

**CITY OF OWOSSO
REGULAR MEETING OF THE CITY COUNCIL
TUESDAY, JANUARY 2, 2024
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 DECEMBER 18, 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

None.

PUBLIC HEARINGS

None.

CITIZEN COMMENTS AND QUESTIONS

CONSENT AGENDA

1. Contract Amendment - Professional Services Agreement - Auditing Services Contract. Approve Amendment No. 2 to the Professional Services Agreement - Auditing Services Contract with Berthiaume & Co. CPAs increasing the first year of the contract by \$7,800.00 for additional/extra accounting work and authorize payment to the vendor.
2. Check Register – December 2023. Affirm check disbursements totaling \$2,468,520.10 through December 31, 2023.

ITEMS OF BUSINESS

1. Warrant No. 638. Authorize Warrant No. 638 as follows:

Vendor	Description	Fund	Amount
Taphouse Specialty Meat Market LLC	MEDC Match on Main Grant	DDA	\$25,000.00

2. Election Inspector Pay Rate Amendment. Consider increasing pay rates for election inspectors.

COMMUNICATIONS

1. Brad A. Barrett, Finance Director. Financial Report – November 2023.
2. Owosso Historical Commission. Minutes of December 11, 2023.
3. Historic District Commission. Minutes of December 20, 2023.

CITIZEN COMMENTS AND QUESTIONS

NEXT MEETING

Tuesday, January 16, 2024

BOARDS AND COMMISSIONS OPENINGS

Building Board of Appeals – Alternate - term expires June 30, 2024
Building Board of Appeals – Alternate - term expires June 30, 2025
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 January 2, 2024. Citizens may view and listen to the meeting using the following link and phone numbers.

**OWOSSO CITY COUNCIL
Tuesday, January 2, 2024
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/85993574133?pwd=RIJOY2xSTE0zbjVUYmg5WkpGeUdSQTO9>
- **Meeting ID: 859 9357 4133**
- **Password: 460732**
- **One tap mobile**

+13126266799,,85993574133#,,,,*460732# US (Chicago)
+16465588656,,85993574133#,,,,*460732# US (New York)

Dial by your location

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

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

Any person who wishes to contact members of the City Council to provide input or ask questions on any business coming before the Council on January 2, 2024 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 DECEMBER 18, 2023
7:32 P.M.
VIRGINIA TEICH CITY COUNCIL CHAMBERS**

PRESIDING OFFICER: MAYOR ROBERT J. TEICH, JR.

OPENING PRAYER: PASTOR MARLENE WEBSTER
OWOSSO CITY CHURCH

PLEDGE OF ALLEGIANCE: LT. MATTHEW HARVEY
CITY OF OWOSSO FIRE DEPARTMENT

PRESENT: Mayor Robert J. Teich, Jr., Councilmembers Janae L. Fear, Jerome C. Haber, Emily S. Olson, and Nicholas L. Pidek.

ABSENT: Mayor Pro-Tem Susan J. Osika and Councilmember Daniel A. Law.

APPROVE AGENDA

Motion by Councilmember Olson 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 DECEMBER 4, 2023

Motion by Councilmember Pidek to approve the Minutes of the Regular Meeting of December 4, 2023 as presented.

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

PROCLAMATIONS / SPECIAL PRESENTATIONS

Retirement Proclamation – Debbie Hebert

Mayor Teich read aloud the following Mayoral Proclamation recognizing Debbie Hebert, Executive Secretary, for her years of service to the City of Owosso on the occasion of her retirement. Ms. Hebert was joined at the podium by her husband Rick and Utilities Director Suchanek.

**A PROCLAMATION OF THE MAYOR’S OFFICE
OF THE CITY OF OWOSSO, MICHIGAN RECOGNIZING
DEBBIE HEBERT
UPON THE OCCASION OF HER RETIREMENT**

WHEREAS, Debbie Hebert joined the City of Owosso team as the Executive Secretary for both the Department of Public Works and Engineering in 2017; and

WHEREAS, a resident calling with an issue to resolve was more often than not transferred to Engineering and greeted with Deb’s courteous tone, patience and listening ear; and

WHEREAS, despite the intensity of the workload in her office, she always greeted residents with a smile and heartfelt concern for their welfare following up to ensure the resolution and completion of any issues; and

WHEREAS, her extensive municipal experience aided her transition into Owosso giving residents her undivided attention and working with them through leaf collection issues, easements, snow removal and water main issues until all had been explained, understood and in most cases resolved; and

WHEREAS, her supervisor praised her, "She is a very good fit into this organization and is doing an outstanding job;" and

WHEREAS, her servant's heart, patience and grace with those that are sometimes not easily understood were an asset to both the city and its staff and will be sorely missed; and

WHEREAS, through the years Debbie consistently demonstrated the dedication, resourcefulness, and integrity necessary to be an exceptional employee of the City of Owosso; and

WHEREAS, it is the intent of this Office that Debbie Hebert's many years of employment with the City of Owosso be recognized.

NOW, THEREFORE, BE IT PROCLAIMED that I, Robert J. Teich, Jr., Mayor of the City of Owosso, on behalf of the City Council, City Staff and the Citizens of Owosso, hereby recognize and thank Debbie for her years of dedicated service to the Owosso community and further express our sincere wishes to her as she embarks on the next chapter of her life.

Proclaimed this 18th day of December, 2023.

Audit Presentation

Ken Berthiaume, Principal CPA, with Berthiaume & Co. CPA presented the annual audit for the year ending June 30, 2023, including the federally required single audit. He reported that the audit went smoothly, everything looked to be in good shape, and he had no material problems to report. He further noted that the City appears to be healthy financially, with a strong balance sheet, solid pension funding, and a robust fund balance.

Councilmember Pidek asked Mr. Berthiaume for his opinion of the top four items that Council should follow closely to maintain the City's fiscal health. Mr. Berthiaume named the pension system, investments, management of funds through the budgeting process, and capital acquisitions as his top four.

PUBLIC HEARINGS

None.

CITIZEN COMMENTS AND QUESTIONS

Tom Manke, 2910 W. M-21, announced there will be a free toy give-away for needy families at the Corunna Armory. He also said someone should be held personally accountable for the money spent to demolish the former factory on Elm Street.

Alex Ebe, 320 Cass Street, told the story of the first Christmas and encouraged everyone to follow Jesus.

CONSENT AGENDA

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

Boards and Commissions Appointment. Approve the following Mayoral Boards and Commissions appointment:

Name	Board/Commission	Term Expires
Rich Harsh	Board of Review	12-31-2028

***Change Order – 2023 IT/Network Engineering Services Contract.** Approve Change Order No. 1 to the 2023 IT/Network Engineering Services Contract adding 130 hours of work time in the amount of \$13,650.00 to facilitate a transition in Logicalis consultants and authorize payment to the vendor up to the amount of \$103,650.00 as follows:

RESOLUTION NO. 206-2023

APPROVING CHANGE ORDER NO. 1 TO THE 2023 IT/NETWORK ENGINEERING SERVICES CONTRACT WITH THE LOGICALIS, INC.

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

WHEREAS, the City of Owosso, Shiawassee County, Michigan approved the 2023 contract for IT/Network Engineering Services on November 21, 2022, in the amount of \$90,000.00; and

WHEREAS, the City's current network engineer, Jeff Kish, has given notice that he is leaving the City of Owosso as our Logicalis contractor and Todd Wyzynajtys is replacing him, requiring additional training time, increasing the contract amount to \$103,650.00.

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 it is advisable, necessary and in the public interest to approve Change Order No. 1 to the 2023 IT/Network Engineering Services Contract with Logicalis, Inc. increasing the contract amount by \$13,650.00 for an additional 130 additional hours of work time.

SECOND: The Mayor and City Clerk are instructed and authorized to sign the document substantially in form attached as Logicalis Project Change Request (Change Order No. 1) to the agreement between the City of Owosso and Logicalis, Inc. increasing the total contract amount from \$90,000.00 to \$103,650.00.

THIRD: The Accounts Payable department is authorized to submit payment to Logicalis, Inc. for work satisfactorily performed in an amount not to exceed \$103,650.00.

FOURTH: The above expenses shall be paid from Account No. 101-228-818.000.

Purchase Order Amendment - Sodium Hypochlorite. Authorize amendment to Purchase Order Nos. 43962 & 43986 with JCI Jones Chemicals, Inc. for bulk Sodium Hypochlorite raising the total estimated cost by \$3,540.00 for the FY 2023-2024, and further authorize payment to the supplier up to \$114,240.00 based on unit prices for actual quantities required as follows:

RESOLUTION NO. 207-2023

**AUTHORIZING INCREASE TO THE PURCHASE ORDERS
FOR SODIUM HYPOCHLORITE WITH JCI JONES CHEMICALS, INC.
DUE TO INCREASES IN THE COST OF RAW MATERIALS**

WHEREAS, the City of Owosso, Shiawassee County, Michigan approved Purchase Order Nos. 43962 & 43986 with JCI Jones Chemicals, Inc. for the supply of bulk sodium hypochlorite utilizing the Mid-Michigan Water Bulk Chemical Consortium contract for the FY 2023-2024; and

WHEREAS, raw material costs have increased, and JCI Jones Chemicals, Inc. is utilizing its ability to increase the price per gallon necessitating amendment to said purchase orders.

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 Purchase Order Nos. 43962 and 43986 with JCI Jones Chemicals, Inc., increasing the estimated amount by \$3,540.00 due to price increases from the supplier as follows:

1,000-1,999 gals/del	\$3.57/gal
2,000-2,999 gals/del	\$2.62/gal
3,000-3,999 gals/del	\$2.27/gal
4,000-4,499 gals/del	\$2.12/gal
4,500+ gals/del	\$2.07/gal

SECOND: the Accounts Payable department is authorized to submit payment to JCI Jones Chemicals, Inc. up to the estimated total of \$114,240.00, which may be exceeded based on usage and actual need.

THIRD: the above expenses shall be paid from the Wastewater and Water Funds following delivery, and chargeable to account 599-548-743.300 in the amount of \$85,680.00 and to account 591-553-743.000 in the amount of \$28,560.00.

Master Plan Implementation Goals: 3.4

***Contract Extension – 2024 IT/Network Engineering Services.** Authorize extension of the contract with Logicalis, Inc. for the provision of network administrator services for the 2024 calendar year in an amount not to exceed \$90,000.00, and further authorize payment to the vendor for services rendered up to the contract amount as follows:

RESOLUTION NO. 208-2023

**ADOPTING THE LOGICALIS, INC. NETWORK ADMINISTRATOR STAFF
AUGMENTATION FOR TODD WYZYNAJTYS**

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

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

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

WHEREAS, the city council must adopt a resolution authorizing the terms of the contract for the calendar year effective January 1, 2024 through December 31, 2024.

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

- FIRST: it has been determined that it is advisable, necessary and in the public interest to continue the contract with Logicalis, Inc. for network administrator services for the year beginning January 1, 2024.
- SECOND: the mayor and city clerk are instructed and authorized to sign the document substantially in form attached as Network Administrator Staff Augmentation, Quotation # 2023-174892v4 between the City of Owosso and Logicalis, Inc.
- THIRD: the accounts payable department is authorized to pay Logicalis, Inc. for work satisfactorily performed in an amount not to exceed \$90,000.00.
- FOURTH: the above expenses shall be paid from Account No. 101-228-818.000.
- FIFTH: all prior resolutions and documents for the *Logicalis Network Administrator Staff Augmentation and/or Staffing SOW* are rescinded as of January 1, 2024.

Warrant No. 637. Authorize Warrant No. 637 as follows:

Vendor	Description	Fund	Amount
Gould Law	Services rendered from November 14, 2023 – December 11, 2023	Varies	\$10,310.04

Motion supported by Councilmember Olson.

Roll Call Vote.

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

NAYS: None.

ABSENT: Mayor Pro-Tem Osika and Councilmember Law.

Mayor Teich thanked Rich Harsh for stepping up to serve on the Board of Review. He also thanked Amber Fuller for her 18 years of service on the Board.

ITEMS OF BUSINESS

***Audit Acceptance**

Motion by Councilmember Pidek to approve the following resolution accepting and placing on file with City of Owosso Financial Report for the Fiscal Year Ended June 30, 2023:

RESOLUTION NO. 209-2023

ACCEPTING AND PLACING ON FILE THE CITY OF OWOSSO, MICHIGAN FINANCIAL REPORT

FOR THE FISCAL YEAR ENDED JUNE 30, 2023

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

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

WHEREAS, the City of Owosso employed Berthiaume and Company, certified public accountants, to audit the financial records of the City of Owosso and said audit has been completed and is presented this date to the City Council.

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

FIRST: The City of Owosso Annual Financial Report for the Fiscal Year Ended June 30, 2023, attached hereto and made a part hereof as Exhibit A, is hereby accepted and placed on file.

SECOND: A copy of the City of Owosso, Annual Financial Report for the Fiscal Year Ended June 30, 2023 will be maintained on file in the office of the City Clerk for public examination, a copy will be placed in the Shiawassee District Library Owosso Branch for public examination, and copies will be sent to those required by law and agreement.

Motion supported by Councilmember Fear.

Roll Call Vote.

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

NAYS: None.

ABSENT: Mayor Pro-Tem Osika and Councilmember Law.

Deficit Elimination Plan Fund 254

City Manager Henne noted that this plan is required by state law for any fund that is overdrawn. Housing and Redevelopment Fund No. 254 was overdrawn by \$769.00 as of June 30, 2023 due to costs related to the establishment of an escrow account for the project. The deficit amount will be invoiced to the property owner in the coming months.

Motion by Councilmember Fear to approve the following deficit elimination plan for Housing and Redevelopment Fund No. 254, associated with the rental rehabilitation project at 114-116 Main Street:

RESOLUTION NO. 210-2023

DEFICIT ELIMINATION PLAN FOR FUND 254 – HOUSING AND REDEVELOPMENT

WHEREAS, City of Owosso's Housing and Redevelopment Fund (254) has a \$769.00 deficit fund balance as of June 30, 2023; and

WHEREAS, the primary activity in this fund is the redevelopment of apartments in the building located at 114-116 Main Street through the Rental Rehabilitation program under Michigan Economic Development Corporation (MEDC); and

WHEREAS, PA 140 of 1971 requires that a Deficit Elimination Plan be formulated by the local unit of government and filed with the Michigan Department of Treasury.

NOW THEREFORE, IT IS RESOLVED that the Council of the City of Owosso adopts the following as the Housing and Redevelopment Fund (254) Deficit Elimination Plan:

Revenue & Expenditure Items	FYE 6-30-2024	Explanation
Unrestricted Net Position (Deficit) June 30, 2023	\$ (769.00)	
REVENUE		
Federal Grant		
a. Community Development Block Grant Construction	\$ 345,124.00	57% of expenses per MEDC grant share ratio
b. Community Development Block Grant - Administrator	\$ 6,096.00	50% of remaining balance of certified grant administer required by MEDC
Other		
a. Private developer contribution	\$ 261,125.00	Required private match per MEDC grant share ratio
Total Revenues	\$ 612,345.00	
EXPENDITURES		
Community and Economic Development		
a. Construction	\$ 605,480.00	50% of construction budget per the MEDC grant agreement
b. Administrator	\$ 6,096.00	50% of remaining balance of certified grant administer required by MEDC
Total Expenditures	\$ 611,576.00	
Changes in Fund Balance	\$ 769.00	
Fund balance, end of year	\$ 0	

Explanation: The deficit amount will be charged back to the developer in FYE 6-30-2024 and classified as part of their private match per a MEDC rental rehabilitation grant program agreement. Expenses were incurred prior to a developer agreement, which created a developer escrow account, being executed.

BE IT FURTHER RESOLVED, that the City of Owosso's Finance Director submits the Deficit Elimination Plan to the Michigan Department of Treasury for certification.

Motion supported by Councilmember Pidek.

Roll Call Vote.

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

NAYS: None.

ABSENT: Mayor Pro-Tem Osika and Councilmember Law.

Master Plan Implementation Goals: 1.19, 2.3, 3.21, 5.11, 5.13

Credit Card Policy Amendment

City Manager Henne explained that the City had adopted its first credit card policy in 2016, which limited purchases to conferences and training. Since that time, it has become difficult to pay for these expenses without exceeding the credit limit of a single card, or bumping up against the overall credit limit when several people attend an event.

