

**CITY OF OWOSSO  
REGULAR MEETING OF THE CITY COUNCIL  
MONDAY, DECEMBER 15, 2025  
6:30 P.M.**

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

**AGENDA**

**OPENING PRAYER:**

**PLEDGE OF ALLEGIANCE:**

**ROLL CALL:**

**APPROVAL OF THE AGENDA:**

**APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF DECEMBER 1, 2025:**

**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**

**COUNCIL COMMENTS**

**CONSENT AGENDA**

1. Change Order – City Hall Improvements Project. Approve Change Order No. 3 to the City Hall Improvements Project with Great Lakes Bay Construction, Inc., in the amount of \$9,298.40 for the City Hall Improvements Project and further approve payment to the contractor upon completion of the project or portion thereof.

2. Contract Addendum – Planning & Zoning Services Contract. Amend the Professional Services Agreement – Planning & Zoning Services contract with CIB Planning, Inc. to reflect the merger and name change to OHM Advisors.
3. Purchase Authorization – Police Vehicles. Waive competitive bidding requirements, utilizing the Macomb County contract, and approve the purchase of two (2) 2025 Ford Police Utility Vehicles from Lunghamer Ford of Owosso Mi for a total cost of \$97,452.00 to be paid upon delivery.
4. Professional Service Agreement – Fire Department Medical Examinations. Waive competitive bidding requirements, and contract with Bio-Care, Inc. to provide medical examinations, Quantitative Fit Testing and Respiratory Surveillance to all Fire Department employees at a cost of \$8,173.00 and authorize payment according to the terms of the contract.
5. Professional Service Agreement – Underwriter/Placement Agent/Municipal Advisor. Authorize professional services agreement with MFCI, LLC, in an amount not to exceed \$68,450.00, to serve as Underwriter/Placement Agent/Municipal Advisor for two bond issuances associated with the City's 2026 Drinking Water State Revolving Fund (DWSRF) projects and its 2026 Clean Water State Revolving Fund (CWSRF) projects, and further authorize payment to the firm for services rendered in accordance with the agreement.  
Master Plan Implementation Goals: 3.4, 3.7, 3.8, 6.6
6. Professional Services Agreements - Bond Counsel. Authorize two professional services agreements with Dickinson Wright PLLC in an amount not to exceed \$80,000.00 to serve as Bond Counsel for bond issuances associated with the 2026 Drinking Water State Revolving Fund project and the 2026 Clean Water State Revolving Fund project, and further authorize payment to the firm for services rendered in accordance with the agreements.  
Master Plan Implementation Goals: 3.4, 3.7, 3.8, 6.6

### **ITEMS OF BUSINESS**

1. Contract Approvals – Ludington Electric, Inc. Reiterate acknowledgement of the pecuniary interest of Councilmember in the contract(s) in question and consider approval of \$1,314.19 in contracts with Ludington Electric, Inc. for the period of November 2025.
2. Closed Session. Consider holding closed session at the conclusion of the second session of Council Comments for the purpose of consulting with an attorney regarding trial or settlement strategy in connection with specific pending litigation.

### **CITIZEN COMMENTS**

### **COUNCIL COMMENTS**

### **CLOSED SESSION** (if approved)

### **COMMUNICATIONS**

1. Elaine Greenway, Historical Commission. Letter of resignation.
2. Tanya S. Buckelew, Planning & Building Director. November 2025 Building Department Report.
3. Tanya S. Buckelew, Planning & Building Director. November 2025 Code Violations Report.
4. Tanya S. Buckelew, Planning & Building Director. November 2025 Inspections Report.
5. Tanya S. Buckelew, Planning & Building Director. November 2025 Certificates Issued Report.
6. Kevin D. Lenkart, Public Safety Director. November 2025 Police Report.
7. Kevin D. Lenkart, Public Safety Director. November 2025 Fire Report.
8. Downtown Development Authority. Minutes of December 3, 2025.

9. Parks & Recreation Commission. Minutes of December 3, 2025.
10. WWTP Review Board. Minutes of November 25, 2025.
11. Owosso Historic District Commission. Minutes of September 17, 2025.
12. Owosso Historic District Commission. Minutes of November 19, 2025.
13. Quarterly Utility Billing Delinquent and Shut off Statistics. July – September 2025

### **NEXT MEETING**

Monday, January 5, 2026

### **BOARDS AND COMMISSIONS OPENINGS**

Building Board of Appeals – Alternate - term expires June 30, 2026  
Building Board of Appeals – Alternate - term expires June 30, 2027  
DDA/OMS Board x 2 – terms expire June 30, 2028  
Zoning Board of Appeals – Alternate – term expires June 30, 2027  
Zoning Board of Appeals – Alternate – term expires June 30, 2028

### **ADJOURNMENT**

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

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

The Owosso City Council will conduct an in-person meeting on December 15, 2025. Citizens may view and listen to the meeting using the following link and phone numbers.

**OWOSSO CITY COUNCIL  
Monday, December 15, 2025 AT 6:30 P.M.**

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

- **Join Zoom Meeting:**

<https://us02web.zoom.us/j/88244507101?pwd=t8KG0tXCINdvh4XxlGOpuNBHzaDQS.1>

**Meeting ID: 882 4450 7101**

**Passcode: 152365**

**One tap mobile**

+13126266799,,81130530177#,,,,\*017514# US (Chicago)

+16465588656,,81130530177#,,,,\*017514# US (New York)

**Dial by your location**

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Washington DC)

+1 346 248 7799 US (Houston)

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

- **For video instructions visit:**

- o Signing up and Downloading Zoom <https://youtu.be/qsy2Ph6kSf8>

- o Joining a Zoom Meeting <https://youtu.be/hlkCmbvAHQQ>

- o Joining and Configuring Audio and Video <https://youtu.be/-s76QHshQnY>

- **Helpful notes for participants:** [Helpful Hints](#)

- **Meeting packets are published on the City of Owosso website** <http://www.ci.owosso.mi.us>

Any person who wishes to contact members of the City Council to provide input or ask questions on any business coming before the Council on December 15, 2025 may do so by calling or e-mailing the City Clerk's Office prior to the meeting at (989)725-0500 or [city.clerk@ci.owosso.mi.us](mailto:city.clerk@ci.owosso.mi.us). Contact information for individual Council members can be found on the City website at: <http://www.ci.owosso.mi.us/Government/City-Council>

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**CITY OF OWOSSO  
REGULAR MEETING OF THE CITY COUNCIL  
MINUTES OF DECEMBER 1, 2025  
6:30 P.M.  
VIRGINIA TEICH CITY COUNCIL CHAMBERS**

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

**OPENING PRAYER:** PASTOR DEB GRAZIER  
FIRST CONGREGATIONAL CHURCH

**PLEDGE OF ALLEGIANCE:** ALEX PIRKOVIC, NB CONCEPTS

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

**ABSENT:** None.

**APPROVE AGENDA**

Motion by Councilmember Olson to approve the agenda as presented.

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

**APPROVAL OF THE MINUTES OF REGULAR MEETING OF NOVEMBER 17, 2025**

Motion by Councilmember Osmer to approve the Minutes of the Regular Meeting of November 17, 2025 as presented.

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

**PROCLAMATIONS / SPECIAL PRESENTATIONS**

**Giving Tuesday/Raise Up Shiawassee Proclamation**

Mayor Teich read aloud the following Proclamation of the Mayor's Office declaring Tuesday, December 2, 2025 as Giving Tuesday/Raise Up Shiawassee Day in the City of Owosso:

**A PROCLAMATION  
OF THE MAYOR'S OFFICE OF THE CITY OF OWOSSO, MICHIGAN  
PROCLAIMING TUESDAY, DECEMBER 2, 2025 AS  
"Raise UP Shiawassee's GIVING TUESDAY" DAY IN THE CITY OF OWOSSO**

WHEREAS, Giving Tuesday was established as an international day of giving on the Tuesday following Thanksgiving; and

WHEREAS, Giving Tuesday is a celebration of philanthropy and volunteerism where people give whatever they are able to give; and

WHEREAS, Giving Tuesday is a day where citizens work together to share commitments, rally for favorite causes, build stronger communities, and think about other people; and

- WHEREAS, locally, Giving Tuesday has a group of nonprofits who convene to work together to make Giving Tuesday a success for all their participants; they are named “Raise Up Shiawassee” and encompass many community efforts in Shiawassee County; and
- WHEREAS, Raise UP Shiawassee fundraised over \$130,000 in 2024, which all remains in the community for local nonprofit work; and
- WHEREAS, the 15 local nonprofit partners in 2025 include: Angel's Hands Outreach, The Laingsburg Clothesline, Eventz 4 Change, Friends of Pat's Place, Giving Paws, Great Start Shiawassee, Lebowsky Center for Performing Arts, Respite Volunteers of Shiawassee, The SafeCenter, Shiawassee Arts Center, Shiawassee Community Foundation, Shiawassee Council on Aging, Shiawassee Family YMCA, Shiawassee GoodFellows, and Voices for Children; and
- WHEREAS, it is fitting and proper on Giving Tuesday, and on every day, to recognize the tremendous impact of philanthropy, volunteerism, and community service in the City of Owosso and the greater Shiawassee County area; and
- WHEREAS, Giving Tuesday is an opportunity to encourage citizens to “Raise Up Shiawassee” by giving locally and serving others throughout this holiday season and throughout the entire year.

NOW, THEREFORE, I, Robert J. Teich, Jr., Mayor of the City of Owosso, do hereby proclaim December 2, 2025 as “**Raise UP Shiawassee’s GIVING TUESDAY**” Day in the City of Owosso, and encourage all citizens to join together to give locally in any way that is personally meaningful.

Proclaimed this 1<sup>st</sup> day of December, 2025.

### **PUBLIC HEARINGS**

None.

### **CITIZEN COMMENTS**

Justin Horvath, SEDP President, expressed his support for the sale of the old Vaungarde site to NB Concepts. He said he's very excited about the opportunity for new housing and brownfield cleanup.

Tom Manke, 2910 W. M-21, commented on the wonderful Glow Parade this last Friday, thanking everyone involved in the event. He went on to say that he has heard positive feedback on the proposed housing project and asked for an explanation of the recycling item on the agenda.

### **COUNCIL COMMENTS**

Councilmember Osmer announced the YMCA will be hosting a mobile food distribution event at the Baker College Welcome Center tomorrow.

Councilmember Olson spoke about the role of illumination in the community, saying she would like to see the downtown illuminated year-round. She suggested the City create a lighting inventory map and include illumination in future master plans.

### **CONSENT AGENDA**

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

**2026 Schedule of Meetings.** Adopt the 2026 Boards and Commissions Meetings Schedule as follows:

**CITY OF OWOSSO  
SCHEDULE OF REGULAR MEETINGS  
FOR THE CALENDAR YEAR BEGINNING JANUARY 1, 2026**

**NOTICE IS HEREBY GIVEN**, pursuant to the provisions of Act 267, Public Acts of 1976, of the schedule of Regular Meetings of the City of Owosso, County of Shiawassee, State of Michigan for the calendar year beginning January 1, 2026. The Board, dates, time and place of said regular meetings shall be as follows:

<b>CITY COUNCIL</b>					
The 1 <sup>st</sup> and 3 <sup>rd</sup> Monday of each month, except as noted – 6:30 p.m., local prevailing time					
Owosso City Hall, Council Chambers					
JAN 05	MAR 02	MAY 04	JUL 06	SEP 08*	NOV 02
JAN 20*	MAR 16	MAY 18	JUL 20	SEP 21	NOV 16
FEB 02	APR 06	JUN 01	AUG 03	OCT 05	DEC 07
FEB 17*	APR 20	JUN 15	AUG 17	OCT 19	DEC 21
<b>DOWNTOWN DEVELOPMENT AUTHORITY / OWOSSO MAIN STREET</b>			<b>DOWNTOWN HISTORIC DISTRICT COMMISSION</b>		
The 1 <sup>st</sup> Wednesday of each month, except as noted – 7:30 a.m., local prevailing time			The 3 <sup>rd</sup> Wednesday of each month - 6:00 p.m., local prevailing time		
Owosso City Hall, Council Chambers			Owosso City Hall, Conference Room		
JAN 07	MAY 06	SEP 02	JAN 21	MAY 20	SEP 16
FEB 04	JUN 03	OCT 07	FEB 18	JUN 17	OCT 21
MAR 04	JUL 08*	NOV 04	MAR 18	JUL 15	NOV 18
APR 01	AUG 05	DEC 02	APR 15	AUG 19	DEC 16
<b>OWOSSO HISTORICAL COMMISSION</b>			<b>PARKS &amp; RECREATION COMMISSION</b>		
The 2 <sup>nd</sup> Monday of each month, except as noted – 6:00 p.m., local prevailing time			The 4 <sup>th</sup> Wednesday of each month, except as noted 7:00 p.m., local prevailing time		
Owosso City Hall, Council Chambers			Owosso City Hall, Council Chambers		
JAN 12	MAY 11	SEP 14	JAN 28	MAY 27	SEP 23
FEB 09	JUN 08	OCT 13*	FEB 25	JUN 24	OCT 28
MAR 09	JUL 13	NOV 09	MAR 25	JUL 22	DEC 02*
APR 13	AUG 10	DEC 14	APR 22	AUG 26	
<b>PLANNING COMMISSION</b>			<b>WWTP REVIEW BOARD</b>		
The 4 <sup>th</sup> Monday of each month, except as noted – 6:30 p.m., local prevailing time			The 4 <sup>th</sup> Tuesday of each month, 4:30 p.m., local prevailing time		
Owosso City Hall, Council Chambers			Owosso Wastewater Plant, Administration Building 1410 Chippewa Trail, Owosso		
JAN 26	MAY 26*	SEP 28	JAN 27	MAY 26	SEP 22
FEB 23	JUN 22	OCT 26	FEB 24	JUN 23	OCT 27
MAR 23	JUL 27	NOV 23	MAR 24	JUL 28	NOV 24
APR 27	AUG 24	DEC 14*	APR 28	AUG 25	
<b>ZONING BOARD OF APPEALS</b>			<b>BROWNFIELD REDEVELOPMENT AUTHORITY</b>		
The 3 <sup>rd</sup> Tuesday of each month, except as noted – 9:30 a.m., local prevailing time			Thursdays, approximately once per quarter – 8:00 a.m., local prevailing time		
Owosso City Hall, Council Chambers			Owosso City Hall, Council Chambers		
JAN 20	MAY 19	SEP 15	JAN 8	JUN 11	
FEB 17	JUN 16	OCT 20	APR 09	OCT 8	
MAR 17	JUL 21	NOV 17			

APR 21	AUG 18	DEC 15	* = Rescheduled due to legal holiday on regular meeting date or other scheduling conflict
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The City of Owosso will provide necessary auxiliary aids and services, such as signers for the hearing impaired and audio recordings of printed materials being considered at the meeting, to individuals with disabilities at the meeting/hearing upon seventy-two (72) hours' notice to the City of Owosso. Individuals with disabilities requiring auxiliary aids or services should contact the City of Owosso by writing or calling the following: Amy K. Kohagen, City Clerk, 301 West Main Street, Owosso, MI 48867 (989) 725-0500. The City of Owosso website is [www.ci.owosso.mi.us](http://www.ci.owosso.mi.us).

**Traffic Control Order Request – St. John's Food & Gift Distribution.** Approve the request from St. John's United Church of Christ for closure of Washington Street between Oliver Street and Williams Street on Tuesday, December 16, 2025 from 10:00am until 3:00pm for their annual food and gift distribution event.

**2026 Income Threshold Poverty Exemptions.** Adopt the 2026 Income Threshold Poverty Exemptions, as required by Public Act No. 390 of 1994 as follows:

#### **RESOLUTION NO. 170-2025**

#### **2026 INCOME THRESHOLD POVERTY EXEMPTIONS**

NOW, THEREFORE, BE IT HEREBY RESOLVED that the board of review shall follow the above stated policy and the below stated guidelines in granting or denying an exemption.

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

#### 2026 Income Standards Poverty Threshold

Total number of persons residing in homestead	Annual allowable income
1 person	\$25,800
2 persons	\$29,450
3 persons	\$33,150
4 persons	\$36,810
5 persons	\$39,780
6 persons	\$43,150
7 persons	\$48,650
8 persons	\$54,150
Each additional person, add	\$5,500

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

- Assets (except the original homestead, essential household goods and the first \$10,400 of the market value of a motor vehicle), less what is owed on said vehicle, shall not exceed \$6,500 (six thousand five hundred dollars) for individual applicant and/or \$9,100 (nine thousand one hundred dollars) per household if more than one financial contributor.

**\*Change Order – 2023 Street Patches Contract.** Approve change order no. 5 to the 2023 Street Patches Contract with TJ Smith Sand & Gravel, Inc. in the amount of \$122,197.50 for the 2026 Street

Patches Contract and further approve payment to the contractor upon completion of the project or portion thereof as follows:

**RESOLUTION NO. 171-2025**

**AUTHORIZING CHANGE ORDER NO. 5  
TO THE CONTRACT BETWEEN THE CITY OF OWOSSO  
AND TJ SMITH SAND & GRAVEL, INC.  
FOR THE 2023 STREET PATCHES PROGRAM**

WHEREAS, the city of Owosso, Shiawassee County, Michigan, approved a contract with TJ Smith Sand & Gravel, Inc. on March 6, 2023 for two rounds of street patches on various streets throughout the city during the 2023 construction season; and

WHEREAS, Change Order No. 1 was approved administratively on December 18, 2023 to add a third round of street patches to the project for Spring of 2024; and

WHEREAS, Change Order No. 2 was approved by city council on September 16, 2024 to add a fourth round of patches for Fall 2024; and

WHEREAS, Change Order No. 3 was approved by city council on December 2, 2024 to add a fifth and sixth round of patches for the 2025 construction season; and

WHEREAS, Change Order No. 4 was approved by city council on October 6, 2025 to add additional funds to the contract to complete patching during the 2025 construction season due to additional patching needs; and

WHEREAS, TJ Smith Sand & Gravel, Inc. has agreed to hold their prices to make additional street repairs for the 2026 construction season, and a change order is necessary to increase the contract amount.

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 amend the 2023 Street Patches Program contract with TJ Smith Sand & Gravel, Inc. increasing the contract amount by \$122,197.50 for 2026 street patches program, bringing the contract total to \$409,091.25.
- SECOND: the mayor and city clerk are instructed and authorized to sign the document substantially in form attached as Change Order No. 5 to the Contract for Services between the city of Owosso and TJ Smith Sand & Gravel, Inc.
- THIRD: the accounts payable department is authorized to pay TJ Smith Sand & Gravel, Inc. for work satisfactorily completed up to the revised contract amount of \$409,091.25.
- FOURTH: the above additional expenses shall be paid from the Major and Local Street Account Nos. 202-463-181.000 and 203-463-818.000; Sewer Fund Account No. 590-549-818.000 and 590-901-973.000-SEWERREHAB; and Water Fund Account Nos. 591-552-818.000, 591-552-818.000-LSL-ID0000, and 591-552-818.000-LSLREPLACE, and other funds as appropriate.

Master Plan Implementation Goals: 3.4

**Purchase Authorization – Network Switches**. Waive competitive bidding requirements, authorize the purchase of network switching equipment from Logicalis in the amount of \$24,711.82 and further authorize the payment to the vendor upon satisfactory receipt of the equipment as follows:

**RESOLUTION NO. 172-2025**

**AUTHORIZING THE PURCHASE OF NETWORK SWITCHING EQUIPMENT FOR CITY HALL  
AND PUBLIC SAFETY**

**QUOTATION # 2025-217957v7**

WHEREAS, the City of Owosso maintains network switching infrastructure at City Hall and the Public Safety Building that is at or near port capacity and requires expansion; and

WHEREAS, the installation of additional Cisco switches will provide the necessary 48-port expansion at each location and enable 10-gigabit uplink capacity to support new servers and future system requirements; and

WHEREAS, Logicalis has provided a quote for the required Cisco switching hardware, software, and maintenance in the total amount of \$24,711.82, as shown in the attached quotation; and

WHEREAS, the proposed purchase is available through the NASPO ValuePoint Cisco Master Agreement #AR3227, Michigan Participating Addendum #210000001333, which provides competitively bid cooperative pricing and satisfies the City's purchasing requirements; and

WHEREAS, funding for this purchase is available in the I/T General Equipment Fund 101-227-978-000.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and City Council of the City of Owosso hereby authorize the purchase of Cisco network switching equipment from Logicalis in the amount of \$24,711.82, via NASPO ValuePoint Cisco Master Agreement #AR3227, for use at City Hall and the Public Safety Building.

FURTHER, BE IT RESOLVED that accounts payable department is authorized to pay the vendor upon satisfactory receipt of the equipment.

FURTHER, BE IT RESOLVED funds for this purchase will be sourced from account number 101-227-978-000.

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

**Purchase Authorization – Scale Computing HyperCore Cluster**. Waive competitive bidding requirements, authorize the purchase of scale computing HC3 HyperCore cluster equipment from People Driven Technology in the amount of \$59,033.41 and further authorize the payment to the vendor upon satisfactory installation of the equipment as follows:

**RESOLUTION NO. 173-2025**

**AUTHORIZING THE PURCHASE OF SCALE COMPUTING SERVER INFRASTRUCTURE  
QUOTE #019074**

WHEREAS, the City of Owosso maintains server and virtualization infrastructure that is nearing end-of-life and requires replacement to ensure secure, stable, and reliable operations; and

WHEREAS, the installation of a new Scale Computing HyperCore HC3 cluster will provide improved performance, redundancy, storage capacity, virtualization management, and long-term support for City systems; and

WHEREAS, People Driven Technology has provided a quote for the required hardware, software, and professional services in the total amount of \$59,033.41, as shown in the attached quotation; and

WHEREAS, the proposed purchase is available through the Scale Computing – National Consortium Purchasing Agreement 01-96, which provides competitively bid cooperative pricing and satisfies the City's purchasing requirements; and

WHEREAS, funding for this purchase is available in the I/T General Equipment Fund of 101.228.978.000.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and City Council of the City of Owosso hereby authorize the purchase of the Scale Computing HyperCore server cluster from People Driven Technology in the amount of \$59,033.41 via Scale Computing – National Consortium Purchasing Agreement 01-96.

FURTHER, BE IT RESOLVED that accounts payable department is authorized to pay the vendor upon satisfactory receipt of the equipment.

FURTHER, BE IT RESOLVED funds for this purchase will be sourced from account number 101-228-978-000.

Master Plan Goals: 3.2, 3.4, 3.8

**Purchase Authorization – CrowdStrike Cybersecurity.** Waive competitive bidding requirements, authorize the purchase of CrowdStrike Falcon Complete & NG-SIEM Using SLCGP Grant Funds in the amount of \$67,350.00 and further authorize the payment to the vendor upon satisfactory installation of the software as follows:

#### **RESOLUTION NO. 174-2025**

#### **AUTHORIZING THE PURCHASE OF CROWDSTRIKE FALCON COMPLETE AND NEXT-GEN SIEM USING SLCGP GRANT FUNDING**

#### **QUOTE # PRJS138**

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

WHEREAS, eligible expenditures under this grant include managed endpoint detection and response, next-generation antivirus, threat-hunting services, and security information and event management (SIEM) capabilities; and

WHEREAS, the CrowdStrike Falcon Complete and CrowdStrike Next-Gen SIEM solution provides fully managed endpoint detection and response (EDR), threat monitoring, log ingestion, and long-term retention that directly fulfills the cybersecurity requirements outlined in the SLCGP; and

WHEREAS, CDW-G has provided a quote in the amount of \$67,350.00 for a 20-month licensing term for the required CrowdStrike services; and

WHEREAS, the purchase is available through the State of Michigan MiDEAL – Michigan Master Computing Contract (071B6600110), satisfying competitive purchasing requirements; and

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

NOW, THEREFORE, BE IT RESOLVED that the Mayor and City Council of the City of Owosso hereby authorize the purchase of CrowdStrike Falcon Complete and CrowdStrike Next-Gen SIEM services from CDW-G in the amount of \$67,350.00, to be paid entirely from SLCGP grant funds.

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

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

**\*Contract Authorization – Automatic Meter Reading System.** Approve new contract with Aclara Technologies LLC for upgrade of the old water meter reading system to Aclara's Mobile Programmer, along with additional modifications to the original contract that better serve the City's interests as follows:

#### RESOLUTION NO. 175-2025

#### APPROVAL OF UPDATED CONTRACT WITH ACLARA FOR THE MOBILE PROGRAMMER UPGRADE OF THE WATER METER READING SYSTEM AND MISCELLANEOUS CHANGES ADVANTAGEOUS TO THE CITY

WHEREAS, the City of Owosso, Shiawassee County, Michigan, entered into a contract for the installation of an automatic meter reading (AMR) Fixed Network Administrator system with Aclara by the adoption of Resolution 37-2017 on March 20, 2017, and approved the Mobile Programmer by the City's Finance Director and City Manager in June 2024; and

WHEREAS, the City and Director of Public Services & Utilities saw the need to upgrade the AMR system contract due to the Aclara's Mobile Programmer to avoid obsolescence of system support, use, and to enhance management tools, security, and metered account troubleshooting capabilities not available in the prior system; and

WHEREAS, both the City Attorney and the City's Director of Public Services & Utilities have reviewed and approve of the contract updates.

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

- FIRST: The City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to contract with Aclara to maintain the Automatic Meter Reading System.
- SECOND: The Mayor and City Clerk are instructed and authorized to sign the document(s) of the contract, between the City of Owosso, Michigan and Aclara of St. Louis, Missouri.
- THIRD: The above expenses shall be paid from account numbers 590-901-977000 and 591-901-977.000.

**\*AP Check Register – November 2025.** Affirm Accounts Payable check disbursements totaling \$3,376,065.06 for November 2025.

**\*Payroll Check Register – November 2025.** Affirm Payroll check disbursements totaling \$863,770.90 for November 2025.



Motion supported by Councilmember Owens.

Roll Call Vote.

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

NAYS: None.

ABSENT: Councilmember Ludington.

### **ITEMS OF BUSINESS**

#### **Notice of Pecuniary Interest**

Motion by Councilmember Olson to enter notice of pecuniary interest on the record for Councilmember Carl Ludington as it relates to proposed contracts with Ludington Electric, Inc. for the month of November 2025 as follows:

#### **STATEMENT REGARDING BUSINESS DEALINGS WITH THE CITY**

Per Owosso City Charter Section 14.4 and Michigan Public Act 317 of 1968, as amended

I, Carl Ludington, being an officer of the City of Owosso, do hereby declare a pecuniary interest in the foregoing proposed contract(s) with the City of Owosso as described as:

PO NUMBER	DEPT.	VENDOR	DESCRIPTION	AMOUNT
000047377	862	LUDINGTON ELECTRIC, INC.	REPAIR OF DOWNTOWN LIGHTS – WASHINGTON STREET	636.23
000047402	862	LUDINGTON ELECTRIC, INC.	REPLACEMENT OF UNDERGROUND WIRING FOR CHAIRMAN LIGHTS	497.96
000047420	863	LUDINGTON ELECTRIC, INC.	INSTALLATION OF NEW VFD AT STANDPIPE BOOSTER STATION	180.00
				<b><u>1,314.19</u></b>

For the Period of: November 2025

Vendor: Ludington Electric, Inc

Total Amount: \$1,314.19

I am making this declaration because I am the owner/operator of Ludington Electric, Inc. I confirm that I will not vote on the matter(s) in question, I will not take part in discussion on any question in respect to the matter(s), and I will not attempt in any way whether before, during or after the meeting to influence the voting on any such question at a public meeting of the Owosso City Council.

