

ATTENTION: BEGINNING MAY 15, 2023 A 30-MINUTE COUNCIL DISCUSSION PERIOD WILL BE HELD IMMEDIATELY PRIOR TO EACH REGULAR MEETING. THE PUBLIC IS WELCOME TO ATTEND.

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MONDAY, NOVEMBER 6, 2023
7:30 P.M.**

**Meeting to be held at City Hall
301 West Main Street**

AGENDA

OPENING PRAYER:

PLEDGE OF ALLEGIANCE:

ROLL CALL:

APPROVAL OF THE AGENDA:

APPROVAL OF THE MINUTES OF REGULAR MEETING OF OCTOBER 16, 2023:

APPROVAL OF THE MINUTES OF SPECIAL MEETING OF OCTOBER 30, 2023:

ADDRESSING THE CITY COUNCIL

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

PROCLAMATIONS / SPECIAL PRESENTATIONS

1. COSSAP Grant Presentation. Receive presentation from Owosso Police Department and Shiawassee Health and Wellness staff on the Comprehensive, Opioid, Stimulant and Substance Use Program.

PUBLIC HEARINGS

None.

CITIZEN COMMENTS AND QUESTIONS

CONSENT AGENDA

1. First Reading and Set Public Hearing – Ordinance Amendment – Chapter 32, Taxation. Conduct first reading and set a public hearing for Monday, November 20, 2023 at 7:30 p.m. to receive citizen comment regarding the proposed amendment to Chapter 32, Taxation, Article III, *Service Charge in Lieu of Taxes for Certain Housing Developments* of the Code of Ordinances.

2. Purchase Authorization – Type III Ford E-450 Ambulance. Authorize the purchase from Kodiak Emergency Equipment, Inc. d/b/a Kodiak Emergency Vehicles for the purchase of one 2026 (estimated year) Type III E-450 Ambulance and further authorize payment to the vendor upon satisfactory delivery of the vehicle.
3. Fire Truck Change Orders #1 and #2 – HME Inc. Authorize Change Orders #1 and #2 with HME Inc. in the amount of \$8,214.00 and \$8,169.00 respectively for the 2023 fire truck bid, increasing the original contract price from \$789,988.00 to \$806,371.00.
4. WWTP Secondary Clarifier – Addendum No. 7. Authorize the Agreement between the City of Owosso and Fishbeck of Lansing, Michigan dated September 7, 2021 in the amount of \$498,000.00 as addendum No. 7 for providing engineering design, bidding services, and construction administration services for the Secondary Clarifier project at the Wastewater Treatment Plant, with construction services being contingent upon securing CWSRF loan funding.
5. Check Register – October 2023. Affirm check disbursements totaling \$2,738,407.59 through October 31, 2023.
6. Warrant No. 635. Authorize Warrant No. 635 as follows:

Vendor	Description	Fund	Amount
Waste Management	Services from October 1, 2023 – October 15, 2023	WWTP	\$10,692.28

ITEMS OF BUSINESS

1. Lot Split Authorization – 824 South Park Street. Consider authorization of the division of a City lot under Michigan Subdivision Control Act for platted lot at 824 South Park Street.

COMMUNICATIONS

1. Brad A. Barrett, Finance Director. Financial Report – September 2023.
2. Historic District Commission. Minutes of September 20, 2023.
3. Downtown Development Authority/Main Street. Minutes of October 4, 2023.
4. Downtown Development Authority/Main Street. Minutes of October 31, 2023.
5. Parks & Recreation Commission. Minutes of October 25, 2023.
6. Tanya S. Buckelew, Planning & Building Director. Annual Liquor License Inspections.

CITIZEN COMMENTS AND QUESTIONS

NEXT MEETING

Monday, November 20, 2023

BOARDS AND COMMISSIONS OPENINGS

Building Board of Appeals – Alternate - term expires June 30, 2024
 Building Board of Appeals – Alternate - term expires June 30, 2025
 Downtown Development Authority – term expires June 30, 2024
 Zoning Board of Appeals – Alternate – term expires June 30, 2024
 Zoning Board of Appeals – Alternate – term expires June 30, 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 November 6, 2023. Citizens may view and listen to the meeting using the following link and phone numbers.

**OWOSSO CITY COUNCIL
Monday, November 6, 2023
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/85678397176?pwd=SXJ1ejlabE5TMzVDQzR3Z1dxV0VHZz09>
- **Meeting ID: 856 7839 7176**
- **Password: 506276**
- **One tap mobile**

+13092053325,,85678397176#,,,,*506276# US
+13126266799,,85678397176#,,,,*506276# US (Chicago)

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 November 6, 2023 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>

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.

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
MINUTES OF OCTOBER 16, 2023
7:30 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: STEPHEN SCHLAACK

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.

APPROVE AGENDA

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

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

APPROVAL OF THE MINUTES OF REGULAR MEETING OF OCTOBER 2, 2023

Motion by Councilmember Pidek to approve the Minutes of the Regular Meeting of October 2, 2023 as presented.

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

PROCLAMATIONS / SPECIAL PRESENTATIONS

Curwood Festival Donation

Curwood Festival Treasurer Kimmy Smith presented to the City a \$1,000 donation from the Curwood Festival for the maintenance of Curwood Castle.

Pictures of the Curwood royalty, Curwood representatives, and the City Council followed.

PUBLIC HEARINGS

Proposed Special Assessment District No. 2023-103 – Hazards & Nuisances

A public hearing was conducted to receive citizen comment regarding proposed Special Assessment District No. 2023-103, Hazards and Nuisances, as it relates to unpaid costs incurred in the altering, repairing, tearing down, abating or removing of hazards and nuisances.

There were no citizen comments received on this topic prior to, or during the meeting.

Motion by Councilmember Pidek to approve the following special assessment resolution regarding hazards and nuisances:

RESOLUTION NO. 175-2023

**AUTHORIZING THE ROLL FOR
SPECIAL ASSESSMENT DISTRICT NO. 2023-103, HAZARDS & NUISANCES**

WHEREAS, the Council, after due and legal notice, has met and there being no one to be heard, motion by Councilmember Pidek to adopt Special Assessment Resolution No. 2 for the annual hazards & nuisances roll, as follows:

PARCEL #	PROPERTY ADDRESS	BALANCE
050-010-015-001-00	667 GLENWOOD AVE	\$295.00
050-010-016-006-00	629 ALGER AVE	\$280.00
050-010-032-029-00	719 FRAZER AVE	\$1,578.95
050-050-000-038-00	114 S CEDAR ST	\$140.00
050-113-017-007-00	1415 LYNN ST	\$300.00
050-115-002-019-00	1149 S SHIAWASSEE ST	\$203.30
050-180-004-020-00	326 S DEWEY ST	\$306.00
050-240-002-019-00	643 N HICKORY ST	\$280.00
050-250-000-008-00	602 N SHIAWASSEE ST	\$925.30
050-380-003-020-00	825 E EXCHANGE ST	\$217.80
050-390-004-012-00	1260 ADAMS ST	\$834.00
050-420-005-009-00	755 DIVISION ST	\$145.00
050-420-007-024-00	700 BROADWAY AVE	\$318.89
050-470-027-003-00	200 E MAIN ST	\$168.00
050-480-000-010-00	1455 INDUSTRIAL DR	\$1,543.76
050-536-000-010-00	909 ADAMS ST	\$280.00
050-536-000-043-00	1265 N SHIAWASSEE ST	\$548.80
050-536-000-093-00	1221 N SHIAWASSEE ST	\$258.80
050-560-000-056-00	1108 MEADOW DR	\$290.00
050-602-002-010-00	1325 W STEWART ST	\$270.69
050-602-008-011-00	937 KENWOOD DR	\$138.00
050-603-002-011-00	1444 W KING ST	\$138.00
050-621-002-006-00	321 STATE ST	\$280.00
050-651-000-013-00	415 GENESEE ST	\$251.61
050-651-000-022-00	501 S SHIAWASSEE ST	\$150.00
050-652-008-004-00	808 DIVISION ST	\$558.00
050-660-014-012-00	104 N LANSING ST	\$138.00
050-660-023-019-00	709 LYNN ST	\$303.92
050-666-000-026-00	113 N OAK ST	\$219.65
050-710-001-012-00	915 CORUNNA AVE	\$771.00
		<u>\$ 12,132.47</u>

and

WHEREAS, the Council deems said Special Assessment Roll- Hazards and Nuisances to be fair, just and equitable and that each of the assessments contained thereon results in the special assessment being in accordance with the unpaid costs incurred in the altering, repairing, tearing down, abating or removing of hazards and nuisances of said properties.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Said Special Assessment Roll-Hazards and Nuisances as prepared by the City Assessor in the amount of \$12,132.47 is hereby confirmed and shall be known as Special Assessment Roll-Hazards and Nuisances No. 2023-103.
2. Said Special Assessment Roll-Hazards and Nuisances No. 2023-103 shall be placed on file in the office of the City Clerk who shall attach his warrant to a certified copy thereof within ten (10) days commanding the Assessor to spread the various sums shown thereon as directed by the City Council.

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

Industrial Facilities Exemption Certificate Revocation Request – 1525 W. King Street

City Manager Nathan R. Henne indicated that he was in receipt of a letter from the property owner informing the City that they no longer wish to pursue the project and request revocation of their IFT Certificate.

A Public Hearing was conducted to receive citizen comment regarding the request to revoke Industrial Facilities Exemption Certificate No. 2019-121 issued to Covenant Eyes, Inc. for the property located at 1525 W. King Street due to a lack of follow-through on the project.

There were no citizen comments received on this topic prior to, or during the meeting.

Motion by Councilmember Pidek to approve the following resolution requesting the revocation of Industrial Facilities Exemption Certificate No. 2019-121:

RESOLUTION NO. 176-2023

**REQUESTING REVOCATION OF IFT CERTIFICATE NO. 2019-121
FOR COVENANT EYES, INC. AT 1525 WEST KING STREET**

WHEREAS, pursuant to P.A. 198 of 1974, M.C.L. 207.551 *et seq.*, after a duly noticed public hearing held on October 11, 2019, the Owosso City Council by resolution established an Industrial Development District for the property located at 1525 W. King Street; and

WHEREAS, the City of Owosso approved an application from Covenant Eyes, Inc. requesting an Industrial Facilities Tax Exemption to induce \$350,000 in real-property investments at the location; and

WHEREAS, Covenant Eyes, Inc. has failed to proceed in good faith with the project within the construction period allowed for a new Facility.

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

- FIRST: the City of Owosso hereby requests the Michigan State Tax Commission to revoke Industrial Facilities Exemption Certificate No. 2019-121 issued to Covenant Eyes, Inc. for \$350,000 in real property investments located at 1525 W. King Street.

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

OPRA Exemption Certificate Revocation – 152 E. Howard Street

City Manager Henne indicated he had received a request for revocation from Howard Street Development, LLC explaining that they have abandoned the project due to program issues at the state level.

A public hearing was conducted to receive citizen comment regarding the revocation of Obsolete Property Rehabilitation Exemption Certificate No. 3-19-0024 issued to Howard Street Development, LLC for the property located at 152 E. Howard Street due to incomplete follow through of the construction project within the time authorized by Council.

There were no citizen comments received on this topic prior to, or during the meeting.

Motion by Councilmember Pidek to approve the following resolution to revoke Obsolete Property Rehabilitation Exemption Certificate No. 3-19-0024:

RESOLUTION NO. 177-2023

**REVOKING OBSOLETE PROPERTY REHABILITATION ACT (OPRA)
EXEMPTION CERTIFICATE NO. 3-19-0024
FOR THE PROPERTY AT 152 E. HOWARD STREET**

WHEREAS, pursuant to P.A. 146 of 2000, as amended, after a duly noticed public hearing held on September 16, 2019, the Owosso City Council by resolution established an Obsolete Property Rehabilitation District for the property located at 152 East Howard Street; and

WHEREAS, the City of Owosso approved an OPRA application from Howard Street Development, LLC, resulting in the issuance of OPRA Certificate No. 3-19-0024 to induce the proposed \$1,318,143 rehabilitation project; and

WHEREAS, Howard Street Development, LLC has failed to proceed in good faith with the rehabilitation of the facility within the construction period allowed; and

WHEREAS, Howard Street Development, LLC has requested in a certified letter that the OPRA certificate be revoked.

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 revoke Obsolete Property Rehabilitation Exemption Certificate No. 3-19-0024 issued to Howard Street Development, LLC for property located at 152 E. Howard Street, Owosso, Michigan.

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

Brownfield Termination - Plan #21 – 152 E. Howard Street

A public hearing was conducted to receive citizen comment regarding the termination of Brownfield Redevelopment Plan #21 – 152 Howard Street Project due to lack of follow-through on the project.

There were no citizen comments received on this topic prior to, or during the meeting.

Whereas, the Council, after due and legal notice, has met and there being no one to be heard, motion by Councilmember Pidek to approve the following resolution:

RESOLUTION NO. 178-2023

TERMINATING BROWNFIELD PLAN # 21 - 152 E. HOWARD STREET PROJECT FOR HOWARD STREET DEVELOPMENT, LLC

WHEREAS, pursuant to P.A. 381 of 1996, as amended, after a duly noticed public hearing held on November 4, 2019, the City of Owosso approved Brownfield Plan #21 for Howard Street Development, LLC for property located at 152 East Howard Street in the amount of \$406,485 in eligible expenses.

WHEREAS, Howard Street Development, LLC has failed to proceed in good faith with the rehabilitation of the facility within the construction period allowed; and

WHEREAS, Howard Street Development, LLC has requested in a certified letter that the Brownfield Plan be terminated; and

WHEREAS, the City of Owosso has conducted a public hearing and gave 30 days prior written notice of the public hearing to the developer at its last known address by certified mail.

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 terminate Brownfield Plan #21 - 152 E. Howard Street Project for Howard Street Development, LLC.

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

CITIZEN COMMENTS AND QUESTIONS

Eddie Urban, 601 Glenwood Avenue, thanked the City for fixing the bathroom door and Chief Lenkart for the Veteran's Day Parade.

Piper Brewer, 25-year member of the Owosso Historical Commission, urged the Council to defer the sale of the Amos Gould House, sharing its history along with possible alternative solutions.

Alex Ebe, 320 Cass Street, shared biblical information.

Christine Mitchell, former Mayor of Owosso, urged the Council to protect the Gould House and delay the sale of the property.

Shaffer Fox, former Owosso Historical Commission member, agreed with delaying the sale of the Amos Gould House and the detailed series of events that transpired with the demolition of the church/convent in West Town.

Mayor Teich outlined the Downtown Development Authority's Downtown Owosso Passport Event.

CONSENT AGENDA

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

Traffic Control Order – Veteran's Day Parade. Approve request from Kevin Lenkart, Public Safety Director, for closure of Jerome Avenue from Washington Street to Hickory Street and Washington Street from Jerome Avenue to Goodhue Street on Saturday, November 11, 2023 from 10:30 a.m. to 12:30 p.m. for the Veteran's Day Parade and further approve Traffic Control Order No. 1508 formalizing the action.

Traffic Control Order - Glow Owosso Parade, 5K and Tree Lighting. Approve request from Lizzie Fredrick, Owosso Main Street Director, for the street and lot closures for the annual Glow Owosso Parade, 5K, and Tree Lighting on Friday, November 24, 2023 beginning at 5:00 p.m. until 9:00 p.m. and further approve Traffic Control Order No. 1509 formalizing the action.

Master Plan Implementation Goals: 1.7, 1.17, 4.2, 4.6, 5.9, 5.12

Emergency Repair Authorization - Fire Department Tower-1. Authorize payment to Front Line Services, Inc. and Cummins Inc. for emergency repair and replacement of parts on Fire Department Tower 1 in the amount of \$25,759.88 as follows:

RESOLUTION NO. 179-2023

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

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

WHEREAS, Sec 2-346(5) of the Code of Ordinances of the City of Owosso waives competitive bidding requirements when a purchase is of an emergent nature; and

WHEREAS, the City directed Front Line Services, Inc. and Cummins Inc. to proceed and perform the emergency repairs, which subsequently totaled \$25,759.88; and

WHEREAS, the Public Safety Director has reviewed the detailed billing from Front Line Services, Inc. for the cost of emergency repairs and recommends payment in the amount of \$8,995.00 for work satisfactorily completed; and

WHEREAS, the Public Safety Director has reviewed the detailed billing from Cummins Inc. for the cost of the repairs and recommends payment in the amount of \$16,764.88 for the work 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 and Cummins Inc. for emergency repairs to Owosso Fire Department vehicle Tower 1.
- SECOND: the Accounts Payable Department is authorized to submit payment to Front Line Services, Inc. in the amount of \$8,995.00 as authorized by Council this 16th day of October 2023.
- THIRD: the Accounts Payable Department is authorized to submit payment to Cummins Inc. in the amount of \$16,764.88 as authorized by Council this 16th day of October 2023.
- FOURTH: the above expenses shall be paid from the Fire Department vehicle repair fund.

***Contract Renewal – Utilities General Engineering Services.** Approve the required annual renewal of the Utilities General Engineering Services contracts with OHM Advisors, Tetra Tech, Fishbeck, and Jones & Henry to provide engineering services for utilities projects through October 30, 2024 as follows:

RESOLUTION NO. 180-2023

**AUTHORIZING THE RENEWAL OF AGREEMENTS
FOR PROFESSIONAL ENGINEERING SERVICES WITH
OHM ADVISORS, TETRA TECH, JONES & HENRY, AND FISHBECK**

WHEREAS, the City of Owosso, Michigan, has determined that it is advisable, necessary and in the public interest to secure professional engineering services for various public improvement projects related to utilities; and

WHEREAS, in September of 2021 Council approved a series of contracts with engineering firms OHM Advisors, Tetra Tech, Jones & Henry, and Fishbeck which require renewal on an annual basis; and

WHEREAS, OHM Advisors, Tetra Tech, Jones & Henry, and Fishbeck have provided the City with satisfactory services to date and renewal of their respective agreements is recommended.

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

- FIRST: it has heretofore been determined that it is advisable, necessary and in the public interest to renew the contracts with the firms of OHM Advisors, Tetra Tech, Jones & Henry, and Fishbeck for the provision of professional engineering services for future water and wastewater utility projects.
- SECOND: the Mayor and City Clerk are hereby instructed and authorized to sign the document attached as; Exhibit C-OHM-3, Renewal of Agreement for Professional Engineering Services with OHM Advisors.
- THIRD: the Mayor and City Clerk are hereby instructed and authorized to sign the document attached as; Exhibit C-Trustee-3, Renewal of Agreement for Professional Engineering Services with Tetra Tech of Michigan, P.C.
- FOURTH the Mayor and City Clerk are hereby instructed and authorized to sign the document attached as; Exhibit C-J&H-3, Renewal of Agreement for Professional Engineering Services with Jones & Henry Engineers, Ltd.
- FIFTH: the Mayor and City Clerk are hereby instructed and authorized to sign the document attached as; Exhibit C-FB-2, Renewal of Agreement for Professional Engineering Services with Fishbeck.
- SIXTH: the City Manager is hereby instructed to receive cost proposals from these four firms for future projects and make recommendation to the City Council for acceptance and award in accordance with the City of Owosso Purchasing Policy for a period renewed annually through October 30, 2025.

***Professional Services Agreement – Underwriter/Placement Agent/Municipal Advisor.** Authorize professional services agreement with MFCI, LLC, in an amount not to exceed \$41,352.50, to serve as Underwriter/Placement Agent/Municipal Advisor for two bond issuances associated with the City's 2024 Drinking Water State Revolving Fund (DWSRF) projects and its 2024 Clean Water State Revolving Fund (CWSRF) projects, and further authorize payment to the firm for services rendered in accordance with the agreement as follows:

RESOLUTION NO. 181-2023

AUTHORIZING PROFESSIONAL SERVICE AGREEMENT WITH

**MFCI, LLC TO SERVE AS UNDERWRITER/PLACEMENT AGENT/MUNICIPAL
ADVISOR FOR 2024 SRF BOND ISSUANCES**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, is required to obtain the services of an underwriter/placement agent/municipal advisor for debt issuances; and

WHEREAS, the City of Owosso is undertaking water and wastewater treatment plant infrastructure improvement projects; and

WHEREAS, MFCI, LLC is a Michigan independent financial services company qualified to provide said services; 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: it has heretofore determined that it is advisable, necessary and in the public interest to enter into a professional service agreement with MFCI, LLC to provide underwriting/placement agent/municipal advisor services associated with two separate revenue bond issuances involving the State of Michigan Drinking Water Revolving Fund Program and Clean Water State Revolving Fund Program.
- SECOND: the Mayor and City Clerk are instructed and authorized to sign a professional services agreement between the City of Owosso and MFCI, LLC, substantially as attached, estimated at \$41,352.50 for two separate revenue bond issuances.
- THIRD: the Accounts Payable department is authorized to pay MFCI, LLC for work satisfactorily completed up to the amount of \$41,352.50 upon successful closing of the bond issuances.
- FOURTH: the above expense shall be paid from the Water Fund 591.200.801.000 and Wastewater Treatment Fund 599.200.801.000.

Master Plan Implementation Goals: 3.4, 3.7, 3.8, 6.6

***Professional Services Agreements – Bond Counsel.** Authorize two professional services agreements with Dickinson Wright PLLC in an amount not to exceed \$49,150.00 to serve as Bond Counsel for bond issuances associated with the 2024 Drinking Water State Revolving Fund project and the 2024 Clean Water State Revolving Fund project, and further authorize payment to the firm for services rendered in accordance with the agreements as follows:

RESOLUTION NO. 182-2023

**AUTHORIZING PROFESSIONAL SERVICES AGREEMENTS WITH
DICKINSON WRIGHT PLLC
TO SERVE AS BOND COUNSEL
FOR TWO 2024 REVENUE BOND ISSUANCES**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, is required to obtain bond counsel for debt issuances; and

WHEREAS, the City of Owosso will be undertaking water and wastewater treatment infrastructure improvement projects in 2024 involving the issuance of debt; and

WHEREAS, Dickinson Wright PLLC is a full-service law firm with multiple offices in Michigan that is qualified to provide said services; 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: it has heretofore determined that it is advisable, necessary and in the public interest to enter into professional services agreements with Dickinson Wright PLLC to serve as bond counsel associated with two separate revenue bond issuances in 2024 involving the State of Michigan Drinking Water Revolving Loan Fund Program and Clean Water State Revolving Fund Program.
- SECOND: the mayor and city clerk are instructed and authorized to sign the two documents substantially in form attached as Professional Services Agreements between the City of Owosso and Dickinson Wright PLLC estimated at \$49,150 in total.
- THIRD: the accounts payable department is authorized to pay Dickinson Wright PLLC for work satisfactorily completed at a cost estimated at \$49,150 under said professional services agreements.
- FOURTH: the above expense shall be paid from the Water Fund 591.200.801.000 and Wastewater Treatment Plant Fund 599.200.801.000.

Master Plan Implementation Goals: 3.4, 3.7, 3.8, 6.6

***Recreation Service Agreement - Rudy DeMuth Field.** Approve proposed Recreation Service Agreement with Owosso Baseball Travel Club for use of Rudy DeMuth Field for youth baseball/ softball tournaments for a period expiring December 31, 2026 as follows:

RESOLUTION NO. 183-2023

AUTHORIZING A RECREATION SERVICE AGREEMENT WITH OWOSSO BASEBALL TRAVEL CLUB FOR USE OF RUDY DEMUTH FIELD

WHEREAS, the City of Owosso, Shiawassee County, Michigan, and Owosso Baseball Travel Club wish to enter into a Recreation Service Agreement for the use of Rudy Demuth Fields for baseball/softball tournaments and events; and

WHEREAS, the Owosso Baseball Travel Club has dedicated itself to providing exercise and recreation opportunities for youth in Owosso and the surrounding areas; and

WHEREAS, the city wishes to contribute to recreation opportunities for area youth by allowing the use of Rudy DeMuth Field for baseball/softball tournaments and events; and

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

- FIRST: it has heretofore determined that it is advisable, necessary, and in the public interest to enter into an agreement with the Owosso Baseball Travel Club for recreation services at Rudy DeMuth Field for a period expiring December 31, 2026.

SECOND: the Mayor and the City Clerk of the City of Owosso are instructed and authorized to sign the document substantially in the form attached memorializing the use of Rudy DeMuth Field and the responsibilities of the City and the Owosso Baseball Travel Club.

Master Plan Implementation Goals: 5.12

Purchase Authorization – Wheel Loaders. Waive competitive bidding requirements, authorize the purchase of two John Deere 624P Wheel Loaders from A I S Construction Equipment Corporation in the amount of \$458,122.98 utilizing State of Michigan MiDEAL Contract # 071B7700090, and further authorize payment to the vendor upon satisfactory delivery of the equipment as follows:

RESOLUTION NO. 184-2023

**AUTHORIZING THE PURCHASE OF
TWO (2) JOHN DEERE 624P WHEEL LOADERS FROM
A I S CONSTRUCTION EQUIPMENT CORPORATION
VIA MiDEAL CONTRACT NO. 071B7700090**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has a Department of Public Works requiring the use of wheel loaders; and

WHEREAS, the City of Owosso, has budgeted from the Fleet Motor Pool Replacement Fund for the purchase of two (2) new wheel loaders in the current fiscal year; and

WHEREAS, the City of Owosso may waive the purchasing policy formal bid requirements when purchasing equipment in coordination with another municipality; and

WHEREAS, the City of Owosso Director of Public Services & Utilities has reviewed the equipment on State of Michigan MiDeal Contract No. 071B7700090, as priced by A I S Construction Equipment Corporation, and recommends authorizing a purchase order for the acquisition of two (2) John Deere 624P wheel loaders in the amount of \$458,122.98.

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 purchase of two (2) John Deere 624P wheel loaders from A I S Construction Equipment Corporation utilizing State of Michigan MiDeal Contract No. 071B7700090 in the amount of \$458,122.98.

SECOND: the contract between the City of Owosso and A I S Construction Equipment Corporation shall be in the form of a City Purchase Order and staff is hereby authorized to execute the documents necessary to complete the purchase.

THIRD: the Accounts Payable department is authorized to submit payment to A I S Construction Equipment Corporation in the amount of \$458,122.98 upon satisfactory delivery of said equipment.

FOURTH: the above expenses shall be paid from account no. 661-901-979.000.

Warrant No. 634. Authorize Warrant No. 634 as follows:

Vendor	Description	Fund	Amount
Caledonia Charter Township	Quarterly payment associated with Water District Agreement (September 2023)	Water	\$59,132.85
Owosso Charter Township	Quarterly payment associated with Water District Agreement (September 2023)	Water	\$19,711.84

Motion supported by Councilmember Pidek.

Roll Call Vote.

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

NAYS: None.

ITEMS OF BUSINESS

Sale of Amos Gould House

Assistant City Manager Amy K. Fuller explained that the task before the Council this evening is to consider the recommendation of the Owosso Historical Commission (OHC) for sale of the Amos Gould House. Upkeep of the historic home has proven to be very expensive, and more importantly, unsustainable. An examination of the 44-year period in which the City has owned the property has shown there to be a recurring pattern of time and money being taken away from Curwood Castle and the City's other historic properties to make critical repairs at the Gould House, leaving the Castle, from which the City derives its very identity, in a state of disrepair. Further, despite numerous discussions over many months, the OHC has been unable to bring about a sustainable way for the City to maintain ownership. The home has undergone extensive repairs in the last few years and is currently in a condition in which the City could market the property in good faith. Ms. Fuller indicated that the OHC did not take this decision lightly, but now recognize the Gould House is an unsustainable asset.

A lengthy discussion among Councilmembers followed. Items of discussion included holding costs for the property, the apartments upstairs adding to the City's liability risk, how deed restrictions could be employed to keep the property looking historic, how deed restrictions may lower the value of the property, who would enforce said restrictions, use of the National Historic District in which the property sits, asking for another millage into perpetuity, hiring a consultant to explore revenue making ideas, recognizing that the City's residents may not be able to afford keeping the property, operating the property at a loss cannot be sustained forever, recognizing that a private individual would be better able to implement any for-profit operations of the house, and recognizing that the City has struggled to find a purpose for the property and the funding to maintain it throughout the 44 years it has owned it.

Motion by Mayor Pro-Tem Osika instructing staff to begin the process for the eventual sale of the Amos Gould House as follows:

RESOLUTION NO. 185-2023

AUTHORIZING STAFF TO ISSUE A REQUEST FOR PROPOSAL (RFP) FOR SERVICES TO FACILITATE THE SALE OF THE AMOS GOULD HOUSE

WHEREAS, the City of Owosso, Shiawassee County, Michigan, Owosso Historical Commission owns the Amos Gould House located at 515 N. Washington Street, Owosso, Michigan 48867; and

WHEREAS, the Owosso Historical Commission has decided the property is under-utilized and maintenance costs are not sustainable; and

WHEREAS, the Owosso Historical Commission recommends selling the Amos Gould House and using the proceeds for maintenance of the City's other historic properties such as Curwood Castle; and

WHEREAS, the Owosso Historical Commission has decided hiring a real estate professional would be more successful than a public auction.

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

FIRST: it has heretofore been determined that it is advisable, necessary and in the public interest to place the Amos Gould House on the real estate market.

SECOND: staff is directed to contact SHPO for aid in developing potential deed restrictions to maintain the historic nature of the property.