Motion by Councilmember Olson to approve amending the Credit Card Policy governing the use of City-owned credit cards to allow payment of training, education, and professional memberships and to increase the overall credit limit as well as individual credit limits as follows:

RESOLUTION NO. 211-2023

CITY OF OWOSSO, MICHIGAN REVISED CREDIT CARD POLICY

WHEREAS, the City of Owosso approved Resolution No. 101-2018 on June 18, 2018 adopting a credit card policy and wishes to update such policy; and

WHEREAS, the City of Owosso wishes to use a credit card restricted to the payment of travel, **training/education, professional memberships and** conference expenditures for all departments in conducting official business of the City; and

WHEREAS, the City of Owosso wishes to use a credit card restricted for use to only designated personnel approved by the City Manager; and

WHEREAS, in accordance with Public Act 266 of 1995 the City is required to adopt a Credit Card Use policy; and

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

- FIRST: the Finance Director or designee is responsible for credit card issuance, accounting, monitoring, retrieval and for overseeing compliance with credit card policies and procedures.
- SECOND: that the credit card will be issued and used only by authorized City of Owosso employees.
- THIRD: that the user of the credit card will submit documentation, in a timely organized manner, for every purchase which includes in detail the goods or services purchased, the date of purchase and the official business for which purchased.
- FOURTH: that the employee issued the credit card is responsible for its protection and custody and will immediately notify the City of Owosso Finance Department if the card is lost or stolen and will turn in the card prior to termination of employment.
- FIFTH: that the Finance Director for the City of Owosso will establish internal controls including proper approval(s) of invoices before payment and that statements will be paid in full within not more than 60 days of the statement date.
- SIXTH: that the misuse of the credit card by an employee will result in revocation of the card and/or criminal charges and/or termination of employment.
- SEVENTH: that the total combined authorized credit limit of the credit cards issued by the City of Owosso will not exceed the credit limit of **\$20,000, individual card limits will not**

exceed \$2,000 and authorization is granted to increase individual card limits temporarily on a case-by-case basis.

EIGHTH: that the policy and procedures adopted by this resolution will be separately compiled and made available to the public by the City Clerk.

Motion supported by Councilmember Pidek.

Roll Call Vote.

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

NAYS: None.

ABSENT: Mayor Pro-Tem Osika and Councilmember Law.

***Contract Authorization – Owosso Charter Township Ambulance Service**

City Manager Henne explained that last year Owosso Charter Township had approached the City about possibly taking over ambulance services for the Township. The Township's service provider, MMR, wanted to raise the household assessment from \$35 to \$110. And though the Township had a contract for service with MMR, the City made over 200 mutual aid runs into their coverage area within the last twelve months. Negotiations between the City and the Township concluded with the City agreeing to assess \$85 per household for the first year of the contract, after which the contract will be reopened and potentially renegotiated. Should Council decide to approve the contract the City will hire and outfit three new firefighter/paramedics.

Motion by Councilmember Pidek to approve a contract with Owosso Charter Township to provide ambulance services on their behalf to the township in the amount of \$85.00 per residence, plus charges for businesses, churches, and campgrounds as follows:

RESOLUTION NO. 212-2023

**AUTHORIZING AN AGREEMENT FOR AMBULANCE SERVICE
BETWEEN THE CITY OF OWOSSO AND OWOSSO CHARTER TOWNSHIP**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, operates a Fire Department which has the ability to provide ambulance service to outlying areas; and

WHEREAS, the City of Owosso Public Safety Department and Owosso Charter Township desire to enter into an agreement for the provision of ambulance coverage by the City to the Township.

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

FIRST: The City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to enter into an agreement with Owosso Charter Township for the provision of ambulance coverage by the City on behalf of the Township.

SECOND: The Mayor and City Clerk are instructed and authorized to sign the document, substantially in the form attached, Contract for Ambulance Services with Owosso Charter Township/City of Owosso.

Motion supported by Councilmember Fear.

Roll Call Vote.

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

NAYS: None.

ABSENT: Mayor Pro-Tem Osika and Councilmember Law.

City Manager Henne asked that the Clerk add Master Plan Implementation Goal No. 7.1 to the list of goals for this agenda item.

Master Plan Implementation Goals: 3.1, 7.1

COMMUNICATIONS

Tanya S. Buckelew, Planning & Building Director. November 2023 Building Department Report.
Tanya S. Buckelew, Planning & Building Director. November 2023 Code Violations Report.
Tanya S. Buckelew, Planning & Building Director. November 2023 Inspections Report.
Tanya S. Buckelew, Planning & Building Director. November 2023 Certificates Issued Report.
Kevin D. Lenkart, Public Safety Director. November 2023 Police Report.
Kevin D. Lenkart, Public Safety Director. November 2023 Fire Report.
Downtown Development Authority/Main Street. Minutes of December 6, 2023.
Parks and Recreation Commission. Minutes of December 6, 2023.

CITIZEN COMMENTS AND QUESTIONS

There were no citizen comments.

City Manager Henne announced that he had recently been elected by his peers to a term on the statewide City Manager's Association Board. He also noted that the Curwood Castle 100th Anniversary party, held at the Conservation Club over the weekend, went really well and was well attended.

Mayor Teich congratulated City Manager Henne on his election. He also gave a shout out to Mayor Pro-Tem Osika, who is out recovering from knee surgery.

Councilmember Olson noted that she was very happy with the "Meet the Staff" video that was recently posted to the City's Facebook page.

NEXT MEETING

Tuesday, January 02, 2024

BOARDS AND COMMISSIONS OPENINGS

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

ADJOURNMENT

Motion by Councilmember Fear for adjournment at 8:34 p.m.

Motion supported by Councilmember Olson 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.



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

MEMORANDUM

DATE: December 27, 2023

TO: Owosso City Council

FROM: Brad Barrett, Finance Director

SUBJECT: Change Order to Professional Services Agreement for Financial Audit Services in Year 1

RECOMMENDATION:

Approve a change order in the amount of \$7,800 with Berthiaume & Company for additions associated with the end-of-year audit and the federal single audit for the Fiscal Year Ending 6-30-2023.

BACKGROUND:

Owosso City Council approved a multiyear service agreement with Berthiaume & Company to complete annual audits and single audits. The audit and single audit for the Fiscal Year Ending 6-30-2023 has been completed, presented and submitted. During the audit presentation, it was shared 23 recommended adjusting journal entries and 17 recommended reclassification entries were presented by the firm. Such entries were associated with, but not limited to, correcting and booking receivables/advances in multiple funds (General, BRA, Streets, Revolving Loan and Water) from prior years, combining/blending eight brownfield redevelopment project funds and four special assessment funds for reporting purposes.

This change order would bring the firm's year one audit cost to \$ 41,100, which is still \$ 2,610 less than the second lowest auditing proposal received by the city in 2023.

FISCAL IMPACTS:

Audit change order will be charged to various funds.

Attachments:
Resolution
Communication

RESOLUTION NO.

**AUTHORIZING AMENDMENT NO. 2 TO
THE PROFESSIONAL SERVICES AGREEMENT – AUDIT SERVICES CONTRACT
WITH BERTHIAUME & CO. CPAS**

WHEREAS, Owosso City Council approved a multiyear service contract with Berthiaume & Co. CPAs on May 1, 2023 for the provision of annual auditing services; and

WHEREAS, as is typical of a first-year audit, the firm recommended several adjustments and reclassifications which came as the result of additional accounting work over and above the original scope of the contract; and

WHEREAS, an amendment to the professional services agreement is being requested due to this extra audit and accounting work required for the annual audit/financial statement and single audit for the Fiscal Year Ending 6-30-2023.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF OWOSSO, SHIAWASSEE COUNTY, MICHIGAN:

- FIRST: that the City of Owosso has heretofore determined that it is advisable, necessary, and in the public interest to improve and correct the city's financial statements which resulted in 23 recommended adjusting journal entries and 17 recommended reclassification entries.
- SECOND: that Amendment No. 2 to the Professional Services Agreement – Audit Services Contract is hereby approved, increasing the first year of the contract in the amount of \$7,800.00, resulting in a first-year total of \$41,100.00.
- THIRD: the Mayor and City Clerk are hereby instructed and authorized to sign the amendment, substantially in the form attached.
- FOURTH: the Accounts Payable department is authorized to submit payment to Berthiaume & Co. CPAs in an amount not to exceed \$41,100.00 in the first year.
- FIFTH: the above expenses will be paid from various funds as budgeted.

**AMENDMENT NO. 2 TO
THE PROFESSIONAL SERVICES AGREEMENT – AUDIT SERVICES CONTRACT
WITH BERTHIAUME & CO. CPAS**

This amendment is attached and made part of the Professional Services Agreement - Audit Services contract approved May 1, 2023 between the City of Owosso, Michigan (the City) and Berthiaume & Co. CPAs (the Firm).

**PROFESSIONAL SERVICES AGREEMENT - AUDIT SERVICES
AMENDMENT NO. 2**

PROJECT SCOPE OF WORK

The project scope of work is increased to include:

- Additional accounting and analysis related to 23 adjusting journal entries and 17 reclassification entries resulting from the audit for Fiscal Year Ending 6-30-2023.

SCHEDULE

The schedule for the contract remains as originally set.

COMPENSATION

The contract cost in the first year is to be increased by the amount of \$7,800.00.

Original Contract Cost – FYE June 30, 2024	\$31,000.00
Revised Contract Cost – Amendment No. 1	\$33,300.00
Revised Contract Cost – Amendment No. 2	\$41,100.00

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands and seals the date indicated below.

Approved by City Council: January 2, 2024

For the Firm:

Berthiaume & Co. CPAs

By: _____

By: _____

Executed: _____, 2024

For the City:

City of Owosso, Michigan

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

By: _____
Amy K. Kirkland, City Clerk

Executed: _____, 2024

MEMO

REGARDING ADDITIONAL / EXTRA AUDIT AND ACCOUNTING WORK REQUIRED FOR THE CITY OF OWOSSO AUDIT FOR THE YEAR ENDED JUNE 30, 2023

TO: Brad Barrett, Finance Director
City of Owosso

FROM: Kenneth Berthiaume, CPA
Berthiaume & Company, CPAs

DATE: December 18, 2023

This memo is a follow-up to our telephone conversation on December 11, 2023, wherein the following items were discussed and explained in detail. Berthiaume & Company, CPAs, is requesting the City approve payment to Berthiaume & Co. for additional / extra accounting work performed in connection with the June 30, 2023 audit. Some of the areas of extra work include the following:

- Special assessment funds, four (4) in all, needed to be reclassified to the local and major street funds.
- Brownfield Districts, eight (8) in all, needed to be blended in with the Brownfield Fund. Some developer payables and receivables were mis-recorded and were corrected.
- An advance between the General Fund and the Loan Revolving Fund required a prior period adjustment.
- Endowment Fund money moved to the Foundation required conversation with Finance Director, research, analysis and correction.
- Accounts payable detail register balance did not agree with the general ledger accounts payable balance. Analysis and corrections were made.
- Beginning fund balance of the General Fund was adjusted to agree with the prior year audit. A MERS contribution of \$500,000 posted to the fund balance was needed to be reclassified to various accounts / funds.
- Capital asset / depreciation schedules required many conversations and e-mails about required entries for additions and analysis of projects and work in progress type additions. Errors on the prior year depreciation schedules were discovered, analyzed and corrected. There were seven (7) related required recommended adjusting journal entries for this.
- The Utility billing accounts receivable on the general ledger had not been reconciled to the receivable detail listing. Analysis and corrections were done.
- Building department revenue recognition process was reviewed in great detail with the finance director.

- Loan portion owed to ~~Corunna Township~~ ^{my} had not been recorded on books. Analysis and corrections were required.
- In all, we had 23 recommended adjusting journal entries and 17 recommended reclassification entries.

Firm time and billings records indicate a total of \$49,467 of charges at regular rates which is \$19,500 over the original engagement fee. Since some overage is normally expected on a first year audit, we are requesting additional compensation in the amount of \$7,800 or only 40% of the \$19,500.

Kenneth D. Berthiaume 12/18/23

Kenneth Berthiaume, CPA
Berthiaume & Company

12/26/2023 11:18 AM
User: BBarrett
DB: Owosso

CHECK REGISTER FOR CITY OF OWOSSO
CHECK DATE FROM 12/01/2023 - 12/31/2023

Page: 1/6

Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
Bank 1 GENERAL FUND (POOLED CASH)					
12/08/2023	9951 (E)	HUNTINGTON NATONAL BANK -CREDI	HUNTINGTON NATONAL BANK -CREDI	CITY CREDIT CARD PURCHASES	1,947.80
12/08/2023	9952 (E)	MAILCHIMP	MAILCHIMP	EMAIL SERVICE - ESSENTIALS PLAN	20.00
12/08/2023	9953 (A)	ACLARA TECHNOLOGIES LLC	ACLARA TECHNOLOGIES LLC	MTU STOCK	9,072.00
12/08/2023	9954 (A)	ALLMAX SOFTWARE LLC	ALLMAX SOFTWARE LLC	ANTERO MAINTENANCE SOFTWARE ANN	2,750.00
12/08/2023	9955 (A)	ALS LABORATORY GROUP	ALS LABORATORY GROUP	WASTEWATER ANALYSES-6-30-2024-E	846.00
12/08/2023	9956 (A)	AMAZON CAPITAL SERVICES	AMAZON CAPITAL SERVICES	NOVEMBER 2023 AMAZON PURCHASES	654.84
			AMAZON CAPITAL SERVICES	NOVEMBER 2023 AMAZON PURCHASES	38.45
			AMAZON CAPITAL SERVICES	NOVEMBER 2023 AMAZON PURCHASES	38.96
					<hr/> 732.25
12/08/2023	9957 (A)	AVTECH SOFTWARE INC	AVTECH SOFTWARE INC	ROOM ALERT SERVICE - ANNUAL	149.95
12/08/2023	9958 (A)	BAY UNITED MOTORS, INC.	BAY UNITED MOTORS, INC.	TERTIARY PUMP MOTOR RECONDITION	2,799.00
12/08/2023	9959 (A)	BOUND TREE MEDICAL LLC	BOUND TREE MEDICAL LLC	SUPPLIES FOR AMBULANCES	826.30
12/08/2023	9960 (A)	BROOKS INNOVATIVE GRAPHICS	BROOKS INNOVATIVE GRAPHICS	INVENTORY CARDS & METER CARDS R	450.00
12/08/2023	9961 (A)	CINTAS CORPORATION #308	CINTAS CORPORATION #308	FLOOR MATS PER SERVICE AGREEMEN	38.32
12/08/2023	9962 (A)	D & K TRUCK COMPANY INC	D & K TRUCK COMPANY INC	PARTS FOR PLOW TRUCKS	226.89
			D & K TRUCK COMPANY INC	PARTS FOR PLOW TRUCKS	150.57
					<hr/> 377.46
12/08/2023	9963 (A)	DALTON ELEVATOR LLC	DALTON ELEVATOR LLC	CYLINDER RENTAL/OXYGEN/SUPPLIES	487.28
12/08/2023	9964 (A)	DETROIT SALT COMPANY LLC	DETROIT SALT COMPANY LLC	FY 23/24 ROAD SALT-SEASONAL FIL	12,982.90
			DETROIT SALT COMPANY LLC	FY 23/24 ROAD SALT-SEASONAL FIL	13,329.41
					<hr/> 26,312.31
12/08/2023	9965 (A)	EPS SECURITY	EPS SECURITY	CITY HALL MONITORING 01/01/24 -	154.50
12/08/2023	9966 (A)	ETNA SUPPLY COMPANY	ETNA SUPPLY COMPANY	WATER INVENTORY AND PARTS-PURCH	440.00
			ETNA SUPPLY COMPANY	KORNERHORN PARTS (INVENTORY PUR	23,667.50
					<hr/> 24,107.50
12/08/2023	9967 (A)	FISHBECK, THOMPSON, CARR & HUE	FISHBECK, THOMPSON, CARR & HUE	WTP FILTERS IMPROVEMENT PROJECT	40,880.03
			FISHBECK, THOMPSON, CARR & HUE	WATER MASTER PLAN - RELIABILITY	1,986.42
					<hr/> 42,866.45
12/08/2023	9968 (A)	FISHER SCIENTIFIC CO.	FISHER SCIENTIFIC CO.	ANNUAL LAB SUPPLY ORDER - SELEC	2,172.72
12/08/2023	9969 (A)	GOULD LAW PC	GOULD LAW PC	LEGAL SERVICES 10/10/2023 - 11/	14,115.44
12/08/2023	9970 (A)	GREEN TECH SYSTEMS LLC	GREEN TECH SYSTEMS LLC	2022-2024 WATER LINE REPLACEMEN	68,717.85
12/08/2023	9971 (A)	HI QUALITY GLASS, INC	HI QUALITY GLASS, INC	BROKEN STORM WINDOW	95.50
12/08/2023	9972 (A)	HUTSON INC OF MICHIGAN	HUTSON INC OF MICHIGAN	ROUTINE PARTS/SUPPLIES-INDIVIDU	553.69
12/08/2023	9973 (A)	IDEXX DISTRIBUTION CORPORATION	IDEXX DISTRIBUTION CORPORATION	WP200I GAMMA IRRAD COLILERT 100	1,072.19
12/08/2023	9974 (A)	J & H OIL COMPANY	J & H OIL COMPANY	LUBES AND DELIVERED DIESEL FOR	855.85
			J & H OIL COMPANY	GAS AND FUEL 11/16/2023 - 11/30	5,764.56
					<hr/> 6,620.41
12/08/2023	9975 (A)	JCI JONES CHEMICALS INC	JCI JONES CHEMICALS INC	SODIUM HYPOCHLORITE BWL FYE6-30	6,842.90
			JCI JONES CHEMICALS INC	SODIUM HYPOCHLORITE BWL FYE6-30	2,255.00
					<hr/> 9,097.90

