN MAINTENANCE 06/03/2022	364.00
			KENDRA NICHOLS	LAWN MAINTENANCE 06/17/2022 - 6	864.00
			KENDRA NICHOLS	LAWN MAINTENANCE 07/21/2022 - 0	500.00
			KENDRA NICHOLS	LAWN SERVICES 9/1/2022 - 9/22/2	165.00
					2,234.00
11/10/2022	135358	KENT TROCHELMAN	KENT TROCHELMAN	REFUND CHECK - DUPLICATE PAYMEN	15.00
11/10/2022	135359	KLUCK'S NURSERY	KLUCK'S NURSERY	TREES FOR PARKS & DPW QPO 27342	1,409.00
11/10/2022	135360	LAMPHERE'S	LAMPHERE'S	BOILER WORK FOR LIBRARY DPW QPO	168.00
			LAMPHERE'S	BOILER WORK FOR LIBRARY DPW QPO	284.40
					452.40
11/10/2022	135361	MARK SANDERS DURAND, LLC	MARK SANDERS DURAND, LLC	BD Bond Refund	13,117.00
11/10/2022	135362	MEDLER ELECTRIC CO.	MEDLER ELECTRIC CO.	MEDLER QUOTE DATED 9-7-2022 / Q	9,751.34
11/10/2022	135363	MICHIGAN ASSOCIATION OF AMBULAM	MICHIGAN ASSOCIATION OF AMBULAW	WORKSHOP REGISTRATION - K. LENK	80.00
11/10/2022	135364	MICHIGAN ASSOCIATION OF FIRE CM	MICHIGAN ASSOCIATION OF FIRE CM	MEMBERSHIP RENEWAL K. LENKART	95.00
11/10/2022	135365	MICHIGAN DEPARTMENT OF TREASUR	MICHIGAN DEPARTMENT OF TREASUR	ANNUAL ASSESSING CERTIFICATIONS	350.00
11/10/2022	135366	MODERN CONCRETE	MODERN CONCRETE	CONCRETE FOR DPW QPO 27877	538.00
11/10/2022	135367	OWOSSO CHARTER TOWNSHIP	OWOSSO CHARTER TOWNSHIP	WATER AGREEMENT QTR ENDING 9/30	20,271.80
11/10/2022	135368	OWOSSO VFW POST 9455	OWOSSO VFW POST 9455	(4) 3' X 5' US FLAGS FOR POLLIN	160.00
11/10/2022	135369	PROFESSIONAL ANSWERING SERVICE	PROFESSIONAL ANSWERING SERVICE	24/7 ANSWERING SERVICES	75.00
11/10/2022	135370	PROFESSIONAL SERVICE INDUSTRIE	PROFESSIONAL SERVICE INDUSTRIES	SOIL BORINGS FOR STEWART AND LE	3,900.00
11/10/2022	135371	RICOH USA	RICOH USA	PRINTING EXPENSES	1,229.03
11/10/2022	135372	RYAN JENKINS	RYAN JENKINS	MEAL REIMBURSEMENT	39.97
11/10/2022	135373	SHIAWASSEE COUNTY TREASURER	SHIAWASSEE COUNTY TREASURER	MOBILE HOME TAX REIMBURSEMENT	430.00
11/10/2022	135374	SHIAWASSEE COUNTY TREASURER	SHIAWASSEE COUNTY TREASURER	2022 SUMMER TAX COLLECTION 10/	29,644.21
11/10/2022	135375	SLOAN'S SEPTIC TANK SERVICE	SLOAN'S SEPTIC TANK SERVICE	INPORTABLE TOILET CONTRACT 1-2 YE	1,560.00
11/10/2022	135376	SORENSEN GROSS COMPANY	SORENSEN GROSS COMPANY	OWOSSO WWTP SOLIDS HANDLING PRO	173,428.31
11/10/2022	135377	SPARTAN STORES LLC	SPARTAN STORES LLC	VG'S PURCHASE 10/21/22 FOR WWTP	13.96
11/10/2022	135378	SPECIALTY SALVAGE LLC	SPECIALTY SALVAGE LLC	GOULD HOUSE TRASH PICKUP	67.00
11/10/2022	135379	STATE OF MICHIGAN	STATE OF MICHIGAN	2023 COMMUNITY PUBLIC WATER SUP	6,657.93
11/10/2022	135380	TRACTOR SUPPLY CREDIT PLAN	TRACTOR SUPPLY CREDIT PLAN	TOOL BOX SHOCKS FOR DPW	49.98
11/10/2022	135381	VALLEY LUMBER	VALLEY LUMBER	ROUTINE PURCHASES NOT TO EXCEED	524.46
11/10/2022	135382	WIN'S ELECTRICAL SUPPLY OF OWC	WIN'S ELECTRICAL SUPPLY OF OWC	SUPPLIES-INVOICE TO BE SIGNED B	18.23
11/10/2022	8557 (A)	ALS LABORATORY GROUP	ALS LABORATORY GROUP	WASTEWATER ANALYSES-6-30-2023-E	685.00
11/10/2022	8558 (A)	AMAZON CAPITAL SERVICES	AMAZON CAPITAL SERVICES	SEPTEMBER 2022 AMAZON ORDERS	192.02
11/10/2022	8559 (A)	BOUND TREE MEDICAL LLC	BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES FOR OFD QPO 27	997.75

CHECK REGISTER FOR CITY OF OWOSSO
 CHECK DATE FROM 10/29/2022 - 11/30/2022

Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
11/10/2022	8560 (A)	C D W GOVERNMENT, INC.	C D W GOVERNMENT, INC.	MAGTEK MAGNESAFE FOR IT QPO 273	156.33
			C D W GOVERNMENT, INC.	PRINTER FOR WWTP, IT QPO 27918	212.84
					<u>369.17</u>
11/10/2022	8561 (A)	CENTER FOR TECHNOLOGY & TRAINING	CENTER FOR TECHNOLOGY & TRAINING	ENGINEERING ETHICS WEBINAR - CL	20.00
11/10/2022	8562 (A)	CINTAS CORPORATION #308	CINTAS CORPORATION #308	FLOOR MATS PER SERVICE AGREEMENT	38.32
11/10/2022	8563 (A)	CMP DISTRIBUTORS INC	CMP DISTRIBUTORS INC	VEST/SUPPLIES FOR OPD QPO 27809	165.60
			CMP DISTRIBUTORS INC	VEST/SUPPLIES FOR OPD QPO 27809	49.65
			CMP DISTRIBUTORS INC	VEST/SUPPLIES FOR OPD QPO 27809	585.00
			CMP DISTRIBUTORS INC	POLICE SUPPLIES FOR OPD QPO 277	62.00
					<u>862.25</u>
11/10/2022	8564 (A)	DALTON ELEVATOR LLC	DALTON ELEVATOR LLC	CYLINDER RENTAL/OXYGEN/SUPPLIES	349.25
			DALTON ELEVATOR LLC	CYLINDER RENTAL/OXYGEN/SUPPLIES	11.55
			DALTON ELEVATOR LLC	CYLINDER RENTAL/OXYGEN/SUPPLIES	3.70
			DALTON ELEVATOR LLC	CYLINDER RENTAL/OXYGEN/SUPPLIES	9.96
			DALTON ELEVATOR LLC	CYLINDER RENTAL/OXYGEN/SUPPLIES	25.00
			DALTON ELEVATOR LLC	CYLINDER RENTAL/OXYGEN/SUPPLIES	111.09
					<u>510.55</u>
11/10/2022	8565 (A)	EPS SECURITY	EPS SECURITY	CURWOOD CASTLE MONITORING	66.84
			EPS SECURITY	PAYMASTER BUILDING MONITORING	89.61
					<u>156.45</u>
11/10/2022	8566 (A)	ETNA SUPPLY COMPANY	ETNA SUPPLY COMPANY	WATER INVENTORY AND PARTS-PURCH	598.00
11/10/2022	8567 (A)	FERGUSON ENTERPRISES LLC	FERGUSON ENTERPRISES LLC	WATER INVENTORY-PURCHASE NOT TO	3,334.62
11/10/2022	8568 (A)	FISHBECK, THOMPSON, CARR & HUE	FISHBECK, THOMPSON, CARR & HUE	WWTP HYDROGEN SULFIDE STUDY 202	803.00
			FISHBECK, THOMPSON, CARR & HUE	EGL CLEAN WATER STATE REVOLVIN	389.00
			FISHBECK, THOMPSON, CARR & HUE	ENGINEERING SERVICES FOR WWTP S	1,947.00
			FISHBECK, THOMPSON, CARR & HUE	WWTP PHASE 1 PREENGINEERING WOR	25,987.14
			FISHBECK, THOMPSON, CARR & HUE	WATER MASTER PLAN - RELIABILITY	16,298.13
					<u>45,424.27</u>
11/10/2022	8569 (A)	FLEIS & VANDENBRINK ENGINEERING	FLEIS & VANDENBRINK ENGINEERING	TOPO SURVEY - FY2024 SAFE ROUTE	5,250.00
11/10/2022	8570 (A)	FRANKENMUTH CREDIT UNION	FRANKENMUTH CREDIT UNION	MOVING HUNTINGTON FUNDS TO FCU	1,000,000.00
11/10/2022	8571 (A)	FRONT LINE SERVICES INC	FRONT LINE SERVICES INC	REPAIRS TO FIRE ENGINE 1	4,048.77
11/10/2022	8572 (A)	GABRIDGE & COMPANY PLC	GABRIDGE & COMPANY PLC	AUDIT SERVICES OF FINANCIAL STA	8,500.00
11/10/2022	8573 (A)	GENUINE PARTS COMPANY	GENUINE PARTS COMPANY	PARTS/SUPPLIES-INVOICE TO BE SI	605.23
11/10/2022	8574 (A)	GLOBAL ENVIRONMENTAL CONSULTING	GLOBAL ENVIRONMENTAL CONSULTING	TOXICITY TEST WWTP QPO 27600	500.00
11/10/2022	8575 (A)	GRAYMONT WESTERN LIME INC	GRAYMONT WESTERN LIME INC	PEBBLES QUICK LIME FY 2022-2023	6,887.47
11/10/2022	8576 (A)	GREEN TECH SYSTEMS LLC	GREEN TECH SYSTEMS LLC	2022-2024 WATER LINE REPLACEMENT	52,303.10
11/10/2022	8577 (A)	GROUP RESOURCES	GROUP RESOURCES	NOVEMBER 2022 FSA ADMIN	110.00
11/10/2022	8578 (A)	HUTSON INC OF MICHIGAN	HUTSON INC OF MICHIGAN	ROUTINE PARTS/SUPPLIES-INDIVIDUAL	2,526.92
11/10/2022	8579 (A)	J & H OIL COMPANY	J & H OIL COMPANY	LUBES AND DELIVERED DIESEL FOR	980.30
			J & H OIL COMPANY	GAS & FUEL 10/16/2022-10/31/202	9,885.53
					<u>10,865.83</u>
11/10/2022	8580 (A)	JACK DOHENY SUPPLIES INC	JACK DOHENY SUPPLIES INC	PUMP FOR #438 FOR DPW QPO 27697	1,098.20
11/10/2022	8581 (A)	JCI JONES CHEMICALS INC	JCI JONES CHEMICALS INC	SODIUM HYPOCHLORITE PER LANSING	6,244.77
			JCI JONES CHEMICALS INC	SODIUM HYPOCHLORITE - PER LANSING	2,112.65
					<u>8,357.42</u>

CHECK REGISTER FOR CITY OF OWOSSO
 CHECK DATE FROM 10/29/2022 - 11/30/2022

Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
11/10/2022	8582 (A)	JERRYS TIRE & AUTO SERVICE INC	JERRYS TIRE & AUTO SERVICE INC	TIRE REPAIR FOR WWTP QPO 27498	66.00
11/10/2022	8583 (A)	JON STUART HARRIS	JON STUART HARRIS JON STUART HARRIS	ELECTRICAL PLAN REVIEWS OCT. 20 ELECTRICAL INSPECTIONS OCT. 202	150.00 550.00
					700.00
11/10/2022	8584 (A)	KENNEDY INDUSTRIES, INC.	KENNEDY INDUSTRIES, INC.	REHABILITATION OF PEERLESS SPLI	20,540.00
11/10/2022	8585 (A)	KEVIN LENKART	KEVIN LENKART	EMPLOYEE EXPENSE REIMBURSEMENT	1,248.03
11/10/2022	8586 (A)	LAW ENFORCEMENT OFFICERS REGI	LAW ENFORCEMENT OFFICERS REGI	CLED FALL MEMBERSHIP DUES OPD QP LAW ENFORCEMENT OFFICERS REGI	1,100.16 70.00
					1,170.16
11/10/2022	8587 (A)	LOGICALIS INC	LOGICALIS INC	NETWORK ADMINISTRATOR/ENGINEERI	5,600.00
11/10/2022	8588 (A)	MID MICHIGAN EMERGENCY EQUIPM	MID MICHIGAN EMERGENCY EQUIPM	SET UP VEHICLE LIGHTS FOR CAR # MID MICHIGAN EMERGENCY EQUIPM	1,645.00 75.00
					1,720.00
11/10/2022	8589 (A)	PACE ANALYTICAL SERVICES INC	PACE ANALYTICAL SERVICES INC	WASTEWATER ANALYSES-6/30/2023-E	385.53
11/10/2022	8590 (A)	PAXXO (USA) INC	PAXXO (USA) INC	LONGOPAC CASSEETTE FOR WWTP QPO	818.35
11/10/2022	8591 (A)	PHP INSURANCE COMPANY	PHP INSURANCE COMPANY	HEALTH INSURANCE PREMIUM 11/01/	98,966.97
11/10/2022	8592 (A)	POLYDYNE INC	POLYDYNE INC	POLYMER AF 4500 11/1/2022	3,539.70
11/10/2022	8593 (A)	PVS NOLWOOD CHEMICALS INC	PVS NOLWOOD CHEMICALS INC	FERRIC CHLORIDE FY 2022-2023 P	6,687.06
11/10/2022	8594 (A)	QUADIENT FINANCE USA INC	QUADIENT FINANCE USA INC	POSTAGE CHARGES	2,000.00
11/10/2022	8595 (A)	RICHARD BREWBAKER	RICHARD BREWBAKER	CONFERENCE EXPENSE REIMBURSEMEN	487.99
11/10/2022	8596 (A)	S L H METALS INC	S L H METALS INC	CLARIFIER SCRAPERS FOR WWTP QPO	435.00
11/10/2022	8597 (A)	SHULTS EQUIPMENT LLC	SHULTS EQUIPMENT LLC	SHOCK SPRINGS & HOUSING KIT FOR	1,240.00
11/10/2022	8598 (A)	SIGNATURE AUTO GROUP-OWOSSO M	SIGNATURE AUTO GROUP-OWOSSO M	C TIRE SENSORS FOR OPD QPO 27806 SIGNATURE AUTO GROUP-OWOSSO M	127.12 59.95
					187.07
11/10/2022	8599 (A)	SPICER GROUP, INC.	SPICER GROUP, INC.	PARKS AND RECREATION MASTER PLA	2,712.75
11/10/2022	8600 (A)	TAYLOR AND MORGAN CPA PC	TAYLOR AND MORGAN CPA PC	ONSITE ACCOUNTING SERVICES AND	3,640.00
11/10/2022	8601 (A)	THE ACCUMED GROUP	THE ACCUMED GROUP	BILLING SERVICE COLLECTION FEE	10,444.87
11/10/2022	8602 (A)	THE ARGUS-PRESS	THE ARGUS-PRESS	PRINTING OF LEGAL NOTICES ETC-7	239.25
11/10/2022	8603 (A)	TOTAL ENERGY SYSTEMS LLC	TOTAL ENERGY SYSTEMS LLC TOTAL ENERGY SYSTEMS LLC	GENERATOR REPAIR OFD QPO 27807 MAINTENANCE ON OFD GENERATOR QP	1,950.00 200.00
					2,150.00
11/10/2022	8604 (A)	TRUCK & TRAILER SPECIALTIES	TRUCK & TRAILER SPECIALTIES	GREASE LINE KIT, CURBGUARD, PRO	1,816.38
11/10/2022	8605 (A)	UNITED PARCEL SERVICE	UNITED PARCEL SERVICE UNITED PARCEL SERVICE	SHIPPING FOR WWTP SHIPPING FOR WWTP & WTP	88.21 16.45
					104.66
11/23/2022	135383	AIMEE DELONG	AIMEE DELONG	ELECTION WORKER PAY	63.00
11/23/2022	135384	ALICE PETERSON	ALICE PETERSON	ELECTION WORKER PAY	310.25
11/23/2022	135385	AMERICAN PUBLIC WORKS ASSOCIAT	AMERICAN PUBLIC WORKS ASSOCIAT	MEMBERSHIP DUES FOR CLAYTON WEH	254.00
11/23/2022	135386	AMERICAN SPEEDY PRINTING	AMERICAN SPEEDY PRINTING AMERICAN SPEEDY PRINTING AMERICAN SPEEDY PRINTING	BUSINESS CARDS FOR DDA GLOW PARADE POSTCARDS FOR DDA GHOULS NIGHT OUT SUPPLIES FOR D	117.00 20.00 286.00
					423.00
11/23/2022	135387	AMMI EVANS	AMMI EVANS	ELECTION WORKER PAY	262.50

Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
11/23/2022	135388	APRIL HAYES	APRIL HAYES	ELECTION WORKER PAY	204.75
11/23/2022	135389	BILLY LUNDY	BILLY LUNDY	ELECTION WORKER PAY	113.75
11/23/2022	135390	BONNIE IRBY	BONNIE IRBY	ELECTION WORKER PAY	156.00
11/23/2022	135391	BRADY KOHAGEN	BRADY KOHAGEN	ELECTION WORKER PAY	35.75
11/23/2022	135392	BROOKE BREWBAKER	BROOKE BREWBAKER	ELECTION WORKER PAY	252.50
11/23/2022	135393	CAROLYN KOENIG	CAROLYN KOENIG	ELECTION WORKER PAY	117.00
11/23/2022	135394	CARRIE FARR	CARRIE FARR	EMPLOYEE REIMBURSEMENT - SUPPIE	91.96
11/23/2022	135395	CATHY MORROW	CATHY MORROW	ELECTION WORKER PAY	130.00
11/23/2022	135396	CHRISTINE MITCHELL	CHRISTINE MITCHELL	ELECTION WORKER PAY	123.50
11/23/2022	135397	CHRISTINE SCHRAM	CHRISTINE SCHRAM	ELECTION WORKER PAY	217.75
11/23/2022	135398	CITY OF OWOSSO	CITY OF OWOSSO	BUSINESS DEVELOPMENT LOAN DDA N	452.65 V
		Void Reason: WE WANTED TWO SEPERATE CHECKS			
			CITY OF OWOSSO	DDA INFLUNCER PROGRAM - REIMBUR	1,000.00 V
		Void Reason: WE WANTED TWO SEPERATE CHECKS			
					<u>1,452.65</u>
11/23/2022	135399	CLARA PITT	CLARA PITT	ELECTION WORKER PAY	227.75
11/23/2022	135400	CLARENCE GOFF	CLARENCE GOFF	ELECTION WORKER PAY	156.00
11/23/2022	135401	CONSERVICE REO UTILITIES	CONSERVICE REO UTILITIES	UB refund for account: 21822900	47.11
11/23/2022	135402	CORUNNA MILLS FEED LLC	CORUNNA MILLS FEED LLC	BAGS OF UREA FOR WWTP QPO 27506	151.56
11/23/2022	135403	DANIEL BARTRAM	DANIEL BARTRAM	ELECTION WORKER PAY	130.00
11/23/2022	135404	DANIEL SCROGGINS	DANIEL SCROGGINS	ELECTION WORKER PAY	208.00
11/23/2022	135405	DAYSTARR COMMUNICATIONS	DAYSTARR COMMUNICATIONS	CITY OF OWOSSO PHONE & INTERNET	1,160.49
			DAYSTARR COMMUNICATIONS	CASTLE PHONE & INTERNET	76.85
					<u>1,237.34</u>
11/23/2022	135406	DEBRA WHIPPLE	DEBRA WHIPPLE	ELECTION WORKER PAY	100.75
11/23/2022	135407	DENISE MEYER	DENISE MEYER	ELECTION WORKER PAY	214.50
11/23/2022	135408	DIANA LYNN REED	DIANA LYNN REED	ELECTION WORKER PAY	126.75
11/23/2022	135409	DIANE DOUBRAVA	DIANE DOUBRAVA	ELECTION WORKER PAY	130.00
11/23/2022	135410	DONNA BEHM	DONNA BEHM	ELECTION WORKER PAY	217.75
11/23/2022	135411	DONNA DAVIDSON	DONNA DAVIDSON	ELECTION WORKER PAY	224.25
11/23/2022	135412	EDWARD BEDELL II	EDWARD BEDELL II	HORSE WAGON RIDES FOR DDA GLOW	750.00
11/23/2022	135413	EDWARD KOHAGEN	EDWARD KOHAGEN	ELECTION WORKER PAY	100.75
11/23/2022	135414	EDWARD MAHANEY	EDWARD MAHANEY	ELECTION WORKER PAY	204.75
11/23/2022	135415	ELAINE DUNGEROW	ELAINE DUNGEROW	ELECTION WORKER PAY	238.50
11/23/2022	135416	FBI-LEEDA	FBI-LEEDA	FBI LEEDA TRAINING FOR OPD	695.00
11/23/2022	135417	FRANK LIVINGSTON	FRANK LIVINGSTON	ELECTION WORKER PAY	110.50
11/23/2022	135418	FREDERICK DIBEAN	FREDERICK DIBEAN	ELECTION WORKER PAY	300.50
11/23/2022	135419	GAIL LOVE	GAIL LOVE	ELECTION WORKER PAY	143.00
11/23/2022	135420	GALE PORTER	GALE PORTER	ELECTION WORKER PAY	117.00
11/23/2022	135421	GENESYS EMS EDUCATION	GENESYS EMS EDUCATION	ACLS UPDATE/RECERTIFICATION: HE	425.00
11/23/2022	135422	GERALDINE RAMOS	GERALDINE RAMOS	ELECTION WORKER PAY	97.50
11/23/2022	135423	GLEN ERDMAN	GLEN ERDMAN	ELECTION WORKER PAY	204.75
11/23/2022	135424	GLENN D BRITAIN	GLENN D BRITAIN	ELECTION WORKER PAY	917.75
11/23/2022	135425	H2O COMPLIANCE SERVICES INC	H2O COMPLIANCE SERVICES INC	H2O CROSS CONNECTION CONTROL PR	767.81
11/23/2022	135426	HANORA BIGNALL	HANORA BIGNALL	ELECTION WORKER PAY	149.50
11/23/2022	135427	HAT TRICK TENTS & EVENTS	HAT TRICK TENTS & EVENTS	TABLES & CHAIRS FOR ELECTIONS 1	658.00
11/23/2022	135428	HECTOR VALDEZ	HECTOR VALDEZ	ELECTION WORKER PAY	221.25
11/23/2022	135429	INDUSTRIAL SUPPLY OF OWOSSO	INDUSTRIAL SUPPLY OF OWOSSO	INHARDWARE FOR WTP QPO 27544	21.80
			INDUSTRIAL SUPPLY OF OWOSSO	INSUPPLIES FOR DPW QPO 27883	308.10
					<u>329.90</u>
11/23/2022	135430	JACOB DOWEN	JACOB DOWEN	REIMBURSE WATER LINE REPLACEMEN	1,750.00
11/23/2022	135431	JAMES GRIFFIN	JAMES GRIFFIN	ELECTION WORKER PAY	168.00
11/23/2022	135432	JAMES TREADWAY	JAMES TREADWAY	ELECTION WORKER PAY	169.00

Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
11/23/2022	135433	JEAN CLINE	JEAN CLINE	ELECTION WORKER PAY	224.25
11/23/2022	135434	JENNIFER ZIETZ	JENNIFER ZIETZ	ELECTION WORKER PAY	313.50
11/23/2022	135435	JOANE MCCALL	JOANE MCCALL	ELECTION WORKER PAY	211.50
11/23/2022	135436	JUDY NICHOLS	JUDY NICHOLS	ELECTION WORKER PAY	136.50
11/23/2022	135437	JUDY SAWYER	JUDY SAWYER	ELECTION WORKER PAY	230.75
11/23/2022	135438	JUNE DWYER	JUNE DWYER	ELECTION WORKER PAY	130.00
11/23/2022	135439	JUSTIN KINCAID	JUSTIN KINCAID	REIMBURSE WATER LINE REPLACEMENT	1,650.00
11/23/2022	135440	KAREN STITES	KAREN STITES	ELECTION WORKER PAY	213.50
11/23/2022	135441	KARYL SULLIVAN	KARYL SULLIVAN	ELECTION WORKER PAY	204.75
11/23/2022	135442	KATIE ARENDT	KATIE ARENDT	ELECTION WORKER PAY	63.00
11/23/2022	135443	KEVIN SMITH	KEVIN SMITH	ELECTION WORKER PAY	214.50
11/23/2022	135444	KIRK RHEAUME	KIRK RHEAUME	ELECTION WORKER PAY	156.00
11/23/2022	135445	LAMPHERE'S	LAMPHERE'S	GOULD HOUSE SHOWER/TUB REPAIR D	165.98
11/23/2022	135446	LINDA BEEMAN	LINDA BEEMAN	ELECTION WORKER PAY	217.75
11/23/2022	135447	LINDA HUDECEK	LINDA HUDECEK	ELECTION WORKER PAY	255.75
11/23/2022	135448	LINDA KENNEY	LINDA KENNEY	ELECTION WORKER PAY	117.00
11/23/2022	135449	LINDA PINCIK	LINDA PINCIK	ELECTION WORKER PAY	265.50
11/23/2022	135450	LLOYD MILLER & SONS, INC	LLOYD MILLER & SONS, INC	PINS FOR LOADER# 361 DPW QPO 27	100.00
11/23/2022	135451	MARGARET TITHOF	MARGARET TITHOF	ELECTION WORKER PAY	130.00
11/23/2022	135452	MARK SEMANS	MARK SEMANS	ELECTION WORKER PAY	298.25
11/23/2022	135453	MARVIN SANDERS	MARVIN SANDERS	ELECTION WORKER PAY	156.00
11/23/2022	135454	MATTHEW BRITAIN	MATTHEW BRITAIN	ELECTION WORKER PAY	180.50
11/23/2022	135455	MEREDITH KEATING	MEREDITH KEATING	ELECTION WORKER PAY	136.50
11/23/2022	135456	MICHAEL DEWOLF	MICHAEL DEWOLF	ELECTION WORKER PAY	100.00
11/23/2022	135457	MICHAEL ECKMYRE	MICHAEL ECKMYRE	ELECTION WORKER PAY	300.50
11/23/2022	135458	MICHAEL KOHAGEN	MICHAEL KOHAGEN	ELECTION WORKER PAY	35.75
11/23/2022	135459	MICHAEL KOVICH	MICHAEL KOVICH	ELECTION WORKER PAY	156.00
11/23/2022	135460	MICHELLE MCNURE	MICHELLE MCNURE	ELECTION WORKER PAY	214.50
11/23/2022	135461	MICHIGAN ASSOCIATION OF CHIEFS	MICHIGAN ASSOCIATION OF CHIEFS	MACP NEW CHIEF'S SCHOOL - E. CH	1,195.00
11/23/2022	135462	MICHIGAN FIRE INSPECTORS SOCIETY	MICHIGAN FIRE INSPECTORS SOCIETY	FIS MEMBERSHIP 2023 R. BREWBAK	30.00
11/23/2022	135463	MICHIGAN MUNICIPAL EXECUTIVES	MICHIGAN MUNICIPAL EXECUTIVES	MEMBERSHIP DUES A. FULLER 2023	425.00
11/23/2022	135464	MICHIGAN TRUCK SPRING	MICHIGAN TRUCK SPRING	REPAIR ON E-1 OFD QPO 27968	1,861.39
11/23/2022	135465	MYRTLE DOYLE	MYRTLE DOYLE	ELECTION WORKER PAY	110.50
11/23/2022	135466	NANCY BLAIR	NANCY BLAIR	ELECTION WORKER PAY	298.25
11/23/2022	135467	OAKLAND COMMUNITY COLLEGE/CRESO	OAKLAND COMMUNITY COLLEGE/CRESO	BIAS TRAINING FOR OPD	300.00
11/23/2022	135468	OLIVIA SAVAGE	OLIVIA SAVAGE	ELECTION WORKER PAY	152.75
11/23/2022	135469	OWOSSO BOLT & BRASS CO	OWOSSO BOLT & BRASS CO	SUPPLIES FOR WWTP QPO 27501	171.97
11/23/2022	135470	PAIGE PARRISH	PAIGE PARRISH	ELECTION WORKER PAY	117.00
11/23/2022	135471	PAMELA BITTERMAN	PAMELA BITTERMAN	ELECTION WORKER PAY	201.50
11/23/2022	135472	PATRICE MARTIN	PATRICE MARTIN	ELECTION WORKER PAY	285.00
11/23/2022	135473	PATRICIA KOHAGEN	PATRICIA KOHAGEN	ELECTION WORKER PAY	50.00
11/23/2022	135474	PATRICIA SANDERS	PATRICIA SANDERS	ELECTION WORKER PAY	156.00
11/23/2022	135475	PAULA GREGORICKA	PAULA GREGORICKA	ELECTION WORKER PAY	204.75
11/23/2022	135476	PAULINE FERNETTE	PAULINE FERNETTE	ELECTION WORKER PAY	244.00
11/23/2022	135477	RANDY WHALEN	RANDY WHALEN	ELECTION WORKER PAY	204.75
11/23/2022	135478	RENEE ZWOLENSKY	RENEE ZWOLENSKY	ELECTION WORKER PAY	333.00
11/23/2022	135479	RHONDA TRUMBO	RHONDA TRUMBO	ELECTION WORKER PAY	204.75
11/23/2022	135480	ROBERT HOOPER	ROBERT HOOPER	ELECTION WORKER PAY	130.00
11/23/2022	135481	ROBIN DONELSON	ROBIN DONELSON	ELECTION WORKER PAY	234.00
11/23/2022	135482	ROSEMARIE HOOPER	ROSEMARIE HOOPER	ELECTION WORKER PAY	149.50
11/23/2022	135483	ROXANE K CRAMER	ROXANE K CRAMER	ELECTION WORKER PAY	39.00
11/23/2022	135484	SANDRA ELFORD	SANDRA ELFORD	ELECTION WORKER PAY	113.75
11/23/2022	135485	SHARON PETERSON	SHARON PETERSON	ELECTION WORKER PAY	234.00
11/23/2022	135486	SHERRIE BUPP	SHERRIE BUPP	ELECTION WORKER PAY	234.00
11/23/2022	135487	SHIAWASSEE COUNTY TREASURER	SHIAWASSEE COUNTY TREASURER	2022 SUMMER TAX COLLECTION 11/2	6,665.50
11/23/2022	135488	STATE OF MICHIGAN	STATE OF MICHIGAN	BOILER INSPECTION/CERTIFICATE A	130.00
11/23/2022	135489	STEPHEN SCHLAACK	STEPHEN SCHLAACK	ELECTION WORKER PAY	130.00
11/23/2022	135490	STEVEN TEICH	STEVEN TEICH	ELECTION WORKER PAY	97.50
11/23/2022	135491	SUE TOMALIA	SUE TOMALIA	ELECTION WORKER PAY	247.00

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Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
11/23/2022	135492	SUNNYSIDE FLORIST	SUNNYSIDE FLORIST	PLANT FOR D. HERBERT'S FATHER'S	55.00
			SUNNYSIDE FLORIST	PLANT FOR T. HENNE'S FUNERAL HR	65.00
					<u>120.00</u>
11/23/2022	135493	SUSAN ARENDT	SUSAN ARENDT	ELECTION WORKER PAY	117.00
11/23/2022	135494	SUZANNE EDWARDS	SUZANNE EDWARDS	ELECTION WORKER PAY	208.00
11/23/2022	135495	TED WEBSTER	TED WEBSTER	ELECTION WORKER PAY	214.50
11/23/2022	135496	THOMAS LONE	THOMAS LONE	ELECTION WORKER PAY	206.00
11/23/2022	135497	VALERIE MATTESON-MEDER	VALERIE MATTESON-MEDER	ELECTION WORKER PAY	221.00
11/23/2022	135498	VALLEY LUMBER	VALLEY LUMBER	SUPPLIES FOR BROWN BARN DPW	85.58
11/23/2022	135499	WILLOW COTTAGE FLOWERS & GIFTS	WILLOW COTTAGE FLOWERS & GIFTS	FLOWERS FOR DWAYNE CHERRY'S FUN	55.00
11/23/2022	135500	CITY OF OWOSSO	CITY OF OWOSSO	BUSINESS DEVELOPMENT LOAN DDA N	452.65
11/23/2022	135501	CITY OF OWOSSO	CITY OF OWOSSO	DDA INFLUNCER PROGRAM - REIMBUR	1,000.00
11/23/2022	8606 (A)	AIS CONSTRUCTION EQUIPMENT	AIS CONSTRUCTION EQUIPMENT	CYLINDER FOR #429 DPW QPO 27882	1,280.29
11/23/2022	8607 (A)	ALLMAX SOFTWARE INC	ALLMAX SOFTWARE INC	ANTERO MAINTENANCE SOFTWARE FOR	1,375.00
11/23/2022	8608 (A)	ALS LABORATORY GROUP	ALS LABORATORY GROUP	WASTEWATER ANALYSES-6-30-2023-E	950.00
			ALS LABORATORY GROUP	WASTEWATER ANALYSES-6-30-2023-E	155.00
					<u>1,105.00</u>
11/23/2022	8609 (A)	AMAZON CAPITAL SERVICES	AMAZON CAPITAL SERVICES	NOVEMBER 2022 AMAZON ORDERS	89.77
			AMAZON CAPITAL SERVICES	OCTOBER 2022 AMAZON ORDERS	127.92
			AMAZON CAPITAL SERVICES	OCTOBER 2022 AMAZON ORDERS	103.33
			AMAZON CAPITAL SERVICES	NOVEMBER 2022 AMAZON ORDERS	26.99
					<u>348.01</u>
11/23/2022	8610 (A)	B S & A SOFTWARE	B S & A SOFTWARE	GENERAL LEDGER WEBINAR TRAINING	150.00
11/23/2022	8611 (A)	BOUND TREE MEDICAL LLC	BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES FOR OFD QPO 27	969.88
			BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES FOR OFD QPO 27	28.20
			BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES FOR OFD QPO 27	888.38
			BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES FOR OFD QPO 277	81.48
					<u>1,967.94</u>
11/23/2022	8612 (A)	CENTER FOR TECHNOLOGY & TRAINING	CENTER FOR TECHNOLOGY & TRAINING	WEBINAR FOR R. DIETRICH & W. BR	70.00
11/23/2022	8613 (A)	CINTAS CORPORATION #308	CINTAS CORPORATION #308	FLOOR MATS PER SERVICE AGREEMEN	38.32
11/23/2022	8614 (A)	CMP DISTRIBUTORS INC	CMP DISTRIBUTORS INC	POLICE GEAR FOR OPD QPO 27967	50.00
			CMP DISTRIBUTORS INC	SUPPLIES FOR OPD QPO 27969	172.00
					<u>222.00</u>
11/23/2022	8615 (A)	COMMUNITY IMAGE BUILDERS	COMMUNITY IMAGE BUILDERS	PLANNING, ZONING & DEVELOPMENT	1,006.50
			COMMUNITY IMAGE BUILDERS	FULL RE-WRITE OF THE CITY OF OW	1,035.00
					<u>2,041.50</u>
11/23/2022	8616 (A)	CONSUMERS ENERGY	CONSUMERS ENERGY	OCTOBER 2022 ENERGY COSTS	44,031.22
11/23/2022	8617 (A)	DELL MARKETING LP	DELL MARKETING LP	DELL LATITUDE 5530 FOR WWTP QPO	1,170.00
11/23/2022	8618 (A)	DORNBOS SIGN INC	DORNBOS SIGN INC	SIGNS FOR DPW QPO 27890	699.20
			DORNBOS SIGN INC	SIGNS FOR DPW QPO27858	227.80
					<u>927.00</u>
11/23/2022	8619 (A)	GEOCORP INC	GEOCORP INC	FLOW RECORDER PENS FOR WTP QPO	215.72
11/23/2022	8620 (A)	GOULD LAW PC	GOULD LAW PC	LEGAL SERVICES FOR CITY 10/11/2	7,862.92
11/23/2022	8621 (A)	GRAINGER INC	GRAINGER INC	GLOVES FOR WTP QPO 27549	109.38