Said items will be considered for approval at the December 15, 2025 meeting of the Owosso City Council.

Declared this 1<sup>st</sup> day of December, 2025.

Motion supported by Councilmember Osmer.

Roll Call Vote.

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

NAYS: None.

ABSENT: Councilmember Ludington.

**\*Grant Acceptance – Cook Family Foundation**

Master Plan Goals: 1.23

Motion by Councilmember Fear to approve acceptance of the Cook Family Foundation Grant in the amount of \$8,150 to support 50% of the cost for the Owosso Curbside Recycling Public Input Project for the period of November 1, 2025 through October 31, 2026 as follows:

**RESOLUTION NO. 176-2025**

**AUTHORIZING APPROVING THE COOK FAMILY FOUNDATION RECYCLING  
GRANT AGREEMENT FOR THE OWOSSO CURBSIDE RECYCLING  
PUBLIC INPUT PROJECT**

WHEREAS, the City of Owosso is preparing for implementation of curbside recycling and wishes to undertake expanded public engagement to educate residents, and gather feedback regarding the city's future compliance with Part 115 requiring curbside service; and

WHEREAS, the Cook Family Foundation has awarded the City of Owosso a grant in the amount of \$8,150 to support listening sessions, information sessions, and related outreach as part of the Owosso Curbside Recycling Public Input Project; and

WHEREAS, the grant period runs from November 1, 2025 through October 31, 2026, and the grant funds must be used exclusively for the intended purpose as outlined in the Grant Agreement; and

WHEREAS, the Grant Agreement requires the City to comply with conditions including submission of publicity materials for review, preparation of a written progress report, adherence to applicable laws, and return of any unspent funds; and

WHEREAS, it is necessary for the City Council to authorize execution of the Grant Agreement in order to receive and utilize the awarded funds.

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

FIRST: The City of Owosso has theretofore determined that it is advisable, necessary and in the public interest to approve the recycling grant agreement from the Cook Family Foundation for a cost to the City of Owosso.

SECOND: The mayor and city clerk are instructed and authorized to sign the document substantially in the form attached, Cook Family Foundation Grant Agreement between the City of Owosso, Michigan and the Cook Family Foundation.

THIRD: The City is responsible for 50% of the project cost so it agrees to contribute an additional \$8,150 for the project. Expense authorization addressed in resolution approving contract with KSKConsultancy, LLC.

Motion supported by Councilmember Olson.

Roll Call Vote.

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

NAYS: None.

ABSENT: Councilmember Ludington.

**\*Professional Services Agreement – Curbside Recycling Public Input Collection & Analysis**

Master Plan Goals: 1.23

Motion by Councilmember Olson to approve a professional services contract with KSKCounsultancy Inc. to lead the facilitation, data collection, analysis, and preparation of a final report on curbside recycling in the amount of \$16,300.00 and further approve payment to the vendor upon satisfactory completion of the project or portion thereof, supported by a \$8,150.00 grant funded by the Cook Family Foundation as follows:

**RESOLUTION NO. 177-2025**

**AUTHORIZING APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT WITH  
KSKCONSULTANCY, INC. FOR THE OWOSSO CURBSIDE RECYCLING PUBLIC  
INPUT PROJECT**

WHEREAS, the City of Owosso is required under revisions to Part 115 of Michigan's Solid Waste and Materials Management Act to offer curbside recycling access to at least 90% of single-family dwellings by January 2028; and

WHEREAS, the City has been participating in the Shiawassee County Recycling Workgroup since January 2025 and must undertake Owosso-specific public engagement activities to gather community input regarding how the City should meet these statutory requirements; and

WHEREAS, the Cook Family Foundation has awarded the City of Owosso a grant in the amount of \$8,150 to support community listening and informational sessions related to curbside recycling; and

WHEREAS, the City desires to retain KSKConsultancy, Inc. to professionally facilitate twelve (12) listening sessions, gather and analyze participant input, and prepare a final report to guide City Council decision-making; and

WHEREAS, a Professional Services Contract between the City of Owosso and KSKConsultancy, Inc. has been prepared, establishing a not-to-exceed cost of \$16,300.00, with \$8,150.00 funded by the Cook Family Foundation grant and \$8,150.00 funded by the City's general fund; and

WHEREAS, City staff recommends approval of this agreement so that public engagement activities may proceed in accordance with the grant award and compliance timeline.

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

FIRST: The City of Owosso hereby determines that it is advisable and in the public interest to enter into a Professional Services Agreement with KSKConsultancy, Inc. for the Curbside Recycling Public Input Project.

SECOND: The mayor and city clerk are instructed and authorized to sign the document substantially in the form attached, Curbside Recycling Public Input Project Contract between the City of Owosso, Michigan and KSKConsultancy, Inc.

THIRD: The City is responsible for \$8,150 of the project cost while the remaining \$8,150 will be paid by the Cook Family Foundation Grant.

FOURTH: Expenses to be paid from the General Fund: 101.261.818.000

Motion supported by Councilmember Fear.

Roll Call Vote.

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

NAYS: None.

ABSENT: Councilmember Ludington.

**\*Property Sale - 1000 Bradley Street**

Motion by Councilmember Osmer authorizing the sale of the City-owned property at 1000 Bradley Street to NB Concepts, LLC in the amount of \$10,000.00 as follows:

**RESOLUTION NO. 178-2025**

**AUTHORIZING THE SALE OF CITY-OWNED PROPERTY AT  
1000 BRADLEY STREET**

WHEREAS, the City of Owosso owns approximately 3.12 acres of property located at 1000 Bradley Street, parcel number 050-660-008-001-00; and

WHEREAS, the City has received an offer from NB Concepts, LLC in the amount of \$10,000 to purchase the property; and

WHEREAS, the property is zoned I-1, Light Industrial, and has been identified as a brownfield site with known contamination confirmed by an EGLE site assessment; and

WHEREAS, the proposed sale includes contingencies for rezoning approval and for the buyer's acceptance of projected remediation costs based on further studies to be funded by EGLE; and

WHEREAS, the 21-day Charter required posting period has expired with no other offers being received.

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

FIRST: the City Council hereby authorizes the sale of the property at 1000 Bradley Street to NB Concepts, LLC in the amount of \$10,000 with a 180-day period to satisfy noted contingencies.

SECOND: the Mayor and City Clerk are instructed and authorized to sign the purchase agreement for the sale of 1000 Bradley Street, substantially in the form attached.

THIRD: the Mayor and City Clerk are further instructed to execute the documents necessary to

complete the sale of the property upon satisfaction of said contingencies.

Motion supported by Councilmember Owens.

Roll Call Vote.

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

NAYS: None.

ABSENT: Councilmember Ludington.

### **CITIZEN COMMENTS**

Joseph Moore, rental property owner at 304 Michigan Avenue, said he is having some issues with parking enforcement as some of his tenants are getting parking tickets. He also asked about the status of the water leak on Michigan Avenue.

### **COUNCIL COMMENTS**

Councilmember Olson said she heard lots of grumbling from parents dropping off kids at school today due to the snow being unplowed on some streets. She asked that the schools be considered a priority for snow plowing. It was noted that the City prioritizes streets for plowing in the following order: state trunklines, major streets, local streets, alleys, and parking lots. mb Osmer noted that part of the issue with unplowed snow from the latest storm is the fact that people raked their leaves into the street long before pickup was supposed to take place and those leaves got covered with snow leading to problems with plowing and picking up the leaves. It was further noted that crews continue to pick up leaves despite the snow.

### **CITY MANAGER REPORT**

Nathan R. Henne, City Manager. City Manager Report – November 2025.

### **COMMUNICATIONS**

Brad A. Barrett, Finance Director. Financial Report – October 2025.  
Owosso Historical Commission. Minutes of November 10, 2025.

### **NEXT MEETING**

Monday, December 15, 2025

### **BOARDS AND COMMISSIONS OPENINGS**

Building Board of Appeals – Alternate - term expires June 30, 2026  
Building Board of Appeals – Alternate - term expires June 30, 2027  
DDA/OMS Board x 2 – terms expire June 30, 2028  
Zoning Board of Appeals – Alternate – term expires June 30, 2027  
Zoning Board of Appeals – Alternate – term expires June 30, 2028

**ADJOURNMENT**

Motion by Councilmember Owens for adjournment at 7:28 p.m.

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

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Robert J. Teich, Jr., Mayor

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Amy K. Kohagen, City Clerk

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



## MEMORANDUM

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

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DATE: December 10, 2025

TO: City Council

FROM: City Manager

SUBJECT: Change Order #3 – City Hall Improvements Project

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### Background

The City entered into a contract with Great Lakes Bay Construction, Inc., in the amount of \$601,059.00 for the City Hall Improvements Project. Two previously approved change orders increased the contract amount by \$9,814.75, bringing the current contract total to \$610,873.75. During construction, additional work was identified, including the need to repair and replace deteriorated gas lines and complete associated roof work necessary for the installation of the roof rail system serving the CU-1 unit. Great Lakes Bay Construction, Inc., has submitted Change Order No. 3 in the amount of \$9,298.40 to complete this additional work. Approval of this change order would bring the new total contract amount to \$620,172.15. Funding for this expenditure is budgeted in the General Fund, line item 101.265.975.000.

### Recommendation

It is recommended that the City Council approve Change Order No. 3 with Great Lakes Bay Construction, Inc., in the amount of \$9,298.40 for the additional work described above, with funds allocated from the General Fund, 101.265.975.000.

**MASTER PLAN GOALS:** None

**RESOLUTION NO.**

**AUTHORIZING CHANGE ORDER #3 FOR THE CITY HALL  
IMPROVEMENTS PROJECT**

WHEREAS, the City of Owosso entered into a contract with Great Lakes Bay Construction, Inc., in the amount of \$601,059.00 for improvements to City Hall; and

WHEREAS, previously approved change orders have increased the contract amount by \$9,814.75, bringing the current contract total to \$610,873.75; and

WHEREAS, additional work was identified during construction, including repair and replacement of deteriorated gas lines and associated roof work necessary for installation of the roof rail system; and

WHEREAS, Great Lakes Bay Construction, Inc., has submitted Change Order No. 3 in the amount of \$9,298.40 to complete this additional work; and

WHEREAS, approval of Change Order No. 3 will increase the overall contract amount to \$620,172.15; and

WHEREAS, this is a budgeted item from 101.265.975.000.

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

- FIRST: The City of Owosso has theretofore determined that it is advisable, necessary and in the public interest, to approve change order #3 from Great Lakes Bay Construction, Inc., for a cost to the City of Owosso of \$9,298.40.
- SECOND: The mayor and city clerk are instructed and authorized to sign the document substantially in form attached as Change Order No. 3 to the Contract for Services between the city of Owosso and Great Lakes Bay Construction, Inc.
- THIRD: Approve payment to the contractor upon completion of the project or portion thereof; the above expenses shall be paid from the General fund, 101.265.975.000.



Great Lakes Bay Construction  
2525 N. Eastman Rd.  
Midland, Michigan 48642  
Phone: 9898322000

**Project:** 25028 - Owosso City Hall Improvements  
301 W Main St  
Owosso, Michigan 48867

**DRAFT**

**Prime Contract Change Order #003: CE #007 - Gas line repairs/roof rail system**

<b>TO:</b>	<b>City of Owosso</b> 301 W. Main St Owosso, Michigan 48867	<b>FROM:</b>	<b>Great Lakes Bay Construction</b> 2525 N. Eastman Rd. Midland, Michigan 48642
<b>DATE CREATED:</b>	12/09/2025	<b>CREATED BY:</b>	Barry LaCross ( <b>Great Lakes Bay Construction</b> )
<b>CONTRACT STATUS:</b>	Draft	<b>REVISION:</b>	0
<b>REQUEST RECEIVED FROM:</b>		<b>LOCATION:</b>	
<b>DESIGNATED REVIEWER:</b>		<b>REVIEWED BY:</b>	
<b>DUE DATE:</b>		<b>REVIEW DATE:</b>	
<b>INVOICED DATE:</b>		<b>PAID DATE:</b>	
<b>REFERENCE:</b>		<b>CHANGE REASON:</b>	Client Request
<b>PAID IN FULL:</b>	No	<b>EXECUTED:</b>	No
<b>ACCOUNTING METHOD:</b>	Amount Based	<b>SCHEDULE IMPACT:</b>	
<b>SIGNED CHANGE ORDER RECEIVED DATE:</b>		<b>REVISED SUBSTANTIAL COMPLETION DATE:</b>	
<b>FIELD CHANGE:</b>	No	<b>CONTRACT FOR:</b>	1:Prime Contract
		<b>TOTAL AMOUNT:</b>	\$9,298.40

**DESCRIPTION:**  
CE #007 - Gas line repairs/roof rail system  
Added time for CO for rail to install CU-1

**ATTACHMENTS:**  
[Owosso City Hall Gas Pipe Repairs.pdf](#), [Precision Piping Gas Pipe Back-up.pdf](#)

**CHANGE ORDER LINE ITEMS:**

#	Budget Code	Description	Amount
1	15-700.SUB Heating, Ventilation, & Air Condition.Subcontractor	Rail materials	\$250.00
2	07-800.SUB Membrane Roofing.Subcontractor	Associated roof work	\$2,200.00
3	15-700.SUB Heating, Ventilation, & Air Condition.Subcontractor	Repair/replace existing gas lines	\$5,594.00
4	01-010.L Supervision.Labor	Super visor labor	\$450.00
5	17-100.M Company OH&P.Materials	OH&P on sub work	\$804.40
<b>Subtotal:</b>			<b>\$9,298.40</b>
OH&P (0.00% ):			\$0.00
<b>Grand Total:</b>			<b>\$9,298.40</b>




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The original (Contract Sum)	\$601,059.00
Net change by previously authorized Change Orders	\$9,814.75
The contract sum prior to this Change Order was	\$610,873.75
The contract sum would be changed by this Change Order in the amount of	\$9,298.40
The new contract sum including this Change Order will be	\$620,172.15
The contract time will not be changed by this Change Order.	

**Spicer Group**  
230 S Washington Ave  
Saginaw, Michigan 48607

**City of Owosso**  
301 W. Main St  
Owosso, Michigan 48867

**Great Lakes Bay Construction**  
2525 N. Eastman Rd.  
Midland, Michigan 48642

 Andrew Farron, P.E. 12/10/25  
**SIGNATURE** **DATE**

**SIGNATURE** **DATE**

**SIGNATURE** **DATE**

**485 E. SOUTH STREET JACKSON, MI 49203**  
**PHONE (517) 783-2646 FAX (517) 783-1219**

**QUOTED TO: Great Lakes Bay Construction**

**QUOTATION OF: 12-3-2025**

Please forward the above quotation for review.  
Quotation good for thirty days. Only those items specified above are included in this quotation.  
Please advise if you feel other items should be included in this quotation.  
If accepted, please advise and forward a change order to incorporate the above amount into our contract price.  
Thank you.

Precision Piping LLC  
57288 Stoneleigh Dr.  
South Lyon, MI 48178



# INVOICE

Unpaid

**Presented to:**  
**Applegate**  
485 E. South Street  
Jackson, MI 49203

**Job #** 6560  
**Job Name** T&M fix existing  
leaking gas pipe  
**Invoice #** I-6560-1  
**Technician**  
**Issue Date** Dec 01 2025  
**Payment Terms** Net 30  
**Due Date** Dec 31 2025

**Customer Contact:**  
E: [ehughey@ag-mi.com](mailto:ehughey@ag-mi.com)

**Service Location:**  
Owosso City Hall  
315 W Main St  
Owosso, MI 48867

DESCRIPTION	QTY	PRICE
<b>a. Labor 7am-4pm</b>	20	\$2,600.00
10-20-25 We replaced leaking fittings that we found and also replaced the leaking fittings that building maintenance man found on the roof. 8 hrs. labor tested with 10psi air. 10-21-25 Air test leaked 2psi over night found leaking 2" 90 on first floor we came out and replaced the leaking fitting with new mega press 90 and coupling. 4Hrs labor. 10-24-25 Line leaked was a zero over the weekend. Owner came out and tested all fittings at 10 psi found 1 large 2" leak on 1st floor 90 1 small 2" 90 on roof 3 small 2" fittings inside building on 90 and union. Ordered new fitting got approval to make repairs, at Owner request they want all the fittings on the roof replaced as well. NOTE NO CHARGE for testing or ordering extra fittings. 10-26-25 replaced all remaining fittings on roof and all leaking fittings on the 1st and 2nd floor. Re tested at 10 psi next day no lose in pressure City of Owosso signed off on this. 2 guys 4hrs Labor		
20 Total hours labor.		
<b>Non Stock Parts</b>	1	\$131.00
2 x 3/4" Mega press tee		
<b>Non Stock Parts</b>	9	\$731.70
2" Mega Press 90		
<b>Non Stock Parts</b>	5	\$345.00
2" mega Press Coupling		
<b>Non Stock Parts</b>	1	\$72.00
2" x 1 1/2" Mega press reducer		
<b>Non Stock Parts</b>	15	\$75.00
2" blk steel pipe ft		
<b>Non Stock Parts</b>	1	\$55.00
1 1/2" x 1 1/4" Mega reducer		
<b>Non Stock Parts</b>	1	\$19.30
2" threaded 90		
<b>Non Stock Parts</b>	7	\$288.75
1 1/4" Mega 90		
<b>Non Stock Parts</b>	4	\$156.00
1 1/4" mega couplings		
<b>Non Stock Parts</b>	12	\$36.00
1 1/4" Blk pipe		

DESCRIPTION	QTY	PRICE
<b>Non Stock Parts</b>	4	\$77.20
3/4" Mega 90		
<b>Non Stock Parts</b>	1	\$16.45
3/4" Mega coupling		
<b>Non Stock Parts</b>	1	\$11.00
3/4" x 1/2" Mega reducer		
<b>Non Stock Parts</b>	10	\$20.00
3/4" Blk pipe per ft		
	Subtotal	\$4,634.40
	Taxes	\$122.06
	<b>Total</b>	<b>\$4,756.46</b>

[Make Payment](#)

**Customer Approval:**

☐ I agree to the terms and conditions of this invoice, and that the goods and or services referenced have been provided to my satisfaction.

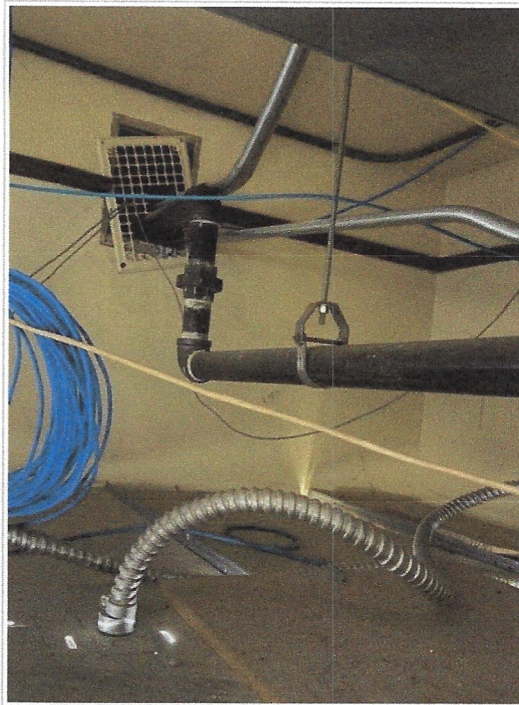
**Contract Terms:**

I agree to the work as specified above.

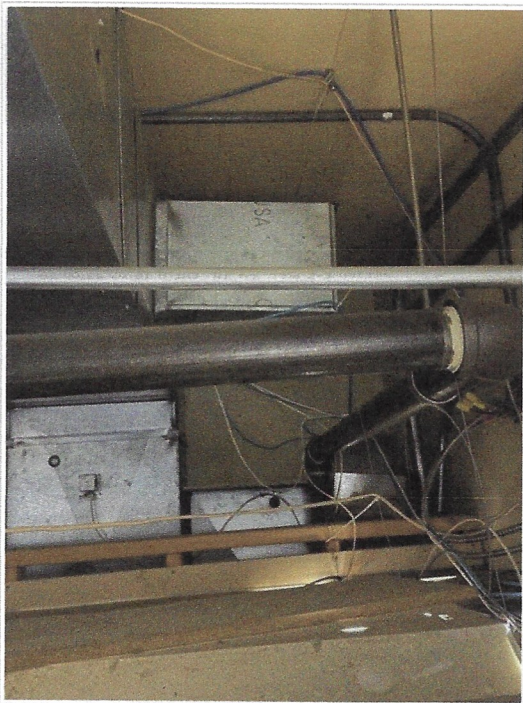




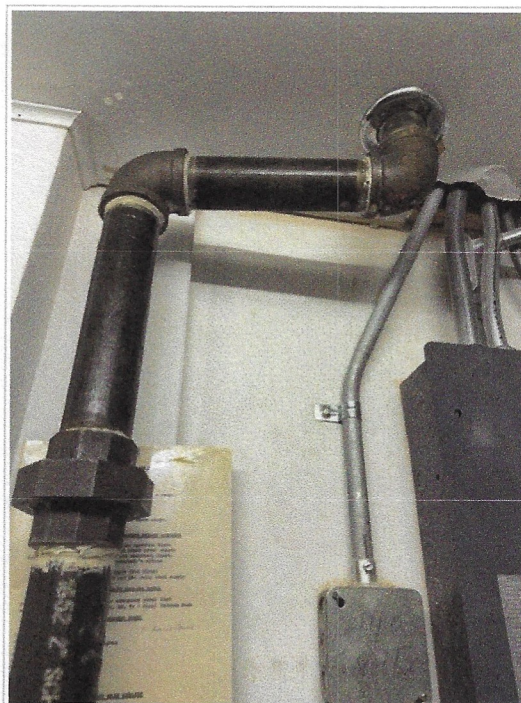
jobFile-20251201101312



jobFile-20251201101329

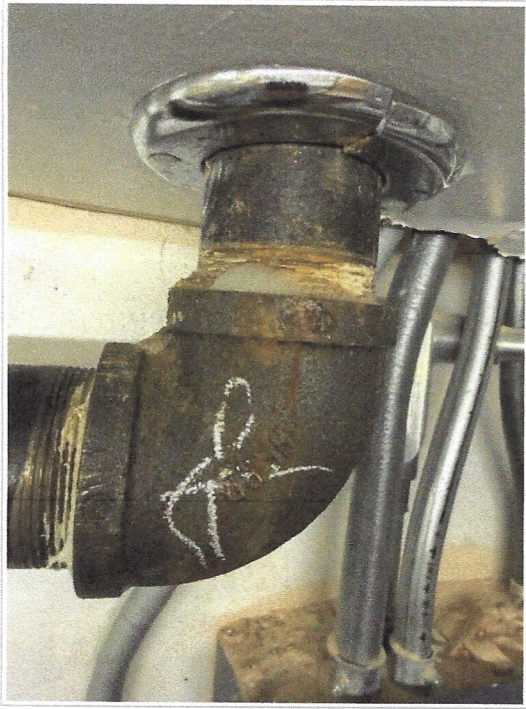


jobFile-20251201101340



jobFile-20251201101351





jobFile-20251201101401



jobFile-20251201101413





jobFile-20251113090003



jobFile-20251113090022



jobFile-20251113090034



jobFile-20251113090046





## **MEMORANDUM**

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

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**DATE:** December 15, 2025

**TO:** Owosso City Council

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

**SUBJECT:** Contract Addendum – Planning & Zoning Services Contract

### **RECOMMENDATION:**

Amend an agreement and current resolution with CIB Planning, Inc. to reflect the merger and name change to OHM Advisors to provide professional planning, zoning and development advisory assistance per the contractual fixed fee schedule through June 30, 2026.

### **BACKGROUND:**

CIB Planning, Inc. has provided the city with professional planning, zoning and development advisory assistance since May 2019 after being selected through a request for proposals and a recommendation from the City Manager. CIB Planning, Inc. has merged with OHM Advisors.

### **FISCAL IMPACTS:**

Community development fees per the contractual fixed fee schedule less any escrow payments as provided by applicants.

**RESOLUTION NO.**

**AUTHORIZE AMENDMENT OF THE  
PROFESSIONAL SERVICES AGREEMENT WITH  
CIB PLANNING, INC. (NOW OHM ADVISORS)  
FOR PLANNING, ZONING AND DEVELOPMENT ADVISORY SERVICES**

WHEREAS, the City of Owosso, Shiawassee County, Michigan, wishes to amend the agreement for professional planning services with CIB Planning, Inc. due to the merger with OHM Advisors; and

WHEREAS, on May 6, 2019, the Owosso City Council approved a three (3) year contract with CIB Planning, Inc. for planning, zoning and development advisory services as the result of a competitive bidding process; and

WHEREAS, on June 6, 2022, the Owosso City Council approved a three (3) year contract renewal with CIB Planning, Inc. for the period through June 30, 2025, with one (1) year optional extensions; and

WHEREAS, on July 7, 2025, the Owosso City Council approved an additional 1-year period; and

WHEREAS, shortly thereafter, CIB Planning, Inc. merged with OHM Advisors.

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

- FIRST: it has been heretofore determined that it is advisable, necessary and in the public interest to amend the Professional Services Agreement for planning, zoning and development advisory services with CIB Planning, Inc. by changing the name to OHM Advisors for the period through June 30, 2026, with one (1) to three (3) year optional extensions.
- SECOND: the mayor and city clerk are instructed and authorized to sign the contract substantially in the form attached: Professional Services Agreement for ongoing Planning, Zoning and Development Advisory Services.
- THIRD: the accounts payable department is authorized to pay the consultant according to the unit prices stated in the original contract PO 44008 with OHM Advisors applied to account 101.720.818.000.

**ADDENDUM NO. 3 TO AN AGREEMENT FOR  
PROFESSIONAL PLANNING & ZONING SERVICES WITH  
CIB PLANNING, INC. NOW OHM ADVISORS**

This addendum is attached and made part of the agreement for professional planning and zoning services dated December 15, 2025, between the city of Owosso, Michigan (Owner) and OHM Advisors (Consultant) providing for professional services.

**ADDENDUM NO. 3**

**AMEND THE PROFESSIONAL SERVICES AGREEMENT FOR ONGOING PLANNING, ZONING AND  
DEVELOPMENT ADVISORY SERVICES TO REFLECT THE MERGER AND NAME CHANGE OF CIB  
PLANNING, INC. TO OHM ADVISORS.**

**PROJECT SCOPE OF WORK**

The project scope of work remains as stated in Section I. Scope of Services.

**TERM**

The term for Addendum No. 3 shall be the through June 30, 2026.

**COMPENSATION**

The Owner shall pay the Consultant according to the fee schedules attached to the original contract as Attachments A and B.

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

Approved December 15, 2025.

For the Consultant:

OHM Advisors

By: \_\_\_\_\_

By: \_\_\_\_\_

Executed: \_\_\_\_\_, 2026

For the Owner:

City of Owosso, Michigan

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

By: \_\_\_\_\_  
Amy K. Kohagen, City Clerk

Executed: \_\_\_\_\_, 2026



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

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# *MEMORANDUM*

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DATE: October 6, 2025

TO: Owosso City Council

FROM: Kevin Lenkart  
Director of Public Safety

RE: New Police Vehicles

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Purchase Request:

Request council approve the purchase of two new police vehicles.