CHECK REGISTER FOR CITY OF OWOSSO
 CHECK DATE FROM 12/01/2023 - 12/31/2023

Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
12/08/2023	9976 (A)	JESSICA UNANGST	JESSICA UNANGST	REIMBURSEMENT FOR GIFT CARD FOR	30.00
			JESSICA UNANGST	GAS REIMBURSEMENT FOR TRANSPORT	77.29
					107.29
12/08/2023	9977 (A)	JON STUART HARRIS	JON STUART HARRIS	ELECTRICAL PLAN REVIEWS NOV. 20	75.00
			JON STUART HARRIS	ELECTRICAL INSPECTIONS & AUTO L	665.88
					740.88
12/08/2023	9978 (A)	KENNEDY INDUSTRIES, INC.	KENNEDY INDUSTRIES, INC.	REPLACEMENT FOR INFLUENT SAMPLE	3,946.00
			KENNEDY INDUSTRIES, INC.	WRIGHT ST. LIFT STATION PUMP RE	5,995.00
					9,941.00
12/08/2023	9979 (A)	KENT COMMUNICATIONS INC	KENT COMMUNICATIONS INC	2023 WINTER TAX BILL PRINTING P	1,391.41
12/08/2023	9980 (A)	LANSING UNIFORM CO.	LANSING UNIFORM CO.	S/S SHIRTS FOR OPD	229.85
12/08/2023	9981 (A)	LOGICALIS INC	LOGICALIS INC	EXPAND DUO 2 FACTOR AUTHENTICAT	134.73
12/08/2023	9982 (A)	LUDINGTON ELECTRIC, INC.	LUDINGTON ELECTRIC, INC.	REPAIR AND REPLACEMENT DOWN TOW	862.50
12/08/2023	9983 (A)	LUNGHAMER FORD OF OWOSSO	LUNGHAMER FORD OF OWOSSO	REPAIR ON CAR OPD#2223	99.10
12/08/2023	9984 (A)	MERIT LABORATORIES INC	MERIT LABORATORIES INC	ANNUAL WATER TESTING SERVICES-E	702.00
12/08/2023	9985 (A)	MICHIGAN PIPE & VALVE, INC.	MICHIGAN PIPE & VALVE, INC.	DPW INVENTORY - WATER SERVICES	21,668.55
12/08/2023	9986 (A)	MID MICHIGAN EMERGENCY EQUIPM	MID MICHIGAN EMERGENCY EQUIPM	INSTALL CAMERAS (SOLE SOURCE) A	2,825.00
12/08/2023	9987 (A)	MUNICIPAL EMPLOYEES RETIREMENT	MUNICIPAL EMPLOYEES RETIREMENT	EMPLOYER CONTRIBUTIONS	69,500.00
12/08/2023	9988 (A)	NATIONAL VISION ADMINISTRATORS	NATIONAL VISION ADMINISTRATORS	NOVEMBER 2023 PREMIUM	564.33
12/08/2023	9989 (A)	PRINTING SYSTEMS, INC.	PRINTING SYSTEMS, INC.	VOTER ID & MC STOCK/INSTRUCTION	257.14
			PRINTING SYSTEMS, INC.	ELECTION ENVELOPES	701.45
					958.59
12/08/2023	9990 (A)	PROVOX SYSTEMS INC	PROVOX SYSTEMS INC	ANNUAL SUBSCRIPTION FEE PER CON	6,250.00
12/08/2023	9991 (A)	PVS NOLWOOD CHEMICALS INC	PVS NOLWOOD CHEMICALS INC	15 - 50# BAGS OF SODIUM FLUORID	1,930.75
12/08/2023	9992 (A)	QUADIENT FINANCE USA INC	QUADIENT FINANCE USA INC	POSTAGE CHARGES AUGUST & OCTOBE	2,000.00
12/08/2023	9993 (A)	REPUBLIC SERVICES INC	REPUBLIC SERVICES INC	REFUSE SERVICE 7/1/23-6/30/24 P	407.47
12/08/2023	9994 (A)	RUTHY'S LAUNDRY CENTER	RUTHY'S LAUNDRY CENTER	DRY CLEANING SERVICES	440.25
12/08/2023	9995 (A)	SAFEUILT LLC LOCKBOX #88135	SAFEUILT LLC LOCKBOX #88135	ANNUAL CONTRACT FYE 6-30-2024	11,172.45
12/08/2023	9996 (A)	SAFETY-KLEEN SYSTEMS INC	SAFETY-KLEEN SYSTEMS INC	WWTP-QUARTERLY REPLACE/RECYCLE	363.10
12/08/2023	9997 (A)	SHIAWASSEE DISTRICT LIBRARY	SHIAWASSEE DISTRICT LIBRARY	2023 TAX COLLECTION 11/16/2023	147.82
12/08/2023	9998 (A)	SLC METER LLC	SLC METER LLC	5/8 INCH WATER METERS	904.70
12/08/2023	9999 (A)	SMITH SAND & GRAVEL INC	SMITH SAND & GRAVEL INC	2023-2024 STREET PATCH CONTRACT	14,215.41
12/08/2023	10000 (A)	SORENSEN GROSS COMPANY	SORENSEN GROSS COMPANY	OWOSSO WWTP SOLIDS HANDLING PRO	266,410.50
12/08/2023	10001 (A)	SPICER GROUP, INC.	SPICER GROUP, INC.	ENGINEERING SERVICES FOR SAFET	855.00
12/08/2023	10002 (A)	STAPLES BUSINESS CREDIT	STAPLES BUSINESS CREDIT	OCTOBER 2023 STAPLES ORDERS	607.45
			STAPLES BUSINESS CREDIT	NOVEMBER 2023 STAPLES ORDERS	493.35
					1,100.80
12/08/2023	10003 (A)	SUNBURST GARDENS, INC.	SUNBURST GARDENS, INC.	IRRIGATION WINTERIZATION	600.00
12/08/2023	10004 (A)	TAYLOR AND MORGAN CPA PC	TAYLOR AND MORGAN CPA PC	ACCOUNTANT SERVICES JANUARY 202	975.00
12/08/2023	10005 (A)	THE ACCUMED GROUP	THE ACCUMED GROUP	BILLING SERVICE FEE NOVEMBER 20	3,584.25
12/08/2023	10006 (A)	THE ARGUS-PRESS	THE ARGUS-PRESS	LEGAL PRINTING SERVICES 2 YEARS	255.38
12/08/2023	10007 (A)	UNITED PARCEL SERVICE	UNITED PARCEL SERVICE	SHIPPING CHARGES	15.59
12/08/2023	10008 (A)	VERIZON WIRELESS	VERIZON WIRELESS	M2M CELLULAR CHARGES	125.10
			VERIZON WIRELESS	VERIZON WIRELESS CELLULAR CHARG	504.35
			VERIZON WIRELESS	VERIZON WIRELESS CELLULAR CHARG	86.58
			VERIZON WIRELESS	VERIZON WIRELESS CELLULAR CHARG	40.67
			VERIZON WIRELESS	VERIZON WIRELESS CELLULAR CHARG	676.77
			VERIZON WIRELESS	VERIZON WIRELESS CELLULAR CHARG	81.34
			VERIZON WIRELESS	VERIZON WIRELESS CELLULAR CHARG	43.29

12/26/2023 11:18 AM
User: BBarrett
DB: Owosso

CHECK REGISTER FOR CITY OF OWOSSO
CHECK DATE FROM 12/01/2023 - 12/31/2023

Page: 3/6

Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
			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
					<hr/> 2,174.05
12/08/2023	10009 (A)	WASTE MANAGEMENT OF MICHIGAN	IWASTE MANAGEMENT OF MICHIGAN	IWASTE MANAGEMENT SERVICES	8,809.57
			WASTE MANAGEMENT OF MICHIGAN	IWASTE MANAGEMENT SERVICES	8,949.72
					<hr/> 17,759.29
12/08/2023	10010 (A)	WEST SHORE FIRE INC	WEST SHORE FIRE INC	SERVICE INSPECTION ON OUTDOOR W	1,540.00
12/21/2023	10011 (A)	AMAZON CAPITAL SERVICES	AMAZON CAPITAL SERVICES	NOVEMBER 2023 AMAZON PURCHASES	80.02
			AMAZON CAPITAL SERVICES	NOVEMBER 2023 AMAZON PURCHASES	208.55
					<hr/> 288.57
12/21/2023	10012 (A)	AMBER FULLER	AMBER FULLER	PAYMENT FOR DECEMBER 2023 BOARD	60.00
12/21/2023	10013 (A)	APEX SOFTWARE	APEX SOFTWARE	ANNUAL APEX MAINTENANCE	520.00
12/21/2023	10014 (A)	AUTOVALUE - CORUNNA	AUTOVALUE - CORUNNA	OPERATING TOOLS FOR DPW	384.12
12/21/2023	10015 (A)	BISBEE INFRARED SERVICES INC	BISBEE INFRARED SERVICES INC	ANNUAL INFRARED SCAN OF ELECTRI	550.00
12/21/2023	10016 (A)	BOUND TREE MEDICAL LLC	BOUND TREE MEDICAL LLC	SUPPLIES FOR EMS	357.32
12/21/2023	10017 (A)	BRUCKMAN'S MOVING & STORAGE	SEBRUCKMAN'S MOVING & STORAGE	SEDDA MONTHLY STORAGE SEPT 2023 -	200.00
12/21/2023	10018 (A)	CINTAS CORPORATION #308	CINTAS CORPORATION #308	FLOOR MATS PER SERVICE AGREEMEN	38.32
12/21/2023	10019 (A)	CONSUMERS ENERGY	CONSUMERS ENERGY	CITY OF OWOSSO ACCOUNTS	60,676.34
12/21/2023	10020 (A)	D & K TRUCK COMPANY INC	D & K TRUCK COMPANY INC	ABA PARTS FOR #436	117.59
			D & K TRUCK COMPANY INC	BRAKE PARTS FOR #436	305.79
					<hr/> 423.38
12/21/2023	10021 (A)	EDWARDS SIGN & SCREEN PRINTING	EDWARDS SIGN & SCREEN PRINTING	SHIRT EMBROIDERY FOR OPD	37.50
12/21/2023	10022 (A)	ENG INC	ENG INC	ENGINEERING SERVICES - ADMIN AN	711.13
			ENG INC	STEWART STREET PRE ENGINEERING	717.50
					<hr/> 1,428.63
12/21/2023	10023 (A)	FAMILY FARM & HOME	FAMILY FARM & HOME	HYDRANT FOR HOPKINS LAKE DOG PA	99.99
12/21/2023	10024 (A)	FERGUSON ENTERPRISES LLC	FERGUSON ENTERPRISES LLC	WATER INVENTORY-PURCHASE NOT TO	2,461.41
			FERGUSON ENTERPRISES LLC	STOCK & FLAGS	1,120.00
			FERGUSON ENTERPRISES LLC	DPW STOCK INVENTORY	1,436.00
					<hr/> 5,017.41
12/21/2023	10025 (A)	FIRST CONTRACTING INC	FIRST CONTRACTING INC	CDBG GRANT - ABATEMENT - 114-11	114,960.00
12/21/2023	10026 (A)	FISHBECK, THOMPSON, CARR & HUE	FISHBECK, THOMPSON, CARR & HUE	WWTP PHASE 1 PREENGINEERING WOR	27,417.25
			FISHBECK, THOMPSON, CARR & HUE	ENGINEERING SERVICES FOR WWTP S	5,884.25
			FISHBECK, THOMPSON, CARR & HUE	ENGINEERING DESIGN/BIDDING SERV	5,545.40
					<hr/> 38,846.90
12/21/2023	10027 (A)	GILBERT'S DO IT BEST HARDWARE	GILBERT'S DO IT BEST HARDWARE	NOVEMBER 2023 GILBERT PURCHASES	527.68
12/21/2023	10028 (A)	GLAESER DAWES CORP	GLAESER DAWES CORP	2023 STREET PROGRAM CONTRACT -	77,304.23
12/21/2023	10029 (A)	GOULD LAW PC	GOULD LAW PC	LEGAL SERVICES 11/14/2023 - 12/	10,310.04
12/21/2023	10030 (A)	GOYETTE MECHANICAL	GOYETTE MECHANICAL	MAINTENANCE CONTRACT FOR BOILER	165.00
12/21/2023	10031 (A)	GRAINGER INC	GRAINGER INC	ROUTINE PURCHASES NOT TO EXCEED	119.56
12/21/2023	10032 (A)	GRAYMONT WESTERN LIME INC	GRAYMONT WESTERN LIME INC	BWL BID 7-1-2023 FOR LIME	7,898.24

CHECK REGISTER FOR CITY OF OWOSSO
CHECK DATE FROM 12/01/2023 - 12/31/2023

Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
12/21/2023	10033 (A)	GREEN TECH SYSTEMS LLC	GREEN TECH SYSTEMS LLC	2022-2024 WATER LINE REPLACEMENT FOR CONCRETE FLAT WORK SIDEWALK	62,303.35
					1,024.50
					63,327.85
12/21/2023	10034 (A)	HYDROTEX PARTNERS, LTD	HYDROTEX PARTNERS, LTD	GREASE FOR EQUIPMENT	767.56
12/21/2023	10035 (A)	KEYES QUALITY CONSTRUCTION LLC	KEYES QUALITY CONSTRUCTION LLC	2023 NEP GRANT HDF202337NEP APP	18,693.89
12/21/2023	10036 (A)	LUNGHAMER FORD OF OWOSSO	LUNGHAMER FORD OF OWOSSO	DEALER THE WORKS OIL CHANGE W-1	83.30
			LUNGHAMER FORD OF OWOSSO	TWO (2) 2024 FORD F250 PICK UP	48,628.00
			LUNGHAMER FORD OF OWOSSO	TWO (2) 2024 FORD F250 PICK UP	48,628.00
					97,339.30
12/21/2023	10037 (A)	MCNAUGHTON-MCKAY ELECTRIC COMF	MCNAUGHTON-MCKAY ELECTRIC COMF	E-STOP COVERS	13.40
12/21/2023	10038 (A)	MEMORIAL HEALTHCARE CENTER	MEMORIAL HEALTHCARE CENTER	PREEMPLOYMENT DRG SCREENS	510.50
12/21/2023	10039 (A)	METTLER-TOLEDO INC.	METTLER-TOLEDO INC.	ANNUAL WWTP AND WTP BALANCE PM/	575.91
12/21/2023	10040 (A)	MICHIGAN MUNICIPAL RISK MANAGEMENT	MICHIGAN MUNICIPAL RISK MANAGEMENT	ANNUAL GENERAL INSURANCE AND AU	142,107.50
12/21/2023	10041 (A)	MICHIGAN PIPE & VALVE, INC.	MICHIGAN PIPE & VALVE, INC.	DPW INVENTORY - WATER SERVICES	11,476.65
12/21/2023	10042 (A)	MTECH COMPANY	MTECH COMPANY	#238 JETTER TRUCK LOCATING ACCE	1,282.52
12/21/2023	10043 (A)	NAPA AUTO PARTS	NAPA AUTO PARTS	PARTS/SUPPLIES-INVOICE TO BE SI	631.96
12/21/2023	10044 (A)	OHM ADVISORS	OHM ADVISORS	2022 DWAM GRANT ENGINEERING SER	29,136.00
			OHM ADVISORS	ENGINEERING SERVICES 2023 SANIT	992.00
			OHM ADVISORS	WELL HOUSE CONSTRUCTION OBSERVA	19,266.50
			OHM ADVISORS	FY2023-2024 SEWER LINING PROJEC	2,712.50
					52,107.00
12/21/2023	10045 (A)	OVERHEAD DOOR OF LANSING, INC.	OVERHEAD DOOR OF LANSING, INC.	EMERGENCY SERVICE OF WWTP DOOR	620.00
12/21/2023	10046 (A)	PHP MEDICARE	PHP MEDICARE	PHP MEDICARE PAYMENT JAN. 2024	88.00
12/21/2023	10047 (A)	PVS TECHNOLOGIES, INC.	PVS TECHNOLOGIES, INC.	FERRIC CHLORIDE PER LANSING BOA	9,915.82
12/21/2023	10048 (A)	S L H METALS INC	S L H METALS INC	DEFLECTOR PLATE AND BRACKETS FO	4,000.00
			S L H METALS INC	DEFLECTOR PLATE AND BRACKETS FO	300.00
					4,300.00
12/21/2023	10049 (A)	SAFEBUILT LLC LOCKBOX #88135	SAFEBUILT LLC LOCKBOX #88135	ANNUAL CONTRACT FYE 6-30-2024	13,624.08
12/21/2023	10050 (A)	SHIAWASSEE DISTRICT LIBRARY	SHIAWASSEE DISTRICT LIBRARY	2023 TAX COLLECTION 12/02/2023	35,121.85
12/21/2023	10051 (A)	SMITH SAND & GRAVEL INC	SMITH SAND & GRAVEL INC	CLASS II BACK FILL SAND - FYE 6	1,370.52
12/21/2023	10052 (A)	SUMMIT COMPANIES	SUMMIT COMPANIES	FIRE EXTINGUISHER RECHARGE	101.00
12/21/2023	10053 (A)	TETRA TECH INC	TETRA TECH INC	DEVELOPMENT OF A WATER TREATMEN	5,350.00
12/21/2023	10054 (A)	TRUCK & TRAILER SPECIALTIES	TRUCK & TRAILER SPECIALTIES	SNOW PLOW TRUCK PARTS	1,491.40
12/21/2023	10055 (A)	USA BLUE BOOK	USA BLUE BOOK	ROUTINE PURCHASES NOT TO EXCEED	99.99
12/21/2023	10056 (A)	WEST CONSTRUCTION SERVICES LLC	WEST CONSTRUCTION SERVICES LLC	RENTAL REHAB CONSTRUCTION - DOW	142,322.60
12/21/2023	10057 (A)	WITMER PUBLIC SAFETY GROUP INC	WITMER PUBLIC SAFETY GROUP INC	SHIRTS FOR OFD	219.09
12/21/2023	10058 (E)	MAILCHIMP	MAILCHIMP	EMAIL SERVICE - ESSENTIALS PLAN	13.00
12/21/2023	10059 (E)	STATE OF MICHIGAN-DEPT OF T M	STATE OF MICHIGAN-DEPT OF T M	MIDEAL MEMBERSHIP ID#234-CITY O	230.00
12/08/2023	136717	ADKINS FREDERICK	ADKINS FREDERICK	UB refund for account: 17875000	25.38
12/08/2023	136718	ANDREA KOPPA	ANDREA KOPPA	7 HOURS OF WORK	157.78
12/08/2023	136719	BUNCE GEORGE	BUNCE GEORGE	UB refund for account: 55058700	15.95
12/08/2023	136720	CHARLIE BIRCHMEIER	CHARLIE BIRCHMEIER	REFUND DUE TO PATIENT OVERPAYME	258.55
12/08/2023	136721	CITY OF OWOSSO	CITY OF OWOSSO	BUSINESS DEVELOPMENT LOAN DDA D	452.65
12/08/2023	136722	CITY OF OWOSSO	CITY OF OWOSSO	WINTER TAX 2023	4,025.59
12/08/2023	136723	COUNTYLINE POWER, LLC	COUNTYLINE POWER, LLC	WATER TREATMENT PLANT SCADA UPG	51,232.14
12/08/2023	136724	DEDICS AUTO BODY	DEDICS AUTO BODY	REPAIR OPD #2004 REAR END DAMAG	1,123.80
12/08/2023	136725	DENNIS HAYDIN	DENNIS HAYDIN	UB refund for account: 11480000	171.18
12/08/2023	136726	DISCRAFT INC	DISCRAFT INC	PARTS FOR DISC GOLF COURSE	207.00
12/08/2023	136727	FREDRICKSON SUPPLY	FREDRICKSON SUPPLY	IGNITOR FOR #438	410.36
12/08/2023	136728	H2O COMPLIANCE SERVICES INC	H2O COMPLIANCE SERVICES INC	H2O CROSS CONNECTION CONTROL PR	767.81
12/08/2023	136729	HOME DEPOT CREDIT SERVICES	HOME DEPOT CREDIT SERVICES	NOVEMBER 2023 HOME DEPOT PURCHA	1,247.79
12/08/2023	136730	ICC COMMUNITY DEVELOPMENT SOLU	ICC COMMUNITY DEVELOPMENT SOLU	LASERFICHE ANNUAL FEE	3,851.00