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Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
			GRAINGER INC	EPOXY ADHESIVE FOR WTP QPO 2754	282.47
					391.85
11/23/2022	8622 (A)	KENT COMMUNICATIONS INC	KENT COMMUNICATIONS INC	DECEMBER 2022 WATER BILLS WITH	2,957.50
11/23/2022	8623 (A)	LUDINGTON ELECTRIC, INC.	LUDINGTON ELECTRIC, INC.	OSBORN LAKE WELL TROUBLESHOOT W	100.00
11/23/2022	8624 (A)	LUNGHAMER FORD OF OWOSSO	LUNGHAMER FORD OF OWOSSO	OIL CHANGE FOR MEDIC 3 OFD QPO	159.95
			LUNGHAMER FORD OF OWOSSO	VEHICLE REPAIR FOR OFD QPO 2781	159.95
			LUNGHAMER FORD OF OWOSSO	OPD 2016 FORD EXPLORER VIN 4069	7,767.43
			LUNGHAMER FORD OF OWOSSO	OIL CHANGE FOR CAR 6 OPD QPO 27	61.81
			LUNGHAMER FORD OF OWOSSO	REAR BRAKE SERVICE CAR 3 OPD QP	464.12
			LUNGHAMER FORD OF OWOSSO	BATTERY REPLACEMENT CAR #13 OPD	261.44
					8,874.70
11/23/2022	8625 (A)	MCNAUGHTON-MCKAY ELECTRIC COMF	MCNAUGHTON-MCKAY ELECTRIC COMF	FUSES FOR WWTP QPO 27505	136.50
11/23/2022	8626 (A)	MERIT LABORATORIES INC	MERIT LABORATORIES INC	H2S STUDY FOR WWTP QPO 27598	42.00
11/23/2022	8627 (A)	MICH BUSINESS POWERED BY MDPA	MICH BUSINESS POWERED BY MDPA	MONTHLY COBRA BILLING DEC. 2022	50.00
11/23/2022	8628 (A)	OHM	OHM	CONST ADMIN SERVICES-2022 STAND	3,753.00
			OHM	ENGINEERING SERVICES 2023 SANIT	2,992.50
			OHM	CENTER ST WATER MAIN PROJECT-EN	5,290.00
			OHM	ENGINEERING - PALMER 3A WELL HO	27,687.75
			OHM	ENGINEERING - PALMER 3A WELL HO	35,461.00
			OHM	ENGINEERING - JUNIPER WELL HOUS	22,730.00
			OHM	ENGINEERING - JUNIPER WELL HOUS	38,178.75
					136,093.00
11/23/2022	8629 (A)	PHP MEDICARE	PHP MEDICARE	MEDICARE PAYMENT	79.00
11/23/2022	8630 (A)	PREMIER SAFETY	PREMIER SAFETY	SENSOR REPAIR/MAINTENANCE FOR W	658.30
11/23/2022	8631 (A)	REPUBLIC SERVICES INC	REPUBLIC SERVICES INC	REFUSE SERVICE 7/1/22-6/30/23 P	368.88
11/23/2022	8632 (A)	S L H METALS INC	S L H METALS INC	STEEL PLATE FOR WWTP QPO 27503	66.00
11/23/2022	8633 (A)	SAFEBUILT MICHIGAN LLC	SAFEBUILT MICHIGAN LLC	BUILDING DEPARTMENT SERVICES-5/	10,969.32
11/23/2022	8634 (A)	SHELLEY COOK	SHELLEY COOK	ELECTION WORKER PAY	65.00
11/23/2022	8635 (A)	SHERIDAN SURVEYING CO	SHERIDAN SURVEYING CO	LAGOON #4 VOLUME SURVEY FOR WTP	1,200.00
11/23/2022	8636 (A)	SIGNATURE AUTO GROUP-OWOSSO MC	SIGNATURE AUTO GROUP-OWOSSO MC	REPAIR ON MEDIC-3 OFD QPO 27970	273.43
11/23/2022	8637 (A)	STAPLES BUSINESS CREDIT	STAPLES BUSINESS CREDIT	OCTOBER 2022 - STAPLES ORDER PA	365.49
11/23/2022	8638 (A)	STRYKER SALES CORPORATION	STRYKER SALES CORPORATION	EQUIPMENT REPAIR FOR OFD QPO 27	261.58
			STRYKER SALES CORPORATION	SUCTION CUPS FOR OPD QPO 27811	138.32
					399.90
11/23/2022	8639 (A)	TERRY ANN BEACH	TERRY ANN BEACH	ELECTION WORKER PAY	300.25
11/23/2022	8640 (A)	TRUCK & TRAILER SPECIALTIES	TRUCK & TRAILER SPECIALTIES	PARTS FOR #434 & #436 FOR DPW Q	1,048.10
11/23/2022	8641 (A)	UNITED PARCEL SERVICE	UNITED PARCEL SERVICE	SHIPPING FOR WWTP	12.37
11/23/2022	8642 (A)	USA BLUE BOOK	USA BLUE BOOK	CALLIBRATION GAS FOR WWTP QPO 2	277.20
			USA BLUE BOOK	CHEMICAL INJECTOR FOR WWTP QPO	519.95
					797.15
11/23/2022	8643 (A)	VERIZON WIRELESS	VERIZON WIRELESS	CELLULAR PHONE CHARGES OCT, 202	1,422.67
11/23/2022	8644 (A)	VERIZON WIRELESS	VERIZON WIRELESS	CELLULAR LINE CHARGES OCT. 2022	432.33
11/23/2022	8645 (A)	WASTE MANAGEMENT OF MICHIGAN	WASTE MANAGEMENT OF MICHIGAN	IWASTE SERVICES FOR CITY WWTP	8,234.60
11/23/2022	8646 (A)	WITMER PUBLIC SAFETY GROUP INC	WITMER PUBLIC SAFETY GROUP INC	CHelmet SHEILD FOR OFD QPO 27612	176.20
11/23/2022	8647 (E)	MAILCHIMP	MAILCHIMP	EMAIL SERVICE - ESSENTIALS PLAN	11.00

1 TOTALS:

Total of 249 Checks:
 Less 1 Void Checks:

1,991,026.54
 1,452.65

Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
Total of 248 Disbursements:					1,989,573.89



MEMORANDUM

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

DATE: December 1, 2022

TO: Mayor Teich and the Owosso City Council

FROM: Amy Fuller, Assistant City Manager

SUBJECT: Amphitheater Easement Acceptance

RECOMMENDATION:

Staff recommends acceptance of the amphitheater easement.

BACKGROUND:

The City of Owosso constructed the Don and Metta Mitchell Amphitheater in the 1990's with a lease from the Owosso Public School District for land next to what is now the former Junior High School. That lease has since expired and the school district has been preparing to sell the property. City staff approached the school district about a permanent easement for the amphitheater grounds.

The Owosso School Board approved the easement request at their November board meeting. Staff recommends the Owosso City Council formally accept the easement. The summer concerts at the amphitheater are enjoyed by many residents, making it is one of the city's most visited parks and recreation attractions. This easement would make sure the amphitheater can continue to be enjoyed by the community after the former Junior High location is redeveloped.

In addition to giving the City of Owosso permission to use the grounds, the easement recognizes the city's need for a convenient route to the amphitheater's north service doors, allowing for building maintenance and loading and unloading for vendors, artists, city employees, and contractors. The easement also allows for pedestrian traffic from Water Street.

The city will continue to be responsible for maintenance of the amphitheater and the grounds.

FISCAL IMPACTS:

The City of Owosso will pay the Owosso School District one (\$1.00) dollar.

RESOLUTION NO.

**ACCEPTING A DEED OF EASEMENT FOR USE AND MAINTENANCE OF
THE DON & METTA MITCHELL PERFORMING ARTS CENTER (AMPHITHEATER)
LOCATED ON THE PROPERTY
AT 219 N. WATER STREET**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, operates and maintains the Don & Metta Mitchell Performing Arts Center (amphitheater) for the benefit of the public; and

WHEREAS, the City of Owosso does not own, nor does it have a recorded easement to, the grounds leading to and surrounding the amphitheater, located on the former Middle School property at 219 North Water Street; and

WHEREAS, it is in the City's interest to secure ownership or easement to said grounds to allow continued access, maintenance, and use of the amphitheater by the public; and

WHEREAS, the Owosso Public Schools, property owner, is willing to grant said permanent easement to the City of Owosso for the sum of \$1.00.

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

FIRST: it has heretofore determined that it is advisable, necessary and in the public interest to agree to the terms set forth in the attached Deed of Easement for the Don & Metta Mitchell Performing Arts Center (amphitheater) from the Owosso Public Schools.

SECOND: the mayor and city clerk are instructed and authorized to sign the document substantially in the form attached, Deed of Easement between the City of Owosso, Michigan and Owosso Public Schools, in the amount of \$1.00.

THIRD: the city clerk is instructed to file said easement with the Shiawassee County Register of Deeds.

FOURTH: The above expenses shall be paid from the General Fund, 101.756.974.000.

DEED OF EASEMENT

THIS DEED OF EASEMENT is dated the day of September, 2022, and is between Owosso Public Schools, of 645 Alger Street, Owosso, Michigan, (“Grantor”) and the City of Owosso, a Michigan municipal corporation of 301 West Main Street Owosso, Michigan, (“Grantee”).

WHEREAS Grantor owns a parcel of real property described on Exhibit A;

WHEREAS Grantee has constructed and maintains the Don and Metta Mitchell Amphitheater, hereinafter “civic center”, on the north and east boundaries of Grantor’s property described in Exhibit B;

WHEREAS the civic center requires a convenient route for ingress and egress from Water Street across Grantor’s parking lot, to the civic center’s north service doors with adequate parking (as depicted on Exhibit C) for loading and unloading, maintenance, supplies, vendors, artists, city employees and/or subcontractors;

WHEREAS Grantee utilizes Grantor’s property in Exhibit D for the public’s pedestrian travel, gathering and occupancy as a vantage point to observe events held at said civic center; and

WHEREAS Grantee desires to maintain a civic event center open to the public, commonly known as the Don and Metta Mitchell Amphitheater on Grantor’s property and Grantor has agreed to an easement for such purpose.

NOW, THEREFORE, IT IS HEREBY AGREED AS FOLLOWS:

1. Grantor hereby conveys to Grantee a permanent exclusive easement for the purpose of maintaining the now existing civic center structure, as described on Exhibit B.
2. Grantor hereby conveys to Grantee a permanent non-exclusive easement for the purpose of vehicular access to the civic center, for servicing, loading and unloading supplies, materials, equipment, utilized by employees of the Grantee, its subcontractors, vendors, artist and/or performers. Said travel shall consist of the most convenient and direct route from the civic center’s north service doors to Water Street as described on Exhibit C.
3. Grantor hereby conveys to Grantee a permanent non-exclusive easement for the purpose of having a civic center open to the public, for pedestrian travel, occupancy and gathering as a vantage point to observe performances held at the civic center, on the property described on Exhibit D, for the

sum of One and No/100 (\$1.00) Dollars.

4. Grantee accepts the property “as is” and in its current condition.

5. Grantee’s use of the property will not interfere with any utilities or drainage servicing Grantor’s property unless Grantor agrees in writing. Grantor retains the right to install underground utilities on the property herein conveyed.

6. Grantee will be solely responsible for the maintenance of the easement area, mowing and landscaping in the easement area.

7. Grantee shall not install any fence or other devices that would obstruct Grantor’s access to the easement area.

8. Grantee, its successors and assigns shall hold harmless and defend Grantor, its successors and assigns from any claims, causes of action or lawsuits arising from Grantee’s use of the property.

9. Grantor hereby shall have the right to demand Grantee, at Grantee’s sole cost and expense, at any time during the life of this Easement, to replace, in whole or in part, the description(s) and/or depictions of the Easement Areas set forth on Exhibit “A”, “C” and “D” with a legal description or legal descriptions based upon an as-built survey.

10. Grantor and Grantee agree that the duration of this Easement granted herein (the “Term”) shall commence upon the execution of this agreement and shall be in effect and permanent so long as the civic center remains, unless Grantee provides written, recordable notice of Grantee’s intent to terminate this Agreement and the Easement herein, in which this Agreement, the Easement, and all obligations of the parties hereunder shall terminate upon Grantee’s recordation of any such notice.

11. Grantor hereby acknowledges that the rights, covenant and agreement contained herein shall run with the land and shall bind and benefit the Parties hereto and their respective transferees, successors, assigns and any person claiming by, through or under either party to this Agreement.

The parties have set their hands and seals the day and year first above written.

GRANTOR: Owosso Public Schools

GRANTEE: The City of Owosso

BY: _____

BY: _____

Robert J. Teich, Jr.

ITS: _____

ITS: Mayor

ATTEST:

Amy K. Kirkland, City Clerk

STATE O F MICHIGAN)
) ss.
COUNTY OF SHIAWASSEE)

The foregoing instrument was acknowledged before me this _____ day of _____
2022, by _____ on behalf of Owosso Public Schools.

_____, Notary Public
_____, County, Michigan
My commission expires: _____
Acting in _____ County, Michigan

STATE O F MICHIGAN)
) ss.
COUNTY OF SHIAWASSEE)

The foregoing instrument was acknowledged before me this _____ day of _____,
2022, by Robert J. Teich, Jr., Mayor, of the City of Owosso, a Michigan municipal
corporation, on behalf of the corporation.

_____, Notary Public
Shiawassee County, Michigan
My commission expires: _____
Acting in Shiawassee County, Michigan

STATE O F MICHIGAN)
) ss.
COUNTY OF SHIAWASSEE)

The foregoing instrument was acknowledged before me this _____ day of _____,
2022, by Amy K. Kirkland, Clerk, of the City of Owosso, a Michigan municipal corporation, on behalf
of the corporation.

PREPARED BY:
Scott J. Gould P 76101
City Attorney
114 East Main Street, Suite 218
Owosso, Michigan 48867
(989) 729-0071

_____, Notary Public
Shiawassee County, Michigan
My commission expires: _____
Acting in Shiawassee County, Michigan

Exhibit A

Description:

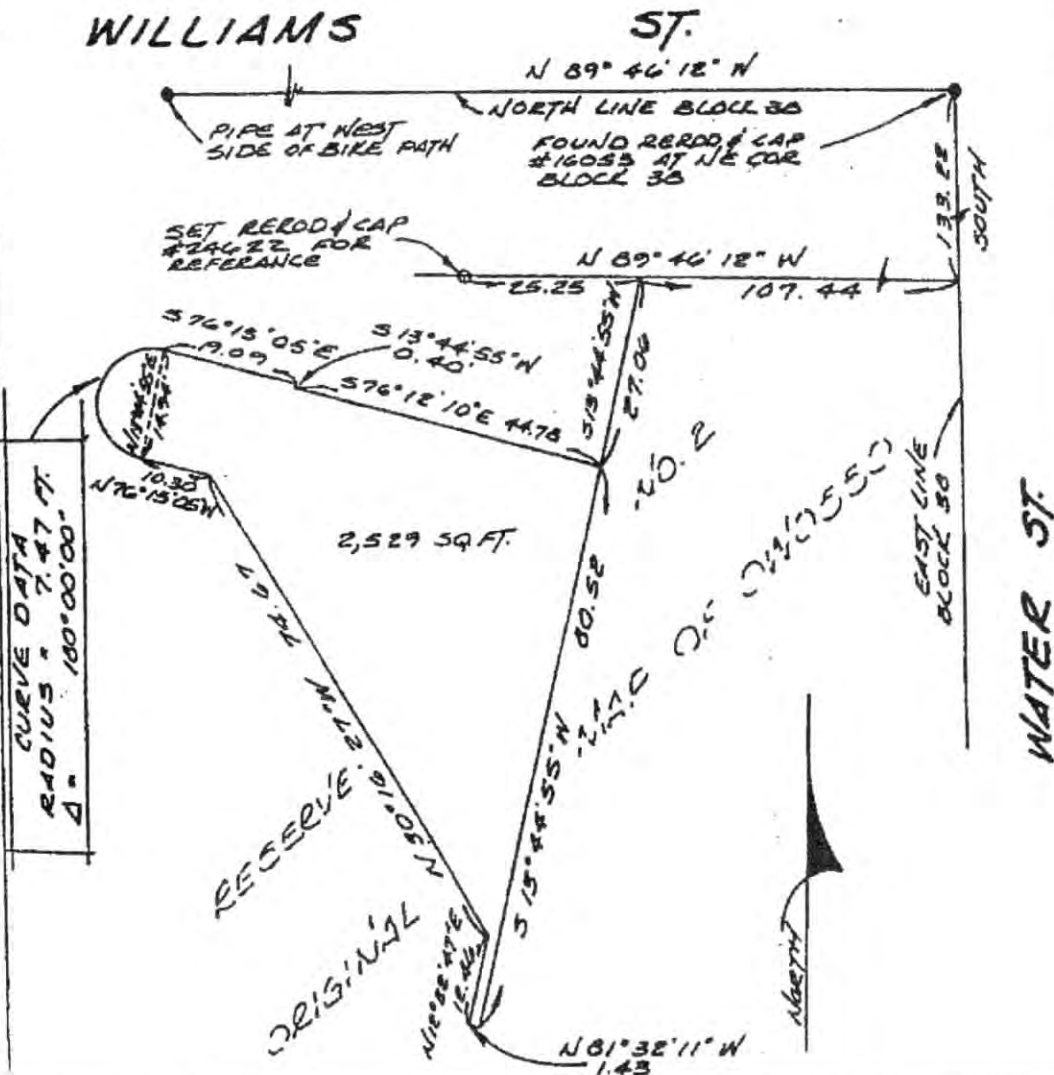
Commencing 70 feet South of the Northeast corner of Block 38 of the Original Plat of the Village (now City) of Owosso; thence West 143.8 feet; thence South 62 feet; thence West 334.7 feet; thence South to the Shiawassee River; thence Southeasterly to a point 6" North of the point which the North line of Exchange Street if extended Westerly would intersect the East bank of said river; thence on a line parallel with the North line of Exchange so extended to a point 126 feet West of the West line of Water Street; thence North 2 feet; thence Easterly on a line parallel with the North line of Exchange Street so extended 38 feet; thence South 2'6" to the North line of Exchange Street so extended; thence East on the North line of Exchange Street so extended 88 feet to the West line of Water Street; thence North to the beginning, being in Block 38, Original Plat of Owosso.

ALSO Part of Reserves #1 of #2 of the Original Plat of Owosso, described as commencing 420.75 feet West of the Southwest corner of Williams and Water Streets; thence South 132; thence West 57.75 feet; thence North 132 feet; thence East to the beginning, being in Block 38, Original Plat of Owosso.



CERTIFICATE OF LAND SURVEY

See sheet #2 of 2 for description.



Client City of Owosso

Date March 29, 1990

Scale 1" = 50' Job No. 6073

Sec. T. R.

City of Owosso Twp.

Shiawassee Co. Michigan

Sheet #1 of 2

I hereby certify that I have surveyed and mapped the land above platted and/or described and that the ratio of closure on the unadjusted field observations of such survey was 1/2000 and that all of the requirements of P. A. 132 1970 have been complied with.

LANDMARK SURVEYING

TEL: (517) 885-1053

3121 W. EXCHANGE ST.
OWOSSO, MI 48867
TEL: (517) 728-8725

By Mark L. VanHorn Registered Professional Surveyor No. 2622



EXHIBIT

B

Gould Law P.C.

CERTIFICATE OF LAND SURVEY

DESCRIPTION: Part of Reserve #2 of the Original Plat of Owosso, according to the plat thereof, as recorded in Liber B, page 411, Shiawassee County Records, described as beginning at a point which is South on the East line of Block 38 of said plat a distance of 133.22 feet and N89°46'12"V parallel with the North line of said Block 38 a distance of 107.44 feet and S13°44'55"V 27.06 feet from the Northeast corner of said Block 38; thence S13°44'55"V 80.52 feet; thence N81°32'11"V 1.43 feet; thence N12°32'47"E 12.46 feet; thence N30°16'27"W 74.87 feet; thence S76°15'05"W 10.30 feet; thence on a curve to the right having a radius of 7.47 feet; a central angle of 180 degrees and a chord bearing and distance of N13°44'55"E 14.94 feet; thence S76°15'05"E 19.09 feet; thence S13°44'55"V 0.40 feet; thence S76°12'10"E 44.78 feet to the point of beginning, containing 2529 square feet.