Recommend council waive the competitive bid process.

Owosso City Ordinance section 2-345(3) exception to competitive bidding states:  
Where the council shall determine that the public interest will best be served by  
joint purchase with, or purchase from, another unit of government.

Lunghamer Ford of Owosso, LLC., was awarded the Macomb County bid for  
police vehicles. The bid meets the definition of the aforementioned Section  
2-345(3) a joint purchase with another governmental unit. The State bid price  
from Lunghamer of Owosso, LLC., is \$48,726.00 per vehicle.

The vehicles purchased will be 2025 Ford Police Utility at a cost of \$48,726.00,  
total cost will be \$97,452.00.

Recommendation:

Recommend City Council approve the request to purchase two (2) vehicles from  
Lunghamer Ford of Owosso, LLC.

## **RESOLUTION NO.**

### **AUTHORIZING THE EXECUTION OF A CONTRACT FOR PURCHASE OF POLICE VEHICLES WITH LUNGHAMER OF OWOSSO, LLC.**

WHEREAS, the City of Owosso, Shiawassee County, Michigan has a Police department requiring the use of police vehicles; and

WHEREAS, the City of Owosso has therefore determined that it is advisable, necessary and in the public interest to purchase two 2025 Ford Police Interceptor Police Vehicles from Lunghamer of Owosso, LLC., utilizing the Macomb County contract, for a cost to the city of \$97,452.00.

WHEREAS, the City of Owosso may waive competitive bidding requirements when purchasing equipment in coordination with another municipality.

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

- FIRST: The City of Owosso has theretofore determined that it is advisable, necessary and in the public interest to purchase two 2025 Ford Interceptor Utility Police Vehicles from Lunghamer of Owosso, LLC., utilizing Macomb County contract no. 21-18, for a cost to the City of Owosso of \$97,452.00.
- SECOND: The mayor and city clerk are instructed and authorized to sign the document substantially in the form attached, contract between the City of Owosso, Michigan and Lunghamer of Owosso, LLC., in the amount of \$97,452.00.
- THIRD: Authorize payment to Lunghamer of Owosso, LLC., in the amount of \$97,452.00 upon delivery of the police vehicles. The City of Owosso received a USDA grant for \$43,706.00 towards the purchase of the vehicles.
- FOURTH: The above expenses shall be paid from the Police Division account, 101-301-978.000.



January 21, 2025

City of Owosso Police Department  
Attn: Director Kevin Lenkart  
202 South Water Street  
Owosso, MI 48867

Dear Director Kevin Lenkart:

Price on 2025 Vehicle State of Michigan Contract# MA 240000001208 MIDEAL/MDOT  
and Macomb County Contract# 21-18 Bid:

<b>(2) 2025 Ford Police Interceptor Utility AWD in Black</b>	<b>\$48,726.00 ea</b>
<b>Total Delivered Price</b>	<b>\$97,452.00</b>

**Order Cutoff Date: TBD.**

**Delivery date: Approximately 90-120 Days A.R.O.**

**Service Contract:** 36,000 miles or 36 months factory bumper to bumper warranty and 100,000 miles or 60 months powertrain warranty.

**Ford Motor Company does not guarantee delivery---Ford Motor Company will make reasonable efforts to schedule orders received prior to fleet order cut-off date.**

**Payment requirements:** All departments to pay on delivery of vehicle. 10-day grace period will be given if previous arrangements have been made. An \$8.00 per day floor plan will be charged if payment is not at the dealership within 10 days of delivery of the vehicle (s).

**If you have any questions please call me, 888-92-Fleet (888-923-5338).**

Respectfully Submitted,

*Bill Campbell*

Bill Campbell  
Government & Fleet Sales

# State of Michigan

## 2025 Utility Police Interceptor

### Major Standard Equipment

#### MECHANICAL

- Axle Ratio – 3.73 (AWD)
- Brakes – 4-Wheel Heavy-Duty Disc w/H.D. Front and Rear Calipers
- Class III Trailer Hitch Receiver with 5,000 lbs. towing capacity and (2) recovery hooks Note: Includes Class III Trailer Tow Lighting Package
- Column Shifter
- DC/DC converter – 220-Amp (in lieu of alternator)
- Drivetrain – All-Wheel-Drive
- Electric Power-Assist Steering (EPAS) – Heavy-Duty
- Engine – 3.3L V6 Direct-Injection FFV
- Engine Hour Idle Meter
- Engine Hour Meter
- Engine Oil Cooler
- Fuel Tank – 19-gallons
- H8 AGM Battery (850CCA/92-amp)
- Lithium-Ion Battery Pack
- Manual Police Pursuit Mode (Steering Wheel Switch Execution)
- Suspension – independent front & rear
- Transmission – 10-speed automatic
- Transmission Oil Cooler

#### EXTERIOR

- Antenna, Roof-mounted
- Cladding – Lower bodyside cladding (MIC)
- Door Handles – Black (MIC)
- Exhaust, True Dual (down-turned)
- Daytime Running Lamps – Configurable ON/OFF through instrument cluster Note: Select option (942) if desire is to have Daytime Running Lamps permanently on (cannot be turned off or reprogrammed)
- Door-Lock Cylinders (Front Driver / Passenger / Liftgate)
- Glass – 2 nd Row, Rear Quarter and Liftgate Privacy Glass
- Grille – Black (MIC)
- Headlamps – Automatic, LED Low-and-High-Beam
- Note: Includes Front Headlamp / Police Interceptor Housing (with LED wig-wag feature)
- Pre-drilled hole for side marker police use, does not include LED strobe, but includes LED wig-wag functionality (eliminates need to drill housing assemblies and provides LED wig-wag feature)
- Pre-molded side warning LED holes with standard sealed capability (does not include LED installed lights)
- Wig-wag default is traditional ping-pong pattern; can be programmed to triple-burst pattern or ping-pong / triple-burst Note: Must be wired to vehicle's light controller to enable wig-wag functionality; recommend Ready for the Road Package (67H) or Ultimate Wiring Package (67U)
- Liftgate – Manual 1-Piece – Fixed Glass w/Door-Lock Cylinder
- Mirrors – Black Caps (MIC), Dual Fwr/Heated/Manual Fold Back Mirror
- Spare – Full size 18" Tire w/TPMS
- Spoiler – Painted Black
- Liftgate Handle – (MIC)
- Tail lamps – LED
- Tail Lamp Prep Kit
- Tires – 255/60R18 A/S BSW
- Wheel-Lip Molding – Black (MIC)
- Wheels – 18" x 8.0 painted black steel with polished stainless steel hub cover

- Windshield – Acoustic Laminated

#### INTERIOR/COMFORT

- Cargo Hooks in cargo area
- Climate Control – Dual-Zone Electronic Automatic Temperature Control (DEATC)
- Climate Control – Rear Aux A/C System
- Dark Car
- Door-Locks
- Power
- Rear-Door Handles and Locks Operable
- Fixed Pedals (Driver Dead Pedal)
- Floor – Flooring – Heavy-Duty Thermoplastic Elastomer
- Glove Box – Locking/non-illuminated
- Grab Handles – (1 – Front-passenger side, 2-Rear)
- Heated Sanitization Solution
- Liftgate Release Switch located in overhead console (45 second timeout feature)
- Lighting
- Overhead Console
- Red/White Task Lighting in Overhead Console
- Mirror – Day/night Rear View
- Particulate Air Filter
- Powerpoints – (2) USB A+C Type Ports
- Rear-door closeout panels
- Rear-window Defrost
- Scuff Plates – Front & Rear
- Seats
- 1 st Row Police Grade Cloth Trim, Dual Front Buckets with reduced bolsters

- 1 st Row – Driver 6-way Power track (fore/aft. Up/down, tilt with manual recline, 2-way power lumbar)
- 1 st Row – Passenger 4-way Power track with 2-way power recline and 2-way power lumbar
- Built-in steel intrusion plates in both driver/passenger seatbacks
- 2 nd Row Vinyl, 35/30/35 Split Bench Seat (manual fold-flat, no tumble) – fixed seat track
- Red and White Dome Lamp in Cargo Area
- Speed (Cruise) Control
- Speedometer – New 12.3" Display Calibrated (includes digital readout)
- Steering Wheel – Manual / Tilt / Telescoping, Urethane wheel finish w/Silver Painted Bezels with Speed Controls and 4 user – configurable latching switches
- Sun visors, color-keyed, non-illuminated
- Universal Top Tray – Center of I/P for mounting aftermarket equipment
- Windows, Power, 1-touch Up/Down Front Driver/Passenger-Side with disable feature

#### SAFETY/SECURITY

- AdvanceTrac® w/RSC® (Roll Stability Control®)
- Airbags, dual-stage driver & front-passenger, side seat, passenger-side knee, Roll Curtain Airbags and Safety Canopy®
- Anti-Lock Brakes (ABS) with Traction Control
- BLIS® – Blind Spot Monitoring with Cross-traffic Alert
- Brakes – Police calibrated high-performance regenerative braking system
- Belt-Minder® (Front Driver / Passenger)
- Cross Traffic Brake Assist (HNYAC)
- Child-Safety Locks (capped; set to "on")
- Individual Tire Pressure Monitoring System (TPMS)
- LATCH (Lower Anchors and Tethers for Children) system on rear outboard seat locations
- Police Perimeter Alert detects motion in an approximately 270-degree radius on sides and back of vehicle; if movement is determined to be a threat, chime will sound at level I. Doors will lock and windows will automatically go up at level II. Includes visual display in instrument cluster with tracking.
- Pre-Collision Mitigation system Note: Includes unique one-touch temporary disable switch for Law Enforcement use
- Rearview Camera viewable on 8" Center Stack Screen
- 1/4 Scale Rear Camera Display (Available)
- Reverse Sensing System
- Seat Belts, Pretensioner/Energy-Management System w/adjustable height in 1st Row
- SOS Post-Crash Alert System™

#### FUNCTIONAL

- 100 Watt Siren/Speaker Prep Kit
- Speed Control
- Audio
- AM/FM / MP3 Capable / Clock / 4-speakers
- SYNC® Phoenix
- Includes hands-free voice command support (compatible with most Bluetooth connected mobile devices)
- USB Port – (1)
- 8" Color LCD Screen Center-Stack "Smart Display"
- Supports Android Auto and Apple CarPlay
- UIS (Upfitter Interface System) Located behind 2nd row passenger seat floorboard
- Easy Fuel® Capless Fuel-Filler
- Fleet Telematics Modem
- Allows data to be provided to support Ford Pro™ Telematics and Data Services via optional subscription, including but not limited to vehicle location, speed, idle time, fuel, vehicle diagnostics and maintenance alerts. Device enables optional telematics services through Ford or authorized providers via paid subscription. Subscribe at <https://fordpro.com/en-us/telematics/> or call 1-833-811-FORD (3673)
- Front door tether straps (driver/passenger)
- PAITRO output tied to liftgate release switch (Police Accessory Independent Timed-Release Output)
- Police Engine Idle
- Power pigtail harness
- Simple Fleet Key (w/o microchip, easy to replace; 4-keys)
- Keyless Entry – Key FOB Only (Less PATS) – Includes 4 fobs
- Two-way radio pre-wire
- Two (2) 50 – amp battery power circuits – power distribution junction block (behind 2nd row passenger seat floorboard)
- Wipers – Front Speed-Sensitive Intermittent; Rear Dual Speed Wiper

#### WARRANTY

- 3 Year / 36,000 Miles Bumper / Bumper
- 8 Year / 100,000 Miles Hybrid Unique Components

#### POWERTRAIN CARE EXTENDED SERVICE PLAN

- 5-year/100,000-mile Powertrain CARE Extended Service Plan (zero deductible) – Standard

## Police Interceptor Utility Base Prices

<input checked="" type="checkbox"/> Utility All Wheel Drive (3.3L V6 Direct-Injection FFV, 136 MPH, 99B/44U) K8A/500A	\$44,591.00
<input type="checkbox"/> Utility All Wheel Drive (3.0L V6 EcoBoost, 148 MPH, 99C/44U) K8A/500A	\$47,965.00
<input type="checkbox"/> Utility All Wheel Drive (3.3L V6 Direct-Injection Hybrid Eng., 136 MPH, 99W/44B) K8A/500A	\$47,118.00

VEHICLE COLOR: Order Code	Interior Trim Color	
	Charcoal Black (9W)	
Dark Blue	[LK]	[ ]
Royal Blue	[LM]	[ ]
Vermillion Red	[E4]	[ ]
Silver Grey Metallic	[TN]	[ ]
Iconic Silver Metallic	[JS]	[ ]
<b>Agate Black</b>	<b>[UM]</b>	<b>[ x ]</b>
Oxford White	[YZ]	[ ]
Sterling Grey Metallic	[UJ]	[ ]
Carbonized Grey	[M7]	[ ]

### INTERCEPTOR OPTIONAL FEATURES:

#### Flooring/Seats

	Code	\$Cost
<input type="checkbox"/> 1st and 2nd row carpet floor covering	16C	150.00
<input type="checkbox"/> 2nd Row Cloth Seats	F6/ 88F	70.00
<input type="checkbox"/> Rear Console Plate (Not available with Interior Upgrade Pkg – 65U)	85R	60.00
<input checked="" type="checkbox"/> <b>Interior Upgrade Package</b>	<b>65U</b>	<b>390.00</b>

- 1st and 2nd Row Carpet Floor Covering
- Cloth Seats – Rear
- Center Floor Console less shifter w/unique Police console finish plate
- Includes Console and Top Plate with 2 cup holders
- Floor Mats, front and rear (carpeted)
- 18" Aluminum Wheel
- Selectable Sport Mode
- High Series Headlamp with LED Corner Warning Lights
- Includes SYNC® Phoenix

Note: Not available with EcoBoost Powertrain (99C/44U).

#### Lamps/Lighting

<input type="checkbox"/> Side Marker LED – Sideview Mirrors (Red / Blue)	63B	340.00
<input type="checkbox"/> Rear Quarter Glass Side Marker Lights	63L	580.00
<input type="checkbox"/> Front Warning Auxiliary Light (Driver side – Red / Passenger side – Blue)	21L	580.00
<input type="checkbox"/> Rear Auxiliary Liftgate Lights (Red/Blue LED Lights; located beneath liftgate glass in applique panel)	43A	400.00
<input type="checkbox"/> Rear Spoiler Traffic Warning Light	96T	1500.00
<input checked="" type="checkbox"/> <b>Spot Lamp – Driver Only (LED Bulbs) (Unity)</b>	<b>51R</b>	<b>400.00</b>
<input type="checkbox"/> Spot Lamp – Driver Only (LED Bulbs) (Whelen)	51T	420.00
<input type="checkbox"/> Spot Lamp – Dual (driver and passenger) (LED Bulbs) (Unity)	51S	620.00
<input type="checkbox"/> Spot Lamp – Dual (driver and passenger) (LED Bulbs) (Whelen)	51V	670.00

#### Body

<input type="checkbox"/> Glass – Solar Tint 2nd and 3rd Row (Deletes Privacy Glass)	92G	120.00
<input type="checkbox"/> Glass – Solar Tint 2nd Row (Privacy Glass on Rear Quarter and Liftgate Window)	92R	90.00
<input type="checkbox"/> Deflector Plate	76D	340.00

#### Wheels

<input type="checkbox"/> Wheel Covers (18" Full Face Wheel Cover)	65L	60.00
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#### Misc

<input type="checkbox"/> Engine Block Heater	41H	190.00
<input type="checkbox"/> License Plate Bracket – Front	153	N/C
<input type="checkbox"/> Badge Delete (Police Interceptor Badge Only)	16D	N/C
<input type="checkbox"/> 100 Watt Siren/Speaker (includes bracket and pigtail)	18X	350.00
<input type="checkbox"/> Noise Suppression Bonds (Ground Straps)	60R	100.00
<input type="checkbox"/> Rear Bumper Step Pad	16P	100.00



## Audio/Video

### [ ] 12.1" Integrated Computer Screen 47E 3700.00

- Includes 12.1" touchscreen display in center stack and allows for operation of laptop in remote location to free up cabin space in front passenger area
- Includes Audio Video Extender (AVX) box, (2) AVX cables, (2) USB cables and (1) HDMI cable
- Includes SYNC Phoenix ®

### [ ] ¼ Size Picture in Picture (8" Rear Camera Image in upper lefthand quadrant of display). Not available with Integrated Computer Screen (47E) 87M N/C

## Doors/Windows

### [x] Global Lock / Unlock feature (Door-panel switches will lock/unlock all doors and rear liftgate. Eliminates the overhead console liftgate unlock switch) \*\*\*\*\* OLD STYLE REAR HATCH LOCK / UNLOCK \*\*\*\*\* 18D N/C

### [ ] Hidden Door Lock Plunger, Rear Door Handle and Rear Windows Inoperable 52P 160.00

### [x] Rear Door Handles Inoperable/Locks Inoperable and Rear Windows Inop. 68G 80.00

### [x] Lock system; Single Key/All Vehicles Keyed Alike 59J 50.00

- Keyed Alike 1284x= 59B    Keyed Alike 1294x= 59C    Keyed Alike 0135x= 59D
- Keyed Alike 1435x= 59E    Keyed Alike 0576x= 59F    Keyed Alike 0151x= 59G
- Keyed Alike 1111x= 59J

## Safety & Security

### [ ] Ballistic Door Panels – Driver Front Door Only (Level 3+) 90D 1590.00

### [ ] Ballistic Door Panels – Driver & Pass Front Doors (Level 3+) 90E 3170.00

### [ ] Ballistic Door Panels – Driver Front Door Only (Level 4+) 90F 2420.00

### [ ] Ballistic Door Panels – Driver & Pass Front Doors (Level 4+) 90G 4830.00

### [ ] Extra Key \$10.00x\_\_\_\_= Parts 10.00 ea

### [ ] Remote Starter Parts 550.00

### [ ] Gun Vault (Not Available with (17A) Aux Air Conditioning) 63V 270.00

### [ ] Front Headlamp Lighting Solution 66A 900.00

- Includes LED Low beam/High beam headlamp, Wig-wag function and (2) Red/Blue/White LED side warning lights in each headlamp (factory configured: driver's side White/Red / passenger side White/Blue)
- Includes pre-wire for grille LED lights, siren and speaker (60A)
- Wiring, LED lights included (in headlamps only; grille lights not included). Controller "not" included

Note: Included with Ready for the Road (67H)

Note: Recommend using Ultimate Wiring Package (67U)

Note: Included with Police Upgrade Package (65U)

### [ ] Tail Lamp Lighting Solution 66B 430.00

- Includes LED Tail Lamp Wig-Wag Module
- LED lights only. Wiring, controller "not" included

Note: Included with Ready for the Road (67H)

Note: Recommend using Ultimate Wiring Package (67U)

### [ ] Rear Lighting Solution 66C 460.00

- Includes two (2) backlit flashing linear high-intensity LED lights (driver's side red / passenger side blue) mounted to inside liftgate glass
- Includes two (2) backlit flashing linear high-intensity LED lights (driver's side red / Passenger side blue) installed on inside lip of liftgate (lights activate when liftgate is open)
- LED lights only. Wiring, controller "not" included

Note: Included with Ready for the Road (67H)

Note: LED lights only – does "not" include wiring or controller

### [ ] Police Wire Harness Connector Kit – Front/Rear 67V 200.00

For connectivity to Ford PI Package solutions includes:

#### • Front

- (2) Male 4-pin connectors for siren
- (5) Female 4-pin connectors for lighting/siren/speaker
- (1) 4-pin IP connector for speakers
- (1) 4-pin IP connector for siren controller connectivity
- (1) 8-pin sealed connector
- (1) 14-pin IP connector

#### • Rear

- (2) Male 4-pin connectors for siren
- (5) Female 4-pin connectors for lighting/siren/speaker
- (1) 4-pin IP connector for speakers
- (1) 4-pin IP connector for siren controller connectivity
- (1) 8-pin sealed connector

[ ] **Ultimate Wiring Package**

67U

640.00

- Rear console mounting plate (85R) – contours through 2nd row; channel for wiring
- Pre-wiring for grille LED lights, siren and speaker (60A)
- Wiring harness I/P to rear cargo area (overlay)
- Two (2) light cables – supports up to six (6) LED lights (engine compartment/grille)
- One (1) 10-amp siren/speaker circuit engine compartment
- Rear hatch/cargo area wiring – supports up to six (6) rear LED lights
- Does "not" include LED lights, side connectors or controller

**Note: Recommend Police Wire Harness Connector Kit 67V**

**Note: Not available with options: 65U, 67H**

[x] **Ready for the Road Package All-in Complete Package**

67H

3800.00

**All-in Complete Package – Includes Police Interceptor Packages: 66A, 66B, 66C, plus**

- Whelen Cencom Light Controller Head with dimmable backlight
  - Whelen Cencom Relay Center / Siren / Amp w/Traffic Advisor control (mounted behind 2nd row seat)
  - Light Controller / Relay Cencom Wiring (wiring harness) w/additional input/output pigtails
  - High current pigtail
  - Whelen Specific WECAN Cable (console to cargo area) connects Cencom to Control Head
  - Pre-wiring for grille LED lights, siren and speaker (60A)
  - Rear console plate (85R) – contours through 2nd row; channel for wiring
  - Grille linear LED Lights (Red / Blue) and harness
  - 100-Watt Siren / Speaker
  - Hidden Door-Lock Plunger w/Rear-door controls inoperable (locks, handles and windows) (52P)
- Note: Not available with options: 66A, 66B, 66C, 67U and 65U**

**Extended Warranty Option's (\$0.00 Deductible) 100,000 Mile Coverage**

[ ] **5-Year Premium Care Warranty (500 Plus Components Coverage)**

2950.00

**Total Price \$48,726.00 ea**



# OWOSSO PUBLIC SAFETY

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

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## *MEMORANDUM*

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DATE: December 8, 2025

TO: Owosso City Council

FROM: Kevin Lenkart  
Owosso Public Safety Chief

RE: Professional Services Agreement - Fire Department Medical  
Examinations with Bio-Care, Inc.

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### Recommendation:

The Public Safety Department requests authorization for Bio-Care to provide medical examinations, Quantitative Fit Testing and Respiratory Surveillance to all fire department employees.

### Background:

Included in the collective bargaining agreement between the City of Owosso and the IAFF is a provision that the City shall provide annual medical testing to all fire department employees. MIOSHA requires that all firefighters have an annual fit test for use of a Self-Contained Breathing Apparatus (SCBA). Bio-Care has provided a quote to include medical testing and fit testing for all firefighters.

### Recommendation:

It is recommended that City Council approve the attached resolution to allow Bio-Care provide the necessary services requested for the Fire Department. Bio-Care provided the attached quote to provide the services for \$8,173.00. Owosso City Ordinance 2-346 allows for waiver of competitive bidding for professional services.

**RESOLUTION NO.**

**AUTHORIZING AGREEMENT WITH BIO-CARE, INC. FOR MEDICAL TESTING  
AND FIT TESTING SERVICES**

WHEREAS, the City of Owosso seeks to provide medical and fit testing services to all fire department employees; and

WHEREAS, Bio-Care, Inc., provides on-site wellness testing, medical exams to Fire Departments across Michigan; and

WHEREAS, Bio-Care, Inc., has submitted a quote dated September 17, 2025, to provide the necessary services; and

WHEREAS, City Ordinance 2-346 allows for waiver of competitive bidding for professional services.

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

FIRST: the City of Owosso has theretofore determined that it is advisable, necessary and in the public interest to waive competitive bidding requirements to have Bio-Care, Inc. provide medical testing and fit testing services to the Owosso Fire Department.

SECOND: the mayor and city clerk are instructed and authorized to sign all necessary documents to execute the contract.

THIRD: the above expenses shall be paid in accordance with the terms of the contract, from the General Fund, 101-36-818.000.



# QUOTE

Company Address 1778 Holloway Drive, STE A  
Holt, Michigan 48842  
United States

Created Date 9/17/2025  
Quote Number 00004948

Prepared By Mallory Chrisman  
Email mchrisman@biocareusa.com

Bill To Name Owosso City DPS  
Bill To 301 West Main Street  
Owosso, Michigan 48867  
United States

Ship To Name Owosso City DPS  
Ship To 301 West Main Street  
Owosso, Michigan 48867  
United States

Product	Line Item Description	Sales Price	Quantity	Total Price
Audiometric Testing	included with exam	\$0.00	1.00	\$0.00
Medical Examination - Fire Department: physical exam, vitals, medical history questionnaire, comprehensive blood panel, complete urinalysis with Micro, vision test, pulmonary function (PFT), and 12 lead resting EKG.		\$325.00	22.00	\$7,150.00
Quantitative Fit Test (QNFT) - single mask	with physical exam	\$35.00	22.00	\$770.00
Respiratory Surveillance: Fire Department - testing includes medical questionnaire, pulmonary function test and single respirator mask fit test	required, if no physical exam	\$85.00	1.00	\$85.00
Travel Charge - Truck		\$2.00	84.00	\$168.00

Subtotal \$8,173.00  
Total Price \$8,173.00  
Grand Total \$8,173.00

This is a Quote which has preliminary pricing information and terms of service. Once your testing services are planned, a final Service Agreement will be sent to you detailing the Service Pricing and Terms of Service.

## Payment Terms

1. A minimum charge equal to 85% of the Service Pricing TOTAL on the signed Service Agreement will be billed. It is your responsibility to provide accurate information and to ensure your personnel are scheduled and show up for testing.
2. Once the testing schedule has been completed and you've signed the Service Agreement, a fee of \$150 will be charged for each additional hour of testing time that you require. All scheduling changes need to be discussed and approved with Bio-Care Operations.
3. Daily Testing Rates consist of up to 8 consecutive hours of testing.
4. Payment for services is due per the number of days noted in the Service Agreement from the invoice date. It is your responsibility to follow and complete your organization's internal account payable processes.
5. Late payments will be assessed a 2% late fee every 10 days following the invoice date.
6. A charge equal to 50% of the Service Pricing TOTAL on the signed Service Agreement will be billed if the testing is cancelled within 15 days of the scheduled testing date(s) without written notification to Bio-Care.



## MEMORANDUM

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

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DATE: December 8, 2025

TO: Owosso City Council

FROM: Brad Barrett, Finance Director

SUBJECT: Professional Services Agreement with MFCI, LLC.

### RECOMMENDATION:

The Finance Department recommends entering into a professional service agreement with (Municipal Financial Consultants) MFCI, LLC as its municipal financing advisor.

### BACKGROUND:

The state of Michigan through its drinking water state revolving fund program and clean water state revolving loan fund program has indicated purchasing revenue bonds issued by the City of Owosso. The revenue bond issuance will qualify for partial principal loan forgiveness.

Underwriter/placement agent/municipal advisor and bond counsel are required for issuance of debt. These services are professional and would be exempt from the city's adopted purchasing ordinance.

The debt issuance will finance projects as described below:

\$12,000,000	Improvements to the water supply system, lead service line replacement and booster station upgrades
	\$9,840,000 Loan / \$2,160,000 principal forgiveness
\$20,000,000	Improvements to Wastewater Treatment Plant
	\$17,400,000 Loan / \$2,600,000 principal forgiveness

### FISCAL IMPACTS:

Underwriter/placement agent/municipal fees are estimated at \$68,450 with MFCI, LLC. This expense will be charged to the Water Fund (591.901.972.000-DWRF 792001 / 591.901.972.200-DWRF792001) and Wastewater Treatment Fund (599.901.977.000-CWSR603401). This expense is eligible for reimbursement with bond proceeds that are not forgiven by the state.