CHECK REGISTER FOR CITY OF OWOSSO
 CHECK DATE FROM 12/01/2023 - 12/31/2023

Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
12/08/2023	136731	JUDY ELAINE CRAIG	JUDY ELAINE CRAIG	MAIL COURIER SERVICE NOV.2023	180.00
12/08/2023	136732	LALONDE LANA	LALONDE LANA	UB refund for account: 32650700	161.78
12/08/2023	136733	LLOYD MILLER & SONS, INC	LLOYD MILLER & SONS, INC	PINS FOR CLAW	80.00
12/08/2023	136734	LUCAIS ALLEN	LUCAIS ALLEN	VEHICLE EXPENSE REIMBURSEMENT F	48.34
12/08/2023	136735	MAMC	MAMC	2024 MEMBERSHIP RENEWALS AMY KI	150.00
12/08/2023	136736	MARBLE ROBERT	MARBLE ROBERT	UB refund for account: 36600700	93.93
12/08/2023	136737	MCLAREN RENT ALL	MCLAREN RENT ALL	GLOW: LIFT RENTAL FOR TREE INST.	292.00
12/08/2023	136738	MEMORIAL HEALTHCARE WELLNESS	CMEMORIAL HEALTHCARE WELLNESS	COCTOBER - NOVEMBER MEMBERSHIPS	328.00
12/08/2023	136739	MICHIGAN ASSESSORS ASSOCIATION	MICHIGAN ASSESSORS ASSOCIATION	MAA MEMBERSHIP DUES FOR M. DOWL	190.00
12/08/2023	136740	MICHIGAN STATE INDUSTRIES	MICHIGAN STATE INDUSTRIES	AMERICAN FLAGS FOR CITY HALL	300.00
12/08/2023	136741	NELSON TANK & ENGINEERING	NELSON TANK & ENGINEERING	STANDPIPE AND W TOWER INSPECTIO	8,000.00
12/08/2023	136742	NORTH AMERICAN OVERHEAD DOOR	INORTH AMERICAN OVERHEAD DOOR	ITROUBLESHOOT AND REPAIR DUMP TR	381.98
			NORTH AMERICAN OVERHEAD DOOR	ITROUBLESHOOT AND REPAIR DUMP TR	154.98
					<hr/>
					536.96
12/08/2023	136743	OWOSSO CHARTER TOWNSHIP	OWOSSO CHARTER TOWNSHIP	PROPERTY # 006-25-200-032 WINT	27.73
12/08/2023	136744	OWOSSO PUBLIC SCHOOLS	OWOSSO PUBLIC SCHOOLS	2023 TACX COLLECTION 11/16/2023	834.28
12/08/2023	136745	OWOSSO-WATER FUND	OWOSSO-WATER FUND	FINAL UTILITY BILLS QUARTERLY	2,568.70
12/08/2023	136746	OWOSSO-WATER FUND	OWOSSO-WATER FUND	WATER BILL FOR PAYMASTER BUILDI	48.20
12/08/2023	136747	PAST PERFECT INC	PAST PERFECT INC	SHPO SERVICES - 2024 DWSRF PROJ	5,500.00
12/08/2023	136748	PIERCE BRANDON	PIERCE BRANDON	UB refund for account: 36170700	41.69
12/08/2023	136749	POSTMASTER	POSTMASTER	USPS MARKETING MAIL PERMIT 51 F	310.00
12/08/2023	136750	PROFESSIONAL ANSWERING SERVICE	PROFESSIONAL ANSWERING SERVICE	24 HOUR ANSWERING SERVICES NOV	75.00
12/08/2023	136751	RITE AID 4324	RITE AID 4324	UB refund for account: 56855700	138.27
12/08/2023	136752	SHATTUCK SPECIALTY ADVERTISING	SHATTUCK SPECIALTY ADVERTISING	GLOW 5K MEDALS + SHIPPING	618.10
12/08/2023	136753	SHIAWASSEE COUNTY TREASURER	SHIAWASSEE COUNTY TREASURER	MOBILE HOME TAX DISBURSEMENT	467.50
12/08/2023	136754	SHIAWASSEE COUNTY TREASURER	SHIAWASSEE COUNTY TREASURER	2023 TAX COLLECTION 11/16/2023	8,464.46
12/08/2023	136755	SHIAWASSEE FAMILY YMCA	SHIAWASSEE FAMILY YMCA	NOVEMBER MEMBERSHIPS	113.90
12/08/2023	136756	SPARTAN STORES LLC	SPARTAN STORES LLC	VG'S EXPENSES NOVEMBER 2023	67.80
12/08/2023	136757	STATE OF MICHIGAN	STATE OF MICHIGAN	SOR REGISTRATION FEE NOVEMBER 2	30.00
12/08/2023	136758	STATE OF MICHIGAN	STATE OF MICHIGAN	NPDES ANNUAL PERMIT FEE FOR 202	5,500.00
12/08/2023	136759	STEPHENS APRIL	STEPHENS APRIL	UB refund for account: 14265000	62.28
12/08/2023	136760	SUZANNE PALMER	SUZANNE PALMER	REFUND FROM OVERPAYMENT	50.00
12/08/2023	136761	WIN'S ELECTRICAL SUPPLY OF OWC	WIN'S ELECTRICAL SUPPLY OF OWC	SUPPLIES-INVOICE TO BE SIGNED B	694.28
12/21/2023	136762	ALLSTAR TOWING & REPAIR	ALLSTAR TOWING & REPAIR	TOW OPD CAR 01	75.00
			ALLSTAR TOWING & REPAIR	OIL CHANGE OPD CAR 07	60.00
			ALLSTAR TOWING & REPAIR	FRONT ROTERS OPD 17-05	480.00
			ALLSTAR TOWING & REPAIR	SWAY BARS/CONTROL ARMS OPD CAR	1,770.00
					<hr/>
					2,385.00
12/21/2023	136763	ANDERSON, CARRIE	ANDERSON, CARRIE	2023 Sum Tax Refund 050-140-000	132.55
12/21/2023	136764	BACK COUNTRY MOTORSPORTS	BACK COUNTRY MOTORSPORTS	UB refund for account: 56889700	105.74
12/21/2023	136765	BASIC	BASIC	LETTERS SENT FOR QUALIFYING EVE	270.00
12/21/2023	136766	BELILL DUSTIN	BELILL DUSTIN	UB refund for account: 22083900	113.25
12/21/2023	136767	BERTHIAUME & COMPANY	BERTHIAUME & COMPANY	ANNUAL AUDIT CHARGES 2023-2025	30,400.00
12/21/2023	136768	BLANTON MAKAYLA	BLANTON MAKAYLA	UB refund for account: 39160700	130.95
12/21/2023	136769	BRADY MICHAEL	BRADY MICHAEL	UB refund for account: 19035000	107.36
12/21/2023	136770	BRAMER ANDREA	BRAMER ANDREA	UB refund for account: 17396000	79.24
12/21/2023	136771	CITY OF OWOSSO	CITY OF OWOSSO	BUILDING DEPT. INSPECTIONS HDF-	240.00
12/21/2023	136772	COPQUEST INC	COPQUEST INC	UNIFORM PATCHES	147.90
			COPQUEST INC	UNIFORM PATCHES	59.28
					<hr/>
					207.18
12/21/2023	136773	CORELOGIC CENTRAL REFUNDS	CORELOGIC CENTRAL REFUNDS	2023 Sum Tax Refund 050-111-004	1,193.56
12/21/2023	136774	CORELOGIC CENTRALIZED REFUNDS	CORELOGIC CENTRALIZED REFUNDS	2023 Sum Tax Refund 050-390-001	1,098.81
12/21/2023	136775	CORELOGIC CENTRALIZED REFUNDS	CORELOGIC CENTRALIZED REFUNDS	2023 Sum Tax Refund 050-490-000	601.15

Check Date	Check	Vendor Name	Invoice Vendor	Description	Amount
12/21/2023	136776	CUMMINS SALES AND SERVICE	CUMMINS SALES AND SERVICE	REPAIR ON TOWER 1	3,644.62
12/21/2023	136777	D & D TRUCK & TRAILER PARTS	D & D TRUCK & TRAILER PARTS	PARTS/SUPPLIES-INDIVIDUAL PURCH	2,687.54
12/21/2023	136778	DAYSTARR COMMUNICATIONS	DAYSTARR COMMUNICATIONS	CITY OF OWOSSO CASTLE PHONE & I	78.86
12/21/2023	136779	DAYSTARR COMMUNICATIONS	DAYSTARR COMMUNICATIONS	CITY OF OWOSSO PHONE & INTERNET	1,183.39
12/21/2023	136780	DEBRA ADAMS	DEBRA ADAMS	REIMBURSEMENT FOR ROARING 20'S	86.20
12/21/2023	136781	DELTA DENTAL PLAN OF MICHIGAN	DELTA DENTAL PLAN OF MICHIGAN	DENTAL INSURANCE PREMIUM JAN. 2	4,941.46
12/21/2023	136782	EDWARD BEDELL II	EDWARD BEDELL II	GLOW CARRIAGE RIDES	750.00
12/21/2023	136783	FORBUSH ELI	FORBUSH ELI	UB refund for account: 26700900	134.99
12/21/2023	136784	H K ALLEN PAPER CO	H K ALLEN PAPER CO	ROUTINE PURCHASES NOT TO EXCEED	60.00
12/21/2023	136785	INDUSTRIAL SUPPLY OF OWOSSO	INDUSTRIAL SUPPLY OF OWOSSO	ROUTINE PURCHASES NOT TO EXCEED	581.85
12/21/2023	136786	JACKSON TRUCKING	JACKSON TRUCKING	MOVE AND STACK LIME IN LAGOON 4	5,000.00
12/21/2023	136787	JAYNE S BROWN	JAYNE S BROWN	PAYMENT FOR DECEMBER 2023 BOARD	60.00
12/21/2023	136788	JERRY L JONES	JERRY L JONES	PAYMENT FOR DECEMBER 2023 BOARD	60.00
12/21/2023	136789	KELLY'S REFUSE	KELLY'S REFUSE	MONTHLY DOWNTOWN REFUSE PICKUP	832.50
12/21/2023	136790	KENNEY, MARY KAY	KENNEY, MARY KAY	2023 Sum Tax Refund 050-120-007	1,449.01
12/21/2023	136791	KLINE HEATHER	KLINE HEATHER	UB refund for account: 18389100	122.35
12/21/2023	136792	MARTHA GRINNELL	MARTHA GRINNELL	REIMBURSEMENT FOR WATER SERVICE	3,523.41
12/21/2023	136793	MICROBAC LABORATORIES INC	MICROBAC LABORATORIES INC	WATER TESTING	757.00
12/21/2023	136794	MONCHILOV SEWER SERVICE LLC	MONCHILOV SEWER SERVICE LLC	2023-2024 WATER SERVICE LINE ID	14,752.77
12/21/2023	136795	MUNDACA JUAN	MUNDACA JUAN	UB refund for account: 53600700	196.99
12/21/2023	136796	NORTHERN CONSULTANTS INC.	NORTHERN CONSULTANTS INC.	CDBG PROGRAM GRANT ADMINISTRATO	45.00
			NORTHERN CONSULTANTS INC.	CDBG PROGRAM GRANT ADMINISTRATO	1,127.50
					1,172.50
12/21/2023	136797	OWOSSO BOLT & BRASS CO	OWOSSO BOLT & BRASS CO	ROUTINE PURCHASES NOT TO EXCEED	1,467.93
12/21/2023	136798	OWOSSO PUBLIC SCHOOLS	OWOSSO PUBLIC SCHOOLS	2023 TAX COLLECTION 12/02/2023	369,883.94
12/21/2023	136799	POSTMASTER	POSTMASTER	BULK MAILING FOR ELECTION	275.05
12/21/2023	136800	RECREONICS, INC	RECREONICS, INC	AQUA POXY PAINT KITS PER QUOTE	196.13
12/21/2023	136801	RELIUGA, CHRISTINE J	RELIUGA, CHRISTINE J	2023 Sum Tax Refund 050-750-000	288.21
12/21/2023	136802	RODABAUGH, MARY ELLEN	RODABAUGH, MARY ELLEN	2023 Sum Tax Refund 050-113-002	878.33
12/21/2023	136803	RONALD DANKERT	RONALD DANKERT	PAYMENT FOR DECEMBER 2023 BOARD	60.00
12/21/2023	136804	SHIAWASSEE CONSERVATION ASSOCI	SHIAWASSEE CONSERVATION ASSOCI	HOSTING FOR OHC ROARING 20'S EV	740.00
12/21/2023	136805	SHIAWASSEE COUNTY HEALTH DEPAR	SHIAWASSEE COUNTY HEALTH DEPAR	SOIL EROSION & SEDIMENTATION CO	196.00
12/21/2023	136806	SHIAWASSEE COUNTY HEALTH DEPAR	SHIAWASSEE COUNTY HEALTH DEPAR	HEP A/B VACCINE AND IMMUNIZATIO	272.06
12/21/2023	136807	SHIAWASSEE COUNTY TREASURER	SHIAWASSEE COUNTY TREASURER	2023 TAX COLLECTION PREROLL DRA	98.86
12/21/2023	136808	SHIAWASSEE COUNTY TREASURER	SHIAWASSEE COUNTY TREASURER	2023 TAX COLLECTION 12/02/2023	264,099.38
12/21/2023	136809	SOUND WAVZ	SOUND WAVZ	GLOW DJ - SOLE PROPRIETOR	400.00
12/21/2023	136810	STATE OF MICHIGAN	STATE OF MICHIGAN	CITY HALL ELEVATOR #031303 CERT	310.00
12/21/2023	136811	STATE OF MICHIGAN	STATE OF MICHIGAN	COST AGREEMENT BETWEEN MDOT AND	57,576.53
12/21/2023	136812	STATE OF MICHIGAN	STATE OF MICHIGAN	QAA 10-01-2023 - 12-31-2023	1,866.67
12/21/2023	136813	TERRY M BACK	TERRY M BACK	DUMP TRUCK TIRE REPAIR	65.00
12/21/2023	136814	WASTECORP PUMPS LLC	WASTECORP PUMPS LLC	PARTS FOR MARLOW PLUNGER PUMP R	6,944.70
			WASTECORP PUMPS LLC	PARTS FOR MARLOW PLUNGER PUMP R	516.10
					7,460.80
12/21/2023	136815	WILSON SETH	WILSON SETH	UB refund for account: 58375700	75.51
12/21/2023	136816	YERIAN ASHLEIGH	YERIAN ASHLEIGH	UB refund for account: 17060000	124.81
1 TOTALS:					
Total of 209 Checks:					2,468,520.10
Less 0 Void Checks:					0.00
Total of 209 Disbursements:					2,468,520.10



Warrant 638
December 26, 2023

Date	Vendor	Description	Fund	Amount
12/26/2023	Taphouse Specialty Meat Market LLC	MEDC Match on Main Grant	DDA	\$25,000
		Total		\$25,000

*This item will be addressed as an Item of Business to allow those with a financial interest in the above named business to recuse themselves, if necessary.