Client <u>City of Owosso</u>	Sec. <u> </u> T. <u> </u> R. <u> </u>	Sheet #2 of 2
Date <u>March 29, 1990</u>	City of Owosso Twp.	
Scale <u>n/a</u> Job. No. <u>6073</u>	Shiawassee Co.	
Michigan		

I hereby certify that I have surveyed and mapped the land above platted and/or described on and that the ratio of closure on the unadjusted field observations of such survey was _____ of the requirements of P.A. 132 1970 have been complied with.

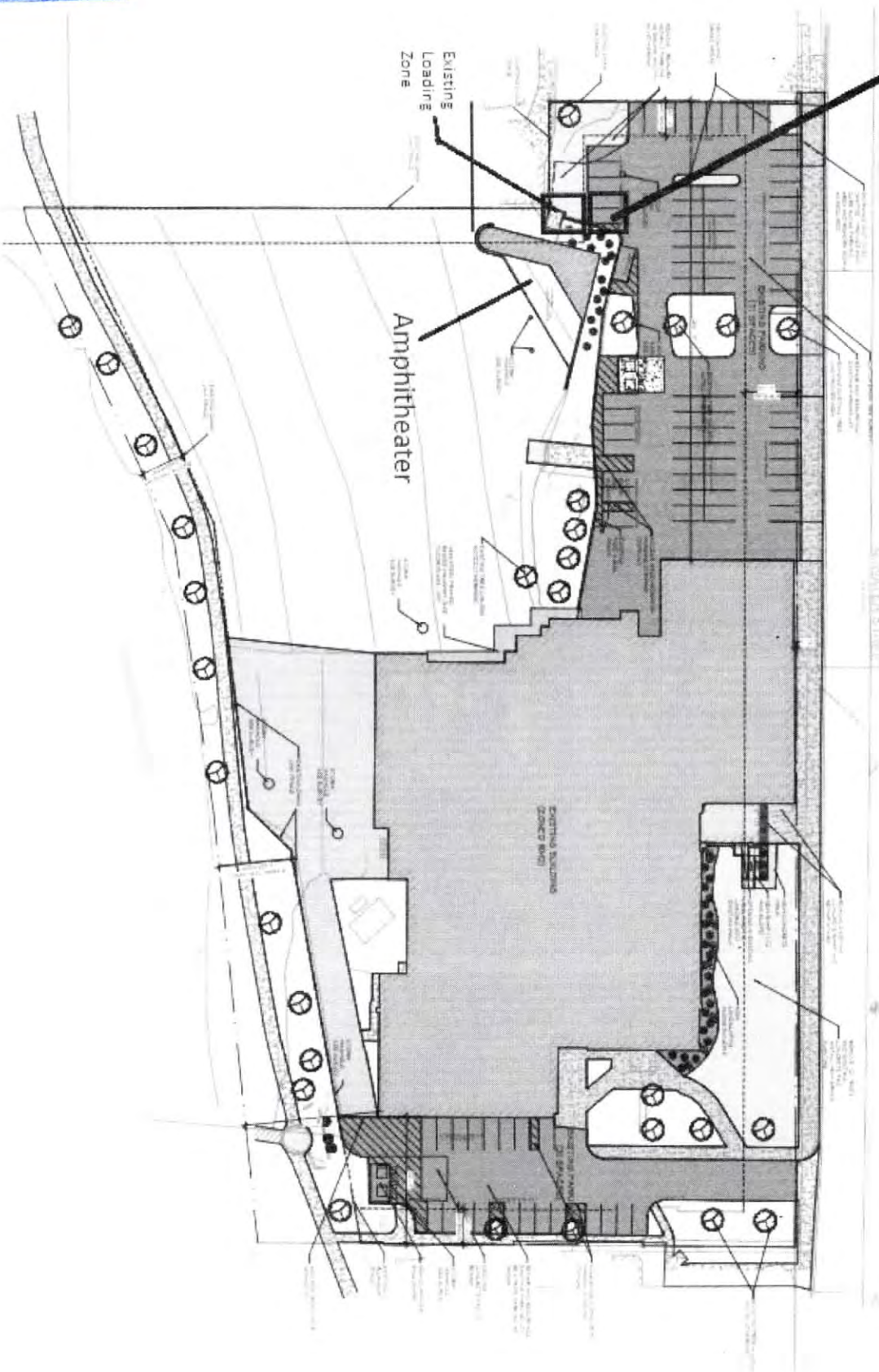
LANDMARK SURVEYING

2121/2 W. EXCHANGE ST.
OWOSSO, MI 48867
TEL: (313) 659-1083

By *Mark L. ...*

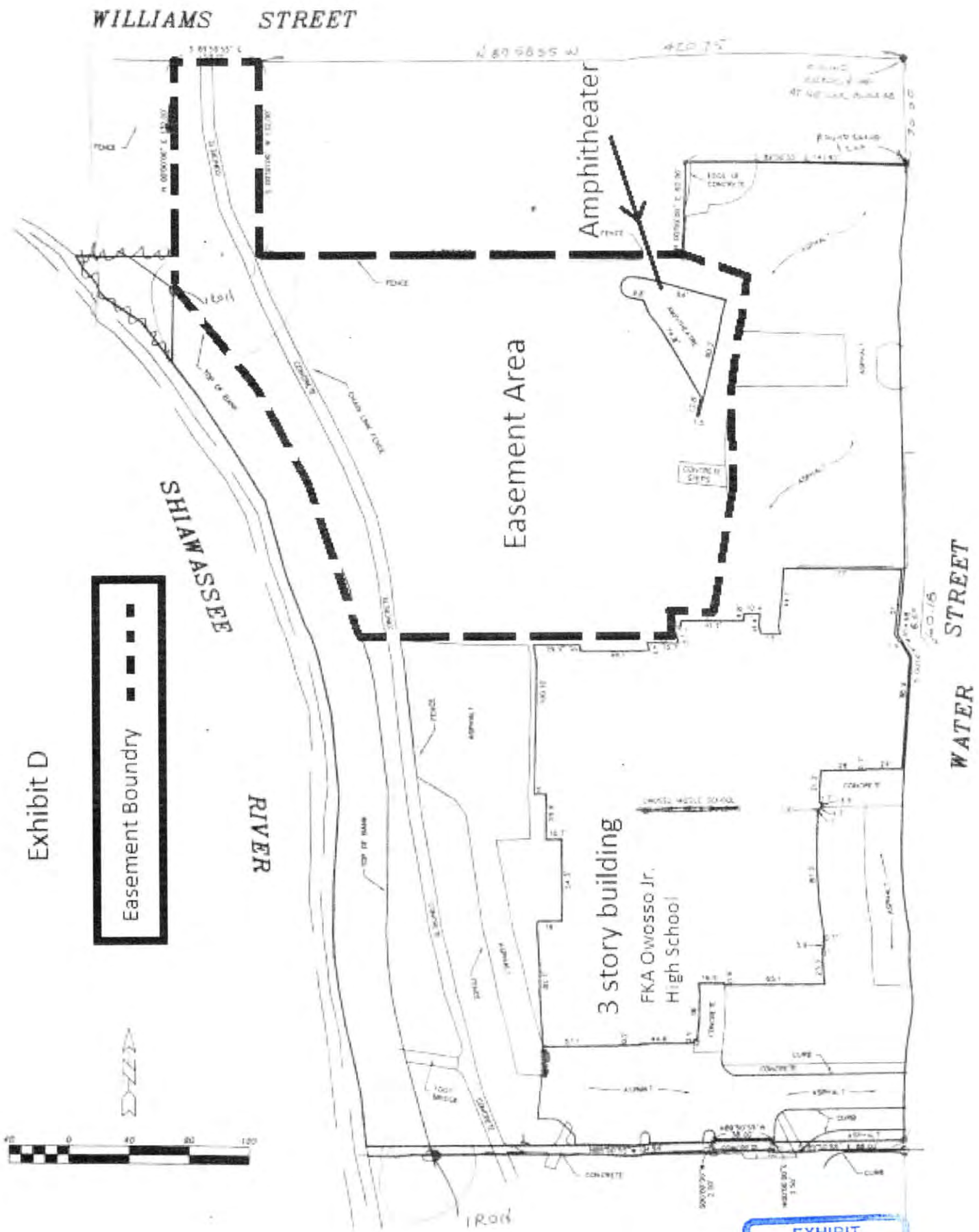
Registered Land Surveyor
MARK L. ...

Exhibit C



2

Exhibit D





MEMORANDUM

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

DATE: November 28, 2022
TO: Owosso City Council
FROM: Brad Barrett, Finance Director
SUBJECT: Monthly Financial Report – October 2022

RECOMMENDATION:

Receive and file communication from Finance Department.

BACKGROUND:

Per Section 8.6(c) of the Owosso City Charter....

During each month, the City Manager shall submit to the Council data showing the relation between the estimated and actual revenues and expenditures to the end of the preceding month;....

A revenue and expenditure report and cash summary report is included for the period ending October 31, 2022.

Revenue Expense Report

The column labeled “Activity for month” reflects revenues received and expenses paid during the specific month and the column labeled “YTD Balance reflects revenues received and expenses paid since the beginning of the fiscal year (July 1st).

The amended budget approved by City Council in November 2022 has been uploaded into the financial/accounting system and can be seen under the column labeled, “2022-23 Amended Budget.”

FISCAL IMPACTS:

None.

Document originated by:

Revenue and Expenditure Report for City of Owosso – Period ending 10-31-2022
Cash Summary by Account for City of Owosso – 10-01-2022– 10-31-2022

PERIOD ENDING 10/31/2022

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

CITY OF OWOSSO

MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 10/31/22 INCR (DECR)	10/31/2022 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 101 - GENERAL FUND							
Revenues							
101-000-402.000	GENERAL PROPERTY TAX	3,791,355.00	3,754,642.00	16,933.31	3,225,198.93	529,443.07	85.90
101-000-402.500	OBSOLETE PROPERTY REHAB TAXES(O	2,122.00	2,123.00	0.00	0.00	2,123.00	0.00
101-000-404.000	PA 298 OF 1917	0.00	295,188.00	2,678.71	255,441.60	39,746.40	86.54
101-000-434.000	TRAILER PARK TAXES	975.00	975.00	516.00	773.50	201.50	79.33
101-000-437.000	INDUSTRIAL/COMMERCIAL FACILITIE	18,236.00	19,330.00	0.00	0.00	19,330.00	0.00
101-000-439.000	MARIJUANA TAX DISTR.	169,000.00	169,000.00	0.00	0.00	169,000.00	0.00
101-000-445.000	INTEREST & PENALTIES ON TAXES	20,348.00	20,348.00	1,295.64	3,817.93	16,530.07	18.76
101-000-447.000	ADMINISTRATION FEES	98,575.00	98,575.00	308.34	31,112.59	67,462.41	31.56
101-000-476.000	LIQUOR LICENSES	10,000.00	10,168.00	2,100.88	10,168.40	(0.40)	100.00
101-000-476.100	MARIJUANA LICENSE FEE	45,000.00	0.00	0.00	0.00	0.00	0.00
101-000-477.000	CABLE TELEVISION FRANCHISE FEES	103,000.00	103,000.00	0.00	0.00	103,000.00	0.00
101-000-478.000	MISCELLANEOUS LICENSES	1,000.00	1,000.00	150.00	1,070.00	(70.00)	107.00
101-000-490.000	PERMITS-BUILDING	87,500.00	0.00	0.00	0.00	0.00	0.00
101-000-490.100	PERMITS-ELECTRICAL	20,000.00	0.00	0.00	0.00	0.00	0.00
101-000-490.200	PERMITS-PLUMBING & MECHANICAL	55,000.00	0.00	0.00	0.00	0.00	0.00
101-000-491.000	PERMITS	475.00	475.00	50.00	170.00	305.00	35.79
101-000-492.000	DOG LICENSES	25.00	25.00	0.00	0.00	25.00	0.00
101-000-502.000	GRANT-FEDERAL	127,886.00	90,600.00	10,600.00	10,600.00	80,000.00	11.70
101-000-540.000	STATE SOURCES	0.00	2,121.00	1,100.16	1,100.16	1,020.84	51.87
101-000-573.000	LOCAL COMMUNITY STABILIZATION S	75,000.00	81,000.00	80,925.72	80,925.72	74.28	99.91
101-000-574.000	REVENUE SHARING	1,412,405.00	1,412,405.00	294,152.00	294,152.00	1,118,253.00	20.83
101-000-574.050	REVENUE SHARING - STATUTORY	472,902.00	472,902.00	75,951.00	75,951.00	396,951.00	16.06
101-000-605.150	VACANT PROPERTY REGISTRATION/IN	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
101-000-605.200	CHARGE FOR SERVICES RENDERED	229,782.00	229,782.00	(1,272.04)	7,291.76	222,490.24	3.17
101-000-605.250	DUPLICATING SERVICES	1,000.00	1,000.00	75.00	259.00	741.00	25.90
101-000-605.300	FIRE SERVICES	3,000.00	3,000.00	1,500.00	(900.00)	3,900.00	(30.00)
101-000-628.000	RENTAL REGISTRATION	1,500.00	1,500.00	50.00	250.00	1,250.00	16.67
101-000-638.000	AMBULANCE CHARGES	295,961.00	295,961.00	112,469.79	209,864.08	86,096.92	70.91
101-000-638.100	AMBULANCE MILEAGE CHARGES	217,668.00	217,668.00	(10,619.73)	64,343.56	153,324.44	29.56
101-000-638.200	AMBULANCE/ ADVANCED LIFE SUPPOR	393,342.00	393,342.00	(7,552.32)	63,384.78	329,957.22	16.11
101-000-642.000	CHARGE FOR SERVICES - SALES	4,000.00	4,000.00	80.00	1,720.00	2,280.00	43.00
101-000-652.200	PARKING LEASE INCOME	1,680.00	1,680.00	0.00	0.00	1,680.00	0.00
101-000-657.000	ORDINANCE FINES & COSTS	10,000.00	10,000.00	834.93	3,151.78	6,848.22	31.52
101-000-657.100	PARKING VIOLATIONS	3,500.00	3,500.00	0.00	55.00	3,445.00	1.57
101-000-665.000	INTEREST INCOME	65,129.00	65,129.00	2,921.56	21,524.40	43,604.60	33.05
101-000-665.100	MERS INTEREST INCOME	50.00	50.00	0.00	0.00	50.00	0.00
101-000-665.200	ICMA INTEREST INCOME	50.00	50.00	2.58	3.44	46.56	6.88
101-000-667.100	RENTAL INCOME	500.00	500.00	0.00	0.00	500.00	0.00
101-000-673.000	SALE OF FIXED ASSETS	0.00	2,070.00	0.00	2,070.00	0.00	100.00
101-000-674.200	DONATIONS	0.00	473.00	472.74	472.74	0.26	99.95
101-000-675.000	MISCELLANEOUS	20,000.00	20,000.00	8,154.62	13,555.12	6,444.88	67.78
101-000-676.200	WASTEWATER UTIL. ADMIN REIMB	203,175.00	203,175.00	0.00	55,861.60	147,313.40	27.49
101-000-676.300	CITY UTILITIES ADMIN REIMB	764,820.00	764,820.00	0.00	234,524.39	530,295.61	30.66
101-000-676.400	DDA/OBRA REIMBURSEMENT	14,594.00	14,594.00	0.00	0.00	14,594.00	0.00
101-000-676.500	ACT 51 ADMIN REIMBURSEMENT	192,013.00	192,013.00	0.00	18,461.33	173,551.67	9.61
101-000-687.000	INSURANCE REFUNDS	110,000.00	88,600.00	87,922.00	88,592.49	7.51	99.99
101-000-699.287	ARPA TRANSFER IN	0.00	160,000.00	0.00	0.00	160,000.00	0.00
TOTAL REVENUES		9,043,568.00	9,207,784.00	681,800.89	4,774,967.30	4,432,816.70	51.86
Expenditures							
101	CITY COUNCIL	6,800.00	6,800.00	1,040.00	2,079.86	4,720.14	30.59

PERIOD ENDING 10/31/2022

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

CITY OF OWOSSO

MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 10/31/22 INCR (DECR)	10/31/2022 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 101 - GENERAL FUND							
Expenditures							
171	CITY MANAGER	273,386.00	273,147.00	21,421.13	80,705.58	192,441.42	29.55
201	FINANCE	304,153.00	268,075.00	19,583.71	70,337.22	197,737.78	26.24
210	CITY ATTORNEY	120,000.00	120,000.00	8,101.20	34,397.24	85,602.76	28.66
215	CLERK	332,593.00	394,533.00	27,620.31	117,653.13	276,879.87	29.82
228	INFORMATION & TECHNOLOGY	261,225.00	261,225.00	9,679.24	48,576.13	212,648.87	18.60
253	TREASURY	170,218.00	170,185.00	14,681.49	47,890.14	122,294.86	28.14
257	ASSESSING	204,537.00	206,981.00	15,440.14	57,156.48	149,824.52	27.61
261	GENERAL ADMIN	272,659.00	299,771.00	2,778.86	130,584.53	169,186.47	43.56
265	BUILDING & GROUNDS	125,947.00	143,347.00	12,871.54	43,241.44	100,105.56	30.17
270	HUMAN RESOURCES	204,517.00	200,793.00	13,945.87	54,983.37	145,809.63	27.38
301	POLICE	2,825,081.00	2,803,542.00	202,111.38	796,631.62	2,006,910.38	28.42
336	FIRE	2,305,188.00	2,340,536.00	161,917.97	668,719.61	1,671,816.39	28.57
371	BUILDING AND SAFETY	300,766.00	52,610.00	2,470.12	27,131.89	25,478.11	51.57
441	PUBLIC WORKS	776,165.00	638,216.00	47,624.40	169,860.08	468,355.92	26.61
528	LEAF AND BRUSH COLLECTION	202,397.00	247,558.00	29,970.03	75,125.88	172,432.12	30.35
585	PARKING	24,950.00	39,250.00	1,447.60	6,768.39	32,481.61	17.24
720	COMMUNITY DEVELOPMENT	103,370.00	70,611.00	6,811.24	20,757.46	49,853.54	29.40
751	PARKS	203,916.00	246,947.00	38,045.05	131,952.01	114,994.99	53.43
966	TRANSFERS OUT	56,971.00	297,612.00	0.00	11,158.14	286,453.86	3.75
TOTAL EXPENDITURES		9,074,839.00	9,081,739.00	637,561.28	2,595,710.20	6,486,028.80	28.58
Fund 101 - GENERAL FUND:							
TOTAL REVENUES		9,043,568.00	9,207,784.00	681,800.89	4,774,967.30	4,432,816.70	51.86
TOTAL EXPENDITURES		9,074,839.00	9,081,739.00	637,561.28	2,595,710.20	6,486,028.80	28.58
NET OF REVENUES & EXPENDITURES		(31,271.00)	126,045.00	44,239.61	2,179,257.10	(2,053,212.10)	1,728.95