THIRD: staff is further directed to obtain an appraisal of the property to aid in the determination of its fair market value.

THIRD: staff is further directed to issue an RFP to secure the services of a realtor to facilitate the marketing and sale of the property.

Motion supported by Councilmember Haber.

Roll Call Vote.

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

NAYS: Councilmembers Olson and Fear.

The motion passes.

***Permanent Easements Acceptance - Safe Routes to School Project**

Motion by Councilmember Pidek to accept permanent easements from Sherry Cooper and Memorial Medical Associates for the construction and maintenance of a retaining wall as a part of the Safe Routes to School Project in exchange for \$420.18 and \$305.27 respectively, as detailed below:

RESOLUTION NO. 186-2023

**AUTHORIZING THE ACCEPTANCE OF PERMANENT EASEMENTS
ON ADA STREET BETWEEN JENNETT STREET AND CAMPBELL DRIVE
AS PART OF THE SAFE ROUTES TO SCHOOL PROJECT**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has determined that it is in the best interest of the public to install sidewalk on Ada Street between Jennett Street and Campbell Drive as part of its Safe Routes to School Project; and

WHEREAS, construction of the sidewalk will require permanent easements from the property owners on the west side of Ada Street for the construction and maintenance of a retaining wall system; and

WHEREAS, the two property owners are willing to grant said easements to the City of Owosso for \$305.27 and \$420.18, for a total of \$725.45.

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

- FIRST: it has heretofore been determined that it is advisable, necessary and in the public interest to accept the attached permanent easement for a retaining wall from Memorial Medical Associates, 826 W. King Street, Owosso, Michigan at a cost to the City of \$305.27, plus legal and recording fees.
- SECOND: it has heretofore been determined that it is advisable, necessary and in the public interest to accept the attached permanent easement for a retaining wall from Sherry Cooper, 923 Ada Street, Owosso, Michigan at a cost to the City of \$420.18, plus legal and recording fees.
- THIRD: the Mayor and City Clerk are instructed and authorized to sign the documents in the form attached.
- FOURTH: the City Clerk is instructed and authorized to file said easements with the Shiawassee County Register of Deeds.
- FIFTH: the Accounts Payable department is authorized to pay Memorial Medical Associates \$305.27 as set forth in the permanent easement documents and is further authorized to pay appropriate charges for legal fees and recording fees related to this matter.
- SIXTH: the Accounts Payable department is authorized to pay Sherry Cooper \$420.18 as set forth in the permanent easement documents and is further authorized to pay appropriate charges for legal fees and recording fees related to this matter.
- SEVENTH: the above expenses shall be paid from Local Street Fund Account No. 203-463-818.000-SRTS2024GR.

Motion supported by Mayor Pro-Tem Osika.

Roll Call Vote.

- AYES: Councilmembers Pidek, Olson, Haber, Fear, Law, Mayor Pro-Tem Osika, and Mayor Teich.
- NAYS: None.

Set Special Meeting

Motion by Councilmember Fear to set a special meeting for Monday, October 30, 2023 at 7:30 p.m. to receive a presentation from engineering firm Fishbeck regarding the recently completed City of Owosso Water Study.

Motion supported by Mayor Pro-Tem Osika.

Roll Call Vote.

- AYES: Councilmembers Law, Pidek, Olson, Mayor Pro-Tem Osika, Councilmembers Fear, Haber, and Mayor Teich.
- NAYS: None.

COMMUNICATIONS

Tanya S. Buckelew, Planning & Building Director. September 2023 Building Department Report.
Tanya S. Buckelew, Planning & Building Director. September 2023 Code Violations Report.
Tanya S. Buckelew, Planning & Building Director. September 2023 Inspections Report.
Tanya S. Buckelew, Planning & Building Director. September 2023 Certificates Issued Report.
Kevin D. Lenkart, Public Safety Director. September 2023 Police Report.
Kevin D. Lenkart, Public Safety Director. September 2023 Fire Report.
WWTP Review Board. Minutes of September 26, 2023.
Parks and Recreation Commission. Minutes of September 27, 2023.
Owosso Historical Commission. Minutes of October 2, 2023.

CITIZEN COMMENTS AND QUESTIONS

Shaffer Fox, 510 E. Oliver Street, spoke about setting up a Historic District for Oliver Street and Westown.

Stephen Schlaack, 926 N. Washington Street, outlined the importance of the Amos Gould House to the community.

Eddie Urban, 601 Glenwood Avenue, inquired about open carry rules for Hopkins Lake Park area.

NEXT MEETING

Monday, October 30, 2023 – Special Meeting
Monday, November 06, 2023 – Regular Meeting

BOARDS AND COMMISSIONS OPENINGS

Building Board of Appeals – Alternate - term expires June 30, 2024
Building Board of Appeals – Alternate - term expires June 30, 2025
Downtown Development Authority – term expires June 30, 2024
Zoning Board of Appeals – Alternate – term expires June 30, 2024
Zoning Board of Appeals – Alternate – term expires June 30, 2025

ADJOURNMENT

Motion by Councilmember Olson for adjournment at 9:27 p.m.

Motion supported by Councilmember Fear 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
SPECIAL MEETING OF THE CITY COUNCIL
MINUTES OF OCTOBER 30, 2023
7:30 P.M.
VIRGINIA TEICH CITY COUNCIL CHAMBERS**

PRESIDING OFFICER: MAYOR ROBERT J. TEICH, JR.

PLEDGE OF ALLEGIANCE: NATHAN HENNE

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.

CITIZEN COMMENTS AND QUESTIONS

Tom Manke shared that Councilmember Emily Olson received an award from the Freedom from Religion Foundation for her efforts to remove the prayer from Owosso City Council meetings.

PROCLAMATIONS / SPECIAL PRESENTATIONS

City of Owosso Water Study. Council received a presentation from Zack Gogulski and Brian Van Zee representing the engineering firm Fishbeck regarding the recently completed City of Owosso Water Study. The study focused on the water treatment plant and water distribution system. Fishbeck provided an overview of the existing system, a condition assessment, plant rehabilitation recommendations, a membrane softening evaluation and a reliability study.

The system overview reviewed the city's wells, miles of raw water main, raw water quality, water storage, water treatment plant, the existing distribution system, historical water demands, potential industrial users, and project water demands. The condition assessment reviewed the current condition of the wells, water treatment plant, storage tanks, and distribution system. Following the condition assessment, council members asked for clarification on issues related to the HVAC systems, dredging and lime removal.

A deficiency correction evaluation provided two options: rehabilitation of the lime softening plant or construction of a new membrane softening plant. It also detailed five-year projects and six to twenty-year projects, along with providing cost estimates for each project. Council members had questions about the existing storage tank, how to fund the improvements, whether the current rate structure could support the needed improvements and the future of lime costs and treatment options. Staff confirmed that the current rates would not fund the recommended improvements.

Fishbeck explained how a membrane-softening plant operates and discussed the associated costs. Council members had questions regarding the concentrated waste removal associated with this system, the lifespan of a plant, and how the construction of a new plant could be funded. Staff answered that ratepayers could not fund a new plant and that additional funding would need to be secured. Staff also recommended a more in-depth cost analysis be completed.

Fishbeck also reviewed the reliability study and recommended improvements to the distribution system.

NEXT MEETING

Monday, November 06, 2023

BOARDS AND COMMISSIONS OPENINGS

Building Board of Appeals – Alternate - term expires June 30, 2024
Building Board of Appeals – Alternate - term expires June 30, 2025
Downtown Development Authority – term expires June 30, 2024
Zoning Board of Appeals – Alternate – term expires June 30, 2024
Zoning Board of Appeals – Alternate – term expires June 30, 2025

ADJOURNMENT

Motion by Councilmember Pidek for adjournment at 9:28 p.m.

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

Robert J. Teich, Jr., Mayor

Amy K. Fuller, Assistant City Manager



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

MEMORANDUM

DATE: October 20, 2023

TO: OWOSSO CITY COUNCIL

FROM: Nathan Henne, City Manager

RE: FIRST READING: 219 North Water Street - PILOT Ordinance
AMENDMENT – And Schedule Public Hearing for November 20, 2023

In 2022, Venture, Inc. has successfully negotiated a purchase agreement with Owosso Schools to acquire the old Middle School property. They are proposing to reuse the existing Middle School for 50 Low Income Housing Tax Credit (LIHTC) residential units within the building along with common areas and business opportunity areas. All residential units will be subject to LIHTC rent control. After 3 application rounds for tax credits through MSHDA, the state has worked with the developer to suggest some updated language to the city's PILOT ordinance for the project. The city attorney has reviewed this amendment and shares my recommendation to approve. The estimated PILOT payments have not changed.

This agenda item will set the public hearing to receive comment on the amended Payment in Lieu of Taxes (PILOT) ordinance for the Middle School redevelopment project for November 20, 2023 at 7:30 P.M.

Zoning

The property is zoned RM-2 (Residential Multi-Family Hi Rise). This zoning allows for the use proposed by the redevelopment as it accommodates a mixed residential/business plan. No rezoning is required. Furthermore, since the footprint of the building will not change with the redevelopment, no site plan is necessary. However, building permits will be required.

Payment in Lieu of Taxes (PILOT)

Concerning the PILOT, this is a standard request with housing projects that meet a public need for some sort of affordable and/or senior housing component. The project needs approval by the Michigan State Housing Development Authority for low income housing tax credits. These credits are the financial assistance that enables the provision of affordable rents. In order to qualify for such credits the city needs to consider a PILOT for this project.

This means that the owner will pay the city a sum that is calculated based upon the project rents less utilities instead of paying real property taxes. The difference in what this amount is compared to projected taxes is not known at this time, but my estimation is that the PILOT will be about 1/4 of a normal tax payment, totaling ≈\$15,069 per year with the city portion being \$5,218 per year. This remainder of the estimated \$15,069 would be distributed to taxing entities in the same manner as a tax payment.

The PILOT proposed is reasonable. It will last only as long as the credits and affiliated rent controls are in place, and it will amount to 4% of the total of all shelter rents less provided utilities. The attached Estimated PILOT Calculation gives you an idea of the average tax assessment on a property with an SEV of \$50,000 and gives an example of a possible PILOT on the Middle School with a max schedule of 45 years.

I recommend setting the public hearing for this PILOT ordinance amendment for the Middle School development project for November 20, at 7:30 P.M.

ATTACHED:

1. PILOT Ordinance Amendment
2. Estimated PILOT Calculation

RESOLUTION NO.

**AUTHORIZING FIRST READING & SETTING A PUBLIC HEARING
FOR THE PROPOSED AMENDMENT OF
DIVISION 2, VENTURE RIVERVIEW FLATS, LDHA, OF CHAPTER 32, TAXATION,
OF THE CODE OF ORDINANCES
TO AMEND THE PILOT AGREEMENT
FOR THE RIVERVIEW FLATS**

WHEREAS, the Owosso Public Schools sold the former middle school building to Venture, Inc., a Michigan domestic nonprofit corporation, located in Pontiac, Michigan; and

WHEREAS, Venture, Inc., plans to convert the building into a mixed-use development with residential spaces catering to people with low incomes funded in part by low-income housing tax credits; and

WHEREAS, the City of Owosso agrees to forego property tax payments on the property to assist in the financial feasibility of the project; and

WHEREAS, the City of Owosso previously amended this ordinance on September 19, 2022, and after working with the State of Michigan and the developers, additional amendments were required to said ordinance.

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

SECTION 1. AMENDMENT. Division 2, Venture Riverview Flats LDHA LP, of Article III, Service Charge in Lieu of Taxes for Certain Housing Developments, of Chapter 32, Taxation, of the Code of Ordinances of the City of Owosso shall be amended as follows:

DIVISION 2. -VENTURE RIVERVIEW FLATS, LDHA LP

Sec. 32-50. - Preamble.

It is acknowledged that it is a proper public purpose of the State of Michigan and its political subdivisions to provide housing for its citizens of low income and to encourage the development of such housing by providing for a service charge in lieu of property taxes in accordance with the State Housing Development Authority Act of 1966 (1966 PA 346. as amended, MCL 125.1401 et seq.). The City is authorized by this Act to establish or change the service charge to be paid in lieu of taxes by any or all classes of housing exempt from taxation under this Act at any amount it chooses not to exceed the taxes that would be paid but for this Act.

It is further acknowledged that such housing for persons of low income is a public necessity, and as the City will be benefited and improved by such housing, the encouragement of the same by providing certain real estate tax exemption for such housing is a valid public purpose; further, that the continuance of the provisions of this article for tax exemption and the service charge in lieu of taxes during the periods contemplated in this article are essential to the determination of economic feasibility of housing developments which are constructed and financed in reliance on such ordinance and service charge.

The City further acknowledges that Venture, Inc., a domestic nonprofit corporation (a sponsor), has offered, subject to receipt of a mortgage loan from the authority, to erect and/or reuse an existing structure, own and operate a housing development Identified as ~~Venture~~ Riverview Flats on certain property located at 219 N. Water Street (see legal description below) in the City to serve persons of low income, and that the sponsor has offered to pay the City on account of the development an annual service charge for public services in lieu of all taxes.

The City further acknowledges that Venture, Inc., a Michigan domestic nonprofit corporation, has offered, subject to receipt of low-income housing tax credits from the authority, to erect, own and operate ~~the a housing~~ development to the required standards of SHPO, identified as the ~~Venture~~ Riverview Flats on certain property located at 219 N. Water Street in the City, hereinafter referred to as the "Site" and further described as:

COM 70' S OF NE CORNER BLK 38 TH W 143.8' TH S 62' TH W 334.7' TH S TO SHIA RIVER TH SE'LY TO PT 6" N OF THE PT WHERE N LN OF EXCHANGE ST IF EXT'D W L Y WOULD INTERSECT E BANK OF SD RIVER TH ON A LN PAR'L WITH N LN OF EXCHANGE ST SO EXT D TO A PT 126' W OF W LN OF WATER ST TH N 2' TH EI YON A LN PAR'L WITH THE N LN OF EXCHANGEST SO EXT'D 38' TH S 2'6" TO N LN EXCHANGE ST SO EXT'D TH E ON LINE OF EXCHANGE ST SO EXT'D 88' TO THEW LN OF WATER ST TH N TO BEG BLK 38 ORIGINAL PLAT;
Parcel Number: 050-470-038-002-00

to serve persons of low income, and that the sponsor has offered to pay the City on account of the development an annual service charge for public services in lieu of all taxes.

Sec. 32-51. - Definitions.

The following words, ~~term~~terms, and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly Indicates a different meaning:

Act means the State Housing Development Authority Act, being Public Act 346 of 1966, of the State of Michigan, as amended.

Annual ~~shelter~~ Rents means the total collections during an agreed annual period from all ~~tenant~~occupants of a housing development representing rents or occupancy charges exclusive of charges for gas, electricity, ~~heat~~heat, or other utilities furnished to the ~~tenants~~occupants.

Authority means the Michigan State Housing Development Authority.

~~*Contract rents* are as defined by the U.S. Department of Housing and Urban Development in regulations promulgated pursuant to Section 8 of the U.S. Housing Act of 1937, as amended.~~

Housing development means a development which contains a significant element of housing for elderly persons of low income or persons of low income and such elements of other housing,

commercial, recreational, industrial, communal, and educational facilities as the authority determines improve the quality of the development as it relates to housing for persons of low income.

HUD means the U.S. Department of Housing and Urban Development ~~of the United States Government.~~

Mortgage loan means a loan that is Federally-Aided (as defined in Section 11 of the Act) or loan or grant made or to be made by the Authority, for the construction, rehabilitation, acquisition and/or permanent financing of a housing project, and secured by a mortgage on the housing project. ~~loan to be made by the authority or Fanners Home Administration or the Department of Housing and Urban Development to a sponsor for the construction and permanent financing of a housing development or a mortgage loan insured by HUD or a federally aided mortgage as otherwise defined by the Act.~~

Persons of low~~Low~~ *income* Persons and Families means persons and families eligible to move into a housing development ~~project families and persons who cannot afford to pay the amounts at which private enterprise, without federally-aided mortgages or loans from the authority, is providing a substantial supply of decent, safe, and sanitary housing and~~ who fall within income limitations set in this act or by the authority in its rules. ~~Among low income or moderate income persons, preference shall be given to the elder1y and those displaced by urban renewal, slum clearance, or other governmental action.~~

Sponsor means persons or entities that receive or assume a Mortgage Loan ~~which have applied to either the authority for a mortgage loan to finance a housing development or to another governmental entity or is a federally-aided mortgage, as otherwise defined by the Act.~~

State Historic Preservation Office means The Michigan State Historic Preservation Office (SHPO) helps property owners, developers, and local and state agencies recognize and seize opportunities to maintain and rehabilitate structures that define communities and define Michigan. The SHPO encourages the rehabilitation of historic buildings so they can continue to enrich communities where people want to live and visit. Through the protection of historic and archaeological sites and other cultural resources, preservation provides a record of Michigan's history and creates a link between Michigan's residents: past, ~~present~~present, and future.

Utilities means fuel, water, sanitary sewer service and/or electrical service which are paid by the housing development.

Sec. 32-52. - Class of housing developments.

It is determined that the class of housing developments to which the tax exemption shall apply and for which a service charge shall be paid in lieu of such taxes shall be multiple dwellings for persons

of low income and any social, recreational, commercial and communal facilities as may be necessary to serve residents of the housing development and the area in which it is located, which are financed or assisted by the authority, or which have a federally aided mortgage, as defined in the Act. It is determined that Riverview Flats~~Water Street Exchange~~ is of this class.

Sec. 32-53. • Establishment of annual service charge for ~~Venture~~ Riverview Flats.

The housing development identified as ~~Venture~~ Riverview Flats and the property on which it shall be constructed shall be exempt from all property taxes from and after the commencement of construction. The City, acknowledging that the sponsor and the authority have established the economic feasibility of the housing development in reliance upon the enactment and continuing effect of this article and the qualification of the housing development for exemption from all property taxes and a payment in lieu of taxes as established herein, and in consideration of the sponsor's offer, subject to receipt of a mortgage loan ~~from the authority~~, to construct, own and operate the housing development, hereby agrees to accept payment of an annual service charge for public services in lieu of all ad valorem property taxes. The annual service charges shall be equal to four ~~(4)~~ percent of the difference between annual~~contract~~ rents actually collected and utilities.

Sec. 32-54. • Payment of service charge.

The service charge in lieu of taxes as determined under this article shall be payable in the same manner as general property taxes are payable to the City except that the annual payment shall be paid on or before March 31 of each year. _

Notwithstanding anything contained herein to the contrary, should the Sponsor fail to pay the final adjusted service charge in lieu of taxes granted hereunder by the due date, or fail to submit along with the payment such financial information as is necessary to support the calculations used to make a payment, the City may determine that the Sponsor has violated the Ordinance and may then follow the collection procedures pursuant to the provisions of the General Property Tax Act (1893 PA 206. As amended; MCL 211.1, et seq) in order to collect the service charge.

Sec. 32-55. • Duration.

The tax exempt status of a housing development approved for such status by the City council shall remain in effect and shall not terminate so long as the mortgage loan for such housing development remains outstanding and unpaid, as long as the housing at the -property is subject to restrictive rents in compliance with the low income housing tax credit program administered by MSHDA, or for such period as the authority or other governmental entity has any interest in the property; provided, the construction of such ~~housing~~ development commences within two (2) years from the effective date the City council approves the housing development for tax exempt status as provided in this article.

Sec. 32.56. • Contractual effect.

Notwithstanding the provisions of section 15a(5) of the Act (MCL 125.1415a(5)), to the contrary, a contract between the City and the sponsor with the authority as third part beneficiary thereunder, to provide tax exemption and accept payments In lieu thereof as previously described is effected by enactment of this article.

Sec. 32.57 – Severability

The various sections and provisions of this Ordinance shall be deemed to be severable, and should any section or provision of this Ordinance be declared by any court of competent jurisdiction to be unconstitutional or invalid the same shall not affect the validity of this Ordinance as a whole or any section or provision of this Ordinance, other than the section or provision so declared to be unconstitutional or invalid.

Sec. 32.58 – Inconsistent Ordinances

All ordinances or parts of ordinances inconsistent or in conflict with the provisions of this Ordinance are repealed to the extent of such consistency or conflict.

SECTION 2. PUBLIC HEARING. A public hearing is set for Monday, November 20, 2023 at 7:30 p.m. in the City Hall Council Chambers for the purpose of hearing citizen comment regarding the proposed amendment to the Code of Ordinance.

SECTION 3. EFFECTIVE DATE. This amendment shall become effective twenty days after passage.

SECTION 4. AVAILABILITY. This ordinance may be purchased or inspected in the city clerk's office, Monday through Friday between the house of 9:00 a.m. and 5:00 p.m.

Riverview Flats - former Owosso Middle School
Venture Riverview LDHA LP
50 Multifamily Units

Sample Tax Summary in Owosso
\$50,000 Taxable Value (SEV)

		All Taxes	City Portion
		50	
City Operating	13.9172	695.86	695.86
City Debt	3.2000	160.00	160.00
SATA	0.3310	16.55	-
State Education	6.0000	300.00	-
County Operating	5.5105	275.53	-
Historic/Parks	-	-	-
Admin Fee		14.48	14.48
Seniors	0.4960	24.80	24.80
Med Care	2.0000	100.00	100.00
Veterans PA 214	0.1000	5.00	5.00
Veterans Voted	0.1989	9.95	9.95
MSU Extension	0.0752	3.76	-
INTMD Sch	4.4393	221.97	-
School Oper	18.0000	900.00	-
School Sinking	1.9922	99.61	
Library	1.2263	61.32	61.32
School Debt	4.7300	236.50	-
Admin Fee	-	16.63	16.63
Total Estimate	<u>62.2166</u>	<u>3,141.94</u>	<u>1,088.03</u>
		City Portion -	34.6%

PILOT Calculation

		Calculation	Non-City	City Portion
Total Gross Rents		<u>445,416</u>		
Less Vacancy	7%	(31,179)		
Less Landlord Paid Utilities		(12,500)		
Less Water & Sewer		<u>(25,000)</u>		
Net Collected Rents		376,737		
PILOT Percentage		<u>4%</u>		
PILOT Payment		<u>15,069</u>	<u>9,851</u>	<u>5,218</u>

Riverview Flats - former Owosso Middle School
Venture Riverview LDHA LP
50 Multifamily Units

PILOT Projections

		Projected Rent Increase %	Total PILOT Amount	Non-City Portion	City Portion	Total Payments To Owosso
PILOT Approved						
2022						
2023-2024						
				Development Time		
				Construction and Lease up Time		
PILOT Starts						
Year 1	12/31/2025	n/a	15,069	9,851	5,218	5,218
Year 2	12/31/2026	1.00%	15,220	9,950	5,271	10,489
Year 3	12/31/2027	1.00%	15,372	10,049	5,323	15,812
Year 4	12/30/2028	1.00%	15,526	10,150	5,377	21,189
Year 5	12/31/2029	1.00%	15,681	10,251	5,430	26,619
Year 6	12/31/2030	1.00%	15,838	10,354	5,485	32,104
Year 7	12/31/2031	2.00%	16,155	10,561	5,594	37,698
Year 8	12/30/2032	2.00%	16,478	10,772	5,706	43,404
Year 9	12/31/2033	2.00%	16,808	10,987	5,820	49,225
Year 10	12/31/2034	2.00%	17,144	11,207	5,937	55,162
Year 11	12/31/2035	2.00%	17,487	11,431	6,055	61,217
Year 12	12/30/2036	2.00%	17,836	11,660	6,177	67,394
Year 13	12/31/2037	2.00%	18,193	11,893	6,300	73,694
Year 14	12/31/2038	2.00%	18,557	12,131	6,426	80,120
Year 15	12/31/2039	2.00%	18,928	12,373	6,555	86,674
Year 16	12/30/2040	2.00%	19,307	12,621	6,686	93,360
Year 17	12/31/2041	2.00%	19,693	12,873	6,819	100,180
Year 18	12/31/2042	2.00%	20,087	13,131	6,956	107,136
Year 19	12/31/2043	2.00%	20,488	13,393	7,095	114,230
Year 20	12/30/2044	2.00%	20,898	13,661	7,237	121,467
Year 21	12/31/2045	2.00%	21,316	13,934	7,382	128,849
Year 22	12/31/2046	2.00%	21,742	14,213	7,529	136,378
Year 23	12/31/2047	2.00%	22,177	14,497	7,680	144,058
Year 24	12/30/2048	2.00%	22,621	14,787	7,833	151,891
Year 25	12/31/2049	2.00%	23,073	15,083	7,990	159,881
Year 26	12/31/2050	2.00%	23,535	15,385	8,150	168,031
Year 27	12/31/2051	2.00%	24,005	15,693	8,313	176,344
Year 28	12/30/2052	2.00%	24,485	16,006	8,479	184,823
Year 29	12/31/2053	2.00%	24,975	16,326	8,649	193,472
Year 30	12/31/2054	2.00%	25,475	16,653	8,822	202,294
Year 31	12/31/2055	2.00%	25,984	16,986	8,998	211,292
Year 32	12/30/2056	2.00%	26,504	17,326	9,178	220,470
Year 33	12/31/2057	2.00%	27,034	17,672	9,362	229,832
Year 34	12/31/2058	2.00%	27,575	18,026	9,549	239,380
Year 35	12/31/2059	2.00%	28,126	18,386	9,740	249,120
Year 36	12/30/2060	2.00%	28,689	18,754	9,935	259,055
Year 37	12/31/2061	2.00%	29,262	19,129	10,133	269,188
Year 38	12/31/2062	2.00%	29,848	19,512	10,336	279,524
Year 39	12/31/2063	2.00%	30,445	19,902	10,543	290,067
Year 40	12/30/2064	2.00%	31,054	20,300	10,754	300,821
Year 41	12/31/2065	2.00%	31,675	20,706	10,969	311,789
Year 42	12/31/2066	2.00%	32,308	21,120	11,188	322,977
Year 43	12/31/2067	2.00%	32,954	21,542	11,412	334,389
Year 44	12/30/2068	2.00%	33,613	21,973	11,640	346,029
Year 45	12/31/2069	2.00%	34,286	22,413	11,873	357,902



OWOSSO PUBLIC SAFETY

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

MEMORANDUM

DATE: October 25, 2023

TO: Owosso City Council

FROM: Kevin Lenkart
Public Safety Chief

RE: Ambulance Purchase

Recommendation:

Upon review of the submitted bid, Public Safety staff recommends that council approve the purchase of one 2026 (estimated year) Type III Ford E-450 Ambulance from Kodiak Emergency Equipment, Inc. d/b/a Kodiak Emergency Vehicles at a price of \$373,245.00.

Background:

Upon approval, the new ambulance will replace a 2015 model year ambulance with 231,000 miles. The 2015 vehicle will be sold upon delivery of the new ambulance.

The request is for the city council to approve the purchase of an ambulance (to be built) from Kodiak Emergency Vehicles, Grand Ledge Michigan. The ambulance will be a 2026 (estimated) Osage Super Warrior Type III ambulance on a Ford E-450 Gas 4x2 Chassis with a price of \$373,245.00. The price includes a Stryker Power-Pro 2 cot and a Stryker Xpedition powered stair chair with a 5-year preventive service agreement for both items.

On October 17, 2023, we held a bid opening in the City Council chambers with City of Owosso staff members present.

One bid was received, Public Safety staff reviewed the bid that was submitted and recommends the purchase from Kodiak Emergency Vehicles of Grand Ledge. The estimated delivery time on the ambulance is 30-36 months.

Fiscal Impacts:

The purchase of a new ambulance will be expensed to GL 101.336.978.000 in the amount of \$373,245.00. This expense is not included in the current budget; however, its purchase was anticipated with such funds being included in the city's assigned fund balance. Due to the city receiving a USDA Rural Development grant in the amount of 116,500, the net fiscal impact to the city will be \$256,745.00 for this purchase.

RESOLUTION NO.

**AUTHORIZING THE EXECUTION OF A CONTRACT WITH
KODIAK EMERGENCY VEHICLES
FOR ONE 2026 FORD E-450 AMBULANCE**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, has a Fire/EMS Department requiring the use of ambulances; and

WHEREAS, the City of Owosso requested bids through MITN and it is hereby determined that Kodiak Emergency Equipment, Inc. d/b/a Kodiak Emergency Vehicles is qualified to provide such vehicle and that it has submitted a responsible and responsive bid.

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 purchase one 2026 Osage Super Warrior Type III Ford E-450 ambulance and a Stryker Super Pro-Pro 2 Cot and a Stryker Xpedition powered stair chair from Kodiak Emergency Equipment, Inc. d/b/a Kodiak Emergency Vehicles for \$373,245.00.

SECOND: The City Manager and City Attorney shall prepare the contract for purchase for which the mayor and city clerk are instructed to authorize and sign.

THIRD: The accounts payable department is hereby authorized to make payment to Kodiak Emergency Vehicles in the amount of \$373,245.00 upon satisfactory receipt of the ambulance.