MEMORANDUM

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

DATE: December 26, 2023
TO: Mayor Teich and the Owosso City Council
FROM: Amy K. Kirkland, City Clerk
SUBJECT: Election Inspector Pay

RECOMMENDATION:

I recommend the pay rate for election related work be increased as detailed.

BACKGROUND:

The pay rate for election workers is currently set at \$13/hr and was last adjusted in 2020. Since that time, inflation has flared up, responsibility levels have increased, and other jurisdictions in the county have increased their pay rates (ranging from \$12-\$20/hr). In an effort to keep our workers from jumping ship to other jurisdictions at a time when they are critically needed, I am requesting that pay rates for election related work be increased as follows:

Election Inspector	\$15.00/hr
Election Inspector – Minor	\$13.00/hr
Election Chairperson	\$20.00/hr
Election Co-Chair	\$18.00/hr
Receiving Board	\$60.00 flat rate, 4 hours or less

FISCAL IMPACTS:

The only remaining election scheduled in the current fiscal year is the Presidential Primary on February 27, 2024. It is estimated the proposed rate increase will raise the cost of this election approximately \$2,300. The City anticipates receiving reimbursement from the state for the cost of election labor, up to \$15.00/hr., greatly reducing the effects of the proposed pay increase for this particular election. It should be noted that the City is only reimbursed for a portion of election costs for Presidential Primary elections and special elections, the budget will bear the full force of any increase for the August and November elections next year.

RESOLUTION NO.

AUTHORIZING PAY INCREASES FOR ELECTION INSPECTORS

WHEREAS, MCL 168.682 requires that election inspectors receive reasonable compensation for work performed during the course of an election; and

WHEREAS, MCL 168.682 further requires said compensation be approved by the legislative body of the municipality; and

WHEREAS, inflation rates have increased dramatically, effectively reducing the pay earned by election inspectors; and

WHEREAS, recent changes in election law have increased the responsibility levels of election inspectors; and

WHEREAS, it is essential for the City to maintain a reliable group of quality election inspectors to administer elections within the City; and

WHEREAS, it is necessary and appropriate to raise the wages paid to election inspectors so they may be fairly compensated for the work they perform.

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 increase the pay rates for election inspectors as follows:

Election Inspector	\$15.00/hr
Election Inspector – Minor	\$13.00/hr
Election Chairperson	\$20.00/hr
Election Co-Chair	\$18.00/hr
Receiving Board	\$60.00 flat rate, 4 hours or less

SECOND: the Accounts Payable and Payroll departments are authorized from this point forward to issue payment to certified election inspectors at the rates noted above.

THIRD: the above expenses shall be paid from the Elections Fund, account no. 101-215-706.000.



MEMORANDUM

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

DATE: 12/26/2023
TO: Owosso City Council
FROM: Brad Barrett, Finance Director
SUBJECT: Monthly Financial Report – November 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 November 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 11-30-2023
Cash Summary by Account for City of Owosso –11-1-2023 through 11-30-2023

PERIOD ENDING 11/30/2023

*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 11/30/23 INCR (DECR)	11/30/2023 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 101 - GENERAL FUND							
Revenues							
101-000-402.000	GENERAL PROPERTY TAX	3,748,866.00	3,748,866.00	20,786.96	3,503,615.75	245,250.25	93.46
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	1,637.67	276,032.91	19,341.09	93.45
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	93.50	841.50	158.50	84.15
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	0.00	1,505.63	205,494.37	0.73
101-000-445.000	INTEREST & PENALTIES ON TAXES	17,465.00	17,465.00	680.88	2,681.57	14,783.43	15.35
101-000-447.000	ADMINISTRATION FEES	102,017.00	102,017.00	417.31	80,276.38	21,740.62	78.69
101-000-476.000	LIQUOR LICENSES	10,500.00	10,500.00	220.00	10,022.65	477.35	95.45
101-000-477.000	CABLE TELEVISION FRANCHISE FEES	93,168.00	93,168.00	20,673.58	20,673.58	72,494.42	22.19
101-000-478.000	ROW LICENSES	1,000.00	1,000.00	0.00	390.00	610.00	39.00
101-000-491.000	PERMITS (GUN)	500.00	500.00	0.00	90.00	410.00	18.00
101-000-502.000	GRANT-FEDERAL	850,000.00	850,000.00	0.00	2,033.13	847,966.87	0.24
101-000-502.100	FEDERAL GRANT - DEPT OF JUSTICE	200,000.00	200,000.00	1,896.26	4,919.85	195,080.15	2.46
101-000-540.000	STATE SOURCES	2,100.00	2,100.00	0.00	3,609.24	(1,509.24)	171.87
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	99,155.55	(65,155.55)	291.63
101-000-574.000	REVENUE SHARING	1,611,431.00	1,611,431.00	0.00	296,063.00	1,315,368.00	18.37
101-000-574.050	REVENUE SHARING - STATUTORY	528,144.00	528,144.00	0.00	79,747.00	448,397.00	15.10
101-000-605.200	CHARGE FOR SERVICES RENDERED	132,400.00	132,400.00	135.38	62,574.81	69,825.19	47.26
101-000-605.250	DUPLICATING SERVICES	1,000.00	1,000.00	165.00	477.00	523.00	47.70
101-000-605.300	FIRE SERVICES	3,000.00	3,000.00	0.00	3,450.00	(450.00)	115.00
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	5,557.26	134,066.77	204,845.23	39.56
101-000-638.100	AMBULANCE MILEAGE CHARGES	149,744.00	149,744.00	3,180.17	54,021.21	95,722.79	36.08
101-000-638.200	AMBULANCE/ ADVANCED LIFE SUPPORT	381,012.00	381,012.00	8,372.74	191,842.50	189,169.50	50.35
101-000-642.000	CHARGE FOR SERVICES - SALES	3,870.00	3,870.00	25.00	790.00	3,080.00	20.41
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	1,046.63	4,045.57	5,954.43	40.46
101-000-657.100	PARKING VIOLATIONS	1,000.00	1,000.00	1,430.00	3,755.00	(2,755.00)	375.50
101-000-665.000	INTEREST INCOME	50,000.00	50,000.00	31,626.91	131,151.49	(81,151.49)	262.30
101-000-665.100	MERS INTEREST INCOME	10.00	10.00	0.00	15.99	(5.99)	159.90
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
101-000-673.000	SALE OF FIXED ASSETS	0.00	0.00	45.00	45.00	(45.00)	100.00
101-000-675.000	MISCELLANEOUS	20,000.00	20,000.00	24,500.02	76,749.77	(56,749.77)	383.75
101-000-676.200	WASTEWATER UTIL. ADMIN REIMB	199,752.00	199,752.00	0.00	56,887.00	142,865.00	28.48
101-000-676.300	CITY UTILITIES ADMIN REIMB	835,156.00	835,156.00	0.00	212,306.71	622,849.29	25.42
101-000-676.400	DDA TIF CHARGE BACK	15,453.00	15,453.00	0.00	2,750.66	12,702.34	17.80
101-000-676.500	ACT 51 ADMIN REIMBURSEMENT	199,870.00	199,870.00	0.00	19,919.83	179,950.17	9.97
101-000-687.000	INSURANCE REFUNDS	88,000.00	88,000.00	0.00	7,561.75	80,438.25	8.59
101-000-696.000	BOND PROCEEDS	0.00	0.00	0.00	16,922.76	(16,922.76)	100.00
TOTAL REVENUES		10,153,327.00	10,153,327.00	122,490.27	5,363,298.58	4,790,028.42	52.82
Expenditures							
101	CITY COUNCIL	5,560.00	5,560.00	1,478.82	4,596.74	963.26	82.68
171	CITY MANAGER	294,181.00	294,181.00	36,032.49	137,331.91	156,849.09	46.68
201	FINANCE	242,732.00	242,732.00	15,364.73	88,041.45	154,690.55	36.27

PERIOD ENDING 11/30/2023

*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 11/30/23 INCR (DECR)	11/30/2023 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 101 - GENERAL FUND							
Expenditures							
210	CITY ATTORNEY	120,000.00	120,000.00	0.00	29,290.72	90,709.28	24.41
215	CLERK	292,291.00	292,291.00	37,892.71	116,647.54	175,643.46	39.91
228	INFORMATION & TECHNOLOGY	294,655.00	294,655.00	16,360.26	116,307.68	178,347.32	39.47
253	TREASURY	180,703.00	180,703.00	23,197.77	87,804.08	92,898.92	48.59
257	ASSESSING	214,803.00	214,803.00	21,406.41	79,873.79	134,929.21	37.18
261	GENERAL ADMIN	354,925.00	354,925.00	7,444.03	195,143.46	159,781.54	54.98
265	BUILDING & GROUNDS	199,985.00	199,985.00	12,641.06	55,009.13	144,975.87	27.51
270	HUMAN RESOURCES	218,345.00	218,345.00	21,315.20	81,722.29	136,622.71	37.43
301	POLICE	3,019,525.00	3,019,525.00	281,696.69	1,133,758.83	1,885,766.17	37.55
336	FIRE	3,120,374.00	3,120,374.00	236,793.08	1,066,327.02	2,054,046.98	34.17
371	BUILDING AND SAFETY	29,880.00	29,880.00	3,494.38	12,577.49	17,302.51	42.09
441	PUBLIC WORKS	616,753.00	616,753.00	53,532.17	198,027.26	418,725.74	32.11
528	LEAF AND BRUSH COLLECTION	299,315.00	299,315.00	86,002.83	159,229.74	140,085.26	53.20
585	PARKING	37,444.00	37,444.00	2,105.32	41,466.24	(4,022.24)	110.74
720	COMMUNITY DEVELOPMENT	80,376.00	80,376.00	2,415.05	10,485.33	69,890.67	13.05
751	PARKS	421,956.00	421,956.00	43,304.87	170,750.31	251,205.69	40.47
966	TRANSFERS OUT	81,921.00	81,921.00	0.00	19,558.34	62,362.66	23.87
TOTAL EXPENDITURES		10,125,724.00	10,125,724.00	902,477.87	3,803,949.35	6,321,774.65	37.57
Fund 101 - GENERAL FUND:							
TOTAL REVENUES		10,153,327.00	10,153,327.00	122,490.27	5,363,298.58	4,790,028.42	52.82
TOTAL EXPENDITURES		10,125,724.00	10,125,724.00	902,477.87	3,803,949.35	6,321,774.65	37.57
NET OF REVENUES & EXPENDITURES		27,603.00	27,603.00	(779,987.60)	1,559,349.23	(1,531,746.23)	5,649.20

PERIOD ENDING 11/30/2023

*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 11/30/23 INCR (DECR)	11/30/2023 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 202 - MAJOR STREET FUND							
Revenues							
202-000-502.000	GRANT-FEDERAL	692,500.00	692,500.00	0.00	307,644.37	384,855.63	44.43
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	407.23	41,177.77	0.98
202-000-542.000	GAS & WEIGHT TAX	1,461,387.00	1,461,387.00	110,135.86	370,850.01	1,090,536.99	25.38
202-000-581.000	CONTRIBUTION FROM TOWNSHIP	0.00	0.00	0.00	102,831.04	(102,831.04)	100.00
202-000-665.000	INTEREST INCOME	10,000.00	10,000.00	9,990.63	49,474.66	(39,474.66)	494.75
TOTAL REVENUES		2,250,472.00	2,250,472.00	120,126.49	831,207.31	1,419,264.69	36.93
Expenditures							
451	CONSTRUCTION	1,956,250.00	1,956,250.00	465,544.98	1,096,795.92	859,454.08	56.07
463	STREET MAINTENANCE	516,594.00	516,594.00	40,311.42	148,338.72	368,255.28	28.71
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	722.89	779.98	15,970.02	4.66
478	SNOW & ICE CONTROL	169,048.00	169,048.00	5,893.52	18,542.21	150,505.79	10.97
480	TREE TRIMMING	76,239.00	76,239.00	3,603.52	24,771.96	51,467.04	32.49
482	ADMINISTRATION & ENGINEERING	208,153.00	208,153.00	6,925.91	39,594.71	168,558.29	19.02
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	1,092.88	1,218.94	(1,018.94)	609.47
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	0.00	212.86	187.14	53.22
494	TRUNKLINE TRAFFIC SIGNS	100.00	100.00	0.00	124.30	(24.30)	124.30
497	TRUNKLINE SNOW & ICE CONTROL	8,000.00	8,000.00	343.84	343.84	7,656.16	4.30
TOTAL EXPENDITURES		3,405,434.00	3,405,434.00	524,438.96	1,330,723.44	2,074,710.56	39.08
Fund 202 - MAJOR STREET FUND:							
TOTAL REVENUES		2,250,472.00	2,250,472.00	120,126.49	831,207.31	1,419,264.69	36.93
TOTAL EXPENDITURES		3,405,434.00	3,405,434.00	524,438.96	1,330,723.44	2,074,710.56	39.08
NET OF REVENUES & EXPENDITURES		(1,154,962.00)	(1,154,962.00)	(404,312.47)	(499,516.13)	(655,445.87)	43.25

PERIOD ENDING 11/30/2023

*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 11/30/23 INCR (DECR)	11/30/2023 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	40,554.41	136,555.01	400,764.99	25.41
203-000-665.000	INTEREST INCOME	5,000.00	5,000.00	3,199.66	17,024.21	(12,024.21)	340.48
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	43,754.07	153,579.22	928,740.78	14.19
Expenditures							
451	CONSTRUCTION	535,250.00	535,250.00	270.00	538,671.64	(3,421.64)	100.64
463	STREET MAINTENANCE	612,287.00	612,287.00	53,913.92	253,400.21	358,886.79	41.39
474	TRAFFIC SERVICES-MAINTENANCE	1,500.00	1,500.00	102.86	607.84	892.16	40.52
478	SNOW & ICE CONTROL	71,592.00	71,592.00	2,424.49	8,046.05	63,545.95	11.24
480	TREE TRIMMING	125,669.00	125,669.00	3,892.80	38,084.21	87,584.79	30.31
482	ADMINISTRATION & ENGINEERING	116,047.00	116,047.00	6,925.44	31,124.99	84,922.01	26.82
TOTAL EXPENDITURES		1,462,345.00	1,462,345.00	67,529.51	869,934.94	592,410.06	59.49
Fund 203 - LOCAL STREET FUND:							
TOTAL REVENUES		1,082,320.00	1,082,320.00	43,754.07	153,579.22	928,740.78	14.19
TOTAL EXPENDITURES		1,462,345.00	1,462,345.00	67,529.51	869,934.94	592,410.06	59.49
NET OF REVENUES & EXPENDITURES		(380,025.00)	(380,025.00)	(23,775.44)	(716,355.72)	336,330.72	188.50

PERIOD ENDING 11/30/2023

*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	2023-24	MONTH 11/30/23	11/30/2023	BALANCE	% BDGT
		BUDGET	AMENDED BUDGET	INCR (DECR)	NORM (ABNORM)	NORM (ABNORM)	USED
Fund 208 - PARK/RECREATION SITES FUND							
Revenues							
208-000-665.000	INTEREST INCOME	0.00	0.00	140.07	805.22	(805.22)	100.00
208-000-674.100	PRIVATE DONATIONS	0.00	0.00	0.00	4,045.97	(4,045.97)	100.00
TOTAL REVENUES		0.00	0.00	140.07	4,851.19	(4,851.19)	100.00
Expenditures							
751	PARKS	0.00	0.00	2,086.17	9,503.56	(9,503.56)	100.00
TOTAL EXPENDITURES		0.00	0.00	2,086.17	9,503.56	(9,503.56)	100.00
Fund 208 - PARK/RECREATION SITES FUND:							
TOTAL REVENUES		0.00	0.00	140.07	4,851.19	(4,851.19)	100.00
TOTAL EXPENDITURES		0.00	0.00	2,086.17	9,503.56	(9,503.56)	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	(1,946.10)	(4,652.37)	4,652.37	100.00