### Document originated by:

Attachments: (1) Resolution  
(2) Professional Services Agreements

**RESOLUTION NO.**

**AUTHORIZING PROFESSIONAL SERVICE AGREEMENT  
WITH MFCI, LLC., TO SERVE AS UNDERWRITER/  
PLACEMENT AGENT/MUNICIPAL ADVISOR**

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

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

WHEREAS, MFCI, LLC., is a Michigan independent financial services company; and

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

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

- FIRST: The City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to enter into professional service agreements with MFCI, LLC., to serve as its municipal advisor.
- SECOND: Underwriter/placement agent/municipal advisor services will be associated with a revenue bond issuances involving the state of Michigan drinking water state revolving loan fund program and clean water state revolving loan fund program.
- THIRD: The mayor and city clerk are instructed and authorized to sign professional services agreements between the City of Owosso and MFCI, LLC., estimated at \$68,450 for two revenue bond issuances.
- FOURTH: The accounts payable department is authorized to pay MFCI, LLC., for work satisfactorily completed at a cost estimated at \$68,450 under said professional services agreements.
- FIFTH: The above expense shall be paid from the Water Fund 591.901.972.000 DWRF 792001, 591.901.972.200 DWRF 792001 and Waste Water Treatment Fund 599.901.977.000 CWSR603401.

**A CONTRACT FOR SERVICES WITH  
MFCI, LLC., TO SERVE AS UNDERWRITER/  
PLACEMENT AGENT/MUNICIPAL ADVISOR**

This contract is attached and made part of the contract for services to serve as underwriter/  
Placement Agent/Municipal Advisor, authorized by City Council December 15, 2025, between the  
city of Owosso, Michigan (City) and MFCI, LLC.

**MUNICIPAL ADVISOR FOR DEBT ISSUANCES**

**PROJECT SCOPE OF WORK**

The project scope of work remains as stated in the City of Owosso – State Revolving Fund  
Financings DWSRF Project 7920-01 Booster Station Improvements, Water Main and Lead Service  
Line Replacement CWSRF Project 6034-01 Nitrification and Roughing Tower Replacements.

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

For the Consultant:

By: \_\_\_\_\_

Its: \_\_\_\_\_

By: \_\_\_\_\_

Its: \_\_\_\_\_

Executed: \_\_\_\_\_

For the City:

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

By: \_\_\_\_\_  
Amy K. Kohagen, City Clerk

Executed: \_\_\_\_\_



December 8, 2025

**VIA EMAIL**

Brad A. Barrett  
Finance Director  
City of Owosso  
301 W. Main Street  
Owosso, MI 48867

**Re: City of Owosso – State Revolving Fund Financings  
DWSRF Project 7920-01 Booster Station Improvements, Water Main and Lead Service  
Line Replacement  
CWSRF Project 6034-01 Nitrification and Roughing Tower Replacements**

Dear Mr. Barrett:

This letter serves to record the terms of MFCI, LLC's ("MFCI") engagement to represent the City of Owosso (the "City") as a client with regard to the captioned matters.

MFCI is registered as a Municipal Advisor with the Securities and Exchange Commission (SEC) ([www.sec.gov](http://www.sec.gov)) and the Municipal Securities Rulemaking Board (MSRB) ([www.msrb.org](http://www.msrb.org)).

*MFCI agrees that the scope of our services in connection with the captioned matters is as follows:*

- Coordinate the completion and submittal of the Part I and Part II Loan Applications;
- Evaluate the proposed structure and terms of the Loan;
- Prepare Bond specifications with Bond Counsel;
- Assist in preparing materials to apply and attain a credit assessment letter; and
- Assist the working group with closing activities.

The services provided by MFCI are limited to the services described above unless otherwise agreed to in writing by MFCI.

*Fees:*

MFCI's fees on these matters are based on a fee schedule attached hereto as Appendix C. MFCI will invoice on a transactional basis through closing. If closing does not occur, MFCI will not invoice for any fees. MFCI will invoice the City upon closing of each issue. Warren Creamer will be the principal contact on these matters.

*Disclosure of Conflicts of Interest and Other Information:*

As a registered municipal advisor MFCI is required to disclose potential conflicts of interest and other information regarding MFCI's registration, including where to locate MFCI's registration information on the SEC's EDGAR system. MFCI's required disclosures are included as Appendix B to this letter, incorporated herein by reference. Any additional disclosures made by MFCI to update the disclosures contained in Appendix B are also incorporated by reference to this letter.

This letter is supplemented by MFCI's Standard Terms of Engagement for Municipal Advisory Services, attached, which are incorporated in this letter and apply to this matter and other matter(s) for which the City engages MFCI. MFCI agrees to promptly amend or supplement this letter to reflect any material changes or additions to the engagement. If the City agrees that this letter provides acceptable terms for MFCI's engagement in this matter, please acknowledge via an email reply.



We look forward to working with you.

Sincerely,

MFCI, LLC

A handwritten signature in blue ink, appearing to read "W. Creamer", written over a horizontal line.

Warren M. Creamer  
Managing Director

CC:

Steven Burke, CFA, MFCI, LLC

Stacey Mills, MFCI, LLC

Karen J. Attardo, MFCI, LLC

Steve DiClaudio, MFCI, LLC

## **Appendix A**

### **MFCI, LLC STANDARD TERMS OF ENGAGEMENT FOR MUNICIPAL ADVISORY SERVICES**

This statement provides the standard terms of MFCI, LLC's ("MFCI" or "the firm") engagement as your municipal advisor. Unless modified in writing by mutual agreement, these terms will be an integral part of our agreement with you. Therefore, we ask that you review this statement carefully and contact us promptly if you have any questions.

#### **GENERAL RIGHTS AND RESPONSIBILITIES OF CLIENTS OF THE FIRM**

A client of the firm has the right to: (A) expect competent representation by the firm; (B) determine the purposes to be served by the municipal advisory representation, so long as those purposes are legal and do not violate the firm's obligations under applicable federal securities rules and regulations; (C) be kept reasonably informed about the status of the matter and have the firm respond promptly to reasonable requests for information; and (D) terminate the representation at any time, with or without cause, subject to the obligation for payment of municipal advisory services provided and costs incurred by the firm.

A client of the firm has the responsibility to: (A) cooperate with MFCI and the finance team to provide accurate and necessary information, records and data about the client, and access to client personnel necessary to structure the debt, complete the disclosure documents and prepare the transaction documentation; and (B) pay the firm as provided by this agreement and any other agreements regarding payment for municipal advisory services and expenses. A client may not: (A) demand that the firm use offensive tactics or treat anyone involved in the transaction in a manner that would violate our regulatory obligation to deal fairly with all persons or; (B) demand any assistance which violates the federal or state laws.

#### **WHOM WE REPRESENT**

The person or entity whom we represent is the person or entity identified in our engagement letter and does not include any affiliates or related parties of the Client unless our engagement letter expressly provides otherwise.

#### **THE SCOPE OF OUR WORK/TERM**

You should have a clear understanding of the municipal advisory services we will provide, as described in the preceding letter. Any questions that you have should be dealt with promptly.

We will, at all times, act on your behalf to the best of our ability. Any expressions on our part concerning the outcome of your matters are expressions of our best professional judgement, but are not guarantees. Such advice is necessarily limited by our knowledge of the facts and are based on the state of the facts at the time they are expressed. Your obligations to pay our fees as provided in this letter is not contingent upon a result or results in the matter.

Our relationship will be considered ended upon the earliest of (a) our completion of services in the matter(s) for which you have engaged us, (b) notifications by you to us that you desire to terminate such services, or (c) notification by the firm of termination of our client relationship.

#### **TERMINATION**

You may terminate our representation at any time, with or without cause, by notifying us in writing.

## **BILLING ARRANGEMENTS AND TERMS OF PAYMENT**

Unless otherwise provided in our engagement letter, we will provide you with an invoice upon completion of the assignment. Payment is due on receipt.

We will give you notice if your account becomes delinquent, and you agree to bring the account or the retainer deposit current. If the delinquency continues and you do not arrange satisfactory payment terms, we may withdraw from the representation and pursue collection of your account. Moreover, you agree that non-payment of our fees is a valid basis for our request to so withdraw. To the extent collection of your account becomes necessary, you agree that in addition to any unpaid balance and interest thereon, we will be entitled to recover all costs and expenses of collection, including reasonable attorney fees.

## Appendix B

### CONFLICTS OF INTEREST AND OTHER DISCLOSURES

#### **Conflicts Due to the Form and Basis of Our Compensation**

MFCI's future fee compensation is contingent upon a successful closing of the issue and the par (dollar) amount of the issue. This could potentially cause a conflict of interest for MFCI. For example, fees based on the principal amount of the transaction presents a conflict of interest because the advisor may have an incentive to advise the client to increase the size of the securities issue for the purpose of increasing the advisor's compensation. Similarly, fees that are only paid on the successful completion of a financing presents a conflict because the advisor may have an incentive to recommend unnecessary financings or financings that are disadvantageous to the client. When facts or circumstances arise that could cause the financing or other transaction to be delayed or fail to close, an advisor may have an incentive to discourage a full consideration of such facts and circumstances, or to discourage consideration of alternatives that may result in the cancellation of the financing or other transaction. MFCI manages and mitigates this conflict primarily by adherence to the fiduciary duty that it owes to its clients that requires it to put the interests of a client above and ahead of MFCI's interests.

#### **Most Recent SEC Filings:**

The SEC Form MA and MI-I provide clients with information about our firm, which includes information about any criminal actions, regulatory actions, investigations, terminations, judgments, liens, civil judicial actions, customer complaints, arbitrations, and civil litigation. This can be accessed at:

<https://www.sec.gov/cgi-bin/browse-edgar?action=getcompany&CIK=0001732526&owner=exclude&count=40>

#### **MSRB Rule G-10 Disclosure**

MFCI, LLC is registered with the Municipal Securities Rulemaking Board (MSRB) and the Securities and Exchange Commission (SEC).

Clients can access the MSRB or SEC via the internet at:

<http://www.msrb.org>

<http://www.sec.gov>

The MSRB provides significant protections for municipal entities and obligated persons that are clients of a municipal advisor. Certain of those protections also apply to potential clients of a municipal advisor. Municipal advisors must comply with MSRB rules when engaging in municipal advisory activities. Read about rule protections when working with a municipal advisory in the MSRB's brochure for municipal advisory clients.

If you have a complaint about your municipal advisor or about the municipal securities market, contact:

U.S. Securities and Exchange Commission  
Office of Municipal Securities  
100 F Street, N.E.  
Washington, DC 20549  
(202) 551-5680

**Appendix C**

**SCHEDULE OF MUNICIPAL ADVISORY FEES**

**FOR**

**CITY OF OWOSSO**

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**Municipal Advisory Fees:**

- DWSRF Project 7920-01 - Booster Station Improvements, Water Main and Lead Service Line Replacement: \$31,875
- CWSRF Project 6034-01 - Nitrification and Roughing Tower Replacements: \$36,125

**The Municipal Advisory Council of Michigan Fee:**

The Municipal Advisory Council of Michigan (the “MAC”) assesses MFCI a \$450.00 fee on every bond issue for which we act as municipal advisor in the State of Michigan. Our membership in the MAC is voluntary, but the per bond issue assessment is meant to cover costs for credit reports, and similar information available from the MAC that is used in the offering document and in other states is billed directly by a third-party. The MAC is a single-source municipal database for essential bond and note details for all local government issuers in Michigan. Among 23 distinctive credit reports, the MAC is the primary source for Issuer’s debt statements, overlapping debt and indirect debt, as disclosed in official statements. The MAC tracks, monitors and records all Michigan new issue bond sales, whether competitive, negotiated or private placements. The MAC is a Michigan non-profit membership service company. It is not a trade association, nor is it chartered or registered in accordance with State of Michigan legal requirements to lobby on matters of legislation, regulation or policy(s) anticipated to have an impact on functions benefiting Members.

Our clients may opt out of the MAC fee as the MAC is a voluntary membership. If you choose to opt out, please reply via email and request to opt out. If you do not opt out, MFCI will bill the MAC fee of \$450.00 separately on the invoice.

**Other Expenses:**

MFCI, LLC will pay third party invoices for services rendered directly relating to the captioned issue on behalf of our clients up to \$1,500.00 per invoice. MFCI, LLC will bill these expenses to our clients as part of MFCI, LLC’s invoice. Clients will be provided with copies of the invoices when they are made available.



## MEMORANDUM

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

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DATE: December 8, 2025

TO: City Council

FROM: Brad Barrett, Finance Director

SUBJECT: Professional Services Agreement with Dickinson Wright PLLC

### RECOMMENDATION:

The Finance Department recommends entering into professional service agreements with Dickinson Wright PLLC to serve as bond counsel for two revenue bond issuances.

### BACKGROUND:

The state of Michigan through its drinking water revolving fund program and clean water state revolving fund program has indicated purchasing revenue bonds issued by the City of Owosso. Both bond issuances will qualify for partial principal loan forgiveness.

Bond counsel and finance services are required for issuance of debt. These services are professional and would be exempt from the city's adopted purchasing ordinance.

The debt issuance will finance projects as described below:

\$12,000,000	Improvements to the water supply system, lead service line replacement and booster station upgrades
	\$9,840,000 Loan / \$2,160,000 principal forgiveness
\$20,000,000	Improvements to Wastewater Treatment Plant
	\$17,400,000 Loan / \$2,600,000 principal forgiveness

### FISCAL IMPACTS:

Bond counsel fees are estimated at \$80,000. This expense will be charged to the Water Fund (591.901.972.000-DWRF 792001 / 591.901.972.200-DWRF792001) and Wastewater Treatment Fund (599.901.977.000-CWSR603401). This expense is eligible for reimbursement with bond proceeds that are not forgiven by the state.

### Document originated by:

Attachments: (1) Resolution  
(2) Professional Services Agreements (2)

**RESOLUTION NO.**

**AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT WITH  
DICKINSON WRIGHT PLLC  
TO SERVE AS BOND COUNSEL**

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

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

WHEREAS, Dickinson Wright PLLC is a full service law firm with multiple offices in Michigan; and

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

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

- FIRST: The City of Owosso has heretofore determined that it is advisable, necessary and in the public interest to enter into a professional service agreement with Dickinson Wright PLLC to serve as bond counsel.
- SECOND: Bond counsel services will be associated with a revenue bond issuance involving the state of Michigan drinking water state revolving loan fund program and clean water state revolving loan fund program.
- THIRD: The mayor and city clerk are instructed and authorized to sign documents substantially in form attached as Professional Services Agreements between the City of Owosso and Dickinson Wright PLLC estimated at \$80,000.
- FOURTH: The accounts payable department is authorized to pay Dickinson Wright PLLC for work satisfactorily completed at a cost estimated at \$80,000 under said professional services agreements.
- FIFTH: The above expense shall be paid from the Water Fund (591.901.972.000-DWRF 792001 / 591.901.972.200-DWRF792001) and Wastewater Treatment Fund (599.901.977.000-CWSR603401).





2600 W. Big Beaver Rd. Suite 300  
Troy, MI 48084-3312  
Telephone: 248-433-7200  
Facsimile: 844-670-6009  
<http://www.dickinsonwright.com>

**Eric McGlothlin, Member**  
[EMcGlothlin@dickinson-wright.com](mailto:EMcGlothlin@dickinson-wright.com)  
248-433-7566

December 4, 2025

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

Dear Ladies and Gentlemen:

Thank you for again selecting Dickinson Wright PLLC ("the Firm") to represent City of Owosso (the "Client" or "Issuer") as bond counsel in connection with the issuance of bonds (the "Bonds") for the purpose of financing improvements to the Issuer's wastewater treatment system, including without limitation replacement of nitrification and roughing towers (the "Project"). We understand that the Bonds are to be issued in an aggregate principal amount of not more than \$20,000,000, approximately \$2,600,000 of which currently is expected to be forgiven upon closing. We further understand that the Bonds would most likely be issued as junior lien revenue bonds through the State of Michigan's clean water state revolving fund program. The purpose of this engagement letter ("Agreement") is to describe the services we will perform as bond counsel and the Firm's respective responsibilities and expectations under this engagement.

#### **Scope of Engagement:**

In the Firm's capacity as bond counsel, the Firm expects to perform the following services:

(1) Subject to the completion of proceedings to the Firm's satisfaction, render the Firm's legal opinion (the "Bond Opinion") regarding the validity and binding effect of the Bonds, the source of payment and security for the Bonds, and the excludability of interest on the Bonds from gross income for federal and Michigan income tax purposes.

(2) Draft the resolution of the governing body of the Issuer declaring the Issuer's official intent to reimburse Project costs paid by the Issuer prior to the issuance of the Bonds (if necessary), the resolution of the governing body of the Issuer authorizing the issuance of the Bonds, and all necessary closing documents.

(3) Prepare and review other documents necessary or appropriate to the authorization, issuance and delivery of the Bonds, coordinate the authorization and execution of documents, and review enabling legislation.

(4) Prepare the Issuer's proceedings necessary for the issuance of the Bonds and prepare all proceedings necessary for approval of the issuance of the Bonds.

(5) Assist the Issuer in seeking from other governmental authorities such approvals, permissions and exemptions as the Firm determines is necessary or appropriate in connection with the authorization, issuance, sale and delivery of the Bonds, except that the Firm will not be responsible for any required blue-sky filings. The Firm will not be responsible for obtaining any

approvals and permits relating to the construction and operation of the facilities financed with the proceeds of the Bonds.

(6) Review legal issues relating to the structure of the Bonds.

(7) Assist the Issuer with all legal issues that arise in connection with the DWSRF program.

The Firm's Bond Opinion will be addressed to the Issuer and will be delivered by us on the date the Bonds are exchanged for their purchase price (the "Closing").

The Firm's Bond Opinion will be based on facts and law existing as of its date. In rendering our Bond Opinion, we will rely upon the certified proceedings and other certifications of public officials and other persons furnished to us without undertaking to verify the same by independent investigation, and we will assume continuing compliance by the Issuer with applicable laws relating to the Bonds. During the course of this engagement, we will rely on you to provide us with complete, accurate and timely information on all developments pertaining to any aspect of the Bonds and their security.

The Firm's duties in this engagement are limited to those legal services expressly set forth above, which are services traditionally provided by bond counsel. As attorneys, we do not represent ourselves as financial advisors or experts and do not provide advice that is primarily financial in nature, such as advice concerning the financial feasibility of the Project or the financing, recommending a particular structure for the Bonds as being financially advantageous, advice estimating or comparing the relative cost to maturity of the Bonds depending on various interest rate assumptions, or advice regarding the financial aspects of pursuing a competitive sale versus a negotiated sale.

Specifically, among other things, our duties under this letter do not include: (a) handling litigation that may arise with respect to the Bonds; (b) services relating to any grant funds for the Project or to any contracts or agreements related thereto; (c) preparing requests for tax rulings from the Internal Revenue Service or no action letters from the Securities and Exchange Commission; (d) preparing blue sky or investment surveys with respect to the Bonds; (e) making an investigation or expressing any view as to the creditworthiness of the Issuer or the Bonds; (f) assisting in the preparation or review of any official statement or other disclosure document with respect to the Bonds, except as provided in (7) above, or performing an independent investigation to determine the accuracy, completeness or sufficiency of any such document; (g) advice on post-closing tax issues (e.g., our engagement does not include rebate calculations for the Bonds); and (h) addressing any other matter not specifically set forth above that is not required to render our Bond Opinion.

**Attorney-Client Relationship:** Upon execution of this engagement letter, the Issuer will be the client, and an attorney-client relationship will exist between the Issuer and the Firm. The Firm's services as bond counsel are limited to those contracted for in this letter; the Issuer's execution of this engagement letter will constitute an acknowledgment of those limitations.

**Fees:** We propose that our fee for the Bond issue shall be payable upon the delivery of the Bond. The fee for the Bond issue shall be in an amount of \$42,500 for a Bond with bond proceeds of up to \$20,000,000, which includes our out-of-pocket disbursements for expenses incurred in performing the foregoing services. Any filing fees required by State law or the Michigan

Department of Treasury are to be paid by the Issuer. If the Bond proceeds exceed \$20,000,000, our fee would increase by 0.25% of the amount of Bond proceeds above that amount.

Our fee for services is based upon the facts and expectations set forth above, and we reserve the right to modify our fee if such facts or expectations significantly change or if the financing experiences any significant delays.

If for any reason the financing represented by the Bond is not consummated, we will not invoice the Issuer for our fee hereunder, but we will expect to be reimbursed for any client charges and out-of-pocket expenses we have incurred.

In addition, if the Issuer requests us to perform additional services beyond those set forth in paragraphs (1) to (7) above, we propose that such work be charged at hourly rates to be agreed upon by the Issuer and the Firm.

Our representation of the Issuer and the attorney-client relationship created by this engagement letter will be concluded upon delivery of the Bond. Nevertheless, subsequent to the Closing, we will, mail the Internal Revenue Service Form 8038-G for the Bonds, make the required filing with the Michigan Department of Treasury and prepare and distribute to the participants in the transaction a transcript of the proceedings pertaining to the Bond.

**Client Liaison and Firm Liaison:** The Firm understands that Brad Barrett will be the primary contact for the Client in furtherance of this engagement and Eric McGlothlin will be the Firm attorney responsible for this engagement. The Firm will communicate with the Client through Brad Barrett and will keep the Client informed of the status and progress of the engagement. The Firm will also seek the Client's input and approval on any significant decisions or actions that may affect the engagement.

**Conflicts Issues:** As we have discussed, the Firm represents large numbers of governmental entities, business entities and financial institutions, as well as individuals. It is possible that, during the time the Firm is representing the Client, some of the Firm's current or future clients will have disputes or transactions with the Client. The Client agrees that the Firm may continue to represent or undertake in the future to represent existing or new clients in any matter, including litigation, even if the interests of such other clients in such other matters are directly adverse to the Client's, so long as those matters are not substantially related to the Firm's work for the Client and the Firm's representation of the other clients would not involve the Firm's use of any confidential information the Client has provided the Firm and would otherwise be permitted by the applicable Rules of Professional Conduct.

**Choice of Law/Forum Selection:** This Agreement will be interpreted, construed and governed by and under the laws of the State of Michigan and any action arising hereunder or with respect to this Firm's legal representation of the Client shall be brought only in the State of Michigan.

**Right to Withdraw from Representation:** The Firm may terminate this representation if the Client does not pay the invoices promptly or breaches any other obligations to the Firm.

**Standard Terms of Engagement:** The attached Standard Terms of Engagement of the Firm for the representation of the Client in these matters are incorporated into this Agreement. The Client agrees to abide by the terms and conditions set forth therein.

Sincerely,



Eric McGlothlin

I have read the foregoing engagement agreement, and my signature indicates that City of Owosso agrees to all of its terms and fully understands its provisions. The terms of the engagement of the firm as stated above are accepted and approved by:

CITY OF OWOSSO

ATTEST:

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

\_\_\_\_\_  
Amy K. Kirkland, Clerk

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

## **MICHIGAN IOLTA – TRUST/RETAINER INSTRUCTIONS**

### **Payment via Wire Transfer (available for immediate use):**

Beneficiary Name: Dickinson Wright PLLC – Client Trust Account  
Bank Name: JP Morgan Chase Bank, N.A.  
Bank Address: 28660 Northwestern Hwy, Southfield, MI 48034  
Swift Code (International): CHASUS33  
ABA (Domestic): 021000021  
Account No: 717243  
Reference: Please include Client/Matter number

### **Payment via ACH\*:**

Beneficiary Name: Dickinson Wright PLLC – Client Trust Account  
Bank Name: JP Morgan Chase Bank, N.A.  
Bank Address: 28660 Northwestern Hwy, Southfield, MI 48034  
ABA (Domestic): 072000326  
Account No: 717243  
Reference: Please include Client/Matter number

\*funds received via ACH are subject to a five (5) business day hold, not including the date of deposit; NOT available for immediate use

**Payment via Credit Card:** e-mail [remittance.notice@dickinson-wright.com](mailto:remittance.notice@dickinson-wright.com) to request

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## **Invoice Payment Instructions; NOT to be used for Trust/Retainer transactions**

### **Payment via Wire Transfer:**

Beneficiary Name: Dickinson Wright PLLC  
Bank Name: JP Morgan Chase Bank, N.A.  
Bank Address: 28660 Northwestern Hwy, Southfield, MI 48034  
Swift Code (International): CHASUS33  
ABA (Domestic): 021000021  
Account No: 38852  
Reference: Please include invoice number(s)

### **Payment via ACH:**

Beneficiary Name: Dickinson Wright PLLC  
Bank Name: JP Morgan Chase Bank, N.A.  
Bank Address: 28660 Northwestern Hwy, Southfield, MI 48034  
ABA (Domestic): 072000326  
Account No: 38852  
Reference: Please include invoice number(s)

### **Notes:**

- To verbally confirm instructions please contact Cash Applications at (248)433-7200
- Remittance advice information may be sent to: [remittance.notice@dickinson-wright.com](mailto:remittance.notice@dickinson-wright.com)
- Please see instructions on the invoice for other accepted forms of payment

## **Dickinson Wright PLLC Standard Terms of Engagement**

Dickinson Wright PLLC ("the Firm") is pleased to be retained by the Client to provide legal services. Below are the standard terms of engagement in relation to any matter on which the Client retains the Firm, unless otherwise set forth in the Client's engagement letter and subject always to applicable rules of professional conduct.

**1. Entire Agreement:** The engagement letter and these Standard Terms of Engagement constitute the entire understanding and agreement between the client identified in the engagement letter ("the Client") and the Firm regarding the Firm's representation of the Client in the matter described in the engagement letter. Unless otherwise agreed, they supersede any prior understandings and agreements, written or oral, and any billing requirements, outside counsel guidelines, or letters submitted to the Firm. If any provision of the engagement letter or these Standard Terms of Engagement are held by a court or other arbitrator to be invalid, void, or unenforceable, the remainder of the provisions shall remain in full force and effect. The Client should review this document carefully and contact the Firm promptly with any questions. The Client should retain this document in its file.

**2. The Client:** The Firm will provide representation for only the person(s) or entity identified in the engagement letter. In matters related to corporations, partnerships, and other entities, unless otherwise agreed in writing, the Firm's representation does not extend to officers, directors, employees, shareholders, partners, members, or other individuals. Additionally, unless otherwise agreed in writing, the Firm's representation of an entity does not extend to its affiliates (such as parent, sister, or subsidiary corporations).

**3. The Scope of our Services:** The engagement letter sets forth the specific matter for which representation will be provided and the scope of the Firm's services. The services the Firm will provide to the Client may be varied by agreement during the course of the matter. The Firm's services will not include advice on tax-related issues unless and to the extent specifically requested by the Client and included in the scope of the Firm's representation.

At times, the Firm may be called upon to express opinions of law or anticipated outcomes. Such opinions are limited by the Firm's knowledge of the facts at the time the opinion is rendered, the present state of the law, and, at times, factors that are unknown or beyond the Firm's control. Although the Firm will use its best professional judgment, it cannot guarantee the outcome of any matter.