CITY OF OWOSSO BID TABULATION SHEET

DATE 10/17/2023

DEPT. OPS

SUBJECT 2023 Owosso Ambulance Bid

Kodiak Emergency Vehicles
10120 W Grand River Hwy
Grand Ledge, MI 48837
248-703-0563

ITEM #	DESCRIPTION	QTY	Unit Price	Total	Unit Price	Total	Unit Price	Total
1	Type III Ford E-450 Ambulance Chassis Model E-450 Year 2026 (estimated)	1		\$ 256,751.00		\$ -		\$ -
2	Stryker Power-Pro 2 Powered Stretcher, High Configuration (Part #65070555001)	1		\$ 37,240.00				
3	Stryker Xpedition Powered Stair-Chair (Part #625705550002)	1		\$ 17,055.00				
4	Assembly, Battery Charger, Part #650700450301 and Assembly, Power Cord, Part #650700450102 (to be used for Power-PRO 2 and Xpedition Stair-PRO)	1 EA		\$ 1,551.00				
5	Stryker Power-LOAD Fastener (Model 6390) with floor plate. (see bid specs doc attached)			\$ 34,015.00				
6	5 Years Preventive Service Maintenance ProCare Power - PRO 2 Part # 71061PT 5 Years Preventive Service Maintenance ProCare Xpedition Powered Stair-Chair Part # 73071XPB 6 Years Preventive Service Maintenance Pro Care Power - LOAD Part # 76011PT			\$ 27,383.00				
7	Trade-in Credit for (1) Manual Stryker Cot	1	Credit	\$ (500.00)				
8	Trade-in Credit for (1) Manual Stryker Stair-Chair	1	Credit	\$ (250.00)				
TOTAL BID				\$ 373,245.00				

TOTAL BID PRICING ADJUSTED FOR LOCAL PURCHASING PREFERENCE:

DEPT.	HEAD:	GENERAL LIABILITY INSURANCE	AWARDED:
PURCH. AGENT:	WORKERS COMPENSATION INSURANCE	COUNCIL	
STAFF REC.:	SOLE PROPRIETORSHIP	APPROVED:	
	EXPIRATION DATE:	PO NUMBER:	



OWOSSO PUBLIC SAFETY

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

MEMORANDUM

DATE: October 26, 2023

TO: Owosso City Council

FROM: Kevin Lenkart
Public Safety Chief

RE: Change Order # 1 and # 2- HME Inc.

Recommendation:

It is recommended that City Council approve Change Orders # 1 and # 2, HME Inc., in the amount of \$8,214.00 and \$8,169.00 respectively. Once approved the original contract price will increase from \$789,988.00 to \$806,371.00.

Background:

On September 5, 2023, City Council awarded the 2023 Fire Truck bid to HME Inc., for \$789,988.00. During a review of the specifications and meeting with HME Inc. staff, it was found necessary to add the items from attachments # 1 and # 2, increasing the price to \$806,371.00.

Fiscal Impacts:

The above expense will be financed through the USDA loan program and shall be paid from the Fire Division Equipment Fund 101-336-978.000. Estimated delivery time for the apparatus is Spring 2025.

RESOLUTION NO.

**RESOLUTION AUTHORIZING CHANGE ORDERS #1 AND # 2 WITH
HME, INC. FOR ONE CORE TOP MOUNT PUMPER**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, approved the purchase of a 2024 Fire Truck from HME Inc. on September 5, 2023 in the amount of \$789,988.00; and

WHEREAS, additional materials and labor were required to complete the purchase necessitating Change Orders #1 and # 2, in the amounts of \$8,214.00 and \$8,169.00, increasing the purchase price to \$806,371.00.

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

FIRST: The City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to amend the purchase agreement with HME, Inc. by \$18,383.00, increasing the original purchase from \$789,988.00 to \$806,371.00 for additional labor and materials necessary to complete the purchase.

SECOND: The mayor and city clerk are instructed and authorized to sign Change Orders #1 and # 2 between the City of Owosso, Michigan and HME, Inc. in the amounts of \$8,214.00 and \$8,169.00, respectively.

THIRD: The accounts payable department is authorized to submit payment to HME, Inc up to the amount of \$806,371.00.

FOURTH: The above expenses shall be paid from the Fire Equipment account, 101-336-978.000.

Apparatus Change Order



HME Job No.

Fire Dept. Name

Date

Item Codes A - Add

Sales Rep

Dealer Name

Change Window

D - Delete

MATT CREECH

KODIAK EMERGENCY VEHICL

C - Change

Item#	QW Option # SOR#	Item Code (A, D, C)	Brief Description	Contract Change
1		A	ADD ADJUSTABLE PULL-OUT SHELF TO RR1	\$645.00
2	78-00-0410	C	ADD THREE (3) ADDITIONAL 120V OUTLETS: UPPER RR1, EXTERIOR BELOW L2, EXTERIOR BELOW R2	\$1,695.00
3		A	ADD WALL MOUNT TOOL BOARD TO R1 AND R3	\$1,689.00
4	65-05-1030	C	3 TOTAL 500# FLOOR MOUNTED PULL-OUT TRAYS - R1, R3 AND RR1	\$1,960.00
5			BLACK REFLECTIVE STRIPING	\$0.00
6		C	REAR CHEVRON STRIPING TO BE RED AND YELLOW	\$0.00
7	40-SO-8502	D	DELETE (4) HELMET HOLDERS	(\$725.00)
8	46-06-0616		PAINT TRIM BETWEEN ROLL UP DOORS	\$1,350.00
9		D	DELETE STEAMER CAPS 34-45-1010 / 34-80-0110	(\$300.00)
10		D	DELETE STEAMER CAPS 34-45-1020 / 34-80-0110	(\$300.00)
11			FOR ADDED SAFETY ADD FOUR (4) WARNING LIGHTS - (1) ABOVE EACH FRONT WHEEL (2 TOTAL) AND (1) UNDER SPEEDLAY TRAYS ON EACH SIDE (2 TOTAL)	\$900.00
12			INVERTER TO COME ON WITH IGNITION, BUTTON TO TURN OFF. (CHECKING TO SEE WHAT IT INCLUDED)	\$1,300.00
13				
14				
15				
16				
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19				
20				
21				
22				
23				
24				
25				
26				
27				
28				
29				

CUSTOMER CHANGE ORDER TOTAL (PER UNIT): \$8,214.00

Customer Signature

Date

HME Representative Signature

Date

Sales Rep Signature

Date

The DELIVERY TIME will be increased by:

THIS CHANGE ORDER IS NOT VALID UNTIL SIGNED BY ALL PARTIES AND ACCEPTED BY HME.

Rev July 2022

OWOSSO ENGINE ORDER REVIEW

OPTION	CONVERT TO BLACK FINISH	PRICE	YES - INSERT PRICE
30-55-0105	Speedlay Front Wall - Aluminum Diamond Plate	?	
30-55-0205	CAB BACK Bright Finish - Diamond Plate	?	
55-55-2020	Fuel Fill and SCBA Tube Doors - Bright Finish	\$1,197.00	
60-30-1010	Rub Rails - Bright Finish	\$1,183.00	
55-40-2010	Rear Tailboard - Bright Finish	\$956.00	
40-DH-8010	Cab Entry Steps - Bright Finish	\$908.00	
40-H0-1109	Dual Stutter Tone Air Horns - Bumper Recessed -	\$743.00	
60-55-5120	(2) Grab Handles, Above Speedlays - Top Mount	\$473.00	
30-05-0205	Running Boards - Bright Finish	\$426.00	
60-55-1010	Handrails - Bright Finish	\$394.00	
40-DS-5110	Auxiliary Cab Steps - Bright Finish	\$392.00	
60-45-3010	Step - Bright Finish	\$272.00	
40-DH-5200	Exterior Cab Door Handles - Bright Finish	\$267.00	
60-55-6110	Grab Handles - Bright Finish	\$263.00	
60-55-6110	Grab Handles - Bright Finish	\$263.00	
60-55-6110	Grab Handles - Bright Finish	\$263.00	
60-40-0610	Step(s) - Bright Finish	\$169.00	
60-55-5220	(2) Walkway Grab Rails, Mounted L/R Side Rear Cab Wall	\$0.00	
55-40-1020	Step - 12" Laser Grip Stainless Steel	\$0.00	
70-35-6010	Bezel - Bright Finish (Marker Light)	\$0.00	
70-45-2010	Bezel - Bright Finish (Turn Signals)	\$0.00	
70-50-1210	Lower Zone A - Whelen - CORE Pumper	\$0.00	
70-70-0110	Zone A - (4) Whelen 600 Series Super LED, QUADS	\$0.00	
75-95-1110	Bezel - Bright Finish	\$0.00	
70-50-1310	Lower Zone B&D - Whelen - CORE Pumper	\$0.00	
70-75-0110	Zone B & D - (2) Whelen 600 Series Super LED (Cab)_	\$0.00	
75-95-1110	Bezel - Bright Finish	\$0.00	
70-75-1010	Zone B & D - (2) Whelen 600 Series Super LED (Body)	\$0.00	
75-95-1110	Bezel - Bright Finish	\$0.00	
70-50-1410	Lower Zone C - Whelen - CORE Pumper	\$0.00	
70-80-0010	Zone C - (2) Whelen 600 Series Super LED	\$0.00	
70-85-0110	Whelen 600 Series LED - Rear Stop/Tail/Turn Assembly	\$0.00	
70-85-1110	4 Position Vertical Housing, Whelen 600 Series, Bright Finish, Low Pos. Warning	\$0.00	
77-10-0020	12 Vdc Lighting Package Provided - Double High Side	\$0.00	
77-10-1110	(4) Stationary Scene lights located side of body, (2) each side	\$0.00	
77-15-0010	Whelen 900 Series LED, Surface Mount Scene Lights w/flange	\$0.00	
77-25-0010	Chrome Finish Bezel	\$0.00	
40-45-5005	Chrome Bezel - Foam Gauge	\$0.00	
77-15-0015	Whelen 900 Series LED, Surface Mount Scene Lights w/o flange	\$0.00	
TOTAL		\$8,169.00	



MEMORANDUM

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

DATE: November 6, 2023

TO: Mayor Teich and the Owosso City Council

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

SUBJECT: WWTP Secondary Clarifier – Fishbeck Engineering Services

RECOMMENDATION:

Authorization to amend the Agreement between the City of Owosso and Fishbeck of Lansing, Michigan dated September 7, 2021 in the amount of \$498,000.00 as addendum No.7, for providing engineering design, bidding services, and construction administration services for the Secondary Clarifier project at the Wastewater Treatment Plant.

BACKGROUND:

The Wastewater Treatment Plant has two existing rectangular clarifiers originally installed in 1930s for primary clarification. The clarifiers are only designed to handle average day loading, they do not meet depth requirements for secondary treatment, and are in very poor condition.

One new circular clarifier will be constructed and sized to one half the maximum day. It will be installed east of the existing rectangular clarifier and connected into existing site piping. Electrical, SCADA, and site lighting will be connected in the main plant building. The existing rectangular clarifiers will remain in service for wet weather events and redundancy. The existing drying beds will need to be removed during construction and two new drying beds will be installed to the south of the proposed clarifier.

Key components of the clarifiers have reached or are beyond the end of their useful lives. The proposed project is intended to address the critical clarifiers' issues of aging infrastructure at the WWTP, and increase the longevity of the WWTP.

The City is currently inline for a loan through the CWSRF Program for \$2,600,000.00, and an ARPA Grant in the amount of \$2,600,000.00. For the combined estimated project total of \$5,200,000.00.

Secondary Clarifier Engineering Tasks:

- Task 1 – Preliminary Design
- Task 2 – Final Design
- Task 3 – Bidding Assistance
- Task 4 – Construction Administration

Estimated cost breakdown of each category:

- Design & Bidding Services (Tasks 1, 2, & 3) \$258,000.00
 - Construction Services (Task 4) \$240,000.00
- TOTAL \$498,000.00**

***Task 4 – Construction Services are contingent upon the City securing loan funding through the State's CWSRF program.

FISCAL IMPACTS:

Capital replacement engineering services will be funded from and chargeable to account 599-901-977.000.

Document originated by: Ryan E. Suchanek

Attachments: (1) Resolution
(2) Proposal

RESOLUTION NO.

**APPROVAL OF ADDENDUM NO.7 TO THE AGREEMENT BETWEEN
THE CITY OF OWOSSO AND FISHBECK FOR ENGINEERING DESIGN
AND CONSTRUCTION SERVICES FOR SECONDARY CLARIFIER
AT THE WASTEWATER TREATMENT PLANT**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, will fund from the State of Michigan's Clean Water State Revolving Fund (CWSRF) for Secondary Clarifier, and

WHEREAS, key components of the clarifiers have reached or are beyond the end of their useful lives, and Fishbeck of Lansing, Michigan has provided a proposal for the necessary engineering services to replace this aged equipment, and

WHEREAS, the Director of Public Services & Utilities has reviewed the proposal and verified the engineering services as necessary for the design, bid specification development, and construction administration services to replace the aged equipment, and hereby recommends authorizing Fishbeck to provide these engineering services in the amount of \$498,000.00.

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

- FIRST: The City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to contract with Fishbeck for design services to replace the aged equipment at the Wastewater Treatment Plant.
- SECOND: The accounts payable department is authorized to submit payment to Fishbeck in the amount of \$498,000.00 for these services.
- THIRD: Task 4 – Construction Services are contingent upon the City securing loan funding through the State's CWSRF program.
- FOURTH: The above expenses shall be paid from the fund 599-901-977.000.

October 27, 2023

Ryan Suchanek
Director of Public Services & Utilities
City of Owosso
301 West Main Street
Owosso, MI 48867

Proposal for Professional Services for Design and Construction of Secondary Clarifier Installation City of Owosso's Wastewater Treatment Plant

Fishbeck is pleased to provide the City of Owosso (City) with this proposal for professional engineering services related to the design and construction of the Secondary Clarifier Installation at the City's Wastewater Treatment Plant (WWTP). This proposal includes a general description of our understanding of the project, the proposed scope, projected schedule and the fee for engineering services.

Statement of Understanding

The WWTP has four existing rectangular clarifiers originally installed in 1930s for primary clarification. The clarifiers are only designed to handle average day loading, do not meet depth requirements for secondary treatment and are in very poor condition.

One new circular clarifier will be constructed and sized to the maximum day. It will be installed east of the existing rectangular clarifier and connected into existing site piping. Electrical, SCADA, and site lighting will be connected in the main plant building. The existing rectangular clarifiers will remain in service for wet weather events and redundancy. The existing drying beds will need to be removed during construction and 2 new drying beds will be installed to the south of the proposed clarifier.

The City was awarded a loan and a grant through the CDWSRF Program, each in the amount of \$2,600,000, for a total of \$5,200,000 in funding.

Scope of Services

Task 1 – Preliminary Design

We propose the following services as part of preliminary design.

1. Conduct a project kickoff meeting with the City to identify key project goals and objectives, establish communication protocols, and review approval procedures. If the City wishes, ELGE can be included in this meeting.
2. Develop a preferred design Layout for the proposed clarifier and 2-drying beds.
3. Develop a project schedule for design, bidding, and construction.
4. Review the constructability and construction sequencing to determine how plant operations will be impacted.
5. Develop a basis of design for proposed improvements for use in the permitting process.
6. Prepare preliminary drawings as follows:
 - a. Preliminary floor plan.
 - b. Process schematic.

- c. Preliminary piping plan.
 - d. Electrical one-line diagram.
 - e. Control system configuration diagram.
13. Prepare a preliminary list of specifications to be included in the bidding documents.
 14. Prepare a preliminary list of drawings to be included in the bidding documents.
 15. Prepare an opinion of probable construction cost based on the preliminary design documents.

Task 2 – Final Design

1. Progress the design to the 90% design documents level and submit for review by the project stakeholders, including the City and EGLE, as applicable. Coordinate review comments and implement applicable comments into the bidding documents.
2. Assist the City in the preparation of the DWSRF Part I, II, and III applications, and prepare drawings, specifications and bid documents that conform to the DWSRF requirements.
3. Coordinate contractual requirements with the City specifically relating to bonding, insurance, liquidated damages, and dispute resolution.
4. Prepare Divisions 00 and 01 front end specifications to include the Standard General Conditions of the Construction Contract by the Engineers Joint Contract Documents Committee (EJCDC) as required. These documents will identify contractual and administrative requirements.
5. Prepare technical specifications for bidding purposes. The specifications will follow the current Construction Specification Institute (CSI) 50 division numbering format.
6. Prepare the final drawings for bidding purposes, in major subdivisions to include Demolition, Structural, Architectural, Process, Civil, and Electrical as applicable to the project.
7. Update the opinion of probable construction cost for the work reflecting 90% design documents.
8. Complete internal quality assurance/quality control (QA/QC) procedures, which will include the City and EGLE reviews, as applicable. Incorporate applicable review comments into the final design documents.
9. Submit the bidding documents and permit application to EGLE and secure the Part 41 Construction Permit issued by EGLE. The permit application will be submitted following completion of the design. Fishbeck will prepare the permit application, coordinate the review with EGLE, and respond to EGLE comments. The time to review and approve the permit is dependent on agency workload, although keeping the agency informed regarding the design progress can facilitate a faster review of the final design submittal. The permitting process may need to be conducted concurrently with bidding, depending on the schedule.

Task 3 – Bidding Assistance

1. Assist the City with preparation of an advertisement for bid.
2. Coordinate distribution of drawings and specifications to potential bidders.
3. Attend and conduct a prebid meeting at the WWTP .
4. Respond to bidders' questions and issue addenda, as applicable.
5. Assist the City in evaluation of the bids and identify qualified bids for City selection of a Contractor for award.
6. Assist the City in the award of the project construction by providing the necessary forms and documents.

Task 4 – Construction Administration

1. Review the Contractor's bonds and insurance information and assist the City in the execution of the contract documents by providing the necessary forms and documents.
2. Assist the City to maintain compliance with CWSRF requirements, including conducting certified payroll tracking, wage rate interviews, material certifications and completion of related administrative forms.
3. Schedule and lead preconstruction meeting, including preparation of agenda, meeting minutes, and follow-up.
4. Review Contractor's shop drawings, samples, and testing submittals.

5. Respond in writing to the Contractor's requests for information (RFIs) and issue clarifications and interpretations to the contract documents, as applicable, including recommending change orders and work change directives to the Owner as applicable.
6. Review detailed construction drawings, shop drawings, schedule information, and other data which the contractor is required to submit for compliance with design concepts.
7. Consult and advise the City as to the acceptability of substitute materials and equipment that may be proposed by the Contractor.
8. Attend progress meetings, approximately monthly, with the Contractor, subcontractors, and City representatives.
9. Attend preinstallation meetings with the Contractor and subcontractors as noted in the project specifications.
10. Visit the site at intervals appropriate to the various stages of construction and notify the Contractor of defective work, if applicable. Site visits will be conducted by the project manager, the lead engineers or specific discipline engineers, or other qualified personnel dependent on the progress of the work.
11. Provide clarifications and interpretations during the construction. Issue bulletins and change orders, as appropriate.
12. Keep the City informed regarding progress of the Work. Review Contractor applications for payment and provide recommendations for payment to the City.
13. Make recommendations for the replacement or correction of defective work, as necessary.
14. Review operation and maintenance manual documentation from the Contractor for new equipment.
15. Provide start-up assistance in conjunction with the start-up and training specified to be provided by equipment suppliers. This generally includes attendance during equipment start-up, coordination with suppliers to resolve operational or controls-related problems, and verification of control system operation.
16. Review the completed work to verify substantial completion. Develop a project closeout punch list.
17. Review Contractor project closeout documents, including waivers of lien, consent of surety, and warranties.
18. Conduct a final inspection to verify project completion.
19. Provide project record drawings to the City based on the Contractor's as-built documentation. Two full size copies, 2 reduced size copies, and 1 electronic copy of the record drawings will be delivered to the City.
20. Provide part time observation of the work. The proposal assumes generally onsite 1 day per week when the contractor is performing major work onsite, up to the substantial completion date. After substantial completion, periodic visits to verify completion of punch list items. The fee is based on a total of 600 hours for onsite construction observation.

Key Assumptions

Our proposal and fees are based on the following assumptions.

1. Site piping will be limited to connecting onto existing piping within 75 feet of the proposed clarifier.
2. Upgrades to the SCADA system and controls screens not directly related to the clarifier are not a part of this project (e.g., existing PLC changes, existing control panel replacement, large SCADA system improvements, etc.).
3. The proposal includes attendance at 3 meetings during design in Owosso for discussion of items related to the design, funding, and applicable reviews by project stakeholders and applicable parties, such as utilities, regulators, and EGLE DWRF staff.
4. Fishbeck will sub consult geotechnical services for 2 soil borings, footing, backfill requirements, and dewatering if applicable.
5. This proposal assumes attendance at up to 12 monthly construction progress meetings. It is assumed the general Contractor will conduct these meetings, including producing the agendas and documentation of minutes.
6. This proposal assumes attendance at up to 2 preinstallation meetings at the job site.

7. The City will pay permitting fees except for building permits, which will be obtained and paid for by the installation contractors.
8. Local construction permits will be the responsibility of the construction contractors.
9. Construction materials testing and special inspections will be conducted by a third-party independent testing agency, with these services being paid out of a Contractor's allowance.

Schedule

The project is currently approved as a Quarter 4 project through the CWSRF program with bid advertisement no later than May 24, 2024.

Professional Services Fees

We propose to complete the scope of services described herein for a lump sum fee of Four Hundred Ninety-Eight Thousand Dollars.

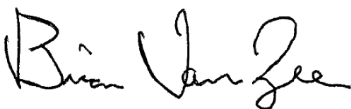
Phase	Total
Design and Bidding Services	\$258,000
Construction Services	\$240,000
Total	\$498,000

Authorization

This proposal is made subject to the Terms and Conditions of the standing Professional Services Agreement between the City of Owosso and Fishbeck, dated September 7, 2021.

If you have any questions or require additional information, please contact me at 517.887.4099 or bvanzee@fishbeck.com.

Sincerely,



Brian Van Zee

Senior Water and Wastewater Engineer

By email

CHECK REGISTER FOR CITY OF OWOSSO
 CHECK DATE FROM 09/23/2023 - 10/31/2023

Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
Bank 1 GENERAL FUND (POOLED CASH)					
09/29/2023	9685 (A)	BOUND TREE MEDICAL LLC	BOUND TREE MEDICAL LLC	SUPPLIES FOR OFD	1,390.34
09/29/2023	9686 (A)	BROOKS INNOVATIVE GRAPHICS	BROOKS INNOVATIVE GRAPHICS	OFFICE SUPPLIES TIME CARD,INVEN	975.00
09/29/2023	9687 (A)	BRUCKMAN'S MOVING & STORAGE	SEBRUCKMAN'S MOVING & STORAGE	SEDDA MONTHLY STORAGE SEPT 2023 -	200.00
09/29/2023	9688 (A)	CINTAS CORPORATION #308	CINTAS CORPORATION #308	FLOOR MATS PER SERVICE AGREEMEN	38.32
09/29/2023	9689 (A)	E H WACHS	E H WACHS	#600 PARTS	940.41
09/29/2023	9690 (A)	EDWARDS SIGN & SCREEN PRINTING	EDWARDS SIGN & SCREEN PRINTING	HATS FOR OFD	20.00
09/29/2023	9691 (A)	ENG INC	ENG INC	ENGINEERING-2023 NORTH STREET P	30,444.44
			ENG INC	ENGINEERING SERVICES - ADMIN AN	21,874.96
			ENG INC	STEWART STREET PRE ENGINEERING '	410.00
			ENG INC	ENGINEERING-2023 NORTH STREET P	31,453.18
			ENG INC	STEWART STREET PRE ENGINEERING '	3,173.56
			ENG INC	ENGINEERING SERVICES - ADMIN AN	15,314.02
					<u>102,670.16</u>
09/29/2023	9692 (A)	EPS SECURITY	EPS SECURITY	ALARM SYSTEM MONITORING FOR CIT	154.50
09/29/2023	9693 (A)	ETNA SUPPLY COMPANY	ETNA SUPPLY COMPANY	WATER INVENTORY AND PARTS-PURCH	3,548.40
			ETNA SUPPLY COMPANY	PARTS FOR SEWER REHAB	5,891.40
					<u>9,439.80</u>
09/29/2023	9694 (A)	FISHBECK, THOMPSON, CARR & HUE	FISHBECK, THOMPSON, CARR & HUE	WATER MASTER PLAN - RELIABILITY	24,337.92
				FLOW DATA COLLECTION FOR CITY F	905.47
				WWTP PHASE 1 PREENGINEERING WOR	14,748.76
					<u>39,992.15</u>
09/29/2023	9695 (A)	GLAESER DAWES CORP	GLAESER DAWES CORP	PURCHASE OF OVER STOCK FROM WTR	3,195.00
09/29/2023	9696 (A)	GOULD LAW PC	GOULD LAW PC	LEGAL SERVICES	10,272.08
09/29/2023	9697 (A)	GREEN TECH SYSTEMS LLC	GREEN TECH SYSTEMS LLC	2022-2024 WATER LINE REPLACEMEN	27,181.80
09/29/2023	9698 (A)	GROUP RESOURCES	GROUP RESOURCES	OCTOBER 2023 FSA ADMIN INVOICE	104.50
09/29/2023	9699 (A)	HI QUALITY GLASS, INC	HI QUALITY GLASS, INC	CURWOOD POSTER FRAMING (2)	606.00
09/29/2023	9700 (A)	HIGHWAY MAINTENANCE & CONSTRUCT	HIGHWAY MAINTENANCE & CONSTRUCT	2023-2024 CHIP SEAL PROJECT	83,108.00
09/29/2023	9701 (A)	J & H OIL COMPANY	J & H OIL COMPANY	GAS AND FUEL 09/01/2023 - 09/15	6,239.29
09/29/2023	9702 (A)	JCI JONES CHEMICALS INC	JCI JONES CHEMICALS INC	SODIUM HYPOCHLORITE BWL FYE6-30	2,355.45
			JCI JONES CHEMICALS INC	SODIUM HYPOCHLORITE BWL FYE6-30	6,902.35
					<u>9,257.80</u>
09/29/2023	9703 (A)	KENT COMMUNICATIONS INC	KENT COMMUNICATIONS INC	2023 WINTER TAX BILL PRINTING P	3,037.80
09/29/2023	9704 (A)	LOGICALIS INC	LOGICALIS INC	IT NETWORK ENGINEERING SERVICES	225.00
09/29/2023	9705 (A)	LUDINGTON ELECTRIC, INC.	LUDINGTON ELECTRIC, INC.	REPAIR AND/OR REPLACEMENT OF NO	115.00
			LUDINGTON ELECTRIC, INC.	REPAIR WASHINGTON ST RECPT OF M	348.33
					<u>463.33</u>
09/29/2023	9706 (A)	LYNN PEAVEY COMPANY	LYNN PEAVEY COMPANY	OPERATIONAL SUPPLIES FOR OPD	520.95
09/29/2023	9707 (A)	MATHESON TRI-GAS INC	MATHESON TRI-GAS INC	BULK CARBON DIOXIDE FOR FYE 6-3	132.00
09/29/2023	9708 (A)	MEI TOTAL ELEVATOR SOLUTIONS	MEI TOTAL ELEVATOR SOLUTIONS	QUOTE 19661-REV1 CITY HALL ELEV.	1,790.00
			MEI TOTAL ELEVATOR SOLUTIONS	QUOTE 19661-REV1 CITY HALL ELEV.	1,033.58
					<u>2,823.58</u>
09/29/2023	9709 (A)	MEMORIAL HEALTHCARE CENTER	MEMORIAL HEALTHCARE CENTER	PRE-EMPLOYMENT DRUG SCREENS	459.00
09/29/2023	9710 (A)	MICH BUSINESS POWERED BY MDPA	MICH BUSINESS POWERED BY MDPA	QUARTERLY COBRA BILLING 10-01-2	165.00