PERIOD ENDING 10/31/2022

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

CITY OF OWOSSO

MONTHLY REVENUE AND EXPENDITURE REPORT

		2022-23		ACTIVITY FOR	YTD BALANCE	AVAILABLE	
GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	2022-23 AMENDED BUDGET	MONTH 10/31/22 INCR (DECR)	10/31/2022 NORM (ABNORM)	BALANCE NORM (ABNORM)	% BDGT USED
Fund 202 - MAJOR STREET FUND							
Revenues							
202-000-540.000	STATE SOURCES	45,000.00	45,000.00	0.00	0.00	45,000.00	0.00
202-000-541.000	TRUNKLINE MAINTENANCE	36,358.00	742,703.00	215.36	1,812.84	740,890.16	0.24
202-000-542.000	GAS & WEIGHT TAX	1,403,584.00	1,403,584.00	112,093.71	247,075.60	1,156,508.40	17.60
202-000-665.000	INTEREST INCOME	100.00	6,000.00	3,163.40	7,542.51	(1,542.51)	125.71
202-000-678.000	SPECIAL ASSESSMENT	111,125.00	111,125.00	0.00	0.00	111,125.00	0.00
TOTAL REVENUES		1,596,167.00	2,308,412.00	115,472.47	256,430.95	2,051,981.05	11.11
Expenditures							
451	CONSTRUCTION	260,500.00	263,449.00	1,324.80	10,626.10	252,822.90	4.03
463	STREET MAINTENANCE	272,066.00	309,507.00	38,979.96	100,391.30	209,115.70	32.44
473	BRIDGE MAINTENANCE	12,140.00	12,359.00	0.00	219.16	12,139.84	1.77
474	TRAFFIC SERVICES-MAINTENANCE	20,506.00	20,506.00	284.16	3,435.24	17,070.76	16.75
478	SNOW & ICE CONTROL	131,778.00	152,880.00	4,078.09	13,786.47	139,093.53	9.02
480	TREE TRIMMING	60,568.00	69,543.00	4,391.37	19,473.46	50,069.54	28.00
482	ADMINISTRATION & ENGINEERING	180,538.00	192,819.00	4,101.70	28,038.19	164,780.81	14.54
485	LOCAL STREET TRANSFER	350,000.00	350,000.00	0.00	87,500.00	262,500.00	25.00
486	TRUNKLINE SURFACE MAINTENANCE	2,641.00	671,742.00	0.00	26.91	671,715.09	0.00
488	TRUNKLINE SWEEPING & FLUSHING	3,662.00	3,662.00	0.00	625.31	3,036.69	17.08
490	TRUNKLINE TREE TRIM & REMOVAL	177.00	177.00	0.00	0.00	177.00	0.00
491	TRUNKLINE STORM DRAIN, CURBS	1,380.00	1,630.00	0.00	(22.42)	1,652.42	(1.38)
492	TRUNKLINE ROADSIDE CLEANUP	169.00	169.00	0.00	100.72	68.28	59.60
494	TRUNKLINE TRAFFIC SIGNS	564.00	564.00	0.00	312.00	252.00	55.32
497	TRUNKLINE SNOW & ICE CONTROL	27,752.00	27,752.00	0.00	0.00	27,752.00	0.00
TOTAL EXPENDITURES		1,324,441.00	2,076,759.00	53,160.08	264,512.44	1,812,246.56	12.74
Fund 202 - MAJOR STREET FUND:							
TOTAL REVENUES		1,596,167.00	2,308,412.00	115,472.47	256,430.95	2,051,981.05	11.11
TOTAL EXPENDITURES		1,324,441.00	2,076,759.00	53,160.08	264,512.44	1,812,246.56	12.74
NET OF REVENUES & EXPENDITURES		271,726.00	231,653.00	62,312.39	(8,081.49)	239,734.49	3.49

PERIOD ENDING 10/31/2022

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

CITY OF OWOSSO

MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 10/31/22 INCR (DECR)	10/31/2022 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 203 - LOCAL STREET FUND							
Revenues							
203-000-540.000	STATE SOURCES	15,000.00	15,000.00	0.00	0.00	15,000.00	0.00
203-000-542.000	GAS & WEIGHT TAX	516,546.00	516,546.00	41,215.62	90,846.98	425,699.02	17.59
203-000-665.000	INTEREST INCOME	0.00	0.00	443.14	899.65	(899.65)	100.00
203-000-678.000	SPECIAL ASSESSMENT	38,902.00	38,902.00	0.00	0.00	38,902.00	0.00
203-000-699.202	MAJOR STREET TRANSFER	350,000.00	350,000.00	0.00	87,500.00	262,500.00	25.00
TOTAL REVENUES		920,448.00	920,448.00	41,658.76	179,246.63	741,201.37	19.47
Expenditures							
451	CONSTRUCTION	382,500.00	382,500.00	1,578.60	1,578.60	380,921.40	0.41
463	STREET MAINTENANCE	403,388.00	434,414.00	66,787.62	215,913.27	218,500.73	49.70
474	TRAFFIC SERVICES-MAINTENANCE	6,447.00	6,447.00	64.16	3,122.06	3,324.94	48.43
478	SNOW & ICE CONTROL	65,397.00	73,505.00	1,812.41	6,127.52	67,377.48	8.34
480	TREE TRIMMING	81,363.00	96,605.00	3,776.77	31,149.08	65,455.92	32.24
482	ADMINISTRATION & ENGINEERING	91,835.00	104,709.00	4,103.00	19,503.80	85,205.20	18.63
TOTAL EXPENDITURES		1,030,930.00	1,098,180.00	78,122.56	277,394.33	820,785.67	25.26
Fund 203 - LOCAL STREET FUND:							
TOTAL REVENUES		920,448.00	920,448.00	41,658.76	179,246.63	741,201.37	19.47
TOTAL EXPENDITURES		1,030,930.00	1,098,180.00	78,122.56	277,394.33	820,785.67	25.26
NET OF REVENUES & EXPENDITURES		(110,482.00)	(177,732.00)	(36,463.80)	(98,147.70)	(79,584.30)	55.22

PERIOD ENDING 10/31/2022

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

CITY OF OWOSSO

MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 10/31/22 INCR (DECR)	10/31/2022 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 208 - PARK/RECREATION SITES FUND							
Revenues							
208-000-665.000	INTEREST INCOME	0.00	50.00	5.91	17.49	32.51	34.98
208-000-674.100	PRIVATE DONATIONS	0.00	10,000.00	0.00	10,000.00	0.00	100.00
208-000-692.100	APPROPRIATION OF FUND BALANCE	47,800.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		47,800.00	10,050.00	5.91	10,017.49	32.51	99.68
Expenditures							
751	PARKS	47,800.00	75,900.00	603.36	21,059.23	54,840.77	27.75
TOTAL EXPENDITURES		47,800.00	75,900.00	603.36	21,059.23	54,840.77	27.75
Fund 208 - PARK/RECREATION SITES FUND:							
TOTAL REVENUES		47,800.00	10,050.00	5.91	10,017.49	32.51	99.68
TOTAL EXPENDITURES		47,800.00	75,900.00	603.36	21,059.23	54,840.77	27.75
NET OF REVENUES & EXPENDITURES		0.00	(65,850.00)	(597.45)	(11,041.74)	(54,808.26)	16.77

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

CITY OF OWOSSO

MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 10/31/22 INCR (DECR)	10/31/2022 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 239 - OMS/DDA REVLG LOAN FUND							
Revenues							
239-000-644.000	PENALTIES - LATE CHARGES	0.00	50.00	17.97	17.97	32.03	35.94
239-000-665.000	INTEREST INCOME	4,561.00	3,088.00	146.77	779.93	2,308.07	25.26
239-000-670.000	LOAN PRINCIPAL	107,162.00	0.00	7,322.09	29,456.06	(29,456.06)	100.00
239-000-670.100	LOAN INTEREST	15,785.00	15,785.00	1,339.16	4,970.47	10,814.53	31.49
239-000-674.100	PRIVATE DONATIONS	17,847.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		145,355.00	18,923.00	8,825.99	35,224.43	(16,301.43)	186.15
Expenditures							
000	REVENUE	2,914.00	0.00	0.00	0.00	0.00	0.00
200	GEN SERVICES	1,571.00	4,485.00	0.00	21,004.52	(16,519.52)	468.33
TOTAL EXPENDITURES		4,485.00	4,485.00	0.00	21,004.52	(16,519.52)	468.33
Fund 239 - OMS/DDA REVLG LOAN FUND :							
TOTAL REVENUES		145,355.00	18,923.00	8,825.99	35,224.43	(16,301.43)	186.15
TOTAL EXPENDITURES		4,485.00	4,485.00	0.00	21,004.52	(16,519.52)	468.33
NET OF REVENUES & EXPENDITURES		140,870.00	14,438.00	8,825.99	14,219.91	218.09	98.49

PERIOD ENDING 10/31/2022

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CITY OF OWOSSO

MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 10/31/22 INCR (DECR)	10/31/2022 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 243 - OBRA #12 WOODWARD LOFT							
Revenues							
243-000-402.300	OBRA:TAX CAPTURE	125,349.00	125,349.00	0.00	0.00	125,349.00	0.00
243-000-573.000	LOCAL COMMUNITY STABILIZATION S	0.00	0.00	2,602.19	2,602.19	(2,602.19)	100.00
243-000-665.000	INTEREST INCOME	0.00	0.00	321.11	321.11	(321.11)	100.00
TOTAL REVENUES		125,349.00	125,349.00	2,923.30	2,923.30	122,425.70	2.33
Expenditures							
721	PROFESSIONAL SERVICES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
964	TAX REIMBURSEMENTS	124,349.00	124,349.00	0.00	0.00	124,349.00	0.00
TOTAL EXPENDITURES		125,349.00	125,349.00	0.00	0.00	125,349.00	0.00
Fund 243 - OBRA #12 WOODWARD LOFT:							
TOTAL REVENUES		125,349.00	125,349.00	2,923.30	2,923.30	122,425.70	2.33
TOTAL EXPENDITURES		125,349.00	125,349.00	0.00	0.00	125,349.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	2,923.30	2,923.30	(2,923.30)	100.00

PERIOD ENDING 10/31/2022

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CITY OF OWOSSO

MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 10/31/22 INCR (DECR)	10/31/2022 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY							
Revenues							
248-000-402.000	GENERAL PROPERTY TAX	33,655.00	33,655.00	330.72	24,973.03	8,681.97	74.20
248-000-402.100	TIF	185,108.00	185,108.00	0.00	0.00	185,108.00	0.00
248-000-540.000	STATE SOURCES	0.00	0.00	0.00	20,000.00	(20,000.00)	100.00
248-000-573.000	LOCAL COMMUNITY STABILIZATION S	0.00	0.00	18,727.85	18,727.85	(18,727.85)	100.00
248-000-665.000	INTEREST INCOME	1,800.00	1,800.00	0.00	7.44	1,792.56	0.41
248-000-670.000	LOAN PRINCIPAL	0.00	0.00	332.55	1,325.25	(1,325.25)	100.00
248-000-670.100	LOAN INTEREST	0.00	0.00	180.44	724.71	(724.71)	100.00
248-000-674.200	DONATIONS	5,432.00	5,432.00	0.00	0.00	5,432.00	0.00
248-000-674.300	INCOME-ECNMC RESTRUCTING	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00
248-000-674.400	INCOME-PROMOTION	17,600.00	17,600.00	2,870.00	6,480.00	11,120.00	36.82
248-000-674.500	INCOME-ORGANIZATION	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
248-000-675.000	MISCELLANEOUS	0.00	0.00	10,018.70	90,368.70	(90,368.70)	100.00
248-000-699.101	GENERAL FUND TRANSFER	37,952.00	37,952.00	0.00	8,658.14	29,293.86	22.81
TOTAL REVENUES		311,547.00	311,547.00	32,460.26	171,265.12	140,281.88	54.97
Expenditures							
200	GEN SERVICES	81,929.00	81,929.00	6,393.46	29,111.43	52,817.57	35.53
261	GENERAL ADMIN	94,881.00	94,881.00	7,595.35	29,412.19	65,468.81	31.00
704	ORGANIZATION	10,000.00	10,000.00	0.00	0.00	10,000.00	0.00
705	PROMOTION	19,000.00	19,000.00	547.58	2,839.39	16,160.61	14.94
706	DESIGN	11,600.00	11,600.00	0.00	58.42	11,541.58	0.50
707	ECONOMIC RESTRUCTURING	20,000.00	20,000.00	0.00	0.00	20,000.00	0.00
901	CAPITAL OUTLAY	1,900.00	1,900.00	0.00	0.00	1,900.00	0.00
905	DEBT SERVICE	78,432.00	78,432.00	9,685.30	11,043.25	67,388.75	14.08
TOTAL EXPENDITURES		317,742.00	317,742.00	24,221.69	72,464.68	245,277.32	22.81
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:							
TOTAL REVENUES		311,547.00	311,547.00	32,460.26	171,265.12	140,281.88	54.97
TOTAL EXPENDITURES		317,742.00	317,742.00	24,221.69	72,464.68	245,277.32	22.81
NET OF REVENUES & EXPENDITURES		(6,195.00)	(6,195.00)	8,238.57	98,800.44	(104,995.44)	1,594.84

PERIOD ENDING 10/31/2022

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

CITY OF OWOSSO

MONTHLY REVENUE AND EXPENDITURE REPORT

		2022-23		ACTIVITY FOR	YTD BALANCE	AVAILABLE	
GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	2022-23 AMENDED BUDGET	MONTH 10/31/22 INCR (DECR)	10/31/2022 NORM (ABNORM)	BALANCE NORM (ABNORM)	% BDGT USED
Fund 249 - BUILDING INSPECTION FUND							
Revenues							
249-000-476.100	MARIJUANA LICENSE FEE	0.00	45,000.00	15,000.00	45,000.00	0.00	100.00
249-000-490.000	PERMITS-BUILDING	0.00	87,500.00	13,780.80	51,450.40	36,049.60	58.80
249-000-490.100	PERMITS-ELECTRICAL	0.00	20,000.00	3,820.00	11,745.00	8,255.00	58.73
249-000-490.200	PERMITS-PLUMBING & MECHANICAL	0.00	55,000.00	6,780.00	31,585.00	23,415.00	57.43
249-000-665.000	INTEREST INCOME	0.00	100.00	5.81	13.91	86.09	13.91
TOTAL REVENUES		0.00	207,600.00	39,386.61	139,794.31	67,805.69	67.34
Expenditures							
200	GEN SERVICES	0.00	97,407.00	9,763.69	31,712.04	65,694.96	32.56
371	BUILDING AND SAFETY	0.00	157,122.00	13,415.41	39,073.99	118,048.01	24.87
TOTAL EXPENDITURES		0.00	254,529.00	23,179.10	70,786.03	183,742.97	27.81
Fund 249 - BUILDING INSPECTION FUND:							
TOTAL REVENUES		0.00	207,600.00	39,386.61	139,794.31	67,805.69	67.34
TOTAL EXPENDITURES		0.00	254,529.00	23,179.10	70,786.03	183,742.97	27.81
NET OF REVENUES & EXPENDITURES		0.00	(46,929.00)	16,207.51	69,008.28	(115,937.28)	147.05

PERIOD ENDING 10/31/2022

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CITY OF OWOSSO

MONTHLY REVENUE AND EXPENDITURE REPORT

		2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	ACTIVITY FOR MONTH 10/31/22 INCR (DECR)	YTD BALANCE 10/31/2022 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
GL NUMBER	DESCRIPTION						
Fund 259 - OBRA-DIST#15 -ARMORY BUILDING							
Revenues							
259-000-402.300	OBRA:TAX CAPTURE	74,073.00	74,073.00	0.00	0.00	74,073.00	0.00
TOTAL REVENUES		74,073.00	74,073.00	0.00	0.00	74,073.00	0.00
Expenditures							
721	PROFESSIONAL SERVICES	6,500.00	6,500.00	4,155.00	4,155.00	2,345.00	63.92
964	TAX REIMBURSEMENTS	67,573.00	67,573.00	0.00	0.00	67,573.00	0.00
TOTAL EXPENDITURES		74,073.00	74,073.00	4,155.00	4,155.00	69,918.00	5.61
Fund 259 - OBRA-DIST#15 -ARMORY BUILDING:							
TOTAL REVENUES		74,073.00	74,073.00	0.00	0.00	74,073.00	0.00
TOTAL EXPENDITURES		74,073.00	74,073.00	4,155.00	4,155.00	69,918.00	5.61
NET OF REVENUES & EXPENDITURES		0.00	0.00	(4,155.00)	(4,155.00)	4,155.00	100.00

PERIOD ENDING 10/31/2022

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

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MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	ACTIVITY FOR MONTH 10/31/22 INCR (DECR)	YTD BALANCE 10/31/2022 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)		% BDGT USED	
Fund 272 - OBRA FUND-DISTRICT #17 CARGILL (PREV #8)									
Revenues									
272-000-402.300	OBRA:TAX CAPTURE	184,959.00	184,959.00	0.00	0.00	184,959.00		0.00	
TOTAL REVENUES		184,959.00	184,959.00	0.00	0.00	184,959.00		0.00	
Expenditures									
721	PROFESSIONAL SERVICES	12,000.00	12,000.00	10,305.50	10,305.50	1,694.50		85.88	
905	DEBT SERVICE	190,721.00	190,721.00	0.00	0.00	190,721.00		0.00	
TOTAL EXPENDITURES		202,721.00	202,721.00	10,305.50	10,305.50	192,415.50		5.08	
Fund 272 - OBRA FUND-DISTRICT #17 CARGILL (PREV #8):									
TOTAL REVENUES		184,959.00	184,959.00	0.00	0.00	184,959.00		0.00	
TOTAL EXPENDITURES		202,721.00	202,721.00	10,305.50	10,305.50	192,415.50		5.08	
NET OF REVENUES & EXPENDITURES		(17,762.00)	(17,762.00)	(10,305.50)	(10,305.50)	(7,456.50)		58.02	

PERIOD ENDING 10/31/2022

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

CITY OF OWOSSO

MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	ACTIVITY FOR MONTH 10/31/22 INCR (DECR)	YTD BALANCE 10/31/2022 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED	
Fund 273 - OBRA #9 ROBBINS LOFT								
Revenues								
273-000-402.300	OBRA:TAX CAPTURE	3,602.00	3,602.00	0.00	0.00	3,602.00	0.00	
273-000-573.000	LOCAL COMMUNITY STABILIZATION S	0.00	0.00	560.01	560.01	(560.01)	100.00	
273-000-665.000	INTEREST INCOME	0.00	0.00	126.37	126.37	(126.37)	100.00	
TOTAL REVENUES		3,602.00	3,602.00	686.38	686.38	2,915.62	19.06	
Expenditures								
721	PROFESSIONAL SERVICES	1,200.00	1,200.00	0.00	0.00	1,200.00	0.00	
TOTAL EXPENDITURES		1,200.00	1,200.00	0.00	0.00	1,200.00	0.00	
Fund 273 - OBRA #9 ROBBINS LOFT:								
TOTAL REVENUES		3,602.00	3,602.00	686.38	686.38	2,915.62	19.06	
TOTAL EXPENDITURES		1,200.00	1,200.00	0.00	0.00	1,200.00	0.00	
NET OF REVENUES & EXPENDITURES		2,402.00	2,402.00	686.38	686.38	1,715.62	28.58	