**4. Primary Attorney:** The primary attorney(s) responsible for the Client's relationship with the Firm may, in the exercise of his/her/their professional judgment, involve other attorneys (including other members or associates), paralegals, or non-legal professionals possessing special knowledge or experience to improve efficiency.

The Firm's invoices for services may reflect time and professional services rendered by attorneys or other legal personnel associated with the Firm's international or other affiliate(s). Such attorneys, who are licensed in other jurisdictions, are consulted and serve as legal advisors to the Firm based on their licensed status in such jurisdictions and expertise in particular legal specialties.

**5. Basis of Our Charges:** Unless other arrangements are made, the Firm's billing for legal services will be on a per-hour basis. The Firm's standard hourly rates will apply in the absence of any other agreement, and details of the hourly rates for the attorneys working on the Client's matter(s) are available upon request. The Firm's hourly rates are subject to periodic reviews and adjustments, and the Firm reserves the right to revise its hourly rates in accordance with such general Firm reviews.

The Firm is often asked to provide estimates regarding the cost of its representation on a given matter. The Firm is pleased to provide such estimates when, in its professional judgment, they can be made. Unless the Firm agrees in writing to perform a specific project for a fixed fee, an estimate will not represent a maximum, minimum, or agreed charge.

**6. File Closure:** Upon the completion of the services described in the engagement letter, the Firm's representation will be considered concluded. At that time, the Firm will close the file and retain it in accordance with the Firm's retention policy.

**7. Records Retention:** The Firm acknowledges the importance of client confidentiality, the protection of personal data, and the need to retain data for legal, accounting, and operational purposes (including but not limited to personal information, case files, correspondence, and any other data provided to the Firm in the course of providing legal services). The Firm shall retain client data for a period not exceeding the duration necessary to serve the purposes for which the data was collected and processed, including the fulfillment of any legal, regulatory, or ethical obligations, as well as in alignment with the Firm's retention policies. Data shall be maintained in a secure environment with appropriate safeguards against unauthorized access, alteration, or destruction and in compliance with applicable data protection laws. Upon the expiration of the retention period the Firm shall securely destroy the data in a manner that is consistent with best practices for the protection of confidential information and the environment. Client consents to the destruction of the file upon the expiration of the retention period.

**8. Retainers:** Unless otherwise set forth in the engagement letter, it is understood that the Firm may withdraw amounts from the retainer at any time as may be necessary to satisfy outstanding invoices. If at any time the retainer proves insufficient to cover past due invoices or falls below the agreed amount, the Firm may require that it be replenished.

**9. Conflicts of Interest:** Conflicts of interest are a concern for the Firm and the clients it represents. The Firm attempts to identify actual and potential conflicts at the outset of any engagement and may request that the Client sign a conflict waiver before the Firm accepts an engagement from the Client. Occasionally, other clients or prospective clients may ask the Firm to seek a conflict waiver from the Client so that the Firm can accept an engagement on their behalf. Please do not take such a request to mean that the Firm will represent the Client less zealously; rather, it indicates that the Firm takes its professional responsibilities to all clients and prospective clients very seriously.

Unfortunately, conflicts sometimes arise or become apparent after work begins on an engagement. When that happens, the Firm will do its best to address and resolve the situation in a manner that is consistent with its professional responsibilities.

The Firm will not represent any other client on any matter on which the Firm is representing the Client unless the Firm has the Client's express agreement that it may do so and where permitted to do so by the applicable jurisdiction's Rules of Professional Conduct.

Client agrees that the Firm may also act generally for another client which, for the Client, is a market competitor.

**10. Liability Insurance Coverage:** It is the Client's responsibility to ascertain whether the Client is covered by any relevant insurance in respect of either liability or legal expenses. If so, the Client is responsible to notify the Client's insurer(s) of the claim or potential claim and the Firm's involvement as soon as possible. It is also the Client's responsibility to inform the Firm if the Client believes that the Client has insurance coverage for the specific matter for which the Firm has been retained.

**11. Termination of Representation:** The Client may terminate the Firm's representation at any time, with or without reason. The Firm has a right to discontinue providing services under certain circumstances, such as the Client's failure to fulfill financial obligations to the Firm. The Client's termination of the Firm's representation in no way relieves the Client of the obligation to pay for legal services that have been provided prior to the time of termination and that are necessitated to make an orderly transfer of the Firm's file materials.

Upon termination of the Firm's representation for any reason, the Firm will return the Client's papers, documents, and other property to the Client upon receipt of the Client's request for them. The Firm may, and likely will, retain a copy of the materials returned to the Client. If the Client has outstanding invoices owing to the Firm, the Firm may have the right to retain the Client's documents if they are properly subject to a lien.

At such time as the Firm has completed the scope of work for which the Firm has been retained, the Firm will consider its representation to have ended. If the Client later retains the Firm to perform further or additional work, the Firm's future representation will be subject to the terms and understanding set forth herein, unless other terms and conditions are expressly agreed to.

Furthermore, upon termination of the Firm's representation, any and all outstanding legal fees and costs incurred by the Firm for its legal services rendered to the Client in connection with the engagement will become immediately due and owing. In the event the Client fails to immediately pay any outstanding legal fees and costs owed to the Firm, the Firm reserves all rights and remedies available to it for collection of any and all amounts of money owed to it for said legal services. The Client also agrees to pay all charges, costs, expenses, and reasonable attorney's fees incurred by the Firm in enforcing and recovering any and all legal fees and costs incurred pursuant to the engagement letter.

**12. E-mail and Cellular Phone Authorization:** The Firm is able to communicate with clients via electronic mail over the internet ("e-mail"), and many of the Firm's attorneys utilize cellular phones. With e-mail, current technology cannot eliminate the risk that confidences and/or secrets otherwise protected by attorney/client privilege may be viewed by unauthorized third parties and the privilege thereby lost. As to both means of communication, sensitive, confidential, and proprietary materials of the Client may be intercepted by unauthorized third parties. Please be advised that in connection with the use of e-mail and cellular phones:

1. There is the risk of the loss of the attorney/client privilege and that sensitive, confidential, or proprietary material may be inadvertently disclosed to unauthorized third parties.
2. The Firm's standard for e-mail encryption is Transport Layer Security (TLS) protocol.



3. The Client has the right to specifically direct Dickinson Wright PLLC not to send sensitive, confidential, or proprietary materials via e-mail or to utilize a cellular phone when communicating.

Unless the Client specifically provides direction to the contrary, the Client's acceptance of the Firm's engagement letter will indicate the Client's review of this policy statement on the use of e-mail and cellular phones and will specifically authorize Dickinson Wright PLLC to utilize e-mail, to send information over the internet to communicate with the Client and with third parties, and to utilize cellular phones. By engaging the Firm, the Client agrees to assume the risk of inadvertent disclosure and the risk of the loss of attorney/client privilege as it relates to information being transmitted. The Client retains the right to direct Dickinson Wright PLLC not to send specific items of information via the internet, by e-mail, or over a cellular phone. This authorization shall remain in effect until revoked in writing.

**13. Post-Engagement Matters:** The Client is engaging the Firm to provide legal services in connection with a specific matter. After completion of the matter, changes may occur in the applicable laws or regulations that could impact the Client's future rights and liabilities. Unless the Client engages the Firm after the completion of the matter to provide additional legal advice on issues arising from the matter, the Firm has no continuing obligation to advise the company on such issues or on future legal developments, including monitoring renewal or notice dates or similar deadlines that may arise with respect to the matter.

**14. Privacy:** The Firm recognizes the importance of data privacy and is committed to protecting the confidentiality, integrity, and availability of all personal and business information in compliance with all applicable data protection laws and regulations. The Firm will only collect personal and business information that is necessary for the fulfillment of its duties and within the scope of its services. The information collected shall be used exclusively for the purposes for which it was provided and other compatible purposes unless the Client provides explicit consent to the contrary or where it is required or permitted by law. For inquiries, or to remove personal data from the firm's systems upon completion of the engagement, please contact the firm directly.

**15. Corporate Transparency Act (CTA) Disclaimer:** Under the Corporate Transparency Act ("CTA"), certain entities organized in the U.S. (including entities that are disregarded for federal income tax purposes) and foreign entities doing business in the U.S. are required to report information to the Financial Crimes Enforcement Network (FinCEN) as to their beneficial ownership. The report must provide information regarding the entity, each beneficial owner, and (in some cases) each company applicant. Entities subject to beneficial ownership information (BOI) reporting include corporations, limited liability companies, and any other entity created by filing a document with the secretary of state or similar office under state, Tribal, or foreign law. Certain states may have their own reporting obligations. The Firm is not assuming any responsibility in this engagement regarding CTA or equivalent state-level compliance by the Client or any affiliated entity. This would change only if the Client requests the Firm's assistance with CTA or state-level compliance, and the Firm agrees in writing to accept the increased scope of work. In particular, the Client should not send the Firm any confidential BOI related to CTA compliance until the Firm has agreed to accept that additional task.

These Standard Terms of Engagement will apply to the services the Firm provides to the Client, unless the Firm agrees otherwise in writing. By instructing the Firm to act for the Client,

the Client accepts these terms and authorizes the Firm to perform the services as outlined in our engagement letter.

If the Client has any questions or concerns about any aspect of the Firm's engagement, they should contact the attorney responsible for their matters.



2600 W. Big Beaver Rd. Suite 300  
Troy, MI 48084-3312  
Telephone: 248-433-7200  
Facsimile: 844-670-6009  
<http://www.dickinsonwright.com>

**Eric McGlothlin, Member**  
[EMcGlothlin@dickinson-wright.com](mailto:EMcGlothlin@dickinson-wright.com)  
248-433-7566

December 4, 2025

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

Dear Ladies and Gentlemen:

Thank you for again selecting Dickinson Wright PLLC ("the Firm") to represent City of Owosso (the "Client" or "Issuer") as bond counsel in connection with the issuance of bonds (the "Bonds") for the purpose of financing improvements to the Issuer's water supply system, including without limitation booster station improvements, water main replacements, and water service line replacements (the "Project"). We understand that the Bonds are to be issued in an aggregate principal amount of not more than \$12,000,000, approximately \$2,160,000 of which currently is expected to be forgiven upon closing. We further understand that the Bonds would most likely be issued as junior lien revenue bonds through the State of Michigan's drinking water revolving fund program. The purpose of this engagement letter ("Agreement") is to describe the services we will perform as bond counsel and the Firm's respective responsibilities and expectations under this engagement.

### **Scope of Engagement:**

In the Firm's capacity as bond counsel, the Firm expects to perform the following services:

(1) Subject to the completion of proceedings to the Firm's satisfaction, render the Firm's legal opinion (the "Bond Opinion") regarding the validity and binding effect of the Bonds, the source of payment and security for the Bonds, and the excludability of interest on the Bonds from gross income for federal and Michigan income tax purposes.

(2) Draft the resolution of the governing body of the Issuer declaring the Issuer's official intent to reimburse Project costs paid by the Issuer prior to the issuance of the Bonds (if necessary), the resolution of the governing body of the Issuer authorizing the issuance of the Bonds, and all necessary closing documents.

(3) Prepare and review other documents necessary or appropriate to the authorization, issuance and delivery of the Bonds, coordinate the authorization and execution of documents, and review enabling legislation.

(4) Prepare the Issuer's proceedings necessary for the issuance of the Bonds and prepare all proceedings necessary for approval of the issuance of the Bonds.

(5) Assist the Issuer in seeking from other governmental authorities such approvals, permissions and exemptions as the Firm determines is necessary or appropriate in connection with the authorization, issuance, sale and delivery of the Bonds, except that the Firm will not be responsible for any required blue-sky filings. The Firm will not be responsible for obtaining any

approvals and permits relating to the construction and operation of the facilities financed with the proceeds of the Bonds.

(6) Review legal issues relating to the structure of the Bonds.

(7) Assist the Issuer with all legal issues that arise in connection with the DWSRF program.

The Firm's Bond Opinion will be addressed to the Issuer and will be delivered by us on the date the Bonds are exchanged for their purchase price (the "Closing").

The Firm's Bond Opinion will be based on facts and law existing as of its date. In rendering our Bond Opinion, we will rely upon the certified proceedings and other certifications of public officials and other persons furnished to us without undertaking to verify the same by independent investigation, and we will assume continuing compliance by the Issuer with applicable laws relating to the Bonds. During the course of this engagement, we will rely on you to provide us with complete, accurate and timely information on all developments pertaining to any aspect of the Bonds and their security.

The Firm's duties in this engagement are limited to those legal services expressly set forth above, which are services traditionally provided by bond counsel. As attorneys, we do not represent ourselves as financial advisors or experts and do not provide advice that is primarily financial in nature, such as advice concerning the financial feasibility of the Project or the financing, recommending a particular structure for the Bonds as being financially advantageous, advice estimating or comparing the relative cost to maturity of the Bonds depending on various interest rate assumptions, or advice regarding the financial aspects of pursuing a competitive sale versus a negotiated sale.

Specifically, among other things, our duties under this letter do not include: (a) handling litigation that may arise with respect to the Bonds; (b) services relating to any grant funds for the Project or to any contracts or agreements related thereto; (c) preparing requests for tax rulings from the Internal Revenue Service or no action letters from the Securities and Exchange Commission; (d) preparing blue sky or investment surveys with respect to the Bonds; (e) making an investigation or expressing any view as to the creditworthiness of the Issuer or the Bonds; (f) assisting in the preparation or review of any official statement or other disclosure document with respect to the Bonds, except as provided in (7) above, or performing an independent investigation to determine the accuracy, completeness or sufficiency of any such document; (g) advice on post-closing tax issues (e.g., our engagement does not include rebate calculations for the Bonds); and (h) addressing any other matter not specifically set forth above that is not required to render our Bond Opinion.

**Attorney-Client Relationship:** Upon execution of this engagement letter, the Issuer will be the client, and an attorney-client relationship will exist between the Issuer and the Firm. The Firm's services as bond counsel are limited to those contracted for in this letter; the Issuer's execution of this engagement letter will constitute an acknowledgment of those limitations.

**Fees:** We propose that our fee for the Bond issue shall be payable upon the delivery of the Bond. The fee for the Bond issue shall be in an amount of \$37,500 for a Bond with bond proceeds of up to \$12,000,000, which includes our out-of-pocket disbursements for expenses incurred in performing the foregoing services. Any filing fees required by State law or the Michigan

Department of Treasury are to be paid by the Issuer. If the Bond proceeds exceed \$12,000,000, our fee would increase by 0.25% of the amount of Bond proceeds above that amount.

Our fee for services is based upon the facts and expectations set forth above, and we reserve the right to modify our fee if such facts or expectations significantly change or if the financing experiences any significant delays.

If for any reason the financing represented by the Bond is not consummated, we will not invoice the Issuer for our fee hereunder, but we will expect to be reimbursed for any client charges and out-of-pocket expenses we have incurred.

In addition, if the Issuer requests us to perform additional services beyond those set forth in paragraphs (1) to (7) above, we propose that such work be charged at hourly rates to be agreed upon by the Issuer and the Firm.

Our representation of the Issuer and the attorney-client relationship created by this engagement letter will be concluded upon delivery of the Bond. Nevertheless, subsequent to the Closing, we will, mail the Internal Revenue Service Form 8038-G for the Bonds, make the required filing with the Michigan Department of Treasury and prepare and distribute to the participants in the transaction a transcript of the proceedings pertaining to the Bond.

**Client Liaison and Firm Liaison:** The Firm understands that Brad Barrett will be the primary contact for the Client in furtherance of this engagement and Eric McGlothlin will be the Firm attorney responsible for this engagement. The Firm will communicate with the Client through Brad Barrett and will keep the Client informed of the status and progress of the engagement. The Firm will also seek the Client's input and approval on any significant decisions or actions that may affect the engagement.

**Conflicts Issues:** As we have discussed, the Firm represents large numbers of governmental entities, business entities and financial institutions, as well as individuals. It is possible that, during the time the Firm is representing the Client, some of the Firm's current or future clients will have disputes or transactions with the Client. The Client agrees that the Firm may continue to represent or undertake in the future to represent existing or new clients in any matter, including litigation, even if the interests of such other clients in such other matters are directly adverse to the Client's, so long as those matters are not substantially related to the Firm's work for the Client and the Firm's representation of the other clients would not involve the Firm's use of any confidential information the Client has provided the Firm and would otherwise be permitted by the applicable Rules of Professional Conduct.

**Choice of Law/Forum Selection:** This Agreement will be interpreted, construed and governed by and under the laws of the State of Michigan and any action arising hereunder or with respect to this Firm's legal representation of the Client shall be brought only in the State of Michigan.

**Right to Withdraw from Representation:** The Firm may terminate this representation if the Client does not pay the invoices promptly or breaches any other obligations to the Firm.

**Standard Terms of Engagement:** The attached Standard Terms of Engagement of the Firm for the representation of the Client in these matters are incorporated into this Agreement. The Client agrees to abide by the terms and conditions set forth therein.

Sincerely,



Eric McGlothlin

I have read the foregoing engagement agreement, and my signature indicates that City of Owosso agrees to all of its terms and fully understands its provisions. The terms of the engagement of the firm as stated above are accepted and approved by:

CITY OF OWOSSO

ATTEST:

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

\_\_\_\_\_  
Amy K. Kirkland, Clerk

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

## **MICHIGAN IOLTA – TRUST/RETAINER INSTRUCTIONS**

### **Payment via Wire Transfer (available for immediate use):**

Beneficiary Name: Dickinson Wright PLLC – Client Trust Account  
Bank Name: JP Morgan Chase Bank, N.A.  
Bank Address: 28660 Northwestern Hwy, Southfield, MI 48034  
Swift Code (International): CHASUS33  
ABA (Domestic): 021000021  
Account No: 717243  
Reference: Please include Client/Matter number

### **Payment via ACH\*:**

Beneficiary Name: Dickinson Wright PLLC – Client Trust Account  
Bank Name: JP Morgan Chase Bank, N.A.  
Bank Address: 28660 Northwestern Hwy, Southfield, MI 48034  
ABA (Domestic): 072000326  
Account No: 717243  
Reference: Please include Client/Matter number

\*funds received via ACH are subject to a five (5) business day hold, not including the date of deposit; NOT available for immediate use

**Payment via Credit Card:** e-mail [remittance.notice@dickinson-wright.com](mailto:remittance.notice@dickinson-wright.com) to request

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## **Invoice Payment Instructions; NOT to be used for Trust/Retainer transactions**

### **Payment via Wire Transfer:**

Beneficiary Name: Dickinson Wright PLLC  
Bank Name: JP Morgan Chase Bank, N.A.  
Bank Address: 28660 Northwestern Hwy, Southfield, MI 48034  
Swift Code (International): CHASUS33  
ABA (Domestic): 021000021  
Account No: 38852  
Reference: Please include invoice number(s)

### **Payment via ACH:**

Beneficiary Name: Dickinson Wright PLLC  
Bank Name: JP Morgan Chase Bank, N.A.  
Bank Address: 28660 Northwestern Hwy, Southfield, MI 48034  
ABA (Domestic): 072000326  
Account No: 38852  
Reference: Please include invoice number(s)

### **Notes:**

- To verbally confirm instructions please contact Cash Applications at (248)433-7200
- Remittance advice information may be sent to: [remittance.notice@dickinson-wright.com](mailto:remittance.notice@dickinson-wright.com)
- Please see instructions on the invoice for other accepted forms of payment



## **Dickinson Wright PLLC Standard Terms of Engagement**

Dickinson Wright PLLC ("the Firm") is pleased to be retained by the Client to provide legal services. Below are the standard terms of engagement in relation to any matter on which the Client retains the Firm, unless otherwise set forth in the Client's engagement letter and subject always to applicable rules of professional conduct.

**1. Entire Agreement:** The engagement letter and these Standard Terms of Engagement constitute the entire understanding and agreement between the client identified in the engagement letter ("the Client") and the Firm regarding the Firm's representation of the Client in the matter described in the engagement letter. Unless otherwise agreed, they supersede any prior understandings and agreements, written or oral, and any billing requirements, outside counsel guidelines, or letters submitted to the Firm. If any provision of the engagement letter or these Standard Terms of Engagement are held by a court or other arbitrator to be invalid, void, or unenforceable, the remainder of the provisions shall remain in full force and effect. The Client should review this document carefully and contact the Firm promptly with any questions. The Client should retain this document in its file.

**2. The Client:** The Firm will provide representation for only the person(s) or entity identified in the engagement letter. In matters related to corporations, partnerships, and other entities, unless otherwise agreed in writing, the Firm's representation does not extend to officers, directors, employees, shareholders, partners, members, or other individuals. Additionally, unless otherwise agreed in writing, the Firm's representation of an entity does not extend to its affiliates (such as parent, sister, or subsidiary corporations).

**3. The Scope of our Services:** The engagement letter sets forth the specific matter for which representation will be provided and the scope of the Firm's services. The services the Firm will provide to the Client may be varied by agreement during the course of the matter. The Firm's services will not include advice on tax-related issues unless and to the extent specifically requested by the Client and included in the scope of the Firm's representation.

At times, the Firm may be called upon to express opinions of law or anticipated outcomes. Such opinions are limited by the Firm's knowledge of the facts at the time the opinion is rendered, the present state of the law, and, at times, factors that are unknown or beyond the Firm's control. Although the Firm will use its best professional judgment, it cannot guarantee the outcome of any matter.

**4. Primary Attorney:** The primary attorney(s) responsible for the Client's relationship with the Firm may, in the exercise of his/her/their professional judgment, involve other attorneys (including other members or associates), paralegals, or non-legal professionals possessing special knowledge or experience to improve efficiency.

The Firm's invoices for services may reflect time and professional services rendered by attorneys or other legal personnel associated with the Firm's international or other affiliate(s). Such attorneys, who are licensed in other jurisdictions, are consulted and serve as legal advisors to the Firm based on their licensed status in such jurisdictions and expertise in particular legal specialties.

**5. Basis of Our Charges:** Unless other arrangements are made, the Firm's billing for legal services will be on a per-hour basis. The Firm's standard hourly rates will apply in the absence of any other agreement, and details of the hourly rates for the attorneys working on the Client's matter(s) are available upon request. The Firm's hourly rates are subject to periodic reviews and adjustments, and the Firm reserves the right to revise its hourly rates in accordance with such general Firm reviews.

The Firm is often asked to provide estimates regarding the cost of its representation on a given matter. The Firm is pleased to provide such estimates when, in its professional judgment, they can be made. Unless the Firm agrees in writing to perform a specific project for a fixed fee, an estimate will not represent a maximum, minimum, or agreed charge.

**6. File Closure:** Upon the completion of the services described in the engagement letter, the Firm's representation will be considered concluded. At that time, the Firm will close the file and retain it in accordance with the Firm's retention policy.

**7. Records Retention:** The Firm acknowledges the importance of client confidentiality, the protection of personal data, and the need to retain data for legal, accounting, and operational purposes (including but not limited to personal information, case files, correspondence, and any other data provided to the Firm in the course of providing legal services). The Firm shall retain client data for a period not exceeding the duration necessary to serve the purposes for which the data was collected and processed, including the fulfillment of any legal, regulatory, or ethical obligations, as well as in alignment with the Firm's retention policies. Data shall be maintained in a secure environment with appropriate safeguards against unauthorized access, alteration, or destruction and in compliance with applicable data protection laws. Upon the expiration of the retention period the Firm shall securely destroy the data in a manner that is consistent with best practices for the protection of confidential information and the environment. Client consents to the destruction of the file upon the expiration of the retention period.

**8. Retainers:** Unless otherwise set forth in the engagement letter, it is understood that the Firm may withdraw amounts from the retainer at any time as may be necessary to satisfy outstanding invoices. If at any time the retainer proves insufficient to cover past due invoices or falls below the agreed amount, the Firm may require that it be replenished.

**9. Conflicts of Interest:** Conflicts of interest are a concern for the Firm and the clients it represents. The Firm attempts to identify actual and potential conflicts at the outset of any engagement and may request that the Client sign a conflict waiver before the Firm accepts an engagement from the Client. Occasionally, other clients or prospective clients may ask the Firm to seek a conflict waiver from the Client so that the Firm can accept an engagement on their behalf. Please do not take such a request to mean that the Firm will represent the Client less zealously; rather, it indicates that the Firm takes its professional responsibilities to all clients and prospective clients very seriously.

Unfortunately, conflicts sometimes arise or become apparent after work begins on an engagement. When that happens, the Firm will do its best to address and resolve the situation in a manner that is consistent with its professional responsibilities.

The Firm will not represent any other client on any matter on which the Firm is representing the Client unless the Firm has the Client's express agreement that it may do so and where permitted to do so by the applicable jurisdiction's Rules of Professional Conduct.

Client agrees that the Firm may also act generally for another client which, for the Client, is a market competitor.

**10. Liability Insurance Coverage:** It is the Client's responsibility to ascertain whether the Client is covered by any relevant insurance in respect of either liability or legal expenses. If so, the Client is responsible to notify the Client's insurer(s) of the claim or potential claim and the Firm's involvement as soon as possible. It is also the Client's responsibility to inform the Firm if the Client believes that the Client has insurance coverage for the specific matter for which the Firm has been retained.

**11. Termination of Representation:** The Client may terminate the Firm's representation at any time, with or without reason. The Firm has a right to discontinue providing services under certain circumstances, such as the Client's failure to fulfill financial obligations to the Firm. The Client's termination of the Firm's representation in no way relieves the Client of the obligation to pay for legal services that have been provided prior to the time of termination and that are necessitated to make an orderly transfer of the Firm's file materials.

Upon termination of the Firm's representation for any reason, the Firm will return the Client's papers, documents, and other property to the Client upon receipt of the Client's request for them. The Firm may, and likely will, retain a copy of the materials returned to the Client. If the Client has outstanding invoices owing to the Firm, the Firm may have the right to retain the Client's documents if they are properly subject to a lien.

At such time as the Firm has completed the scope of work for which the Firm has been retained, the Firm will consider its representation to have ended. If the Client later retains the Firm to perform further or additional work, the Firm's future representation will be subject to the terms and understanding set forth herein, unless other terms and conditions are expressly agreed to.

Furthermore, upon termination of the Firm's representation, any and all outstanding legal fees and costs incurred by the Firm for its legal services rendered to the Client in connection with the engagement will become immediately due and owing. In the event the Client fails to immediately pay any outstanding legal fees and costs owed to the Firm, the Firm reserves all rights and remedies available to it for collection of any and all amounts of money owed to it for said legal services. The Client also agrees to pay all charges, costs, expenses, and reasonable attorney's fees incurred by the Firm in enforcing and recovering any and all legal fees and costs incurred pursuant to the engagement letter.

**12. E-mail and Cellular Phone Authorization:** The Firm is able to communicate with clients via electronic mail over the internet ("e-mail"), and many of the Firm's attorneys utilize cellular phones. With e-mail, current technology cannot eliminate the risk that confidences and/or secrets otherwise protected by attorney/client privilege may be viewed by unauthorized third parties and the privilege thereby lost. As to both means of communication, sensitive, confidential, and proprietary materials of the Client may be intercepted by unauthorized third parties. Please be advised that in connection with the use of e-mail and cellular phones:

1. There is the risk of the loss of the attorney/client privilege and that sensitive, confidential, or proprietary material may be inadvertently disclosed to unauthorized third parties.
2. The Firm's standard for e-mail encryption is Transport Layer Security (TLS) protocol.