CHECK REGISTER FOR CITY OF OWOSSO
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Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
09/29/2023	9711 (A)	OHM ADVISORS	OHM ADVISORS	2022 DWAM GRANT ENGINEERING SER	2,862.00
			OHM ADVISORS	ENGINEERING SERVICES 2023 SANIT	222.00
			OHM ADVISORS	ENGINEERING SERVICES 2023 DWRF	2,926.50
			OHM ADVISORS	WELL HOUSE CONSTRUCTION OBSERVA	16,511.75
					<u>22,522.25</u>
09/29/2023	9712 (A)	PAXXO (USA) INC	PAXXO (USA) INC	BAGS FOR SCREENINGS AND GRIT SY	826.02
09/29/2023	9713 (A)	PHP INSURANCE COMPANY	PHP INSURANCE COMPANY	HEALTH INSURANCE PREMIUM	99,549.97
09/29/2023	9714 (A)	PRINTING SYSTEMS, INC.	PRINTING SYSTEMS, INC.	2000 AV BALLOT OUTER ENVELOPES	363.69
			PRINTING SYSTEMS, INC.	2000 AV BALLOT RETURN ENVELOPES	337.98
			PRINTING SYSTEMS, INC.	AV APP POSTCARD FOR NOVEMBER 7,	339.81
					<u>1,041.48</u>
09/29/2023	9715 (A)	PRO-COMM INC	PRO-COMM INC	REPROGRAMMED 19 PORTABLE RADIOS	480.00
09/29/2023	9716 (A)	RUBOB'S INC	RUBOB'S INC	UNIFORM CLEANING FOR OFD	114.05
			RUBOB'S INC	UNIFORM CLEANING FOR OPD	196.00
					<u>310.05</u>
09/29/2023	9717 (A)	SIC METER LLC	SIC METER LLC	1" METER FOR STOCK	3,100.08
09/29/2023	9718 (A)	SUNBURST GARDENS, INC.	SUNBURST GARDENS, INC.	SPRINKLER HEAD FOR FAYETTE SQUA	25.00
09/29/2023	9719 (A)	ULINE	ULINE	TRASH CANS FOR PARKS STOCK REPL	1,688.11
09/29/2023	9720 (A)	UNITED PARCEL SERVICE	UNITED PARCEL SERVICE	SHIPPING FOR WWTP	22.21
09/29/2023	9721 (A)	VERIZON WIRELESS	VERIZON WIRELESS	M2M CELLULAR CHARGES	125.10
09/29/2023	9722 (A)	VWR INTERNATIONAL INC	VWR INTERNATIONAL INC	ANNUAL LAB SUPPLY ORDER - SELEC	105.78
			VWR INTERNATIONAL INC	ANNUAL LAB SUPPLY ORDER - SELEC	405.56
					<u>511.34</u>
09/29/2023	9723 (A)	WASTE MANAGEMENT OF MICHIGAN	IWASTE MANAGEMENT OF MICHIGAN	IWASTE MANAGEMENT SERVICES	10,679.76
			WASTE MANAGEMENT OF MICHIGAN	IWASTE MANAGEMENT SERVICES	6,603.53
					<u>17,283.29</u>
10/13/2023	9724 (A)	AIS CONSTRUCTION EQUIPMENT	AIS CONSTRUCTION EQUIPMENT	PARTS FOR #444	3,018.72
10/13/2023	9725 (A)	ALS LABORATORY GROUP	ALS LABORATORY GROUP	WASTEWATER ANALYSES-6-30-2024-E	1,081.00
10/13/2023	9726 (A)	APPLIED SPECIALTIES INC	APPLIED SPECIALTIES INC	LIMECURE-25 - LIME SOFTENING CH	17,077.50
10/13/2023	9727 (A)	AXON ENTERPRISE INC	AXON ENTERPRISE INC	EQUIPMENT 8 BAY DOCK	1,595.00
			AXON ENTERPRISE INC	LICENSING BUNDLES FOR OPD BWC	6,428.93
					<u>8,023.93</u>
10/13/2023	9728 (A)	CARROT-TOP INDUSTRIES INC	CARROT-TOP INDUSTRIES INC	STATE OF MICHIGAN FLAG FOR COUN	107.27
10/13/2023	9729 (A)	CENTER FOR TECHNOLOGY & TRAINING	CENTER FOR TECHNOLOGY & TRAINING	2023 TRANSPORTATION & THE ENVIO	140.00
10/13/2023	9730 (A)	CINTAS CORPORATION #308	CINTAS CORPORATION #308	FLOOR MATS PER SERVICE AGREEMEN	38.32
10/13/2023	9731 (A)	CONSUMERS ENERGY	CONSUMERS ENERGY	CITY OF OWOSSO ACCOUNTS SEPT. 2	41,931.85
10/13/2023	9732 (A)	DALTON ELEVATOR LLC	DALTON ELEVATOR LLC	CYLINDER RENTAL/OXYGEN/SUPPLIES	583.98
10/13/2023	9733 (A)	DANIEL MILLER	DANIEL MILLER	CONFERENCE MEAL REIMBURSEMENT	13.73
10/13/2023	9734 (A)	DBI BUSINESS INTERIORS	DBI BUSINESS INTERIORS	CHAIR FOR ENGINEERING DEPT. QPO	270.00
10/13/2023	9735 (A)	DELAU FIRE & SAFETY INC	DELAU FIRE & SAFETY INC	ANNUAL INSPECTION OF FIRE EXTIN	60.00
10/13/2023	9736 (A)	EJ USA INC	EJ USA INC	CATCH BAISSN AND STORM MANHOLE C	3,537.22
10/13/2023	9737 (A)	ELECTION SOURCE	ELECTION SOURCE	PRECINCT KITS - 11/07/23	219.03
10/13/2023	9738 (A)	ENG INC	ENG INC	ENGINEERING SERVICES - ADMIN AN	1,660.00
			ENG INC	ENGINEERING SERVICE SFOR 2024 D	885.00
			ENG INC	STEWART STREET PRE ENGINEERING	615.00
			ENG INC	ENGINEERING-2023 NORTH STREET P	32,653.20

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Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
					35,813.20
10/13/2023	9739 (A)	ESO SOLUTIONS INC	ESO SOLUTIONS INC	ESO FIRE INCIDENTS FROM 11/03/2	1,457.54
10/13/2023	9740 (A)	ETNA SUPPLY COMPANY	ETNA SUPPLY COMPANY	WATER INVENTORY AND PARTS-PURCH	894.00
10/13/2023	9741 (A)	FERGUSON ENTERPRISES LLC	FERGUSON ENTERPRISES LLC	WATER INVENTORY-PURCHASE NOT TO	2,859.26
			FERGUSON ENTERPRISES LLC	2150 E. MAIN NEW SERVICE PARTS	448.05
					3,307.31
10/13/2023	9742 (A)	FISHBECK, THOMPSON, CARR & HUE	FISHBECK, THOMPSON, CARR & HUE	WWTP PHASE 1 PREENGINEERING WOR	36,142.11
10/13/2023	9743 (A)	GILBERT'S DO IT BEST HARDWARE	GILBERT'S DO IT BEST HARDWARE	SEPTEMBER 2023 GILBERT PURCHASE	735.62
10/13/2023	9744 (A)	GLAESER DAWES CORP	GLAESER DAWES CORP	EMERGENCY REMOVAL OF DAMAGED TR	500.00
10/13/2023	9745 (A)	GRAYMONT WESTERN LIME INC	GRAYMONT WESTERN LIME INC	BWL BID 7-1-2023 FOR LIME	7,999.72
10/13/2023	9746 (A)	GREEN TECH SYSTEMS LLC	GREEN TECH SYSTEMS LLC	2022-2024 WATER LINE REPLACEMEN	77,143.55
10/13/2023	9747 (A)	HIGHWAY MAINTENANCE & CONSTRU	HIGHWAY MAINTENANCE & CONSTRU	2023-2024 CHIP SEAL PROJECT	12,874.00
10/13/2023	9748 (A)	HUNTINGTON NATIONAL BANK	HUNTINGTON NATIONAL BANK	ACCOUNT # 3584277907 OWOSSOMIUT	146,125.00
10/13/2023	9749 (A)	HUNTINGTON NATIONAL BANK	HUNTINGTON NATIONAL BANK	ACCOUNT# 3584278005 OWOSSOMILT2	7,400.00
10/13/2023	9750 (A)	HUTSON INC OF MICHIGAN	HUTSON INC OF MICHIGAN	2022 JOHN DEERE 5065E UTILITY T	37,343.84
			HUTSON INC OF MICHIGAN	ROUTINE PARTS/SUPPLIES-INDIVIDU	72.40
					37,416.24
10/13/2023	9751 (A)	J & H OIL COMPANY	J & H OIL COMPANY	GAS AND FUEL 09/15/2023 - 09/30	6,836.46
10/13/2023	9752 (A)	JESSICA UNANGST	JESSICA UNANGST	MILAGE REIMBURSEMENT FOR CITY B	55.34
10/13/2023	9753 (A)	JON STUART HARRIS	JON STUART HARRIS	ELECTRICAL INSPECTIONS & AUTO L	665.88
			JON STUART HARRIS	ELECTRICAL PLAN REVIEWS SEPT. 2	225.00
					890.88
10/13/2023	9754 (A)	KENT COMMUNICATIONS INC	KENT COMMUNICATIONS INC	SEPTEMBER 30, 2023 UTILITY BILL	2,364.59
10/13/2023	9755 (A)	KEYES QUALITY CONSTRUCTION LLC	KEYES QUALITY CONSTRUCTION LLC	2023 NEP GRANT HDF202337NEP	10,068.93
10/13/2023	9756 (A)	KMI ROAD MAINTENANCE	KMI ROAD MAINTENANCE	FYE 6-30-2024 SIDEWALK PROGRAM	51,347.36
10/13/2023	9757 (A)	LANSING UNIFORM CO.	LANSING UNIFORM CO.	MATT MARTIN UNIFORM	579.65
			LANSING UNIFORM CO.	REED SGT / LAMAY LT BADGE	314.90
					894.55
10/13/2023	9758 (A)	LOGICALIS INC	LOGICALIS INC	PHONES HANDSETS & PHONE SYSTEM	16,896.03
			LOGICALIS INC	SPARE WALLMOUNT KIT FOR CISCO P	309.00
			LOGICALIS INC	IT NETWORK ENGINEERING SERVICES	10,080.00
					27,285.03
10/13/2023	9759 (A)	LUDINGTON ELECTRIC, INC.	LUDINGTON ELECTRIC, INC.	REPAIR AND REPLACE BURNED WIRES	654.04
10/13/2023	9760 (A)	MCMaster-CARR SUPPLY CO	MCMaster-CARR SUPPLY CO	SUPPLIES FOR WWTP BUILDING MAIN	442.10
10/13/2023	9761 (A)	MEMORIAL HEALTHCARE CENTER	MEMORIAL HEALTHCARE CENTER	PRE-EMPLOYMENT DRUG SCREENS	131.00
10/13/2023	9762 (A)	MERIT LABORATORIES INC	MERIT LABORATORIES INC	FYE 6/30/2024 WATER TESTS AND L	320.00
10/13/2023	9763 (A)	MICHIGAN CRITICAL POWER	MICHIGAN CRITICAL POWER	ANNUAL EMERG GEN SVC AND ATS OP	751.00
10/13/2023	9764 (A)	MUNICIPAL EMPLOYEES RETIREMENT	MUNICIPAL EMPLOYEES RETIREMENT	EMPLOYER CONTRIBUTIONS & VOLUNT	65,000.00
10/13/2023	9765 (A)	NAPA AUTO PARTS	NAPA AUTO PARTS	PARTS/SUPPLIES-INVOICE TO BE SI	503.67
10/13/2023	9766 (A)	NATIONAL VISION ADMINISTRATORS	NATIONAL VISION ADMINISTRATORS	OCTOBER 2023 INSURANCE PREMIUM	577.47
10/13/2023	9767 (A)	NCL OF WISCONSIN INC	NCL OF WISCONSIN INC	SELECTED ITEMS FROM 2023 ANNUAL	9,297.20
10/13/2023	9768 (A)	RADWELL INTERNATIONAL, LLC	RADWELL INTERNATIONAL, LLC	HONEYWELL DC330B-C0-00-20-00000	954.81
10/13/2023	9769 (A)	REPUBLIC SERVICES INC	REPUBLIC SERVICES INC	REFUSE SERVICE 7/1/23-6/30/24 P	407.47
10/13/2023	9770 (A)	SHIAWASSEE DISTRICT LIBRARY	SHIAWASSEE DISTRICT LIBRARY	DELINQUENT PERSONAL PROPERTY TA	165.71
10/13/2023	9771 (A)	SMITH SAND & GRAVEL INC	SMITH SAND & GRAVEL INC	CLASS II BACK FILL SAND - FYE 6	678.36
10/13/2023	9772 (A)	SOLARWINDS	SOLARWINDS	DAMEWARE REMOTE SUPPORT LICENSE	166.00
10/13/2023	9773 (A)	STAPLES BUSINESS CREDIT	STAPLES BUSINESS CREDIT	SEPTEMBER 2023 ORDERS	1,218.88
10/13/2023	9774 (A)	SUMMIT COMPANIES	SUMMIT COMPANIES	FIRE EXTINGUISHER INPECTION - C	84.00

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10/13/2023	9775 (A)	TAYLOR AND MORGAN CPA PC	TAYLOR AND MORGAN CPA PC	ACCOUNTANT SERVICES JANUARY 202	4,372.50
10/13/2023	9776 (A)	THE ACCUMED GROUP	THE ACCUMED GROUP	BILLING SERVICE FEE SEPTEMBER 2	4,197.02
10/13/2023	9777 (A)	THE ARGUS-PRESS	THE ARGUS-PRESS	LEGAL PRINTING SERVICES 2 YEARS	327.30
10/13/2023	9778 (A)	THOMAS SCIENTIFIC	THOMAS SCIENTIFIC	ANNUAL LAB SUPPLY ORDER - SELEC	209.26
			THOMAS SCIENTIFIC	ANNUAL LAB SUPPLY ORDER - SELEC	90.65
			THOMAS SCIENTIFIC	ANNUAL LAB SUPPLY ORDER - SELEC	525.00
					824.91
10/13/2023	9779 (A)	TOTAL ENERGY SYSTEMS LLC	TOTAL ENERGY SYSTEMS LLC	REPAIR OF GENERATOR	852.00
10/13/2023	9780 (A)	UNIQUE PAVING MATERIALS CORP	UNIQUE PAVING MATERIALS CORP	COLD PATCH MIX FOR FIXING POTHO	6,642.84
10/13/2023	9781 (A)	UNITED PARCEL SERVICE	UNITED PARCEL SERVICE	SHIPPING FOR WWTP	14.92
10/13/2023	9782 (A)	VERIZON WIRELESS	VERIZON WIRELESS	VERIZON WIRELESS CELLULAR CHARG	504.26
			VERIZON WIRELESS	VERIZON WIRELESS CELLULAR CHARG	86.58
			VERIZON WIRELESS	VERIZON WIRELESS CELLULAR CHARG	190.64
			VERIZON WIRELESS	VERIZON WIRELESS CELLULAR CHARG	572.14
			VERIZON WIRELESS	VERIZON WIRELESS CELLULAR CHARG	81.34
			VERIZON WIRELESS	VERIZON WIRELESS CELLULAR CHARG	48.29
			VERIZON WIRELESS	VERIZON WIRELESS CELLULAR CHARG	43.29
			VERIZON WIRELESS	VERIZON WIRELESS CELLULAR CHARG	88.96
			VERIZON WIRELESS	VERIZON WIRELESS CELLULAR CHARG	242.32
			VERIZON WIRELESS	VERIZON WIRELESS CELLULAR CHARG	107.54
			VERIZON WIRELESS	VERIZON WIRELESS CELLULAR CHARG	133.84
					2,099.20
10/13/2023	9783 (A)	WASTE MANAGEMENT OF MICHIGAN	WASTE MANAGEMENT OF MICHIGAN	IWASTE MANAGEMENT SERVICES	8,093.53
10/13/2023	9784 (A)	WESTECH ENGINEERING INC	WESTECH ENGINEERING INC	WTP CLARIFIER EMERGENCY REPAIR	7,750.00
10/13/2023	9785 (E)	HUNTINGTON NATONAL BANK -CREDI	HUNTINGTON NATONAL BANK -CREDI	CITY CREDIT CARD PURCHASES	2,793.71
10/13/2023	9786 (E)	USDA RURAL DEVELOPMENT	USDA RURAL DEVELOPMENT	USDA RURAL DEVELOPMENT LOAN PAY	383.75
10/27/2023	9787 (E)	MAILCHIMP	MAILCHIMP	EMAIL SERVICE - ESSENTIALS PLAN	13.00
10/27/2023	9788 (A)	ABSOPURE WATER COMPANY LLC	ABSOPURE WATER COMPANY LLC	WATER FOR LAB USE ONLY. INDIVID	150.95
10/27/2023	9789 (A)	ALMA TIRE SERVICE	ALMA TIRE SERVICE	JETTER TRUCK DRIVE TIRES - DELI	2,439.48
10/27/2023	9790 (A)	AMAZON CAPITAL SERVICES	AMAZON CAPITAL SERVICES	SEPTEMBER 2023 AMAZON PURCHASES	25.59
			AMAZON CAPITAL SERVICES	SEPTEMBER 2023 AMAZON PURCHASES	56.52
					82.11
10/27/2023	9791 (A)	AUTOVALUE - CORUNNA	AUTOVALUE - CORUNNA	PARTS FOR #424	6.49
10/27/2023	9792 (A)	BRUCKMAN'S MOVING & STORAGE	BRUCKMAN'S MOVING & STORAGE	SEDDA MONTHLY STORAGE SEPT 2023 -	200.00
10/27/2023	9793 (A)	CINTAS CORPORATION #308	CINTAS CORPORATION #308	FLOOR MATS PER SERVICE AGREEMEN	38.32
10/27/2023	9794 (A)	CRUISERS INC	CRUISERS INC	POLICE CAR PRINTER	602.38
10/27/2023	9795 (A)	D & K TRUCK COMPANY INC	D & K TRUCK COMPANY INC	TRUCK PARTSFOR 424 & STOCK	39.43
			D & K TRUCK COMPANY INC	TRUCK PARTSFOR 424 & STOCK	180.90
			D & K TRUCK COMPANY INC	TRUCK PARTSFOR 424 & STOCK	534.77
					755.10
10/27/2023	9796 (A)	FISHBECK, THOMPSON, CARR & HUE	FISHBECK, THOMPSON, CARR & HUE	ENGINEERING SERVICES FOR WWTP S	1,458.50
			FISHBECK, THOMPSON, CARR & HUE	ENGINEERING SERVICES FOR WWTP S	1,906.25
					3,364.75
10/27/2023	9797 (A)	GOULD LAW PC	GOULD LAW PC	LEGAL SERVICES	8,834.30
10/27/2023	9798 (A)	GRAYMONT WESTERN LIME INC	GRAYMONT WESTERN LIME INC	BWL BID 7-1-2023 FOR LIME	8,501.96
10/27/2023	9799 (A)	GREEN TECH SYSTEMS LLC	GREEN TECH SYSTEMS LLC	2022-2024 WATER LINE REPLACEMEN	103,602.15
10/27/2023	9800 (A)	GROUP RESOURCES	GROUP RESOURCES	NOVEMBER 2023 FSA ADMIN INVOICE	104.50
10/27/2023	9801 (A)	HI QUALITY GLASS, INC	HI QUALITY GLASS, INC	GLASS FOR TIME CLOCK ROOM	72.00
10/27/2023	9802 (A)	HURON & EASTERN RAILWAY COMPAN	HURON & EASTERN RAILWAY COMPAN	PIPE LINE CROSSING - 11/1/23-10	842.35

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Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
10/27/2023	9803 (A)	J & H OIL COMPANY	J & H OIL COMPANY	GAS AND FUEL	5,880.44
10/27/2023	9804 (A)	JACK DOHENY SUPPLIES INC	JACK DOHENY SUPPLIES INC	VAC/JETTER TRUCK PARTS FOR STOC	1,725.15
10/27/2023	9805 (A)	JCI JONES CHEMICALS INC	JCI JONES CHEMICALS INC	SODIUM HYPOCHLORITE BWL FYE6-30	2,357.50
10/27/2023	9806 (A)	JESSICA UNANGST	JESSICA UNANGST	SNACKS FOR FOOTBALL FRIDAY - EM	31.02
10/27/2023	9807 (A)	KENDALL ELECTRIC, INC.	KENDALL ELECTRIC, INC.	HAND DRYERS FOR BENNETT FIELDS	1,007.50
10/27/2023	9808 (A)	LANSING UNIFORM CO.	LANSING UNIFORM CO.	POLICE UNIFORMS	947.00
10/27/2023	9809 (A)	LAW ENFORCEMENT OFFICERS REGICLAW ENFORCEMENT OFFICERS REGICLEORTC FALL 2023 MEMBERSHIP			3,609.24
10/27/2023	9810 (A)	LUDINGTON ELECTRIC, INC.	LUDINGTON ELECTRIC, INC.	PLANT DIAGNOSTICS & OSBURN WEL	143.75
			LUDINGTON ELECTRIC, INC.	LIGHT REPAIR AND MAINT. DDA	578.25
			LUDINGTON ELECTRIC, INC.	LIGHT REPAIR AND MAINT. DDA	621.52
			LUDINGTON ELECTRIC, INC.	LIGHT REPAIR AND MAINT. DDA	144.44
			LUDINGTON ELECTRIC, INC.	REPAIR OF PICKLE BALL LIGHTS	457.14
			LUDINGTON ELECTRIC, INC.	HOOK UP VEHICLE LIFT FOR DPW	788.87
					2,733.97
10/27/2023	9811 (A)	LUNGHAMER FORD OF OWOSSO	LUNGHAMER FORD OF OWOSSO	PARTS & LABOR FOR CAR 2310	93.90
			LUNGHAMER FORD OF OWOSSO	WORK ON CAR 17-05	1,435.89
			LUNGHAMER FORD OF OWOSSO	CAR 20-04 WORK	802.88
					2,332.67
10/27/2023	9812 (A)	MACQUEEN EMERGENCY GROUP	MACQUEEN EMERGENCY GROUP	BOOTS FOR OFD	505.94
			MACQUEEN EMERGENCY GROUP	STRUCTURAL FIREFIGHTING GEAR CO	2,120.23
					2,626.17
10/27/2023	9813 (A)	MUNICIPAL EMPLOYEES RETIREMENTMUNICIPAL EMPLOYEES RETIREMENTEMPLOYER CONTRIBUTIONS			2,032.17
10/27/2023	9814 (A)	OHM ADVISORS	OHM ADVISORS	FY2023-2024 SEWER LINING PROJEC	2,966.00
			OHM ADVISORS	WELL HOUSE CONSTRUCTION OBSERVA	19,611.00
			OHM ADVISORS	2022 DWAM GRANT ENGINEERING SER	12,223.00
					34,800.00
10/27/2023	9815 (A)	PEERLESS-MIDWEST, INC.	PEERLESS-MIDWEST, INC.	EMERG PWR OUTAGE SERVICE CALL	2,200.00
10/27/2023	9816 (A)	PHP MEDICARE	PHP MEDICARE	PHP MEDICARE PAYMENT NOV. 2023	88.00
10/27/2023	9817 (A)	POLYDYNE INC	POLYDYNE INC	AF-4500 POLYMER	4,140.00
10/27/2023	9818 (A)	PREMIER SAFETY	PREMIER SAFETY	DAVIT ARM RETRIEVAL SYSTEM ITEM	3,702.75
			PREMIER SAFETY	DAVIT ARM RETRIEVAL SYSTEM ITEM	5,737.05
					9,439.80
10/27/2023	9819 (A)	PVS TECHNOLOGIES, INC.	PVS TECHNOLOGIES, INC.	FERRIC CHLORIDE PER LANSING BOA	9,835.25
10/27/2023	9820 (A)	RUBOB'S INC	RUBOB'S INC	DRY CLEANING SERVICES OPD	51.00
			RUBOB'S INC	DRY CLEANING SERVICES OFD	216.45
					267.45
10/27/2023	9821 (A)	SMITH SAND & GRAVEL INC	SMITH SAND & GRAVEL INC	CLASS II BACK FILL SAND - FYE 6	141.18
			SMITH SAND & GRAVEL INC	2023-2024 STREET PATCH CONTRACT	14,253.20
					14,394.38
10/27/2023	9822 (A)	SORENSEN GROSS COMPANY	SORENSEN GROSS COMPANY	PALMER 3A AND JUNIPER 1 WELL HO	369,099.70
10/27/2023	9823 (A)	TELEFLEX LLC	TELEFLEX LLC	EMS EQUIPMENT, SOLE SOURCE.	226.57
			TELEFLEX LLC	EMS EQUIPMENT, SOLE SOURCE.	2,008.93
					2,235.50

CHECK REGISTER FOR CITY OF OWOSSO
 CHECK DATE FROM 09/23/2023 - 10/31/2023

Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
10/27/2023	9824 (A)	TETRA TECH INC	TETRA TECH INC	DEVELOPMENT OF A WATER TREATMEN	2,840.00
10/27/2023	9825 (A)	TOTAL ENERGY SYSTEMS LLC	TOTAL ENERGY SYSTEMS LLC	MAINTENANCE OF OFD GENERATOR -	852.00
10/27/2023	9826 (A)	TRUCK & TRAILER SPECIALTIES	TRUCK & TRAILER SPECIALTIES	SCRAPER BLADES FOR SNOW PLOWS	8,139.84
			TRUCK & TRAILER SPECIALTIES	STROBE LIGHTS FOR STOCK	465.52
					8,605.36
10/27/2023	9827 (A)	UNITED PARCEL SERVICE	UNITED PARCEL SERVICE	SHIPPING FOR WWTP & POLICE	42.39
			UNITED PARCEL SERVICE	SHIPPING FOR WWTP	11.62
					54.01
10/27/2023	9828 (A)	USA BLUE BOOK	USA BLUE BOOK	PH TRIODE AND PH10 BUFFERS FROM	242.49
			USA BLUE BOOK	ROUTINE PURCHASES NOT TO EXCEED	1,494.54
					1,737.03
10/27/2023	9829 (A)	VERIZON WIRELESS	VERIZON WIRELESS	M2M CELLULAR CHARGES	125.10
09/29/2023	136496	ALLSTAR TOWING & REPAIR	ALLSTAR TOWING & REPAIR	TOW OF CAR 01 TO LUNGHAMER	75.00
			ALLSTAR TOWING & REPAIR	JUMP START OF CAR 20-04	75.00
					150.00
09/29/2023	136497	AMERICAN ATHLETIX LLC	AMERICAN ATHLETIX LLC	SCOREBOARD FOR RUDY DEMUTH FIEL	3,868.00
09/29/2023	136498	BUSBY ERIN	BUSBY ERIN	UB refund for account: 23415900	118.16
09/29/2023	136499	CARSON SERVICES LLC	CARSON SERVICES LLC	2023 MOWING PROGRAM	225.00
			CARSON SERVICES LLC	2023 MOWING PROGRAM	230.00
					455.00
09/29/2023	136500	CONSUMERS ENERGY	CONSUMERS ENERGY	LIGHTING CONTRACT CHANGE - HICK	8,048.00
09/29/2023	136501	DAVID HAUT	DAVID HAUT	CERTIFICATION RENEWAL REIMBURSE	250.00
09/29/2023	136502	DAYSTARR COMMUNICATIONS	DAYSTARR COMMUNICATIONS	CITY OF OWOSSO CASTLE PHONE & I	77.71
09/29/2023	136503	DAYSTARR COMMUNICATIONS	DAYSTARR COMMUNICATIONS	CITY OF OWOSSO PHONE & INTERNET	1,158.32
09/29/2023	136504	DELTA DENTAL PLAN OF MICHIGAN	DELTA DENTAL PLAN OF MICHIGAN	DENTAL INSURANCE PREMIUM OCTOBE	4,950.79
09/29/2023	136505	EMPCO INC	EMPCO INC	POLICE LIEUTENANT EXAM 09/15/20	485.00
09/29/2023	136506	GHASSAN MANSOUR	GHASSAN MANSOUR	BD Payment Refund	100.00
09/29/2023	136507	HEATHER GALE-SPENCER	HEATHER GALE-SPENCER	TEMPORARY EASEMENT	373.09
09/29/2023	136508	INSITUFORM TECHNOLOGIES USA LI	INSITUFORM TECHNOLOGIES USA LI	2022-2023 STORM SEWER VIDEOING	20,048.00
09/29/2023	136509	KEVIN BLAIR	KEVIN BLAIR	CDL CLASS A EXPENSE REIMBURSEME	4,246.80
09/29/2023	136510	LAMPHERE PLUMBING & HEATING	LAMPHERE PLUMBING & HEATING	INLSLR 1501 YOUNG - EMERGENCY REP.	2,598.03
09/29/2023	136511	LAMPHERE PLUMBING & HEATING	LAMPHERE PLUMBING & HEATING	ISNAKE DRAIN MEN BATHROOM	279.65
09/29/2023	136512	LAMPHERE'S	LAMPHERE'S	AC REPAIR FOR CITY HALL	739.12
09/29/2023	136513	MEMORIAL HEALTHCARE WELLNESS	MEMORIAL HEALTHCARE WELLNESS	CEMPLOYEE MEMBERSHIPS - 09/15/20	328.00
09/29/2023	136514	MICHIGAN CO INC	MICHIGAN CO INC	WHITE RAGS	199.01
			MICHIGAN CO INC	WHITE RAGS	282.39
					481.40
09/29/2023	136515	NORTHERN CONSULTANTS INC.	NORTHERN CONSULTANTS INC.	CDBG PROGRAM GRANT ADMINISTRATO	907.50
09/29/2023	136516	O'BRIEN CHERYL	O'BRIEN CHERYL	UB refund for account: 11905000	231.02
09/29/2023	136517	OWOSSO CHARTER TOWNSHIP	OWOSSO CHARTER TOWNSHIP	2023 PA425 AGREEMENT PAYMENT	17,951.62
09/29/2023	136518	PROFESSIONAL ANSWERING SERVICE	PROFESSIONAL ANSWERING SERVICE	24 HOUR ANSWERING SERVICES AUG	75.00
09/29/2023	136519	RENEGADE STAGING LLC	RENEGADE STAGING LLC	ADA RAMP RENTAL FOR 08/08/23 EL	1,085.00
09/29/2023	136520	ROSE DONALD	ROSE DONALD	UB refund for account: 48295000	193.46
09/29/2023	136521	RYAN JENKINS	RYAN JENKINS	MEAL/PARKING REIMBURSEMENT 08/2	134.38
09/29/2023	136522	SHATTUCK SPECIALTY ADVERTISING	SHATTUCK SPECIALTY ADVERTISING	FALL BEAUTIFICATION SPONSOR BAN	16.00
09/29/2023	136523	SHERMAN DOROTHY	SHERMAN DOROTHY	UB refund for account: 28518900	764.22
09/29/2023	136524	SHIAWASSEE COUNTY TREASURER	SHIAWASSEE COUNTY TREASURER	2023 TAX COLLECTION 09/02/2023	68,235.36