PERIOD ENDING 10/31/2022

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

CITY OF OWOSSO

MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 10/31/22 INCR (DECR)	10/31/2022 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 276 - OBRA FUND DISTRICT #16 - QDOBA							
Revenues							
276-000-402.300	OBRA:TAX CAPTURE	10,124.00	10,124.00	0.00	0.00	10,124.00	0.00
276-000-665.000	INTEREST INCOME	0.00	0.00	0.71	1.97	(1.97)	100.00
TOTAL REVENUES		10,124.00	10,124.00	0.71	1.97	10,122.03	0.02
Expenditures							
721	PROFESSIONAL SERVICES	560.00	560.00	550.00	550.00	10.00	98.21
905	DEBT SERVICE	28,172.00	28,172.00	0.00	0.00	28,172.00	0.00
TOTAL EXPENDITURES		28,732.00	28,732.00	550.00	550.00	28,182.00	1.91
Fund 276 - OBRA FUND DISTRICT #16 - QDOBA:							
TOTAL REVENUES		10,124.00	10,124.00	0.71	1.97	10,122.03	0.02
TOTAL EXPENDITURES		28,732.00	28,732.00	550.00	550.00	28,182.00	1.91
NET OF REVENUES & EXPENDITURES		(18,608.00)	(18,608.00)	(549.29)	(548.03)	(18,059.97)	2.95

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REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO
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*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

CITY OF OWOSSO
MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	ACTIVITY FOR MONTH 10/31/22 INCR (DECR)	YTD BALANCE 10/31/2022 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 277 - OBRA FUND DISTRICT #20 - J&H OIL Revenues							
277-000-402.300	OBRA:TAX CAPTURE	48,463.00	48,463.00	0.00	0.00	48,463.00	0.00
TOTAL REVENUES		48,463.00	48,463.00	0.00	0.00	48,463.00	0.00
Fund 277 - OBRA FUND DISTRICT #20 - J&H OIL:							
TOTAL REVENUES		48,463.00	48,463.00	0.00	0.00	48,463.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		48,463.00	48,463.00	0.00	0.00	48,463.00	0.00

PERIOD ENDING 10/31/2022

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

CITY OF OWOSSO

MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE		% BDGT
		ORIGINAL	AMENDED BUDGET	MONTH 10/31/22	10/31/2022	NORM	(ABNORM)	
		BUDGET		INCR (DECR)	NORM (ABNORM)			USED
Fund 280 - OBRA FUND-DISTRICT #21 - 152 E HOWARD ST								
Expenditures								
721	PROFESSIONAL SERVICES	0.00	4,205.00	0.00	4,205.00	0.00		100.00
TOTAL EXPENDITURES		0.00	4,205.00	0.00	4,205.00	0.00		100.00
Fund 280 - OBRA FUND-DISTRICT #21 - 152 E HOWARD ST:								
TOTAL REVENUES		0.00	0.00	0.00	0.00	0.00		0.00
TOTAL EXPENDITURES		0.00	4,205.00	0.00	4,205.00	0.00		100.00
NET OF REVENUES & EXPENDITURES		0.00	(4,205.00)	0.00	(4,205.00)	0.00		100.00

PERIOD ENDING 10/31/2022

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

CITY OF OWOSSO

MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE		% BDGT
		ORIGINAL	AMENDED BUDGET	MONTH 10/31/22	10/31/2022	NORM	ABNORM	
		BUDGET		INCR (DECR)	NORM (ABNORM)			USED
Fund 283 - OBRA FUND-DISTRICT#3-TIAL								
Revenues								
283-000-402.300	OBRA:TAX CAPTURE	30,813.00	30,813.00	0.00	0.00	30,813.00		0.00
283-000-573.000	LOCAL COMMUNITY STABILIZATION S	0.00	0.00	613.09	613.09	(613.09)		100.00
TOTAL REVENUES		30,813.00	30,813.00	613.09	613.09	30,199.91		1.99
Expenditures								
721	PROFESSIONAL SERVICES	750.00	750.00	0.00	0.00	750.00		0.00
905	DEBT SERVICE	22,408.00	22,408.00	0.00	0.00	22,408.00		0.00
964	TAX REIMBURSEMENTS	1,147.00	1,147.00	0.00	0.00	1,147.00		0.00
TOTAL EXPENDITURES		24,305.00	24,305.00	0.00	0.00	24,305.00		0.00
Fund 283 - OBRA FUND-DISTRICT#3-TIAL:								
TOTAL REVENUES		30,813.00	30,813.00	613.09	613.09	30,199.91		1.99
TOTAL EXPENDITURES		24,305.00	24,305.00	0.00	0.00	24,305.00		0.00
NET OF REVENUES & EXPENDITURES		6,508.00	6,508.00	613.09	613.09	5,894.91		9.42

PERIOD ENDING 10/31/2022

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CITY OF OWOSSO

MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	ACTIVITY FOR MONTH 10/31/22 INCR (DECR)	YTD BALANCE 10/31/2022 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED	
Fund 287 - ARPA - AMERICAN RESCUE PLAN ACT								
Revenues								
287-000-528.000	OTHER FEDERAL GRANTS	755,760.00	0.00	0.00	0.00	0.00	0.00	
287-000-665.000	INTEREST INCOME	100.00	10,000.00	2,013.96	6,946.45	3,053.55	69.46	
TOTAL REVENUES		755,860.00	10,000.00	2,013.96	6,946.45	3,053.55	69.46	
Expenditures								
966	TRANSFERS OUT	0.00	1,241,600.00	0.00	0.00	1,241,600.00	0.00	
TOTAL EXPENDITURES		0.00	1,241,600.00	0.00	0.00	1,241,600.00	0.00	
Fund 287 - ARPA - AMERICAN RESCUE PLAN ACT:								
TOTAL REVENUES		755,860.00	10,000.00	2,013.96	6,946.45	3,053.55	69.46	
TOTAL EXPENDITURES		0.00	1,241,600.00	0.00	0.00	1,241,600.00	0.00	
NET OF REVENUES & EXPENDITURES		755,860.00	(1,231,600.00)	2,013.96	6,946.45	(1,238,546.45)	0.56	

PERIOD ENDING 10/31/2022

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CITY OF OWOSSO

MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 10/31/22 INCR (DECR)	10/31/2022 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 297 - HISTORICAL FUND							
Revenues							
297-000-643.000	SALES	2,000.00	2,000.00	468.00	1,400.00	600.00	70.00
297-000-665.000	INTEREST INCOME	25.00	25.00	7.81	20.75	4.25	83.00
297-000-667.100	RENTAL INCOME	16,800.00	16,800.00	700.00	3,500.00	13,300.00	20.83
297-000-674.100	PRIVATE DONATIONS	11,000.00	11,000.00	2,076.00	9,533.00	1,467.00	86.66
297-000-699.101	GENERAL FUND TRANSFER	10,000.00	10,000.00	0.00	2,500.00	7,500.00	25.00
TOTAL REVENUES		39,825.00	39,825.00	3,251.81	16,953.75	22,871.25	42.57
Expenditures							
797	HISTORICAL COMMISSION	20,842.00	24,981.00	(19,593.04)	6,779.83	18,201.17	27.14
798	CASTLE	15,780.00	16,100.00	754.40	2,891.11	13,208.89	17.96
799	GOULD HOUSE	13,250.00	13,250.00	4,114.43	5,163.31	8,086.69	38.97
800	COMSTOCK/WOODARD	500.00	500.00	0.00	89.61	410.39	17.92
TOTAL EXPENDITURES		50,372.00	54,831.00	(14,724.21)	14,923.86	39,907.14	27.22
Fund 297 - HISTORICAL FUND:							
TOTAL REVENUES		39,825.00	39,825.00	3,251.81	16,953.75	22,871.25	42.57
TOTAL EXPENDITURES		50,372.00	54,831.00	(14,724.21)	14,923.86	39,907.14	27.22
NET OF REVENUES & EXPENDITURES		(10,547.00)	(15,006.00)	17,976.02	2,029.89	(17,035.89)	13.53

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

PERIOD ENDING 10/31/2022

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

CITY OF OWOSSO

MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	ACTIVITY FOR MONTH 10/31/22 INCR (DECR)	YTD BALANCE 10/31/2022 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED	
Fund 301 - GENERAL DEBT SERVICE (VOTED BONDS)								
Revenues								
301-000-402.000	GENERAL PROPERTY TAX	791,967.00	795,047.00	7,175.08	729,807.98	65,239.02	91.79	
301-000-573.000	LOCAL COMMUNITY STABILIZATION S	0.00	0.00	17,258.17	17,258.17	(17,258.17)	100.00	
301-000-665.000	INTEREST INCOME	0.00	1,000.00	593.66	1,497.96	(497.96)	149.80	
TOTAL REVENUES		791,967.00	796,047.00	25,026.91	748,564.11	47,482.89	94.04	
Expenditures								
905	DEBT SERVICE	791,950.00	791,950.00	155,725.00	155,725.00	636,225.00	19.66	
TOTAL EXPENDITURES		791,950.00	791,950.00	155,725.00	155,725.00	636,225.00	19.66	
Fund 301 - GENERAL DEBT SERVICE (VOTED BONDS):								
TOTAL REVENUES		791,967.00	796,047.00	25,026.91	748,564.11	47,482.89	94.04	
TOTAL EXPENDITURES		791,950.00	791,950.00	155,725.00	155,725.00	636,225.00	19.66	
NET OF REVENUES & EXPENDITURES		17.00	4,097.00	(130,698.09)	592,839.11	(588,742.11)	4,470.08	

PERIOD ENDING 10/31/2022

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CITY OF OWOSSO

MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE		% BDGT USED		
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 10/31/22 INCR (DECR)	10/31/2022 NORM (ABNORM)	NORM	(ABNORM)			
Fund 401 - CAPITAL PROJECT FUND										
Revenues										
401-000-699.101	TRANFERS IN - GENERAL FUND	0.00	240,641.00	0.00	0.00	240,641.00		0.00		
TOTAL REVENUES		0.00	240,641.00	0.00	0.00	240,641.00		0.00		
Expenditures										
000	REVENUE	0.00	347,121.00	8,524.92	18,152.67	328,968.33		5.23		
TOTAL EXPENDITURES		0.00	347,121.00	8,524.92	18,152.67	328,968.33		5.23		
Fund 401 - CAPITAL PROJECT FUND:										
TOTAL REVENUES		0.00	240,641.00	0.00	0.00	240,641.00		0.00		
TOTAL EXPENDITURES		0.00	347,121.00	8,524.92	18,152.67	328,968.33		5.23		
NET OF REVENUES & EXPENDITURES		0.00	(106,480.00)	(8,524.92)	(18,152.67)	(88,327.33)		17.05		

PERIOD ENDING 10/31/2022

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CITY OF OWOSSO

MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	ACTIVITY FOR MONTH 10/31/22 INCR (DECR)	YTD BALANCE 10/31/2022 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 469 - CAPITAL PROJECTS-BUILDING AUTHORITY							
Revenues							
469-000-665.000	INTEREST INCOME	0.00	0.00	96.01	96.01	(96.01)	100.00
469-000-692.100	APPROPRIATION OF FUND BALANCE	29,500.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		29,500.00	0.00	96.01	96.01	(96.01)	100.00
Expenditures							
901	CAPITAL OUTLAY	29,500.00	25,100.00	0.00	0.00	25,100.00	0.00
TOTAL EXPENDITURES		29,500.00	25,100.00	0.00	0.00	25,100.00	0.00
Fund 469 - CAPITAL PROJECTS-BUILDING AUTHORITY:							
TOTAL REVENUES		29,500.00	0.00	96.01	96.01	(96.01)	100.00
TOTAL EXPENDITURES		29,500.00	25,100.00	0.00	0.00	25,100.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	(25,100.00)	96.01	96.01	(25,196.01)	0.38

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO
PERIOD ENDING 10/31/2022

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

CITY OF OWOSSO
MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE		% BDGT
		ORIGINAL		AMENDED BUDGET	MONTH 10/31/22	10/31/2022	BALANCE	
		BUDGET		INCR (DECR)	NORM (ABNORM)	NORM	(ABNORM)	USED
Fund 494 - CAPITAL PROJECTS FUND-DOWNTOWN								
Revenues								
494-000-665.000	INTEREST INCOME	0.00	0.00	88.19	88.19		(88.19)	100.00
TOTAL REVENUES		0.00	0.00	88.19	88.19		(88.19)	100.00
Fund 494 - CAPITAL PROJECTS FUND-DOWNTOWN:								
TOTAL REVENUES		0.00	0.00	88.19	88.19		(88.19)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00		0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	88.19	88.19		(88.19)	100.00

PERIOD ENDING 10/31/2022

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CITY OF OWOSSO

MONTHLY REVENUE AND EXPENDITURE REPORT

		2022-23 ORIGINAL BUDGET	2022-23 AMENDED BUDGET	ACTIVITY FOR MONTH 10/31/22 INCR (DECR)	YTD BALANCE 10/31/2022 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
GL NUMBER	DESCRIPTION						
Fund 588 - TRANSPORTATION FUND							
Revenues							
588-000-402.000	GENERAL PROPERTY TAX	41,528.00	44,541.00	401.54	38,296.06	6,244.94	85.98
588-000-573.000	LOCAL COMMUNITY STABILIZATION S	0.00	0.00	874.92	874.92	(874.92)	100.00
588-000-665.000	INTEREST INCOME	0.00	1,000.00	152.41	268.02	731.98	26.80
588-000-692.100	APPROPRIATION OF FUND BALANCE	35,627.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		77,155.00	45,541.00	1,428.87	39,439.00	6,102.00	86.60
Expenditures							
200	GEN SERVICES	77,155.00	62,864.00	0.00	61,663.86	1,200.14	98.09
TOTAL EXPENDITURES		77,155.00	62,864.00	0.00	61,663.86	1,200.14	98.09
Fund 588 - TRANSPORTATION FUND:							
TOTAL REVENUES		77,155.00	45,541.00	1,428.87	39,439.00	6,102.00	86.60
TOTAL EXPENDITURES		77,155.00	62,864.00	0.00	61,663.86	1,200.14	98.09
NET OF REVENUES & EXPENDITURES		0.00	(17,323.00)	1,428.87	(22,224.86)	4,901.86	128.30

PERIOD ENDING 10/31/2022

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

CITY OF OWOSSO

MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 10/31/22 INCR (DECR)	10/31/2022 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 590 - SEWER FUND							
Revenues							
590-000-491.000	PERMITS	0.00	270.00	120.00	330.00	(60.00)	122.22
590-000-643.100	METERED SALES	2,743,024.00	2,743,024.00	320.50	722,185.16	2,020,838.84	26.33
590-000-644.000	PENALTIES - LATE CHARGES	27,430.00	27,430.00	(6.64)	8,820.09	18,609.91	32.15
590-000-665.000	INTEREST INCOME	1,000.00	5,000.00	1,155.65	5,509.91	(509.91)	110.20
590-000-675.000	MISCELLANEOUS	0.00	1,050.00	1,050.00	1,450.00	(400.00)	138.10
TOTAL REVENUES		2,771,454.00	2,776,774.00	2,639.51	738,295.16	2,038,478.84	26.59
Expenditures							
200	GEN SERVICES	2,090,402.00	2,098,823.00	149,636.45	680,475.62	1,418,347.38	32.42
549	SEWER OPERATIONS	171,072.00	223,874.00	23,016.64	89,051.30	134,822.70	39.78
901	CAPITAL OUTLAY	485,000.00	485,000.00	6,952.50	10,510.50	474,489.50	2.17
905	DEBT SERVICE	131,228.00	131,228.00	0.00	69,657.71	61,570.29	53.08
TOTAL EXPENDITURES		2,877,702.00	2,938,925.00	179,605.59	849,695.13	2,089,229.87	28.91
Fund 590 - SEWER FUND:							
TOTAL REVENUES		2,771,454.00	2,776,774.00	2,639.51	738,295.16	2,038,478.84	26.59
TOTAL EXPENDITURES		2,877,702.00	2,938,925.00	179,605.59	849,695.13	2,089,229.87	28.91
NET OF REVENUES & EXPENDITURES		(106,248.00)	(162,151.00)	(176,966.08)	(111,399.97)	(50,751.03)	68.70

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CITY OF OWOSSO

MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 10/31/22 INCR (DECR)	10/31/2022 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 591 - WATER FUND							
Revenues							
591-000-491.000	PERMITS	0.00	270.00	90.00	360.00	(90.00)	133.33
591-000-493.000	PERMITS-OWOSSO TOWNSHIP	0.00	44,080.00	1,960.00	44,810.00	(730.00)	101.66
591-000-538.000	CAPITAL CONTRIBUTION-FEDERAL	1,910,000.00	2,191,500.00	321,071.00	338,163.00	1,853,337.00	15.43
591-000-540.000	STATE SOURCES	345,016.00	345,016.00	2,012.30	2,012.30	343,003.70	0.58
591-000-605.100	WATER MAIN REPLACEMENT CHARGE	749,304.00	749,304.00	(22.88)	190,927.09	558,376.91	25.48
591-000-605.350	MATERIAL & SERVICE	0.00	30,594.00	8,849.19	31,564.20	(970.20)	103.17
591-000-643.100	METERED SALES	3,517,836.00	3,517,836.00	117.49	1,077,586.15	2,440,249.85	30.63
591-000-643.200	METERED SALES-WHOLESALE-USAGE	314,831.00	314,831.00	32,628.13	132,583.25	182,247.75	42.11
591-000-644.000	PENALTIES - LATE CHARGES	43,000.00	43,000.00	24.95	13,589.92	29,410.08	31.60
591-000-665.000	INTEREST INCOME	1,000.00	5,000.00	4,559.45	9,163.86	(4,163.86)	183.28
591-000-667.100	RENTAL INCOME	0.00	1,440.00	120.00	360.00	1,080.00	25.00
591-000-667.300	HYDRANT RENTAL	24,000.00	24,000.00	0.00	2,000.00	22,000.00	8.33
591-000-673.000	SALE OF FIXED ASSETS	0.00	0.00	198.00	198.00	(198.00)	100.00
591-000-675.000	MISCELLANEOUS	1,440.00	1,600.00	0.00	1,522.10	77.90	95.13
591-000-675.200	MISCELLANEOUS WATER CHARGES	0.00	400.00	50.00	420.00	(20.00)	105.00
591-000-699.287	ARPA TRANSFER IN	0.00	1,081,600.00	0.00	0.00	1,081,600.00	0.00
TOTAL REVENUES		6,906,427.00	8,350,471.00	371,657.63	1,845,259.87	6,505,211.13	22.10
Expenditures							
200	GEN SERVICES	891,525.00	1,593,321.00	37,225.71	275,811.84	1,317,509.16	17.31
552	WATER UNDERGROUND	2,677,040.00	2,743,740.00	210,571.15	908,417.09	1,835,322.91	33.11
553	WATER FILTRATION	1,546,975.00	1,828,434.00	96,470.42	371,117.53	1,457,316.47	20.30
901	CAPITAL OUTLAY	1,468,545.00	2,129,247.00	7,466.40	314,097.49	1,815,149.51	14.75
905	DEBT SERVICE	909,816.00	909,816.00	0.00	676,120.94	233,695.06	74.31
TOTAL EXPENDITURES		7,493,901.00	9,204,558.00	351,733.68	2,545,564.89	6,658,993.11	27.66
Fund 591 - WATER FUND:							
TOTAL REVENUES		6,906,427.00	8,350,471.00	371,657.63	1,845,259.87	6,505,211.13	22.10
TOTAL EXPENDITURES		7,493,901.00	9,204,558.00	351,733.68	2,545,564.89	6,658,993.11	27.66
NET OF REVENUES & EXPENDITURES		(587,474.00)	(854,087.00)	19,923.95	(700,305.02)	(153,781.98)	81.99