3. The Client has the right to specifically direct Dickinson Wright PLLC not to send sensitive, confidential, or proprietary materials via e-mail or to utilize a cellular phone when communicating.

Unless the Client specifically provides direction to the contrary, the Client's acceptance of the Firm's engagement letter will indicate the Client's review of this policy statement on the use of e-mail and cellular phones and will specifically authorize Dickinson Wright PLLC to utilize e-mail, to send information over the internet to communicate with the Client and with third parties, and to utilize cellular phones. By engaging the Firm, the Client agrees to assume the risk of inadvertent disclosure and the risk of the loss of attorney/client privilege as it relates to information being transmitted. The Client retains the right to direct Dickinson Wright PLLC not to send specific items of information via the internet, by e-mail, or over a cellular phone. This authorization shall remain in effect until revoked in writing.

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**15. Corporate Transparency Act (CTA) Disclaimer:** Under the Corporate Transparency Act ("CTA"), certain entities organized in the U.S. (including entities that are disregarded for federal income tax purposes) and foreign entities doing business in the U.S. are required to report information to the Financial Crimes Enforcement Network (FinCEN) as to their beneficial ownership. The report must provide information regarding the entity, each beneficial owner, and (in some cases) each company applicant. Entities subject to beneficial ownership information (BOI) reporting include corporations, limited liability companies, and any other entity created by filing a document with the secretary of state or similar office under state, Tribal, or foreign law. Certain states may have their own reporting obligations. The Firm is not assuming any responsibility in this engagement regarding CTA or equivalent state-level compliance by the Client or any affiliated entity. This would change only if the Client requests the Firm's assistance with CTA or state-level compliance, and the Firm agrees in writing to accept the increased scope of work. In particular, the Client should not send the Firm any confidential BOI related to CTA compliance until the Firm has agreed to accept that additional task.

These Standard Terms of Engagement will apply to the services the Firm provides to the Client, unless the Firm agrees otherwise in writing. By instructing the Firm to act for the Client,

the Client accepts these terms and authorizes the Firm to perform the services as outlined in our engagement letter.

If the Client has any questions or concerns about any aspect of the Firm's engagement, they should contact the attorney responsible for their matters.

# STATEMENT REGARDING BUSINESS DEALINGS WITH THE CITY

Per Owosso City Charter Section 14.4 and Michigan Public Act 317 of 1968, as amended

I, Carl Ludington, being an officer of the City of Owosso, do hereby declare a pecuniary interest in the foregoing proposed contract(s) with the City of Owosso as described as:

For the Period of: November 1 – 30, 2025

Vendor: Ludington Electric, Inc

Total Amount: 1314.19

Detailed information for the listed amount is attached to this statement.

I am making this declaration because I am the owner/operator of Ludington Electric, Inc.

I confirm that I will not vote on the matter(s) in question, I will not take part in discussion on any question in respect to the matter(s), and I will not attempt in any way whether before, during or after the meeting to influence the voting on any such question at a public meeting of the Owosso City Council.

Said items will be considered for approval at the \_\_\_\_December 15, 2025\_\_ meeting of the Owosso City Council.

---

Carl Ludington  
Signature

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Date

Declared: December 1, 2025

CUSTOM PURCHASE ORDER REPORT

	PURCHASE						AMOUNT	REMAINING
PO NUMBER	ORDER TYPE	REQUESTED BY	DEPARTMENT	VENDOR NAME	DESCRIPTION		AMOUNT RELIEVED	BALANCE
PO STATUS: OPEN								
PO TYPE: QUICK PO								
000047377	QUICK PO	tswheeler	862	LUDINGTON ELECTRIC, INC.	REPAIR OF DOWN TOWN LIGHTS WASHINGTON ST.	636.23	0.00	636.23
000047402	QUICK PO	tswheeler	862	LUDINGTON ELECTRIC, INC.	REPLACMENT OF UNDERGROUND WIRING FOR CHAIRMAN LIGHTS	497.96	0.00	497.96
000047420	QUICK PO	DHHaut	863	LUDINGTON ELECTRIC, INC.	INSTALLATION OF NEW VFD AT STANDPIPE BOOSTER STATION	180.00	0.00	180.00
TOTAL PO TYPE: QUICK PO						1,314.19	0.00	1,314.19
TOTAL PO STATUS: OPEN						1,314.19	0.00	1,314.19
						1,314.19	0.00	1,314.19





Outlook

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FW: OHC

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**From:** Elaine Greenway <[elainemgreenway@gmail.com](mailto:elainemgreenway@gmail.com)>

**Sent:** Monday, December 8, 2025 2:14 PM

**To:** Amy K. Fuller <[amy.fuller@ci.owosso.mi.us](mailto:amy.fuller@ci.owosso.mi.us)>

**Subject:** OHC

To

OHC COMMISSION

I regret, that I must leave as a chair on the OHC Commision. Many things in my life have changed and I need the time to keep everything in order. I will be on the Home Tour committee and follow through on my commitments. It has been a pleasure working with all of you. My resignation will take place on December 31st.

---

Elaine Greenway

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<b>From:</b>	<b>Building Department</b>
<b>To:</b>	<b>Owosso City Council</b>
<b>Report Month:</b>	<b>NOVEMBER 2025</b>

<b>Category</b>	<b>Estimated Cost</b>	<b>Permit Fee</b>	<b>Number of Permits</b>
COMMERCIAL NEW CONSTRUCTION	\$18,000	\$110	1
DECK	\$52,500	\$315	6
Electrical	\$0	\$980	8
FENCE PERMIT	\$0	\$340	5
FOUNDATION - RESIDENTIAL	\$5,000	\$400	5
GARAGE, DETACHED	\$20,000	\$285	1
Mechanical	\$0	\$2,729	16
Plumbing	\$0	\$2,560	25
RES. ADD/ALTER/REPAIR	\$40,000	\$110	1
ROOF	\$176,704	\$2,105	7
ROW-ENG	\$0	\$50	1
ROW-UTILITY	\$0	\$50	3
SIDING	\$22,000	\$180	2
SIGN PERMIT	\$0	\$54	3
WINDOWS	\$51,836	\$270	3
<b>Totals</b>	<b>\$386,040</b>	<b>\$10,538</b>	<b>87</b>

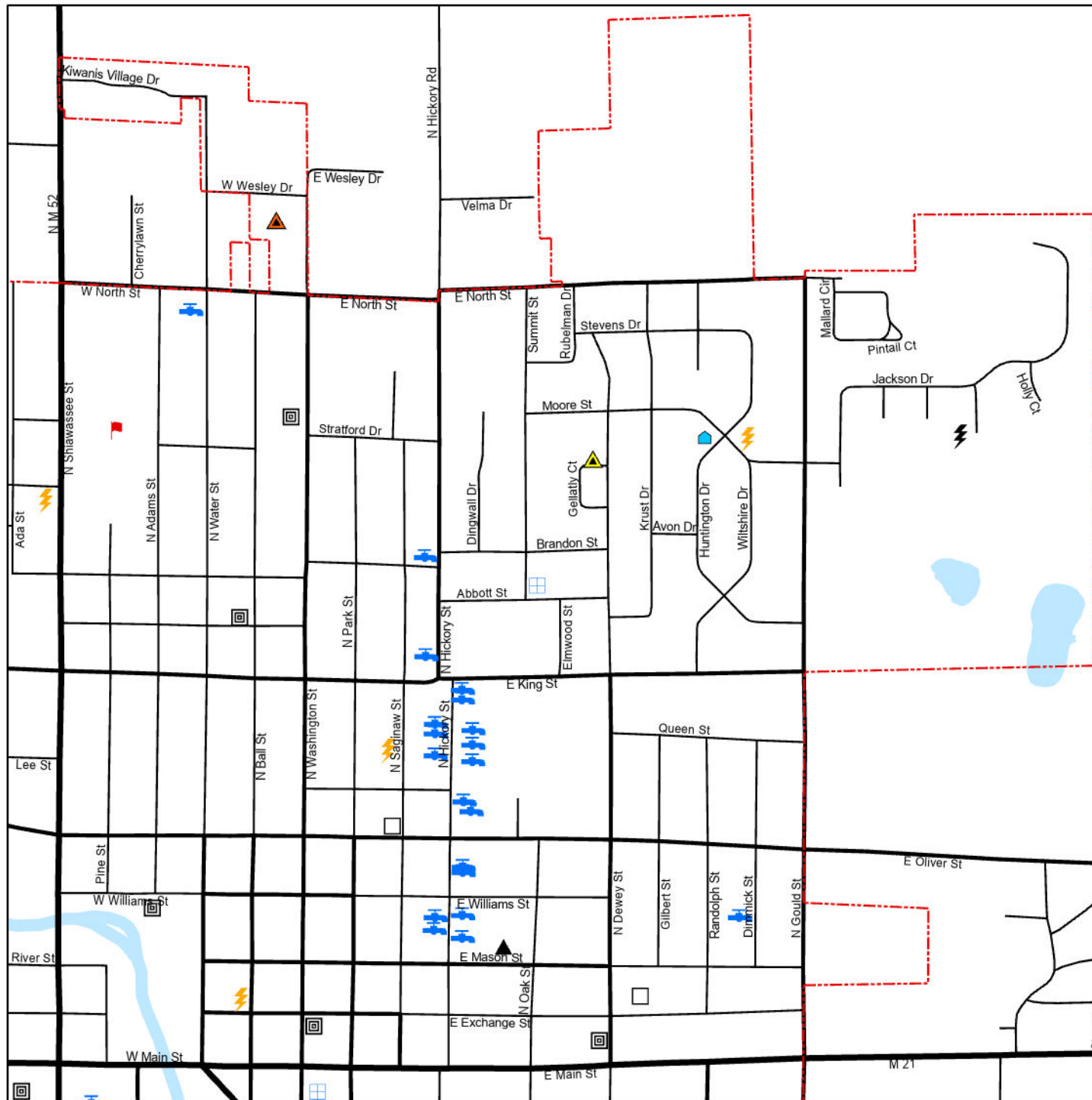
**2024 COMPARISON TOTALS**

<b>NOVEMBER 2024</b>	<b>\$228,524</b>	<b>\$9,637</b>	<b>67</b>
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# City of Owosso

Permit Activity  
November 2025

NE Quadrant



## Category

- Electrical
- Electrical & Mechanical
- Garage, Detached
- Mechanical
- Plumbing
- Roof
- ROW - Eng
- ROW - Utility
- Siding
- Sign Permit
- Windows

## Other Features

- City Limit
- Railroads
- River & Lakes

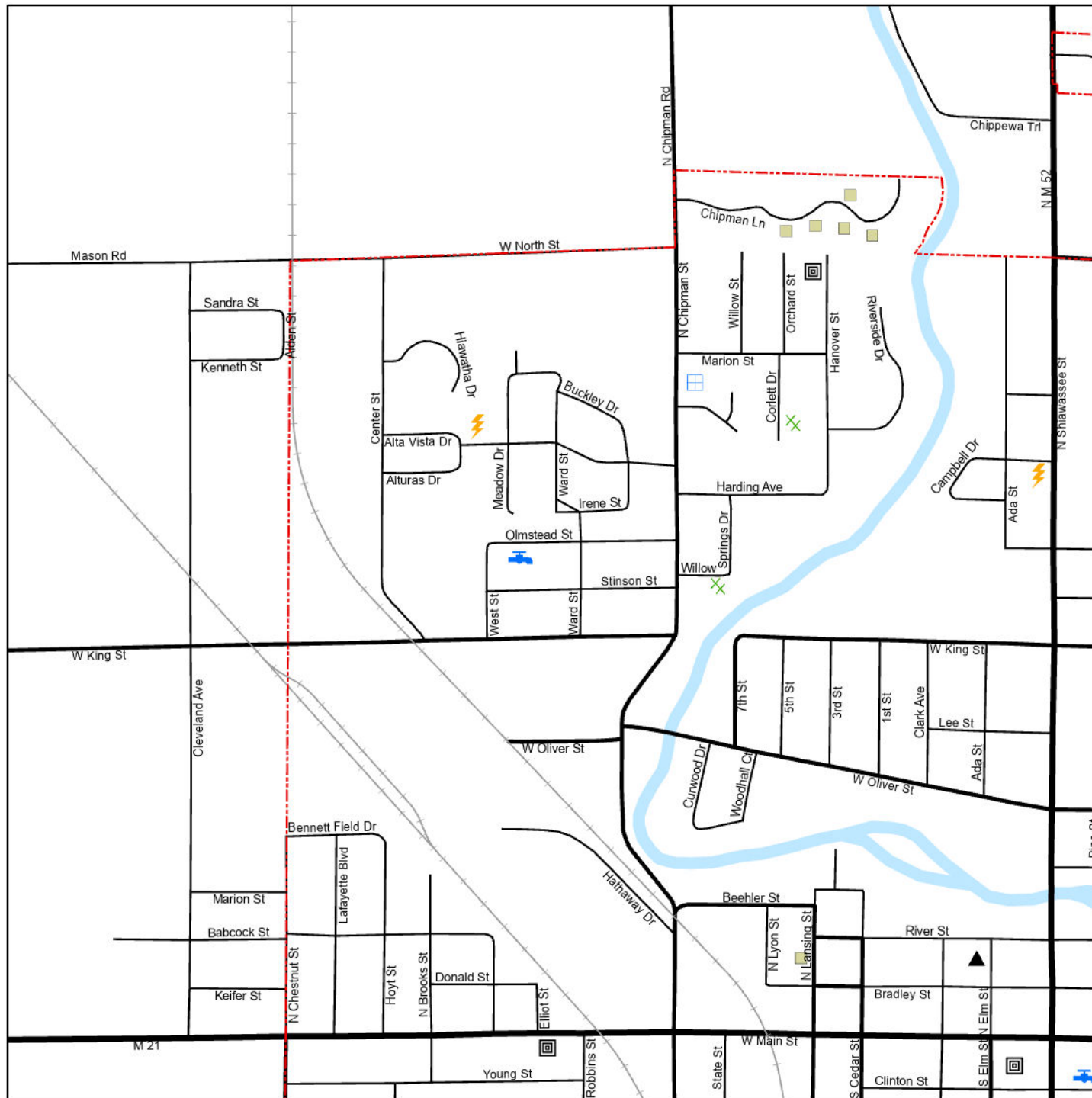
0 300 600 900 1,200 Feet



# City of Owosso

Permit Activity  
November 2025

NW Quadrant



## Category

- Deck
- ⚡ Electrical
- X Fence
- Mechanical
- + Plumbing
- ▲ Roof
- Sign Permit
- Windows

## Other Features

- City Limit
- Railroads
- River & Lakes

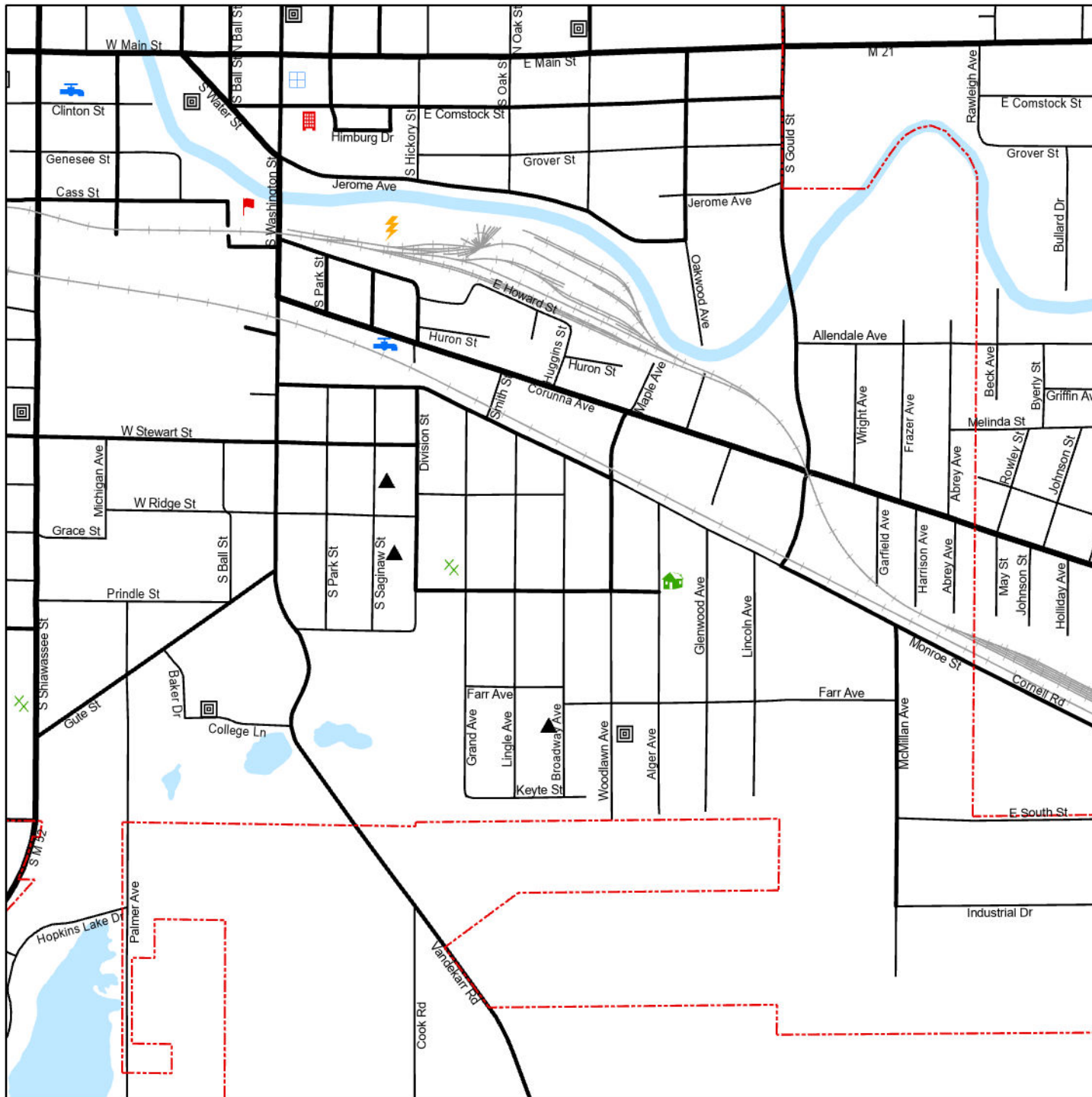
0 300 600 900 1,200 Feet



# City of Owosso

Permit Activity  
November 2025

SE Quadrant



## Category

- Commercial New Construction
- Electrical
- Fence
- Mechanical
- Plumbing
- Res. Add/Alter/Repair
- Roof
- Sign Permit
- Windows

## Other Features

- City Limit
- Railroads
- River & Lakes

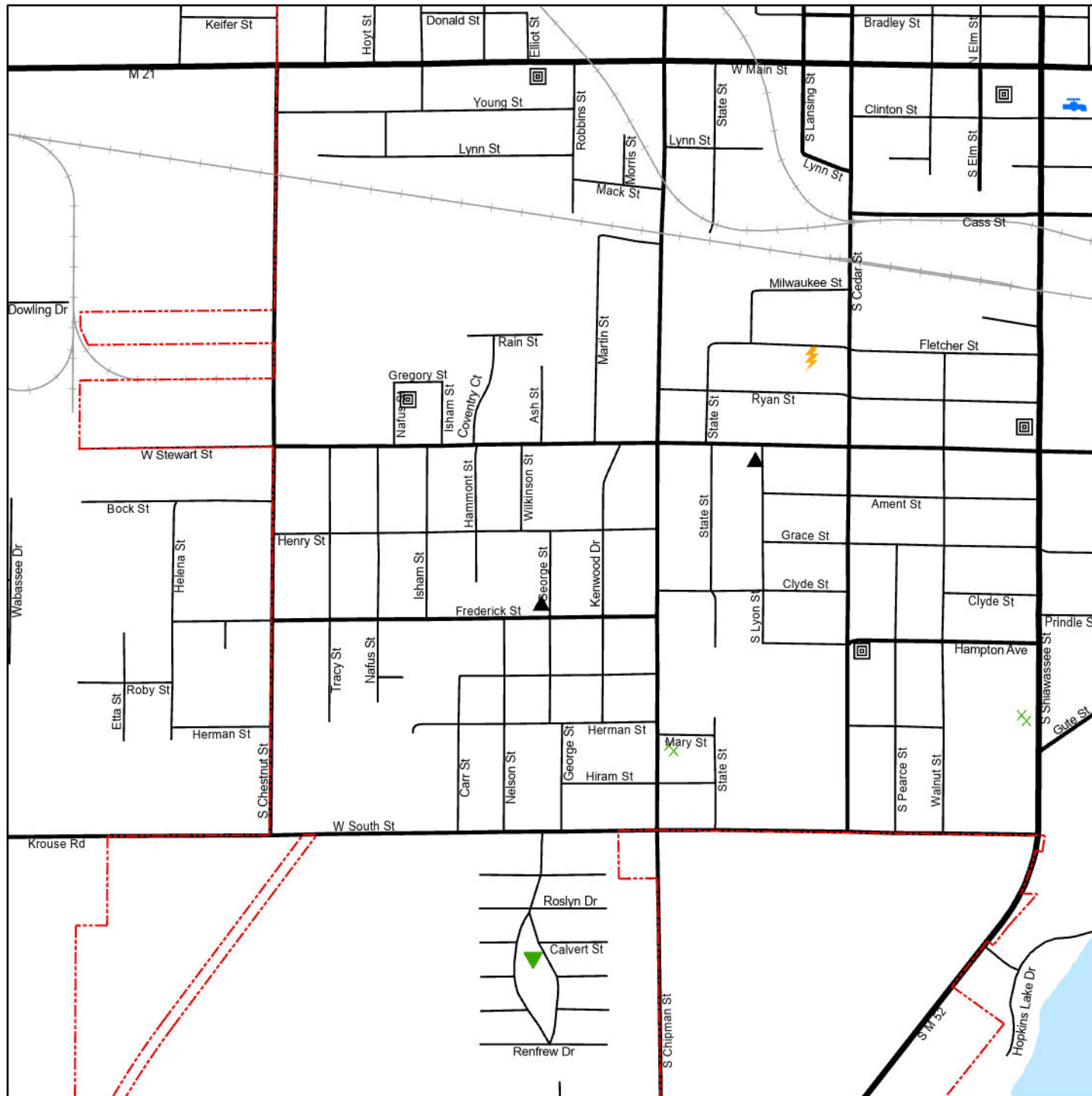
0 300 600 900 1,200 Feet



# City of Owosso

Permit Activity  
November 2025

SW Quadrant



## Category

- Electrical
- Fence
- Foundation - Residential
- Mechanical
- Plumbing
- Roof

## Other Features

- City Limit
- Railroads
- River & Lakes

0 300 600 900 1,200 Feet





**Code Enforcement Activity**  
**NOVEMBER 2025**

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ACCESSORY STRUCTURES								
ENF 24-0655	DEWEY ST	FINAL NOTICE SENT	RECHECK SCHEDULED	04/17/2024	11/18/2025	12/18/2025		N
ENF 25-1043	STEWART ST	INSPECTED PROPERTY	CLOSED	11/25/2025	11/25/2025		11/25/2025	N
Total Entries				2				
AUTO REP/JUNK VEH								
ENF 25-1004	LYNN ST	CONTACT WITH OWNER	RECHECK SCHEDULED	11/05/2025	11/10/2025	04/13/2026		N
ENF 25-0961	FRAZER AVE	LETTER SENT	RECHECK SCHEDULED	10/20/2025	11/17/2025	12/01/2025		N
ENF 25-0952	CHIPMAN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/15/2025	11/25/2025	12/02/2025		COMM
ENF 25-0840	MASON ST	INSPECTED PROPERTY	RECHECK SCHEDULED	09/02/2025	11/26/2025	12/10/2025		Y
ENF 25-0975	PINE ST	RESOLVED	CLOSED	10/28/2025	11/26/2025		11/26/2025	N
Total Entries				5				
BRUSH								
ENF 25-1011	WOODLAWN AVE	LETTER SENT	STOP WORK ORDER	11/11/2025	11/11/2025	12/10/2025		N
Total Entries				1				
BUILDING VIOL								
ENF 22-0167	CEDAR ST	INSPECTED PROPERTY	RECHECK SCHEDULED	02/15/2022	11/04/2025	12/02/2025		N
ENF 21-1156	WILLIAMS ST	INSPECTED PROPERTY	RECHECK SCHEDULED	08/01/2023	11/05/2025	12/08/2025		N
ENF 21-1484	SAGINAW ST	INSPECTED PROPERTY	RECHECK SCHEDULED	09/27/2021	11/05/2025	12/08/2025		VAC
ENF 23-0612	EXCHANGE	INSPECTED PROPERTY	DEMO PENDING	06/20/2023	11/18/2025	12/16/2025		N
Total Entries				4				
BUILDING VIOLATIONS								
ENF 25-0730	CEDAR ST	RESOLVED	CLOSED	07/31/2025	11/03/2025		11/02/2025	N



**Code Enforcement Activity**  
**NOVEMBER 2025**

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 25-0346	CHIPMAN ST	FINAL NOTICE SENT	RECHECK SCHEDULED	04/29/2025	11/05/2025	12/08/2025		N
ENF 25-0916	LYNN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/02/2025	11/05/2025	12/08/2025		N
ENF 24-1236	GREEN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	08/06/2024	11/12/2025	12/17/2025		VACANT
ENF 25-1023	SHIAWASSEE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	11/17/2025	11/17/2025	12/15/2025		N
ENF 25-0477	YOUNG ST	INSPECTED PROPERTY	RECHECK SCHEDULED	05/20/2025	11/18/2025	12/16/2025		VACANT HOUSE
ENF 25-0994	MAIN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	11/03/2025	11/24/2025	12/15/2025		COMM
ENF 25-1045	SAGINAW ST	INSPECTED PROPERTY	RECHECK SCHEDULED	11/25/2025	11/25/2025	12/08/2025		N
Total Entries				8				
CHICKENS/DUCKS								
ENF 25-0323	RIDGE ST	INSPECTED PROPERTY	LEGAL ACTION	04/21/2025	11/17/2025	12/01/2025		N
ENF 25-0321	STEWART ST	INSPECTED PROPERTY	RECHECK SCHEDULED	04/21/2025	11/24/2025	12/08/2025		N
Total Entries				2				
DOORS IN VIOLATION								
ENF 25-1010	DIVISION ST	INSPECTED PROPERTY	RECHECK SCHEDULED	11/11/2025	11/11/2025	12/02/2025		N
ENF 25-0980	PINE ST	RESOLVED	CLOSED	10/29/2025	11/25/2025		11/25/2025	N
Total Entries				2				
EXTERIOR PAINT/SIDING								
ENF 24-0982	LANSING ST	INSPECTED PROPERTY	RECHECK SCHEDULED	06/10/2024	11/10/2025	03/10/2026		Y
Total Entries				1				
FENCE VIOLATION								
ENF 25-0914	HERMAN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/01/2025	11/25/2025	12/09/2025		N