CHECK REGISTER FOR CITY OF OWOSSO
 CHECK DATE FROM 09/23/2023 - 10/31/2023

Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
09/29/2023	136525	SHIAWASSEE COUNTY-REGISTER OF	SHIAWASSEE COUNTY-REGISTER OF	MORTGAGE LIEN FILING FEE	150.00
09/29/2023	136526	SHIAWASSEE FAMILY YMCA	SHIAWASSEE FAMILY YMCA	GYM MEMBERSHIP FEE SEPT. 2023	113.90
09/29/2023	136527	SLOAN'S SEPTIC TANK SERVICE	SLOAN'S SEPTIC TANK SERVICE	IMPORTABLE TOILET CONTRACT - YEAR	2,226.00
09/29/2023	136528	STANDARD INSURANCE COMPANY	STANDARD INSURANCE COMPANY	GROUP LIFE INSURANCE PREMIUM OC	6,037.47
09/29/2023	136529	STATE OF MICHIGAN	STATE OF MICHIGAN	COST AGREEMENT BETWEEN MDOT AND	340,894.04
09/29/2023	136530	STOUT COURTNEY	STOUT COURTNEY	UB refund for account: 12600000	125.91
09/29/2023	136531	WALKER STEPHANIE	WALKER STEPHANIE	UB refund for account: 17550000	91.52
09/29/2023	136532	WAUGH VD	WAUGH VD	UB refund for account: 17810000	6.50
09/29/2023	136533	ZORO TOOLS INC	ZORO TOOLS INC	SAFETY SUPPLIES AND BATTERIES	334.90
10/13/2023	136534	AMERICAN SPEEDY PRINTING	AMERICAN SPEEDY PRINTING	VIBRANCY GRANT PASSPORT PROGRAM	375.00
10/13/2023	136535	AZEE BUSINESS SOLUTIONS LLC	AZEE BUSINESS SOLUTIONS LLC	PROMOTIONAL VIDEOS	999.00
			AZEE BUSINESS SOLUTIONS LLC	VIBRANCY GRANT PASSPORT DESIGN	500.00
					1,499.00
10/13/2023	136536	BERESFORD COMPANY	BERESFORD COMPANY	NET BADGE CREDITS	160.00
10/13/2023	136537	BORNOR RESTORATION INC	BORNOR RESTORATION INC	MAIN STREET PLAZA MASONRY REPAI	39,830.00
10/13/2023	136538	CENTRAL MICHIGAN DIESEL, INC.	CENTRAL MICHIGAN DIESEL, INC.	DUMP TRUCK ANNUAL INSPECTION	409.37
10/13/2023	136539	CITY OF OWOSSO	CITY OF OWOSSO	BUSINESS DEVELOPMENT LOAN DDA O	452.65
10/13/2023	136540	D & D TRUCK & TRAILER PARTS	D & D TRUCK & TRAILER PARTS	PARTS/SUPPLIES-INDIVIDUAL PURCH	552.03
10/13/2023	136541	DURAND AUTO PARTS	DURAND AUTO PARTS	ROUTINE PURCHASES NOT TO EXCEED	578.64
10/13/2023	136542	GREGORY WEINERT TREE SERVICE	GREGORY WEINERT TREE SERVICE	TREE REMOVAL FOR 301 GENESSEE S	1,800.00
10/13/2023	136543	H K ALLEN PAPER CO	H K ALLEN PAPER CO	ROUTINE PURCHASES NOT TO EXCEED	284.00
10/13/2023	136544	H2O COMPLIANCE SERVICES INC	H2O COMPLIANCE SERVICES INC	H2O CROSS CONNECTION CONTROL PR	767.81
10/13/2023	136545	HOME DEPOT CREDIT SERVICES	HOME DEPOT CREDIT SERVICES	SEPTEMBER 2023 HOME DEPOT PURCH	821.76
10/13/2023	136546	INDUSTRIAL SUPPLY OF OWOSSO	INDUSTRIAL SUPPLY OF OWOSSO	ROUTINE PURCHASES NOT TO EXCEED	89.20
10/13/2023	136547	JENNIFER DAMERON	JENNIFER DAMERON	1311 WHITEHAVEN CT TEMPORARY EA	739.90
10/13/2023	136548	JUDY ELAINE CRAIG	JUDY ELAINE CRAIG	MAIL COURIER SERVICE SEPT. 2023	180.00
10/13/2023	136549	KELLY'S REFUSE	KELLY'S REFUSE	MONTHLY DOWNTOWN REFUSE PICKUP	832.50
10/13/2023	136550	KEN SPALDING	KEN SPALDING	LSL REPLACEMENT REIMBURSEMENT	1,900.00
10/13/2023	136551	LLOYD MILLER & SONS, INC	LLOYD MILLER & SONS, INC	O RING	12.00
10/13/2023	136552	MICHAEL OLSEY	MICHAEL OLSEY	PARKING GARAGE FEE REIMBURSEMEN	29.00
10/13/2023	136553	MICHIGAN DEPARTMENT OF TREASURY	MICHIGAN DEPARTMENT OF TREASURY	ANNUAL ASSESSING CERTIFICATIONS	350.00
10/13/2023	136554	MICHIGAN GOVERNMENT FINANCE	MICHIGAN GOVERNMENT FINANCE	MGFOA MEMBERSHIP DUES 2024 FOR	130.00
			MICHIGAN GOVERNMENT FINANCE	MGFOA MEMBERSHIP DUES 2024 FOR	130.00
					260.00
10/13/2023	136555	MICHIGAN MUNICIPAL LEAGUE (UIA)	MICHIGAN MUNICIPAL LEAGUE (UIA)	UNEMPLOYMENT QUARTERLY PAYMENT	52.00
10/13/2023	136556	MODERN CONCRETE	MODERN CONCRETE	CONCRETE POORS FOR SIDE WALKS P	1,236.00
10/13/2023	136557	NASH NURSERY LLC	NASH NURSERY LLC	ROW TREES - CONSUMERS GRANT	2,129.40
10/13/2023	136558	NATIONAL ROOFING & SHEET METAL	NATIONAL ROOFING & SHEET METAL	WWTP SLUDGE THICKENER BUILDING	2,500.00
10/13/2023	136559	OWOSSO PUBLIC SCHOOLS	OWOSSO PUBLIC SCHOOLS	DELINQUENT PERSONAL PROPERTY TA	1,682.18
10/13/2023	136560	OWOSSO-WATER FUND	OWOSSO-WATER FUND	QUARTERLY WATER BILLS JUNE - SE	23,295.50
10/13/2023	136561	PATRICIA MEYER	PATRICIA MEYER	GEHA MADE PAYMENT	858.60
10/13/2023	136562	RAIN DECK LLC	RAIN DECK LLC	SPLASH PAD PARTS	607.26
10/13/2023	136563	SHIAWASSEE COUNTY TREASURER	SHIAWASSEE COUNTY TREASURER	DELINQUENT PERSONAL PROPERTY TA	1,085.71
10/13/2023	136564	SHIAWASSEE COUNTY TREASURER	SHIAWASSEE COUNTY TREASURER	2023 TAX COLLECTION 09/16/2023	35,401.26
10/13/2023	136565	SIMPSON'S GREENHOUSE	SIMPSON'S GREENHOUSE	DESIGN: FALL BEAUTIFICATION MUM	319.73
10/13/2023	136566	SPARTAN STORES LLC	SPARTAN STORES LLC	VG'S CLEANING SUPPLIES FOR GOUL	22.20
10/13/2023	136567	STATE OF MICHIGAN	STATE OF MICHIGAN	SOR REGISTRATION FEE SEPTEMBER	30.00
10/13/2023	136568	STATE OF MICHIGAN	STATE OF MICHIGAN	QUARTERLY FEE	1,677.42
10/13/2023	136569	SUPER-FLITE OIL CO.	SUPER-FLITE OIL CO.	GADUS GREASE FOR SCREWPUMPS	738.00
10/13/2023	136570	WIN'S ELECTRICAL SUPPLY OF OWC	WIN'S ELECTRICAL SUPPLY OF OWC	SUPPLIES-INVOICE TO BE SIGNED B	83.74
10/27/2023	136571	AZEE BUSINESS SOLUTIONS LLC	AZEE BUSINESS SOLUTIONS LLC	PROMOTIONAL VIDEOS	999.00
10/27/2023	136572	C. STODDARD & SON, INC.	C. STODDARD & SON, INC.	USED OIL REMOVAL	300.00
10/27/2023	136573	CALEDONIA CHARTER TOWNSHIP	CALEDONIA CHARTER TOWNSHIP	CALDONIA UTILITY FUND PAYMENT Q	59,132.85
10/27/2023	136574	CARSON SERVICES LLC	CARSON SERVICES LLC	2023 MOWING PROGRAM FINAL	345.00
10/27/2023	136575	CITY OF OWOSSO	CITY OF OWOSSO	BUILDING DEPT. INSPECTIONS HDF-	240.00
10/27/2023	136576	CONTRACTORS REPAIR	CONTRACTORS REPAIR	VENT SAW EQUIPMENT REPAIR AT TH	263.34

10/30/2023 09:35 AM
User: BABarrett
DB: Owosso

CHECK REGISTER FOR CITY OF OWOSSO
CHECK DATE FROM 09/23/2023 - 10/31/2023

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Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount	
10/27/2023	136577	DAYSTARR COMMUNICATIONS	DAYSTARR COMMUNICATIONS	CITY OF OWOSSO PHONE & INTERNET	1,183.60	
10/27/2023	136578	DAYSTARR COMMUNICATIONS	DAYSTARR COMMUNICATIONS	CITY OF OWOSSO CASTLE PHONE & I	77.52	
10/27/2023	136579	FREDRICKSON SUPPLY	FREDRICKSON SUPPLY	PARTS FOR #438	485.97	
10/27/2023	136580	GFL ENVIORMENTAL	GFL ENVIORMENTAL	20 YARD DUMPSTER RENTAL (30 DAY	460.00	
10/27/2023	136581	GLENN D BRITTAIN	GLENN D BRITTAIN	ELECTION WORKER PAY 10/09/2023	344.50	
10/27/2023	136582	HEWLETT PACKARD ENTERPRISE CO.	HEWLETT PACKARD ENTERPRISE CO.	BOOT DEVICE	553.50	
10/27/2023	136583	INTERNATIONAL INSTITUTE OF MUNI	INTERNATIONAL INSTITUTE OF MUNI	IMC ANNUAL MEMBERSHIP FEES 202	310.00	
10/27/2023	136584	JJ'S EXCAVATING AND TREE SERVI	JJ'S EXCAVATING AND TREE SERVIT	TREE REMOVAL ALONG RIVER BANK A	9,100.00	
10/27/2023	136585	JOAN SMITH	JOAN SMITH	TEMPORARY EASEMENT PAYMENT	647.58	
10/27/2023	136586	JOHN SMITH	JOHN SMITH	TEMPORARY EASEMENT PAYMENT	485.10	
10/27/2023	136587	KENDRA NICHOLS	KENDRA NICHOLS	MOWING GOULD HOUSE AUGUST 2023	220.00	
			KENDRA NICHOLS	MOWING GOULD HOUSE SEPT. 2023	220.00	
					440.00	
10/27/2023	136588	LAMPHERE PLUMBING & HEATING IN	LAMPHERE PLUMBING & HEATING IN	SEWER BACK UP AT LIBRARY	476.80	
				LAMPHERE PLUMBING & HEATING IN	BOILER START UP AND CHECK AT LI	336.00
					812.80	
10/27/2023	136589	MEMORIAL HEALTHCARE WELLNESS C	MEMORIAL HEALTHCARE WELLNESS C	EMPLOYEE MEMBERSHIPS - 10/15/20	328.00	
10/27/2023	136590	MICHIGAN ASSOCIATION OF CHIEFS	MICHIGAN ASSOCIATION OF CHIEFS	ANNUAL MACP MEMBERSHIP DUES - R	100.00	
				MICHIGAN ASSOCIATION OF CHIEFS	WIN 24 - FULL CONFERENCE REGIST	280.00
					380.00	
10/27/2023	136591	MICHIGAN DOWNTOWN ASSOCIATION	MICHIGAN DOWNTOWN ASSOCIATION	MICHIGAN DOWNTOWN ASSOCIATION	200.00	
10/27/2023	136592	MID-STATE CONSTRUCTION LLC	MID-STATE CONSTRUCTION LLC	REPLACEMENT DOOR CITY HALL	1,780.00	
10/27/2023	136593	MONCHILOV SEWER SERVICE LLC	MONCHILOV SEWER SERVICE LLC	2023-2024 WATER SERVICE LINE ID	48,636.00	
10/27/2023	136594	NATIONAL HOSE TESTING SPECIALI	NATIONAL HOSE TESTING SPECIALI	FIRE HOSE & LADDER INSPECTION -	1,411.00	
10/27/2023	136595	NORTH AMERICAN OVERHEAD DOOR I	NORTH AMERICAN OVERHEAD DOOR I	REPAIR EAST BAY DOOR, SHOP	31.59	
10/27/2023	136596	OWOSSO CHARTER TOWNSHIP	OWOSSO CHARTER TOWNSHIP	WATER AGREEMENT QTR ENDING 09/3	19,711.84	
10/27/2023	136597	P K CONTRACTING INC	P K CONTRACTING INC	FALL 2023 PAVEMENT MARKING PROG	8,968.32	
10/27/2023	136598	PARKER'S PROPANE GAS CO.	PARKER'S PROPANE GAS CO.	GAS	23.45	
10/27/2023	136599	PROFESSIONAL ANSWERING SERVICE	PROFESSIONAL ANSWERING SERVICE	24 HOUR ANSWERING SERVICES SEPT	75.00	
10/27/2023	136600	RICOH USA	RICOH USA	PRINTING EXPENSES 07/01/2023 -	714.67	
10/27/2023	136601	ROBERT BOLAND	ROBERT BOLAND	WATER LINE REPLACEMENT REIMBURS	267.00	
10/27/2023	136602	RODRIGUEZ DANIA	RODRIGUEZ DANIA	UB refund for account: 51105900	129.76	
10/27/2023	136603	SHIAWASSEE COUNTY TREASURER	SHIAWASSEE COUNTY TREASURER	2023 TAX COLLECTION 10-02-2023	7,603.38	
10/27/2023	136604	SHIAWASSEE FAMILY YMCA	SHIAWASSEE FAMILY YMCA	GYM MEMBERSHIP FEE SEPT. 2023	113.90	
10/27/2023	136605	SLOAN'S SEPTIC TANK SERVICE IN	SLOAN'S SEPTIC TANK SERVICE IN	PORTABLE TOILET CONTRACT - YEAR	1,638.00	
10/27/2023	136606	STATE OF MICHIGAN	STATE OF MICHIGAN	COST AGREEMENT BETWEEN MDOT AND	226,672.87	
10/27/2023	136607	STATE OF MICHIGAN-EGLE	STATE OF MICHIGAN-EGLE	PARTIAL 2023 ROUTINE SAMPLING E	910.00	
10/27/2023	136608	TRAMM TECH INC	TRAMM TECH INC	INTERMEDIATE SLUDGE PUMP REPAIR	200.00	
10/27/2023	136609	WAKELAND OIL COMPANY	WAKELAND OIL COMPANY	CAR WASHES FOR OPD JULY - SEPT	294.00	
10/27/2023	136610	ZORO TOOLS INC	ZORO TOOLS INC	PERSONAL H2S MONITOR	106.99	

1 TOTALS:

Total of 260 Checks:
Less 0 Void Checks:

2,738,407.59
0.00

Total of 260 Disbursements:

2,738,407.59



Warrant 635
October 30, 2023

Date	Vendor	Description	Fund	Amount
10-16-2023	Waste Management	Services rendered 10-1-2023 through 10-15-2023	WWTP	\$10,692.28
		Total		\$10,692.28



MEMORANDUM

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

DATE: 10/27/2023
TO: Mayor Teich and the Owosso City Council
FROM: Tanya Buckelew, Planning & Building Director
SUBJECT: Lot Split Application
Parcel No: 050-652-006-011-00
Address: 824 S PARK STREET

RECOMMENDATION:

Staff recommends approval of the application for the lot split at 824 S Park Street.

BACKGROUND:

The property owner of 830 S Park Street recently purchased 824 S Park Street. The intent is to split off 38' from 824 S Park Street and add to 830 S Park Street for a future addition to the house.

After the split, both parcels will continue to meet the setbacks.

LEGAL DESCRIPTION: LOT 12 & 15 BLK 6 A L WILLIAMS 2ND ADD

Assessing will create a lot line adjustment for future legal descriptions of both parcels.

The attached lot split request, received on October 3, 2023, from Robert & Dara Siddock, has been reviewed by the various departments. The proposed splits will conform to present city ordinances.

Therefore, approval by the City Council for this lot split is recommended.

FISCAL IMPACTS:

N/A



10/03/2023
P2023-006

Application Fee:
Single - \$250
Multiple - \$250 each +
\$50/resulting lot

APPLICATION TO DIVIDE PLATTED CITY LOTS

The State of Michigan Land Division Act and City of Owosso Subdivision Regulations prohibit the division of platted City lots without prior approval of the City Council.

Step-By-Step Guide

1. Staff will assist the applicant by explaining the parcel split process, provide site information, review the application and inform that a survey may be required
 2. Applicant submits application with fee
 3. Departmental review of application
 4. Staff prepares memo for next City Council meeting
 5. Send notice to applicant with the date of the City Council meeting
 6. City Clerk notifies the Building Department and Assessor of Council approval or denial
 7. Final approval or denial notice sent to applicant
- Requests for parcel splits can only be approved if the request meets the requirements of the Zoning Ordinance. The resulting split cannot create a parcel that does not meet the minimum dimensional requirements for the district (street frontage and parcel area). If there are structures on the parcel they must meet the side yard and/or rear yard setback as applicable.
 - It is the owner's responsibility to verify that there are no issues/objections to the request by any persons, firms, or corporations having a legal or equitable interest in the land. **The City does not conduct a title search for the property.**
 - If the parcel involves a principal residence or homestead it is up to the applicant to notify the City Assessor to update their Homestead Exemption.
 - The applicant is responsible to provide a survey and legal descriptions of the proposed parcels (unless waived by the Zoning Administrator). If buildings or structures are located on a parcel a site plan showing set-backs is required. Requests are reviewed for compliance with the Zoning Ordinance. The Zoning Administrator reserves the right to require additional information necessary to meet the requirements of the Zoning Ordinance.
 - **ALL DELINQUENT TAXES/SPECIAL ASSESSMENTS/LIENS MUST BE PAID ON ANY PARCEL BEFORE THE DESCRIPTION OF THE PARCEL CAN BE CHANGED.**

Applicant Information

Name:	Robert + DARA Siddock
Affiliation if Not Owner:	
Address:	830. So PARK ST OWOSSO
Phone:	989-725-9960

Land Division Information

Parcel Address:	Parcel Number:
824 S. PARK ST. OWOSSO	050-652-006-011-00

Proposed Use

<input checked="" type="checkbox"/> Residential	<input type="checkbox"/> Commercial	<input type="checkbox"/> Industrial	<input type="checkbox"/> Institutional	<input type="checkbox"/> Other
---	-------------------------------------	-------------------------------------	--	--------------------------------

Describe the division being proposed

Empty lot size 42' x 124' garage needing 3 of lot We propose adding 38' to existing property at 830 S. Park for future bedroom addition on main floor north side.

Affidavit and Permissions:

- I agree the statements made on this document are true, and if found not to be true, this application and any approvals will be void
- I agree to give permission for officials of the municipality to enter onto property involved in this application for purposes of inspection, to verify that the information provided on the application is correct
- I understand that any approval hereunder only constitutes approval of requested legal descriptions and does not provide, constitute, infer or imply build ability or compliance with any applicable statute, law, building code, deed restriction, or property right
- I agree to comply with the conditions and regulations provided with this parcel division
- I understand that the land division application may take up to 30 days to be processed
- I understand that property tax bills may be issued using the parent parcel(s) and I agree to have the tax bills and other city of Owosso liens charged/billed during this period paid by the appropriate party
- I understand that if property is being conveyed between the parties, requested land division will only take place on city records after recording of deed
- **Divisions require all taxes, special assessments and outstanding invoices be paid in full before the division can be processed**

Robert J. Suddock
Applicant Signature

DR Suddock

10/02/2023
Date

City of Owosso Lot Split Ordinance Sec. 30-5. - Lot division.

The division of a lot in a recorded plat is prohibited, unless approved following application to the city council. The application shall be filed with the city clerk and shall state the reasons for the proposed division. The city council may request review and comment by the city planning commission. The division to be approved by the city council shall have the suitability of the land for building purposes approved by the city zoning administrator, who may require submission of a professionally prepared boundary survey report. No building permit shall be issued, nor any building construction commenced, prior to the city council's approval. No lot in a recorded plat shall be divided into more than four (4) parts, and the resulting lots shall be not less in area than permitted by the city zoning ordinance. The division of a lot resulting in a smaller area than prescribed herein may be permitted but only for the purpose of adding to the existing building site or sites. The application shall so state and shall be in affidavit form. (Ord. No. 456, § 1, 12-19-88)

Date for City Council Review:	11/6/2023	Date notice sent to applicant:	10/30/2023
City Council action:	<input type="checkbox"/> Approved as submitted	<input type="checkbox"/> Denied	<input type="checkbox"/> Approved with attached conditions
Date results sent to applicant:			

Building Department Checklist

Application Reviewed	<input checked="" type="checkbox"/>
Fee paid	<input checked="" type="checkbox"/>
Return all materials to Building Department	<input checked="" type="checkbox"/>
Send copy of application to applicant with date of Council Meeting	<input checked="" type="checkbox"/>
Prepare memo and submit with original application to Clerk's Office	<input checked="" type="checkbox"/>
After Council approval or denial, notify applicant with copy of completed application	<input type="checkbox"/>
Notify Assessor of approval or denial	<input type="checkbox"/>
Scan to BS&A file and file hard copy	<input type="checkbox"/>
Staff Initials	

City of Owosso Division of Platted City Lots Departmental Review

1. Building Official Recommends:		<input checked="" type="checkbox"/> Approval	<input type="checkbox"/> Denial
Comments: <i>Appears To be in order</i>			
Signature: <i>[Signature]</i>			
2. Assessor Recommends:		<input checked="" type="checkbox"/> Approval	<input type="checkbox"/> Denial
Survey Required		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Attach current and proposed legal description <i>Lot Line Adjustment</i>			
New Address:			
New Parcel Number:			
Comments:			
Signature: <i>[Signature]</i>			
3. Treasurer Tax Information:		<input type="checkbox"/> Approval	<input type="checkbox"/> Denial
County Drain Office Special Assessments: <i>N/A</i>		<input type="checkbox"/> Paid	<input type="checkbox"/> Unpaid
County Treasurer's Office Delinquent Taxes: <i>N/A</i>		<input type="checkbox"/> Paid	<input type="checkbox"/> Unpaid
Special Assessments: <i>N/A</i>		<input type="checkbox"/> Paid	<input type="checkbox"/> Unpaid
Comments:			
Signature: <i>[Signature]</i>			
4. Public Utilities Recommends:		<input checked="" type="checkbox"/> Approval	<input type="checkbox"/> Denial
Comments:			
Signature: <i>[Signature]</i>			
5. Engineering Recommends:		<input checked="" type="checkbox"/> Approval	<input type="checkbox"/> Denial
Comments:			
Signature: <i>[Signature]</i>			
6. Zoning Administrator Recommends:		<input checked="" type="checkbox"/> Approval	<input type="checkbox"/> Denial
Comments: <i>Meets setbacks</i>			
Signature: <i>[Signature]</i>			

OWOSSO





MEMORANDUM

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

DATE: October 30, 2023
TO: Owosso City Council
FROM: Brad Barrett, Finance Director
SUBJECT: Monthly Financial Report – September 2023

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 September 30, 2023.

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.)

FISCAL IMPACTS:

None.

Document originated by:

Revenue and Expenditure Report for City of Owosso – Period ending 09-30-2023
Cash Summary by Account for City of Owosso – 09-1-2023 through 09-30-2023

PERIOD ENDING 09/30/2023

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

CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2023-24	2023-24	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL	AMENDED BUDGET	MONTH 09/30/23	09/30/2023	BALANCE	
		BUDGET		INCR (DECR)	NORM (ABNORM)	NORM (ABNORM)	USED
Fund 101 - GENERAL FUND							
Revenues							
101-000-402.000	GENERAL PROPERTY TAX	3,748,866.00	3,748,866.00	2,512,059.99	3,435,583.33	313,282.67	91.64
101-000-402.500	OBSOLETE PROPERTY REHAB TAXES (O	2,732.00	2,732.00	0.00	0.00	2,732.00	0.00
101-000-404.000	PA 298 OF 1917	295,374.00	295,374.00	197,912.75	270,672.99	24,701.01	91.64
101-000-432.000	PAYMENT IN LIEU OF TAXES (PILT)	1,079.00	1,079.00	0.00	0.00	1,079.00	0.00
101-000-434.000	TRAILER PARK TAXES	1,000.00	1,000.00	(935.00)	187.00	813.00	18.70
101-000-437.000	INDUSTRIAL/COMMERCIAL FACILITIES	14,082.00	14,082.00	0.00	0.00	14,082.00	0.00
101-000-439.000	MARIJUANA TAX DISTR.	207,000.00	207,000.00	1,505.63	1,505.63	205,494.37	0.73
101-000-445.000	INTEREST & PENALTIES ON TAXES	17,465.00	17,465.00	1,159.53	1,154.11	16,310.89	6.61
101-000-447.000	ADMINISTRATION FEES	102,017.00	102,017.00	54,016.76	78,806.47	23,210.53	77.25
101-000-476.000	LIQUOR LICENSES	10,500.00	10,500.00	9,802.65	9,802.65	697.35	93.36
101-000-477.000	CABLE TELEVISION FRANCHISE FEES	93,168.00	93,168.00	0.00	0.00	93,168.00	0.00
101-000-478.000	ROW LICENSES	1,000.00	1,000.00	210.00	390.00	610.00	39.00
101-000-491.000	PERMITS (GUN)	500.00	500.00	0.00	60.00	440.00	12.00
101-000-502.000	GRANT-FEDERAL	850,000.00	850,000.00	2,033.13	2,033.13	847,966.87	0.24
101-000-502.100	FEDERAL GRANT - DEPT OF JUSTICE	200,000.00	200,000.00	3,023.59	3,023.59	196,976.41	1.51
101-000-540.000	STATE SOURCES	2,100.00	2,100.00	0.00	0.00	2,100.00	0.00
101-000-540.531	LOCAL GRANT	0.00	0.00	0.00	2,307.02	(2,307.02)	100.00
101-000-573.000	LOCAL COMMUNITY STABILIZATION S	34,000.00	34,000.00	0.00	0.00	34,000.00	0.00
101-000-574.000	REVENUE SHARING	1,611,431.00	1,611,431.00	0.00	0.00	1,611,431.00	0.00
101-000-574.050	REVENUE SHARING - STATUTORY	528,144.00	528,144.00	0.00	0.00	528,144.00	0.00
101-000-605.200	CHARGE FOR SERVICES RENDERED	132,400.00	132,400.00	1,565.58	5,298.33	127,101.67	4.00
101-000-605.250	DUPLICATING SERVICES	1,000.00	1,000.00	85.00	273.50	726.50	27.35
101-000-605.300	FIRE SERVICES	3,000.00	3,000.00	500.00	1,750.00	1,250.00	58.33
101-000-628.000	RENTAL REGISTRATION	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
101-000-638.000	AMBULANCE CHARGES	338,912.00	338,912.00	13,384.34	80,684.65	258,227.35	23.81
101-000-638.100	AMBULANCE MILEAGE CHARGES	149,744.00	149,744.00	5,791.82	33,622.38	116,121.62	22.45
101-000-638.200	AMBULANCE/ ADVANCED LIFE SUPPORT	381,012.00	381,012.00	35,110.66	121,690.03	259,321.97	31.94
101-000-642.000	CHARGE FOR SERVICES - SALES	3,870.00	3,870.00	165.00	675.00	3,195.00	17.44
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	907.17	2,275.74	7,724.26	22.76
101-000-657.100	PARKING VIOLATIONS	1,000.00	1,000.00	805.00	1,500.00	(500.00)	150.00
101-000-665.000	INTEREST INCOME	50,000.00	50,000.00	41,698.50	67,194.50	(17,194.50)	134.39
101-000-665.100	MERS INTEREST INCOME	10.00	10.00	0.00	0.00	10.00	0.00
101-000-665.200	ICMA INTEREST INCOME	10.00	10.00	0.00	0.00	10.00	0.00
101-000-667.100	RENTAL INCOME	500.00	500.00	0.00	0.00	500.00	0.00
101-000-675.000	MISCELLANEOUS	20,000.00	20,000.00	22,753.38	41,867.81	(21,867.81)	209.34
101-000-676.200	WASTEWATER UTIL. ADMIN REIMB	199,752.00	199,752.00	56,887.00	56,887.00	142,865.00	28.48
101-000-676.300	CITY UTILITIES ADMIN REIMB	835,156.00	835,156.00	212,306.71	212,306.71	622,849.29	25.42
101-000-676.400	DDA TIF CHARGE BACK	15,453.00	15,453.00	2,750.66	2,750.66	12,702.34	17.80
101-000-676.500	ACT 51 ADMIN REIMBURSEMENT	199,870.00	199,870.00	19,919.83	19,919.83	179,950.17	9.97
101-000-687.000	INSURANCE REFUNDS	88,000.00	88,000.00	712.50	712.50	87,287.50	0.81
101-000-696.000	BOND PROCEEDS	0.00	0.00	16,922.76	16,922.76	(16,922.76)	100.00
TOTAL REVENUES		10,153,327.00	10,153,327.00	3,213,054.94	4,471,857.32	5,681,469.68	44.04
Expenditures							
101	CITY COUNCIL	5,560.00	5,560.00	2,511.00	3,061.00	2,499.00	55.05
171	CITY MANAGER	294,181.00	294,181.00	28,222.30	78,363.88	215,817.12	26.64
201	FINANCE	242,732.00	242,732.00	22,244.58	54,504.85	188,227.15	22.45
210	CITY ATTORNEY	120,000.00	120,000.00	17,348.46	22,481.42	97,518.58	18.73