PERIOD ENDING 10/31/2022

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

CITY OF OWOSSO

MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE		% BDGT
		ORIGINAL	AMENDED BUDGET	MONTH 10/31/22	10/31/2022	BALANCE	BALANCE	
		BUDGET		INCR (DECR)	NORM (ABNORM)	NORM (ABNORM)		USED
Fund 599 - WASTEWATER FUND								
Revenues								
599-000-540.000	STATE SOURCES	4,882,626.00	4,387,064.00	324,673.00	324,673.00	4,062,391.00		7.40
599-000-602.100	OP & MAINT CHRG - OWOSSO	1,312,875.00	1,312,875.00	104,806.54	420,732.90	892,142.10		32.05
599-000-602.200	OP & MAINT CHRG - OWOSSO TWP	245,757.00	245,757.00	22,260.37	93,175.95	152,581.05		37.91
599-000-602.300	OP & MAINT CHRG - CALEDONIA TWS	117,994.00	117,994.00	10,067.99	37,818.46	80,175.54		32.05
599-000-602.400	OP & MAINT CHRG - CORUNNA	238,861.00	238,861.00	22,739.10	87,256.70	151,604.30		36.53
599-000-603.100	REPLACEMENT CHRG - OWOSSO	131,884.00	131,884.00	16,050.72	64,405.67	67,478.33		48.84
599-000-603.200	REPLACEMENT CHRG - OWOSSO TWP	24,687.00	24,687.00	4,486.57	18,361.59	6,325.41		74.38
599-000-603.300	REPLACEMENT CHRG - CALEDONIA TW	11,853.00	11,853.00	2,717.50	10,623.54	1,229.46		89.63
599-000-603.400	REPLACEMENT CHRG - CORUNNA	23,995.00	23,995.00	3,247.22	12,617.22	11,377.78		52.58
599-000-606.100	DEBT SERVICE CHRG - OWOSSO	185,891.00	185,891.00	15,490.84	61,963.36	123,927.64		33.33
599-000-606.200	DEBT SERVICE CHRG - OWOSSO TWP.	75,408.00	75,408.00	6,284.02	25,136.08	50,271.92		33.33
599-000-606.300	DEBT SERVICE CHRG - CALEDONIA T	57,170.00	57,170.00	4,764.16	19,056.64	38,113.36		33.33
599-000-606.400	DEBT SERVICE CHRG - CORUNNA	32,268.00	32,268.00	2,688.98	10,755.92	21,512.08		33.33
599-000-665.000	INTEREST INCOME	1,000.00	5,000.00	1,397.53	4,114.84	885.16		82.30
599-000-675.000	MISCELLANEOUS	0.00	5,000.00	127.21	4,513.42	486.58		90.27
TOTAL REVENUES		7,342,269.00	6,855,707.00	541,801.75	1,195,205.29	5,660,501.71		17.43
Expenditures								
200	GEN SERVICES	6,350.00	29,643.00	1,807.58	5,609.05	24,033.95		18.92
548	WASTEWATER OPERATIONS	1,915,488.00	2,088,246.00	131,666.59	566,368.10	1,521,877.90		27.12
901	CAPITAL OUTLAY	5,012,126.00	5,007,434.00	28,935.83	639,581.99	4,367,852.01		12.77
905	DEBT SERVICE	350,737.00	350,737.00	0.00	112,326.25	238,410.75		32.03
TOTAL EXPENDITURES		7,284,701.00	7,476,060.00	162,410.00	1,323,885.39	6,152,174.61		17.71
Fund 599 - WASTEWATER FUND:								
TOTAL REVENUES		7,342,269.00	6,855,707.00	541,801.75	1,195,205.29	5,660,501.71		17.43
TOTAL EXPENDITURES		7,284,701.00	7,476,060.00	162,410.00	1,323,885.39	6,152,174.61		17.71
NET OF REVENUES & EXPENDITURES		57,568.00	(620,353.00)	379,391.75	(128,680.10)	(491,672.90)		20.74

PERIOD ENDING 10/31/2022

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

CITY OF OWOSSO

MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 10/31/22 INCR (DECR)	10/31/2022 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 661 - FLEET MAINTENANCE FUND							
Revenues							
661-000-665.000	INTEREST INCOME	100.00	5,000.00	2,339.74	4,514.70	485.30	90.29
661-000-667.200	EQUIPMENT RENTAL	646,427.00	646,427.00	73,748.59	330,529.47	315,897.53	51.13
661-000-673.000	SALE OF FIXED ASSETS	0.00	0.00	141.40	141.40	(141.40)	100.00
TOTAL REVENUES		646,527.00	651,427.00	76,229.73	335,185.57	316,241.43	51.45
Expenditures							
594	FLEET MAINTENANCE	331,468.00	357,401.00	21,694.91	133,885.03	223,515.97	37.46
901	CAPITAL OUTLAY	390,200.00	390,200.00	0.00	77,386.32	312,813.68	19.83
TOTAL EXPENDITURES		721,668.00	747,601.00	21,694.91	211,271.35	536,329.65	28.26
Fund 661 - FLEET MAINTENANCE FUND:							
TOTAL REVENUES		646,527.00	651,427.00	76,229.73	335,185.57	316,241.43	51.45
TOTAL EXPENDITURES		721,668.00	747,601.00	21,694.91	211,271.35	536,329.65	28.26
NET OF REVENUES & EXPENDITURES		(75,141.00)	(96,174.00)	54,534.82	123,914.22	(220,088.22)	128.84

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

PERIOD ENDING 10/31/2022

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

CITY OF OWOSSO

MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE		% BDGT
		ORIGINAL	AMENDED	MONTH 10/31/22	10/31/2022	NORM	(ABNORM)	
		BUDGET	BUDGET	INCR (DECR)	NORM (ABNORM)	NORM	(ABNORM)	USED
Fund 854 - 2009 SPECIAL ASSESSMENT								
Revenues								
854-000-665.000	INTEREST INCOME	0.00	300.00	170.10	321.30		(21.30)	107.10
TOTAL REVENUES		0.00	300.00	170.10	321.30		(21.30)	107.10
Fund 854 - 2009 SPECIAL ASSESSMENT:								
TOTAL REVENUES		0.00	300.00	170.10	321.30		(21.30)	107.10
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00		0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	300.00	170.10	321.30		(21.30)	107.10

PERIOD ENDING 10/31/2022

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

CITY OF OWOSSO

MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE		% BDGT
		ORIGINAL	AMENDED BUDGET	MONTH 10/31/22	10/31/2022	NORM	(ABNORM)	
		BUDGET		INCR (DECR)	NORM (ABNORM)			USED
Fund 858 - 2013 SPECIAL ASSESSMENT								
Revenues								
858-000-445.000	INTEREST & PENALTIES ON TAXES	181.00	181.00	0.00	0.00	181.00		0.00
858-000-451.000	SPECIAL ASSESSMENTS	1,009.00	1,009.00	0.00	0.00	1,009.00		0.00
TOTAL REVENUES		1,190.00	1,190.00	0.00	0.00	1,190.00		0.00
Fund 858 - 2013 SPECIAL ASSESSMENT:								
TOTAL REVENUES		1,190.00	1,190.00	0.00	0.00	1,190.00		0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00		0.00
NET OF REVENUES & EXPENDITURES		1,190.00	1,190.00	0.00	0.00	1,190.00		0.00

PERIOD ENDING 10/31/2022

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

CITY OF OWOSSO

MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE		% BDGT
		ORIGINAL	AMENDED BUDGET	MONTH 10/31/22	10/31/2022	NORM	(ABNORM)	
		BUDGET		INCR (DECR)	NORM (ABNORM)			USED
Fund 864 - 2016 SPECIAL ASSESSMENT								
Revenues								
864-000-445.000	INTEREST & PENALTIES ON TAXES	1,527.00	1,527.00	0.00	0.00	1,527.00		0.00
864-000-451.000	SPECIAL ASSESSMENTS	2,828.00	2,828.00	0.00	0.00	2,828.00		0.00
TOTAL REVENUES		4,355.00	4,355.00	0.00	0.00	4,355.00		0.00
Fund 864 - 2016 SPECIAL ASSESSMENT:								
TOTAL REVENUES		4,355.00	4,355.00	0.00	0.00	4,355.00		0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00		0.00
NET OF REVENUES & EXPENDITURES		4,355.00	4,355.00	0.00	0.00	4,355.00		0.00

PERIOD ENDING 10/31/2022

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

CITY OF OWOSSO

MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE		% BDGT USED		
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 10/31/22 INCR (DECR)	10/31/2022 NORM (ABNORM)	NORM	(ABNORM)			
Fund 865 - 2017 SPECIAL ASSESSMENTS										
Revenues										
865-000-445.000	INTEREST & PENALTIES ON TAXES	7,227.00	7,227.00	189.74	189.74	7,037.26		2.63		
865-000-451.000	SPECIAL ASSESSMENTS	12,219.00	12,219.00	438.17	438.17	11,780.83		3.59		
TOTAL REVENUES		19,446.00	19,446.00	627.91	627.91	18,818.09		3.23		
Fund 865 - 2017 SPECIAL ASSESSMENTS:										
TOTAL REVENUES		19,446.00	19,446.00	627.91	627.91	18,818.09		3.23		
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00		0.00		
NET OF REVENUES & EXPENDITURES		19,446.00	19,446.00	627.91	627.91	18,818.09		3.23		

PERIOD ENDING 10/31/2022

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

CITY OF OWOSSO

MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE		% BDGT USED		
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 10/31/22 INCR (DECR)	10/31/2022 NORM (ABNORM)	NORM	(ABNORM)			
Fund 866 - 2018 SPECIAL ASSESSMENTS										
Revenues										
866-000-445.000	INTEREST & PENALTIES ON TAXES	15,188.00	15,188.00	591.35	1,721.08	13,466.92		11.33		
866-000-451.000	SPECIAL ASSESSMENTS	42,190.00	42,190.00	2,216.07	18,473.93	23,716.07		43.79		
TOTAL REVENUES		57,378.00	57,378.00	2,807.42	20,195.01	37,182.99		35.20		
Fund 866 - 2018 SPECIAL ASSESSMENTS:										
TOTAL REVENUES		57,378.00	57,378.00	2,807.42	20,195.01	37,182.99		35.20		
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00		0.00		
NET OF REVENUES & EXPENDITURES		57,378.00	57,378.00	2,807.42	20,195.01	37,182.99		35.20		

PERIOD ENDING 10/31/2022

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

CITY OF OWOSSO

MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE		% BDGT
		ORIGINAL	AMENDED BUDGET	MONTH 10/31/22	10/31/2022	NORM	(ABNORM)	
		BUDGET		INCR (DECR)	NORM (ABNORM)			USED
Fund 867 - 2019 SPECIAL ASSESSMENTS								
Revenues								
867-000-445.000	INTEREST & PENALTIES ON TAXES	6,904.00	6,904.00	245.61	588.05	6,315.95		8.52
867-000-451.000	SPECIAL ASSESSMENTS	16,439.00	16,439.00	584.78	3,423.75	13,015.25		20.83
TOTAL REVENUES		23,343.00	23,343.00	830.39	4,011.80	19,331.20		17.19
Fund 867 - 2019 SPECIAL ASSESSMENTS:								
TOTAL REVENUES		23,343.00	23,343.00	830.39	4,011.80	19,331.20		17.19
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00		0.00
NET OF REVENUES & EXPENDITURES		23,343.00	23,343.00	830.39	4,011.80	19,331.20		17.19

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

PERIOD ENDING 10/31/2022

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

CITY OF OWOSSO

MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE		% BDGT USED		
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 10/31/22 INCR (DECR)	10/31/2022 NORM (ABNORM)	NORM	(ABNORM)			
Fund 868 - 2020 SPECIAL ASSESSMENTS										
Revenues										
868-000-445.000	INTEREST & PENALTIES ON TAXES	7,795.00	7,795.00	1,025.08	1,566.63	6,228.37		20.10		
868-000-451.000	SPECIAL ASSESSMENTS	16,240.00	16,240.00	2,135.60	9,595.71	6,644.29		59.09		
TOTAL REVENUES		24,035.00	24,035.00	3,160.68	11,162.34	12,872.66		46.44		
Fund 868 - 2020 SPECIAL ASSESSMENTS:										
TOTAL REVENUES		24,035.00	24,035.00	3,160.68	11,162.34	12,872.66		46.44		
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00		0.00		
NET OF REVENUES & EXPENDITURES		24,035.00	24,035.00	3,160.68	11,162.34	12,872.66		46.44		

PERIOD ENDING 10/31/2022

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CITY OF OWOSSO

MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2022-23	2022-23	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 10/31/22 INCR (DECR)	10/31/2022 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 869 - 2021-20XX SPECIAL ASSESSMENTS							
Revenues							
869-000-445.000	INTEREST & PENALTIES ON TAXES	7,111.00	7,111.00	185.16	1,198.35	5,912.65	16.85
869-000-451.000	SPECIAL ASSESSMENTS	13,169.00	16,831.00	3,756.27	16,103.96	727.04	95.68
TOTAL REVENUES		20,280.00	23,942.00	3,941.43	17,302.31	6,639.69	72.27
Fund 869 - 2021-20XX SPECIAL ASSESSMENTS:							
TOTAL REVENUES		20,280.00	23,942.00	3,941.43	17,302.31	6,639.69	72.27
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		20,280.00	23,942.00	3,941.43	17,302.31	6,639.69	72.27
TOTAL REVENUES - ALL FUNDS		32,053,279.00	33,382,569.00	1,959,606.67	10,550,825.04	22,831,743.96	31.61
TOTAL EXPENDITURES - ALL FUNDS		31,583,566.00	36,260,529.00	1,696,828.46	8,523,029.08	27,737,499.92	23.50
NET OF REVENUES & EXPENDITURES		469,713.00	(2,877,960.00)	262,778.21	2,027,795.96	(4,905,755.96)	70.46

FROM 10/01/2022 TO 10/31/2022

FUND: ALL FUNDS

CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 10/01/2022	Total Debits	Total Credits	Ending Balance 10/31/2022
Fund 101	GENERAL FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	2,415,499.63	563,449.23	645,949.38	2,332,999.48
001.201	MI CLASS ACCOUNT	376,323.70	132,261.13	0.00	508,584.83
001.300	FRANKENMUTH CREDIT UNION ACCOUNTS	2,002,242.64	1,387.44	0.00	2,003,630.08
001.306	DORT FEDERAL CREDIT UNION ACCOUNTS	3,021,117.42	0.00	0.00	3,021,117.42
002.203	AMBULANCE PAYMENT BANK ACCOUNT	54,175.12	74,489.32	50,000.00	78,664.44
004.000	PETTY CASH	1,925.00	0.00	0.00	1,925.00
005.400	ICMA FORFEITURE FUNDS - RESTRICTED	1,414.76	2.58	0.00	1,417.34
	GENERAL FUND	7,872,698.27	771,589.70	695,949.38	7,948,338.59
Fund 202	MAJOR STREET FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	560,419.66	112,362.11	50,535.08	622,246.69
001.201	MI CLASS ACCOUNT	1,049,799.09	2,763.49	0.00	1,052,562.58
001.300	FRANKENMUTH CREDIT UNION ACCOUNTS	500,561.93	346.87	0.00	500,908.80
	MAJOR STREET FUND	2,110,780.68	115,472.47	50,535.08	2,175,718.07
Fund 203	LOCAL STREET FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	662,801.93	41,269.23	75,497.56	628,573.60
001.201	MI CLASS ACCOUNT	16,180.13	42.66	0.00	16,222.79
001.300	FRANKENMUTH CREDIT UNION ACCOUNTS	500,561.93	346.87	0.00	500,908.80
	LOCAL STREET FUND	1,179,543.99	41,658.76	75,497.56	1,145,705.19
Fund 208	PARK/RECREATION SITES FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	70,769.63	5.91	603.36	70,172.18
Fund 239	OMS/DDA REVLG LOAN FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	136,397.49	8,883.96	50,000.00	95,281.45
001.300	FRANKENMUTH CREDIT UNION ACCOUNTS	200,224.78	138.75	0.00	200,363.53
001.306	DORT FEDERAL CREDIT UNION ACCOUNTS	201,456.41	0.00	0.00	201,456.41
	OMS/DDA REVLG LOAN FUND	538,078.68	9,022.71	50,000.00	497,101.39
Fund 243	OBRA #12 WOODWARD LOFT				
001.200	POOLED CASH (HUNTINGTON BANK)	122,324.81	2,602.19	122,000.00	2,927.00
001.201	MI CLASS ACCOUNT	0.00	122,321.11	0.00	122,321.11
	OBRA #12 WOODWARD LOFT	122,324.81	124,923.30	122,000.00	125,248.11
Fund 248	DOWNTOWN DEVELOPMENT AUTHORITY				
001.200	POOLED CASH (HUNTINGTON BANK)	78,532.31	24,153.47	25,933.60	76,752.18
001.203	MAIN STREET OWOSSO / DDA CHECKING	0.00	10,018.70	0.00	10,018.70
	DOWNTOWN DEVELOPMENT AUTHORITY	78,532.31	34,172.17	25,933.60	86,770.88
Fund 249	BUILDING INSPECTION FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	52,800.77	39,386.61	23,179.10	69,008.28
Fund 259	OBRA-DIST#15 -ARMORY BUILDING				
001.200	POOLED CASH (HUNTINGTON BANK)	4,155.45	0.00	4,155.00	0.45
Fund 272	OBRA FUND-DISTRICT #17 CARGILL (PREV #8)				
001.200	POOLED CASH (HUNTINGTON BANK)	10,374.41	0.00	10,305.50	68.91
Fund 273	OBRA #9 ROBBINS LOFT				
001.200	POOLED CASH (HUNTINGTON BANK)	48,009.26	560.01	48,000.00	569.27
001.201	MI CLASS ACCOUNT	0.00	48,126.37	0.00	48,126.37
	OBRA #9 ROBBINS LOFT	48,009.26	48,686.38	48,000.00	48,695.64
Fund 276	OBRA FUND DISTRICT #16 - QDOBA				
001.200	POOLED CASH (HUNTINGTON BANK)	8,974.98	0.71	550.00	8,425.69
Fund 280	OBRA FUND-DISTRICT #21 - 152 E HOWARD ST				
001.200	POOLED CASH (HUNTINGTON BANK)	995.00	0.00	0.00	995.00