**Code Enforcement Activity**  
**NOVEMBER 2025**

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 25-1024	GRACE ST	CONTACT WITH OWNER	CLOSED	11/17/2025	11/25/2025		11/25/2025	N
			Total Entries	2				
FIRE DAMAGE								
ENF 24-1816	GUTE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	11/08/2024	11/24/2025	12/08/2025		VACANT
			Total Entries	1				
FRONT YARD PARKING								
ENF 25-0973	SHIAWASSEE ST	LETTER SENT	CLOSED	10/27/2025	11/03/2025		11/03/2025	N
ENF 25-0979	CHIPMAN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/29/2025	11/25/2025	12/09/2025		N
ENF 25-0856	MASON ST	INSPECTED PROPERTY	CLOSED	09/04/2025	11/26/2025		11/26/2025	N
			Total Entries	3				
GARBAGE & DEBRIS								
ENF 25-0771	SOUTH ST	INSPECTED PROPERTY	CLOSED	08/11/2025	11/03/2025		11/03/2025	N
ENF 25-0957	KING ST	RESOLVED	CLOSED	10/20/2025	11/03/2025		11/03/2025	
ENF 23-1355	WILLIAMS ST	INSPECTED PROPERTY	RECHECK SCHEDULED	12/12/2023	11/05/2025	12/08/2025		N
ENF 25-0970	SAGINAW ST	RESOLVED	CLOSED	10/27/2025	11/10/2025		11/10/2025	N
ENF 25-0938	STATE ST	INSPECTED PROPERTY	CLOSED	10/09/2025	11/12/2025		11/12/2025	N
ENF 25-0981	CLINTON ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/30/2025	11/12/2025	12/03/2025		VACANT
ENF 25-0986	STATE ST	RESOLVED	CLOSED	10/30/2025	11/12/2025		11/12/2025	Y
ENF 25-0869	LYNN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	09/09/2025	11/17/2025	12/01/2025		N
ENF 25-1026	RIDGE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	11/17/2025	11/17/2025	12/01/2025		N
ENF 25-0899	HANOVER ST	INSPECTED PROPERTY	CLOSED	09/22/2025	11/18/2025		11/18/2025	N
ENF 25-0696	YOUNG ST	ISSUED 1ST TICKET	RECHECK SCHEDULED	07/22/2025	11/19/2025	12/03/2025		N

**Code Enforcement Activity**  
**NOVEMBER 2025**

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 25-0844	KING ST	INSPECTED PROPERTY	RECHECK SCHEDULED	09/02/2025	11/19/2025	12/17/2025		Y
ENF 25-0985	STATE ST	RESOLVED	CLOSED	10/30/2025	11/19/2025		11/19/2025	VACANT
ENF 25-0849	GROVER ST	RESOLVED	CLOSED	09/02/2025	11/24/2025		11/24/2025	N
ENF 25-0862	WILLIAMS ST	LETTER SENT	RECHECK SCHEDULED	09/08/2025	11/24/2025	12/08/2025		N
ENF 25-0926	LINGLE AVE	INSPECTED PROPERTY	CLOSED	10/06/2025	11/24/2025		11/24/2025	N
ENF 25-1035	WOODLAWN AVE	LETTER SENT	RECHECK SCHEDULED	11/24/2025	11/24/2025	12/08/2025		Y
ENF 25-1040	GENESEE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	11/24/2025	11/24/2025	12/08/2025		Y
ENF 25-0982	CLYDE ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	10/30/2025	11/25/2025	12/02/2025		N
ENF 25-0988	STEWART ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/30/2025	11/25/2025	12/02/2025		N
ENF 25-1007	GRAND AVE	INSPECTED PROPERTY	PARTIALLY RESOLVED	11/05/2025	11/25/2025	12/09/2025		N
ENF 25-1017	ASH ST	RESOLVED	CLOSED	11/12/2025	11/25/2025		11/25/2025	N
ENF 24-1991	BRANDON ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	12/19/2024	11/26/2025	12/10/2025		Y
ENF 25-0894	MASON ST	FINAL NOTICE SENT	RECHECK SCHEDULED	09/17/2025	11/26/2025	12/10/2025		Y
ENF 25-0929	HAMPTON AVE	FINAL NOTICE SENT	RECHECK SCHEDULED	10/07/2025	11/26/2025	12/10/2025		N
ENF 25-0937	CASS ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/09/2025	11/26/2025	12/11/2025		N
ENF 25-0976	SAGINAW ST	INSPECTED PROPERTY	CLOSED	10/28/2025	11/26/2025		11/26/2025	N
ENF 25-1003	MICHIGAN AVE	RESOLVED	CLOSED	11/04/2025	11/26/2025		11/26/2025	Y
ENF 25-1047	HICKORY ST	INSPECTED PROPERTY	RECHECK SCHEDULED	11/26/2025	11/26/2025	12/03/2025		N
				Total Entries		29		
GARBAGE/JUNK IN ROW								
ENF 25-0968	KEYTE ST	RESOLVED	CLOSED	10/22/2025	11/04/2025		11/04/2025	N

**Code Enforcement Activity**  
**NOVEMBER 2025**

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 25-0983	CLYDE ST	RESOLVED	CLOSED	10/30/2025	11/05/2025		11/05/2025	N
ENF 25-0984	RYAN ST	RESOLVED	CLOSED	10/30/2025	11/05/2025		11/05/2025	N
ENF 25-0969	HICKORY ST	RESOLVED	CLOSED	10/27/2025	11/10/2025		11/10/2025	N
ENF 25-0992	CLINTON ST	RESOLVED	CLOSED	11/03/2025	11/10/2025		11/10/2025	Y
ENF 25-0996	SAGINAW ST	RESOLVED	CLOSED	11/04/2025	11/11/2025		11/11/2025	N
ENF 25-0997	MASON ST	RESOLVED	CLOSED	11/04/2025	11/11/2025		11/11/2025	N
ENF 25-0972	PRINDLE ST	RESOLVED	CLOSED	10/27/2025	11/17/2025		11/17/2025	Y
ENF 25-1009	BROADWAY AVE	RESOLVED	CLOSED	11/10/2025	11/17/2025		11/17/2025	N
ENF 25-0974	KING ST	CONTACT WITH OWNER	RECHECK SCHEDULED	10/27/2025	11/18/2025	12/01/2025		N
ENF 25-1013	MICHIGAN AVE	RESOLVED	CLOSED	11/11/2025	11/18/2025		11/18/2025	Y
ENF 25-0999	JEROME AVE	RESOLVED	CLOSED	11/04/2025	11/19/2025		11/19/2025	N
ENF 25-1018	PINE ST	RESOLVED	CLOSED	11/17/2025	11/24/2025		11/24/2025	N
ENF 25-1019	LYNN ST	LETTER SENT	RECHECK SCHEDULED	11/17/2025	11/24/2025	12/02/2025		N
ENF 25-1021	STEWART ST	LETTER SENT	RECHECK SCHEDULED	11/17/2025	11/24/2025	12/02/2025		N
ENF 25-1022	SHIAWASSEE ST	RESOLVED	CLOSED	11/17/2025	11/24/2025		11/24/2025	N
ENF 25-1027	FRAZER AVE	INSPECTED PROPERTY	PARTIALLY RESOLVED	11/17/2025	11/24/2025	12/01/2025		N
ENF 25-0632	PINE ST	INSPECTED PROPERTY	RE-OPENED	07/07/2025	11/25/2025	12/02/2025		N
ENF 25-1000	GRAND AVE	INSPECTED PROPERTY	CLOSED	11/04/2025	11/25/2025		11/25/2025	Y
ENF 25-1029	DEWEY ST	RESOLVED	CLOSED	11/19/2025	11/25/2025		11/25/2025	Y
ENF 25-1030	MASON ST	RESOLVED	CLOSED	11/19/2025	11/25/2025		11/25/2025	N

## NOVEMBER 2025

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 25-1031	PARK ST	RESOLVED	CLOSED	11/19/2025	11/25/2025		11/25/2025	N
ENF 25-1033	WATER ST	RESOLVED	CLOSED	11/19/2025	11/25/2025		11/25/2025	Y
ENF 25-1034	STATE ST	LETTER SENT	RECHECK SCHEDULED	11/19/2025	11/25/2025	12/03/2025		N
ENF 25-1041	MICHIGAN AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	11/25/2025	11/25/2025	12/02/2025		Y
ENF 25-1042	GRAND AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	11/25/2025	11/25/2025	12/02/2025		N
ENF 25-0998	JEROME AVE	RESOLVED	CLOSED	11/04/2025	11/26/2025		11/26/2025	Y
ENF 25-1046	COMSTOCK ST	INSPECTED PROPERTY	RECHECK SCHEDULED	11/26/2025	11/26/2025	12/03/2025		Y
ENF 25-1049	CLYDE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	11/26/2025	11/26/2025	12/03/2025		N
ENF 25-1050	CASS ST	INSPECTED PROPERTY	RECHECK SCHEDULED	11/26/2025	11/26/2025	12/03/2025		Y

Total Entries	30
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HDC - NOTICE OF VIOLATION

ENF 24-1717	EXCHANGE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/24/2024	11/25/2025	11/25/2025		COMM
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Total Entries	1
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HEALTH & SAFETY

ENF 25-0978	PINE ST	CONTACT WITH OWNER	RECHECK SCHEDULED	10/28/2025	11/25/2025	12/03/2025		N
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Total Entries	1
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HOUSE FIRE

ENF 24-1057	CASS ST	INSPECTED PROPERTY	RECHECK SCHEDULED	06/25/2024	11/11/2025	12/11/2025		N
ENF 25-0860	MICHIGAN AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	09/05/2025	11/19/2025	12/17/2025		N

Total Entries	2
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HOUSE NUMBERS

**Code Enforcement Activity**  
**NOVEMBER 2025**

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 25-0959	KING ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/20/2025	11/17/2025	12/01/2025		COMM
			Total Entries	1				
IMMINENT DANGER OF STRUCTURE								
ENF 22-0059	DEWEY ST	INSPECTED PROPERTY	LEGAL ACTION	01/21/2022	11/04/2025	12/02/2025		VAC
ENF 25-0609	MAIN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	06/25/2025	11/18/2025	12/16/2025		COMM
			Total Entries	2				
LEAVES								
ENF 25-1036	PARK ST	RESOLVED	CLOSED	11/24/2025	11/24/2025		11/24/2025	Y
			Total Entries	1				
LIGHTING VIOLATION								
ENF 25-0977	HIAWATHA DR	CONTACT WITH OWNER	RECHECK SCHEDULED	10/28/2025	11/03/2025	12/02/2025		N
			Total Entries	1				
MULTIPLE VIOLATIONS								
ENF 24-0907	PINE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	05/23/2024	11/04/2025	12/02/2025		VAC
ENF 25-0735	MAIN ST	RESOLVED	CLOSED	08/04/2025	11/10/2025		11/10/2025	N
ENF 25-0989	HOYT ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/30/2025	11/12/2025	12/03/2025		N
ENF 25-1014	BROOKS ST	INSPECTED PROPERTY	RECHECK SCHEDULED	11/12/2025	11/12/2025	12/03/2025		N
ENF 25-1015	CLEVELAND ST	INSPECTED PROPERTY	RECHECK SCHEDULED	11/12/2025	11/12/2025	12/03/2025		N
ENF 24-1789	HARRISON AVE	INSPECTED PROPERTY	1ST TICKET ISSUED	11/05/2024	11/17/2025	12/01/2025		N
ENF 25-0173	BROADWAY AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	03/05/2025	11/17/2025	12/01/2025		N
ENF 25-0656	MAIN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	07/10/2025	11/17/2025	12/01/2025		N
ENF 25-0704	CORUNNA AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	07/23/2025	11/17/2025	12/01/2025		N

**Code Enforcement Activity**  
**NOVEMBER 2025**

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 25-0764	CORUNNA AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	08/11/2025	11/17/2025	12/01/2025		COMM
ENF 25-0822	ISHAM ST	INSPECTED PROPERTY	RECHECK SCHEDULED	08/25/2025	11/17/2025	12/01/2025		N
ENF 25-0825	HICKORY ST	INSPECTED PROPERTY	RECHECK SCHEDULED	08/25/2025	11/17/2025	12/01/2025		N
ENF 25-0932	PINE ST	INSPECTED PROPERTY	CLOSED	10/07/2025	11/17/2025		11/17/2025	Y
ENF 25-0962	PRINDLE ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/20/2025	11/17/2025	12/15/2025		N
ENF 25-0971	HARRISON AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	10/27/2025	11/17/2025	12/01/2025		N
ENF 25-0993	PRINDLE ST	LETTER SENT	RECHECK SCHEDULED	11/03/2025	11/17/2025	12/01/2025		N
ENF 21-1578	ROBBINS ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/14/2021	11/18/2025	12/02/2025		COMM
ENF 25-0082	OLMSTEAD ST	INSPECTED PROPERTY	RECHECK SCHEDULED	02/04/2025	11/18/2025	12/02/2025		N
ENF 25-0738	MAIN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	08/04/2025	11/18/2025	12/02/2025		N
ENF 25-0965	JEROME AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	10/21/2025	11/18/2025	12/02/2025		N
ENF 25-0967	SUMMIT ST	INSPECTED PROPERTY	PARTIALLY RESOLVED	10/22/2025	11/18/2025	12/02/2025		N
ENF 25-0995	WILLIAMS ST	RESOLVED	CLOSED	11/04/2025	11/18/2025		11/18/2025	Y
ENF 25-1028	LINGLE AVE	LETTER SENT	RECHECK SCHEDULED	11/18/2025	11/18/2025	12/02/2025		VACANT LOT
ENF 24-1262	LINGLE AVE	INSPECTED PROPERTY	LEGAL ACTION	08/08/2024	11/19/2025	12/03/2025		N
ENF 25-1006	HAMPTON AVE	INSPECTED PROPERTY	PARTIALLY RESOLVED	11/05/2025	11/19/2025	12/03/2025		N
ENF 25-1032	EXCHANGE ST	LETTER SENT	RECHECK SCHEDULED	11/19/2025	11/19/2025	12/03/2025		COMM
ENF 24-0890	STEWART ST	INSPECTED PROPERTY	RECHECK SCHEDULED	05/21/2024	11/24/2025	12/08/2025		N
ENF 25-0162	FLETCHER ST	INSPECTED PROPERTY	CLOSED	03/04/2025	11/24/2025		11/24/2025	N
ENF 25-0647	HOWELL ST	INSPECTED PROPERTY	PENDING 1ST TICKET	07/09/2025	11/24/2025	12/01/2025		N



**Code Enforcement Activity**  
**NOVEMBER 2025**

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 25-0662	WOODLAWN AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	07/14/2025	11/24/2025	12/15/2025		N
ENF 25-0666	MACK ST	INSPECTED PROPERTY	RECHECK SCHEDULED	07/14/2025	11/24/2025	12/22/2025		N
ENF 25-0737	STEWART ST	INSPECTED PROPERTY	RECHECK SCHEDULED	08/04/2025	11/24/2025	12/08/2025		VACANT LOT
ENF 25-0779	STEWART ST	INSPECTED PROPERTY	CLOSED	08/12/2025	11/24/2025		11/24/2025	N
ENF 25-0945	CORUNNA AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	10/13/2025	11/24/2025	12/08/2025		COMM
ENF 25-1039	AMENT ST	INSPECTED PROPERTY	RECHECK SCHEDULED	11/24/2025	11/24/2025	12/08/2025		N
ENF 25-0951	MACK ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/15/2025	11/25/2025	12/02/2025		N
ENF 25-0679	CHIPMAN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	07/16/2025	11/26/2025	12/03/2025		N
ENF 25-0705	CORUNNA AVE	INSPECTED PROPERTY	PARTIALLY RESOLVED	07/23/2025	11/26/2025	12/10/2025		Y
ENF 25-0922	OAK ST	FINAL NOTICE SENT	RECHECK SCHEDULED	10/02/2025	11/26/2025	12/10/2025		N
ENF 25-1012	KENWOOD DR	INSPECTED PROPERTY	RECHECK SCHEDULED	11/11/2025	11/26/2025	12/10/2025		N
ENF 25-1020	FREDERICK ST	CONTACT WITH OWNER	RECHECK SCHEDULED	11/17/2025	11/26/2025	12/10/2025		N
ENF 25-1048	CHIPMAN ST	REF TO BLDG OFFICIAL	RECHECK SCHEDULED	11/26/2025	11/26/2025	12/05/2025		COMM

**Total Entries      42**

**NO BUILDING PERMIT**

ENF 25-0947	CHIPMAN ST	FINAL NOTICE SENT	RECHECK SCHEDULED	10/14/2025	11/26/2025	12/10/2025		N
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**Total Entries      1**

**NO MECHANICAL PERMIT**

ENF 25-0966	WOODLAWN AVE	OBTAINED PERMIT	CLOSED	10/21/2025	11/03/2025		11/03/2025	Y
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**Total Entries      1**

**RENTAL REGISTRATION**

**Code Enforcement Activity**  
**NOVEMBER 2025**

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 25-0956	KENWOOD DR	RENTAL REG FORM SUBMITTED	CLOSED	10/16/2025	11/17/2025		11/17/2025	Y
			Total Entries	1				
ROW VIOLATIONS								
ENF 25-0698	FIFTH ST	INSPECTED PROPERTY	RECHECK SCHEDULED	07/22/2025	11/19/2025	03/19/2026		N
ENF 25-1002	KENWOOD DR	RESOLVED	CLOSED	11/04/2025	11/26/2025		11/26/2025	
			Total Entries	2				
SIGN VIOLATION								
ENF 25-0964	CHIPMAN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	10/21/2025	11/18/2025	11/18/2025		COMM
ENF 25-0963	EXCHANGE ST	RESOLVED	CLOSED	10/21/2025	11/25/2025		11/25/2025	COMM
ENF 25-1044	MAIN ST	INSPECTED PROPERTY	RECHECK SCHEDULED	11/25/2025	11/25/2025	12/02/2025		COMM
			Total Entries	3				
TEMPORARY STRUCTURES								
ENF 25-1001	PRINDLE ST	LETTER SENT	RECHECK SCHEDULED	11/04/2025	11/04/2025	12/02/2025		N
ENF 25-0367	MAIN ST	RESOLVED	CLOSED	05/06/2025	11/05/2025		11/05/2025	N
ENF 25-0820	GRAND AVE	CONTACT WITH OWNER	RECHECK SCHEDULED	08/21/2025	11/10/2025	03/10/2026		N
ENF 25-0402	SAGINAW ST	INSPECTED PROPERTY	RECHECK SCHEDULED	05/14/2025	11/17/2025	05/14/2026		N
ENF 25-0682	LINGLE AVE	INSPECTED PROPERTY	RECHECK SCHEDULED	07/16/2025	11/17/2025	05/18/2026		N
ENF 25-1025	RIDGE ST	LETTER SENT	RECHECK SCHEDULED	11/17/2025	11/17/2025	05/18/2026		N
ENF 25-1008	DINGWALL DR	CONTACT WITH OWNER	RECHECK SCHEDULED	11/10/2025	11/21/2025	05/26/2026		N
ENF 25-1016	STATE ST	CONTACT WITH OWNER	RECHECK SCHEDULED	11/12/2025	11/21/2025	05/26/2026		N
ENF 25-1037	YOUNG ST	LETTER SENT	RECHECK SCHEDULED	11/24/2025	11/24/2025	12/22/2025		N

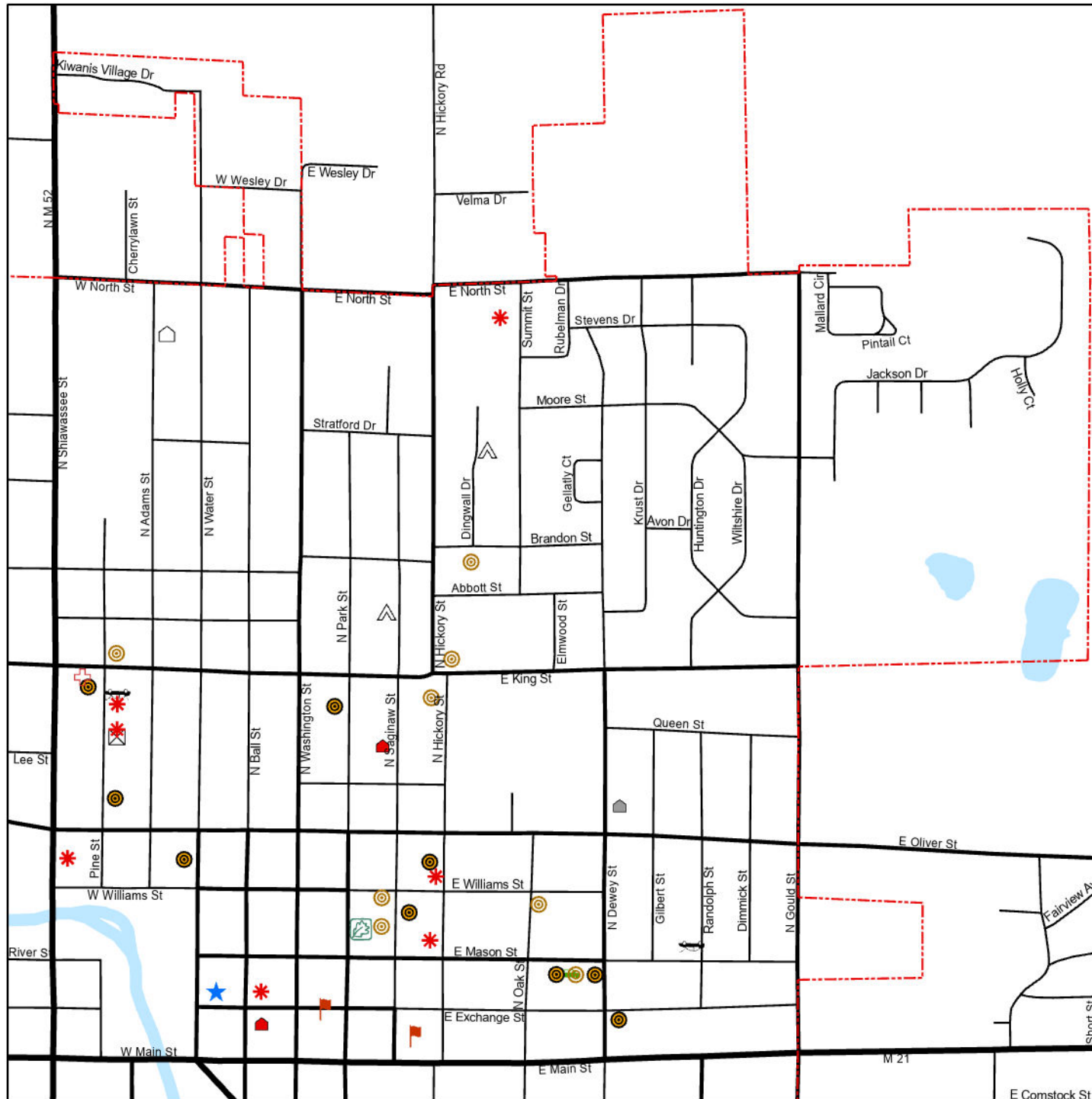
**Code Enforcement Activity**  
**NOVEMBER 2025**

Enf. Number	Address	Previous Status	Current Status	Filed	Last Action Date	Next Action Date	Date Closed	Rental
ENF 25-1038	HIRAM ST	LETTER SENT	RECHECK SCHEDULED	11/24/2025	11/24/2025	12/22/2025		N
Total Entries				10				
TRAILER VIOLATIONS								
ENF 25-1005	PEARCE ST	INSPECTED PROPERTY	CLOSED	11/05/2025	11/19/2025		11/19/2025	N
Total Entries				1				
VACANT STRUCTURES								
ENF 24-0728	ADAMS ST	INSPECTED PROPERTY	RECHECK SCHEDULED	05/01/2024	11/18/2025	12/16/2025		VAC
Total Entries				1				
VISIBILITY								
ENF 25-0677	CASS ST	INSPECTED PROPERTY	RECHECK SCHEDULED	07/16/2025	11/18/2025	05/18/2026		Y
Total Entries				1				
Total Records:		162	Total Pages:			11		

# City of Owosso

## Code Enforcement Activity November 2025

NE Quadrant



### Category

- Accessory Structures
- Auto Repair/Junk Vehicle
- Building Violations
- Doors In Violation
- Front Yard Parking
- Garbage & Debris
- Garbage/Junk In ROW
- HDC - Notice Of Violation
- Health & Safety
- Leaves
- Multiple Violations
- Sign Violation
- Temporary Structures
- Vacant Structures

### Other Features

- City Limit
- Railroads
- River & Lakes

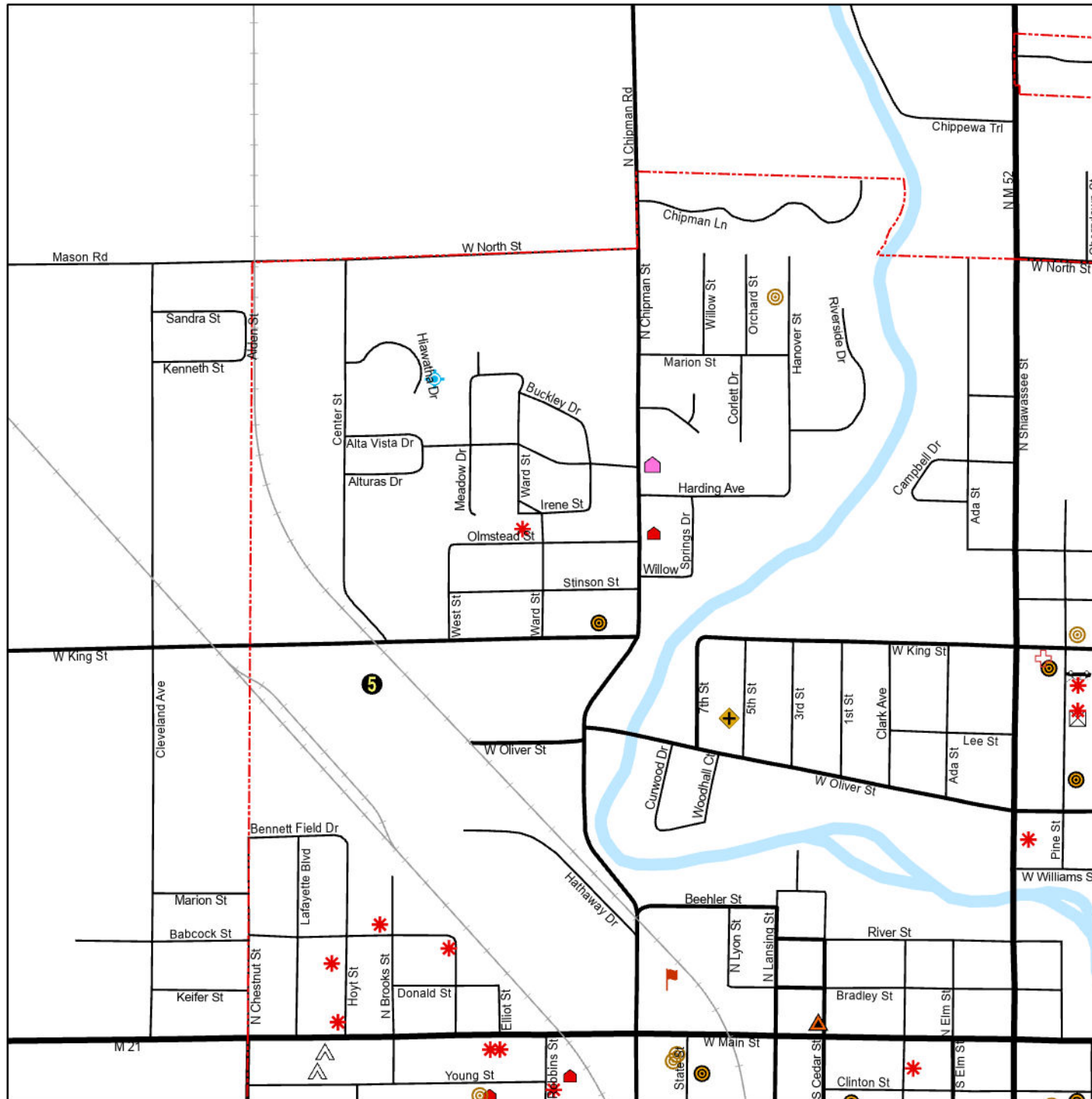
0 300 600 900 1,200 Feet



# City of Owosso

## Code Enforcement Activity November 2025

### NW Quadrant



#### Category

- Auto Repair/Junk Vehicle
- Building Violations
- Doors In Violation
- Garbage & Debris
- Garbage/Junk In ROW
- Health & Safety
- House Numbers
- Imminent Danger Of Structure
- Lighting Violation
- Multiple Violations
- No Building Permit
- ROW Violations
- Sign Violation
- Temporary Structures