PERIOD ENDING 09/30/2023

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

CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2023-24	2023-24	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 09/30/23 INCR (DECR)	09/30/2023 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 101 - GENERAL FUND							
Expenditures							
215	CLERK	292,291.00	292,291.00	24,890.85	63,224.95	229,066.05	21.63
228	INFORMATION & TECHNOLOGY	294,655.00	294,655.00	32,565.00	71,942.89	222,712.11	24.42
253	TREASURY	180,703.00	180,703.00	23,004.97	51,642.41	129,060.59	28.58
257	ASSESSING	214,803.00	214,803.00	18,448.81	46,163.22	168,639.78	21.49
261	GENERAL ADMIN	354,925.00	354,925.00	23,363.66	159,798.56	195,126.44	45.02
265	BUILDING & GROUNDS	199,985.00	199,985.00	15,230.31	29,666.66	170,318.34	14.83
270	HUMAN RESOURCES	218,345.00	218,345.00	18,988.13	46,970.75	171,374.25	21.51
301	POLICE	3,019,525.00	3,019,525.00	244,338.62	652,586.39	2,366,938.61	21.61
336	FIRE	3,120,374.00	3,120,374.00	401,863.75	686,747.28	2,433,626.72	22.01
371	BUILDING AND SAFETY	29,880.00	29,880.00	2,818.26	6,807.13	23,072.87	22.78
441	PUBLIC WORKS	616,753.00	616,753.00	57,127.05	106,846.98	509,906.02	17.32
528	LEAF AND BRUSH COLLECTION	299,315.00	299,315.00	34,944.24	58,729.10	240,585.90	19.62
585	PARKING	37,444.00	37,444.00	1,452.05	3,527.37	33,916.63	9.42
720	COMMUNITY DEVELOPMENT	80,376.00	80,376.00	2,336.05	5,868.87	74,507.13	7.30
751	PARKS	421,956.00	421,956.00	34,218.43	84,471.42	337,484.58	20.02
966	TRANSFERS OUT	81,921.00	81,921.00	19,558.34	19,558.34	62,362.66	23.87
TOTAL EXPENDITURES		10,125,724.00	10,125,724.00	1,025,474.86	2,252,963.47	7,872,760.53	22.25
Fund 101 - GENERAL FUND:							
TOTAL REVENUES		10,153,327.00	10,153,327.00	3,213,054.94	4,471,857.32	5,681,469.68	44.04
TOTAL EXPENDITURES		10,125,724.00	10,125,724.00	1,025,474.86	2,252,963.47	7,872,760.53	22.25
NET OF REVENUES & EXPENDITURES		27,603.00	27,603.00	2,187,580.08	2,218,893.85	(2,191,290.85)	8,038.60

PERIOD ENDING 09/30/2023

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

CITY OF OWOSSO
MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2023-24	2023-24	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 09/30/23 INCR (DECR)	09/30/2023 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 202 - MAJOR STREET FUND							
Revenues							
202-000-502.000	GRANT-FEDERAL	692,500.00	692,500.00	68,151.59	196,166.08	496,333.92	28.33
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	41,585.00	41,585.00	0.00	0.00	41,585.00	0.00
202-000-542.000	GAS & WEIGHT TAX	1,461,387.00	1,461,387.00	145,589.21	145,589.21	1,315,797.79	9.96
202-000-665.000	INTEREST INCOME	10,000.00	10,000.00	10,818.80	29,286.51	(19,286.51)	292.87
TOTAL REVENUES		2,250,472.00	2,250,472.00	224,559.60	371,041.80	1,879,430.20	16.49
Expenditures							
451	CONSTRUCTION	1,956,250.00	1,956,250.00	158,416.61	277,759.75	1,678,490.25	14.20
463	STREET MAINTENANCE	516,594.00	516,594.00	27,751.50	46,914.64	469,679.36	9.08
473	BRIDGE MAINTENANCE	100,500.00	100,500.00	0.00	0.00	100,500.00	0.00
474	TRAFFIC SERVICES-MAINTENANCE	16,750.00	16,750.00	11.98	23.86	16,726.14	0.14
478	SNOW & ICE CONTROL	169,048.00	169,048.00	4,356.16	9,728.04	159,319.96	5.75
480	TREE TRIMMING	76,239.00	76,239.00	7,591.26	19,023.28	57,215.72	24.95
482	ADMINISTRATION & ENGINEERING	208,153.00	208,153.00	19,698.63	28,547.78	179,605.22	13.71
485	LOCAL STREET TRANSFER	350,000.00	350,000.00	0.00	0.00	350,000.00	0.00
486	TRUNKLINE SURFACE MAINTENANCE	200.00	200.00	0.00	0.00	200.00	0.00
488	TRUNKLINE SWEEPING & FLUSHING	2,000.00	2,000.00	0.00	0.00	2,000.00	0.00
490	TRUNKLINE TREE TRIM & REMOVAL	200.00	200.00	0.00	0.00	200.00	0.00
491	TRUNKLINE STORM DRAIN, CURBS	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
492	TRUNKLINE ROADSIDE CLEANUP	400.00	400.00	212.86	212.86	187.14	53.22
494	TRUNKLINE TRAFFIC SIGNS	100.00	100.00	72.30	124.30	(24.30)	124.30
497	TRUNKLINE SNOW & ICE CONTROL	8,000.00	8,000.00	0.00	0.00	8,000.00	0.00
TOTAL EXPENDITURES		3,405,434.00	3,405,434.00	218,111.30	382,334.51	3,023,099.49	11.23
Fund 202 - MAJOR STREET FUND:							
TOTAL REVENUES		2,250,472.00	2,250,472.00	224,559.60	371,041.80	1,879,430.20	16.49
TOTAL EXPENDITURES		3,405,434.00	3,405,434.00	218,111.30	382,334.51	3,023,099.49	11.23
NET OF REVENUES & EXPENDITURES		(1,154,962.00)	(1,154,962.00)	6,448.30	(11,292.71)	(1,143,669.29)	0.98

PERIOD ENDING 09/30/2023

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

CITY OF OWOSSO
MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2023-24	2023-24	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 09/30/23 INCR (DECR)	09/30/2023 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 203 - LOCAL STREET FUND							
Revenues							
203-000-502.000	GRANT-FEDERAL	175,000.00	175,000.00	0.00	0.00	175,000.00	0.00
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	537,320.00	537,320.00	53,609.10	53,609.10	483,710.90	9.98
203-000-665.000	INTEREST INCOME	5,000.00	5,000.00	3,927.91	10,268.77	(5,268.77)	205.38
203-000-699.202	MAJOR STREET TRANSFER	350,000.00	350,000.00	0.00	0.00	350,000.00	0.00
TOTAL REVENUES		1,082,320.00	1,082,320.00	57,537.01	63,877.87	1,018,442.13	5.90
Expenditures							
451	CONSTRUCTION	535,250.00	535,250.00	418,643.59	536,741.64	(1,491.64)	100.28
463	STREET MAINTENANCE	612,287.00	612,287.00	134,049.77	160,692.13	451,594.87	26.24
474	TRAFFIC SERVICES-MAINTENANCE	1,500.00	1,500.00	87.90	98.52	1,401.48	6.57
478	SNOW & ICE CONTROL	71,592.00	71,592.00	1,936.17	4,323.52	67,268.48	6.04
480	TREE TRIMMING	125,669.00	125,669.00	12,433.33	27,212.42	98,456.58	21.65
482	ADMINISTRATION & ENGINEERING	116,047.00	116,047.00	10,500.27	20,078.93	95,968.07	17.30
TOTAL EXPENDITURES		1,462,345.00	1,462,345.00	577,651.03	749,147.16	713,197.84	51.23
Fund 203 - LOCAL STREET FUND:							
TOTAL REVENUES		1,082,320.00	1,082,320.00	57,537.01	63,877.87	1,018,442.13	5.90
TOTAL EXPENDITURES		1,462,345.00	1,462,345.00	577,651.03	749,147.16	713,197.84	51.23
NET OF REVENUES & EXPENDITURES		(380,025.00)	(380,025.00)	(520,114.02)	(685,269.29)	305,244.29	180.32

PERIOD ENDING 09/30/2023

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

CITY OF OWOSSO
MONTHLY REVENUE AND EXPENDITURE REPORT

		2023-24		ACTIVITY FOR	YTD BALANCE	AVAILABLE	
GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	2023-24 AMENDED BUDGET	MONTH 09/30/23 INCR (DECR)	09/30/2023 NORM (ABNORM)	BALANCE NORM (ABNORM)	% BDGT USED
Fund 208 - PARK/RECREATION SITES FUND							
Revenues							
208-000-665.000	INTEREST INCOME	0.00	0.00	178.88	514.19	(514.19)	100.00
208-000-674.100	PRIVATE DONATIONS	0.00	0.00	0.00	3,945.97	(3,945.97)	100.00
TOTAL REVENUES		0.00	0.00	178.88	4,460.16	(4,460.16)	100.00
Expenditures							
751	PARKS	0.00	0.00	5,898.41	6,409.89	(6,409.89)	100.00
TOTAL EXPENDITURES		0.00	0.00	5,898.41	6,409.89	(6,409.89)	100.00
Fund 208 - PARK/RECREATION SITES FUND:							
TOTAL REVENUES		0.00	0.00	178.88	4,460.16	(4,460.16)	100.00
TOTAL EXPENDITURES		0.00	0.00	5,898.41	6,409.89	(6,409.89)	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	(5,719.53)	(1,949.73)	1,949.73	100.00

PERIOD ENDING 09/30/2023

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

CITY OF OWOSSO
MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2023-24	2023-24	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 09/30/23 INCR (DECR)	09/30/2023 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 239 - OMS/DDA REVLG LOAN FUND							
Revenues							
239-000-644.000	PENALTIES - LATE CHARGES	250.00	250.00	23.44	88.33	161.67	35.33
239-000-665.000	INTEREST INCOME	5,000.00	5,000.00	2,648.42	4,624.87	375.13	92.50
239-000-670.000	LOAN PRINCIPAL	0.00	0.00	(16,482.82)	0.00	0.00	0.00
239-000-670.100	LOAN INTEREST	20,000.00	20,000.00	1,357.67	4,143.43	15,856.57	20.72
TOTAL REVENUES		25,250.00	25,250.00	(12,453.29)	8,856.63	16,393.37	35.08
Expenditures							
200	GEN SERVICES	1,130.00	1,130.00	175.00	725.00	405.00	64.16
TOTAL EXPENDITURES		1,130.00	1,130.00	175.00	725.00	405.00	64.16
Fund 239 - OMS/DDA REVLG LOAN FUND :							
TOTAL REVENUES		25,250.00	25,250.00	(12,453.29)	8,856.63	16,393.37	35.08
TOTAL EXPENDITURES		1,130.00	1,130.00	175.00	725.00	405.00	64.16
NET OF REVENUES & EXPENDITURES		24,120.00	24,120.00	(12,628.29)	8,131.63	15,988.37	33.71

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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	2023-24	2023-24	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 09/30/23 INCR (DECR)	09/30/2023 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 243 - OBRA #12 WOODWARD LOFT							
Revenues							
243-000-402.300	OBRA:TAX CAPTURE	128,996.00	128,996.00	0.00	0.00	128,996.00	0.00
243-000-665.000	INTEREST INCOME	100.00	100.00	0.00	0.00	100.00	0.00
TOTAL REVENUES		129,096.00	129,096.00	0.00	0.00	129,096.00	0.00
Expenditures							
721	PROFESSIONAL SERVICES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
964	TAX REIMBURSEMENTS	127,996.00	127,996.00	0.00	0.00	127,996.00	0.00
TOTAL EXPENDITURES		128,996.00	128,996.00	0.00	0.00	128,996.00	0.00
Fund 243 - OBRA #12 WOODWARD LOFT:							
TOTAL REVENUES		129,096.00	129,096.00	0.00	0.00	129,096.00	0.00
TOTAL EXPENDITURES		128,996.00	128,996.00	0.00	0.00	128,996.00	0.00
NET OF REVENUES & EXPENDITURES		100.00	100.00	0.00	0.00	100.00	0.00

PERIOD ENDING 09/30/2023

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

CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2023-24	2023-24	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 09/30/23 INCR (DECR)	09/30/2023 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY							
Revenues							
248-000-402.000	GENERAL PROPERTY TAX	35,926.00	35,926.00	22,174.96	30,519.18	5,406.82	84.95
248-000-402.100	TIF	220,053.00	220,053.00	0.00	0.00	220,053.00	0.00
248-000-573.000	LOCAL COMMUNITY STABILIZATION S	5,436.00	5,436.00	0.00	0.00	5,436.00	0.00
248-000-665.000	INTEREST INCOME	500.00	500.00	597.92	1,718.67	(1,218.67)	343.73
248-000-670.000	LOAN PRINCIPAL	4,312.00	4,312.00	(709.53)	0.00	4,312.00	0.00
248-000-670.100	LOAN INTEREST	1,844.00	1,844.00	155.56	472.01	1,371.99	25.60
248-000-674.400	INCOME-PROMOTION	25,000.00	25,000.00	155.00	3,643.00	21,357.00	14.57
248-000-674.700	EV STATION REVENUE	1,620.00	1,620.00	0.00	99.58	1,520.42	6.15
248-000-699.101	TRANFERS FROM GENERAL FUND	33,921.00	33,921.00	7,558.34	7,558.34	26,362.66	22.28
TOTAL REVENUES		328,612.00	328,612.00	29,932.25	44,010.78	284,601.22	13.39
Expenditures							
200	GEN SERVICES	159,632.00	159,632.00	7,505.39	18,009.05	141,622.95	11.28
261	GENERAL ADMIN	84,802.00	84,802.00	7,357.55	19,175.83	65,626.17	22.61
704	ORGANIZATION	3,000.00	3,000.00	0.00	14.36	2,985.64	0.48
705	PROMOTION	18,766.00	18,766.00	1,682.80	3,122.56	15,643.44	16.64
706	DESIGN	7,000.00	7,000.00	16.00	85.51	6,914.49	1.22
707	ECONOMIC VITALITY	0.00	0.00	30.99	140.99	(140.99)	100.00
905	DEBT SERVICE	70,236.00	70,236.00	452.65	1,357.95	68,878.05	1.93
TOTAL EXPENDITURES		343,436.00	343,436.00	17,045.38	41,906.25	301,529.75	12.20
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:							
TOTAL REVENUES		328,612.00	328,612.00	29,932.25	44,010.78	284,601.22	13.39
TOTAL EXPENDITURES		343,436.00	343,436.00	17,045.38	41,906.25	301,529.75	12.20
NET OF REVENUES & EXPENDITURES		(14,824.00)	(14,824.00)	12,886.87	2,104.53	(16,928.53)	14.20

PERIOD ENDING 09/30/2023

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

CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

		2023-24		ACTIVITY FOR	YTD BALANCE	AVAILABLE	
GL NUMBER	DESCRIPTION	ORIGINAL BUDGET	2023-24 AMENDED BUDGET	MONTH 09/30/23 INCR (DECR)	09/30/2023 NORM (ABNORM)	BALANCE NORM (ABNORM)	% BDGT USED
Fund 249 - BUILDING INSPECTION FUND							
Revenues							
249-000-476.100	MARIJUANA LICENSE FEE	80,000.00	80,000.00	10,000.00	25,000.00	55,000.00	31.25
249-000-490.000	PERMITS-BUILDING	106,000.00	106,000.00	6,465.00	29,548.49	76,451.51	27.88
249-000-490.100	PERMITS-ELECTRICAL	27,000.00	27,000.00	1,945.00	7,685.00	19,315.00	28.46
249-000-490.200	PERMITS-PLUMBING & MECHANICAL	60,000.00	60,000.00	3,060.00	12,010.00	47,990.00	20.02
249-000-628.000	RENTAL REGISTRATION	70,000.00	70,000.00	16,600.00	17,000.00	53,000.00	24.29
249-000-665.000	INTEREST INCOME	1,000.00	1,000.00	906.50	2,568.00	(1,568.00)	256.80
249-000-675.000	MISCELLANEOUS	0.00	0.00	25.00	25.00	(25.00)	100.00
TOTAL REVENUES		344,000.00	344,000.00	39,001.50	93,836.49	250,163.51	27.28
Expenditures							
200	GEN SERVICES	106,752.00	106,752.00	8,747.09	23,790.67	82,961.33	22.29
371	BUILDING AND SAFETY	156,563.00	156,563.00	11,914.10	23,659.66	132,903.34	15.11
TOTAL EXPENDITURES		263,315.00	263,315.00	20,661.19	47,450.33	215,864.67	18.02
Fund 249 - BUILDING INSPECTION FUND:							
TOTAL REVENUES		344,000.00	344,000.00	39,001.50	93,836.49	250,163.51	27.28
TOTAL EXPENDITURES		263,315.00	263,315.00	20,661.19	47,450.33	215,864.67	18.02
NET OF REVENUES & EXPENDITURES		80,685.00	80,685.00	18,340.31	46,386.16	34,298.84	57.49

PERIOD ENDING 09/30/2023

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CITY OF OWOSSO
MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2023-24	2023-24	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 09/30/23 INCR (DECR)	09/30/2023 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 254 - HOUSING & REDEVELOPMENT							
Revenues							
254-000-502.400	GRANT-MSHDA:HO	105,000.00	105,000.00	0.00	0.00	105,000.00	0.00
254-000-502.550	GRANT - MSHDA: NEP	75,000.00	75,000.00	0.00	0.00	75,000.00	0.00
254-000-540.000	STATE SOURCES	0.00	0.00	0.00	23,612.23	(23,612.23)	100.00
254-000-665.000	INTEREST INCOME	0.00	0.00	589.28	1,168.14	(1,168.14)	100.00
254-000-675.000-114116MAIN	MISCELLANEOUS	0.00	0.00	0.00	50,000.00	(50,000.00)	100.00
TOTAL REVENUES		180,000.00	180,000.00	589.28	74,780.37	105,219.63	41.54
Expenditures							
200	GEN SERVICES	180,000.00	180,000.00	26,007.23	76,144.73	103,855.27	42.30
TOTAL EXPENDITURES		180,000.00	180,000.00	26,007.23	76,144.73	103,855.27	42.30
Fund 254 - HOUSING & REDEVELOPMENT:							
TOTAL REVENUES		180,000.00	180,000.00	589.28	74,780.37	105,219.63	41.54
TOTAL EXPENDITURES		180,000.00	180,000.00	26,007.23	76,144.73	103,855.27	42.30
NET OF REVENUES & EXPENDITURES		0.00	0.00	(25,417.95)	(1,364.36)	1,364.36	100.00

PERIOD ENDING 09/30/2023

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CITY OF OWOSSO
MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2023-24	2023-24	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 09/30/23 INCR (DECR)	09/30/2023 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 259 - OBRA-DIST#15 -ARMORY BUILDING							
Revenues							
259-000-402.300	OBRA:TAX CAPTURE	46,953.00	46,953.00	0.00	0.00	46,953.00	0.00
TOTAL REVENUES		46,953.00	46,953.00	0.00	0.00	46,953.00	0.00
Expenditures							
721	PROFESSIONAL SERVICES	6,007.00	6,007.00	0.00	4,292.00	1,715.00	71.45
964	TAX REIMBURSEMENTS	40,946.00	40,946.00	0.00	0.00	40,946.00	0.00
TOTAL EXPENDITURES		46,953.00	46,953.00	0.00	4,292.00	42,661.00	9.14
Fund 259 - OBRA-DIST#15 -ARMORY BUILDING:							
TOTAL REVENUES		46,953.00	46,953.00	0.00	0.00	46,953.00	0.00
TOTAL EXPENDITURES		46,953.00	46,953.00	0.00	4,292.00	42,661.00	9.14
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	(4,292.00)	4,292.00	100.00

PERIOD ENDING 09/30/2023

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CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2023-24	2023-24	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 09/30/23 INCR (DECR)	09/30/2023 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 272 - OBRA FUND-DISTRICT #17 CARGILL (PREV #8)							
Revenues							
272-000-402.300	OBRA:TAX CAPTURE	199,180.00	199,180.00	0.00	0.00	199,180.00	0.00
TOTAL REVENUES		199,180.00	199,180.00	0.00	0.00	199,180.00	0.00
Expenditures							
721	PROFESSIONAL SERVICES	11,369.00	11,369.00	0.00	10,720.00	649.00	94.29
905	DEBT SERVICE	167,999.00	167,999.00	0.00	0.00	167,999.00	0.00
TOTAL EXPENDITURES		179,368.00	179,368.00	0.00	10,720.00	168,648.00	5.98
Fund 272 - OBRA FUND-DISTRICT #17 CARGILL (PREV #8):							
TOTAL REVENUES		199,180.00	199,180.00	0.00	0.00	199,180.00	0.00
TOTAL EXPENDITURES		179,368.00	179,368.00	0.00	10,720.00	168,648.00	5.98
NET OF REVENUES & EXPENDITURES		19,812.00	19,812.00	0.00	(10,720.00)	30,532.00	54.11

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CITY OF OWOSSO
MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2023-24	2023-24	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL	AMENDED BUDGET	MONTH 09/30/23	09/30/2023	BALANCE	
		BUDGET		INCR (DECR)	NORM (ABNORM)	NORM (ABNORM)	USED
Fund 273 - OBRA #9 ROBBINS LOFT							
Revenues							
273-000-402.300	OBRA:TAX CAPTURE	4,267.00	4,267.00	0.00	0.00	4,267.00	0.00
273-000-665.000	INTEREST INCOME	100.00	100.00	0.00	0.00	100.00	0.00
TOTAL REVENUES		4,367.00	4,367.00	0.00	0.00	4,367.00	0.00
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		4,367.00	4,367.00	0.00	0.00	4,367.00	0.00
TOTAL EXPENDITURES		1,200.00	1,200.00	0.00	0.00	1,200.00	0.00
NET OF REVENUES & EXPENDITURES		3,167.00	3,167.00	0.00	0.00	3,167.00	0.00

PERIOD ENDING 09/30/2023

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CITY OF OWOSSO
MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2023-24	2023-24	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 09/30/23 INCR (DECR)	09/30/2023 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 276 - OBRA FUND DISTRICT #16 - QDOBA							
Revenues							
276-000-402.300	OBRA:TAX CAPTURE	11,278.00	11,278.00	0.00	0.00	11,278.00	0.00
276-000-665.000	INTEREST INCOME	10.00	10.00	0.00	0.00	10.00	0.00
276-000-674.200	DONATIONS	17,434.00	17,434.00	0.00	0.00	17,434.00	0.00
TOTAL REVENUES		28,722.00	28,722.00	0.00	0.00	28,722.00	0.00
Expenditures							
721	PROFESSIONAL SERVICES	550.00	550.00	1,325.00	2,549.50	(1,999.50)	463.55
905	DEBT SERVICE	28,172.00	28,172.00	0.00	0.00	28,172.00	0.00
TOTAL EXPENDITURES		28,722.00	28,722.00	1,325.00	2,549.50	26,172.50	8.88
Fund 276 - OBRA FUND DISTRICT #16 - QDOBA:							
TOTAL REVENUES		28,722.00	28,722.00	0.00	0.00	28,722.00	0.00
TOTAL EXPENDITURES		28,722.00	28,722.00	1,325.00	2,549.50	26,172.50	8.88
NET OF REVENUES & EXPENDITURES		0.00	0.00	(1,325.00)	(2,549.50)	2,549.50	100.00

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CITY OF OWOSSO
MONTHLY REVENUE AND EXPENDITURE REPORT

		2023-24 ORIGINAL BUDGET	2023-24 AMENDED BUDGET	ACTIVITY FOR MONTH 09/30/23 INCR (DECR)	YTD BALANCE 09/30/2023 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
GL NUMBER	DESCRIPTION						
Fund 277 - OBRA FUND DISTRICT #20 - J&H OIL							
Revenues							
277-000-402.300	OBRA:TAX CAPTURE	52,072.00	52,072.00	0.00	0.00	52,072.00	0.00
TOTAL REVENUES		52,072.00	52,072.00	0.00	0.00	52,072.00	0.00
Expenditures							
721	PROFESSIONAL SERVICES	1,000.00	1,000.00	0.00	2,808.50	(1,808.50)	280.85
TOTAL EXPENDITURES		1,000.00	1,000.00	0.00	2,808.50	(1,808.50)	280.85
Fund 277 - OBRA FUND DISTRICT #20 - J&H OIL:							
TOTAL REVENUES		52,072.00	52,072.00	0.00	0.00	52,072.00	0.00
TOTAL EXPENDITURES		1,000.00	1,000.00	0.00	2,808.50	(1,808.50)	280.85
NET OF REVENUES & EXPENDITURES		51,072.00	51,072.00	0.00	(2,808.50)	53,880.50	5.50

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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	2023-24 ORIGINAL BUDGET	2023-24 AMENDED BUDGET	ACTIVITY FOR MONTH 09/30/23 INCR (DECR)	YTD BALANCE 09/30/2023 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 280 - OBRA FUND-DISTRICT #21 - 152 E HOWARD ST							
Revenues							
280-000-402.300	OBRA:TAX CAPTURE	512.00	512.00	0.00	0.00	512.00	0.00
TOTAL REVENUES		512.00	512.00	0.00	0.00	512.00	0.00
Fund 280 - OBRA FUND-DISTRICT #21 - 152 E HOWARD ST:							
TOTAL REVENUES		512.00	512.00	0.00	0.00	512.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		512.00	512.00	0.00	0.00	512.00	0.00

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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	2023-24	2023-24	ACTIVITY FOR	YTD BALANCE	AVAILABLE		% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 09/30/23 INCR (DECR)	09/30/2023 NORM (ABNORM)	BALANCE NORM (ABNORM)		
Fund 283 - OBRA FUND-DISTRICT#3-TIAL								
Revenues								
283-000-402.300	OBRA:TAX CAPTURE	15,005.00	15,005.00	0.00	0.00	15,005.00		0.00
TOTAL REVENUES		15,005.00	15,005.00	0.00	0.00	15,005.00		0.00
Expenditures								
721	PROFESSIONAL SERVICES	750.00	750.00	0.00	0.00	750.00		0.00
905	DEBT SERVICE	22,407.00	22,407.00	0.00	0.00	22,407.00		0.00
TOTAL EXPENDITURES		23,157.00	23,157.00	0.00	0.00	23,157.00		0.00
Fund 283 - OBRA FUND-DISTRICT#3-TIAL:								
TOTAL REVENUES		15,005.00	15,005.00	0.00	0.00	15,005.00		0.00
TOTAL EXPENDITURES		23,157.00	23,157.00	0.00	0.00	23,157.00		0.00
NET OF REVENUES & EXPENDITURES		(8,152.00)	(8,152.00)	0.00	0.00	(8,152.00)		0.00

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REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

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PERIOD ENDING 09/30/2023

DB: Owosso

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

CITY OF OWOSSO							
MONTHLY REVENUE AND EXPENDITURE REPORT							
GL NUMBER	DESCRIPTION	2023-24	2023-24	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL	AMENDED BUDGET	MONTH 09/30/23	09/30/2023	BALANCE	
		BUDGET		INCR (DECR)	NORM (ABNORM)	NORM (ABNORM)	USED
Fund 284 - OPIOID SETTLEMENT FUND							
Revenues							
284-000-665.000	INTEREST INCOME	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
284-000-685.000	OPIOID SETTLEMENT REVENUE	0.00	0.00	0.00	2,725.46	(2,725.46)	100.00
TOTAL REVENUES		1,000.00	1,000.00	0.00	2,725.46	(1,725.46)	272.55
Fund 284 - OPIOID SETTLEMENT FUND:							
TOTAL REVENUES		1,000.00	1,000.00	0.00	2,725.46	(1,725.46)	272.55
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		1,000.00	1,000.00	0.00	2,725.46	(1,725.46)	272.55