FROM 10/01/2022 TO 10/31/2022

FUND: ALL FUNDS

CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 10/01/2022	Total Debits	Total Credits	Ending Balance 10/31/2022
Fund 283	OBRA FUND-DISTRICT#3-TIAL				
001.200	POOLED CASH (HUNTINGTON BANK)	3,257.52	613.09	0.00	3,870.61
Fund 287	ARPA - AMERICAN RESCUE PLAN ACT				
001.200	POOLED CASH (HUNTINGTON BANK)	592.36	0.05	0.00	592.41
001.201	MI CLASS ACCOUNT	765,053.17	2,013.91	0.00	767,067.08
001.306	DORT FEDERAL CREDIT UNION ACCOUNTS	759,502.61	0.00	0.00	759,502.61
	ARPA - AMERICAN RESCUE PLAN ACT	1,525,148.14	2,013.96	0.00	1,527,162.10
Fund 297	HISTORICAL FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	59,554.24	2,975.99	13,865.43	48,664.80
001.202	HC CHECKING ACCOUNT	2,666.54	7,663.72	42.30	10,287.96
004.000	PETTY CASH	100.00	0.00	0.00	100.00
	HISTORICAL FUND	62,320.78	10,639.71	13,907.73	59,052.76
Fund 298	HISTORICAL SITES FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	0.15	0.00	0.00	0.15
Fund 301	GENERAL DEBT SERVICE (VOTED BONDS)				
001.200	POOLED CASH (HUNTINGTON BANK)	560,822.94	7,175.08	155,725.00	412,273.02
001.201	MI CLASS ACCOUNT	208,284.57	17,851.83	0.00	226,136.40
	GENERAL DEBT SERVICE (VOTED BONDS)	769,107.51	25,026.91	155,725.00	638,409.42
Fund 401	CAPITAL PROJECT FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	107,346.91	0.00	8,524.92	98,821.99
Fund 469	CAPITAL PROJECTS-BUILDING AUTHORITY				
001.200	POOLED CASH (HUNTINGTON BANK)	36,608.22	0.00	36,500.00	108.22
001.201	MI CLASS ACCOUNT	0.00	36,596.01	0.00	36,596.01
	CAPITAL PROJECTS-BUILDING AUTHORITY	36,608.22	36,596.01	36,500.00	36,704.23
Fund 494	CAPITAL PROJECTS FUND-DOWNTOWN				
001.200	POOLED CASH (HUNTINGTON BANK)	33,795.82	0.00	33,500.00	295.82
001.201	MI CLASS ACCOUNT	0.00	33,588.19	0.00	33,588.19
	CAPITAL PROJECTS FUND-DOWNTOWN	33,795.82	33,588.19	33,500.00	33,884.01
Fund 588	TRANSPORTATION FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	31,396.30	401.54	30,000.00	1,797.84
001.201	MI CLASS ACCOUNT	26,998.10	31,027.33	0.00	58,025.43
	TRANSPORTATION FUND	58,394.40	31,428.87	30,000.00	59,823.27
Fund 590	SEWER FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	253,844.04	1,103,212.05	180,905.45	1,176,150.64
001.201	MI CLASS ACCOUNT	401,171.91	1,056.00	0.00	402,227.91
001.306	DORT FEDERAL CREDIT UNION ACCOUNTS	1,259,110.20	0.00	750,000.00	509,110.20
004.000	PETTY CASH	200.00	0.00	0.00	200.00
	SEWER FUND	1,914,326.15	1,104,268.05	930,905.45	2,087,688.75
Fund 591	WATER FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	(187,683.49)	1,387,357.30	354,200.30	845,473.51
001.201	MI CLASS ACCOUNT	2,004,517.31	4,486.96	300,000.00	1,709,004.27
	WATER FUND	1,816,833.82	1,391,844.26	654,200.30	2,554,477.78
Fund 599	WASTEWATER FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	335,511.61	1,291,765.62	664,271.67	963,005.56
001.201	MI CLASS ACCOUNT	0.00	501,316.25	0.00	501,316.25
001.306	DORT FEDERAL CREDIT UNION ACCOUNTS	1,057,653.49	0.00	750,000.00	307,653.49

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CASH SUMMARY BY ACCOUNT FOR CITY OF OWOSSO
 FROM 10/01/2022 TO 10/31/2022
 FUND: ALL FUNDS
 CASH AND INVESTMENT ACCOUNTS

Page: 3/3

Fund Account	Description	Beginning Balance 10/01/2022	Total Debits	Total Credits	Ending Balance 10/31/2022
	WASTEWATER FUND	1,393,165.10	1,793,081.87	1,414,271.67	1,771,975.30
Fund 661	FLEET MAINTENANCE FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	764,855.25	74,685.52	21,694.91	817,845.86
001.201	MI CLASS ACCOUNT	601,507.98	1,583.36	0.00	603,091.34
001.300	FRANKENMUTH CREDIT UNION ACCOUNTS	1,001,123.79	693.70	0.00	1,001,817.49
	FLEET MAINTENANCE FUND	2,367,487.02	76,962.58	21,694.91	2,422,754.69
Fund 703	CURRENT TAX COLLECTION FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	491,084.47	59,803.70	518,992.00	31,896.17
001.201	MI CLASS ACCOUNT	0.00	440,000.00	0.00	440,000.00
	CURRENT TAX COLLECTION FUND	491,084.47	499,803.70	518,992.00	471,896.17
Fund 854	2009 SPECIAL ASSESSMENT				
001.200	POOLED CASH (HUNTINGTON BANK)	151.20	170.10	0.00	321.30
Fund 865	2017 SPECIAL ASSESSMENTS				
001.200	POOLED CASH (HUNTINGTON BANK)	0.00	627.91	0.00	627.91
Fund 866	2018 SPECIAL ASSESSMENTS				
001.200	POOLED CASH (HUNTINGTON BANK)	17,387.59	2,807.42	0.00	20,195.01
Fund 867	2019 SPECIAL ASSESSMENTS				
001.200	POOLED CASH (HUNTINGTON BANK)	3,181.41	830.39	0.00	4,011.80
Fund 868	2020 SPECIAL ASSESSMENTS				
001.200	POOLED CASH (HUNTINGTON BANK)	8,001.66	3,160.68	0.00	11,162.34
Fund 869	2021-20XX SPECIAL ASSESSMENTS				
001.200	POOLED CASH (HUNTINGTON BANK)	13,360.88	4,049.43	108.00	17,302.31
Fund 956	GASB 34 LONG TERM DEBT				
005.200	MMRMA CASH - RESTRICTED	242,389.53	0.00	0.00	242,389.53
	TOTAL - ALL FUNDS	22,961,386.52	6,202,431.85	4,925,038.56	24,238,779.81



Regular Meeting of the Owosso Historical Commission

Minutes of November 14, 2022 – 6:00 P.M. at Owosso City Hall

PRESIDING OFFICER: Vice Chair Mark Erickson

MEMBERS PRESENT: Commissioners Deb Adams, Gary Wilson, Lance Little, Elaine Greenway, and Vice Chair Mark Erickson.

MEMBERS ABSENT: Commissioner Sue Osika,

OTHERS PRESENT: Amy Fuller, Denice Grace, Piper Brewer, Cora Walby, and Jayne Brown

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

APPROVE MINUTES – September 12, 2022

Motion by Commissioner Wilson to approve minutes as presented, supported by Commissioner Adams.

Passed by voice vote.

APPROVE AGENDA – November 14, 2022

Motion by Commissioner Wilson to add discussion of creating a Director of Historical Programs position to the agenda, supported by Commissioner Greenway.

Passed by voice vote.

Motion by Commissioner Little to approve agenda with the change, supported by Commissioner Wilson.

Passed by voice vote.

ITEMS OF BUSINESS

Chair and Vice Chair nominations:

Commissioner Greenway nominated Commissioner Erickson to serve as Chair, supported by Commissioner Wilson.

Passed by voice vote, with Erickson abstaining

Commissioner Wilson nominated Commissioner Adams to serve as Vice Chair, supported by Commissioner Greenway.

Passed by voice vote.

Christmas Party:

Commissioner Greenway presented plans and an invitation for the OHC Christmas Party. The party is to be held December 8, 5:30 – 7:30 at the Castle, there will be no alcohol served, admission is \$15, each Commissioner was asked to help with finding sponsors/donations. There will be a silent auction.

Castle 100th Anniversary:

Commissioner Adams reported on the 100th Anniversary plans. The planning committee is coordinating with the Steam Railroading Institute to hold a wine and cheese event at SRI, tentatively scheduled for April 29, 2023. They would like the Castle to open on March 14, 2023 with the Mayor and State Rep present. They are also looking at souvenir items marking the 100 years.

Director of Historical Programs:

Commissioner Wilson presented for exploration, hiring Cora Walby to serve as Director of Historical Programs. This position would be shared with the Shiawassee Arts Council and could work on the Gould House Museum and a Home Tour, among other things. Amy Fuller stated that the current budget wouldn't support this position. Piper Brewer talked about the benefit Cora would bring to both organizations. Cora expressed her interest in working with OHC. Commissioner Little asked about the sustainability of the position. Commissioner Adams asked about previous Home Tour income. The commission requested Amy to schedule a meeting with the City Manager for Commissioners Erickson, Wilson and Adams. A potential special meeting was discussed.

Financial Review and Discussion

Amy Fuller reviewed financial reports ending September 30, 2022. She stated there is a loss of revenue due to unpaid rent at the Gould House, and there were unexpected expenses to fix the shower and hire a locksmith at the Gould House. Amy asked if the Commission would like to clean the carpets at the Castle before the Christmas party.

- a. Motion by Wilson to spend \$100 for carpet cleaning
- b. Supported by Adams.
- c. Passed by voice vote.

Denice Grace provided a financial report on the Castle.

PUBLIC COMMENT PERIOD

Jayne Brown shared that the MCAC grant for landscaping at the Gould House was not approved. She would like to reapply for the January grant cycle.

COMMISSIONER COMMENTS

Commissioner Wilson asked Amy Fuller what the source of information was regarding ADA compliance at the Gould House requiring a ramp and bathroom. Amy stated that the city's building inspector had given her the information but that the commission should have an architect walk through to make sure the first floor could pass a building inspection as a museum.

Commissioner Little requested a tour of the Gould House. Commissioner Erickson said he would follow up with him on scheduling a tour.

Commissioner Adams thanked Cora Walby

Commissioner Greenway thanked everyone for help with the party details

STAFF REPORT AND PROJECT UPDATES

None

ADJOURNMENT

Commissioner Little moved to adjourn the meeting. Commissioner Wilson supported. Voice vote was unanimous to adjourn the meeting at 7:43 P.M.

Respectfully submitted by:

Amy Fuller, Assistant City Manager

MINUTES
REGULAR MEETING OF THE OWOSSO PLANNING COMMISSION
Monday, November 28, 2022 – 6:30 P.M.

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

PLEDGE OF ALLEGIANCE: Recited

ROLL CALL: Tanya Buckelew

MEMBERS PRESENT: Secretary Fear, Commissioner Law, Vice-Chair Livingston, Commissioners Martin, Robertson, Schlaack, Taylor and Chairman Wascher

MEMBERS ABSENT: Commissioner Jenkins

OTHERS PRESENT: Tanya Buckelew, Planning & Building Director & Justin Sprague, CIB Planning

APPROVAL OF AGENDA:
MOTION BY VICE-CHAIR LIVINGSTON, SUPPORTED BY COMMISSIONER ROBERTSON TO APPROVE THE AGENDA FOR November 28, 2022.

YEAS ALL. MOTION CARRIED.

APPROVAL OF MINUTES:
MOTION BY SECRETARY FEAR SUPPORTED BY VICE-CHAIR LIVINGSTON TO APPROVE THE MINUTES FOR THE August 22, 2022 MEETING.

YEAS ALL. MOTION CARRIED.

PUBLIC HEARINGS:

1. Zoning Ordinance Text Amendments to allow for drive-thru window service at marihuana retail locations

The City received a request from JARS Cannabis at 200 E. Main Street to amend the Zoning Ordinance to allow for drive-thru window service at marihuana retail locations.

Chairman Wascher opened the Public Hearing at 6:32 p.m.

The following spoke during the Public Hearing:

Tom Manke spoke about alcohol not being allowed via drive-thrus so marijuana should not be either. He stated he has been approached to purchase marijuana in the downtown area from a local business.

Jason Abro with JARS Cannabis spoke about the addition of a drive-thru window to their building to better serve their customers.

Justin Sprague, CIB Planning, offered the following comments per his review letter:

CIB has reviewed the application from Hani Kassab Jr. to consider amending the Zoning Ordinance text in Sections 38-197 (11.a.2), 38-217 (4.a.2), 38-242 (9.a.2) and 38-267 (10.a.2) to allow for drive-thru window services at marihuana provisioning centers.

The Planning Commission and City Council shall consider the following criteria to determine the appropriateness of amending the text, standards and regulations of the zoning ordinance:

1. Documentation has been provided from city staff, or the zoning board of appeals indicating problems and conflicts in implementation of specific sections of the ordinance.

Finding – There is currently no issues, problems or conflicts with implementation of existing ordinances, however the city has been permitting curb-side delivery of marihuana during the Covid- 19 Pandemic.

2. Reference materials, planning and zoning publication, information gained at seminars or experiences of other communities that demonstrate improved techniques to deal with certain zoning issues, or that the city's standards are outdated

Finding – As noted above the state has changed rules to allow for the use of drive-thru services. Those rules can be seen below.

Rule 7a.

- 1) A marihuana sales location may designate an area for contactless or limited contact transactions unless prohibited by an ordinance adopted by the municipality where the marihuana sales location is located.
- 2) Contactless or limited contact transaction include, but are not limited to the following:
 - a) Curbside service.
 - b) Drive through window service.
- 3) A marihuana sales location may accept online or telephonic orders for marihuana product and payment for the order that will be picked up at the marihuana sales location.
- 4) The designated area for contactless or limited contact transactions must be identified in the marihuana business location plan.
- 5) A marihuana sales location operating a contactless or limited contact transaction must have a written standard operating procedure in place and be made available to the agency upon request.
- 6) Contactless or limited contact transactions must be completed during normal business hours.

- 7) A marihuana sales location using a designated area for contactless or limited contact transactions must have in place an anti-theft policy, procedure, or automatic capability.
 - 8) The designated area for contactless or limited contact transactions must comply with R 420.209.
 - 9) The contactless and limited contact transaction must comply with R 420.505 and R 420.506.
 - 10) Marihuana being transferred during a contactless or limited contact transaction must be in an opaque bag and the contents must not be visible to the general public upon pick up.
3. The city attorney recommends an amendment to respond to significant case law.

Finding – The city attorney is not opposed to the proposed amendments but is not recommending approval as a result of significant case law.

4. The amendment would promote implementation of the goals and objectives of the city's master plan.

Finding – The amendment would not promote the goals and objectives in the downtown where auto- oriented uses are intended for other commercial areas of the city.

5. Other factors deemed appropriate by the planning commission and city council.

Finding – This application has not been previously before the City.

RECOMMENDATION

Based upon the above comments, **the Planning Commission will need to consider a number of factors to determine if this amendment is most appropriate for the city and its residents and businesses as follows;**

1. That the request is not in overwhelming conflict with the Master Plan or the Zoning Ordinance;
2. The rules have changed at the state which now allow for these services;
3. That a change in the ordinance will not lead to public safety issues or a nuisance to the city and its residents and businesses.

Public Hearing closed at 7:00 p.m.

MOTION BY COMMISSIONER MARTIN SUPPORTED BY COMMISSIONER LAW TO RECOMMEND TO THE CITY COUNCIL TO APPROVE THE TEXT AMENDMENTS TO THE FOLLOWING ARTICLES OF CHAPTER 38 ZONING ORDINANCE –

- **ARTICLE IX. B-1 LOCAL BUSINESS DISTRICT – SEC. 38-197. PRINCIPAL USES PERMITTED (11) a. 2.**
- **ARTICLE X. B-2 PLANNED SHOPPING CENTER DISTRICTS – SEC. 38-217. PRINCIPAL USES PERMITTED (4) a. 2.**
- **ARTICLE XI. B-3 CENTRAL BUSINESS DISTRICT – SEC. 38-242. PRINCIPAL**

USES PERMITTED (9) a. 2.

- **ARTICLE XII. B-4 GENERAL BUSINESS DISTRICTS – SEC. 38-267. PRINCIPAL USES PERMITTED (10) a. 2.**

THE AMENDMENT IS AS FOLLOWS – REMOVE

a. 2. INDOOR ACTIVITIES TEXT FOR THE B-1, B-2, B-3 AND B-4 DISTRICTS.

REPLACE WITH

a. 2. CONTACTLESS OR LIMITED CONTACT TRANSACTIONS. A MARIHUANA PROVISIONING CENTER MAY DESIGNATE AN AREA FOR CONTACTLESS OR LIMITED CONTACT TRANSACTIONS EITHER BY CURBSIDE SERVICE OR A DRIVE THROUGH WINDOW SERVICE. CONTACTLESS OR LIMITED CONTACT TRANSACTIONS MUST BE COMPLETED DURING NORMAL BUSINESS HOURS. MARIHUANA BEING TRANSFERRED DURING A CONTACTLESS OR LIMITED CONTACT TRANSACTION MUST BE IN AN OPAQUE BAG AND THE CONTENTS MUST NOT BE VISIBLE TO THE GENERAL PUBLIC UPON PICK UP.

YEAS: SECRETARY FEAR, COMMISSIONER LAW, VICE-CHAIR LIVINGSTON, COMMISSIONER MARTIN, ROBERTSON, SCHLAACK, TAYLOR AND CHAIRMAN WASCHER

NAYS: NONE

RCV: 8-0 MOTION CARRIED

ITEMS OF BUSINESS:

1. Zoning Ordinance Full Re-Write Review and Discussion

Justin Sprague commented on the current chapters in review -

Article I. Title, Purpose and Authority

Article XVI. Rezoning, Zoning and Master Plan Amendment Review

Article VEII. Nonconforming uses, Structures and Lots

Articles XXI. Landscape Standards and Tree Replacement

Article XXIII. Administration and Enforcement

Articles XXIV. Zoning Board of Appeals (ZBA)

Article XIX. Off-Street Parking and Loading Standards

Discussion was held regarding making parking a standalone chapter and reducing parking requirements on private property.

Additional chapters are forthcoming in the next few weeks.

COMMISSIONER/CITIZEN COMMENTS:

The garage on the St. Paul's parking lot is in need of repairs.

The hospital fencing along Ada Street does not conceal the mechanical units. The plantings along the parking lot have died. The parking lots across the street are dirt. Justin Sprague and Tanya Buckelew will reach out to the hospital to discuss corrections.

The next meeting is scheduled for December 12, 2022. This is earlier in the month due to the holidays. Discussion was held on whether there would be a meeting or not. Tanya Buckelew stated she has not received any applications and the deadline has passed. Therefore, she

would not be scheduling a meeting in December. Commissioners were asked to continue reviewing the zoning ordinance amendments for the January meeting.

ADJOURNMENT:

**MOTION BY SECRETARY FEAR SUPPORTED BY COMMISSIONER TAYLOR TO
ADJOURN AT 7:40 PM UNTIL THE NEXT MEETING ON JANUARY 23, 2023.**

YEAS ALL, MOTION CARRIED

Janae Fear, Secretary

DRAFT