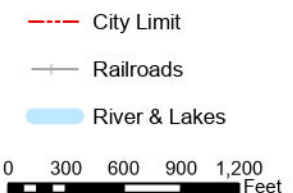
#### Other Features

- City Limit
- Railroads
- River & Lakes

0 300 600 900 1,200 Feet



### SE Quadrant



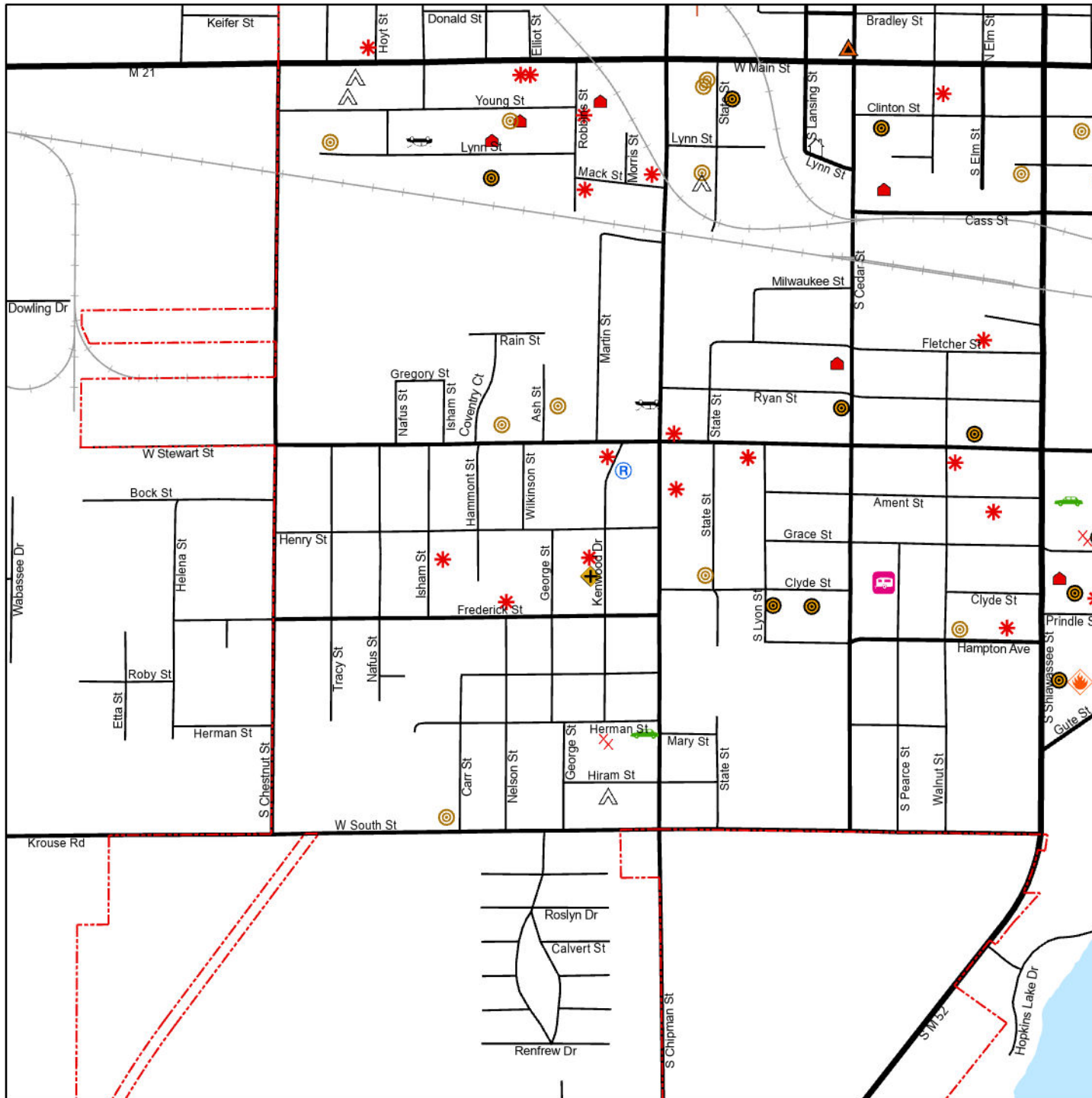


# City of Owosso

## Code Enforcement Activity

### November 2025

SW Quadrant



**Monthly Inspection List  
NOVEMBER 2025**

CHARLES, NATHAN	BUILDING OFFICIAL Total Inspections:	<b>26</b>
BOOTH, MARK	MECHANICAL & PLUMBING INSPECTOR Total Inspections:	<b>34</b>
HARRIS, JON	ELECTRICAL INSPECTOR Total Inspections:	<b>20</b>
FREEMAN, GREG	CODE ENFORCEMENT Total Inspections:	<b>161</b>
<b>Grand Total Inspections:</b>		<b>241</b>



**CERTIFICATES & LICENSES ISSUED BY MONTH FOR 2025**

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
<b>ADULT USE RECREATIONAL RETAIL</b>												
1				1					1			3
\$5,000				\$5,000					\$5,000			\$15,000
<b>AMPHITHEATER</b>												
					2	4	3					9
					\$50	\$50	\$150					\$250
<b>BENTLEY PARK RENTAL</b>												
				6	14	10	11	8	1			50
				\$150	\$400	\$250	\$275	\$150	\$25			\$1,250
<b>GROWER LICENSE (Medical)</b>												
								1				1
								\$5,000				\$5,000
<b>HARMON PATRIDGE PARK RENTAL</b>												
				5	13	11	14	6	1			50
				\$150	\$400	\$325	\$350	\$175	\$25			\$1,425
<b>HISTORIC DISTRICT COMMISSION (C OF A AND NOTICE TO PROCEED)</b>												
		1	1			1			1			4
			\$40			\$40			40			\$120
<b>MOBILE FOOD VENDING (Food Truck License)</b>												
					1							1
					\$150							\$150
<b>PROCESSOR LICENSE</b>												
1												1
\$5,000												\$5,000
<b>PROVISIONING CENTER</b>												
									1			1
									\$5,000			\$5,000
<b>RECREATIONAL GROW</b>												
			2					1	1			4
			\$10,000					\$5,000	\$5,000			\$20,000
<b>RENTAL (Renewals)</b>												
5		3		10						2		20
\$250		\$150		\$500						\$100		\$1,000
<b>RENTAL REGISTRATIONS (New)</b>												
3	2	1	3	3	6	2		2	2	1		25
\$150	\$100	\$50	\$150	\$150	\$300	\$100		\$100	\$100	\$50		\$1,250
<b>RESIDENTIAL PARKING</b>												
1												1
\$120												\$120
<b>TOTALS:</b>												
11	2	5	6	25	36	28	28	18	8	3	0	170
\$10,520	\$100	\$200	\$10,190	\$5,950	\$1,300	\$765	\$775	\$10,425	\$15,190	\$150	\$0	\$55,565



# OWOSSO POLICE DEPARTMENT

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

## MEMORANDUM

DATE: December 3, 2025  
TO: Owosso City Council  
FROM: Eric E. Cherry  
Police Department Captain  
RE: November 2025 Police Activity Report

### Master Plan Goal 3.1, 3.2

The Investigative Services Bureau attended the monthly Shiawassee County sexual assault response team (SART) meeting, which is administrated by the Safe Center.

The Police Administration worked with information technology to get multiple pieces of electronics recycled with the assistance of Resourceful Recycling.

The Police Department assisted with traffic control, security and officer presence for the Glow Owosso events: Glow Run 5K, Glow Parade, Annual Tree Lighting and Fireworks. Everything seemed to go smoothly with the transition to keeping Washington Street free of parked vehicles.

The Owosso Police Department covered emergency calls in the City of Corunna for over 300 hours last month or just under 10 hours a day.

### November - 5 YEAR AVERAGE

	2021- November	2022- November	2023- November	2024- November	2025- November	November 5YR AVG
Part I Crimes	26	30	26	17	33	26.4
Part II Crimes	75	83	88	81	77	80.8
Violent Crimes	6	11	15	7	8	9.4
Total Reports	144	171	154	153	158	156
Felony Arrests	6	5	4	8	7	6
Total Arrests	32	39	22	40	26	31.8
Traffic Stops	19	197	78	34	28	71.2
All Dispatched Events	771	1167	942	607	667	830.8

**LAST 12 MONTHS**

	2024- Dec	2025- Jan	2025- Feb	2025- Mar	2025- Apr	2025- May	2025- Jun	2025- Jul	2025- Aug	2025- Sep	2025- Oct	2025- Nov	Last 12 Months	Average
Part I Crimes	17	23	18	30	18	25	13	26	23	2	32	33	260	21.67
Part II Crimes	70	65	59	84	87	87	82	79	80	92	96	77	958	79.83
Violent Crimes	4	7	2	10	4	8	4	7	5	6	13	8	78	6.5
Total Reports	139	160	114	157	166	168	157	149	150	182	182	158	1,882	156.83
Felony Arrests	6	5	5	6	8	8	15	12	7	4	5	7	88	7.33
Total Arrests	23	22	20	27	33	35	42	37	28	31	26	26	350	29.17
Traffic Stops	48	105	109	43	87	84	35	118	23	40	36	28	756	63
All Dispatched Events	606	835	657	730	820	798	787	907	836	792	764	667	9,199	766.58



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

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# MEMORANDUM

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DATE: December 2, 2025

TO: Owosso City Council

FROM: Kevin Lenkart  
Director of Public Safety

RE: November 2025 Fire & Ambulance Report

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Attached are the statistics for the Owosso Fire Department (OFD) for November 2025. The Owosso Fire Department responded to 276 incidents in the month of November.

OFD responded to 12 fire or rescue calls and EMS responded to 264 EMS calls.

Fire Calls		EMS Calls	
Illegal Burning	2	City of Owosso	201
Wires Down	0	Corunna EMS	3
Rescue	2	Fairfield Twp.	5
Car Fire	0	Laingsburg	0
False Alarm	2	Middlebury Twp.	5
Building Fire-Owosso	0	Owosso Twp.	47
Building Fire-Mutual Aid	0	Perry Area EMS	0
Gas Leak	3	Rush Twp.	3
Smoke Investigation	3	Out of County	0
Total	12	Total	264

Fire Calls		EMS Calls	
Illegal Burning	2	City of Owosso	201

Filter statement

Filters

Days in Dispatched11/1/25 to 11/30/25 | Is Lockedtrue | Is Activetrue

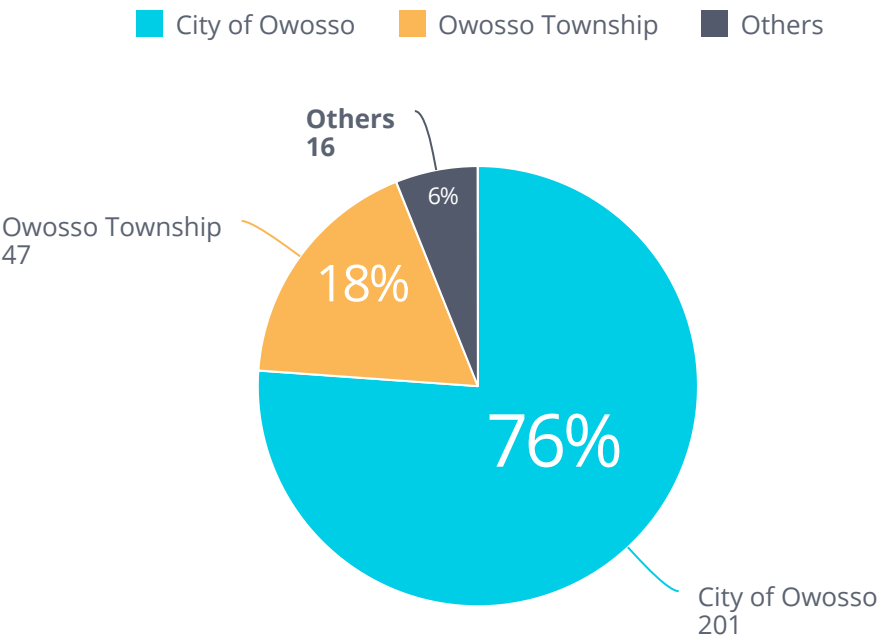
1 more...

# Responses by Scene Zone

Total Records



Responses by Zone



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

**December 3, 2025, at 7:30 A.M.**

**CALL TO ORDER:** The meeting was called to order by Vice-Chair Lance Omer at 7:35 A.M.

**ROLL CALL:** Taken by Lizzie Fredrick

**PRESENT:** Vice-Chair Lance Omer, Mayor Robert J. Teich, Jr., and Commissioners Jill Davis, Jon Moore, Bill Gilbert, Josh Ardelean, and Colin McCallum. Commissioner Josh Ardelean left at 8:17 A.M.

**ABSENT:** Chair Daylen Howard and Commissioner Karen Parzych

**STAFF PRESENT:** Lizzie Fredrick, OMS & DDA Director

**AGENDA:**

**MOVED BY GILBERT SUPPORTED BY DAVIS TO APPROVE THE DECEMBER 3, 2025, OWOSSO MAIN STREET AND DOWNTOWN DEVELOPMENT AUTHORITY AGENDA AS PRESENTED.**

**AYES: ALL**

**MOTION CARRIED**

**MINUTES:**

**MOVED BY MOORE SUPPORTED BY ARDELEAN TO APPROVE THE NOVEMBER 18, 2025, OWOSSO MAIN STREET AND DOWNTOWN DEVELOPMENT AUTHORITY SPECIAL MEETING MINUTES.**

**AYE: ALL**

**MOTION CARRIED**

**PUBLIC COMMENTS:** None

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

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

Fredrick confirmed an installation date had not yet been set by the vendor for the installation of the NACS cables.

**ITEMS OF BUSINESS:**

1. **2026 OMS & DDA Meeting Schedule:** Fredrick presented the 2026 Board Meeting Schedule and the OMS & DDA Bylaws for the Board's review.

**MOVED BY GILBERT, SUPPORTED BY TEICH TO ADOPT THE 2026 OWOSSO MAIN STREET & DOWNTOWN DEVELOPMENT AUTHORITY MEETING SCHEDULE.**

**AYE: ALL**

**MOTION CARRIED**

**COMMITTEE UPDATES:**

1. **Organization:** Ardelean provided updates on the February 19<sup>th</sup> Volunteer Appreciation Party at The Sideline Sports Bar.

Moore confirmed that a person shall not consume alcoholic liquor in a commercial establishment selling food if the commercial establishment is not licensed for the Social District and that a person owning, operating, or leasing a commercial establishment selling food which is not licensed under this act shall not allow the consumption of alcoholic liquor on its premises.

Davis asked for communications reminding businesses of the Social District policies regarding cups, lids, and where drinks may be consumed.

Fredrick asked the Board to think of volunteers from 2025 that they would like to nominate for Volunteer of the Year during the December Committee Meetings.

2. **Promotion:** Davis reviewed feedback from the Downtown Owosso Trick or Treat Golden Pumpkin Hunt and announced that the Chocolate Walk will take place on April 25<sup>th</sup>.

Moore suggested large signs identifying the businesses participating in the Golden Pumpkin Hunt.

3. **Economic Vitality:** Omer announced J's Tux and Bridal Boutique as the December Business of the Month, the DDA Biannual Informational Meeting is January 7<sup>th</sup>, and the Informational Main Street Meetup for downtown business owners is January 27<sup>th</sup>.
4. **Design:** Gilbert noted that the Design Committee is testing out a new meeting time to help recruit additional Committee Members and that the Design Committee will host a Main Street Meetup on March 11<sup>th</sup> to help plan for Summer Beautification.

**DIRECTOR UPDATES:** Fredrick reviewed the 2026 OMS Event Calendar dates, noted positive feedback from community members regarding the Glow Parade road closure, and confirmed that no vehicles were towed while clearing vehicles from the parade route.

**BOARD COMMENTS:** Moore and Ardelean volunteered to review the OMS & DDA Bylaws with the Organization Committee for any potential revision considerations by the Board.

McCallum asked if the Organization Committee would consider name tags for the Board instead of or in addition to business cards.

Gilbert suggested cardstock nameplates for Board meetings.

Teich asked the Design Committee to pursue funding plans for future phases of the Streetlight Replacement Project.

Moore suggested the Organization and Promotion Committee partner to organize a 5k as a fundraiser.

**ADJOURNMENT:**

**MOVED BY GILBERT, SUPPORTED BY DAVIS TO ADJOURN AT 8:41 A.M.  
AYES: ALL  
MOTION CARRIED**

**NEXT MEETING JANUARY 7, 2025.**



## **PARKS AND RECREATION COMMISSION**

### **REGULAR MEETING**

Draft Minutes of Wednesday, December 3, 2025

7:00 p.m. at City Hall

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

**PLEDGE OF ALLEGIANCE:** Was recited

#### **ROLL CALL:**

**MEMBERS PRESENT:** Vice-Chair Selbig, Commissioners Ellen Rodman, Kollin Lienau, Kevin Maginity, Emily Olson, and Carol Anne Smith.

**MEMBERS ABSENT:** Chairman Dennis Mahoney and Commissioner Adeline Mahoney.

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

**APPROVAL OF MINUTES:** Commissioner Olson made a motion to approve the minutes for October 22, 2025. The motion was supported by Commissioner Maginity. Passed by voice vote.

**PUBLIC COMMENTS:** Commissioner Selbig requested that the fitness course be added as an agenda topic to the next meeting.

**OLD BUSINESS REPORT:** Amy Fuller reported that a new entrance sign for Adams Park has been installed and that the little sled library is at the sled hill but still needs a sign. Amy reported the final score for the DNR Recreation Passport Grant and stated that she did not believe the score would be high enough to receive funding. There was a motion by Commissioner Olson to reapply for the grant in 2026. The motion was supported by Commissioner Rodman. Passed by voice vote.

#### **ITEMS OF BUSINESS:**

AED: The Commission asked staff to apply for a grant from the Shiawassee Community Foundation in the amount of \$3,900 to purchase and install an AED at the Bentley Park Pickleball Courts.

Splas Pad: Commissioner Rodman reviewed splash pad suggestions from the committee. There was discussion about the different proposals. There was a motion made by Commissioner Rodman to purchase option 2A from Great Lakes Recreation pending the receipt of warranty and installation details. The motion was seconded by Commissioner Maginity. Passed by voice vote.

**PUBLIC/COMMISSIONER COMMENTS:** None.

**NEXT MEETING:** January 28, 2026

**ADJOURNMENT:** Commissioner Smith made a motion to adjourn at 8:11 p.m. The motion was supported by Commissioner Rodman. Ayes all, motion carried.

Respectfully submitted by:

Amy Fuller, Assistant City Manager

**OWOSSO MID-SHIAWASSEE COUNTY WWTP REVIEW BOARD  
MEETING MINUTES - DRAFT**

November 25, 2025

4:30 P.M.

W.W.T.P.

1. Roll (4:31 P.M.)  
Members Present: R. Suchanek, L. Walker, J.Archer, A. Holek  
Alternates Present: N. Henne  
Others Present: T. Guysky, WWTP Superintendent/Board Secretary  
J. Bloomfield, Owosso Twp/Caledonia Twp Utility Authority  
B. Langtry, Owosso Twp/Caledonia Twp Utility Authority
2. Agenda Approval: Motion by Archer to approve agenda as presented. Support by Holek. No discussion. Motion carries 4-0.
3. Minutes of the August 26, 2025 meeting: Motion by Suchanek to approve the August 26, 2025 meeting minutes. Support by Archer. No Discussion. Motion carries 4-0.
4. Secretary's Report:
  - a) Plant Performance Summary (August - October 2025): Guysky noted a few permit violations for the September and October periods. All were Ammonia-Nitrogen concentration-based violations related specifically to the Phase I construction activities, and full compliance was quickly restored in each event.
  - b) Plant Operations and Staffing: Guysky noted efficient plant operations following major electrical and piping replacement in September/October. All new equipment continues to work well. There is an open part-time laboratory technician position.
  - c) WWTP Project Updates: Guysky updated the Board on the current projects. Most major installs have been completed on the Phase I project. SCADA room buildout, full SCADA implementation and startup of two disc filters are the main items that remain. Following a question by Archer, there was general discussion about the UV disinfection performance and energy usage offsets within the entire process. The new secondary clarifier is likely to be online and working around the new year. Suchanek and Guysky discussed the latest change order items on the secondary clarifier project.
5. Old Business:
  - a) Board Alternate Requirement:
    1. Corunna: Walker noted she is still working on getting an alternate in place.
  - b) H2S Mitigation Update: Langtry updated the Board on the Township Utility Authority's progress: the latest chemical trial did not produce positive results and they are planning on

revisiting the chemical type with the vendor to try a different one during next year's H2S season. Guysky updated the City of Owosso's efforts on their side: similar to the Utility Authority, the chemical application during this year's H2S season did not resolve the issue, so they will work with the same vendor used by the Utility Authority to determine a better approach for next year.

6. New Business:  
NONE
7. Citizens'/Members' Comments:  
NONE
8. Adjourn: Motion to adjourn by Holek. Support by Walker. No discussion. Motion carries 4-0.  
Meeting adjourned at 4:59 p.m.

Respectfully submitted, Timothy J. Guysky, Secretary  
Approval by Review Board pending

MINUTES FOR REGULAR MEETING  
**OWOSSO HISTORIC DISTRICT COMMISSION**  
Wednesday, Sept 17, 2025 at 6:00 p.m.  
City Hall Conference Room

**MEETING CALLED TO ORDER:** at 6:00 p.m. by Chairperson Steven Teich.

**ROLL CALL:** was taken by City Manager Nathan Henne.

**PRESENT:** Chairperson Steven Teich, Commissioner Ainsworth, Commissioner Powell,  
Commissioner Harrington,

**ABSENT:** Commissioner Byrne, Omer, and VanEpps

**OTHERS IN ATTENDANCE:**

**AGENDA APPROVAL:** Sept 17, 2025.

**MOTION FOR APPROVAL OF THE AGENDA BY POWELL SECONDED BY AINSWORTH.**

**AYES ALL. MOTION CARRIED.**

**MINUTES APPROVAL:** July 17, 2025.

**MOTION FOR APPROVAL OF MINUTES AS PRESENTED BY HARRINGTON. SECONDED BY  
POWELL.**

**AYES ALL. MOTION CARRIED.**

**COMMUNICATIONS**

Henne explained that SHPO will be conducting the 5-year program evaluation for Owosso's historic district program

**ITEMS OF BUSINESS:**

**PUBLIC COMMENTS:**

**BOARD COMMENTS:**

**NEXT MEETING:** November 19, 2025

**CHAIRMAN TEICH ADJOURNED THE MEETING AT 6:20 P.M.**

MINUTES FOR REGULAR MEETING  
**OWOSSO HISTORIC DISTRICT COMMISSION**  
Wednesday, Nov 19, 2025 at 6:00 p.m.  
City Hall Conference Room

**MEETING CALLED TO ORDER:** at 6:00 p.m. by Chairperson Steven Teich.

**ROLL CALL:** was taken by City Manager Nathan Henne.

**PRESENT:** Chairperson Steven Teich, Commissioner Ainsworth, Commissioner Powell, Commissioner Harrington, Vice Chair Omer, Commissioner Byrne

**ABSENT:**

**OTHERS IN ATTENDANCE:** Larry Moiles, Greg Bennett

**AGENDA APPROVAL:** November 19, 2025.

**MOTION FOR APPROVAL OF THE AGENDA BY POWELL SECONDED BY HARRINGTON**

**AYES ALL. MOTION CARRIED.**

**MINUTES APPROVAL:** September 17, 2025

**MOTION FOR APPROVAL OF MINUTES AS PRESENTED BY HARRINGTON. SECONDED BY POWELL.**

**AYES ALL. MOTION CARRIED.**

**COMMUNICATIONS**

VanEpps resignation letter submitted in packet.

**ITEMS OF BUSINESS:**

**1) 111. S. Washington St Façade Repair and Window Replacement:**

The applicant, Larry Moiles, explained the project and the type of materials to be utilized. The windows are wood and the façade repair material is wood. He explained that he could not source 9 foot tall windows but got as close as he could. The windows will still be large but additional trim will need to be installed so it looks correct.

**MOTION FOR APPROVAL OF CERTIFICATE OF APPROPRIATENESS BY VICE CHAIR OMER, SECONDED BY BYRNE**

**AYES ALL. MOTION CARRIED**

**PUBLIC COMMENTS:** Moiles asked about the stained glass decorative features between the first and second floor. One panel is missing. The commission explained that rather than remove the rest it was important to repair the vacant panel area with something similar so that this feature can be preserved.

**BOARD COMMENTS:** Omer commented that it is difficult to remain staunch purists and that the design guidelines are written to accommodate enhancements in materials to meet historical design standards. He explained that wood windows with Fibrex exteriors should be allowed along with metal clad wood windows. Teich encouraged commissioners to go to the annual conference because these

were things that are discussed at the workshop sessions. Byrne commented that he would like to see the commission advertise broadly to seek a replacement for Matt VanEpps. He said his legal background will be sorely missed by the commission. Henne pointed out that VanEpps was a founding member of the commission since its inception in 2010 and it would be difficult to replace him. He also mentioned that he would discuss the appointment process with the Mayor since all appointments go through that office.

**NEXT MEETING:** December 17 2025

**CHAIRMAN TEICH ADJOURNED THE MEETING AT 6:35 P.M.**



# MEMORANDUM

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

**DATE:** December 15, 2025

**TO:** Owosso City Council

**FROM:** Katherine Fagan, City Treasurer

**SUBJECT:** Quarterly Utility Billing Delinquent and Shut-off Statistics

Attached are the statistics for the City of Owosso Quarterly Utility Billings and Delinquencies.

Quarter Billed	Bills Sent	Delq. Notices	Percentage Late	Shut-Off List	Percentage on Shut-Off List
Jul-Sept 2024	6512	1234	18.95%	126	1.93%
Oct-Dec 2024	6512	1264	19.41%	114	1.75%
Jan-Mar 2025	6517	1325	20.33%	103	1.58%
Apr-Jun 2025	6526	1291	19.78%	112	1.72%
Jul-Sept 2025	6519	1264	19.38%	135	2.07%