PERIOD ENDING 09/30/2023

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

CITY OF OWOSSO
MONTHLY REVENUE AND EXPENDITURE REPORT

		2023-24 ORIGINAL BUDGET	2023-24 AMENDED BUDGET	ACTIVITY FOR MONTH 09/30/23 INCR (DECR)	YTD BALANCE 09/30/2023 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
GL NUMBER	DESCRIPTION						
Fund 287 - ARPA - AMERICAN RESCUE PLAN ACT							
Revenues							
287-000-665.000	INTEREST INCOME	5,000.00	5,000.00	8,067.79	13,988.38	(8,988.38)	279.77
TOTAL REVENUES		5,000.00	5,000.00	8,067.79	13,988.38	(8,988.38)	279.77
Expenditures							
966	TRANSFERS OUT	1,100,000.00	1,100,000.00	0.00	0.00	1,100,000.00	0.00
TOTAL EXPENDITURES		1,100,000.00	1,100,000.00	0.00	0.00	1,100,000.00	0.00
Fund 287 - ARPA - AMERICAN RESCUE PLAN ACT:							
TOTAL REVENUES		5,000.00	5,000.00	8,067.79	13,988.38	(8,988.38)	279.77
TOTAL EXPENDITURES		1,100,000.00	1,100,000.00	0.00	0.00	1,100,000.00	0.00
NET OF REVENUES & EXPENDITURES		(1,095,000.00)	(1,095,000.00)	8,067.79	13,988.38	(1,108,988.38)	1.28

PERIOD ENDING 09/30/2023

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

CITY OF OWOSSO
MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2023-24	2023-24	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 09/30/23 INCR (DECR)	09/30/2023 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 297 - HISTORICAL FUND							
Revenues							
297-000-540.000	STATE SOURCES	0.00	0.00	0.00	335.00	(335.00)	100.00
297-000-643.000	SALES	2,500.00	2,500.00	446.00	1,599.00	901.00	63.96
297-000-665.000	INTEREST INCOME	500.00	500.00	304.77	863.37	(363.37)	172.67
297-000-665.100	ENDOWMENT SPENDABLE FUNDS	1,010.00	1,010.00	0.00	0.00	1,010.00	0.00
297-000-667.100	RENTAL INCOME	14,000.00	14,000.00	1,400.00	3,500.00	10,500.00	25.00
297-000-674.100	PRIVATE DONATIONS	13,000.00	13,000.00	2,346.73	7,352.73	5,647.27	56.56
297-000-674.200	DONATIONS	1,000.00	1,000.00	80.00	630.86	369.14	63.09
297-000-699.101	TRANFERS FROM GENERAL FUND	20,000.00	20,000.00	5,000.00	5,000.00	15,000.00	25.00
TOTAL REVENUES		52,010.00	52,010.00	9,577.50	19,280.96	32,729.04	37.07
Expenditures							
797	HISTORICAL COMMISSION	25,958.00	25,958.00	1,554.46	6,225.87	19,732.13	23.98
798	CASTLE	16,420.00	16,420.00	7,880.88	8,658.97	7,761.03	52.73
799	GOULD HOUSE	8,817.00	8,817.00	1,254.54	5,384.79	3,432.21	61.07
800	COMSTOCK/WOODARD	500.00	500.00	0.00	104.61	395.39	20.92
TOTAL EXPENDITURES		51,695.00	51,695.00	10,689.88	20,374.24	31,320.76	39.41
Fund 297 - HISTORICAL FUND:							
TOTAL REVENUES		52,010.00	52,010.00	9,577.50	19,280.96	32,729.04	37.07
TOTAL EXPENDITURES		51,695.00	51,695.00	10,689.88	20,374.24	31,320.76	39.41
NET OF REVENUES & EXPENDITURES		315.00	315.00	(1,112.38)	(1,093.28)	1,408.28	347.07

PERIOD ENDING 09/30/2023

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

CITY OF OWOSSO
MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2023-24	2023-24	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL	AMENDED	MONTH 09/30/23	09/30/2023	BALANCE	
		BUDGET	BUDGET	INCR (DECR)	NORM (ABNORM)	NORM (ABNORM)	USED
Fund 301 - GENERAL DEBT SERVICE (VOTED BONDS)							
Revenues							
301-000-402.000	GENERAL PROPERTY TAX	782,750.00	782,750.00	408,624.37	595,547.67	187,202.33	76.08
301-000-665.000	INTEREST INCOME	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
TOTAL REVENUES		787,750.00	787,750.00	408,624.37	595,547.67	192,202.33	75.60
Expenditures							
905	DEBT SERVICE	782,750.00	782,750.00	0.00	0.00	782,750.00	0.00
TOTAL EXPENDITURES		782,750.00	782,750.00	0.00	0.00	782,750.00	0.00
Fund 301 - GENERAL DEBT SERVICE (VOTED BONDS):							
TOTAL REVENUES		787,750.00	787,750.00	408,624.37	595,547.67	192,202.33	75.60
TOTAL EXPENDITURES		782,750.00	782,750.00	0.00	0.00	782,750.00	0.00
NET OF REVENUES & EXPENDITURES		5,000.00	5,000.00	408,624.37	595,547.67	(590,547.67)	1,910.95

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO
PERIOD ENDING 09/30/2023

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

CITY OF OWOSSO								
MONTHLY REVENUE AND EXPENDITURE REPORT								
GL NUMBER	DESCRIPTION	2023-24	2023-24	ACTIVITY FOR		YTD BALANCE	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 09/30/23	INCR (DECR)	09/30/2023 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 469 - CAPITAL PROJECTS-BUILDING AUTHORITY								
Revenues								
469-000-665.000	INTEREST INCOME	0.00	0.00	53.20		161.75	(161.75)	100.00
TOTAL REVENUES		0.00	0.00	53.20		161.75	(161.75)	100.00
Expenditures								
901	CAPITAL OUTLAY	0.00	0.00	0.00		244.00	(244.00)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00		244.00	(244.00)	100.00
Fund 469 - CAPITAL PROJECTS-BUILDING AUTHORITY:								
TOTAL REVENUES		0.00	0.00	53.20		161.75	(161.75)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00		244.00	(244.00)	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	53.20		(82.25)	82.25	100.00

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

CITY OF OWOSSO							
MONTHLY REVENUE AND EXPENDITURE REPORT							
GL NUMBER	DESCRIPTION	2023-24	2023-24	ACTIVITY FOR		YTD BALANCE	AVAILABLE
		ORIGINAL	AMENDED BUDGET	MONTH 09/30/23		09/30/2023	BALANCE
		BUDGET		INCR	(DECR)	NORM (ABNORM)	NORM (ABNORM)
							% BDGT USED
Fund 494 - CAPITAL PROJECTS FUND-DOWNTOWN							
Expenditures							
271	ADMINISTRATIVE	20,000.00	20,000.00	0.00		0.00	20,000.00 0.00
TOTAL EXPENDITURES		20,000.00	20,000.00	0.00		0.00	20,000.00 0.00
Fund 494 - CAPITAL PROJECTS FUND-DOWNTOWN:							
TOTAL REVENUES		0.00	0.00	0.00		0.00	0.00
TOTAL EXPENDITURES		20,000.00	20,000.00	0.00		0.00	20,000.00 0.00
NET OF REVENUES & EXPENDITURES		(20,000.00)	(20,000.00)	0.00		0.00	(20,000.00) 0.00

PERIOD ENDING 09/30/2023

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

CITY OF OWOSSO
MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2023-24	2023-24	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 09/30/23 INCR (DECR)	09/30/2023 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 588 - TRANSPORTATION FUND							
Revenues							
588-000-402.000	GENERAL PROPERTY TAX	0.00	0.00	0.21	0.21	(0.21)	100.00
588-000-665.000	INTEREST INCOME	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
588-000-699.101	TRANFERS FROM GENERAL FUND	28,000.00	28,000.00	7,000.00	7,000.00	21,000.00	25.00
TOTAL REVENUES		29,000.00	29,000.00	7,000.21	7,000.21	21,999.79	24.14
Expenditures							
200	GEN SERVICES	89,119.00	89,119.00	0.00	83,308.68	5,810.32	93.48
TOTAL EXPENDITURES		89,119.00	89,119.00	0.00	83,308.68	5,810.32	93.48
Fund 588 - TRANSPORTATION FUND:							
TOTAL REVENUES		29,000.00	29,000.00	7,000.21	7,000.21	21,999.79	24.14
TOTAL EXPENDITURES		89,119.00	89,119.00	0.00	83,308.68	5,810.32	93.48
NET OF REVENUES & EXPENDITURES		(60,119.00)	(60,119.00)	7,000.21	(76,308.47)	16,189.47	126.93

PERIOD ENDING 09/30/2023

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

CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2023-24	2023-24	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL	AMENDED BUDGET	MONTH 09/30/23	09/30/2023	BALANCE	
		BUDGET		INCR (DECR)	NORM (ABNORM)	NORM (ABNORM)	USED
Fund 590 - SEWER FUND							
Revenues							
590-000-491.000	PERMITS	0.00	0.00	75.00	275.00	(275.00)	100.00
590-000-643.100	METERED SALES	3,229,118.00	3,229,118.00	789,285.94	766,746.06	2,462,371.94	23.74
590-000-644.000	PENALTIES - LATE CHARGES	41,727.00	41,727.00	95.45	13,380.86	28,346.14	32.07
590-000-665.000	INTEREST INCOME	10,000.00	10,000.00	9,689.00	21,019.88	(11,019.88)	210.20
590-000-675.000	MISCELLANEOUS	1,000.00	1,000.00	330.00	330.00	670.00	33.00
TOTAL REVENUES		3,281,845.00	3,281,845.00	799,475.39	801,751.80	2,480,093.20	24.43
Expenditures							
200	GEN SERVICES	2,092,248.00	2,092,248.00	236,950.38	562,680.15	1,529,567.85	26.89
549	SEWER OPERATIONS	234,137.00	234,137.00	21,264.74	37,111.05	197,025.95	15.85
901	CAPITAL OUTLAY	625,000.00	625,000.00	7,629.40	7,629.40	617,370.60	1.22
905	DEBT SERVICE	126,553.00	126,553.00	0.00	63,526.47	63,026.53	50.20
TOTAL EXPENDITURES		3,077,938.00	3,077,938.00	265,844.52	670,947.07	2,406,990.93	21.80
Fund 590 - SEWER FUND:							
TOTAL REVENUES		3,281,845.00	3,281,845.00	799,475.39	801,751.80	2,480,093.20	24.43
TOTAL EXPENDITURES		3,077,938.00	3,077,938.00	265,844.52	670,947.07	2,406,990.93	21.80
NET OF REVENUES & EXPENDITURES		203,907.00	203,907.00	533,630.87	130,804.73	73,102.27	64.15

PERIOD ENDING 09/30/2023

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

CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2023-24	2023-24	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 09/30/23 INCR (DECR)	09/30/2023 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 591 - WATER FUND							
Revenues							
591-000-491.000	PERMITS	1,000.00	1,000.00	75.00	375.00	625.00	37.50
591-000-493.000	PERMITS-OWOSSO TOWNSHIP	0.00	0.00	1,380.00	8,952.05	(8,952.05)	100.00
591-000-538.000	CAPITAL CONTRIBUTION-FEDERAL	5,045,000.00	5,045,000.00	0.00	514,803.45	4,530,196.55	10.20
591-000-540.000	STATE SOURCES	180,000.00	180,000.00	0.00	0.00	180,000.00	0.00
591-000-605.100	WATER MAIN REPLACEMENT CHARGE	771,783.00	771,783.00	196,187.83	196,734.13	575,048.87	25.49
591-000-605.350	MATERIAL & SERVICE	10,000.00	10,000.00	4,766.40	9,843.32	156.68	98.43
591-000-643.100	METERED SALES	3,623,370.00	3,623,370.00	1,003,403.90	973,717.32	2,649,652.68	26.87
591-000-643.200	METERED SALES-WHOLESALE-USAGE	330,000.00	330,000.00	26,596.80	85,746.84	244,253.16	25.98
591-000-644.000	PENALTIES - LATE CHARGES	65,000.00	65,000.00	205.73	18,338.87	46,661.13	28.21
591-000-665.000	INTEREST INCOME	20,000.00	20,000.00	16,054.82	42,922.93	(22,922.93)	214.61
591-000-667.100	RENTAL INCOME	1,440.00	1,440.00	2,105.55	2,345.55	(905.55)	162.89
591-000-667.300	HYDRANT RENTAL	27,555.00	27,555.00	1,135.00	1,135.00	26,420.00	4.12
591-000-670.000	LOAN PRINCIPAL	6,171.00	6,171.00	388.38	43,067.20	(36,896.20)	697.90
591-000-670.100	LOAN INTEREST	72.00	72.00	165.35	497.99	(425.99)	691.65
591-000-675.000	MISCELLANEOUS	1,500.00	1,500.00	0.00	0.00	1,500.00	0.00
591-000-675.200	MISCELLANEOUS WATER CHARGES	1,000.00	1,000.00	85.00	830.00	170.00	83.00
591-000-699.287	ARPA TRANSFER IN	1,000,000.00	1,000,000.00	0.00	0.00	1,000,000.00	0.00
TOTAL REVENUES		11,083,891.00	11,083,891.00	1,252,549.76	1,899,309.65	9,184,581.35	17.14
Expenditures							
200	GEN SERVICES	1,241,156.00	1,241,156.00	176,169.60	261,353.05	979,802.95	21.06
552	WATER UNDERGROUND	2,955,684.00	2,955,684.00	313,163.74	621,003.90	2,334,680.10	21.01
553	WATER FILTRATION	1,369,348.00	1,369,348.00	134,547.79	270,791.43	1,098,556.57	19.78
901	CAPITAL OUTLAY	5,115,502.00	5,115,502.00	999,981.64	1,076,915.14	4,038,586.86	21.05
905	DEBT SERVICE	581,159.00	581,159.00	0.00	160,513.39	420,645.61	27.62
TOTAL EXPENDITURES		11,262,849.00	11,262,849.00	1,623,862.77	2,390,576.91	8,872,272.09	21.23
Fund 591 - WATER FUND:							
TOTAL REVENUES		11,083,891.00	11,083,891.00	1,252,549.76	1,899,309.65	9,184,581.35	17.14
TOTAL EXPENDITURES		11,262,849.00	11,262,849.00	1,623,862.77	2,390,576.91	8,872,272.09	21.23
NET OF REVENUES & EXPENDITURES		(178,958.00)	(178,958.00)	(371,313.01)	(491,267.26)	312,309.26	274.52

PERIOD ENDING 09/30/2023

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

CITY OF OWOSSO
 MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2023-24	2023-24	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT USED
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 09/30/23 INCR (DECR)	09/30/2023 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 599 - WASTEWATER FUND							
Revenues							
599-000-540.000	STATE SOURCES	16,230,624.00	16,230,624.00	0.00	0.00	16,230,624.00	0.00
599-000-602.100	OP & MAINT CHRG - OWOSSO	1,237,218.00	1,237,218.00	106,397.58	311,477.13	925,740.87	25.18
599-000-602.200	OP & MAINT CHRG - OWOSSO TWP	231,595.00	231,595.00	15,913.30	56,933.18	174,661.82	24.58
599-000-602.300	OP & MAINT CHRG - CALEDONIA TWS	111,194.00	111,194.00	11,882.74	30,830.59	80,363.41	27.73
599-000-602.400	OP & MAINT CHRG - CORUNNA	225,096.00	225,096.00	20,026.38	63,999.09	161,096.91	28.43
599-000-603.100	REPLACEMENT CHRG - OWOSSO	131,884.00	131,884.00	22,617.90	66,522.76	65,361.24	50.44
599-000-603.200	REPLACEMENT CHRG - OWOSSO TWP	24,687.00	24,687.00	4,803.53	15,885.56	8,801.44	64.35
599-000-603.300	REPLACEMENT CHRG - CALEDONIA TWP	11,853.00	11,853.00	3,612.58	10,064.81	1,788.19	84.91
599-000-603.400	REPLACEMENT CHRG - CORUNNA	23,995.00	23,995.00	4,175.99	13,156.88	10,838.12	54.83
599-000-606.100	DEBT SERVICE CHRG - OWOSSO	184,840.00	184,840.00	15,403.39	46,210.17	138,629.83	25.00
599-000-606.200	DEBT SERVICE CHRG - OWOSSO TWP	73,239.00	73,239.00	6,248.55	18,745.65	54,493.35	25.60
599-000-606.300	DEBT SERVICE CHRG - CALEDONIA TWP	55,801.00	55,801.00	4,737.27	14,211.81	41,589.19	25.47
599-000-606.400	DEBT SERVICE CHRG - CORUNNA	31,388.00	31,388.00	2,673.80	8,021.40	23,366.60	25.56
599-000-665.000	INTEREST INCOME	10,000.00	10,000.00	8,184.76	19,246.93	(9,246.93)	192.47
599-000-675.000	MISCELLANEOUS	5,000.00	5,000.00	0.00	361.58	4,638.42	7.23
TOTAL REVENUES		18,588,414.00	18,588,414.00	226,677.77	675,667.54	17,912,746.46	3.63
Expenditures							
200	GEN SERVICES	30,946.00	30,946.00	2,527.90	7,241.74	23,704.26	23.40
548	WASTEWATER OPERATIONS	1,982,730.00	1,982,730.00	215,082.55	460,927.65	1,521,802.35	23.25
901	CAPITAL OUTLAY	16,533,124.00	16,533,124.00	420,768.47	428,568.92	16,104,555.08	2.59
905	DEBT SERVICE	348,753.00	348,753.00	0.00	133,784.20	214,968.80	38.36
TOTAL EXPENDITURES		18,895,553.00	18,895,553.00	638,378.92	1,030,522.51	17,865,030.49	5.45
Fund 599 - WASTEWATER FUND:							
TOTAL REVENUES		18,588,414.00	18,588,414.00	226,677.77	675,667.54	17,912,746.46	3.63
TOTAL EXPENDITURES		18,895,553.00	18,895,553.00	638,378.92	1,030,522.51	17,865,030.49	5.45
NET OF REVENUES & EXPENDITURES		(307,139.00)	(307,139.00)	(411,701.15)	(354,854.97)	47,715.97	115.54

PERIOD ENDING 09/30/2023

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

CITY OF OWOSSO
MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2023-24	2023-24	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL BUDGET	AMENDED BUDGET	MONTH 09/30/23 INCR (DECR)	09/30/2023 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 661 - FLEET MAINTENANCE FUND							
Revenues							
661-000-665.000	INTEREST INCOME	10,000.00	10,000.00	8,670.78	24,651.89	(14,651.89)	246.52
661-000-667.200	EQUIPMENT RENTAL	794,596.00	794,596.00	80,099.35	200,810.28	593,785.72	25.27
TOTAL REVENUES		804,596.00	804,596.00	88,770.13	225,462.17	579,133.83	28.02
Expenditures							
594	FLEET MAINTENANCE	422,135.00	422,135.00	45,526.85	89,756.91	332,378.09	21.26
901	CAPITAL OUTLAY	1,182,461.00	1,182,461.00	18,903.13	18,903.13	1,163,557.87	1.60
TOTAL EXPENDITURES		1,604,596.00	1,604,596.00	64,429.98	108,660.04	1,495,935.96	6.77
Fund 661 - FLEET MAINTENANCE FUND:							
TOTAL REVENUES		804,596.00	804,596.00	88,770.13	225,462.17	579,133.83	28.02
TOTAL EXPENDITURES		1,604,596.00	1,604,596.00	64,429.98	108,660.04	1,495,935.96	6.77
NET OF REVENUES & EXPENDITURES		(800,000.00)	(800,000.00)	24,340.15	116,802.13	(916,802.13)	14.60

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

CITY OF OWOSSO							
MONTHLY REVENUE AND EXPENDITURE REPORT							
GL NUMBER	DESCRIPTION	2023-24	2023-24	ACTIVITY FOR		YTD BALANCE	AVAILABLE
		ORIGINAL	AMENDED BUDGET	MONTH 09/30/23		09/30/2023	BALANCE
		BUDGET		INCR	(DECR)	NORM (ABNORM)	NORM (ABNORM)
							% BDGT USED
Fund 858 - 2013 SPECIAL ASSESSMENT							
Revenues							
858-000-451.000	SPECIAL ASSESSMENTS	1,000.00	1,000.00	0.00		0.00	1,000.00 0.00
TOTAL REVENUES		1,000.00	1,000.00	0.00		0.00	1,000.00 0.00
Fund 858 - 2013 SPECIAL ASSESSMENT:							
TOTAL REVENUES		1,000.00	1,000.00	0.00		0.00	1,000.00 0.00
TOTAL EXPENDITURES		0.00	0.00	0.00		0.00	0.00 0.00
NET OF REVENUES & EXPENDITURES		1,000.00	1,000.00	0.00		0.00	1,000.00 0.00

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

CITY OF OWOSSO							
MONTHLY REVENUE AND EXPENDITURE REPORT							
GL NUMBER	DESCRIPTION	2023-24	2023-24	ACTIVITY FOR		YTD BALANCE	AVAILABLE
		ORIGINAL	AMENDED BUDGET	MONTH 09/30/23		09/30/2023	BALANCE
		BUDGET		INCR	(DECR)	NORM (ABNORM)	NORM (ABNORM)
							% BDGT USED
Fund 864 - 2016 SPECIAL ASSESSMENT							
Revenues							
864-000-451.000	SPECIAL ASSESSMENTS	4,000.00	4,000.00	0.00		0.00	4,000.00 0.00
TOTAL REVENUES		4,000.00	4,000.00	0.00		0.00	4,000.00 0.00
Fund 864 - 2016 SPECIAL ASSESSMENT:							
TOTAL REVENUES		4,000.00	4,000.00	0.00		0.00	4,000.00 0.00
TOTAL EXPENDITURES		0.00	0.00	0.00		0.00	0.00 0.00
NET OF REVENUES & EXPENDITURES		4,000.00	4,000.00	0.00		0.00	4,000.00 0.00

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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	2023-24 ORIGINAL BUDGET	2023-24 AMENDED BUDGET	ACTIVITY FOR MONTH 09/30/23 INCR (DECR)	YTD BALANCE 09/30/2023 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 865 - 2017 SPECIAL ASSESSMENTS							
Revenues							
865-000-445.000	INTEREST & PENALTIES ON TAXES	100.00	100.00	105.51	105.51	(5.51)	105.51
865-000-451.000	SPECIAL ASSESSMENTS	12,000.00	12,000.00	437.97	437.97	11,562.03	3.65
TOTAL REVENUES		12,100.00	12,100.00	543.48	543.48	11,556.52	4.49
Fund 865 - 2017 SPECIAL ASSESSMENTS:							
TOTAL REVENUES		12,100.00	12,100.00	543.48	543.48	11,556.52	4.49
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		12,100.00	12,100.00	543.48	543.48	11,556.52	4.49

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

		CITY OF OWOSSO						
		MONTHLY REVENUE AND EXPENDITURE REPORT						
		2023-24		ACTIVITY FOR	YTD BALANCE	AVAILABLE		
		ORIGINAL	2023-24	MONTH 09/30/23	09/30/2023	BALANCE	%	
GL NUMBER	DESCRIPTION	BUDGET	AMENDED BUDGET	INCR (DECR)	NORM (ABNORM)	NORM (ABNORM)	BDGT	USED
Fund 866 - 2018 SPECIAL ASSESSMENTS								
Revenues								
866-000-445.000	INTEREST & PENALTIES ON TAXES	500.00	500.00	94.19	94.19	405.81	18.84	
866-000-451.000	SPECIAL ASSESSMENTS	65,000.00	65,000.00	627.94	727.94	64,272.06	1.12	
TOTAL REVENUES		65,500.00	65,500.00	722.13	822.13	64,677.87	1.26	
Fund 866 - 2018 SPECIAL ASSESSMENTS:								
TOTAL REVENUES		65,500.00	65,500.00	722.13	822.13	64,677.87	1.26	
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00	
NET OF REVENUES & EXPENDITURES		65,500.00	65,500.00	722.13	822.13	64,677.87	1.26	

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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	2023-24	2023-24	ACTIVITY FOR	YTD BALANCE	AVAILABLE	% BDGT
		ORIGINAL	AMENDED BUDGET	MONTH 09/30/23	09/30/2023	BALANCE	
		BUDGET		INCR (DECR)	NORM (ABNORM)	NORM (ABNORM)	USED
Fund 867 - 2019 SPECIAL ASSESSMENTS							
Revenues							
867-000-445.000	INTEREST & PENALTIES ON TAXES	250.00	250.00	36.42	36.42	213.58	14.57
867-000-451.000	SPECIAL ASSESSMENTS	25,000.00	25,000.00	263.58	263.58	24,736.42	1.05
TOTAL REVENUES		25,250.00	25,250.00	300.00	300.00	24,950.00	1.19
Fund 867 - 2019 SPECIAL ASSESSMENTS:							
TOTAL REVENUES		25,250.00	25,250.00	300.00	300.00	24,950.00	1.19
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		25,250.00	25,250.00	300.00	300.00	24,950.00	1.19

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

CITY OF OWOSSO							
MONTHLY REVENUE AND EXPENDITURE REPORT							
GL NUMBER	DESCRIPTION	2023-24	2023-24	ACTIVITY FOR	YTD BALANCE	AVAILABLE	
		ORIGINAL	AMENDED BUDGET	MONTH 09/30/23	09/30/2023	BALANCE	% BDGT
		BUDGET		INCR (DECR)	NORM (ABNORM)	NORM (ABNORM)	USED
Fund 868 - 2020 SPECIAL ASSESSMENTS							
Revenues							
868-000-445.000	INTEREST & PENALTIES ON TAXES	500.00	500.00	181.69	181.69	318.31	36.34
868-000-451.000	SPECIAL ASSESSMENTS	25,000.00	25,000.00	877.57	877.57	24,122.43	3.51
TOTAL REVENUES		25,500.00	25,500.00	1,059.26	1,059.26	24,440.74	4.15
Fund 868 - 2020 SPECIAL ASSESSMENTS:							
TOTAL REVENUES		25,500.00	25,500.00	1,059.26	1,059.26	24,440.74	4.15
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		25,500.00	25,500.00	1,059.26	1,059.26	24,440.74	4.15

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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	2023-24 ORIGINAL BUDGET	2023-24 AMENDED BUDGET	ACTIVITY FOR MONTH 09/30/23 INCR (DECR)	YTD BALANCE 09/30/2023 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 869 - 2021-20XX SPECIAL ASSESSMENTS							
Revenues							
869-000-445.000	INTEREST & PENALTIES ON TAXES	500.00	500.00	18.87	232.17	267.83	46.43
869-000-451.000	SPECIAL ASSESSMENTS	31,000.00	31,000.00	21,089.11	28,924.24	2,075.76	93.30
TOTAL REVENUES		31,500.00	31,500.00	21,107.98	29,156.41	2,343.59	92.56
Fund 869 - 2021-20XX SPECIAL ASSESSMENTS:							
TOTAL REVENUES		31,500.00	31,500.00	21,107.98	29,156.41	2,343.59	92.56
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		31,500.00	31,500.00	21,107.98	29,156.41	2,343.59	92.56
TOTAL REVENUES - ALL FUNDS		49,638,244.00	49,638,244.00	6,376,929.14	9,405,498.29	40,232,745.71	18.95
TOTAL EXPENDITURES - ALL FUNDS		53,075,280.00	53,075,280.00	4,495,555.47	7,882,084.79	45,193,195.21	14.85
NET OF REVENUES & EXPENDITURES		(3,437,036.00)	(3,437,036.00)	1,881,373.67	1,523,413.50	(4,960,449.50)	44.32