PERIOD ENDING 11/30/2023

*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 11/30/23 INCR (DECR)	11/30/2023 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 239 - OMS/DDA REVLG LOAN FUND							
Revenues							
239-000-644.000	PENALTIES - LATE CHARGES	250.00	250.00	11.73	141.38	108.62	56.55
239-000-665.000	INTEREST INCOME	5,000.00	5,000.00	1,319.28	7,100.24	(2,100.24)	142.00
239-000-670.000	LOAN PRINCIPAL	0.00	0.00	8,323.77	16,623.92	(16,623.92)	100.00
239-000-670.100	LOAN INTEREST	20,000.00	20,000.00	1,310.52	6,788.09	13,211.91	33.94
TOTAL REVENUES		25,250.00	25,250.00	10,965.30	30,653.63	(5,403.63)	121.40
Expenditures							
200	GEN SERVICES	1,130.00	1,130.00	0.00	1,112.50	17.50	98.45
TOTAL EXPENDITURES		1,130.00	1,130.00	0.00	1,112.50	17.50	98.45
Fund 239 - OMS/DDA REVLG LOAN FUND :							
TOTAL REVENUES		25,250.00	25,250.00	10,965.30	30,653.63	(5,403.63)	121.40
TOTAL EXPENDITURES		1,130.00	1,130.00	0.00	1,112.50	17.50	98.45
NET OF REVENUES & EXPENDITURES		24,120.00	24,120.00	10,965.30	29,541.13	(5,421.13)	122.48

PERIOD ENDING 11/30/2023

*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 11/30/23 INCR (DECR)	11/30/2023 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
243-000-573.000	LOCAL COMMUNITY STABILIZATION S	0.00	0.00	0.00	6,009.59	(6,009.59)	100.00
243-000-665.000	INTEREST INCOME	100.00	100.00	8.45	16.93	83.07	16.93
TOTAL REVENUES		129,096.00	129,096.00	8.45	6,026.52	123,069.48	4.67
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	8.45	6,026.52	123,069.48	4.67
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	8.45	6,026.52	(5,926.52)	6,026.52

PERIOD ENDING 11/30/2023

*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 11/30/23 INCR (DECR)	11/30/2023 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY							
Revenues							
248-000-402.000	GENERAL PROPERTY TAX	35,926.00	35,926.00	250.02	31,207.39	4,718.61	86.87
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	24,228.43	(18,792.43)	445.70
248-000-665.000	INTEREST INCOME	500.00	500.00	495.75	2,739.20	(2,239.20)	547.84
248-000-670.000	LOAN PRINCIPAL	4,312.00	4,312.00	361.01	720.22	3,591.78	16.70
248-000-670.100	LOAN INTEREST	1,844.00	1,844.00	151.98	777.77	1,066.23	42.18
248-000-674.400	INCOME-PROMOTION	25,000.00	25,000.00	2,973.00	6,626.00	18,374.00	26.50
248-000-674.700	EV STATION REVENUE	1,620.00	1,620.00	32.23	131.81	1,488.19	8.14
248-000-675.000	MISCELLANEOUS	0.00	0.00	46.84	46.84	(46.84)	100.00
248-000-699.101	TRANFERS FROM GENERAL FUND	33,921.00	33,921.00	0.00	7,558.34	26,362.66	22.28
TOTAL REVENUES		328,612.00	328,612.00	4,310.83	74,036.00	254,576.00	22.53
Expenditures							
200	GEN SERVICES	159,632.00	159,632.00	3,645.04	33,490.68	126,141.32	20.98
261	GENERAL ADMIN	84,802.00	84,802.00	9,784.54	34,779.99	50,022.01	41.01
704	ORGANIZATION	3,000.00	3,000.00	41.53	55.89	2,944.11	1.86
705	PROMOTION	18,766.00	18,766.00	1,204.95	4,357.51	14,408.49	23.22
706	DESIGN	7,000.00	7,000.00	215.00	620.24	6,379.76	8.86
707	ECONOMIC VITALITY	0.00	0.00	3,966.75	4,982.74	(4,982.74)	100.00
905	DEBT SERVICE	70,236.00	70,236.00	452.65	9,663.25	60,572.75	13.76
TOTAL EXPENDITURES		343,436.00	343,436.00	19,310.46	87,950.30	255,485.70	25.61
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:							
TOTAL REVENUES		328,612.00	328,612.00	4,310.83	74,036.00	254,576.00	22.53
TOTAL EXPENDITURES		343,436.00	343,436.00	19,310.46	87,950.30	255,485.70	25.61
NET OF REVENUES & EXPENDITURES		(14,824.00)	(14,824.00)	(14,999.63)	(13,914.30)	(909.70)	93.86

PERIOD ENDING 11/30/2023

*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 11/30/23 INCR (DECR)	11/30/2023 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 249 - BUILDING INSPECTION FUND							
Revenues							
249-000-476.100	MARIJUANA LICENSE FEE	80,000.00	80,000.00	0.00	35,000.00	45,000.00	43.75
249-000-490.000	PERMITS-BUILDING	106,000.00	106,000.00	8,474.00	53,390.69	52,609.31	50.37
249-000-490.100	PERMITS-ELECTRICAL	27,000.00	27,000.00	910.00	13,520.00	13,480.00	50.07
249-000-490.200	PERMITS-PLUMBING & MECHANICAL	60,000.00	60,000.00	5,975.00	24,125.00	35,875.00	40.21
249-000-628.000	RENTAL REGISTRATION	70,000.00	70,000.00	5,500.00	33,450.00	36,550.00	47.79
249-000-665.000	INTEREST INCOME	1,000.00	1,000.00	710.04	4,043.02	(3,043.02)	404.30
249-000-675.000	MISCELLANEOUS	0.00	0.00	0.00	25.00	(25.00)	100.00
TOTAL REVENUES		344,000.00	344,000.00	21,569.04	163,553.71	180,446.29	47.54
Expenditures							
200	GEN SERVICES	106,752.00	106,752.00	10,586.57	41,036.48	65,715.52	38.44
371	BUILDING AND SAFETY	156,563.00	156,563.00	12,568.95	37,119.49	119,443.51	23.71
TOTAL EXPENDITURES		263,315.00	263,315.00	23,155.52	78,155.97	185,159.03	29.68
Fund 249 - BUILDING INSPECTION FUND:							
TOTAL REVENUES		344,000.00	344,000.00	21,569.04	163,553.71	180,446.29	47.54
TOTAL EXPENDITURES		263,315.00	263,315.00	23,155.52	78,155.97	185,159.03	29.68
NET OF REVENUES & EXPENDITURES		80,685.00	80,685.00	(1,586.48)	85,397.74	(4,712.74)	105.84

PERIOD ENDING 11/30/2023

*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 11/30/23 INCR (DECR)	11/30/2023 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	907.50	46,364.56	(46,364.56)	100.00
254-000-665.000	INTEREST INCOME	0.00	0.00	176.47	1,534.58	(1,534.58)	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	1,083.97	97,899.14	82,100.86	54.39
Expenditures							
200	GEN SERVICES	180,000.00	180,000.00	8,625.00	95,116.16	84,883.84	52.84
TOTAL EXPENDITURES		180,000.00	180,000.00	8,625.00	95,116.16	84,883.84	52.84
Fund 254 - HOUSING & REDEVELOPMENT:							
TOTAL REVENUES		180,000.00	180,000.00	1,083.97	97,899.14	82,100.86	54.39
TOTAL EXPENDITURES		180,000.00	180,000.00	8,625.00	95,116.16	84,883.84	52.84
NET OF REVENUES & EXPENDITURES		0.00	0.00	(7,541.03)	2,782.98	(2,782.98)	100.00

PERIOD ENDING 11/30/2023

*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 11/30/23 INCR (DECR)	11/30/2023 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 11/30/2023

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

CITY OF OWOSSO
MONTHLY REVENUE AND EXPENDITURE REPORT

GL NUMBER	DESCRIPTION	2023-24 ORIGINAL BUDGET	2023-24 AMENDED BUDGET	ACTIVITY FOR MONTH 11/30/23 INCR (DECR)	YTD BALANCE 11/30/2023 NORM (ABNORM)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 272 - OBRA FUND-DISTRICT #17 CARGILL (PREV #8)							
Revenues							
272-000-402.300	OBRA:TAX CAPTURE	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

PERIOD ENDING 11/30/2023

*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 11/30/23 INCR (DECR)	11/30/2023 NORM (ABNORM)	BALANCE NORM (ABNORM)	
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
273-000-573.000	LOCAL COMMUNITY STABILIZATION S	0.00	0.00	0.00	558.86	(558.86)	100.00
273-000-665.000	INTEREST INCOME	100.00	100.00	223.18	446.76	(346.76)	446.76
TOTAL REVENUES		4,367.00	4,367.00	223.18	1,005.62	3,361.38	23.03
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	223.18	1,005.62	3,361.38	23.03
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	223.18	1,005.62	2,161.38	31.75

PERIOD ENDING 11/30/2023

*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 11/30/23 INCR (DECR)	11/30/2023 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	0.00	3,237.00	(2,687.00)	588.55
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	0.00	3,237.00	25,485.00	11.27
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	0.00	3,237.00	25,485.00	11.27
NET OF REVENUES & EXPENDITURES		0.00	0.00	0.00	(3,237.00)	3,237.00	100.00

PERIOD ENDING 11/30/2023

*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 11/30/23 INCR (DECR)	11/30/2023 NORM (ABNORM)	BALANCE NORM (ABNORM)	
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

*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 11/30/23	11/30/2023	BALANCE	% BDGT
		BUDGET		INCR (DECR)	NORM (ABNORM)	NORM (ABNORM)	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

PERIOD ENDING 11/30/2023

*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 11/30/23 INCR (DECR)	11/30/2023 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
283-000-573.000	LOCAL COMMUNITY STABILIZATION S	0.00	0.00	0.00	611.23	(611.23)	100.00
TOTAL REVENUES		15,005.00	15,005.00	0.00	611.23	14,393.77	4.07
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	611.23	14,393.77	4.07
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	611.23	(8,763.23)	7.50

*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 11/30/23		11/30/2023		BALANCE	
		BUDGET		INCR	(DECR)	NORM	(ABNORM)	NORM	(ABNORM)
									% BDGT 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		2,459.58		5,185.04	(5,185.04)	100.00
TOTAL REVENUES		1,000.00	1,000.00		2,459.58		5,185.04	(4,185.04)	518.50
Fund 284 - OPIOID SETTLEMENT FUND:									
TOTAL REVENUES		1,000.00	1,000.00		2,459.58		5,185.04	(4,185.04)	518.50
TOTAL EXPENDITURES		0.00	0.00		0.00		0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		1,000.00	1,000.00		2,459.58		5,185.04	(4,185.04)	518.50

PERIOD ENDING 11/30/2023

*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	2023-24	MONTH 11/30/23	11/30/2023	BALANCE	
		BUDGET	AMENDED BUDGET	INCR (DECR)	NORM (ABNORM)	NORM (ABNORM)	USED
Fund 287 - ARPA - AMERICAN RESCUE PLAN ACT							
Revenues							
287-000-665.000	INTEREST INCOME	5,000.00	5,000.00	3,628.11	20,562.92	(15,562.92)	411.26
TOTAL REVENUES		5,000.00	5,000.00	3,628.11	20,562.92	(15,562.92)	411.26
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	3,628.11	20,562.92	(15,562.92)	411.26
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)	3,628.11	20,562.92	(1,115,562.92)	1.88

PERIOD ENDING 11/30/2023

*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 11/30/23 INCR (DECR)	11/30/2023 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	387.00	2,710.00	(210.00)	108.40
297-000-665.000	INTEREST INCOME	500.00	500.00	238.87	1,359.43	(859.43)	271.89
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	700.00	6,350.00	7,650.00	45.36
297-000-674.100	PRIVATE DONATIONS	13,000.00	13,000.00	1,336.00	12,177.73	822.27	93.67
297-000-674.200	DONATIONS	1,000.00	1,000.00	280.00	1,070.86	(70.86)	107.09
297-000-699.101	TRANFERS FROM GENERAL FUND	20,000.00	20,000.00	0.00	5,000.00	15,000.00	25.00
TOTAL REVENUES		52,010.00	52,010.00	2,941.87	29,003.02	23,006.98	55.76
Expenditures							
797	HISTORICAL COMMISSION	25,958.00	25,958.00	2,166.14	10,131.83	15,826.17	39.03
798	CASTLE	16,420.00	16,420.00	458.25	9,399.10	7,020.90	57.24
799	GOULD HOUSE	8,817.00	8,817.00	158.47	6,617.00	2,200.00	75.05
800	COMSTOCK/WOODARD	500.00	500.00	122.72	227.33	272.67	45.47
TOTAL EXPENDITURES		51,695.00	51,695.00	2,905.58	26,375.26	25,319.74	51.02
Fund 297 - HISTORICAL FUND:							
TOTAL REVENUES		52,010.00	52,010.00	2,941.87	29,003.02	23,006.98	55.76
TOTAL EXPENDITURES		51,695.00	51,695.00	2,905.58	26,375.26	25,319.74	51.02
NET OF REVENUES & EXPENDITURES		315.00	315.00	36.29	2,627.76	(2,312.76)	834.21

PERIOD ENDING 11/30/2023

*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 11/30/23 INCR (DECR)	11/30/2023 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 301 - GENERAL DEBT SERVICE (VOTED BONDS)							
Revenues							
301-000-402.000	GENERAL PROPERTY TAX	782,750.00	782,750.00	3,381.27	606,614.12	176,135.88	77.50
301-000-573.000	LOCAL COMMUNITY STABILIZATION S	0.00	0.00	0.00	22,717.68	(22,717.68)	100.00
301-000-665.000	INTEREST INCOME	5,000.00	5,000.00	0.00	104.11	4,895.89	2.08
TOTAL REVENUES		787,750.00	787,750.00	3,381.27	629,435.91	158,314.09	79.90
Expenditures							
905	DEBT SERVICE	782,750.00	782,750.00	0.00	146,125.00	636,625.00	18.67
TOTAL EXPENDITURES		782,750.00	782,750.00	0.00	146,125.00	636,625.00	18.67
Fund 301 - GENERAL DEBT SERVICE (VOTED BONDS):							
TOTAL REVENUES		787,750.00	787,750.00	3,381.27	629,435.91	158,314.09	79.90
TOTAL EXPENDITURES		782,750.00	782,750.00	0.00	146,125.00	636,625.00	18.67
NET OF REVENUES & EXPENDITURES		5,000.00	5,000.00	3,381.27	483,310.91	(478,310.91)	9,666.22

PERIOD ENDING 11/30/2023

*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	
		ORIGINAL	AMENDED BUDGET	MONTH 11/30/23		11/30/2023	BALANCE	% BDGT
		BUDGET		INCR	(DECR)	NORM (ABNORM)	NORM (ABNORM)	USED
Fund 469 - CAPITAL PROJECTS-BUILDING AUTHORITY								
Revenues								
469-000-665.000	INTEREST INCOME	0.00	0.00	52.77		268.64	(268.64)	100.00
TOTAL REVENUES		0.00	0.00	52.77		268.64	(268.64)	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	52.77		268.64	(268.64)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00		244.00	(244.00)	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	52.77		24.64	(24.64)	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 11/30/23		11/30/2023	BALANCE	% BDGT
		BUDGET		INCR	(DECR)	NORM (ABNORM)	NORM (ABNORM)	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	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 11/30/2023

*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 11/30/23 INCR (DECR)	11/30/2023 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 588 - TRANSPORTATION FUND							
Revenues							
588-000-402.000	GENERAL PROPERTY TAX	0.00	0.00	0.00	0.21	(0.21)	100.00
588-000-573.000	LOCAL COMMUNITY STABILIZATION S	0.00	0.00	0.00	1,074.43	(1,074.43)	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	0.00	7,000.00	21,000.00	25.00
TOTAL REVENUES		29,000.00	29,000.00	0.00	8,074.64	20,925.36	27.84
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	0.00	8,074.64	20,925.36	27.84
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)	0.00	(75,234.04)	15,115.04	125.14

PERIOD ENDING 11/30/2023

*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 11/30/23	11/30/2023	BALANCE	
		BUDGET		INCR (DECR)	NORM (ABNORM)	NORM (ABNORM)	USED
Fund 590 - SEWER FUND							
Revenues							
590-000-491.000	PERMITS	0.00	0.00	0.00	400.00	(400.00)	100.00
590-000-643.100	METERED SALES	3,229,118.00	3,229,118.00	1,598.11	768,723.17	2,460,394.83	23.81
590-000-644.000	PENALTIES - LATE CHARGES	41,727.00	41,727.00	15,272.90	28,669.49	13,057.51	68.71
590-000-665.000	INTEREST INCOME	10,000.00	10,000.00	5,924.33	32,605.35	(22,605.35)	326.05
590-000-675.000	MISCELLANEOUS	1,000.00	1,000.00	0.00	330.00	670.00	33.00
TOTAL REVENUES		3,281,845.00	3,281,845.00	22,795.34	830,728.01	2,451,116.99	25.31
Expenditures							
200	GEN SERVICES	2,092,248.00	2,092,248.00	159,182.01	875,637.60	1,216,610.40	41.85
549	SEWER OPERATIONS	234,137.00	234,137.00	16,054.10	67,092.80	167,044.20	28.66
901	CAPITAL OUTLAY	625,000.00	625,000.00	1,461.12	11,370.62	613,629.38	1.82
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	176,697.23	1,017,627.49	2,060,310.51	33.06
Fund 590 - SEWER FUND:							
TOTAL REVENUES		3,281,845.00	3,281,845.00	22,795.34	830,728.01	2,451,116.99	25.31
TOTAL EXPENDITURES		3,077,938.00	3,077,938.00	176,697.23	1,017,627.49	2,060,310.51	33.06
NET OF REVENUES & EXPENDITURES		203,907.00	203,907.00	(153,901.89)	(186,899.48)	390,806.48	91.66

PERIOD ENDING 11/30/2023

*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 11/30/23 INCR (DECR)	11/30/2023 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 591 - WATER FUND							
Revenues							
591-000-491.000	PERMITS	1,000.00	1,000.00	150.00	950.00	50.00	95.00
591-000-493.000	PERMITS-OWOSSO TOWNSHIP	0.00	0.00	0.00	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	1,155,686.45	3,889,313.55	22.91
591-000-540.000	STATE SOURCES	180,000.00	180,000.00	0.00	17,614.50	162,385.50	9.79
591-000-605.100	WATER MAIN REPLACEMENT CHARGE	771,783.00	771,783.00	1,322.41	198,404.33	573,378.67	25.71
591-000-605.350	MATERIAL & SERVICE	10,000.00	10,000.00	0.00	10,175.90	(175.90)	101.76
591-000-643.100	METERED SALES	3,623,370.00	3,623,370.00	4,232.54	979,721.15	2,643,648.85	27.04
591-000-643.200	METERED SALES-WHOLESALE-USAGE	330,000.00	330,000.00	26,092.24	137,407.72	192,592.28	41.64
591-000-644.000	PENALTIES - LATE CHARGES	65,000.00	65,000.00	18,791.06	37,144.02	27,855.98	57.14
591-000-665.000	INTEREST INCOME	20,000.00	20,000.00	14,188.50	71,857.98	(51,857.98)	359.29
591-000-667.100	RENTAL INCOME	1,440.00	1,440.00	120.00	2,585.55	(1,145.55)	179.55
591-000-667.300	HYDRANT RENTAL	27,555.00	27,555.00	0.00	1,135.00	26,420.00	4.12
591-000-670.000	LOAN PRINCIPAL	6,171.00	6,171.00	389.67	1,941.89	4,229.11	31.47
591-000-670.100	LOAN INTEREST	72.00	72.00	164.06	826.76	(754.76)	1,148.28
591-000-673.000	SALE OF FIXED ASSETS	0.00	0.00	0.00	38.40	(38.40)	100.00
591-000-675.000	MISCELLANEOUS	1,500.00	1,500.00	0.00	41,904.00	(40,404.00)	2,793.60
591-000-675.200	MISCELLANEOUS WATER CHARGES	1,000.00	1,000.00	380.00	1,380.00	(380.00)	138.00
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	65,830.48	2,667,725.70	8,416,165.30	24.07
Expenditures							
200	GEN SERVICES	1,241,156.00	1,241,156.00	29,010.22	385,163.99	855,992.01	31.03
552	WATER UNDERGROUND	2,955,684.00	2,955,684.00	346,989.61	1,285,290.96	1,670,393.04	43.49
553	WATER FILTRATION	1,369,348.00	1,369,348.00	122,009.06	493,855.52	875,492.48	36.07
901	CAPITAL OUTLAY	5,115,502.00	5,115,502.00	447,368.35	1,624,899.50	3,490,602.50	31.76
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	945,377.24	3,949,723.36	7,313,125.64	35.07
Fund 591 - WATER FUND:							
TOTAL REVENUES		11,083,891.00	11,083,891.00	65,830.48	2,667,725.70	8,416,165.30	24.07
TOTAL EXPENDITURES		11,262,849.00	11,262,849.00	945,377.24	3,949,723.36	7,313,125.64	35.07
NET OF REVENUES & EXPENDITURES		(178,958.00)	(178,958.00)	(879,546.76)	(1,281,997.66)	1,103,039.66	716.37

PERIOD ENDING 11/30/2023

*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 11/30/23 INCR (DECR)	11/30/2023 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 599 - WASTEWATER FUND							
Revenues							
599-000-538.000-CWSRF23-24	CAPITAL CONTRIBUTION-FEDERAL (B	0.00	0.00	0.00	50,000.00	(50,000.00)	100.00
599-000-540.000	STATE SOURCES	16,230,624.00	16,230,624.00	36,142.00	1,060,903.00	15,169,721.00	6.54
599-000-602.100	OP & MAINT CHRG - OWOSSO	1,237,218.00	1,237,218.00	103,603.81	520,226.66	716,991.34	42.05
599-000-602.200	OP & MAINT CHRG - OWOSSO TWP	231,595.00	231,595.00	18,294.49	93,905.32	137,689.68	40.55
599-000-602.300	OP & MAINT CHRG - CALEDONIA TWS	111,194.00	111,194.00	11,329.42	52,109.68	59,084.32	46.86
599-000-602.400	OP & MAINT CHRG - CORUNNA	225,096.00	225,096.00	21,572.28	106,018.33	119,077.67	47.10
599-000-603.100	REPLACEMENT CHRG - OWOSSO	131,884.00	131,884.00	22,076.61	111,016.42	20,867.58	84.18
599-000-603.200	REPLACEMENT CHRG - OWOSSO TWP	24,687.00	24,687.00	5,185.57	26,318.18	(1,631.18)	106.61
599-000-603.300	REPLACEMENT CHRG - CALEDONIA TW	11,853.00	11,853.00	3,523.81	16,868.88	(5,015.88)	142.32
599-000-603.400	REPLACEMENT CHRG - CORUNNA	23,995.00	23,995.00	4,424.01	21,846.53	2,148.47	91.05
599-000-606.100	DEBT SERVICE CHRG - OWOSSO	184,840.00	184,840.00	15,403.39	77,016.95	107,823.05	41.67
599-000-606.200	DEBT SERVICE CHRG - OWOSSO TWP.	73,239.00	73,239.00	6,248.55	31,242.75	41,996.25	42.66
599-000-606.300	DEBT SERVICE CHRG - CALEDONIA T	55,801.00	55,801.00	4,737.27	23,686.35	32,114.65	42.45
599-000-606.400	DEBT SERVICE CHRG - CORUNNA	31,388.00	31,388.00	2,673.80	13,369.00	18,019.00	42.59
599-000-665.000	INTEREST INCOME	10,000.00	10,000.00	8,789.65	33,565.65	(23,565.65)	335.66
599-000-675.000	MISCELLANEOUS	5,000.00	5,000.00	768.31	1,319.07	3,680.93	26.38
TOTAL REVENUES		18,588,414.00	18,588,414.00	264,772.97	2,239,412.77	16,349,001.23	12.05
Expenditures							
200	GEN SERVICES	30,946.00	30,946.00	2,610.17	11,474.08	19,471.92	37.08
548	WASTEWATER OPERATIONS	1,982,730.00	1,982,730.00	149,880.16	730,628.73	1,252,101.27	36.85
901	CAPITAL OUTLAY	16,533,124.00	16,533,124.00	275,834.28	753,349.86	15,779,774.14	4.56
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	428,324.61	1,629,236.87	17,266,316.13	8.62
Fund 599 - WASTEWATER FUND:							
TOTAL REVENUES		18,588,414.00	18,588,414.00	264,772.97	2,239,412.77	16,349,001.23	12.05
TOTAL EXPENDITURES		18,895,553.00	18,895,553.00	428,324.61	1,629,236.87	17,266,316.13	8.62
NET OF REVENUES & EXPENDITURES		(307,139.00)	(307,139.00)	(163,551.64)	610,175.90	(917,314.90)	198.66

PERIOD ENDING 11/30/2023

*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 11/30/23 INCR (DECR)	11/30/2023 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 661 - FLEET MAINTENANCE FUND							
Revenues							
661-000-665.000	INTEREST INCOME	10,000.00	10,000.00	10,483.57	43,900.93	(33,900.93)	439.01
661-000-667.200	EQUIPMENT RENTAL	794,596.00	794,596.00	114,120.75	386,879.65	407,716.35	48.69
661-000-673.000	SALE OF FIXED ASSETS	0.00	0.00	0.00	15,100.00	(15,100.00)	100.00
TOTAL REVENUES		804,596.00	804,596.00	124,604.32	445,880.58	358,715.42	55.42
Expenditures							
594	FLEET MAINTENANCE	422,135.00	422,135.00	29,038.56	153,964.50	268,170.50	36.47
901	CAPITAL OUTLAY	1,182,461.00	1,182,461.00	519.99	56,766.96	1,125,694.04	4.80
TOTAL EXPENDITURES		1,604,596.00	1,604,596.00	29,558.55	210,731.46	1,393,864.54	13.13
Fund 661 - FLEET MAINTENANCE FUND:							
TOTAL REVENUES		804,596.00	804,596.00	124,604.32	445,880.58	358,715.42	55.42
TOTAL EXPENDITURES		1,604,596.00	1,604,596.00	29,558.55	210,731.46	1,393,864.54	13.13
NET OF REVENUES & EXPENDITURES		(800,000.00)	(800,000.00)	95,045.77	235,149.12	(1,035,149.12)	29.39

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO
PERIOD ENDING 11/30/2023

*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	
		ORIGINAL	2023-24	MONTH 11/30/23	11/30/2023	BALANCE	% BDGT
GL NUMBER	DESCRIPTION	BUDGET	AMENDED BUDGET	INCR (DECR)	NORM (ABNORM)	NORM (ABNORM)	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

12/26/2023 11:33 AM

REVENUE AND EXPENDITURE REPORT FOR CITY OF OWOSSO

Page: 30/35

User: BABarrett

PERIOD ENDING 11/30/2023

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 ORIGINAL BUDGET	2023-24 AMENDED BUDGET	ACTIVITY FOR MONTH 11/30/23 INCR (DECR)	YTD BALANCE 11/30/2023 NORM (ABNORM)	AVAILABLE BALANCE 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

PERIOD ENDING 11/30/2023

*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 11/30/23	11/30/2023	BALANCE	
		BUDGET		INCR (DECR)	NORM (ABNORM)	NORM (ABNORM)	USED
Fund 865 - 2017 SPECIAL ASSESSMENTS							
Revenues							
865-000-445.000	INTEREST & PENALTIES ON TAXES	100.00	100.00	36.69	221.76	(121.76)	221.76
865-000-451.000	SPECIAL ASSESSMENTS	12,000.00	12,000.00	13.31	1,643.96	10,356.04	13.70
865-000-665.000	INTEREST INCOME	0.00	0.00	8.45	8.45	(8.45)	100.00
TOTAL REVENUES		12,100.00	12,100.00	58.45	1,874.17	10,225.83	15.49
Fund 865 - 2017 SPECIAL ASSESSMENTS:							
TOTAL REVENUES		12,100.00	12,100.00	58.45	1,874.17	10,225.83	15.49
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		12,100.00	12,100.00	58.45	1,874.17	10,225.83	15.49

PERIOD ENDING 11/30/2023

*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 11/30/23	11/30/2023	BALANCE		
		BUDGET		INCR (DECR)	NORM (ABNORM)	NORM	(ABNORM)	USED
Fund 866 - 2018 SPECIAL ASSESSMENTS								
Revenues								
866-000-445.000	INTEREST & PENALTIES ON TAXES	500.00	500.00	28.53	143.00	357.00		28.60
866-000-451.000	SPECIAL ASSESSMENTS	65,000.00	65,000.00	221.47	1,084.61	63,915.39		1.67
866-000-665.000	INTEREST INCOME	0.00	0.00	4.57	4.57	(4.57)		100.00
TOTAL REVENUES		65,500.00	65,500.00	254.57	1,232.18	64,267.82		1.88
Fund 866 - 2018 SPECIAL ASSESSMENTS:								
TOTAL REVENUES		65,500.00	65,500.00	254.57	1,232.18	64,267.82		1.88
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00		0.00
NET OF REVENUES & EXPENDITURES		65,500.00	65,500.00	254.57	1,232.18	64,267.82		1.88

PERIOD ENDING 11/30/2023

*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 11/30/23	11/30/2023	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	49.62	163.39	86.61	65.36
867-000-451.000	SPECIAL ASSESSMENTS	25,000.00	25,000.00	275.68	1,516.43	23,483.57	6.07
867-000-665.000	INTEREST INCOME	0.00	0.00	6.17	6.17	(6.17)	100.00
TOTAL REVENUES		25,250.00	25,250.00	331.47	1,685.99	23,564.01	6.68
Fund 867 - 2019 SPECIAL ASSESSMENTS:							
TOTAL REVENUES		25,250.00	25,250.00	331.47	1,685.99	23,564.01	6.68
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		25,250.00	25,250.00	331.47	1,685.99	23,564.01	6.68

*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 11/30/23	11/30/2023	BALANCE	
		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	0.00	331.92	168.08	66.38
868-000-451.000	SPECIAL ASSESSMENTS	25,000.00	25,000.00	0.00	5,169.72	19,830.28	20.68
868-000-665.000	INTEREST INCOME	0.00	0.00	25.13	25.13	(25.13)	100.00
TOTAL REVENUES		25,500.00	25,500.00	25.13	5,526.77	19,973.23	21.67
Fund 868 - 2020 SPECIAL ASSESSMENTS:							
TOTAL REVENUES		25,500.00	25,500.00	25.13	5,526.77	19,973.23	21.67
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		25,500.00	25,500.00	25.13	5,526.77	19,973.23	21.67

PERIOD ENDING 11/30/2023

*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 11/30/23	11/30/2023	BALANCE	
		BUDGET		INCR (DECR)	NORM (ABNORM)	NORM (ABNORM)	USED
Fund 869 - 2021-20XX SPECIAL ASSESSMENTS							
Revenues							
869-000-445.000	INTEREST & PENALTIES ON TAXES	500.00	500.00	64.44	389.71	110.29	77.94
869-000-451.000	SPECIAL ASSESSMENTS	31,000.00	31,000.00	8,592.36	70,770.43	(39,770.43)	228.29
869-000-665.000	INTEREST INCOME	0.00	0.00	284.86	284.86	(284.86)	100.00
TOTAL REVENUES		31,500.00	31,500.00	8,941.66	71,445.00	(39,945.00)	226.81
Fund 869 - 2021-20XX SPECIAL ASSESSMENTS:							
TOTAL REVENUES		31,500.00	31,500.00	8,941.66	71,445.00	(39,945.00)	226.81
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		31,500.00	31,500.00	8,941.66	71,445.00	(39,945.00)	226.81
TOTAL REVENUES - ALL FUNDS							
TOTAL REVENUES - ALL FUNDS		49,638,244.00	49,638,244.00	824,749.66	13,684,763.49	35,953,480.51	27.57
TOTAL EXPENDITURES - ALL FUNDS		53,075,280.00	53,075,280.00	3,130,486.70	13,360,875.84	39,714,404.16	25.17
NET OF REVENUES & EXPENDITURES		(3,437,036.00)	(3,437,036.00)	(2,305,737.04)	323,887.65	(3,760,923.65)	9.42

FROM 11/01/2023 TO 11/30/2023

FUND: ALL FUNDS

CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 11/01/2023	Total Debits	Total Credits	Ending Balance 11/30/2023
Fund 101	GENERAL FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	686,708.57	336,556.10	1,498,073.36	(474,808.69)
001.201	MI CLASS ACCOUNT	99,610.28	454.36	0.00	100,064.64
001.204	HUNTINGTON LIQUIDITY PORTAL	1,635,447.53	409,241.24	0.00	2,044,688.77
001.205	THE STATE BANK	2,640,892.44	9,567.29	0.00	2,650,459.73
001.206	SWEEP ACCOUNT HUNTINGTON	17,129.79	6,034.99	0.00	23,164.78
001.300	FRANKENMUTH CREDIT UNION ACCOUNTS	1,663,831.44	4,943.30	0.00	1,668,774.74
001.306	DORT FEDERAL CREDIT UNION ACCOUNTS	1,570,958.61	1,385.73	0.00	1,572,344.34
002.203	AMBULANCE PAYMENT BANK ACCOUNT	216,213.10	57,011.51	225,023.76	48,200.85
004.000	PETTY CASH	1,925.00	0.00	0.00	1,925.00
005.401	MERS DC FUNDS - RESTRICTED	9.46	18,432.72	8.69	18,433.49
	GENERAL FUND	8,532,726.22	843,627.24	1,723,105.81	7,653,247.65
Fund 202	MAJOR STREET FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	329,588.73	213,738.09	525,210.15	18,116.67
001.201	MI CLASS ACCOUNT	1,133,678.99	5,168.77	0.00	1,138,847.76
001.204	HUNTINGTON LIQUIDITY PORTAL	723,608.57	3,285.31	0.00	726,893.88
001.300	FRANKENMUTH CREDIT UNION ACCOUNTS	517,186.44	1,536.55	0.00	518,722.99
	MAJOR STREET FUND	2,704,062.73	223,728.72	525,210.15	2,402,581.30
Fund 203	LOCAL STREET FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	(104,241.78)	102,184.63	67,529.51	(69,586.66)
001.201	MI CLASS ACCOUNT	61,630.22	0.00	61,630.22	0.00
001.204	HUNTINGTON LIQUIDITY PORTAL	366,325.49	1,663.11	0.00	367,988.60
001.300	FRANKENMUTH CREDIT UNION ACCOUNTS	517,186.44	1,536.55	0.00	518,722.99
	LOCAL STREET FUND	840,900.37	105,384.29	129,159.73	817,124.93
Fund 208	PARK/RECREATION SITES FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	(4,775.50)	0.00	2,086.17	(6,861.67)
001.204	HUNTINGTON LIQUIDITY PORTAL	30,844.57	140.07	0.00	30,984.64
	PARK/RECREATION SITES FUND	26,069.07	140.07	2,086.17	24,122.97
Fund 239	OMS/DDA REVLG LOAN FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	97,330.81	9,049.70	0.00	106,380.51
001.204	HUNTINGTON LIQUIDITY PORTAL	115,121.87	522.82	0.00	115,644.69
001.300	FRANKENMUTH CREDIT UNION ACCOUNTS	206,874.18	614.60	0.00	207,488.78
001.306	DORT FEDERAL CREDIT UNION ACCOUNTS	206,181.50	181.86	0.00	206,363.36
	OMS/DDA REVLG LOAN FUND	625,508.36	10,368.98	0.00	635,877.34
Fund 243	OBRA #12 WOODWARD LOFT				
001.200	POOLED CASH (HUNTINGTON BANK)	6,009.59	0.00	0.00	6,009.59
001.201	MI CLASS ACCOUNT	1,859.19	8.45	0.00	1,867.64
	OBRA #12 WOODWARD LOFT	7,868.78	8.45	0.00	7,877.23
Fund 248	DOWNTOWN DEVELOPMENT AUTHORITY				
001.200	POOLED CASH (HUNTINGTON BANK)	16,969.78	3,269.86	19,310.46	929.18
001.201	MI CLASS ACCOUNT	26,286.08	119.93	0.00	26,406.01
001.203	MAIN STREET OWOSSO / DDA CHECKING	1,740.15	32.23	0.00	1,772.38
001.204	HUNTINGTON LIQUIDITY PORTAL	82,794.16	375.82	0.00	83,169.98
	DOWNTOWN DEVELOPMENT AUTHORITY	127,790.17	3,797.84	19,310.46	112,277.55
Fund 249	BUILDING INSPECTION FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	115,996.44	20,909.00	23,205.52	113,699.92
001.204	HUNTINGTON LIQUIDITY PORTAL	156,405.94	710.04	0.00	157,115.98
	BUILDING INSPECTION FUND	272,402.38	21,619.04	23,205.52	270,815.90
Fund 254	HOUSING & REDEVELOPMENT				
001.200	POOLED CASH (HUNTINGTON BANK)	38,841.95	907.50	8,625.00	31,124.45
001.204	HUNTINGTON LIQUIDITY PORTAL	38,858.11	176.47	0.00	39,034.58