FROM 09/01/2023 TO 09/30/2023

FUND: ALL FUNDS

CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 09/01/2023	Total Debits	Total Credits	Ending Balance 09/30/2023
Fund 101	GENERAL FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	402,313.78	3,101,398.05	2,547,537.79	956,174.04
001.204	HUNTINGTON LIQUIDITY PORTAL	55,834.29	1,571,614.41	0.00	1,627,448.70
001.205	THE STATE BANK	2,529,705.23	101,337.35	0.00	2,631,042.58
001.206	SWEEP ACCOUNT HUNTINGTON	0.00	7,873.32	0.00	7,873.32
001.300	FRANKENMUTH CREDIT UNION ACCOUNTS	1,654,146.51	4,914.74	0.00	1,659,061.25
001.306	DORT FEDERAL CREDIT UNION ACCOUNTS	1,560,517.86	10,440.75	0.00	1,570,958.61
002.203	AMBULANCE PAYMENT BANK ACCOUNT	105,625.64	61,051.43	840.71	165,836.36
004.000	PETTY CASH	1,925.00	0.00	0.00	1,925.00
	GENERAL FUND	6,310,068.31	4,858,630.05	2,548,378.50	8,620,319.86
Fund 202	MAJOR STREET FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	530,898.74	145,589.21	149,959.71	526,528.24
001.201	MI CLASS ACCOUNT	1,123,406.23	5,097.19	0.00	1,128,503.42
001.204	HUNTINGTON LIQUIDITY PORTAL	715,875.44	4,193.93	0.00	720,069.37
001.300	FRANKENMUTH CREDIT UNION ACCOUNTS	514,176.01	1,527.68	0.00	515,703.69
	MAJOR STREET FUND	2,884,356.42	156,408.01	149,959.71	2,890,804.72
Fund 203	LOCAL STREET FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	430,376.94	53,982.19	578,024.12	(93,664.99)
001.201	MI CLASS ACCOUNT	61,071.72	277.13	0.00	61,348.85
001.204	HUNTINGTON LIQUIDITY PORTAL	362,410.73	2,123.10	0.00	364,533.83
001.300	FRANKENMUTH CREDIT UNION ACCOUNTS	514,176.01	1,527.68	0.00	515,703.69
	LOCAL STREET FUND	1,368,035.40	57,910.10	578,024.12	847,921.38
Fund 208	PARK/RECREATION SITES FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	1,308.82	721.59	5,898.41	(3,868.00)
001.204	HUNTINGTON LIQUIDITY PORTAL	31,236.32	178.88	721.59	30,693.61
	PARK/RECREATION SITES FUND	32,545.14	900.47	6,620.00	26,825.61
Fund 239	OMS/DDA REVLG LOAN FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	79,165.51	9,918.10	175.00	88,908.61
001.204	HUNTINGTON LIQUIDITY PORTAL	113,891.70	667.16	0.00	114,558.86
001.300	FRANKENMUTH CREDIT UNION ACCOUNTS	205,670.05	611.05	0.00	206,281.10
001.306	DORT FEDERAL CREDIT UNION ACCOUNTS	204,811.29	1,370.21	0.00	206,181.50
	OMS/DDA REVLG LOAN FUND	603,538.55	12,566.52	175.00	615,930.07
Fund 243	OBRA #12 WOODWARD LOFT				
001.201	MI CLASS ACCOUNT	1,850.71	0.00	0.00	1,850.71
Fund 248	DOWNTOWN DEVELOPMENT AUTHORITY				
001.200	POOLED CASH (HUNTINGTON BANK)	5,192.85	30,366.29	17,045.38	18,513.76
001.201	MI CLASS ACCOUNT	26,047.97	118.18	0.00	26,166.15
001.203	MAIN STREET OWOSSO / DDA CHECKING	1,705.15	35.00	0.00	1,740.15
001.204	HUNTINGTON LIQUIDITY PORTAL	81,909.57	479.74	0.00	82,389.31
	DOWNTOWN DEVELOPMENT AUTHORITY	114,855.54	30,999.21	17,045.38	128,809.37
Fund 249	BUILDING INSPECTION FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	58,729.55	38,375.00	20,941.19	76,163.36
001.204	HUNTINGTON LIQUIDITY PORTAL	154,734.46	906.50	0.00	155,640.96
	BUILDING INSPECTION FUND	213,464.01	39,281.50	20,941.19	231,804.32
Fund 254	HOUSING & REDEVELOPMENT				
001.200	POOLED CASH (HUNTINGTON BANK)	53,350.78	0.00	26,007.23	27,343.55
001.204	HUNTINGTON LIQUIDITY PORTAL	100,578.86	589.28	62,500.00	38,668.14
	HOUSING & REDEVELOPMENT	153,929.64	589.28	88,507.23	66,011.69
Fund 259	OBRA-DIST#15 -ARMORY BUILDING				
001.200	POOLED CASH (HUNTINGTON BANK)	1.45	0.00	0.00	1.45

FROM 09/01/2023 TO 09/30/2023

FUND: ALL FUNDS

CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 09/01/2023	Total Debits	Total Credits	Ending Balance 09/30/2023
Fund 272 001.200	OBRA FUND-DISTRICT #17 CARGILL (PREV #8) POOLED CASH (HUNTINGTON BANK)	9,681.38	0.00	0.00	9,681.38
Fund 273 001.200 001.201	OBRA #9 ROBBINS LOFT POOLED CASH (HUNTINGTON BANK) MI CLASS ACCOUNT	3,036.71 48,728.12	0.00 0.00	0.00 0.00	3,036.71 48,728.12
	OBRA #9 ROBBINS LOFT	51,764.83	0.00	0.00	51,764.83
Fund 276 001.200	OBRA FUND DISTRICT #16 - QDOBA POOLED CASH (HUNTINGTON BANK)	7,214.44	0.00	1,325.00	5,889.44
Fund 277 001.200	OBRA FUND DISTRICT #20 - J&H OIL POOLED CASH (HUNTINGTON BANK)	0.50	0.00	0.00	0.50
Fund 283 001.200	OBRA FUND-DISTRICT#3-TIAL POOLED CASH (HUNTINGTON BANK)	9,114.02	0.00	0.00	9,114.02
Fund 284 001.200	OPIOID SETTLEMENT FUND POOLED CASH (HUNTINGTON BANK)	23,462.61	0.00	0.00	23,462.61
Fund 287 001.201 001.306	ARPA - AMERICAN RESCUE PLAN ACT MI CLASS ACCOUNT DORT FEDERAL CREDIT UNION ACCOUNTS	639,529.00 772,151.14	2,901.72 5,166.07	0.00 0.00	642,430.72 777,317.21
	ARPA - AMERICAN RESCUE PLAN ACT	1,411,680.14	8,067.79	0.00	1,419,747.93
Fund 297 001.200 001.202 001.204 004.000	HISTORICAL FUND POOLED CASH (HUNTINGTON BANK) HC CHECKING ACCOUNT HUNTINGTON LIQUIDITY PORTAL PETTY CASH	8,938.01 4,399.86 52,031.41 100.00	8,678.73 594.00 304.77 0.00	10,618.83 71.05 0.00 0.00	6,997.91 4,922.81 52,336.18 100.00
	HISTORICAL FUND	65,469.28	9,577.50	10,689.88	64,356.90
Fund 301 001.200	GENERAL DEBT SERVICE (VOTED BONDS) POOLED CASH (HUNTINGTON BANK)	299,247.61	408,624.37	0.00	707,871.98
Fund 469 001.200 001.201	CAPITAL PROJECTS-BUILDING AUTHORITY POOLED CASH (HUNTINGTON BANK) MI CLASS ACCOUNT	(244.00) 11,734.08	0.00 53.20	0.00 0.00	(244.00) 11,787.28
	CAPITAL PROJECTS-BUILDING AUTHORITY	11,490.08	53.20	0.00	11,543.28
Fund 588 001.200 001.201	TRANSPORTATION FUND POOLED CASH (HUNTINGTON BANK) MI CLASS ACCOUNT	(49.97) (17,242.30)	7,000.21 0.00	0.00 0.00	6,950.24 (17,242.30)
	TRANSPORTATION FUND	(17,292.27)	7,000.21	0.00	(10,292.06)
Fund 590 001.200 001.201 001.204 001.300 001.306 004.000	SEWER FUND POOLED CASH (HUNTINGTON BANK) MI CLASS ACCOUNT HUNTINGTON LIQUIDITY PORTAL FRANKENMUTH CREDIT UNION DORT FEDERAL CREDIT UNION ACCOUNTS PETTY CASH	348,707.42 399,302.73 623,521.17 256,300.32 517,588.84 200.00	37,591.06 1,811.72 3,652.66 761.57 3,463.05 0.00	274,036.94 0.00 0.00 0.00 0.00 0.00	112,261.54 401,114.45 627,173.83 257,061.89 521,051.89 200.00
	SEWER FUND	2,145,620.48	47,280.06	274,036.94	1,918,863.60
Fund 591 001.200 001.201 001.204	WATER FUND POOLED CASH (HUNTINGTON BANK) MI CLASS ACCOUNT HUNTINGTON LIQUIDITY PORTAL	1,419,168.37 1,539,566.44 1,548,201.44	131,056.51 6,985.23 9,069.59	1,650,100.15 0.00 0.00	(99,875.27) 1,546,551.67 1,557,271.03
	WATER FUND	4,506,936.25	147,111.33	1,650,100.15	3,003,947.43

CASH SUMMARY BY ACCOUNT FOR CITY OF OWOSSO
 FROM 09/01/2023 TO 09/30/2023
 FUND: ALL FUNDS
 CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 09/01/2023	Total Debits	Total Credits	Ending Balance 09/30/2023
Fund 599	WASTEWATER FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	410,881.79	218,493.01	638,984.92	(9,610.12)
001.201	MI CLASS ACCOUNT	374,372.84	1,698.55	0.00	376,071.39
001.204	HUNTINGTON LIQUIDITY PORTAL	619,987.47	3,632.03	0.00	623,619.50
001.300	FRANKENMUTH CREDIT UNION ACCOUNTS	256,300.32	761.57	0.00	257,061.89
001.306	DORT FEDERAL CREDIT UNION ACCOUNTS	312,777.00	2,092.61	0.00	314,869.61
	WASTEWATER FUND	1,974,319.42	226,677.77	638,984.92	1,562,012.27
Fund 661	FLEET MAINTENANCE FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	629,258.29	80,057.16	65,219.98	644,095.47
001.201	MI CLASS ACCOUNT	630,662.98	2,861.38	0.00	633,524.36
001.204	HUNTINGTON LIQUIDITY PORTAL	111,083.59	650.80	0.00	111,734.39
001.205	THE STATE BANK	1,011,881.83	3,603.87	0.00	1,015,485.70
001.300	FRANKENMUTH CREDIT UNION ACCOUNTS	523,278.98	1,554.73	0.00	524,833.71
	FLEET MAINTENANCE FUND	2,906,165.67	88,727.94	65,219.98	2,929,673.63
Fund 703	CURRENT TAX COLLECTION FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	1,532,084.89	5,366,131.81	6,977,254.41	(79,037.71)
001.204	HUNTINGTON LIQUIDITY PORTAL	4,178,000.00	1,500,000.00	5,059,093.90	618,906.10
	CURRENT TAX COLLECTION FUND	5,710,084.89	6,866,131.81	12,036,348.31	539,868.39
Fund 865	2017 SPECIAL ASSESSMENTS				
001.200	POOLED CASH (HUNTINGTON BANK)	0.00	543.48	0.00	543.48
Fund 866	2018 SPECIAL ASSESSMENTS				
001.200	POOLED CASH (HUNTINGTON BANK)	100.00	722.13	0.00	822.13
Fund 867	2019 SPECIAL ASSESSMENTS				
001.200	POOLED CASH (HUNTINGTON BANK)	0.00	300.00	0.00	300.00
Fund 868	2020 SPECIAL ASSESSMENTS				
001.200	POOLED CASH (HUNTINGTON BANK)	0.00	1,059.26	0.00	1,059.26
Fund 869	2021-20XX SPECIAL ASSESSMENTS				
001.200	POOLED CASH (HUNTINGTON BANK)	8,048.43	21,107.98	0.00	29,156.41
Fund 956	GASB 34 LONG TERM DEBT				
005.200	MMRMA CASH - RESTRICTED	276,795.29	0.00	0.00	276,795.29
	TOTAL - ALL FUNDS	31,082,548.22	12,990,269.97	18,086,356.31	25,986,461.88

MINUTES FOR REGULAR MEETING
OWOSSO HISTORIC DISTRICT COMMISSION
Wednesday, September 20, 2023 at 6:00 p.m.
Virginia Teich Council Chambers

MEETING CALLED TO ORDER: at 6:01 p.m. by Chairperson Steven Teich.

ROLL CALL: was taken by City Manager Nathan Henne.

PRESENT: Chairperson Steven Teich, Vice Chairperson Omer, Commissioners Philip Hathaway, Erin Powell, Matthew Van Epps, William Byrne, Lisa Gallinger

ABSENT:

OTHERS IN ATTENDANCE: City Manager Nathan Henne, Dave Acton

AGENDA APPROVAL: September 20, 2023.

**MOTION FOR APPROVAL OF THE AGENDA AS PRESENTED BY COMMISSIONER VAN EPPS.
SECONDED BY COMMISSIONER GALLINGER.**

AYES ALL. MOTION CARRIED.

MINUTES APPROVAL: August 16, 2023.

**MOTION FOR APPROVAL OF MINUTES AS PRESENTED BY COMMISSIONER VAN EPPS.
SECONDED BY COMMISSIONER POWELL.**

AYES ALL. MOTION CARRIED.

COMMUNICATIONS: None.

PUBLIC/COMMISSIONER COMMENTS: None.

PUBLIC HEARINGS: None.

ITEMS OF BUSINESS:

1. Demolition by Neglect Resolution – 117 West Exchange Street – City Club Building

Dave Acton – property owner – gave an update on his efforts to satisfy the demolition by neglect letter's requirements to stabilize the areas of concern and these efforts have satisfied the requirements of the Building Department regarding pedestrian safety. The barricades on the sidewalk have been removed to reflect this. Mr. Acton went on to update the HDC Board regarding the overall project and his strong interest in some new grant opportunities through the County Land Bank.

MOTION BY SECRETARY HATHAWAY TO ISSUE A LETTER TO ACTON BUILDING COMPANY, LLC RELEASING THE DEMOLITION BY NEGLECT NOTICE FOR 117 W EXCHANGE REGARDING THE FRONT AND REAR WALL STABILIZATION.

MOTION SECONDED BY VICE CHAIR OMER.

A Roll Call Vote was taken.

AYES: ALL

NAYS: NONE

ABSENT:

MOTION CARRIED.

2. 5TH 3RD Building Redevelopment Discussion – 123 N WASHINGTON STREET

Secretary Hathaway requested that the minutes reflect that the Shiawassee County Land Bank is offering grants for blight elimination and commented that this was a very welcome and effective use of federal ARPA funds. City Manager updated the Commission on the MEDC Grant award process regarding the 5th 3rd redevelopment project. The deadline for the MEDC's initial letter of interest was extended to December 12, 2023 so that the developers could satisfy grant requirements needed for full grant award to be issued. City will be continuing its IPMC enforcement for the condition of the building's exterior.

PUBLIC COMMENTS: The Commission asked about what was happening with the Matthews Building. Henne updated the Commission on the property sale and his conversations with the owner but does not have any concrete plans to present at this time.

BOARD COMMENTS: None.

NEXT MEETING: October 18, 2023

MOTION BY SECRETARY HATHAWAY TO ADJOURN. SECONDED BY COMMISSIONER BYRNE.

AYES ALL. MOTION CARRIED.

ADJOURNMENT BY CHAIRMAN TEICH AT 6:54 P.M.

Philip Hathaway, Secretary

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

October 4, 2023, AT 7:30 A.M.

CALL TO ORDER: The meeting was called to order by Chair Jon Moore at 7:41 A.M.

ROLL CALL: Taken by Chair Jon Moore

PRESENT: Chair Jon Moore, Commissioners Nicole Reyna, Daylen Howard, Robert J. Teich, Jr. and Emily Olson. Josh Ardelean arrived at 7:37 A.M. Vice- Chair Lance Omer arrived at 8:37 A.M.

ABSENT: Commissioner Bill Gilbert. Josh Ardelean left at 9:07 A.M.

OTHERS PRESENT: Lizzie Fredrick, DDA/OMS Director; Brad Barret, Finance Director and Scott Gould, City Attorney

AGENDA:

MOVED BY OLSON, SUPPORTED BY REYNA TO APPROVE THE OCTOBER 4, 2023 DDA/OMS AGENDA AS PRESENTED.

AYES: ALL

MOTION CARRIED

MINUTES:

MOVED BY OLSON, SUPPORTED BY TEICH TO APPROVE THE SEPTEMBER 6, 2023 DDA/OMS ANNUAL MEETING MINUTES.

AYE: ALL

MOTION CARRIED

PUBLIC COMMENTS: Jay Jahn from Three Fit Chicks asked the Board if Three Fit Chicks can revise their Revolving Loan Fund agreement.

Jahn stated that Three Fit Chicks has business partners that want to leave the LLC and be removed as guarantors on the loan.

Jahn stated that Three Fit Chicks wants to keep their RLF loan for the low interest rate and asked the Board to revise the contract to increase the funds for Three Fit Chicks to use towards appliance debt with another borrower.

ITEMS OF BUSINESS:

1. **CHECK REGISTER AUGUST 2023:** Fredrick reviewed the Check Register for September 1, 2023 through September 15, 2023 and shared that the remainder of September will be included in the November DDA/OMS agenda packet.

Teich asked if expenses for the electrical repairs of downtown streetlights and parking lot lights were the responsibly of the DDA and where the funds are coming from.

Fredrick confirmed that electrical repairs within the Downtown District boundary are the responsibility of the Board and expenditures come from the Building Maintenance budget, 248-200-930.000.

MOVED BY REYNA, SUPPORTED BY ARDELEAN TO APPROVE THE CHECK REGISTER AS PRESENTED FOR SEPTEMBER 2023.

AYES: ALL

MOTION CARRIED

2. **REVENUE AND EXPENDITURE REPORTS:** Fredrick reviewed the Revenue and Expenditure Report and answered questions.
3. **DELINQUENT LOAN REPORT:** Fredrick reviewed the Delinquent Loan Report and answered questions about the Kleeman Properties (dba Owosso Cookie Company) and Ihm Enterprises (dba Capital Sports) loans in delinquency.
4. **LOAN INVENTORY REPORT:** Fredrick presented the Loan Inventory Report.
5. **REVOLVING LOAN FUND IHM ENTERPRISES:** Barrett updated the Board that Ihm Enterprises has a balance of \$40,867.97 as of October 3, 2023 and that the City of Owosso received notice of a Chapter 13 Bankruptcy Plan by Ihm Enterprises that does not take into account late fees accrued for their delinquencies. The City would lose roughly \$5,900 if the plan is accepted.

Gould notified the Board that the City is considered an unsecured creditor and that Ihm Enterprises' attorney is uncertain that the City will receive any payment.

Gould shared that the City can file a Notice of Creditors to stay up to date on Ihm Enterprises' court correspondence and that there will be a virtual hearing on November 16, 2023 where Ihm Enterprises will present their Bankruptcy Plan to the court.

Gould confirmed that the City has 21 days after the hearing to object, contingent upon proper legal grounds.

MOVED BY HOWARD, SUPPORTED BY OLSON TO APPROVE THE CITY ATTORNEY TO PURSUE REIMBURSEMENT FOR IHM ENTERPRISES' REVOLVING LOAN FUND LOAN.

AYES: ALL

MOTION CARRIED

6. **REVOLVING LOAN FUND KLEEMAN PROPERTIES & O'MARIE'S, LLC:** Barret updated the Board that the Kleeman Properties four-month delinquency was paid in full on September 28, 2023 and answered questions about processes and procedures for delinquent loan payments.

Board discussed revising the terms of future RLF Loan agreements.

Gould estimated the O'Marie's LLC wage and tax garnishment refiling cost to be around \$175.00 and confirmed that the City can refile every year for 10 years before refiling for another 10-year money judgment approving wage and tax garnishments.

MOVED BY OLSON, SUPPORTED BY HOWARD TO APPROVE THE CITY ATTORNEY TO REFILE WAGE AND TAX GARNISHMENTS FOR ANOTHER YEAR FOR THE O'MARIE'S, LLC REVOLVING LOAN FUND LOAN.

AYES: ALL

MOTION CARRIED

7. **REVOLVING LOAN FUND THREE FIT CHICKS:** Board discussed Christie Jahn's request to remove two of the three guarantors of the Three Fit Chicks RLF Loan and the cost, time, processes and procedures involved.

Barrett confirmed that RLF terms have been updated since the time of the Three Fit Chicks agreement.

Board discussed updating the RLF terms to include administrative fees covering staff time and attorney fees for borrower requested agreement revisions.

Gould recommended a new loan agreement under the new terms where Jahn is the only guarantor if the Board would like to pursue the borrower's request.

Gould asked Jahn for Three Fit Chick business meeting minutes or a letter that provides documentation that the two guarantors want to be removed from the LLC and RLF Loan before the Board pursues a new agreement excluding the two guarantors.

- 8. MAIN STREET PLAZA MASONRY REPAIR CHANGE ORDER:** Fredrick reviewed the Change Order and answered questions.

MOVED BY TEICH, SUPPORTED BY OLSON TO APPROVE CHANGE ORDER NO. 1 TO THE CONTRACT BETWEEN THE CITY OF OWOSSO AND BORNOR RESTORATION INC. OF LANSING, MICHIGAN FOR THE MAIN STREET PLAZA MASONRY REPAIR IN THE AMOUNT OF \$4,970.00

**AYES: ALL
MOTION CARRIED**

COMMITTEE UPDATES:

1. **Design:** Fredrick provided updates on the completion of the Main Street Plaza Masonry Repair and Fall Beautification Program, which included purchased perennial and annual mums along with a donation of hay bales, cornstalks and pumpkins from Peterson's Landscaping.
Fredrick estimated the year-round Bridge Basket Beautification Program will launch this winter.
2. **Promotion:** Olson shared that Glow is in need of volunteers for the day of the event and that the Promotions Committee will oversee the NYE Block Party.
3. **Organization:** Moore shared that the Organization Committee is prioritizing Board Member Onboarding Resources, Fundraising and Volunteer Recruitment.
4. **Economic Vitality:** Fredrick confirmed the Electric Vehicle Charging Stations are out of service.

BOARD CONTINUING EDUCATION/INFORMATION: Fredrick reminded the Board that the in-person Michigan Main Street Accreditation visit will include a Board Meeting on October 31, 2023.

Olson confirmed she will be attending the Michigan Municipal League Convention.

DIRECTOR UPDATES: Fredrick shared about her recent Michigan Main Street Director Retreat.

BOARD COMMENTS: Howard set a goal to get the Economic Vitality Committee ready to accept RLF applications by spring.

ADJOURNMENT:

**MOVED BY HOWARD, SUPPORTED BY REYNA TO ADJOURN AT 9:36 A.M.
AYES: ALL
MOTION CARRIED**

NEXT MEETING OCTOBER 31, 2023.

**SPECIAL MEETING MINUTES OF THE
DOWNTOWN DEVELOPMENT AUTHORITY/OWOSSO MAIN STREET
CITY OF OWOSSO**

October 31, 2023, AT 9:30 A.M.

CALL TO ORDER: The meeting was called to order by Chair Jon Moore at 9:33 A.M.

ROLL CALL: Taken by Chair Jon Moore

PRESENT: Chair Jon Moore, Vice-Chair Lance Omer, Commissioners, Daylen Howard, Emily Olson and Robert J. Teich, Jr.

ABSENT: Commissioner Bill Gilbert, Josh Ardelean and Nicole Reyna

STAFF PRESENT: Lizzie Fredrick, DDA/OMS Director

AGENDA:

MOVED BY OLSON, SUPPORTED BY HOWARD TO APPROVE THE OCTOBER 31, 2023 DDA/OMS AGENDA AS PRESENTED.

**AYES: ALL
MOTION CARRIED**

MINUTES:

MOVED BY HOWARD, SUPPORTED BY TEICH TO APPROVE THE OCTOBER 4, 2023 DDA/OMS ANNUAL MEETING MINUTES.

**AYE: ALL
MOTION CARRIED**

PUBLIC COMMENTS: None.

ITEMS OF BUSINESS:

1. **MICHIGAN MAIN STREET ACCREDITATION VISIT:** Lisa Thompson from Main Street America and Laura Krizov, Katie Higgs, Josh Prusik, and Bryan Dryer from the Michigan Economic Development Corporation introduced themselves and asked the Board questions for their yearly National Main Street Center accreditation process check-in.

Moore and Teich shared that they are both proud of Owosso Main Street events.

Omer noted that staff turnover for the OMS Director position and COVID-19 have affected OMS community partnerships.

Board discussed the need for more volunteer engagement as an obstacle to implementing programming and downtown development.

Prusik asked if the Transformation Strategies of Day Tripper Tourism and Residential Development are still relevant.

Omer supported the Day Tripper Tourism Transformation Strategy noting that Downtown Owosso has many assets.

Teich shared that there is a large need for OMS to focus on infrastructure improvements.

Fredrick confirmed OMS event sponsorships is the only organization fundraising currently implemented and highlighted the need to extend the fundraising program to support overall goals for downtown.

Omer summarized the Downtown Historic District Commission relationship with OMS and noted how some downtown properties have been left vacant.

Krizov shared ideas for storytelling and OMS communications including weekly video updates.

Krizov provided updates on upcoming Michigan Main Street communications and support.

BOARD COMMENTS: None

ADJOURNMENT:

**MOVED BY HOWARD, SUPPORTED BY OLSON TO ADJOURN AT 10:37 A.M.
AYES: ALL
MOTION CARRIED**

NEXT MEETING DECEMBER 6, 2023.

**PARKS AND RECREATION COMMISSION
REGULAR MEETING**

Draft Minutes of Wednesday, October 25, 2023

7:00 p.m.

City Hall

- CALL TO ORDER:** Commissioner Workman called the meeting to order at 7:00 p.m.
- ROLL CALL:** Was taken by Amy Fuller
- MEMBERS PRESENT:*** Chairman Workman, Vice Chair Selbig, Commissioners Rodman, Bila, Horton, Smith, and Maginity.
- MEMBERS ABSENT:*** None.
- OTHERS PRESENT:*** Amy Fuller, Assistant City Manager, and Dan Smith, Michigan E-waste
- APPROVAL OF AGENDA:** COMMISSIONER RODMAN MADE A MOTION TO APPROVE THE AGENDA FOR OCTOBER 25, 2023 WITH THE ADDITION OF THE CURWOOD GRANT. MOTION SUPPORTED BY COMMISSIONER HORTON. AYES ALL, MOTION CARRIED.
- APPROVAL OF MINUTES:** COMMISSIONER RODMAN MADE A MOTION TO APPROVE THE MINUTES FOR SEPTEMBER 27, 2023 WITHOUT CHANGES. MOTION SUPPORTED BY COMMISSIONER HORTON. AYES ALL, MOTION CARRIED.
- PUBLIC COMMENTS:** None.
- OLD BUSINESS REPORT:**
- Amy Fuller reported that there was an opportunity to purchase fish for Hopkins Lake over the next few days. Commission Bila volunteered to pick up the fish.
- Amy Fuller reported on the delays in installing water at the dog park and community garden. DPW will have to hire DayStarr to bore under the road. DPW anticipates completing the work before winter.
- ITEM OF BUSINESS:**
- Fitness Course: Amy Fuller shared an updated route of 999 meters for the suggested fitness. There was a discussion on signage and how many fitness stations should be included.
- Bennett Fields: Amy Fuller reported that she, Commissioner Bila, and Commissioner Rodman painted the concession stand building and that hand dryers were ordered. She also shared that she had scheduled a meeting with the president of the softball league to discuss other improvements, including trees and signage. There was a discussion on placing trees at the fields.
- Curwood Grant: Amy Fuller requested permission to apply for a grant from the Curwood Festival to replace the mural on Mitchell Amphitheater. MOTION BY COMMISSIONER SMITH TO HAVE STAFF APPLY FOR THE GRANT, MOTION SUPPORTED BY COMMISSIONER RODMAN. AYES ALL, MOTION CARRIED.

Next Meeting: December 6, 2023, at 7:00 PM at City Hall.

PUBLIC/COMMISSIONERS COMMENTS: Dan Smith from Michigan E-Waste talked about his curbside recycling business and said he plans to plant one tree for each customer. He indicated he would be purchasing saplings from the Conservation District and is interested in planting them in parks.

Commissioner Bila thanked Amy Fuller and Commissioner Rodman for their help painting at Bennett Fields. Other Commissioners also expressed thanks.

ADJOURNMENT: COMMISSIONER HORTON MADE A MOTION TO ADJOURN AT 7:46 P.M. MOTION SUPPORTED BY COMMISSIONER SMITH. AYES ALL, MOTION CARRIED.

Respectfully submitted by:
Amy Fuller, Assistant City Manager



MEMORANDUM

301 W. MAIN ▪ OWOSSO, MICHIGAN 48867

DATE: October 31, 2023
TO: Mayor Teich and the Owosso City Council
FROM: Tanya Buckelew, Planning & Building Director
SUBJECT: Annual Liquor License Inspections

The Liquor Licenses and Permits - Rules and Regulations approved by the City Council in 1998 provides, in part, as follows: RENEWAL OF LICENSE AND PERMITS. The City Manager shall implement the provisions of this paragraph in such a manner as to provide for investigating each licensed establishment once every three years. A written report of the results of the investigation shall be forwarded to the City Council. Following its review of the report, the City Council shall determine whether there is sufficient cause to request that the Liquor Control Commission not renew the license. If so, the City Council shall schedule and conduct a public hearing pursuant to paragraph 7. When the inspection process was initiated, it was anticipated that approximately one-third of the licensed establishments would be inspected each year.

The Public Safety Director and Building Official recently oversaw inspections for the following listed licensed establishments:

Type of License	License #	Name of Establishment	Owner	Address of Establishment
SDM/SDD	187691/237761	Shell Food Mart	Wakeland Oil Co.	109 Corunna Ave.
SDD/SDM	260780/260781	Westown Shell Food Mart	Wakeland Oil Co.	1119 W. Main St.
SDD/SDM	432479/432480	Freddie's Party Store	LTZ, LLC	116 S. Washington St.
CLS C	40670	Fortune House Restaurant	Hang, Kapao & Kaying	212 W. Main St.
B-HOTEL	243936	Comstock Inn & Conference Center/Tanglewood	Owosso Hotel Real Estate, LLC	300 E. Main St.
CLS C/SDM	170374/178439	Wrought Iron Grill	Station Properties, LLC	317 S. Elm St.
CLUB/SDD	20994/6305	Owosso Memorial Post 9455	Veterans of Foreign War	519 S. Chipman St.
SDD/SDM	216367/216368	Kings Corner Market	Kirshan , LLC	701 N. Washington St.
CLS C	7303	Chip's Place	M & D Enterprise, LLC	715 S. Chipman St.

All listed establishments passed the basic requirements of the rules and regulations. Full text of the compiled report is available in the Building Department.

Therefore, the city council should find no reason to file any objections with the Michigan Liquor Control Commission with respect to license renewals.