FROM 11/01/2023 TO 11/30/2023

FUND: ALL FUNDS

CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 11/01/2023	Total Debits	Total Credits	Ending Balance 11/30/2023
	HOUSING & REDEVELOPMENT	77,700.06	1,083.97	8,625.00	70,159.03
Fund 259 001.200	OBRA-DIST#15 -ARMORY BUILDING POOLED CASH (HUNTINGTON BANK)	1.45	0.00	0.00	1.45
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	3,595.57 48,951.70	0.00 223.18	0.00 0.00	3,595.57 49,174.88
	OBRA #9 ROBBINS LOFT	52,547.27	223.18	0.00	52,770.45
Fund 276 001.200	OBRA FUND DISTRICT #16 - QDOBA POOLED CASH (HUNTINGTON BANK)	5,201.94	0.00	0.00	5,201.94
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)	9,725.25	0.00	0.00	9,725.25
Fund 284 001.200	OPIOID SETTLEMENT FUND POOLED CASH (HUNTINGTON BANK)	23,462.61	2,459.58	0.00	25,922.19
Fund 287 001.200 001.201 001.306	ARPA - AMERICAN RESCUE PLAN ACT POOLED CASH (HUNTINGTON BANK) MI CLASS ACCOUNT DORT FEDERAL CREDIT UNION ACCOUNTS	150,300.00 645,377.15 777,317.21	0.00 2,942.45 685.66	0.00 0.00 0.00	150,300.00 648,319.60 778,002.87
	ARPA - AMERICAN RESCUE PLAN ACT	1,572,994.36	3,628.11	0.00	1,576,622.47
Fund 297 001.200 001.202 001.204 004.000	HISTORICAL FUND POOLED CASH (HUNTINGTON BANK) HC CHECKING ACCOUNT HUNTINGTON LIQUIDITY PORTAL PETTY CASH	9,370.26 5,978.02 52,593.37 100.00	2,096.00 607.00 238.87 0.00	2,832.01 73.57 0.00 0.00	8,634.25 6,511.45 52,832.24 100.00
	HISTORICAL FUND	68,041.65	2,941.87	2,905.58	68,077.94
Fund 301 001.200 001.201	GENERAL DEBT SERVICE (VOTED BONDS) POOLED CASH (HUNTINGTON BANK) MI CLASS ACCOUNT	569,432.16 22,821.79	26,203.06 0.00	0.00 22,821.79	595,635.22 0.00
	GENERAL DEBT SERVICE (VOTED BONDS)	592,253.95	26,203.06	22,821.79	595,635.22
Fund 469 001.200 001.201	CAPITAL PROJECTS-BUILDING AUTHORITY POOLED CASH (HUNTINGTON BANK) MI CLASS ACCOUNT	(244.00) 11,841.40	244.00 52.77	0.00 244.00	0.00 11,650.17
	CAPITAL PROJECTS-BUILDING AUTHORITY	11,597.40	296.77	244.00	11,650.17
Fund 588 001.200 001.201	TRANSPORTATION FUND POOLED CASH (HUNTINGTON BANK) MI CLASS ACCOUNT	6,950.24 (16,167.87)	0.00 6,950.24	6,950.24 0.00	0.00 (9,217.63)
	TRANSPORTATION FUND	(9,217.63)	6,950.24	6,950.24	(9,217.63)
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	257,299.56 402,953.99 630,256.26 257,801.06 521,051.89 200.00	458,257.35 1,837.06 2,861.65 765.99 459.63 0.00	179,080.76 0.00 0.00 0.00 0.00 0.00	536,476.15 404,791.05 633,117.91 258,567.05 521,511.52 200.00

FROM 11/01/2023 TO 11/30/2023

FUND: ALL FUNDS

CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 11/01/2023	Total Debits	Total Credits	Ending Balance 11/30/2023
	SEWER FUND	2,069,562.76	464,181.68	179,080.76	2,354,663.68
Fund 591	WATER FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	276,618.08	568,024.81	950,450.67	(105,807.78)
001.201	MI CLASS ACCOUNT	1,553,644.52	7,083.27	0.00	1,560,727.79
001.204	HUNTINGTON LIQUIDITY PORTAL	1,564,924.73	7,105.23	0.00	1,572,029.96
	WATER FUND	3,395,187.33	582,213.31	950,450.67	3,026,949.97
Fund 599	WASTEWATER FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	1,120,312.87	227,313.23	1,124,937.51	222,688.59
001.201	MI CLASS ACCOUNT	377,796.27	1,722.39	0.00	379,518.66
001.204	HUNTINGTON LIQUIDITY PORTAL	626,684.52	706,023.53	0.00	1,332,708.05
001.300	FRANKENMUTH CREDIT UNION ACCOUNTS	257,801.06	765.99	0.00	258,567.05
001.306	DORT FEDERAL CREDIT UNION ACCOUNTS	314,869.61	277.74	0.00	315,147.35
	WASTEWATER FUND	2,697,464.33	936,102.88	1,124,937.51	2,508,629.70
Fund 661	FLEET MAINTENANCE FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	658,821.79	115,320.43	429,558.55	344,583.67
001.201	MI CLASS ACCOUNT	636,429.96	2,901.56	0.00	639,331.52
001.204	HUNTINGTON LIQUIDITY PORTAL	112,283.58	402,325.64	0.00	514,609.22
001.205	THE STATE BANK	1,019,287.38	3,692.62	0.00	1,022,980.00
001.300	FRANKENMUTH CREDIT UNION ACCOUNTS	526,342.71	1,563.75	0.00	527,906.46
	FLEET MAINTENANCE FUND	2,953,165.42	525,804.00	429,558.55	3,049,410.87
Fund 703	CURRENT TAX COLLECTION FUND				
001.200	POOLED CASH (HUNTINGTON BANK)	(136,608.52)	32,765.89	47,160.33	(151,002.96)
001.204	HUNTINGTON LIQUIDITY PORTAL	618,906.10	0.00	0.00	618,906.10
	CURRENT TAX COLLECTION FUND	482,297.58	32,765.89	47,160.33	467,903.14
Fund 865	2017 SPECIAL ASSESSMENTS				
001.200	POOLED CASH (HUNTINGTON BANK)	1,815.72	50.00	1,865.72	0.00
001.201	MI CLASS ACCOUNT	0.00	1,874.17	0.00	1,874.17
	2017 SPECIAL ASSESSMENTS	1,815.72	1,924.17	1,865.72	1,874.17
Fund 866	2018 SPECIAL ASSESSMENTS				
001.200	POOLED CASH (HUNTINGTON BANK)	977.61	250.00	977.61	250.00
001.201	MI CLASS ACCOUNT	0.00	982.18	0.00	982.18
	2018 SPECIAL ASSESSMENTS	977.61	1,232.18	977.61	1,232.18
Fund 867	2019 SPECIAL ASSESSMENTS				
001.200	POOLED CASH (HUNTINGTON BANK)	1,354.52	325.30	1,354.52	325.30
001.201	MI CLASS ACCOUNT	0.00	1,360.69	0.00	1,360.69
	2019 SPECIAL ASSESSMENTS	1,354.52	1,685.99	1,354.52	1,685.99
Fund 868	2020 SPECIAL ASSESSMENTS				
001.200	POOLED CASH (HUNTINGTON BANK)	5,501.64	0.00	5,501.64	0.00
001.201	MI CLASS ACCOUNT	0.00	5,526.77	0.00	5,526.77
	2020 SPECIAL ASSESSMENTS	5,501.64	5,526.77	5,501.64	5,526.77
Fund 869	2021-20XX SPECIAL ASSESSMENTS				
001.200	POOLED CASH (HUNTINGTON BANK)	62,503.34	8,656.80	62,503.34	8,656.80
001.201	MI CLASS ACCOUNT	0.00	62,788.20	0.00	62,788.20
	2021-20XX SPECIAL ASSESSMENTS	62,503.34	71,445.00	62,503.34	71,445.00
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	27,497,943.81	3,875,343.28	5,267,015.10	26,106,271.99



Regular Meeting of the Owosso Historical Commission

Minutes of December 11, 2023 – 6:00 P.M. at Owosso City Hall

PRESIDING OFFICER: Chair Mark Erickson

MEMBERS PRESENT: Vice-Chair Debra Adams, Commissioners Elaine Greenway, Lance Little, and Bill Moull

MEMBERS ABSENT: Commissioners Susan Osika and Robert Hooper

OTHERS PRESENT: Amy Fuller, Assistant City Manager and Denice Grace, Castle Docent,

CHAIR ERICKSON CALLED THE MEETING TO ORDER AT 6:02 P.M.

APPROVE MINUTES – November 11, 2023

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

Passed by voice vote.

APPROVE AGENDA – December 11, 2023

Motion by Commissioner Adams to approve the agenda as presented, supported by Commissioner Little.

Passed by voice vote.

ITEMS OF BUSINESS

Roaring 20's Party: Commissioner Adams provided recap of the Roaring 20's Party. Chairman Erickson thanked the Committee and Commissioner Adams for all of their work planning events for the 100th anniversary of Curwood Castle.

Home Tour 2024 Update: Commissioner Little reported that there are 8 houses and several businesses signed up to be on the home tour.

Community Foundation: Amy Fuller shared that the Commission has \$1,066 in their spendable account with the foundation and asked whether they wanted to reinvest the funds or transfer them to operating expenses.

Motion by Commissioner Little to add the funds to the current operating budget. Motion supported by Moull.

Passed by voice vote.

Deed Restrictions: The Commission reviewed draft deed restrictions for the Gould House from the City Attorney. They requested staff consult with the attorney regarding a few questions and will revisit the deed restrictions at the January meeting.

Gould House Inventory: The Commission discussed a plan for inventorying the items at the Gould House and Commissioner Little volunteered to consult with an archivist.

FINANCIAL REVIEW AND DISCUSSION:

Amy Fuller provided the most recent revenue and expense report and Denice Grace shared the November financials for Curwood Castle.

PUBLIC COMMENT PERIOD

None.

COMMISSIONER COMMENTS

Commissioner Little talked about strategic training for the Commission. There was a discussion on goal setting. Commissioner Greenway commented that the 100th-anniversary events were great for the community.

NEXT MEETING: Monday, January 8, 2024 at 6:00 p.m.

ADJOURNMENT

Commissioner Moull moved to adjourn the meeting. Commissioner Little supported. The voice vote was unanimous to adjourn the meeting at 7:23 P.M.

Respectfully submitted by:
Amy Fuller, Assistant City Manager

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

MEETING CALLED TO ORDER: at 6:04 p.m. by Chairperson Steven Teich.

ROLL CALL: was taken by City Manager Nathan Henne.

PRESENT: Chairperson Steven Teich, Vice Chairperson Omer, Erin Powell, William Byrne

ABSENT: Secretary Hathaway, Commissioner VanEpps, Commissioner Gallinger

OTHERS IN ATTENDANCE: City Manager Nathan Henne, Kori Shook, Josh Shook, Rhiannon Shook, Mayor Rob Teich

AGENDA APPROVAL: December 20, 2023.

**MOTION FOR APPROVAL OF THE AGENDA AS PRESENTED BY COMMISSIONER POWELL.
SECONDED BY COMMISSIONER BYRNE.**

AYES ALL. MOTION CARRIED.

MINUTES APPROVAL: September 20, 2023.

**MOTION FOR APPROVAL OF MINUTES AS PRESENTED BY VICE CHAIR OMER. SECONDED BY
COMMISSIONER POWELL.**

AYES ALL. MOTION CARRIED.

COMMUNICATIONS: None.

PUBLIC/COMMISSIONER COMMENTS: None.

PUBLIC HEARINGS: None.

ITEMS OF BUSINESS:

1. Notice to Proceed – 300 W Main Street – Matthews/Shook Building Façade and Addition

Kori Shook presented the façade restoration and building addition architectural plans to the commission. There was discussion regarding the materials used and composition of the windows. Mr. and Mrs. Shook explained that the windows would be aluminum clad wooden windows and that the old window openings would be restored. They further explained that the addition would be constructed with a brick exterior. Commissioners agreed that aluminum windows, brick exteriors, and fiber cement (Hardy) board would be appropriate. City Manager Henne recommended that the existence and approval of aluminum windows on other building projects within the district since 2010 would be an appropriate prevailing condition to grant a notice to proceed.

MOTION BY VICE CHAIR OMER TO GRANT A NOTICE TO PROCEED FOR THE PROJECT AT 300 WEST MAIN STREET LISTING THE PREVAILING CONDITION FOR ALUMINUM WINDOWS AS: AS APPROVED FOR OTHER BUILDING PROJECTS WITHIN THE DISTRICT FOR ALUMINUM WINDOWS SINCE THE DISTRICT WAS ESTABLISHED IN 2010. OTHER COMPONENTS OF THE PROJECT MEET THE DESIGN GUIDELINES FOR THE DISTRICT.

MOTION SECONDED BY COMMISSIONER POWELL

A Roll Call Vote was taken.

AYES: ALL
NAYS: NONE
ABSENT:

MOTION CARRIED.

2. Notice to Proceed – 219 North Ball Street – Window Replacement

City Manager Henne explained that the applicant – Randy Smith – wishes to replace all second story windows (20) at the building on the corner of Mason and N Ball. This two story building has apartments on the upper floor. Mr. Smith presented three options for the Commission to consider – options one and three are aluminum clad Pella wooden windows. The second option was dismissed by the Commission because they are Anderson vinyl windows. Commissioners briefly discussed the window designs and preferred either Pella aluminum clad option as long as the sashes were similar to the existing windows (equal horizontally).

MOTION BY VICE CHAIR OMER TO APPROVE THE NOTICE TO PROCEED WITH OPTION ONE OR OPTION THREE AS PRESENTED IN THE PACKET WHICH CONSTITUTE PELLA ALUMINUM CLAD WOODEN WINDOWS WITH EQUAL HORIZONTAL SASHES WITH THE PREVAILING CONDITION FOR APPROVAL AS: AS APPROVED FOR OTHER BUILDING PROJECTS WITHIN THE DISTRICT FOR ALUMINUM CLAD WINDOWS SINCE THE DISTRICT WAS ESTABLISHED IN 2010.

MOTION SECONDED BY COMMISSIONER BYRNE

A Roll Call Vote was taken.

AYES: ALL
NAYS: NONE
ABSENT:

PUBLIC COMMENTS: The Commission asked when work would begin with the building at 123 N Washington now that the Michigan Strategic Fund Board gave final approval for the CRP Grant. Henne said he did not know. Chairman Tiech reminded Henne that the owners will need the plans approved by the HDC before exterior work could begin.

BOARD COMMENTS: None.

NEXT MEETING: January 17, 2023

MOTION BY COMMISSIONER BYRNE TO ADJOURN. SECONDED BY COMMISSIONER POWELL.

AYES ALL. MOTION CARRIED - MEETING ADJOURNED AT 6:40 P.M.

Philip Hathaway, Secretary